

**CITY OF LAURINBURG  
CITY COUNCIL MEETING  
SEPTEMBER 20, 2011  
MUNICIPAL BUILDING  
303 WEST CHURCH ST.  
7:00 p.m.  
Agenda**

*Invocation: Councilmember Spencer*

- 1) Approval of Agenda
- 2) Consent Agenda **(Item A)**
  - a. Approve minutes from the June 16, 2011 budget workshop; the June 20, 2011 budget workshop; the June 21, 2011 regular meeting
  - b. Consider setting public hearing to be held October 18, 2011 at 7:00 p.m. in the upstairs council room of the Municipal Building for an amendment to the City of Laurinburg Sign Ordinance
  - c. Consider Resolution No. R-2011-09 which authorizes the adoption of updates to the Fair Housing Plan and other adopted plans
  - d. Consider Resolution No. R-2011-10 Authorizing Planning Grant Application to the NC Rural Economic Development Center for the City of Laurinburg Bridge Creek Outfall & Basin Evaluation and Preliminary Engineering Report (Per) and authorizes the City Manager to execute documents
  - e. Consider piggyback bid for front loading refuse truck to Carolina Environmental Systems, Inc.
  - f. Consider piggyback bid for automated side loading refuse truck to Carolina Environmental Systems, Inc.

**DELEGATION**

- 3) Scotland County Tourism Development Authority – Cory Hughes **(Item B)**
- 4) Presentation to Betty Cooper, retired employee **(Item C)**
- 5) Jim Willis, Laurinburg Downtown Revitalization Corporation Report **(Item D)**
- 6) YEA (Young Entrepreneurs Academy) - Mrs. Toni Blount **(Item E)**
- 7) Scott Reddinger, North Carolina Indian Housing Authority Presentation **(Item F)**

**CITY MANAGER REPORTS**

- 8) Bob Bell-Trees/tree limbs falling during storms **(Item G)**
- 9) Consider changing agenda workshop date to Wednesday, October 12, 2011 **(Item H)**

**APPOINTMENTS**

- 10) Laurinburg Downtown Revitalization Corporation Appointment **(Item I)**
- 11) Crime and Drug Committee **(Item J)**
- 12) Appoint voting delegate and alternate voting delegate for the North Carolina League of Municipalities Business Meeting at the conference to be held in October **(Item K)**

**COMMENTS FROM MAYOR AND/OR COUNCILMEMBERS**

**PUBLIC COMMENT**

**ADJOURNMENT**

The City Council of the City of Laurinburg is committed to allowing members of the public an opportunity to offer comments and suggestions for the efficient and effective administration of government. In addition to public hearings, a special time is set aside for the purpose of receiving such comments and suggestions. All comments and suggestions addressed to the Council during the Public Comment Period shall be subject to the following procedures, rules and regulations:

- 1.** The Public Comment Period shall be held at the end of each regular monthly Council meeting. The comment period shall be limited to a maximum of thirty (30) minutes. Because subjects of Special and Emergency meetings are often regulated by law, there will be no Public Comment Period reserved on agendas of Special and Emergency meetings; however, like regular monthly meetings, these meetings are open for public attendance.
- 2.** Each person desiring to speak during the Public Comment Period shall have three (3) minutes to make his/her remarks. There shall be no more than three (3) speakers on any one (1) topic per meeting. It is recommended that speakers desiring to speak on the same topic and advocating the same position choose one (1) person to speak for all.
- 3.** Speakers shall be acknowledged by the Mayor or other presiding Councilmember and shall be allowed to speak only in the order designated. Speakers shall address the Board from the lectern at the front of the room and begin their remarks by stating their name and address. Speakers who require accommodation for a disabling condition should contact the office of the City Clerk or City Manager not less than twenty-four (24) hours prior to the meeting.
- 4.** Public comment is not intended to require the Council to answer any impromptu questions. Speakers shall address all comments to the Council as a whole and not to individual Councilmembers. Discussions between speakers and members of the audience shall not be allowed.
- 5.** Speakers shall be courteous in their language and presentation. Failure to abide by this requirement may result in forfeiture of the speaker's right to speak.
- 6.** Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the City Clerk.
- 7.** Speakers shall not discuss any of the following: matters which concern the candidacy of any person seeking public office, including the candidacy of the person addressing the Council; matters which are the subject of public hearings; and matters which are closed session matters, including but not limited to matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition, and matters which are made confidential by law.
- 8.** The Council will not take action or respond to questions about issues raised during the Public Comment Period at the same meeting. For clarification, the Mayor or Councilmembers may ask the speaker questions. After the speaker has completed his/her remarks, at the request of the Mayor or a Councilmember, the City Manager, the City Attorney, or other appropriate staff member present may respond to a concern raised by the speaker during the Public Comment Period or may point out any misstatement by the speaker.
- 9.** Any person desiring to address the Council on a specific concern requiring more effective and informed action by the Council should contact the City Clerk at least two (2) weeks prior to the first Tuesday after the 15<sup>th</sup> day of the month for the topic to be reviewed for consideration to be placed on the regular agenda. Whenever possible, staff shall address the concern directly, but if staff cannot address the issue, if appropriate, the matter will be placed on the agenda as early as is practicable. The person making the request should provide sufficient information pertaining to his/her concerns to allow the Council to review the citizen's concerns and/or requests.

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   A**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Consent Agenda**

**COUNCIL ACTION REQUESTED:**

*Approve the consent agenda*

**SUMMARY OF INFORMATION:**

*Council may choose to pull an item from the consent agenda in order to discuss during the meeting.*

**CITY OF LAURINBURG  
JUNE 16, 2011  
MUNICIPAL BUILDING  
303 WEST CHURCH ST.  
LAURINBURG, NC  
5:00 P.M.**

**Minutes**

The City Council of the City of Laurinburg reconvened its agenda workshop meeting held on June 14, 2011, and recessed until this date and time June 16, 2011 at 5:07 p.m. in the council room of the Municipal Building with the Honorable Matthew Block, Mayor, presiding. The following Councilmembers were present: Curtis B. Leak, Herbert M. Rainer, Jr., and Kenton Spencer. Councilmember Joy Ellison was the only member absent.

Also present were Edward F. Burchins, City Manager, and Dolores A. Hammond, City Clerk.

Mayor Block stated that at this meeting Council should finish reviewing the General Fund portion of the proposed budget.

**REVIEW OF THE PROPOSED 2011-2012 BUDGET**

***GIS***

The City Manager gave an overview of the GIS proposed 2011-2012 budget. He explained that there is very little change to the proposed budget.

Mrs. Cindy Carpenter, City Finance Director, stated that part of the expenses for this department is billed to Scotland County because the City maintains the County's GIS system.

The City Manager stated that during the next budget year there will be a record of what departments are requesting information from the City's GIS Administrator. He explained that this will determine whether this service could produce revenue.

*Councilmember Parker arrived at 5:14 p.m.*

A discussion ensued regarding an IT Director and moving the GIS Administrator position to the IT Department.

The City Manager explained that at this time the City is contracting with NWN Corporation, Greensboro, North Carolina to handle our network needs. He stated that this is a company that the City contracts with in order to handle problems with the network if someone on staff cannot take care of it.

There was discussion on the IT Department becoming a department and the hiring process of an IT Director.

Upon question, the Finance Director stated that there is a position for an IT Director included in the proposed budget.

He then explained that once the budget is complete, he will meet with staff in order to determine what the needs will be to fill the previous IT Director's position or if there may be a need to privatize the operation of our network system.

A discussion then ensued on a new organizational chart and when it will be available.

The City Manager stated that the new organizational chart will be presented to Council once the entire budget has been reviewed.

### ***Ground Maintenance***

Stacey McQuage, Public Utilities Director, stated that the ground maintenance portion of the proposed budget was previously the Beautification Department.

He then proceeded to explain the proposed requests. He stated that previously tree trimming and cutting was in the other improvement line item and it has been moved to contracted services because the trimming and cutting of trees is outsourced to a private company.

Mr. McQuage explained that he has an employee that is training to acquire a pesticide license and a certified arborist.

Mr. McQuage explained the organizational makeup of the Ground Maintenance Department.

### ***Cemetery***

Stacey McQuage reviewed the cemetery budget and stated that there is not a significant change from last year's budget.

Mr. McQuage stated that there has been some overtime accumulated because of the cemetery supervisor having to mark a grave space on the weekend.

Following a discussion, Councilmember Parker suggested charging an additional fee for hours outside normal working hours.

There was no action on the suggestion.

Upon suggestion by Councilmember Parker, it was consensus among Council that Mr. McQuage report to Council the amount of overtime accumulated for after normal working hours during the quarterly financial report.

Following a discussion on the sensitivity of the death of a love one, Councilmember Leak suggested that the Cemetery Supervisor meet with families at the Barrett Building instead of the cemetery.

The City Manager stated that this would be changed when the organizational chart is presented to Council.

### ***Police***

Chief John Evans gave an overview of the Police Department proposed budget. He explained a capital expense which is being required by the Federal Communications Commission (FCC). He stated that in 2013 the FCC will split wideband communication which will mean that the communication system that the police department is currently using will not be compatible. The suggestion is to begin replacing the equipment in order to be ready for the new ruling in 2013.

A discussion ensued concerning the Police Department and it was a consensus of Council that a breakdown of the overtime hours be submitted at the next meeting.

Chief Evans explained his officer's pay scale in the event of department turnover.

Councilmember Parker suggested that until the City Manager receives the pay and classification study that there does not need to be any salary increases for employees. This is because a cost of living increase of two percent is being recommended in the proposed budget.

The City Manager suggested that the two percent cost of living increase be put into contingency until the pay and classification plan is completed.

Mayor Block suggested that the proposed cost of living increase be put on the parking lot list to be discussed before the proposed budget is finalized.

The City Manager explained that a major recommendation for the Police Department is that the Animal Control Officer be included in the Police Department and budget. He explained that because a law enforcement officer is usually called to a disturbance, it would keep everything under one department instead of leaving the position in Public Works.

Upon question by Councilmember Parker, the person currently in the animal control position will become a certified police officer.

The City Manager stated that he would let Council know the difference in salary between the animal control officer and a certified police officer at the next meeting.

Upon question by Councilmember Leak, Chief Evans stated that there are three K-9 officers employed and this will enhance the animal control officer.

Upon question by Councilmember Rainer, the Finance Officer stated that the separation allowance line item is a General Statute requirement for law enforcements officers who retire.

The City Manager stated that he would present Council a breakdown of the police department salaries.

Mayor Block stated that asked if there has been consideration of a gang officer for the department.

The City Manager stated that the Chief will discuss with the Sheriff and come back with a recommendation.

***Fire***

Chief Evans gave an overview of the Fire Department proposed budget.

A discussion ensued regarding mowing around the facility and fencing the property.

The City Manager stated that he would research in-house mowing of the fire department facilities.

Chief Evans stated he would get an estimate on fencing the entire property around the fire department facility on North Main St.

Chief Evans gave an update on the containers and the fire tower located on the grounds of the North Fire Station that the Scotland County Firefighters Association had placed. He stated that the timeline for the removal of the containers is July 1, 2011.

He further explained that the fire tower is still in the certification process before it can be utilized.

**RECESS**

Motion was made by Councilmember Leak, seconded by Councilmember Rainer, and unanimously carried to recess the meeting until Monday, June 20, 2011 at 6:30 p.m.

The meeting recessed at 6:30 p.m.

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Matthew Block, Mayor

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Dolores A. Hammond, City Clerk

**CITY OF LAURINBURG  
JUNE 20, 2011  
MUNICIPAL BUILDING  
303 WEST CHURCH ST.  
LAURINBURG, NC  
6:30 P.M.**

**Minutes**

The City Council of the City of Laurinburg reconvened its agenda workshop meeting held on June 13, 2011, and recessed until this date and time, June 16, 2011 and recessed until this date and time June 20, 2011 at 6:30 p.m., in the council room of the Municipal Building with the Honorable Matthew Block, Mayor, presiding. The following Councilmembers were present: Curtis B. Leak, and Thomas W. Parker III. Councilmember Kenton Spencer arrived at 6:55 p.m. Councilmember Rainer arrived at 7:29 p.m. Councilmember Joy Ellison was absent.

Mayor Block reconvened the meeting at 6:41 p.m.

***Rescue***

The City Manager explained that the rescue squad is a department that is funded jointly by the City and Scotland County.

He gave an overview of the proposed budget. It stated that the proposed budget for the rescue squad is down 29 percent. He explained that the decrease is due to a debt payoff for equipment.

There was no further discussion.

***Administration-Public Works***

Stacey McQuage, Public Utilities Director, provided an overview of the proposed budget for the administration department of public works. He explained that there is very little change from last year's budget.

***Streets and Highways***

Mr. McQuage gave an overview of the proposed budget for streets and highways.

Upon question by Mayor Block, Cindy Carpenter, Finance Officer, stated that the salary line item increase is due to projected overtime costs and inclement weather costs for the upcoming year.

Mr. McQuage also commented that some of the overtime costs are for mosquito spraying which happens after normal working hours.

A discussion ensued on the salary line item of the proposed budget. The City Manager stated that staff would revisit the overtime costs of the proposed budget.

Upon question by Mayor Block, Mrs. Carpenter stated that the increase for the utilities line item is for electricity cost for the new streetlights on Lauchwood Drive.

Upon further discussion, the City Manager stated that the utilities line item can be reduced by \$9,000.00

### ***Storm Drainage***

Mr. Stacey McQuage gave an overview of the Storm Drainage proposed budget. He stated that this department is shared by the Street and Highways Department. He explained that there is very little change in the overall proposed budget.

Upon question by Mayor Block, Mr. McQuage stated that the streets and highways and storm drainage departments share equipment and, therefore the costs are shared.

The City Manager stated that the shared costs are to identify the workload of each department.

*Councilmember Spencer arrived at 6:55 p.m.*

Mrs. Carpenter also stated that the separation of the two departments helps with the allocation of Powell Bill Funds from the State.

Councilmember Spencer stated that the estimate for overtime should be allocated on more of a conservative figure.

The Finance Officer stated that she would review the overtime costs and find ways to reduce the cost before the next meeting.

The City Manager stated that during the quarterly financial report, a report on overtime costs will be given.

### ***Fuel Facility***

Mrs. Carpenter provided an overview of the Fuel Facility portion of the proposed budget.

She stated that this proposed portion of the budget is shared by Scotland County. She explained that there is very little change in the proposed budget from last year's budget.

### ***Garage***

Stacey McQuage gave an overview of the garage portion of the proposed budget.

He explained that there is very little change in the proposed budget.

Upon question by Mayor Block, the Finance Officer stated the salary line item is incorrect. She explained that an employee was not included and the line item will need to be changed.

### ***Animal Control***

Stacey McQuage gave an overview of this portion of the proposed budget. He stated there is very little change in the department as it currently stands.

### ***Building Maintenance***

Stacey McQuage explained that this department was one time a stand along unit. He then explained that it is now shared with the water/sewer and electric departments and costs will be applied in each of those sectors instead of the Building Maintenance portion of the proposed budget.

### ***Non-Departmental***

The Finance Officer gave an overview of this portion of the proposed budget.

A discussion ensued on the Municipal Administration Course offered through the School of Government at Chapel Hill.

Mayor Block discussed the Community Access Channel and the poor quality of the broadcast.

The City Manager stated that he had me with Time Warner and discussed access channels that it provides per Time Warner's franchise agreement. He also explained that the monies paid to broadcast the governmental meetings are paid by the franchise fees paid by Time Warner.

The City Manager informed Council that he plans to have a meeting with the Community Access Committee in the next sixty days. He explained that he would contact the County Manager, discuss with City Council, and find out if the City, County, and St. Andrews would like to continue the partnership and committee approach or have staff work the details out and to come back with a policy or plan on how the channels are used. He stated the three channels included are a public access channel, an educational channel, and a government. There needs to be a discussion on whether to continue to broadcast the governmental meetings on the public access channel or to separate the two.

Mayor Block suggested that the Community Access Channel issue be discussed at the next City Council meeting.

There was a consensus among Councilmembers that the City Manager bring back information in the next sixty days regarding a plan for the Community Access Channel.

Mayor Block asked Council to consider its contribution to the Humane Society.

There was a consensus among Councilmembers that the City contributes the same funding as Scotland County contributes which is \$80,000.00.

*Councilmember Rainer arrived at 7:29 p.m.*

A discussion ensued regarding the Beautification line items of the Non-Departmental portion of the 2010-2011 budget. The Finance Officer explained that in two line items there is a total of \$25,000.00 budgeted. She also stated that these monies can be moved into the 2011-2012 proposed budget if Council chooses because the funds were not used in the current 2010-2011 budget.

The City Manager explained that part of the \$25,000.00 was to be used to beautify the area between the railroad tracks are on North Main St. and where Aberdeen Road begins. He then explained that there were problems with the right-of-way being narrow but staff was able to find a plant that would utilize the space provided.

A discussion ensued on sidewalk installation along Aberdeen Road.

The City Manager explained that the North Carolina Department of Transportation (DOT) stated that in order to install sidewalks that are on state maintained roads that curb and gutter would be required.

Councilmember Rainer stated that he would prefer that the funds be used for sidewalk installation instead of tree planting.

There was a consensus among Councilmembers that the \$25,000.00 be allocated to contingency until information from DOT regarding sidewalk installation can be researched.

Mayor Block stated that the next discussion would concern the downtown improvements line item.

The Finance Officer stated that part of the funds is collected through the special tax district and the City of historically given \$42,500.00 for downtown improvements.

The City Manager stated that he is a member of the Laurinburg Downtown Revitalization Corporation (LDRC) and that there has been a change in leadership on the Board. He explained that until some type of plan is brought before Council or a need for certain

infrastructure improvements that Council considers allocating the portion of funding that the City provides is put into contingency. He stated that the special tax district funds be expended to LDRC upon their request.

The City Manager further explained that a presentation be made by LDRC if and when they need funding from the City.

Councilmember Parker stated that the City Manager should draft and send a letter to LDRC explaining the new process for the Corporation receiving City funding.

Upon question by Councilmember Spencer, the City Manager stated that LDRC has no director, no plan, and no direction at this point and once they present a plan to Council, Council should consider funding.

A discussion ensued by Council regarding LDRC and its independence from the City of Laurinburg.

There was a consensus among Councilmembers that the special tax district monies be allocated to LDRC and that the City's portion that funds LDRC be allocated to contingency and to release the funds upon a plan presented to Council. The special tax district funds are approximately \$18,000.00.

The City Manager explained that the contribution to the solid waste fund has always tried to run on a self-sustaining basis. He informed Council that Scotland County will raise its tipping fees for the next budget year.

The Finance Officer stated that Scotland County increased its tipping fees in the last fiscal year and the City absorbed the cost. She explained that the City cannot absorb the cost with an increase in solid waste fees or subsidized through the General Fund.

A discussion ensued on options for the increase in tipping fees imposed by Scotland County.

There was a consensus among Councilmembers that staff come back with a generalized increase on commercial and residential rates and removes the \$80,000.00 subsidy from the General Fund.

The City Manager stated that upon recalculating the Youth Council line item he would like to increase the requested amount from \$5,000.00 to \$7,500.00. He explained that he failed to include the summer program that was implemented in last year's budget which would increase the amount requested.

A discussion ensued on the requested increase.

There was consensus among Councilmember to increase the Youth Council line item to \$7,500.00.

The City Manager explained that a request has been made by the Scotland County Parks and Recreation to install a fence at Market Park, a water fountain and sewer line, and a short section of sidewalk. The amount of money allocated for this line item is \$20,000.00.

Upon discussion, Councilmember Rainer suggested that the sidewalk request should be allocated to the Beautification line item.

Upon question by Councilmember Rainer, Stacey McQuage stated that the County has the water fountain and is requesting that the City install it.

A discussion ensued regarding in kind services.

There was consensus among Councilmember to allocate \$20,000.00 to the Recreation Scotland County line item.

The Finance Officer stated that since the proposed budget had been compiled that the City has received a \$3,000.00 grant from Blue Cross Blue Shield for the City's Farmer's Market. She explained that the monies will be allocated in revenues with the offsetting expense line item included in the Non-Departmental portion of the proposed budget.

Councilmember Rainer stated he would like Council to consider an emergency fund for the safety of employees' families in the event of a major storm or hurricane. He further stated that he would like someone to touch base with the Community College to allow the City to use the Purcell Building for a shelter for the families of the City's employees that would need to work during a major hurricane.

### *Contingency*

The City Manager stated that this portion of the proposed budget is where any excess revenues over expenditures and monies that Council has allocated to that fund for review at a later date.

Councilmember Rainer requested that a copy of the budget amendments made during the current fiscal year at the next meeting.

A discussion ensued on continuing budget discussions.

There was consensus among Councilmembers that budget discussions will continue following the regular council meeting to be held June 21, 2011.

### **ADJOURNMENT**

Councilmember Rainer motioned to adjourn. Councilmember Spencer seconded the motion and it unanimously carried.

The City Manager requested that Council review the Electric Fund because the Electrical Director needed to be out of town the next day.

Mayor Block then reopened the meeting at 8:32 p.m. in order to discuss the Electric Fund.

***Electric Fund***

Mr. Ronald Pierce, Electrical Director, gave an overview on the Electric Fund. He reported that there is very little change in the Electric Fund from last year's budget.

A discussion ensued on the Lauchwood Drive lighting project.

The City Manager stated that the City still needs to collect the Scotland Healthcare System's portion of the lighting expense.

A lengthy discussion ensued on the number and size of the trees in the City and how they interfere with the street lighting.

Mr. Pierce stated that the Electric Department is researching upgrading the lighting of the street lights.

The City Manager stated that he will discuss with Mr. Pierce and Mr. McQuage to come up with a plan to trim the trees in order that more lighting will be visible.

Councilmember Spencer congratulated the Electric Department on receiving a safety award from ElectriCities once again which indicates that the City's Electric Department has been accident free for a number of years.

**ADJOURNMENT**

Motion was made by Councilmember Rainer, seconded by Councilmember Spencer, and unanimously carried to adjourn the meeting.

The meeting adjourned at 8:50 p.m.

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Matthew Block, Mayor

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Dolores A. Hammond, City Clerk

**CITY OF LAURINBURG  
COUNCIL MEETING  
JUNE 21, 2011  
MUNICIPAL BUILDING  
303 WEST CHURCH ST.  
LAURINBURG, NC  
7:00 P.M.**

**MINUTES**

The City Council of the City of Laurinburg held its regular monthly meeting June 21, 2011 at 7:00 p.m. in the council room of the Municipal Building with the Honorable Matthew Block, Mayor, presiding. The following Councilmembers were present: Curtis B. Leak, Thomas W. Parker, III, Kenton T. Spencer, and Joy Ellison. Councilmember Rainer arrived at 7:45 p.m.

Also present were: Edward F. Burchins, City Manager, Dolores A. Hammond, City Clerk, and William P. Floyd, Jr., Assistant City Attorney.

Mayor Block called the meeting to order at 7:03 p.m. Councilmember Leak gave the invocation.

**APPROVAL OF AGENDA**

Mayor Block asked that following the regular meeting that Council continue budget discussions.

Councilmember Leak moved to adopt the agenda as amended. Councilmember Spencer seconded the motion and it unanimously carried.

**CONSENT AGENDA**

Mayor Block reviewed the Consent Agenda:

- a. Minutes from the regular meeting of March 22, 2011 and agenda workshop minutes of April 12, 2011
- b. Agreement between the City of Laurinburg and the North Carolina Department of Transportation to relocate existing overhead electric facility located on private property along SR 1105 Turnpike Road for new highway right-of way (DOT to reimburse City cost of relocation of electric facilities)
- c. Consider Ordinance No. O-2011-10 which amends the Budget Appropriation Ordinance (O-2010-12) by transferring funds in several departments for the City of Laurinburg

Councilmember Parker moved for the approval of the Consent Agenda as submitted. Councilmember Spencer seconded the motion, and it was approved by the following vote:

Ayes: Parker, Spencer Ellison, Leak

Nays: None

**ORDINANCE NO. O-2011-11 (BUDGET APPROPRIATION ORDINANCE) WHICH APPROPRIATES FUNDS FOR THE OPERATION OF CITY OF LAURINBURG GOVERNMENT PROPOSED BUDGET**

Mayor Block explained that this public hearing is in order for citizen input on 2011-2012 Proposed Budget for the operation of the City of Laurinburg.

Mayor Block declared the public hearing open.

There was no one present to speak for or against this request.

Mayor Block closed the public hearing.

No action was taken at this time.

**MR. CHIP SHYTLE – LAURINBURG HOUSING AUTHORITY APPOINTEE SWEAR IN**

Mayor Block appointed and swore in Mr. Wilbur Chip Shytle, Jr. to fill an unexpired term to the Laurinburg Housing Authority which ends June 30, 2013.

Mayor Block explained that Ms. Maria Dudley was appointed to the Laurinburg Housing Authority to fill an unexpired term of as member who resigned. Ms. Dudley will now need to be appointed to begin her full term which will expire June 20, 2016. This is a five-year appointment.

Mayor Block appointed Ms. Dudley to the Laurinburg Housing Authority to a term which will expire June 20, 2016.

**RESOLUTION NO. R-2011-05 WHICH REQUESTS THAT THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (DOT) INSTALL A PEDESTRIAN FOOT BRIDGE OVER HIGHWAY 74 BY-PASS AND WEST BOULEVARD**

The City Manager explained that this request is to request that DOT install a pedestrian foot bridge over Highway 74 By-pass and West Boulevard. He stated that the Assistant City Attorney reviewed the proposed resolution and a revised copy of the resolution is now before Council.

The City Manager explained that the amount of this project will cost approximately \$500,000.00 and requires a local match of \$250,000.00. He then explained that the proposed resolution requests a partnership with the City and Scotland County. He stated that he has not heard anything from Scotland County regarding their participation in this project. He informed Council that Scotland County will need to discuss its participation once their Board meets

Councilmember Spencer stated that this project has been in discussions for a long time. He further stated that Mr. David Burns, Scotland County's representative on the DOT Board, has worked very hard to help this project through and the proposed resolution will help Mr. Burns with the process.

Motion was made by Councilmember Leak, seconded by Councilmember Spencer, and unanimously carried to adopt Resolution R-2011-05 which requests that the North Carolina Department of Transportation install a pedestrian foot bridge over US Highway 74 By-Pass and West Boulevard.

Ayes: Leak, Ellison, Spencer, Parker

Nays: None

#### **DISCUSSION ON CONTINUATION OF AGENDA WORKSHOPS**

The City Manager explained that Council needs to set dates and times for the remaining year for agenda workshops.

The dates are as follows:

July 12, 2011  
August 9, 2011  
September 13, 2011  
October 11, 2011  
November 15, 2011  
December 13, 2011

A discussion ensued on the agenda workshop dates.

Councilmember Parker motioned to set the agenda workshop meeting dates to begin on September 13, 2011 with the following dates of October 11, November 15, and December 13, 2011 at 7:00 p.m. in the conference room of the W. Charles Barrett Administrative Building located at 305 West Church St., Laurinburg, NC. Councilmember Spencer seconded the motion and it unanimously carried. Councilmember Ellison was the only dissenting vote.

#### **APPOINTMENT TO LAURINBURG PLANNING BOARD**

Mayor Block explained that Mr. James Thomas' appointment to the Laurinburg Planning Board expires June 30, 2011. Mr. Thomas has expressed an interest to continue serving on the Board. This is a three-year appointment with the term expiring June 30, 2014.

Motion was made by Councilmember Leak, seconded by Councilmember Parker, and unanimously carried to reappoint Mr. James Thomas to the Laurinburg Planning Board to as term which expires June 30, 2014.

#### **COMMENTS FROM MAYOR AND/OR COUNCILMEMBERS**

Councilmember Parker informed Council that he had spoken to Mr. Jim Willis, Laurinburg Downtown Revitalization Corporation (LDRC) President, and was informed that LDRC does have a plan for the downtown area.

A discussion ensued on the funding that the City provides for LDRC.

Councilmember Leak stated that he would like LDRC to present a written plan to Council for review and consideration.

Councilmember Parker informed Council that a plan would be forthcoming for Council review.

#### **DISCUSSION ON ESTABLISHING A JOINT CRIME AND DRUG COMMITTEE**

Councilmember Leak discussed re-establishing a joint crime and drug committee for the citizens of Laurinburg and Scotland County because of the current crime activity in the City.

He stated that the purpose of this committee would be to formulate ideas, input, and suggestions on ways citizens can help the community.

He continued by stating by appointments of 6-10 citizens will be made by the City and 6-10 citizens by Scotland County. He also stated he had discussed the committee with the City of Police and the Sherriff and that they are on board with the committee.

Councilmember Spencer stated that he would like to have a representative with an educational aspect and a representative from the youth.

#### **PUBLIC COMMENT**

Mr. Philippe Laurent, Humane Society Board Member, appeared before Council in order to emphasize how important the Humane Society is in the City and County. He also asked that Council strongly consider the request for increase in its proposed budget request. He stated that the proposed budget requests an additional position for the Humane Society. This position will help with the adoption process and also be responsible with guiding a number of the volunteers with a leadership role in the organization. The request also accommodates for the increase in the number of animals coming into the shelter as well as increased costs due to inflation.

At 7:32 p.m., Council recessed for a short break before continuing the budget review process.

The meeting resumed at 7:44 p.m.

#### ***General Fund***

The City Manager stated that Council has not had discussion on the proposed tax rate. He explained at the current tax rate is .42 cents per \$100.00 valuation and remains the same in the proposed budget. He reminded Council that Scotland County conducted a tax revaluation this past year. The special tax district remains the same at .22 cents.

Upon question by Councilmember Parker, the City Manager stated that with the revaluation the current tax rate adds additional revenue. The City Manager also stated that if the tax rate remains revenue neutral that the tax rate could be .40 cents.

*Councilmember Rainer arrived at 7:45 p.m.*

A discussion ensued on the current tax rate.

Upon question by Mayor Block, Mrs. Cindy Carpenter stated that the fund balance was projected to increase, but monies from the fund balance will need to be used for the upgrades to the fueling

facility until the State reimburses the City.

Upon question by Councilmember Rainer, Mrs. Carpenter stated that \$360,000.00 will be added to the fund balance from this current budget to the upcoming 2011-2012 proposed budget.

The City Manager stated that this projected figure will be the closest the City has been in keeping with its Fund Balance Policy.

A discussion ensued on the amount of monies allocated in the Contingency Fund which is now at \$435,000.00. She explained that some of those monies are earmarked for use, but Council could allocate those funds back to the appropriate line item.

Mayor Block stated that most of the complaints he hears from citizens is the electric rates and not as much concerning the tax rate. He then stated that the City of Laurinburg's tax rate is one of the lowest in the area.

A discussion then ensued on the City of Laurinburg Electric Rates and transfers from the Electric Fund to the General Fund.

The City Manager explained that there is a projected rate increase from ElectriCities in electric rates in 2015.

Upon question by Councilmember Rainer, Mrs. Carpenter stated that the largest revenue income is from taxes (property tax, franchise tax, sales tax, etc.).

Following discussion, Mayor Block asked if any Councilmember would like to reduce the tax rate by one cent.

There was no consensus on this issue at this time.

## **ELECTRIC FUND**

Mrs. Cindy Carpenter reviewed the revenue portion of the 2011-2012 proposed budget.

Upon question by Councilmember Parker, the City Manager explained that he is working with ElectriCities to provide packages to our electric customers of light blubs and other devices that help with energy conservation. He also explained that staff continues to educate our customers on time of use rates.

A discussion ensued on electric fund revenues and expenses.

A discussion ensued on the pole attachment agreement with AT&T and Time Warner.

The City Manager explained that AT&T and Time Warner are reviewing the proposed pole attachment agreement. The recommendation from staff is to raise the pole attachment fee to \$13.00 per pole.

He also explained that AT&T has a disparity of approximately 500 poles. He stated that the poles are being counted and identifying measures in place for AT&T and the City.

There was no action taken at this time.

***Building Maintenance- Public Works***

Stacey McQuage gave an overview of the proposed budget. He explained that there is very little change in the proposed 2011-2012 budget from the 2010-2011 budget.

***Electric Fund Non-Departmental***

Cindy Carpenter gave an overview of the proposed budget. She explained that there is very little change from last year's budget.

***Consumer Billing***

Cindy Carpenter gave an overview of the proposed budget. She explained that there is very little change from last year's budget. She then explained that there is a request for a customer care phone service. The service allows customers to call in and make inquiries about their account without talking to a customer service representative. It also allows customers to make payments over the phone.

Mrs. Carpenter explained that there is \$7,000.00 in a building design cost that is shared with two other departments for the redesign of City Hall.

*The meeting recessed at 8:50 p.m.*

*The meeting resumed at 8:53 p.m.*

The City Manager stated that he and the Finance Officer would work on the revenue numbers for the Electric Department and bring back to explain on how they are calculated.

**RECESSED**

Motion was made by Councilmember Rainer, seconded by Councilmember Spencer, and unanimously carried to recess the meeting until Wednesday, June 22, 2011 at 6:30 p.m. in the upstairs council room of the Municipal Building located at 303 West Church St., Laurinburg, NC to continue budget discussions.

The meeting recessed at 8:55 p.m.

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Matthew Block, Mayor

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Dolores A. Hammond, City Clerk



## CITY OF LAURINBURG AGENDA REPORT

To: *Honorable Mayor and City Council*  
Prepared by: *Brandi Deese, City Planner/Zoning Officer*  
Date: *September 14<sup>th</sup>, 2011*  
Subject: *Proposed Amendment to Sign Ordinance*

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### **SUMMARY STATEMENT**

*This is a request for City Council to set a public hearing to consider an amendment to the sign ordinance.*

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### **REVIEW**

*Tri-Cor International Development Corporation has requested an amendment to the sign ordinance to allow additional signage for shopping centers and major retail developments. Please find attached the proposed amendment to the Unified Development Ordinance.*

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### **FINANCIAL IMPACT**

*N/A*

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### **RECOMMENDATION**

*Staff recommends council set a public hearing to consider the proposed amendment to the sign ordinance. Planning Board heard this request at its September 13<sup>th</sup>, 2011 meeting and voted unanimously to recommend approval of the request.*

September 14, 2011

Honorable Mayor and City Council  
City of Laurinburg  
P.O. Box 249  
Laurinburg, NC 28353

Honorable Mayor and City Council Members:

The Laurinburg Planning Board met on Tuesday, September 14, 2011 to consider a request from Mr. Jeff Rose with Tri-Core International Development Corporation to amend Article XVII Section 276, Total Sign Surface Area and Section 284, Shopping Center/Major Retail Development Signs, of the Unified Development Ordinance.

Those members present included Chairperson Hal Jernigan, Mr. James Thomas, Mr. Charles Parker, Mr. James Graham, and Mrs. Kathy Williamson. Absent were Mr. Ken Jackson and Mrs. Sallie Jones. Also present was Mrs. Brandi Deese, City Planner/Zoning Officer.

Mr. Jeff Rose with Tri-Cor International Development Corporation explained that his company is requesting an amendment to Sections 276 and 284 of the sign ordinance. He explained that there has been difficulty leasing existing buildings at the Wal-Mart shops. His company researched this concern and tenants said that visibility was the primary issue. Mr. Rose provided the board with the vicinity map and proposed development site plan, a copy of both attached. The proposed development would include a 120 feet by 80 feet building. The reason for this request is tenants said they would like more visibility and the current sign ordinance does not meet their needs.

Chairperson Jernigan questioned the existing vacant buildings in this same shopping center and whether it was feasible to build another building. Mr. Rose stated the development has six vacant units but that potential tenants are not interested in existing buildings because of lack of visibility from the main highway. He also stated if he could pre-lease two of the units it would be financially feasible to construct the building.

Mr. Parker asked Mr. Rose to give him an idea of the type of business that would locate at this proposed development. Mr. Rose stated that he has a signed lease with a national retailer contingent on approval of this request. Another potential tenant is in real estate committee currently. A retail clothing tenant is interested in this proposed development as well. Due to confidentiality agreements the names of these potential tenants cannot be revealed.

Honorable Mayor and City Council  
September 14, 2011  
Page Two

In addition, Mr. Rose explained that in a photo submitted, a copy of which is attached, the Fantastic Sam's sign would meet the current sign ordinance and the others shown would fit under the proposed ordinance. The photograph depicts the difference between the current ordinance and the proposed ordinance. He continued to explain that the real estate representatives for the tenants are very involved in the signage allowance even though he feels the location is more important than signage.

Mr. Parker questioned whether the building would change or be enlarged to include more tenants. Mr. Rose explained that he has four or five tenants who want to come to Laurinburg. He stated that Tri-Cor is looking at beginning construction in approximately 90 days if this request is approved. He continued by stating that once construction begins it would be quite expensive to modify the building and thus would most likely not be changed or enlarged.

Mr. Parker questioned whether the current ordinance has any restrictions that would prohibit the signage from being wider than it is taller. Mrs. Deese explained that there are no restrictions requiring the signage to be wider than it is taller but there are restrictions in place to prohibit the signage from extending past the roofline of the building.

Mr. Graham questioned whether the signage allowed in the Office/Institutional zone is different from what is allowed in the General Business zone. Mrs. Deese explained that the sign allowances are different based upon which zoning district the business is located.

Mr. Parker questioned how the allowance of signage was controlled. Mrs. Deese explained that wall signage is permitted based on the linear footage of the building. She continued by stating that if there was a 100 foot building in the General Business zone the building would be permitted 100 square feet of signage. If this building were leased to four tenants equally, the tenants would each be permitted 25 square feet of signage.

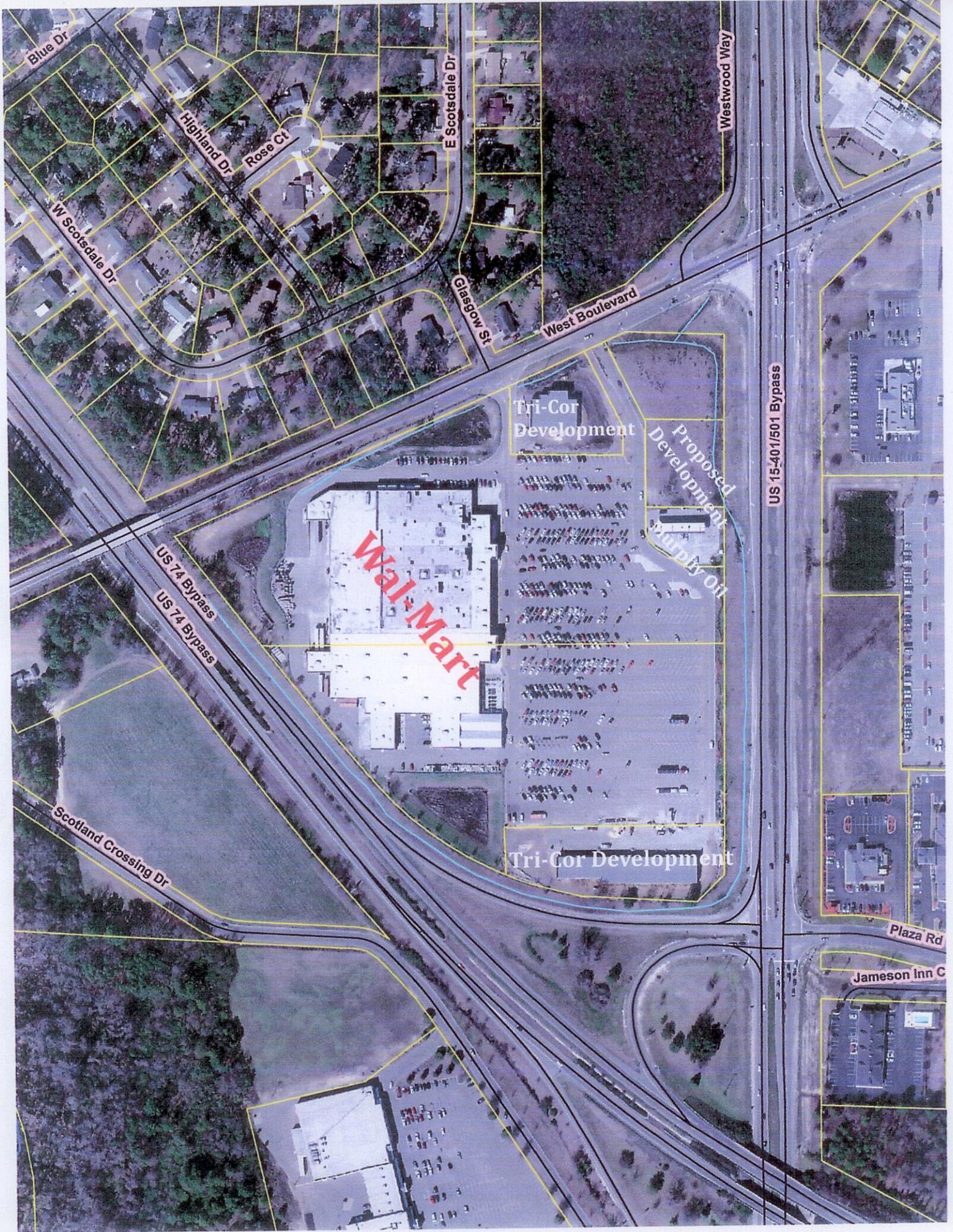
Mr. Parker questioned the 500 square foot maximum allowance regardless of the size building. Mrs. Deese explained that the current maximum of 500 square feet would remain and not be changed.

Mr. Rose ended the discussion by explaining that this proposed development would be a \$1.2 million investment.

Mr. Graham made a motion to approve the request. The motion was seconded by Mr. Thomas and unanimously approved.

Respectfully submitted,

Brandi C. Deese  
City Planner/Zoning Officer



Blue Dr

Highland Dr

Rose Ct

E Scotsdale Dr

Westwood Way

Glasgow St

West Boulevard

US 15-401/501 Bypass

Tri-Cor Development

Proposed Development

US 74 Bypass

Wal-Mart

Tri-Cor Development

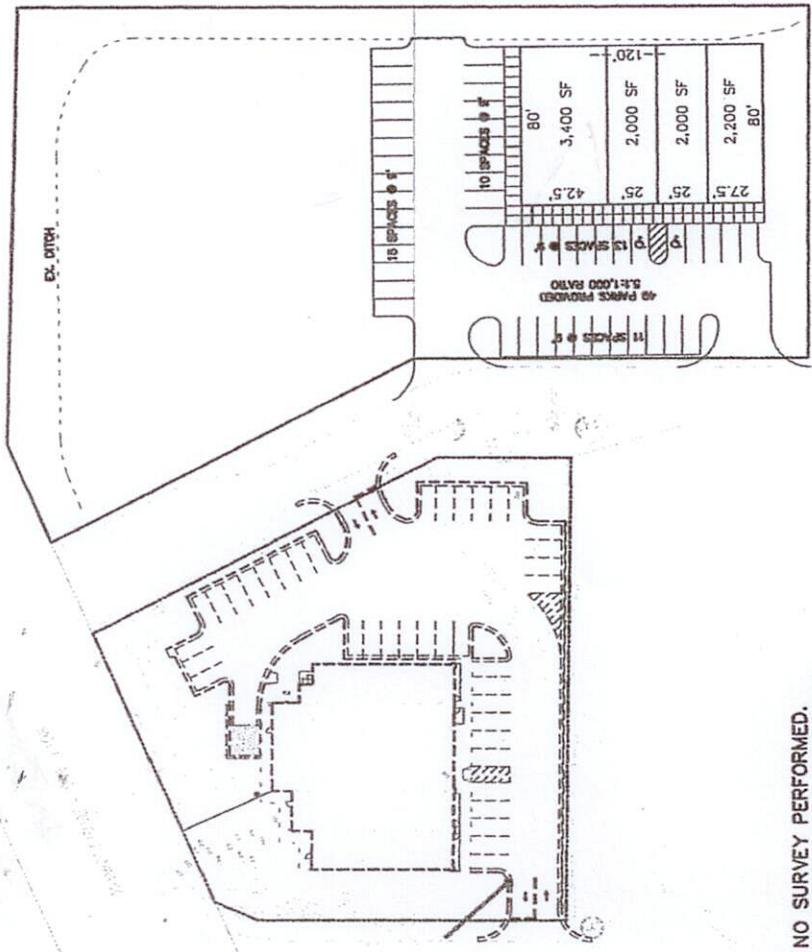
Scotland Crossing Dr

Plaza Rd

Jameson Inn C

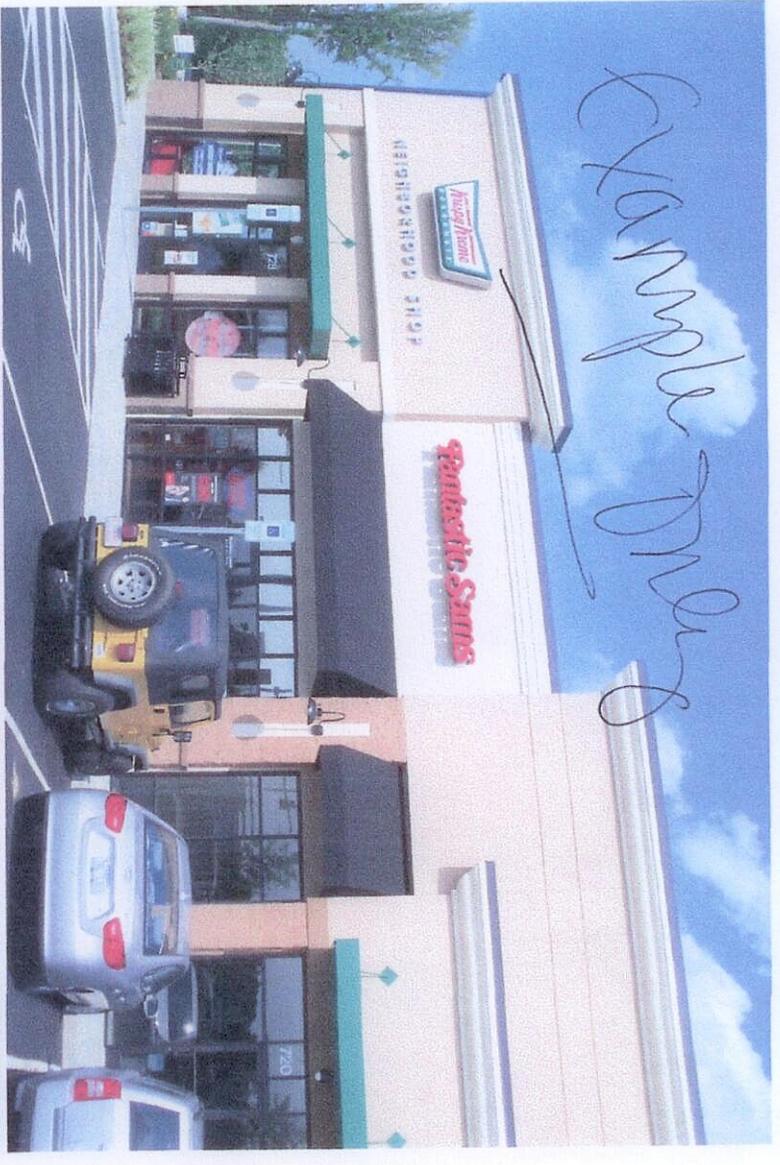


SCALE 1" = 20'



GARDEN STREET

- NOTES:
1. SKETCH DONE OFF AERIAL. NO SURVEY PERFORMED.
  2. STORMWATER MANAGEMENT WILL NEED TO BE ADDRESSED.
  3. PROPERTY LINES SHOWN WERE TAKEN FOR COUNTY GIS OR SKETCH.
  4. DUMPSTER PAD/TRASH PICK-UP NEEDS TO BE ADDRESSED.
  5. SETBACK LINES NEED TO BE VERIFIED. PLAN ASSUMES 15'.
  6. EXISTING NCDOT DITCH TO BE RELOCATED OFF OWNERS PROPERTY AND UNTO NCDOT PROPERTY. NO EASEMENT EXIST.



*Example Photo*



**PROPOSED ORDINANCE TO BE CONSIDERED AT THE OCTOBER  
COUNCIL MEETING**

**AN ORDINANCE AMENDING ARTICLE XVII, SECTION 276, TOTAL SIGN  
SURFACE AREA, AND SECTION 284, SHOPPING CENTER/MAJOR RETAIL  
DEVELOPMENT SIGNS,  
OF THE UNIFIED DEVELOPMENT ORDINANCE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAURINBURG:

**Section 1:** Section 276, Total Sign Surface Area, of the Unified Development Ordinance, is hereby amended by deleting it in its entirety and replacing it with the attached chart.

**Section 2:** Section 284, Shopping Center/Major Retail Development Signs, of the Unified Development Ordinance, is hereby amended by deleting it in its entirety and replacing it with the following:

Section 284: Shopping Center/Major Retail Development Signs

- a) Wall signs for individual businesses in shopping center/major retail development sites shall be calculated as provided in Subsection (b). The intent of this provision is to allow each separate business establishment a reasonable and uniform means of identification.
- (b) One wall sign for each business establishment, per street frontage and/or shopping center exposure is permitted. Allowable wall sign area is determined as follows:
  - (1) Establishments with one business exposure are allowed 1.5 square feet of total sign area for each linear foot of a building's frontage.
  - (2) Establishments with two or more surfaces of exposure are allowed 1.5 square feet of sign area for each linear foot of frontage for the primary sign and 1.0 square foot of sign area for each linear foot of sign area for each linear foot frontage for the secondary sign. Establishments shall have no more than a primary and secondary sign unless a property identification of less than four square feet is needed for deliveries or similar activities.
  - (3) No establishment shall exceed 500 square feet of total wall signage.

**Section 3:** This ordinance shall be in full force on and after the 18<sup>th</sup> day of October, 2011.

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Matthew Block, Mayor

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Dolores A. Hammond, City Clerk



## CITY OF LAURINBURG AGENDA REPORT

To: *Honorable Mayor and City Council*  
Prepared by: *Brandi Deese, City Planner/Zoning Officer*  
Date: *September 1<sup>st</sup>, 2011*  
Subject: *Update to Fair Housing Plan & Other Adopted Plans*

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### **SUMMARY STATEMENT**

*The North Carolina Department of Commerce requires the fair housing plan and other related plans to be reviewed and updated on a regular basis. This request is for review and approval of the updated plans.*

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### **REVIEW**

*The last plan approved in July 2009 stated a review and update would take place in September 2011. Attached is a summary sheet of the plans as well as a copy of each plan. The most current census data has been included in these plans.*

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### **FINANCIAL IMPACT**

*Having updated plans approved enables the City to be eligible to receive grant funds from the Department of Commerce.*

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### **RECOMMENDATION**

*Staff recommends approval of the updated fair housing plan and other related plans.*

**RESOLUTION NO. R-2011-09**

**RESOLUTION AUTHORIZING THE ADOPTION  
OF UPDATES TO THE FAIR HOUSING PLAN AND OTHER ADOPTED PLANS**

**WHEREAS**, the City of Laurinburg is participating in the Community Development Block Grant Program under the Housing and Community Development Act of 1974, as amended, administered by the North Carolina Department of Commerce; and

**WHEREAS**, the following documents are required under this program;

- Analysis to impediments to Fair Housing and Fair Housing Action Plan
- Equal Employment and Procurement Plan
- Local Economic Benefit For Low And Very Low Income Persons Plan
- Citizen Participation Plan
- Optional Coverage Relocation Plan
- Code Of Conduct/Hatch Act Policy
- Citizen Participation Complaint Procedure
- Financial Management Procedure

**THEREFORE BE IT RESOLVED**, that the City Council of Laurinburg, North Carolina, hereby adopt the updates to the Fair Housing Plan and other adopted plans a copy of which is attached to this Resolution and incorporated herein.

Adopted this 20<sup>th</sup> day of September 2011.

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Matthew Block, Mayor

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Dolores A. Hammond, City Clerk



*City of Laurinburg*  
*List of Updated Fair Housing Plans for Approval*

- *Analysis to Impediments to Fair Housing and Fair Housing Action Plan*
- *Equal Employment and Procurement Plan*
- *Local Economic Benefit for Low and Very Low Income Persons Plan*
- *Citizen Participation Plan*
- *Optional Coverage Relocation Assistance Plan*
- *Code of Conduct/Hatch Act Policy*
- *Citizen Participation Complaint Procedure*
- *Financial Management Procedure*

**CERTIFICATE OF RECORDING OFFICER**

The undersigned duly qualified and acting as City Clerk of the City of Laurinburg does hereby certify:

That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of a planning grant application with the North Carolina Rural Center, as regularly adopted at a legally convened meeting of the City Council duly held on the 20<sup>th</sup> day of September, 2011; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Dolores A. Hammond, MMC  
City Clerk  
City of Laurinburg

Seal

**CITY OF LAURINBURG  
ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING  
AND  
FAIR HOUSING ACTION PLAN**

The Department of Housing and Urban Development is committed to affirmately furthering fair housing and to eliminating barriers to fair housing choice in the administration of its programs. To advance the achievement of this goal, the North Carolina Department of Commerce, Division of Community Assistance and Investment has instructed all grantees of the State Community Development Block Grant Program with populations over 10,000 to analyze impediments to equal housing opportunity for protected groups and to develop a fair housing action plan. Impediments to fair housing choice are any actions, omissions or decisions taken because of race, color, religion, sex, national origin, handicap, familial status, creed, age or disability which restrict or have the effect of restricting housing choices or the availability of housing choices.

This report is the analysis of impediments to fair housing. This analysis has been completed for the City of Laurinburg CDBG Housing Development program. This analysis of impediments and the subsequent Fair Housing Plan will be incorporated into the City of Laurinburg CDBG Policies and Procedures.

The analysis of impediments (AI) is a review of impediments to fair housing choice in the public and private sector. The AI involves a comprehensive review of the jurisdiction's laws, regulations, policies, procedures, and practices. It involves an assessment of how those laws, etc. affect the location, availability and accessibility of housing. It also includes an assessment of conditions, both public and private, affecting fair housing choice for members of the protected groups.

The AI includes an analysis of demographic data and a housing needs assessment. It also includes an analysis to determine the nature and extent of discrimination against the protected groups within the jurisdiction.

**Analysis to Demographic Data and Needs Assessment**

**Demographic Data \***

■ Total population of Jurisdiction	15,462
■ Total White population	7,503
■ Total Black population	6,797
■ Total Native American population	732
■ Total Hispanic population	229
■ Total Elderly Population	1,844
■ Total Number of Households with 4 or more persons	1,284
■ Total Number of Persons Identified with Disabilities	3,868

■ Median Age of Population	37.7
■ Median Family Income	32,538
■ Percentage of Families Below Poverty Level	33.3%
■ Percentage of Individuals Below Poverty Level	35.9%
■ Percent of Population with Female Head of Household	25.8%
■ Percent of Population with Female Head of Households with underage children	18.6%

\* Source: 2010 US Census/American Community Survey 2005-2009

Data used in the AI is based on 2010 Census data and the American Community Survey 2005-2009. The American Community Survey of 2005-2009 indicates that the City of Laurinburg, located in Scotland County which is in the Sandhills region of the state, has a population of 15,462. The most recent figures estimate the population to be 15,925, an increase of 3 percent.

Whites average 49% of the population; Blacks comprise 44%; Native Americans comprise 5% and other races comprise approximately 1% of the population. Major concentrations of racial/ethnic populations exist in the north, northeast, middle eastern, and central western portions of the city with several transitional areas located in portions of the city.

#### **Analysis to Determine Disproportionate Housing Need**

**Total Households, Types and Size.** According to the 2010 Census of Population and Housing, there are a total of 7,048 housing units with 90% of those being occupied and approximately 10% being vacant. Rental units totaled 2,968 at a median rental cost of \$439 per month. The percent of non Hispanic or Latino householder was 45.9%, White alone householder was 14.4%, Black or African American alone 27.2%, American Indian 3.2%, Asian alone householder 0.2%, Two or more races 0.7% and Hispanic or Latino 0.8%.

**Household Income.** Median family income in Laurinburg is \$32,538. Throughout the City, it is estimated that 33.3% of families live below the poverty level and 35.9% of individuals live below poverty level.

**Income Minority Households.** Black households are the predominant minority in the City of Laurinburg. There are 2,863 occupied African American households within the City. These account for 45% of the total occupied housing units.

**Condition of Housing Units.** Of the 7,048 housing units in the City of Laurinburg, it is estimated that 2.1% are substandard. These figures are based on the number of homes built before 1940, the number of homes that lack complete plumbing and kitchen facilities, lack proper sewage disposal and those appearing on the substandard list for condemnation proceedings. Data shows that only a very few housing units, approximately 0.5% lack complete kitchen and plumbing facilities.

The Laurinburg Housing Authority and Four-County Community Services provide housing subsidies for 1,321 families through the Section 8 certificate programs throughout Scotland County. There are currently approximately 253 families on the waiting list for the Section 8 Program, and approximately 48 families on the waiting list for public housing. Of those receiving assistance, 1069 (83%) Section 8 and 875 (95%) Public Housing recipients are minority families. Of the 492 public housing units, 16 are fully handicap accessible and 48 are handicap accessible at entry.

#### **Analysis to Determine the Nature and Extent of Discrimination**

**Analysis of the Level of Segregation and Spatial Isolation.** There are areas of concentration of minorities within the City of Laurinburg. The total African American population within the city is 7,470 (46.8%). The total of all minorities is 9,475 (61%).

**Historical Incidences That Contribute to Current Housing Patterns.** In the earlier half of the twentieth century, non-white persons lived in segregated areas of the City. No public policy decisions at the local level can be traced that would have formally created these clusters. In more recent years those segregated areas of the City have become somewhat integrated.

One public policy decision that affected housing patterns in the City of Laurinburg occurred in 1973 when the City began applying for urban renewal grants from the Department of Housing and Urban Development (HUD). All beneficiaries from grants obtained in the 1970's were black. In the 1980's, beneficiaries were black, white and Native American.

Some migrant and seasonal workers are needed to harvest agricultural crops in Scotland County, with approximately four farms utilizing these workers. These farms are located outside the city limits. Several of the farmers provide housing for the workers. The remaining workers live in Richmond County and commute to the farms in Scotland County.

Industry has contributed to current housing patterns in the eastern portion of the City. Historically, textile mills provided housing for their workers who were almost always white. In later years, the mills sold these houses to workers or investors, and after several decades, these neighborhoods have become integrated.

**Fair Housing Enforcement.** The City of Laurinburg adopted its Fair Housing Ordinance in 1979. The City also has a Grievance Procedure for persons to use in reporting discrimination in programs and services funded by the Community Development Block Grant Program as well as having a contact person on the city staff for persons to file complaints for discrimination within the private sector of the city. The City periodically publishes a Fair Housing Notice in the local newspaper and runs the information on local cable and radio to remind people of the Fair Housing Law and their housing rights.

No discrimination complaints have been filed with the City concerning fair housing. The City does have a written Equal Employment and Procurement Plan for the Community Development Block Grant Program.

**Education and Outreach Efforts.** Fair Housing brochures as well as posters obtained from the North Carolina Human Relations Commission have been distributed and displayed at City offices, libraries, real estate offices and public places. Brochures are also made available to local civic clubs. The notice of Fair Housing has been published in the local newspaper and also runs on the local television cable channel and local radio station. In the past, the City has invited persons from the North Carolina Human Relations Commission to come to Laurinburg and speak to the local Board of Realtors. The Mayor also signed a proclamation proclaiming April as Fair Housing month for the City of Laurinburg.

**Examination of Public Policy and Programs.** City water is distributed in the city by the city and is available to all residents. City sewage is also available to all residents. All residents of present and past CDBG project areas are connected to city water and sewer at no cost to the residents. City and County services including social services, public health services, Laurinburg Police Department, Sheriff's Department, landfills, animal control, emergency medical services and 911 services, are equitably administered without discrimination.

The City of Laurinburg has a progressive land use policy with strict zoning ordinances. However, there are ample areas zoned throughout the city for multi-family dwelling units in diversely populated neighborhoods.

CDBG funds have been used to rehabilitate homes in low and moderate income neighborhoods, with or without minority concentrations. In relocation programs, displaced home owners have the option of purchasing comparable housing in any location. We try to keep them in their own neighborhood if they so desire.

The Laurinburg Housing Authority accepts applications for public housing without discrimination, and admission is restricted only by the results of income and criminal checks.

Minorities serve on the City Council, the Scotland County School Board and the Scotland County Board of Commissioners.

**Discrimination in the Rental Market.** There are no zoning requirements within the city that have the effect of limiting the availability of rental units. Rental units are located in all residential areas of the city. There are rental units available in the identified areas of minority concentration and low/moderate income neighborhoods, as property prices are lower, and investment rental property is more prevalent, rental units can be found in almost all residential areas of the city.

The Laurinburg Housing Authority operates 492 units of public housing. These units are scattered throughout the city.

The Laurinburg Housing Authority and Four-County Community Services issue vouchers and Section 8 certificates. Both agencies report no evidence of discrimination against protected classes. Landlords and tenants meet and decide if they want to establish a rental arrangement. Landlords have the opportunity to check references and turn down those who have a history of abusing property.

There is no evidence of steering since no complaints have been received on this issue. Realtors rarely work in the rental market unless they have a direct interest in properties.

The 2010 census data revealed that approximately 25% of the general population of Laurinburg has some form of disability. This translates to approximately 3,868 people that have an identifiable disability. In the rental market, few older units are accessible to persons with disabilities. This stems from the age of many of the units, since rental houses or apartments built prior to the Fair Housing Act of 1988 will not necessarily be handicap accessible. The North Carolina Building Code relating to the ADA has helped tremendously in the area. In recent years new rental units which are handicap accessible have come into the market.

### **Discrimination in the Sales Market**

The Laurinburg Board of Realtors has an active Multiple Listing Service (MLS) and is a signatory in the Fair Housing Partnership Agreement.

There is no evidence of racial steering or blockbusting within the local market. Housing values vary from area to area throughout the city, but relative housing values can be found in many minority and non-minority areas of similar economic composition.

At the forefront of the barriers created by the potential home buyer is the inability to manage and save money. Income is not always adequate to accommodate home ownership, and a poor credit rating reflects a poor risk.

### **Discrimination in Financing**

The lenders surveyed are signatories of HUD's Best practices Program. Banking services are available on an equal opportunity basis. The banks are located downtown, and several branches are located south of town where shopping growth has emerged in the past decade or so. The lenders surveyed are anxious to work with minorities and low/moderate income families and have solicited our help in referring first time home buyers to them. They seem very eager to help in any way they can. We received HMDA information from the lenders surveyed. Out of the 169 loan originations, there were 35 minorities. 8 whites and 11 minorities were denied loans. Approximately 20% of the loans were to low/moderate income persons.

**Discrimination in the Building and Construction Industry.** The City of Laurinburg and Scotland County uses the State of North Carolina Building Codes which do not incorporate all the federal fair housing requirements.

Scottish Glen Apartments (Phase II) located at the corner of West Boulevard and Turnpike Road were built in 2011 by Opportunity, LLC, the non-profit subsidiary of the Laurinburg Housing Authority. These units were built using North Carolina Housing Finance Agency funds, tax credits, and Federal HOME loans. These apartments are in compliance with all ADA requirements. Oban Woods, the most recently built private apartment complex was built in 1998, is also in compliance with all ADA requirements.

Laurinburg is no different than other communities when it comes to the need for affordable housing. Although Laurinburg has done an outstanding job in supporting subsidized housing, there are always people looking for decent, safe and affordable housing.

**Environmental Discrimination.** There are no local policies that would concentrate environmental hazards in minority or low income concentrated areas. Toastmaster, Inc. is named on the list of inactive hazardous sites inventory. Although this site is located within the city limits, it is not located in a residential area.

#### **Action Plan to Address Identified Impediments**

1. Continue to distribute fair housing materials, posters, brochures and complaint filing information.
2. Continue to periodically run fair housing information on cable TV, radio and in the local newspaper.
3. Work closer with local lenders to improve the marketing of their services, to broaden lending policies to low and moderate income families and to continue their support of community revitalization efforts.
4. Continue to work closely with local real estate companies in an effort to promote fair housing.

**City of Laurinburg**  
**Citizen Participation Complaint Procedure**

The City Council of the City of Laurinburg, North Carolina, hereby designates the Human Resources Director for the City of Laurinburg to serve as Section 504 Compliance Officer throughout the implementation of the City of Laurinburg Community Development Program.

Citizens with Section 504 grievances may do so at any point in the program. The City will respond in writing to written citizen grievances. Citizen grievances should be mailed to City of Laurinburg, Human Resources Director, PO Box 249, Laurinburg, NC 28353. The City will respond to all written citizen grievances within ten (10) calendar days of receipt of the comments. For citizens that are deaf and hard of hearing they may contact the City by using the North Carolina TTY relay services at 1-800-735-2962.

Should any individual, family, or entity have a grievance concerning any action prohibited under Section 504, a meeting with the compliance officer to discuss the grievance will be scheduled. The meeting date and time will be established within five (5) calendar days of receipt of the request. Upon meeting and discussing the grievance, a reply will be made, in writing, within five (5) calendar days.

If the citizen is dissatisfied with the local response, they may write to the North Carolina Department of Commerce, Division of Community Assistance and Investment, 4313 Mail Service Center, Raleigh, NC 27699-4313. The Department of Commerce will respond only to written comments within ten (10) calendar days of the receipt of the comments.

It is the responsibility of the complainant to furnish documents, provide documentation to support allegations, provide counsel if desired, inform in writing to the City if they are represented by a third party, and attend any meetings involving a review of their complaint.

**City of Laurinburg  
Citizen Participation Plan**

The City of Laurinburg provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income that are residents of low and moderate income neighborhoods and/or slum/blight areas. The City provides citizens with reasonable and timely access to local information and records relating to the use of CDBG funds. This is done through the City Council meetings, which are advertised in the local newspaper.

The City provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the Scottish Glen II Grant implementation, including one hearing to receive citizen input as to the housing, community and economic development needs to its citizens, one hearing prior to the submission of any applications for CDBG funding from the NC Division of Community Assistance, and one hearing at the close-out of the grant program. Adequate notice is given for these hearings at times and locations convenient to potential or actual project beneficiaries, and with accommodations for handicap persons. Any published advertisement issued by the City of Laurinburg will include the State TDD telephone number (800-735-8262) or the RelayNC number (711).

The City of Laurinburg provides for timely written answers to complaints and grievances. A response will be made within ten (10) calendar days according to the attached Complaint Procedure.

The City of Laurinburg will provide a translator for non-English speaking residents for public hearings when the City is notified that any non-English speaking resident(s) will attend the public hearing. An interpreter will be provided for hearing impaired residents. A minimum of 48 hours notice to the City Clerk is required for interpretation services which may be needed by City public hearings.



## CITY OF LAURINBURG

### AGENDA REPORT

To: *Honorable Mayor and City Council*  
Prepared by: *Brandi Deese, City Planner/Zoning Officer*  
Date: *September 7<sup>th</sup>, 2011*  
Subject: *Authorization to Apply for Rural Center Grant Funds*

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#### **SUMMARY STATEMENT**

*This is a request for City Council to authorize the mayor to sign a resolution to apply for funding through the Rural Center.*

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#### **REVIEW**

*The Rural Center has announced funding available for planning/engineering for potential projects with funds up to \$40,000. This funding is a dollar for dollar match that would allow us to get the Bridge Creek Outfall and Basin evaluated and a preliminary engineering report completed.*

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#### **FINANCIAL IMPACT**

*This funding from the Rural Center would allow us to obtain the Bridge Creek Outfall and Basin evaluation and preliminary engineering report for half the cost due to the dollar for dollar match.*

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#### **RECOMMENDATION**

*Staff recommends approval of authorizing Mayor to sign the attached resolution which would permit staff to apply for grant funding from the Rural Center.*



## CITY OF LAURINBURG AGENDA REPORT

To: Honorable Mayor Block and City Council Members  
Prepared by: Harold W. Haywood, General Services Director  
Date: September 9, 2011  
Subject: Bid Award – Front Loading Refuse Truck

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### SUMMARY STATEMENT

The purpose of this report is to consider the award of a bid to Carolina Environmental Systems, Inc. for the purchase of a front loading refuse truck.

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### REVIEW

Carolina Environmental Systems, Inc. has offered the City of Laurinburg the opportunity to “piggyback” off the bid awarded to them by the City of Asheboro, NC for the purchase of a front loading refuse truck. This truck was included in the city’s 2011-2012 budget for the Sanitation Dept. The amount of the purchase of the base truck minus all the extra items that the City of Asheboro required will be \$210,061.

---

### FINANCIAL IMPACT

The Sanitation Department budgeted this truck, as well as an automated side loading refuse truck, for a total budgeted amount of \$440,000. The automated side loading refuse truck, which is also being considered, came in at \$224,381, so the total amount for both trucks of \$434,442 is under our budgeted amount. The total amount for both trucks will be financed over 8 years.

---

### RECOMMENDATION

It is staff’s recommendation to award the bid to purchase a front loading refuse truck from Carolina Environmental Systems, Inc. in the amount of \$210,061.

STAFREPT

Attachments:

## NOTICE

THE CITY OF LAURINBURG WILL CONSIDER A WAIVER OF COMPETITIVE BIDDING UNDER G.S. 143-129(g) AT A REGULAR MEETING ON SEPTEMBER 20, 2011 FOR THE PURCHASE OF ONE (1) FRONT LOADING REFUSE TRUCK FROM CAROLINA ENVIRONMENTAL SYSTEMS, INC., THE SELLER HAVING AGREED TO EXTEND TO THE CITY OF LAURINBURG THE SAME OR MORE FAVORABLE PRICES AND TERMS SET FORTH IN ITS CONTRACT WITH THE CITY OF ASHEBORO, NC, ENTERED INTO ON NOVEMBER 8, 2010.

FOR ADDITIONAL INFORMATION, CONTACT HAROLD HAYWOOD, GENERAL SERVICES DIRECTOR, AT 910-276-2364.

PUBLISH IN THE LAURINBURG EXCHANGE ON FRIDAY, SEPT. 9, 2011 AND SATURDAY, SEPT. 10, 2011.

**Carolina Environmental Systems, Inc.**  
**2750 Highway 66 South, Kernersville, NC 27284**  
**336-869-9900**

---

September 1, 2011

City of Laurinburg  
305 W. Church Street  
Laurinburg, NC 28352

Attn: Mr. Harold Haywood  
Director of Public Works

Dear Mr. Haywood:

Carolina Environmental Systems, Inc, hereby offers to the City of Laurinburg the opportunity to "piggyback" the City of Asheboro, NC, bid for a new front loading refuse truck that was bid on October 28, 2010. A purchase order was issued to our company on November 8, 2010, for the above referenced unit.

Enclosed are bid documents for your review and consideration.

We sincerely appreciate the opportunity to submit this proposal to the City of Laurinburg and if we may answer any questions or be of service to you in any way, please do not hesitate to contact me at 800-239-7796.

Sincerely,



Chip Taylor  
Carolina Environmental Systems, Inc.

**CITY OF ASHEBORO**  
 146 N. Church Street . Asheboro, N.C. 27203  
 336-626-1200

DATE 11/08/10	DEPARTMENT 580	REQ'N NUMBER ✓ 101111	<b>PURCHASE ORDER NO.</b> 000128896
<b>S H I P T O</b>	CITY OF ASHEBORO ENVIRONMENTAL SERVICES DEPT. 1312 N. FAYETTEVILLE STREET ASHEBORO, NC 27203		<b>B I L L T O</b> CITY OF ASHEBORO P.O. BOX 1106 ASHEBORO, N.C. 27204-1106
<b>V E N D O R</b>	CAROLINA ENVIRONMENTAL SYSTEMS 2750 HWY 66 SOUTH KERNERSVILLE, NC 27284		F.O.B. POINT KERNERSVILLE, NC SHIP / DEL VIA VENDOR'S PREFERENCE SHIP / DEL ON OR BEFORE 11/08/10 TERMS NET

ITEM NO.	QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1	1.0 EA	NEW FRONT LOADING REFUSE TRUCK N	211,911.00	211,911.00

ACCT #: 10-580-7400

AS SPECIFIED IN BID: SEE ATTACHED



SUBTOTAL: 211,911.00  
 TAX AMOUNT: 0.00  
 TOTAL: 211,911.00

A MATERIAL SAFETY DATA SHEET (MSDS) IS REQUIRED FOR ANY CHEMICAL DELIVERED TO THE CITY OF ASHEBORO.	"THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT."
<b>IMPORTANT!</b> THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS AND PACKAGES. No. 000128896	<i>John P. ...</i> CITY MANAGER
5950 VENDOR	<i>Deborah ...</i> FINANCE OFFICER



## CITY OF LAURINBURG AGENDA REPORT

To: Honorable Mayor Block and City Council Members  
Prepared by: Harold W. Haywood, General Services Director  
Date: September 9, 2011  
Subject: Bid Award – Automated Side Loading Refuse Truck

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### SUMMARY STATEMENT

The purpose of this report is to consider the award of a bid to Carolina Environmental Systems, Inc. for the purchase of an automated side loading refuse truck.

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### REVIEW

Carolina Environmental Systems, Inc. has offered the City of Laurinburg the opportunity to “piggyback” off the bid awarded to them by the City of Asheboro, NC for the purchase of an automated side loading refuse truck. This truck was included in the city’s 2011-2012 budget for the Sanitation Dept. The amount of the purchase of the base truck minus all the extra items that the City of Asheboro required will be \$224,381.

---

### FINANCIAL IMPACT

The Sanitation Department budgeted this truck, as well as a front loading refuse truck, for a total budgeted amount of \$440,000. The front loading refuse truck, which is also being considered, came in at \$210,061, so the total amount for both trucks of \$434,442 is under our budgeted amount. The total amount for both trucks will be financed over 8 years. The purchase of this automated truck will also allow the Sanitation Dept. to cut approximately \$34,070 (including fringe) per year in labor costs in the future after eliminating one position through attrition.

---

### RECOMMENDATION

It is staff’s recommendation to award the bid to purchase an automated side loading refuse truck from Carolina Environmental Systems, Inc. in the amount of \$224,381.

Attachments:

STAFREPT

## NOTICE

THE CITY OF LAURINBURG WILL CONSIDER A WAIVER OF COMPETITIVE BIDDING UNDER G.S. 143-129(g) AT A REGULAR MEETING ON SEPTEMBER 20, 2011 FOR THE PURCHASE OF ONE

(1) AUTOMATED SIDE LOADING REFUSE TRUCK FROM CAROLINA ENVIRONMENTAL SYSTEMS, INC., THE SELLER HAVING AGREED TO EXTEND TO THE CITY OF LAURINBURG THE SAME OR MORE FAVORABLE PRICES AND TERMS SET FORTH IN ITS CONTRACT WITH THE CITY OF ASHEBORO, NC, ENTERED INTO ON OCTOBER 11, 2010. FOR ADDITIONAL INFORMATION, CONTACT HAROLD HAYWOOD, GENERAL SERVICES DIRECTOR, AT 910-276-2364.

PUBLISH IN THE LAURINBURG EXCHANGE ON FRIDAY, SEPT. 9, 2011 AND SATURDAY, SEPT. 10, 2011.

**Carolina Environmental Systems, Inc.**  
**2750 Highway 66 South, Kernersville, NC 27284**  
**336-869-9900**

---

September 1, 2011

City of Laurinburg  
305 W. Church Street  
Laurinburg, NC 28352

Attn: Mr. Harold Haywood  
Director of Public Works

Dear Mr. Haywood:

Carolina Environmental Systems, Inc, hereby offers to the City of Laurinburg the opportunity to "piggyback" the City of Asheboro, NC, bid for a new automated side loading refuse truck that was bid on September 30, 2010. A purchase order was issued to our company on October 11, 2010, for the above referenced unit.

Enclosed are bid documents for your review and consideration.

We sincerely appreciate the opportunity to submit this proposal to the City of Laurinburg and if we may answer any questions or be of service to you in any way, please do not hesitate to contact me at 800-239-7796.

Sincerely,



Chip Taylor  
Carolina Environmental Systems, Inc.

**CITY OF ASHEBORO**  
 146 N. Church Street . Asheboro, N.C. 27203  
 336-626-1200

DATE 10/11/10	DEPARTMENT 580	REQ'N NUMBER 10	<b>PURCHASE ORDER NO.</b> 000128813
SHIP TO	CITY OF ASHEBORO ENVIRONMENTAL SERVICES DEPT. 1312 N. FAYETTEVILLE STREET ASHEBORO, NC 27203		B I L L T O CITY OF ASHEBORO P.O. BOX 1106 ASHEBORO, N.C. 27204-1106
	VENDOR	CAROLINA ENVIRONMENTAL SYSTEMS 2750 HWY 66 SOUTH KERNERSVILLE, NC 27284	

ITEM NO.	QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1	1.0 EA	2011 MACK LEU613/HEIL DURAPACK Y PYTHON 28 CU YD	231,981.00	231,981.00

ACCT #: 10-580-7400

AS SPECIFIED IN BID SEE ATTACHED

SUBTOTAL: 231,981.00  
 TAX AMOUNT: ~~18,558.48~~  
 TOTAL: ~~250,539.48~~

A MATERIAL SAFETY DATA SHEET (MSDS) IS REQUIRED FOR ANY CHEMICAL DELIVERED TO THE CITY OF ASHEBORO.

**IMPORTANT!** THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS AND PACKAGES.

No. 000128813

"THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT."

*John Z...* CITY MANAGER  
*Debraal Pleas...* FINANCE OFFICER

VENDOR

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   B**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Scotland County Tourism Development Authority – Cory Hughes**

**COUNCIL ACTION REQUESTED:**

*Consider presentation and request for funding*

**SUMMARY OF INFORMATION:**

**Mr. Cory Hughes will discuss US Highway 74 By-Pass/15-401 Business (South Main St.) and US Highway 74 By-Pass/ US Highway 15-401 By-Pass lighting (Jameson Inn) and request funding from the City for this proposed project.**

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   C**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Presentation to Betty Cooper, Retired Employee**

**COUNCIL ACTION REQUESTED:**

*Mayor to present plaque to Betty Cooper*

**SUMMARY OF INFORMATION:**

**Mrs. Cooper retired from the City (July, 2011)**

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   D**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Laurinburg Downtown Revitalization Corporation (LDR) – Jim Willis**

**COUNCIL ACTION REQUESTED:**

*None required*

**SUMMARY OF INFORMATION:**

**Mr. Jim Willis will be present to make a report regarding LDRC.**

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   E**

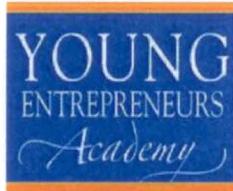
**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Young Entrepreneurs Academy – Mrs. Toni Blount**

**COUNCIL ACTION REQUESTED:**

*None required*

**SUMMARY OF INFORMATION:**

**Mrs. Toni Blount, Scotland County School System and Laurinburg/Scotland County Area Chamber of Commerce Education Committee Member, will give Council a presentation on the Young Entrepreneurs Academy (YEA).**



September 8, 2011

Ed Burchins  
Laurinburg City Manager  
P.O. Box 249  
Laurinburg, NC 28353

Dear Ed:

We would like to invite you to be a guest speaker at the Laurinburg/Scotland County Area Chamber of Commerce Young Entrepreneurs Academy (YEA!).

YEA! focuses on a broad definition of entrepreneurship – the transformation of an idea into an enterprise that creates value. YEA! teaches middle and high school students not only the importance and purpose of social and business entrepreneurship, but also the process by which one establishes a business enterprise or social movement.

YEA! offers students the opportunity to learn these principles through a yearlong project-based, hands-on entrepreneurial education. Students are taught to write business plans, prepare and pitch their ideas to investors, obtain financial backing, register their businesses and social organizations, develop marketing plans and materials, prepare for trade shows, and sell their products and services.

**We invite you to support the students' experience by sharing your expertise on Government Resources as a YEA! Guest Speaker. As a Guest Speaker, you'll have the opportunity to share your story, offer guidance, and give direction to the class. This experience, conducted on the St. Andrews Presbyterian College campus, will have a significant impact on the students' ability to launch and run their own REAL, albeit modest, business or non-profit organizations.**

The YEA! Instructor will be providing instruction to you and the other Government Resources speakers before you arrive to speak with the students. YEA! students would benefit from hearing about how Government Resources can be applied to/utilized by their enterprises. We are covering Government Resources on Tuesday, May 1, 2012 and would like to have you speak on that date between 5:30 – 7:00 p.m.

We encourage you to address the following topics during your visit:

- Where can a small business go to learn about opportunities?
- Who is eligible?
- How would a business apply?
- What are the benefits of these programs?

Young Entrepreneurs Academy brings in a number of individuals from the community to share their expertise. Attorneys provide legal guidance and support; a variety of local business leaders and government officials meet with the students as mentors and guest speakers; graphic designers and web developers offer their services; and students take field trips to local businesses.

If you are unable to make a commitment to become a YEA! Guest Speaker, we encourage you to consider other ways in which you might be able to share your wealth of knowledge and experience with these students. You are also invited to participate in a number of events taking place through the year. These include:

Tuesday, March 17, 2012 – **Investor Presentation Event**

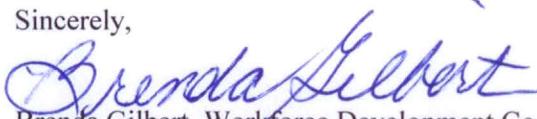
Saturday, June 2, 2012 – **Trade Show Event**

TBA – **Graduation Ceremony**

I will contact you shortly to discuss this exciting opportunity. You may certainly contact me at any time by calling me at 276-7420 or by email at [bgilbert@laurinburgchamber.com](mailto:bgilbert@laurinburgchamber.com).

I look forward to working with you in fostering the entrepreneurial spirit in local teens by encouraging them to acquire practical, usable business and social skills; gain a knowledge of social and business movements and how they work; develop writing and presenting proficiencies; build and establish relationships throughout the community; and increase self-confidence and self-esteem. Thank you for considering this wonderful mentoring experience!

Sincerely,



Brenda Gilbert, Workforce Development Coordinator  
Laurinburg/Scotland County Area Chamber of Commerce  
Program Manager, YEA!

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   F**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Scott Reddinger, North Carolina Indian Housing Authority**

**COUNCIL ACTION REQUESTED:**

*Consider presentation and consider request*

**SUMMARY OF INFORMATION:**

**Mr. Scott Reddinger will be present to discuss as 15-unit housing complex.**

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   G**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Trees/Tree limbs falling during storms- Bob Bell**

**COUNCIL ACTION REQUESTED:**

*None required*

**SUMMARY OF INFORMATION:**

**Mr. Bob Bell will report on tree damage or potential tree damage during storms**

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   H**

**TO:** Mayor and City Councilmembers  
**FROM:** Edward F. Burchins, City Manager  
**DATE:** September 20, 2011  
**RE:** Changing the October Agenda Workshop Date

**COUNCIL ACTION REQUESTED:**

*Consider changing the Tuesday, October 11, 2011 Workshop Agenda meeting date to October 12, 2011 at 7:00 p.m. in the conference room of the W. Charles Barrett Building located at 305 West Church St., Laurinburg, NC*

**SUMMARY OF INFORMATION:**

The candidates' forum for Municipal Elections has been scheduled to be held Tuesday, October 11, 2011 at 6:00 p.m. at the Scotland County Courthouse. This is also the night of the agenda workshop and if Council so chooses, can change the date in order to participate in this event.

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   I**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Appointment to Laurinburg Downtown Revitalization Corporation**

**COUNCIL ACTION REQUESTED:**

*Consider appointment to LDRC*

**SUMMARY OF INFORMATION:**

**This appointment will be to fill the City Manager's unexpired term that will end July 31, 2013. He has resigned from the LDRC Board.**

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   J**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Appointments to the Crime and Drug Committee**

**COUNCIL ACTION REQUESTED:**

*Consider City appointments to the Crime and Drug Committee*

**SUMMARY OF INFORMATION:**

**The City has received six (6) applications for the Crime and Drug Committee. The applicants are as follows:**

**Wanda Bethea**  
**Brenda Gilbert – Laurinburg/Scotland County Area Chamber of Commerce**  
**John Carry Easterling III**  
**Loretta Rena McNeil**  
**Desiree Block**  
**Neal Carter**

**Scotland County has made four (4) appointments. They are as follows:**

**Pat Fields**  
**Tony Harrington**  
**Amanda Martin**  
**Donna Stone**

**The ex officio members are members from the following organizations and those members are being contacted by the appropriate party:**

**City of Laurinburg Police Department**  
**Scotland County Sheriff Department**  
**Scotland County Court System**  
**Scotland County School System**  
**City of Laurinburg Youth Council**

## **CRIME AND DRUG COMMITTEE**

To: Citizens of Laurinburg and Scotland County

From: Laurinburg City Council

Representative: Councilmember Curtis B. Leak

This is an action plan to help prevent crime and reduce drug usage in Laurinburg and Scotland County.

The Committee would make recommendations on how crime and drug usage in Scotland County might be reduced. The Committee would develop ideas and methods to put into action to improve the quality of life for all residents of Scotland County.

The makeup of the Committee will be made by appointments by the Laurinburg City Council and the Scotland County Commissioners. The committee will consist of 6-10 members from each entity.

Appointments would be made through the application process or directly through recruitment by elected officials. Appointments will be made in September 2011.

Meetings would be held once monthly at 7:00 p.m. in different locations throughout the City and County.

The organizational structure would be discussed at first meeting in October.

City resources would be used as needed.

There would be no cost to county.

Ex officio members would include a representative from

1. The Scotland County Sheriff's Department (preferably an individual well-versed in gang activity)
2. The Laurinburg Police Department
3. The Scotland County Court System
4. Scotland County Schools

Ex officio members would provide input and an overall update on what crime and drug activity is going on in the community and the challenges they present in the area of enforcement.

Thank you for your consideration and support.

**CITY OF LAURINBURG  
CITY COUNCIL  
MEETING OF  
SEPTEMBER 20, 2011**

**COUNCIL ACTION REQUEST**

**AGENDA ITEM #   K**

**TO: Mayor and City Councilmembers**  
**FROM: Edward F. Burchins, City Manager**  
**DATE: September 20, 2011**  
**RE: Voting Delegate and Alternate Voting Delegate**

**COUNCIL ACTION REQUESTED:**

*Consider appointing a voting delegate and an alternate voting delegate to the North Carolina League of Municipalities Annual Conference to be held October 23-25, 2011*

**SUMMARY OF INFORMATION:**

**Council has typically appointed the City Manager as the voting delegate and Councilmember Leak as the alternate.**

**They have both registered for the annual conference.**