

City of Graham City Council Meeting Agenda October 14, 2025



6:00 p.m. | City Hall | 201 South Main Street | Graham, NC

CALL TO ORDER: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE

RECOGNITION: Former Council Member Joey Parsons

CONSENT AGENDA:

- A. To approve the September 9, 2025, City Council meeting minutes and Closed Session meeting minutes.
- B. To approve closing streets for Graham High School's Homecoming Parade on October 17, 2025, from 4:45 pm to 5:15 pm. The procession will begin at Albright Avenue, proceeding down Main Street, around Court Square, down Pine Street, and concluding at Graham Middle School.
- C. To approve a Special Events application to use the sidewalks around downtown for vendor tents and available parking spaces for food trucks on October 18, 2025, from 8:00 am to 6:00 pm for the Fall Fest event.
- D. To approve a budget amendment for \$750,000 for insurance reimbursement due to damage at the Water Treatment Plant.
- E. To approve a budget amendment for \$1,600 for insurance reimbursement to replace a damaged Jon boat at the Graham-Mebane Lake.
- F. To approve tax releases for \$1,087.86.

PUBLIC HEARINGS:

1. AMEND DEVELOPMENT ORDINANCE – MINOR SUBDIVISIONS

A public hearing has been scheduled to consider an amendment to the Development Ordinance Article 8, Section 10.337 (1) to update the existing language regarding Minor Subdivisions.

2. REZONING - 0.61-ACRE LOT AND 0.95-ACRE LOT – WILTON DRIVE

A public hearing has been scheduled to consider rezoning a 0.61-acre lot and a 0.95-acre lot at the end of Wilton Drive from R-12 (Medium Density Residential) to R-7 (High-Density Residential) for the purpose of subdividing the lots and potentially building a duplex on each lot. (Planning Board recommended denial, 4-0.)

NEW BUSINESS

3. AMENDMENT – 2025-2026 FEE SCHEDULE – TAP FEES – MINOR SUBDIVISIONS

City Council will consider amending the 2025-2026 Fee Schedule, Page 23, Notes, to reflect that the burden of any additional taps for a minor subdivision with more than four lots will be the responsibility of the owner/developer.

4. GRAHAM REGIONAL MASTER PLAN

City Council will receive a draft of the Graham Regional Master Plan for review.

5. BOARD OF ADJUSTMENT – LEGAL ASSISTANCE

City Council will consider a request to provide legal assistance to the Board of Adjustment.

PUBLIC COMMENT PERIOD

CITY STAFF COMMENTS

CITY COUNCIL COMMENTS

CLOSED SESSION

City Council will consider going into closed session pursuant to N.C.G.S. 143-318.11(a)(5) to consider the purchase of 1771 N. Jim Minor Road in Haw River, parcel ID number 152551, owned by Thomas and Linda Stewart, adjacent to Graham Regional Park, for the intended use of park and recreational facilities, and to discuss two potential litigation matters in accordance with N.C.G.S. Section 143-318.11(a)(3).

ADJOURN

City of Graham City Council Meeting Minutes September 9, 2025



The City Council of the City of Graham held a regularly scheduled meeting on September 9, 2025, at 6:00 p.m. in the Council Chamber, City Hall Municipal Building, 201 South Main Street, Graham, NC.

Council Members Present:

Mayor Jennifer Talley
Mayor Pro Tem Ricky Hall
Council Member Bobby Chin
Council Member Bonnie Whitaker

Staff Present:

Megan Garner, City Manager
Aaron Holland, Assistant City Manager
Bryan Coleman, City Attorney
Bob Ward, City Attorney
Renee Ward, City Clerk

CALL TO ORDER: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Rodney Foxx, Children's Chapel UCC gave the invocation.

PROCLAMATIONS:



Children's Chapel United Church of Christ – 150th Anniversary

City Council recognized Children's Chapel United Church of Christ for its 150th Anniversary.



National Hispanic Heritage Month – City Council proclaimed September 15 to October 15, 2025, as National Hispanic Heritage Month in the City of Graham.

RECOGNITION:

Graham Firefighters, Police Officers, City Staff, and a Graham Resident

City Council recognized the Graham Police Officers, Firefighters, City staff, and Ms. Brenda Cruz for rescue efforts during Tropical Storm Chantal.



CONSENT AGENDA:

- A.** To approve the August 12, 2025, City Council meeting minutes and August 26, 2025, Special Closed Session meeting minutes.
- B.** To approve a resolution awarding a police badge and service sidearm to Retired Assistant Police Chief Rodney King.
- C.** To approve a resolution authorizing the submission of an application to the Hazard Mitigation Grant Program for the Travora Street Stormwater Mitigation Project.
- D.** To appoint Tim Allen to the Graham Historical Museum Advisory Board to fill an unexpired term ending June 30, 2027.
- E.** To approve a Budget Amendment transferring \$20,000 of Federal Drug Forfeiture Revenue to the Police Department for use.
- F.** To approve a Budget Amendment transferring \$3,000 of State Drug Forfeiture Revenue to the Police Department for use.
- G.** To approve a Budget Amendment for \$250,000 for repairs at the Wastewater Treatment Plant, \$84,000 for repairs at Back Creek #2, and \$140,000 for water usage payment to Burlington, due to the impact of Tropical Storm Chantal.

- H. To approve a request to close parking spaces on E. Elm Street on September 13, 2025, from 7:00 am to 8:00 pm for the fall Big C Community Christian Concert.
- I. To approve a request from Alamance County Veterans Services for the Veteran Day Parade on November 8, 2025, to include the closure of McAden Street, pending approval from NCDOT for closures of state roads.
- J. To approve a request from First United Methodist Church of Graham for a Fall Carnival event on October 4, 2025, located on E. Market Street between N. Main Street and N. Marshall Street from 2:00 p.m. to 9:00 p.m. (Includes setup and cleanup).
- K. To adopt an amended Traffic Schedule to restrict weight limits for Oneida and Market Streets.
- L. To approve the Drinking Water Emerging Contaminants Construction Project and the 2025-2035 Water Capital Improvement Plan Resolutions.
- M. To approve tax releases in the amount of \$3,069.14.

Motion by Mayor Pro Tem Hall to approve the Consent Agenda, seconded by Council Member Chin. The motion passed unanimously.

PUBLIC HEARINGS:

ITEM 1: AMEND DEVELOPMENT ORDINANCE – MINOR SUBDIVISIONS

A public hearing had been scheduled to consider an amendment to the Development Ordinance Article 8, Section 10.337 (1) to update the existing language regarding Minor Subdivisions.

Assistant City Manager Aaron Holland stated this was a request to amend the Development Ordinance to update existing language regarding minor subdivisions, allowing for one additional lot, and add a clearer synopsis of how the parent parcel is treated in minor subdivisions. He shared the minor subdivision language currently allowed for four or less lots, and the requests from Council were for Staff to look at changing it to five lots. He stated that the Staff added a time frame requirement, as well as addressing the parent parcel. He said that to eliminate confusion whenever individuals wanted to split property, they would know whether to include or exclude the parent parcel in the total number of lots. He said the Planning Board recommended approval, but asked that the time frame requirement be removed from that language and to change 'public street' to 'public right-of-way,' which staff agreed to.

Mayor Talley stated that people wanted to live here because of the low property tax rate of .3099. She shared that, according to her discussions with the Staff and the Public Works Director, the Council unanimously supports controlled growth. She noted that apartments and multi-family housing were being built before their tenure on the Council, and that this Council had only approved one townhouse community since taking office. She stated the most affordable thing for the City was to encourage controlled development. She asked the Council how they felt about increasing the number of lots from five to six on a parcel. She shared she had spoken to several developers, and they relayed that it would be too expensive to develop only by dividing a parcel into only four lots. She asked what the Council felt about six lots.

Council Member Whitaker inquired about the cost to the City for water meters.

Assistant City Manager Holland said the developer would pay the tap fees, which ranged between \$1,500 and \$2,000; however, the actual cost, including materials and labor, could be as high as \$10,000. He stated that the concern with allowing more than five lots is that it would affect staff by putting so many taps into a development, and we should really ask whether that should be a developer's responsibility. He stated that the Staff liked five lots, but he had concerns about installing so many taps and the City having to absorb that cost.

Mayor Talley stated that the issue was discussed and inquired about the possibility of revising the policy to provide a credit of up to \$2,500 per tap. She said the problems were when you have to move a lot of dirt or connect across the street. She said she did not think the City should have to bear that cost. She said she thought this was going in the right direction and asked if there was a way to rewrite the ordinance to allow up to a five-lot subdivision or six lots, including the parent lot, but restrict the utility improvement cost to \$2,500 per lot.

City Attorney Ward stated he would need to review the classification and fee schedule.

Mayor Talley stated the fees should be based on the costs incurred by the City, and the developer should bear those costs.

Motion by Mayor Pro Tem Hall to table this item and request Staff to bring forth a rewrite to include issues discussed, seconded by Council Member Chin. The motion passed unanimously.

Mr. Tom Boney, of Alamance News, inquired about the public hearing for a specific proposal and then discussed changing it from five lots to six lots, and whether it could be continued under the public hearing description if the Council were to change the number of allowable lots.

City Attorney Ward suggested re-advertising the public hearing.

ITEM 2: SESQUICENTENNIAL PARK – LOCATION

A public hearing had been scheduled to discuss the location of the Sesquicentennial Park.

Mayor Talley thanked everyone for coming out tonight. She shared there had been eleven publicly advertised meetings regarding the park, and each time it was on the agenda, the Council allowed people to speak. Some of the challenges have been that the City of Graham did not actually build the Sesquicentennial Park. It was built by a group of individuals who wanted to clean up an eyesore at the Court Square. She shared that Pat Baily, Sam Powell, and others initially raised funds to build the park to celebrate the County's 150th anniversary. She stated the park was built over an improperly filled basement. She did not know if they were aware of it or not, but over time, the ground had sunk, creating numerous dangerous voids beneath the bricks. She stated that the engineers and the Public Works Director said it would continue to sink, and unfortunately, it was not a simple fix. She noted the estimated repair costs are approximately \$600,000.00. She said it was her understanding that this cost did not include any contingencies.

Mayor Talley noted several things during these previously publicized meetings that have been brought to light. She shared some of the options that have been proposed by both citizens and staff, which include either rebuilding the park where it currently sits or relocating it. She shared that either option would require dismantling the entire park and temporarily storing it or relocating it to another City property.

Mayor Talley stated that during the discussions, some residents raised concerns about the noise from traffic. She shared that Main Street carried around 25,000 vehicles a day, including tractor-trailers, logging trucks, and the sound of loud jay brakes, with people often asking what the City can do. She shared the City could not do anything about a state NCDOT road.

Mayor Talley stated that other concerns raised included the park's lack of fencing, which posed security issues, and the vandalism of the bell, which had to be relocated. She shared that a business owner asked if the park could be reimagined to add something to the pergola to shelter people from the sun or rain. She shared that another business owner came to speak, wanting to ensure the City had a green space downtown, and that several residents were concerned about the memorial bricks. She stated that she felt comfortable speaking for the entire Council, that they were all adamant that the monument bricks would be preserved and reused.

Mayor Talley stated that a second option, suggested by people as a result of those meetings, was to relocate it nearby, possibly beside the Graham Historical Museum. She noted the memorial bricks would need to be carefully collected and repurposed. She stated that several people suggested the park could be safer and more secure with the addition of fencing, lighting, bathrooms, and kitchen access in the Historical Museum. This location would provide a quieter environment, away from the constant traffic and sirens. She shared the estimated cost for this would be significantly less, at approximately \$50,000 or less.

Mayor Talley stated a third option the Council heard was to sell the existing parcel. The council discussed whether, if that were to happen, the building could be named the Sesquicentennial Building as a way to honor the sesquicentennial name. This citizen also asked if a new structure were built, could it have a rooftop green space to celebrate the history of the original building.

Mayor Talley stated that comments were made that a new building would need to be substantially similar to the original building that stood there in the early 1900s.

Mayor Talley shared the financial reality of the City was having to use money from the fund balance to pay for unexpected expenses, such as the damage to our water department during Tropical Storm Chantal. She shared that \$5 million was needed to repair the spillway that was damaged during the storm, \$3 million to relocate all electrical equipment out of the new flood zone, and \$8 million was needed for interconnections and water line extensions. She stated that all of this information has been shared with every single legislator, and she had met with them personally to request additional funds to help with the damages. She also requested that when the legislators return to session, they inquire about the availability of funds to help cover the expenses resulting from the tropical storm damage. She then said the legislators relayed that all monies coming into the state budget were being directed to Western Carolina as a result of the hurricane.

Mayor Talley shared that this was a perfect example of the importance of infrastructure and the critical need for the City to have reliable water, especially during times of natural disasters. She further stated that she was proud of the City of Graham for never losing its water supply, noting that no businesses were

closed and no residents were put on water restrictions. The City of Graham had prepared for an event like this, and she praised the Utility Director, Tanya Mann, who ensured the transition to the emergency water supply was done with minimal interruptions.

Mayor Talley stated the City's general fund was \$22,000,000 and could not be used for water or sewer improvements or repairs related to the storm. She explained that the funds needed to come from the water and sewer budget, which could only be funded through water and sewer increases, as well as grants the City had applied for and been awarded, totaling \$19,000,000. Mayor Talley shared that staff would continue to seek funding aggressively.

Mayor Talley stated that everyone cared about the sesquicentennial part and that she had personally purchased bricks to honor loved ones. She noted that the question was not how to honor the park and its significance in our history, but how to do so responsibly and safely in a manner that aligns with the City's financial reality.

The public hearing was opened, and the following spoke:

Council Member Chin asked Mr. Russell Compton to come forward and present his idea on moving the park behind the Graham Museum.

Mr. Russell Compton, 313 Holt Avenue, Graham, lived here his entire life. He stated that he did not represent anyone but himself. He stated that he had served on the Graham Historical Museum Board and would like to see the park relocated behind the Graham Museum. He said there was a courtyard located there that would need renovating. He shared that in 1851, the City was laid out, and lots were dedicated. He shared that Thomas Sellars purchased Lot 2 and constructed a small, two-story brick building. He said that 50 years later, the Patterson Brothers bought the building, demolished it, and constructed a new three-story building called the Patterson Building. He shared the building was destroyed by fire about 30 years ago. He said now we have the issue of an improper foundation. Mr. Compton stated the park does not function well in its original location due to traffic noise and people being unable to use it as a place to meditate, hold an event, or engage in conversation. The bell, a historic artifact, had to be removed due to protests happening nearby. He suggested that the Graham Museum's location could serve as a venue for events open to both the City and external attendees. He proposed selling the park space, rebuilding the building, and relocating the park to a new site.

Mr. Ted Nelson, 5408 Hanover Park Drive, Winston-Salem, stated that he had lived in Graham for a long time and still visited frequently. He suggested moving the park as Mr. Russell presented.

Ms. Kay McMullan, 818 Rivers Edge Drive, Graham, lived on Eastway Lane for over 32 years. She recommended that the Historic Museum needed more signs to direct people to the Museum. She said she was in favor of letting the builder pay to have the base fixed, rather than the taxpayers. She also inquired about the \$600,000 received from the State and why it could not be used for park repairs.

Mayor Talley shared that the purpose of the \$600,000 was to repair the crosswalks after NCDOT repaved the roads.

Mr. Randy Phillips, of 130 Burton Street, requested that the park remain in its current location because it represents a part of history.

Mr. Chip Turner, of 128 Westover Street, Graham, requested that the park remain in its current location.

He added if the park was moved, he wanted a refund for the bricks he bought.

Mr. Daniel Alvis, 1092 Noah Road, Graham, requested that the park remain in its current location. He suggested using a hydro fill to fill the basement holes.

Ms. Judy Hunt Lindley lived at 602 North Melville Street, but now resides at 1906 Springmeadow Drive. She asked that the park stay in its original location.

Ms. Patsy Baily Allard, daughter of the late Sesquicentennial Committee co-chair, Pat Baily. She shared how hard her mother worked on this park. She asked that the park stay in its original location.

Mr. Alex Bullis, of Wildwood Lane, questioned the Council on the lack of transparency and the bidding process for the park's repairs.

Mr. Richard Wright, 236 South Marshal Street, requested that the park remain in its original location and be kept open and active.

Mr. Keith Westbrooks, 604 Trock Wilder Court, Graham, suggested keeping the park in its original location.

Ms. Chelsea Dickey, of 511 Oakwood Lane, announced that she was running for Mayor, stating that she was speaking on behalf of several citizens who were unable to be present. She read a letter from another citizen regarding the bricks and requested that the park remain in its original location. She offered contacting Alamance Impact and Duke Energy to help with the cost of the park repairs.

Mayor Talley asked the Public Works Director to speak about the park.

Mr. Burke Robertson, Public Works Director, shared that heavy metals and contaminants had been identified.

Mayor Talley expressed concerns that the wall could collapse onto the bricks and crush them.

Mayor Pro Tem Hall asked if we could save the clock.

Mr. Robertson stated the clock was not in any imminent risk of falling over.

Mr. Tom Boney, of Alamance News, stated that he took exception to the fact that this topic had been discussed or was on the agenda eleven times. He also expressed concerns about relocating the park to the area behind the Historical Museum.

Mayor Talley stated that she had asked the City Clerk how many times the issue had been discussed and recorded in the minutes, and that was the information she received.

Council Member Whitaker stated that the public hearing was intended to gather ideas, and this was merely a public forum.

Mr. Boney asked that the Council record all their meetings, especially the work sessions and budget workshops.

Mayor Talley explained how budget meetings and work sessions are advertised and that anyone was welcome to attend. She shared that those types of meetings had never been recorded, as they were work sessions intended for discussing various issues and needs of the City.

Mr. Boney concluded that the money the Mayor solicited from the State could have included the park, as Senator Galley made it very clear. Still, he stated that the Mayor's view was that she did not want to do that, instead wanting to focus on crosswalks.

Mayor Talley stated that she was a person of her word, and when she requested funding for a project that the Council had approved and agreed upon, it should be used for that purpose.

Council Member Whitaker asked if we had requested assistance from the County to cover the repair costs.

City Manager Garner stated she had not had any conversations with the County.

Ms. Jill Bullis, 500 Wildwood Lane, Graham, stated she had lived in Graham her whole life. She shared her grandmother bought bricks for her entire family, intending them to stay there as a legacy forever. If the park were moved, she would want her bricks back. She stated she did not want her family's bricks relocated.

Mayor Talley said there would be no decisions made tonight and appreciated the ideas and the opportunity to listen and make the best decision for the community. She suggested putting something out to the community to gather their ideas based on the information presented tonight.

Motion by Mayor Talley to close the public hearing, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

PUBLIC COMMENT PERIOD

Ms. Katherine Walker, ACTA, will launch a new app called Micro Transit on October 1, 2025, allowing users to schedule a ride at any time for \$2.00.

CITY STAFF COMMENTS

No comments.

CITY COUNCIL COMMENTS

Council Member Chin reminded citizens of the following events:

- Thursdays at Seven – September 11th - Castaways
- Big C Concert – Saturday, September 13th
- Kinfolk Concert – Saturday, September 20th
- Every Saturday in September will be “Movie in the Park” – 7:30 – 9:30 pm.
- Esperanza Festival – September 28th – 12:00 pm – 8:00 pm
- Graham Fall Fest – September 27th – 10 – 4 pm

CLOSED SESSION

City Council will consider going into closed session pursuant to N.C.G.S. 143-318.11(a)(5) to consider the purchase of 1771 N. Jim Minor Road in Haw River, parcel ID number 152551, owned by Thomas and Linda Stewart, adjacent to Graham Regional Park, for the intended use of park and recreational facilities and to discuss potential litigation in accordance with N.C.G.S. Section 143-318.11(a)(3).

Motion by Council Member Whitaker to go into closed session pursuant to N.C.G.S. 143-318.11(a)(5) to consider the purchase of 1771 N. Jim Minor Road in Haw River, parcel ID number 152551, owned by Thomas and Linda Stewart, adjacent to Graham Regional Park, for the intended use of park and recreational facilities, and to discuss potential litigation in accordance with N.C.G.S. Section 143-318.11(a)(3), seconded by Mayor Pro Tem Hall. The motion passed unanimously.

The closed session was held.

Motion by Mayor Pro Tem Hall to go out of closed session, seconded by Council Member Whitaker. The motion passed unanimously.

Motion by Mayor Pro Tem Hall to return to open session, seconded by Council Member Chin. The motion passed unanimously.

No action was taken in open session.

ADJOURN

Motion by Mayor Pro Tem Hall to adjourn, seconded by Council Member Chin. The motion passed unanimously. The meeting adjourned at 9:48 p.m.

Renee M. Ward, CMC
City Clerk



STAFF REPORT

SUBJECT:	STREET CLOSURE FOR GRAHAM HIGH SCHOOL HOMECOMING PARADE
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Approve the Graham High School Homecoming Parade request and street closures submitted by Graham High School for October 17, 2025, from 4:45 pm to 5:15 pm.

BACKGROUND/SUMMARY:

Graham High School requests the approval of the Graham High School Homecoming Parade as described in the attached application. The route would include the procession beginning at Albright Avenue, proceeding down Main Street, around Court Square, then down Pine Street, and concluding at Graham Middle School. The requested closure of these streets would be from 4:45 p.m. to 5:15 p.m.

FISCAL IMPACT:

There is no fiscal impact to the City of Graham associated with closing the street.

STAFF RECOMMENDATION:

Approval. The various City departments that may be involved have reviewed the request and provided the organizer with pertinent information that must be satisfied.

SUGGESTED MOTION(S):

I move that we approve the street closure request from Graham High School for the Graham High School Homecoming Parade on October 17, 2025, from 4:45 p.m. to 5:15 p.m.

CITY OF GRAHAM SPECIAL EVENT APPLICATION

Thank you for considering Graham to host your Special Event, we're glad you see our City as a great place to hang out!

All requests for parade and street events under the City of Graham's ordinance Chapter 20, Article V, Section 171 - 174 and 183 - 185 will be reviewed by the Graham Special Events Committee (SEC). Any Street closures or use of public spaces will need City Council approval.

SEC* - Public Works Director, Fire Chief, Police Captain, Recreation Director, and Assistant City Manager

Next Steps** - Depending on the location of the event and the request(s), applicants may be required to provide event insurance which names the City as an additional insured, schedule public safety through Extra Duty Solutions, provide an event map, give detail for sanitation purposes, and other similar logistical information. **Please be sure to notify the affected businesses of the proposed event and provide the City with a copy of the notification.**

Applicants are encouraged to reach out to the Assistant City Manager prior to completing this form if they have any questions pertaining to the City's requirements, event locations, event logistics, etc.

City of Graham
Aaron Holland, Assistant City Manager
201 South Main Street
Graham, NC 27253
336.570.6700
aholland@cityofgraham.com

1. Your email: kyle_ward@abss.k12.nc.us
2. Event name (if applicable): Homecoming Parade
3. Reason for the event (be specific): Graham High School Homecoming
4. Event date(s): October 17th, 2025
5. Provide your event's setup, start, end, and cleanup times. (Ex: Name of Event 6:30 a.m. - 8 a.m. setup | 8 a.m. event start | 2 p.m. event ends | 2 p.m. - 4 p.m. cleanup):
Homecoming Parade 4:45pm - 5:15pm Parade Starts 4:45pm Ends 5:15pm Clean up right afterwards

6. Event category

Please check all that apply appropriate category for your event.

☐ Concert/Performance

☐ Exhibit

☐ Farmer's Market

☐ Festival/Fair

☒ Parade/Procession

☐ Run/Walk

☐ Food Truck Rodeo

☐ Other: _____

7. Where are you requesting for your event to occur?

Be specific identifying street names or City facilities being requested for use?

Start Albright Avenue Down Main Street to Pine Street to Graham Middle School Parking Lot

8. Does your event include the request to close streets?

Yes ☒ No ☐

9. Identify the street(s) you are requesting to have closed for your event.

Main Street at Albright, Harden Street Intersection at Main, Elm Street @ Main Street, Pine Street @ Main, Marshall and Melville

10. Identify your street closure time(s) and will you anticipate when they will return to normal traffic flow.

4:45pm until 5:15pm

11. What is your anticipated event attendance total? 300 - 1000

12. Does your event include musical entertainment?

☒ Yes ☐ No

13. Where will your musical entertainment be located?

Graham Band Marching at the beginning of the parade.

14. Will sound amplification be used? ☐ Yes ☒ No

If yes, provide the start time and end time.

15. Will inflatables or similar devices be used at your event? ☒ Yes ☐ No

If yes, please describe. *Please note, Insurance requirements must be met in order to offer this activity.

16. Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?

☐ Yes ☒ No

If yes, please describe. ***Note: These requests will be subject to the approval of the City of Graham Police & Fire Departments in conjunction with State Laws governing this type of activity.

17. Will alcohol be served, sold or consumed at your event?

☐ Yes ☒ No

If you answered yes to the question above, please check all that apply to your event.

☐ Alcohol will be available free of charge

☐ Alcohol will be by purchase only

☐ Alcohol being served and or sold at my event includes

☐ Beer only

☐ Wine only

☐ Beer & Wine

18. Describe your security plan to ensure the safe sale and or distribution of alcohol at your event.

19. Does your event include food concession and/or food preparation areas?

Yes ☐ No ☒

If yes, please select the method of cooking that pertains to your event.

☐ Gas

☐ Electric

☐ Charcoal

☐ Other: _____

20. Do you plan to provide portable toilets at your event?

Yes ☐ No ☒

If yes, list the total number of portable toilets: _____

21. Portable toilet company name: _____

If no, please explain _____

22. Explain your plan for cleanup and removal of trash, waste, and garbage during & after your event.

There should be no trash clean up _____

Does your event require additional trash receptacles?

Yes ☐ No ☒

If yes, what is the requested number of additional trash receptacles? _____

23. Will there be any tents, canopies or temporary structures at your event?

Yes ☐ No ☒

24. Applicant name and affiliated agency if applicable

Kyle Ward Graham High School Athletic Director

25. Applicant's Address

903 Trollinger Road Graham, NC 27253

26. Applicant's phone number

(336) - 380 - 7876

27. Applicant's email address

kyle_ward@abss.k12.nc.us

28. Provide the event's point of contact if different from the applicant. (First & Last name, Phone number, & Email Address)

Star Surgeon (336) - 405 - 6610

star_surgeon@abss.k12.nc.us

29. How many years has this event taken place? 50+



STAFF REPORT

SUBJECT:	FALL FEST SPECIAL EVENT-NEW DATE
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Consider a request to allow the use of sidewalks and parking spaces downtown for the Fall Fest event.

BACKGROUND/SUMMARY:

Cheryl Rich is requesting approval for a previously approved event that was postponed due to weather. The original application submitted was for the Fall Fest scheduled for Saturday, September 27. The new requested date is for Saturday, October 18. No streets are being requested for closure, but the sidewalks around downtown will be used for vendor tents, and available parking spaces will be utilized for food trucks. The event is expected to run from 8 am to 6 pm (includes setup/ cleanup).

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Approval. The various City departments that may be involved have reviewed the request and have provided the organizer with pertinent information that will need to be satisfied.

SUGGESTED MOTION(S):

I move we approve the request by Cheryl Rich to use the sidewalks around downtown for vendor tents and available parking spaces for food trucks on October 18, 2025, from 8 am to 6 pm for Fall Fest.



CITY OF GRAHAM SPECIAL EVENT APPLICATION

Thank you for considering Graham to host your Special Event, we're glad you see our City as a great place to hang out!

All requests for parade and street events under the City of Graham's ordinance Chapter 20, Article V, Section 171 - 174 and 183 - 185 will be reviewed by the Graham Special Events Committee (SEC). Any Street closures or use of public spaces will need City Council approval.

SEC* - Public Works Director, Fire Chief, Police Captain, Recreation Director, and Assistant City Manager

Next Steps** - Depending on the location of the event and the request(s), applicants may be required to provide event insurance which names the City as an additional insured, schedule public safety through Extra Duty Solutions, provide an event map, give detail for sanitation purposes, and other similar logistical information. **Please be sure to notify the affected businesses of the proposed event and provide the City with a copy of the notification.**

Applicants are encouraged to reach out to the Assistant City Manager prior to completing this form if they have any questions pertaining to the City's requirements, event locations, event logistics, etc.

City of Graham
Aaron Holland, Assistant City Manager
201 South Main Street
Graham, NC 27253
336.570.6700
aholland@cityofgraham.com



1. Your email: Sandyandcove@gmail.com
2. Event name (if applicable): Fall Fest
3. Reason for the event (be specific): support local businesses, community event
4. Event date(s): ~~Sat. 10/27~~ Sat. October 18

5. Provide your event's setup, start, end, and cleanup times. (Ex: Name of Event 6:30 a.m. - 8 a.m. setup | 8 a.m. event start | 2 p.m. event ends | 2 p.m. - 4 p.m. cleanup):

Setup 8am, event 10am-4pm, cleanup 4-6pm

6. Event category

Please check all that apply appropriate category for your event.

☐ Concert/Performance

☐ Exhibit

☐ Farmer's Market

☒ Festival/Fair

☐ Parade/Procession

☐ Run/Walk

☐ Food Truck Rodeo

☐ Other: _____

7. Where are you requesting for your event to occur?

Be specific identifying street names or City facilities being requested for use?

the 100 blocks of N. Main, S. Main, W. Elm & E. Elm

8. Does your event include the request to close streets?

Yes ☐ No ☒

9. Identify the street(s) you are requesting to have closed for your event.

NA

10. Identify your street closure time(s) and will you anticipate when they will return to normal traffic flow.

NA



11. What is your anticipated event attendance total? 500

12. Does your event include musical entertainment?

☒ Yes ☐ No

13. Where will your musical entertainment be located?

Esso parking lot, Amphitheatre, corner of SE Court Square, rooftop at Whit's

14. Will sound amplification be used? ☒ Yes ☐ No

If yes, provide the start time and end time.

different acts between 10am + 4pm

15. Will inflatables or similar devices be used at your event? ☐ Yes ☒ No

If yes, please describe. *Please note, Insurance requirements must be met in order to offer this activity.

N/A

16. Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?

☐ Yes ☒ No

If yes, please describe. ***Note: These requests will be subject to the approval of the City of Graham Police & Fire Departments in conjunction with State Laws governing this type of activity.

N/A

17. Will alcohol be served, sold or consumed at your event?

☐ Yes ☒ No

If you answered yes to the question above, please check all that apply to your event.

☐ Alcohol will be available free of charge

☐ Alcohol will be by purchase only

☐ Alcohol being served and or sold at my event includes

☐ Beer only

☐ Wine only

☐ Beer & Wine



18. Describe your security plan to ensure the safe sale and or distribution of alcohol at your event.

NK

19. Does your event include food concession and/or food preparation areas?

Yes ☐

No ☒

** food trucks expected in parking space / * some vendors on sidewalk*

If yes, please select the method of cooking that pertains to your event.

☐ Gas

☐ Electric

☐ Charcoal

☐ Other: _____

20. Do you plan to provide portable toilets at your event?

Yes ☒

No ☐

If yes, list the total number of portable toilets: 2

21. Portable toilet company name: Piedmont Portables

If no, please explain _____

22. Explain your plan for cleanup and removal of trash, waste, and garbage during & after your event.

we will clean up just like we did last year

Does your event require additional trash receptacles?

Yes ☒

No ☐

If yes, what is the requested number of additional trash receptacles? 2

23. Will there be any tents, canopies or temporary structures at your event?

Yes ☒

No ☐



24. Applicant name and affiliated agency if applicable

Brittany DiStefano, Sandy + Co.

25. Applicant's Address

142 N. Main St.

26. Applicant's phone number

(336) 263-3563

27. Applicant's email address

Sandyandconc@gmail.com

28. Provide the event's point of contact if different from the applicant. (First & Last name, Phone number, & Email Address)

Cheryl Rich

(336) 266-4333

29. How many years has this event taken place? 1

ARTICLE VIII. - TEMPORARY OUTDOOR SALES

Sec. 8-345. - Temporary outdoor sales. ([Ord. of 8-7-2018, § 1](#))

The following restrictions apply to all temporary outdoor sales on private property. These restrictions shall not apply to garage sales, as that term is used and defined in [Article 8-306](#) et seq., Code of Ordinances, City of Graham, which shall hereafter continue to regulate such sales and conduct.

The following restrictions shall not apply to farmers selling goods grown on their own property, nor to approved vendors in association with city approved and permitted events. All other organizations shall limit their outdoor sales as follows:

1) Permit required. Any vendor seeking to make use of this article must apply to the city's planning department for a permit and pay the fee for the permit. The issuance of the permit is contingent upon the continuous operation of the liability insurance and any other regulatory requirement, such as health department food service permit for mobile food service.

2) Cleanliness and sanitation. Vendors must post in a conspicuous place, visible to the public from the service window, all licenses and permits required by any regulator, including but not limited to the health department and department of insurance. Vendors are required to keep a 15-foot buffer free of trash. Vendors may not increase the burden on city sanitation by using the city trash receptacles. Vendors must provide a private means for trash disposal.

3) Hours of operation. Vendors may not begin their operations before 7:00 a.m. Vendors must complete all operations before 11:00 p.m.

4) Duration. The property owner shall only allow the use of their property for not more than three days within a seven-day period. A vendor shall be limited to no more than one day within that seven-day period.

5) Permitted zones. The zoning of the property must allow for the intended use of the vendor in accordance with the City of Graham Development Ordinances. Vendors may conduct sales within the public right-of-way in locations directed by city staff only when the city council has approved a temporary street closing for city-approved and permitted events such as a street festival/fair.

6) Location. Vendors shall not be located within 50 feet from structure of a similar establishment. This restriction shall not apply to the property owner.

7) Sound. Generator(s) must not run within 200' of a dwelling unit after 9:00 p.m., nor before 8:00 a.m., except as part of a city sanctioned event. No vendor supplied music or amplified advertising shall be permitted at any time.

8) Unattended sales. All vendors must have personnel at the site of temporary sale at all times. The vendor site shall not be left unattended for more than ten minutes.

9) 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 three square feet per side is permitted.



STAFF REPORT

SUBJECT:	BUDGET AMENDMENT – INSURANCE PROCEEDS FOR WATER TREATMENT PLANT
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Approve the budget amendment to recognize \$750,000 in insurance proceeds revenue and increase the Water Treatment Plant- Capital Outlay Equipment budget by \$750,000.

BACKGROUND/SUMMARY:

Due to the impact of Tropical Storm Chantel, the City experienced significant damage to its utility facilities/equipment. Staff recommends that the City Council formally recognize the receipt of insurance proceeds in the amount of \$750,000 to cover damages incurred during the event, which are intended to fund the repair and restoration of damaged equipment.

FISCAL IMPACT:

The additional \$750,000 in insurance proceeds will increase the Water Treatment Plant-Capital Outlay Equipment budget line as indicated in the attached budget ordinance.

STAFF RECOMMENDATION:

Approval

SUGGESTED MOTION(S)

I move we approve the budget amendment to recognize \$750,000 in insurance proceeds revenue and increase the Water Treatment Plant - Capital Outlay Equipment budget by \$750,000.

CITY OF GRAHAM
BUDGET AMENDMENT ORDINANCE
2025-2026

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2025 - 2026 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:

Section 1.

EXPENDITURES

DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Capital Outlay Equipment	200,000.00	950,000.00	750,000.00		750,000.00
			-		-
	200,000.00	950,000.00	750,000.00	-	750,000.00

Section 2.

REVENUES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Insurance Proceeds	\$200,000.00	\$950,000.00	\$750,000.00		750,000.00
	200,000.00	950,000.00	750,000.00	-	750,000.00

Adopted this 14th day of October 2025.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk



STAFF REPORT

SUBJECT:	BUDGET AMENDMENT – JON BOATS – GRAHAM-MEBANE LAKE
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

REQUESTED ACTION:

Approve a budget amendment in the amount of \$1,600 for replacement of jon boats at Graham-Mebane Lake.

BACKGROUND/SUMMARY:

Flooding from Tropical Storm Chantel washed two johnboats away from the storage location on the bank resulting in an insurance claim of \$800.

A vehicle collision on the launch ramp at Graham-Mebane Lake, resulted in one jon boat being completely totaled resulting in an insurance claim of \$800.

FISCAL IMPACT:

An insurance payment of \$1,600 will offset the increase in the Graham-Mebane Lake Small Equipment Purchases budget line (10-6210-7000) as indicated in the attached budget ordinance to cover the replacement cost for one jon boat.

STAFF RECOMMENDATION:

Approval

SUGGESTED MOTION(S)

I move we approve the budget amendment in the amount of \$1,600 for purchase of a jon boat at Graham-Mebane Lake.

CITY OF GRAHAM

**BUDGET AMENDMENT ORDINANCE
2025-2026**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2025 - 2026 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:**

Section 1.

EXPENDITURES

DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Small Equipment	1,500.00	3,100.00	1,600.00		1,600.00
			-		-
	1,500.00	3,100.00	1,600.00	-	1,600.00

Section 2.

REVENUES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Insurance Proceeds	\$1,000.00	\$2,600.00	\$1,600.00		1,600.00
	1,000.00	2,600.00	1,600.00	-	1,600.00

Adopted this 14th day of October 2025.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk

**CITY OF GRAHAM
RELEASE ACCOUNTS**

OCTOBER

<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
16729	2024	ASHLEY & SON PAINTING INC	TRAILER VALUE TOO HIGH	\$67.40
20127	2025	ASHLEY & SON PAINTING INC	TRAILER VALUE TOO HIGH	\$60.12
19678	2025	SILVA, ANGELICA JAIMES	MOBILE HOME DOUBLE LISTED	\$14.60
8826	2025	HANEY, JACKIE C	QUALIFIED FOR HOMESTEAD EXEMPTION	\$269.73
7885	2025	FRESHWATER, FAYE HARDIE	QUALIFIED FOR HOMESTEAD EXEMPTION	\$228.58
5139	2025	PYATT, BARBARA JANE	QUALIFIED FOR HOMESTEAD EXEMPTION	\$260.00
16673	2025	SHAMROCK VALLEY HOA	HOA EXEMPTION	\$12.40
19336	2025	SHAMROCK VALLEY HOA	HOA EXEMPTION	\$12.40
16174	2025	BARNWELL, SUE J	QUALIFIED FOR HOMESTEAD EXEMPTION - DV	\$139.46
3680	2025	OWENS, ROGER E L/E	APPEAL VALUE FROM 2023 DIDN'T CARRY OVER	\$23.17

TOTAL RELEASES \$1,087.86

STAFF REPORT

SUBJECT:	MINOR SUBDIVISION REVISION TEXT AMENDMENT
PREPARED BY:	CAMERON WEST, PLANNER

REQUESTED ACTION:

Amend the Development Ordinance to update the existing language regarding Minor Subdivisions.

BACKGROUND/SUMMARY:

The City Council has requested that City Staff analyze the existing Minor Subdivision classification and update it to allow for two additional lots, as well as provide a clearer synopsis of how the parent parcel is treated in these subdivisions. The Planning Board recommended approval of the amendment by a vote of 6-0, with the removal of the previously included timeframe requirement, and to change "public street" to "public right of way." The fee schedule will also be updated to reflect the change, allowing the city to continue incentivizing tap fees for up to four lots in a minor subdivision development.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Approval

SUGGESTED MOTION(S):

I move to approve the Ordinance amendment to Article 8, Section 10.337 (1) to amend the Development Ordinance to update the existing language regarding Minor Subdivisions.

Section 10.337 Classes of Subdivisions

The following classes of subdivisions are hereby established:

- (1) Subdivision, minor. A subdivision that divides a tract or parcel of land into no more than four (4) residential lots and does not involve the construction or extension of any public street or utility.
- (2) Subdivision, major. A subdivision that is not a minor subdivision.

Section 10.337 Classes of Subdivisions

The following classes of subdivisions are hereby established:

- (1) Subdivision, minor. A subdivision that divides a tract or parcel of land into no more than ~~four (4)~~ six (6) residential lots, including the parent parcel, and does not involve the construction or extension of any public street or utility, and no part of the tract or parcel to be divided has been divided as a subdivision in the 5 years prior to division. Water and Sewer tap fees shall be paid in accordance with the Fee Schedule.
- (2) Subdivision, major. A subdivision that is not a minor subdivision.



STAFF REPORT

Prepared by Cameron West, Planner

Wilton Drive R-7 (RZ2504)

Type of Request: Rezoning

Meeting Dates

Planning Board: September 16th, 2025

City Council on October 14th, 2025

Contact Information

KC Rentals LLC

PO Box 699 Alamance, NC 27201

336-516-5013

kfoust@mcphersongrading.com

Summary

This is a request to rezone a .61-acre lot and a .95-acre lot at the end of Wilton Drive from R-12 (Medium Density Residential) to R-7 (High Density Residential) for the purpose of developing the vacant for the purpose of subdividing the lots and potentially building a duplex on each lot. The lot is currently vacant and is surrounded by single-family dwellings and townhomes on the rear. In order for the land to be developed, each new lot created would need to have frontage on a public street. This parcel would need to extend the roadway in the form of a culdesac or an approved turnaround so each lot has frontage. These items would be handled during the major subdivision review if the zoning is approved. The request is strictly for the change of zoning classification of the two lots. On top of the roadway extension, City water will also need to be extended as it also stops where the road does. There is a sewer line that runs into the Chandler Village Townhome Development so that will not need to be extended. The land currently falls in the Suburban Residential Land Use category which supports the use of predominantly detached single family homes; new neighborhoods may include a range of duplexes, townhomes, and small scale multi-family dwellings of twelve units or less. Only the use of single family homes and duplexes are permitted in the R-7 Zoning district. The appropriate density for this land use area is 3-6 dwelling units per acre. Planning Board recommended denial of the rezoning at a vote of 4-0.

Location

0 Wilton Drive

GPIN:

8883160385

8883162157

Current Zoning

R-12 Medium Density Residential

Proposed Zoning

R-7 Low Density Residential

Overlay District

N/A

Surrounding Zoning

R-12, R-18, and C-R

Surrounding Land Uses

Single Family and Townhomes

Size

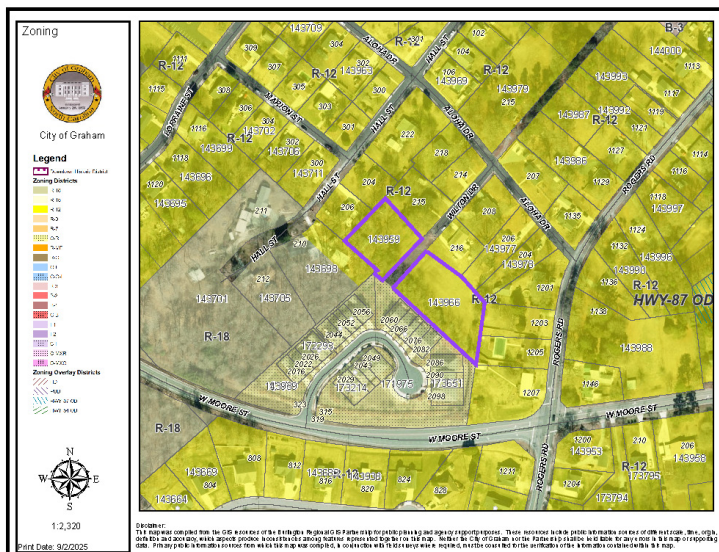
1.56 acres

Public Water & Sewer

Yes

Floodplain

No



Zoning Map

Zoning



City of Graham

Legend

Downtown Historic District

Zoning Districts

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

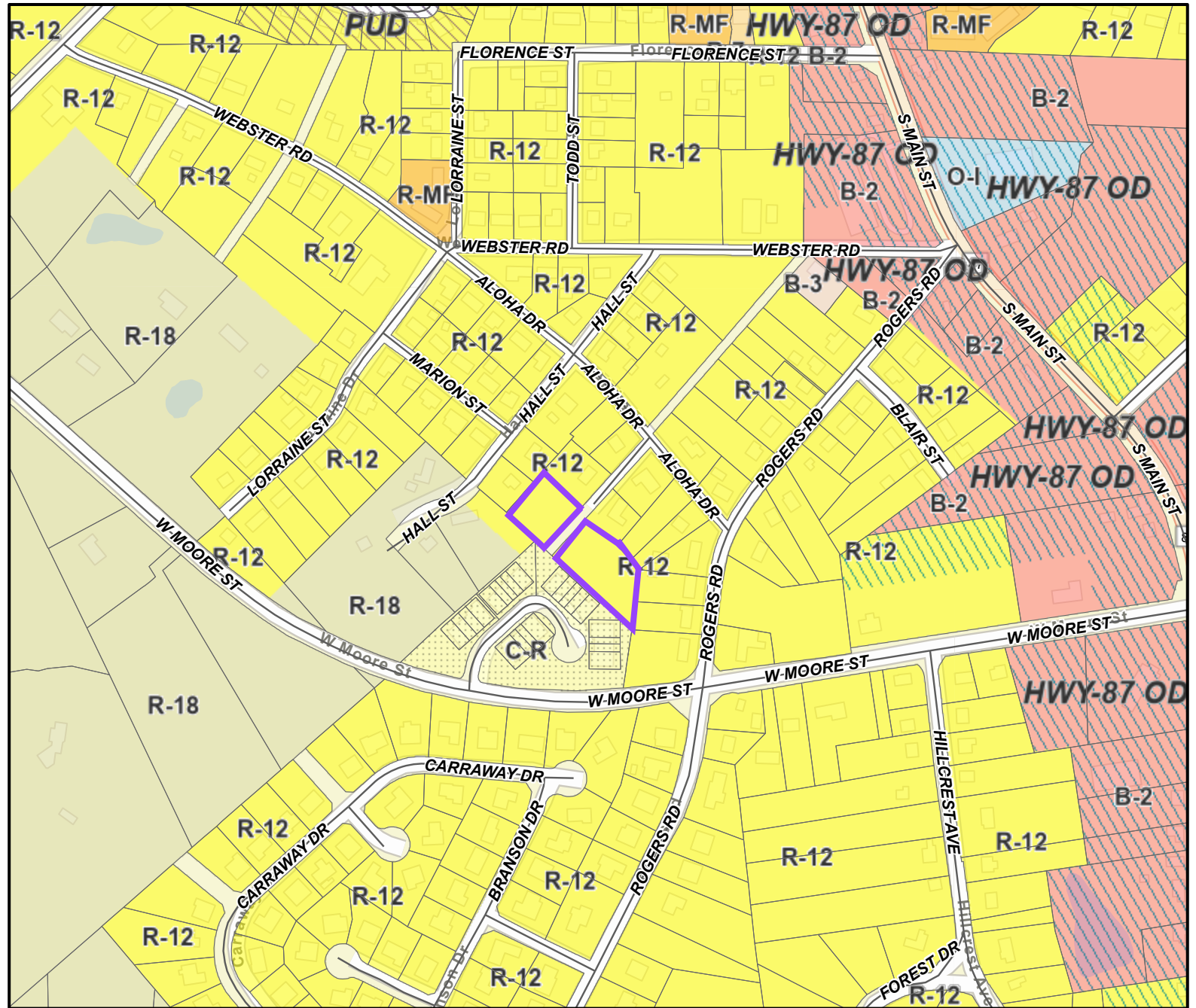
Zoning Overlay Districts

- HD
- PUD
- HWY-87 OD
- HWY-54 OD



1:4,957

Print Date: 9/8/2025



Disclaimer:

This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Graham nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.

Zoning



City of Graham

Legend

Downtown Historic District

Zoning Districts

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

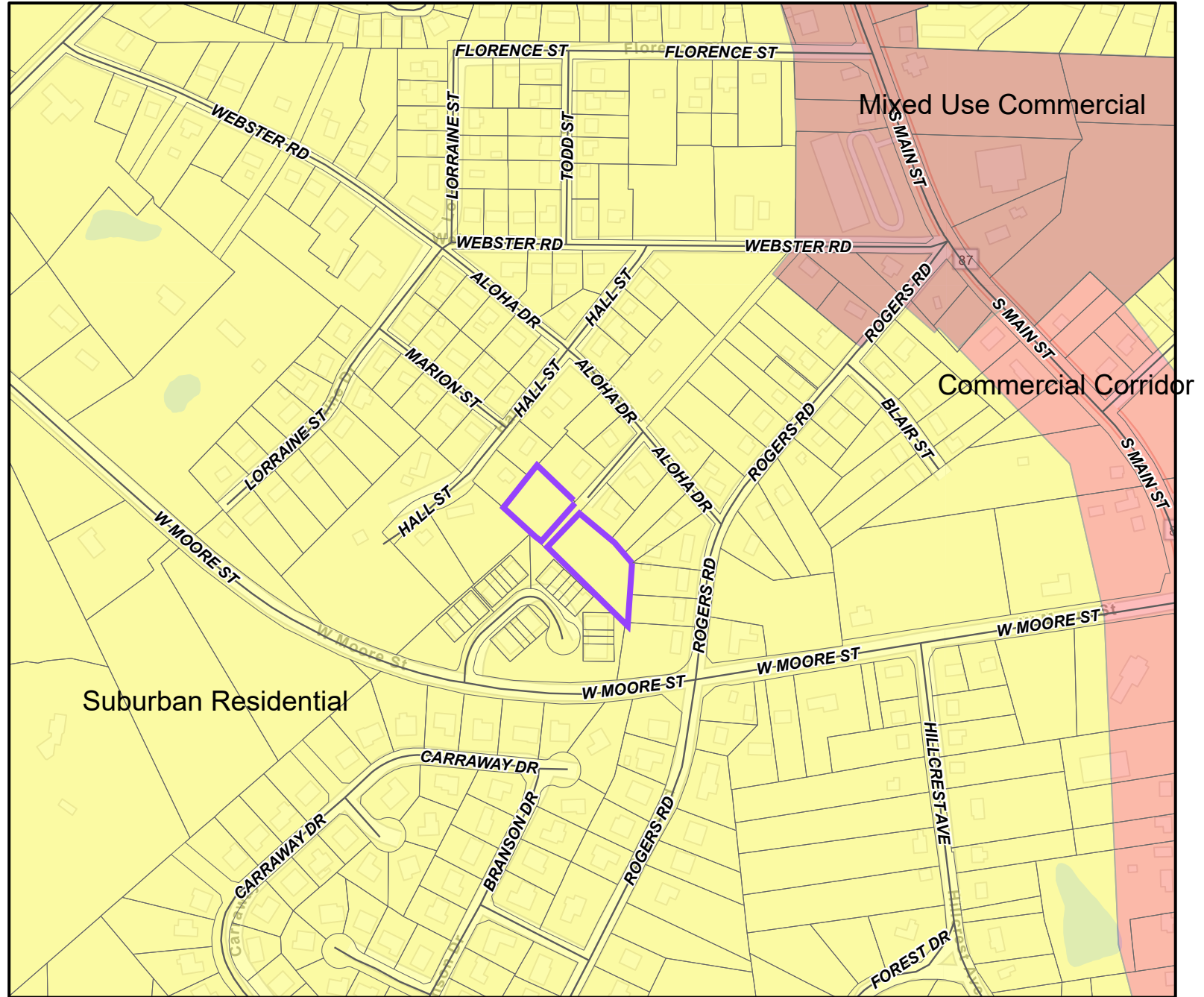
Zoning Overlay Districts

- HD
- PUD
- HWY-87 OD
- HWY-54 OD



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

Applicable Policies:

- The Future Land Use Map provides direction for land use changes in Graham over time. **Future land use designations provide information on where and how to grow in an efficient, sustainable, and orderly manner.** Physical form is a critical component of future growth and this section addresses development patterns in Graham. The Future Land Use Map follows several growth principles, and will guide the City's land use decisions.
- 2.2.1: **Focused development.** In order to maintain Graham's affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments.
- 4.3.1 **Land Use Patterns.** Promote development of efficient land use patterns to allow continued quality and efficiency of water systems. Discourage the extension of water service into areas that are not most suitable for development
- 5.1.1 **Housing Variety.** Encourage a mix of housing types within Graham to increase choice. These can include single family dwelling units, multifamily dwelling units, small units, pre-fabricated homes, cohousing, and clustered housing.
- 5.2.1 **Diverse Neighborhoods.** Encourage a mix of housing types within Graham, including detached, duplex, multifamily, townhomes, and live-work units.

Staff Recommendation

Based on the *Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff recommends **Approval** of the rezoning. The following supports this recommendation:

- The proposed use of a zoning is consistent with the current land zoning and land use plan for the overall goal of building a structure on the lot.
- Rezoning the property would be consistent with the Suburban Residential type and furthers policy 2.2.1, 4.3.1, 5.1.1, and 5.2.1, as put forth by the *Graham 2035 Comprehensive Plan*.

STAFF REPORT

SUBJECT:	AMEND 2025-26 FEE SCHEDULE FOR SUBDIVISION TAPS
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Amend 2025-26 Fee Schedule to reflect responsibility of tap fees for minor subdivision lots exceeding 4 lots.

BACKGROUND/SUMMARY:

Part of the October 14th City Council meeting includes an amendment to the Development Ordinance, which would increase the current minor subdivision threshold from four lots to potentially six lots. Council and staff discussed at the September 9, 2025, meeting to evaluate wording that would provide a path for this while not increasing the hardship on staff for the additional taps. The language presented tonight amends the notes section of the Fee Schedule to reflect that the burden of any additional taps for a minor subdivision with more than four lots is the responsibility of the owner/developer.

FISCAL IMPACT:

The costs associated with taps typically exceed the fees collected for a minor subdivision. This amendment will lessen the burden on the Utilities Department for any additional lots.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move to amend the 2025-26 Fee Schedule (Page 23, Notes) to reflect that the responsibility for tap fees for minor subdivision lots exceeding four lots is with the owner/developer.

Notes:

(1) Water and Sewer Development Fees are based on the number of bedrooms proposed for standard residential meter connections. Water and Sewer Development Fees for other metered connections are based on the meter size of the connection.

(2) Any item not included in the above schedule shall be referred to the City Manager for a specific price determination.

(3) Except for development involving the subdivision of land, the above fees are payable at the time of application for connection. For development involving the subdivision of land, System Development Fees shall be paid at the time of plat recordation or when water or sewer service is committed by the City, whichever comes first.

(4) Projects may pre-pay water and sewer development fees after construction plan approval or after water and sewer permit issuance. Prepayment will be based on the applicable fees at that time. Prepayment of fees will not be impacted by future changes in fees, in that no fees will be returned due to reduced fees, nor additional fees charged due to increases in fees.

(5) Owner or Developer is responsible for providing taps for all non-standard types, sizes, and zoning classifications except for fire suppression taps in the #1 fire district, where taps will be provided by the City, and for standard residential taps as noted above.

(6) Owner or Developer is responsible for providing meters meeting the City of Graham Standards and Specifications for all other types, sizes, and zoning classifications for all meters above ¾" in size.

~~(7) Owner or Developer of a residential subdivision, as defined in Section 10.336 of the City of Graham Development Ordinance, is responsible for furnishing water and sewer taps in which tap fees will not be charged. Please note: A processing fee will be added for all electronic payments.~~

(7) Water and Sewer Taps for Subdivisions: Owner or Developer of a major subdivision is responsible for furnishing water and sewer taps in which tap fees will not be charged. Owner or Developer of a minor subdivision is responsible for any taps exceeding 4 lots.



STAFF REPORT

SUBJECT:	GRAHAM REGIONAL PARK MASTER PLAN PRESENTATION
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

REQUESTED ACTION:

Discuss and provide comments for the Graham Regional Park Master Plan draft.

BACKGROUND/SUMMARY:

Based on direction from City Council, GRPD staff began exploring options to complete a Master Plan for the future development of Graham Regional Park in the spring of 2024. Council approved the firm WithersRavenel in November 2024. WithersRavenel began work in early 2025 by collecting data and soliciting comments at multiple community input sessions. Three draft plans for Graham Regional Park were presented in late July for public review and comment. A single draft plan has been developed and will be given to Council for review. WithersRavenel will refine a Master Plan based on Council feedback and any further comments received from the public. A final plan is scheduled to be presented to the City Council in December 2025 for consideration.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

N/A

SUGGESTED MOTION(S):

No action is needed at this time. Council feedback will be used to refine the Master Plan draft.



DRAFT MASTER PLAN

While community interest and preference was evenly distributed across the three alternative concepts, several recreational opportunities and facilities common to all three concepts consistently rose to the top of the list of those sought by the community. These include the splashpad, playgrounds, adventure programs and a variety of trails. Each of these play a significant role in the draft master plan. Play experiences are distributed across the park in conjunction with other facilities, fields and courts and trails of all varieties connect facilities and create numerous walking loops and experiences. These uses are supported by facilities that were also high of the list of community needs, that can generate revenue for the town. The amphitheater and multi purpose fields are the two primary facilities capable of generating revenue and to a lesser degree the large covered shelter.

The mix of recreational opportunities illustrated by the Draft Master Plan is closer to Concept B, than the other two concepts by balancing numerous and varied facilities.

The Draft Master Plan also illustrates the realignment of the entry drive, the establishment of a second point of access and incorporation of an internal roundabout. Plans define parking areas and illustrate other supporting infrastructure.

Natural areas and stream corridors are conserved and surrounding land uses are adequately buffered from park development.

DRAFT MASTERPLAN

PROPOSED PARK FEATURES INCLUDE:

- Splash pad
- Adventure play
- Sensory garden
- Public Art
- 6 Pickleball courts
- 3 Tennis courts
- 3 Playgrounds
- 7 Multi-purpose fields
 - 2 Synthetic Turf
 - 5 Natural Turf
- Large Covered Pavillion
 - 4 Basketball Courts
- Restrooms
- Event Space
- Amphitheater
- Meadow
- Walks / trails
- Mountain bike trails (2 miles)
- Pump track / skills area
- Restrooms
- Maintenance area



SPLASH PAD



ADVENTURE PROGRAMS



NATURE TRAILS



TENNIS / PICKLEBALL COURTS



PLAYGROUNDS



MULTI-PURPOSE FIELDS



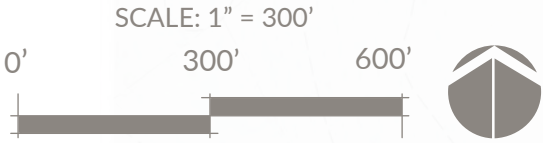
LARGE COVERED PAVILION



AMPHITHEATER



PUMP TRACK



DRAFT MASTERPLAN

DRAFT MASTERPLAN CIRCULATION DIAGRAM

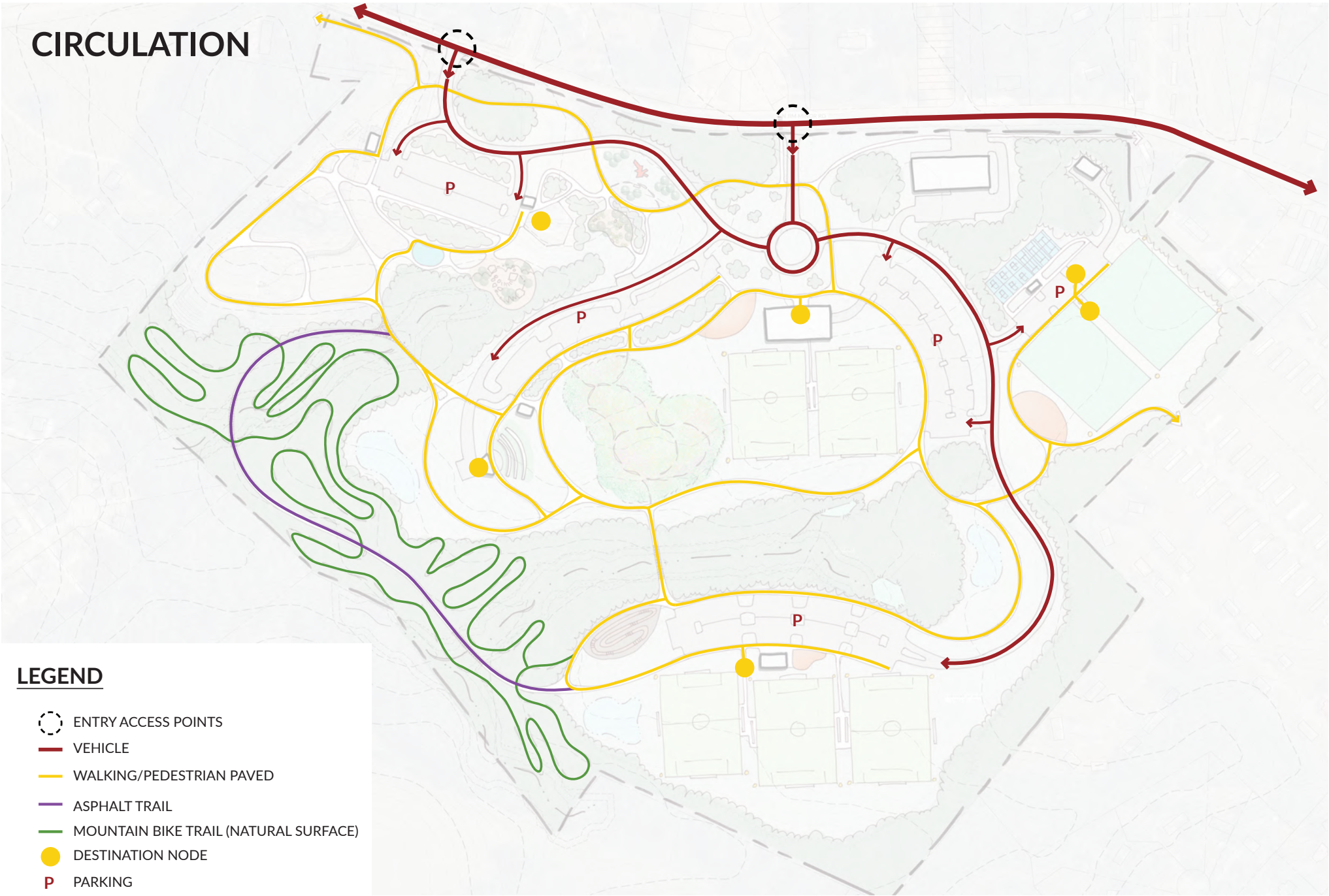
Park development is organized around a circulation system for vehicles and pedestrians that minimizes conflict and accessibly connects all facilities within the park. The proposed second entry improves access for emergency service vehicles as well as traffic distribution. The full park buildout will likely require improvements to North Jim Minor Road.

VEHICLE ACCESS

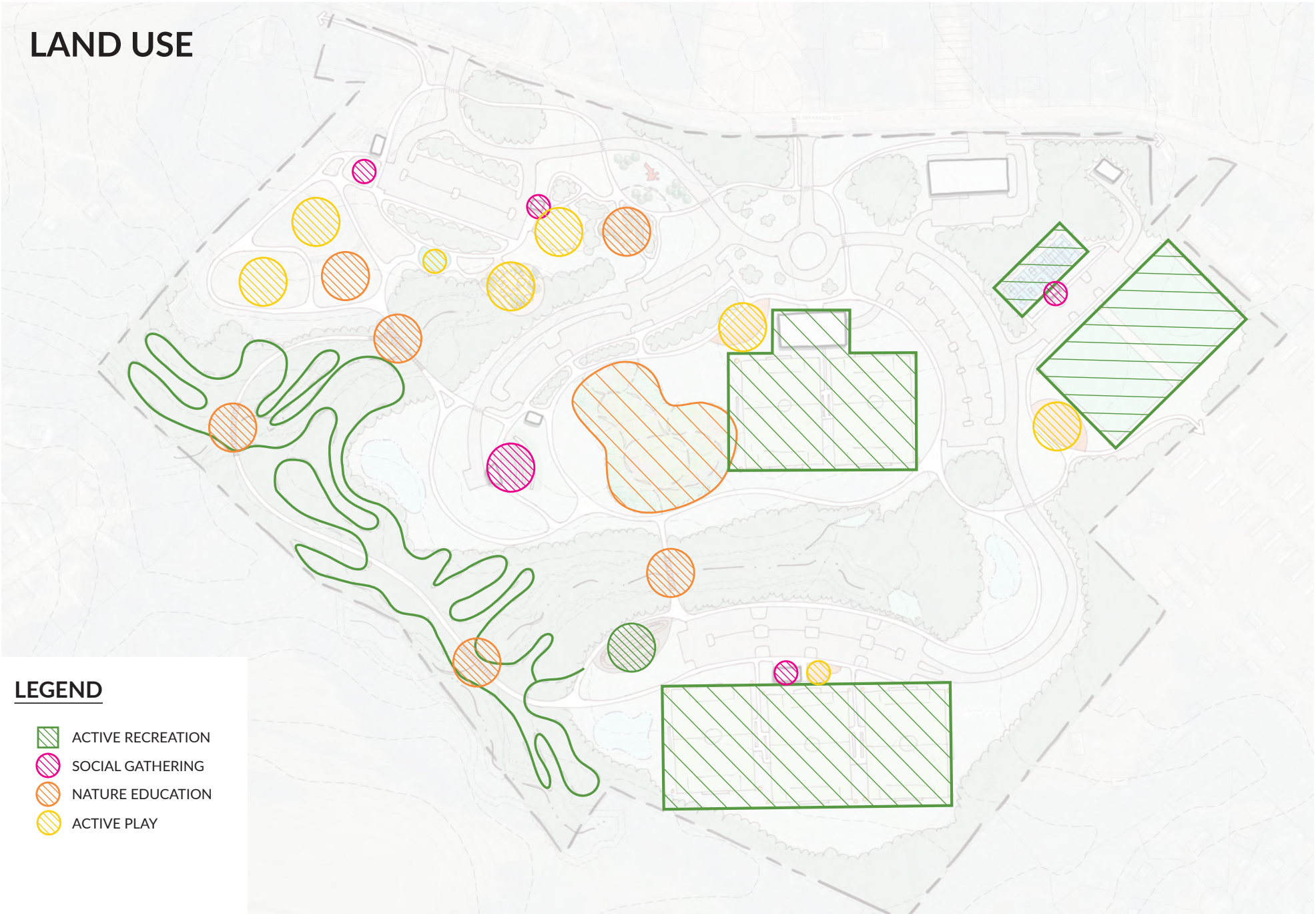
The main access drive alignment through the park puts most of park facilities on the south side of the drive, excepting the two synthetic turf fields and courts in the northeast corner. This layout reduces the number of road crossings and is especially advantageous for children’s play areas, walkways, and trails. Parking is distributed throughout the park with a total of 717 parking spaces.

PEDESTRIAN ACCESS

The pedestrian system of walks connects all park facilities together. There are various loops for walking that can be defined for visitor use.



DRAFT MASTERPLAN LAND USE DIAGRAM



Large footprint facilities, like athletic fields, are proposed in areas where the topography is gentle and there is little tree cover. Other park facilities are located so that natural drainage patterns remain uninterrupted and existing tree cover is preserved.

Children’s facilities are connected to each other. The proposed splash pad, sensory garden and adventure play area are all in proximity and connected to the existing play areas. There are also three proposed playgrounds located near sports fields throughout the park.

Opportunities to generate revenue for the town influenced the number of athletic fields recommended and the inclusion of an amphitheater.

The center of the park has features and facilities that can be enjoyed by all park visitors. This area includes the amphitheater, meadow area, and the central loop walk. The large covered pavilion is a 15,000 square foot multi-purpose structure with 4 basketball courts and restrooms. This structure can also be used for events such as a farmer’s market, craft / art fair, or other large events.

The wooded southern portion of the park includes just over two miles of mountain bike trails and a pump track / skills area. The open area is designated for three natural turf fields.

Other facilities include multiple restrooms and a maintenance area. Land is also reserved for a future fire station.

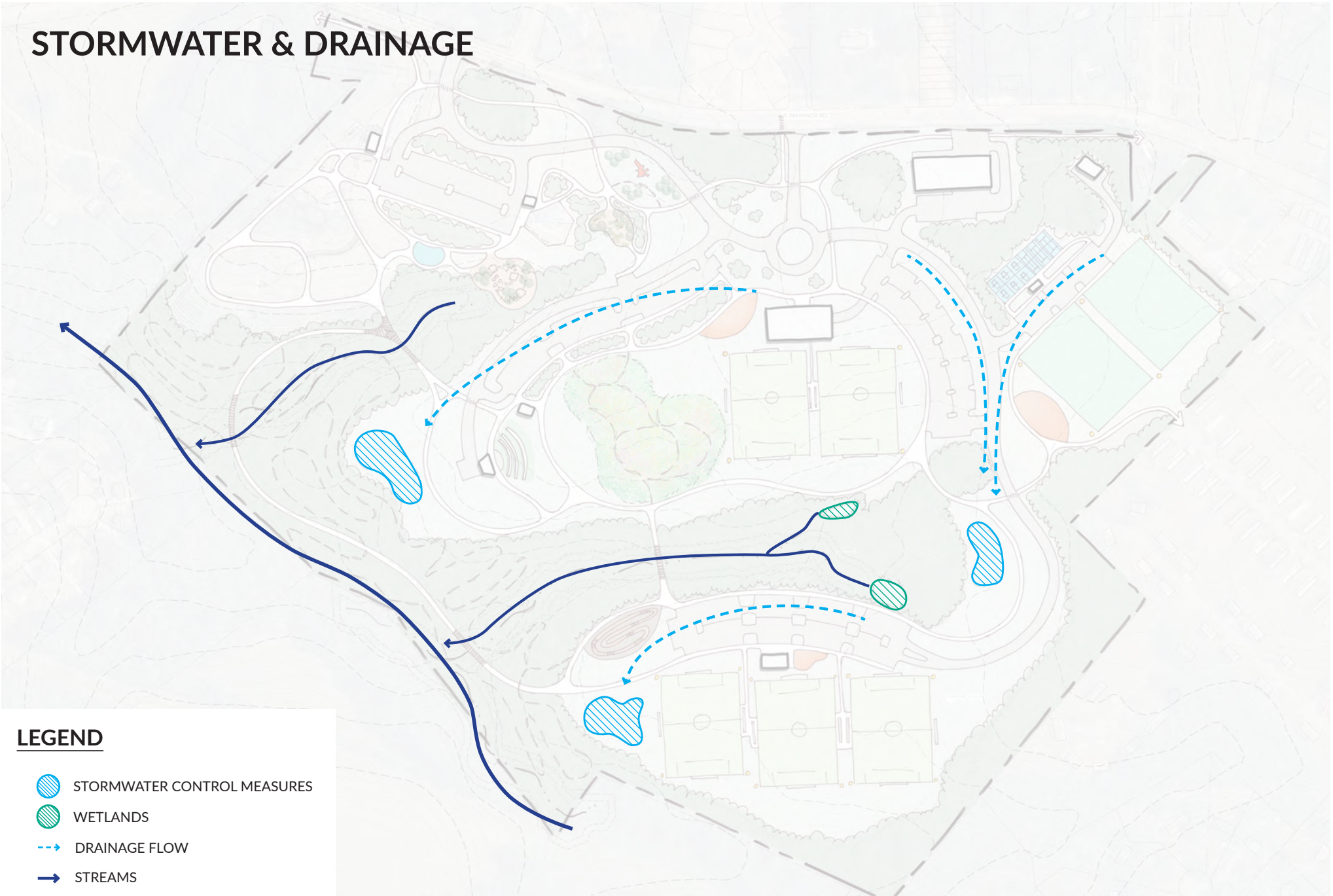
DRAFT MASTERPLAN STORMWATER DIAGRAM

EXISTING SITE CONDITIONS

Existing streams and wetlands are preserved and further development to Graham Regional Park is sensitive maintaining an adequate vegetated buffer for these streams and wetlands.

PROPOSED STORMWATER MANAGEMENT

Stormwater is managed on site with a series of stormwater control measures that can be constructed wetlands, wet ponds, or detention basins. These stormwater control measures are located to the south and west of the site and follows the existing topography and drainage patterns of the site.



UTILITIES SUMMARY

WATER UTILITIES

New waterlines are proposed to provide water to the proposed splash pad, buildings and fire hydrants required by code. The water line would generally be located within proposed driveways. The main line will be public so that meters and backflow preventers can be located closer to each building. If, for some reason the line cannot be public, then a separate domestic line will need to be run from the right-of-way. Fire truck access and hose pull should be considered for each of the proposed building structures located across the site.

SEWER UTILITIES

Sewer service will be required for the proposed restroom buildings. The proposed splash pad will likely also need to discharge into sanitary sewer. There is existing gravity sewer in the Riley’s Meadow subdivision that may be extended to serve the new park. There is a lift station located off Cherry Lane, across the street from the Cherry Creek subdivision, to the north.

The site is currently served by a septic system in the southeast corner of the park. Septic drain fields will be limited in the south east area of the site (south and east of the stream) due to inappropriate soil profiles, per soil survey data.

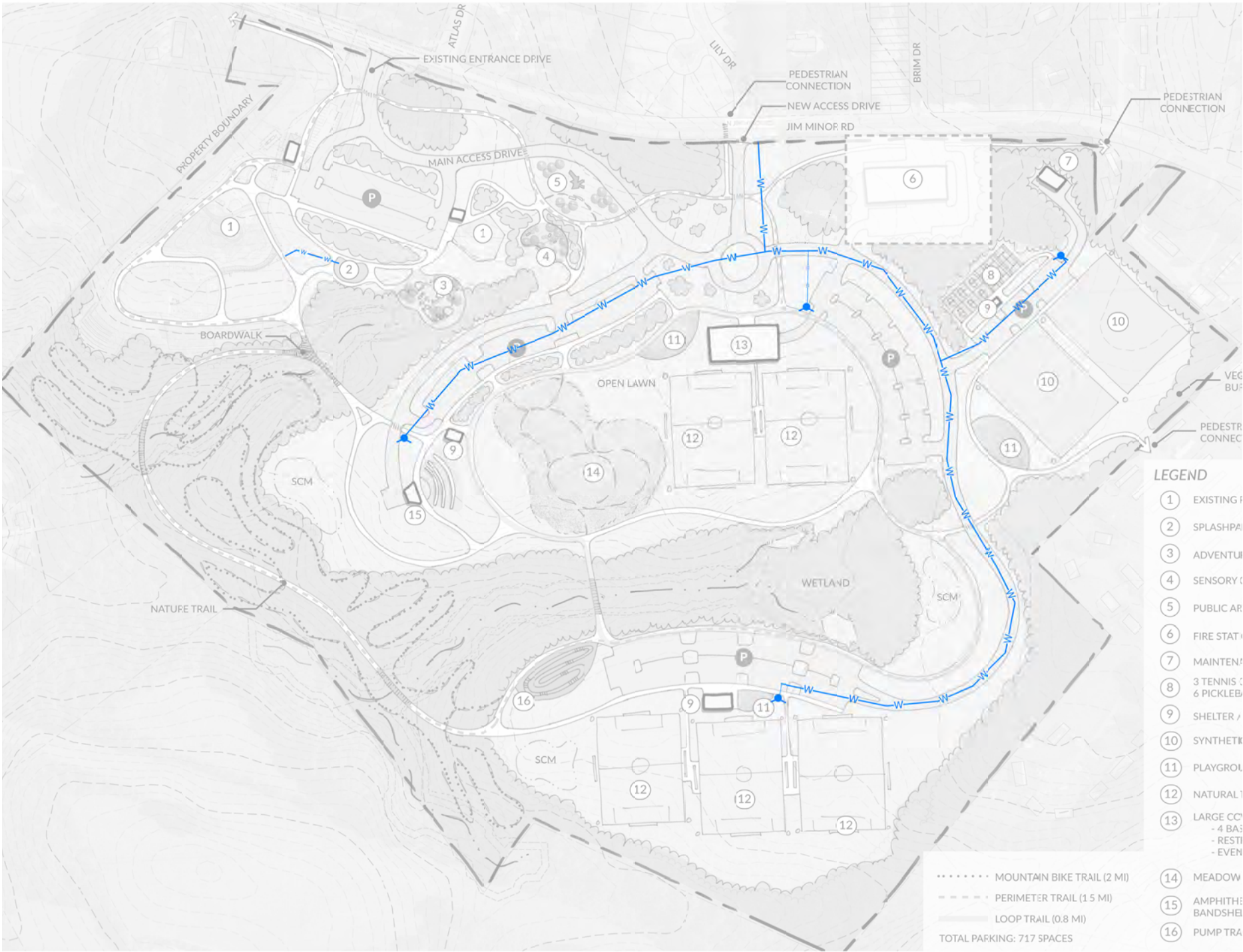
SITE ELECTRICAL

Coordination with local energy provider will be required to provide lighting for driveways and parking lots. Lighting for athletic fields will need to be purchased from an Athletic Lighting provider such as Musco. Future designs shall consider power availability to the site.

PERMITTING

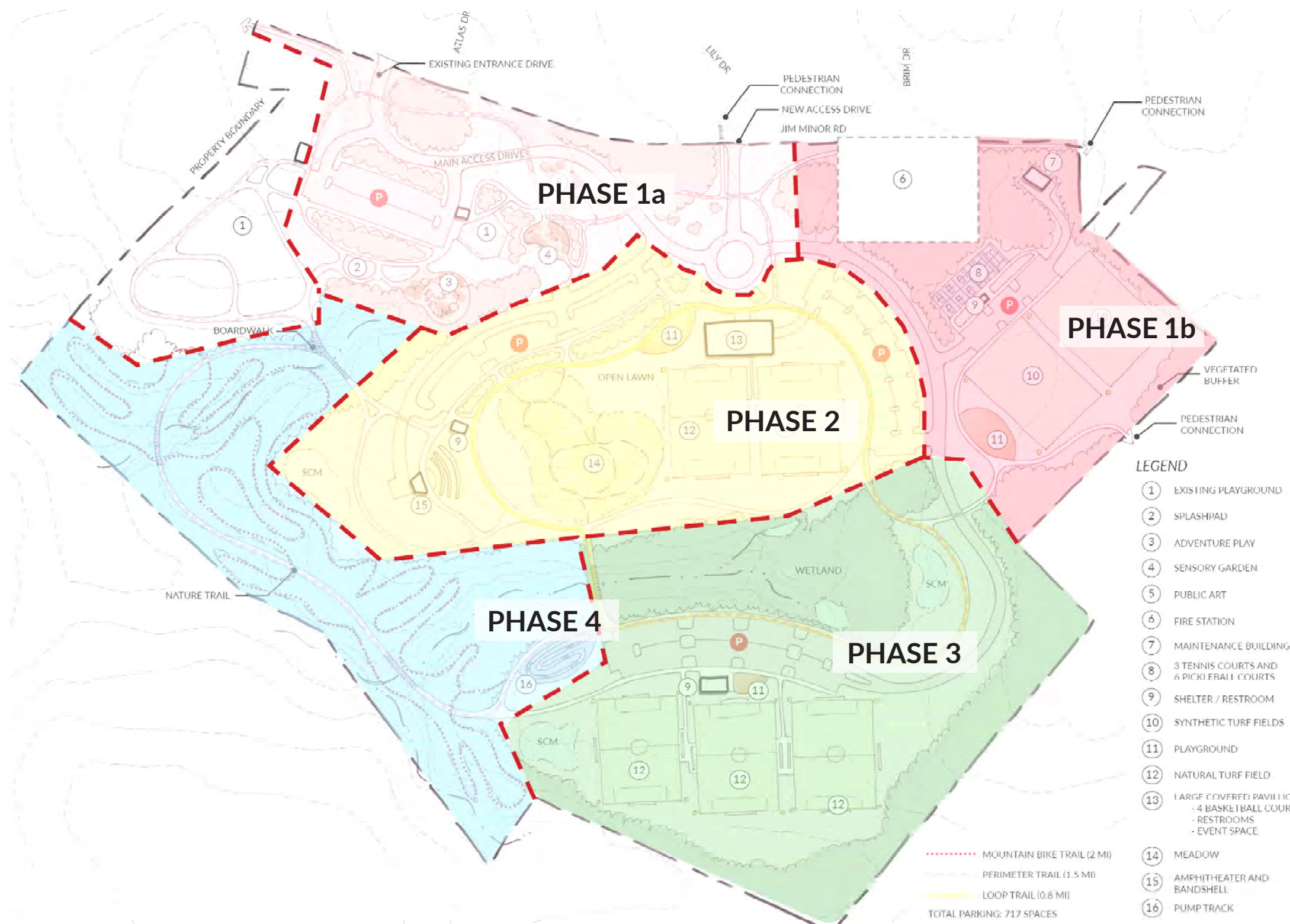
The following permits will be required during the construction document phase of any future development, prior to construction of the park.

- EROSION CONTROL - NCDEQ
- STORMWATER – NCDEQ Winston-Salem Office (Jordan Lake Water Supply)
- NCDOT DRIVEWAY AND ENCROACHMENT PERMITS
- UTILITIES
- SITE PLAN ALAMANCE COUNTY



PHASING PLAN

The phasing for the park can be broken out into four phases based on funding availability, community priorities, economic development impact, and infrastructure requirements. The phasing plan prioritizes top ranking park elements identified through the community engagement process in the first phase.



PHASE 1a:

- Splashpad
- Adventure Play
- Sensory Garden
- Public Art
- Entry Drive
- Roundabout
- Parking

PHASE 1b:

- 2 Synthetic Turf Fields
- 6 Pickleball Courts
- 3 Tennis Courts
- Playground
- Shelter
- Maintenance Building
- Entry Drive
- Parking

PHASE 2:

- 2 Natural Turf Fields
- Large Covered Pavilion
- 4 Basketball Courts
- Playground
- Meadow
- Amphitheater
- Shelter
- Parking

PHASE 3:

- 3 Natural Turf Fields
- Playground
- Shelter
- Parking

PHASE 4:

- Mountain Bike Trail
- Pump Track
- Nature Trail