

**CITY OF GRAHAM
AGENDA
TUESDAY, JUNE 6, 2017
7:00 P.M.**

Meeting called to order by the Mayor
Invocation and Pledge of Allegiance

1. Consent Agenda:

- a. Approval of Minutes – May 2, 2017 Regular Session
- b. Approval of Minutes – May 16, 2017 Special Session
- c. Tax Releases
- d. Approve request from Graham Recreation & Parks to close the 100 block of West Elm Street on June 29, 2017, July 6, 2017, July 13, 2017, July 20, 2017, August 3, 2017, August 10, 2017, August 17, 2017, September 7, 2017 and September 21, 2017 from 5:00 p.m.-11:00 p.m. for rain dates for the 2017 Thursday at Seven Concert Series

2. Old Business:

- a. Public Hearing: Appearance Commission (AM1701). Request by the City of Graham Appearance Commission to rewrite their enabling Ordinance
 - i. Approve Ordinance Amendment
- b. Mission, Vision and Values Statements:
 - i. Adopt Resolution establishing Mission, Vision and Values Statements for the City of Graham

3. Requests and Petitions from Citizens:

- a. Petition for Voluntary Contiguous Annexation for a portion of the Lacy Ridge Subdivision property on Lacy Holt Road (AN1701):
 - i. Approve Resolution Requesting City Clerk to Investigate Sufficiency
 - ii. Approve Resolution Fixing Date of Public Hearing on Question of Annexation

4. Recommendations from Planning Board:

- a. Public Hearing: Disash Business (RZ1701). Request by Frank Longest to rezone property located at 602 East Harden Street from Multifamily Residential R-MF to General Business B2
- b. Public Hearing: Riverwalk Sign (CR1702). Request by Harendra J. Patel to rezone property located at 1202 Raspberry Run from Low Density Residential R-15 within the Highway 54 Overlay District to Conditional Residential C-R
- c. Public Hearing: Food Trucks (AM1703). Request by Debarah Wilson to amend the table of permitted uses for the B-1 (Central Business District) in the City of Graham Development Ordinance to permit food trucks

5. Boards and Commissions Appointments:

- a. ABC Board – 1 vacancy (Graham Appointee)
- b. Appearance Commission - 3 vacancies
- c. Canine Review Board – 1 vacancy
- d. Graham Historical Museum – 1 vacancy (no interested applicants at this time)
- e. Graham Housing Authority – 1 vacancy
- f. Historic Resources Commission – 4 vacancies
- g. Planning Board/Board of Adjustment – 2 vacancies
- h. Planning Board/Board of Adjustment (ETJ) – 1 vacancy
- i. Recreation Commission – 3 vacancies
- j. Tree Board – 2 vacancies

6. Public Hearing: Adoption of Budget Ordinance for FY 2017-2018

7. FY 2016-2017 Budget Amendments

8. Issues Not on Tonight's Agenda

**CITY OF GRAHAM
REGULAR SESSION
TUESDAY, MAY 2, 2017
7:00 P.M.**

The City Council of the City of Graham met in regular session at 7:00 p.m. on Tuesday, May 2, 2017, in the Council Chambers of the Municipal Building located at 201 South Main Street.

Council Members Present:

Mayor Jerry Peterman
Mayor Pro Tem Jimmy Linens
Council Member Griffin McClure
Council Member Chip Turner
Council Member Lee Kimrey

Also Present:

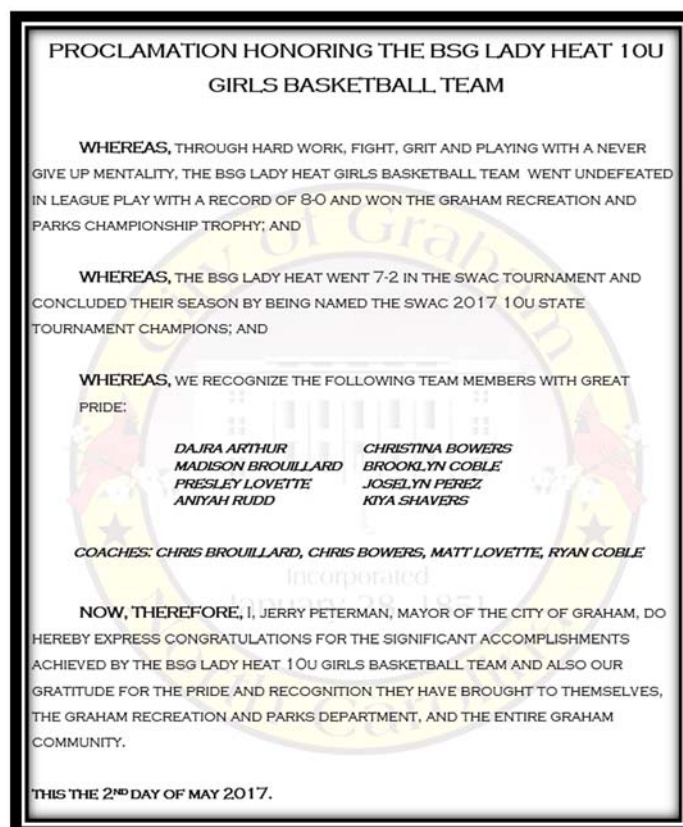
Frankie Maness, City Manager
Aaron Holland, Assistant City Manager
Darcy Sperry, City Clerk
Nathan Page, Planning Director
Keith Whited, City Attorney
Brian Faucette, Recreation & Parks Director
Lorrie Andrews, Human Resources Manager
Dakota DeYent, Human Resources Intern

Mayor Jerry Peterman called the meeting to order and presided at 7:00 p.m. Mayor Pro Tem Linens gave the invocation and everyone stood to recite the Pledge of Allegiance.

Honorary Recognition & Proclamation:

➤ **Graham Recreation & Parks 10U Basketball League Champions – BSG Lady Heat**

Mayor Peterman read and presented a proclamation to the girls and coaches from the Burlington Sporting Goods (BSG) Lady Heat.



Consent Agenda:

- a. Approval of Minutes – April 4, 2017 Regular Session*
b. Tax Releases

CITY OF GRAHAM RELEASE ACCOUNTS				
APRIL COUNCIL MEETING				
<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
501470	2014	MARTIN, GREGGORY A	DID NOT LIVE IN THE CITY LIMITS	1.73
501470	2015	MARTIN, GREGGORY A	DID NOT LIVE IN THE CITY LIMITS	1.48
501470	2016	MARTIN, GREGGORY A	DID NOT LIVE IN THE CITY LIMITS	1.35
650571	2015	COLLINS, DONALD	AMENDED PP IN 2015-DID NOT OWN	41.05
603448	2014	HOPKINS, SHERRY	MOBILE HOME DBL LISTED IN NEW OWNER	23.32
191142	2009	PREMISE NETWORKS INC	COMPANY DISSOLVED IN 2009 FILED BANKRUPTCY 1-2-2009. ALL ASSETS AND EQUIPMENT SOLD THROUGH BK	775.23
TOTAL RELEASES				844.16

- c. Request from Alamance County Manager Bryan Hagood to block off the North and South side of West Elm Street from Maple Street to the first turnaround in the island past the Criminal Courts Building for the annual Memorial Day Ceremony on Monday, May 29, 2017 from 9:30 a.m. to 1:00 p.m.*
- d. Approve Resolution to grant easement to Duke Energy Carolinas, LLC to install and maintain facilities on City property at 201 South Main Street, 206 South Maple Street and 116 West Pine Street*

Upon a request by City Attorney Keith Whited, Mayor Peterman asked to pull item “d. Approve Resolution to grant easement to Duke Energy Carolinas, LLC to install and maintain facilities on City property at 201 South Main Street, 206 South Maple Street and 116 West Pine Street”.

Mayor Pro Tem Linens made a motion to approve items “a”, “b” and “c” on the Consent Agenda, seconded by Council Member Griffin McClure. All voted in favor of the motion.

Mr. Whited advised Council that this easement agreement was drafted by Duke Energy and is very broad and gives Duke Energy a lot of authority and control.

Following a brief discussion between Mr. Whited and Council, Council Member Lee Kimrey made a motion to approve item “d. Approve Resolution to grant easement to Duke Energy Carolinas, LLC to install and maintain facilities on City property at 201 South Main Street, 206 South Maple Street and 116 West Pine Street”, seconded by Mayor Pro Tem Linens. All voted in favor of the motion.

**RESOLUTION TO GRANT EASEMENT TO DUKE ENERGY CAROLINAS, LLC AT
CITY HALL PROPERTY**

WHEREAS, The City of Graham "City" owns the parcels identified by Alamance County GIS parcel id(s) 145789, 145774, and 145775, also known as 201 South Main Street, 206 South Maple Street, and 116 West Pine Street;

WHEREAS, the City Hall building has been plagued with power loss over the years due to the need of a service line replacement;

WHEREAS, Duke Energy Carolina's LLC requests twenty (20) foot wide easement for the purposes of transmitting and distributing electrical energy and for communication purposes;

WHEREAS, G.S. 160A-273 permits a city to grant easements over, through, under, or across any city property;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Graham that:

The City of Graham ("City") hereby grants an easement to Duke Energy Carolina's LLC for the purposes of transmitting and distributing electrical energy and for communication purposes.

BE IT FURTHER RESOLVED that the City Manager and City Clerk are hereby authorized to execute the necessary documents on behalf of the City.

Adopted this 2nd day of May 2017.

Old Business:

a. Public Hearing: Appearance Commission (AM1701). Request by the City of Graham Appearance Commission to rewrite their enabling Ordinance

Assistant City Manager Aaron Holland explained that per Council's request at last month's City Council meeting, Staff worked on revising the proposed ordinance. He added that it was Staff's intention to have this revision done in time for the Appearance Commission's May meeting. Due to the decision by Council to table this item at the April 4, 2017 City Council meeting, Staff added it to tonight's agenda so that Council could review what is going to be proposed to and expected to be voted on by the Appearance Commission this month.

Council Member Kimrey expressed concern with some of the proposed language resembling that of our current Façade Grant. He asked for consensus from Council to direct Staff to make revisions to section 10.290, subsection "c" so that it aligns with the current Business Beautification Grant. Consensus was given.

Council Member McClure inquired as to whether or not a plan was in place for getting the Commission down to seven members. Staff advised that it will be up to the Appearance Commission to determine how best to do that.

By consensus, Council Members agreed that the proposed ordinance, with a change to the section referenced above, should be submitted to the Appearance Commission to vote on at their May meeting. Council will then vote on this ordinance amendment at their June 6, 2017 meeting.

Recommendations from Planning Board:

a. Public Hearing: Fee for Appeals (AM1704). A request by Staff to add an Appeal Fee to the City of Graham Rates and Fees Schedule

Planning Director Nathan Page explained that this was an application from the Planning Board to add a fee for appeals to the Ordinance, in an attempt to cover the costs the City must bear when they provide public notice for appeals and to help offset the staff requirements for the quasi-judicial hearings.

Council Members and Staff discussed the number of appeals the City sees, the cost of advertising and mailings as well as the Staff hours put into appeals. Council Members were generally concerned with the fact that imposing a fee might present a financial hardship to some residents.

With no comments forthcoming, Mayor Peterman opened and closed the Public Hearing.

Council Member Kimrey made a motion that the text amendment be denied, the text amendment is not fully consistent with The Graham 2035 Comprehensive Plan and this action is reasonable and in the public interest for the following reason: the text amendment puts an undue hardship on applicants. Council Member McClure seconded the motion. Yays: Council Member Kimrey, Council Member McClure, Council Member Chip Turner and Mayor Peterman. Nays: Mayor Pro Tem Linens. Motion carried 4:1.

b. Public Hearing: Planning Board Requirements (AM1702). A request by the Graham City Council to amend the City of Graham Development Ordinance to permit real property owners within the City limits to serve on the Planning Board and Board of Adjustment

Planning Director Nathan Page explained he was not in attendance at the meeting in which the Council approved a change to the residency requirements for the Planning Board, but advised that this amendment request came about from citizen request at that meeting.

Council Members expressed concern with how we could effectively verify real property owners with regards to properties that may be in a trust, will or estate. Following this brief discussion and with no comments forthcoming, Mayor Peterman opened and closed the Public Hearing.

Mayor Pro Tem Linens made a motion that the application be denied and that the application is not fully consistent with The Graham 2035 Comprehensive Plan. Council Member Kimrey seconded the motion and all voted in favor of the motion.

Mission, Vision and Values Presentation:

City Manager Frankie Maness introduced Human Resources Intern Dakota DeYent, a senior from Elon University. Mr. Maness explained that Mr. DeYent has spent part of this semester working alongside Human Resources Manager Lorrie Andrews as part of his core coursework in Human Services. Part of his coursework was analyzing Mission, Vision and Values statements.

Mr. DeYent explained that in the time spent with the City, he has assisted with an orientation program for new hires and also help to program and implement a new performance evaluation system. Both programs are centered around Mission, Vision and Values statements. His ultimate goal became how to create a high value Mission statement that can be useful in a town or city government. Mr. DeYent surveyed and interviewed City of Graham management, employees and Council Members and based on the responses he received, he created the following draft for future consideration:

Mission Statement:

We are dedicated to creating an attractive, safe, and great place to reside, work, and play. We are committed to efficiently providing exceptional services to our employees and citizens.

Vision Statement:

To establish our identity, plan for our future, preserve our history, and enhance our quality of life.

Values Statement:

Integrity – Honesty and ethics guide our behavior and decisions.

Identity - We recognize that it is not our own perception of who we are, it is our citizens' perceptions that are the most important.

Respect – We will treat all people equally and with dignity.

Reliability – We will consistently and readily provide quality services.

Team Work – We will work together to get the job done.

Council Members thanked Mr. DeYent for the work he put into establishing these statements. Mayor Peterman asked Mr. Maness to provide Mr. DeYent with a letter of recommendation for future employment. Additionally, he asked Ms. Andrews to prepare a formal recommendation to adopt Mission, Vision and Values statements for the Council to consider.

Connect NC Bond Grant:***a. Accept \$500,000 Connect NC Bond Grant and Approve Project Budget***

Recreation and Parks Director Brian Faucette explained the City has been awarded a grant in the amount of \$500,000 to go towards constructing an inclusive playground at the new Graham Regional Park. When approving the application for the grant in 2016, Council agreed to provide a match in the amount of \$350,000. The proposed \$850,000 project includes a fenced playground featuring inclusive equipment and a poured-in-place rubber safety surface, parking lot, sidewalks, restroom, water fountain and associated planning, grading, utilities and contingency. Mr. Faucette added that an inclusive playground is an intergenerational playground designed for individuals to play together regardless of physical challenges or disabilities. An inclusive playground goes beyond ADA accessibility by focusing on all types of disabilities, temporary or permanent and is designed not just for those confined to wheelchairs.

Following a brief discussion between Council Members and Staff pertaining to the overall cost of the playground equipment and ground covering material, the septic system, site changes and grading, Mayor Peterman opened the Public Hearing. With no comments forthcoming, Mayor Peterman closed the Public Hearing.

Council Member McClure made a motion to accept the \$500,000 Connect NC Bond Grant and approve the project budget, seconded by Council Member Turner. All voted in favor of the motion.

**CAPITAL PROJECT ORDINANCE
GRAHAM REGIONAL PARK INCLUSIVE PLAYGROUND**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The Project authorized is the Graham Regional Park Inclusive Playground.

Section 2. The officials of the City of Graham are hereby directed to proceed with this program within the terms of the project. Staff is authorized to execute required grant documents and change orders within the budget ordinance.

Section 3. The following revenues are anticipated to be available to the City to complete the project:

Connect NC Bond Grant	\$500,000
Proceeds from Fund Balance in General Fund	<u>\$350,000</u>
	\$850,000

Section 4. The following amounts are appropriated for this project:

Professional Services	42,500
Construction	775,000
Contingency	<u>32,500</u>
	\$850,000

Section 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.

Section 6. Copies of this project ordinance shall be made available to the City Manager and the Finance Director for direction in carrying out this project.

Section 7. That this ordinance shall take effect on July 1, 2017.

This the 2nd day of May, 2017.

Impact Alamance Grant for Active Transportation:

a. Approve Resolution

Mr. Page advised that Staff submitted an application to Impact Alamance that was based on The Graham 2035 Comprehensive Plan’s call for active transportation. While the actual plans have not been laid out yet, the City has secured a \$60,000 grant from Impact Alamance to install bike lanes on Pine Street in the vicinity of Jones Street, running west along Pine Street and end in the vicinity of Home Avenue. Mr. Page added that this grant contains no matching funds from the City.

Council Members and Staff discussed how the bike lanes might affect traffic patterns, speed limits in the areas that contain bike lanes, street width, parking along Pine Street and sharrow. Mr. Page explained that a sharrow is when the bike lane goes away, on street parking is marked and the bike merges into primary traffic before returning to the marked bike lane. With no further comments forthcoming, Mayor Peterman opened the Public Hearing.

Ms. Jan Searls of 526 East Pine Street Graham stepped forward to express her concern for the current state of traffic in front of her house.

She stated that she would welcome these bike lanes if they would help prevent people not paying attention while driving on that section of East Pine Street. She believes that currently the road is so wide that it does allow for a driver to become distracted. Ms. Searls asked if the bike lanes will be shared by pedestrians as sidewalks are not currently in place in front of her property. Mr. Maness noted that there are sidewalks on portions of Pine Street, although there are none in front of Ms. Searls property. Ms. Searls also expressed concern with parking and asked that residents be involved with the planning of these proposed bike lanes.

With no further comments forthcoming, Mayor Peterman closed the Public Hearing.

Council Member Kimrey asked if this request is approved, would the planning from here on out be an administrative decision. Mr. Maness said it would unless it impacts parking or travel lanes that are regulated through our Code of Ordinances. Mr. Maness added that it would be hard for us to give a definitive comment on a certain area because it hasn't been designed yet. He added that Pine Street is a very wide street and we either spend money to tear up existing infrastructure or we find alternative or concurrent uses for existing right of ways. These will be Graham's first bike lanes and might very well lead to interconnectivity between municipalities in the future.

Council Member McClure made a motion to approve the resolution authorizing the City Manager to accept \$60,000 in grant funds from Impact Alamance, seconded by Council Member Kimrey. All voted in favor of the motion.

**RESOLUTION AUTHORIZING ACCEPTANCE OF ACTIVE TRANSPORTATION GRANT
FUNDS FROM IMPACT ALAMANCE**

WHEREAS, Impact Alamance has identified access to active transportation as a need within Alamance County, and has released a call for proposals which suit this need; and

WHEREAS, the City of Graham was awarded \$60,000 from Impact Alamance to install bicycle lanes and crosswalks near our schools and parks;

WHEREAS, the proposed grant will require staff time for installation, but will pay for all material costs; and

WHEREAS, citizens will benefit from the additional travel options, particularly those students at Graham Middle School.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT the City Manager is authorized to accept a payment of \$60,000 from Impact Alamance that will be utilized to pay for the installation of a bicycle route on Pine Street, as well as the possible installation of crosswalks.

Adopted this the 2nd day of May, 2017.

Encroachment Discussion:

Mr. Page explained that it has been brought up that the City does not have a formal process in place for applicants who wish to have a semi-permanent encroachment into the right of way. Additionally, Mr. Page stated that he believes there is the need for an agreement that legally holds the property owner that has made the improvement responsible for that such that the City is not liable for that improvement.

Mayor Peterman asked Council for a consensus to have Staff research this further and come back to Council with a recommendation at a later date. Consensus was given.

Issues Not on Tonight's Agenda:

Mr. Eric Crissman of 208 Albright Avenue Graham stepped forward to thank Council for considering his application when making an appointment to the Planning Board and Board of Adjustment last month. He asked that he be considered for appointment in June when the boards will have a vacancy once again.

Mr. Holland reminded Council that the Annual Stormwater Public Meeting will be held on May 3, 2017 at 5:30 p.m.

Council Member McClure encouraged Council Members to strongly evaluate the County's position with regards to evaluating the County's investment in the education system and how Council might best advocate for the citizens of Graham.

Council Member Turner advised that he had received a complaint from a citizen regarding the manhole cover near Walgreen's Pharmacy. Mr. Maness will reach out to DOT and ask them to address this issue.

Council Member Kimrey asked Mr. Page who is responsible for the \$500 gift card one might win for filling out an online survey with regards to the Graham Downtown area. Mr. Page advised that this is a class project being done by students at Elon University and due to the overwhelming support they received with a previous online survey, Elon University donated the gift card.

Council Member Kimrey asked Mr. Page about the status of the annual review of The 2035 Graham Comprehensive Plan by the Plan's steering committee. Mr. Page stated that the Planning Board is scheduled to review the Plan this year and if they feel something needs addressed, it will be brought to the steering committee's attention at that time. Council Member Kimrey expressed concern with the fact that the Planning Board is making the decision as to whether or not the steering committee meets to review this Plan on an annual basis and not the steering committee meeting to determine if the Planning Board and City Council's decisions are consistent with The Graham 2035 Comprehensive Plan.

Mayor Peterman asked for consensus to move the regularly scheduled City Council meeting on Tuesday, July 4, 2017 to Tuesday, July 11, 2017. Consensus was given.

Mr. Maness advised Council that his proposed budget for FY 2017-2018 is in front of them. He reminded all that the budget workshop is scheduled for May 16, 2017 at 8:00 a.m. here at City Hall.

Mr. Maness announced that the annual Family Fun Day will be held on Thursday, June 1, 2017 at 5:00 p.m. This year's event will be held at the new Graham Regional Park.

At 8:44 p.m. Council Member McClure made a motion to adjourn, seconded by Council Member Turner. All voted in favor of the motion.

**CITY OF GRAHAM
SPECIAL SESSION
TUESDAY, MAY 16, 2017
8:00 A.M.**

The City Council of the City of Graham met in special session at 8:00 a.m. on Tuesday, May 16, 2017, in the Conference Room of the Municipal Building located at 201 South Main Street.

Council Members Present:

Mayor Jerry Peterman
Mayor Pro Tem Jimmy Linens
Council Member Griffin McClure
Council Member Chip Turner
Council Member Lee Kimrey

Also Present:

Frankie Maness, City Manager
Aaron Holland, Assistant City Manager
Darcy Sperry, City Clerk
Sandra King, Finance Director
Ryan Allshouse, Administrative Intern
Brian Faucette, Recreation & Parks Director
Nathan Page, Planning Director

Mayor Jerry Peterman called the meeting to order and presided at 8:00 a.m. Mayor Pro Tem Jimmy Linens gave the invocation.

Mayor Peterman and City Manager Frankie Maness introduced Alamance County Transportation Authority (ACTA) Executive Director Mr. Ralph Gilliam. Mr. Gilliam expressed concern with their agency's request for \$7,600 being eliminated from the manager's recommended FY 2017-2018 budget, while giving Council a brief overview of the ACTA program. Mr. Gilliam stated that in FY 2015-2016, riders using a Graham home address accounted for the second highest number of trips in the County. Additionally, Mr. Gilliam advised that while talking with Mayor Peterman and Mr. Maness prior to this meeting, Mr. Maness suggested that ACTA consider reducing the fare by \$1 for riders who live within the City limits. He stated that he foresees that not being an issue if Council should decide to grant the \$7,600 in funding.

Council Members asked Mr. Gilliam about the number of Graham residents that use ACTA, the Paratransit system, grant funding, who may ride and what other Alamance County municipalities participated in FY 2016-2017. Council Members agreed to revisit this issue later on in the meeting.

Mr. Maness reviewed the highlights of his recommended \$19,998,800 budget and gave a general overview of it. Staffing levels, overtime pay and compensatory time for employees was discussed as well as the basis for employee Cost of Living Adjustments, the Consumer Price Index.

The revenues of the General Fund were discussed among Council and Staff, in particular the estimations for property taxes and sales tax. Mr. Maness explained that this year was a revaluation year in which the calculation of a revenue neutral tax rate is required. He explained that the revenue neutral rate is calculated at 45.17 cents per one hundred dollars of valuation. He further explained that the revenue neutral rate is a complex calculation and there is no requirement to adopt it. Discussion related to sales tax computations, the impact of Lidl and the effect of growth on the City's tax base followed. Council Members discussed animal shelter expenses and the grant support for the additional police officer included in the proposed budget. Council asked that Staff seek an updated agreement for the animal shelter.

Mr. Maness presented an overview of the Water and Sewer Fund where it was stated that the Fund continues to experience financial success and therefore no increase in water and sewer rates is recommended. He highlighted revenues from various interlocal agreements as well as \$853,000 in capital improvements which represents a significant increase to address aging infrastructure.

The Garage Fund was discussed with no change proposed to existing operations. A \$4 increase to \$74 in the labor rate is proposed to offset increases in personnel costs.

Council Members turned attention again to revenues in the General Fund where discussion of precise and conservative revenue estimates were critical to successful financial operations. Specifically it was noted that the Property Tax, Sales Tax and Utility Franchise Taxes combined make up more than two-thirds of total revenues. An explanation of the combining of Recreation revenues was presented by Recreation and Parks Director Brian Faucette.

Among discussions of expenditures in the General Fund; Fire Department floor repairs, additional personnel in the Planning Department, another welcome sign, a downtown small area plan, Police Department Server relocation and an allocation to ACTA received consideration. Following discussion, a majority consensus agreed to make the following changes to the recommended budget: an addition of \$10,000 to begin the process of siting a new welcome sign and \$36,000 to convert the permanent part-time Planner position to full-time. Mr. Maness indicated he would make the necessary adjustments to the expenditures and meet the additional funding requirement from the fund balance appropriation.

At 12:23 p.m. Council Member Griffin McClure made a motion to adjourn, seconded by Council Member Chip Turner. All voted in favor of the motion.

Darcy Sperry, City Clerk

**CITY OF GRAHAM
RELEASE ACCOUNTS**

JUNE COUNCIL MEETING

<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
657652	2016	FOUST, VANCE S	BOAT NO IN CITY OF GRAHAM	7.21
657652	2016	FOUST, VANCE S	BOAT MOTOR NOT IN CITY OF GRAHAM	5.01

TOTAL RELEASES ***12.22***



STAFF REPORT

SUBJECT:	CLOSURE OF 100 BLOCK OF WEST ELM ST. FOR RAIN DATES THURSDAY AT SEVEN CONCERT SERIES
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

REQUESTED ACTION:

The Recreation and Parks Department requests the closure of the 100 block of W. Elm St. in downtown Graham on June 29th, July 6th, July 13th, July 20th, August 3rd, August 10th, August 17th, August 31st, September 7th and September 21st for the possible rain dates for the 2017 Thursday At Seven concert series. The closure will begin at 5:00pm and re-open by 11:00pm.

BACKGROUND/SUMMARY:

City Council has approved the closure of the 100 block of West Elm St. for the concerts series held from May – September for the last 14 years. These additional dates will give staff and bands the option to reschedule concerts due to inclement weather.

FISCAL IMPACT:

None.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I MAKE A MOTION TO APPROVE THE CLOSURE OF THE 100 BLOCK OF WEST ELM STREET, AS NECESSARY, ON JUNE 29, 2017; JULY 6, 13 AND 20, 2017; AUGUST 3, 10, 17 AND 31, 2017; SEPTEMBER 7 AND 21, 2017 FROM 5PM-11PM FOR THE THURSDAY AT SEVEN CONCERT SERIES.



STAFF REPORT

Prepared by Nathan Page, Planning Director

Text Amendment for: Article VI. Appearance Commission
Type of Request: Text Amendment

Meeting Dates
 Planning Board on March 21, 2017
 City Council on April 4, May 2, & June 6, 2017
Contact Information
 N/A

Summary

The Appearance Commission has proposed a rewrite of their enabling language within the Development Ordinance. This amendment also removes the requirement for the Tree Board members to be members of the Appearance Commission. City Council initially reviewed this item at their April 4th meeting and requested that staff bring back the language with suggested changes after the Appearance Commission had the opportunity to review and vote on the revised language. The Appearance Commission met on May 15th to review the language and voted to recommend approval.

The following amendments to the Development Ordinance are proposed:

Existing Language:

Section 10.290 Created; duties

There is hereby created a commission to be known as the Graham appearance commission. The duties and functions of the commission shall be as follows:

- (1) The appearance commission shall be an advisory board to the mayor and city council and shall have no administrative duties.
- (2) The appearance commission is established for the purpose of promoting, planning, advising and encouraging the citizens of Graham to participate in providing for an appreciation of aesthetic values.
- (3) The appearance commission may accept gifts or bequests with the approval of city council.

Section 10.291 Membership; appointments

The appearance commission shall be composed of 15 members, appointed by the city council. The commission shall consist of a minimum of 14 residents of the city; one member may be a nonresident of the city who resides in its planning and zoning jurisdiction.

Project Name

Appearance Commission
(AM1701)

Location

city-wide

Current Zoning

not applicable

Proposed Zoning

not applicable

Overlay District

not applicable

Staff Recommendation

see below

Section 10.292 Officers; voting

The appearance commission shall elect a chairman, a vice-chairman and a secretary from its membership. Each member shall have the right to vote on any question

Section 10.293. Meetings

The appearance commission may adopt a suitable time and place for its meetings.

Section 10.294. Removal

A member of the appearance commission may be removed by the city council for cause and upon the recommendation of at least 10 members of the commission, provided that any member who misses two consecutive meetings without cause may be removed by the city council.

Section 10.295. Term of office

Terms of office for commission members shall be four years. Nothing in this section shall affect the terms of members first appointed. Members may be appointed to succeed themselves.

Sections 10.296-10.309 Reserved

Proposed Language:**Section 10.290 Created; duties**

The purpose of the Appearance Commission shall be to serve as an advisor to City Council by identifying and making recommendations for ways to improve the appearance of the City of Graham.

The duties of the Appearance Commission will be to:

- a. serve as an advisory board to the mayor and city council and shall have no administrative duties;
- b. partner with citizens, private organizations, businesses, and government agencies for the purpose of bringing attention to the City of Graham through visual appeal;
- c. promote programs designed to encourage private investment in the revitalization and rehabilitation of existing properties within the corporate limits of Graham;
- d. encourage community involvement by initiating and planning events that will contribute to the City's aesthetic appeal;
- e. The appearance commission may accept gifts or bequests with the approval of city council.

Section 10.291 Membership; appointments

The Appearance Commission shall be limited to a total membership of nine (9) persons with up to two (2) members residing in the extraterritorial jurisdiction of Graham. Members shall be appointed by the Graham City Council upon receipt of a completed application submitted to the city clerk's office. Appearance Commission members shall serve a three-year term and may be appointed to subsequent three-year terms.

Section 10.292 Meetings; removal

The Graham Appearance Commission shall hold regularly scheduled meetings on a day and time agreed upon by a majority of the members. A member may be removed for cause by the City Council for reasons including, but not limited to, repeated unexcused absences. If a member is absent or expects to be absent for reasons of health or time out-of-town, that member may request that the absence(s) be excused. Before a member is removed for cause, they shall receive notification from the City Council describing the proposed action and grant said member an opportunity to state why the action should or should not be taken.

Section 10.293 Voting

For any meeting of the Appearance Commission, a quorum consists of a majority of its members. Votes taken by the commission shall “pass” when majority of those members present vote in favor of a motion. If a conflict of interest, as defined under Section 10.2, should arise for a member, they will be required to bring it to the attention of the Commission and abstain from discourse and voting regarding such matters.

Section 10.294 Officers

The Appearance Commission shall elect a Chair, Vice-Chair, and Secretary by a majority vote of the Commission members present. Officers will serve for a period of one year or until he/she is re-elected or his/her successor is elected.

Section 10.295-10.309 Reserved**Existing Language:**

DIVISION 2. TREE BOARD

Section 10.320 Created; composition; qualifications

There is hereby created a tree board for the city, which shall consist of five (5) members, citizens and residents of this city, who shall be appointed by the mayor with the approval of the city council.

The members of the tree board shall be members of the appearance commission. The city horticulturist shall be an ex officio member of the tree board.

Proposed Language:

DIVISION 2. TREE BOARD

Section 10.320 Created; composition; qualifications

There is hereby created a tree board for the city, which shall consist of five (5) members, citizens and residents of this city, who shall be appointed by the mayor with the approval of the city council. The city horticulturist shall be an ex officio member of the tree board.

Conformity to the Graham 2035 Comprehensive Plan and Other Adopted Plans

Not applicable.

Applicable Planning District Policies and Recommendations

- Not applicable; city-wide.

<p><u>Planning District</u> All</p> <p><u>Development Type</u> All</p>
--

Staff Recommendation

Due to the amendment being recommended by the Appearance Commission, staff feels the City Council should use their discretion to determine the alignment with their vision for the future of the City.

- The proposed amendment, being proposed by the Appearance Commission, more clearly defines the future requirements and duties for Appearance Commission Members.



City Council Decision & Statement of Consistency

Per NCGS 160A-383, zoning regulations shall be made in accordance with an adopted comprehensive plan and any other officially adopted plan that is applicable. When adopting or rejecting any zoning amendment, the City Council shall also approve a statement describing whether its action is consistent with the "The Graham 2035 Comprehensive Plan" and briefly explaining why the City Council considers the action taken to be reasonable and in the public interest. The Planning Board shall provide a written recommendation to the City Council, but a comment by the Planning Board that a proposed amendment is inconsistent with the "The Graham 2035 Comprehensive Plan" shall not preclude consideration or approval of the proposed amendment by the City Council.

Appearance Commission (AM1701)

Type of Request
Text Amendment

Meeting Dates
Planning Board on March 21, 2017
City Council on April 4, May 2, & June 6, 2017

Choose one...

- I move that the text amendment be **APPROVED**.
- I move that the text amendment be **DENIED**.

Choose one...

- The text amendment is **consistent** with *The Graham 2035 Comprehensive Plan*.
- The text amendment is **not fully consistent** with *The Graham 2035 Comprehensive Plan*.

State reasons...

This action is reasonable and in the public interest for the following reasons:

This report reflects the decision of the City Council, this the 6th day of June, 2017.

Attest:

Gerald R. Peterman, Mayor

Darcy L. Sperry, City Clerk



STAFF REPORT

SUBJECT:	HR INTERN SCHOOL PROJECT – CREATING MISSION, VISION AND VALUES STATEMENTS FOR THE CITY OF GRAHAM
PREPARED BY:	LORRIE ANDREWS, HUMAN RESOURCES MANAGER

REQUESTED ACTION:

Adopt Resolution Establishing Mission, Vision and Values Statements for The City of Graham.

BACKGROUND/SUMMARY:

During last month's City Council meeting, HR intern Dakota DaYent presented a draft mission, vision and core values statement for the City of Graham as part of his undergraduate coursework at Elon University. When used properly the mission, vision and value statements can be very powerful tools in strategic planning, service delivery and personnel management. They are inspiring words developed by our own employees and managers to clearly and concisely convey the purpose, direction and driving force behind our City operations. By creating clear, meaningful and reflective statements such as these, we can communicate our intentions and motivate and inspire our employees to ensure they understand the objectives of our organization, to make consistent everyday decisions and to achieve "buy-in" to new directions. City employees will gain a sense of pride in working as part of an organization that stands for something and are united by a common sense of purpose.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Approval. Additionally, the City's Collection System Permit requests the inclusion of a mission statement.

SUGGESTED MOTION(S):

I move we approve the Resolution Establishing Mission, Vision and Values Statements for The City of Graham.

**RESOLUTION ESTABLISHING MISSION, VISION AND VALUES STATEMENTS
FOR THE CITY OF GRAHAM**

WHEREAS, mission, vision and value statements can be very powerful tools in strategic planning, service delivery and personnel management; and

WHEREAS, these words of inspiration clearly and concisely convey the purpose, direction and driving force behind our City operations by creating clear, meaningful and reflective statements that ensure understanding of the City's organizational objectives;

WHEREAS, employees, supervisors and City Council members participated in a survey used to establish the mission, vision, and values for the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT:

Section 1. The following Mission Statement is adopted for the City of Graham:

We are dedicated to creating an attractive, safe, and great place to reside, work, and play. We are committed to efficiently providing exceptional services to our employees and citizens.

Section 2. The following Vision Statement is adopted for the City of Graham:

To establish our identity, plan for our future, preserve our history, and enhance our quality of life.

Section 3. The following Values Statement is adopted for the City of Graham:

Integrity – Honesty and ethics guide our behavior and decisions.

Identity - We recognize that it is not our own perception of who we are, it is our citizens' perceptions that are the most important.

Respect – We will treat all people equally and with dignity.

Reliability – We will consistently and readily provide quality services.

Team Work – We will work together to get the job done.

Adopted this the 6th day of June, 2017.

Jerry Peterman - Mayor

ATTEST:

Darcy Sperry, City Clerk

MISSION STATEMENT

We are dedicated to creating an attractive, safe, and great place to reside, work, and play. We are committed to efficiently providing exceptional services to our employees and citizens.

The logo for the City of Graham, North Carolina, featuring a stylized bird icon above the word "GRAHAM" and "North Carolina" below it.

VISION STATEMENT

To establish our identity, plan for our future, preserve our history, and enhance our quality of life.

CORE VALUES

Integrity – Honesty and ethics guide our behavior and decisions.

Identity - We recognize that it is not our own perception of who we are, it is our citizens' perceptions that are the most important.

Respect – We will treat all people equally and with dignity.

Reliability – We will consistently and readily provide quality services.

Team Work – We will work together to get the job done.

The logo for the City of Graham, North Carolina, featuring a stylized bird icon above the word "GRAHAM" and "North Carolina" below it.



STAFF REPORT

SUBJECT:	ANNEXATION OF PORTIONS OF TWO LOTS ON LACY HOLT RD
PREPARED BY:	NATHAN PAGE, PLANNING DIRECTOR

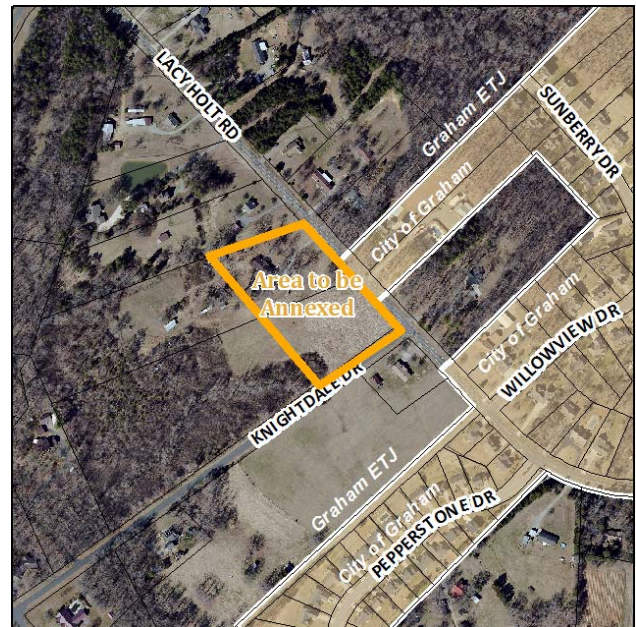
REQUESTED ACTION:

Approve the following (separately):

1. Resolution Directing the Clerk to Investigate a Petition Received Under G.S. 160A-31 for a portion of two lots off Lacy Holt Rd.
2. Resolution Fixing Date of Public Hearing on Question of Annexation Pursuant to G.S. 160A-31 for a portion of two lots off Lacy Holt Road.

BACKGROUND/SUMMARY:

The attached petition seeks the Council’s approval for an extension of the corporate limits to include the subject property. The area being considered for annexation is a portion of two parcels off Lacy Holt Rd (Approx 3.3 acres). This area is proposed to be within the Lacy Ridge Subdivision.



The annexation process has multiple steps. The preliminary steps following receipt of a petition are to adopt two resolutions that are outlined in the “Requested Action” above. Approval of these resolutions does not finalize the annexation as Council is required to advertise and conduct a public hearing, followed by a vote on an annexation ordinance.

FISCAL IMPACT:

The fiscal impact of this annexation to the city is negligible. Water and sewer are available at the property, and the applicant intends to tie onto both systems.

STAFF RECOMMENDATION:

Approval. The adoption of the requested resolutions simply moves forward the annexation process.

SUGGESTED MOTION(S):

1. I move we approve the Resolution Directing the Clerk to Investigate a Petition Received Under G.S. 160A-31 for a portion of two parcels on Lacy Holt Road.
2. I move we approve the Resolution Fixing Date of Public Hearing on Question of Annexation Pursuant to G.S. 160A-31 for a portion of two parcels on Lacy Holt Road.

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER G.S. 160A-31
FOR A PORTION OF THE LACY RIDGE SUBDIVISION PROPERTY ON LACY HOLT ROAD (AN1701)

WHEREAS, a petition requesting annexation of an area described in said petition was received on February 21, 2017, by the Graham City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Graham deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Graham:

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of her investigation.

Gerald R. Peterman, Mayor

ATTEST:

Darcy L. Sperry, City Clerk

RESOLUTION FIXING DATE OF PUBLIC HEARING
ON QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31
FOR A PORTION OF THE LACY RIDGE SUBDIVISION PROPERTY ON LACY HOLT ROAD (AN1701)

WHEREAS, a petition requesting annexation of the contiguous area described herein has been received; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Graham, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall, 201 S. Main Street, Graham, NC at 7:00 pm on July 11, 2017.

Section 2. The area proposed for annexation is described as follows:

ALL of that certain piece, parcel or tract of land lying and being in the City of Graham, Graham Township, Alamance County, North Carolina, and being more particularly described as follows:

BEGINNING AT A NEW IRON PIPE ON THE WESTERN RIGHT OF WAY OF LACY HOLT ROAD, THENCE ALONG SAID RIGHT OF WAY, S 42° 48' 18" W, A DISTANCE OF 554.94' TO A NEW IRON PIPE, THENCE WITH THE NORTHERN RIGHT OF WAY OF KNIGHTDALE DRIVE, S 54° 17' 27" W, A DISTANCE OF 250.20' TO A NEW IRON STAKE, THENCE N 41° 48' 18" W, A DISTANCE OF 608.14 TO A NEW IRN PIPE, THENCE 65° 54' 29", A DISTANCE OF 262.14' TO A NEW IRON PIPE, BEING THE POINT AND PLACE OF BEGINNING AND CONTAINING 3.31± ACRES, (0.0052 SQUARE MILES) AS SHOWN ON SURVEY BY CAROLINA CORNERSTONE SURVEYING, TITLES CORPORATE LIMITS EXTENSIONS OF CITY OF GRAHAM, GATED 05/15/17, JOB# 160512ANNEXATION.

Section 3. Notice of the public hearing shall be published once in The Alamance News, a newspaper having general circulation in the City of Graham, at least ten (10) days prior to the date of the public hearing.

Gerald R. Peterman, Mayor

ATTEST:

Darcy L. Sperry, City Clerk



Petition for ANNEXATION

P.O. Drawer 357
 201 South Main Street
 Graham, NC 27253
 (336) 570-6705
 Fax (336) 570-6703
 www.cityofgraham.com

To the City Council of the City of Graham, NC:

1. We, the undersigned owners of real property, respectfully request that the area described in paragraph 2 below be annexed into the City of Graham.

If applicable as "income-based": We believe that this petition meets the requirements of G.S. 160A-31(b1).

If applicable as "distressed": We believe that this petition meets the requirements of G.S. 160A-31(j).

2. The area to be annexed is contiguous non-contiguous to the City of Graham and the boundaries of such territory are as follows:

General description of area to be annexed

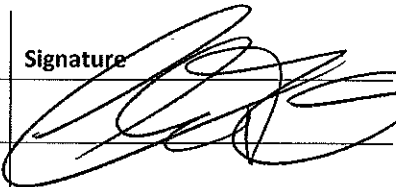
Annex a portion of parcels located on Lacy Holt Road, GPIN 8872499679 and 8872590389.

Attach the following:

Annexation Plat – 1 paper copy, 2 mylars and 1 pdf. In addition to standard plat information, also include tax map numbers of all parcels and total square miles and acreage of area to be annexed.

Metes and Bounds Description – 1 paper and 1 digital copy

3. We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate yes below and attach proof.)

Name	Address	Vested rights?	Signature
Chris Foust / Laurelton Village Inc	1851 South Main St, Graham, NC 27253		

attach additional sheets if necessary...

CERTIFICATE OF SUFFICIENCY
FOR A PORTION OF THE LACY RIDGE SUBDIVISION PROPERTY ON LACY
HOLT ROAD (AN1701)

To the City Council of the City of Graham, North Carolina:

I, Darcy L. Sperry, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by an appointed representative of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Graham, this the 6th day of June, 2017.



Darcy L. Sperry, City Clerk



PLANNING ZONING BOARD

Tuesday, May 16, 2017

The Planning & Zoning Board held their regular meeting on Tuesday, May 16, 2017 in the Council Chambers of the Graham Municipal Building at 7:00 p.m. Board members present were Ricky Hall, Bonnie Blalock, Barry Hicks, Nate Perry, and Dean Ward. Member absent was Michael Benesch. Staff members present were Nathan Page, Planning Director, Frank Glover, Planning Intern, and Martha Johnson Zoning & Inspection Technician. Chair Hall called the meeting to order, gave the Overview of the Board, general meeting rules. Nate Perry gave the invocation.

1. Approval of the April 18, 2017 meeting minutes. Dean Ward made a motion for approval, second by Ricky Hall. All voted in favor.

2. New Business:

a. CR1702 Riverwalk Sign. A request by Harendva Patel to rezone his residence at 1202 Raspberry Run to permit a commercial real estate sign for the neighborhood. Frank Glover stated the applicant is proposing to allow for a single sign being located on his property. The proposed rezoning would not change the existing single family residence on said property. Michael Blackwell 1104 Knighbridge Ct was there to represent the applicant, Harendva Patel and answer any questions. Some of the nearby property owners spoke:

Mike Blackwell	1104 Knightbridge Ct
Johnny Lankford	1218 Raspberry Run
Elaine Murrin	1213 Raspberry Run

Some folks were opposed to the type and location where the sign was going to be put, along with the possibility at a later time anyone could put up a sign for anything.

Ned Pierce 3215 Hobbs Landing Ct Greensboro, NC spoke. Mr. Pierce stated that he and some other investors had bought the existing lots at the back of the development. One reason for the sign(which is a 4' x 8') he said was they are planning on adding 50 homes back there and it is hard to let people know it is there. Mr. Pierce said he had tried to work with the neighbors by fixing the fountain that was damaged and also helped with other landscaping at the entrance to the development. Mr. Blackwell was not opposed to the sign and that Mr. Pierce had fixed the waterfall to help the neighborhood.

Mr. Perry asked if the Board could make restrictions for the sign to be only for that development. Mr. Glover said no because content regulation of signage is illegal.

Nate Perry made a motion, based on staff suggestion and from the presentation of the residents, to deny this application which would be inconsistent with the Comprehensive Plan, second by Ricky Hall. All voted aye.

b. RZ1701 Disash Business. A request by Frank Longest to rezone Disash, LLC property at 602 E Harden Street from Multifamily Residential to General Business. Sherri Hamlett of 3453 Forestdale Drive Burlington, NC spoke on behalf of Frank Longest. Mr. Longest is the attorney for the property owner, Disash, LLC. Ms. Hamlett stated Mr. Longest was out of the country and was asking the Board to table this item until the next month meeting. Dean Ward made a motion to table this item, second by Ricky Hall. All voted aye.

3. Old Business

a. AM1703 Food Trucks. An amendment by Debarah Wilson to permit Temporary Outdoor Sales within the Downtown Business District.

Debarah Wilson, 110 Home Avenue spoke as the proposer of the Ordinance change for special events and to allow outdoor sales with all types of vendors. She also mentioned the City of Graham is a “Main Street City” and we could apply to get grants from various agencies.

Several other people spoke:

Paul Harden	6468 Preacher Robertson Rd
Jennifer Talley	808 Sideview St
Jan Searls	526 E Pine St
Chuck Talley	808 Sideview St
Eric Crissman	208 Albright Ave
Tom Boney	114 W Elm St
Jason Cox	200 N Main St
Brian Fisher	148 Chuck Garner Trail
Corey Suggs	1565 Holmes Ln Mebane NC

Some of the different point of views are as follows:

Any change should be eased into

Do a trial to see how it works

City of Graham needs more events

Don't limit the number of events and kind of events

Unfair competition being on the street versus brick & mortar restaurants

Separate the two proposals: City sanction events allow Food Trucks and reject food trucks at any other time

City of Graham probably doesn't have enough sidewalk traffic for Food Trucks to want to come to Graham

Dean Ward made a motion that these restrictions do not apply to farmers selling goods grown on their own property, nor to schools, approved educational, religious or charitable organizations, when the proceeds from such solicitation, in excess of the cost of the goods sold, goes to the fund of some approved educational or charitable organization. Barry Hicks second the motion, the vote was 4 to 1 with Ricky Hall dissenting. This motion is consistent with the 2035 Growth Management Plan.

Nate Perry made a motion to approve Debarah Wilson's proposal with a note added stating “As part of a City-Sanctioned event that Temporary sales shall not be located within 50 feet of the primary entrance to a similar-purpose institution without prior written permission of a person with authority to represent the local business, unless that business is not open during the time the sales are taking place. A new letter must be issued for each time the temporary sales are permitted to be located closer than 50 feet. For example: Donut trucks may not locate except for with the permission of the local business in front of any building whose primary source of revenue is generated by sale of food objects. Similarly, a vendor selling mattresses cannot locate within 50 feet of a building who primarily sells furniture, without prior written permission of affected parties. Ricky Hall second the motion, the vote was 4 to 1 with Barry Hicks

dissenting. This motion is consistent with the 2035 Growth Management Plan.

No further business the meeting was adjourned.

Respectfully Submitted,
Martha Johnson



STAFF REPORT

Prepared by Nathan Page, Planning Director

Disash Business (RZ1701)

Type of Request: Rezoning

Meeting Dates

Planning Board on May 16, 2017

City Council on June 6, 2017

Contact Information

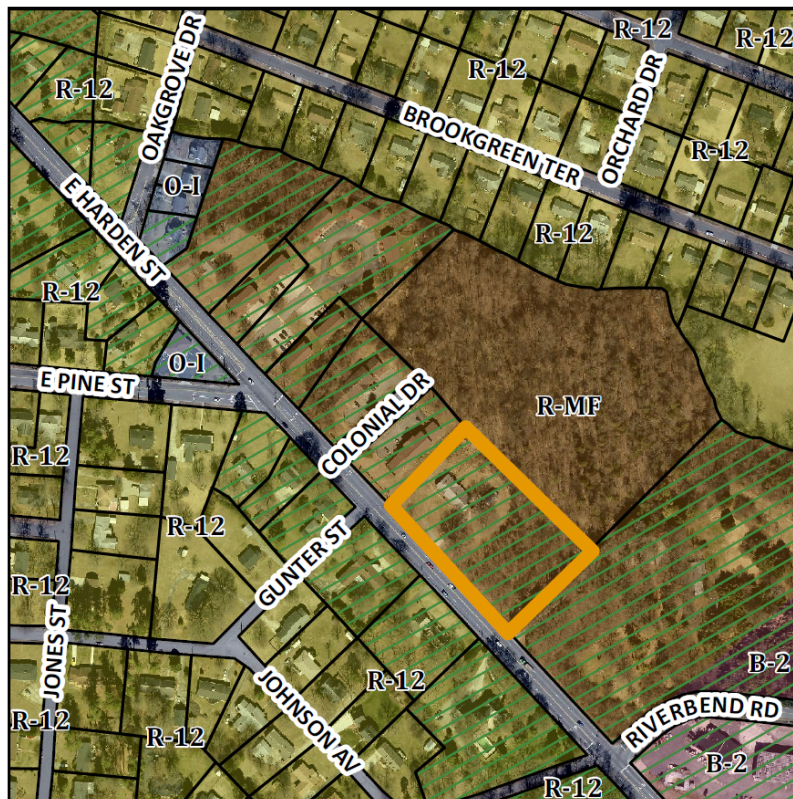
Frank Longest

3453 Forestdale Drive, Burlington NC 27215

336-227-7461, flongest@hlwbmlaw.com

Summary

This property is surrounded by two development types; a large multi-family tract, and suburban residential across Harden Street. This request is to rezone a portion of the property from R-MF to all B-2. The lot is currently occupied by a duplex. The stated reason for this rezoning request is to "...permit use of the property for any use permitted by right in a B-2 zone." There is concern for how this property will be served by sewer.



Location

602 E Harden St

GPIN: 8884537331

Current Zoning

Multifamily Residential R-MF

Proposed Zoning

General Business B-2

Overlay District

East Harden St Highway 54

Overlay District

Surrounding Zoning

R-12, R-MF

Surrounding Land Uses

Single Family Homes,
Multi-Family Homes

Size

2.44 acres

Public Water & Sewer

Water on Harden St

Sewer only on Gunter St

Floodplain

No

Staff Recommendation

Approval

Conformity to the *Graham 2035 Comprehensive Plan (GCP)* and Other Adopted Plans

Planning District: Mixed Use Commercial

Applicable Policies;

- **3.1.2 Safe Access to Businesses and Homes.** Limit direct highway access or the number of curb cuts to commercial activities by directing development to proposed regional and village centers and requiring internal connectivity between commercial uses, uniformity in design standards, and rear alley access where feasible. *This property is an identified regional center, and the rezoning would allow for a land use which could support the proposed and existing multifamily homes.*

Applicable Strategies;

- **1.1.5 Discourage Strip Development.** Discourage strip development along transportation arteries and proposed interstate interchanges by directing these commercial activities to proposed activity centers. *This parcel is in the vicinity of an Interchange Regional Node, on a high volume traffic route. The proposed residential density in the vicinity also lends itself to additional retail and service industries.*
- **2.3.1 Facilitate focused development.** Incentivize pedestrian-oriented nodal development consistent with this plan by incentivizing smart growth development. *Rezoning this property lot to B-2 would reinforce the goals of pedestrian-oriented nodal development and smart growth development while discouraging commercial strip developments.*

Development Type

Mixed Use Commercial

Buildings located no further than 15 feet from the front lot line

3-5 story building heights

Sidewalks, small block lengths, on-street parking, transparent windows on >50% of front façade

A mix of uses is desirable, including retail, commercial, office, multifamily residential, and institutional uses

Built to a human scale

Staff Recommendation

Based on *The Graham 2035 Comprehensive Plan*, staff recommends **approval** of the rezoning. The following supports this recommendation:

- The adjacent multifamily developments, the quantity of vehicle traffic, and the size of the Highway 54 corridor suggest that a business may be better suited to this site than additional apartments.



Application for REZONING or CONDITIONAL REZONING

P.O. Drawer 357
201 South Main Street
Graham, NC 27253
(336) 570-6705
Fax (336) 570-6703
www.cityofgraham.com

This application is for both general district rezonings and conditional rezonings. Applications are due on the 25th of each month. Applicants are encouraged to consult with the *City of Graham Development Ordinances* and the City Planner.

Site

Street Address: 602 E Harden St
 Tax Map#: 147007 GPIN: 898433 7331
 Current Zoning District(s):
 R-7 R-9 R-12 R-15 R-18
 R-MF R-G C-R C-MXR
 B-1 B-2 B-3 C-B C-MXC
 O-I C-O-I I-1 I-2 C-I
 Overlay District, if applicable:
 Historic S Main St/Hwy 87 E Harden St/Hwy 54
 Current Use: Residential/Duplex
 Total Site Acres: 2.29 acres, more or less
 Property Owner: Disash, LLC
 Mailing Address: C/O Frank A. Longest, Jr.
3453 Forestdale Drive
 City, State, Zip: Burlington, NC 27215

Proposed Rezoning or Conditional Rezoning

Proposed Zoning District(s):
 R-7 R-9 R-12 R-15 R-18
 R-MF R-G C-R C-MXR
 B-1 B-2 B-3 C-B C-MXC
 O-I C-O-I I-1 I-2 C-I

Describe the purpose of this rezoning request. For *Conditional Rezoning*s, also specify the actual use(s) intended for the property (from Sec. 10.135 Table of Permitted Uses) along with other descriptive or pertinent information, such as number of dwelling units, type of multifamily development, square footage and number of buildings:

B-2 Rezoning Request in order to permit use of the property for any use permitted by right in a B-2 zone, ~~except the following: which subject property will not be used: ABC Store; ambulance, etc.; athletic fields; vehicle body repair; vehicle repair shops; bars; billiard hall, etc.; game room amusements; municipal facilities; night club; or school (elementary or secondary)~~ *MAE*

Applicant

Property Owner Other _____
Application for Conditional Rezoning may only be initiated by the owner of a legal interest in all affected property, any person having an interest in the property by reason of written contract with owner, or an agent authorized in writing to act on the owner's behalf. If the applicant for Conditional Rezoning is other than the Property Owner, documentation in compliance with the preceding statement must be provided in order for this application to be complete.
 Disash, LLC
 Name: By: Frank A. Longest, Jr., its Attorney
 Mailing Address: 3453 Forestdale Drive
 City, State, Zip: Burlington, NC 27215
 Phone #: (336) 227-7461
 Email: flongest@hlwbmlaw.com

For *Conditional Rezoning*s, this application must be accompanied by a Preliminary Site Plan and supporting information specifying the actual use(s) and any rules, regulations or conditions that, in addition to predetermined ordinance requirements, will govern the development and use of the property.

Site Plan Review Application *must be attached to this application for Conditional Rezoning*s

I have completed this application truthfully and to the best of my ability.

Frank A. Longest, Jr. 4/24/17
 Signature of Applicant Frank A. Longest, Jr. Date
 Sherri Hamlett, sherri@hamlettlaw.com

Office Use Only: DEVID# R21701

LAW OFFICES

HOLT, LONGEST, WALL, BLAETZ & MOSELEY, P.L.L.C.

3453 Forestdale Drive
Burlington, North Carolina 27215

Mailing Address
Post Office Drawer 59
Burlington, N.C. 27216

W. CLARY HOLT (1913-2003)
FRANK A. LONGEST, JR.
N. MADISON WALL, II
PETER T. BLAETZ*
W. PHILLIP MOSELEY†

* Board Certified Specialist in Estate Planning and Probate Law

† Certified Mediator

SHERRI L. HAMLETT (Of Counsel)

Telephone (336) 227-7461
Facsimile (336) 227-9716

May 5, 2017

VIA EMAIL and FIRST CLASS U.S. MAIL

npage@cityofgraham.com

Mr. Nathan Page, Planning Director
City of Graham
Post Office Drawer 357
Graham, NC 27253

RE: 602 Harden Street (Hwy. 54), Graham, North Carolina
Application for Rezoning to "B-2" Zone
Owner: Disash, LLC/Vasant Sejpal

Dear Mr. Page:

As a follow-up to our telephone discussion of this morning relating to the above captioned matter, we request that such item appearing on the May 16, 2017 Planning & Zoning Commission Agenda be continued to the June 20th meeting of said Board.

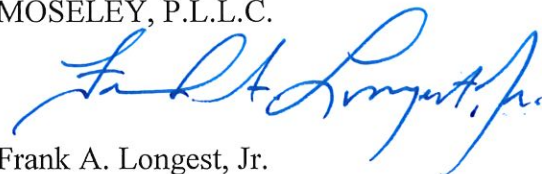
The need for the change is based upon the undersigned being out of the country on the scheduled P&Z meeting date.

We thank you in advance for the P&Z Board's consideration of the continuance and granting the request. We understand that Mr. Sejpal may attend the May 16th P&Z meeting to follow-up with the "continuance" request and the tabling of the above requested action until the P&Z's June meeting.

We are,

Very truly yours,

HOLT, LONGEST, WALL, BLAETZ &
MOSELEY, P.L.L.C.



Frank A. Longest, Jr.

FALjr/ntc
cc: Disash, LLC/Vasant Sejpal
Sherri Hamlett, Esquire



City Council Decision & Statement of Consistency

Per NCGS 160A-383, zoning regulations shall be made in accordance with an adopted comprehensive plan and any other officially adopted plan that is applicable. When adopting or rejecting any zoning amendment, the City Council shall also approve a statement describing whether its action is consistent with the "The Graham 2035 Comprehensive Plan" and briefly explaining why the City Council considers the action taken to be reasonable and in the public interest. The Planning Board shall provide a written recommendation to the City Council, but a comment by the Planning Board that a proposed amendment is inconsistent with the "The Graham 2035 Comprehensive Plan" shall not preclude consideration or approval of the proposed amendment by the City Council.

**Disash Business
(RZ1701)**

Type of Request
Rezoning

Meeting Dates
Planning Board on May 16, 2017
City Council on June 6, 2017

Choose one...

- I move that the application be **APPROVED**.
- I move that the application be **DENIED**.

Choose one...

- The application is **consistent** with *The Graham 2035 Comprehensive Plan*.
- The application is **not fully consistent** with *The Graham 2035 Comprehensive Plan*.

State reasons...

This action is reasonable and in the public interest for the following reasons:

This report reflects the decision of the City Council, this the 6th day of June, 2017.

Attest:

Gerald R. Peterman, Mayor

Darcy L. Sperry, City Clerk



STAFF REPORT

Prepared by Frank Glover, Planning Intern

Riverwalk Sign (CR1702)

Type of Request: Conditional Rezoning

Meeting Dates

Planning Board on May 16, 2017

City Council on June 6, 2017

Contact Information

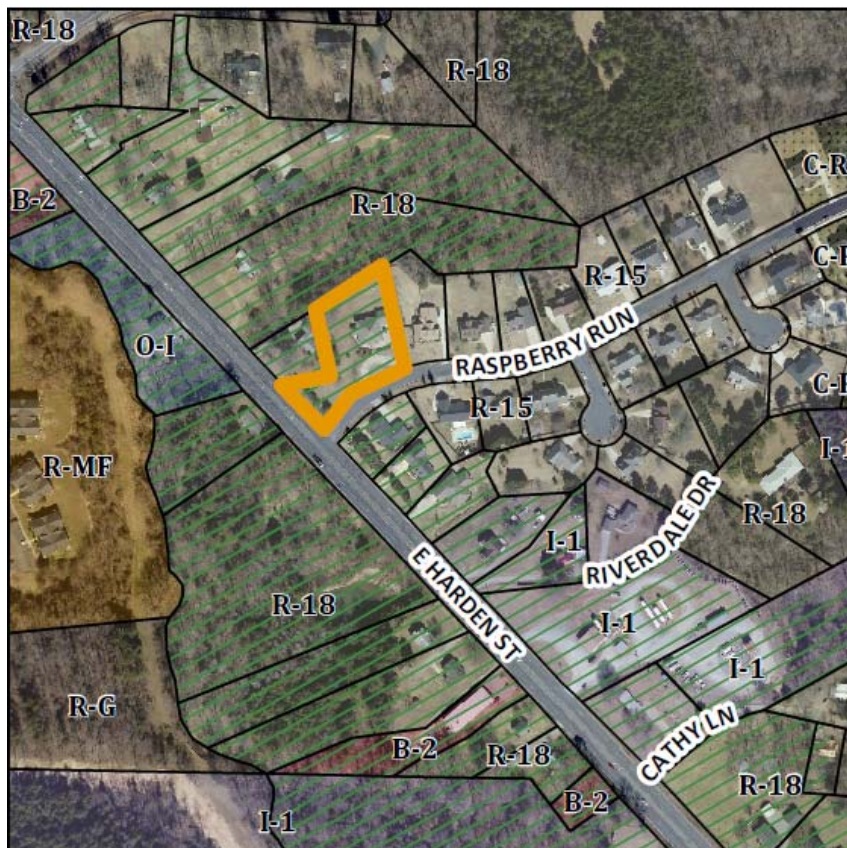
Harendra J. Patel

1202 Raspberry Run, Graham NC 27253

336-226-9400

Summary

This is a request to rezone the subject property from R-15 to C-R. The property is within the Harden Street Overlay. The applicant is proposing to "allow for a single sign being located inside (east) of the common property line and the Harden Street/Hwy 54 right-of-way." The proposed Conditional Rezoning would not change the existing single family residence on the said property. The property is currently functioning only as a single family residence.



Project Name

Riverwalk Sign (CR1702)

Location

1202 Raspberry Run

GPIN: 8883991689

Size

0.94 acres

Proposed Density

N/A

Current Zoning

Low Density Residential (R-15) Within HWY-54 OD

Proposed Zoning

Conditional Residential (C-R)

Surrounding Zoning

R-18, R-15

Surrounding Land Uses

Single Family

Staff Recommendation

Denial

Conformity to *The Graham 2035 Comprehensive Plan (GCP)* and Other Adopted Plans

Development Type: Highway Commercial

Applicable Policies and Recommendations

- **1.1.2: Design Guidelines** Develop commercial and residential site design guidelines that enhance community character and appearance, to be used with special use permit and conditional rezoning applications. *Because this property lot is in a medium to low density zoning district every effort should be made to maintain its character. The city should carefully consider off-site signs to prevent a trend.*
- **1.3.3: East Harden** Prepare a corridor plan to guide development and public investment in the East Harden/NC 54 Corridor. *While the property in question lies within this corridor district it's also currently zoned residentially.*
- **2.3.1 Facilitate Focused Development** Incentivize pedestrian-oriented nodal development consistent with this plan by incentivizing smart growth development. The City could choose to utilize some of the following methods; Expedited permit review, Deferred tax payments, Covering some building expenses, Low-interest loans, Providing infrastructure, Flexible and innovative regulations, Small area plans. *The granting of approval for this conditional rezoning would be an example of flexible and innovative regulations and potentially positively affect future development.*

Description of Development Type

Highway Commercial

Appropriate Density

6 dwelling units per acre
0.4 Commercial/Industrial FAR

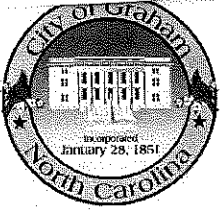
Desired Pattern

Focused in strategically located clusters identified within the plan. Where commercial growth occurs along the NC 54 corridor, pedestrian, bicycle, and vehicular safety should be promoted through high quality planned development.

Staff Recommendation

Based on *The Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff **recommends denial of this conditional rezoning.**

As content regulation of signage is illegal, the City would have no means of preventing a subsequent proliferation of outdoor advertising.



Application for REZONING or CONDITIONAL REZONING

P.O. Drawer 357
201 South Main Street
Graham, NC 27253
(336) 570-6705
Fax (336) 570-6703
www.cityofgraham.com

This application is for both general district rezonings and conditional rezonings. Applications are due on the 25th of each month. Applicants are encouraged to consult with the *City of Graham Development Ordinances* and the City Planner.

Site

Street Address: 1202 Raspberry Run

Tax Map#: 145336 GPIN: 8883991689

Current Zoning District(s):

- R-7 R-9 R-12 R-15 R-18
- R-MF R-G C-R C-MXR
- B-1 B-2 B-3 C-B C-MXC
- O-I C-O-I I-1 I-2 C-I

Overlay District, if applicable:

- Historic S Main St/Hwy 87 E Harden St/Hwy 54

Current Use: R-15

Total Site Acres: 1.1 ACRES

Property Owner: HARENDVA J. PATEL

Mailing Address: 1202 Raspberry Run

City, State, Zip: GRAHAM, N.C. 27253

Applicant

Property Owner Other _____

Application for Conditional Rezoning may only be initiated by the owner of a legal interest in all affected property, any person having an interest in the property by reason of written contract with owner, or an agent authorized in writing to act on the owner's behalf. If the applicant for Conditional Rezoning is other than the Property Owner, documentation in compliance with the preceding statement must be provided in order for this application to be complete.

Name: HARENDVA J. PATEL

Mailing Address: 1202 Raspberry Run

City, State, Zip: GRAHAM, N.C. 27253

Phone #: 336-226-9400 - B.

Email: 336-675-5272-cell

I have completed this application truthfully and to the best of my ability.

Signature of Applicant: [Signature] Date: 04-19-2017

Proposed Rezoning or Conditional Rezoning

Proposed Zoning District(s):

- R-7 R-9 R-12 R-15 R-18
- R-MF R-G C-R C-MXR
- B-1 B-2 B-3 C-B C-MXC
- O-I C-O-I I-1 I-2 C-I

Describe the purpose of this rezoning request. *For Conditional Rezonings*, also specify the actual use(s) intended for the property (from Sec. 10.135 Table of Permitted Uses) along with other descriptive or pertinent information, such as number of dwelling units, type of multifamily development, square footage and number of buildings:

No change to the existing single family residence. The conditional use rezoning is only to allow a single sign conforming to existing municipal standards. (less than 40 sq. ft. and 5 ft. in height). The sign location would be inside (east) of the common property line of the subject property and the Harden Street/Highway 54 right of way.

For Conditional Rezonings, this application must be accompanied by a Preliminary Site Plan and supporting information specifying the actual use(s) and any rules, regulations or conditions that, in addition to predetermined ordinance requirements, will govern the development and use of the property.

Site Plan Review Application *must be attached* to this application for Conditional Rezonings

Office Use Only. DEVID# CR1702



PLANNING BOARD Recommendation & Statement of Consistency

Per NCGS 160A-383, zoning regulations shall be made in accordance with an adopted comprehensive plan and any other officially adopted plan that is applicable. The Planning Board shall advise and comment on whether the proposed amendment is consistent with "The Graham 2035 Comprehensive Plan" and any other officially adopted plan that is applicable. The Planning Board shall provide a written recommendation to the City Council that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with "The Graham 2035 Comprehensive Plan" shall not preclude consideration or approval of the proposed amendment by the City Council.

**Riverwalk Sign
(CR1702)**
Type of Request
Rezoning
Meeting Dates
Planning Board on May 16, 2017
City Council on June 6, 2017

I move to recommend **APPROVAL** of the application as presented.

I move to recommend **APPROVAL with the following conditions:**
• [Insert additional conditions]

I move to recommend **DENIAL**.

The application is **consistent** with *The Graham 2035 Comprehensive Plan*.

The application is **not fully consistent** with *The Graham 2035 Comprehensive Plan*.

The action is reasonable and in the public interest for the following reasons:

This report reflects the recommendation of the Planning Board, this the 16th day of May, 2017.

Attest:



Ricky Hall, Planning Board Chairman



Martha Johnson, Secretary



City Council Decision & Statement of Consistency

Per NCGS 160A-383, zoning regulations shall be made in accordance with an adopted comprehensive plan and any other officially adopted plan that is applicable. When adopting or rejecting any zoning amendment, the City Council shall also approve a statement describing whether its action is consistent with the "The Graham 2035 Comprehensive Plan" and briefly explaining why the City Council considers the action taken to be reasonable and in the public interest. The Planning Board shall provide a written recommendation to the City Council, but a comment by the Planning Board that a proposed amendment is inconsistent with the "The Graham 2035 Comprehensive Plan" shall not preclude consideration or approval of the proposed amendment by the City Council.

**Riverwalk Sign
(CR1702)**
Type of Request
Conditional Rezoning
Meeting Dates
Planning Board on May 16, 2017
City Council on June 6, 2017

Choose one...

- I move that the application be **APPROVED**.
- I move that the application be **APPROVED with the following conditions**.
[Insert conditions as needed].
- I move that the application be **DENIED**.

Choose one...

- The application is **consistent** with *The Graham 2035 Comprehensive Plan*.
- The application is **not fully consistent** with *The Graham 2035 Comprehensive Plan*.

State reasons...

This action is reasonable and in the public interest for the following reasons:

This report reflects the decision of the City Council, this the 6th day of June, 2017.

Attest:

Gerald R. Peterman, Mayor

Darcy L. Sperry, City Clerk



STAFF REPORT

Prepared by Nathan Page, Planning Director

Text Amendment for: Food Trucks

Type of Request: Text Amendment

Meeting Dates

Planning Board on April 18 and May 16, 2017

City Council on June 6, 2017

Contact Information

Not applicable

Summary

Debarah Wilson has proposed amending the permitted uses for the B-1 (Central Business District) in the Development Ordinance. Debarah states that the “request is being made to assist business owners, organizations, and citizens of Graham who request using the City of Graham for an event or festival the ability to allow food trucks at events planned in Downtown Graham.” *Currently, all Temporary Outdoor Sales are prohibited, from Girl Scout Cookies to mattresses.*

The following amendments to the Development Ordinance are proposed:

Existing Language:

Project Name

Food Trucks (AM1703)

Location

city-wide

Current Zoning

not applicable

Proposed Zoning

not applicable

Overlay District

not applicable

Staff Recommendation

Approval

Section 10.135 Table of Permitted Uses

Use Type	R-18	R-15	R-12	R-9	R-7	C-R	R-MF	R-G	O-1	C-O-1	B-3	B-2	B-1	C-B	I-1 (Note 19)	I-2 (Note 19)	C-1	C-MXR	C-MXC	LUC	
Radio, Television Stations without Towers											X	X	X	C	X	X	C			C	3
Recycling Facility, Commercial															S	S					4
Restaurant (with drive-thru)												X		C	X	X	C			C	3
Restaurant (without drive-thru)												X	X	C	X		C			C	3
Retail Sales No Outside Storage or Sales											S	X	X	C	X				C	C	3
Roadside stands, temporary, for sale of agricultural products produced on premises; not in right-of-way								X	X	C	X	X	X	C	X	X	C	C	C	C	1
Roadside Stands & Outdoor Sales, Temporary (Prohibited)																					
Course Treatment Plant																					5

Proposed Language:

Section 10.135 Table of Permitted Uses

Use Type	R-18	R-15	R-12	R-9	R-7	C-R	R-MF	R-G	O-1	C-O-1	B-3	B-2	B-1	C-B	I-1 (Note 19)	I-2 (Note 19)	C-1	C-MXR	C-MXC	LUC	
Radio, Television Stations without Towers											X	X	X	C	X	X	C			C	3
Recycling Facility, Commercial															S	S					4
Restaurant (with drive-thru)												X		C	X	X	C			C	3
Restaurant (without drive-thru)												X	X	C	X		C			C	3
Retail Sales No Outside Storage or Sales											S	X	X	C	X				C	C	3
Roadside stands, temporary, for sale of agricultural products produced on premises; not in right-of-way								X	X	C	X	X	X	C	X	X	C	C	C	C	1
Roadside Stands & Outdoor Sales, Temporary													X								

With a note added stating “As part of a City-Sanctioned event.”

Alternative Language:

Section 10.135 Table of Permitted Uses

Use Type	R-18	R-15	R-12	R-9	R-7	C-R	R-MF	R-G	O-1	C-O-1	B-3	B-2	B-1	C-B	I-1 (Note 19)	I-2 (Note 19)	C-1	C-MXR	C-MXC	LUC	
Radio, Television Stations without Towers											X	X	X	C	X	X	C			C	3
Recycling Facility, Commercial															S	S					4
Restaurant (with drive-thru)												X		C	X	X	C			C	3
Restaurant (without drive-thru)												X	X	C	X		C			C	3
Retail Sales No Outside Storage or Sales											S	X	X	C	X				C	C	3
Roadside stands, temporary, for sale of agricultural products produced on premises; not in right-of-way								X	X	C	X	X	X	C	X	X	C	C	C	C	1
Roadside Stands & Outdoor Sales, Temporary			X	X	X	C	X	X	X	C	X	X	X	C	X						

The following text would be added to the Code of Ordinances, Chapter 20, Article IV, Sec. 20-112 and be called “Temporary Outdoor Sales”.

Temporary Outdoor Sales:

These restrictions do not apply to farmers selling goods grown on their own property, nor to schools, approved educational, religious or charitable organizations, when the proceeds from such solicitation, in excess of the cost of the goods sold, goes to the fund of some approved educational or charitable organization.

Temporary sales shall not be located within 100 feet of the primary entrance to a similar-purpose institution without prior written permission of a person with authority to represent the local business, unless that business is not open during the time the sales are taking place. A new letter must be issued

for each time the temporary sales are permitted to be located closer than 100 feet. For example: Donut trucks may not locate except for with the permission of the local business in front of any building whose primary source of revenue is generated by sale of food objects. Similarly, a vendor selling mattresses cannot locate within 100 feet of a building who primarily sells furniture, without prior written permission of affected parties.

When sales are located in the right-of-way (for example on-street parking spaces), the service window must be facing the curb. This applies except in the event of a city-council supported road closure, at which point the truck may be parked to face away from the curb. Other than as a part of a City-sanctioned event, the trucks shall not occupy more than one parking space.

Vendors are required to keep a 15 foot buffer free of trash, as well as provide a means for trash disposal not using city receptacles.

Generator(s) must not run within 200' of a dwelling unit after 9 PM, nor before 8AM, except as part of a City sanctioned event.

Hours of Operation: Sales shall not commence before 7AM, nor continue past 11PM. Unless part of a city sanctioned event, the truck/stand/appurtenances shall not occupy a location for greater than two hours.

Permitted Zones: When operating in the right of way, the zone of the abutting parcel shall be considered to extend to the mid-line of the road.

Sound: No music or amplified advertising shall be permitted at any time.

Unattended sales: gear or goods cannot be left unattended for more than ten minutes.

Fee for Site Disturbance: A \$100 cash fee, renewed annually will cover minor trash pickup, but would not be a barrier to entry for vendors. If a vender can be determined to be the source of trash in the vicinity, the permit will be void.

Signage: Other than any signs painted on the mobile unit (for example on the side of a food truck), only one A-frame sign, not to exceed 3 square feet per side is permitted. *(Section added xx/xx/xx).*

Alternative Language from Planning Board;

Section 10.135 Table of Permitted Uses

Use Type	R-18	R-15	R-12	R-9	R-7	C-R	R-MF	R-G	O-1	C-O-1	B-3	B-2	B-1	C-B	I-1 (Note 19)	I-2 (Note 19)	C-1	C-MXR	C-MXC	LUC
Radio, Television Stations without Towers											X	X	X	C	X	X	C		C	3
Recycling Facility, Commercial															S	S				4
Restaurant (with drive-thru)												X	X	C	X	X	C		C	3
Restaurant (without drive-thru)												X	X	C	X		C		C	3
Retail Sales No Outside Storage or Sales											S	X	X	C	X		C	C	C	3
Roadside stands, temporary, for sale of agricultural products produced on premises; not in right-of-way								X	X	C	X	X	X	C	X	X	C	C	C	1
Roadside Stands & Outdoor Sales, Temporary													X							

With a note added stating "As part of a City-Sanctioned event. Temporary sales shall not be located within 50 feet of the primary entrance to a similar-purpose institution without prior written permission of a person with authority to represent the local business, unless that business is not open during the time the sales are taking place. A new letter must be issued for each time the temporary sales are permitted to be located closer than 50 feet. For example: Donut trucks may not locate except for with the permission of the local business in front of any building whose primary source of revenue is generated by sale of food objects. Similarly, a vendor selling mattresses cannot locate within 50 feet of a building who primarily sells furniture, without prior written permission of affected parties.

These restrictions do not apply to farmers selling goods grown on their own property, nor to schools, approved educational, religious or charitable organizations, when the proceeds from such solicitation, in excess of the cost of the goods sold, goes to the fund of some approved educational or charitable organization.”

Conformity to The Graham 2035 Comprehensive Plan and Other Adopted Plans

Strategy 2.1.5 Reduce Barriers Work with local businesses and economic development partners to identify and address unnecessary barriers to local business development. *Food trucks have been a less expensive way to enter into a market, and have successfully expanded into brick and mortar businesses in many municipalities.*

Planning District

All

Development Type

All

Strategy 2.1.1 Business Incubation Develop a business incubation program to encourage development of new business ventures. *As the cost to start a food truck can be around \$10,000 while a new restaurant is in excess of \$100,000, the ability for an entrepreneur to test a market theory is much more forgiving for food trucks.*

Policy 2.3.1 Downtown A vibrant downtown is critical for Graham’s economic success. Graham’s downtown is a priority when considering incentives, investments, regulations, and marketing. Encourage entertainment options to locate within Graham’s Downtown. *With the current popularity of downtown events, the desire for additional dining venues has been growing. Food Truck Rodeos continue to be successful events in surrounding municipalities and draw crowds who typically do not frequent the downtown area.*

Applicable Planning District Policies and Recommendations

- Not applicable; city-wide.

Staff Recommendation

Based on *The Graham 2035 Comprehensive Plan*, other jurisdictions and best practices, **staff recommends approval of the text amendment.** The following supports this recommendation:

- The prohibition against food trucks restricts business startups, reduces participation at City sanctioned events, and unjustly denies the entire jurisdiction of the City for one use.

Food Trucks

Community	Population	Yes / No	Distance from Restaurant?	Fee?	Location
City of Graham, NC	14,280	Proposed	Proposed 100'	Proposed \$100	Various
City of Burlington, NC	51,510	Yes	75'	\$40	B-3, B-2, I-2, I-3
City of Mebane, NC	12,981	Yes	No	No	General Business
Town of Green Level, NC	2,135	Yes	No	\$100	In Town Parks
Town of Hillsborough, NC	6,381	Yes	No	\$50	Non-Residential
Town of Morrisville, NC	21,932	Yes	100'	\$105	Non-Residential, No Parks
City of Shelby, NC	20,325	Yes	No	No	Commercial District
City of Salisbury, NC	33,604	Yes	No	No	All zones
City of Havelock, NC	20,735	Yes	No	No	All zones
City of Statesville, NC	25,432	Yes	No	No	General Business
City of Roanoke Rapids	15,754	Yes	No	No	Case By Case Basis
City of Eden	15,527	Yes	No	No	All Zones
City of Henderson	15,368	Yes	No	No	All zones
Town of Hope Mills	15,176	Yes	No	No	General Business
City of Reidsville	14,520	No	No	No	No Zones
Town of Stallings	13,831	Yes	No	No	Special Circumstances
City of Mount Holly	13,656				
Town of Leland	13,527	Yes	No	No	marked parking space
City of Hendersonville	13,137	No	No	No	No



PLANNING BOARD Recommendation & Statement of Consistency

Per NCGS 160A-383, zoning regulations shall be made in accordance with an adopted comprehensive plan and any other officially adopted plan that is applicable. The Planning Board shall advise and comment on whether the proposed amendment is consistent with "The Graham 2035 Comprehensive Plan" and any other officially adopted plan that is applicable. The Planning Board shall provide a written recommendation to the City Council that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with "The Graham 2035 Comprehensive Plan" shall not preclude consideration or approval of the proposed amendment by the City Council.

Food Trucks (AM1703)
Type of Request
Text Amendment
Meeting Dates
Planning Board on April 18, 2017
City Council on May 2, 2017

- I move to recommend **APPROVAL** of the application as presented.
- I move to recommend **APPROVAL** of the alternative language, as proposed by the Planning Board.
- I move to recommend **DENIAL**.

- The application is consistent with *The Graham 2035 Comprehensive Plan*.
- The application is not fully consistent with *The Graham 2035 Comprehensive Plan*.

The action is reasonable and in the public interest for the following reasons:

This report reflects the recommendation of the Planning Board, this the 18th day of April, 2017.

Attest:

Ricky Hall
Ricky Hall, Planning Board Chair

Martha Johnson
Martha Johnson, Secretary



City Council Decision & Statement of Consistency

Per NCGS 160A-383, zoning regulations shall be made in accordance with an adopted comprehensive plan and any other officially adopted plan that is applicable. When adopting or rejecting any zoning amendment, the City Council shall also approve a statement describing whether its action is consistent with the "The Graham 2035 Comprehensive Plan" and briefly explaining why the City Council considers the action taken to be reasonable and in the public interest. The Planning Board shall provide a written recommendation to the City Council, but a comment by the Planning Board that a proposed amendment is inconsistent with the "The Graham 2035 Comprehensive Plan" shall not preclude consideration or approval of the proposed amendment by the City Council.

Food Trucks (AM1703)
Type of Request
Text Amendment
Meeting Dates
Planning Board on April 18 & May 16 2017
City Council on June 6, 2017

Choose one...

- I move that the text amendment be **APPROVED**.
- I move that the text amendment be **DENIED**.

Choose one...

- The text amendment is **consistent** with *The Graham 2035 Comprehensive Plan*.
- The text amendment is **not fully consistent** with *The Graham 2035 Comprehensive Plan*.

State reasons...

This action is reasonable and in the public interest for the following reasons:

This report reflects the decision of the City Council, this the 6th day of June, 2017.

Attest:

Gerald R. Peterman, Mayor

Darcy L. Sperry, City Clerk

Memorandum



To: Graham City Council
cc: Frankie Maness
From: Darcy Sperry
Date: 6/6/2017

Current Members with Terms Expiring in 2017

<u>Board</u>	<u>Name</u>	<u>Term Expiration Date</u>	<u>Board</u>	<u>Name</u>	<u>Term Expiration Date</u>
ABC Board Graham Appointee	Robert Sykes	6/30/2017	Historic Resources Commission	Brenda Sykes	6/30/2017
Appearance Commission	Denise Baker	6/30/2017	Historic Resources Commission	Grace Baldwin	6/30/2017
Appearance Commission	Elaine Murrin	6/30/2017	Historic Resources Commission	Helen Sharpe	6/30/2017
Appearance Commission	Frances Woodlief	6/30/2017	Historic Resources Commission	Larry Brooks	6/30/2017
Appearance Commission	Helen Sharpe	6/30/2017	Planning Board/Board of Adjustment	Bonnie Blalock	6/30/2017
Appearance Commission	Carla Smith	6/30/2017	Planning Board/Board of Adjustment	Vacant	6/30/2017
Appearance Commission	Grace Baldwin	6/30/2017	*Planning Board/Board of Adjustment (ETJ)	Barry Hicks	6/30/2017
Canine Review Board	Daphne Younger	6/30/2017	Recreation Commission	Robert Kent Davis	6/30/2017
Graham Historical Museum Board of Directors	Bill Teer	6/30/2017	Recreation Commission	Brian Cutlip	6/30/2017
Graham Housing Authority	Carol DiLello	6/30/2017	Recreation Commission	LeAndra Ratliff	6/30/2017
			Tree Board	Jeanette Beaudry	6/30/2017

*Appointed by Alamance County Commissioners

Applications Received/On File in Clerk's Office

<u>Board</u>	<u>Name</u>	<u>Term</u>	<u>Board</u>	<u>Name</u>	<u>Term</u>
ABC Board - Graham Appointee (1 Vacancy)	Robert Sykes	3 Year Term	Planning Board/Board of Adjustment (2 Vacancies)	Tony Bailey Jeanette Beaudry Bonnie Blalock Eric Crissman Evelyn Curtis-Graves Rebecca Holmes Rachel McIntyre	3 Year Term
Appearance Commission (see terms below) (3 Vacancies if Ordinance Amendment approved earlier in this meeting)	Denise Baker Renee Russell Helen Sharpe Carla Smith	3 Year Term			
Canine Review Board (1 Vacancy)	Stephanie Brinn Daphne Younger	3 Year Term	Planning Board/Board of Adjustment (ETJ) (1 Vacancy)	Barry Hicks Justin Moody	3 Year Term
Graham Historical Museum Board of Directors (1 Vacancy)	No applicants interested at this time	5 Year Term	Recreation Commission (3 Vacancies)	Brian Cutlip Robert Kent Davis LeAndra Ratliff	3 Year Term
Graham Housing Authority (1 Vacancy)	Carol DiLello Evelyn Curtis-Graves	5 Year Term	Tree Board (2 Vacancies)	Jeanette Beaudry	3 Year Term
Historic Resources Commission (4 Vacancies)	Grace Baldwin Jeanette Beaudry Elaine Murrin Jerry Perdue Helen Sharpe	4 Year Term			

****Appearance Commission:**
 Appoint 1 person to fulfill term vacated by Jan Searls - term expires June 30, 2019
 Appoint 1 person to fulfill term vacated by Tom Loy - term expires June 30, 2019
 Appoint 1 person to 3 year term - term expires June 30, 2020

RECEIVED

MAY 09 2017

CITY OF GRAHAM



Volunteer Application
City of Graham Boards and Commissions

If you are a City of Graham resident or reside in the extra-territorial jurisdiction (ETJ), at least 18 years, and are willing to volunteer your time and expertise to your community, please complete and return to:

*Applications will be kept on file for 3 years

By mail: City of Graham, Attn: City Clerk, PO Drawer 357, Graham, NC 27253

By email: dsperry@cityofgraham.com

By Fax: (336)570-6703

For questions, call: (336)570-6700

Please check all Boards and Commissions on which you would be willing to serve:

Extra-territorial residents can only serve on the Board of Adjustment or the Planning Board

- Alamance County Library Committee (2 years)
Alcohol Beverage Control (3 years)
Appearance Commission (4 years)
Board of Adjustment (3 years)
Canine Review Board (3 years)
Graham Historical Museum (3 years)
Graham Housing Authority (5 years)
Graham Sports Hall of Fame (6 years)
Historic Resources Commission (4 years)
Planning Board (3 years)
Recreation Commission (3 years)
Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

Alcohol Beverage Control and Graham Housing Authority

Personal Information

Name: Robert F. Sykes
Mailing Address: 1516 Stonegate Dr., Graham, NC 27253
Home Address (if different):
Home Phone: 336-228-6128 Cell Phone: 336-263-1130
Employer: Retired Position:
Email Address: None

Civic Involvement (please list the names of civic organizations in which you hold current membership):

member of Bethany Presbyterian Church

Please list any work, volunteer, and/or educational experience that you would like us to consider

Member of Adopt-a-Highway Group - Moore Rd. in Graham
Volunteer - mows Rec. Building & manse at Bethany Pres. Church
Why do you wish to serve the City in this capacity?

I have enjoyed serving on the ABC Board and would like to continue to serve on it and represent Graham.

RECEIVED

MAY 09 2017

CITY OF GRAHAM



Volunteer Application
City of Graham Boards and Commissions

If you are a City of Graham resident or reside in the extra-territorial jurisdiction (ETJ), at least 18 years, and are willing to volunteer your time and expertise to your community, please complete and return to:

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Graham Historical Museum (3 years)
Graham Housing Authority (5 years)
Graham Sports Hall of Fame (6 years)
Historic Resources Commission (4 years)
Planning Board (3 years)
Recreation Commission (3 years)
Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

HRC Board member

Personal Information

Name: Denise Baker

Mailing Address: 112 N. Main ST. Suite 301 GRAHAM.

Home Address (if different)

Home Phone: cell 9197248327 Work Phone:

Employer: Juvenile Crime Prevention Council - Adm. Paralegal

Email Address: denisebaker179@gmail.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Kiwanis, DAR (reviewing membership)

Please list any work, volunteer, and/or educational experience that you would like us to consider

Broadly work w/ persons - to bring together a collaboration of ideas and in so doing - maximize something greater + effective with the best use of strengths. Why do you wish to serve the City in this capacity? To Collaborate with Community, Neighbor + government To intersect and bring together ideas, to foster + create a more wholistic place of gathering, community + care.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

APR 05 2017

CITY OF
GRAHAM

If you are a City of Graham resident or reside in the extra-territorial jurisdiction (ETJ), at least 18 years, and are willing to volunteer your time and expertise to your community, please complete and return to:

By mail: City of Graham, Attn: City Clerk, PO Drawer 357, Graham, NC 27253
By email: dsperry@cityofgraham.com
By Fax: (336)570-6703

For questions, call: (336)570-6700

Please check all Boards and Commissions on which you would be willing to serve:

Extra-territorial residents can only serve on the Board of Adjustment or the Planning Board

- | | |
|--|--|
| <input type="checkbox"/> Alamance County Library Committee (2 years) | <input type="checkbox"/> Graham Housing Authority (5 years) |
| <input type="checkbox"/> Alcohol Beverage Control (3 years) | <input type="checkbox"/> Graham Sports Hall of Fame (6 years) |
| <input checked="" type="checkbox"/> Appearance Commission (4 years) | <input type="checkbox"/> Historic Resources Commission (4 years) |
| <input type="checkbox"/> Board of Adjustment (3 years) | <input type="checkbox"/> Planning Board (3 years) |
| <input type="checkbox"/> Canine Review Board (3 years) | <input type="checkbox"/> Recreation Commission (3 years) |
| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

N/A

Personal Information

Name: RENEE' LEA RUSSELL

Mailing Address: 218 WARD ST. GRAHAM, NC 27253

Home Address (if different) _____

Home Phone: 336.350.7159 Work Phone: (cell) 704.779.5940

Employer: INNOVATIVE SIGNS & GRAPHICS Position: GRAPHIC DESIGNER

Email Address reneerusselldesign@gmail.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

N/A

Please list any work, volunteer, and/or educational experience that you would like us to consider

AS A FREELANCE DESIGNER I HAVE WORKED WITH NON-PROFITS AND NEW BUSINESS OWNERS BUILDING BRANDS. I ALSO HAVE DEGREES
Why do you wish to serve the City in this capacity? IN BOTH GRAPHIC DESIGN & ADVERTISING.

AS A NEW RESIDENT I ADORE GRAHAM'S CHARM AND I STRONGLY FEEL MY KNOWLEDGE, EXPERIENCE, AND SKILLS WOULD BE BENEFICAL ON THE APPEARANCE COMMISSION. I ALSO AM TRULY INTEREST IN BECOMING A MORE ACTIVE AND INVESTED COMMUNITY MEMBER, AND THINK THIS IS A GREAT FIT.

RECEIVED

MAY 03 2017

CITY OF
GRAHAM

Volunteer Application City of Graham Boards and Commissions

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| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Appearance Commission + Historic Resources Commission

Personal Information

Name: Helen H. Sharpe

Mailing Address: 522 N. Main St., Graham, NC 27253

Home Address (if different) NA

Home Phone: 336-226-1323

Work Phone: 336-663-4116

Employer: Com Harvest

Position: Audit/Procurement Analyst

Email Address: whsharpe@triad.rr.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Appearance + Historic Resources Commission

Please list any work, volunteer, and/or educational experience that you would like us to consider

Associate Degree from ACC, Girl Scouts in late 1970's + 1980's

Why do you wish to serve the City in this capacity?

I feel I have a vested interest in the City of Graham as a resident.

RECEIVED**MAY 22 2017****CITY OF
GRAHAM**

Volunteer Application City of Graham Boards and Commissions

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| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Appearance Commission

Personal Information

Name: Carla K. Smith

Mailing Address: 812 N. Main St., Graham, NC 27253

Home Address (if different) _____

Home Phone: 336-263-6681 Work Phone: Same

Employer: Hill Barbara Realty Position: Realtor

Email Address carla.sellsnc@gmail.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Graham Rotary, Engage Alamance, Thrive

Please list any work, volunteer, and/or educational experience that you would like us to consider

Local Realtor, Broker-in-Charge - Hill Barbara Realty

Why do you wish to serve the City in this capacity?

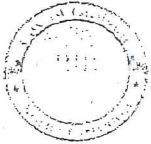
I am a ten year + resident of Graham, I love my city and want to see it grow & prosper.

I also sell homes in the Graham / Alamance County Area & want to see home values continue to improve.

RECEIVED

MAY 16 2017

CITY OF
GRAHAM



Volunteer Application City of Graham Boards and Commissions

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| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Not currently serving

Personal Information

Name: Stephanie Brinn

Mailing Address: 736 Trails End Drive, Graham, NC 27253

Home Address (if different) _____

Home Phone: 919-673-3141 Work Phone: 919-316-1046

Employer: _____ Position: Hospital Director

Email Address: Stephanie.Brinn@gmail.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

None

Please list any work, volunteer, and/or educational experience that you would like us to consider

BS in Biology with a Pre-Veterinary Concentration, BA in Chemistry

Why do you wish to serve the City in this capacity?

I would love to serve my city and use my 14+ years in veterinary medicine to help in any way I can.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

MAY 01 2017

CITY OF
GRAHAM

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If you are currently serving on a Board in the City of Graham, please list:

Canine Review Board

Personal Information

Name: Daphne Younger

Mailing Address: 917 E Harden St, Graham NC 27253

Home Address (if different) _____

Home Phone: 336-380-1615 Work Phone: 336-395-8717

Employer: Puppy Love N Style Position: Owner - Groomer

Email Address: daphne@dmv-services.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

I work with canines on a daily basis and can bring a objective view to canine situations.

Why do you wish to serve the City in this capacity?

My passion for animals-canines I want to be a voice outside vet opinion for there behavior and a fresh view of the breeds.

RECEIVED

APR 27 2017



Volunteer Application City of Graham Boards and Commissions

CITY OF
GRAHAM

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If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: Evelyn Graves-Curtis

Mailing Address: 1811 Meadowview Dr. Graham, NC 27253

Home Address (if different) _____

Home Phone: (336) 264-9373 Work Phone: _____

Employer: ACC Position: HRD Adjunct Professor

Email Address gravescurtis1@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Volunteer Foodbank, Empowering Families, ACC Instructor

Why do you wish to serve the City in this capacity?

Served on BHA Board and I am interested in families receiving affordable housing. I have worked at a section 8 housing (Lakeside Apartments) I recently moved to Graham, NC.

RECEIVED

MAY 09 2017

CITY OF GRAHAM



Volunteer Application
City of Graham Boards and Commissions

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By Fax: (336)570-6703

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Graham Historical Museum (3 years)
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Graham Sports Hall of Fame (6 years)
Historic Resources Commission (4 years)
Planning Board (3 years)
Recreation Commission (3 years)
Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

Graham Housing Authority

Personal Information

Name: Carol A. DiLello

Mailing Address: 1809 Spring Meadow Drive, Graham, NC 27253

Home Address (if different)

Home Phone: (336) 227-0556 Work Phone: N/A

Employer: N/A Position: N/A

Email Address carol and joednc@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Recently retired from law office where we dealt with people in various situations and financial limits. Why do you wish to serve the City in this capacity?

After being on the Board for many years, I would like to continue because we are productive and work well with our Director and each other.

RECEIVED

MAY 11 2017



Volunteer Application
City of Graham Boards and Commissions

CITY OF
GRAHAM

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By Fax: (336)570-6703

For questions, call: (336)570-6700

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Extra-territorial residents can only serve on the Board of Adjustment or the Planning Board

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- Board of Adjustment (3 years)
- Canine Review Board (3 years)
- Graham Historical Museum (3 years)
- Graham Housing Authority (5 years)
- Graham Sports Hall of Fame (6 years)
- Historic Resources Commission (4 years)
- Planning Board (3 years)
- Recreation Commission (3 years)
- Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

Appearance Commission

Personal Information

Name: Grace Baldwin

Mailing Address: P.O. Box 1676 Burlington NC 27253

Home Address (if different) 900 East Hanover Rd. Apt. C, Graham NC 27253

Home Phone: 336 269 4788 Work Phone: 336 269 4788

Employer: Retired Position: _____

Email Address gracemad@history@aol.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

AARP Chapter President # 3163

Alamance Planning Elderly - Nurse Home

Please list any work, volunteer, and/or educational experience that you would like us to consider

Victory New Testament Fellowship International

TV - AARP Chapter President 3163 Ashworth College G14 Private Investor/gator. Edle Acc-College

City of Graham Historical Enhancement

Revenue Income, Jobs, Education Present and Future Growth,

RECEIVED

MAY 22 2017

CITY OF GRAHAM



Volunteer Application
City of Graham Boards and Commissions

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Historic Resources Commission (4 years)
Planning Board (3 years)
Recreation Commission (3 years)
Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

Graham Historical Museum; Appearance Commission

Personal Information

Name: Jeanette E. Beaudry

Mailing Address: 308 East Harden Street, Graham NC 27253

Home Address (if different)

Home Phone: 336-269-2902 Work Phone:

Employer: Town of Chapel Hill Position: Parking Services

Email Address: jbeaudry308@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Burlington Women's Club; Alamance Arts; Friends of Library; Federal Point Historical Society

Please list any work, volunteer, and/or educational experience that you would like us to consider

Real Estate broker (Inactive)

Why do you wish to serve the City in this capacity?

My Pride in Graham and community; I want to improve our appeal for those who live here and visit. I also believe we must protect our historic structures for generations to come so they will understand who we were as a town in the history of our county and state.

RECEIVED

MAY 31 2017

CITY OF GRAHAM



**Volunteer Application
City of Graham Boards and Commissions**

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If you are currently serving on a Board in the City of Graham, please list:

Outgoing chairperson of Graham Appearance Commission

Personal Information

Name: Elaine MURRIN

Mailing Address: 1213 Raspberry Run, Graham, NC 27253

Home Address (if different) —

Home Phone: 770.316.3256 Work Phone: —

Employer: Dr. George Cooper Position: Professor Emeritus, Duke University

Email Address ekmurrin5@gmail.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Appearance Commission - term expires on June 30, 2017

Please list any work, volunteer, and/or educational experience that you would like us to consider

Volunteer service in Alexandria, VA, Austin, TX and Atlanta, GA (1996 Summer Olympics)

Why do you wish to serve the City in this capacity?

I'm interested in protecting and developing the historic environment of Graham.

RECEIVED

APR 19 2017

CITY OF GRAHAM



**Volunteer Application
City of Graham Boards and Commissions**

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By mail: City of Graham, Attn: City Clerk, PO Drawer 357, Graham, NC 27253

By email: aburgess@cityofgraham.com

By Fax: (336)570-6703

For questions, call: (336)570-6700

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Extra-territorial residents can only serve on the Board of Adjustment or the Planning Board

- Alcohol Beverage Control (3 years)
- Board of Adjustment (3 years)
- Appearance Commission (4 years)
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- Graham Historical Museum (3 years)
- Graham Sports Hall of Fame (6 years)
- Canine Review Board (3 years)
- Planning Board (3 years)
- Recreation Commission (3 years)
- Tree Board (3 years)
- Historic District Commission (4 years)

If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: Jerry M. Perdue

Mailing Address: 632 Williamsdale Rd.

Home Address (if different) GRAHAM, N.C.

Home Phone: 336-228-9374 Work Phone: _____

Employer: Retired Position: _____

Email Address J.PERDUE3@TRIAD.EDU.COM

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Nagcee, Optimas club, Mason

Please list any work, volunteer, and/or educational experience that you would like us to consider

Presbyterian Church Elder

Why do you wish to serve the City in this capacity?

MAN'S GREATEST WORK IS BENEFITING HIS COMMUNITY

RECEIVED

MAY 03 2017



Volunteer Application
City of Graham Boards and Commissions

CITY OF
GRAHAM

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Home Address (if different) NA

Home Phone: 336-226-1323 Work Phone: 336-663-4116

Employer: Com Health Position: Audit/Person Analyst

Email Address whsharpe@triad.rr.com

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Associate Degree from ACC, Girl Scouts in late 1970's + 1980's

Why do you wish to serve the City in this capacity?

I feel I have a vested interest in the City of Graham as a resident.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

MAR 30 2017

CITY OF
GRAHAM

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If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: TONY BAILEY

Mailing Address: 1139 Challenge Dr

Home Address (if different) SAME AS ABOVE

Home Phone: (336) 558-6328 Work Phone: (919) 380-4047

Employer: Averitt Express Position: Transportation Specialist

Email Address tbailey58@yahoo.com

① **Civic Involvement (please list the names of civic organizations in which you hold current membership):**

see back

② **Please list any work, volunteer, and/or educational experience that you would like us to consider**

See back

③ **Why do you wish to serve the City in this capacity?**

see back

1. Although I do not maintain current membership, my extensive civic involvement includes:

A. Local Charitable golfing & running events.

B. Ongoing Contributor to the St. Jude's Foundation for over 10 years.

C. Consistent donor to the American Red Cross for over 20 years.

2. I have been involved with:

A. Durham Rescue Mission

B. Alamance County Animal Shelter

C. The Salvation Army

3. I believe I would be a valuable team member, contributing innovative ideas.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

MAY 22 2017

**CITY OF
GRAHAM**

If you are a City of Graham resident or reside in the extra-territorial jurisdiction (ETJ), at least 18 years, and are willing to volunteer your time and expertise to your community, please complete and return to:

***Applications will be kept on file for 3 years**

By mail: City of Graham, Attn: City Clerk, PO Drawer 357, Graham, NC 27253

By email: dsperry@cityofgraham.com

By Fax: (336)570-6703

For questions, call: (336)570-6700

Please check all Boards and Commissions on which you would be willing to serve:

Extra-territorial residents can only serve on the Board of Adjustment or the Planning Board

- | | |
|--|---|
| <input type="checkbox"/> Alamance County Library Committee (2 years) | <input type="checkbox"/> Graham Housing Authority (5 years) |
| <input type="checkbox"/> Alcohol Beverage Control (3 years) | <input type="checkbox"/> Graham Sports Hall of Fame (6 years) |
| <input type="checkbox"/> Appearance Commission (4 years) | <input checked="" type="checkbox"/> Historic Resources Commission (4 years) |
| <input checked="" type="checkbox"/> Board of Adjustment (3 years) | <input checked="" type="checkbox"/> Planning Board (3 years) |
| <input type="checkbox"/> Canine Review Board (3 years) | <input type="checkbox"/> Recreation Commission (3 years) |
| <input type="checkbox"/> Graham Historical Museum (3 years) | <input checked="" type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Graham Historical Museum; Appearance Commission

Personal Information

Name: Jeanette E. Beaudry

Mailing Address: 308 East Harden Street, Graham NC 27253

Home Address (if different) _____

Home Phone: 336-269-2902 Work Phone: _____

Employer: Town of Chapel Hill Position: Parking Services

Email Address: jbeaudry308@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Burlington Women's Club; Alamance Arts; Friends of Library; Federal Point Historical Society

Please list any work, volunteer, and/or educational experience that you would like us to consider

Real Estate broker (Inactive)

Why do you wish to serve the City in this capacity?

My Pride in Graham and community; I want to improve our appeal for those who live here and visit. I also believe we must protect our historic structures for generations to come so they will understand who we were as a town in the history of our county and state.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

MAY 16 2017

CITY OF
GRAHAM

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If you are currently serving on a Board in the City of Graham, please list:

Planning Board + Board of Adjustment

Personal Information

Name:

Bonnie Blalock

Mailing Address:

215 East Pine St., Graham NC

Home Address (if different)

Home Phone:

336-227-4991

Work Phone:

Employer:

Retired-Burlington P.D.

Position:

Email Address

bblalock7@triad.rr.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Graham Presbyterian Church

Please list any work, volunteer, and/or educational experience that you would like us to consider

Western Carolina University - B.S. Degree - over

Why do you wish to serve the City in this capacity?

I am seeking reappointment to both the Planning Board + Board of Adjustment. This is a way to be involved with the City and help to plan for the future.

Currently -

BLET Instructor Alamance Community College Page 67 of 93

Adjunct Instructor Alamance Community College

Fall 2016, 2015

I have served 2 complete terms on the Planning Board and completed a partial 3rd term for a board member who resigned due to medical reasons.

RECEIVED

MAR 27 2017

CITY OF GRAHAM



**Volunteer Application
City of Graham Boards and Commissions**

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| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: Eric J. Crissman

Mailing Address: 208 Albright Avenue, Graham NC

Home Address (if different): _____

Home Phone: 336-776-0552 Work Phone: 336-684-1324

Employer: Retired Position: Distribution/Warehouse

Email Address: ejcrissman@gmail.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Alamance Co. School Board Exps, College grad; Management experience

Why do you wish to serve the City in this capacity? As a lifelong resident of Graham, I am excited about the current growth and direction that the city is beginning to experience. Careful, thoughtful insight and planning will be needed to advance Graham in a direction that will enhance downtown business, increase employment and entrepreneurial opportunities in our city.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

APR 27 2017

**CITY OF
GRAHAM**

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- | | |
|--|--|
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| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: Evelyn Graves-Curtis

Mailing Address: 1811 Meadowview Dr, Graham, NC 27253

Home Address (if different) _____

Home Phone: (336) 264-9373 Work Phone: _____

Employer: ACC Position: HRD Adjunct Professor

Email Address gravescurtis1@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Volunteer Foodbank, Empowering Families, ACC Instructor

Why do you wish to serve the City in this capacity?

Served on BHA Board and I am interested in families receiving affordable housing. I have worked at a section 8 housing (Lakeside Apartments) I recently moved to Graham, NC.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

SEP 21 2015

**CITY OF
GRAHAM**

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Extra-territorial residents can only serve on the Board of Adjustment or the Planning Board

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control (3 years) | <input type="checkbox"/> Canine Review Board (3 years) |
| <input checked="" type="checkbox"/> Board of Adjustment (3 years) | <input checked="" type="checkbox"/> Planning Board (3 years) |
| <input type="checkbox"/> Appearance Commission (4 years) | <input type="checkbox"/> Recreation Commission (3 years) |
| <input type="checkbox"/> Graham Housing Authority (5 years) | <input type="checkbox"/> Tree Board (3 years) |
| <input checked="" type="checkbox"/> Graham Historical Museum (3 years) <i>APPOINTED 10/6/2015</i> | <input type="checkbox"/> Historic Resources Commission (4 years) |
| <input type="checkbox"/> Graham Sports Hall of Fame (6 years) | <input checked="" type="checkbox"/> ALAMANCE COUNTY LIBRARY COMMITTEE |

If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: REBECCA (BECKY) HOLMES

Mailing Address: 211 SHEA COURT

Home Address (if different) _____

Home Phone: 336-253-7972 Work Phone: _____

Employer: RETIRED Position: _____

Email Address: hflyrebecca@aol.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Why do you wish to serve the City in this capacity?

Just moved to Graham less than 2 yrs ago. Would love to contribute to the city - Always interested in historical events

JUN 02 2016

**CITY OF
GRAHAM**



Volunteer Application City of Graham Boards and Commissions

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- | | |
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| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

N/A

Personal Information

Name: Rachel McIntyre

Mailing Address: 304 Cheeks Lane, Graham, NC 27253

Home Address (if different) Same as above

Home Phone: 336-684-2043 Work Phone: _____

Employer: ~~River Mill Academy~~ **ABSS** Position: Social Studies Teacher (High School)

Email Address christian-rachel.mcintyre@gmail.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

None yet

Please list any work, volunteer, and/or educational experience that you would like us to consider

I went to Appalachian State University + now enjoy teaching social studies in Graham. I am passionate about teaching civics + participating in the community.
Why do you wish to serve the City in this capacity?

I am a permanent resident of Graham's ETJ and I want to be a part of planning the future of Graham + its surrounding area.



Volunteer Application City of Graham Boards and Commissions

RECEIVED

MAY 25 2017

CITY OF
GRAHAM

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- | | |
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| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Board of Adjustment & Planning Board

Personal Information

Name: BARRY HICKS

Mailing Address: 1199 CESAR CT. GRAHAM

Home Address (if different) _____

Home Phone: 693-4100 Work Phone: _____

Employer: SELF Position: OWNER

Email Address DREAMBUILDERSNC@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Kidney Foundation, Hospice, Kids Path, Relay For Life

Why do you wish to serve the City in this capacity?

To help the city become a better place for our future



**Volunteer Application
City of Graham Boards and Commissions**

RECEIVED

APR 05 2017

**CITY OF
GRAHAM**

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- | | |
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| <input type="checkbox"/> Canine Review Board (3 years) | <input type="checkbox"/> Recreation Commission (3 years) |
| <input type="checkbox"/> Graham Historical Museum (3 years) | <input type="checkbox"/> Tree Board (3 years) |

If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: Justin Clay Moody SR.

Mailing Address: 2366 Cherry Lane Haw River NC 27258

Home Address (if different) _____

Home Phone: _____ Work Phone: 336-380-1340

Employer: Self Employed Position: Greenlife waste

Email Address: jmoody@greenlifewaste.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Why do you wish to serve the City in this capacity?

I live in the ETJ of Graham and would like to do what I can for the betterment of our community,

RECEIVED

MAY 02 2017

CITY OF GRAHAM



Volunteer Application
City of Graham Boards and Commissions

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Board of Adjustment (3 years)
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Graham Sports Hall of Fame (6 years)
Historic Resources Commission (4 years)
Planning Board (3 years)
Recreation Commission (3 years)
Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

Recreation Commission

Personal Information

Name: Brian Catlip

Mailing Address: 1904 Broadway Drive Graham NC 27253

Home Address (if different)

Home Phone: 336-226-7816 Cell/Work Phone: 336-260-1261

Employer: Diesel Equipment Position: Purchasing

Email Address: wbcattlip@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Sport Team Coach Graham Rec, Elder Graham Presbyterian

Why do you wish to serve the City in this capacity?

Help the City move Forward

RECEIVED

MAY 02 2017

CITY OF GRAHAM



Volunteer Application
City of Graham Boards and Commissions

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Graham Historical Museum (3 years)
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Graham Sports Hall of Fame (6 years)
Historic Resources Commission (4 years)
Planning Board (3 years)
Recreation Commission (3 years)
Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

Personal Information

Name: Robert Kent Davis

Mailing Address: KENTDAVIS2349@gmail.com / 592 Grandview Dr.

Home Address (if different) Graham N.C. 27253

Home Phone: 336 270 5591 Work Phone: n/a

Employer: Position:

Email Address

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Please list any work, volunteer, and/or educational experience that you would like us to consider

Why do you wish to serve the City in this capacity?

MAY 26 2017

CITY OF GRAHAM



Volunteer Application
City of Graham Boards and Commissions

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Graham Historical Museum (3 years)
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Graham Sports Hall of Fame (6 years)
Historic Resources Commission (4 years)
Planning Board (3 years)
Recreation Commission (3 years)
Tree Board (3 years)

If you are currently serving on a Board in the City of Graham, please list:

Recreation Commission

Personal Information

Name: LeAndra N. Ratliff

Mailing Address: 1217 Branson Dr 27253

Home Address (if different)

Home Phone: 336.684.0403 Work Phone: 336.228.8421 ext 228

Employer: Burlington Housing Auth Position: Program Services Director

Email Address: LNBRATLIFF@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

National Council for Negro Women, Alpha Kappa Alpha Sorority, Inc.
Burlington Junior Woman's Club, general Fed. of Women's Clubs of NC

Please list any work, volunteer, and/or educational experience that you would like us to consider

I work w/ public housing & homeless families assisting them in living their best lives. I also volunteer w/ orgs to help make an impact on the people in our community.
Why do you wish to serve the City in this capacity?
I want to serve the community I live in!



Volunteer Application
City of Graham Boards and Commissions

RECEIVED

MAY 22 2017

CITY OF
GRAHAM

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If you are currently serving on a Board in the City of Graham, please list:

Graham Historical Museum; Appearance Commission

Personal Information

Name:

Jeanette E. Beaudry

Mailing Address:

308 East Harden Street, Graham NC 27253

Home Address (if different)

Home Phone:

336-269-2902

Work Phone:

Employer:

Town of Chapel Hill

Position:

Parking Services

Email Address

jbeaudry398@yahoo.com

Civic Involvement (please list the names of civic organizations in which you hold current membership):

Burlington Women's Club; Alamance Arts; Friends of Library; Federal Point Historical Society

Please list any work, volunteer, and/or educational experience that you would like us to consider

Real Estate broker (Inactive)

Why do you wish to serve the City in this capacity?

My Pride in Graham and community; I want to improve our appeal for those who live here and visit. I also believe we must protect our historic structures for generations to come so they will understand who we were as a town in the history of our county and state.



STAFF REPORT

SUBJECT:	BUDGET ORDINANCE
PREPARED BY:	FRANKIE MANESS, CITY MANAGER

REQUESTED ACTION:

Adopt Budget Ordinance for Fiscal Year 2017-2018

BACKGROUND/SUMMARY:

The Budget Ordinance is the financial plan for the City for the fiscal year 2017-2018. State law requires that the City adopt a balanced annual budget following a public hearing prior to July 1st. The attached budget ordinance accounts for all anticipated revenues and expenditures for all operating funds for the upcoming fiscal year, including some capital expenditures. The proposed budget ordinance does not appropriate funds on a line by line basis (object basis), but rather on a departmental basis.

FISCAL IMPACT:

The total of all operating funds is \$20,450,000. The tax rate is unchanged at \$.455 per one hundred dollar (\$100.00) valuation and water and sewer user charges are unchanged.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we adopt the Budget Ordinance for Fiscal Year 2017-2018.



City of Graham Budget Ordinance FY 2018-2018

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM,
NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the Chart of Accounts heretofore established for the City:

City Council	45,200
Administration	514,100
Information Technology	307,400
Finance	384,700
Public Buildings	202,300
Police	3,743,600
Fire	914,300
Inspections	484,600
Traffic Engineering	29,100
Garage and Warehouse	86,300
Streets & Highways	1,605,100
Street Lights	121,000
Sanitation	848,900
Recreation	805,100
Lake	174,200
Athletic Facilities	227,000
Property Maintenance	741,900
Non-Departmental	987,600
	12,222,400

Section 2. It is estimated that the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018.

CURRENT YEAR TAX	4,500,000
PRIOR YEAR TAXES	45,000
VEHICLE TAXES	450,000

PRIOR YEAR VEHICLE TAXES	1,000
PY VEHICLE INT & COLL FEES	500
PAYT LIEU TAXES	26,000
STORM WATER FEE	121,000
TAX COST & INTEREST	23,000
DEVELOPMENT FEES	1,000
SALE OF SURPLUS PROPERTY	20,000
PRIVILEGE LICENSE	100
MISCELLANEOUS GRANTS	100
INTEREST ON INVESTMENTS	35,000
SCHOOL RESOURCE OFFICER	110,000
POLICE DONATIONS/GRANTS	100,000
MISCELLANEOUS INCOME	45,000
INSURANCE PROCEEDS	1,000
FRANCHISE TAX	990,000
BEER AND WINE TAX	62,000
POWELL BILL	385,000
LOCAL SALES TAX	3,127,500
SOLID WASTE DISPOSAL TAX	8,700
ABC REVENUES	70,000
BLDG & ELECT PERMITS	85,000
RECREATION DONATIONS	8,000
REFUSE FEES	304,000
CEMETERY REVENUE	42,000
RECREATION INCOME	100,000
RECREATION RENTALS	19,000
GRAHAM MEBANE LAKE	31,000
COURTS & FINES	15,000
RENT ON CITY PROPERTY	28,000
MEBANE LAKE REVENUE	75,000
FUND BALANCE	888,500
NCCP	255,000
TRANSFER FROM WATER FUND	250,000
FUND TOTAL	12,222,400

Section 3. The following amounts are hereby appropriated in the Water & Sewer Fund for its operations and activities for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the Chart of Accounts heretofore established for the City:

WATER AND SEWER BILLING	764,600
WATER AND SEWER DISTRIBUTION	1,479,700
MAINTENANCE & LIFT STATION	326,700
WATER TREATMENT PLANT	1,854,800
WASTEWATER TREATMENT PLANT	1,248,000
NON DEPARTMENTAL ADMIN	1,337,300
	7,011,100

Section 4. It is estimated that the following revenues will be available in the Water & Sewer Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018.

SALE OF SURPLUS PROPERTY	1,000
INTEREST ON INVESTMENTS	20,000
SEWER SURCHARGES	15,000
OUTSIDE SEWER SURCHARGES	42,000
WATER ACERAGE & CON. FEES	15,500
SEWER ACERAGE & CON. FEES	15,500
WATER CHARGES	2,750,000
SEWER CHARGES	2,660,000
PLUMBING PERMITS & INSPECTIONS	12,000
WATER AND SEWER TAPS	5,000
WATER & SEWER ASSESSMENTS	100
MISCELLANEOUS INCOME	5,000
FUND BALANCE	50,000
CUT OFFS	91,000
SALE/LEASE OF PROPERTY	27,000
MEBANE REVENUE	800,000
WATER PLANT EQUALIZATION	127,000
WWTP PAYMENT-Mebane	200,000
SWORDFISH-ALAMANCE COUNTY	100,000
NCCP	75,000
	7,011,100

Section 5. The following amounts are hereby appropriated in the Garage Fund for operations and activities for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the Chart of Accounts heretofore established for the City:

Garage Fund	811,300
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Section 6. It is estimated that the following revenues will be available in the Garage Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018.

ALA CO FUEL	213,200
CITY OF GRAHAM PARTS	188,400
CITY OF GRAHAM LABOR	157,800
CITY OF GRAHAM FUEL	172,100
GRAHAM HOUSING PARTS	4,600
GRAHAM HOUSING LABOR	100
GRAHAM HOUSING FUEL	5,000
ACTA PARTS	25,000
ACTA LABOR	30,400
GREEN LEVEL PARTS	1,300
GREEN LEVEL LABOR	2,600
GREEN LEVEL FUEL	7,400
ABC PARTS	100
ABC LABOR	100
ABC FUEL	2,400
SALE OF SURPLUS PROPERTY	100
INTEREST ON INVESTMENTS	600
MISCELLANEOUS INCOME	100
Total	\$811,300

Section 7. The following amounts are hereby anticipated and appropriated for the City's Special Funds:

	Revenues	Expenditures
Cemetery Trust Fund	0	0
Federal Drug Monies	100	100
State Drug Monies	100	100

Section 8. There is hereby levied a tax at the rate of \$.455 per one hundred dollars (\$100.00) valuation of property as listed for taxes as of January 1, 2017 for the purpose of raising the Revenue listed as "Current Year Tax" and "Vehicle Taxes" in Section 2. Such rates are based on an estimated total valuation of property for the purposes of taxation of \$1,122,000,000 (100% valuation) with anticipated collection rate of 97%.

Section 9. There is hereby an hourly labor rate of \$74 established for the operation of the Garage Fund.

Section 10. For the purpose of tracking capital items, there shall be a threshold of \$5,000.

Section 11. Copies of this Ordinance shall be furnished to the City Manager and the Finance Officer to be kept on file by them for their direction in the disbursement of City Funds.

Adopted this 6th day of June 2017.

Mayor Jerry Peterman

Attest:



STAFF REPORT

SUBJECT:	BUDGET AMENDMENTS
PREPARED BY:	SANDRA B KING – FINANCE DIRECTOR

REQUESTED ACTION:

Adopt Budget Amendment Ordinance for Fiscal Year 2016 - 2017

BACKGROUND/SUMMARY:

The attached Budget Amendment Ordinance for Fiscal Year 2016 - 2017 reflects the changes anticipated to be necessary in the budget to meet the City's needs for the year ending June 30, 2017. These amendments generally allocate funds to specific departments that have had unexpected expenses and many are offset by a corresponding revenue. The amendments are sometimes referred to as "clean-up" amendments.

The proposed budget amendment ordinance does not appropriate funds on a line by line basis (object basis), but rather on a departmental basis. For more detail please refer to the "amendment detail" pages that follow.

FISCAL IMPACT:

In an effort to cover operating costs for various departments before the end of the fiscal year, \$92,575 in amendments are estimated to be required. The amendments represent .46% (46 one-hundredths of a percent) of original expenditures.

In keeping with recent budgets, overall revenues in the City's operating budgets are expected to exceed expenditures and many departments are expected to experience underruns.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we adopt the Budget Amendment Ordinance for Fiscal Year 2016 - 2017.

**CITY OF GRAHAM
BUDGET AMENDMENT ORDINANCE
2016-2017**

**BE IT ORDAINED BY THE CITY COUNCIL of the City of Graham that
the 2016 - 2017 Budget Ordinance shall be and is hereby amended as follows:**

Section 1.

GENERAL FUND					NET INCREASE
DEPARTMENT	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
City Council	53,200	53,200	-		
Administrative	453,600	504,275	50,675		
Information Technologies	276,300	276,300	-		
Finance	374,100	374,100	-		
Public Building & Ground	260,200	260,200	-		
Police Department	3,470,500	3,470,500	-		
Fire Department	846,200	846,200	-		
Inspections	413,100	413,100	-		
Traffic Engineering	29,100	29,100			
Garage Warehouse	83,600	83,600			
Street Department	1,397,900	1,412,800	14,900		
Street Lights	116,000	138,500	22,500		
Sanitation	926,900	926,900			
Recreation	906,400	910,900	4,500		
Graham-Mebane Lake	182,100	182,100			
Athletic Facilities	166,900	166,900			
Property Maintenance	662,100	662,100			
Non-Departmental	1,053,300	1,053,300			
	<u>11,671,500</u>	<u>11,764,075</u>	<u>92,575</u>	<u>-</u>	<u>92,575</u>

Section 2.

GENERAL FUND					NET INCREASE
REVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
Current Year Tax	4,300,000	4,365,575	65,575		
Building and Electrical Permits	85,000	107,500	22,500		
Recreation Rentals	16,000	20,500	4,500		
	<u>4,401,000</u>	<u>4,493,575</u>	<u>92,575</u>		<u>92,575</u>

Adopted this 6th day of June 2017

Attest:

Mayor Jerry Peterman

Amendment Detail - June 6, 2017

Section 1.

GENERAL FUND EXPENDITURES		APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)
City Council						
10-4100-1400	Travel	31700	31400		300	
10-4100-5700	Miscellaneous	3500	3800	300		
		<u>35200</u>	<u>35200</u>	<u>300</u>	<u>300</u>	<u>0</u>
Administrative						
10-4200-0200	Salaries & Wages	320000	360000	40000		
10-4200-0500	FICA	24500	27450	2950		
10-4200-0700	Retirement Expense	23200	25900	2700		
10-4200-1100	Telephone & Postage	4000	6500	2500		
10-4200-0800	Unemployment Insurance	900			900	
10-4200-7000	Small Equipment Purchase	500	2000	1500		
10-4200-8100	Supplimental Retirement	16000	17925	1925		
		<u>389100</u>	<u>439775</u>	<u>51575</u>	<u>900</u>	<u>50675</u>
Information Technologies						
10-4300-0200	Salaries & Wages	109100	109900	800		
10-4300-0500	FICA	8400	8460	60		
10-4300-0800	Unemployment Insurance	500	0		500	
10-4300-1100	Telephone & Postage	2000	1700		300	
10-4300-1600	Maintenance & Repair Equipment	1200	1140		60	
		<u>121200</u>	<u>121200</u>	<u>860</u>	<u>860</u>	<u>0</u>
Finance						
10-4400-0200	Salaries & Wages	190000	190600	600		
10-4400-0700	Retirement Expense	13100	13900	800		
10-4400-1100	Telephone & Postage	6000	6600	600		
10-4400-5800	Miscellaneous	500	1100	600		
10-4400-5800	Bank Charges	27000	24400		2600	
		<u>33500</u>	<u>32100</u>	<u>2600</u>	<u>2600</u>	<u>0</u>

GENERAL FUND						NET
EXPENDITURES (Continued)		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Public Building & Grounds						
10-5000-0200	Salaries & Wages	12000	11000			1000
10-5000-1500	Maintenance & Repair Buildings	40000	35500			4500
10-5000-3100	Vehicle & Equipment Fuel	1000	5500	4500		
10-5000-7300	Capital Outlay Other Improvemen	137900	138900	1000		
		<u>190900</u>	<u>190900</u>	<u>5500</u>	<u>5500</u>	<u>0</u>
Police Department						
10-5100-0400	Professional Services	130000	91700			38300
10-5100-1100	Telephone & Postage	39000	52000	13000		
10-5100-1500	Maintenance & Repair Building	15000	40000	25000		
10-5100-1700	Repair & Maintenance Vehicles	58000	66500	8500		
10-5100-1800	Radio Maintenance	16500	6500			10000
10-5100-2900	Drug Buy	2000	0			2000
10-5100-5700	Miscellaneous	5000	8800	3800		
10-5100-8100	Supplemental Retirement		0			
		<u>5000</u>	<u>8800</u>	<u>50300</u>	<u>50300</u>	<u>0</u>
Fire Department						
10-5300-1100	Telephone & Postage	4500	8075	3575		
10-5300-1900	Fireman's Fee	31000	24800			6200
10-5300-2100	Relief Fund	4200	2800			1400
10-5300-4000	Hazmat	1800				880
10-5300-5100	Ins Firemen Fraternal	2000	2205	205		
10-5300-7000	Small Equipment	21500	26200	4700		
		<u>60500</u>	<u>56005</u>	<u>8480</u>	<u>8480</u>	<u>0</u>
Inspections						
10-5400-1100	Telephone & Postage	5500	8000	2500		
10-5400-7000	Small Equipment Purchases	3000	500			2500
		<u>8500</u>	<u>8500</u>	<u>2500</u>	<u>2500</u>	<u>0</u>

GENERAL FUND EXPENDITURES (Continued)		APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)
City Garage Warehouse						
10-5550-0200	Salaries & Wages	43000	43500	500		
10-5550-0655	Unemployment	200	0		200	
10-5550-5700	Miscellaneous	4200	3900		300	
		<u>47400</u>	<u>47400</u>	<u>500</u>	<u>500</u>	<u>0</u>
Street Department						
10-5600-0200	Salaries & Wages	371000	374400	3400		
10-5600-0655	Unemployment Expense	1800	500		1300	
10-5600-1500	Maintenance & Repair Building	3500	14500	11000		
10-5600-1600	Maintenance & Repair Equipment	2000	4000	2000		
10-5600-3100	Vehicle & Equipment Fuel	35000	19270		15730	
10-5600-3600	Uniforms		0			
10-5600-4600	Road Repair Materials		0			
10-5600-4800	Snow & Ice Removal		0			
10-5600-5300	Dues & Subscriptions	1200	2050	850		
10-5600-7301	Elm Street Sidewalk	0		14900		
10-5600-7400	Supplemental Retirement		0			
		<u>414500</u>	<u>414720</u>	<u>32150</u>	<u>17030</u>	<u>15120</u>
Street Lights						
10-5650-1300	Utilities	115000	135000	20000		
10-5650-4500	Contracted Services	1000	3500	2500		
		<u>116000</u>	<u>138500</u>	<u>22500</u>	<u>0</u>	<u>22500</u>
Sanitation						
10-5800-0200	Salaries & Wages	165000	169000	4000		
10-5800-0500	FICA	12800	13250	450		
10-5800-0700	Retirement	12000	12440	440		
10-5800-0900	Longevity	6200	5950		250	
10-5800-1600	Maintenance & Repair Equipment	1000	0		1000	
10-5800-1700	Repair & Maint Vehicle	75000	105000	30000		
10-5800-3100	Vehicle & Equipment Fuel	55000	45360		9640	
10-5800-7400	Capital Outlay Equipment	300000	270000		30000	
10-5800-7410	Rollout Refuse Containers	7600	13600	6000		
		<u>634600</u>	<u>634600</u>	<u>40890</u>	<u>40890</u>	<u>0</u>

GENERAL FUND						NET
EXPENDITURES (Continued)		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Recreation						
10-6200-0200	Salaries & Wages	366100	376100	10000		
10-6200-0400	Professional Services	15000	17000	2000		
10-6200-0700	Retirement Expense	19200	22600	3400		
10-6200-0900	Longevity	10600	10260			340
10-6200-1300	Utilities	44000	37000			7000
10-6200-1500	Maintenance & Repair Building	9000	12500	3500		
10-6200-1700	Repair & Maint Vehicles	4000	5000	1000		
10-6200-2600	Advertising	6000	3500			2500
10-6200-3300	Supplies and Materials	8000	9000	1000		
10-6200-3301	City Sidewalks Expenditures	15500	28500	13000		
10-6200-3303	5K Run	3000	0			3000
10-6200-3601	Uniforms & Equip from donations	1000	5500	4500		
10-6200-5800	Athletic Programs	20000	12000			8000
10-6200-6000	Concessions	10500	6500			4000
10-6200-7300	Capital Outlay Other Improvemen	0	9040	9040		
10-6200-7400	Capital Outlay Equipment	137000	125000			12000
10-6200-8500	Hall of Fame	13000	6900			6100
		<u>681900</u>	<u>686400</u>	<u>47440</u>	<u>42940</u>	<u>4500</u>
10-6210-1100	Telephone & Postage	3300	3800	500		
10-6210-1500	Maintenance & Repair Building	7600	5950			1650
10-6210-1600	Maintenance & Repair Equipment	1500	1000			500
10-6210-3100	Vehicle & Equipment Fuel	1500	850			650
10-6210-7400	Capital Outlay Equipment	26300	28600	2300		
		<u>40200</u>	<u>40200</u>	<u>2800</u>	<u>2800</u>	<u>0</u>

Athletic Facilities						
10-6220-1100	Telephone & Postage	15000	16300	1300		
10-6220-1400	Travel	1500	250		1250	
10-6210-1500	Maintenance & Repair Building	2000	500		1500	
10-6220-1570	Maintenance & Repair Lighting &	2500	2900	400		
10-6220-1700	Maintenance & Repair Vehicles	5000	5500	500		
10-6220-3100	Vehicle & Equipment Fuel	6000	4000		2000	
10-6220-3300	Supplies & Materials	15000	12050		2950	
10-6220-7000	Small Equipement Purchases	3800	9000	5200		
10-6220-7300	Capital Outlay Other Improvemen	13000	13300	300		
10-6220-8100	Supplemental Retirement		0			
		<u>63800</u>	<u>63800</u>	<u>7700</u>	<u>7700</u>	<u>0</u>
Property Maintenance						
10-6450-1100	Telephone & Postage	4000	5000	1000		
10-6450-1300	Utilities	30000	29000		1000	
10-6450-1570	M&R Lighting & Fencing	1500	9500	8000		
10-6450-3000	Contracted Labor		28000	28000		
10-6450-3100	Vehicle & Equipment Fuel	35000	27000		8000	
10-6450-7400	Capital Outlay Equipment		0			
10-6450-4500	Contracted Services	28000	0		28000	
		<u>98500</u>	<u>98500</u>	<u>37000</u>	<u>37000</u>	<u>0</u>
Non Departmental						
10-6600-0200	Salaries & Wages					
10-6600-5700	Miscellaneous	25000	23500		1500	
		25000		1500		
			0			
		<u>50000</u>	<u>23500</u>	<u>1500</u>	<u>1500</u>	<u>0</u>
						92795

Section 2

GENERAL FUND						NET
REVENUES						INCREASE
		APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
10-3010-0000	Current Year Tax	4300000	4365795	65795		
10-3550-0000	Building & Electrical Permits	85000	107500	22500		
10-3650-2000	Recreation Rentals	16000	20500	4500		
		<u>4401000</u>	<u>4493795</u>	<u>92795</u>	<u>0</u>	<u>92795</u>

Section 3

WATER & SEWER FUND
EXPENDITURES

		APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)
Administration & Water Billing						
31-4500-5800	Bank Charges	31500	40500	9000		
31-4500-8000	Software Maintenance	25000	16000		9000	
		<u>56500</u>	<u>56500</u>	9000	9000	0
Water & Sewer Distribution						
31-4600-1100	Telephone & Postage	4000	7000	3000		
31-4600-1400	Travel	5000	2000		3000	
31-4600-1600	Maintenance & Repair Equipment	30000	29000		1000	
31-4600-1700	Repair & Maint. Vehicles	15000	16000	1000		
31-4600-3300	Supplies & materials	75000	145000	70000		
31-4600-5300	Dues & Subscriptions	3000	6000	3000		
31-4600-7300	Capital Outlay Other Improvemen	195000	62000		133000	
31-4600-7800	Meters, Hydrants & Valves	97000	157000	60000		
		<u>424000</u>	<u>424000</u>	137000	137000	0
Maintenance & Lift Stations						
31-4700-0200	Salaries & Wages	115000	127400	12400		
31-4700-0400	Professional Services	5000	0		5000	
31-4700-0655	Unemployment Expense	700	0		700	
31-4700-0900	Longevity	4000	3100		900	
31-4700-1600	Maintenance & Repair Equipment	50000	25200		24800	
31-4700-3100	Vehicle & Equipment Fuel	12000	11000		1000	
31-4700-5700	Miscellaneous Expense	2500	3500	1000		
31-4700-7400	Capital Outlay Equipment	10000	29000	19000		
		<u>199200</u>	<u>199200</u>	32400	32400	0
Water Treatment Plant						
31-4700-0400	Professional Services	50000	19000		31000	
31-4800-1300	Utilities	200000	215000	15000		
31-4800-1600	Maintenance & Repair Equipment	150000	165000	15000		
31-4800-3300	Supplies & Materials	450000	510000	60000		
31-4800-5700	Miscellaneous Expense	3000	3000			
31-4800-7300	Capital Outlay Other Improvemen	95000	0		95000	
31-4800-7400	Capital Outlay Equipment	40000	76000	36000		
		<u>988000</u>	<u>912000</u>	126000	126000	0

Wastewater Treatment

31-5900-0200	Salaries & Wages	384000	385200	1200		
31-5900-0400	Professional Services	5000	4200		800	
31-5900-0655	Unemployment Expense	2000	800		1200	
31-5900-0900	Longevity	11000	10500		500	
31-5900-1400	Travel	4000	4800	800		
31-5900-1600	Maintenance & Repair Equip	75000	42700		32300	
31-5900-1700	Repair & Maint. Vehicles	4000	4500	500		
31-5900-3300	Supplies & Materials	100000	120000	20000		
31-5900-4500	Contracted Services	30000	36000	6000		
31-5900-7000	Small Equipement Purchases	8000	11000	3000		
31-5900-7300	Capital Outlay Other Improvemen	0	6300	6300		
31-5900-7400	Capital Outlay Equipment	56000	53000		3000	
		<u>679000</u>	<u>679000</u>	<u>37800</u>	<u>37800</u>	<u>0</u>

Non Departmental

31-6600-0200	Salaries & Wages	10000	5000		5000	
31-6600-0400	Professional Services	68400	73400	5000		
		<u>78400</u>	<u>78400</u>	<u>5000</u>	<u>5000</u>	<u>0</u>

Section 4

WATER & SEWER FUND
REVENUE

	APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)
31-3750-0000	Miscellaneous Income	5000	11300	6300	6300

Section 5

GARAGE FUND
EXPENDITURES

	APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)	
40-6650-0200	Salaries & Wages	108000	111100	3100		
40-6650-0655	Unemployment Expense	600	0		600	
40-6650-0700	Retirement	6900	7400	500		
40-6650-1100	Telephone & Postage	1600	3600	2000		
40-6650-1400	Travel	500	0		500	
40-6650-5300	Dues & Subscriptions	6200	3200		3000	
40-6650-7000	Small Equipment	6500	4800		1700	
40-6650-8100	Supplimental Retirement	4700	4900	200		
		<u>135000</u>	<u>135000</u>	<u>5800</u>	<u>5800</u>	<u>0</u>

Section 7

CAPITAL PROJECTS AND OTHER SPECIAL FUNDS EXPENDITURES		APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)
20-5100-1000	Training	0	2000	2000		
20-5100-3300	Supplies and Materials	100	100			
20-5100-5700	Miscellaneous	0	1000	1000		
20-5100-7000	Small Equipment Purchases	0	28000	28000		
21-5100-3300	Supplies and Materials	100	100			
21-5100-5700	Miscellaneous	0	3000	3000		
21-5100-7000	Small Equipment Purchases		0			
21-5100-7400	Capital Outlay Equipment		0			
			34200	34000		0 34000

Section 8

CAPITAL PROJECTS AND OTHER SPECIAL FUNDS REVENUES		APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)
20-3260-0000	Federal Drug Monies	100	26600	26500		
20-3510-0000	Deferred Revenue	0	4500	4500		0
21-3260-0000	State Drug Funds	100	3100	3000		
21-3290-0000	Interest on Investments	0	0			
		200	34200	34000		0 34000