

Graham City Council
Regular Meeting Agenda
Tuesday, June 8, 2021 @ 6:00 P.M.



Meeting called to order by the Mayor
Invocation & Pledge of Allegiance
Code of Ethics Disclosing Conflicts of Interest: City Clerk

1. **Consent Agenda:**

- a. Approve Minutes – May 11, 2021 Regular Session
- b. Approve Tax Releases
- c. Approve FY 2020-2021 Budget Amendments
- d. Approve Resolution Establishing the American Rescue Plan Act Local Fiscal Recovery Fund
- e. Authorize the City Manager, City Attorney, and City Clerk to effectuate the purchase of the properties located off W. Moore Street and Rogers Road identified by Alamance County Parcel ID#s: 144001, 143995, 143994, 143988, 143983, and 143984 pending the completion of the due diligence period
- f. Approve Graham Police Department's request to make application for the Community Oriented Policing Services grant issued by the US Department of Justice

2. **Old Business:**

- a. Public Hearing: CR2006 Truby Apartments. Request by Second Partners, LLC for Conditional Rezoning for multi-family apartments from Light Industrial for property located on Truby Drive (GPIN 8894453334)
- b. Public Hearing: RZ2104 Jimmie Kerr Multi-Family. Request by Travers Webb for rezoning to R-MF from I-1 for approximately 11 acres on Jimmie Kerr Road (GPIN 8894469497 & 8894469816)
- c. Public Hearing: Request from Charles Limuel Pierce to remove an unconstructed portion of an unconstructed alleyway off Climax Street

3. **Requests & Petitions from Citizens:**

- a. First Reading: Request from Jeff Collie and Josh Coe to Amend Chapter 8, Article VIII, Sec. 8-345 of the Code of Ordinances of the City of Graham, North Carolina

4. **Recommendations from Planning Board:**

- a. Public Hearing: RZ2105 Poplar Business. Request by Joseph Mena to rezone 0.15 acres located at 608 Poplar Street from R-7 (High Density Residential) to B-2 (General Business) (GPIN 8874861063)

5. **Public Hearing: Adoption of Budget Ordinance for FY 2021-2022**

6. **Board & Commission Appointments:** ***seeking reappointment*

- a. Appearance Commission:
(3 Vacancies) 3 Terms Expire 2024

Wayne Brewer	Zipporah Clark Baldwin
Carmen Larimore	

- b. Historical Museum Advisory Board:
(4 Vacancies) 1 Term Expires 2022
1 Term Expires 2023
2 Terms Expire 2024

Jeanette Beaudry**	Nicki Grafos Smith**
Bernadette Konzelmann	Kristofer Loy
L. Scott Pickard	Noelle Purcell

c. Historic Resources Commission:
(4 Vacancies)

1 Term Expires 2022
2 Terms Expire 2023
1 Term Expires 2025

<i>Jeanette Beaudry</i>	<i>Jerome Bias</i>
<i>Wayne Brewer</i>	<i>Zipporah Clark Baldwin</i>
<i>Bernadette Konzelmann</i>	<i>Bonnie Whitaker</i>

d. Housing Authority:
(2 Vacancies)

1 Term Expires 2022
1 Term Expires 2026

<i>Lacy Allen</i>	<i>Larry Brooks**</i>
<i>Thomas Foust</i>	<i>Shanelle Harvey</i>

e. Planning Board/Board of Adjustment:
(1 Vacancy)

1 Term Expires 2024

<i>Jerome Bias</i>	<i>Shanelle Harvey</i>
<i>L. Scott Pickard</i>	

f. Recreation Commission:
(2 Vacancies)

2 Terms Expire 2024

<i>Amanda Archambeau</i>	<i>Tim Beshel**</i>
<i>Laurie Pickard</i>	

g. Tree Board:
(4 Vacancies)

1 Term Expires 2022
1 Term Expires 2023
2 Terms Expire 2024

<i>Megan Buckner Hickman</i>	<i>Carmen Larimore</i>
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7. City Manager Search Discussion

8. Closed Session Pursuant to the Terms of N.C.G.S. §. 143-318-11 (a) (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged

9. Issues Not on Tonight’s Agenda (Public Comment Period)

How to Access the June 8, 2021 Meeting:

<https://us02web.zoom.us/j/83859292162?pwd=UEtJNHdZcDhrQIFEUHFvOEEdXMUxCZz09>

Passcode: 953780

Or One tap mobile:

US: +16465588656,,83859292162# or +13017158592,,83859292162#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 838 5929 2162

International numbers available: <https://us02web.zoom.us/j/kcsbFjKV9s>

**CITY OF GRAHAM
REGULAR SESSION
TUESDAY, MAY 11, 2021
6:00 P.M.**

The City Council of the City of Graham met in regular session at 6:00 p.m. on Tuesday, May 11, 2021, in the Council Chambers of the Municipal Building located at 201 South Main Street. Due to the Covid-19 Pandemic gathering restrictions, the public was provided information on how to participate remotely via livestreaming media.

Council Members Present:

Mayor Jerry Peterman
Mayor Pro Tem Chip Turner
Council Member Melody Wiggins
Council Member Jennifer Talley
Council Member Ricky Hall

Staff Present:

Aaron Holland, Interim City Manager
Darcy Sperry, City Clerk
Bryan Coleman, City Attorney
Bob Ward, City Attorney
Nathan Page, Planning Director
Jeff Wilson, IT Systems Manager
Mary Faucette, Downtown Development Coordinator
Tommy Cole, Fire Chief

Mayor Jerry Peterman called the meeting to order and presided at 6:00 p.m. Council Member Ricky Hall gave the invocation and everyone stood to recite the Pledge of Allegiance.

Code of Ethics Disclosing Conflicts of Interest:

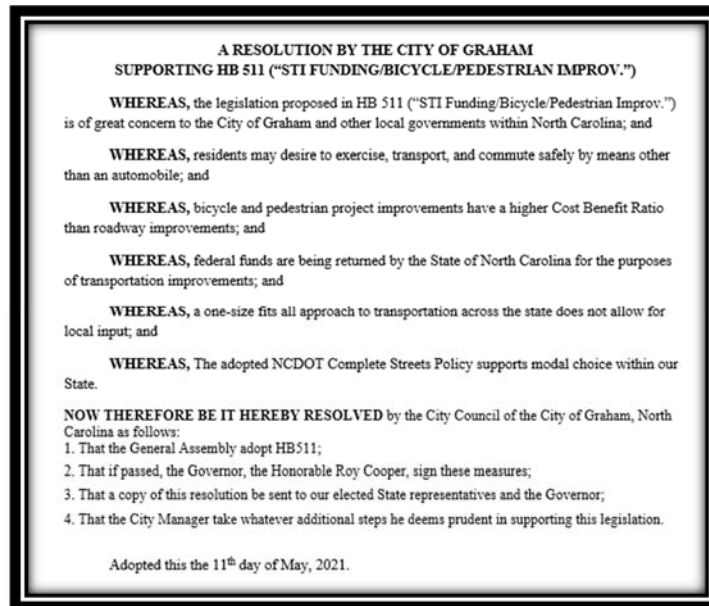
Council Member Jennifer Talley advised that two people had contacted her about the Windsor development on tonight's agenda and she had directed them to the draft quasi-judicial procedures.

Consent Agenda:

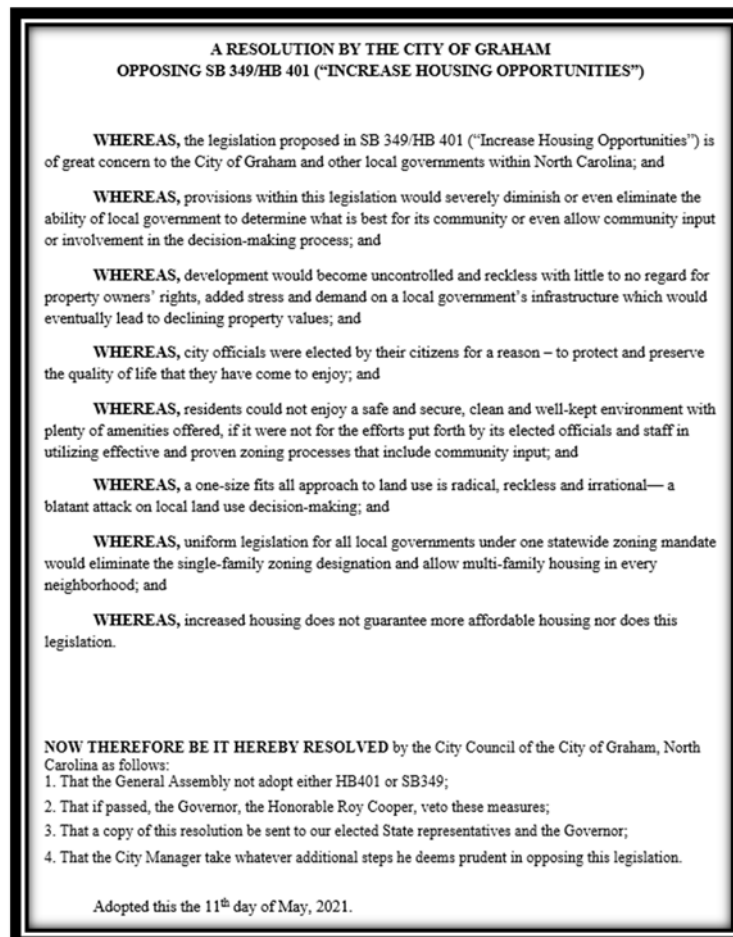
- a. Approve Minutes – April 13, 2021 Regular Session*
- b. Approve Tax Releases*

CITY OF GRAHAM RELEASE ACCOUNTS				
MAY				
<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
644700	2018	HAYES, KEVIN GORDON	BOATS NOT LOCATED IN ALAMANCE COUNTY	\$22.32
644700	2019	HAYES, KEVIN GORDON	BOATS NOT LOCATED IN ALAMANCE COUNTY	\$21.55
644700	2020	HAYES, KEVIN GORDON	BOATS NOT LOCATED IN ALAMANCE COUNTY	\$19.55
653999	2018	HAYES, KEVIN GORDON	BOATS NOT LOCATED IN ALAMANCE COUNTY	\$21.70
653999	2019	HAYES, KEVIN GORDON	BOATS NOT LOCATED IN ALAMANCE COUNTY	\$21.70
653999	2020	HAYES, KEVIN GORDON	BOATS NOT LOCATED IN ALAMANCE COUNTY	\$21.70

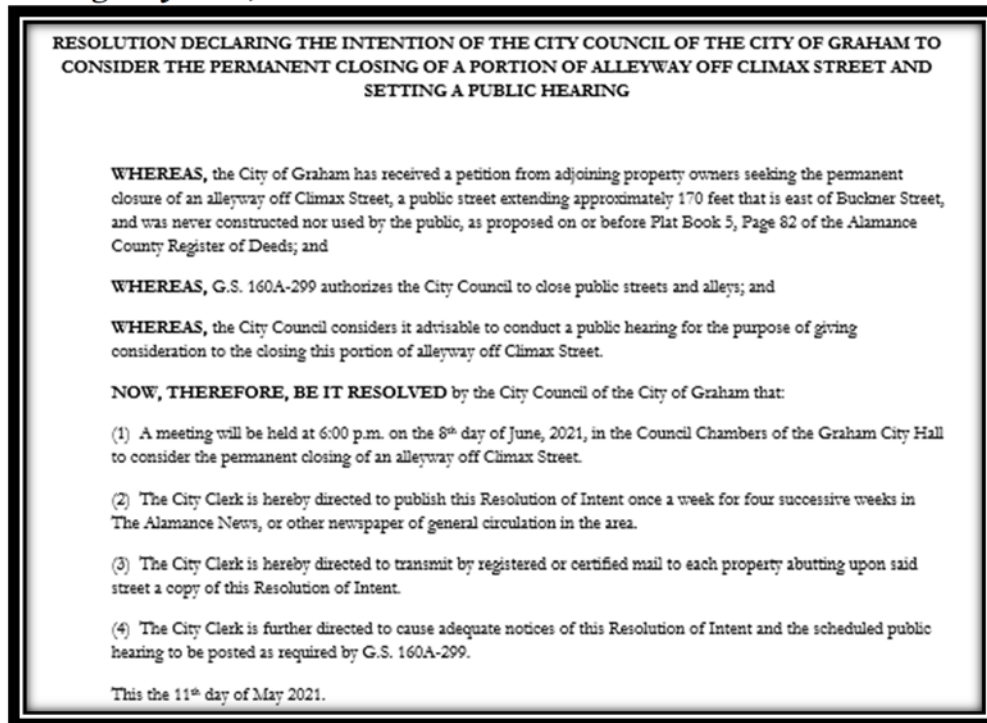
c. Approve Resolution in Support of House Bill 511, STI Funding/Bicycle/Pedestrian Improv



d. Approve Resolution Opposing House Bill 401/Senate Bill 349, Increase Housing Opportunities



- e. *Approve Resolution Declaring the Intention of the City Council of the City of Graham to Consider the Permanent Closing of a Portion of Alleyway off Climax Street and Setting a Public Hearing for June 8, 2021*



Council Member Hall made a motion to approve the Consent Agenda, seconded by Mayor Pro Tem Chip Turner. All voted in favor of the motion.

Old Business:

- a. ***Public Hearing: RZ2010 Riverbend Business. Request by G. Travers Webb III to rezone a portion of the property located on East Harden Street from R-MF (Multi-Family Residential) to B-2 (General Business) (GPIN 8884721949)***

Planning Director Nathan Page explained that 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. He added that the lot is currently vacant and the stated reason for this rezoning request is for "...the entire property covered under one zoning regulation. This rezoning should allow for marketing my property for future development."

With no questions forthcoming from Council Members, Mayor Peterman opened the Public Hearing.

Via the livestream, the following individual expressed concern with the Zoom information for tonight's meeting:

Cynthia Thompson

The following individual made himself available to answer questions from Council Members via the livestream:

George Webb

With no questions forthcoming, Mayor Peterman closed the Public Hearing. Following a brief discussion, Council Member Melody Wiggins made a motion that the application be approved, the application is consistent with The Graham 2035 Comprehensive Plan and that this action is reasonable and in the public interest for the following reasons: 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, in alignment with strategies 1.1.5, 2.3.1 and policy 3.1.2. Council Member Hall seconded the motion and all voted in favor of the motion.

b. Public Hearing: CR2006 Truby Apartments. Request by Second Partners, LLC for Conditional Rezoning for multi-family apartments from Light Industrial for property located on Truby Drive (GPIN 8894453334)

Mr. Page explained that this is a request to rezone the subject property from I-1 (Light Industrial) to CMXR (Conditional Mixed Use Residential). The application is for 22 buildings, with 24 units per building for a total of 1056 bedrooms. Mr. Page added that a list of proposed conditions was included in the applicant's request:

- Access via Truby and an easement
- Meet all TRC/NCDOT/Etc. standards
- Meet Graham multifamily standards
- Include office, clubhouse, pool, recreation areas
- Three story, mix of one, two, and three bedroom apartments

Council Members and staff discussed staff's recommendation of denial. Mr. Page stated that the City does not have sufficient sewer capacity to handle that many apartments at that location and staff is concerned about the potential traffic impact to the Jimmie Kerr Road/Truby Drive area. Council Members and staff briefly discussed possibly sitting down with this applicant and the applicant for RZ2104 Jimmie Kerr Multi-Family on tonight's agenda to see if it would be beneficial for them to work together on one comprehensive plan for that area.

With no further questions forthcoming, Mayor Peterman opened the Public Hearing.

The following individuals addressed this agenda item with Council Members via the livestream:

Alex Perkins-140 Summerlyn Pl Semora NC	John Burton-2849 Burlington
George Webb	Tom Boney-Alamance News

Council Members discussed the request in length with applicants Mr. Perkins and Mr. Burton. At the center of the discussion was the insufficient sewer capacity and how to resolve that. Staff estimated that it would take north of \$3 million to upgrade the Cooper Road pump station. Mr. Holland advised that it is up to Council as to whether or not they choose to invest City funds into this project. Mr. Boney of the Alamance News asked how many gallons is equated with the \$3 million estimate.

Mr. Page advised that he did not know the gallon amount, but \$3 million is what the City's Engineer estimated for the addition of 500 apartment homes. At the end of the discussion, Mr. Perkins advised that they would prefer that Council table this request versus denial and provide time for the developers to meet with staff to go over options.

With no further discussion forthcoming, Mayor Peterman made a motion to postpone this item for one month, to next month's meeting, seconded by Council Member Talley. All voted in favor of the motion.

c. Second Reading: Temporary Outdoor Sales. Request by Patrick Miller to amend Chapter 8, Article VIII, Sec. 8-345 of the Code Of Ordinances Of The City Of Graham, North Carolina

Mr. Page explained that this request by Patrick Miller is to relax the existing ordinance pertaining to Temporary Outdoor Sales, to allow Mr. Miller the ability to operate his own food truck on his own lot for five out of seven days per week. Mr. Page advised that the sunset date included in the ordinance is June 1, 2021.

With no discussion forthcoming, Mayor Pro Tem Turner made a motion to approve the Ordinance Amendment to CHAPTER 8, ARTICLE VIII, SEC. 8-345 OF THE CODE OF ORDINANCES OF THE CITY OF GRAHAM, NORTH CAROLINA, seconded by Mayor Peterman. Ayes: Mayor Pro Tem Turner and Mayor Peterman. Nays: Council Member Wiggins, Council Member Talley and Council Member Hall. Motion failed 3:2.

Council Member Wiggins made a motion approve the Ordinance Amendment to CHAPTER 8, ARTICLE VIII, SEC. 8-345 OF THE CODE OF ORDINANCES OF THE CITY OF GRAHAM, NORTH CAROLINA with the sunset date of August 1, 2021. Motion died for lack of second.

d. Public Hearing: AM2101 160D. A comprehensive update to the Development Ordinance, as required by the North Carolina General Assembly

Mr. Page that the North Carolina General Assembly has changed the enabling legislation for all municipalities and counties. As this is the law from which all of our authority is delegated, we are required to update our regulations, or be at risk of not being in compliance with state law. Mr. Page advised that the deadline for Council to adopt this is July 1, 2021.

Following a brief discussion between Council Members and staff about the proposed changes being unique to Graham, Mayor Peterman opened the Public Hearing. With no comments forthcoming, he closed the Public Hearing.

Council Member Wiggins made a motion that the text amendment be approved, the text amendment is consistent with The Graham 2035 Comprehensive Plan and that this action is reasonable and in the public interest for the following reason: The proposed amendment brings us into alignment with the new 160D regulations. Council Member Hall seconded the motion and all voted in favor of the motion.

Requests & Petitions from Citizens:

a. Whit's Staircase Encroachment. Request by Chuck Talley for an encroachment license agreement for the installation of a staircase on the North side of the building located at 21 SE Court Square

Interim City Manager Aaron Holland explained that the requested action is to authorize the City Manager and City Attorney to enter into an encroachment license agreement with Chuck Talley to construct architectural staircase on North side of the 21 SE Court Square property. He added that Chuck Talley has submitted a written request and supporting photos for a proposed staircase to be installed on the north side of the 21 SE Court Square building. The proposed staircase will be approximately 4 foot wide and 20 foot in length. Mr. Holland advised that the intent of the installation is to access the 2nd floor patio (roof top). An encroachment license agreement approved by City Council is required pursuant to Sec. 18-2(c) of the City's Code of Ordinances. Mr. Holland informed Council that the Historic Resources Commission met on April 6th, 2021 and approved the architectural design of the staircase.

Prior to discussion, Council Member Talley asked that she be recused. All Council Members voted for recusal. Council Member Wiggins expressed concern with the only street level encroachments the City has approved have all been for the Talley's. She expressed concern that we are setting a precedent that anyone can use the right-of-way for personal use.

With no further discussion forthcoming, Mayor Pro Tem Turner made a motion to authorize the City Manager and City Attorney to enter into an encroachment license agreement with Chuck Talley for the installation of a staircase on the North side of the building located at 21 SE Court Square as identified by the submitted photos with the following condition(s):

- Provide proof and maintenance of \$1,000,000 in liability insurance with the City as additional insured.
- Provide a final survey to confirm approved use of public space.
- Improvements under the Encroachment License must be made prior to the expiration of the building permit.

Council Member Hall seconded the motion. Ayes: Mayor Pro Tem Turner, Council Member Hall and Mayor Peterman. Nays: Council Member Wiggins. Motion carried 3:1. Council Member Talley returned to her seat. At 7:34 p.m., Mayor Peterman called for a 10 minute recess. At 7:46 p.m., Mayor Peterman reconvened the meeting.

Recommendations from Planning Board:

a. Public Hearing: CR2002a Riley's Meadow. Request by Michael & Carolyn White, Trustee to change access drive location for Riley's Meadow, based on NCDOT request (GPIN 8893856817)

Mr. Page advised that per NCDOT, the road has to move. He added that everything else that was previously approved is exactly the same.

With no questions forthcoming, Mayor Peterman opened the Public Hearing.

The following individual addressed this agenda item with Council Members:

Tony Tate-5011 Southpark Dr. Durham

Mr. Tate was asked how far he had to move the road and he answered 150 feet. With no further questions forthcoming, Mayor Peterman closed the Public Hearing.

Council Member Wiggins made a motion that the application be approved, the application is consistent with The Graham 2035 Comprehensive Plan and that this action is reasonable and in the public interest for the following reasons: Rezoning the property would be in consistence with Policy 3.2.1, 5.2.1, and Strategy 4.3.1 of The Graham 2035 Comprehensive Plan. Mayor Pro Tem Turner seconded the motion and all voted in favor of the motion.

b. Public Hearing: RZ2104 Jimmie Kerr Multi-Family. Request by Travers Webb for rezoning to R-MF from I-1 for approximately 11 acres on Jimmie Kerr Road (GPIN 8894469497 & 8894469816)

Mr. Page explained that this is a request to rezone the property from I-1 to R-MF. The property currently is vacant, and is surrounded by general business and industrial districts, including a hotel, truck stop, and packaging facility, the latter two of which signal frequent semi-truck traffic along this portion of Jimmie Kerr Road. Mr. Page added that while this meets many of the standards of The Graham 2035 Comprehensive Plan, the potential magnitude of the density of development, unknown site layout, the limited sewer capacity, and the potential traffic issues suggest that this development may be better served by one comprehensive Conditional Zoning for the entire region.

The following individuals addressed this agenda item with Council Members:

John Burton	George Webb-129 Hudson St.
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Mr. Webb stated that he believed this parcel was a crucial piece to developing this parcel and the ones behind it. He stated he is hoping to work with the City on sewer calculations. Following a brief discussion about postponing this item to allow for all parties to meet to discuss the sewer issues, Mayor Peterman made a motion to postpone this item until next month's meeting, seconded by Council Member Hall. All voted in favor of the motion.

c. S2101 Huntington Hills. Request by Don Sever for single family detached subdivision for 95 lots on 34 acres (GPIN 8894032541)

Mr. Page explained that this is request to create a new major subdivision on approximately 35 acres with 95 single family lots. He advised that the area was rezoned within the past couple of years and the request is for a regular single family detached subdivision and not an open space subdivision.

The following individual addressed this agenda item with Council Members:

Don Sever-1110 Navaho Dr. Raleigh

Following a brief discussion between Mr. Sever and Council Members, Mayor Pro Tem Turner made a motion that the application be approved, the application is consistent with The Graham 2035 Comprehensive Plan and that this action is reasonable and in the public interest for the following reasons: 3.2.1 and 3.2.3. Council Member Hall seconded the motion and all voted in favor of the motion.

d. Quasi-Judicial Public Hearing: SUP2101 Windsor Oakmont Subdivision. Request for Special Use Permit by Amanda Hodierne, Windsor Investments for townhomes on R-12 lots (GPIN 8883100157 & 8883000530)

City Attorney Bryan Coleman read the following statement:

This hearing is a quasi-judicial evidentiary hearing. That means it is like a court hearing. State law sets specific procedures and rules concerning how this board must make its decision. These rules are different from other types of land use decisions like rezoning cases.

The Council's discretion is limited. The Council must base its decision upon competent, relevant, and substantial evidence in the record. It is a decision that must be based on the standards in the ordinance and based on the facts presented. If you will be speaking as a witness, please focus on the facts and standards, not personal preference or opinion.

This meeting is open to the public. However, participation is limited. Parties with standing have rights to present evidence, call witnesses, and make legal arguments. Parties are limited to the applicant, the local government, and individuals who can show they will suffer special damages. Other individuals may serve as witnesses when called by the City Council. General witness testimony is limited to facts, no opinions. For certain topics, this Council needs to hear opinion testimony from expert witnesses. These topics include predictions about impacts on property values and predictions about impacts of increased traffic. Individuals providing expert opinion must be qualified as experts and provide the factual evidence upon which they base their expert opinion.

Witnesses must swear or affirm their testimony. At this time the City Clerk will administer the oath for all individuals who intend to provide witness testimony.

Mr. Mayor polled the council for any bias or fixed opinions, conflicts of interest, ex-parte communications, or site visits. No comments were forthcoming.

City Clerk Darcy Sperry swore in the following individuals who were present in the Council Chambers and addressed this agenda item with Council Members:

Nathan Page	Amanda Hodierne-804 Green Valley Rd. Greensboro
Homer Wade-621 Eugene Ct. Greensboro	Lisa Lundeen-304 W. Millbrook Rd. Raleigh
Glenn Patterson-885 Cheeks Lane Graham	

Mr. Mayor polled the council for any bias or fixed opinions, conflicts of interest, ex-parte communications, or site visits. Mayor Peterman stated that he had read the 163 letters of opposition uploaded to the Council's IPads. Mayor Pro Tem Turner confirmed he had read the letters as well. Council Member Talley re-iterated that someone had called her and she directed them to the quasi-judicial procedures. Council Members decided that if no one from the public reads the letter template Council received, the City Clerk would read the template for the record.

Mayor Peterman advised that he had watched the Planning Board meeting until this item came on. Council Member Talley advised that she watched some of the Planning Board meeting. Council Members who spoke up all said that what they had read, seen or heard would not affect their decision.

Ms. Sperry swore in the following individuals who joined the livestream and addressed this agenda items with Council Members:

Joann Henry-504 Grandview Dr. Graham	Robyn Ferguson-592 Grandview Dr. Graham
Cynthia Thompson-1904 Palmer Dr. Graham	Charles Smith-616 Whisper Ridge Dr. Graham
Genet Beauclair-616 Whisper Ridge Dr. Graham	Larry Durham-1904 Palmer Dr. Graham
Vance Evans-1810 Springmeadow Dr. Graham	Conrad Collins-638 Whisper Ridge Dr. Graham
Paul Smart-556 Little Creek Dr. Graham	Kevin Moss-705 Whisper Ridge Dr. Graham
James Peck-617 Whisper Ridge Dr. Graham	Margaret Moody-1802 Meadowview Dr. Graham
Angela Parsons-506 Wildwood Ln. Graham	Martin Shoffner-611 Westridge Dr. Burlington

Mr. Page explained that this is a request for a Special Use Permit for Dwelling, Townhouse for adjacent properties located at 0 Little Creek Drive and 0 Broadway Drive. The sites are currently vacant. The combined sites are just over 59 acres. He added that the plan would permit up to 70 townhouses and 109 single family lots in the proposed subdivision. As indicated in the preliminary site plan, the proposed townhouses would be clustered in the northern portion of the property, close to existing townhouses to the north of the subject property. Mr. Page advised that a landscaping buffer has been proposed along the exterior of the townhome property.

With no questions forthcoming and without objection, Mayor Peterman opened the Quasi-Judicial Public Hearing.

Ms. Hoderne, attorney for the applicant, spoke on behalf of the applicant. She reviewed the Draft Findings of Fact & Conclusions of Law and introduced herself (planning), Mr. Wade (survey engineer), Ms. Lundeen (traffic) and Mr. Patterson (property appraisal) as qualified expert witnesses for the applicant. All offered expert testimony, in their respective fields, on behalf of the applicant. Mayor Peterman acknowledged and accepted their testimony as expert testimony. Mayor Pro Tem Turner asked the expert witnesses about stormwater control measures, while Council Member Talley asked questions about setbacks, lot sizes, a similar project from 2020, communication with neighborhood residents, and open space. Council Member Talley expressed concern with various aspects of the request.

All of the residents, with the exception of Mr. Shoffner, who addressed this agenda item via the livestream spoke in opposition of this request. At the conclusion of the livestream comments, Ms. Hoderne responded to concerns expressed by speakers. With no further comments forthcoming, Mayor Peterman closed the Quasi-Judicial Public Hearing.

Council Member Talley again expressed her concerns with the request, while Mayor Peterman, Mayor Pro Tem Turner, Council Member Wiggins and Council Member Hall stated they felt the applicant had met the six requirements for the Special Use Permit.

Following the discussion, Council Member Talley made a motion to recommend denial based on the fact that the development is not consistent with The 2035 Plan, its principal use predominantly detached single family homes, new neighborhoods may include a range of duplexes, townhomes, small scale family dwellings of 12 units or less and that it does not meet the harmonious consistency with item number five, the location and character of the usage developed according to The Plan will be in harmony with the area in which it will be located in general conformity with The Plan of the development of the Graham planning area. The motion failed to get a second and therefore died. Council Member Wiggins made a motion that the application be approved as presented, move to adopt the Findings of Fact and Conclusions of Law as presented in the staff report, the application is consistent with The Graham 2035 Comprehensive Plan and that this action is reasonable and in the public interest for the following reasons: The development furthers goals of The Graham 2035 Comprehensive Plan and is in conformance with the Suburban Residential development type. The development meets all six conditions required by Section 10.144 of the Development Ordinance. Mayor Pro Tem Turner seconded the motion. Ayes: Council Member Wiggins, Mayor Pro Tem Turner, Mayor Peterman and Council Member Hall. Nays: Council Member Talley. Motion carried 4:1.

At 10:39 p.m., Mayor Peterman called for a 10 minute recess and at 10:51 p.m., he reconvened the meeting.

e. S2102 Windsor Oakmont. Request for major subdivision by David Michaels, Windsor Investments. Approximately 179 homes on 59.35 acres (GPIN 8883100157& 8883000530)

Mr. Page explained this is a request to create a new major subdivision on approximately 59 acres with 179 new lots (109 single family detached and 70 townhouses).

With no questions forthcoming, Council Member Wiggins made a motion that the application be approved, the application is consistent with The Graham 2035 Comprehensive Plan and that this action is reasonable and in the public interest for the following reasons: Allowing a higher density subdivision in this location removes households from the potential harm from floodways (4.3.1), protects greenspace and promotes a greenway trail system (3.2.4, 4.2.1). Mayor Pro Tem Turner seconded the motion. Ayes: Council Member Wiggins, Mayor Pro Tem Turner, Mayor Peterman and Council Member Hall. Nays: Council Member Talley. Motion carried 4:1.

Historical Museum Advisory Board Appointments:

Council Member Hall made a motion to table this until the next meeting, seconded by Mayor Peterman. All voted in favor of the motion.

City Manager Search Discussion:

Mayor Peterman asked the Council for permission to go ahead and set up a job description ready for Council Members next month. Council Member Hall made a motion to allow Mayor Peterman to set up the job description, seconded by Council Member Turner. All voted in favor of the motion.

Closed Session Pursuant to the Terms of N.C.G.S. §. 143-318-11 (a) (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease:

Mayor Peterman stated he felt this discussion could take place in open session and without objection from Council Members, asked Mr. Holland to review what Council had instructed staff to do in last month's closed session.

Mr. Holland advised that staff was tasked with looking at the possibility of other properties that could be purchased for a fire substation. He informed Council that at their request, realtor Gary Renigar was asked to help identify other properties. Mr. Holland advised that negotiations on the property brought to Council last month by Fire Chief Tommy Cole did not result in any viable options. The owner of that property is standing firm with their \$225,000 asking price. Mr. Renigar did propose two other properties. Fire Chief Cole stated that he and Public Works Director Burke Robertson went and looked at the other two properties and both felt neither would work. The three properties identified were:

- a. Property off Moore Street (parcels 19384, 143994, 143995, 144001 & 143988)
Owner: DDJS Properties LLC
- b. Property off Moore Street (parcel 131864)
Owner: Zaib Bhatti
- c. Property off intersection of Moore Street and Hanford Road (parcel 131950)
Owner: Debra Boone

Council Members and staff discussed the three properties identified, with parcel "a" being the property Chief Cole discussed with Council Members during closed session on May 11, 2021. Council Member Talley expressed concern for paying the full asking price for property "a", when the appraisal came back at \$146,000. Mr. Holland advised that Mr. Renigar said he was not surprised at the price tag for property "a". Mayor Peterman stated that we are past due for a substation and we need to build one now. Council Member Talley stated that she was in favor of pursuing the Bhatti property. She asked Chief Cole if Council wasn't agreeable to the \$225,000 price, what his second option would be. Chief Cole said none of the other options are viable for what we need. Council Member Hall stated that he did not want the property owner to receive any tax credits off the citizens of Graham. Mayor Peterman advised that the City would be buying this property outright. Chief Cole stated that the owner has asked for \$1,500 earnest money. Mr. Holland advised that the \$1,500 would allow time for the City to do their due diligence with this property. He also stated that the funds are included in the FY 2020-2021 Budget.

Mayor Peterman made a motion to pay the \$1,500 earnest money and sign a contract for property "a", seconded by Council Member Wiggins. Prior to the vote, Council Member Talley asked Mayor Peterman if he wanted to make a lower offer. Mayor Peterman stated that we already had and the seller will not take anything lower. Ayes: Mayor Peterman, Council Member Wiggins, Mayor Pro Tem Turner and Council Member Hall. Nays: Council Member Talley. Motion carried 4:1.

Following the vote, Council Member Talley asked Council Member Hall how he voted. Council Member Hall stated he voted no. Mayor Peterman then declared that the motion carried 3:2.

Mr. Boney inquired about what document the Council Members were referring to when referencing properties by “a”, “b” and “c”. Mayor Peterman asked staff to email Mr. Boney a copy of the document.

Issues Not on Tonight’s Agenda (Public Comment Period):

Mr. Holland announced that the recommended budget for FY 2021-2022 has been presented to Council.

He thanked Finance Director Julianne Cordon, the department heads, Leamon Brice, consultant with N-Focus and former City Manager Frankie Maness for all of their help with getting this recommended budget balanced. Mr. Holland advised that he will be reaching out to Council Members to set dates/times for him to review the budget with them individually. Mr. Boney expressed concern with staff meeting individually with Council Members. Mayor Peterman asked the City Attorneys to look into Mr. Boney’s concern and advise if Council needs to do something different.

Downtown Development Coordinator Mary Faucette read an email from Jeff Collie and Josh Coe of Little Brothers Brewing, in which they have requested consideration to permit the periodic parking of food trucks/trailers in parking spaces along West Elm Street adjacent to their storefront. Mayor Peterman asked staff to put something together for Council to consider next month.

Ms. Sperry read an email she received from Bobby Minor of Old Farm Drive Graham in which he suggested renaming Graham Regional Park to Wyatt Outlaw Park.

Ms. Sperry also publicly thanked the City for their acts of kindness and support shown to her and her family during the recent passing of her Mother.

Mr. Boney asked if business owners would be notified about the requests for food trucks Ms. Faucette spoke about. He stated that he would be against food trucks taking up parking spaces that businesses need.

Council Member Talley invited everyone to a live concert this coming Saturday on East Elm Street. The concert will start at 7:00, there will be a car cruise in at 4:00 and there will be a job fair at 4:00.

Mayor Peterman asked Mrs. Faucette to inform everyone about the Thursdays at 7 Concert series hosted by the Recreation Department. Ms. Faucette stated that in order to adhere to the Governors mass gathering orders, the concert will be held at Bill Cooke Park instead of downtown. More information will be going out tomorrow.

At 11:33 p.m., Mayor Pro Tem Turner made a motion to adjourn, seconded by Council Member Hall. All voted in favor of the motion.

Darcy Sperry, City Clerk

CITY OF GRAHAM
RELEASE ACCOUNTS

Page 15 of 138

JUNE

<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
674537	2020	RIVERWALK TOWNHOMES TOAI	PARCEL HOA - EXEMPT	\$6.48
674537	2020	RIVERWALK TOWNHOMES TOAI	PARCEL HOA - EXEMPT	\$34.13
674537	2020	RIVERWALK TOWNHOMES TOAI	PARCEL HOA - EXEMPT	\$7.17
674537	2020	RIVERWALK TOWNHOMES TOAI	PARCEL HOA - EXEMPT	\$7.17
674537	2020	RIVERWALK TOWNHOMES TOAI	PARCEL HOA - EXEMPT	\$5.12
674537	2020	RIVERWALK TOWNHOMES TOAI	PARCEL HOA - EXEMPT	\$13.17
674537	2020	RIVERWALK TOWNHOMES TOAI	PARCEL HOA - EXEMPT	\$6.55

TOTAL RELEASES \$79.79

STAFF REPORT

SUBJECT:	BUDGET AMENDMENTS FY 2020-2021
PREPARED BY:	JULIANNE CORDON – FINANCE DIRECTOR

REQUESTED ACTION:

Adopt Budget Amendment Ordinance for Fiscal Year 2020-2021.

BACKGROUND/SUMMARY:

The attached Budget Amendment Ordinance for Fiscal Year 2020-2021 reflects the changes estimated to be necessary in the budget to meet the City's needs for the year ending June 30, 2021. These amendments generally allocate funds to specific departments that have had unexpected expenses or to account for actual receipts. Many are offset by a corresponding revenue. The amendments are sometimes referred to as "clean-up" amendments.

The proposed budget amendment ordinance, like the original budget, does not appropriate funds on a line by line basis (object basis), but rather on a departmental basis.

FISCAL IMPACT:

None of the amendments will result in a situation where overall expenditures will exceed revenues. Many other departments are expected to experience underruns.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we adopt the Budget Amendment Ordinance for Fiscal Year 2020-2021.

CITY OF GRAHAM
BUDGET AMENDMENT ORDINANCE
2020-2021

BE IT ORDAINED BY THE CITY COUNCIL of the City of Graham that
the 2020 - 2021 Budget Ordinance shall be and is hereby amended as follows:

Section 1.

GENERAL FUND

DEPARTMENT	APPROVED	AMENDED
City Council	44,600.00	184,600.00
Administrative	616,500.00	616,500.00
Information Technologies	384,000.00	384,000.00
Finance	394,900.00	394,900.00
Public Building & Ground	132,600.00	127,600.00
Police Department	4,385,300.00	4,385,300.00
Fire Department	1,553,300.00	1,553,300.00
Inspections	550,600.00	540,600.00
Traffic Engineering	92,000.00	37,000.00
Garage Warehouse	95,300.00	95,300.00
Street Department	1,514,300.00	1,569,300.00
Street Lights	132,000.00	111,500.00
Sanitation	872,400.00	872,400.00
Recreation	917,900.00	917,900.00
Graham-Mebane Lake	177,400.00	184,900.00
Athletic Facilities	392,300.00	392,300.00
Property Maintenance	758,900.00	746,900.00
Non-Departmental	1,053,500.00	953,500.00
	14,067,800.00	14,067,800.00

Section 3.

WATER & WASTEWATER

EXPENDITURES	APPROVED	AMENDED
Water Billing	415,500.00	428,000.00
W&S Distribution	1,860,300.00	1,860,300.00
Maintenance & Lift Stations	221,800.00	221,800.00
Water Treatment Plant	2,011,100.00	2,011,100.00
Wastwater Treatment plant	1,586,600.00	1,586,600.00
Non-Departmental	2,055,500.00	2,043,000.00
	8,150,800.00	8,150,800.00

Section 7

CAPITAL PROJECTS AND

OTHER SPECIAL FUNDS

REVENUES AND EXPENDITURES	APPROVED	AMENDED
State Drug Funds	100.00	11,000.00
Federal Drug Funds	100.00	34,000.00
	200.00	45,000.00

Adopted this 8th day of June 2021.

Attest:

Mayor Jerry Peterman

**BE IT ORDAINED BY THE CITY COUNCIL of the City of Graham that
the 2013 - 2014 Budget Ordinance shall be and is hereby amended as follows:**

Section 1.

GENERAL FUND				NET	
DEPARTMENT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
City Council	46,800.00	47,900.00	1,100.00		
Administrative	403,500.00	382,600.00		20,900.00	
Information Technologies	127,500.00	140,400.00	12,900.00		
Finance	345,500.00	361,175.00	15,675.00		
Public Building & Ground	161,400.00	152,000.00		9,400.00	
Police Department	3,169,400.00	3,207,250.00	37,850.00		
Fire Department	1,296,100.00	1,318,335.00	22,235.00		
Inspections	300,300.00	307,700.00	7,400.00		
Traffic Engineering	31,000.00	31,000.00			
Garage Warehouse	79,500.00	112,450.00	32,950.00		
Street Department	1,323,737.50	1,271,337.50		52,400.00	
Street Lights	99,000.00	127,750.00	28,750.00		
Sanitation	859,100.00	859,170.00	70.00		
Recreation	762,500.00	818,600.00	56,100.00		
Graham-Mebane Lake	124,700.00	131,500.00	6,800.00		
Athletic Facilities	166,000.00	166,000.00	-		
Property Maintenance	631,700.00	640,700.00	9,000.00		
Non-Departmental	733,500.00	721,000.00		12,500.00	
	<u>10,661,237.50</u>	<u>10,796,867.50</u>	<u>230,830.00</u>	<u>95,200.00</u>	<u>135,630.00</u>

WATER & SEWER FUND					NET INCREASE
DEPARTMENT	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
Water Billing & Metering	630,200.00	633,700.00	3,500.00		
Water & Sewer Distribution	943,200.00	943,200.00			
Maintenance & Lift Stations	278,900.00	278,900.00			
Water Treatment	1,470,000.00	1,470,000.00			
Wastewater Treatment	1,050,700.00	1,050,700.00			
Non-Departmental	1,742,800.00	1,739,300.00		3,500.00	
	6,115,800.00	6,115,800.00	3,500.00	3,500.00	-

GARAGE FUND					NET INCREASE
DEPARTMENT	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
City Garage	993,200.00	1,021,700.00	28,500.00	-	28,500.00

Section 4. - REVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	NET INCREASE (DECREASE)
General Fund	10,661,237.50	10,796,867.50	135,630.00	-	135,630.00
Water & Sewer Fund	6,115,800.00	6,115,800.00	-	-	-
Garage Fund	993,200.00	1,021,700.00	28,500.00	-	28,500.00

Section 8.

CAPITAL PROJECTS AND OTHER SPECIAL FUNDS	APPROVED	AMENDED	INCREASE	(DECREASE)
Federal Drug Monies	120,500	120,500	-	-
State Drug Monies	6,100	6,100	-	-
Miscellaneous Grants	8,375	8,375	-	-

**CITY OF GRAHAM
BUDGET AMENDMENT ORDINANCE
2020-2021**

BE IT ORDAINED BY THE CITY COUNCIL of the City of Graham that
the 2020 - 2021 Budget Ordinance shall be and is hereby amended as follows:

Section 1.

GENERAL FUND					
DEPARTMENT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
City Council	44,600.00	184,600.00	140,000.00		Lawyer Fees
Administrative	616,500.00	616,500.00			
Information Technologies	384,000.00	384,000.00			
Finance	394,900.00	394,900.00			
Public Building & Ground	132,600.00	127,600.00		5,000.00	Salaries
Police Department	4,385,300.00	4,385,300.00			
Fire Department	1,553,300.00	1,553,300.00			
Inspections	550,600.00	540,600.00		10,000.00	Pro. Services
Traffic Engineering	92,000.00	37,000.00		55,000.00	Traffic Light Project Pushed
Garage Warehouse	95,300.00	95,300.00			
Street Department	1,514,300.00	1,569,300.00	55,000.00		Paving
Street Lights	132,000.00	111,500.00		20,500.00	Utilities Under
Sanitation	872,400.00	872,400.00			
Recreation	917,900.00	917,900.00			
Graham-Mebane Lake	177,400.00	184,900.00	7,500.00		Tree Removal
Athletic Facilities	392,300.00	392,300.00			
Property Maintenance	758,900.00	746,900.00		12,000.00	Truck vs. Mower
Non-Departmental	1,053,500.00	953,500.00		100,000.00	Incentive
	<u>14,067,800.00</u>	<u>14,067,800.00</u>	<u>202,500.00</u>	<u>202,500.00</u>	<u>-</u>

Section 3.

WATER & WASTWATER					
EXPENDITURES	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Water Billing	415,500.00	428,000.00	12,500.00		Bank Fees
W&S Distribution	1,860,300.00	1,860,300.00			
Maintenance & Lift Stations	221,800.00	221,800.00			
Water Treatment Plant	2,011,100.00	2,011,100.00			
Wastwater Treatment plant	1,586,600.00	1,586,600.00			
Non-Departmental	2,055,500.00	2,043,000.00		12,500.00	Retirement Sick Pay
	<u>8,150,800.00</u>	<u>8,150,800.00</u>	<u>12,500.00</u>	<u>12,500.00</u>	<u>-</u>

Section 7

CAPITAL PROJECTS AND OTHER SPECIAL FUNDS					NET INCREASE (DECREASE)
REVENUES AND EXPENDITURES	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
State Drug Funds	100.00	11,000.00	10,900.00		
Federal Drug Funds	100.00	34,000.00	33,900.00		
	<u>200.00</u>	<u>45,000.00</u>	<u>44,800.00</u>	<u>-</u>	<u>44,800.00</u>

Adopted this 8th day of June 2021.

Attest:

Mayor Jerry Peterman



STAFF REPORT

SUBJECT:	AMERICAN RESCUE PLAN ACT – LOCAL FISCAL RECOVERY FUND
PREPARED BY:	JULIANNE CORDON, FINANCE OFFICER

REQUESTED ACTION:

Adopt the Resolution Establishing the American Rescue Plan Act Local Fiscal Recovery Fund

BACKGROUND/SUMMARY:

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President. Section 9901 of ARPA amended Title VI of the Social Security Act (the Act) to add section 602, which established the Coronavirus State Fiscal Recovery Fund, and section 603, which established the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds). The Fiscal Recovery Funds are intended to provide support to State, local, Tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 on their communities, residents, and businesses. The Fiscal Recovery Funds build on and expand the support provided to these governments over the last year, including through the Coronavirus Relief Fund (CRF).

FISCAL IMPACT:

Sections 602 and 603 of the Act provide for Treasury to make payments directly to States, territories, Tribal governments, and various local governments. Congress also provided for Treasury to make payments to States to allocate this funding to smaller units of general local governments called non-entitlement units (NEUs) with populations of less than 50,000 residents. A State is required to allocate and distribute the Local Fiscal Recovery Fund payment received from the Treasury to each NEU in the State an amount that bears the same proportion to the amount of such payment as the population of the NEU bears to the total population of all the NEUs in the State. Each State has 30 days to distribute these funds to NEUs, but Treasury may provide extensions of this deadline. Payment distribution will be made in two tranches, with the Second Tranche payment to be made no later than 12 months after the date on the First Tranche payment.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we approve the Resolution Establishing the American Rescue Plan Act Local Fiscal Recovery Fund.

RESOLUTION ESTABLISHING THE CORONAVIRUS RELIEF FUND (CRF)

WHEREAS, On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President;

WHEREAS, Section 9901 of ARPA amended Title VI of the Social Security Act (the Act) to add section 602, which establishes the Coronavirus State Fiscal Recovery Fund, and section 603, which established the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds);

WHEREAS, A State is required to allocate and distribute the Local Fiscal Recovery Fund payment received from the Treasury to each non-entitlement unit (NEU) in the State an amount that bears the same proportion to the amount of such payment as the population of the NEU bears to the total population of all the NEUs in the State.

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

Section 1. The City Council of the City of Graham hereby creates an American Rescue Plan Act Local Fiscal Recovery Fund.

Section 2. Per the estimate released by Congressional staff, an appropriation in the amount of \$4,580,000 is hereby provided in the fund for the purpose of responding to the impact of COVID-19 and in efforts to contain COVID-19 on our communities, residents, and businesses.

Section 3. This fund shall remain effective until further notice.

Section 4. This Resolution shall become effective and binding upon its adoption.

This the 8th day of June, 2021.

Mayor

ATTEST:

City Clerk

STAFF REPORT

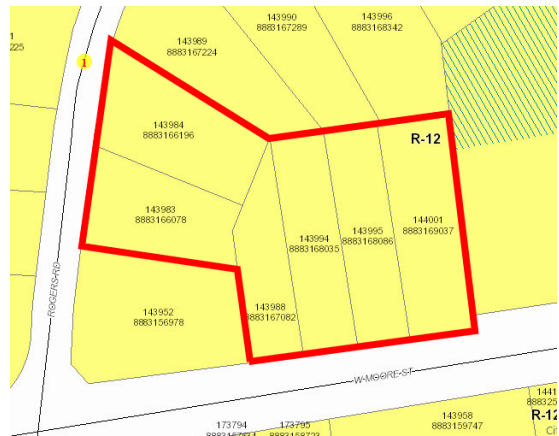
SUBJECT:	MOORE ST FIRE STATION APPROVAL TO PURCHASE
PREPARED BY:	AARON HOLLAND, INTERIM CITY MANAGER

REQUESTED ACTION:

Approve the purchase of vacant property off W. Moore Street and Rogers Road for location of future fire station.

BACKGROUND/SUMMARY:

On May 11, 2021, the City Council approved the authorization of the City Manager and City Attorney to enter into contract with the owners (DDJS Properties, LLC) of the vacant property located off W. Moore St and Rogers Rd. The properties, (identified by PIDs: 144001, 143995, 143994, 143988, 143983, and 143984), have been recommended by staff as the location for the site of the proposed fire station after consideration of other available properties within the vicinity.



FISCAL IMPACT:

The purchase price for the property is \$225,000 with additional funds needed for due diligence. Funds needed for this purchase were available in the FY 2020-21 adopted budget.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move to authorize the City Manager, City Attorney, and City Clerk to effectuate the purchase of the properties located off W. Moore Street and Rogers Road identified by Alamance County Parcel ID#s: 144001, 143995, 143994, 143988, 143983, and 143984 pending the completion of the due diligence period.

NOTE: This contract is intended for unimproved real property that Buyer will purchase only for personal use and does not have immediate plans to subdivide. It should not be used to sell property that is being subdivided unless the property has been platted, properly approved and recorded with the register of deeds as of the date of the contract. If Seller is Buyer's builder and the sale involves the construction of a new single family dwelling prior to closing, use the standard Offer to Purchase and Contract—New Construction (Form 800-T) or, if the construction is completed, use the Offer to Purchase and Contract (Form 2-T) with the New Construction Addendum (Form 2A3-T).

For valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, Buyer offers to purchase and Seller upon acceptance agrees to sell and convey the Property on the terms and conditions of this Offer To Purchase and Contract and any addendum or modification made in accordance with its terms (together the "Contract").

1. TERMS AND DEFINITIONS: The terms listed below shall have the respective meaning given them as set forth adjacent to each term.

(a) "Seller": DDJS Properties, LLC

(b) "Buyer": City of Graham, a municipal corporation

(c) "Property": The Property shall include all that real estate described below together with all appurtenances thereto including the improvements located thereon.

NOTE: If the Property will include a manufactured (mobile) home(s), Buyer and Seller should consider including the Manufactured (Mobile) Home provision in the Additional Provisions Addendum (Standard Form 2A11-T) with this offer.

Street Address: Vacant Lots on W. Moore Street & Vacant Lots on Rogers Road
City: Graham Zip: 27253
County: Alamance, North Carolina

NOTE: Governmental authority over taxes, zoning, school districts, utilities and mail delivery may differ from address shown.

Legal Description: (Complete ALL applicable)*Lots 91-94, 97 and 98.

Plat Reference: Lot/Unit *, Block/Section _____, Subdivision/Condominium _____, as shown on Plat Book/Slide 1 & 7 at Page(s) 151 & 50

The PIN/PID or other identification number of the Property is: 144001, 143995, 143994, 143988, 143983, 143984

Other description: See Exhibit "A" attached of Ala. Co. GIS map depicting subject property in*

Some or all of the Property may be described in Deed Book 3507 at Page 817

(d) "Purchase Price": *darkened outline & cross hatched w/in boundary of property.

\$ 225,000.00

\$ 1,500.00

\$ _____

\$ _____

\$ _____

\$ _____

\$ 223,500.00

paid in U.S. Dollars upon the following terms:

BY DUE DILIGENCE FEE made payable and delivered to Seller by the Effective Date

BY INITIAL EARNEST MONEY DEPOSIT made payable and delivered to Escrow Agent named in Paragraph 1(f) by ☐ cash ☐ personal check ☐ official bank check ☐ wire transfer, ☐ electronic transfer, EITHER ☐ with this offer OR ☐ within five (5) days of the Effective Date of this Contract.

BY (ADDITIONAL) EARNEST MONEY DEPOSIT made payable and delivered to Escrow Agent named in Paragraph 1(f) by cash, official bank check, wire transfer or electronic transfer no later than 5 p.m. on _____

TIME BEING OF THE ESSENCE.

BY ASSUMPTION of the unpaid principal balance and all obligations of Seller on the existing loan(s) secured by a deed of trust on the Property in accordance with the attached Loan Assumption Addendum (Standard Form 2A6-T).

BY SELLER FINANCING in accordance with the attached Seller Financing Addendum (Standard Form 2A5-T).

BALANCE of the Purchase Price in cash at Settlement (some or all of which may be paid with the proceeds of a new loan)



Should Buyer fail to deliver either the Due Diligence Fee or any Initial Earnest Money Deposit by their due dates, or should any check or other funds paid by Buyer be dishonored, for any reason, by the institution upon which the payment is drawn, Buyer shall have one (1) banking day after written notice to deliver cash, official bank check, wire transfer or electronic transfer to the payee. In the event Buyer does not timely deliver the required funds, Seller shall have the right to terminate this Contract upon written notice to Buyer.

(e) **"Earnest Money Deposit"**: The Initial Earnest Money Deposit, the Additional Earnest Money Deposit and any other earnest monies paid or required to be paid in connection with this transaction, collectively the "Earnest Money Deposit", shall be deposited and held in escrow by Escrow Agent until Closing, at which time it will be credited to Buyer, or until this Contract is otherwise terminated. In the event: (1) this offer is not accepted; or (2) a condition of any resulting contract is not satisfied, then the Earnest Money Deposit shall be refunded to Buyer. In the event of breach of this Contract by Seller, the Earnest Money Deposit shall be refunded to Buyer upon Buyer's request, but such return shall not affect any other remedies available to Buyer for such breach. In the event of breach of this Contract by Buyer, the Earnest Money Deposit shall be paid to Seller. The payment of the Earnest Money Deposit to Seller and the retention of any Due Diligence Fee by Seller (without regard to their respective amounts, including zero) together shall serve as liquidated damages ("Liquidated Damages") and as Seller's sole and exclusive remedy for such breach, but without limiting Seller's rights under Paragraphs 4(d) and 4(e) for damage to the Property. It is acknowledged by the parties that the amount of the Liquidated Damages is compensatory and not punitive, such amount being a reasonable estimation of the actual loss that Seller would incur as a result of a breach of this Contract by Buyer. The payment to Seller and/or retention by Seller of the Liquidated Damages shall not constitute a penalty or forfeiture but actual compensation for Seller's anticipated loss, both parties acknowledging the difficulty determining Seller's actual damages for such breach. If legal proceedings are brought by Buyer or Seller against the other to recover the Earnest Money Deposit, the prevailing party in the proceeding shall be entitled to recover from the non-prevailing party reasonable attorney fees and court costs incurred in connection with the proceeding.

(f) **"Escrow Agent"** (insert name): _____

Buyer and Seller consent to disclosure by the Escrow Agent of any material facts pertaining to the Earnest Money Deposit to the parties to this transaction, their real estate agent(s) and Buyer's lender(s).

NOTE: In the event of a dispute between Seller and Buyer over the disposition of the Earnest Money Deposit held in escrow, a licensed real estate broker ("Broker") is required by state law (and Escrow Agent, if not a Broker, hereby agrees) to retain the Earnest Money Deposit in the Escrow Agent's trust or escrow account until Escrow Agent has obtained a written release from the parties consenting to its disposition or until disbursement is ordered by a court of competent jurisdiction. Alternatively, if a Broker or an attorney licensed to practice law in North Carolina ("Attorney") is holding the Earnest Money Deposit, the Broker or Attorney may deposit the disputed monies with the appropriate clerk of court in accordance with the provisions of N.C.G.S. §93A-12.

THE PARTIES AGREE THAT A REAL ESTATE BROKERAGE FIRM ACTING AS ESCROW AGENT MAY PLACE THE EARNEST MONEY DEPOSIT IN AN INTEREST BEARING TRUST ACCOUNT AND THAT ANY INTEREST EARNED THEREON SHALL BE DISBURSED TO THE ESCROW AGENT MONTHLY IN CONSIDERATION OF THE EXPENSES INCURRED BY MAINTAINING SUCH ACCOUNT AND RECORDS ASSOCIATED THEREWITH.

(g) **"Effective Date"**: The date that: (1) the last one of Buyer and Seller has signed or initialed this offer or the final counteroffer, if any, and (2) such signing or initialing is communicated to the party making the offer or counteroffer, as the case may be. The parties acknowledge and agree that the initials lines at the bottom of each page of this Contract are merely evidence of their having reviewed the terms of each page, and that the complete execution of such initials lines shall not be a condition of the effectiveness of this Agreement.

(h) **"Due Diligence"**: Buyer's opportunity to investigate the Property and the transaction contemplated by this Contract, including but not necessarily limited to the matters described in Paragraph 2 below, to decide whether Buyer, in Buyer's sole discretion, will proceed with or terminate the transaction.

(i) **"Due Diligence Fee"**: A negotiated amount, if any, paid by Buyer to Seller with this Contract for Buyer's right to terminate the Contract for any reason or no reason during the Due Diligence Period. It shall be the property of Seller upon the Effective Date and shall be a credit to Buyer at Closing. The Due Diligence Fee shall be non-refundable except in the event of a material breach of this Contract by Seller, or if this Contract is terminated under Paragraph 6(n) or as otherwise provided in any addendum hereto. Buyer and Seller each expressly waive any right that they may have to deny the right to conduct Due Diligence or to assert any defense as to the enforceability of this Contract based on the absence or alleged insufficiency of any Due Diligence Fee, it being the intent of the parties to create a legally binding contract for the purchase and sale of the Property without regard to the existence or amount of any Due Diligence Fee.

(j) **"Due Diligence Period"**: The period beginning on the Effective Date and extending through 5:00 p.m. on 6-30-2021



TIME BEING OF THE ESSENCE.

(k) **"Settlement"**: The proper execution and delivery to the closing attorney of all documents necessary to complete the transaction contemplated by this Contract, including the deed, settlement statement, deed of trust and other loan or conveyance documents, and the closing attorney's receipt of all funds necessary to complete such transaction

(l) **"Settlement Date"**: The parties agree that Settlement will take place on or before 6-30-2021 (the "Settlement Date"), unless otherwise agreed in writing, at a time and place designated by Buyer.

NOTE: See paragraph 12, **DELAY IN SETTLEMENT/CLOSING** for conditions under which Settlement may be delayed.

(m) **"Closing"**: The completion of the legal process which results in the transfer of title to the Property from Seller to Buyer, which includes the following steps: (1) the Settlement (defined above); (2) the completion of a satisfactory title update to the Property following the Settlement; (3) the closing attorney's receipt of authorization to disburse all necessary funds; and (4) recordation in the appropriate county registry of the deed(s) and deed(s) of trust, if any, which shall take place as soon as reasonably possible for the closing attorney after Settlement. Upon Closing, the proceeds of sale shall be disbursed by the closing attorney in accordance with the settlement statement and the provisions of Chapter 45A of the North Carolina General Statutes. If the title update should reveal unexpected liens, encumbrances or other title defects, or if the closing attorney is not authorized to disburse all necessary funds, then the Closing shall be suspended and the Settlement deemed delayed under Paragraph 9 (Delay in Settlement/Closing).

WARNING: The North Carolina State Bar has determined that the performance of most acts and services required for a closing constitutes the practice of law and must be performed only by an attorney licensed to practice law in North Carolina. State law prohibits unlicensed individuals or firms from rendering legal services or advice. Although non-attorney settlement agents may perform limited services in connection with a closing, they may not perform all the acts and services required to complete a closing. A closing involves significant legal issues that should be handled by an attorney. Accordingly it is the position of the North Carolina Bar Association and the North Carolina Association of REALTORS® that all buyers should hire an attorney licensed in North Carolina to perform a closing.

(n) **"Special Assessments"**: A charge against the Property by a governmental authority in addition to ad valorem taxes and recurring governmental service fees levied with such taxes, or by an owners' association in addition to any regular assessment (dues), either of which may be a lien against the Property. A Special Assessment may be either proposed or confirmed.

"Proposed Special Assessment": A Special Assessment that is under formal consideration but which has not been approved prior to Settlement. Whether payable in a lump sum or future installments.

"Confirmed Special Assessment": A Special Assessment that has been approved prior to Settlement whether payable in a lump sum or future installments.

NOTE: Any Proposed and Confirmed Special Assessments must be identified by Seller in paragraph 5(b), and Buyer's and Seller's respective responsibilities for Proposed and Confirmed Special Assessments are addressed in paragraphs 4(a) and 6(k).

2. BUYER'S DUE DILIGENCE PROCESS:

WARNING: BUYER IS STRONGLY ENCOURAGED TO CONDUCT DUE DILIGENCE DURING THE DUE DILIGENCE PERIOD. If Buyer is not satisfied with the results or progress of Buyer's Due Diligence, Buyer should terminate this Contract, *prior to the expiration of the Due Diligence Period*, unless Buyer can obtain a written extension from Seller. SELLER IS NOT OBLIGATED TO GRANT AN EXTENSION. Although Buyer may continue to investigate the Property following the expiration of the Due Diligence Period, Buyer's failure to deliver a Termination Notice to Seller prior to the expiration of the Due Diligence Period will constitute a waiver by Buyer of any right to terminate this Contract based on any matter relating to Buyer's Due Diligence. Provided however, following the Due Diligence Period, Buyer may still exercise a right to terminate if Seller fails to materially comply with any of Seller's obligations under paragraph 6 of this Contract or for any other reason permitted under the terms of this Contract or North Carolina law.

(a) **Loan:** Buyer, at Buyer's expense, shall be entitled to pursue qualification for and approval of the Loan if any.

NOTE: Buyer's obligation to purchase the Property is not contingent on obtaining a Loan. Therefore, Buyer is advised to consult with Buyer's lender prior to signing this offer to assure that the Due Diligence Period allows sufficient time for the appraisal to be

completed and for Buyer's lender to provide Buyer sufficient information to decide whether to proceed with or terminate the transaction.

(b) **Property Investigation:** Buyer or Buyer's agents or representatives, at Buyer's expense, shall be entitled to conduct all desired tests, surveys, appraisals, investigations, examinations and inspections of the Property as Buyer deems appropriate, including but NOT limited to the following:

- (i) **Soil And Environmental:** Reports to determine whether the soil is suitable for Buyer's intended use and whether there is any environmental contamination, law, rule or regulation that may prohibit, restrict or limit Buyer's intended use.
- (ii) **Septic/Sewer System:** Any applicable investigation(s) to determine: (1) the condition of an existing sewage system, (2) the costs and expenses to install a sewage system approved by an existing Improvement Permit, (3) the availability and expense to connect to a public or community sewer system, and/or (4) whether an Improvement Permit or written evaluation may be obtained from the County Health Department for a suitable ground absorption sewage system.
- (iii) **Water:** Any applicable investigation(s) to determine: (1) the condition of an existing private drinking water well, (2) the costs and expenses to install a private drinking water well approved by an existing Construction Permit, (3) the availability, costs and expenses to connect to a public or community water system, or a shared private well, and/or (4) whether a Construction Permit may be obtained from the County Health Department for a private drinking water well.
- (iv) **Review of Documents:** Review of the Declaration of Restrictive Covenants, Bylaws, Articles of Incorporation, Rules and Regulations, and other governing documents of any applicable owners' association and/or subdivision. If the Property is subject to regulation by an owners' association, it is recommended that Buyer review the completed Owners' Association And Addendum (Standard Form 2A12-T) provided by Seller prior to signing this offer. It is also recommended that the Buyer determine if the owners' association or its management company charges fees for providing information required by Buyer's lender or confirming restrictive covenant compliance.
- (v) **Appraisals:** An appraisal of the Property
- (vi) **Survey:** A survey to determine whether the property is suitable for Buyer's intended use and the location of easements, setbacks, property boundaries and other issues which may or may not constitute title defects.
- (vii) **Zoning and Governmental Regulation:** Investigation of current or proposed zoning or other governmental regulation that may affect Buyer's intended use of the Property, adjacent land uses, planned or proposed road construction, and school attendance zones.
- (viii) **Flood Hazard:** Investigation of potential flood hazards on the Property, and/or any requirement to purchase flood insurance in order to obtain the Loan.
- (ix) **Utilities and Access:** Availability, quality, and obligations for maintenance of utilities including electric, gas, communication services, storm water management, and means of access to the Property and amenities.
- (x) **Streets/Roads:** Investigation of the status of the street/road upon which the Property fronts as well as any other street/road used to access the Property, including: (1) whether any street(s)/road(s) are public or private, (2) whether any street(s)/road(s) designated as public are accepted for maintenance by the State of NC or any municipality, or (3) if private or not accepted for public maintenance, the consequences and responsibility for maintenance and the existence, terms and funding of any maintenance agreements.

NOTE: NC General Statutes Section 136-102.6(f) (the "Statute") requires that under circumstances described in the Statute, a buyer must be provided a subdivision streets disclosure statement prior to entering into an agreement to buy subdivided property described in the Statute. If Buyer or Seller are uncertain whether the sale of the Property described in this Contract is subject to the Statute, consult a NC real estate attorney.

- (xi) **Sale/Lease of Existing Property:** As noted in paragraph 3(b), this Contract is not conditioned upon the sale/lease or closing of other property owned by Buyer. Therefore, if Buyer must sell or lease other real property in order to qualify for a new loan or to otherwise complete the purchase of the Property, Buyer should seek to close on Buyer's other property prior to the end of the Due Diligence Period or be reasonably satisfied that closing on Buyer's other property will take place prior to the Settlement Date of this Contract.

(c) **Buyer's Obligation to Repair Damage:** Buyer shall, at Buyer's expense, promptly repair any damage to the Property resulting from any activities of Buyer and Buyer's agents and contractors, but Buyer shall not be responsible for any damage caused by accepted practices applicable to any N.C. licensed professional performing reasonable appraisals, tests, surveys, examinations and inspections of the Property. This repair obligation shall survive any termination of this Contract.

(d) **Indemnity:** Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property except for any loss, damage, claim, suit or cost arising out of pre-existing conditions of the Property and/or out of Seller's negligence or willful acts or omissions. This indemnity shall survive this Contract and any termination hereof.

(e) **Buyer's Right to Terminate:** Buyer shall have the right to terminate this Contract for any reason or no reason, by delivering to Seller written notice of termination (the "Termination Notice") during the Due Diligence Period (or any agreed-upon written extension of the Due Diligence Period), **TIME BEING OF THE ESSENCE**. If Buyer timely delivers the Termination Notice, this Contract shall be terminated and the Earnest Money Deposit shall be refunded to Buyer.

(f) **CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION UNLESS PROVISION IS OTHERWISE MADE IN WRITING.**



3. BUYER REPRESENTATIONS:

(a) **Loan:** Buyer ☐ does ☒ does not intend to obtain a new loan in order to purchase the Property. If Buyer is obtaining a new loan, Buyer intends to obtain a loan as follows: ☐ Conventional ☐ Other: _____ loan at a ☐ Fixed Rate ☐ Adjustable Rate in the principal amount of _____ for a term of _____ year(s), at an initial interest rate not to exceed _____ % per annum (the "Loan"). **NOTE:** Buyer's obligations under this Contract are not conditioned upon obtaining or closing any loan.

NOTE: If Buyer does not intend to obtain a new loan, Seller is advised, prior to signing this offer, to obtain documentation from Buyer which demonstrates that Buyer will be able to close on the Property without the necessity of obtaining a new loan.

(b) **Other Property:** Buyer ☐ DOES ☒ DOES NOT have to sell or lease other real property in order to qualify for a new loan or to complete the purchase. *(Complete the following only if Buyer DOES have to sell or lease other real property:)*

Other Property Address: _____

☐ *(Check if applicable)* Buyer's other property IS under contract as of the date of this offer, and a copy of the contract has either been previously provided to Seller or accompanies this offer. *(Buyer may mark out any confidential information, such as the purchase price and the buyer's identity, prior to providing a copy of the contract to Seller.)* Failure to provide a copy of the contract shall not prevent this offer from becoming a binding contract; however, SELLER IS STRONGLY ENCOURAGED TO OBTAIN AND REVIEW THE CONTRACT ON BUYER'S PROPERTY PRIOR TO ACCEPTING THIS OFFER.

☐ *(Check if applicable)* Buyer's other property IS NOT under contract as of the date of this offer. Buyer's property *(check only ONE of the following options):*

- ☐ is listed with and actively marketed by a licensed real estate broker.
- ☐ will be listed with and actively marketed by a licensed real estate broker.
- ☐ Buyer is attempting to sell/lease the Buyer's Property without the assistance of a licensed real estate broker.

NOTE: This Contract is NOT conditioned upon the sale/lease or closing of Buyer's other property. If the parties agree to make this Contract conditioned on a sale/lease or closing of Buyer's other property, an appropriate contingency addendum should be drafted by a North Carolina real estate attorney and added to this Contract.

(c) **Performance of Buyer's Financial Obligations:** To the best of Buyer's knowledge, there are no other circumstances or conditions existing as of the date of this offer that would prohibit Buyer from performing Buyer's financial obligations in accordance with this Contract, except as may be specifically set forth herein.

4. BUYER OBLIGATIONS:

(a) **Responsibility for Proposed Special Assessments:** Buyer shall take title subject to all Proposed Special Assessments.

(b) **Responsibility for Certain Costs:** Buyer shall be responsible for all costs with respect to:

- (i) any loan obtained by Buyer, including charges by an owners association and/or management company as agent of an owners' association for providing information required by Buyer's lender;
- (ii) charges required by an owners' association declaration to be paid by Buyer for Buyer's future use and enjoyment of the Property, including, without limitation, working capital contributions, membership fees, or charges for Buyer's use of the common elements and/or services provided to Buyer, such as "move-in fees";
- (iii) determining restrictive covenant compliance;
- (iv) appraisal;
- (v) title search;
- (vi) title insurance;
- (vii) any fees charged by the closing attorney for the preparation of the Closing Disclosure, Seller Disclosure and any other settlement statement;
- (viii) recording the deed; and
- (ix) preparation and recording of all instruments required to secure the balance of the Purchase Price unpaid at Settlement.

(c) **Authorization to Disclose Information:** Buyer authorizes the Buyer's lender(s), the parties' real estate agent(s) and closing attorney: (1) to provide this Contract to any appraiser employed by Buyer or by Buyer's lender(s); and (2) to release and disclose any buyer's closing disclosure, settlement statement and/or disbursement summary, or any information therein, to the parties to this transaction, their real estate agent(s) and Buyer's lender(s).

5. SELLER REPRESENTATIONS:

(a) **Ownership:** Seller represents that Seller:

- ☒ has owned the Property for at least one year.
- ☐ has owned the Property for less than one year.

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This form jointly approved by:
North Carolina Bar Association
North Carolina Association of REALTORS®, Inc.



STANDARD FORM 12-T
Revised 7/2019
© 7/2019

Buyer initials A7H Seller initials JLS

☐ does not yet own the Property.

(b) **Assessments:** To the best of Seller's knowledge there ☐ are ☒ are not any Proposed Special Assessments. If any Proposed Special Assessments, identify: none

Seller warrants that there ☐ are ☒ are not any Confirmed Special Assessments. If any Confirmed Special Assessments, identify: none

NOTE: Buyer's and Seller's respective responsibilities for Proposed and Confirmed Special Assessments are addressed in paragraphs 4(a) and 6(k).

(c) **Owners' Association(s) and Dues:** To best of Seller's knowledge, ownership of the Property ☐ subjects ☐ does not subject Buyer to regulation by one or more owners' association(s) and governing documents, which impose various mandatory covenants, conditions and restrictions upon the Property and Buyer's enjoyment thereof, including but not limited to obligations to pay regular assessments (dues) and Special Assessments. If there is an owners' association, then an Owners' Association Disclosure and Addendum For Properties Exempt from Residential Property Disclosure Statement (Standard Form 2A12-T) shall be completed by Seller, at Seller's expense, and must be attached as an addendum to this Contract.

(d) **Sewage System Permit:** (☐ Applicable ☒ Not Applicable) Seller warrants that the sewage system described in the Improvement Permit attached hereto has been installed, which representation survives Closing, but makes no further representations as to the system.

(e) **Private Drinking Water Well Permit:** (☐ Applicable ☒ Not Applicable) Seller warrants that a private drinking water well has been installed, which representation survives Closing, but makes no further representations as to the well. (If well installed after July 1, 2008, attach Improvement Permit hereto).

6. SELLER OBLIGATIONS:

(a) **Evidence of Title, Payoff Statement(s) and Non Foreign Status:**

- (i) Seller agrees to use best efforts to provide to the closing attorney as soon as reasonably possible after the Effective Date, copies of all title information in possession of or available to Seller, including but not limited to: title insurance policies, attorney's opinions on title, surveys, covenants, deeds, notes and deeds of trust, leases, and easements relating to the Property.
- (ii) Seller shall provide to the closing attorney all information needed to obtain a written payoff statement from any lender(s) regarding any security interest in the Property as soon as reasonably possible after the Effective Date, and Seller designates the closing attorney as Seller's agent with express authority to request and obtain on Seller's behalf payoff statements and/or short-pay statements from any such lender(s).
- (iii) If Seller is not a foreign person as defined by the Foreign Investment in Real Property Tax Act, Seller shall also provide to the closing attorney a non-foreign status affidavit (pursuant to the Foreign Investment in Real Property Tax Act). In the event Seller shall not provide a non-foreign status affidavit, Seller acknowledges that there may be withholding as provided by the Internal Revenue Code.

(b) **Authorization to Disclose Information:** Seller authorizes: (1) any attorney presently or previously representing Seller to release and disclose any title insurance policy in such attorney's file to Buyer and both Buyer's and Seller's agents and attorneys; (2) the Property's title insurer or its agent to release and disclose all materials in the Property's title insurer's (or title insurer's agent's) file to Buyer and both Buyer's and Seller's agents and attorneys, and (3) the closing attorney to release and disclose any seller's closing disclosure, settlement statement and/or disbursement summary, or any information therein, to the parties to this transaction, their real estate agent(s) and Buyer's lender(s).

(c) **Access to Property:** Seller shall provide reasonable access to the Property through the earlier of Closing or possession by Buyer, including, but not limited to, allowing the Buyer and/or Buyer's agents or representatives an opportunity to (i) conduct Due Diligence, (ii) verify the satisfactory completion of negotiated repairs/improvements, and (iii) conduct a final walk-through inspection of the Property. Seller's obligation includes providing existing utilities operating at Seller's cost including any connections and de-winterizing. To the extent applicable, Seller shall also be responsible for timely clearing that portion of the Property required by the County to perform tests, inspections and/or evaluations to determine the suitability of the Property for a sewage system and/or private drinking water well.

NOTE: See WARNING in paragraph 2 above for limitation on Buyer's right to terminate this Contract as a result of Buyer's continued investigation of the Property following the expiration of the Due Diligence Period.

(d) **Removal of Seller's Property:** Seller shall remove from the Property, by the date possession is delivered, (i) all personal property which is not a part of the purchase and (ii) unless otherwise agreed, all garbage and debris.

(e) **Affidavit And Indemnification Agreement:** Seller shall furnish at Settlement an affidavit(s) and indemnification agreement(s) in form satisfactory to Buyer and Buyer's title insurer, if any, executed by Seller and any person or entity who has performed or furnished labor, services, materials or rental equipment to the Property within 120 days prior to the date of Settlement and who may be entitled to claim a lien against the Property as described in N.C.G.S. §44A-8 verifying that each such person or entity has been paid in full and agreeing to indemnify Buyer, Buyer's lender(s) and Buyer's title insurer against all loss from any cause or claim arising therefrom.

(f) **Designation of Lien Agent, Payment and Satisfaction of Liens:** If required by N.C.G.S. §44A-11.1, Seller shall have designated a Lien Agent, and Seller shall deliver to Buyer as soon as reasonably possible a copy of the appointment of Lien Agent. All deeds of trust, deferred ad valorem taxes, liens and other charges against the Property, not assumed by Buyer, must be paid and satisfied by Seller prior to or at Settlement such that cancellation may be promptly obtained following Closing. Seller shall remain obligated to obtain any such cancellations following Closing.

(g) **Good Title, Legal Access:** Seller shall execute and deliver a GENERAL WARRANTY DEED for the Property in recordable form no later than Settlement, which shall convey fee simple marketable and insurable title, without exception for mechanics' liens, and free of any other liens, encumbrances or defects, including those which would be revealed by a current and accurate survey of the Property, except: ad valorem taxes for the current year (prorated through the date of Settlement); utility easements and unviolated covenants, conditions or restrictions that do not materially affect the value of the Property; and such other liens, encumbrances or defects as may be assumed or specifically approved by Buyer in writing. The Property must have legal access to a public right of way.

NOTE: Buyer's failure to conduct a survey or examine title of the Property prior to the expiration of the Due Diligence Period does not relieve the Seller of their obligation to deliver good title under this paragraph.

NOTE: If any sale of the Property may be a "short sale," consideration should be given to attaching a Short Sale Addendum (Standard Form 2A14-T) as an addendum to this Contract.

(h) **Deed, Taxes, and Fees:** Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this Contract, and for state and county excise taxes, and any deferred, discounted or rollback taxes, and local conveyance fees required by law. The deed is to be made to: City of Graham, a municipal corporation

(i) **Agreement to Pay Buyer Expenses:** Seller shall pay at Settlement \$ 0.00 toward any of Buyer's expenses associated with the purchase of the Property, at the discretion of Buyer and/or lender, if any, including any FHA/VA lender and inspection costs that Buyer is not permitted to pay.

(j) **Owners' Association Fees/Charges:** Seller shall pay: (i) any fees required for confirming Seller's account payment information on owners' association dues or assessments for payment or proration; (ii) any fees imposed by an owners' association and/or a management company as agent of the owners' association in connection with the transaction contemplated by this Contract other than those fees required to be paid by Buyer under paragraph 4(b) above; and (iii) fees incurred by Seller in completing the Residential Property and Owners' Association Disclosure Statement, and resale or other certificates related to a proposed sale of the Property.

(k) **Payment of Confirmed Special Assessments:** Seller shall pay, in full at Settlement, all Confirmed Special Assessments, whether payable in a lump sum or future installments, provided that the amount thereof can be reasonably determined or estimated. The payment of such estimated amount shall be the final payment between the Parties.

(l) **Late Listing Penalties:** All property tax late listing penalties, if any, shall be paid by Seller.

(m) **Owners' Association Disclosure and Condominium Resale Statement Addendum** (Standard Form 2A12-T): If applicable, Seller shall provide the completed Owners' Association Disclosure and Condominium Resale Statement Addendum to Buyer on or before the Effective Date.

(n) **Seller's Failure to Comply or Breach:** If Seller fails to materially comply with any of Seller's obligations under this Paragraph 6 or Seller materially breaches this Contract, and Buyer elects to terminate this Contract as a result of such failure or breach, then the Earnest Money Deposit and the Due Diligence Fee shall be refunded to Buyer and Seller shall reimburse to Buyer the reasonable costs actually incurred by Buyer in connection with Buyer's Due Diligence without affecting any other remedies. If legal proceedings are brought by Buyer against the Seller to recover the Earnest Money Deposit, the Due Diligence Fee and/or the reasonable costs actually incurred by Buyer in connection with Buyer's Due Diligence, the prevailing party in the proceeding shall be entitled to recover from the non-prevailing party reasonable attorney fees and court costs incurred in connection with the proceeding.

7. **PRORATIONS AND ADJUSTMENTS:** Unless otherwise provided agreed, the following items shall be prorated, with Seller responsible for the prorated amounts through the date of Settlement and either adjusted between the parties or paid at Settlement:
- (a) **Taxes on Real Property:** Ad valorem taxes and recurring governmental service fees levied with such taxes on real property shall be prorated on a calendar year basis;
 - (b) **Rents:** Rents, if any, for the Property;
 - (c) **Dues:** Owners' association regular assessments (dues) and other like charges.

8. **RISK OF LOSS/CONDITION OF PROPERTY AT CLOSING:** The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller. Seller is advised not to cancel existing insurance on the Property until after confirming recordation of the deed.

Buyer's obligation to complete the transaction contemplated by this Contract shall be contingent upon the Property being in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted. If the Property is not in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted, Buyer may terminate this Contract by written notice delivered to Seller and the Earnest Money Deposit shall be refunded to Buyer. If the Property is not in such condition and Buyer does NOT elect to terminate this Contract, Buyer shall be entitled to receive, in addition to the Property, the proceeds of any insurance claim filed by Seller on account of any damage or destruction to the Property.

9. **DELAY IN SETTLEMENT/CLOSING:** Absent agreement to the contrary in this Contract or any subsequent modification thereto, if a party is unable to complete Settlement by the Settlement Date but intends to complete the transaction and is acting in good faith and with reasonable diligence to proceed to Settlement ("Delaying Party"), and if the other party is ready, willing and able to complete Settlement on the Settlement Date ("Non-Delaying Party") then the Delaying Party shall give as much notice as possible to the Non-Delaying Party and closing attorney and shall be entitled to a delay in Settlement. If the parties fail to complete Settlement and Closing within fourteen (14) days of the Settlement Date (including any amended Settlement Date agreed to in writing by the parties) or to otherwise extend the Settlement Date by written agreement, then the Delaying Party shall be in breach and the Non-Delaying Party may terminate this Contract and shall be entitled to enforce any remedies available to such party under this Contract for the breach.

10. **POSSESSION:** Unless otherwise provided herein, possession, including all means of access to the Property (**keys, codes, including security codes, gate openers, electronic devices, etc.**) shall be delivered at Closing as defined in Paragraph 1(m). No alterations, excavations, tree or vegetation removal or other such activities may be done before possession is delivered.

11. **ADDENDA:** CHECK ALL STANDARD ADDENDA THAT MAY BE A PART OF THIS CONTRACT, IF ANY, AND ATTACH HERETO. ITEMIZE ALL OTHER ADDENDA TO THIS CONTRACT, IF ANY, AND ATTACH HERETO.

- | | |
|---|---|
| <input type="checkbox"/> Additional Provisions Addendum (Form 2A11-T) | <input type="checkbox"/> Owners' Association Disclosure And Condominium Resale Statement Addendum (Form 2A12-T) |
| <input type="checkbox"/> Additional Signatures Addendum (Form 3-T) | <input type="checkbox"/> Seller Financing Addendum (Form 2A5-T) |
| <input type="checkbox"/> Back-Up Contract Addendum (Form 2A1-T) | <input type="checkbox"/> Short Sale Addendum (Form 2A14-T) |
| <input type="checkbox"/> Loan Assumption Addendum (Form 2A6-T) | |

☒ Identify other attorney or party drafted addenda: Addendum providing that contract is subject to approval of the Graham City Council

NOTE: UNDER NORTH CAROLINA LAW, REAL ESTATE BROKERS ARE NOT PERMITTED TO DRAFT ADDENDA TO THIS CONTRACT.

12. **ASSIGNMENTS:** This Contract may not be assigned without the written consent of all parties except in connection with a tax-deferred exchange, but if assigned by agreement, then this Contract shall be binding on the assignee and assignee's heirs and successors.

13. **TAX-DEFERRED EXCHANGE:** In the event Buyer or Seller desires to effect a tax-deferred exchange in connection with the conveyance of the Property, Buyer and Seller agree to cooperate in effecting such exchange; provided, however, that the exchanging party shall be responsible for all additional costs associated with such exchange, and provided further, that a non-exchanging party shall not assume any additional liability with respect to such tax-deferred exchange. Buyer and Seller shall execute such additional documents, including assignment of this Contract in connection therewith, at no cost to the non-exchanging party, as shall be required to give effect to this provision.

14. **PARTIES:** This Contract shall be binding upon and shall inure to the benefit of Buyer and Seller and their respective heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

15. **SURVIVAL:** If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

16. **ENTIRE AGREEMENT:** This Contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties. Nothing contained herein shall alter any agreement between a REALTOR® or broker and Seller or Buyer as contained in any listing agreement, buyer agency agreement, or any other agency agreement between them.

17. **CONDUCT OF TRANSACTION:** The parties agree that any action between them relating to the transaction contemplated by this Contract may be conducted by electronic means, including the signing of this Contract by one or more of them and any notice or communication given in connection with this Contract. Any written notice or communication may be transmitted to any mailing address, e-mail address or fax number set forth in the "Notice Information" section below. Any notice or communication to be given to a party herein, any fee, deposit or other payment to be delivered to a party herein, may be given to the party or to such party's agent. **Delivery of any notice to a party via means of electronic transmission shall be deemed complete at such time as the sender performs the final act to send such transmission, in a form capable of being processed by the receiving party's system, to any electronic address provided for such party in the "Notice Information" section below.** Seller and Buyer agree that the "Notice Information" and "Acknowledgment of Receipt of Monies" sections below shall not constitute a material part of this Contract, and that the addition or modification of any information therein shall not constitute a rejection of an offer or the creation of a counteroffer.

18. **EXECUTION:** This Contract may be signed in multiple originals or counterparts, all of which together constitute one and the same instrument.

19. **COMPUTATION OF DAYS/TIME OF DAY:** Unless otherwise provided, for purposes of this Contract, the term "days" shall mean consecutive calendar days, including Saturdays, Sundays, and holidays, whether federal, state, local or religious. For the purposes of calculating days, the count of "days" shall begin on the day following the day upon which any act or notice as provided in this Contract was required to be performed or made. Any reference to a date or time of day shall refer to the date and/or time of day in the State of North Carolina.

THE NORTH CAROLINA ASSOCIATION OF REALTORS®, INC. AND THE NORTH CAROLINA BAR ASSOCIATION MAKE NO REPRESENTATION AS TO THE LEGAL VALIDITY OR ADEQUACY OF ANY PROVISION OF THIS FORM IN ANY SPECIFIC TRANSACTION. IF YOU DO NOT UNDERSTAND THIS FORM OR FEEL THAT IT DOES NOT PROVIDE FOR YOUR LEGAL NEEDS, YOU SHOULD CONSULT A NORTH CAROLINA REAL ESTATE ATTORNEY BEFORE YOU SIGN IT.

This offer shall become a binding contract on the Effective Date. Unless specifically provided otherwise, Buyer's failure to timely deliver any fee, deposit or other payment provided for herein shall not prevent this offer from becoming a binding contract, provided that any such failure shall give Seller certain rights to terminate the contract as described herein or as otherwise permitted by law.

Date: _____

Date: _____

Buyer: _____

Seller: _____

Date: _____

Date: _____

Buyer: _____

Seller: _____

Entity Buyer:
City of Graham, a municipal corporation
(Name of LLC/Corporation/Partnership/Trust/etc.)

Entity Seller:
DDJS Properties, LLC
(Name of LLC/Corporation/Partnership/Trust/etc.)

By: Aaron Holland

By: Joseph L Sizemore IV

Name: Aaron Holland
Print Name

Name: Joseph L. Sizemore, IV
Print Name

Title: City Manager

Title: President

Date: 5/20/21

Date: 5/24/2021

WIRE FRAUD WARNING

TO BUYERS: BEFORE SENDING ANY WIRE, YOU SHOULD CALL THE CLOSING ATTORNEY'S OFFICE TO VERIFY THE INSTRUCTIONS. IF YOU RECEIVE WIRING INSTRUCTIONS FOR A DIFFERENT BANK, BRANCH LOCATION, ACCOUNT NAME OR ACCOUNT NUMBER, THEY SHOULD BE PRESUMED FRAUDULENT. DO NOT SEND ANY FUNDS AND CONTACT THE CLOSING ATTORNEY'S OFFICE IMMEDIATELY.

TO SELLERS: IF YOUR PROCEEDS WILL BE WIRED, IT IS RECOMMENDED THAT YOU PROVIDE WIRING INSTRUCTIONS AT CLOSING IN WRITING IN THE PRESENCE OF THE ATTORNEY. IF YOU ARE UNABLE TO ATTEND CLOSING, YOU MAY BE REQUIRED TO SEND AN ORIGINAL NOTARIZED DIRECTIVE TO THE CLOSING ATTORNEY'S OFFICE CONTAINING THE WIRING INSTRUCTIONS. THIS MAY BE SENT WITH THE DEED, LIEN WAIVER AND TAX FORMS IF THOSE DOCUMENTS ARE BEING PREPARED FOR YOU BY THE CLOSING ATTORNEY. AT A MINIMUM, YOU SHOULD CALL THE CLOSING ATTORNEY'S OFFICE TO PROVIDE THE WIRE INSTRUCTIONS. THE WIRE INSTRUCTIONS SHOULD BE VERIFIED OVER THE TELEPHONE VIA A CALL TO YOU INITIATED BY THE CLOSING ATTORNEY'S OFFICE TO ENSURE THAT THEY ARE NOT FROM A FRAUDULENT SOURCE.

WHETHER YOU ARE A BUYER OR A SELLER, YOU SHOULD CALL THE CLOSING ATTORNEY'S OFFICE AT A NUMBER THAT IS INDEPENDENTLY OBTAINED. TO ENSURE THAT YOUR CONTACT IS LEGITIMATE, YOU SHOULD NOT RELY ON A PHONE NUMBER IN AN EMAIL FROM THE CLOSING ATTORNEY'S OFFICE, YOUR REAL ESTATE AGENT OR ANYONE ELSE.

[THIS SPACE INTENTIONALLY LEFT BLANK]

Buyer initials A716 Seller initials JLS

NOTICE INFORMATION

NOTE: INSERT AT LEAST ONE ADDRESS AND/OR ELECTRONIC DELIVERY ADDRESS EACH PARTY AND AGENT APPROVES FOR THE RECEIPT OF ANY NOTICE CONTEMPLATED BY THIS CONTRACT. INSERT "N/A" FOR ANY WHICH ARE NOT APPROVED.

BUYER NOTICE ADDRESS:

Mailing Address: P.O. Drawer 357Graham, NC 27253

Buyer Fax #: _____

Buyer E-mail: aholland@citygraham.com

SELLER NOTICE ADDRESS:

Mailing Address: 4425 Sharon Road, Unit S1007Charlotte, NC 28211

Seller Fax #: _____

Seller E-mail: _____

CONFIRMATION OF AGENCY/NOTICE ADDRESSES

Selling Firm Name: _____

Acting as ☐ Buyer's Agent ☐ Seller's (sub)Agent ☐ Dual Agent

Firm License#: _____

Mailing Address: _____

Individual Selling Agent: _____

☐ Acting as a Designated Dual Agent (check only if applicable)

Selling Agent License#: _____

Selling Agent Phone#: _____

Selling Agent Fax#: _____

Selling Agent E-mail: _____

Listing Firm Name: CBRE TriadActing as ☐ Seller's Agent ☐ Dual Agent

Firm License#: _____

Mailing Address: 101 CentrePort Drive, Ste. 160Greensboro, NC 27409Individual Listing Agent: Brian Craven☐ Acting as a Designated Dual Agent (check only if applicable)

Listing Agent License#: _____

Listing Agent Phone#: 336-544-2734cell: 336-337-0186

Listing Agent Fax#: _____

Listing Agent E-mail: brian.craven@cbre-triad.com

[THIS SPACE INTENTIONALLY LEFT BLANK]

ACKNOWLEDGMENT OF RECEIPT OF MONIES

Seller: DDJS Properties, LLC ("Seller")Buyer: City of Graham, a municipal corporation ("Buyer")Property Address: vacant Lots on W. Moore St and vacant lots on Rogers Road ("Property")
Graham, NC 27253☐ LISTING AGENT ACKNOWLEDGMENT OF RECEIPT OF DUE DILIGENCE FEE

Paragraph 1(d) of the Offer to Purchase and Contract between Buyer and Seller for the sale of the Property provides for the payment to Seller of a Due Diligence Fee in the amount of \$ _____, receipt of which Listing Agent hereby acknowledges.

Date: _____

Firm: _____

By: _____
(Signature)_____
(Print name)☐ SELLER ACKNOWLEDGMENT OF RECEIPT OF DUE DILIGENCE FEE

Paragraph 1(d) of the Offer to Purchase and Contract between Buyer and Seller for the sale of the Property provides for the payment to Seller of a Due Diligence Fee in the amount of \$ _____, receipt of which Seller hereby acknowledges.

Date: _____

Seller: _____
(Signature)

Date: _____

Seller: _____
(Signature)☐ ESCROW AGENT ACKNOWLEDGMENT OF RECEIPT OF INITIAL EARNEST MONEY DEPOSIT

Paragraph 1(d) of the Offer to Purchase and Contract between Buyer and Seller for the sale of the Property provides for the payment to Escrow Agent of an Initial Earnest Money Deposit in the amount of \$ _____. Escrow Agent as identified in Paragraph 1(f) of the Offer to Purchase and Contract hereby acknowledges receipt of the Initial Earnest Money Deposit and agrees to hold and disburse the same in accordance with the terms of the Offer to Purchase and Contract.

Date: _____

Firm: _____

By: _____
(Signature)_____
(Print name)☐ ESCROW AGENT ACKNOWLEDGMENT OF RECEIPT OF (ADDITIONAL) EARNEST MONEY DEPOSIT

Paragraph 1(d) of the Offer to Purchase and Contract between Buyer and Seller for the sale of the Property provides for the payment to Escrow Agent of an (Additional) Earnest Money Deposit in the amount of \$ _____. Escrow Agent as identified in Paragraph 1(f) of the Offer to Purchase and Contract hereby acknowledges receipt of the (Additional) Earnest Money Deposit and agrees to hold and disburse the same in accordance with the terms of the Offer to Purchase and Contract.

Date: _____

Firm: _____

Time: _____ ☐ AM ☐ PMBy: _____
(Signature)_____
(Print name)

APPROVAL ADDENDUM TO OFFER TO PURCHASE AND CONTRACT

This Approval Addendum between **The City of Graham**, Buyer(s) and owner of record **DDJS Properties, LLC**, Seller(s) regarding the purchase and sale of the following property: Vacant Lots on W. Moore Street & Vacant Lots on Rogers Road, Graham, NC 27253 and designated on the Alamance County Tax records as Parcel ID: 144001, 143995, 143994, 143988, 143983, 143984

This Addendum is attached to and made a part of the Offer to Purchase and Contract between Buyer(s) and Seller(s):

Buyer(s) and Seller(s) hereby mutually agree to the following:

The "Offer To Purchase And Contract" is subject to the final approval by the City Council of the City of Graham at its next regularly scheduled meeting to be held on June 8, 2021 at 6:00 p.m. If the City Council does not approve the "Offer To Purchase And Contract," said contract shall be null and void and of no further effect.

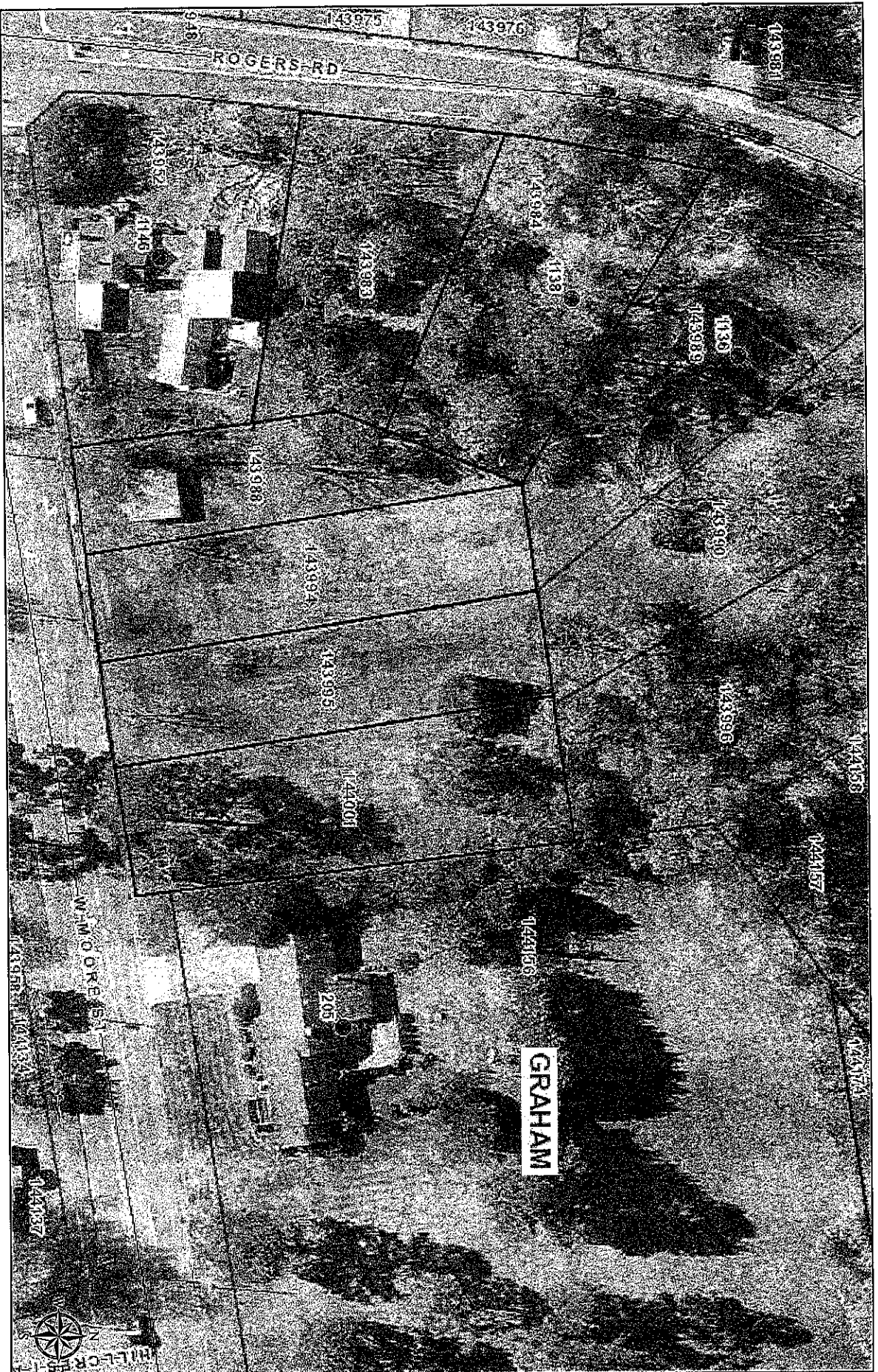
In the event of a conflict between this addendum and the contract, this addendum shall control, except that in the case of such a conflict as to the description of the property or the identity of the buyer(s) and seller(s), the contract shall control.

This is the 20 day of May, 2021.

Buyer: City of Graham
By: Aaron Holland
Name: Aaron Holland
Title: City Manager
Date: 5/20/21

Seller: DDJS Properties, LLC
By: Joseph L Sizemore IV
Name: Joseph L Sizemore IV
Title: President
Date: 5/24/2021

Alamance County



May 19, 2021

Address Points

- Address
- Tax Address
- Preliminary Address

1:804

0 0.005 0.01 0.02 0.04
0 0.01 0.02 0.04
0.04 km 0.02 mi

Alamance County GIS
Alamance County Tax Department

STAFF REPORT

SUBJECT:	COPS OFFICE HIRING PROGRAM SOLICITATION
PREPARED BY:	CAPTAIN DANIEL SISK

REQUESTED ACTION:

Approval to apply for the Community Oriented Policing Services (COPS) grant issued by the US Department of Justice.

BACKGROUND/SUMMARY:

The US Department of Justice is issuing a discretionary grant to fund personnel for the purpose of community oriented policing services. The goal of the COPS hiring program is to provide funding directly to law enforcement agencies to hire and/or rehire additional career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. Program awards include:

- Engagement in planned community partnerships
- Implementation of projects to analyze and assess problems
- Implementation of changes to personnel and agency management in support of community policing
- Increase capacity of agency to engage community policing activities

FISCAL IMPACT:

The grant will fund up to 75% of the entry level salary of an officer for 3 years with at least a 25% percent cash match by the awarded agency and a stipulation that the positions are to be funded for at least one year at the conclusion of the grant cycle. The police department intends to request funding for six fulltime officers.

STAFF RECOMMENDATION:

Approval. The grant provides a mechanism to increase the workforce quickly while allowing time for city officials to gradually increase revenue to fully fund the needed positions. This will provide the needed positions to better engage with the community members to increase agency trust and legitimacy.

SUGGESTED MOTION(S):

I move we approve for the Graham Police Department to make application for the Community Oriented Policing Services grant issued by the US Department of Justice.



STAFF REPORT

Prepared by Nathan Page, Planning Director

Truby Apartments (CR2006)

Type of Request: Conditional Rezoning

Meeting Dates

Planning Board on January 19, 2021

City Council on 2/9, 3/9, 4/13, 5/11 & 6/8, 2021

Contact Information

Travers Webb

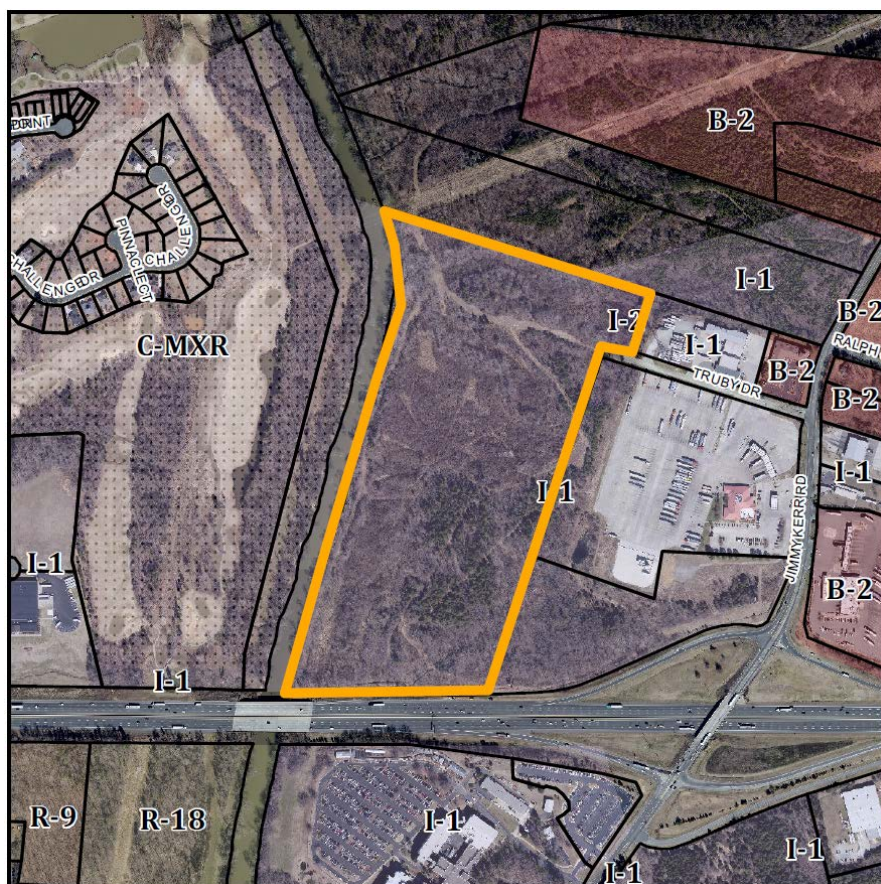
trav93@icloud.com, 336-414-7777

619 E Harden Street, Graham NC 27253

Summary

This is a request to rezone the subject property from I-1 to CMXR (Conditional Mixed Use Residential). The application is for 22 buildings, with 24 units per building for a total of 1056 bedrooms. A list of proposed conditions was included:

- 1.) Access via Truby and an easement
- 2.) Meet all TRC/NCDOT/Etc standards
- 3.) Meet Graham multifamily standards
- 4.) Include office, clubhouse, pool, recreation areas
- 5.) Three story, mix of one, two, and three bedrooms



Project Name

Truby Apartments (CR2006)

Location

Truby Drive

GPIN: 8894453334

Size

Approx. 52 acres

Proposed Density

10 DU/acre

Current Zoning

Light Industrial (I-1)

Proposed Zoning

Conditional Mixed-Use
Residential (CMXR)

Surrounding Zoning

CMXR, I-2, I-1, Haw River's
Jurisdiction

Surrounding Land Uses

Truck Stop, Haw River, vacant
land.

Staff Recommendation

Denial, pending clarification

The TRC is currently reviewing the site plan for comments, which will be completed prior to the Planning Board meeting. However, the TRC noted that existing downstream sewer capacity is insufficient for the development at the Haw River Pump Station. Additionally, there are capacity concerns from NCDOT and the TRC for traffic considerations due to congestion on Jimmie Kerr Road. The TRC recommends denying this item until such time as these issues have been fully evaluated by the City and addressed by the developer.

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

Development Type: Interchange Regional Node

Applicable Policies and Recommendations

Strategy 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. *Additional density in the vicinity of the interchanges may result in more focused development patterns with less sprawl. However, traffic patterns in this location are already troublesome and the construction of such a large apartment complex here may result in additional congestion concerns.*

Strategy 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. *Water and sewer services already exist in this area. Are no extensions of the existing public sewer main, however this would be installed by the developer and be a small fraction of the maintenance costs for a single-family residential development of comparable size. There is limited pump station capacity downstream from this site, and the developer may enter into an agreement to participate in the upfit of that pump station.*

Policy 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, co-housing, and clustered housing. *This multifamily development will provide additional housing choice for those residing or wishing to reside in Graham.*

Description of Development Type

Interchange Regional Node

Like the downtown regional node, interchange nodes serve a market within and beyond the extent of Graham's planning area.

Appropriate Form

0.3 to 0.5 FAR

Desired Pattern

Industrial districts should have limited setbacks between the front of the property line and adjacent industrial uses in order to use land and infrastructure efficiently. These uses should be heavily buffered from residential neighborhoods, parks and open space, and streams. Such areas should follow orderly development patterns and seek to maintain minimal adverse environmental impacts.

Staff Recommendation

Based on *The Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, and the developments compliance with the Graham Development Ordinance, staff **recommends Denial** of the Conditional Rezoning. However, if the Council issues approval, it should be **with the following conditions(s)**:

- **All recommended, and required, improvements of a Traffic Impact Analysis be constructed by the developer.**

- **The developer will upfit the Haw River Pump Station to City specifications to handle the additional flow, with the ability of City Staff to upfit the proposed sizing at material cost.**

The following supports this recommendation:

While proposed project is in conformity with infill development (Policy 2.2.1) and housing variety (Policy 5.1.1) of the Graham Comprehensive Plan 2035, the capacity issues for traffic congestion and sanitary sewer must be solved before approval can be issued for this project.



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 152813

Street Address: UNAD. TRUBY DRIVE

Tax Map#: 152813 GPIN: 8894453334

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: VACANT

Total Site Acres: 55 ±

Property Owner: 2ND PARTNERS LLC

Mailing Address: 2555 ST. JAMES DRIVE #403

City, State, Zip: SOUTHPORT NC 28461

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:

Please See Attached
Conditions

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: John Burton

Mailing Address: 2489 Willoughby Court

City, State, Zip: Burlington NC 27215

Phone # 336 - 229 - 2273

Email: John.Burton@BurtonLS.com

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

Signature of Applicant

12-17-20

Date

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 Rezoning

Office Use Only. DEVID#



Application for SITE PLAN REVIEW

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

A site plan must be approved before any building, structure or parking facility is constructed, installed, expanded or extended. Also, several types of development activity require a preliminary site plan as part of the application process, including conditional rezonings, multifamily development, manufactured home parks and telecommunications towers. When completing this application, applicants are encouraged to consult with the *City of Graham Development Ordinances* and the City Planner for the requirements specific to the development.

Site

Street Address: Unaddressed Truby Drive

Tax Map#: 131432 GPIN: 8894453334

Current Zone(s): ☐ R-MF ☐ R-G ☐ Other R ☐ Cond.
☐ O-I ☐ B-1 ☐ B-2 ☐ B-3 ☒ I-1 ☐ I-2

Overlay District, if applicable:

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

Current Use: VACANT - WOODS

Property Owner: Truby Drive Realty, LLC

Mailing Address: 1360 Truby Drive

City, State, Zip: HAW RIVER NC 27258

Phone # _____

Proposed Development

Project Name: Truby Drive Apartments

Proposed Zone (if applicable): C-R

Proposed Use(s) (from Sec. 10.135 Table of Permitted Uses): MF - 22 THREE STORY BUILDINGS

Brief description, including information such as number of dwelling units, type of multifamily development, size and number of buildings, and other descriptive information:

22 Bldgs - 24 units - 1056
BEDROOMS - SEEKING
REZONE FROM I-1 to CR

Site Plan Checklist

This application **must be accompanied** by a site plan, which may include one or more sheets to provide sufficient detail for review. **See the back of this application for a checklist of items that should be shown on the site plan, as applicable.**

Other Requirements

- ☐ **NCDOT Driveway Permit**, if a new or relocated driveway is proposed on a NCDOT road, or for existing driveways if the use of the property is changing
- ☐ **NCDOT 3-Party Encroachment Agreement**, if things such as a sidewalk or utility connection is proposed in the right-of-way
- ☐ **Flood Elevation Certificate**, if there is Special Flood Hazard Area near the development
- ☐ **Floodplain Development Permit**, if development is proposed in a Special Flood Hazard Area
- ☐ **Stormwater Permit**, if one or more acres is disturbed
- ☐ **Erosion Control Permit** from the NC Dept. of Environment and Natural Resources if the land disturbing activity exceeds one acre

FOR OFFICE USE ONLY	
DEVID#	Fee \$

Applicant and Project Contact

Name: The LEAPS GROUP PC

☐ Property Owner ☒ Engineer/Surveyor

Other _____

Mailing Address: 505 E. DAVIS STREET

City, State, Zip: BURLINGTON NC 27215

Phone # 336-227-8724

Email: chuffine08@gmail.com

I hereby make application for review of a

☒ Preliminary ☐ Final Site Plan.

I have completed this application truthfully and to the best of my ability. I have prepared the site plan in accordance with the Site Plan Checklist and have submitted the required plans.

Charles D. Huff 12-23-2020
Signature of Applicant Date

SUBMIT 4 COPIES AND 1 PDF OF THE SITE PLAN

Truby Drive Apartments – Proposed Conditional Zoning Conditions

(draft 12-23-2020)

The following conditions are proposed with the conditional zoning request for the:
55 Acre Parcel ID 8894453334 located in Graham, Alamance County, North Carolina.

- 1) Access to the project will be from the existing public right of way at Truby Drive and via improvements within the existing easement as referenced on the attached site plan and submitted plat of easement. A street section within the access easement will be paved and not less than 26' wide with provisions for resident traffic and safety vehicles.
- 2) The project proposes to comply with the City of Graham technical review process including obtaining a technical review committee approval and obtaining proper water, sanitary sewer, erosion control, NCDOT and stormwater permits.
- 3) The project proposes to conform to the current City of Graham development ordinance as published as it pertains to density, open space, landscaping and buffering requirements for Multi-family developments and as shown on the attached site plan.
- 4) The project proposes to provide an onsite office, clubhouse, pool, recreational areas, and walking trails similar to those presented on the attached conditional zoning plan submitted with these conditions.
- 5) Proposed Use as follows:
22 Three Story Multifamily Buildings with the following distribution:
24 units per building
528 units
Unit Distribution:
1 bedroom 25% = **132** Bedrooms
2 bedroom 50% = **528** Bedrooms
3 bedroom 25% = **396** Bedrooms
1056 total Bedrooms

1 Multi-use accessory building for office, pool, fitness, administrative use
1 Pool
Outdoor passive recreation amenities
Outdoor active recreation amenities

AFFIDAVIT OF OWNER CONSENT

If the Owner(s) of the subject property is giving authorization for another person to apply for Conditional Zoning on their property, this affidavit must be completed and signed by all recorded owners of the property/ This affidavit also conveys the authority for the Representative to agree, in writing, to conditions placed upon the property by the Graham City Council pursuant to NC SL 2019-111, Pt. I.

The persons listed below hereby appear before a Notary Public and swear and affirm that they are the legal owners of the described property and give further authorization to

George Travers Webb of Webb + GSSO.
(Name of Representative) (Name of Company)

To submit a Petition for Zoning Map Change to Conditional Zoning to agree to conditions requested by the City of Graham Council for my (our) property from

I-2 to Conditional C/R
(Current Zoning District) (Proposed Zoning District)

And to offer use and/or standard restrictions as a part of the request for a Conditional Zoning.

Signature of Owner(s)

Alamance County PIN

8894453334

Amel G. McNeal
for

State of North Carolina

County of Brunswick

Sworn to and subscribed before me the 6 day of January, 2021

Notary Public in and for the State of North Carolina. My commission expires 6-6-21

Marsha Britt Rechichar Marsha Britt Rechichar
Notary Public Printed



Seal

PARCEL DATA
Alamance County Tax Information (Per Alamance County GIS)
Parcels Included in this Project:
Parcel 1:
GFIN: 8894453334
Parcel ID: 131432
Property Address: Unaddressed, Graham, North Carolina
Township: Graham Township
Zoning Jurisdiction: Graham
Deed Reference: DB 1407, Pg 254

Current City of Graham Zoning: I-1 Light Industrial
Proposed Zoning: City of Graham CXMR
528 Apartment units proposed in 22 Buildings
Portions of the site are location with the 100 year flood plain FEMA Panel: 3710889400K

Proposed water and sewer connections to The City of Graham Municipal System are requested.
Proposed Zoning Conditions attached to the Submittal Application

Alamance Community College
P.O. Box 8000
Graham, NC 27253
PID 152801

PROPOSED DEVELOPMENT DATA:
22 Apartment (Multi-Family) Buildings
having 24 units per building
25% Three bedroom (3x132=396)
50% Two bedroom (2x264=528)
25% One bedroom (1x132=132)
Total Bedrooms: 1,188
Office / Administration / Clubhouse Building 6,200 sf.
One proposed dog park
Two proposed play areas

Proposed Sewer Demands:
1,188 x 120 gpd / bdm = 126,720 gpd
6,200 sf 25gpd / 100sf. = 1,550 gpd
A 2,600 sf. pool is proposed

Apartment Building Envelope Data:
Proposed Building Envelope 60'w x 160' x 60'h

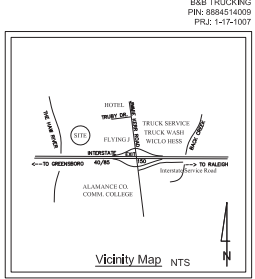
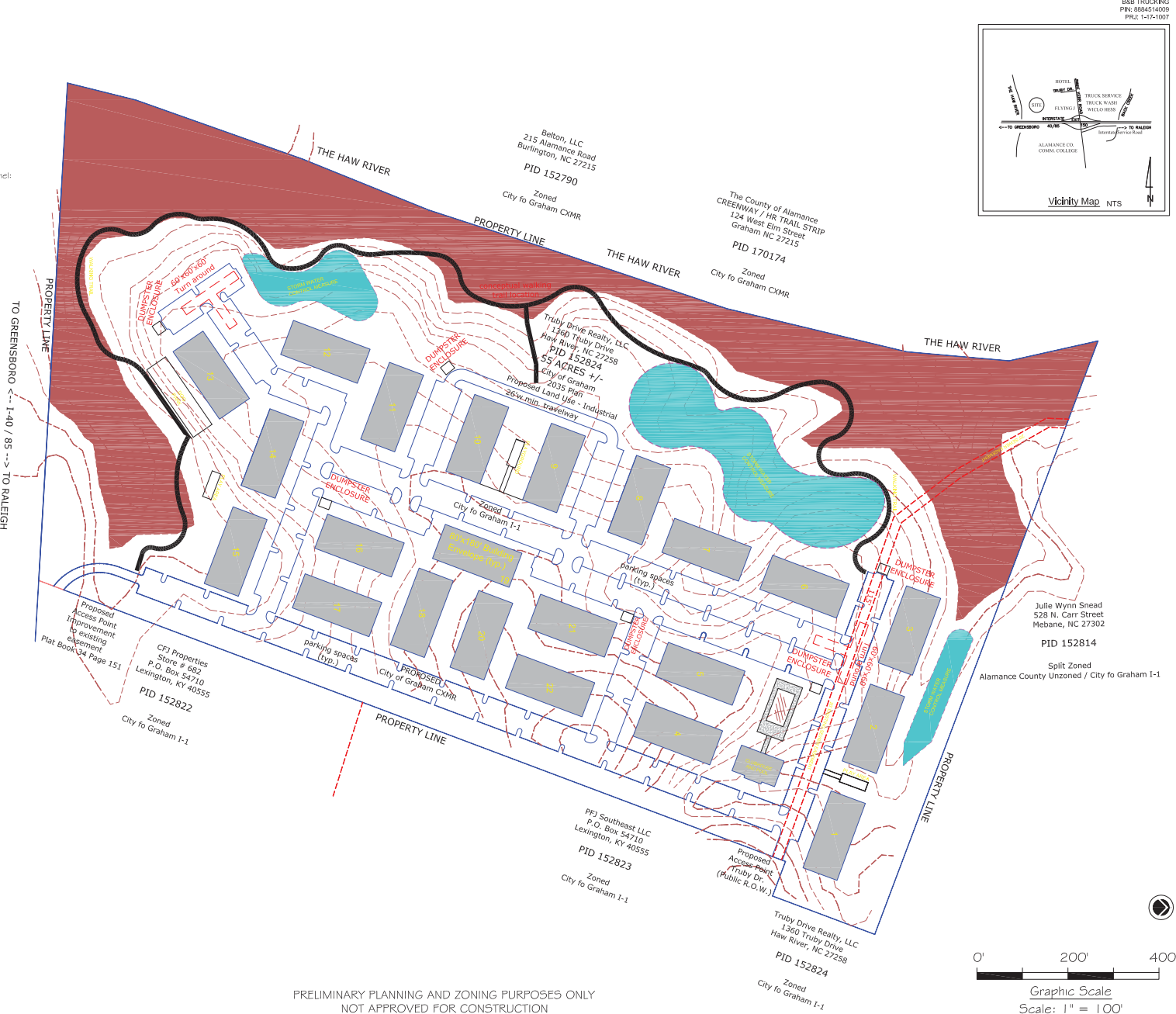
SITE DATA:
Existing Use: Vacant Woods
Proposed Use: Multi-Family Residential
Total Property Area: 55 Acres ±

River Basin: Cape Fear
Receiving Water: The Haw River

Boundary obtained from a plat obtained at the Alamance County registry
Plat Book: 0044 Page: 118 as prepared by Wayne Perry, RL5
Topographic information obtained from Alamance County GIS data.
Existing Conditions are wooded and the site is encumbered by City of Graham Sanitary Sewer easements and others. Water service is in Truby Drive.

Plan Prepared for:
Mr. John Burton
1360 Truby Drive
Graham, NC 27253
Contact: 336-269-2261

CALL BEFORE YOU DIG! ITS THE LAW
ULOCO North Carolina One Call Center
1-800-632-4949



12-21-2020
1" = 100'
TMT/CDH

12-21-2020
1:20-1:40
CONDITIONAL ZONING PLAN

12-21-2020
CDH
24024
Charles D. Huffine
C-1938

TRUBY DRIVE MULTI-FAMILY SITE

THE L.E.A.D.S. GROUP, P.A.
100 EAST HAVENWAY
SUITE 200
GREENSBORO, NC 27405
Phone: 336-226-1000
Fax: 336-226-1001
Web: www.leadsgroup.com
Land Engineering And Development Services



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.

Truby Apartments (CR2006)

Type of Request
Conditional Rezoning

Meeting Dates
Planning Board on January 19, 2021
City Council on February 9, 2021

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

☒ I move to **recommend APPROVAL with conditions** of the application.

The developer will upfit the Haw River Pump Station to City specifications to handle the additional flow, with the ability of City Staff to upfit the proposed sizing at material cost.

☐ 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: 2.2.1, 5.5.1,
the project will comply with and meet all TRC standards,
including an NCDOT study and sewer
study. _____

This report reflects the recommendation of the Planning Board, this the 19th day of January, 2021.

Attest:

Dean Ward

Dean Ward, Planning Board Chairman

Debbie C Jolly

Debbie Jolly, 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. If the City Council approves, this rezoning shall be effective upon written consent to the conditions herein described.

Choose one...

- ☐ I move that the application be **APPROVED**.
- ☐ I move that the application be **APPROVED with the following conditions**.
- The developer will upfit the Haw River Pump Station to City specifications to handle the additional flow, with the ability of City Staff to upfit the proposed sizing at material cost.
 - [insert additional conditions]
- ☐ 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:

These conditions voluntarily consented to by the petitioner, this the 8th day of June, 2021.

G. Travers Webb, agent for Second Partners, LLC

This report reflects the decision of the City Council, this the 8th day of June, 2021.

Attest:

Gerald R. Peterman, Mayor

Darcy L. Sperry, City Clerk

**Truby Apartments
(CR2006)**

Type of Request
Conditional Rezoning

Meeting Dates
Planning Board on January 19, 2021
City Council on February 9, 2021,
March 9, 2021, April 13, 2021, May
11, 2021, June 8, 2021



STAFF REPORT

Prepared by Nathan Page, Planning Director

Jimmie Kerr Multi-Family (RZ2104)

Type of Request: Rezoning

Meeting Dates

Planning Board on April 20, 2021

City Council on May 11, 2021 & June 8, 2021

Contact Information

G. Travers Webb, III

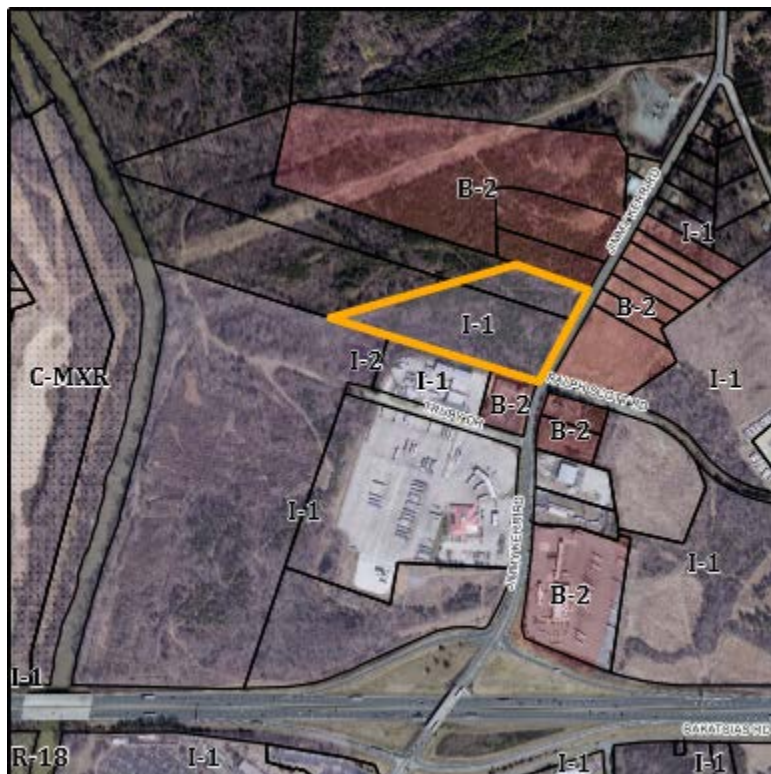
PO Box 1429, Graham NC 27253

trav93@icloud.com, 336-414-7777

Summary

This is a request to rezone the property from I-1 to R-MF (residential multi-family). The property currently is vacant, and is surrounded by general business and industrial districts, including a hotel, truck stop, and packaging facility, the latter two of which signal frequent semi-truck traffic along this portion of Jimmie Kerr Road.

While this meets many of the standards of the Graham 2035 Comprehensive Plan, the potential magnitude of the density of development, unknown site layout, the limited sewer capacity, and the potential traffic issues suggest that this development may be better served by one comprehensive Conditional Zoning.



Location

Jimmie Kerr Road

GPIN: 8894469497, 8894469816

Current Zoning

Light Industrial (I-1)

Proposed Zoning

Residential Multi-Family (R-MF)

Overlay District

none

Surrounding Zoning

I-1, I-2, B-2

Surrounding Land Uses

Light Industrial, Heavy Industrial, General Business, Vacant

Size

Approximately 37 acres

Public Water & Sewer

Limited Sewer Capacity

Floodplain

No

Staff Recommendation

Denial

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

Applicable Policies and Recommendations

- Strategy 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. *Additional density in the vicinity of the interchanges may result in more focused development patterns with less sprawl. However, traffic patterns in this location are already troublesome and the construction of a large housing complex here may result in additional congestion concerns.*
- 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. *The site would connect to existing city infrastructure, however, we have limited sewer capacity at this location.*
- Policy 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, co-housing, and clustered housing. *This multifamily development will provide additional housing choice for those residing or wishing to reside in Graham.*
- 2.2.1 **Job Development.** Provide support and assistance to the business recruitment efforts of the Alamance County Chamber of Commerce, seeking to attract a range of employment opportunities. *The Chamber is actively attempting to recruit businesses like those that would choose to occupy this parcel.*

Description of Development Type

Residential District (Multi-Family)

This district is intended for multi-family residences to be the principal land use and to create relatively high-density neighborhoods.

Appropriate Form

For single family residential, townhouses, duplexes, accessory dwelling units, and small scale multi-family dwelling of twelve units or less.

Buildings should be located near the front of the property line, oriented towards the street, and include front porches and other private outdoor spaces.

Recess garages behind the front of buildings to avoid streetscapes dominated by garage doors.

Desired Pattern

Density of 3 to 6 DU/acre

Staff Recommendation

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

- Rezoning the property would be in consistence with the Mixed Use Commercial District, however the lack of current municipal resources, and site design considerations support a comprehensive Conditional Zoning for this site, in accordance with Strategies 2.3.1 and 4.3.1.



Application for REZONING or CONDITIONAL REZONING

RECEIVED

MAR 25 2021

PLANNING DEPT.

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: 0 Jimmie Kerr Road (S.R. #1928)

Tax Map#: 152814&152815 GPIN: 8894469497 & 8894469816

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: Vacant Land

Total Site Acres: 10.75 Ac in Graham ETJ (37.79 Ac Total)

Property Owner: Julie Wynn Snead & MAC MOM, L.L.C.

Mailing Address: 528 N Carr St.

City, State, Zip: Mebane, NC 27302

Applicant

☐ Property Owner Other Contracted Purchaser

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: G. Travers Webb, III

Mailing Address: PO Box 1429

City, State, Zip: Graham, Nc 27253

Phone # (336) 414-7777

Email: trav93@icloud.com

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

Signature of Applicant

Date

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*, 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:

For Conditional Rezoning, 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**

Office Use Only. DEVID#

RZ210Y



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.

Jimmie Kerr Multi-Family (RZ2104)

Type of Request

Rezoning

Meeting Dates

Planning Board on April 20, 2021

City Council on May 11, 2021

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

☐ 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:

Strategies 2.3.1, 4.3.1, and 5.1.1

This report reflects the recommendation of the Planning Board, this the 20th day of April, 2021.

Attest:

Dean Ward

Dean Ward, Chair

Debbie Jolly

Debbie Jolly, 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.

Jimmie Kerr Multi-Family (RZ2104)

Type of Request

Rezoning

Meeting Dates

Planning Board on April 20, 2021
City Council on May 11, 2021, June 8, 2021

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 8th day of June, 2021.

Attest:

Gerald R. Peterman, Mayor

Darcy L. Sperry, City Clerk



STAFF REPORT

SUBJECT:	CLOSURE OF UNOPENED PORTION OF AN UNCONSTRUCTED ALLEYWAY OFF CLIMAX STREET
PREPARED BY:	NATHAN PAGE, PLANNING DIRECTOR

REQUESTED ACTION:

Approve Resolution Authorizing the process to close an unconstructed portion of an unconstructed alleyway off Climax Street.

BACKGROUND/SUMMARY:

Charles Limuel Pierce has requested the removal of a proposed alleyway adjacent to his lot. This portion of Right of Way (ROW) exists only on a Plat and has not been constructed, nor does it provide service to, or access land for anyone other than Mr. Pierce. Additionally, there have been no utilities located in area by the City of Graham, nor anyone who came out as a result of an 811 call by the applicant to identify any infrastructure in the proposed ROW.

The proposed ROW was offered to the City of Graham on or before Plat Book 5, Page 82 at the Alamance County Register of Deeds. Typically, with a ROW closure, half of the property reverts to the property owner of record on each side.

A public hearing will be held prior to the vote regarding closure of this alleyway.

FISCAL IMPACT:

This section of roadway is not currently counted for the purposes of the Powell Bill, and therefore the City receives no funds from the state for it.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we approve the Resolution Ordering the Closing of an unconstructed alleyway off Climax Street.

A RESOLUTION ORDERING THE CLOSING OF AN UNCONSTRUCTED ALLEYWAY OFF CLIMAX STREET

WHEREAS, on the 11th day of May, 2021, the City Council of the City of Graham directed the City Clerk to advertise this Resolution of Intent to close an alleyway off Climax Street, a public street right-of-way as described in Exhibit A below, in the Alamance News once each week for four successive weeks, such resolution advising the public that a meeting would be conducted in the Council Chambers of the Graham City Hall on 8th day of June 2021; and

WHEREAS, the City Council on the 11th day of May, 2021, ordered the City Clerk to notify all persons owning property abutting the portion of an unopened alleyway off Climax Street by registered or certified mail, enclosing with such notification a copy of the Resolution of Intent; and

WHEREAS, the City Clerk has advised the Graham City Council that adequate notices were posted on the applicable street as required by G.S. 160A-299; and full and complete opportunity for all interested persons to appear and register any objections that they might have with respect to the closing of said alleyway in the public hearing held on June 8, 2021; and

WHEREAS, it now appears to the satisfaction of the Graham City Council that the closing of a portion of said alleyway is not contrary to the public interest, and that no individual owning property, either abutting the alleyway or in the vicinity of the alleyway, will as a result of the closing be thereby deprived of a reasonable means of ingress and egress to his property;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Graham that a portion of an unconstructed alleyway off Climax Street, as described in Exhibit A below, is hereby ordered closed, subject to any reservation of right set forth in Exhibit A below and in accordance with G.S. 160-299(c), all right, title, and interest that may be vested in the public to said street are hereby released and quitclaimed to the abutting property owners in accordance with the provisions of G.S. 160A-299.

In accordance with G.S. 160A-299(f) the City hereby reserves all of its right, title, and interest in any utility improvement within the closed alleyway with such reservation extends to utility improvements or easements owned by private utilities which at the time of the street closing have a utility agreement or franchise with the City. The City further declares a utility easement being described as:

Situated in the City of Graham, Graham Township, Alamance County, North Carolina.

BEGINNING AT AN EXISTING IRON PIPE, BEING THE SOUTHWESTERN CORNER OF 30' ALLEY, THENCE N 04°46'14"E, A DISTANCE OF 74.82' TO A NEW IRON PIPE, THENCE S 85°13'46"E, A DISTANCE OF 14.50' TO A MATHEMATICAL POINT IN CENTER OF SAID ALLEYWAY, THENCE ALONG THE CENTER OF ALLEY, S 04°18'27" E, A DISTANCE OF 61.54' TO A MATHEMATICAL POINT, THENCE N 86°23'23"W, A DISTANCE OF 15.00' TO AN EXISTING IRON PIPE, BEING THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.02 ACRES AS SHOWN AS LOT "B" ON SURVEY COMPLETED BY CAROLINA CORNERSTONE SURVEYING, DATED 02/22/21, JOB # 200928 CLOSURE.

In accordance with G.S. 160A-299(b) any person aggrieved by the closing of this street may appeal the Order to the General Court of Justice within thirty days of its adoption.

The Mayor and the City Clerk are hereby authorized to execute quitclaim deeds or other necessary documents in order to evidence vesting of all right, title and interest in those persons owning lots or parcels of land adjacent to the street or alley, such title, for the width of the abutting land owned by them, to extend to the centerline of the herein closed Drive in accordance with the provision of G.S. 160A-299(c).

The City Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Alamance County a certified copy of this Alleyway Closing Order.

Upon motion duly made by Council Member _____ and duly seconded by _____, the above resolution was duly adopted by the City Council at a meeting held on the 8th day of June 2021, in the City Hall.

Upon call for a vote, the following Council Members voted in the affirmative:

This the 8th day of June, 2021 at 6:00 p.m.

Gerald R. Peterman, Mayor

Attest:

Darcy L. Sperry, City Clerk

NORTH CAROLINA

ALAMANCE COUNTY

I hereby certify that the foregoing is a true and accurate copy of a resolution duly adopted by the City Council of the City of Graham, North Carolina, at a meeting held on June 8, 2021, at 6:00 p.m. at the City Hall in the City of Graham.

IN WITNESS WHEREOF, I have hereunto set my hand and have caused the official corporate seal of said City to be affixed, this the ____ day of _____, 2021.

City Clerk

NORTH CAROLINA

ALAMANCE COUNTY

I, _____, a Notary Public, do hereby certify that
 _____, City Clerk, personally appeared before me this day and acknowledged the due
 execution of the foregoing certification, for the purposes therein expressed.

WITNESS my hand and notarial seal this _____ day of _____, 2021.

 Notary Public

My Commission Expires: _____

EXHIBIT A

Description of Portion of Alleyway off Climax Street to be Abandoned

Situated in the City of Graham, Graham Township, Alamance County, North Carolina.

BEGINNING AT AN EXISTING IRON PIPE, BEING THE SOUTHWESTERN CORNER OF 30' ALLEY, THENCE
 N 04°46'14"E, A DISTANCE OF 74.82' TO A NEW IRON PIPE, THENCE S 85°13'46"E, A DISTANCE OF
 14.50' TO A MATHEMATICAL POINT IN CENTER OF SAID ALLEYWAY, THENCE ALONG THE CENTER OF
 ALLEY, S 04°18'27" E, A DISTANCE OF 61.54' TO A MATHEMATICAL POINT, THENCE N 86°23'23"W, A
 DISTANCE OF 15.00' TO AN EXISTING IRON PIPE, BEING THE POINT AND PLACE OF BEGINNING AND
 CONTAINING 0.02 ACRES AS SHOWN AS LOT "B" ON SURVEY COMPLETED BY CAROLINA
 CORNERSTONE SURVEYING, DATED 02/22/21, JOB # 200928 CLOSURE.

March 10, 2021

Nathan Page
Planner, City of Graham
201 South Main Street
Graham, NC 27253

Mr. Nathan,

On behalf of Charles Limuel Pierce, who owns the single-family home located at 520 Climax Street, I am writing to request parcel closure of the 30' alley way accessing parcel 134858 and parcel 134863. The attached map indicates the area of closure requested.

Please feel free to contact me with any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "Trish Dixon".

Trish Dixon
240-678-9906

Certificate of Accuracy
I, James H. Lowe, certify that this plat was drawn under my direction from an actual survey made under my supervision (deed description recorded in Book # _____, Page # _____ etc.) (other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book # _____, Page # _____ and that the area of the land surveyed is shown as shown on this plat. I am a duly licensed Professional Land Surveyor in the State of North Carolina, License No. L-4217, and I am duly sworn to as amended. Witness my original signature, registration number and seal this 22 day of FEB., A.D., 2021.

James H. Lowe Professional Land Surveyor L-4217

- Certificate of Release of Liability**
I, James H. Lowe, Professional Land Surveyor No. L-4217, certify to one or more of the following as indicated thus: ☐ :
☐ a. That the survey creates a subdivision of land within the boundaries of the survey, and the survey is made in accordance with the provisions of the laws of the State of North Carolina that regulate parcels of land;
☐ b. That the survey is located in a portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land;
☐ c. Any one of the following:
1. That the survey is of an existing parcel or parcels of land;
2. That the survey is of an existing building or other structure, or natural feature, such as a water course;
3. That the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or another exception to the definition of subdivision;
☐ d. That the survey is of another category, such as the recombination of existing parcels, a court-ordered survey, or another exception to the definition of subdivision;
e. That the survey is unable to make a determination to the best of the surveyor's professional ability as to provisions contained in (a) through (d) above.

James H. Lowe Professional Land Surveyor L-4217

Owners Certificate

I (we) hereby certify that I am the owner of the property shown and described hereon, which was conveyed to me by deed recorded in Deed Book 3898, Page 691, and that I hereby acknowledge this plat and allotment to be my free act and deed and do hereby forever dedicate all easements identified as public hereon, as shown on said plat.

Owner _____ Date _____

Zoning Enforcement Officer Certificate

No approval required under Article VIII Section 10-356b of the Development Ordinance of the City of Graham.

Zoning Enforcement Officer/Planner _____ Date _____

Review Officer, Certification
State of North Carolina
County of Alamance

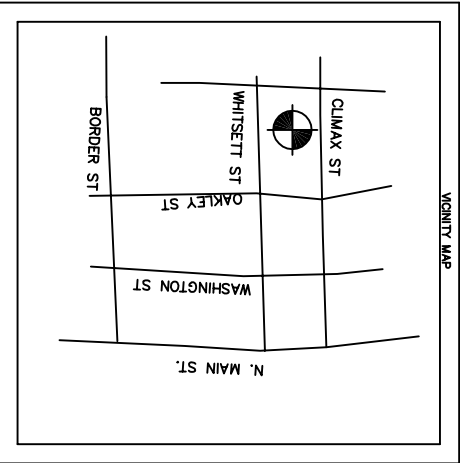
I, _____ Review Officer of Alamance County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Review Officer _____ Date _____

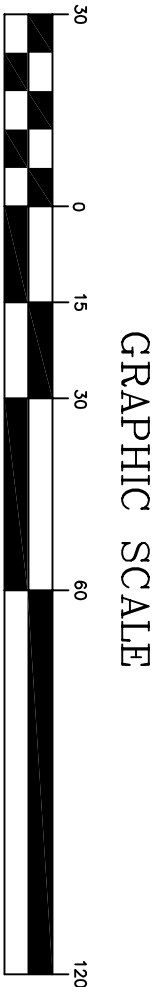
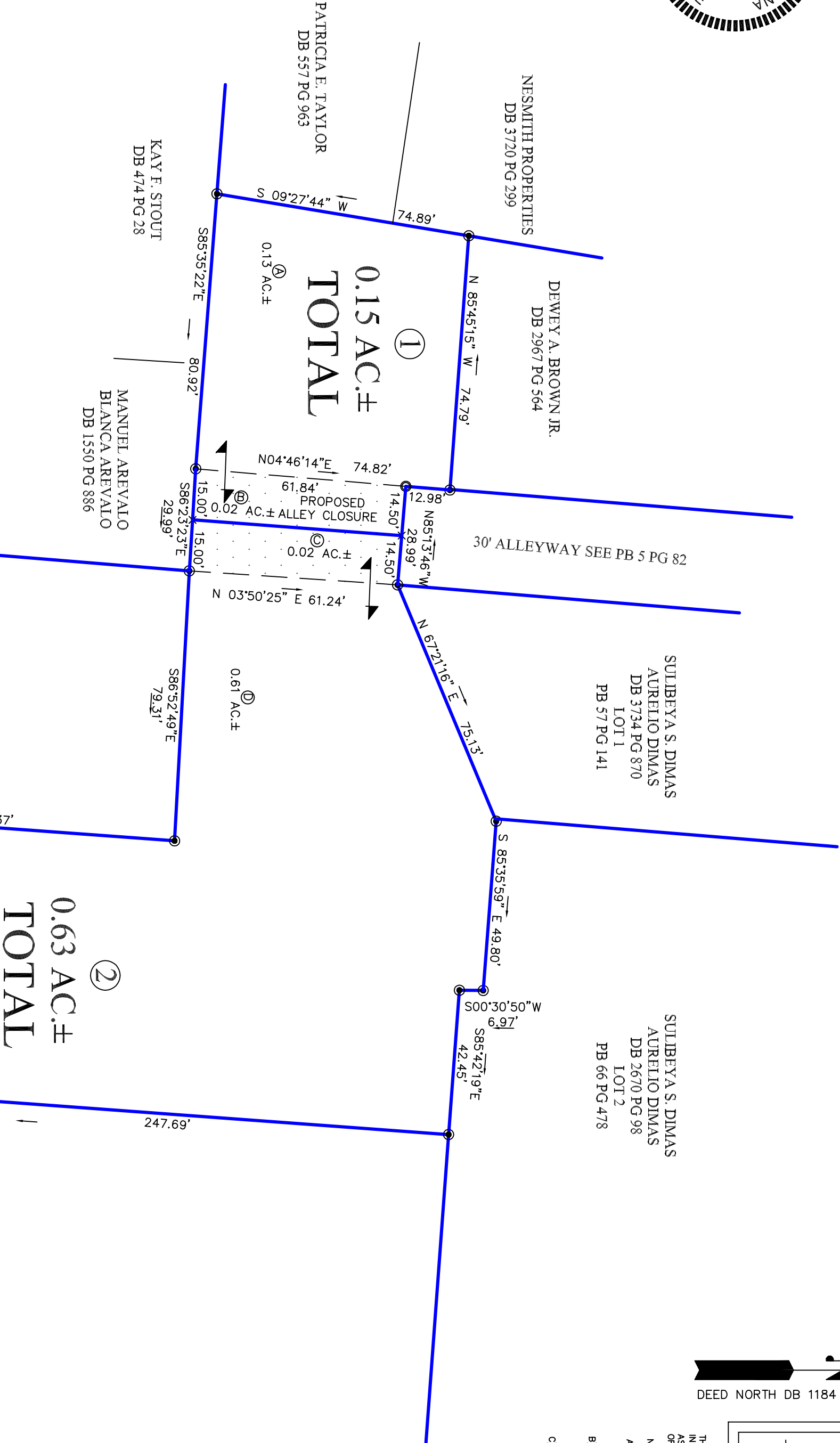
*-DB 4030 PG 518
DB 3951 PG 974



NOTES:
ZONED: R-7
FRONT SETBACK: 30'
SIDE SETBACK: 8'
REAR SETBACK: 20% OF DEPTH



THIS PROPERTY IS ☐ IS NOT ☐ IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.
NOTES:
A) NO TITLE SEARCH WAS PERFORMED BY THIS FIRM DURING THE COURSE OF THIS SURVEY.
B) THE PROPERTY SHOWN HEREON IS SUBJECT TO THE EASEMENTS OF RECORD ATTENDING SAME.
C) THIS FIRM MAKES NO GUARANTEE AS TO THE EXISTENCE OR LOCATION OF ANY UNDERGROUND UTILITIES OR IMPROVEMENTS ON OR ACROSS THIS PROPERTY. ANY SUCH UTILITIES OR IMPROVEMENTS SHOWN HEREON HAVE BEEN LOCATED FROM VISIBLE EVIDENCE AND AVAILABLE INFORMATION.



WHITSETT STREET

FINAL PLAT
ALLEY CLOSURE
PROPERTY OF
CHARLES L. PIERCE
AND
NAVIA MORRIS
GRAHAM TOWNSHIP
ALAMANCE COUNTY, NORTH CAROLINA

CAROLINA CORNERSTONE SURVEYING, INC.		
3028 D. ROCK HILL ROAD		
BURLINGTON, NORTH CAROLINA 27215		
(336) 223-4550 (336) 215-5532		
BUSINESS LLC C-4662 WWW.CAROLINACORNERSTONE.COM		
SCALE: 1" = 30'	DATE: 02/22/21	
SURVEY BY: DEK	DWG BY: JHL	APP'D BY: JHL
PARCEL ID: 134858 & 134863	JOB# 200928CLOSURE	

STAFF REPORT

SUBJECT:	AMEND TEMPORARY OUTDOOR SALES ORDINANCE
PREPARED BY:	MARY FAUCETTE, DOWNTOWN DEVELOPMENT COORINDATOR

REQUESTED ACTION:

Amend Code of Ordinances to relax regulations for Temporary Outdoor Sales.

BACKGROUND/SUMMARY:

City Council approved a text amendment at their August 2018 meeting, which approved Temporary Outdoor Sales for up to three days in any seven-day period on private property. Presented before City Council is a request by Jeff Collie, Co-Owner and Josh Coe, General Manager of Little Brother Brewing. They have requested that the City Council re-evaluate this policy, and add provisions for allowing temporary outdoor sales in the public right of way.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Approval. Staff recommends approval of the requested amendment.

SUGGESTED MOTION(S):

I move to approve the Ordinance Amendment to CHAPTER 8, ARTICLE VIII, SEC. 8-345 OF THE CODE OF ORDINANCES OF THE CITY OF GRAHAM, NORTH CAROLINA.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAHAM, AMENDING
CHAPTER 8, ARTICLE VIII, SEC. 8-345 OF THE CODE OF ORDINANCES OF THE CITY OF
GRAHAM, NORTH CAROLINA**

The City Council of the City of Graham, North Carolina, does ORDAIN:

Sec. 1. That the Code of Ordinances, City of Graham, North Carolina, is hereby amended by amending section 8-345 (4), which said section shall read as follows:

Chapter 8 - BUSINESSES

ARTICLE VIII. – TEMPORARY OUTDOOR SALES

SEC. 8-345. - Temporary Outdoor Sales:

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 ordinance 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 7AM. Vendors must complete all operations before 11PM.
4. **Duration:** The property owner shall only allow the use of their property for not more than three (3) days within a seven (7) day period. A vendor shall be limited to no more than one (1) day within that seven (7) 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. A downtown business may utilize the parking spaces in front of their business for the durations as described above.
7. **Sound:** 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. 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 3 square feet per side is permitted.

Sec. 2. That this Ordinance shall be in full force and effect from and after its passage, approval and publication, as provided by law

This the _____ day of _____, 2021.

Mayor

ATTEST:

City Clerk

From: [Nathan Page](#)
 To: [Darcy Seelye](#)
 Cc: [Michael Jordan](#); [Mary Fawcett](#)
 Subject: FW: Food Trucks
 Date: Wednesday, April 26, 2021 8:57:23 AM
 Attachments: [image1.png](#)

Darcy,
 Would you mind reading the attached for Items Not on Tonight's Agenda at the next City Council Meeting, please?

Josh,
 This will set the process in motion if the City Council is interested in changing the current regulations.

Thank you,
 Nathan

Dear City of Graham Planning Department,

Please accept this letter as a formal request for consideration to permit the periodic parking of food trucks/trailers in parking spaces along W Elm St adjacent to the Little Brother Brewing storefront. We anticipate utilizing this service for our customers on average 1-2 times per week. Except in rare circumstances, during weekdays trucks will be onsite after 5pm. To ensure public safety Little Brother staff will ensure vehicles are bounded by barriers (cones/stanchions) that funnel patrons safely between the sidewalk and concession areas.

Our hope with this program is to bring additional foot traffic to downtown Graham businesses and provide additional dining options for Graham residents. In consideration of existing downtown restaurants, we will limit frequency and prioritize vendors with menus not in direct competition with neighboring businesses.

Thank you for your consideration.

Jeff Collie, Co-Owner
 Josh Coe, General Manager







STAFF REPORT

Prepared by Jane Williams, Planning Intern

Poplar Business (RZ2105)

Type of Request: Rezoning

Meeting Dates

Planning Board on May 18, 2021

City Council on June 8, 2021

Contact Information

Joseph Mena

5613 Christie Lane, Durham NC 27713

910-620-4809; firstonerestoration@gmail.com

Summary

This is a request to rezone the property from Residential (R-7) to General Business (B-2). The property is surrounded by single family homes as well as various commercial and industrial properties. The property owner's stated reason for this rezoning request is to turn the existing single family home into an office.



Location

608 Poplar St

GPIN: 8874861063

Current Zoning

Residential (R-7)

Proposed Zoning

General Business (B-2)

Overlay District

none

Surrounding Zoning

B-2, I-1, R-7

Surrounding Land Uses

Single Family Homes, Commercial Buildings

Size

0.2 (+/-) acres

Public Water & Sewer

Available

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 adjacent to several commercial properties, and so would present congruity in terms of adding commercial development in relevant locations.*

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. *The residential density in the vicinity lends itself to additional commercial activities.*
- **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, mixed-use environments, 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:

- Rezoning the property would be consistent with mixed-use development goals (Strategy 2.3.1) and would maintain connectivity to existing commercial properties, thus adding business development in a relevant location (Policy 3.1.2).



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: _____

Tax Map#: _____ GPIN: _____

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: _____

Total Site Acres: _____

Property Owner: _____

Mailing Address: _____

City, State, Zip: _____

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: _____

Mailing Address: _____

City, State, Zip: _____

Phone # _____

Email: _____

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

Joseph Mena

Signature of Applicant

Date

Proposed Rezoning or Conditional Rezoning

Proposed Zoning District(s):

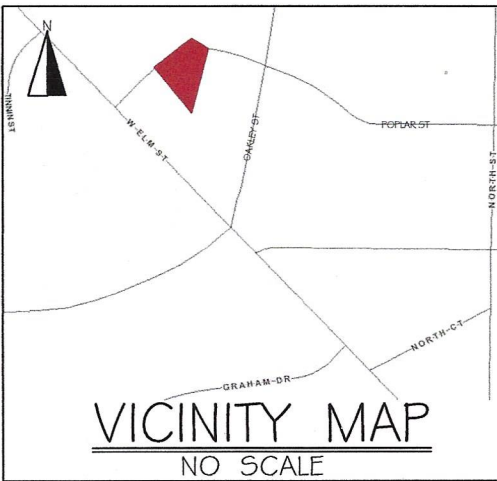
- ☐ R-7 ☐ R-9 ☐ R-12 ☐ R-15 ☐ R-18
☐ R-MF ☐ R-G ☐ C-R ☐ C-MXR
☐ B-1 ☐ B-2 ☐ B-3 ☐ C-B ☐ C-MXC
☐ O-I ☐ C-O-I ☐ I-1 ☐ I-2 ☐ C-I

Describe the purpose of this rezoning request. *For Conditional Rezoning*, 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:

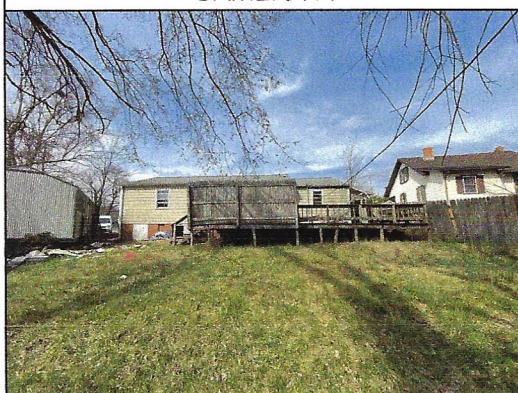
For Conditional Rezoning, this application must be accompanied by a Preliminary Site Plan and supporting information specifying the actual use(s) and any rules, regulations or conditions that, in addition to predetermined ordinance requirements, will govern the development and use of the property.

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

Office Use Only. DEVID#



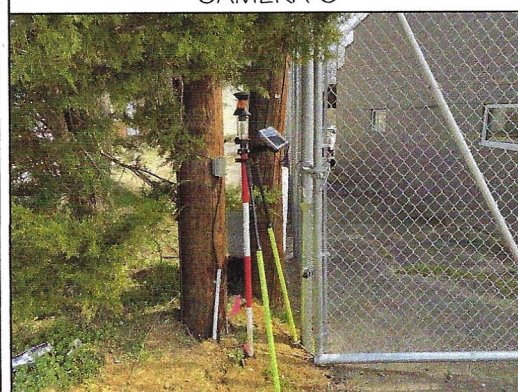
CAMERA A



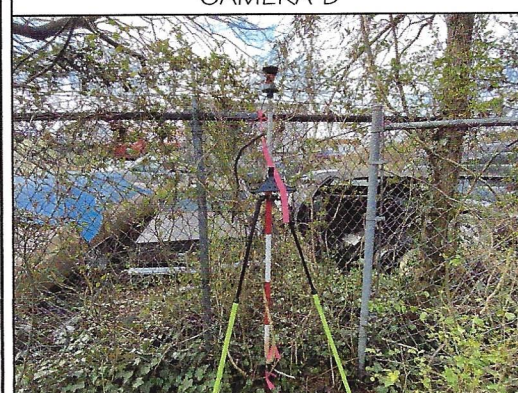
CAMERA B



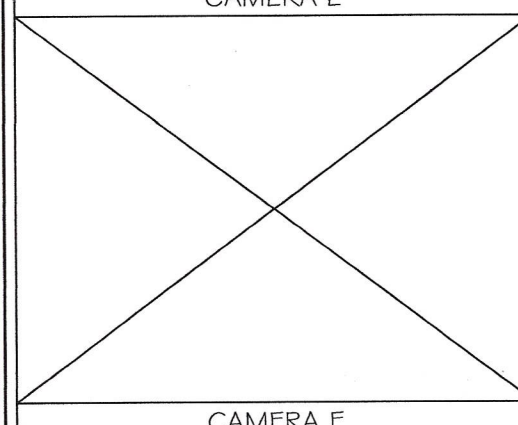
CAMERA C



CAMERA D

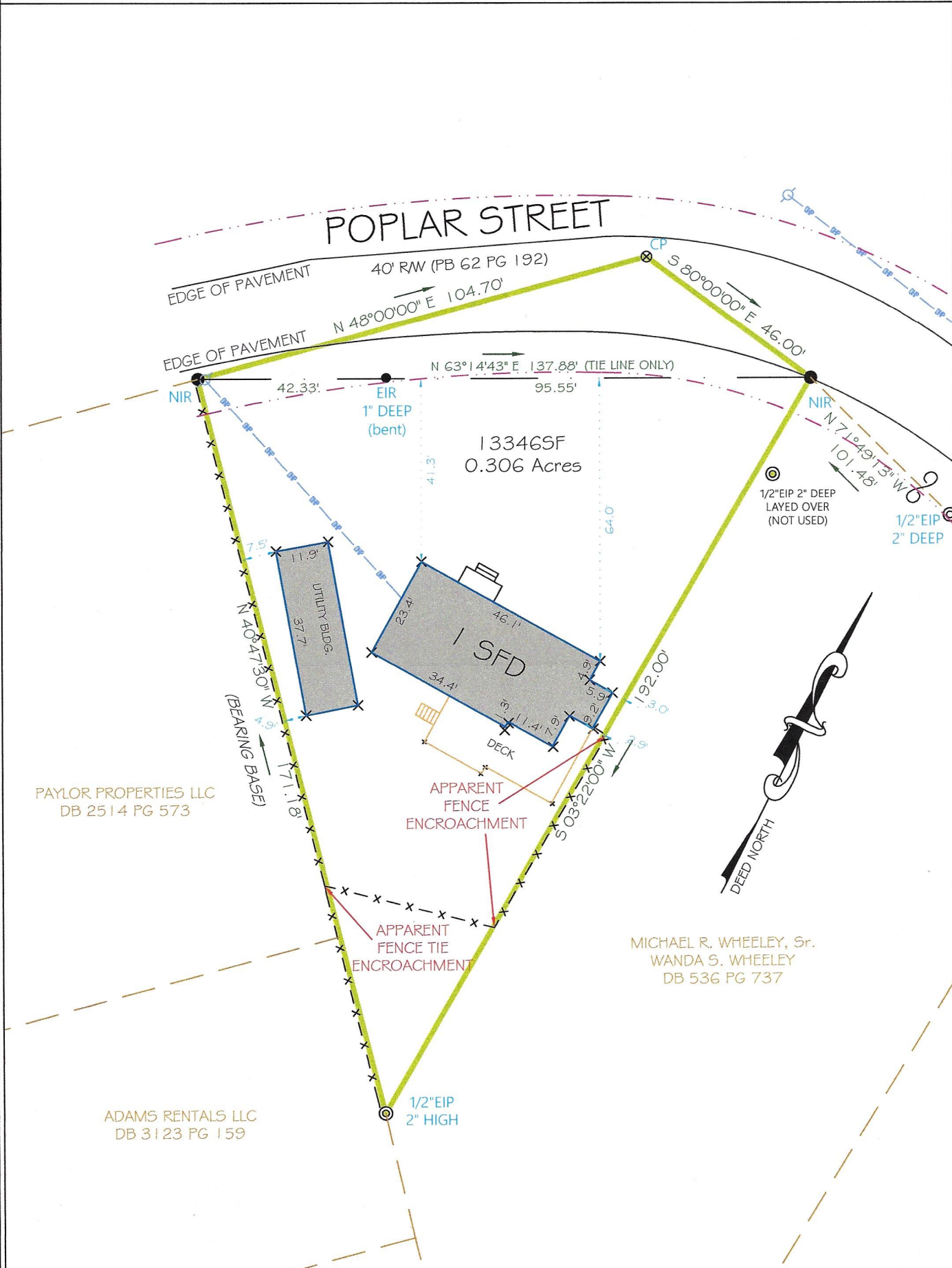


CAMERA E



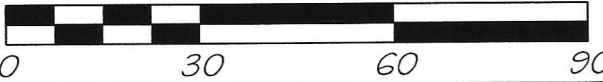
CAMERA F

STANDARD MAP LEGEND											
 Existing Iron Pipe	 Power Pole	 Hydrant	 Storm Drain Manhole	 Water Line	 Overhead Power						
 Existing Iron Rod	 Light Pole	 Water Valve	 Curb Inlet	 Gas Line	 Underground Power						
 Computed Point	 Guy Wire	 Water Meter	 Grate or Drop Inlet	 Sanitary Sewer	 Underground Phone						
 New Iron Pipe	 Phone Riser	 Sanitary Manhole	 Gas Valve	 Storm Sewer	 Centerline						
 Transformer	 Cable Riser	 Clean Out	 Right of Way Mon	 Fence	 Fiber Optic Cable						
 Camera Angle	 Sign	 Yard Inlet	 Mailbox	 Guardrail	 Railroad Tracks						



The prism pole shown in photographs is for the purpose of defining scale only and is not the actual property corner. This Survey was performed without benefit of a title search, and is subject to any Easements, Agreements, or Rights-of-Way of record, prior to this date and not visible at the time of inspection and that which may be disclosed by a complete title search. This property has not been evaluated for special Flood Hazard Area as determined by the Department of Housing & Urban Development. For Floodway and Flood Boundaries contact the Federal Emergency Management Agency. Encroachments identified hereon are based upon interpretation of ownership. Contact the surveyor for detailed information concerning any verification or resolution.

SCALE: 1" = 30' DATE: 3/12/21



STANDARD ABBREVIATIONS	
R - Radius	EIP - Existing Iron
D - Dwelling	NIP - New Iron Pipe
Ch - Chord Distance	MBL - Minimum Bldg Line
S - Story	N/F - Now or Formerly
F - Frame	RAW - Right of Way
PP - Power Pole	YI - Yard Inlet

NOT FOR RECORDATION
For recordation this document may require additional information

I certify that this map was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Deed Books and pages as shown hereon, or other reference sources shown hereon; that the boundaries not surveyed are indicated as drawn from information in Deed Books and pages as shown hereon, or other reference sources as shown hereon; that the ratio of precision or positional accuracy is 1:10,000+; and that this map meets the requirements of The Standards of Practice for Land Surveying in North Carolina (21 NCAC 56.1600).

This 12 day of March 2021

Seal
Eric Paul Morgan, Professional Land Surveyor

Owner: Joseph Mena
Address 608 Poplar Street

Lot _____ Block _____ Map _____ Section _____
Sub'd _____
Pb _____ Pg _____ Db 2161 Pg 84
Twsp Graham County Alamance
City Graham North Carolina
Comp File# 21031203.Pop608

MORGAN
Surveying, Inc.
524 South Elm Street
Greensboro, NC 27406
phone: 336.272.8922
morgansurveying.com Lic# C-2702



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.

Poplar Business (RZ2105)

Type of Request

Rezoning

Meeting Dates

Planning Board on May 18, 2021

City Council on June 15, 2021

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

☐ 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:

Policy 3.1.2 and 2.3.1

This report reflects the recommendation of the Planning Board, this the 18th day of May, 2021.

Attest:

Dean Ward

Dean Ward, Chair

Debbie Jolly

Debbie Jolly, 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.

Poplar Business (RZ2105)

Type of Request

Rezoning

Meeting Dates

Planning Board on May 18, 2021

City Council on June 8, 2021

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 8th day of June, 2021.

Attest:

Gerald R. Peterman, Mayor

Darcy L. Sperry, City Clerk



STAFF REPORT

SUBJECT:	BUDGET ORDINANCE
PREPARED BY:	AARON HOLLAND, INTERIM CITY MANAGER & JULIANNE CORDON, FINANCE DIRECTOR

REQUESTED ACTION:

Adopt Budget Ordinance for Fiscal Year 2021-2022.

BACKGROUND/SUMMARY:

The annual budget ordinance is the official document adopted by the City to levy taxes and appropriate revenues for the 2021-2022 fiscal year. The attached budget is balanced and meets all the applicable requirements of the North Carolina Local Government Budget and Fiscal Control Act. The budget ordinance accounts for all anticipated revenues and expenditures for all operating funds for the upcoming fiscal year, including capital expenditures and other special funds. The proposed budget ordinance does not appropriate funds on a line by line basis (object basis), but rather on a departmental basis.

The budget ordinance captures all revenues and expenditures outlined in the City Manager's Recommended Budget. Most notably is the expenditures associated with the construction of the new fire station and the purchase of an automated garbage truck.

FISCAL IMPACT:

The total of all funds is \$24,675,800. The tax rate remains at \$.455 per one hundred dollars (\$100.00) of valuation and all General Fund fees remain unchanged. There is a recommended increase in refuse fees from a total of \$6.25 per month to \$8.50 per month. Water and sewer user charges are adjusted to reflect the actual costs as well as upcoming debt service requirements. Water rates are recommended to stay the same as current year rates at \$3.50 per thousand gallons, with a base rate of \$3.30. Sewer rates are recommended to increase from \$7.75 per thousand gallons to \$8.45, with a base rate of \$3.30.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we adopt the Budget Ordinance for Fiscal Year 2021-2022.

Budget Ordinance FY 2021-2022

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 City Government; its activities and capital improvements for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022, in accordance with the Chart of Accounts heretofore established for the City:

City Council	53,900
Administration	580,100
Downtown Development	127,200
Information Technology	269,700
Finance	342,300
Public Buildings	123,700
Police	4,617,000
Fire	1,770,100
Inspections	581,300
Traffic Engineering	91,000
Garage and Warehouse	110,400
Streets & Highways	1,630,200
Street Lights	110,000
Sanitation	1,234,400
Recreation	904,600
Lake	186,600
Athletic Facilities	400,500
Property Maintenance	817,300
Non-Departmental	820,200
	14,770,500

Section 2. It is estimated that the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$5,915,400
Investment Earnings	\$27,000
Miscellaneous	\$475,000
Other Taxes/Licenses	\$700
Permits/Fees	\$294,000
Restricted Intergovernmental	\$557,500
Sales/Services	\$788,600
Unrestricted Intergovernmental	\$5,242,300
Fund Balance	\$1,470,000
Fund Total	\$14,770,500

Section 3. The following amounts are hereby appropriated in the Water & Sewer Fund for its operations, activities and capital improvements for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022, in accordance with the Chart of Accounts heretofore established for the City:

Water and Sewer Billing	\$613,100
Water and Sewer Distribution	\$2,050,800
Maintenance & Lift Station	\$292,200
Water Treatment Plant	\$2,032,500
Wastewater Treatment Plant	\$1,622,100
Non Departmental Admin	\$2,383,000
FUND TOTAL	\$8,993,700

Section 4. It is estimated that the following revenues will be available in the Water & Sewer Fund for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022.

Non-Operating	\$164,500
Operating	\$282,600
Other Financing Sources	\$1,046,000
Services	\$7,500,000
FUND TOTAL	\$8,993,700

Section 5. The following amounts are hereby appropriated in the Garage Fund for operations and activities for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022, in accordance with the Chart of Accounts heretofore established for the City:

Garage Fund	911,400
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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, 2021 and ending June 30, 2022 based on a labor rate of \$75 per hour.

Ala Co Fuel	185,300
City Of Graham Parts	246,600
City Of Graham Labor	209,200
City Of Graham Fuel	224,300
Graham Housing Parts	6,400
Graham Housing Labor	5,600
Graham Housing Fuel	8,800
Green Level Parts	3,500
Green Level Labor	5,100
Green Level Fuel	12,400
ABC Parts	0
ABC Fuel	4,200
Interest On Investments	0
Miscellaneous Income	0
Total	\$911,400

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

	Revenues	Expenditures
FEDERAL DRUG MONIES	\$100	\$100
STATE DRUG MONIES	\$100	\$100
GRAHAM MEMORIAL PARK	\$0	\$0
JIM NINOR ROAD PARK	\$0	\$0
OLD FIELDS OUTFALL	\$2,955,000	\$2,955,000
WWTP UPGRADE	\$3,815,000	\$3,815,000
TOTALS:	\$6,770,200	\$6,770,200

Section 8. There is hereby levied a tax at the rate of \$.455 per one hundred dollar (\$100.00) of valuation of property as listed for taxes as of January 1, 2021 for the purpose of raising the Revenue listed as "Ad Valorem Taxes" in Section 2. Such rates are based on an estimated total valuation of property for the purposes of taxation of \$1,192,000,000 (100% valuation) with an anticipated collection rate of 97%.

Section 9. The City of Graham Fee Schedule shall be amended as follows and effective July 1, 2021:

Development Fees

Planned Unit Development	\$200
Rezoning Request	\$200
Special Use Permit	\$200
Variance Request	\$200
TRC Review (excluding subdivision)	\$250, \$100 for any review beyond 2 nd
Site Development/ Right of Way Improvement Re-Inspection	\$100, \$200-2 nd , \$300-3 rd , etc.

Notes: A re-inspection fee shall be assessed when the project is not ready for inspection, recurring deficiencies exist, or inspection requests are not canceled on time.

Building Permit

Building Plan Review, Commercial	\$200 buildings up to 10,000 sf \$200 + 0.01 per sf for buildings >10,000 sf
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Miscellaneous Building

Fire Re-Inspection Fee (routine inspections)	\$50-3 rd , \$100-4 th , \$150-5 th , etc.
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Notes: A re-inspection fee shall be assessed when the project is not ready for inspection, recurring deficiencies exist, or inspection requests are not canceled on time.

Miscellaneous Fees

Cement Catch Basin Cover	\$400
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Refuse Fees

*Recycling	\$4 per unit, per month
*Garbage Land Fill Tipping Fee	\$4.50 per unit, per month
New Home Garbage & Recycling Container	\$55 per container
***Bulk Waste (in excess of 2 clam shell bites)	\$18 per clam shell bite in excess of 2
***Tree Trimmings (in excess of 2 clam shell bites)bites)	\$12 per clam shell bite in excess of 2
* All water customers inside the City Limits without containerized disposal systems (dumpsters) per customer or dwelling unit	
**Extra roll out container for residents only	
*** One (1) clam shell bite is approximately 1.5 cubic yards	

Backflow Annual Testing (For Irrigation Accounts)	\$10.42 per month
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Sewer Rates

Sewer Base Rate	\$3.30
Sewer Rates per 1,000 gallons:	
0-1000	\$4.36
1,001-10,000	\$8.45
10,001-100,000	\$8.50
100,001-1,000,000	\$8.56
1,000,001-2,000,000	\$8.61
2,000,000+	\$8.67

Recreation Fees

Athletics/Camps

	Resident	General Public	Commercial
Athletics ¹	\$25	\$40	N/A

¹A multiple child discount will be available to Graham residents for children in the same household; the first child will be charged the full fee, the second child will be charged 75% of full fee and three or more children will each be charged 50% of full fee

Athletic Camps Including Soccer, Basketball, Baseball, Softball, Flag Football, Lacrosse	Fees for each camp will be set by the GRPD Director and the Athletic Supervisor, based on facility, staffing, and equipment needs		N/A
Summer Day Camp			
10 Weeks	\$575/1 st child	\$745/1 st child	
6 weeks	\$350/1 st child	\$450/1 st child	
Weekly ²	\$70/child	\$86/child	
Daily ²	\$21/child	\$26/child	
Multiple Child Discount ³	\$30/child	\$30/child	
² Limited based on availability			
³ Discounts will not be given on weekly or daily rates			

Special Events and Programs

The GRPD Director may set fees for special events and programs based on facility, staffing, and equipment needs

Graham Recreation Center

	Resident	General Public	Commercial
Open Gym Basketball			N/A
Ages 16-54	\$1/visit	\$1/visit	
Ages 13 & U; 55+	FREE	FREE	
Weight Room			
Ages 16-54	\$1/visit	\$1/visit	
Ages 16-54	\$40/six-month pass	\$55/six-month pass	
Ages 16-54	\$25/three-month pass	\$40/three-month pass	
Ages 55+	FREE	FREE	

Graham-Mebane Lake

	Fees for All Customers	Commercial
Boat Launching ²	\$9/vessel	N/A
Boat Launching-Seniors ^{2,4}	\$4/vessel	
Non-motorized Vessel Launching ³	\$6/vessel or \$45/year	
Non-motorized Vessel Launching-Seniors ^{3,4}	\$3/vessel or \$30/year	
Bank Fishing	\$3/person or \$35/year	
Bank Fishing-Seniors ⁴ & Persons w/100% Disability	\$1/person or \$15/year	
Annual User Fee Permit ⁵	\$70/year	
Annual User Fee Permit-Seniors ^{4,5}	\$50/year	
Annual User Fee Permit-Group	\$125/year	
Boat Launching-Maintenance & Demonstrations ⁶	\$4/vessel	\$4/vessel or \$300/annual
Jon Boats	\$10/4 hrs \$16/8hrs	N/A
Canoe Rental	\$15/4hrs \$20/8hrs	
Solo Kayak Rental	\$12/4 hrs \$18/8 hrs	
Tandem Kayak Rental	\$18/4 hrs \$24/8 hrs	
Event Rental	\$175/5 hrs	\$275/5 hrs

² All motorized boats including jet skis

³ All non-motorized vessels including kayaks, canoes & paddleboards

⁴ Senior fee begins at age 65

⁵ Includes boat launching and daily fees for a single individual and covers a maximum of two boats

⁶No Recreational activities (fishing, skiing etc.) allowed; for boat and/or trailer maintenance/repair checks, swapping of boats and trailers, and all demonstrations for potential sales; fee is for a one-hour limit, activity over one hour will be charged the full boat launch fee; no charge for the general public if the boat remains on trailer

Facility Rental Fees

Bill Cooke Park

Field/Room/Equipment	Resident/Non-Profit ^{1*}	General Public	Commercial*
Passive Areas Open Space, Perimeter Trail, Etc.	\$150 (5 hrs max)	\$200 (5 hrs max)	\$275 (5 hrs max)
Single Field Field #1, Field #2 or Field #3	\$150/day (10 hrs) \$20/hr	\$200/day (10 hrs) \$25/hr	\$275/day (10 hrs) \$35/hr
Field Prep	\$20 ea.	\$20 ea.	\$20/ea.
Field Lining	\$10 ea.	\$10 ea.	\$10 ea.
Lights (single field)	\$25/hr	\$25/hr	\$25/hr
Scoreboard (single field)	\$20/hr	\$20/hr	\$20/hr
Staff Supervision ²	\$20/hr	\$20/hr	\$20/hr

¹Must be a 501(c)(3), tax exempt or charitable organization in good standing and must be approved by the City of Graham

²Supervision Fee may be waived for City of Graham employees upon approval of the GRPD Director or Athletic Supervisor

Graham Recreation Center

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Full Center Gym #1, Gym #2, Room #1 & Kitchen	\$60/hr + staff fee	\$120/hr + staff fee	\$240/hr + staff fee
Room #1 Multi-purpose Room, Includes Kitchen	\$20/hr + staff fee	\$40/hr + staff fee	\$80/hr + staff fee
Gym #1-Full Gym, Includes Kitchen	\$30/hr + staff fee	\$60/hr + staff fee	\$120/hr + staff fee
Gym #2-Half Gym, Includes Kitchen	\$25/hr + staff fee	\$50/hr + staff fee	\$100/hr + staff fee
Tables ³ (For Use Outside Center)	\$3/table per day	\$3/table per day	\$3/table per day
Chairs (For Use Outside Center)	\$0.25/chair per day	\$0.25/chair per day	\$0.25/chair per day

³Each rental will be charged a \$50 refundable security deposit

Graham Civic Center

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Full Center, Includes Kitchen	\$20/hr + staff fee \$75/5 hrs + staff fee \$132/10 hrs + staff fee	\$40/hr + staff fee \$150/5 hrs + staff fee \$265/10 hrs + staff fee	\$80/hr + staff fee \$300/5 hrs + staff fee \$530/10 hrs + staff fee
Sand Volleyball Court	\$15/hr	\$20/hr	\$30/hr
Gym #1-Full Gym, Includes Kitchen	\$30/hr + staff fee	\$60/hr + staff fee	\$120/hr + staff fee
Gym #2-Half Gym, Includes Kitchen	\$25/hr + staff fee	\$50/hr + staff fee	\$100/hr + staff fee
Tables ³ (For Use Outside Center)	\$3/table per day	\$3/table per day	\$3/table per day
Chairs (For Use Outside Center)	\$0.25/chair per day	\$0.25/chair per day	\$0.25/chair per day

³Each rental will be charged a \$50 refundable security deposit

⁴Supervisory fees must be paid for all centers. An additional hour will be added to all rentals for facility preparations. Supervisory fees may be waived for the Graham Recreation Center during regular business hours and for all centers for City of Graham employees upon approval of the GRPD Director or Center Supervisor

⁵Refundable and included in all rentals

*All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director

South Graham Park

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Sand Volleyball Court	\$15/hr	\$20/hr	\$30/hr
³ Each rental will be charged a \$50 refundable security deposit			
*All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director			

Maple St. Center

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Full Center, Does Not Include Kitchen	\$15/hr + staff fee	\$30/hr + staff fee	\$60/hr + staff fee
Supervisory Staff Fee ⁴	\$20/hr	\$20/hr	\$20/hr
Cleaning Deposit ⁵	\$50	\$50	\$50
¹ Must be a 501(c)(3), tax exempt or charitable organization in good standing and must be approved by the City of Graham			
³ Each rental will be charged a \$50 refundable security deposit			
⁴ Supervisory fees must be paid for all centers. An additional hour will be added to all rentals for facility preparations. Supervisory fees may be waived for the Graham Recreation Center during regular business hours and for all centers for City of Graham employees upon approval of the GRPD Director or Center Supervisor			
⁵ Refundable and included in all rentals			
*All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director			

Shelters

	Resident	General Public	School Systems	
Bill Cooke Park, Shelter #1 & Shelter #2 S. Graham Park, Shelter A & Shelter B Graham Regional Park Graham-Mebane Lake	\$25/reservation period	\$50/reservation period	Alamance Co. Schools -FREE	Non-Alamance Co. Schools -\$20

Cemetery Fees

Grave Prices

	Resident	Non-resident
Conventional Grave – 4'x8'	\$800/grave	\$2,500/grave
Cremation Grave – 4'x4'	\$400/grave	\$1,250/grave
Infant Grave – 4'x4'	\$400/grave	\$1,000/grave
Cremation Grave – 4'x8' (When Available)	\$600/grave	\$2,000/grave
2 nd Right to Interment (When Available)	\$200/grave	\$500/grave

Deed Transfers

Transfer from Resident to Resident	\$5.00 administrative fee
Transfer from Resident to Non-resident	\$1,700 per grave + administration fee

Interment Costs

Monday – Friday (prior to 2:00pm)**2	\$500
Monday – Friday (2:00pm and after)**2	\$650
Saturdays ^{1,2}	\$1,000

Sundays ² & Holidays ^{2,3}	\$1,250
--	---------

Cremation, Infant and 2nd Right Interment Costs

Monday – Friday (prior to 2:00pm)** ²	\$250
Monday – Friday (2:00pm and after)** ²	\$400
Saturdays ^{1,2}	\$750
Sundays ² & Holidays ^{2,3}	\$1,000

Markers

Permit Fee – Single or Double*	\$100
Installation – Single Memorial	\$150
Installation – Double Memorial	\$175

Installation Fee is \$50 for reputable companies approved by the City of Graham

*Installation Fee is waived for Veterans with an approved government supplied marker.

** Based upon arrival time at the cemetery

¹Saturday rate begins at 4:00pm on Friday and ends at 7:00am on Sunday.

²\$50.00 per half hour surcharge after one hour of arrival time or any time after 3:30pm.

³The holiday rate applies to any holiday observed by the City.

Section 10. The City of Graham Capital Improvement Plan 2020-2025 is hereby approved and amended per the appropriations for improvements contained herein. 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 8th day of June 2021.

Mayor Jerry Peterman

Attest:

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: WAYNE BREWER Email Address: NONE
 Home Address: 319 HOLT AVE Mailing Address: SAME
 City, State, Zip: GRAHAM, NC 27253 City, State, Zip: _____
 Home Phone: 336-539-5460 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

NONE

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> 1 Historic Resources Commission |
| <input checked="" type="checkbox"/> 2 Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: RETIRED

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

RETIRED MILITARY

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I HAVE LIVED IN GRAHAM MY WHOLE LIFE EXCEPT WHEN I SERVED IN VIETNAM. I AM VERY DEDICATED TO MY COMMUNITY AND GRADUATED FROM GRAHAM HIGH. I DO A LOT OF VOLUNTEERING FOR LOCAL EVENTS

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

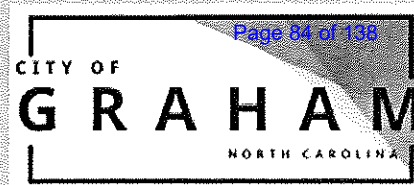
Additional relevant information:

For Office Use Only
Date Received:

Received
November 2, 2020

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Zipporah W Clark Baldwin Email Address: queenrosez61@yahoo.com
 Home Address: 219 W Harden St Mailing Address: 219 W Harden St
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 336-260-1577 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

None

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> 2 Historic Resources Commission |
| <input checked="" type="checkbox"/> 1 Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: retired

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

retired mortgage broker

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I currently have served within my community for 30+ years and have strengthened home ownership within the triad as well as Orange, Wake and Durham County. I am currently serving as a missionary and work to offset conflict within my community. I work closely with misplaced children of our community. I help plan events for local churches and organizations. I live in the recently renovated Oneida Lofts where I am working to do what I can to promote a safe and enjoyable and diverse living space.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

For Office Use Only
Date Received:

Received
August 6, 2020

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



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Name: Carmen Larimore Email Address: cbzl2013@gmail.com
 Home Address: 500 Cornelia Dr. Mailing Address: 500 Cornelia Dr
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 252-253-3386 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input checked="" type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input checked="" type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Stay at home mom

Employer address: 500 Cornelia Dr City, State, Zip: Graham, NC 27253

Job title and description of responsibilities:

I am raising my 2 daughters (2.5 years old and 3.5 months old) in our home. I am also an independent contractor for VIPKID (I teach English to students online in China). Before my daughters were born, I was a substitute teacher for ABSS and I also worked for Chick-Fil-A as a Shift Leader.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input checked="" type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input checked="" type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input checked="" type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I would love to spend time volunteering for the community and I enjoy staying busy. Our street is so green and beautiful and I am so grateful everytime we go out for a walk. We love all of our neighbors and how festive the town is for holidays. I have my own flower garden that I take care of with my daughters. I have strong social media skills and I have a passion for design, from home improvement projects to flyers and powerpoints. I also earned my Bachelor's degree in Sociology.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

For Office Use Only
Date Received:

RECEIVED

MAY 25 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



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Name: Jeanette E. Beaudry Email Address: jeanettebeaudry@yahoo.com
Home Address: 308 East Harden St Mailing Address: _____
City, State, Zip: Graham NC 27253 City, State, Zip: _____
Home Phone: 336-269-2902 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Historical Museum Advisory Board

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Retired / Parttime Chapel Hill Police Dept.
Employer address: 150 E. Rosemary St City, State, Zip: Chapel Hill, NC

Job title and description of responsibilities:

Downtown Ambassador for Town of Chapel Hill. I give information and directions to citizens, visitors, teach directions for using parking lots and kiosks to pay for parking.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input checked="" type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I love the historic atmosphere of Graham and its downtown. One can feel the importance of its history in our state and county. I want to preserve this history and the buildings for future generations so I would like to help make the decisions that come with this act of preservation. I have served on HRC for 2 terms in the past so I am

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

familiar with the work of this commission, as well as the Museum's Board as Chair and Co chair in past. Thank you for your consideration.

For Office Use Only
Date Received:

JUN 01 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: NICKI GRAFOS SMITH Email Address: nectaria.grafos@gmail.com
 Home Address: 402 S. Maple Street Mailing Address: 402 S. Maple Street
 City, State, Zip: Graham NC 27253 City, State, Zip: Graham NC 27253
 Home Phone: (919) 428-0425 Alternate Phone: (336) 639-8369
 Cell #

Please list the board(s) and/or commissions on which you are currently serving:

Historical Museum Advisory Board - Recreation Commission

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Interstate Narrow Fabrics

Employer address: 1101 Porter Avenue City, State, Zip: Haw River

Job title and description of responsibilities:

Plant Manager
 • recruit staff
 • provide leadership with accurate flow of goods
 • manage production schedules
 • assist with inventory control

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

After having served one term on the Historical Museum Advisory Board I feel I would be able to give positive continuity of serving the community through involvement on this board

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

Wishing to Renew for a second term.

For Office Use Only
Date Received:

RECEIVED

MAR 04 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Bernadette Konzelmann Email Address: bernadettekonzelmann@gmail.com
 Home Address: 508 Pomeroy St Mailing Address: _____
 City, State, Zip: Graham, NC 27253 City, State, Zip: _____
 Home Phone: 3366399624 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Historical Museum

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> 2 Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> 1 Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Home Depot

Employer address: 3215 Brassfield Rd City, State, Zip: Greensboro Nc 27410

Job title and description of responsibilities:

Associate Support Department Supervisor - Human resource, Hiring, training and development, scheduling, problem solving. I have worked for The Home Depot for 21 years and have held many Customer Service and Department Supervisor positions allowing me the ability to work with and help the general public.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

After living in the south side of Graham for 15 yrs we recently move to downtown to become a part of our community. I have watched Graham grow into an amazing diverse community and want to become a part of the future. I feel embracing the diversity of our community while preserving the history and heritage for all is paramount at this time. With growth comes change. With change comes growth. We must respect and encourage both.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☐ No

Additional relevant information:

The graham Museum is one of my favorite places.

For Office Use Only
Date Received:

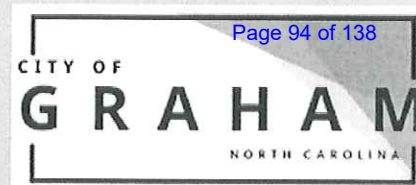
RECEIVED

MAY 12 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Kristofer Loy

Email Address: kwloy206@gmail.com

Home Address: 514 E Harden St Apt F

Mailing Address: _____

City, State, Zip: Graham, NC, 27253

City, State, Zip: _____

Home Phone: 336-261-9276

Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Historical Museum Advisory Board

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | 2 <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| 1 <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Down Home NC

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

Community Organizer - Worked within Graham and Alamance to facilitate grassroots political networking. This included organizing events, managing conflicting personalities, and ideas, and serving as a resource for vulnerable community members in crisis. Further, with an academic background in history, I was able to contextualize the current moment in Graham with it's larger place in history.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I believe that a young face, with a thorough understanding of county history would serve to bring Alamance's history program into the 20th century. My ancestral ties to the county, and to Graham also gives me a respect for the rich culture that has fermented here since the town's founding in 1849. I hope to bring my experience working in the community to bear in finding new ways to communicate Graham's history.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

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APR 06 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Lawrence Scott Pickard Email Address: pickard8507@gmail.com
 Home Address: 101 Southwood Court Mailing Address: 101 Southwood Court
 City, State, Zip: Graham, N 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 336-675-0267 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

none

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Retired from City of Graham

Employer address: 201 S Main Street City, State, Zip: Graham, NC 27253

Job title and description of responsibilities:

Pretreatment Coordinator- regulate industries and restaurants in the City of Graham,

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

Life long resident of Alamance County. Employed by the City of Graham for 30 plus years. Remember little known facts about the City of Graham handed down from generation to generation..

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

Life long member of Graham Presbyterian Church

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Date Received:

RECEIVED

MAY 24 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

Name: Nelle Purcell Email Address: Aunthno@gmail.com
Home Address: 1011 New St Mailing Address: Same
City, State, Zip: Graham NC 27253 City, State, Zip: _____
Home Phone: 336-260-6101 Alternate Phone: 336-260-6432 - husband
Tommy's Cell

Historical Museum (Graham)

<input type="checkbox"/> <i>Alcohol Beverage Control Board</i>	<input type="checkbox"/> <i>Historic Resources Commission</i>
<input type="checkbox"/> <i>Appearance Commission</i>	<input type="checkbox"/> <i>Planning Board/Board of Adjustment</i>
<input type="checkbox"/> <i>Canine Review Board</i>	<input type="checkbox"/> <i>Recreation Commission</i>
<input type="checkbox"/> <i>Graham Housing Authority</i>	<input type="checkbox"/> <i>Tree Board</i>
<input checked="" type="checkbox"/> <i>Historical Museum Advisory Board</i>	

RELEVANT EXPERIENCE

Current employer/retired: Amel's Bank
Employer address: 1901 Hillside Rd City, State, Zip: Durham NC 27253

Job title and description of responsibilities:

Mortgage loan processor - Receive, analyze, prepare mortgage loans for underwriting. Coordinate with borrowers attorney, closer, etc.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

Dependable, Reliable, willing to work, close to museum
willing to learn about things. Love history +
learning new things

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

I have been attending meetings +
encouraged to apply

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Date Received:

RECEIVED

APR 27 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION

The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Jeanette E. Beaudry Email Address: jeanettebeaudry@yahoo.com
Home Address: 308 East Harden St Mailing Address: _____
City, State, Zip: Graham NC 27253 City, State, Zip: _____
Home Phone: 336-269-2902 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Historical Museum Advisory Board

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Retired / Parttime Chapel Hill Police Dept.
Employer address: 150 E. Rosemary St City, State, Zip: Chapel Hill, NC

Job title and description of responsibilities:

Downtown Ambassador for Town of Chapel Hill. I give information and directions to citizens, visitors, teach directions for using parking lots and kiosks to pay for parking.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input checked="" type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I love the historic atmosphere of Graham and its downtown. One can feel the importance of its history in our state and county. I want to preserve this history and the buildings for future generations so I would like to help make the decisions that come with this act of preservation. I have served on HRC for 2 terms in the past so I am

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

familiar with the work of this commission, as well as the Museum's Board as Chair and Co chair in past. Thank you for your consideration.

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Date Received:

JUN 01 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Jerome Bias Email Address: JeromeBias@gmail.com
 Home Address: 205 Albright Ave Mailing Address: 205 Albright Ave
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: (919)215-2170 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

The North Carolina Museum of History African American Cultural Celebration Advisory Board, Saving Slave Houses Advisory Board

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> 1 Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> 2 Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Self employed

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

Cultural heritage practitioner who makes reproduction 18 & 19 century furniture using primarily the tools. I am also study the work of the cabinetmaker Thomas Day. I am a member of the Slave Dwelling Project. Work to preserve historic spaces and to ensure that all are honored and acknowledged. I research and study southern foodways specifically the foodways of the enslaved. I then prepare these meals over an open hearth in historic settings. Presented at various sites around the country.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input checked="" type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I own a house in the hist. dist. I specialize in preserving southern architecture and heritage; Went to UNCG - interior design; Can read blue prints & code books; Worked at Old Salem as a joiner - giving an understanding of the importance of preserving historic spaces. I am a furnituremaker and have an understanding of how things are built. I have been on the board of Stagville State His. Site. & understand that hist. preserv. can & must be financially responsible & incl. all of the community.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

For Office Use Only
Date Received:

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JAN 05 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: WAYNE BREWER Email Address: NONE
 Home Address: 319 HOLT AVE Mailing Address: SAME
 City, State, Zip: GRAHAM, NC 27253 City, State, Zip: _____
 Home Phone: 336-539-5460 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

NONE

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> 1 Historic Resources Commission |
| <input checked="" type="checkbox"/> 2 Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: RETIRED

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

RETIRED MILITARY

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I HAVE LIVED IN GRAHAM MY WHOLE LIFE EXCEPT WHEN I SERVED IN VIETNAM. I AM VERY DEDICATED TO MY COMMUNITY AND GRADUATED FROM GRAHAM HIGH. I DO A LOT OF VOLUNTEERING FOR LOCAL EVENTS

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

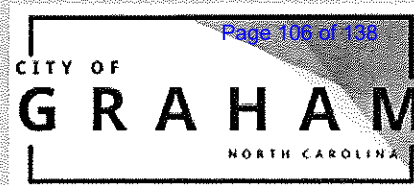
Additional relevant information:

For Office Use Only
Date Received:

Received
November 2, 2020

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Zipporah W Clark Baldwin Email Address: queenrosez61@yahoo.com
 Home Address: 219 W Harden St Mailing Address: 219 W Harden St
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 336-260-1577 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

None

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> 2 Historic Resources Commission |
| <input checked="" type="checkbox"/> 1 Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: retired

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

retired mortgage broker

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I currently have served within my community for 30+ years and have strengthened home ownership within the triad as well as Orange, Wake and Durham County. I am currently serving as a missionary and work to offset conflict within my community. I work closely with misplaced children of our community. I help plan events for local churches and organizations. I live in the recently renovated Oneida Lofts where I am working to do what I can to promote a safe and enjoyable and diverse living space.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

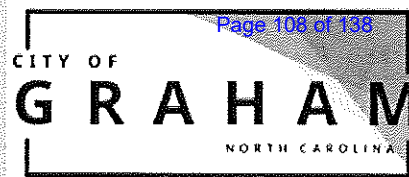
Additional relevant information:

For Office Use Only
Date Received:

Received
August 6, 2020

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Bernadette Konzelmann Email Address: bernadettekonzelmann@gmail.com
 Home Address: 508 Pomeroy St Mailing Address: _____
 City, State, Zip: Graham, NC 27253 City, State, Zip: _____
 Home Phone: 3366399624 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Historical Museum

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> 2 Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> 1 Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Home Depot

Employer address: 3215 Brassfield Rd City, State, Zip: Greensboro Nc 27410

Job title and description of responsibilities:

Associate Support Department Supervisor - Human resource, Hiring, training and development, scheduling, problem solving. I have worked for The Home Depot for 21 years and have held many Customer Service and Department Supervisor positions allowing me the ability to work with and help the general public.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

After living in the south side of Graham for 15 yrs we recently move to downtown to become a part of our community. I have watched Graham grow into an amazing diverse community and want to become a part of the future. I feel embracing the diversity of our community while preserving the history and heritage for all is paramount at this time. With growth comes change. With change comes growth. We must respect and encourage both.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☐ No

Additional relevant information:

The graham Museum is one of my favorite places.

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CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: BONNIE WHITAKER Email Address: BLWBOO@GMAIL.COM
 Home Address: 2456 GREENVIEW DR Mailing Address: 2456 GREENVIEW dR
 City, State, Zip: GRAHAM City, State, Zip: GRAHAM
 Home Phone: 2108840602 Alternate Phone: 336-547-4071

Please list the board(s) and/or commissions on which you are currently serving:

APPEARANCE COMMISSION

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: CURRENT

Employer address: 1500 PINECROFT RD City, State, Zip: GREENSBORO N.C. 27407

Job title and description of responsibilities:

Quality Assurance Specialist for government contracts for the U.S. Military.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input checked="" type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I have a deep appreciation for History in general. The preservation of history is necessary to maintain appreciation for all that we have today.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

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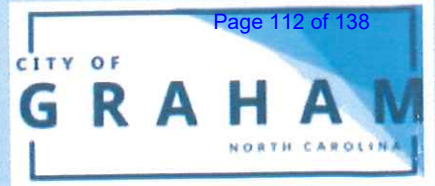
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CITY OF GRAHAM

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VOLUNTEER BOARD & COMMISSION APPLICATION



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Name: LACY B. ALLEN, JR Email Address: NONE
 Home Address: 1710 BROADWAY DR Mailing Address: SAME
 City, State, Zip: GRAHAM, NC. 27253 City, State, Zip: SAME
 Home Phone: 336-222-1759 Alternate Phone: 336-212-4453

Please list the board(s) and/or commissions on which you are currently serving:

NONE

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input checked="" type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: RETIRED
 Employer address: N/A City, State, Zip: N/A

Job title and description of responsibilities:

N/A

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input checked="" type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input checked="" type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

BORN (ONE BLOCK NORTH OF ALA COUNTY COURTHOUSE)
AND RAISED IN GRAHAM. I WANT TO SEE
GRAHAM, N.C. GROW IN EVERY THING.
WITH MY EXPERIENCE & MY JOB AS A SURVEYOR
FOR 42 YEARS WITH ALLEY WILLIAMS, CARMEY KING INC.
ENGINEERS & ARCHITECTS; I KNOW THE DESIGNING
BUILDINGS & THE CONSTRUCTION OF THEM.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

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MAY 26 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION

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Name: Larry E. Brooks Email Address: larrybrooksabc@att.net
 Home Address: 1509 Stonegate Drive Mailing Address: 603 W. Harden Street
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 336.226.7897 Alternate Phone: 336.214.7196

Please list the board(s) and/or commissions on which you are currently serving:

Graham Housing Authority

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input checked="" type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Alamance Municipal ABC Board

Employer address: 603 W. Harden Street City, State, Zip: Graham, NC 27253

Job title and description of responsibilities:

Executive Director. Responsible for all day to day operations, sales and employees.

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CITY OF GRAHAM

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input checked="" type="checkbox"/> Other: <u>Accounting/Financial Degree</u> |
| <input checked="" type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

Knowledge of operations of Housing Authority. Accounting degree.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

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Serve at presenttime on this board.

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



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Name: Thomas Foust Email Address: tomifoust@icloud.com
 Home Address: 906 Hanford Park Mailing Address: _____
 City, State, Zip: Graham N.C. 27253 City, State, Zip: _____
 Home Phone: 336-227-8043 Alternate Phone: 336-213-0808

Please list the board(s) and/or commissions on which you are currently serving:

NONE

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input checked="" type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Retired

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input checked="" type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input checked="" type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

Retired from Sears with title HVAC Regional General Manager. Trained with Customer Service Skills + Management of fully burden P&L. Living in Graham over 45 years would like to volunteer to help.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

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CITY OF GRAHAM

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VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Shanelle Harvey Email Address: shanelleh1997@gmail.com
 Home Address: 1085 Ivey Rd, Apt H Mailing Address: Same
 City, State, Zip: Graham City, State, Zip: 27253
 Home Phone: 3362638769 Alternate Phone: N/A

Please list the board(s) and/or commissions on which you are currently serving:

None

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|--|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input checked="" type="checkbox"/> 2 Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input checked="" type="checkbox"/> 1 Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Allen Tate Realtors

Employer address: 3315 Garden Rd City, State, Zip: Burlington, NC 27215

Job title and description of responsibilities:

I am a Real Estate Agent/Broker/Realtor. I help clients in the Triad and surrounding areas by preparing them to get their homes ready for the market and through the sale process. I also assist buyer clients in the purchase of homes, which includes helping them through the negotiation, contract, inspections and closing process.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input checked="" type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I am a former employee of Graham Housing Authority. I resigned from the position of Section 8 Coordinator on good terms to pursue my new career in Real Estate in January 2019. I understand the processes and procedures within the Housing Authority and have a passion for helping my community on a variety of levels. I believe my experience of working in the private and public sector has provided me with the expertise and skills necessary to further give support to my community in many areas.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

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MAY 28 2021

CITY OF GRAHAM

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VOLUNTEER BOARD & COMMISSION APPLICATION



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Name: Jerome Bias Email Address: JeromeBias@gmail.com
 Home Address: 205 Albright Ave Mailing Address: 205 Albright Ave
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: (919)215-2170 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

The North Carolina Museum of History African American Cultural Celebration Advisory Board, Saving Slave Houses Advisory Board

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> 1 Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> 2 Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Self employed

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

Cultural heritage practitioner who makes reproduction 18 & 19 century furniture using primarily the tools. I am also study the work of the cabinetmaker Thomas Day. I am a member of the Slave Dwelling Project. Work to preserve historic spaces and to ensure that all are honored and acknowledged. I research and study southern foodways specifically the foodways of the enslaved. I then prepare these meals over an open hearth in historic settings. Presented at various sites around the country.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input checked="" type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input checked="" type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I own a house in the hist. dist. I specialize in preserving southern architecture and heritage; Went to UNCG - interior design; Can read blue prints & code books; Worked at Old Salem as a joiner - giving an understanding of the importance of preserving historic spaces. I am a furnituremaker and have an understanding of how things are built. I have been on the board of Stagville State His. Site. & understand that hist. preserv. can & must be financially responsible & incl. all of the community.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

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JAN 05 2021

CITY OF GRAHAM

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VOLUNTEER BOARD & COMMISSION APPLICATION



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Name: Shanelle Harvey Email Address: shanelleh1997@gmail.com
 Home Address: 1085 Ivey Rd, Apt H Mailing Address: Same
 City, State, Zip: Graham City, State, Zip: 27253
 Home Phone: 3362638769 Alternate Phone: N/A

Please list the board(s) and/or commissions on which you are currently serving:

None

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|--|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input checked="" type="checkbox"/> 2 Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input checked="" type="checkbox"/> 1 Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

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RELEVANT EXPERIENCE

Current employer/retired: Allen Tate Realtors

Employer address: 3315 Garden Rd City, State, Zip: Burlington, NC 27215

Job title and description of responsibilities:

I am a Real Estate Agent/Broker/Realtor. I help clients in the Triad and surrounding areas by preparing them to get their homes ready for the market and through the sale process. I also assist buyer clients in the purchase of homes, which includes helping them through the negotiation, contract, inspections and closing process.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input checked="" type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I am a former employee of Graham Housing Authority. I resigned from the position of Section 8 Coordinator on good terms to pursue my new career in Real Estate in January 2019. I understand the processes and procedures within the Housing Authority and have a passion for helping my community on a variety of levels. I believe my experience of working in the private and public sector has provided me with the expertise and skills necessary to further give support to my community in many areas.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

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Date Received:

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MAY 28 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION

The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Lawrence Scott Pickard Email Address: pickard8507@gmail.com
 Home Address: 101 Southwood Court Mailing Address: 101 Southwood Court
 City, State, Zip: Graham, N 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 336-675-0267 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

none

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|--|--|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input checked="" type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Retired from City of Graham

Employer address: 201 S Main Street City, State, Zip: Graham, NC 27253

Job title and description of responsibilities:

Pretreatment Coordinator- regulate industries and restaurants in the City of Graham,

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

Life long resident of Alamance County. Employed by the City of Graham for 30 plus years. Remember little known facts about the City of Graham handed down from generation to generation..

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

Life long member of Graham Presbyterian Church

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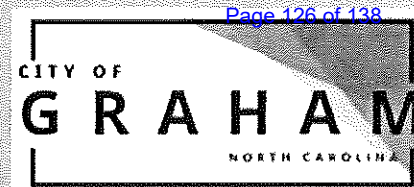
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MAY 24 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Amanda Archambeau Email Address: aarchambeau@gmail.com
 Home Address: 227 W Parker Sy Mailing Address: _____
 City, State, Zip: Graham, NC 27253 City, State, Zip: _____
 Home Phone: 859-358-4115 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input checked="" type="checkbox"/> 2 Canine Review Board | <input checked="" type="checkbox"/> 1 Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Duke University
 Employer address: Campus Dr City, State, Zip: Durham, NC 27708

Job title and description of responsibilities:

Departmental business manager - finance, administration, HR

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input checked="" type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input checked="" type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input checked="" type="checkbox"/> Landscape Design | <input checked="" type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input checked="" type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I have lived in Graham for 8 years and love the city. I would love to get more involved in the city and becoming more active.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

For Office Use Only
Date Received:

Received
August 10, 2020

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Tim Beshel Email Address: t.beshel@gmail.com
 Home Address: 502 Wildwood Ln. Mailing Address: Same
 City, State, Zip: Graham, NC 27253 City, State, Zip: Same
 Home Phone: 336-264-5181 Alternate Phone: —

Please list the board(s) and/or commissions on which you are currently serving:

Rec Commissioner

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input checked="" type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Beshel chiropractic
 Employer address: 101 Zivap Rd. City, State, Zip: Graham, NC 27253

Job title and description of responsibilities:

Owner

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input checked="" type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☒ Yes ☐ No

Additional relevant information:

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Date Received:

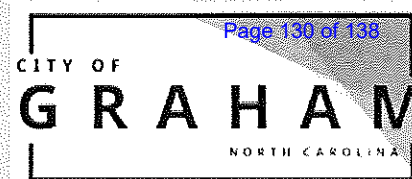
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MAY 26 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Laurie Pickard Email Address: lareddi614@gmail.com
 Home Address: 101 Southwood Court Mailing Address: same
 City, State, Zip: Graham, NC 27253 City, State, Zip: _____
 Home Phone: 336-213-6770 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

none

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input checked="" type="checkbox"/> Canine Review Board | <input checked="" type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: retired from UNC Health

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

Prior to Retirement:
 Associate Director of Rehabilitation Therapies 2013-2015
 Director of Recreational Therapy and Child Life 2005-20013
 Assistant Director of Recreational Therapy~
 2002-2005

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input checked="" type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input checked="" type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input checked="" type="checkbox"/> Other: <u>infection control, safety, risk</u> |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I have a master's degree in Recreation Administration with an emphasis in Therapeutic Recreation. After retirement I volunteered with a community program for the elderly and with Hikes for Hounds. My interests are in helping the commission move programs to meet the needs and abilities of all participants. In addition to therapy services, safety, risk management and infection control were my responsibility for all of the play facilities within the NC Children's Hospital.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

I am a licensed Recreational Therapist in the state of NC and am a certified Child Life Specialist.

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MAY 31 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

CITY OF GRAHAM
**VOLUNTEER BOARD
 & COMMISSION APPLICATION**



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Megan Buckner-Hickman Email Address: Megan.bucknerhickman@gmail.com
 Home Address: 304 Eastway Ln. Mailing Address: 304 Eastway Ln.
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 515-473-0500 Alternate Phone: 336-286-9603

Please list the board(s) and/or commissions on which you are currently serving:

N/A

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input checked="" type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Truist Financial
 Employer address: Beechleaf Ct City, State, Zip: Raleigh NC 27612

Job title and description of responsibilities:

Senior cybersecurity analyst

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Data Analysis |
| <input type="checkbox"/> Research | <input type="checkbox"/> Creativity | <input type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input type="checkbox"/> Marketing/Social Media | <input type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I moved to NC from Iowa in 2015 to attend college and fell in love w/ the beauty of nature in this part of the country. I would like to do my part to conserve it starting in my own community.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

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Date Received:

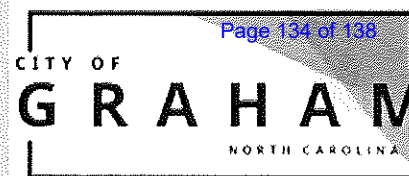
Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

RECEIVED

MAY 10 2021

CITY OF GRAHAM

VOLUNTEER BOARD & COMMISSION APPLICATION



The following application is used by the Graham City Council to identify individuals interested in serving on a City board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, please visit cityofgraham.com/boards-commissions

Name: Carmen Larimore Email Address: cbzl2013@gmail.com
 Home Address: 500 Cornelia Dr. Mailing Address: 500 Cornelia Dr
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: 252-253-3386 Alternate Phone: _____

Please list the board(s) and/or commissions on which you are currently serving:

Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice):

- | | |
|---|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historic Resources Commission |
| <input checked="" type="checkbox"/> Appearance Commission | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Graham Housing Authority | <input checked="" type="checkbox"/> Tree Board |
| <input type="checkbox"/> Historical Museum Advisory Board | |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council. If not selected, applicants must reapply after the July City Council meeting to be considered for future appointments.

RELEVANT EXPERIENCE

Current employer/retired: Stay at home mom

Employer address: 500 Cornelia Dr City, State, Zip: Graham, NC 27253

Job title and description of responsibilities:

I am raising my 2 daughters (2.5 years old and 3.5 months old) in our home. I am also an independent contractor for VIPKID (I teach English to students online in China). Before my daughters were born, I was a substitute teacher for ABSS and I also worked for Chick-Fil-A as a Shift Leader.

Which of the following relevant knowledge, skills, abilities, interest, and/or experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> History | <input type="checkbox"/> Legal | <input checked="" type="checkbox"/> Critical Thinking |
| <input type="checkbox"/> Architecture | <input checked="" type="checkbox"/> Graphic Design | <input checked="" type="checkbox"/> Data Analysis |
| <input checked="" type="checkbox"/> Research | <input checked="" type="checkbox"/> Creativity | <input checked="" type="checkbox"/> Active-Listening |
| <input type="checkbox"/> Program Development | <input checked="" type="checkbox"/> Marketing/Social Media | <input checked="" type="checkbox"/> Effective Communication |
| <input type="checkbox"/> Historical Preservation | <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> Event Planning | <input type="checkbox"/> Community Organizing | <input checked="" type="checkbox"/> Conflict Resolution |
| <input type="checkbox"/> Landscape Design | <input type="checkbox"/> Athletics/Sports | <input checked="" type="checkbox"/> Time Management |
| <input checked="" type="checkbox"/> Gardener/Arborist | <input checked="" type="checkbox"/> Problem Solving | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Adaptability | <input checked="" type="checkbox"/> Interpersonal Skills | |

Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?

I would love to spend time volunteering for the community and I enjoy staying busy. Our street is so green and beautiful and I am so grateful everytime we go out for a walk. We love all of our neighbors and how festive the town is for holidays. I have my own flower garden that I take care of with my daughters. I have strong social media skills and I have a passion for design, from home improvement projects to flyers and powerpoints. I also earned my Bachelor's degree in Sociology.

Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?

☐ Yes ☒ No

Additional relevant information:

For Office Use Only
Date Received:

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MAY 25 2021

CITY OF GRAHAM

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dsperry@cityofgraham.com, in person to: City Clerk's Office at 201 South Main Street, or by mail to: City Clerk P.O. Drawer 357, Graham, NC 27253.

City of Graham, NC
CITY MANAGER
Recruitment Timeline - 2021

Activity	Target Date
Identifying the hiring need, such as what you are looking for in a City Manager. Attached draft for you to review of a job advertisement based on job description. Recruitment plan timeline recommendation to review.	6/8/2021
City Council approves job advertisement: ads posted; outreach begins	6/8/2021 to 7/11/2021
Applicant screening – 1st round to determine candidates that meet the minimum qualifications for the job.	7/12/2021
Applicant phone screening by HR. Gathering more information about the candidates, discussing our process, and their willingness to participate.	7/14/2021
Candidate writing assignment – The City will be looking for the following competencies: critical thinking, problem solving, written communication, etc.	7/19/2021 to 7/28/2021
Candidate Profiles for Council to review and select for Assessment Center	7/29/2021
Invitations to be sent out to candidates for Assessment Center	8/2/2021
Assessment Center - panel interviews with City Council, panel interviews with department heads, press conference with City Managers, tour of our City with Asst. City Manager.	8/9/2021
Top three candidates move to City Council for one on one interview.	8/12/2021
City Council extends employment offer to finalist pending successful results of reference checks, background checks, academic verification and drug screening.	8/23/2021
Formal job offer	8/30/2021



City Manager

The City of Graham seeks well qualified candidates for City Manager. The City desires a progressive community leader with high ethical standards, ability to build/maintain effective working relationships with citizens, staff, and elected officials.

About the Community:

Graham is a city of approx. 17,000 residents situated between the Triad and Triangle regions of central North Carolina consisting of ten square miles. The City Graham is a small community with rich history, a cultural center, and seat of Alamance County, North Carolina. The City is centered around the historic Courthouse square and hosts a high quality of life for residents, a diverse job market for workers and employers, quality educational opportunities for students, and exciting historic and cultural destinations for tourists and visitors. The community is conveniently located within a few hours of the coast and the beautiful Blue Ridge Mountains.

About the Organization: The City is governed by a Council/Manager form of government. The City Manager reports to the Council and leads eight departments employing 128 FTE employees, 76 part-time, total budget of \$28M.

The City Manager performs highly responsible administrative, executive, and supervisory functions in directing and coordinating all municipal activities for the City as specified in the North Carolina General Statutes, the City of Graham Charter, and Code of Ordinances; serves as chief administrative/executive officer; performs related work as required. Positions in this classification exercise significant authority, discretion, judgment and independence in conducting work assignments and are exempt from the overtime pay requirements of the Fair Labor Standards Act.

Responsibilities:

The City Manager, directs, supervises, and coordinates the operations and functions of all departments to ensure the smooth, effective municipal government operation. Consults with department heads, governing body members, legal staff, and state officials as required. Makes on-site visits to observe departmental activities to assess operational efficiency. Acts as an agent of the City Council in developing, interpreting, and implementing public policy. Represents the City in interaction with the citizens, other agencies, media, private business and other governmental units at various local, state and federal levels. Develops and recommends policy alternatives to the City Council. Reviews administrative practices and coordinates the need for modifications. Develops and administers the annual budget to include reviewing departmental

funds requests, performing budget analyses, developing and presenting budgetary recommendations, and ensuring the satisfying of all legal requirements. Serves as the final authority for personnel actions. Reviews minutes. Ensures maintenance of *official* public records; complies with state requirements. Coordinates activities with other public agencies and governments. Performs general administrative duties as required. Attends various meetings to keep abreast of the developments in local government administration. Performs other duties as may be prescribed by the City Council. This position reports to and serves at the pleasure of the City Council.

Qualifications:

Graduation from an accredited college or university with a bachelor's degree in public or business administration, management, or civil engineering; preferably possession of a master's degree in one of the above fields. Experience of an increasingly responsible nature in municipal administration; preferably some experience in local government finance and accounting; or any equivalent combination of training and experience that provides the required knowledge, skills and abilities. Must have or obtain valid North Carolina Driver's License within 6 months of employment.

Preferred Qualifications

Professional certification from the International City Management Association (ICMA)
Completion of the Municipal/County Administration Course from the School of Government

The salary range for the position is \$113,711 to \$184,591. Salary and compensation are negotiable within the range based on experience and qualifications.

To apply you must complete an online application <https://www.governmentjobs.com/careers/graham>.

Resumes and digital portfolios may be uploaded to the system but will not be accepted in lieu of a fully completed application. All inquiries should be emailed to landrews@cityofgraham.com. The application is due by July 11, 2021. On site interviews and skill assessment will be held in Graham. The City of Graham is an Equal Opportunity Employer.

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