



TOWNtalk

A newsletter for Town of Chapel Hill employees

October 2010
Vol. 7, No. 2

www.townofchapelhill.org

On the Front Burner

By Roger L. Stancil,
Town Manager

I am considering the following policy statement for Town employees driving Town vehicles. I would like to know what you think. Send me a written note or email me at rstancil@townofchapelhill.org with your reaction to the following:

"The roads are full of distracted drivers. Their behavior is the same and as dangerous as a drunk driver. It takes all our attention to avoid their unsafe movements. I believe the safety of our employees and our Town is our highest priority.

One of our highest priorities as a Town is a safe environment for our employees and the public. Safe driving is a key component of achieving that priority. Driving safely requires focused attention. Maintaining focus requires that we minimize distractions while driving. Texting while driving is illegal. Other activity that distracts you from driving can be the basis for a charge following an accident. Eating, reading, texting, smoking or other activity that distract attention and hands from driving while operating a Town vehicle will be considered a violation of the Town's safety policy. You are expected to pull over if you find you need to do these things.

Talking on a cell phone or a radio while driving is a difficult challenge to address because you are often required to use a cell phone or radio to accomplish Town business. Talking on a cell phone, even with a hands free device,

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Frances Russell

**Human Resource Development
Interim Director**

Joined Town: February 2008

Providing excellent service to Town employees and new training opportunities are a couple of the goals that Frances Russell has set for the Human Resource Development Department, which she now oversees as interim director.

Frances leads a department that has been in transformation with a name change about three years ago, the hiring of new HRD specialists Cliff Turner and Dennis Schoch in the past year, and the ongoing review and update of many Town policies. Clearly a people person who is quick to connect with others on a personal level, Frances also is committed to serving employees.

"The biggest kick I get is the reward of helping people," Frances said. "It is such a thrill to be able to assist a person and watch them perform a job well or help a struggling employee become a star performer. That makes it all worthwhile."

Frances moved to North Carolina when she joined HRD 2-1/2 years ago. She moved from the bustling city of Los Angeles where she worked in human resource positions for the LA County Office of Education and before that, for the South Coast Air Quality Management District.

Value in the Spotlight

Respect

trustworthy • open • decent
defender of individual rights • civil
customer-focused • sensitive



Catherine Lazorko photo

Her family took just one trip and immediately approved the move, as they delighted in the natural environment and greenery of North Carolina. She lives in northern Durham with her husband Dewitt Russell, who works for Time Warner Cable, in a ranch-style home that they are slowly renovating. Her daughter, son-in-law and two granddaughters live nearby. In her free time, Frances enjoys reading, exercising and traveling. She has already visited 14 countries and is looking forward to adding three more to her list next year.

COMING UP

Sunday, Oct. 31: Homegrown Halloween

**Wednesday, Nov. 3: Lunch and Learn:
Composting, noon, Public Works. (see page 3)**

**Thursday, Nov. 4: Project Homeless Connect,
9 a.m. to 3 p.m., Hargraves Community Center
(see page 3)**

**Friday, Nov. 5: Combined Campaign Kickoff,
11:30 a.m. to 2 p.m., Town Hall**

**Monday, Nov. 15: Blood Drive, 8 a.m. to 12:30
p.m., Transit Training Room. Make an appoint-
ment: 969-5029 or lwade@townofchapelhill.org**

Chapel Hill Council Goals 2010-11

Govern with Quality, Responsiveness and Efficiency	Champion Development	Focus on Economic Development, Job Creation and a Sustainable Future	Maintain and Improve Community Facilities and Services	Set Course for a Sustainable Financial Future	Plan Ahead for a Sustainable Future
Policy Agenda • Review and update the Town's Comprehensive Plan, including the Land Use Ordinance, to reflect current and future needs. • Review and update the Town's Code of Ordinances, including the Zoning Ordinance, to reflect current and future needs. • Review and update the Town's Financial Plan, including the Budget, to reflect current and future needs. • Review and update the Town's Strategic Plan, including the Vision Statement, to reflect current and future needs.	Policy Agenda • Review and update the Town's Comprehensive Plan, including the Land Use Ordinance, to reflect current and future needs. • Review and update the Town's Code of Ordinances, including the Zoning Ordinance, to reflect current and future needs. • Review and update the Town's Financial Plan, including the Budget, to reflect current and future needs. • Review and update the Town's Strategic Plan, including the Vision Statement, to reflect current and future needs.	Policy Agenda • Review and update the Town's Comprehensive Plan, including the Land Use Ordinance, to reflect current and future needs. • Review and update the Town's Code of Ordinances, including the Zoning Ordinance, to reflect current and future needs. • Review and update the Town's Financial Plan, including the Budget, to reflect current and future needs. • Review and update the Town's Strategic Plan, including the Vision Statement, to reflect current and future needs.	Policy Agenda • Review and update the Town's Comprehensive Plan, including the Land Use Ordinance, to reflect current and future needs. • Review and update the Town's Code of Ordinances, including the Zoning Ordinance, to reflect current and future needs. • Review and update the Town's Financial Plan, including the Budget, to reflect current and future needs. • Review and update the Town's Strategic Plan, including the Vision Statement, to reflect current and future needs.	Policy Agenda • Review and update the Town's Comprehensive Plan, including the Land Use Ordinance, to reflect current and future needs. • Review and update the Town's Code of Ordinances, including the Zoning Ordinance, to reflect current and future needs. • Review and update the Town's Financial Plan, including the Budget, to reflect current and future needs. • Review and update the Town's Strategic Plan, including the Vision Statement, to reflect current and future needs.	Policy Agenda • Review and update the Town's Comprehensive Plan, including the Land Use Ordinance, to reflect current and future needs. • Review and update the Town's Code of Ordinances, including the Zoning Ordinance, to reflect current and future needs. • Review and update the Town's Financial Plan, including the Budget, to reflect current and future needs. • Review and update the Town's Strategic Plan, including the Vision Statement, to reflect current and future needs.
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How are we doing? Visit www.townofchapelhill.org/councilgoals for updates on our progress toward achieving Council goals for the current year.

In Brief



Amy Harvey (Communications and Public Affairs) has been appointed Acting Deputy Town Clerk. She is heading up the Council agenda

processes, and other related responsibilities of this position. Amy's contact information remains the same - aharvey@townofchapelhill.org or 969-5013.



Brian Litchfield (Transit) was selected by Mass Transit Magazine for its Top 40 Under 40 list, which honors professionals

under the age of 40 who have contributed to the transit industry.

Jim Orr (Parks and Recreation) has joined the Parks and Recreation Department as Assistant Director for Recreation Operations. He was formerly the Parks and Recreation Director in Black Mountain, N.C.

Thanks to everyone who participated in the **Campus Fire Safety program** held Sept. 15-17. The Chapel Hill Fire Department partnered with the UNC Office of Fraternity and Sorority Life to check and install smoke alarms and carbon monoxide detectors.

The program was a great success, resulting in the installation of 150 smoke alarms and 25 carbon monoxide alarms.



TOWNtalk is produced by the Communications and Public Affairs Department
Editorial/Graphics: Catherine Lazorko,
Melanie Miller

The Town of Chapel Hill's website at www.townofchapelhill.org has earned a top national honor – a Savvy – from the City-County Communications and Marketing Association (3CMA).

Chapel Hill's website won in the Digital Interactive-Website category for cities with populations between 46,000 and 100,000. Improvement to the website was named a top priority of the Town Council, which has stated its goals for local government to better serve the community with excellent communication and improved transparency.

The Town's Guide to Services received an Award of Excellence in the Printed Publications-



Guides category. This publication is designed by **Melanie Miller** (CaPA).

Employees who are members of the Wellness Program will be able to use the Town's recreational facilities and enroll in adult recreation programs at the Chapel Hill resident rate. Employees who participated in the Health Risk Appraisal and Biometric Assessments in 2008 and 2009 are eligible.

When registering for a class or checking in at a Town recreational facility, employees should identify themselves as members of the Town's Wellness Program and follow the registration procedure for Town residents.

Registration for programs occurs three times a year, in January, April and August. Employees who are residents or own property in Chapel Hill or Orange County may enroll during the first two weeks of registration. Employees who are not residents of Chapel Hill or Orange County may register after the first two weeks and pay the resident rate.

Participation is limited to Town employees only. Programs for spouses and other family members are not included in this benefit.

The **W. Calvin Horton Award Ceremony** is being planned for December 2010. This award recognizes distinguished service by Town of Chapel Hill employees with a monetary award.

The award review committee would like to recognize the nominees for the 2009 award contest. They were **Curtis Brooks** (Public Works), **Chris Bradley** (Fire), **Emily Cameron** (Public Works), **Nate Davis** (Parks and Recreation), **Joe Farrington** (Public Works), **Adam Smith** (Parks and Recreation), and **Kay Tapp** (Planning-retired).

Jim Huegerich, crisis human services manager for the Chapel Hill Police Department, received the award in 2009.

Did you know? Recently as I was posting large manila envelopes to the Council, it dawned on me that some of their mailings were very light, and could easily be put in a 6"x9" manila envelope; therefore, saving money.

When using a large envelope, if it weighs less than 3.5 ounces the Post Office charges a higher rate. To mail these envelopes, the cost is \$1.05, whereas if the same amount had been put in the smaller envelopes, they would cost about \$.61. I have noticed recently that many departments do have large mailings. When appropriate, it would be a savings if you use the smaller size. Smaller manila envelopes with the Town's return address are available from Business Management.

—Betty Byrd, *Communications and Public Affairs*

Got Postcards? Planning staff members have found a new and improved way of reaching the public with postcard mailings.

To notify the public of development applications, the department is replacing the use of stamped envelopes containing full-page notices with postcards. Planning has purchased postcard credits from the U.S. Postal Service. Applicants can use a Town-developed web app to generate their address list and map. Staff then uploads the notice, map and addresses online. Residents receive a printed postcard with the same quality information as the previous notices, a map and web links.

The innovation saves staff time spent producing mailings, and it provides an economical and sustainable way to fulfill the resident notification requirements. If your department is interested in using postcards, contact **Mary Jane Nirdlinger** or **Renee Moye** to learn more.

TOWNtalk, a publication for and about Town of Chapel Hill employees, is issued monthly September through June.
It is printed on recycled paper.
Please recycle with white paper.



Published by:
Town of Chapel Hill
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Chapel Hill, NC 27514
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Project Homeless Connect

The fourth annual Project Homeless Connect will be held from 9 a.m. to 3 p.m. Thursday, Nov. 4, at the Hargraves Community Center, 216 N. Roberson St.

The event is a one-day, one-stop event to serve people experiencing or at risk of homelessness in Orange County. Services will include health and dental screenings and care, mental health program enrollment, legal services, employment and education resources, housing resources, and more.

Last year's Project Homeless Connect served 235 guests with the participation of about 50 service agencies, hundreds of volunteers, and dozens of donors.

In past years, Town employees have played a big role in the success of this event. The Town supports this project and the 10 Year Plan to End Chronic Homelessness. As in past years, Town employees are invited to volunteer for a 2 ½ -hour shift at Project Homeless Connect on Town time, without taking personal leave time. The ongoing work of the Town, of course, comes first. If you would like to volunteer, please coordinate with your supervisor and department head so that regular assignments can be accomplished. Final approval for your participation lies with your department head.

To sign up to volunteer at Project Homeless Connect, visit www.phc-orange.org and fill out the online volunteer form. There is also information about donations — the greatest need this year is for toiletry kits: www.phc-orange.org/page302.html.



SMT Notes

The following is a brief update of some of the items that were announced and have been discussed recently by the Senior Management Team (SMT). To stay up-to-date on Town news and activities, subscribe to Chapel Hill eNews by emailing publicaffairs@townofchapelhill.org.

Town Values: The Senior Management Team and the Employee Forum held a joint meeting on Sept. 30 to discuss the Town Values building process. In November 2007, the SMT adopted a set of values for their behavior and decisions. Once the SMT had experience with adopted values, their plan was to seek employee input toward establishing a set of Town Values all employees could endorse. The two groups plan to meet again in November.

Combined Campaign Kickoff

The Town of Chapel Hill Combined Campaign Kick Off lunch and games event will be held between 11:30 a.m. and 2 p.m. on Friday, Nov. 5, at Town Hall.

The Town will continue its automatic payroll deduction option, and pledge cards will be distributed to employees after the kick off event. Please return the cards to your departmental representative by Monday, Nov. 22.

Employees may choose to donate to agencies and programs listed under the umbrella of the following federations: Community Health Charities, Earth Share of North Carolina, North Carolina Community Shares and Triangle

523 E. Franklin Street: This is the name to be used when referring to this building, and not the “old CH museum building” or the “old CH library building.” Plans for the building are not confirmed, but significant maintenance work is needed.

Workers' Compensation Final Draft Policy: Human Resource Policy Review Team with assistance from Mike Beckman has prepared a draft for feedback. The goal is to finalize this policy and release it in November 2010.

Strategic Planning: Both Planning and Police departments have been doing some excellent work reinventing themselves for the future. Town Manager Roger Stancil requested presentations from these departments on the processes they used for this change. Lessons learned can be valuable to other departments.

United Way-Orange County.

For more information, contact Combined Campaign Chair Mark Bayles at 969-2036 or mbayles@townofchapelhill.org



On the Front Burner

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while driving a Town vehicle is prohibited unless there is a direct business need to do so or for emergency communications. You are encouraged to pull over to the side of the road to make any call.

Employees are also encouraged to check with any caller to determine if they are talking to you on a cell phone while driving. If they are, you should encourage them to call you later when they are not driving or offer to return the call when neither of you are required to talk and drive at the same time.

Green Tips

Don't miss the first Sustainability Lunch and Learn! Join Muriel Williman for a brown bag Lunch and Learn at noon Wednesday, Nov. 3, at Public Works. Learn the basics of outdoor composting and indoor composting with worms.

To register, call Erin Kawamata at 969-5100 or email ekawamata@townofchapelhill.org.

This program is sponsored by the Town of Chapel Hill Sustainable Operations and Services Team.

Thanks to Exceptional Employees!

Town Manager Roger Stancil and Senior Management Team members recognized employees for service milestones at a ceremony on Sept. 3. Congratulations for reaching this milestone, and thank you for your service.

5 Years

Scott Beavers (Business Management)
Gerhard Konig (Transit)
Brandon Perry (Police)
Krystal Black (Library)
Bill Rehm (Business Management)

10 Years

Kumar Neppalli (Public Works)
Rigoberto Rodriguez (Public Works)
Susan Smialowicz (Library)
Kelly Stokes (Human Resource Development)
David Sasser (Fire)
Paul Dodson (Transit)

15 Years

Andre' Boynton (Parks And Recreation)
Tony Combs (Transit)
Keith Smith (Public Works)
Lee Harris (Transit)
Dennis Bailey (Fire)
Darryl Rimmer (Fire)

20 Years

Curtis Brooks (Public Works)
Leonard Thompson (Business Management)
Lisa Baaske (Parks And Recreation)
Larry Harrington (Public Works)
Bernard Leach (Parks And Recreation)
Toni Pendergraph (Legal)

25 Years

David Bonk (Planning)
Ralph Karpinos (Legal)
Lee Sparrow (Police)
William Clark (Transit)
Anthony Brooks (Police)
Edward Brooks (Police)
Jerrie Cole (Police)

30 Years

Eva Cohn (Transit)
Frances Rapley (Library)
Tim Richardson (Library)

31 Years

Randel Riggsbee (Public Works)

32 Years

Raymond Alestock (Parks And Recreation)
Scott Simmons (Planning)

33 Years

Maggie Burnett (Public Works)
Iris Schwintzer (Transit)

35 Years

Jim Huegerich (Police)

Compliments



Anthony Elliott (Transit) was complimented by Kendal Law for his excellent driving skills and for being a pleasant driver. Law said he appreciates drivers like Elliott.

Traffic Engineering staff were thanked by Dick Dennis for installing a street sign at Raleigh Road and Burning Tree Drive.

Deborah Yancey (Transit) was complimented by Jenny Simchock for assisting a disabled man to get on the correct bus to get to a medical appointment. "We should all be so lucky in our old age to have such a service as the Chapel Hill Transit with drivers like our CL driver."

Charles Alston (Parking Services) was thanked by Meg McGurk for assisting a Downtown Partnership volunteer when she was being harassed. "I think this is a great testament to the Community Safety Partnership that the Town has created!"

Michelle Sykes and **Doug Clark** (both Transit) were praised by Lucy Hart Peaden for being friendly, pleasant and kind to passengers. "Thank you for providing such a wonderful service!"

Nancy Hayes (Transit) was thanked by Miranda van Tilburg for providing extra assistance while she was disabled with an ankle injury.

Peter Holz and **Roger Mills** (both Parks and Recreation) were thanked by **Sue Burke** (Public Works: Stormwater) for assisting with tree trimming and removal. "I couldn't have asked for better cooperation from a sister department. It was greatly appreciated!"

Mary Davidson thanked the **Traffic Engineering** staff for working with the N.C. Department of Transportation and the Town of Carrboro to install left turn signal lights at the intersection of Old Fayetteville and 54. "Someone was listening and cared about my opinion."

Chapel Hill firefighters were thanked by residents of Meadowmont for responding to a house fire at 504 Meadowmont Lane. "'Calm, in control, and very professional' were terms used to describe the fire fighters and medics on the scene. A great crew!"

Mario Tobias (Transit) was commended by John O'Connor for his good attitude. "He was polite, respectful and greeted each person, saying, 'Thank you,' and 'Have a nice day'."

Carl Walker (Transit) received a compliment from Cindy Lee for being friendly and upbeat. "It really brightens my day and the students that ride the bus seem to enjoy him as well."

Greg Alston and **Deborah Davis** (both Transit) were thanked by Julia Shaw-Kokot for helping her get to her destination after she found out the bus did not stop there. "This was an appreciated act of kindness on a very wet day."

Stephanie Lunsford (Transit) was complimented by Vickie O'Neal for doing a great job on EZ Rider. O'Neal describes Lunsford as "prompt and pleasant."

Missy Julian Fox congratulated **Kumar Neppalli** (Public Works), **Mary Jane Nirdlinger** (Planning), **Jeff York** (Public Arts) and **Catherine Lazorko** (Communications and Public Affairs) on the wayfinding sign project. "YAY!! Hats off to you and everyone!! This is great news!! THANK YOU! THANK YOU! THANK YOU!! Please pass along my gratitude and delight to ALL!"

Anita Hackney (Transit) was complimented by Brian Fahey for being courteous, professional and patient. "You should be very proud to have her at Chapel Hill Transit."