



# City of Greensboro

Melvin Municipal Building  
300 W. Washington Street  
Greensboro, NC 27401

## Meeting Minutes - Draft City Council Work Session

Thursday, August 13, 2015

12:00 PM

Plaza Level Conference Room

### 1. Call To Order

This City Council work session of the City of Greensboro was called to order at 12:10 p.m. on the above date in the Plaza Level Conference Room of the Melvin Municipal Office Building with the following members present:

Mayor Nancy Vaughan, Councilmembers Marikay Abuzuaite, Mike Barber, Jamal Fox, Sharon Hightower, Nancy Hoffmann, Yvonne J. Johnson, Justin Outling and Tony Wilkins.

Also present were City Manager Jim Westmoreland, City Attorney Tom Carruthers and Deputy City Clerk Angela R. Lord.

### 2. Presentations

#### 1. [ID 15-0704](#) Participatory Budgeting Update

Budget and Evaluations Director Larry Davis made a PowerPoint Presentation (PPP); spoke to establishing a steering committee; outlined the role and responsibilities of the members; and stated August 27th would be the deadline for application submittal.

Councilmember Fox inquired about the number of members for the committee.

Councilmember Hightower inquired about the criteria for committee members.

Mr. Davis responded there would be two members per council person; spoke to the need for a diverse group; to a citizen's first step into learning a City process; and recognized Participatory Budget team members in attendance.

Discussion took place regarding local hiring; wages; working with a New York firm; and confirmation that the new hires would be employed by the Participatory Budget team.

(A copy of the PowerPoint Presentation is filed in Exhibit Drawer X, Exhibit No. 22 which is hereby referred to and made a part of these minutes)

#### 2. [ID 15-0653](#) Future Skate Park Update

City Manager Westmoreland stated the item had been postponed from a previous work session in July; and recognized Parks and Recreation Planning Manager Nasha McCray to speak to the item.

Ms. McCray made a PowerPoint Presentation (PPP); spoke to the progress made on an outdoor skate park; and provided the background for the project.

Councilmember Wilkins confirmed previous discussions on a central location for the park.

Ms. McCray spoke to the availability and accessibility of public land; developing a skate network; stated the skate community had been consulted; spoke to the establishment of a skate park advisory team; objectives of the team; outlined the benefits of a skate park; spoke to a nontraditional sport; economic impact; explained the difference in skate dots, spots, and parks; highlighted the 19 potential locations that had been evaluated and ranked; outlined the criteria for the selected location; and stated the top ranked park was Glenwood Recreation Center.

Council inquired about park hours.

Councilmember Fox left the meeting at 12:26 p.m. and returned at 12:27 p.m.

Ms. McCray stated rules would be posted; hours of operation could be extended due to there being staff at Glenwood Recreation Center; spoke to the Request for Qualifications (RFQ); outlined the evaluation criteria; spoke to M/WBE participation; stated approval had been received by the Parks and Recreation Commission; spoke to the expected construction start date; and requested Council approval.

Councilmember Hightower recommended the item be moved forward; and thanked everyone involved in the project.

Discussion took place regarding public and private parks; an inside skate park; and requirements for helmets and pads.

Councilmember Barber requested staff to set a date certain for the start of construction; spoke to the long history of the item; and to the location selection.

Councilmember Wilkins requested staff research liability waivers for skaters.

City Attorney Tom Carruthers spoke to a hazardous act; and to proper supervision.

Discussion continued regarding signage; targeting experienced companies; and staff sending an email update to Council.

(A copy of the PowerPoint Presentation is filed in Exhibit Drawer X, Exhibit No. 22 which is hereby referred to and made a part of these minutes)

### 3. [ID 15-0685](#) Discussion on FY 2015-2016 Budget Policy

City Manager Westmoreland provided the history of the item; spoke to important policies issues; providing quality resources to the community; made a PowerPoint Presentation (PPP); spoke to policy funding and implementation; the In-Range Salary Adjustment program; salary ranges and flexibility; merit budgets; minimum wage; creation of a living wage; the Holiday Pay program; Employment Restoration program; acknowledged Councilmember Fox for advocating the item; spoke to the Productivity and Performance Initiative program; efficiency suggestions by employees; and recognized Assistant City Manager Mary Vigue to present the item.

Assistant City Manager Vigue continued the PPP; spoke to the In-Range Adjustment program; identified the Green Zone; and spoke to competitive rates.

Councilmember Wilkins inquired about funding; and asked for clarification on percentages of underpaid employees.

City Manager Westmoreland responded that estimates had been included.

Assistant City Manager Vigue clarified the underpaid percentages stating the information was based on market standards; spoke to range minimums and maximums; outlined the green zone; and spoke to being in line with the market.

Discussion took place regarding evaluating employees total compensation; benefit packages; varying fees paid by employees based on family size; salary compensation grids; previous discussions concerning policy proposals; public and private sector salary levels; and compression issues.

Assistant City Manager Vigue spoke to staff's attention to the item for a couple of years; a sustainable In-Range Adjustment program; highlighted a zone analysis; and spoke to an ongoing process.

City Manager Westmoreland addressed compensation plans; paying at market rate; resource gaps; and defined parameters of the program.

Human Resources Director Connie Hammond spoke to recognizing market programs; merit programs; and referenced the \$2.8 million salary deficit.

Councilmember Wilkins voiced the need to have something in place to keep this from happening again.

Assistant City Manager Vigue outlined actions taken as an organization; spoke to the correction of errors; and to additional zone analysis.

Mayor Vaughan requested an analysis be done by department.

Assistant City Manager Vigue addressed the General Structure breakdown; outlined the Green Zone minimum; spoke to exempt level employees; a \$500,000 per year adjustment; an implementation date of February 1, 2016; longevity pay; and to focused efforts on G8 – G13 levels.

City Manager Westmoreland spoke to department flexibility; and challenges in the past decade.

Assistant City Manager Vigue spoke to minimum wage levels; positions that varied across the organization; accelerated compression concerns; and unequal employee skill sets as well as performance histories.

Council discussed family wages; wage goals; impact to the budget; compression issues; frozen positions; obtaining a \$15 per hour minimum wage by 2020; inconsistent livable wages; across the board fairness; funding and implementation costs; Greensboro being a job creator; and having a resolution for the August 18th meeting .

Councilmember Barber stated he was not advocating cutting field positions; spoke to the strategy; the current budget; unfilled funded positions; being ahead of the next budget; the total number of employees; eliminating positions without firing employees; voiced the need for staff to know that Council cared about them; referenced specific departmental requests; the focus on front line employees; minimum wage floor; requested changes be implemented by October 1st; spoke to outsourcing employment; government growth; and stimulating the economy.

Council discussed the City being a job creator; return of funds into the economy; and continued discussion on minimum wage and the green zone.

Assistant City Manager Vigue outlined holiday pay; FLSA concerns; a proposed stipend for exempt employees; and to estimated costs.

Councilmember Outling spoke to micro-managing; competitive rates; and requested a base line rate for total compensations.

Council inquired as to how the stipend had been determined; about the criteria for employees receiving the stipend; discussed working with Guilford County on the item; and future committees that would potentially review the item.

Assistant City Manager Vigue provided the positions that were required to work on holidays; outlined the Employment Restoration program; estimated costs; stated Human Resources and Workforce Development were currently developing a concept; spoke to evaluating funding options for the entire program; and implementation of a Performance Initiative Program.

City Manager Westmoreland spoke to the budget development process; cuts and reductions; providing efficiency information to all departments; public safety positions; and the reduction of positions in the general government realm.

Councilmember Wilkins voiced some language in the presentation sounded accusatory; and stated he preferred the wording be changed.

Councilmember Fox requested staff draft resolutions for the August 18th Council meeting.

Discussion continued regarding items that would cross over between Council committees.

City Manager Westmoreland confirmed staff would draft resolutions; provide information to Council; and would have the item on the agenda for next Tuesday.

Mayor Vaughan inquired about Parks and Recreation employees not being compensated for use of personal vehicles; and requested information be provided to employees.

(A copy of the PowerPoint Presentation is filed in Exhibit Drawer X, Exhibit No.22 which is hereby referred to and made a part of these minutes)

Mayor Vaughan declared a recess at 1:53 p.m. Council reconvened at 2:14 p.m. with all members in attendance.

#### 4. [ID 15-0703](#) Discussion on the International Civil Rights Museum Loan

City Attorney Tom Carruthers referenced a previous closed session of Council regarding a short fall in the restricted account; suggested options should Council decide to discuss the issue in closed session today; provided the history of the item; spoke to the receipt of documentation; stated payments had been made; tax payment structure was current; and that the Museum remained in good standing with tax credits. City Attorney Carruthers spoke to the end of a portion of tax credits; Internal Revenue Service; anticipated tax credit for Fall of 2016; quarterly interest payments; allocation of the final installment; Museum advancement of funds; confirmed the Museum had rolled over the bank loan; and spoke to an extension. City Attorney Carruthers continued by stating City Manager Westmoreland had been added to the account as a authorized signature; confirmed that no further withdrawals would be allowed without City Manager Westmoreland's approval; and spoke to requirements of a reasonable and acceptable audit.

Councilmember Outling voiced concerns regarding the contractual obligation; the requirements of funds to be in the restricted account; and a contractual violation.

Discussion took place regarding a breach in contract; the Museum curing the breach; compliance with tax credit payments; a stop payment on a check to make tax credit payment; and inaccurate assumptions.

City Manager Westmoreland spoke to the notification received regarding tax credit obligations; restricted account funds; provided the history behind the Manager's signature begin removed from the account; and spoke to how the error had been corrected.

Councilmember Wilkins asked if staff was looking for a directive from Council.

Mayor Vaughan responded that a vote was not required; and that action was not required by Council.

Councilmember Barber stated Council needed to strictly examine going into closed session; verified the public needed to hear facts; the City was not responsible for the management of the Museum; spoke to the Museum's financial struggles; stimulating assistance; and a positive mission statement.

Councilmember Hightower spoke to the City honoring the agreement; and stated the Museum was a good thing for the City.

Councilmember Outling voiced concerns regarding an audit letter; continued financial assistance to the Museum; the breach of the contract; and the acceptability of the audit.

Discussion took place regarding the potential of a law suit; a lien on the building; securing the loan; the City's involvement of the tax credit structure; terms of the contract; transparency; quarterly meeting; and the requirements of the loan.

City Manager Westmoreland stated staff would review the fundraising figures.

Discussion continued regarding fulfilling the contractual obligations; protecting the City's investment and financial future of the Museum; the scope of liability; the City losing money if the Museum closed; the Museum being an asset to the community; and regular Board meetings taking place.

City Attorney Carruthers spoke to the Sit In Movement; security interest; new market tax credits; the timeline for paying loans; benefits to the investment pools; tax deductions for investors; and meeting the investors needs. City Attorney Carruthers continued by stating a consultant had been acquired; spoke to properly drafted agreements; and stated he felt staff had achieved Council direction.

Council discussed moving forward; outside agreements; letters from citizens; foreclosure; recouping the City investment; litigation cost; calculating damages; structure of the agreement; current collateral; and difficulties facing non-profits.

City Attorney Carruthers confirmed the City did not have the legal right to foreclose or to take over the Museum.

It was the consensus of Council to direct the City Manager to proceed with fulfilling the obligations of the City.

City Attorney Carruthers recommended the City make the upcoming payment.

### **3. Adjournment**

Moved by Mayor Pro-Tem Johnson, seconded by Councilmember Hightower, to adjourn the meeting. The motion carried by voice vote.

THE WORK SESSION ADJOURNED AT 3:05 P.M.

ANGELA R. LORD  
DEPUTY CITY CLERK

NANCY VAUGHAN  
MAYOR