## City of Graham City Council Meeting Agenda June 13, 2023



**CALL TO ORDER:** Mayor Jennifer Talley

#### **INVOCATION & PLEDGE OF ALLEGIANCE**

#### SPECIAL PRESENTATIONS AND RECOGNITIONS:

Graham Recreation and Parks 2022 9/11 Commemorative 5k Proceeds and First Responders Team Cup Trophy Presentations:

- Donation to Children of Fallen Heroes
- Trophy Presentation to Graham Fire Department

Graham Recreation - Titans 12U - Soccer League Champions

#### **CONSENT AGENDA:**

6:00 p.m.

- **a.** To approve the minutes from May 9, 2023, City Council meeting and May 23, 2023, City Council Special meeting.
- **b.** To approve the updated contract with Ward & Coleman Attorneys at Law for City attorney services.
- c. To set a date of public hearing for June 13, 2023, to consider extending the corporate limits to the City of Graham for a tract of land totaling 57.106-acres off Little Creek Drive and to direct the City Clerk to investigate the sufficiency of the petition. (AN2305)
- **d.** To approve a special events application for the 3<sup>rd</sup> Annual Esperanza Hispanic Festival on Saturday, September 30, 2023, and to close the 100 block of West Elm Street from 11:00 am to 8:00 pm.
- e. To approve a date change for the 9/11 Commemorative 5K event to be held on Saturday, September 16, 2023, and to approve the following street closures: northbound lane of Maple Street from McAden Street to Pine Street, McAden Street from South Main Street to Maple Street, a southbound lane of South Main Street from Pine Street to McAden Street, Pine Street from South Main Street to Maple Street from 6:00 a.m. to 12:00 a.m.
- **f.** To approve a budget project ordinance in the amount of \$500,000, for the Boyd Creek Watershed point repair.
- **g.** To approve a budget project ordinance in the amount of \$904,860, for the Long & Albright Water and Sewer improvements.
- **h.** To approve the following fiscal year-end 2022-2023 Budget Amendment Ordinance for the Garage, Water and Sewer, and General Funds:

#### CITY OF GRAHAM

#### BUDGET AMENDMENT ORDINANCE 2022-2023

## BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT THE 2022 - 2023 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:

Section 1.					
GARAGE FUND					INCREASE
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	( DECREASE)
City Garage - Salaries	131,900.00	134,900.00	3,000.00		3.000.00
City Garage - Salaries City Garage - Inventory Fuel Purchases	540.000.00	570,000.00	30,000.00		30,000.00
City Garage - Inventory ruei Purchases	671,900.00	704,900.00	33,000.00		33,000.00
•	0.1,500.00	701,300100	33,000.00		33,000.00
Section 2.					
GARAGE FUND					INCREASE
REVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)
Fund Balance	-	33.000.00	33.000.00		
, and barance	-	33,000.00	33,000.00	-	33,000.00
•		•	•		,
Section 1.					
WATER AND SEWER FUND					INCREASE
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	( DECREASE)
Non Dept Admin - Group Insurance	87,000.00	97,000.00	10,000.00		10,000.00
Water & Sewer Distribution - Salaries	458,300.00	448,300.00	,	(10,000.00)	(10,000.00)
	545,300.00	545,300.00	10,000.00	(10,000.00)	
0.11.4					
Section 1. GENERAL FUND					INCREASE
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	( DECREASE)
DEI ARTIVENT/ACCOUNT	ALTIOVED	AMENDED	INCREASE	(DECKENSE)	( DECKEASE)
Inspections P/Z - Salaries	356,700.00	361,700.00	5,000.00		5,000.00
Warehouse - Salaries	61,200.00	63,200.00	2,000.00		2,000.00
Property Maintenance - Salaries	396,800.00	411,800.00	15,000.00		15,000.00
Property Maintenance - Fuel	25,000.00	45,000.00	20,000.00		20,000.00
Finance - Software Maintenance & Changes	40,000.00	55,000.00	15,000.00		15,000.00
Police - Salaries	3,391,000.00	3,334,000.00		(57,000.00)	(57,000.00
	3,431,000.00	3,389,000.00	57,000.00	(57,000.00)	-

Adopted this 13th day of June 2023.

#### **PUBLIC HEARINGS:**

#### 1. REZONING – 0 SOUTH NC 87 HWY – PHASE 4 – ROGERS SPRINGS HOMES

City Council will consider a request to rezone 53.904 acres located at 0 South NC 87 Hwy from R-18, Low-Density Residential, to R-9, High-Density Residential, for the purpose of extending the fourth phase of Rogers Springs Homes. (Continued from the May 9, 2023, City Council meeting) (Planning Board recommends denial of the rezoning by a vote of 4-1) (Petitioner request to table to July 11, 2023, City Council Meeting)

#### 2. ANNEXATION – 53.904 ACRES – LOCATED OFF MAYFIELD DRIVE – (AN2301)

City Council will consider approval of an Annexation Ordinance to extend the corporate limits of the City of Graham for a tract of land totaling 53.904 acres located off Mayfield Drive. (Continued from the May 9, 2023, City Council meeting) (Planning Board recommends denial by a vote of 4-1) (Petitioner request to table to July 11, 2023, City Council Meeting)

#### 3. SPECIAL USE PERMIT – 0 EAST INTERSTATE SERVICE ROAD

City Council will consider a request for a Special Use Permit for Trucking or Freight Terminal, Storage, Repair, Wash, or Stop for property located at 0 E Interstate Service Road. The site is approximately 5.547 acres. (Staff recommends approval)

#### 4. REZONING – 0 KIMREY ROAD – 68.791 ACRES – UN-ZONED TO I-1, LIGHT INDUSTRIAL

City Council will consider a request to rezone 67 acres located at 0 Kimrey Road from Un-zoned to I-1, Light Industrial for the purpose of developing an industrial site in the future. (Planning Board recommended denial of the rezoning 6-0) (Petitioner request to table to July 11, 2023, City Council Meeting)

#### 5. ANNEXATION – 68.791 ACRES – OFF KIMREY ROAD – (AN2303)

City Council will consider approval of an Annexation Ordinance to extend the corporate limits to the City of Graham for a tract of land totaling 68.791 acres located off Kimrey Road. (Petitioner request to table to July 11, 2023, City Council Meeting)

#### 6. ANNEXATION – 38.93 ACRES – OFF CHERRY LANE – (AN2304)

City Council will consider approval of an Annexation Ordinance to extend the corporate limits to the City of Graham for a tract of land totaling 38.93 acres located off Cherry Lane.

#### 7. ADOPTION - FY2023-2024 BUDGET

A public hearing has been scheduled to consider the adoption of the Fiscal Year 2023-24 Budget Ordinance, 2023-24 Pay Plan, and the 2023-24 Rates and Fee Schedule.

#### **NEW BUSINESS:**

## 8. <u>AMENDMENT – CODE OF ORDINANCES – SECTION 12-9(c)(6) – UNNECESSARY AND DISTURBING NOISE</u>

City Council will consider amending the Code of Ordinances, Section 12-9(c)(6) – Unnecessary and Disturbing Noise and add Section 12-9(d)(3) Enforcement and Penalties.

#### 9. SURPLUS – 2005 SUTPHEN 85' TOWER LADDER FIRE TRUCK

City Council will consider approval of a 2005 Sutphen 85' Tower Ladder Fire Truck as surplus equipment and authorize the City Manager and Fire Chief to advertise the surplus equipment in the appropriate markets.

#### 10. BOARDS AND COMMISSION APPOINTMENTS

City Council will consider the following appointments to the City's Boards and Commissions:

#### **ABC Board – Graham Appointee**

Robert Sykes – Request Reappointment

#### **Appearance Commission/Tree Board:**

Judy Hall – Request Reappointment Cheryl Ray – Request Reappointment

#### **Graham Historical Museum Board**

Chuck Talley - Request Reappointment Jeanette Beaudry - Request Reappointment

#### **Graham Housing Authority**

Evelyn Graves-Curtis - Request Reappointment

Applicants: Robert Sykes, Lisa Kyle Moser

#### **Historic Resources Commission**

Jeanette Beaudry – Request Reappointment

**Three Vacancies** 

Applicant: Eddie Mercer

#### Planning Board/Board of Adjustment

John Wooten – Request Reappointment

Eric Crissman – Request Reappointment

Charles Huffine (Extra-Territorial) – Request Recommendation to Alamance County

**Applicants:** Jeanette Beaudry

#### **Recreation Commission**

Casey Johnson - Request Reappointment Brian Cutlip - Request Reappointment Carmen Larimore - Request Reappointment

Applicant – Benjamin Beushausen

#### **PUBLIC COMMENT PERIOD**

**CITY STAFF COMMENTS** 

#### **CITY COUNCIL COMMENTS**

**ADJOURN** 

### City of Graham City Council Meeting Minutes May 9, 2023



The City Council of the City of Graham held a regularly scheduled meeting at 6:00 p.m. on May 9, 2023, in the Council Chamber, City Hall Municipal Building located at 201 South Main Street, Graham, NC.

#### **Council Members Present:**

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

#### **Staff Present:**

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

#### **CALL TO ORDER:**

Mayor Jennifer Talley called the meeting to order at 6:00 p.m. and presided.

#### **INVOCATION & PLEDGE OF ALLEGIANCE**

Council Member Chin gave the invocation and all stood for the Pledge of Allegiance.

#### **CONSENT AGENDA:**

- **a.** To approve April 11, 2023, City Council meeting minutes.
- **b.** To set a date of public hearing for June 13, 2023, to consider extending the corporate limits of the City of Graham for a tract of land totaling 68.791 acres located off Kimrey Road and to direct the City Clerk to investigate the sufficiency of the petition. (AN2302)

# RESOLUTION FIXING DATE OF JUNE 13, 2023, FOR A PUBLIC HEARING ON THE QUESTION OF CONTIGUOUS ANNEXATION PURSUANT TO G.S. 160A-31 FOR 68.791 +/- ACRES OFF KIMREY ROAD (AN2303)

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

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

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

Section 1. A <u>public hearing</u> on the question of the annexation of the area described herein will be held at the City Hall, 201 S. Main Street, Graham, NC, at 6:00 pm on **June 13, 2023.** 

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

#### Legal Description GPIN#: 9803172212

Beginning at a 1" existing iron pipe (eip) located within the right-of-way of Kimery Road, S.R. #2125 (a 60' public right-of-way per Plat Book 65, Page 177 and subsequent plats), being in a westerly line of the "249.01 Acres" plot as shown on "Final Plat Property of William C. Scott and Jane M. Scott" as recorded in Plat Book 65, Page 177, said beginning point lying N 26°37'55" E, a horizontal ground distance of 1,279.42' from a North Carolina Geodetic Survey Monument "Kimrey" and beginning point having North American Datum 83(2011) coordinates of N: 836,469.14' and East: 1,900,430.64'; Thence running within the public right-of-way the following two (2) courses and distances: (1) N 63°41'50" E, 42.81' to a non-monumented point, and (2) N 25°46'34" W, 15.73' to an existing magnetic (mag) nail located in the approximate centerline intersection of Kimery Road and Governor Scott Farm Road, S.R. #2124 (a 60' public right-of-way per Plat Book 65, Page 177 and subsequent plats); thence running within the public right-of-way of said Kimery Road and with the approximate centerline of Kimery Road as shown on "Subdivision for Scott/Mayo Properties II, LLC" and recorded in Plat Book 82, Page 99, the following six (6) courses and distances: (1) N 67°26'34" E, 94.24' to an existing "hole" in asphalt, (2) N 70°25'31" E, 200.03' to an existing mag nail, (3) N 70°24'50" E, 300.09' to an existing cut "x" in asphalt, (4) N 70°24'13" E, 299.93' to an existing mag nail, (5) N 70°40'53" E, 300.01' to an existing mag nail, and (6) N 70°26'15" E, 19.59' to a nonmonumented point being the westerly most corner of Lot 1 of "Final Plat James Earl Covington, Jr. and Wife Mary Shaw Covington" as recorded in Plat Book 75, Page 345, thence leaving Kimery Road and running with the westerly line of said Lot 1, S 23°36'55" E, crossing a 1" eip at 30.14' located at the southerly margin of the right-of-way of Kimery Road, and continuing 709.12' for a total distance of 739.26' to a 3/4" eip falling in the northern line of Tract Two of "Final Plat Mary Shaw Covington" as recorded in Plat Book 80, Page 174, thence running with northern and western lines of Tract Two, S 60°46'05" E, 39.98' to a 3/4" eip and S 30°38'54" E, 570.58' to a 3/4" pinched top eip at the northwestern corner of Tract One of Plat Book 80, Page 174; thence running with the western line of Tract One, S 30°41'55" E, crossing an existing stone (at a loose concrete monument) at 733.32' and continuing 20.97' for a total distance of 754.29' to a non-monumented point located within the right-of-way of North Carolina Highway # 119 (a 60' public right-of-way Per Plat Book 65, Page 117); thence running with the approximate center of North Carolina Highway # 119, S 36°52'40" W, 933.84' to a non-monumented point located near the centerline intersection of North Carolina Highway # 119 and Jim Minor Road, S.R. #2135 (a 60' public right-of-way per Plat Book 65, Page 177); thence running within right-of-way for Jim Minor Road the following two (2) courses and distances: (1) N 66°31'51" W 408.84' to a non-monumented point, and (2) N 66°59'51" W, 281.90' to a non-monumented point; thence leaving the right-of-way of Jim Minor Road and running with the easterly lines of now or formerly Tax Parcel Id: 159467, the Anderson H, Scott, II property as recorded in Deed Book 1369, Page 292: (1) N 06°55'30" W, crossing a 1" eip (pinched top) at 34.70' (being on the northern margin of the right-of way) and continuing 246.80' for a total distance of 281.50' to a 1" eip (pinched top), (2) N 36°48'58" W, 178.20' to a 1" eip (pinched top), (3) N 55°38'03" W, 250.25' to a 1" eip (bent), (4) N 60°44'51" W, 461.70' to a 1" eip (pinched top), 5) N 19°25'52" E, 373.80 to a 1" eip (pinched top) and (6) N 21°48'54" W, 781.52' to the point and place of beginning, containing a total of 68.791 acres more or less, as surveyed by Triad Land Surveying, P.C., on October 5th, 2017, and having job #17136-4.

Being a southerly portion of the same land conveyed to Scott/Mayo Properties III, LLC by instrument recorded in Deed Book 3866, Page 553 and all of the same land conveyed to Scott/Mayo Properties III, LLC by instrument recorded in Deed Book 3953, Page 21. ALL Deed Book, Plat Book, and Page references are to the Alamance County Register of Deeds.

## RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED <u>UNDER G.S. 60A-31</u>

(GPIN: 9803172212) (AN2303)

**WHEREAS,** a petition requesting annexation of an area described in the said petition was received on May 9, 2023, by the Graham City Council; and

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

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

**NOW, THEREFORE BE IT RESOLVED,** by the City Council of the City of Graham, that the City Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the City Council the result of her investigation.

c. To set a date of public hearing for June 13, 2023, to consider extending the corporate limits of the City of Graham for a tract of land totaling 38.93 acres off Cherry Lane and to direct the City Clerk to investigate the sufficiency of the petition. (AN2304)

# RESOLUTION FIXING DATE OF JUNE 13, 2023, FOR A PUBLIC HEARING ON THE QUESTION OF CONTIGUOUS ANNEXATION PURSUANT TO G.S. 160A-31 FOR 38.93 +/- ACRES OFF CHERRY LANE (AN2304)

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

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

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

Section 1. A <u>public hearing</u> on the question of the annexation of the area described herein will be held at the City Hall, 201 S. Main Street, Graham, NC, at 6:00 pm on <u>June 13, 2023</u>.

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

#### **Legal Description** GPIN#: 8893686572

Lying and being in Melville Township, Alamance County, North Carolina and adjoining the lands of Intersect Greensboro II, LLC., Carl A. Westman, Mill Creek, Meritage Homes of the Carolinas, Inc., and the southern margin of Cherry Lane (S.R. 2123) and more particularly described;

Beginning at an existing iron pipe located on a curve on the southern margin of Cherry Lane, a corner with Intersect Greensboro II, LLC. and being S 68°20'17" W, 7.20 feet from an existing iron on the southern margin of Cherry Lane marking the end of the curve of the southern margin of Cherry Lane, thence from the beginning along and with the property of Intersect Greensboro II, LLC., S 59°34'52" E, 394.99 feet to an existing iron pipe, a corner with Intersect Greensboro II, LLC., thence along and with the property of Intersect Greensboro II, LLC., N 62°09'17" E, 312.09 feet to an existing iron pipe, a common corner with Intersect Greensboro II, LLC. and Carl A. Westman, thence along and with the property of Carl A. Westman S 12°51'22" E, 1113.79 feet to a point in the centerline of Mill Creek, thence along the centerline of Mill Creek the following courses and distances; N 44°46'03" W, 20.56 feet; N 72°01'11" W, 13.16 feet; S 85°54'03" W, 16.36 feet; S 59°02'44" W, 30.85 feet; S 85°26'22" W, 19.93 feet; N 69°54'55" W, 36.19 feet; S 88°54'44" W, 18.85 feet; S 73°37'07" W, 25.52 feet; S 80°51'08" W, 18.55 feet; S 59°22'45"W, 13.40 feet; S 78°06'13" W, 21.71 feet; S 61°25'55" W, 36.57 feet; S 77°03'28" W, 56.09 feet; S 72°57'14" W, 124.21 feet, S 63°48'37" W, 24.32 feet; S 41°50'47" W, 15.97 feet; S 78°10'56" W, 25.76 feet; S 73°50'26" W, 89.94 feet; S 79°45'04" W, 15.92 feet; S 87°57'22" W, 34.51 feet; S 73°22'57" W, 50.53 feet; S 58°21'29" W, 39.69 feet; S 79°35'55" W, 18.83 feet; N 89°47'54" W, 28.12 feet; S 73°37'34" W, 112.62 feet; N 89°02'23" W, 24.17 feet; N 71°59'21" W, 26.58 feet; S 87°03'31" W, 80.32 feet; N 61°20'49" W, 8.96 feet; N 83°39'23" W, 70.86 feet; N 86°40'48" W, 62.40 feet to a point in Mill Creek in the line of Meritage Homes of the Carolinas, Inc., thence along and with the property line of Meritage Homes of the Carolinas, Inc., N 09°39'43" W, 1200.51 feet to an existing iron pipe located on a curve of the southern margin of Cherry Lane, thence along the curve of the southern margin of Cherry Lane, a chord bearing N 73°12'04" E, a chord distance of 482.66 feet, with a radius of 2848.41 feet to the point and place of beginning containing 29.83

Acres more or less and being the northern portion from Mill Creek to Cherry Lane of Alamance County Tax Parcel ID: 152443 to be annexed into the City of Graham Corporate Limits, with 10.28 Acres more or less south of Mill Creek of said Parcel remaining outside the City of Graham Corporate Limits.

Legal Description GPIN#: 8893796670

Lying and being in Melville Township, Alamance County, North Carolina and adjoining the lands of Intersect Greensboro II, LLC., Cherry Lane (S.R. 2123), Metrolina Retail, LLC., Governor Scott Farm Road (S.R. 2124), and Carl A. Westman and more particularly described;

Beginning at an existing iron pipe located on a curve of the southern margin of Cherry Lane, a corner with Intersect Greensboro II, LLC., and being N 73°12'04" E, 482.66 feet from an existing iron pipe, a corner between Intersect Greensboro II, LLC. and Meritage Homes of the Carolinas, Inc., thence from the beginning and along the southern margin of Cherry Lane the following courses and distances, along a curve, chord bearing N 68°20'17" E, chord distance 7.20 feet, with a radius of 2848.41 feet to an existing iron pipe, marking the end of curve, thence N 68°12'49" E, 401.73 feet to an existing iron pipe, thence N 68°13'35" E, 208.09 feet to an existing iron pipe, thence N 68°17'44" E, 398.12 feet to an existing iron pipe, marking the intersection of the southern margin of Cherry Lane and the western margin of Governor Scott Farm Road, thence crossing Governor Scott Farm Road, N 75°59'26 E, 69.95 feet to an existing iron pipe, marking the intersection of the eastern margin of Governor Scott Farm Road and the southern margin of Cherry Lane, thence continuing along the southern margin of Cherry Lane N 60°13'03" E, 66.66 feet to an existing iron pipe, thence N 68°17'44" E, 190.78 feet to an existing iron pipe, marking the beginning of a curve, thence along the curve a chord bearing N 63°03'23" E, a chord distance of 247.01 feet, with a radius of 1406.10 feet to an existing iron pipe located on the southern margin of Cherry Lane and a corner with Metrolina Retail, LLC., thence along and with the property of Metrolina Retail, Inc., S 18°57'54" E, 294.85 feet to an existing iron pipe, a corner with Metrolina Retail, Inc., thence with Metrolina Retail, Inc., S 67°51'28" W, 373.34 feet to an existing iron pipe located on the eastern margin of Governor Scott Farm Road, and a corner with Metrolina Retail, Inc., thence crossing Governor Scott Farm Road S 67°42'23" W 59.79 feet to an iron stake marking the beginning of the 55 foot right of way of Governor Scott Farm Road, as shown in Plat Book 77, Pages 344-346, and marking the property of Carl A Westman, thence S 67°55'35" W, 5.33 feet to an existing iron pipe, marking the 60 foot right of way of Governor Scott Farm Road as shown in said Plat, in the line of Carl A. Westman, thence along and with the property line of Carl A. Westman S 67°55'35" W, 581.89 feet to an existing iron pipe, a common corner with Carl A. Westman and Intersect Greensboro II, LLC., thence along and with the property of Intersect Greensboro II, LLC., S 62°09'17" W, 312.09 feet to an existing iron pipe, a corner with Intersect Greensboro II, LLC., thence N 59°34'52" W, 394.99 feet to the point and place of beginning, Save and except that portion of the 60 foot right of way of Governor Scott Farm Road, as described; Beginning at an existing iron pipe located at the intersection of the southern margin of Cherry Lane and the western margin of Governor Scott Farm Road, thence N 75°59'26" E, 69.95 feet to an existing iron pipe located on the southern margin of Cherry Lane and the eastern margin of Governor Scott Farm Road, thence along the eastern margin of Governor Scott Road, S 45°11'21"E, 289.42 feet to an existing iron stake, a corner with Metrolina Retail, LLC., thence crossing Governor Scott Farm Road, S 67°42'23"W, 59.79 feet, to an existing iron pipe marking the beginning of the 55 foot right of way of Governor Scott Farm Road, as shown in Plat Book 77, Pages 344-346, and marking the property of Carl A. Westman, thence S 67°55'35" W, 5.33 feet to an existing iron pipe, marking the 60 foot right of way of Governor Scott Farm Road as shown in said Plat, and in the line of Carl A. Westman, thence along the western margin of Governor Scott Farm Road, N 45°09'49"W, 300.28 feet to the point and place of beginning, Giving Parcel ID: 152460, a total of 9.10 Acres more or less.

## RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED <u>UNDER G.S. 60A-31</u>

(GPIN: 8893686572 & 8893796670) (AN2304)

**WHEREAS,** a petition requesting annexation of an area described in said petition was received on May 9, 2023, by the Graham City Council; and

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

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

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

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

**d.** To approve a Budget Amendment in the amount of \$665,000, for supplies and materials for the Water Treatment Plant and the Waste Water Treatment Plant due to rising costs of chemicals.

CITY OF GRAHAM					
BUDGET AMENDMENT ORDINANCE 2022-2023					
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT THE 2022 - 2023 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:					
Section 1.					
WATER AND SEWER FUND DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	( DECREASE)
Water Treatment Plant - Supplies and Materials	675,000.00	1,205,000.00	530,000.00		530,000.00
Wastewater Treatment Plant - Supplies and Materials	220,000.00 <b>895,000.00</b>	355,000.00 <b>1,560,000.00</b>	135,000.00 <b>665,000.00</b>	-	135,000.00 <b>665,000.00</b>
Section 2.					
WATER AND SEWER FUND REVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance	-	665,000.00	665,000.00		
		665,000.00	665,000.00	_	665,000.00

**e.** To approve a Budget Amendment in the amount of \$209,896, in insurance proceeds for Recreation capital outlay improvements and property maintenance and repair due to damages caused by a fire at Shelter #2 and the picnic shelter.

CITY OF GRAHAM BUDGET AMENDMENT ORDINANCE 2022-2023 BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT											
						THE 2022 - 2023 BUDGET	ORDINANCE SHALL BE	AND IS HEREBY	AMENDED AS FO	LLOWS:	
						Section 1.					
						GENERAL FUND					INCREASE
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	( DECREASE)						
Recreation - Capital Outlay Other Improvements	162,070.00	366,766.00	204,696.00		204,696.00						
Property Maintenance - Maint & Repair Grounds	15,000.00	20,200.00	5.200.00		5,200.00						
	177,070.00	386,966.00	209,896.00	-	209,896.00						
Section 2.											
GENERAL FUND					INCREASE						
REVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	(DECREASE)						
General Fund - Insurance Proceeds	1.000.00	210.896.00	209.896.00		209,896.00						
	1,000.00	210,896.00	209,896.00	-	209,896.00						
Adopted this 14th day of March 2022											
Adopted this 14th day of March 2023.											

**f.** To approve a special events application for Dino Day on June 3, 2023, and to close the 100 block of West Elm Street from 10:00 am to 9:00 pm.

- **g.** To approve a special events application to hold the Grahamtoberfest on September 23, 2023, and to close the 100 block of West Elm Street from 1:00 pm to 11:00 pm.
- h. To approve a special events application to hold Downtown Graham DockDogs event on May 26-28, 2023, and to close East Elm Street from Court Square to Marshall Street, from 5:00 pm on Friday, May 26 to 6:00 pm on Sunday, May 28.
- i. To approve tax releases in the amount of \$40.63.

CITY OF GRAHAM RELEASE ACCOUNTS				
MAY				
_ACCT#	YEAR NAME	REASON FOR RELEASE	AMOUNT RELEASED	
552895	2022 CRUZ, JAVIER & GEORGIA	SOLD MOBILE HOME IN 2018 TO DEWEY BROWN	\$5.23	
552895	2021 CRUZ, JAVIER & GEORGIA	SOLD MOBILE HOME IN 2018 TO DEWEY BROWN	\$6.11	
552895	2020 CRUZ, JAVIER & GEORGIA	SOLD MOBILE HOME IN 2018 TO DEWEY BROWN	\$6.59	
552895	2019 CRUZ, JAVIER & GEORGIA	SOLD MOBILE HOME IN 2018 TO DEWEY BROWN	\$6.67	
552895	2018 CRUZ, JAVIER & GEORGIA	SOLD MOBILE HOME IN 2018 TO DEWEY BROWN	\$7.15	
579762	2021 PARKS, ROBERT D	SOLD BOAT & MOTOR 2020	4.44	
579762	2022 PARKS, ROBERT D	SOLD BOAT & MOTOR 2020	4.44	

Mayor Talley asked if there were any items that Council would like to have pulled from the Consent Agenda to discuss separately.

Mayor Talley asked if there was anyone present to speak on any of the consent agenda items.

Mr. Richard Shevlin, 510 Wildwood Lane, Graham, spoke in reference to the DockDogs upcoming event, which greatly benefits the veterans of North Carolina and mainly Alamance County.

Mr. Keith Westbrook, 604 Trockwater Court, inquired about Item e, and if this funding was for the completely destroyed shelter.

Mayor Talley stated the funding was proceeds from the insurance carrier for the two damaged shelters.

City Manager Garner stated that one shelter was completely burned so this money would take care of that shelter and fund repairs to the other shelter that had damage.

Mayor Talley asked to pull Item c, the proposed annexation of 38.93 acres off Cherry Lane to ask a question.

Motion by Mayor Pro Tem Hall to approve the foregoing Consent Agenda except for Item c, seconded by Councilmember Chin. The motion passed unanimously.

#### **Consent Agenda Item c:**

Mayor Talley inquired about the location of the proposed annexation located off Cherry Lane.

Mayor Pro Tem Hall motioned to approve Item c, seconded by Council Member Chin. The motion passed unanimously.

#### **PUBLIC HEARINGS:**

#### ITEM 1: REZONING - 0 SOUTH NC 87 HWY - PHASE 4 - ROGERS SPRINGS HOMES

City Council considered a request to rezone 53.904 acres located at 0 South NC 87 Hwy from R-18, Low-Density Residential, to R-9, High-Density Residential, for the purpose of extending the fourth phase of Rogers Springs Homes. (Planning Board Recommended Denial of the rezoning – 4-1)

City Manager Garner stated for public hearing Items 1 and 2, the petitioner had requested these items be tabled to the June 13, 2023, Council meeting for consideration.

Mayor Pro Term Hall motioned to table Items 1 and 2 to the June 13, 2023, City Council meeting, seconded by Council Member Whitaker. The motion passed unanimously.

#### ITEM 2: ANNEXATION – 53.904 ACRES – LOCATED OFF MAYFIELD DRIVE

City Council considered approval of an Annexation Ordinance to extend the corporate limits of the City of Graham for a tract of land totaling 53.904 acres located off Mayfield Drive.

City Manager Garner stated for public hearing Items 1 and 2, the petitioner had requested the items be tabled to the June 13, 2023, Council meeting for consideration.

Mayor Pro Term Hall motioned to table Items 1 and 2 to the June 13, 2023, City Council meeting, seconded by Council Member Whitaker. The motion passed unanimously.

#### ITEM 3: ANNEXATION – 14.717 ACRES – LOCATED OFF MEADOWVIEW DRIVE

City Council considered approval of an Annexation Ordinance to extend the corporate limits of the City of Graham for a tract of land totaling 14.717 acres located off Meadowview Drive.

Assistant City Manager Aaron Holland stated the area being considered for annexation was located off Meadowview Drive and contained approximately 14.717 +- acres total. Water and sewer are located adjacent to this property within Meadowview Drive right of way, and the applicants wished to tie onto the City's infrastructure. He stated that City Staff recommended approval.

#### The public hearing was opened and the following person spoke:

Ms. Preston Johnson, Windsor Homes, 1007 Battleground Avenue, Greensboro, thanked the Council for the prior planning approval and stated she was excited to be in Graham. She stated she was present along with David Michaels to answer any questions.

Council Member Whitaker inquired about the current zoning.

Assistant City Manager Holland stated it was zoned R-12, and this project had gone through the rezoning process about a year or two ago and was approved. He stated they were now seeking annexation to tie into the City's utilities.

#### **Public Hearing Closed:**

Mayor Pro Tem Hall motioned to close the public hearing, seconded by Council Member Chin. The motion passed unanimously.

Council Member Whitaker motioned to approve the annexation ordinance for 14.717 acres located off Meadowview Drive, seconded by Council Member Chin.

Mayor Talley asked what the vote was on the original zoning.

Assistant City Manager Holland stated he did not remember.

Council Member Parsons stated the vote was 3-2.

Mayor Pro Tem Hall stated he was the reason it was zoned R-12 and he had fought hard for that.

Mayor Talley stated that she liked transparency and it had nothing to do with Windsor or the product but when zoning was R-12, she expected 12,000 square foot lots. She stated there were lots of things you could do to make them less than 12,000-square-foot lots. She asked the developer if plans had been drawn and what was the smallest lot size.

Mr. David Michaels, Windsor Investments, 1007 Battleground Avenue, Greensboro, stated they had a number of different sites come before this board in the past five to six years. Forks of Alamance was zoned to R-9 classification, the Valor Ridge neighborhood where they originally asked for an R-9, and was finally approved as an R-12 open space community. The Oakmount community was a special use permit for townhomes and was zoned as R-9. He stated this particular site, Meadowview Glen, was already zoned as an R-12 development and did not have to seek rezoning on this property. He stated they went through the site plan approval process so that all the lots in this neighborhood were at least 12,000 square feet. He stated as an addition to the site plan approval process, they agreed to dedicate all the open space along the perimeter of this site that was not contained to the City of Graham for future trail purposes to be constructed around the perimeter of the property and the City would control that open space. He stated these lots were a minimum of 12,000 square feet and did not think it had a reduced lot size. He stated she may be thinking of the Valor Ridge community, which was located close to this site.

Mayor Talley asked what the setbacks were for the houses.

Mr. Michaels stated he would have to refer to staff but believed it was a 30-foot front, 10-foot side yard, and 20-foot off the side street and rear yard.

Mayor Talley asked if the property abutted currently developed property was residential.

Mr. Michaels stated it did and there were existing street stubs into this site and two cul-de-sacs that were being completed as part of the site plan. He stated the site plan had been approved and all permits were in place other than having the annexation to finalize the water and sewer permits. He stated there were 28 lots in total.

Mayor Talley inquired about buffer areas and whether they intended to strip the natural buffers and put up landscaping buffers or would they leave what was already there.

Mr. Michaels stated it was preferred to leave existing vegetation where possible because it was more economical. He stated that every site was unique in terms of its topography and what the site plan would require to make things work in conjunction with the ordinance. He stated because of grading issues, you may not always get to leave existing buffers.

Mayor Talley stated she appreciated taking these things into account because Council tries to represent what the citizens want and tries to make sure developers know what the expectations are.

Mr. Michaels stated they tried to create neighborhoods they are proud of and folks living there would be proud of as well as the City of Graham.

Mayor Talley thanked him and stated she appreciated him keeping 12,000 square foot lots.

Motion on the floor by Council Member Whitaker to approve the annexation ordinance for 14.717 acres located off Meadowview Drive, seconded by Council Member Chin. The motion passed unanimously.

# EXTEND ANNEXATION ORDINANCE TO THE CORPORATE LIMITS OF THE CITY OF GRAHAM, NORTH CAROLINA FOR A 14.717-ACRE TRACT OF LAND OFF MEADOWVIEW DRIVE (AN2301)

**WHEREAS**, the Graham City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

**WHEREAS**, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at City Hall, 201 South Main Street, Graham at 6:00 P.M. on May 9, 2023, after due notice by publication on April 27, 2023; and

WHEREAS, the Graham City Council finds that the petition meets the requirements of G.S. 160A-31.

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

**Section 1.** By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Graham as of May 9, 2023:

#### **Legal Description GPIN#: 8873901240**

#### **Legal Description:**

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

BEGINNING at an existing iron pipe in the northwest terminus of Luther Drive, a 50' public right-of-way, said point being the southwest corner of common area of South Meadows Owners Association, Inc, either now or formerly as described in instrument recorded in Deed Book 659, Page 639 and shown on Plat Book 32, Page 144, in the Alamance County Registry, said point also being the following two (2) courses and distances from an existing iron pipe-control point, having NAD 83\2011 coordinates of, Northing = 831,664.2968 and Easting = 1,879,211.0027: (i) South 09 deg. 28 min. 07 sec. West 155.36 feet to an existing iron pipe; (ii) South 07 deg. 19 min. 14 sec. East 325.00 feet; and running thence from the Point of Beginning, along the western terminus of Luther Drive, South 20 deg. 08 min. 20 sec. West

56.36 feet to an existing iron pipe in the southwest terminus of Luther Drive and being the northwest corner of Lot 44, Section Three A of Little Creek Subdivision, either now or formerly as described in instrument recorded in Plat Book 62, Page 114; thence along the western line of Lots 44 and 45 of Section Three A of Little Creek Subdivision and Lots 46-50 and common area of Section Three B of Little Creek Subdivision, either now or formerly as described in instrument recorded in Plat Book 63, Page 102, in the Alamance County Registry, the following five (5) courses and distances: (i) South 34 deg. 18 min. 28 sec. West 385.49 feet to an existing iron pipe; (ii) North 78 deg. 52 min. 53 sec. West 77.92 feet to an existing iron pipe; (iii) South 10 deg. 49 min. 16 sec. East 62.67 feet to an existing iron pipe; (iv) South 79 deg. 00 min. 52 sec. East 29.71 feet to an existing iron pipe; (v) South 01 deg. 09 min. 12 sec. East 120.43 feet to an existing iron pipe in the northwest corner of the common area of Section Three B of Little Creek Subdivision; thence continuing with the western line of the common area of Section Three B of Little Creek Subdivision and the western line of Peter Murphy and Joylynn K. Murphy, either now or formerly as described in instrument recorded in Deed Book 3750, Page 654, in the Alamance County Registry, and having parcel pin. 131642 ("The Murphy Property"), the following three (3) courses and distances: (i) South 00 deg. 52 min. 03 sec. East 42.14 feet to an existing iron pipe; (ii) South 10 deg. 51 min. 03 sec. East 119.08 feet to an existing iron pipe; (iii) South 11 deg. 08 min. 00 sec. East 13.24 feet to an existing iron pipe in the northwest corner of Land Acquisition and Development Services, LLC, either now or formerly as described in instrument recorded in Deed Book 4296, Page 890, in the Alamance County Registry, and having parcel pin. 177785 ("The Land Acquisition and Development Property"); thence with the western and southern lines of The Land Acquisition and Development Property, parcel pin. 177785, the following two (2) courses and distances: (i) South 11 deg. 08 min. 00 sec. East 85.14 feet to a point; (ii) North 83 deg. 03 min. 58 sec. East 210.51 feet to an existing iron pipe in the southwest corner of Lot 10, Section Five of Horseshoe Bend Subdivision, either now or formerly as described in instrument recorded in Plat Book 66, Page 15 in the Alamance County Registry; thence with the southern line of Lot 10 and Lots 1-3 of Section Five of Horseshoe Bend Subdivision, North 83 deg. 06 min. 22 sec. East 310.46 feet to an existing iron pipe in the northwest corner of Land Acquisition and Development Services, LLC, either now or formerly as described in instrument recorded in Deed Book 4230, Page 478, in the Alamance County Registry, and having parcel pin. 143795 ("The Land Acquisition and Development Property, parcel pin 143795"); thence with the western and southern lines of The Land Acquisition and Development Property, parcel pin. 143795, the following three (3) courses and distances: (i) South 07 deg. 25 min. 43 sec. East 48.54 feet to a point; (ii) North 79 deg. 21 min. 13 sec. East 74.95 feet to a point; (iii) South 36 deg. 51 min. 38 sec. East 125.55 feet to a point in the northern line of Clayton Properties Group, Inc., either now or formerly as described in instrument recorded in Deed Book 3892, Page 251, in the Alamance County Registry, and having parcel pin. 175777 ("The Clayton Properties Group Property, parcel pin 175777"); thence with the northern line of The Clayton Properties Group Property, parcel pin 175777, the following seven (7) courses and distances: (i) North 84 deg. 43 min. 47 sec. West 46.59 feet to a point; (ii) South 35 deg. 02 min. 20 sec. West 85.64 feet to a point; (iii) South 12 deg. 31 min. 58 sec. East 256.88 feet to a point; (iv) South 17 deg. 51 min. 19 sec. East 154.72 feet to a point; (v) South 40 deg. 35 min. 19 sec. West 115.52 feet to a point; (vi) South 85 deg. 34 min. 40 sec. West 148.60 feet to a point; (vii) South 55 deg. 34 min. 38 sec. West 51.18 feet to a point in the northern line of Clayton Properties Group, Inc., either now or formerly as described in instrument recorded in Deed Book 3892, Page 251, in the Alamance County Registry, and having parcel pin. 177516 ("The Clayton Properties Group Property, parcel pin 177516"); thence with the northern line of The Clayton Properties Group Property, parcel pin 177516 and The Clayton Properties Group Property, parcel pin 130476, North 63 deg. 52 min. 08 sec. West 357.06 feet to a point in the southeast corner of Douglas S. Kimrey and Summer D. Kimrey, either now or formerly as described in instrument recorded in Deed Book 4007, Page 875, in the Alamance County Registry, and having parcel pin. 131489 ("The Kimrey Property"); thence with the eastern line of The Kimrey Property,

the following eight (8) courses and distances: (i) North 21 deg. 09 min. 08 sec. West 215.00 feet to a point; (ii) North 15 deg. 47 min. 08 sec. West 300.00 feet to a point; (iii) North 09 deg. 09 min. 08 sec. West 266.00 feet to a point; (iv) North 11 deg. 07 min. 08 sec. West 220.00 feet to a point; (v) North 75 deg. 49 min. 08 sec. West 200.00 feet to a point; (vi) North 37 deg. 09 min. 08 sec. West 58.00 feet to a point; (vii) North 02 deg. 20 min. 52 sec. East 142.92 feet to a point; (viii) North 44 deg. 50 min. 52 sec. East 529.41 feet to a point in the northwest corner of Shoffner Land and Timber, LLC, either now or formerly as described in instrument recorded in Deed Book 2512, Page 695, in the Alamance County Registry, and having parcel pin. 131641 ("The Shoffner Land and Timber Property"); thence with the western and southern line of The Shoffner Land and Timber Property, the following five (5) courses and distances: (i) South 17 deg. 55 min. 26 sec. East 79.13 feet to a new iron pipe; (ii) South 07 deg. 19 min. 14 sec. East 223.43 feet to a new iron pipe; (iii) North 82 deg. 45 min. 52 sec. East 50.00 feet to a new iron pipe; (iv) North 07 deg. 19 min. 14 sec. West 164.75 feet to a new iron pipe; (v) North 82 deg. 40 min. 46 sec. East 126.00 feet to a new iron pipe in the western line of Lot 6, Section One-B, South Meadows Subdivision, either now or formerly as described in Plat Book 32, Page 144, in the Alamance County Registry; thence with the western line of Lots 6-9 and common area South 07 deg. 19 min. 14 sec. East 164.94 feet to the Point and Place of Beginning and containing 14.717 acres, more or less, as shown on that certain survey entitled "Meadow Glen" prepared by Borum, Wade, and Associates, P.A. dated March 23, 2023.

Adopted this 9th day of May 2023.

#### **NEW BUSINESS:**

## ITEM 4: AMENDMENT – CODE OF ORDINANCES – RECORDS CLERK – POLICE DEPARTMENT

City Council considered amending the Code of Ordinances, Chapter 20 – Traffic and Vehicles, Article I – In General, Section 20-3, Records Clerk, pertaining to the number of hours required for an on-duty records clerk at the Police Department.

Assistant City Manager Aaron Holland stated staff was seeking to amend the Code of Ordinances pertaining to the hours required for a records clerk to be on duty at the Police Department. He stated this ordinance served a purpose before technology and new procedures were enacted, but has proven to be antiquated and inefficient in today's operations. Staff is proposing requiring an employee to be present only during normal business hours. He stated Staff recommended approval.

Mayor Talley stated at the last meeting, Council was asking about the hours the doors would be open at the police department and to place signage by the phone directing people to pick up the phone to get communications.

Mayor Talley stated the ordinance previously stated there needed to be a person 24/7 which was not ideal now but she wanted to make sure that when someone comes in and expects a person there would be a sign directing them to use the phone.

Captain Velez stated that was what they were doing now and they have had problems with staffing after regular business hours.

City Manager Garner stated the intent was for individuals to go in to access the phone, which would connect them to Communications. She stated the ordinance would read during regular business hours, or from 9:00 am to 6:00 pm to catch that extra hour for when people get off at 5:00 pm and needed to go over and handle business at the Police Department with a live person.

Motion by Mayor Talley to approve an Ordinance amendment to Chapter 20 - TRAFFIC AND VEHICLES, ARTICLE I- IN GENERAL of the Code of Ordinances to amend Sec. 20-3- Records Clerks-Appointment to change hours to normal business hours from 9:00 am to 6:00 pm, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

# AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAHAM, AMENDING CHAPTER 20, ARTICLE I, SEC. 20-3 TO 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(s) 20-3 which said sections read as follows:

#### **Chapter 20 – TRAFFIC AND VEHICLES**

#### ARTICLE I. - IN GENERAL

Sec. 20-3. - Records clerks—Appointment.

The chief of police shall designate or appoint a sufficient number of records clerks so that there shall be on duty at the police station one records clerk during normal business hours from 9:00 am to 6:00 pm. The records clerk on duty at the time, when any violator of a section of this chapter appears before him, shall deal with the violator and his citation in accordance with the provisions of this chapter, being careful to make it appear to said violator that the procedure under this chapter is wholly for the convenience of the violator, that he is at perfect liberty to decline to be dealt with under this chapter and to have his matter presented to the district court, and that his case will, in no manner whatsoever, be prejudiced by reason of his unwillingness to have the matter dealt with hereunder.

**Sec. 2.** That this Ordinance shall be in full force and effect from and after its passage, approval, and publication, as provided by law and all ordinances in conflict herewith are hereby repealed.

Adopted this 9th day of May 2023.

#### ITEM 5: ADOPT – ADVISORY BOARD OF CONDUCT:

City Council considered adopting an Advisory Board of Conduct as guidance for all Advisory Boards and Commissions.

City Manager Megan Garner stated at the meeting last month, Council Member Whitaker proposed staff work on a draft code of conduct for advisory boards appointed by the City Council. She stated they took Council Member Whitaker's draft and merged it with changes from the Town of Knightdale, which had a

policy specifically for advisory boards. She stated it had been reviewed by the legal team and the draft before Council was the final draft after everyone's input.

Mayor Talley stated she had submitted something several months ago and wanted to hear what other Council Members thought about some of these things that were not addressed in the draft. She stated one of the things that she had noticed in the past was members being biased and not understanding how to be impartial decision-makers. She stated comments were being made about decisions prior to hearing evidence about a particular subject and asked if that was addressed in the draft.

Council Member Whitaker stated that listed under Relationship with Fellow Committee Members advisory board members must respect an individual viewpoint even though it may be different from their own. Allow other members adequate time to present their views before making comments. Be open and honest, welcome new members, and help them become acquainted with their board and act responsibly, voice opinions and be fair and factual. She stated that this summed up what the Mayor was asking to be included.

Council Member Chin stated it was further elaborated when you look at General Guidelines for Appointed Members. He stated this included even more concrete responsibilities.

Mayor Talley stated it was inappropriate to discuss projects with other board members without the applicant being present. She stated board members were discussing how they were going to vote prior to that applicant being there in order to give their version of the project. She stated that was biased. She stated she appreciated Council Member Whitaker putting together the code of conduct and maybe it could be shared until training members on what bias is and why they could not be meeting with people about special use permits and discussing those matters outside. She stated if they do discuss those matters outside that they should disclose those conversations in the meeting.

Council Member Chin asked if there were guidelines for commissions in regards to someone submitting an application are they notified their application would be coming before the board so they could be present.

City Manager Garner stated yes, if an applicant had submitted a request for rezoning they are aware of when it goes to the Planning Board and when it comes to City Council.

Assistant City Manager Holland also stated yes that anytime an application is received, the applicant immediately asks when will this go before the board and they are also made aware of when it goes to Council or HRC. He said he could not recall a time when an applicant did not know when their item was going before a particular board.

Council Member Chin said it was a matter of code of conduct and a courtesy to the citizens who were making an application that they know their application was being considered. He stated it would be disingenuous if you conduct business and the applicant had not been notified. He stated when he served on the Planning Board, it was made abundantly clear what you could and could not discuss and the applicant would have the opportunity to speak to the Board.

Mayor Talley stated she was mainly concerned about a particular meeting that was recorded and when that person comes up to present their case and the board votes against, that person that they would have legal liability against the Board and the City because they clearly discussed it ex parte.

Council Member Chin stated that takes you back to the Open Meetings laws and how you are not permitted to do that.

Mayor Talley stated there was another issue where staff had a fixed opinion about something and they were advocating their opinion, which really needed to be acknowledged. She stated it states in the Special Use Permitting handbook that a board member or staff could not advocate a particular position but give facts and information only. She stated that she appreciated Council Member Whitaker putting the draft together and this was happening at the Historic Commission meetings with some board members. She stated she wanted to make sure new board members were being trained correctly so they understood factual testimony and someone stating opinions.

Council Member Whitaker stated that should be covered in training.

Tom Boney, Alamance News, stated that most of the examples that the Mayor gave were either special use permits or other quasi-judicial considerations. He stated the limits on board conduct and interactions are much stricter in those cases than in just other policies. He asked if any of the advisory boards had been advised of this proposed change or institution of a code of conduct.

Council Member Whitaker stated the actual idea and the original document that was presented was given to her by the Tree/Appearance Commission.

Mr. Boney asked if other boards had access to this document and was surprised that this was not a public hearing.

Mayor Talley stated that she would argue that it was not anything new and was simply putting it in writing to make sure everyone was on the same page and there was nothing in the document that a board member should have issues with.

City Manager Garner stated it was included in the agenda packet that was available on the public website since Wednesday of last week. She stated that advertising for vacancies had started, and it was important for potential applicants to know that this code of conduct exists prior to applying.

Council Member Chin stated that the attorneys reviewed the code of conduct.

City Attorney Bob Ward stated that was correct and a few changes were made that board members had to comply with the public records law and put in a due process in the event that a board member was to be removed, they would have an opportunity to be heard and come before Council before they could be removed. He agreed with what was being proposed and had been complied with but it had never been put in writing.

Motion by Mayor Pro Tem Hall to approve the Advisory Board Code of Conduct as presented, seconded by Council Member Chin. The motion passed unanimously.

#### City of Graham Advisory Board Code of Conduct

This Code of Conduct aims to establish guidelines for ethical standards of conduct for Board Members and help determine what conduct is appropriate in particular cases. It should not be considered a substitute for the law or a member's best judgment.

Without the dedication of the many volunteers who serve and contribute countless hours as board, commission, and committee members, the City would be unable to function. These volunteers help to make the City of Graham a great place to live, work, and play. Citizen knowledge, interest, and action are important ingredients to the delivery of top-quality public services. More than ever, citizen participation is playing an important role in local government. The richness that comes from citizens serving on a City board, commission, or committee is one of the things that makes Graham exceptional.

Being a member of a City board, commission, or committee (herein "Board") requires work and commitment, and it is intended to be a very rewarding experience. It also offers a means to participate in community affairs and to work with new people.

#### Relationship with City Staff

The staff liaisons to the Council-appointed bodies are valuable resources. They conduct research and provide relevant information that enhances a body's ability to accomplish business before the board. Staff is available to answer questions and follow up on items brought before the board. Appointed members should be aware of the time involved on the part of staff in preparing studies and reports, and should make sure that all staff requests are consistent with the board's approved work program. Individual board members cannot direct the work of staff liaisons.

#### **Relationship with Fellow Committee Members**

Cooperation among fellow board members plays an important role in the successful efforts of City boards. In order to build consensus around common goals and objectives, board members should first show a willingness to objectively define the issues at hand and then work to reconcile opposing viewpoints. When appointed members interact positively, the group as a whole will be more effective. Important points to keep in mind in working with other appointed members are:

- 1) Respect an individual's viewpoint, even though it may be different from your own.
- 2) Allow other members adequate time to present their views before making comments.
- 3) Be open and honest.
- 4) Welcome new members and help them become acquainted with their board.
- 5) Accept responsibility, voice opinions, and be fair and factual.

#### **Relationship** with the Public

Good relations with the public are vital for all City boards. In many cases, each body serves as a link between the City Council and the public, helping to inform the public, reconcile opposing viewpoints, and explain City programs and policies. Appointed members should welcome citizen input at meetings and be considerate of all interests, attitudes, and differences of opinion. Each board provides a channel for citizen expression by listening to comments, opinions, and concerns from the public; therefore, it is important to be responsive and in tune with the community.

#### **Training for Appointed members**

Continuing education to further one's knowledge of the various issues that face the City of Graham is essential to serving the public interest. Appointed members are encouraged to attend conferences and workshops, read relevant publications, and utilize other opportunities for personal and professional training that will bring new ideas into the community.

#### **General Guidelines for Appointed Members**

- 1) Understand the role and responsibility of the board and be informed of its functions, work programs, and relationships with other bodies.
- 2) Represent the overall public good, not the exclusive point of view of a sole group or interest.
- 3) Keep all lines of communication open. Each appointed member serves as a communication link between the community, the Council, and staff.
- 4) Do your homework and be prepared. Appointed members should become familiar with items under consideration prior to meetings in order to be fully prepared to discuss, evaluate, and act on matters scheduled for consideration. Feel free to seek staff's advice and assistance in advance of a meeting.
- 5) Establish a good working relationship with fellow appointed members, the City Council, and your staff liaison.
- 6) Understand the scope and authority of your board's responsibility and strive to work within that scope.
- 7) Follow the chain of command by contacting the Chairman and Staff Liaison for questions, concerns, and issues. All communication should be focused on work product and not personal character assessments.
- 8) Be a participant, an active representative, and enthusiastic.
- 9) Conduct yourself with politeness and courtesy with City staff and fellow committee members in public and by electronic communication.
- 10) Act with integrity and independence from improper influence as they exercise the duties of their offices. Characteristics and behaviors consistent with this standard include the following:
  - Adhering firmly to a code of sound values
  - Exhibiting trustworthiness
  - Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner
  - Remaining incorruptible, self-governing, and unaffected by improper influence while at the same time being able to consider the opinions and ideas of others
  - Treating other Board Members and the public with respect and honoring the opinions of others even when the board members disagree with those opinions
  - Showing respect for their offices and not behaving in ways that reflect badly on those offices
  - Recognizing that they are part of a larger group and acting accordingly

#### **Expectations of Board Members**

Board members should faithfully perform the duties of their offices. They should act as especially responsible citizens whom others can trust and respect. They should set a good example for others in the community, keeping in mind that trust and respect must continually be earned.

Board Members should meet attendance expectations and be prepared for all meetings.

Board Members should be willing to bear their fair share of the body's workload. To the extent appropriate, they should be willing to put the City's interests ahead of their own.

#### **Compliance with Open Meetings Law**

Board Members should conduct the affairs of the Board in an open and public manner. They should comply with all applicable laws governing open meetings and public records, recognizing that doing so is an important way to be worthy of the public's trust. They should remember when they meet that they are conducting the public's business.

They should also remember that local government records belong to the public and not to them or City employees.

Board Members, who act in a quasi-judicial capacity, should disclose contacts and information about issues that they receive outside of public meetings about quasi-judicial matters outside of the quasi-judicial proceedings themselves. In order to ensure strict compliance with the laws concerning openness, the Mayor and City Council have made it clear that an environment of transparency and candor is to be maintained at all times in the governmental unit.

#### **Sanctions**

Following the review of an allegation against a Board Member pursuant to a violation of this Code of Conduct, the City Council retains the right to remove a member in its sole discretion after written notice and opportunity to be heard and address concerns raised about a Board Member's conduct.

## ACKNOWLEDGEMENT OF RECEIPT Code of Ethics for Citizen Advisory Board Members of the City of Graham, North Carolina

On the date written below, I received the "Advisory Board Code of Conduct for the City of Graham, North Carolina". I acknowledge this policy contains basic information related to serving as a volunteer on a City board, commission, or committee.

I understand that I am responsible for reviewing the contents of this policy and asking questions if I do not understand any part of it.

By signing below, I agree to abide by the policy listed above and hereby acknowledge my responsibilities as a Board Member.

#### ITEM 6: FY2023-24 PROPOSED BUDGET PRESENTATION:

City Manager Megan Garner introduced the recommended Fiscal Year 2023-2024 Budget Proposal. She stated that each Council Member received a binder with various tabs that detailed all the aspects of the budget and would be available in the City Clerk's office for public inspection and posted tomorrow, in its entirety, on the City's website.

City Manager Garner gave the following presentation:

Budget Process
☐ February - Departments budget kickoff
☐ Individual departmental review
☐ Cost of goods and materials have increased resulting in higher cost of service delivery
■ No reduction to services

Tax Value & Revaluation				
Value as of:		% change		
2017-2018	\$1,140,317,018			
2018-2019	\$1,182,874,745	3.73%		
2019-2020	\$1,256,161,975	6.20%		
2020-2021	\$1,298,654,622	3.38%		
2021-2022	\$1,336,885,234	2.94%		
2022-2023	\$1,400,147,535	4.73%		
2023-2024	\$2,314,754,893	65.32%		

City Manager Garner shared that the last revaluation the County conducted was in 2017-18 and \$1.14 billion was the City's value at that time. In 2023-24 the City's value increased to \$2.3 billion. A 65% jump in value since the last fiscal year.

Mayor Talley asked what does that tell you.

City Manager Garner stated it could tell you that the City has been undervalued for a number of years. She stated this large of a jump was atypical and you usually would not see a 65% jump from one year to the next.

Mayor Talley asked if any other surrounding county had a 65% increase in value.

City Manager Garner stated she had not talked to all of them but said since this was not common, there probably had not been many 65% jumps in value in one year.

Mayor Talley asked if the argument was all the property in Alamance County was so much more valuable than all the property that is in Wake and Guilford.

City Manager Garner stated that was certainly not her argument and was glad she was not the one who does the revaluation and assigns the property assessment to the different homes. She stated that with her own personal property and talking with citizens, there had been a number of appeals submitted to the County tax office where people had contested their value. She stated citizens had until May 5, 2023 to submit their appeal and the message that came back was it could take up to 90 days to process. So, the City could be well into the next fiscal year before the final value for the City of Graham is established.

Tom Boney, Alamance News, questioned the tax value, revaluation numbers, and the 65.32% increase.

City Manager Garner stated these estimates came directly from the County tax office and it was a prebilling report dated March 31, 2023. She stated she did not know what the tax office was calculating as far as the percentages that were referenced if they were referring to the last revaluation in 2017 and 2018 to present but these are the numbers they provided us in a prebilling report.

## Revenue-Neutral

N.C.G.S. 159-11(e) defines the revenue-neutral rate as the rate that is estimated to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current tax rate if no revaluation had occurred.

Fund 10 capital – equivalent to \$0.05644

Given the historic jump in Graham values, the difference between revenue-neutral and the proposed rate is used to fund capital improvement

items.

Current	Proposed	Revenue Neutral
\$0.4550	\$0.3500	\$0.2899

City Manager Garner stated the current tax rate today was \$0.455 and the revenue neutral rate is \$0.2899. She stated the proposed budget has a proposed tax rate of \$0.350. She stated that was a 10.5 cent reduction to our existing tax rate but was higher than the revenue neutral, which was based on a much higher value as we stand today.

City Manager Garner stated Fund 10 was the General Fund, which was where the ad valorem property taxes go. She stated the tax rate of roughly 5.5 cents was enough to cover the capital that had been budgeted within Fund 10. She shared that was not all the capital requests that were made but those are the ones that are proposed to be funded in General Fund 10.

Mayor Talley asked what was the total number of what we expected to come in without the reassessment versus the proposed new rate.

City Manager Garner stated if you averaged the five years between the revaluations we are at 3.71% growth each year, which is significantly lower than the 65% we gained in one year.

Mayor Talley stated in the past, not having a revaluation, how much had that grown.

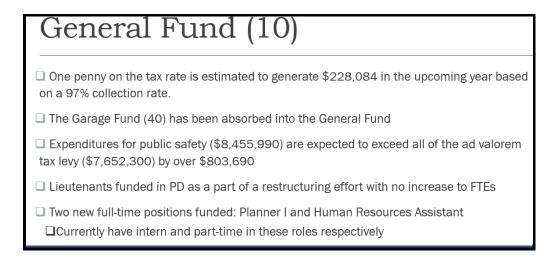
City Manager Garner asked if she was talking about how much the levy had grown.

Mayor Talley stated no, how much had it grown from one year to the next on average over the last five years.

City Manager Garner stated not having been the one to have prepared those budgets, she would say they probably would have looked at historical trends and guessed somewhere in the 2 to 3% growth, pure speculation on her part.

#### General Fund General Fund (Fund 10) Budget FY 2022-2023 **MANAGER'S** Department Difference (as adopted) **RECOMMENDATION** City Council \$63,000 \$73,000 \$10,000 Admin \$653,900 \$723,870 \$69,970 Information Technology \$320,100 \$522,150 \$202,050 Finance \$403,400 \$417,800 \$14,400 Public Bldgs \$176,000 \$210,700 \$34,700 Police \$5,661,200 \$6,630,615 \$969,415 \$1,825,375 Fire \$1,637,700 \$187,675 \$206,300 Inspections \$566,900 \$773,200 Traffic Engineering \$28,300 \$28,800 \$500 Warehouse \$105,700 \$119,850 \$14,150 Streets & Highways \$1,616,100 \$2,055,045 \$438,945 Street Lights \$125,000 \$150,000 \$25,000 Garage (previously fund 40) \$1,064,500 \$1,266,300 \$201,800 Sanitation \$1,406,800 \$1,476,400 \$69,600 Recreation \$1,030,100 \$1,085,465 \$55,365 \$259,200 \$18,600 Lake \$240,600 Athletic Facilities \$429,000 \$464,250 \$35,250 \$769,700 \$934,400 \$164,700 Property Maintenance Non-Departmental \$1,123,100 \$1,175,500 \$52,400 \$17,421,100 \$20,191,920 \$2,770,820

City Manager Garner stated on the above slide, the second column reflects the 2022-2023 budget as it was originally adopted. There had been budget amendments that had been approved and would probably be more in June. She stated the next column was the manager's recommendation and the last column showed the difference between the two. She pointed out the Garage Fund used to be housed separately as an internal service fund, Fund 40, but due to the rising cost of parts and materials, that fund had been moved into Fund 10 for the upcoming fiscal year. She stated the City would continue to do work for other municipalities and bill them accordingly and would no longer have to increase the labor rate to try to make the fund break even.



City Manager Garner covered the above quick facts.

## New Proposed Fees (General Fund)

- ☐ Site development/re-inspection fee
  - □ 1<sup>st</sup> \$250, 2<sup>nd</sup> \$500, 3<sup>rd</sup> \$750
- ☐ Inspections Technology Fee of 3% for credit/debit purchases for new residential and commercial construction

# Highlights of Fee Changes (General Fund)

- ☐ Garbage and recycling Increase by \$1.00 from \$10.50 to \$11.50
  - □ Republic 3% CPI and proposed \$2/ton increase in Alamance County tipping fees
- ☐ Inspections minimum permit fees increase from \$50 to \$60

#### Water and Sewer (Fund 31) 1,000 gallons 5,000 gallons ■ Proposed rate increase of 7% \$23.33 Current water \$8.50 Current water ☐ Increase for 1,000 gallons ~\$1.36/month \$9.09 Proposed water Proposed water \$24.96 \$49.01 \$11.02 Current sewer ☐ Increase for 5,000 gallons ~ \$5.06/month \$11.79 Proposed sewer \$52.44

City Manager Garner stated there was a proposed rate increase for water and sewer of 7%.

## **Upcoming Dates**

- □ Budget work session ~ Tuesday, May 23<sup>rd</sup> at 10am
- ☐ Public Hearing ~ Tuesday, June 13<sup>th</sup> at 6pm

## **Budget Availability**

- Available in the office of the City Clerk
- ☐ Will be available on our website (<u>www.cityofgraham.com</u>) Wednesday, May 10<sup>th</sup>

#### PUBLIC COMMENT PERIOD

Mr. Keith Westbrooks, 604 Trock Wilder Court, Graham, inquired about Arts Around the Square coming back to Graham.

Mayor Talley shared that it was being considered.

#### **CITY STAFF COMMENTS**

There were no City Staff comments.

#### **CITY COUNCIL COMMENTS**

Council Member Whitaker shared it would be nice to consider Arts Around the Square.

Mayor Talley shared the following upcoming events:

- DockDogs May 27 and 28, 2023, in downtown Graham.
- Bank Fishing Catfish Tournaments May 20, June 17, August 12 8 pm to midnight
- Big C Concert May 13, 2023 4 8 pm
- Family Day at the Lake June 3, 2023 3 6pm Graham-Mebane Lake
- Thursdays at Seven Concert Series May 25<sup>th</sup> The Holiday Band and June 22<sup>nd</sup>, The Main Event Band

Mayor Talley further shared issues with Link Transit drop-offs. She asked if Council would direct staff to investigate how to address some of the issues that seemed to start after there was no longer a charge to ride. She stated there was an incident this past week and it seemed to be reoccurring frequently. She suggested having a meeting with two Council Members, Assistant Chief, and a representative from Link Transit to meet and discuss issues. All Council Members agreed.

#### **CLOSED SESSION:**

City Council considered going into a closed session pursuant to G.S. 143-318.11(a)(6).

Motion by Mayor Talley to go into closed session pursuant to G.S. 143-318.11(a)(6), seconded by Mayor Pro Tem Hall. The motion passed unanimously. (7:34 pm)

#### **OPEN SESSION:**

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

Mayor Talley stated the Council went into a closed session to discuss the review of the City Manager's performance. The Council met with City Manager Garner and give her expectations. She stated after her annual review it was decided to increase her salary by 8%. She stated that in comparison with other cities, she was in the lowest tier. She stated they were happy to have Megan Garner with the City and she had done a fantastic job.

Mayor Talley motioned to increase City Manager Megan Garner's salary by 8%, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

Mayor Talley stated in regards to our City Attorneys, they had not received an increase in the last four years. She stated that the combined cost for two attorneys was \$78,000 and Council proposed a 12% increase based on those COLA adjustments that had not been made in the last four years. She stated the cost would go from \$78,000 to \$87,360.

Mayor Pro Tem Hall motioned to approve the 12% increase for the City Attorneys, seconded by Council Member Chin. The motion passed unanimously.

#### **ADJOURN**

Mayor Pro Tem Hall motioned to adjourn, seconded by Council Member Chin. The motion passed unanimously. The meeting was adjourned at 9:57 pm.

Renee M. Ward, CMC
City Clerk

May 9, 2023 City Council Meeting

### City of Graham City Council Special Meeting Minutes May 23, 2023



The City Council of the City of Graham held a Special Meeting on May 23, 2023, at 10:00 am in the Council Chamber, City Hall Municipal Building at 201 South Main Street, Graham, NC.

#### **Councilmembers Present:**

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

#### **Staff Present:**

Megan Garner, City Manager Aaron Holland, Assistant City Manager Renee M. Ward, City Clerk Melanie King, Finance Officer

#### **CALL TO ORDER**:

Mayor Jennifer Talley called the meeting to order at 10:07 am and presided.

Mayor Talley shared the Council had received the City Manager's recommended budget at the May 9, 2023, Council meeting. Since that time Council has had an opportunity to review the proposed budget and each will have a chance to discuss and/or ask questions.

#### REVIEW – FY 2023-2024 Proposed Budget

City Council reviewed and discussed the Fiscal Year 2023-24 proposed budget and the Council consensus was to make the following cuts/reductions in order to have a tax rate that was closer to revenue-neutral:

- Human Resources Assistant new position change from a pay grade 17 to 14
- Remove Fiber Optic at Civic Center \$60,000
- Remove carpet replacement in Council Chamber \$10,000
- Cameras at Parks \$60,000 to \$40,000 each year for three years (\$20,000 cut)
- Fire Department Uniforms Reduced to \$50,000 from \$58,200
- Remove Fire Department Kitchen Renovation \$15,000
- Fire Capital Outlay Reduced to \$8,000 from \$16,800
- Recreation Lake Trailer Reduced to \$4,000 from \$7,500
- Remove ADA Door Entry for Recreation- \$42,115
- Remove Recreation Play Ground Equipment \$60,000
- Remove Water/Sewer UTV \$25,000

#### **Police Department:**

Mayor Talley questioned the Police Department's total budget and the cost of the two Lieutenants' positions.

City Manager Garner stated the new Lieutenants were not to increase the number of employees but there would be a cost increase in salary and benefits for both.

Mayor Talley suggested using drug forfeiture monies to offset equipment and training if allowed within the guidelines.

City Manager Garner stated the funds could not be used to supplant the budget.

#### **Planning/Inspections:**

Mayor Talley asked about the justification for an additional planner.

Assistant City Manager Holland shared it is the amount of work the Planning Department has, and right now, the current planner was carrying that volume of work along with Assistant Manager Holland and Engineer Josh Johnson. He shared when you factor in all the daily tasks in addition to the nightly tasks of three boards and commissions, the workload was tremendous. He said there was not a need for a planning director, but a Planner II would take off a lot of extra work along with comp time hours being accumulated.

Mayor Taylor shared she disagreed with having a planner but would like to see an engineer and could we use some of the budgeted money.

City Manager Garner shared the workload now did not justify an in-house engineer so what we are purposing for next year would be to issue an RFQ for stormwater and public works related to an on-call engineer and services and the same for utilities. There is not much an engineer could really help Planning with to accomplish some of those tasks.

Mayor Talley suggested the new planner have knowledge of grant writing and experience in certain areas.

Mayor Talley asked what the increase was in the Inspections Department.

City Manager Garner shared it was the addition of a planner position and expenses were due to credit card fees and that is why it was recommended for a 3% fee on credit cards for the upcoming year. She shared they were right on track to spend \$60,000 this fiscal year, but assuming the 3% fee was approved, it would offset a portion significantly.

Council took a ten-minute recess. (11:21am)

Council reconvened at 11:30am.

#### **Human Resources:**

Mayor Talley inquired about the Human Resources assistant and the suggested pay grade.

City Manager Garner stated the HR assistant is a part-time position currently and is limited to the number of hours that an individual can work. She shared there were wellness programs they are looking to implement, programs that need to be reignited in our safety program, and we only have one person in that office. There is a tremendous amount of work that flows through that office and the workflow alone is significant for one person.

Mayor Talley questioned the salary range.

The consensus of the Council was to fund the Human Resources Assistant position at pay grade 14.

Mayor Talley asked if there were any positions reclassified from last year to this year due to the new pay plan.

City Manager Garner answered not to her knowledge, but she would verify and report back.

#### **IT Department:**

Council Member Whitaker asked about the fiber optic at the civic center and thought Council had decided not to fund that.

City Manager Garner shared that Council agreed not to fund it through ARPA.

The consensus of the Council was to cut the fiber optic at the civic center. (\$60,000)

Mayor Talley asked for all Department Heads to review their budgets and suggest items to be cut.

Mayor Talley asked about the camera upgrades.

City Manager Garner shared a lot of these cameras would be installed in facilities where there was either high traffic or have been multiple incidents such as Bill Cooke Park, where one shelter burned to the ground, one that had significant damage, and trailers stolen. She shared that the cameras at City Hall are on an older technology that does not provide the needed service and attempts are being made to get all the cameras on the same technology.

Mayor Talley inquired about the number of cameras needed and if you could easily and quickly access camera footage.

Council Member Chin inquired about the network equipment refresh.

City Manager Garner said the ones for this year are at the end of life and cannot be extended and if the firewall fails and we do not have a spare, the entire City will be down.

Mayor Talley questioned the use of the cameras and who would get access to monitor these cameras.

Mayor Talley suggested implementing the camera purchases over a three-year period instead of two years at \$40,000 per year.

The consensus of the Council was to fund \$120,000 over three years at \$40,000 per year.

Council Member Chin asked the IT Director to conduct a study of the parks, downtown, and hot spot areas to determine how many cameras would be needed and then to plan replacements in phases.

Council took a break for lunch. (12:45pm)

Council reconvened at 1:15pm.

#### **Fire Department:**

Council Member Whitaker questioned the kitchen renovation and when was the last time it was renovated.

City Manager Garner shared the only thing she was aware of was a donation of a stove recently.

Mayor Talley shared she was not in favor of remodeling the kitchen. She added that the Fire Department just got a million-dollar fire truck.

The consensus of the Council was to cut the kitchen renovation at \$15,000.

#### **City Hall:**

The consensus of the Council was to cut the new carpet for the Council Chamber at \$10,000.

Council Member Parson inquired about the AC replacement.

City Manager Garner said there were four units at City Hall, the one for the Council Chamber is scheduled to be replaced, one next year, and planned to complete the replacements in phase implementations.

#### **Finance:**

Mayor Talley asked how we could save money in this department.

City Manager Garner shared the hiring of our new Finance Officer would improve the overall operations of Finance due to her wealth of knowledge in local government finance. She shared the goal was to bring the preparation of financial statements in-house to save on cost. She shared that we currently contract with two auditors; Cobb Ezekiel and Loy who prepares the financial statements and Patricia Rhodes who prepares the actual audit. Once we get through this fiscal year, our goal is to bring the preparation of the financial statements in-house and issue an RFP for auditing services for the next round of audit services, which could save approximately \$10,000. She shared that the previous finance officer had outside help preparing some of the routine reports that are typically prepared in-house by staff, which were significantly behind and would not happen in the upcoming years. City Manager Garner said the only other item was software maintenance. She shared that we currently have a multitude of systems and looking to move everything from Logics to Edmonds MCSJ. Miscellaneous AR came on a year ago, tax came on at the end of February, inventory was budgeted for this fiscal year, and we had budgeted for utility billing but have pushed pause on its implementation and pushed up the finance portion so there are not so many manual journal entries between the different systems. She shared that after the Finance module is up and running, the next phases of implementation would be utility billing and then payroll.

Mayor Talley inquired about time sheets and if there was software available.

City Manager Garner said we complete timesheets in Excel and then print them, sign them, and submit them to the appropriate supervisors.

Mayor Talley inquired about credit card fees.

City Manager Garner shared that anyone who pays at the front office for their water bill was not charged a 3% convenience fee and that fee is being absorbed by the City.

Mayor Talley suggested adding a convenience fee to those using a credit card to pay water and/or tax bills. Mayor Pro Tem Hall suggested placing the fee on the water bills effective July 1, 2023. The consensus of the Council was unanimous.

#### **Fire Department:**

Council Member Chin asked about the overall increase in budget.

City Manager Garner shared it was mainly salary and wages for the existing year that includes the three Captain positions that were only funded from January to June and this would be a full year of funding for those positions and no additional personnel was included.

Council Member Parsons asked if there was anything they needed for the kitchen, such as a refrigerator or microwave that was not working correctly.

City Manager Garner said she did not think it was equipment related.

Mayor Talley asked if the paving of the parking pad could wait another year.

City Manager Garner said it could not and there was a tremendous amount of cracking and Public Works had tried patching in certain areas but had not been successful.

Mayor Talley asked for more information related to the radio system for police and fire. She also asked if the Police Chief could look at her department and determine what could be cut.

Mayor Talley said that she would like to see an effort going forward into encouraging volunteers to work on shifts and did not believe they should have to do training with Graham and somewhere else. If they have 500 hours of training, they should not have to do additional training. She asked that policies within the Fire Department be looked at that could discourage volunteers from volunteering and change those policies so that would it is more attractive to come here and work shifts.

Mayor Talley inquired about uniform costs in the previous year 2022-2023.

Finance Officer King said the uniform budget for FY2021 was \$49,000 and it was \$45,000 for FY2022.

Mayor Talley asked how much had been used so far and how much did they use last year.

Finance Officer King said \$44,837 and this did not include anything outstanding and last year \$46,929.99 was spent.

Mayor Talley said if only \$46,000 was spent, she suggested reducing it to \$50,000. The Council consensus was unanimous.

Mayor Talley asked for estimates for repairing the ladder truck and information regarding surplus items to be on the next agenda.

Mayor Talley asked what was spent on small equipment last fiscal year.

Finance Officer King said \$169,914.

City Manager Garner said two of those expenses were adjusting journal entries from our auditors.

Mayor Pro Tem Hall recommended Manager's recommendation for capital outlay at \$14,000.

Mayor Talley suggested small equipment change to \$5,000 until they prove to her what it needs to be spent on and if any large purchases are needed, they can come back to Council or add it to CIP.

Council Member Chin proposed \$8,000 for small equipment. Council consensus was 4-1 in favor of \$8,000 for small equipment.

Council Member Chin suggested \$14,000 for capital outlay equipment. The council consensus was unanimous.

#### **Traffic Engineering:**

Mayor Talley asked about the traffic engineering budget.

City Manager Garner shared this was what we pay Burlington for the repair/maintenance of stoplights.

#### Warehouse:

Mayor Talley asked about this department.

City Manager Garner said this was the Administrative Assistant's position at Public Works and was paid from a separate department where she manages the warehouse and inventory. She shared for many years, it was listed as Garage and Warehouse, which was a misnomer because the Garage was a separate fund. In an effort to eliminate confusion, the term Garage was removed from the department title.

#### **Streets and Highways:**

Mayor Talley discussed the road conditions due to new development and asked that letters be sent to the citizens on Meadowview Road and Wildwood to let them know repairs will be made.

City Manager Garner shared what had been budgeted in the past had not met annual paving requirements, and we were 20-plus years behind in funding for paving the number of roads that need to be paved even including the Powell Bill funds. She shared in the last 20 years, the City met its paving goal one time.

Mayor Talley asked how much was paved this year.

City Manager Garner shared of the \$525,000 that was budgeted for street resurfacing this year, \$489,000 had been spent, and the remaining \$36,000 could very well be spent between now and the end of June.

Mayor Talley shared the striping of parking spaces downtown by NCDOT had not been striped appropriately causing cars/trucks to stick way out in the road and causing traffic issues. She asked who changed the drawing of the parking spaces and if someone could look into restriping

Council Member Whitaker asked about funding a new crew cab truck and snow plow. She asked if you could buy a used one instead of a brand-new one.

City Manager Garner said this would be replacing a 2000 or 2014 truck, whichever was in worse condition.

#### **City Garage:**

City Manager Garner shared this was moved from a stand-alone fund over to Public Works in the general fund. She shared that increases were due to increases in inventory and fuel, the garage addition, and a tire balancer.

Council Member Whitaker asked if we needed the garage addition.

City Manager Garner said of all the facilities the garage was the most unsafe.

#### **Sanitation:**

City Manager Garner shared main expenses was for tipping fees and carts due to new development.

#### **Recreation:**

Council discussed the cost of ADA doors at the Recreation Center and whether this was a requirement.

The Council consensus was to cut \$42,115 for the ADA entry door at the Recreation Center and to get more quotes and bring it back later as a budget amendment or use ARPA funds.

Council would also like staff to get more quotes for the new HVAC unit for the Recreation Center and to make sure it was non-repairable.

#### **Graham-Mebane Lake:**

Mayor Talley asked if the City of Mebane was helping with capital improvement items at the lake.

City Manager Garner said CIP shared items were sent to Mebane for inclusion in their budget.

Mayor Talley asked if Mebane paid their half last year. She said if they have not paid their half, the City needs to bill them for last year and this year.

City Manager Garner said that it was understood that we have a standing practice of sending 50% of everything Mebane was obligated to pay on a regular basis.

Mayor Talley asked the Manager to look into what had been spent since entering that contract with Mebane and determine what should have been billed for versus what had been billed so Council knows what that number is.

Council Member Parsons questioned the price for a pontoon boat trailer and stated you should be able to get one cheaper.

The council consensus was to change the amount to \$4,000 instead of \$7,500 for a new pontoon trailer.

Mayor Talley suggested posting items or projects on the website to see if a business or local community members would like to contribute to or pay for things that cannot be funded in the budget.

#### **Athletic Facilities:**

Council discussed the request for playground equipment and the Council consensus was to cut \$60,000 for playground equipment at Marshall Street Park. Mayor Talley suggested placing this need on the website to possibly get donations.

Mayor Talley shared it was brought up about the duplication of services and the Recreation Department now has a whole groundskeeping service that is a duplicate of what our ground maintenance/property maintenance already does and was not sure how that transpired. She said she brought this up last year when the Recreation Department asked for a \$50,000 piece of equipment and asked if departments could borrow from each other.

Council Member Parsons said it was because Public Works was already stretched thin and they use equipment more than Recreation Department but if Recreation needed something, they would have to get on the Public Works schedule to be able to get needed equipment.

City Manager Garner said that Public Works as a whole personnel-wise, is one of the leanest departments we have. She shared that sometime during the 2012–2013 era, Parks and Recreation maintained what was inside the ballfield fence, striping, etc., and Public Works, specifically property maintenance, handled everything outside the actual fields. She further shared that sometime in 2017, Recreation took over everything inside and outside the fence. She said that in 2012-2013, they had two full-time employees and one part-time. When they took over all maintenance they went to three full-time employees and two part-time. She shared there were some issues with coordination because Recreation books the fields, shelters, practices, and games so getting that in line with another department would be challenging when trying to make sure the grounds are ready when they need to be. She said at a minimum, Recreation should maintain what is inside the fence.

City Manager Garner shared there are pay discrepancies with Recreation individuals classified at a higher pay grade than those performing similar duties in Property Maintenance. She said as we all know, our Public Works folks are generally some of our lowest-paid positions.

Mayor Talley said Council challenges the Manager to fix such issues and Department Heads to look at ways to still maintain great service but ways to save money in the budget.

City Manager Garner said she would have conversations with those departments along with Assistant City Manager Holland.

#### **Property Maintenance:**

Mayor Talley inquired about the \$17,000 budgeted for the Public Works facility. City Manager Garner will get that information.

Council Member Parsons asked if the dump truck with a snow plow was a necessity. City Manager Garner stated in her opinion it was a necessity.

#### **Non-Departmental - Administration:**

Mayor Talley asked for a breakdown of animal services charges, what other municipalities pay, and how the figure is calculated.

Mayor Talley asked what other item did the Arts Council ask us to fund.

City Manager Garner shared that Tammy Cobb, Director of the Arts Council, met with her and Assistant City Manager Holland to request \$30,000 in funding to the Arts Council, which was the same amount that she requested from Burlington and Mebane. Manager Garner shared that her fundamental issue was the City of Graham houses the Arts Council for \$1 a year, and are very thankful to have them there and have no desire to change that arrangement, but for the current fiscal year, we made upgrades to the facility. We replaced some flooring and maintenance of the grounds and facilities that the City had absorbed and will continue that for next year. Given the amount that we handle for in-kind services, their funding request was not included in the Manager's recommended budget due to doing those other things to help alleviate additional expenses on their part. She said the same thing was done for ACTA at \$6,5000, which was also not in the recommended budget.

City Manager Garner said she did share with Ms. Cobb that the City Council was interested in bringing back some version of Arts Around the Square and thought it would be a good opportunity for her to partner with the City and work together as a team.

Mayor Talley said that could be a fundraiser for them because the City was not interested in making money off the event.

#### Water & Sewer

City Manager Garner shared for this fund, there was not much wiggle room for cuts but most of the increases are due to State mandates and deferred maintenance.

Mayor Talley questioned the bank charges and if we could get reimbursed.

Mayor Talley asked if there was a way to piggyback off another municipality to help deter the cost of chemicals.

Council Members Parsons and Whitaker said it could be a storage and shelf-life issue.

The Council consensus was to cut the UTV at \$25,000.

Mayor Pro Tem inquired about the maintenance truck budgeted at \$45,000.

City Manager Garner said they were requesting to replace a 2004 truck.

#### **Council Discussions:**

City Manager asked if Council had a certain target for the tax rate. She said what was proposed was a 10.5 cent reduction so if you had a target other than the 10.5 cent reduction to please let her know.

City Manager Garner said we are currently proposing a tax rate of .3500, which puts us at a 20.73% increase over revenue/neutral with a 10.5 cent reduction from the existing tax rate.

Mayor Talley asked what would we need to be at an 11% increase over revenue/neutral.

Finance Officer King shared if Council elected .32.5 cents it would be a 12.11% increase over revenue neutral and 32 cents would be 10.38%.

City Manager Garner asked Council for a target number and we would make it happen.

Mayor Pro Tem Hall said the .35 that was proposed.

Mayor Talley asked the City Manager to go back to department heads to cut whatever they could depending on what revenue we are bringing in.

City Manager Garner shared department heads was told this was a draft budget and it could change. She shared that most capital would be held until mid-year to see what revenue comes in around December and January.

Mayor Talley asked with the items that were cut how close are we to the .32 cents.

Council Member Whitaker asked Mayor Talley if she was okay with 10%.

Mayor Talley asked how much one penny on the tax rate generated.

City Manager Garner said .32 cents would be 10.38% over revenue/neutral. She shared she was confident that staff could come up with a budget that would make most people happy if we had a target number.

Mayor Talley said we would need to cut \$600,00 to \$700,000 in order to be mid-way at 32 cents. Finance Officer King said that number would be \$684,253 and would be a 3-cent reduction.

Mayor Talley inquired about the pay plan study.

City Manager Garner said a COLA was budgeted and should significantly offset any pay plan implementation. She said any pay plan adjustment would come to Council because Council approved the original pay plan and it would potentially look at a mid-year adjustment.

City Manager Garner asked Council to give staff a couple of days and we would do like we did last year by providing a summary of changes, see where we stand, push it out to Council, and get input.

Council agreed.

The meeting was adjourned at 6:04 pm.

Renee M. Ward. CMC City Clerk



#### STAFF REPORT

SUBJECT:	WARD & COLEMAN ATTORNEYS AT LAW CONTRACT
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

#### **REQUESTED ACTION:**

Approve the updated contract with Ward & Coleman Attorneys at Law for City attorney services.

#### **BACKGROUND/SUMMARY:**

The position of City Attorney is appointed by and reports to the City Council. On February 5, 2019, the Graham City Council appointed Bob Ward and Bryan Coleman of Ward & Coleman Attorneys at Law to serve as the City's attorney following the retirement of Keith Whited. The attached contract reflects the approved changes based on the recent City Council performance evaluation.

#### **FISCAL IMPACT:**

The approved amount for compensation will be included in the budget.

#### **STAFF RECOMMENDATION:**

Approval.

#### **SUGGESTED MOTION(S):**

I move we approve the updated contract with Ward & Coleman Attorneys at Law for City attorney services.

#### ALAMANCE COUNTY

#### **CITY ATTORNEY**

#### SERVICES AGREEMENT

#### Introduction

This Agreement, made and entered into as of the 1<sup>st</sup> day of June, 2023, by and between the City of Graham of North Carolina, a North Carolina City (hereinafter called, "City,") and Robert M. Ward and J. Bryan Coleman, doing business as Ward & Coleman, Attorneys at Law, (hereinafter called "City Attorney,") both individuals who have the education, training and experience in the practice of local government law and who are subject to the North Carolina Code of Professional Conduct for practicing attorneys in the State of North Carolina, both of whom agree as follows:

#### **Section 1: Term**

This agreement shall remain in full force and effect from June 1, 2023 until terminated by the City or City Attorney as provided in Section 7, 8 or 9 of this Agreement

#### **Section 2: Duties and Authority**

City acknowledges that City Attorney individuals have been licensed and in good standing with the North Carolina State Bar since 1970, and have in excess of 60 years of combined experience in the practice of law in Alamance County, North Carolina. City agrees to engage City Attorney on a contract flat fee basis as City Attorney, as that office is defined in the North Carolina law, to perform the functions and duties specified in the North Carolina General Statutes, the City of Graham Charter and Code of Ordinances and to perform other legally permissible and proper duties and functions.

#### **Section 3: Compensation**

- A. Base Fee: City agrees to pay City Attorney a fee of \$87,360.00 payable in twelve (12) installments on or about the 5<sup>th</sup> of each month beginning on June of 2023.
- B. This agreement shall be automatically amended to reflect any across the board cost of living adjustments granted to other employees of the employer.
- C. This agreement shall be reviewed annually by the City Council to review the performance and compensation of the City Attorney.
- D. Consideration shall be given on an annual basis to increase compensation.
- E. The City Attorney will provide a Tax Identification number for the firm and receive annually a 1099, as a service contractor of the City.

# Section 4: Fringe Benefits: Including but not limited to Health, Disability and Life Insurance Benefits, Vacation, Sick, Medical Doctor, and Military Leave, Retirement and Longevity Pay

- A. City and the City Attorney agree that this agreement is for services on a contract basis, and as such is not subject to any of the fringe benefits that are made available to employees under the State Public personnel act or the City of Graham Personnel Policy, including Insurance Benefits, Vacation Pay, Sick Leave, or Longevity Pay.
- B. Upon commencing services hereunder, the City acknowledges that City Attorney services are subject to reasonable personal time off (PTO) to address illness, vacation, holiday, and other other personal matters outside the offices of City Hall, without affecting the installment payments hereunder.
- C. The City and City Attorney agree that the City Attorney will not be enrolled in the applicable state or local retirement and 401k system and no contributions on the City's behalf.

#### **Section 5: Automobile**

The City Attorney's duties require exclusive and unrestricted use of an automobile. It shall be mutually agreed upon that the City Attorney shall provide his own automobile provided through his compensation. The City Attorney shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle and shall further be responsible for all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of said vehicle. The City shall reimburse the City Attorney at the City of Graham standard mileage rate for any business use of the vehicle when his duties require him to travel beyond the borders of Alamance County.

#### **Section 6: General Business Expenses**

- A. City agrees to budget for and to pay for professional dues and subscriptions of the City Attorney necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the City Attorney's continued professional participation, growth, and advancement, and for the benefit of the City, including the necessary continuing education required to maintain the appropriate licensure for this work by the North Carolina State Bar.
- B. City agrees to pay for travel and subsistence expenses of City Attorney for professional and official travel, meetings, and occasions to adequately continue the professional development of City Attorney and to pursue necessary official functions for City, including but not limited to the North Carolina Bar Association Annual Conference, the North Carolina Municipal Attorneys' Association Conference, the North Carolina League of Municipalities, and such other national regional, state, and local governmental groups and committees in which City Attorney serves as a member, subject to the availability of funds. Only one such registration or

official travel shall be provided annually for each membership organization.

- C. City also agrees to budget for and to pay for travel and subsistence expenses of City Attorney for short courses, institutes, and seminars that are necessary for the City Attorney's professional development and for the benefit of the City.
- D. City recognizes that certain expenses of a non-personal but job related nature are incurred by City Attorney, and agrees to reimburse or to pay said general expenses. The finance director is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.
- E. Technology: The City shall provide City Attorney with an appropriate office, computer, software, and other technology required for the City Attorney to perform the job and to maintain communication with the Council and City Staff.

#### **Section 7: Termination**

For the purpose of this agreement, termination shall occur when:

- 1. The majority of the Graham City Council votes to terminate the City Attorney at a duly authorized public meeting.
- 2. If the City, citizens or legislature acts to amend any provisions of the City of Graham Charter, Code of Ordinance or enabling legislation pertaining to the role, powers, duties, authority, responsibilities of the City Attorney's position that substantially changes the form of government, the City Attorney shall have the right to declare that such amendments constitute termination.

#### **Section 8: Severance**

No Severance shall be paid to the City Attorney when services are terminated under any circumstance.

#### **Section 9: Resignation**

In the event that the City Attorney voluntarily resigns his position with the City, the City Attorney shall provide a minium of 30 days notice unless the parties agree otherwise.

#### **Section 10: Performance Evaluations**

City shall annually review the performance of the City Attorney subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon by the City and City Attorney. The process at a minium shall include the opportunity for both parties:

(1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the City Attorney within 30 days of the evaluation meeting.

#### **Section 11: Hours of Work**

It is recognized that the City Attorney must devote time outside of the normal office hours on business for the City and for his other duties in the practice of law. For that purpose, City Attorney shall be allowed to establish an appropriate work schedule. The City Attorney will be available to conduct office hours the full day on Mondays and as needed the rest of the work week up to twenty hours per week, for the purpose of providing access to City Management and Staff to address ongoing legal issues.

#### **Section 12: Outside Activities**

The services provided for by this Agreement are not the City Attorney's primary employment, and is arranged for the purpose of providing regular access to City's Management Team.

#### **Section 13: Bonding and Insurance**

City Attorney shall bear the full cost of any professional liability insurance for the conduct of his services to the City, with limits of liability of \$2,000,000.00 and shall provide the City with a

Declaration Page on an annual basis.

#### **Section 14: Other Terms and Conditions**

The City Council, only upon agreement with City Attorney, shall fix any such other terms and conditions, as it may determine from time to time, relating to the performance of the City Attorney, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City of Graham Charter or any other law.

#### **Section 15: Notices**

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- (1) CITY: Mayor, City of Graham, PO Drawer 357, Graham, NC 27253
- (2) City Attorney: Ward & Coleman, Attorneys, PO Box 1683, Burlington, NC 27216

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

#### **Section 16: General Provisions**

A. Integration. This Agreement sets forth and establishes the entire understanding between the City and the City Attorney relating to the in house legal services for the City of Graham. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this agreement during the life of said agreement. Such amendments shall be incorporated and made a part of this agreement.

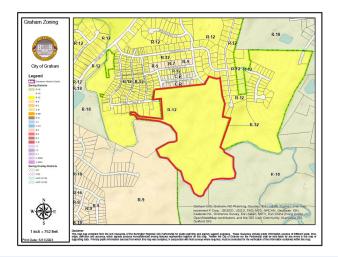
B. Binding Effect. This Agreement shall be binding on the City and the City Attorney as well

as their heirs, assigns, executors, personal representative	es and successors in interest.
C. Effective Date: This Agreement shall become effecti	ve on June 1, 2023.
D. Severability. The invalidity or partial invalidity of an	ny portion of this Agreement will not
affect the validity of any other provision. In the event th	at any provision of this Agreement is
held to be invalid, the remaining provisions shall be deer	med to be in full force and effect as if
they have been executed by both parties subsequent to the	ne removal or judicial modification of the
invalid provisions.	
Robert M. Ward Jenn	nifer Talley, Mayor
J. Bryan Coleman Ren	nee Ward, City Clerk
This instrument has been pre-audited in the manner requ	aired by the Local Government Budget
and Fiscal Control Act.	
Finance Officer	



SUBJECT:	ANNEXATION OF 57.106 +/- ACRES OFF LITTLE CREEK DRIVE
PREPARED BY:	CAMERON WEST, PLANNER

Approve the resolution directing the City clerk to investigate a petition received under G.S. 160A-31 for potential contiguous annexation of GPIN 8883100157. Approve the resolution fixing a date of July 11, 2023, for a public hearing on the question of contiguous annexation pursuant to G.S. 160A-31 for a tract of land totaling 57.106-acres off Little Creek Drive.



#### **BACKGROUND/SUMMARY:**

The 57.106-acre area being considered for annexation is contiguous. The Developer is planning to connect to public water and sewer to this site for a residential development.

Approval of this resolution does not finalize the annexation as Council is required to advertise and conduct a public hearing, followed by a vote on an annexation ordinance. Following a public hearing, approval of an Annexation Ordinance is the final step for Council in the

#### FISCAL IMPACT:

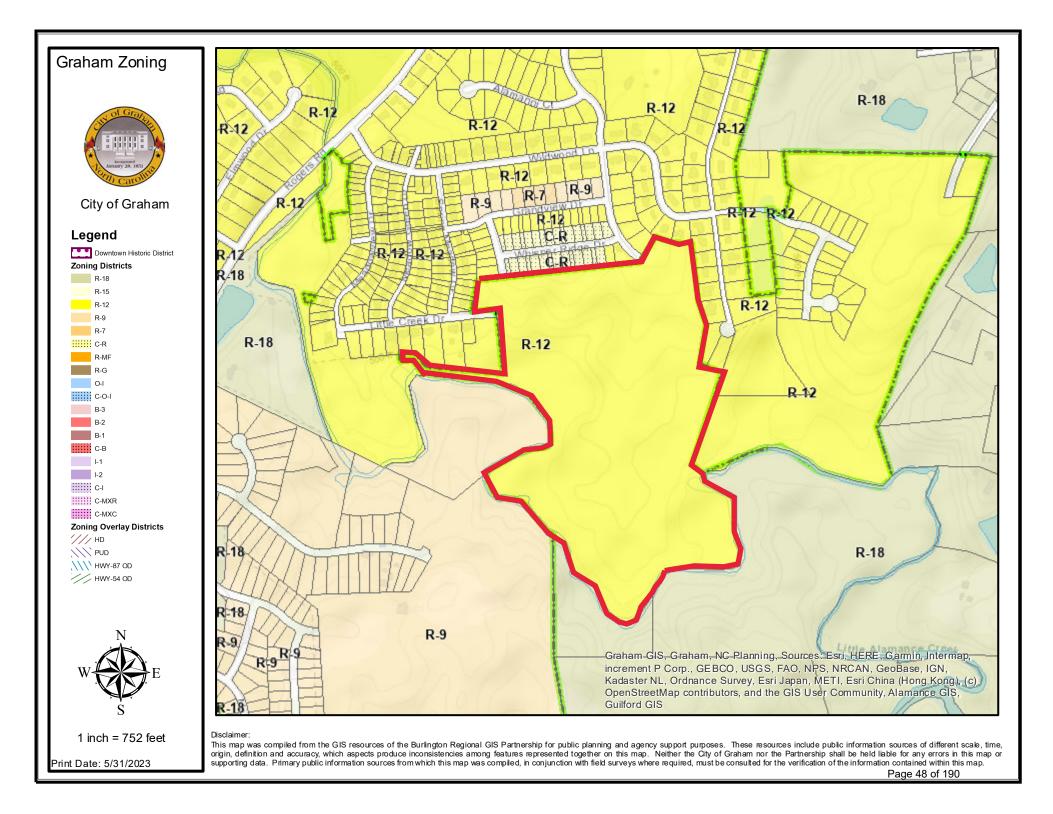
New residential development generally creates positive tax revenue for the City, and because the public services are being connected around this site, the cost to the City is minimal.

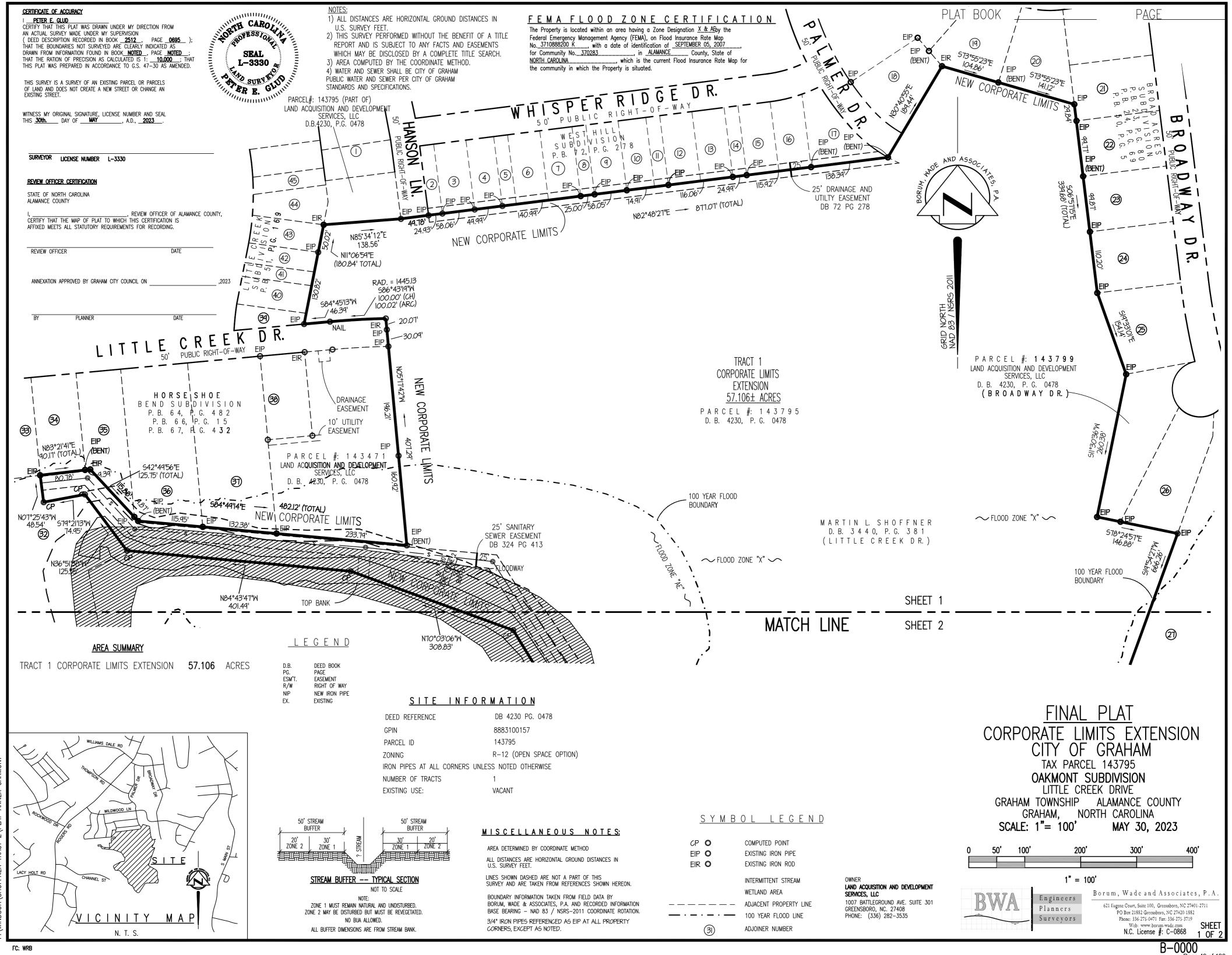
#### STAFF RECOMMENDATION:

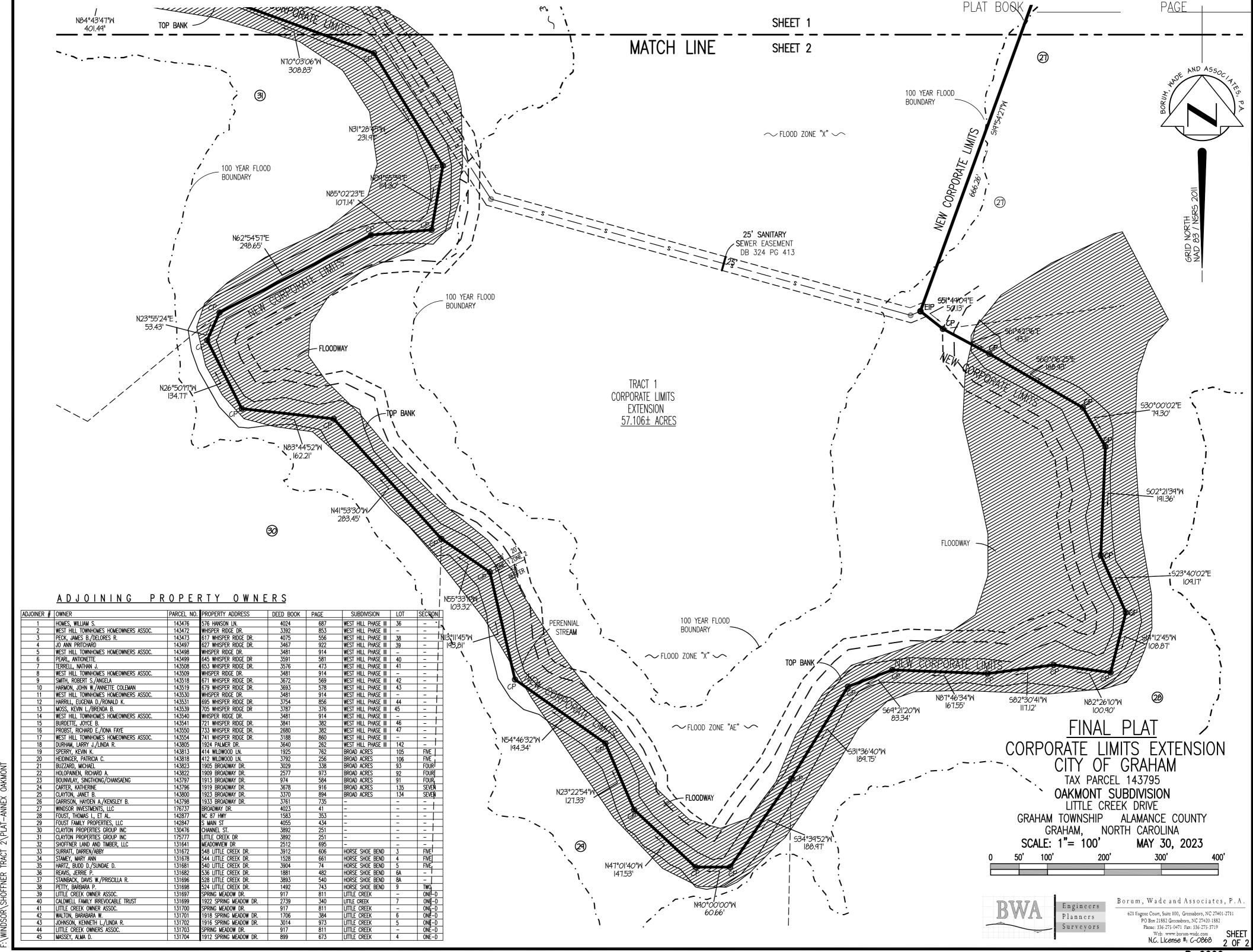
Approval.

#### SUGGESTED MOTION(S):

- 1. I move we approve the resolution directing the City clerk to investigate a petition received under G.S. 160A-31 for potential contiguous annexation of GPIN 8883100157.
- 2. I move we approve the resolution fixing date of June 13 2023, for a public hearing on the question of annexation pursuant to G.S. 160A-31 for 57.106-acres off Little Creek Drive.







## RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 60A-31

(GPIN: 8883100157) (AN2305)

**WHEREAS**, a petition requesting annexation of an area described in said petition was received on June 13<sup>th</sup>, 2023, by the Graham City Council; and

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

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

**NOW, THEREFORE BE IT RESOLVED,** by the City Council of the City of Graham: That the City Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the City Council the result of her investigation.

	Jennifer Talley, Mayor	
ATTEST:		
Renee M. Ward, City Clerk		

## RESOLUTION FIXING DATE OF JULY 11. 2023. FOR A PUBLIC HEARING ON OUESTION OF CONTIGUOUS ANNEXATION PURSUANT TO G.S. 160A-31 FOR 57.106 +/- ACRES OFF LITTLE CREEK DRIVE (AN2305)

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

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Graham, North Carolina that: Section 1. A <u>public hearing</u> on the question of the annexation of the area described herein will be held at the City Hall, 201 S. Main Street, Graham, NC, at 6:00 pm on **July 11, 2023.** 

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

#### **Legal Description GPIN#: 8883100157**

All that certain piece, parcel or tract of land, lying and being 1n the Graham Township, Alamance County, North Carolina, and being more particularly described as follows:

BEGINNING at an existing iron pipe, the southeastern comer of now or formerly, Hayden A Garrison & Kensley B. Garrison (DB 3761, PG 735); thence South 19° 54' 27" West 666.26 feet to an existing iron pipe, at or near the eastern boundary of a 25 foot sanitary sewer easement recorded at Book 324, Page 413, Office of the Register of Deeds of Alamance County; thence South 51 ° 49' 09" East 50.13 feet to a computed point; thence South 61 ° 42' 36" East 93.11 feet to a computed point; thence along Little Alamance Creek the following 27 courses and distances, each to a computed point: 1) South 60° 06' 25" East 188.93 feet; 2) South 30° 00' 02" East 79.30 feet; 3) South 02° 21' 39" West 191.36 feet; 4) South 23° 40' 02" East 109.17 feet; 5) South 14° 12' 45" West 108.87 feet; 6) North 82° 26' 1 O" West 100.90 feet; 7) South 82° 30' 41" West 117.12 feet; 8) North 87° 46' 34" West 167.55 feet; 9) South 69° 21' 20" West 83.34 feet; 10) South 31° 36' 40" West 189.75 feet; 11) South 34° 39' 52" West 188.97 feet; 12) North 90° 00' 00" West 60.66 feet; 13) North 47° 01' 40" West 147.53 feet; 14) North 23° 22' 54" West 127.33 feet; 15)North 54° 46' 32"West 194.34feet; 16) N□rth 13° 11'45"West 193.8lfeet; 17) North 55° 33' 11" West 103.32 feet; 18) North 41 ° 53' 30" West 283.45 feet; 19) North 83° 44' 52" West 162.21 feet; 20) North 26° 50' 17" West 134.77 feet; 21) North 23° 55' 24" East 53.43 feet; 22) North 62° 54' 57" East 298.65 feet; 23) North 85° 02' 23" East 107.14 feet; 24) North 09° 55' 39" East 114.30 feet; 25) North 31° 28' 45" West 231.97 feet; 26) North 70° 03' 06" West 308.83 feet; and 27) North 84° 43' 47" West 401.49 feet; thence North 36° 51' 38" West 125.55 feet to a computed point; thence South 79° 21' 13" West 74.95 feet to a computed point; thence North 07° 25' 43" West 48.54 feet to an existing iron pipe; thence North 83° 21' 41" East 90.17 feet to an existing iron pipe; thence South 42° 49' 56" East 125.75 feet to an existing iron pipe (bent); thence South 84° 49' 14" East 482.12 feet to an existing iron pipe (bent); thence North 05° 17' 42" West 407 .29 feet to an existing iron rod at or near the northern margin of the right of way of Little Creek Drive; thence along the northern margin of the rightof-way of Little Creek Drive, a curve to the left, having a radius of 1,445.13 feet and arc length of 100.02 feet and a chord bearing and distance of South 86° 43' 19" West 100.00 feet to a nail; thence South 84° 45' 13" West 46.39 feet to an existing iron pipe; thence North 11 ° 06' 59" East 180.84 feet to an existing iron pipe; thence North 85° 34' 12" East 138.56 feet to an existing iron pipe at or near the western margin of the right of way of Hanson Lane; thence North 82° 48' 27" East 877.07 feet to an existing iron pipe (bent); thence North 30° 40' 55" East 189.44 feet to an existing iron rod; thence South 73° 55' 23" East 245.98 feet to an existing iron pipe; thence South 06° 57' 15" East 339.68 feet to an existing iron pipe; thence South 19° 33' 01" East 154.14 feet to an existing iron pipe; thence South 11 ° 30' 36" West 260.38 feet to an existing iron pipe; thence South 78° 24' 57" East 146.88 feet to the point and place of BEGINNING, having an area of 57.106 acres, more or less, as shown on that certain Boundary Survey for Windsor Investments, LLC, Shoffner Tract 2, dated March 24, 2021 and prepared by Borum, Wade & Associates, P.A.

	Jennifer Talley, Mayor
Renee M. Ward, City Clerk	



SUBJECT:	STREET CLOSURE FOR ESPERANZA 2023 HISPANIC HERITAGE FESTIVAL
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

Approve the street closure of the 100 block of W. Elm Street for the 3<sup>rd</sup> Annual Esperanza Hispanic Heritage Festival on September 30, 2023.

#### **BACKGROUND/SUMMARY:**

Jim Albright requests the approval of the closure of the 100 block of W. Elm Street for the 3<sup>rd</sup> Annual Esperanza Hispanic Heritage Festival as described in the attached application. The requested closure would be from 11 am to 8 pm (includes set up/clean up). This event has taken place for 2 years prior at the Alamance Arts front lawn/Children's Museum Parking lot area.



#### FISCAL IMPACT:

N/A

#### **STAFF RECOMMENDATION:**

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

#### SUGGESTED MOTION(S):

I move we approve the request from Jim Albright for the 3<sup>rd</sup> Annual Esperanza Hispanic Heritage Festival on September 30, 2023 which includes the closure of the 100 block of W. Elm Street from 11 am to 8 pm.



#### CITY OF GRAHAM SPECIAL EVENT APPLICATION

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

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

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

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

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

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



1. Your email:
2. Event name (if applicable):Esperanza 2023
3. Reason for the event (be specific): Celebration of Hispanic Heritage Month (9/15 - 10/15)
4. Event date(s):
5. Provide your event's setup, start, end, and cleanup times. (Ex: Name of Event 6:30 a.m 8 a.m. setup   8 a.m. event start   2 p.m. event ends   2 p.m 4 p.m. cleanup):
Set Up:11:00 a.m. Event Start: 1:00 p.m. Event End: 6:00 p.m. Cleanup: 6-8 p.m.
6. Event category
Please check all that apply appropriate category for your event.
X Concert/Performance
Exhibit
Farmer's Market
Festival/Fair
Parade/Procession
Run/Walk
Food Truck Rodeo
Other:
7. Where are you requesting for your event to occur?
Be specific identifying street names or City facilities being requested for use?  The 100 block of West Elm Street and the city parking lot beside Roasted Coffee Depot
8. Does your event include the request to close streets?
Yes <u>X</u> No
9. Identify the street(s) you are requesting to have closed for your event.
The 100 block of West Elm Street
<ul><li>10. Identify your street closure time(s) and will you anticipate when they will return to normal traff flow.</li><li>11:00 a.m. to 8:00 p.m. Return to normal traffic flow at 8:00 p.m.</li></ul>



11. What is your anticipated event attendance total?
12. Does your event include musical entertainment?
13. Where will your musical entertainment be located?
The stage will be at the courthouse side of West Elm where it is located for Thursdays at 7
14. Will sound amplification be used? _X Yes No
If yes, provide the start time and end time.
1:00 p.m 6:00 p.m.
15. Will inflatables or similar devices be used at your event? YesX_ No
If yes, please describe. *Please note, Insurance requirements must be met in order to offer this activity.
16. Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?  YesX No  If yes, please describe. ***Note: These requests will be subject to the approval of the City of Graham
Police & Fire Departments in conjunction with State Laws governing this type of activity.
17. Will alcohol be served, sold or consumed at your event?
YesXNo
If you answered yes to the question above, please check all that apply to your event.
Alcohol will be available free of charge
Alcohol will be by purchase only
Alcohol being served and or sold at my event includes
Beer only
Wine only
Beer & Wine



18. Describe your security plan to ensure the safe sale and or distribution of alcohol at your event.
19. Does your event include food concession and/or food preparation areas?
Yes <u>X</u> No
If yes, please select the method of cooking that pertains to your event.
Gas
Electric
Charcoal
_X_Other:5 Food trucks
20. Do you plan to provide portable toilets at your event?
Yes
If yes, list the total number of portable toilets:2
21. Portable toilet company name: Lloyd's
If no, please explain
22. Explain your plan for cleanup and removal of trash, waste, and garbage during & after your event Festival volunteers will help with this
Does your event require additional trash receptacles?
Yes X No
If yes, what is the requested number of additional trash receptacles?5
23. Will there be any tents, canopies or temporary structures at your event?
Yes No



24. Applicant name and affiliated agency if application Kim Willard - Alamance Arts	able 
25. Applicant's Address	
213 S. Main Street Graham, NC	
26. Applicant's phone number	
336.226.4495	
27. Applicant's email address	
programs@alamancearts.org	
28. Provide the event's point of contact if different number, & Email Address)	nt from the applicant. (First & Last name, Phone
Jim Albright 336.512.5424 jim@internale	eyes.com 
29. How many years has this event taken place?	2- 2021 and 2022



SUBJECT:	ROAD CLOSURE FOR 9/11 COMMEMORATIVE 5K
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

The Recreation and Parks Department requests the following updated street closure:

**9/11 Commemorative 5K Event:** Closure of the northbound lane of Maple Street from Pine Street to McAden Street, McAden Street from South Main to Maple Street, the southbound lane of South Main Street from Pine Street to McAden Street, Pine Street from South Main to Maple Street from 6:00 a.m. – 11:00 a.m. on Saturday, September 16, 2023.

#### **BACKGROUND/SUMMARY:**

This change is being requested to ensure adequate coverage by safety personnel from our event partners, the Graham Fire Department and the Graham Police Department.

#### **FISCAL IMPACT:**

No fiscal impact to the City of Graham aside from the regularly budgeted program expenses.

#### STAFF RECOMMENDATION:

Staff recommends approving the closure of the northbound lane of Maple Street from McAden Street to Pine Street, McAden Street from South Main Street to Maple Street, a southbound lane of South Main Street from Pine Street to McAden Street, Pine Street from South Main Street to Maple Street from 6:00 a.m. – 11:00 a.m. on Saturday, September 16, 2023.

#### SUGGESTED MOTION(S):

I MAKE A MOTION TO APPROVE THE STAFF RECOMMENDED STREET CLOSURES FOR THE 9/11 COMMEMORATIVE 5K.



#### STAFF REPORT

SUBJECT:	APPROVE PROJECT BUDGET FOR BOYD CREEK WATERSHED POINT REPAIR
PREPARED BY:	MELANIE KING, FINANCE OFFICER

#### **REQUESTED ACTION:**

Approve project budget for the Boyd Creek Watershed Point Repair.

#### **BACKGROUND/SUMMARY:**

This project was originally funded in the Water & Sewer Distribution Department as Capital Outlay Other Improvements. The project will not be completed in the current fiscal year and needs to be converted to a capital project to preserve the funding necessary to complete.

#### FISCAL IMPACT:

The total project is estimated at \$500,000.

#### STAFF RECOMMENDATION:

Approval.

#### **SUGGESTED MOTION(S):**

I move we approve the project budget for the Boyd Creek Watershed Point Repair.

#### CAPITAL PROJECT ORDINANCE BOYD CREEK WATERSHED POINT REPAIR

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

Section 1.	The Project authorized is Boyd Creek V	Watershed Poir	t Repair.	
Section 2.	The officials of the City of Graham are terms of the project. Staff is authorized	•	1 1 0	
Section 3.	The following revenues are anticipated	to be available	to the City to complete the pr	roject:
Pro	ceeds from Retained Earnings	OTAL	\$ 500,000 \$ 500,000	
Section 4.	The following amounts are appropriate	d for this proje	ct:	
Pro	fessional Services		\$ 500.000	
		OTAL	\$ 500,000 \$ 500,000	
Section 5.	The Finance Director shall report on th Council and will inform the Council of		1 0	y the City
Section 6.	Copies of this project ordinance shall b Director for direction in carrying out th		le to the City Manager and th	e Finance
Section 7.	This ordinance shall take effect upon p	assage.		
	This the 13 <sup>th</sup> day of June 2023.			
		Jennifer Tall	ey - Mayor	
ATTEST:				
Renee M. Wa	ard – City Clerk			



#### STAFF REPORT

SUBJECT:	APPROVE PROJECT BUDGET FOR LONG & ALBRIGHT IMPROVEMENTS PROJECT
PREPARED BY:	MELANIE KING, FINANCE OFFICER

#### **REQUESTED ACTION:**

Approve project budget for Long & Albright Improvements Project.

#### **BACKGROUND/SUMMARY:**

The water/sewer portion of this project was originally funded in the Water & Sewer Distribution Department as Capital Outlay Other Improvements. The project has been started, but will not be completed in the current fiscal year. Remaining project funds need to be converted to a capital project to preserve the funding necessary for completion.

Storm sewer improvements were not part of a previous operating budget but need to be included in the capital project ordinance to enable full completion of this project.

#### **FISCAL IMPACT:**

The original water/sewer project was budgeted at \$800,000 and \$50,660 has already been used for this project. The total funding to complete the water/sewer portion of this project is estimated at \$749,340.

The storm sewer portion of this project is estimated at \$155,520 and will be funded through General Fund fund balance.

#### STAFF RECOMMENDATION:

Approval.

#### SUGGESTED MOTION(S):

I move we approve the project budget for Long & Albright Improvements Project.

#### CAPITAL PROJECT ORDINANCE LONG & ALBRIGHT IMPROVEMENTS PROJECT

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

Section 1.	The Project authorized is Long & Albright Improvements Project.			
Section 2.	The officials of the City of Graham are hereby directed to proceed with this project within the terms of the project. Staff is authorized to execute change orders within the budget ordinance			
Section 3.	The following revenues are anticipated to	be available to tl	he City to complete the project:	
	eeds from Retained Earnings – Water/Sewer eeds from Retained Earnings – General Fund <b>TOT</b> A	1 \$	\$ 749,340 \$ 155,520 \$ 904,860	
Section 4.	The following amounts are appropriated for	or this project:		
Profe	essional Services TOTA	AL 9	\$ 904,860 \$ 904,860	
Section 5.	The Finance Director shall report on the finance Council and will inform the Council of any			
Section 6.	Copies of this project ordinance shall be m Director for direction in carrying out this p		the City Manager and the Finance	
Section 7.	This ordinance shall take effect upon passa	age.		
	This the 13 <sup>th</sup> day of June 2023.			
	Je	ennifer Talley - N	Mayor	
ATTEST:				
Renee M. War	rd – City Clerk			



SUBJECT:	GARAGE FUND - YEAR END BUDGET AMENDMENT
PREPARED BY:	MELANIE KING, FINANCE OFFICER

Approve budget amendment to increase the City Garage – Salaries budget by \$3,000 and the City Garage – Inventory Fuel Purchases budget by \$30,000 and to increase the City Garage – Fund Balance Appropriation budget by \$33,000.

#### **Background/Summary:**

Analysis of current year to date actuals has revealed that the current budgets for salaries and benefits and fuel purchases in the City Garage fund will not be sufficient. A budget amendment has been prepared to increase the City Garage – Salaries budget, the City Garage Inventory Fuel Purchases budget, and the City Garage – Fund Balance Appropriation budgets in preparation for year end.

#### **FISCAL IMPACT:**

Increased the City Garage – Salaries budget (\$3,000) and the City Garage – Inventory Fuel Purchases budget (\$30,000). The Fund Balance Appropriation for the City Garage has been increased (\$33,000) to accommodate the increased expenditure budgets.

#### STAFF RECOMMENDATION:

Approval

#### **SUGGESTED MOTION(S):**

I move we approve the budget amendment to increase the City Garage – Salaries budget by \$3,000 and the City Garage – Inventory Fuel Purchases budget by \$30,000 and to increase the City Garage – Fund Balance Appropriation budget by \$33,000.



SUBJECT:	GENERAL FUND - YEAR END BUDGET AMENDMENT
PREPARED BY:	MELANIE KING, FINANCE OFFICER

Approve budget amendment to increase the Inspections - Salaries budget by \$5,000, the Warehouse - Salaries budget by \$2,000, the Property Maintenance - Salaries budget by \$15,000, the Property Maintenance - Fuel budget by \$20,000, and the Finance - Software Maintenance budget by \$15,000 and the decrease the Police Department - Salaries budget by \$57,000.

#### Background/Summary:

Analysis of current year to date actuals has revealed that current budgets for salaries and benefits in several departments, software and maintenance in the finance department, and fuel in property maintenance will not be sufficient. The Police Department has a sufficient budget surplus in salaries to cover the needs of other general fund departments. A budget amendment has been prepared to transfer budget between general fund departments in preparation for year end.

#### FISCAL IMPACT:

Increased budgets for Inspections (\$5,000), Warehouse (\$2,000), Property Maintenance (\$35,000), and Finance (\$15,000) and a decrease in the Police Department budget (\$57,000).

#### **STAFF RECOMMENDATION:**

Approval

#### **SUGGESTED MOTION(S):**

I move we approve the budget amendment to increase the Inspections - Salaries budget by \$5,000, the Warehouse - Salaries budget by \$2,000, the Property Maintenance - Salaries budget by \$15,000, the Property Maintenance - Fuel budget by \$20,000, and the Finance - Software Maintenance budget by \$15,000 and the decrease the Police Department - Salaries budget by \$57,000.



SUBJECT:	WATER AND SEWER FUND - YEAR END BUDGET AMENDMENT
PREPARED BY:	MELANIE KING, FINANCE OFFICER

Approve budget amendment to increase the Non-Departmental Administration – Group Insurance budget by \$10,000 and to decrease the Water & Sewer Distribution - Salaries budget by \$10,000.

#### **Background/Summary:**

Analysis of current year to date actuals has revealed that the current budget for salaries and benefits in Non-Departmental Administration will not be sufficient. The Water & Sewer Distribution budget has a sufficient surplus in salaries to cover the shortage in Non-Departmental Administration. A budget amendment has been prepared to transfer budget between water and sewer fund departments in preparation for year end.

#### **FISCAL IMPACT:**

Increased the Non-Departmental Administration – Group Insurance budget (\$10,000) and decreased the Water & Sewer Distribution - Salaries budget (\$10,000).

#### **STAFF RECOMMENDATION:**

Approval

#### **SUGGESTED MOTION(S):**

I move we approve the budget amendment to increase the Non-Departmental Administration – Group Insurance budget by \$10,000 and to decrease the Water & Sewer Distribution - Salaries budget by \$10,000.

#### CITY OF GRAHAM

#### BUDGET AMENDMENT ORDINANCE 2022-2023

#### BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT THE 2022 - 2023 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:

Section 1. **GENERAL FUND** INCREASE DEPARTMENT/ACCOUNT INCREASE (DECREASE) ( DECREASE) APPROVED AMENDED Inspections P/Z - Salaries 356,700.00 361,700.00 5,000.00 5,000.00 Warehouse - Salaries 63,200.00 2,000.00 2,000.00 61,200.00 Property Maintenance - Salaries 396,800.00 411,800.00 15,000.00 15,000.00 25,000.00 45,000.00 20,000.00 Property Maintenance - Fuel 20,000.00 15,000.00 Finance - Software Maintenance & Changes 40,000.00 55,000.00 15,000.00 Police - Salaries 3,391,000.00 3,334,000.00 (57,000.00) (57,000.00) 3,431,000.00 3,389,000.00 57,000.00 (57,000.00) Adopted this 13th day of June 2023. Attest: Mayor Jennifer Talley Renee M. Ward, City Clerk

#### CITY OF GRAHAM

### BUDGET AMENDMENT ORDINANCE 2022-2023

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT THE 2022 - 2023 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:						
Section 1. WATER AND SEWER FUND DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE ( DECREASE)	
Non Dept Admin - Group Insurance Water & Sewer Distribution - Salaries	87,000.00 458,300.00 <b>545,300.00</b>	97,000.00 448,300.00 <b>545,300.00</b>	10,000.00 10,000.00	(10,000.00) (10,000.00)	10,000.00 (10,000.00)	
Adopted this 13th day of June 2023.						
Attest:	Mayor Jennifer Tall	ley				
Renee M. Ward, City Clerk	_					

#### CITY OF GRAHAM

#### BUDGET AMENDMENT ORDINANCE 2022-2023

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT THE 2022 - 2023 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:					
Section 1. GARAGE FUND DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE ( DECREASE)
City Garage - Salaries City Garage - Inventory Fuel Purchases	131,900.00 540,000.00 <b>671,900.00</b>	134,900.00 570,000.00 <b>704,900.00</b>	3,000.00 30,000.00 <b>33,000.00</b>	-	3,000.00 30,000.00 <b>33,000.0</b> 0
Section 2. GARAGE FUND REVENUES	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance	-	33,000.00 33,000.00	33,000.00 <b>33,000.00</b>	-	33,000.00
Adopted this 13th day of June 2023.					
Attest:	Mayor Jennifer Talley				
Renee M. Ward, City Clerk					



#### 0 S NC 87 HWY R-9 (RZ2301)

Type of Request: Rezoning

**Meeting Dates** 

Planning Board: April 18, 2023 City Council: May 9, 2023 City Council: June 13, 2023

**Summary** 

This is a request to rezone 53.904 acres of property from R-18 (Low-Density Residential) to R-9 (High-Density Residential) for the purpose of extending the 4th phase of Rogers Springs homes into this area. The property is mostly inside of the Suburban Residential future land use zone while the are near the river makes up the Rural Residential area which cant be built upon due to it being in the flood way. The future land use plan notes that principal uses in the Suburban Residential zone predominately are made up with detached single family homes. The appropriate density for this area is 3-6 dwelling units per acre. The maximum number of lots/units you could build with 9,000 square feet, according to the Development ordinance is 256 +-. The max the future land use deems appropriate at 6 units per acre is 318 +- units. The Planning Board voted 4-1 in recommending denial of the rezoning at its April 18th meeting.



#### **Contact Information**

Clayton Properties Group INC. 10130 Perimeter Parkway, Suite 100 Charlotte, NC 28216

Location

0 S NC 87 HWY

**GPIN:** 

8882178503

**Current Zoning** 

R-18(Low Density Residential)

**Proposed Zoning** 

R-9 (High-Density Residential)

**Overlay District** 

N/A

**Surrounding Zoning** 

R-9, R-18, R-12

**Surrounding Land Uses** 

Vacant, Single-Family

Size

53.904 acres

**Public Water & Sewer** 

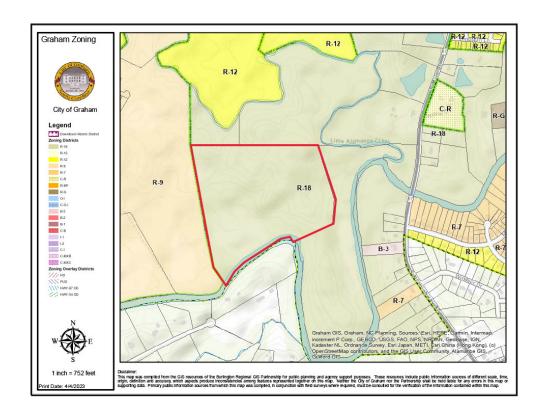
Yes

<u>Floodplain</u>

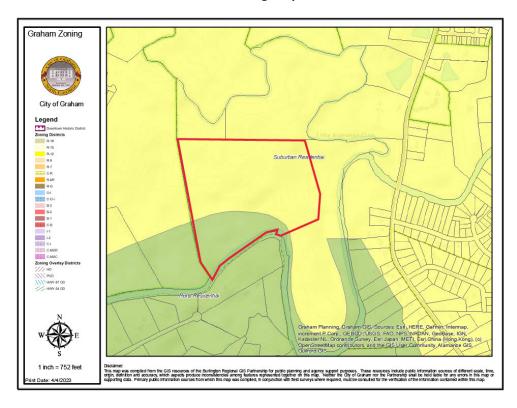
Yes

**Staff Recommendation** 

Approval



#### **Zoning Map**



**Future Land Use Map** 

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

#### **Applicable Policies;**

• 3.3.2: Focused development. In order to maintain Graham's affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments. This development utilizes the land which is served by city water and sewer more efficiently than maintaining the existing R-18 zoning. Additionally, the R-9 zoning allows for the construction of more homes in suitable locations than the R-18 current zoning.

#### **Applicable Strategies;**

 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, with redundant access and water and sewer connections.

#### **Staff Recommendation:**

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

 Rezoning the property would be in consistence with the Suburban Residential type and furthers policy 3.3.2, and strategy 4.3.1, as put forth by the Graham 2035 Comprehensive Plan.

### Planning Type Neighborhoods

#### **Development Type**

Suburban Residential

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

#### **Appropriate Form**

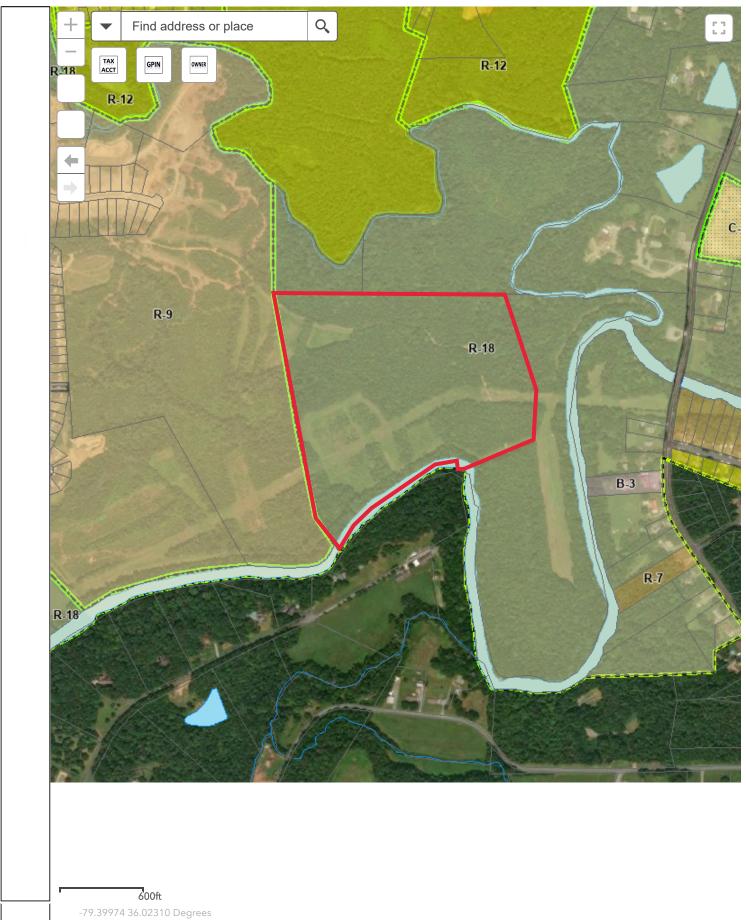
3-6 Dwelling Units per acre

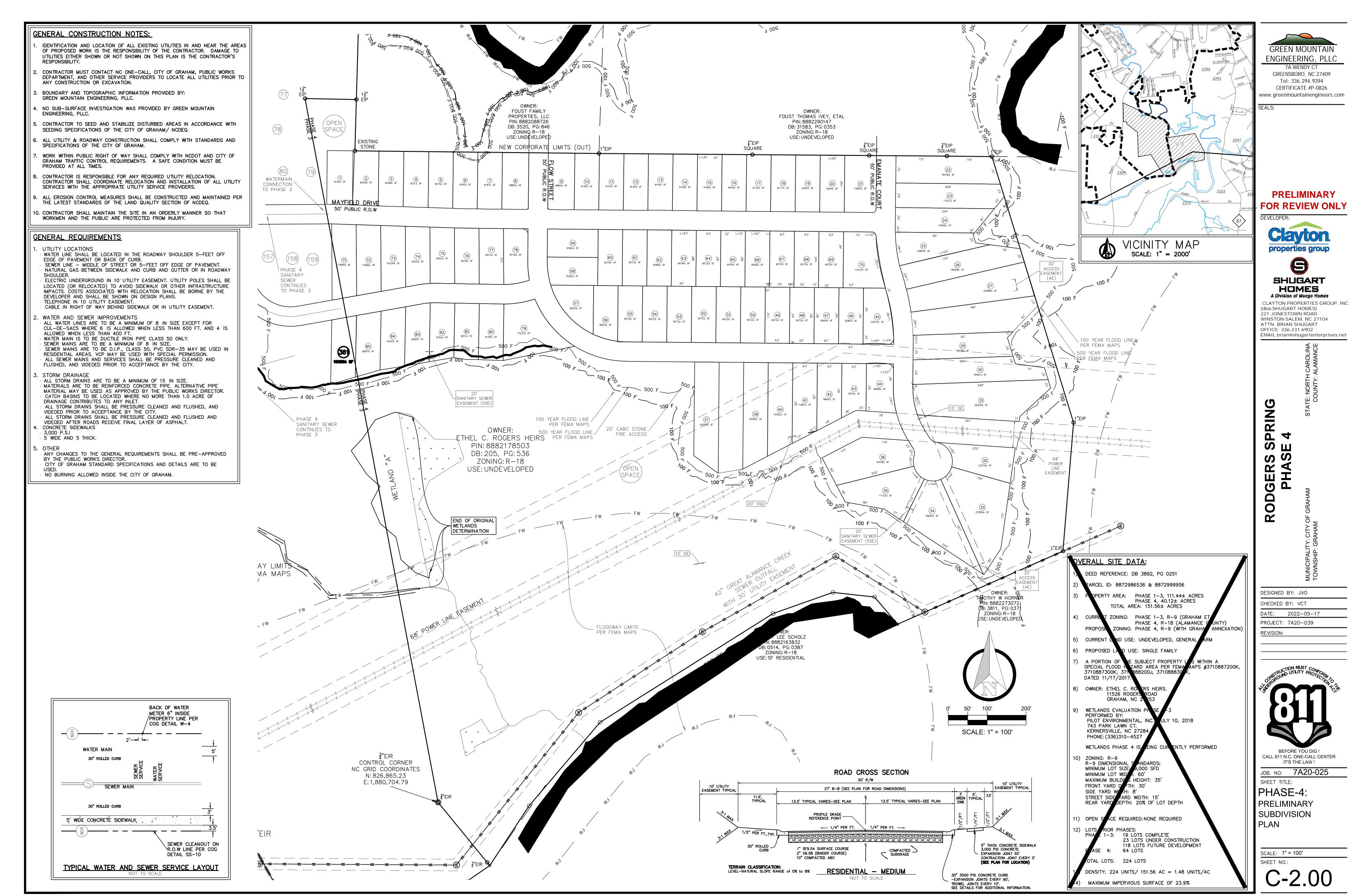
#### **Planning Board Recommendation:**

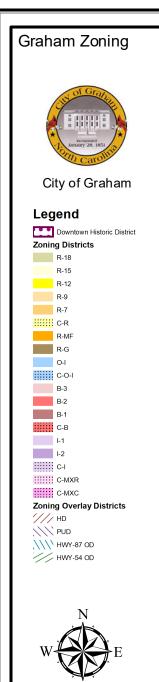
The Planning Board, at its April 18th voted 4-1 to recommend denial of the proposed rezoning request. The basis of the recommended denial was due to the traffic the additional homes would bring inside of the current development and roadways into and out of the neighborhood.

## Graham Zoning Viewer - Planning

Portal



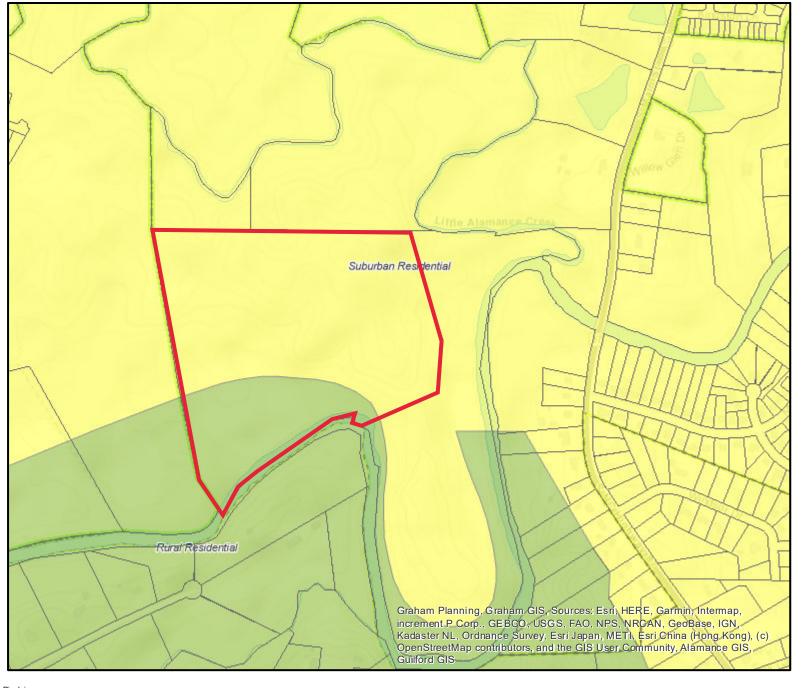






1 inch = 752 feet

Print Date: 4/4/2023



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

Page 76 of 190



# 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 25<sup>th</sup> of each month. Applicants are encouraged to consult with the *City of Graham Development Ordinances* and the City Planner.

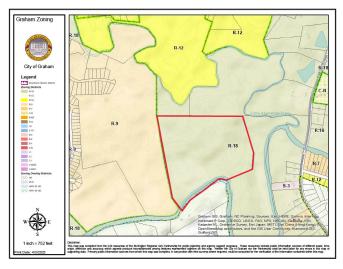
Site	<b>Proposed Rezoning or Conditional Rezoning</b>
Street Address: Address has not been assigned	Proposed Zoning District(s):
Tax Map#: 142862 GPIN: 8882178503	☐ R-7 <b>■</b> R-9 ☐ R-12 ☐ R-15 ☐ R-18 ☐ R-MF ☐ R-G ☐ C-R ☐ C-MXR
Current Zoning District(s):  R-7 R-9 R-12 R-15 R-18  R-MF R-G C-R C-MXR	B-1       B-2       B-3       C-B       C-MXC         O-I       C-O-I       I-1       I-2       C-I
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:	Describe the purpose of this rezoning request. For Conditional Rezonings, also specify the actual use(s) intended for the property (from Sec. 10.135 Table of Permitted Uses) along with other descriptive or pertinent information, such as
☐ Historic ☐ S Main St/Hwy 87 ☐ E Harden St/Hwy 54  Current Use: Vacant Land 40+ acres	number of dwelling units, type of multifamily development, square footage and number of buildings:
Total Site Acres: 53.904 AC	Roger Spring Phase 4 single family
Property Owner: CLAYTON PROPERTIES GROUP INC	subdivision
Mailing Address: 10130 Perimeter Parkway, Suite 100	
City, State, Zip: Charlotte, NC 28216	
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: CLAYTON PROPERTIES GROUP INC	
Mailing Address: 10130 Perimeter Parkway, Suite 100	
City, State, Zip: Charlotte, NC 28216	For Conditional Rezonings, this application must be accompanied by a Preliminary Site Plan and supporting
Phone # (980) 446-3336	information specifying the actual use(s) and any rules,
Email: plawler@bowman.com & agonzalez@bowman.com	regulations or conditions that, in addition to predetermined ordinance requirements, will govern the development and use of the property.
I have completed this application truthfully and to the best of my ability	Site Plan Review Application <i>must be attached</i> to this application for Conditional Rezonings
Signature of Applicant	Office Use Only. DEVID#



SUBJECT:	ANNEXATION OF 53.90 +/- ACRES OFF MAYFIELD DRIVE
PREPARED BY:	CAMERON WEST, PLANNER

#### **REQUESTED ACTION:**

Approve the Annexation Ordinance to Extend the Corporate Limits of the City of Graham, North Carolina for a tract of land totaling 53.90 - acres located off Mayfield Drive.



#### **BACKGROUND/SUMMARY:**

The attached petition is a request for the Council's approval for an extension of the corporate limits to include the subject properties. The area being considered for annexation is located off of Mayfield Drive and contains approximately 53.90 +- acres total. Water and sewer are located adjacent to this property within the Mayfield Drive right of way, and the applicants wish to tie onto the City's infrastructure.

#### FISCAL IMPACT:

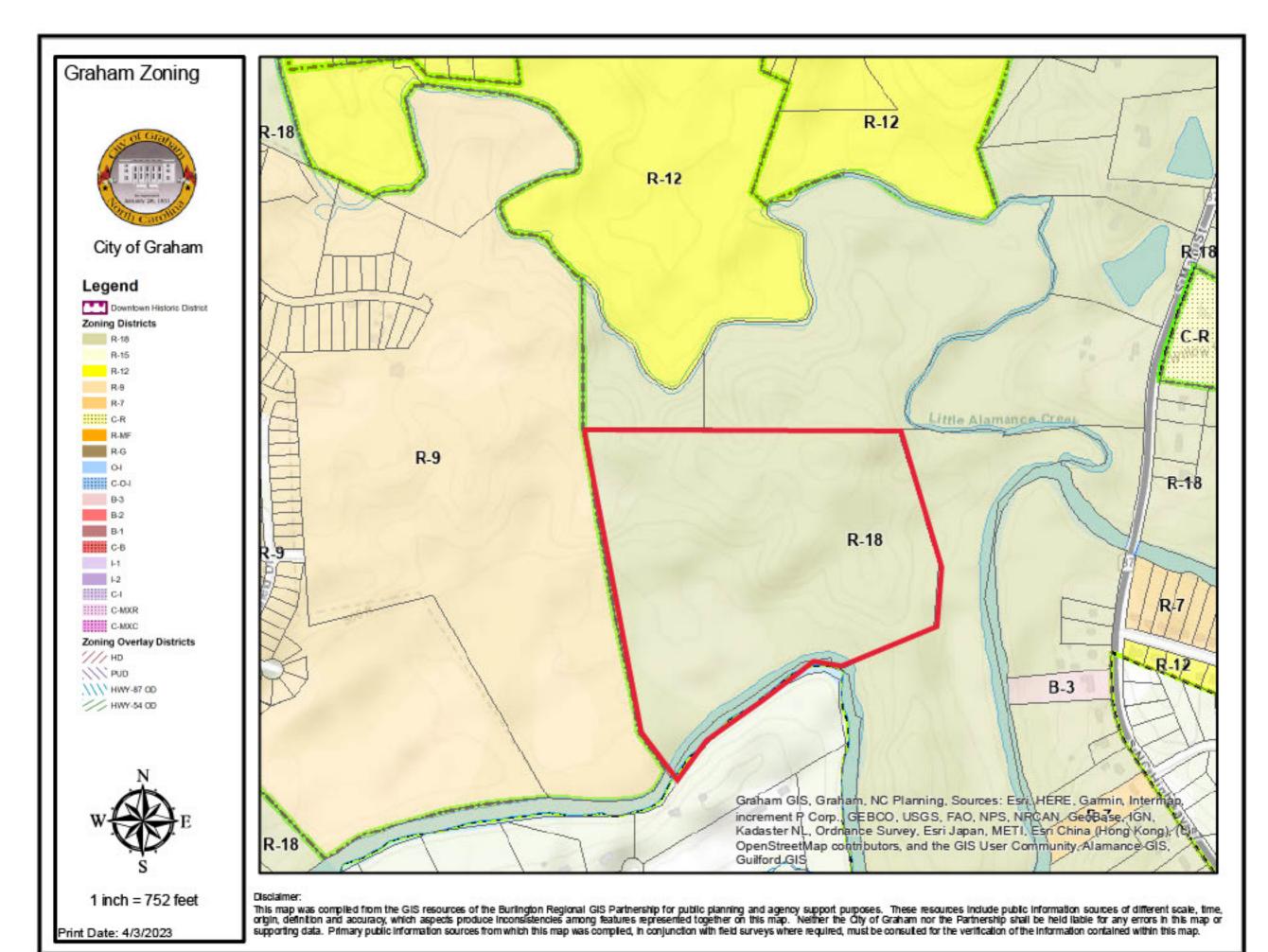
New residential property generally creates positive tax revenue for the City, and because the public services are being connected at this site, the cost to the City is minimal.

#### STAFF RECOMMENDATION:

Approval.

#### SUGGESTED MOTION(S):

1. I move we approve the Annexation Ordinance to Extend the Corporate limits of the City of Graham, North Carolina, for 53.90 (+/-) acres off of Mayfield Drive.



#### SURVEYOR'S CERTIFICATION:

I <u>Joshua A. Montazeri</u>, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in book <u>see</u>, page <u>map</u>: that the boundaries not surveyed are indicated as drawn from information in book <u>see</u>, page <u>map</u>; that the ratio of precision or positional accuracy as calculated is 1:10.000+; and that the plat was prepared in accordance with G.S. 47-30 as amended.

REGARDING ORIENTATION AND CONTROL POINT COORDINATES:
I, JOSHUA A. MONTAZERI, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY
SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE
FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- (1) CLASS OF SURVEY: CLASS 1
- (2) POSITIONAL ACCURACY: 1: 50,000+
- (3) TYPE OF GPS FIELD PROCEDURE: VRS-RTK
- (4) DATES OF SURVEY: SEPTEMBER 18, 2020
- (5) DATUM/EPOCH: NAD83/2011
- (6) PUBLISHED/FIXED-CONTROL USE: CORS
- (7) GEOID MODÉL: NCGEOID 12B GRS80
  (8) COMBINED GRID FACTOR(S): 0.99995931
- (9) UNITS: US SURVEY FEET

I <u>JOSHUA A. MONTAZERI</u>, CERTIFY THAT THIS IS A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND, OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 24th. DAY OF SEPTEMBER, 2020.





#### CITY OF GRAHAM ANNEXATION APPROVAL

ANNEXATION APPROVED BY THE GRAHAM CITY COUNCIL ON THE
\_\_\_\_\_ DAY OF \_\_\_\_\_\_, 2020. WITH AN EFFECTIVE DATE
OF \_\_\_\_\_\_, PROVIDED THAT THE PLAT BE RECORDED
WITHIN SIXTY DAYS OF FINAL APPROVAL.

BY MAYOR DATE

ATTEST CITY CLERK DATE

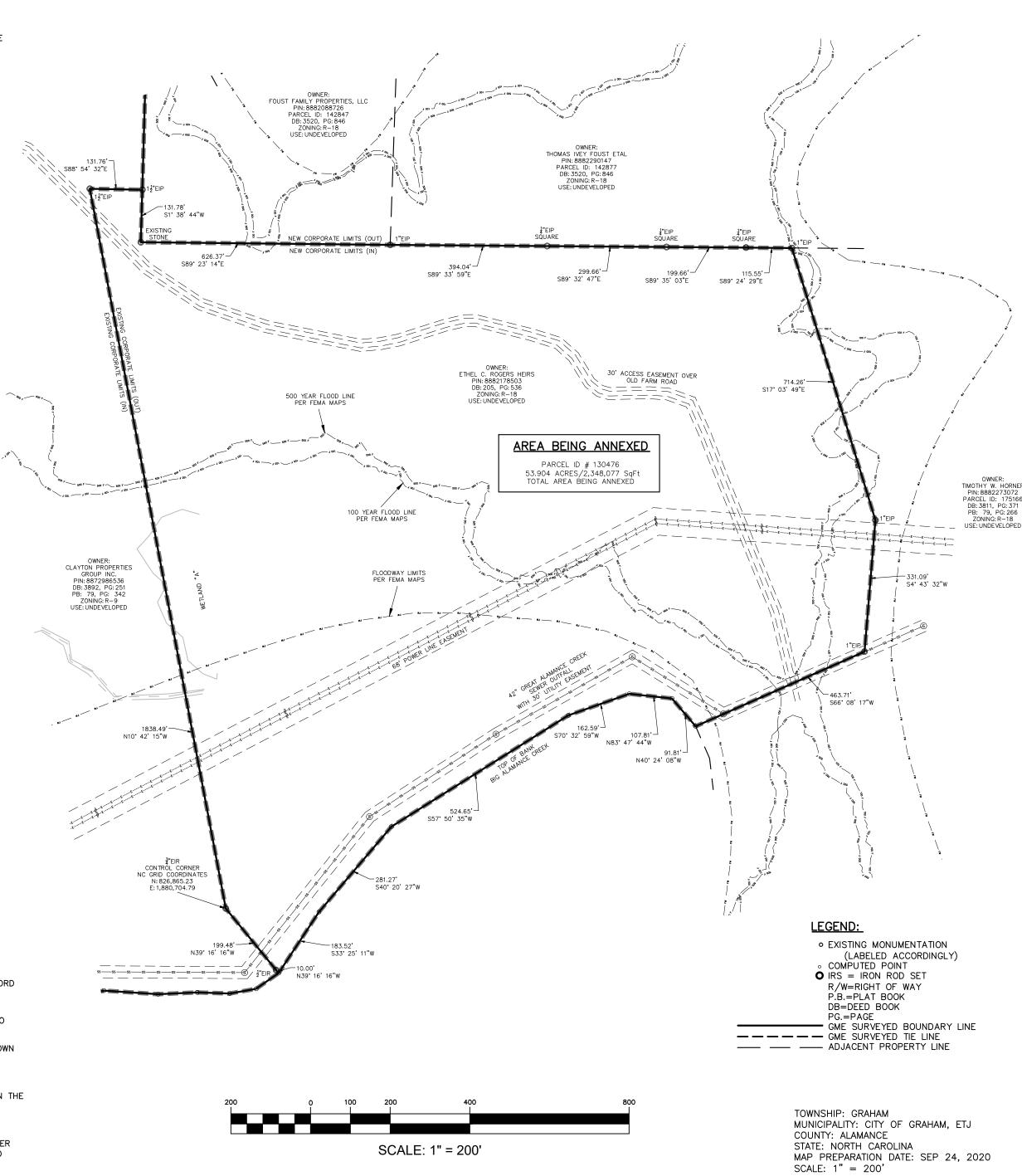
## REVIEW OFFICER'S CERTIFICATE ALAMANCE COUNTY, NORTH CAROLINA

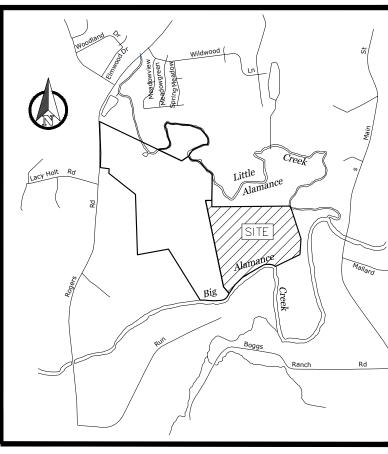
I, \_\_\_\_\_, REVIEW OFFICER OF ALAMANCE
COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS
CERTIFICATION IS AFFIXED MEETS ALL STATUTORY
REQUIREMENTS FOR RECORDING.

SIGNED: \_\_\_\_\_\_

#### **SURVEY NOTES:**

- 1. THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY OF RECORD PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT APPARENT AT THE TIME OF OUR FIELD
- 2. THE SURVEYOR HAS NOT PERFORMED A TITLE SEARCH, THEREFORE, THIS MAP IS SUBJECT TO ANY AND ALL FACTS THAT AN ACCURATE TITLE SEARCH MAY DISCLOSE.
- 3. NO SUBSURFACE INVESTIGATION HAS BEEN DONE AT THIS TIME. UNDERGROUND UTILITIES SHOWN WERE TAKEN FROM ACTUAL FIELD LOCATIONS AND/OR MAPS BY OTHERS.
- 4. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE INDICATED.
- 5. BEARINGS AROUND SUBJECT PROPERTY ARE ORIENTED TO THE BEARING BASE REFERENCE IN THE NORTH ARROW. ALL GRID BEARINGS ARE SO NOTED.
- 6. IRON PINS (#4 REBAR) SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
- 7. A PORTION OF THE SUBJECT PROPERTY DOES LIE WITHIN A SPECIAL FLOOD HAZARD AREA PER FEMA MAP # 3710887200K, 3710888300K, 3710887300K, 3710888200K, 3710888300K, DATED 11/17/2017.





VICINITY MAP SCALE: 1" = 2000'



NC GRID NAD 83, NSRS 2011

#### PROPERTY DATA:

- 1) DEED REFERENCE: DB 205, PG 536, PB 79, PG 266
- 2) PARCEL ID # 142862 2) PARCEL PIN # 8882178503
- 3) PROPERTY AREA: 53.904± ACRES
  4) EXIST. NO. OF LOTS: 1 LOT
- 5) CURRENT ZONING: R-18 (GRAHAM ETJ)
  6) CURRENT LAND USE: UNDEVELOPED
  7) OWNER: ETHEL C. ROGERS HEIRS

8) NO WETLANDS PERMITTING HAS BEEN UNDERTAKEN AT THIS TIME.

1526 ROGERS ROAD GRAHAM, NC 27253

#### FINAL PLAT

CORPORATE LIMITS EXTENSION
CITY OF GRAHAM
TAX PARCEL ID # 142862



7A WENDY CT
GREENSBORO, NC 27409
Tel: 336.294.9394
CORPORATE CERTIFICATE #P-0826
www.greenmountainengineers.com

GME PROJECT # 20-039, ANNEXATION PLAT

#### ANNEXATION ORDINANCE

## TO EXTEND THE CORPORATE LIMITS OF THE CITY OF GRAHAM, NORTH CAROLINA FOR A 53.90-ACRE TRACT OF LAND OFF MAYFIELD DRIVE (AN2301)

WHEREAS, the Graham City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

**WHEREAS**, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at City Hall, 201 South Main Street, Graham at 6:00 P.M. on June 13, 2023, after due notice by publication on April 27, 2023; and

WHEREAS, the Graham City Council finds that the petition meets the requirements of G.S. 160A-31.

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

**Section 1.** By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Graham as of June 13, 2023:

**Legal Description GPIN#: 8882178503** 

#### **Legal Description:**

BEGINNING AT AN IRON PIPE FOUND LOCATED AT THE MOST SOUTH EASTERLY CORNER OF THE PARCEL DESCRIBED HEREON, BEING THE TRUE POINT OF BEGINNING, AND HAVING THE FOLLOWING NORTH CAROLINA STATE PLANE COORDINATES: NC NAD 83 N:82751.037 E:1882308.671 THENCE FOLLOWING TWENTY (20) COURSES: 1. SOUTH 66 DEGREES 09 MINUTES 09 SECONDS WEST FOR 433.73 FEET TO AN IRON PIPE FOUND;

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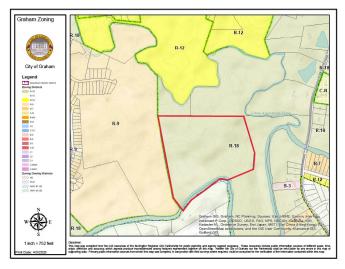
	Jennifer Talley, Mayor, City of Graham
ATTEST:	APPROVED AS TO FORM:
Renee M. Ward, City Clerk	Bryan Coleman, City Attorney



SUBJECT:	ANNEXATION OF 53.90 +/- ACRES OFF MAYFIELD DRIVE
PREPARED BY:	CAMERON WEST, PLANNER

#### **REQUESTED ACTION:**

Approve the Annexation Ordinance to Extend the Corporate Limits of the City of Graham, North Carolina for a tract of land totaling 53.90 - acres located off Mayfield Drive.



#### **BACKGROUND/SUMMARY:**

The attached petition is a request for the Council's approval for an extension of the corporate limits to include the subject properties. The area being considered for annexation is located off of Mayfield Drive and contains approximately 53.90 +- acres total. Water and sewer are located adjacent to this property within the Mayfield Drive right of way, and the applicants wish to tie onto the City's infrastructure.

#### FISCAL IMPACT:

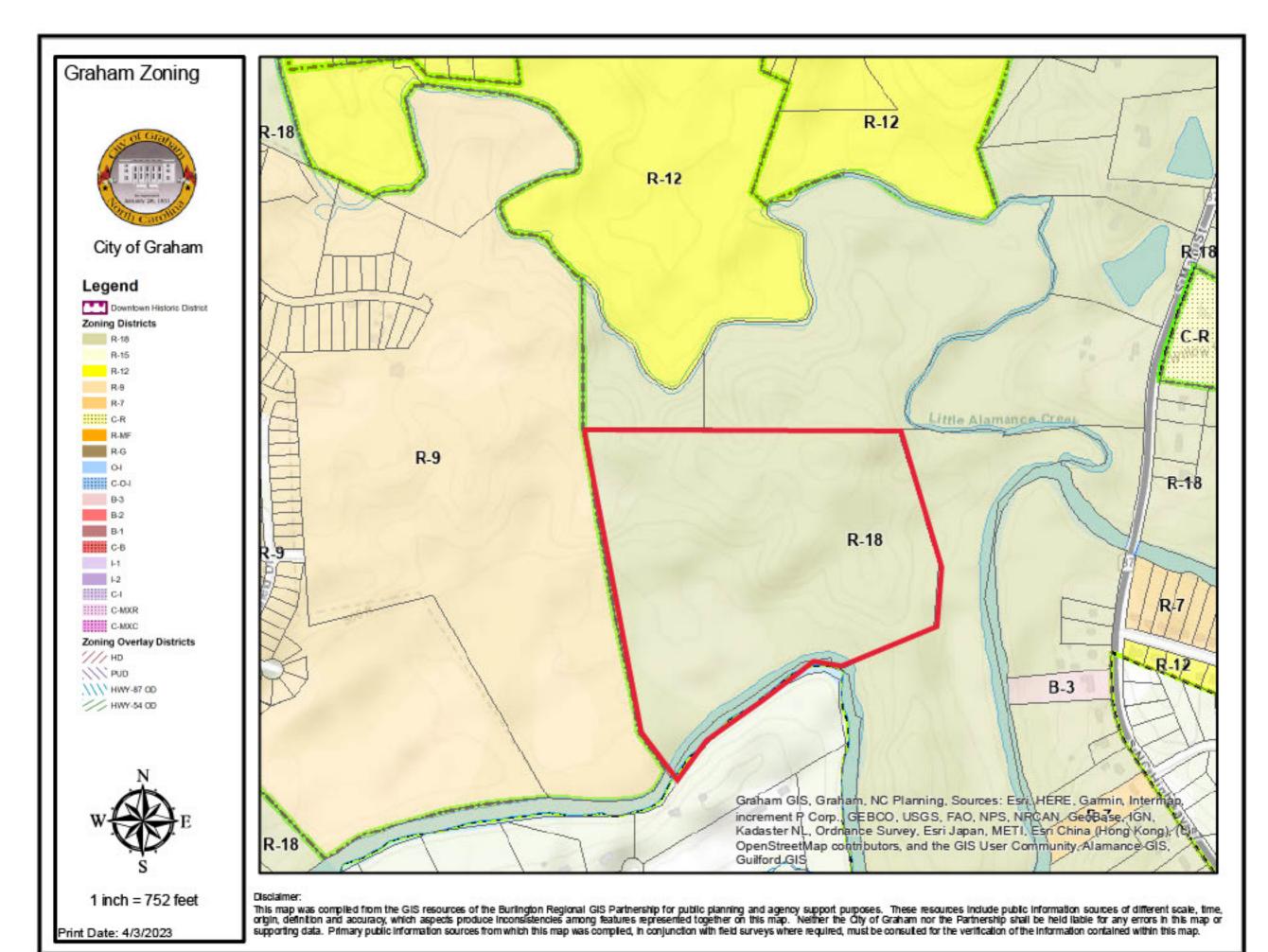
New residential property generally creates positive tax revenue for the City, and because the public services are being connected at this site, the cost to the City is minimal.

#### STAFF RECOMMENDATION:

Approval.

#### SUGGESTED MOTION(S):

1. I move we approve the Annexation Ordinance to Extend the Corporate limits of the City of Graham, North Carolina, for 53.90 (+/-) acres off of Mayfield Drive.



#### SURVEYOR'S CERTIFICATION:

I <u>Joshua A. Montazeri</u>, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in book <u>see</u>, page <u>map</u>: that the boundaries not surveyed are indicated as drawn from information in book <u>see</u>, page <u>map</u>; that the ratio of precision or positional accuracy as calculated is 1:10.000+; and that the plat was prepared in accordance with G.S. 47-30 as amended.

REGARDING ORIENTATION AND CONTROL POINT COORDINATES:
I, JOSHUA A. MONTAZERI, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY
SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE
FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- (1) CLASS OF SURVEY: CLASS 1
- (2) POSITIONAL ACCURACY: 1: 50,000+
- (3) TYPE OF GPS FIELD PROCEDURE: VRS-RTK
- (4) DATES OF SURVEY: SEPTEMBER 18, 2020
- (5) DATUM/EPOCH: NAD83/2011
- (6) PUBLISHED/FIXED-CONTROL USE: CORS
- (7) GEOID MODEL: NCGEOID 12B GRS80
  (8) COMBINED GRID FACTOR(S): 0.99995931
- (9) UNITS: US SURVEY FEET

I <u>JOSHUA A. MONTAZERI</u>, CERTIFY THAT THIS IS A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND, OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 24th. DAY OF SEPTEMBER, 2020.





#### CITY OF GRAHAM ANNEXATION APPROVAL

ANNEXATION APPROVED BY THE GRAHAM CITY COUNCIL ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020. WITH AN EFFECTIVE DATE OF \_\_\_\_\_, PROVIDED THAT THE PLAT BE RECORDED WITHIN SIXTY DAYS OF FINAL APPROVAL.

BY MAYOR DATE

ATTEST CITY CLERK DATE

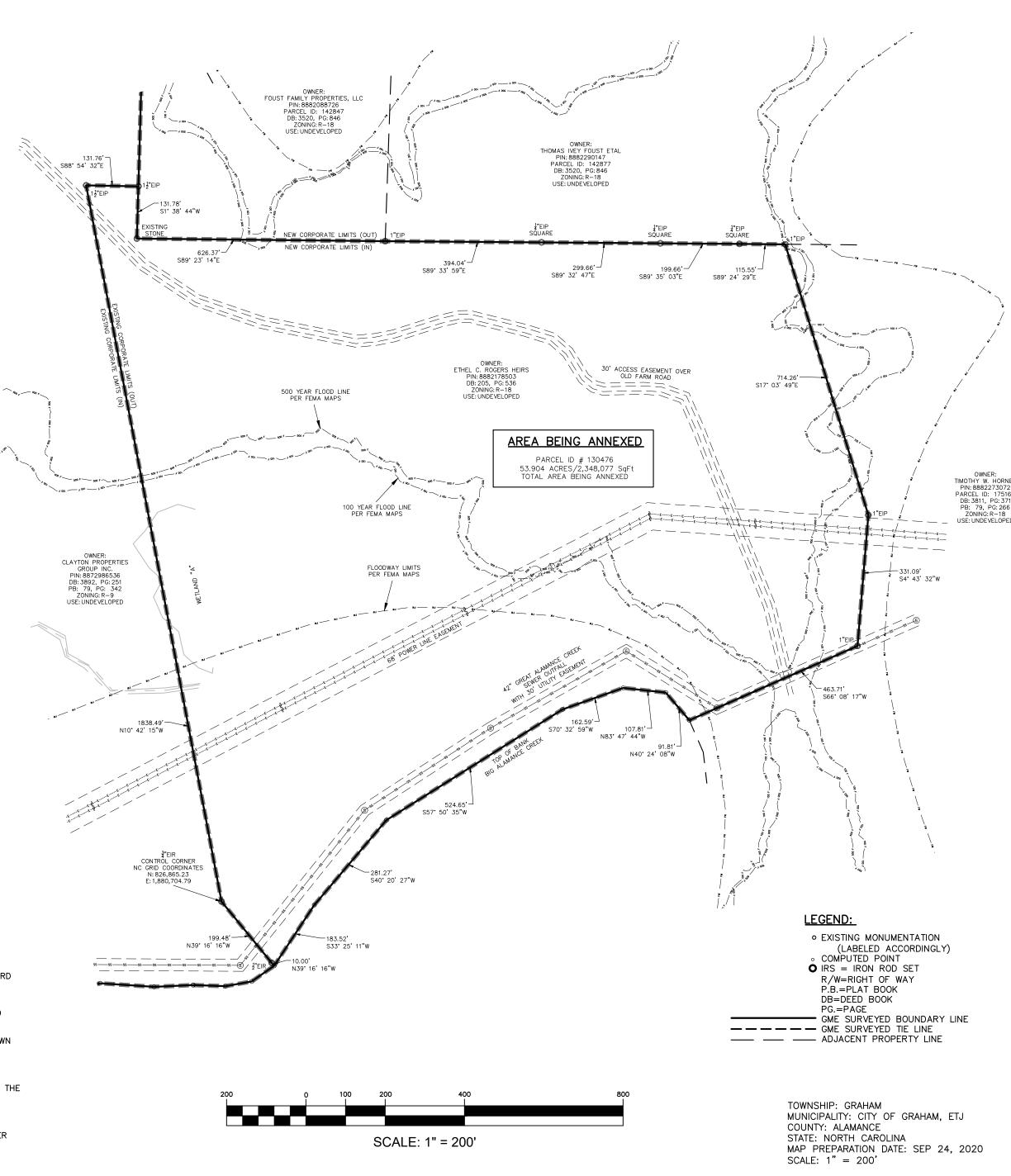
## REVIEW OFFICER'S CERTIFICATE ALAMANCE COUNTY, NORTH CAROLINA

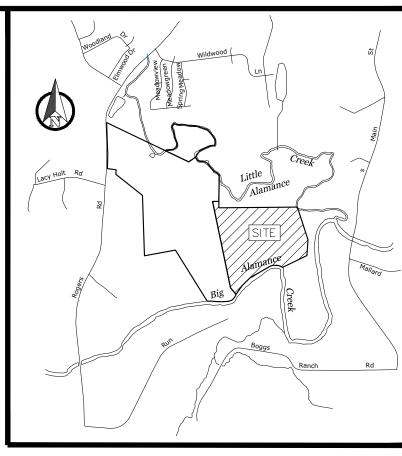
I, \_\_\_\_\_\_, REVIEW OFFICER OF ALAMANCE
COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS
CERTIFICATION IS AFFIXED MEETS ALL STATUTORY
REQUIREMENTS FOR RECORDING.

SIGNED: \_\_\_\_\_\_

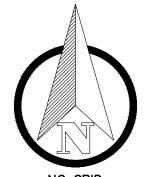
#### **SURVEY NOTES:**

- 1. THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY OF RECORD PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT APPARENT AT THE TIME OF OUR FIELD
- 2. THE SURVEYOR HAS NOT PERFORMED A TITLE SEARCH, THEREFORE, THIS MAP IS SUBJECT TO ANY AND ALL FACTS THAT AN ACCURATE TITLE SEARCH MAY DISCLOSE.
- 3. NO SUBSURFACE INVESTIGATION HAS BEEN DONE AT THIS TIME. UNDERGROUND UTILITIES SHOWN WERE TAKEN FROM ACTUAL FIELD LOCATIONS AND/OR MAPS BY OTHERS.
- 4. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE INDICATED.
- 5. BEARINGS AROUND SUBJECT PROPERTY ARE ORIENTED TO THE BEARING BASE REFERENCE IN THE NORTH ARROW. ALL GRID BEARINGS ARE SO NOTED.
- 6. IRON PINS (#4 REBAR) SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
- 7. A PORTION OF THE SUBJECT PROPERTY DOES LIE WITHIN A SPECIAL FLOOD HAZARD AREA PER FEMA MAP # 3710887200K, 3710888300K, 3710887300K, 3710888200K, 3710888300K, DATED 11/17/2017.





VICINITY MAP SCALE: 1" = 2000'



NC GRID NAD 83, NSRS 2011

#### PROPERTY DATA:

- 1) DEED REFERENCE: DB 205, PG 536, PB 79, PG 266
- 2) PARCEL ID # 142862 2) PARCEL PIN # 8882178503
- 3) PROPERTY AREA: 53.904± ACRES
- 4) EXIST. NO. OF LOTS: 1 LOT
  5) CURRENT ZONING: R-18 (GRAHAM ETJ)
  6) CURRENT LAND USE: UNDEVELOPED
- 7) OWNER: ETHEL C. ROGERS HEIRS 1526 ROGERS ROAD
- GRAHAM, NC 27253

  8) NO WETLANDS PERMITTING HAS BEEN UNDERTAKEN AT THIS TIME.

### FINAL PLAT

CORPORATE LIMITS EXTENSION
CITY OF GRAHAM
TAX PARCEL ID # 142862



7A WENDY CT
GREENSBORO, NC 27409
Tel: 336.294.9394
CORPORATE CERTIFICATE #P-0826
www.greenmountainengineers.com

GME PROJECT # 20-039, ANNEXATION PLAT

#### ANNEXATION ORDINANCE

## TO EXTEND THE CORPORATE LIMITS OF THE CITY OF GRAHAM, NORTH CAROLINA FOR A 53.90-ACRE TRACT OF LAND OFF MAYFIELD DRIVE (AN2301)

WHEREAS, the Graham City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

**WHEREAS**, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at City Hall, 201 South Main Street, Graham at 6:00 P.M. on June 13, 2023, after due notice by publication on April 27, 2023; and

WHEREAS, the Graham City Council finds that the petition meets the requirements of G.S. 160A-31.

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

**Section 1.** By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Graham as of June 13, 2023:

**Legal Description GPIN#: 8882178503** 

#### **Legal Description:**

BEGINNING AT AN IRON PIPE FOUND LOCATED AT THE MOST SOUTH EASTERLY CORNER OF THE PARCEL DESCRIBED HEREON, BEING THE TRUE POINT OF BEGINNING, AND HAVING THE FOLLOWING NORTH CAROLINA STATE PLANE COORDINATES: NC NAD 83 N:82751.037 E:1882308.671 THENCE FOLLOWING TWENTY (20) COURSES: 1. SOUTH 66 DEGREES 09 MINUTES 09 SECONDS WEST FOR 433.73 FEET TO AN IRON PIPE FOUND;

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	Jennifer Talley, Mayor, City of Graham
ATTEST:	APPROVED AS TO FORM:
Renee M. Ward, City Clerk	Bryan Coleman, City Attorney



#### E Interstate Service Road (SUP2301)

Type of Request: Special Use Permit

**Meeting Dates** 

Planning Board on May 16, 2023 City Council on June 13, 2022

#### **Contact Information**

Cone Commercial Real Estate 2964 Hardman Court NE, Atlanta, GA 30305 (404) 394-4522, ctyler@conecommercial.com

#### **Summary**

This is a request for a Special Use Permit for Trucking or Freight Terminal, Storage, Repair, Wash, or Stop for the property located at 0 E Interstate Service Rd. The site is currently vacant. The site is approximately 5.547 acres. The plan would permit up to 122 Trailer Parking Spots. The layout would be accessed off of E Interstate Service Rd. A landscaping buffer has been proposed along the extent of the property. A "type D" buffer is required abutting neighboring properties and "street yard" buffers are required along pieces abutting the street.



#### **Location**

0 E Interstate Service Road GPIN: 8884402904

#### **Current Zoning**

Industrial (Light Industrial) (I-1)

#### **Proposed Zoning**

Industrial (Light Industrial)

(I-1)

Overlay District N/A

#### **Surrounding Zoning**

I-2 (Heavy Industrial)

#### **Surrounding Land Uses**

Office and Manufacturing

#### Size

5.547 acres

#### Public Water & Sewer

N/A

#### **Floodplain**

No

#### **Staff Recommendation**

Approval

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

#### **Applicable Policies;**

- 2.2.1: Focused Development In order to maintain Graham's affordability and promote infill development and focused, walkable, and mixed use built environments.
- 2.3.2: Innovative spaces, spaces of innovation Graham promotes the development of flex space, live-work units, and adaptive structures for office, retail, and light industry.

#### **Applicable Strategies;**

 2.4.3: Freight Corridors Encourage freight-oriented industrial development to locate where it can maximize access to major freight routes, including I-40/85 and state highways.

#### **DRAFT Findings of Fact and Conclusions**

In granting a special use permit, the City Council shall find that all of the six conditions listed below have been met, or it shall be denied. Staff has prepared the following DRAFT findings of fact for each of the six conditions. These findings <a href="mailto:should">should</a> be modified by the Council as it considers its decision.

- 1. All applicable regulations of the zoning district in which the use is proposed are complied with.
  - The property is zoned I-1, a Trucking or Freight Terminal, Storage, Repair, Wash, or Stop is permitted only with a special use permit, or a rezoning to C-I.
- 2. Conditions specific to each use, identified by the Development Ordinance, are complied with.
  - A preliminary site plan showing the location, dimensions, and sites within the development has been supplied.
  - o There is a proposed shares ingress/egress with the adjoining property.
  - A traffic impact analysis/study has been provided to city and NCDOT staff. Neither department has any concerns.
- 3. The use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted.
  - Permitting a truck storage facility on this site will not materially endanger the public health or safety.

### Planning Type Districts

#### **Development Type**

Mixed Use Commercial
These areas provide a mix or
retail, commercial, office,
multifamily residential and
institutional uses. Buildings are
multiple stories, with architectural
details, surface textures, and
should be built at a human scale.

#### **Appropriate Form**

2 – 5 story buildings

#### **Desired Pattern**

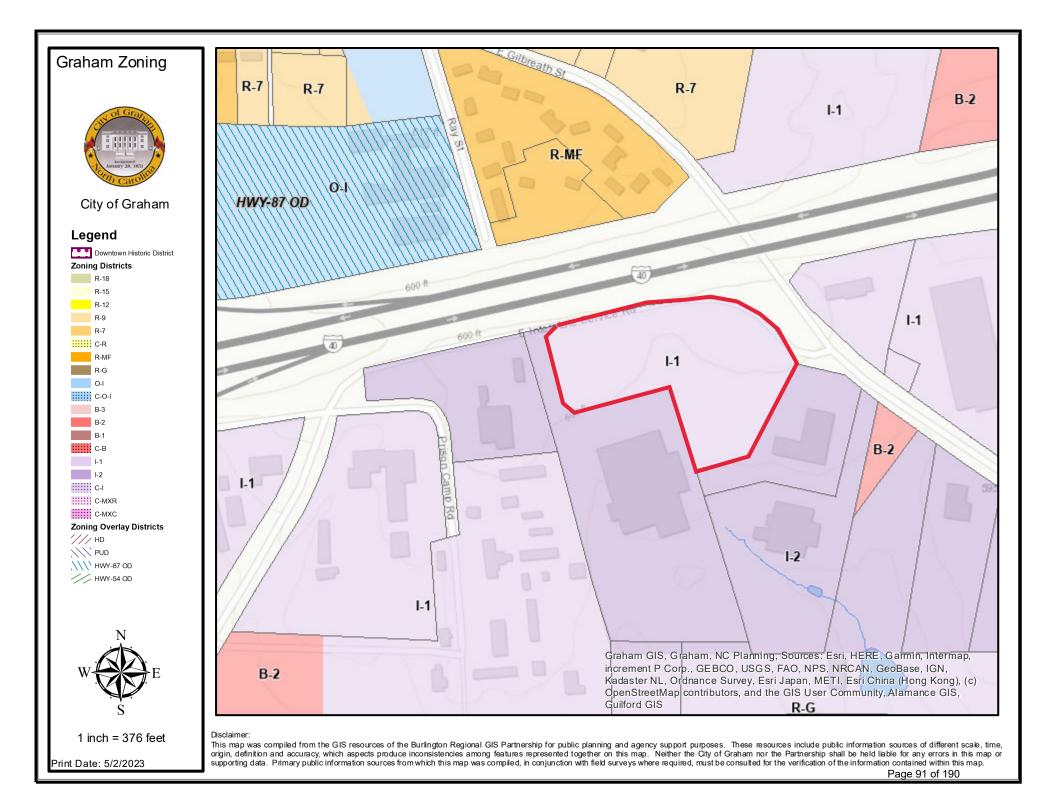
This land use area currently includes strip and other lowdensity commercial developments. These should be redeveloped over time into pedestrian oriented nodal centers of activity. New buildings should be located no further than 15 feet from the front lot line. Automobile parking should be located on the street or behind buildings. Bicycle racks should be located in front of all new buildings and street development should include 8-15-foot-wide sidewalks with street trees planted at 30-foot intervals.

- 4. The use will not substantially injure the value of adjoining property or that the use is a public necessity.
  - Permitting a truck storage facility on this site will not substantially injure the value of adjoining property.
- 5. The location and character of the use if developed according to the plan as submitted will be in harmony with the area in which it is to be located and in general conformity with the plan of development for the Graham planning area.
  - The plan is located in an industrial section of Graham, and is in general conformity with The Graham 2035 Comprehensive Plan.
- 6. Satisfactory provision has been made for the following, when applicable: vehicle circulation, parking and loading, service entrances and areas, screening, utilities, signs and lighting, and open space.
  - The sketch plan submitted indicates general compliance with these requirements. The Graham TRC will require conformance with the City of Graham Ordinances prior to the issuance of a Certificate of Occupancy.

#### **Staff Recommendation**

Based on *The Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff **recommends approval** of the Special Use Permit. The following supports this recommendation:

- The development furthers goals of *The Graham 2035 Comprehensive Plan* and is in conformance with the Mixed Use Commercial development type.
- The development meets all six conditions required by Section 10.144 of the *Development Ordinance*.



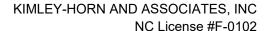


## Application for SPECIAL USE PERMIT

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

Uses shown as "S" in the City of Graham Development Ordinance, Section 10.135 Table of Permitted Uses, require a Special Use Permit before the use will be permitted in the zoning district. Applicants are strongly encouraged to consult with the City Planner to understand the requirements for the proposed special use and the information that will be needed as part of this application.

Site	Proposed Special Use
Street Address: E. TISTERSTATE SERVICE 20.  Tax Map#: 146763	Proposed Special Use  Proposed Use (from Sec. 10.135 Table of Permitted Uses):  PREVING LOT Trucking or Freight Terminal, Storage, Repair, wash or stop  Check if this use is also listed in Section 10.149 Special uses listed  This application must include sufficient information to demonstrate that all requirements of the proposed special use will be met. Check which of the following are submitted with this application:  Preliminary Site Plan  Descriptive information  PRECIAL USE PERMIT TO PARK TRACTOR TRAILERS IN AN I-I ZONE  Trucking or Freight Terminal, Storage, Repair, wash or stop
Mailing Address: 2904 Hacoman CT.  City, State, Zip: 4TLANTA GA. 30305  Phone # 404 - 394 - 4522  Email: Ctyler@ Conecommercial · Com  I certify that all information furnished is true to the best of my knowledge. I have provided all information needed to demonstrate that all requirements of the proposed special use will be met.  A 4/24/23  Signature of Applicant  Date  (if other than applicant)	Additional sheets of Descriptive Information  Because applications for a Special Use Permit go through the public hearing process, applicants are encouraged to contact neighboring property owners prior to the public hearing.  Other Requirements  NCDOT Driveway Permit, if a new or relocated driveway is
Office Use Only. DEVID#	proposed an a NCDOT road, or for existing driveways if the use of the property is changing





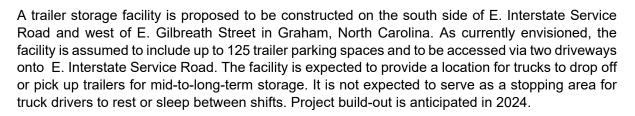
#### **MEMORANDUM**

To: Josh Johnson, P.E., City of Graham Cameron West, City of Graham

From: Earl Lewellyn, P.E., Kimley-Horn and Associates, Inc.

Date: March 28, 2023

Subject: Graham Truck Parking Facility – Traffic Impact Memo



#### Study Area

This analysis includes capacity analyses of the following intersection:

E. Interstate Service Road – Site Driveway

#### **Existing and Background Volume Development**

To obtain existing traffic volumes, turning movement counts were collected at the study intersection during the AM peak hour (7:00-9:00 AM) and PM peak hour (4:00-6:00 PM) in February 2023. Turning movement count data is attached to this memo. To obtain projected (2024) background traffic volumes, the existing traffic volumes were grown at a 2% annual rate to the 2024 build-out year to account for ambient growth.

#### Site Traffic Generation

Since the ITE Trip Generation Manual does not include a land use matching the proposed facility's description, daily traffic counts were performed at two similar facilities in North Carolina to assess the anticipated trip generation characteristics of the proposed project. The traffic count data from these facilities is attached to this memo. Using this data, a trip generation rate per trailer parking space was calculated for the daily, AM peak hour, and PM peak hour traffic conditions as shown in Table 1.





Table 1 Trip Generation Rates (trips per parking space) – based on Local Data												
Condition	Condition Rate (trips/space) Percent In Percent Out											
Daily	1.09	50%	50%									
AM Peak Hour	0.11	55%	45%									
PM Peak Hour	0.13	23%	77%									

These rates were applied to the proposed facility to determine its trip generation potential, which is shown in Table 2 below.

Table 2											
Traffic Generation (vehicles) – based on Local Data											
Londilloo	lutanaitu.	Da	aily	AM Pe	ak Hour	PM Peak Hour					
Land Use	Intensity	In	Out	In	Out	In	Out				
Trailer Parking Facility	125 spaces	68	68	8	6	4	12				

#### Site Traffic Distribution

The proposed generated trips were assigned to the roadway network based on a review of surrounding land uses and existing traffic patterns:

- 55% to/from the east on E. Interstate Service Road
- 45% to/from the west on E. Interstate Service Road

#### **Build-out Traffic Volumes**

To obtain the projected (2024) build-out traffic volumes, the projected site traffic was added to the projected (2024) background traffic. Traffic volume development calculations are shown on the intersection data sheet attached to this memo.

#### **Capacity Analysis**

Synchro intersection level-of-service (LOS) reports are attached. The levels-of-service at the study intersection are summarized in <u>Table 3</u> below.

Table 3 Level-of-Service Summary										
Condition	AM Peak Hour LOS (Delay)	PM Peak Hour LOS (Delay)								
E Interstate Service Road – Site I	Driveway (Unsignali	ized)								
Existing (2023) Traffic	NB – A (8.9)	NB – A (8.9)								
Build-out (2024) Traffic	NB – B (10.0)	NB – B (10.2)								

As shown in Table 3, the study intersection is expected to operate at acceptable LOS under projected build-out traffic demands. SimTraffic simulations indicate that no queuing issues are



expected at the study intersection. To the degree practical given current ROW and geometric constraints, proposed site driveways and the E. Interstate Service Road – E. Gilbreath Street intersection should be designed/modified to accommodate anticipated design vehicle turning movements. No additional roadway improvements are recommended as part of the proposed development.

Should you have any questions or comments, please do not hesitate to contact me at (919) 653-5874 or earl.lewellyn@kimley-horn.com.

Attachments: Turning Movement Count Data, Trip Generation Calculations, Intersection Data Sheet, Synchro Output

Summary of Turning Movement Counts - from Traffic Count on iOS Study: Graham Truck Parking AM Count

Time: AM Peak Hour

Date: Tuesday February 28, 2023
Observer: Alex Gerondelis

Location: Graham, NC Weather: Sunny

Cars				,						E. Inter	state Servi			state Servi			
		Northboun			Southboun			Eastbound			Westbound						
Start Time	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right		Hourly Total			
7:00 AM	0	0	0	0	0	0	0	5	0	0	8	0	13				
7:15 AM	0	0	0	0	0	0	0	6	0	0	7	0	13				
7:30 AM	0	0	0	0	0	0	0	10	0	0	10	0	20				
7:45 AM	0	0	0	0	0	0	0	12	0	0	19	0	31	77			
8:00 AM	0	0	0	0	0	0	0	14	0	0	14	0	28	92			
8:15 AM	0	0	0	0	0	0	0	8	0	0	11	0	19	98			
8:30 AM	0	0	0	0	0	0	0	7	0	0	9	0	16	94			
8:45 AM	0	0	0	0	0	0	0	8	0	0	6	0	14	77			
9:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0				
Total	0	0	0	0	0	0	0	70	0	0	84	0	154				
Bicycles		Driveway Northboun			Southboun	d	E. Inter	state Servi Eastbound			state Servio						
Start Time	Left	Thru	u Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Total All	Hourly Total			
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	O Nigiti	0	nouny rotal			
7:00 AIVI 7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0				
7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0				
7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
8:45 AM	0	0	0	0	0	0	0	0	0	0	1	0	1	1			
9:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	'			
Total	0	0	0	0	0	0	0	0	0	0	1	0	1				
Light Trucks Start Time	Left	Driveway Northboun Thru	d	Left	Southboun Thru		E. Inter Left	state Servi Eastbound Thru	t		state Servio Westbound Thru	t	Total All	Hourly Total			
7:00 AM	0	0	Right 0	0	0	Right 0	0	0	Right 0	0	0	Right 0	0	Hourly Total			
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0				
7:30 AM	0	0	0	0	0	0	0	1	0	0	0	0	1				
7:45 AM	0	0	0	0	0	0	0	1	0	0	1	0	2	3			
8:00 AM	0	0	0	0	0	0	0	1	0	0	0	0	1	4			
8:15 AM	0	0	0	0	0	0	0	0	0	0	1	0	1	5			
8:30 AM	0	0	0	0	0	0	0	0	0	0	1	0	1	5			
8:45 AM	0	0	0	0	0	0	0	0	0	0	3	0	3	6			
9:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0				
Total	0	0	0	0	0	0	0	3	0	0	6	0	9				
Heavy Trucks		Driveway Northboun							state Servio Westbound								
Start Time	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Total All	Hourly Total			
7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0				
7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0				
	0	0	0	0	0	0	0	0	0	0	0	0	0				
7:30 AM	0	0	0	0	0	0	0	0	0	0	2	0	2	2			
7:45 AM			0	0	0	0	0	0	0	0	0	0	0	2			
7:45 AM 8:00 AM	0	0															
7:45 AM 8:00 AM 8:15 AM	0 0	0	0	0	0	0	0	0	0	0	0	0	0	2			
7:45 AM 8:00 AM 8:15 AM 8:30 AM	0 0 0	<b>0</b> 0	0 0	0	0	0	0	0	0	0	1	0	1	3			
7:45 AM 8:00 AM 8:15 AM 8:30 AM 8:45 AM	0 0 0 0	0 0 0	0 0 0	0 0	0 0	0	0 0	0 0	0 0	0	1 1	0 0	1 1				
7:45 AM 8:00 AM 8:15 AM 8:30 AM	0 0 0	<b>0</b> 0	0 0	0	0	0	0	0	0	0	1	0	1	3			

Summary of Turning Movement Counts - from Traffic Count on iOS Study: Graham Truck Parking PM Count

Study: Time: PM Peak Hour

Date: Tuesday February 28, 2023

Observer: Alex Gerondelis Location: Graham, NC Weather: Sunny

weatner:	Sunny													
Coro		Drivoviou					E Into	retata Cand	co Dood	E Into	retata Carvi	o Dood		
Cars		Driveway Northbound	4		Southbound	4	E. IIItei	rstate Servi Eastbound			rstate Servio Westbound			
Start Time	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Total All	Hourly Total
4:00 PM	0	0	0	0	0	0	0	10	0	0	12	0	22	riourly rotal
4:15 PM	0	0	0	0	0	0	0	20	0	0	13	0	33	
4:30 PM	0	0	0	0	0	0	0	15	0	0	5	0	20	
4:45 PM	0	0	0	0	0	0	0	11	0	0	11	0	22	97
5:00 PM	0	0	0	0	0	0	0	19	0	0	11	0	30	105
5:15 PM	0	0	0	0	0	0	0	10	0	0	8	0	18	90
5:30 PM	0	0	0	0	0	0	0	9	0	0	13	0	22	92
5:45 PM	0	0	0	0	0	0	0	16	0	0	6	0	22	92
6:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	110	0	0	79	0	189	
Bicycles		Driveway					E. Inter	rstate Servi	ce Road	E. Inter	rstate Servi	e Road		
,		Northbound	d		Southbound	d		Eastbound	I		Westbound	l		
Start Time	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Total All	Hourly Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:15 PM 5:30 PM	0 0	0	0	0 0	0 0	0 0	0	0	0 0	0	0	0 0	0 0	0 0
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	Ü
Light Trucks	Loft	Driveway Northbound			Southbound			rstate Servi Eastbound	I		rstate Servio	i	Total All	Haurhy Tatal
Start Time 4:00 PM	Left 0	Thru 0	Right 0	Left 0	Thru 0	Right 0	Left 0	Thru 0	Right 0	Left 0	Thru 0	Right 0	0	Hourly Total
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
4:30 PM	0	0	0	0	0	0	0	0	0	0	1	0	1	
4:45 PM	0	0	0	0	0	0	0	2	0	0	1	0	3	4
5:00 PM	0	0	0	0	0	0	0	2	0	0	1	0	3	7
5:15 PM 5:30 PM	0 0	0	0	0 0	0 0	0 0	0	1 0	0	0	3 1	0 0	4 1	11 11
5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	8
6:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	5
Total	0	0	0	0	0	0	0	5	0	0	7	0	12	Ü
Heavy Trucks	i	Driveway Northbound	t		Southbound	d	E. Inter	rstate Servi Eastbound			rstate Servio Westbound			
Start Time	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Total All	Hourly Total
4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	
4:45 PM	0	0	0	0	0	0	0	1	0	0	2	0	3	3
5:00 PM	0	0	0	0	0	0	0	2	0	0	0	0	2	5
5:15 PM 5:30 PM	0 0	0	0	0 0	0 0	0	0	0	0 0	0	0	0 0	0	5 5
5:30 PM 5:45 PM	0	0 0	0 0	0	0	0 0	0	0	0	0	0	0	0 0	2
6:00 PM						J	U	U	J	J	U		U	
0.001101	Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ	0
Total	0 0	0 0	0	0 0	0 0	0 0	0	0 3	0 0	0	0 2	0 0	0 5	0

Graham Truck Parking													
Table 1 - Trip Generation (Local Data)													
Land Use	Intens	eitv	Daily			Al	M Peak Ho	ur	PM Peak Hour				
Land 056	intens	Sity .	Total	In	Out	Total	In	Out	Total	In	Out		
Trailer Park Facility	125	spaces	136	68	68	14	8	6	16	4	12		

K:\DUR\_LDEV\Graham Truck Parking\T4 - Analysis\[Graham Truck Parking - TIA Data Sheet.xls]Trip Gen

3/2/23

		50	035 Old Wa	ılkertown F	Road				
				f the Gener					
		Daily			M Peak Ho	ur	Р	M Peak Ho	ur
	Total	In	Out	Total	In	Out	Total	In	Out
			All V	ehicles					
Trips	229	117	112	24	13	11	27	6	21
Approx. Parking Spaces	210	210	210	210	210	210	210	210	210
Trip Rate per Parking Space	1.09	0.56	0.53	0.11	0.06	0.05	0.13	0.03	0.10
			Heavy	Vehicles					
Trips	57	27	30	10	2	8	6	3	3
Approx. Parking Spaces	210	210	210	210	210	210	210	210	210
Trip Rate per Parking Space	0.27	0.13	0.14	0.05	0.01	0.04	0.03	0.01	0.01
			Non-Hea	vy Vehicles	S				
Trips	172	90	82	14	11	3	21	3	18
Approx. Parking Spaces	210	210	210	210	210	210	210	210	210
Trip Rate per Parking Space	0.82	0.43	0.39	0.07	0.05	0.01	0.10	0.01	0.09

			4710 Ches	apeake Dri	ve				
		Pe	eak Hour o						
		Daily		А	M Peak Ho	ur	Р	M Peak Ho	ur
	Total	In	Out	Total	In	Out	Total	In	Out
			All V	ehicles					
Trips	54	27	27	5	3	2	1	0	1
Approx. Parking Spaces	145	145	145	145	145	145	145	145	145
Trip Rate per Parking Space	0.37	0.19	0.19	0.03	0.02	0.01	0.01	0.00	0.01
			•				•		
			Heavy	Vehicles					
Trips	29	15	14	5	3	2	0	0	0
Approx. Parking Spaces	145	145	145	145	145	145	145	145	145
Trip Rate per Parking Space	0.20	0.10	0.10	0.03	0.02	0.01	0.00	0.00	0.00
			•					•	
			Non-Hea	vy Vehicles	5				
Trips	25	12	13	0	0	0	1	0	1
Approx. Parking Spaces	145	145	145	145	145	145	145	145	145
Trip Rate per Parking Space	0.17	0.08	0.09	0.00	0.00	0.00	0.01	0.00	0.01

#### INTERSECTION ANALYSIS SHEET

		<u> </u>	AM In	AM Out	PM In	PM Out
Project:	Graham Truck Parking	Net New Trips:	8	6	4	12
Location:	Graham, NC	Pass-By Trips:	0	0	0	0
Ct. Date	February 28, 2023					-
N/S Street:	Site Driveway	Annual Growth Rate:	2.0%	Exis	ting Year:	2023
E/W Street:	E. Interstate Service Road	Growth Factor:	0.020	Build	lout Year:	2024
	·	A DE A EZ TEOLID		-		

#### AM PEAK HOUR AM PHF = 0.79

	E. In	terstate Service	Road	E. In	terstate Service	e Road		Site Driveway				
		Eastbound			Westbound			Northbound			Southbound	
Description	Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right
2023 Traffic Count	0	44	0	0	54	0	0	0	0	0	0	0
Count Balancing	0	0	0	0	0	0	0	0	0	0	0	0
2023 Existing Traffic	0	44	0	0	54	0	0	0	0	0	0	0
Growth Factor (0.02 per year)	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020
2024 Background Growth	0	1	0	0	1	0	0	0	0	0	0	0
_												
2024 Background Traffic	0	45	0	0	55	0	0	0	0	0	0	0
_												
Project Traffic												
Percent Assignment Inbound	0%	0%	55%	45%	0%	0%	0%	0%	0%	0%	0%	0%
Inbound Project Traffic	0	0	4	4	0	0	0	0	0	0	0	0
Percent Assignment Outbound	0%	0%	0%	0%	0%	0%	55%	0%	45%	0%	0%	0%
Outbound Project Traffic	0	0	0	0	0	0	3	0	3	0	0	0
Total Project Traffic	0	0	4	4	0	0	3	0	3	0	0	0
2024 Buildout Total	0	45	4	4	55	0	3	0	3	0	0	0
Approach Percent Impact (vs. Existing)	1	9.1%			7.4%			#DIV/0!			#DIV/0!	

Overall Percent Impact (vs. Buildout) 12.3%

#### PM PEAK HOUR PM PHF = 0.80

				11	$\mathbf{v}_{1}$ $\mathbf{r}_{1}$ $\mathbf{r}_{1}$ $\mathbf{r}_{2}$ $\mathbf{v}_{3}$	.00						
	E. Int	terstate Service	Road	E. Int	erstate Service	Road		Site Driveway				
		Eastbound			Westbound			Northbound			Southbound	
Description	Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right
2023 Traffic Count	0	65	0	0	40	0	0	0	0	0	0	0
Count Balancing	0	0	0	0	0	0	0	0	0	0	0	0
2023 Existing Traffic	0	65	0	0	40	0	0	0	0	0	0	0
Growth Factor (0.02 per year)	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020	0.020
2024 Background Growth	0	1	0	0	1	0	0	0	0	0	0	0
2024 Background Traffic	0	66	0	0	41	0	0	0	0	0	0	0
Project Traffic												
Percent Assignment Inbound	0%	0%	55%	45%	0%	0%	0%	0%	0%	0%	0%	0%
Inbound Project Traffic	0	0	2	2	0	0	0	0	0	0	0	0
Percent Assignment Outbound	0%	0%	0%	0%	0%	0%	55%	0%	45%	0%	0%	0%
Outbound Project Traffic	0	0	0	0	0	0	7	0	5	0	0	0
Total Project Traffic	0	0	2	2	0	0	7	0	5	0	0	0
2024 Buildout Total	0	66	2	2	41	0	7	0	5	0	0	0
Approach Percent Impact (vs. Existing)	1	3.1%		1	5.0%			#DIV/0!			#DIV/0!	

Overall Percent Impact (vs. Existing)

13.0%

3/2/23

	-	•	•	<b>←</b>	•	<b>/</b>
Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	f)			ર્ન	W	
Traffic Volume (vph)	44	4	4	54	4	4
Future Volume (vph)	44	4	4	54	4	4
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Satd. Flow (prot)	1764	0	0	1776	1694	0
Flt Permitted				0.997	0.976	
Satd. Flow (perm)	1764	0	0	1776	1694	0
Link Speed (mph)	35			35	25	
Link Distance (ft)	854			576	420	
Travel Time (s)	16.6			11.2	11.5	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Heavy Vehicles (%)	7%	2%	2%	7%	2%	2%
Shared Lane Traffic (%)						
Lane Group Flow (vph)	53	0	0	64	8	0
Enter Blocked Intersection	No	No	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	0			0	12	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	
Intersection Summary						
Area Type: C	Other					
Control Type: Unsignalized						
Intersection Capacity Utilizat	ion 16.1%			IC	CU Level	of Service
Analysis Period (min) 15						

 $\label{thm:comselection} $$ \end{area} Truck Parking\T4 - Analysis\Synchro\Existing.syn Kimley-Horn $$$ 

Intersection						
Int Delay, s/veh	0.9					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	<b>1</b>	LDIN	1100	<u>₩</u>	¥	HOIN
Traffic Vol, veh/h	44	4	4	54	4	4
Future Vol, veh/h	44	4	4	54	4	4
Conflicting Peds, #/hr	0	0	0	0	0	0
	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage,		-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	7	2	2	7	2	2
Mvmt Flow	49	4	4	60	4	4
Major/Minor Ma	olor1		Majora		Ninor1	
	ajor1		Major2		Minor1	
Conflicting Flow All	0	0	53	0	119	51
Stage 1	-	-	-	-	51	-
Stage 2	-	-	-	-	68	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	1553	-	877	1017
Stage 1	-	-	-	_	971	-
Stage 2	_	_	_	_	955	_
Platoon blocked, %	_	_		_	700	
Mov Cap-1 Maneuver		-	1553		874	1017
	-	-		-		
Mov Cap-2 Maneuver	-	-	-	-	874	-
Stage 1	-	-	-	-	971	-
Stage 2	-	-	-	-	952	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0.5		8.9	
HCM LOS	U		0.0		Α	
HOW LOS					A	
Minor Lane/Major Mvmt	N	VBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)		940	-	-	1553	_
HCM Lane V/C Ratio		0.009	-	_	0.003	-
HCM Control Delay (s)		8.9	_	_	7.3	0
HCM Lane LOS		Α	_	_	7.5 A	A
HCM 95th %tile Q(veh)		0		_	0	-
		U	-		U	_

	-	•	•	<b>←</b>	4	<b>/</b>
Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	f)			ર્ન	W	
Traffic Volume (vph)	65	4	4	40	4	4
Future Volume (vph)	65	4	4	40	4	4
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Satd. Flow (prot)	1707	0	0	1688	1694	0
Flt Permitted				0.996	0.976	
Satd. Flow (perm)	1707	0	0	1688	1694	0
Link Speed (mph)	35			35	25	
Link Distance (ft)	854			576	420	
Travel Time (s)	16.6			11.2	11.5	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Heavy Vehicles (%)	11%	2%	2%	13%	2%	2%
Shared Lane Traffic (%)						
Lane Group Flow (vph)	76	0	0	48	8	0
Enter Blocked Intersection	No	No	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	0			0	12	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	
Intersection Summary						
Area Type:	Other					
Control Type: Unsignalized						
Intersection Capacity Utiliza	tion 15.4%			IC	CU Level	of Service
Analysis Period (min) 15						

Intersection						
Int Delay, s/veh	0.8					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	<b>1</b>	LUK	WDL	<u>₩</u>	<b>Y</b>	אשא
Traffic Vol, veh/h	65	4	4	40	4	4
Future Vol, veh/h	65	4	4	40	4	4
Conflicting Peds, #/hr	03	0	0	0	0	0
	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None		None	Stop -	None
Storage Length	_	-	_	-	0	-
Veh in Median Storage,		_	_	0	0	
Grade, %	0	_	_	0	0	_
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	11	2	2	13	2	2
Mymt Flow	72	4	4	44	4	4
IVIVIIIL I IOVV	12	4	4	44	4	4
	ajor1	N	Major2	N	Minor1	
Conflicting Flow All	0	0	76	0	126	74
Stage 1	-	-	-	-	74	-
Stage 2	-	-	-	-	52	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	1523	-	869	988
Stage 1	-	-	-	-	949	-
Stage 2	-	-	-	-	970	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	1523	-	866	988
Mov Cap-2 Maneuver	-	-	_	-	866	-
Stage 1	-	_	-	-	949	_
Stage 2	_	-	_	_	967	_
Olago 2					701	
Approach	EB		WB		NB	
HCM Control Delay, s	0		0.7		8.9	
HCM LOS					Α	
Minor Lane/Major Mvmt	N	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)		923	-		1523	-
HCM Lane V/C Ratio		0.01	_		0.003	_
HCM Control Delay (s)		8.9	_	-		0
HCM Lane LOS		Α	-	-	7.4 A	A
HCM 95th %tile Q(veh)		0	-	-	0	- -
HOW 75HT 70HE Q(VEH)		U		_	U	_

	-	•	•	<b>←</b>	4	/	
Lane Group	EBT	EBR	WBL	WBT	NBL	NBR	
Lane Configurations	f)			ર્ન	M.		
Traffic Volume (vph)	45	4	4	55	4	4	
Future Volume (vph)	45	4	4	55	4	4	
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	
Satd. Flow (prot)	1652	0	0	1680	864	0	
Flt Permitted				0.997	0.976		
Satd. Flow (perm)	1652	0	0	1680	864	0	
Link Speed (mph)	35			35	25		
Link Distance (ft)	854			576	420		
Travel Time (s)	16.6			11.2	11.5		
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90	
Heavy Vehicles (%)	7%	100%	100%	7%	100%	100%	
Shared Lane Traffic (%)							
Lane Group Flow (vph)	54	0	0	65	8	0	
Enter Blocked Intersection	No	No	No	No	No	No	
Lane Alignment	Left	Right	Left	Left	Left	Right	
Median Width(ft)	0			0	12		
Link Offset(ft)	0			0	0		
Crosswalk Width(ft)	16			16	16		
Two way Left Turn Lane							
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	
Turning Speed (mph)		9	15		15	9	
Sign Control	Free			Free	Stop		
Intersection Summary							
Area Type:	Other						
Control Type: Unsignalized							
Intersection Capacity Utiliza	tion 16.2%	)		IC	CU Level	of Service	e.
Analysis Period (min) 15							

Intersection						
Int Delay, s/veh	1					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	1→	LDI	1100	<u>₩</u>	7	NDIC
Traffic Vol, veh/h	45	4	4	55	4	4
Future Vol, veh/h	45	4	4	55	4	4
Conflicting Peds, #/hr	0	0	0	0	0	0
•	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	_	-	-	-	0	-
Veh in Median Storage,	# 0	-	-	0	0	-
Grade, %	0		-	0	0	
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	7	100	100	7	100	100
Mvmt Flow	50	4	4	61	4	4
WWW. Tion	00	•	•	O I	•	•
		_		_		
	ajor1		Major2		Minor1	
Conflicting Flow All	0	0	54	0	121	52
Stage 1	-	-	-	-	52	-
Stage 2	-	-	-	-	69	-
Critical Hdwy	-	-	5.1	-	7.4	7.2
Critical Hdwy Stg 1	-	-	-	-	6.4	-
Critical Hdwy Stg 2	-	-	-	-	6.4	-
Follow-up Hdwy	-	-	3.1	-	4.4	4.2
Pot Cap-1 Maneuver	-	-	1101	-	686	796
Stage 1	-	-	-	-	770	-
Stage 2	-	-	-	-	755	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	1101	-	683	796
Mov Cap-2 Maneuver	-	-	-	-	683	-
Stage 1	-	-	-	-	770	-
Stage 2	-	-	-	-	752	-
Ü						
Annragah	EB		WB		NB	
Approach						
HCM Control Delay, s	0		0.6		10	
HCM LOS					В	
Minor Lane/Major Mvmt	1	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)		735	-	-	1101	-
HCM Lane V/C Ratio		0.012	-		0.004	-
HCM Control Delay (s)		10	-	-	8.3	0
HCM Lane LOS		В	-	-	Α	Α
HCM 95th %tile Q(veh)		0	-	-	0	-

	-	$\rightarrow$	•	<b>←</b>	4	~
Lane Group	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	f)			ર્ન	W	
Traffic Volume (vph)	66	4	4	41	7	5
Future Volume (vph)	66	4	4	41	7	5
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Satd. Flow (prot)	1632	0	0	1578	870	0
Flt Permitted				0.996	0.972	
Satd. Flow (perm)	1632	0	0	1578	870	0
Link Speed (mph)	35			35	25	
Link Distance (ft)	854			576	420	
Travel Time (s)	16.6			11.2	11.5	
Peak Hour Factor	0.90	0.90	0.90	0.90	0.90	0.90
Heavy Vehicles (%)	11%	100%	100%	13%	100%	100%
Shared Lane Traffic (%)						
Lane Group Flow (vph)	77	0	0	50	14	0
Enter Blocked Intersection	No	No	No	No	No	No
Lane Alignment	Left	Right	Left	Left	Left	Right
Median Width(ft)	0			0	12	
Link Offset(ft)	0			0	0	
Crosswalk Width(ft)	16			16	16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15		15	9
Sign Control	Free			Free	Stop	
Intersection Summary						
Area Type:	Other					
Control Type: Unsignalized						
Intersection Capacity Utiliza	tion 15.5%	)		IC	CU Level	of Service
Analysis Period (min) 15						

Intersection						
Int Delay, s/veh	1.2					
	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	Þ			ની	N/F	
Traffic Vol, veh/h	66	4	4	41	7	5
Future Vol, veh/h	66	4	4	41	7	5
Conflicting Peds, #/hr	0	0	0	0	0	0
	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage,	# 0	_	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	11	100	100	13	100	100
Mymt Flow	73	4	4	46	8	6
IVIVIII I IUW	73	7	7	40	U	U
Major/Minor Ma	ajor1	<u> </u>	Major2	<u> </u>	Minor1	
Conflicting Flow All	0	0	77	0	129	75
Stage 1	-	-	-	-	75	-
Stage 2	-	-	-	-	54	-
Critical Hdwy	-	-	5.1	-	7.4	7.2
Critical Hdwy Stg 1	_	_	-	_	6.4	- ,
Critical Hdwy Stg 2	_	_	_	_	6.4	_
Follow-up Hdwy	_		3.1	_	4.4	4.2
Pot Cap-1 Maneuver	_	-	1076	_	678	770
•		_	1070	-	749	770
Stage 1	-	-	-		749	-
Stage 2	-	-	-	-	768	-
Platoon blocked, %	-	-	4077	-	,	770
Mov Cap-1 Maneuver	-	-	1076	-	675	770
Mov Cap-2 Maneuver	-	-	-	-	675	-
Stage 1	-	-	-	-	749	-
Stage 2	-	-	-	-	765	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0.7		10.2	
HCM LOS					В	
Minor Lane/Major Mvmt	N	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	<u> </u>	712		LDIN	1076	11.51
HCM Lane V/C Ratio		0.019		-	0.004	-
			-			
HCM Long LOS		10.2	-	-	8.4	0
HCM Lane LOS		В	-	-	A	Α
HCM 95th %tile Q(veh)		0.1	-	-	0	-



0 Kimrey Road - Scott Mayo I-1 (RZ2302)

Type of Request: Rezoning

**Meeting Dates** 

Planning Board: May 16, 2023 City Council: June 13, 2023

#### **Contact Information**

William Seymour 1007 Battleground AVE Greensboro, NC 27408

#### **Summary**

This is a request to rezone 67 acres of property from Un-zoned to I-1 (Light Industrial) for the purpose of developing an industrial site in the future. The property is inside the Employment District future land use zone. The future land use plan notes that the Employment District is a joint land use area between Mebane, Graham, and Alamance County. The desired pattern for this area is accommodate a range of employers and provide office space, industrial space, commercial space, institutional space, and residential housing. This request is accompanied by an annexation that will be heard at the June City Council meeting. Planning Board Recommended denial 6-0 at their May 16th Meeting.



#### Location

0 KIMREY RD

#### **GPIN:**

9803172212

#### **Current Zoning**

**Un-zoned** 

#### **Proposed Zoning**

I-1 (Light Industrial)

#### **Overlay District**

N/A

#### **Surrounding Zoning**

Un-zoned, I-1

#### **Surrounding Land Uses**

Vacant, Single-Family

Size

67 acres

#### **Public Water & Sewer**

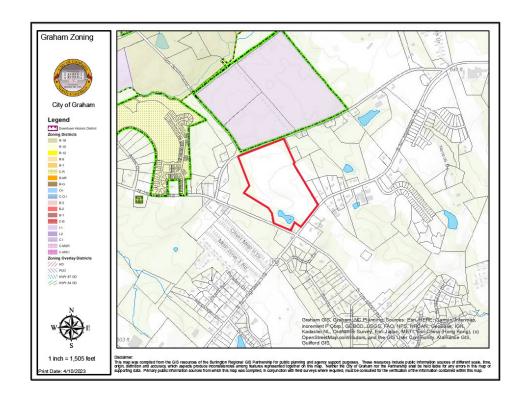
Will be extended

**Floodplain** 

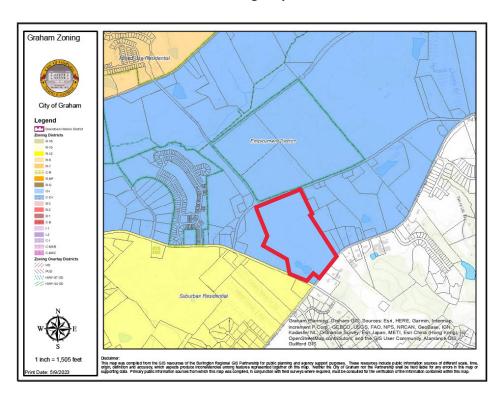
No

#### **Staff Recommendation**

Approval



#### **Zoning Map**



**Future Land Use Map** 

# Conformity to the *Graham 2035 Comprehensive Plan* (GCP) and Other Adopted Plans Applicable Policies;

- 2.4.1 NC Commerce Park. Promote growth of Graham's primary job creation opportunity, a joint planning area known as the North Carolina Commerce Park (NCCP), due to its location, regional accessibility, and high developable status. Permitting Light Industrial zoning would allow for the anticipated land uses likely to occupy this parcel in the future
- 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, with redundant access and water and sewer connections.

#### **Applicable Strategies;**

• 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.

#### **Staff Recommendation:**

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

 Rezoning the property would be in consistence with the Employment District type (Policy 2.4.1) and will allow land uses which are likely to attract employment opportunities within the City of Graham (Strategy 2.2.1).

#### **Planning Board Recommendation:**

At the May 16th, 2023 Meeting of the Planning Board, the board decided to recommend denial of the rezoning on a vote of 6-0. Stating they felt it would be comfortable recommending approval if the project was a Conditional Rezoning.

#### **Description of Development Type**

**Employment District** 

Contains several uses, including farms, single family homes, natural groundcover, and warehousing.

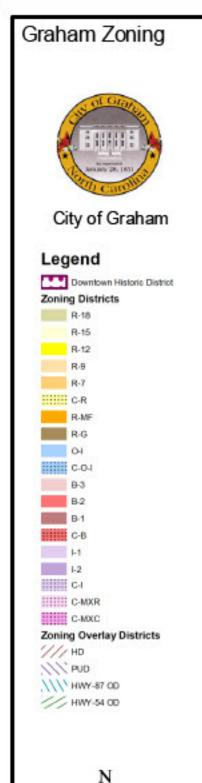
Provide office space, industrial space, commercial space, institutional space, and residential housing.

This should be planned to preserve open space and open corridors, and develop high-quality and adaptable buildings for a variety of companies.

Should support the viability of safe walking and bicycling as a serious form of transportation, while also ensuring the most efficient transportation network possible for freight trucks and other heavy vehicles that require regional access.

#### **Appropriate Form**

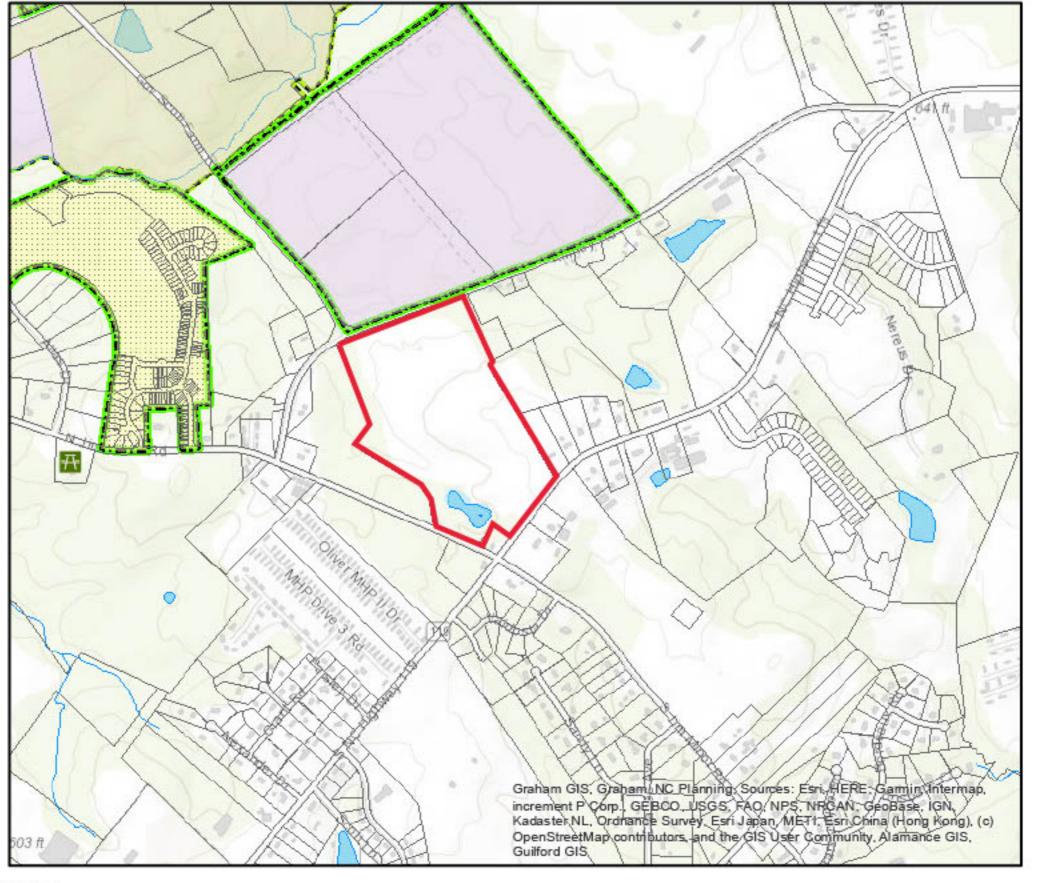
6 DU/acre, or 0.5 Commercial/ Industrial FAR





1 inch = 1,505 feet

Print Date: 4/10/2023



Disclaimer:

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



# 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 25<sup>th</sup> of each month. Applicants are encouraged to consult with the *City of Graham Development Ordinances* and the City Planner.

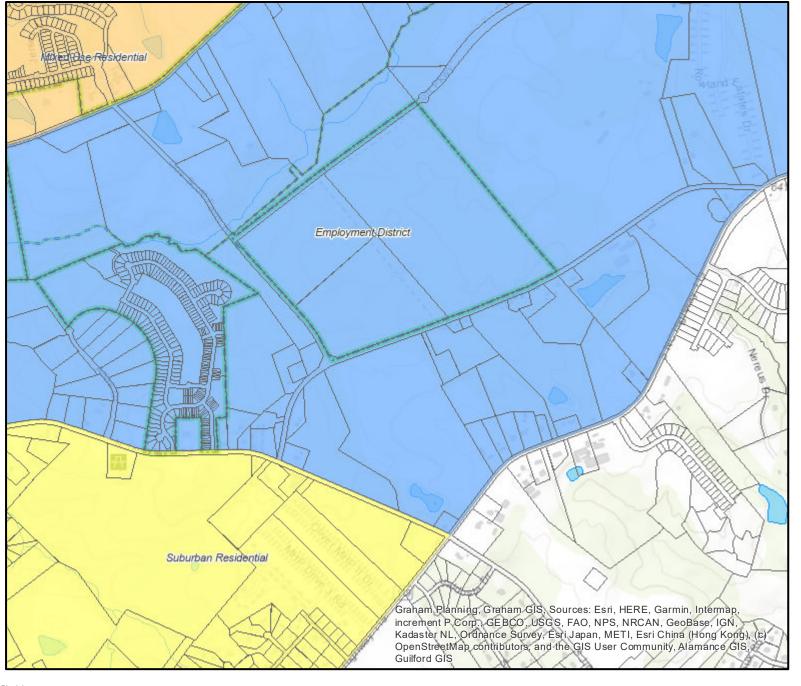
Site	Proposed Rezoning or Conditional Rezoning	
Street Address: Kimrey Rd  Tax Map#: Old 10-16-27 GPIN: Portion of 9803172212	Proposed Zoning District(s): ☐ R-7 ☐ R-9 ☐ R-12 ☐ R-15 ☐ R-18	
Current Zoning District(s):  R-7 R-9 R-12 R-15 R-18	R-MF       R-G       C-R       C-MXR         B-1       B-2       B-3       C-B       C-MXC         O-I       C-O-I       I-1       I-2       C-I	
R-MF R-G C-R C-MXR  B-1 B-2 B-3 C-B C-MXC  O-1 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: Tree farm/vacant land	Describe the purpose of this rezoning request. For Conditional Rezonings, also specify the actual use(s) intended for the property (from Sec. 10.135 Table of Permitted Uses) along with other descriptive or pertinent information, such as number of dwelling units, type of multifamily development, square footage and number of buildings:	
Total Site Acres: Approx 67 acres	Development of industrial property.	
Property Owner: Scott Mayo Properties III LLC		
Mailing Address: 840 Plantation Dr		
City, State, Zip: Burlington, NC 27215		
Applicant		
Property Owner Other William Seymour		
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: William Seymour		
Mailing Address: 1007 Battleground Ave, Ste 301		
City, State, Zip: Greensboro, NC 27408	For Conditional Rezonings, this application must be accompanied by a Preliminary Site Plan and supporting	
Phone # (336) 362-0734	information specifying the actual use(s) and any rules, regulations or conditions that, in addition to predetermined	
Email: bseymour@windsorcommercial.com	ordinance requirements, will govern the development and use of the property.	
I have completed this application truthfully and to the best of my ability.	Site Plan Review Application <i>must be attached</i> to this application for Conditional Rezonings	
Signature of Applicant Date	Office Use Only. DEVID#	

## Graham Zoning City of Graham Legend Downtown Historic District **Zoning Districts** R-18 R-15 R-12 R-9 R-7 C-R R-MF R-G C-O-I B-3 B-2 ::::: C-I ::::::: C-MXR C-MXC **Zoning Overlay Districts** /// HD NY PUD \\\\\ HWY-87 OD HWY-54 OD



1 inch = 1,505 feet

Print Date: 5/9/2023



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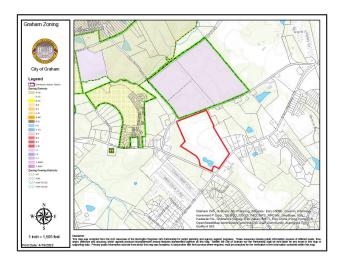
Page 115 of 190



SUBJECT:	ANNEXATION OF 68.791 +/- ACRES OFF KIMREY ROAD
PREPARED BY:	CAMERON WEST, PLANNER

#### **REQUESTED ACTION:**

Approve the Annexation Ordinance to Extend the Corporate Limits of the City of Graham, North Carolina for a tract of land totaling 68.791-acres off Kimrey Road.



#### **BACKGROUND/SUMMARY:**

The attached petition is a request for the Council's approval for an extension of the corporate limits to include the subject properties. The area being considered for annexation is located off of Kimrey Road and contains approximately 68.791-acres total. Water and sewer are located near the property down Governor Scott Farm Road, and the applicants wish to extend the services to tie onto the City's infrastructure.

#### **FISCAL IMPACT:**

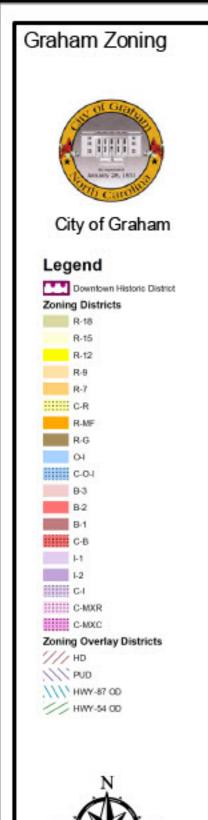
New industrial development generally creates positive tax revenue for the City, and because the public services are being connected at this site, the cost to the City is minimal.

#### STAFF RECOMMENDATION:

Approval.

#### SUGGESTED MOTION(S):

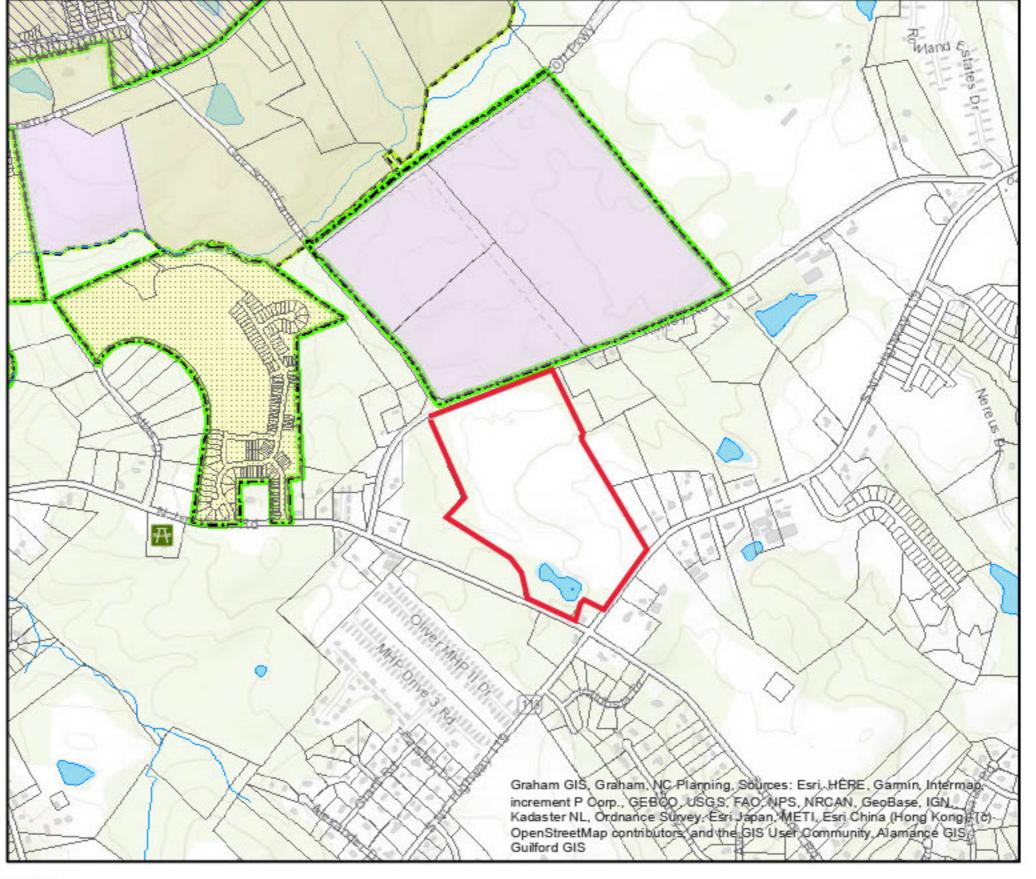
 I move we approve the Annexation Ordinance to Extend the Corporate limits of the City of Graham, North Carolina, for 68.791-acres off Kimrey Road.





1 inch = 1,505 feet

Print Date: 4/19/2023



Disclaimer:

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

#### ANNEXATION ORDINANCE

# TO EXTEND THE CORPORATE LIMITS OF THE CITY OF GRAHAM, NORTH CAROLINA FOR A 68.791 ACRE TRACT OF LAND OFF OF KIMREY ROAD (AN2303)

WHEREAS, the Graham City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

**WHEREAS**, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at City Hall, 201 South Main Street, Graham at 6:00 P.M. on June 13<sup>th</sup>, 2023, after due notice by publication on June 1<sup>st</sup>, 2023; and

WHEREAS, the Graham City Council finds that the petition meets the requirements of G.S. 160A-31.

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

**Section 1.** By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Graham as of May 9, 2023:

**Legal Description GPIN#: 9803172212** 

#### **Legal Description:**

Beginning at a 1" existing iron pipe (eip) located within the right-of-way of Kimery Road, S.R. #2125 (a 60' public right-of-way per Plat Book 65, Page 177 and subsequent plats), being in a westerly line of the "249.01 Acres" plot as shown on "Final Plat Property of William C. Scott and Jane M. Scott" as recorded in Plat Book 65, Page 177, said beginning point lying N 26°37′55" E, a horizontal ground distance of 1,279.42' from a North Carolina Geodetic Survey Monument "Kimrey" and beginning point having North American Datum 83(2011) coordinates of N: 836,469.14' and East: 1,900,430.64'; Thence running within the public right-of-way the following two (2) courses and distances: (1) N 63°41′50" E, 42.81' to a non-monumented point, and (2) N 25°46′34" W, 15.73' to an existing magnetic (mag) nail located in the approximate centerline intersection of Kimery Road and Governor Scott Farm Road, S.R. #2124 (a 60' public right-of-way per Plat Book 65, Page 177 and subsequent plats); thence running within the public right-of-way of said Kimery Road and with the approximate centerline of Kimery Road as shown on

"Subdivision for Scott/Mayo Properties II, LLC" and recorded in Plat Book 82, Page 99, the following six (6) courses and distances: (1) N 67°26'34" E, 94.24' to an existing "hole" in asphalt, (2) N 70°25'31" E, 200.03' to an existing mag nail, (3) N 70°24′50″ E, 300.09′ to an existing cut "x" in asphalt, (4) N 70°24′13″ E, 299.93' to an existing mag nail, (5) N 70°40'53" E, 300.01' to an existing mag nail, and (6) N 70°26'15" E, 19.59' to a non-monumented point being the westerly most corner of Lot 1 of "Final Plat James Earl Covington, Jr. and Wife Mary Shaw Covington" as recorded in Plat Book 75, Page 345, thence leaving Kimery Road and running with the westerly line of said Lot 1, S 23°36′55″ E, crossing a 1″ eip at 30.14′ located at the southerly margin of the right-of-way of Kimery Road, and continuing 709.12' for a total distance of 739.26' to a 3/4" eip falling in the northern line of Tract Two of "Final Plat Mary Shaw Covington" as recorded in Plat Book 80, Page 174, thence running with northern and western lines of Tract Two, S 60°46'05" E, 39.98' to a 3/4" eip and S 30°38'54" E, 570.58' to a 3/4" pinched top eip at the northwestern corner of Tract One of Plat Book 80, Page 174; thence running with the western line of Tract One, S 30°41'55" E, crossing an existing stone (at a loose concrete monument) at 733.32' and continuing 20.97' for a total distance of 754.29' to a non-monumented point located within the right-ofway of North Carolina Highway # 119 (a 60' public right-of-way Per Plat Book 65, Page 117); thence running with the approximate center of North Carolina Highway # 119, S 36°52'40" W, 933.84' to a nonmonumented point located near the centerline intersection of North Carolina Highway # 119 and Jim Minor Road, S.R. #2135 (a 60' public right-of-way per Plat Book 65, Page 177); thence running within right-of-way for Jim Minor Road the following two (2) courses and distances: (1) N 66°31′51" W 408.84' to a non-monumented point, and (2) N 66°59'51" W, 281.90' to a non-monumented point; thence leaving the right-of-way of Jim Minor Road and running with the easterly lines of now or formerly Tax Parcel Id: 159467, the Anderson H, Scott, II property as recorded in Deed Book 1369, Page 292: (1) N 06°55′30" W, crossing a 1" eip (pinched top) at 34.70' (being on the northern margin of the right-of way) and continuing 246.80' for a total distance of 281.50' to a 1" eip (pinched top), (2) N 36°48'58" W, 178.20' to a 1" eip (pinched top), (3) N 55°38'03" W, 250.25' to a 1" eip (bent), (4) N 60°44'51" W, 461.70' to a 1" eip (pinched top), 5) N 19°25'52" E, 373.80 to a 1" eip (pinched top) and (6) N 21°48'54" W, 781.52' to the point and place of beginning, containing a total of 68.791 acres more or less, as surveyed by Triad Land Surveying, P.C., on October 5<sup>th</sup>, 2017, and having job #17136-4.

Being a southerly portion of the same land conveyed to Scott/Mayo Properties III, LLC by instrument recorded in Deed Book 3866, Page 553 and all of the same land conveyed to Scott/Mayo Properties III, LLC by instrument recorded in Deed Book 3953, Page 21.

ALL Deed Book, Plat Book and Page references are to the Alamance County Registry.

Adopted this, the 13<sup>th</sup> day of June, 2023

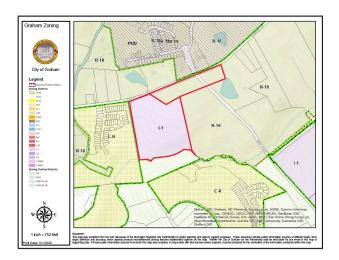
	Jennifer Talley, Mayor, City of Graham
ATTEST:	APPROVED AS TO FORM:
Renee M. Ward, City Clerk	Bryan Coleman, City Attorney



SUBJECT:	ANNEXATION OF 38.93 +/- ACRES OFF CHERRY LANE
PREPARED BY:	CAMERON WEST, PLANNER

#### **REQUESTED ACTION:**

Approve the Annexation Ordinance to Extend the Corporate Limits of the City of Graham, North Carolina for a tract of land totaling 38.93-acres off Cherry Lane.



#### **BACKGROUND/SUMMARY:**

The attached petition is a request for the Council's approval for an extension of the corporate limits to include the subject properties. The area being considered for annexation is located off of Cherry Lane and contains approximately 38.93-acres total. Water and sewer are located near the property along Cherry Lane, and the applicants wish to tie onto the City's infrastructure.

#### **FISCAL IMPACT:**

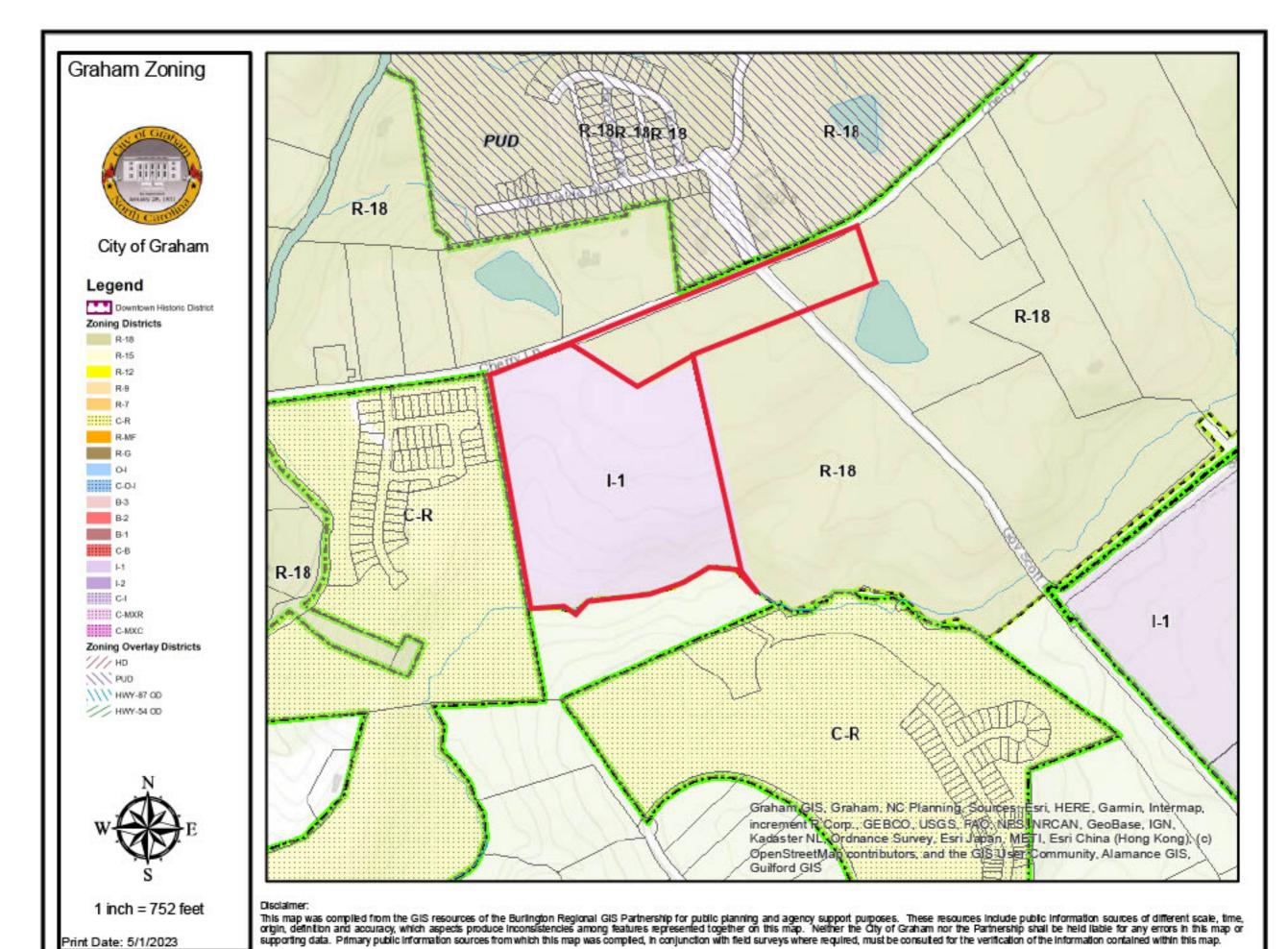
New industrial development generally creates positive tax revenue for the City, and because the public services are being connected at this site, the cost to the City is minimal.

#### STAFF RECOMMENDATION:

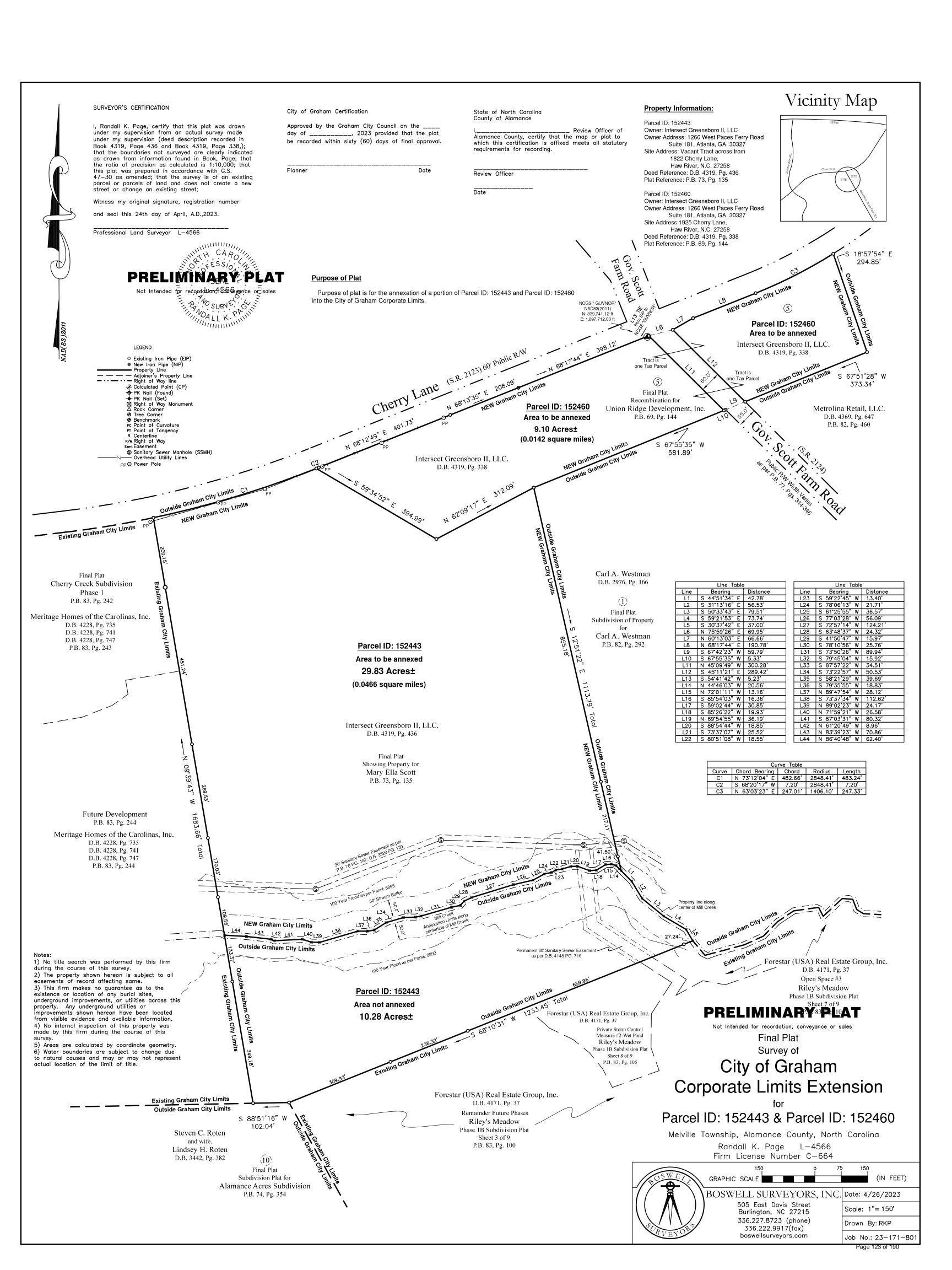
Approval.

#### SUGGESTED MOTION(S):

1. I move we approve the Annexation Ordinance to Extend the Corporate limits of the City of Graham, North Carolina, for 38.93 (+/-) acres off Cherry Lane.



Page 122 of 196



#### ANNEXATION ORDINANCE

# TO EXTEND THE CORPORATE LIMITS OF

#### THE

#### CITY OF GRAHAM, NORTH CAROLINA FOR 29.83 ACRES AND 9.10 ACRES TRACTS OF LAND OFF OF CHERRY LANE (AN2304)

**WHEREAS**, the Graham City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

**WHEREAS**, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at City Hall, 201 South Main Street, Graham at 6:00 P.M. on June 13<sup>th</sup>, 2023, after due notice by publication on June 1<sup>st</sup>, 2023; and

WHEREAS, the Graham City Council finds that the petition meets the requirements of G.S. 160A-31.

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

**Section 1.** By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Graham as of June 13<sup>th</sup>, 2023:

**Legal Description GPIN#: 8893686572** 

#### **Legal Description:**

Parcel ID: 152443

Lying and being in Melville Township, Alamance County, North Carolina and adjoining the lands of Intersect Greensboro II, LLC., Carl A. Westman, Mill Creek, Meritage Homes of the Carolinas, Inc., and the southern margin of Cherry Lane (S.R. 2123) and more particularly described;

Beginning at an existing iron pipe located on a curve on the southern margin of Cherry Lane, a corner with Intersect Greensboro II, LLC. and being S 68°20'17" W, 7.20 feet from an existing iron on the southern margin of Cherry Lane marking the end of the curve of the southern margin of Cherry Lane, thence from the beginning along and with the property of Intersect Greensboro II, LLC., S 59°34'52" E, 394.99 feet to an existing iron pipe, a corner with Intersect Greensboro II, LLC., thence along and with the property of Intersect Greensboro II, LLC., N 62°09'17" E, 312.09 feet to an existing iron pipe, a corner with Intersect Greensboro II, LLC. and Carl A. Westman, thence along and with the property of

Carl A. Westman S 12°51'22" E, 1113.79 feet to a point in the centerline of Mill Creek, thence along the centerline of Mill Creek the following courses and distances; N 44°46'03" W, 20.56 feet; N 72°01'11" W, 13.16 feet; S 85°54'03" W, 16.36 feet; S 59°02'44" W, 30.85 feet; S 85°26'22" W, 19.93 feet; N 69°54'55" W, 36.19 feet; S 88°54'44" W, 18.85 feet; S 73°37'07" W, 25.52 feet; S 80°51'08" W, 18.55 feet; S 59°22'45"W, 13.40 feet; S 78°06'13" W, 21.71 feet; S 61°25'55" W, 36.57 feet; S 77°03'28" W, 56.09 feet; S 72°57'14" W, 124.21 feet, S 63°48'37" W, 24.32 feet; S 41°50'47" W, 15.97 feet; S 78°10'56" W, 25.76 feet; S 73°50'26" W, 89.94 feet; S 79°45'04" W, 15.92 feet; S 87°57'22" W, 34.51 feet; S 73°22'57" W, 50.53 feet; S 58°21'29" W, 39.69 feet; S 79°35'55" W, 18.83 feet; N 89°47'54" W, 28.12 feet; S 73°37'34" W, 112.62 feet; N 89°02'23" W, 24.17 feet; N 71°59'21" W, 26.58 feet; S 87°03'31" W, 80.32 feet; N 61°20'49" W, 8.96 feet; N 83°39'23" W, 70.86 feet; N 86°40'48" W, 62.40 feet to a point in Mill Creek in the line of Meritage Homes of the Carolinas, Inc., thence along and with the property line of Meritage Homes of the Carolinas, Inc., N 09°39'43" W, 1200.51 feet to an existing iron pipe located on a curve of the southern margin of Cherry Lane, thence along the curve of the southern margin of Cherry Lane, a chord bearing N 73°12'04" E, a chord distance of 482.66 feet, with a radius of 2848.41 feet to the point and place of beginning containing 29.83 Acres more or less and being the northern portion from Mill Creek to Cherry Lane of Alamance County Tax Parcel ID: 152443 to be annexed into the City of Graham Corporate Limits, with 10.28 Acres more or less south of Mill Creek of said Parcel remaining outside the City of Graham Corporate Limits.

#### **Legal Description GPIN#: 8893796670**

Parcel ID: 152460

Lying and being in Melville Township, Alamance County, North Carolina and adjoining the lands of Intersect Greensboro II, LLC., Cherry Lane (S.R. 2123), Metrolina Retail, LLC., Governor Scott Farm Road (S.R. 2124), and Carl A. Westman and more particularly described;

Beginning at an existing iron pipe located on a curve of the southern margin of Cherry Lane, a corner with Intersect Greensboro II, LLC., and being N 73°12'04" E, 482.66 feet from an existing iron pipe, a corner between Intersect Greensboro II, LLC, and Meritage Homes of the Carolinas, Inc., thence from the beginning and along the southern margin of Cherry Lane the following courses and distances, along a curve, chord bearing N 68°20'17" E, chord distance 7.20 feet, with a radius of 2848.41 feet to an existing iron pipe, marking the end of curve, thence N 68°12'49" E, 401.73 feet to an existing iron pipe, thence N 68°13'35" E, 208.09 feet to an existing iron pipe, thence N 68°17'44" E, 398.12 feet to an existing iron pipe, marking the intersection of the southern margin of Cherry Lane and the western margin of Governor Scott Farm Road, thence crossing Governor Scott Farm Road, N 75°59'26 E, 69.95 feet to an existing iron pipe, marking the intersection of the eastern margin of Governor Scott Farm Road and the southern margin of Cherry Lane, thence continuing along the southern margin of Cherry Lane N 60°13'03" E, 66.66 feet to an existing iron pipe, thence N 68°17'44" E, 190.78 feet to an existing iron pipe, marking the beginning of a curve, thence along the curve a chord bearing N 63°03'23" E, a chord distance of 247.01 feet, with a radius of 1406.10 feet to an existing iron pipe located on the southern margin of Cherry Lane and a corner with Metrolina Retail, LLC., thence along and with the property of Metrolina Retail, Inc., S 18°57'54" E, 294.85 feet to an existing iron pipe, a corner with Metrolina Retail, Inc., thence with Metrolina Retail, Inc., S 67°51'28" W, 373.34 feet to an existing iron pipe located on the eastern margin of Governor Scott Farm Road, and a corner with Metrolina Retail, Inc., thence crossing Governor Scott Farm Road S 67°42'23" W 59.79 feet to an iron stake marking the beginning of the 55 foot right of way of Governor Scott Farm Road, as shown in Plat Book 77, Pages 344-346, and marking the property of Carl A Westman, thence S 67°55'35" W, 5.33 feet to an existing iron pipe, marking the 60 foot right of way of Governor Scott Farm Road as shown in said Plat, in the line of Carl A. Westman, thence along and with the property line of Carl A. Westman S 67°55'35" W, 581.89 feet to an existing iron pipe, a common corner with Carl A. Westman and Intersect Greensboro II, LLC., thence along and with the property of Intersect Greensboro II, LLC., S 62°09'17" W, 312.09 feet to an existing iron pipe, a corner with Intersect Greensboro II, LLC., thence N 59°34'52" W, 394.99 feet to the point and place of beginning,

Save and except that portion of the 60 foot right of way of Governor Scott Farm Road, as described;

Page 125 of 190

Beginning at an existing iron pipe located at the intersection of the southern margin of Cherry Lane and the western margin of Governor Scott Farm Road, thence N 75°59'26" E, 69.95 feet to an existing iron pipe located on the southern margin of Cherry Lane and the eastern margin of Governor Scott Farm Road, thence along the eastern margin of Governor Scott Road, S 45°11'21"E, 289.42 feet to an existing iron stake, a corner with Metrolina Retail, LLC., thence crossing Governor Scott Farm Road, S 67°42'23"W, 59.79 feet, to an existing iron pipe marking the beginning of the 55 foot right of way of Governor Scott Farm Road, as shown in Plat Book 77, Pages 344-346, and marking the property of Carl A. Westman, thence S 67°55'35" W, 5.33 feet to an existing iron pipe, marking the 60 foot right of way of Governor Scott Farm Road as shown in said Plat, and in the line of Carl A. Westman, thence along the western margin of Governor Scott Farm Road, N 45°09'49"W, 300.28 feet to the point and place of beginning, Giving Parcel ID: 152460, a total of 9.10 Acres more or less.

Adopted this, the 13 <sup>th</sup> day of June, 2023	
	Jennifer Talley, Mayor, City of Graham
ATTEST:	APPROVED AS TO FORM:
Renee M. Ward, City Clerk	Bryan Coleman, City Attorney



#### STAFF REPORT

SUBJECT:	BUDGET ORDINANCE
PREPARED BY:	MEGAN GARNER, CITY MANAGER &
	MELANIE KING, FINANCE DIRECTOR

#### **REQUESTED ACTION:**

Adopt Budget Ordinance, Pay Plan, and Fee Schedule for Fiscal Year 2023-2024.

#### **BACKGROUND/SUMMARY:**

The annual budget ordinance is the official document adopted by the City to levy taxes and appropriate revenues for the 2023-2024 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.

#### **FISCAL IMPACT:**

The total of all funds is \$147,053,460.

#### **STAFF RECOMMENDATION:**

Approval.

#### SUGGESTED MOTION(S):

I move we adopt the Budget Ordinance for Fiscal Year 2023-2024.

I move we adopt the Pay Plan for Fiscal Year 2023-2024.

I move we adopt the Fee Schedule for Fiscal Year 2023-2024.



# Budget Ordinance FY 2023-2024

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

Section I. 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, 2023, and ending June 30, 2024, in accordance with the Chart of Accounts heretofore established for the City:

Department	FY 2023-2024
City Council	65,000
Administration	713,870
Information Technology	442,150
Finance	417,800
Public Buildings	200,700
Police	6,607,215
Fire	1,793,375
Inspections	773,200
Traffic Engineering	28,800
Warehouse	119,850
Streets & Highways	1,910,045
Street Lights	150,000
City Garage	1,266,300
Sanitation	1,476,400
Recreation	1,043,350
Lake	255,700
Athletic Facilities	404,250
Property Maintenance	934,400
Non-Departmental	1,175,500
	19,777,905

Section 2. It is estimated that the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024.

Grand Total	19,777,905
Fund Balance	620,320
Intergovernmental	7,563,000
Unrestricted	
Sales/Services	2,002,000
Restricted Intergovernmental	892,000
Permits/Fees	710,000
Other Taxes/Licenses	500
Miscellaneous	674,800
Investment Earnings	105,000
Ad Valorem Taxes	7,210,285

<sup>\*</sup>Pending Council approval on June 13, 2023.

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, 2023, and ending June 30, 2024, in accordance with the Chart of Accounts heretofore established for the City:

Water and Sewer Billing	724,900
Water and Sewer Distribution	2,650,700
Maintenance & Lift Station	242,350
Water Treatment Plant	3,370,150
Wastewater Treatment Plant	2,040,000
Non Departmental Admin	2,819,500
FUND TOTAL	11,847,600

Section 4. It is estimated that the following revenues will be available in the Water & Sewer Fund for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

Non-Operating	233,500
Operating	768,100
Other Financing Sources	866,925
Services	9,979,075
FUND TOTAL	11,847,600

Section 5. 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
ARPA LOCAL FISCAL RECOVERY FUND	4,606,605	4,606,605
TRUBY DRIVE REPAIR PROJECT	200,000	200,000
10" WATER MAIN REPLACEMENT	17,250,000	17,250,000
BOYD CREEK PUMP STATION	3,962,000	3,962,000
OLD FIELDS OUTFALL	2,955,000	2,955,000
WWTP UPGRADE	84,649,290	84,649,290
WATER LINE INVENTORY & ASSESMENT	400,000	400,000
BOYD CREEK WATERSHED POINT REPAIR*	500,000	500,000
LONG & ALBRIGHT IMPROVEMENTS PROJECT*	904,860	904,860
TOTALS:	115,427,955	115,427,955

Section 6. There is hereby levied a tax at the rate of \$.3278 per one hundred dollars (\$100.00) of valuation of property as listed for taxes as of January 1, 2023, 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 \$2,280,844,564 (100% valuation) with an anticipated collection rate of 95%.

<sup>\*</sup>Pending Council approval on June 13, 2023.

Section 8. Copies of this Ordinance shall be furnished to the on file by them for their direction in the disbursement of City F	
Adopted this 13 <sup>th</sup> day of June 2023.	
Attest:	Mayor Jennifer Talley

Section 7. The City of Graham Capital Improvement Plan 2024-2033 for Water & Sewer Fund and 2024-2028 for all other funds 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.

Renee M. Ward, City Clerk

<sup>\*</sup>Pending Council approval on June 13, 2023.

# CITY OF GRAHAM



2023-2024

PROPOSED

RATES AND FEES

SCHEDULE

EFFECTIVE DATE: JULY 1, 2023

### **Table of Contents**

Assessments	3
Cemetery Fees	4
Laboratory Testing Fees	5
Development Fees	6
Engineering, Construction Plan Revie and Inspection Fees	7
Inspection Fees	9
Labor and Equipment Fees	11
Miscellaneous Fees	12
Miscellaneous Compensation	14
Recreation and Parks Department Fees	15
User Fees	21
Water and Sewer Tap and System Development Fees	23



## **Assessments**

Curb and Gutter	Set by City Council based on individual project cost	
Paving	Set by City Council based on individual project cost	
Water and Sewer	Set by City Council based on individual project cost	
	City will assume 50% of total construction and engineering expense	



## **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'	\$600/grave	\$2,000/grave
(When Available)	ФООО/	<b>\$500/</b>
2 <sup>nd</sup> Right to Interment (When Available)	\$200/grave	\$500/grave
Cremation-Subdividing of Graves	\$200	\$400
Deed Transfers		
Transfer from Resident to Resident	\$5 administrative fee	
Transfer from Resident to Non-resident	\$1,700 per grave + administration fee	
Interment Costs		
Monday – Friday (prior to 2:00pm) <sup>2**</sup>	\$500	
Monday – Friday (2:00 pm and after) <sup>2**</sup>	\$650	
Saturdays <sup>1,2</sup>	\$1,000	
Sundays <sup>2</sup> and Holidays <sup>2,3</sup>	\$1,250	
Cremation, Infant and 2 <sup>nd</sup> Right Interment Costs		
Monday – Friday (prior to 2:00pm) <sup>2**</sup>	\$250	
Monday – Friday (2:00 pm and after) <sup>2**</sup>	\$400	
Saturdays <sup>1,2</sup>	\$750	
Sundays <sup>2</sup> and Holidays <sup>2,3</sup>	\$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



<sup>\*</sup>Installation Fee is waived for Veterans with an approved government-supplied marker.

<sup>\*\*</sup> Based upon arrival time at the cemetery

<sup>&</sup>lt;sup>1</sup>Satruday rate begins at 4:00pm on Friday and ends at 7:00am on Sunday.

<sup>&</sup>lt;sup>2</sup>\$50.00 per half-hour surcharge after one hour of arrival time or any time after 3:30pm.

<sup>&</sup>lt;sup>3</sup>The holiday rate applies to any holiday observed by the City.

# **Laboratory Testing Fees**

BOD	\$25
Suspended Solids	\$15 <b>to (\$18)</b>
Phosphate (total)	\$20
Ammonia	\$20
Turbidity	\$10
Temperature and pH	\$10
Alkalinity	\$10
Fecal Coliform	\$30
Coliform Bacteria	\$30
Heterotrophic Plate Count	\$35 <b>to (\$40)</b>
TSS Surcharge Fees	\$0.32/lb > 250 mg/l
BOD Surcharge Fees	\$0.32/lb > 300mg/l <b>to (&gt;250mg/l)</b>
Application for New Significant Industrial User (SIU) Permit	\$200
Application for New Non-SIU (Local) Sewer Use Permit	\$100
Renewal of any existing permit	\$100 <b>to (\$150)</b>
Composite Sampling Fee (Setup/Use/Pickup of Sampler)	\$190
Grab Sampling fee	\$65
Annual Administrative Fee	\$150
Fats, Oils, and Grease Annual Inspection	\$30

Analysis performed by outside commercial laboratory will be the cost of analysis plus 20%. Sampling Fee (setup/use/pick-up of sampler) - \$140 per event.



# **Development Fees**

Development Ordinance Book (printed or flash drive)	\$20 flat fee
Major Subdivision Preliminary Plat Review Fee (5 or more lots)	\$10 per lot (\$200 min).
Planned Unit Development Rezoning Request	\$5 per acre (\$200 min, \$500 max)
General Rezoning Request	\$200 flat fee
Conditional Rezoning Request	\$300 flat fee
Special Use Permit	\$300 flat fee
Final Plat Major Subdivision (more than 5 lots)	\$50 flat fee
Final Plat Minor or Exempt Subdivision (up to 5 lots)	\$25 flat fee
Variance Request	\$300 flat fee
Non-Residential Site Plan TRC Review Fee (excluding subdivision)	\$250 (1 <sup>st</sup> and 2 <sup>nd</sup> included), \$100 per review after 2 <sup>nd</sup> review.
Annexations	\$250 per request
Administrative Amendment to Council-Approved Plans	\$100 flat fee
Wireless Telecommunications Facility	\$500 legal review fee in addition to other applicable fees
Fire Flow Test Fee	\$1,200 for all requested fire flow tests and re-test
Site Development/Right of Way Improvement Re-Inspection	\$250   \$500-2 <sup>nd</sup>   \$750-3 <sup>rd</sup>   etc.



# **Engineering, Construction Plan Review, and Inspection Fees**

Street Plan Review and Inspection Fee	For all streets, the fee includes construction plan review and permitting, and record drawings and mapping review. In addition, the plan includes limited inspection of subgrade, base courses, asphalt, and curb and gutter: \$2.00 per linear foot of public street and \$1.00 per linear foot of private streets.
Waterline Plan Review and Inspection Fee	For all water lines, the fee includes construction plan review, permitting, and record drawings review and mapping. In addition, the fee includes limited inspection of backfill and trench compaction and coordinating pressure testing and line disinfection: \$1.50 per linear foot of the water line.
Sanitary Sewer Line Plan Review and Inspection Fee	The fee for all sanitary sewer lines includes construction plan review and permitting and record drawings review and mapping. In addition, the fee includes limited inspection of backfill and trench compaction, coordinating sewer line and manhole testing, and line video review inspections: \$1.50 per linear foot of sanitary sewer line.
Storm Sewer Line Plan Review and Inspection Fee	The fee for all storm sewer lines includes construction plan review and permitting and record drawings review and mapping. In addition, the fee includes limited inspection of backfill and trench compaction and line video review inspection: \$1.00 per linear foot of storm sewer line.
Water and Sewer Services	For all water and sewer services, from the mainline tap to the property line, including limited inspection of backfill and trench compaction: \$100.00 per lot or \$50.00 for each service residential service or \$200 for each water service larger than 1 inch or sewer service larger than 4 inches.
Backflow Prevention Device Plan Review and Inspection Fee	For all water services other than a standard water tap a \$200 plan review and inspection fee will be charged for services requiring a backflow prevention device (domestic, fire, and lawn irrigation).
High-Density Stormwater Management Review and Inspection Fee	For all High-Density Stormwater Management plans and devices, including construction plan review and permitting. In addition, the fee includes limited inspection of constructed stormwater devices: \$1,000 per device with one-half payable at the time of plan submittal.



Low-Density Stormwater Management Review and Inspection Fee	For all Low-Density Stormwater Management plans and devices, including construction plan review and permitting. \$150 flat fee.
Sewer Pump Stations Requiring Permit Fee	For all sewer pump stations requiring a permit. The fee includes plan review, permitting, record drawings review, and limited construction inspection: \$5,000.
Buffer Authorization Permit Fee	Exempt Buffer Disturbance - \$25.  Non-Exempt Buffer Disturbance - \$250.
Floodplain Development Permit Fee	\$50 permit flat fee. Impacts to floodway required FEMA permitting – an additional \$250.
Water System Hydraulic Modeling	Water modeling for extensive offsite waterlines (over 1,000 linear feet of offsite extension) is to be completed by the City's chosen outside contractor. The cost of modeling is to be the City's cost.

Non-routine or excessive inspections will include holidays, weekend inspections, and after-hours work. Non-routine or excessive inspection may include repeat inspections due to contractor failure or lack of coordination by the contractor. Non-routine or excessive inspections will be charged a rate of \$100/hour per person after the second inspection, re-inspections, holidays, and weekends with inspections that require multiple people present to be charged at multiples of this rate.

Construction Plan Review and Inspection Fees are to be fully paid prior to the approval of construction drawings.



# **Inspection Fees**

### **Building Permit**

Minimum Permit Fee	\$50 <b>to (\$60)</b>
Residential (total structural square feet)	\$0.25 per sf
Commercial	\$5 per \$1,000 of value
Re-inspection Fee <sup>1</sup>	\$50 <b>to (\$60)</b>
Building Plan Review, Commercial	\$200 buildings up to 10,000 sf \$200 + \$0.01 per sf for buildings >10,000 sf
Building Plan Review, Commercial Upfit	\$100
Building Plan Review, Residential	\$50 <b>to (\$60)</b>
Sprinkler System (review and permit)	\$100
Swimming Pool	\$75 <b>to (\$100)</b>
Sign	\$50 <b>to (\$60)</b>
Building Fee Misc.	\$50 <b>to (\$60)</b>
Home Recovery	\$10

#### **Electrical Permit**

Minimum Permit Fee	\$50 <b>to (\$60)</b>
Extra Trip	\$25 <b>to (\$30)</b> each trip
Re-Inspection Fee <sup>1</sup>	\$50 <b>to (\$60)</b>
Mobile Home Park Spaces (1-5)	\$50 <b>to (\$60)</b>
Mobile Home Park Spaces (above 5)	\$6 per space
Billboards	based on service size
Saw Service	\$50 <b>to (\$60)</b>
Temporary Service for Construction Site	\$50 <b>to (\$60)</b>
Temporary Power for Sec. 10.8 N.C.E.C	\$50 <b>to (\$60)</b>
Residential and Commercial Service	\$0.10 per sf
Low Voltage Wiring	\$50 to (\$0.05 per sf)
Security System	\$50 <b>to (\$60)</b>
Wiring Swimming Pool	\$110

### **Heating and Air Conditioning Permit**

Minimum Permit Fee	\$50 to (\$60) plus \$5 per additional thousand
Re-Inspection Fee <sup>1</sup>	\$50 <b>to (\$60)</b>
Ansul Test on Hoods	\$100
Duct Test (smoke)	\$50 <b>to (\$60)</b>
New Gas Line	\$50 <b>to (\$60)</b>
Temporary Gas	\$50 <b>to (\$60)</b>
Fireplace	\$50 <b>to (\$60)</b>



#### **Insulation Permit**

Single Family Dwellings	\$50 <b>to (\$60)</b>
Multi-Family Dwellings	\$20 <b>to (\$30)</b> per unit
Re-Inspection Fee <sup>1</sup>	\$50 <b>to (\$60)</b>

#### **Plumbing Permit**

First Fixture <sup>3</sup>	\$50 <b>to (\$60)</b>
Each Additional Fixture <sup>3</sup>	\$8 to (\$10)
Water Tap Non-Sewer Use	\$50 <b>to (\$60)</b>
Re-Inspection Fee <sup>1</sup>	\$50 <b>to (\$60)</b>

#### **Mobile Homes**

On-Site Inspection for HUD Labeled	\$100 all-inclusive to (\$200)
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#### **Miscellaneous Building**

moodianoodo Danamg	
ABC Inspection	\$100
Demolition of Building	\$60 plus \$1,000 cash bond
Driveway Permit <sup>2</sup>	\$50 <b>to (\$60)</b>
Moving of Building	\$60 plus \$1,000 cash bond
New Business Building & Fire Inspection	\$50 <b>to (\$60)</b>
Fire Re-Inspection Fee <sup>1</sup> (routine inspections)	\$50 <b>to (\$60)</b> -3 <sup>rd</sup> , \$100 <b>to (\$120)</b> -4 <sup>th</sup> , \$150 <b>to (\$180)</b> -5 <sup>th</sup> , etc.
On-Site Consultations (all trades)	\$50 <b>to (\$60)</b>
Tanks (50-10,000 gallons)	\$50 <b>to (\$60)</b>
Tanks (over 10,000 gallons)	\$2 per additional thousand gallon
Change of Contractor	\$50 <b>to (\$60)</b>
Daycare Inspections	\$100

#### **Inspection Fee Notes**

- 1. A re-inspection fee may be assessed when the permitted work is not ready at the time of the requested inspection or when recurring deficiencies exist.
- 2. Before any person shall cut or construct a driveway, such person shall apply to and secure from the City Building Inspector a permit to do so, and pay the applicable fee.
- 3. For multi-family developments, each unit shall be calculated individually for plumbing permits.
- 4. Any change of contractor will incur a \$50 to (\$60) fee.



# **Labor and Equipment Fees**

Superintendent	\$ actual
Equipment Operator or Labor Supervisor	\$ actual
All Other Labor	\$ actual
Motor Grader	\$45
Track Loader	\$125
Rubber Tired Loader	\$40
Tandem Dump Truck	\$67
Dump Truck	\$53
Dumpster	\$400
Roller	\$30
Tractor	\$22
Tack Distributor	\$18
Backhoe	\$44
Air Compressor	\$12
Snowplow	\$23
Pickup Truck	\$12
Sweeper	\$100
Flusher	\$33
Low Boy Trailer	\$20
Chipper	\$32
Chainsaw, Concrete Saw and Tamp	\$5
Grinder and Line Remover	\$15
Paint Gun	\$10
Bush Hog	\$10
Sewer Roder	\$15
CL12 Taping Machine	\$12
Pumps, Other Taping and Other Small Equipment	\$5
Bucket Truck	\$45
Paver	\$67
Cement Mixer	\$8



Straw Blower	\$8
Utility Trailer	\$10
Sewer Jet Machine	\$15
Welding/Generator Trailer	\$15
TV Inspection Camera	\$15
Skid Steer Loader	\$25
Hydraulic Breaker	\$15
Message Board	\$5
Dozer	\$55
UTV	\$14
Excavator	\$82
Mini Excavator	\$21
Leaf Picker	\$75
Tracked Skid Steer	\$36
Boom Mower	\$30
Crew Cab Service Truck	\$20

#### **Labor and Equipment Notes**

- All rates are per hour.
- ❖ Any Labor performed after hours, on weekends, or on holidays will be billed at time plus ½ hour.
- ❖ Any other equipment is based on current contractual rental rates.
- Please Note: Processing fee will be added for debit/credit card payments.

### Miscellaneous Fees

Auto Mileage Reimbursement	Current USGA rate for POV mileage reimbursement (www.gsa.gov)
Bad Check Penalty	\$25
Print Copy (11x17)	\$1.50 per page
Print Copy (18x24)	\$5.00 per page
Print Copy (34x44)	\$10.00 per page
Cement Catch Basin Cover	\$400
Copy Fee	\$0.25 per page
Faulty Burglar Alarm (Sec. 2-222(c))	\$50 after 2 faulty alarms during 2 calendar months



Fingerprinting for Public	
	\$3 for identification only; no charge for children 12 years old and younger
Lot Mowing Administrative Fee	\$50 per mowing
Notice of Attachment and Garnishment	\$5 per GS-105-368
Sign Damage Fees	
City Limit Sign	\$75 plus pole, plus labor
Stop Sign, 30x30	\$40 plus pole, plus labor
Stop Sign, 36x36	\$60 plus pole, plus labor
Stop Sign, 48x48	\$120 plus two poles, plus labor
City-Wide Speed Limit Sign, 42x30	\$85 plus two poles, plus labor
City-Wide Speed Limit Sign, 60x36	\$150 plus two poles, plus labor
Warning Signs (e.g. curve, dead-end)	\$55 plus pole, plus labor
Regulatory Signs (e.g. speed limit, weight limit, do not enter, yield)	\$45 plus pole, plus labor
One-Way Arrows	\$30 plus pole, plus labor
Street Name Sign	\$150 plus labor
All Parking Regulation Signs	\$20 plus pole, plus labor
School/Pedestrian Crossing Sign	\$110 plus pole, plus labor
Downtown Residential Parking Permit	\$20 per year
Pole	\$35
Labor	(Actual Rate) - \$19.80 per maintenance worker, per hour, there is a minimum charge of two maintenance workers
Solicitors/Canvassers Permit	\$25 per Sec. 6-70
Solicitation Fee	\$50
Street Signs (City Style for Private Streets)	\$150 complete set with 2 blades, poles, bracket, cap and installation
Street Signs (City Style for Private Streets)	\$85 sign set only, no pole or installation
Street Cuts (up to 4'x5' or 20 sf)	\$40 minimum
Street Cuts (over 4'x5' or 20 sf)	\$40 minimum plus \$2 per additional sf
Taxi Driver Permit	\$1 per Sec. 6-162
Temporary Encroachment Permit	\$40 plus labor



Temporary Parking Permit	\$5 per day \$25 per month
	\$150/year Sec. 20-161
Topographic Diskette with One Sheet	\$25 per map
Topographic Map Blueprint	\$10 per map
Topographic Maps Disk (of Graham & Burlington)	\$150 plus labor
Trimming City-Owned Trees Bond	\$50,000 Property Damage
Trimming City-Owned Trees Bond	\$50 Personal Injury
Trimming City-Owned Trees	\$15 per Sec. 10-63
Cement Catch Basin Cover	\$400 <b>to (\$475)</b>
Processing fee will be added for debit/credit card payments	

# **Miscellaneous Compensation**

Mayor	\$771.86 per month
City Council Member	\$473.84 per month
Cell Phone Allowance	\$35 per month
Firemen's Compensation	\$10 per call/meeting/training Plus \$1 to Graham FD Supplemental Retirement



### **Recreation and Parks Department Fees**

#### **Athletics/Camps**

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

<sup>1</sup>A 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 ca the GRPD Direct Supervisor, base staffing, and equ	or and the Athletic d on facility,	
Summer Day Camp			
10 Weeks	\$575/1st child	\$745/1st child	N/A
6 weeks	\$350/1st child	\$450/1 <sup>st</sup> child	
Weekly <sup>2</sup>	\$70/child	\$86/child	
Daily <sup>2</sup>	\$21/child	\$26/child	
Multiple Child Discount <sup>3</sup>	\$30/child	\$30/child	

<sup>&</sup>lt;sup>2</sup>Limited based on availability

Please Note: Processing fee will be added for debit/credit card payments.

#### **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			
Ages 16-54	\$1/visit	\$1/visit	
Ages 15 & U; 55+	FREE	FREE	N/A
Weight Room			
Ages 16-54	\$1/visit	\$1/visit	



<sup>&</sup>lt;sup>3</sup>Discounts will not be given on weekly or daily rates

Ages 16-54	\$40/six-month	\$55/six-month
	pass	pass
Ages 16-54	\$25/three-month pass	\$40/three-month pass
Ages 55+	Free	Free

Please Note: Processing fee will be added for debit/credit card payments.

#### **Graham-Mebane Lake**

	Fees for All Customers	Commercial
Boat Launching <sup>2</sup>	\$9/vessel	
Boat Launching-Seniors <sup>2,4</sup>	\$4/vessel	
Non-motorized Vessel Launching <sup>3</sup>	\$6/vessel or \$45/year	
Non-motorized Vessel Launching- Seniors <sup>3,4</sup>	\$3/vessel or \$30/year	
Bank Fishing	\$3/person or \$35/year	N/A
Bank Fishing-Seniors <sup>4</sup> & Persons w/100% Disability	\$1/person or \$15/year	
Annual User Fee Permit <sup>5</sup>	\$70/year	
Annual User Fee Permit-Seniors <sup>4,5</sup>	\$50/year	
Annual User Fee Permit-Group	\$125/year	
Boat Launching-Maintenance & Demonstrations <sup>6</sup>	\$4/vessel	\$4/vessel or \$300/annual
	Fees for All Customers	Commercial
Jon Boats	\$10/4 hrs.	
	\$16/8hrs	
Canoe Rental	\$15/4hrs	
	\$20/8hrs	N/A
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.



<sup>2</sup> All motorized boats including jet skis

Please Note: Processing fee will be added for debit/credit card payments.

#### **Facility Rental Fees**

#### **Bill Cooke Park**

Field/Room/Equipment	Resident/Non- Profit <sup>1*</sup>	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.
	Resident/Non- Profit <sup>1</sup> *	General Public	Commercial*
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 <sup>2</sup>	\$20/hr.	\$20/hr.	\$20/hr.

<sup>&</sup>lt;sup>1</sup>Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham



<sup>&</sup>lt;sup>3</sup> All non-motorized vessels including kayaks, canoes & paddleboards

<sup>&</sup>lt;sup>4</sup> Senior fee begins at age 65

<sup>&</sup>lt;sup>5</sup> Includes boat launching and daily fees for a single individual and covers a maximum of two boats

<sup>&</sup>lt;sup>6</sup> No 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

<sup>&</sup>lt;sup>2</sup>Supervision Fee may be waived for City of Graham employees upon approval of the GRPD Director or Athletic Supervisor

<sup>\*</sup>All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director Please Note: Processing fee will be added for debit/credit card payments.

#### **Graham Recreation Center**

	Resident/Non- Profit <sup>1*</sup>	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
Tables³ (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
Staff Supervision <sup>2</sup>	\$20/hr.	\$20/hr.	\$20/hr.
Cleaning Deposit <sup>5</sup>	\$50	\$50	\$50

<sup>&</sup>lt;sup>1</sup>Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham

Please Note: Processing fee will be added for debit/credit card payments.

#### **Graham Civic Center**

	Resident/Non- Profit <sup>1</sup> *	General Public	Commercial*
Full Center, Includes Kitchen	\$20/hr. + staff fee	\$40/hr. + staff fee	\$80/hr. + staff fee
	\$75/5 hrs. + staff	\$150/5 hrs. + staff	\$300/5 hrs. + staff
	fee	fee	fee



<sup>&</sup>lt;sup>2</sup>Supervision Fee may be waived for City of Graham employees upon approval of the GRPD Director or Athletic Supervisor

<sup>&</sup>lt;sup>3</sup>Each rental will be charged a \$50 refundable security deposit

<sup>&</sup>lt;sup>5</sup>Refundable and included in all rentals

<sup>\*</sup>All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director

	\$132/10 hrs. + staff fee	\$265/10 hrs. + staff fee	\$530/10 hrs. + staff fee
Sand Volleyball Court	\$15/hr.	\$20/hr.	\$30/hr.
Staff Supervision <sup>2</sup>	\$20/hr.	\$20/hr.	\$20/hr.
Cleaning Deposit <sup>5</sup>	\$50	\$50	\$50

<sup>&</sup>lt;sup>1</sup>Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham

#### **South Graham Park**

	Resident/Non- Profit <sup>1*</sup>	General Public	Commercial*
Sand Volleyball Court	\$15/hr.	\$20/hr.	\$30/hr.

<sup>&</sup>lt;sup>1</sup>Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham

#### Maple St. Center

	Resident/Non- Profit <sup>1</sup> *	General Public	Commercial*
Full Center, Does Not Include Kitchen	\$15/hr. + staff fee	\$30/hr. + staff fee	\$60/hr. + staff fee
Supervisory Staff Fee <sup>4</sup>	\$20/hr.	\$20/hr.	\$20/hr.
Cleaning Deposit <sup>5</sup>	\$50	\$50	\$50

<sup>&</sup>lt;sup>1</sup>Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham

<sup>\*</sup>All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director Please Note: Processing fee will be added for debit/credit card payments.



<sup>&</sup>lt;sup>2</sup>Supervision Fee may be waived for City of Graham employees upon approval of the GRPD Director or Athletic Supervisor

<sup>&</sup>lt;sup>5</sup>Refundable and included in all rentals

<sup>\*</sup>All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director Please Note: Processing fee will be added for debit/credit card payments.

<sup>\*</sup>All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director Please Note: Processing fee will be added for debit/credit card payments.

<sup>&</sup>lt;sup>4</sup>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

<sup>&</sup>lt;sup>5</sup>Refundable and included in all rentals

#### Shelters

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

Please Note: Processing fee will be added for debit/credit card payments.



### **User Fees**

#### **Refuse Fees**

*Recycling	\$6 per unit, per month
*Garbage Land Fill Tipping Fee	\$4.50 <b>to (\$5.50)</b> per unit, per month
New Home Garbage & Recycling Container	\$65 <b>to</b> (\$70) per container
***Bulk Waste (in excess of 2 clamshell bites)	\$18 to (\$22) per clamshell bite in excess of 2
***Tree Trimmings (in excess of 2 clamshell bites)	\$12 to (\$16) per clamshell bite in excess of 2

<sup>\*</sup>All water customers inside the City Limits without containerized disposal systems (dumpsters) per customer or dwelling unit

Please Note: Processing fee will be added for debit/credit card payments.

#### **Stormwater Fee**

Stormwater Charge	\$2 per month per utility account
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#### **Water Rates**

Water Base Rate (per month)	\$5.03 to (\$5.38)
Water Rates per 1,000 gallons (inside city limits)	
0-2,500	\$3.47 <b>to (\$3.71)</b>
2,500-10,000	\$3.85 <b>to (\$4.12)</b>
10,001-100,000	\$3.91 <b>to (\$4.18)</b>
100,001-1,000,000	\$3.96 <b>to (\$4.24)</b>
1,000,001-2,000,000	\$4.02 <b>to (\$4.30)</b>
2,000,000+	\$4.07 <b>to (\$4.35)</b>
Water Rate (Outside City Limits)	Double inside rates
Water Base Rate (Outside City Limits)	\$10.06 <b>to (\$10.76)</b>
Municipal Customers (per 1,000 gallons)	Inside rates
Delinquent Fee	2% (Minimum of \$5) +
Non-payment Fee	\$40
*Water Deposit (Inside Residential)	\$80
*Water Deposit (Outside Residential)	\$160



<sup>\*\*\*</sup>One (1) clamshell bite is approximately 1.5 cubic yards

*Water Deposit (Inside Non-residential)	\$100
*Water Deposit (Outside Non-Residential)	\$200
Meter Tampering Fee	\$100
**Meter Testing Fee (Inside)	\$10
**Meter Testing Fee (Outside)	\$20
Service Initiation Fee	\$10
Backflow Annual Testing (For Irrigation Accounts)	\$10.42 per month
Hydrant Meter Deposit	\$2,000

<sup>\*</sup>No deposit is required for property owners. Deposits are required for rental or leased property and are refundable when final bills are paid.

Please Note: Processing fee will be added for debit/credit card payments.

#### **Sewer Rates**

Sewer Base Rate (per month)	\$5.03 <b>to (\$5.38)</b>
Sewer Rates per 1,000 gallons:	
0-2,500	\$5.99 <b>to (\$6.41)</b>
2,500-10,000	\$11.60 <b>to (\$12.41)</b>
10,001-100,000	\$11.67 <b>to (\$12.49)</b>
100,001-1,000,000	\$11.75 <b>to (\$12.57)</b>
1,000,001-2,000,000	\$11.82 <b>to (\$12.65)</b>
2,000,000+	\$11.91 <b>to (\$12.74)</b>
Unmetered Sewer Charge (per month)	\$67.17 <b>to (\$72.41)</b>
Outside User Sewer Surcharge (per month)	\$29.67 <b>to (\$31.75)</b>

Please Note: Processing fee will be added for debit/credit card payments.



<sup>\*\*</sup>During testing, if meter checks out of limits estimated by AWWA, money shall be refunded and adjustment made to the water bill. If meter tests are within AWWA Standards, the fee shall remain with the City.

### **Water and Sewer Tap and System Development Fees**

Water & Se	wer Tap &	Meter Fees	5		
	Water Meter Fee	Water Tap Fee (Inside City limits)	Water Tap Fee (Outside City limits)	Sewer Tap Fee (Inside City limits)	Sewer Tap Fee (Inside City limits)
Residential Dwelling Unit (3/4" Meter - 2 BR)*	\$300	\$1,000	\$2,000	\$1,000	\$2,000
Residential Dwelling Unit (3/4" Meter - 3 BR)*	\$300	\$1,000	\$2,000	\$1,000	\$2,000
Residential Dwelling Unit (3/4" Meter - 4 BR)*	\$300	\$1,000	\$2,000	\$1,000	\$2,000
Residential Dwelling Unit (3/4" Meter - 5 BR)*	\$300	\$1,000	\$2,000	\$1,000	\$2,000
All Other Zoning Categories/Uses - 3/4" Meter	\$300				
All Other Zoning Categories/Uses - 1" Meter	r is ding or or	Owne	r or Develop	er is respons	ible for
All Zoning Categories/Uses - 1.5" Meter	Developer is for providin seting City or candards and			other types, s	
All Zoning Categories/Uses - 2" Meter	r Develope le for prov neeting Cit Standards			ons except f	
All Zoning Categories/Uses - 3" Meter	or ole ole me st		•	ne #1 fire dist	
All Zoning Categories/Uses - 4" Meter	Owner c esponsib meters r Graham	taps will be provided by the City.			JILY.
All Zoning Categories/Uses - 6" Meter	Ov resp me Gra				

Water & Sewer System Development Fees - July 1, 2022						
Customer Type	Equivalent Residential Unit‡	Water Fee	Sewer Fee	Total Fee		
Residential Dwelling Unit (3/4" Meter - 2 BR)	1	\$1,100	\$1,100	\$2,200		
Residential Dwelling Unit (3/4" Meter - 3 BR)	1.5	\$1,650	\$1,650	\$3,300		
Residential Dwelling Unit (3/4" Meter - 4 BR)	2	\$2,200	\$2,200	\$4,400		
Residential Dwelling Unit (3/4" Meter - 5 BR)	2.5	\$2,750	\$2,750	\$5,500		
All Other Zoning Categories/Uses - 3/4" Meter	1	\$1,100	\$1,100	\$2,200		
All Other Zoning Categories/Uses - 1" Meter	1.67	\$1,837	\$1,837	\$3,674		
All Zoning Categories/Uses - 1.5" Meter	3.33	\$3,663	\$3,663	\$7,326		
All Zoning Categories/Uses - 2" Meter	5.33	\$5,863	\$5,863	\$11,726		
All Zoning Categories/Uses - 3" Meter	11.67	\$12,837	\$12,837	\$25,674		
All Zoning Categories/Uses - 4" Meter	21	\$23,100	\$23,100	\$46,200		
All Zoning Categories/Uses - 6" Meter	43.33	\$47,663	\$47,663	\$95,326		

<sup>†</sup>Applicable System Development Fee(s) for development requiring smaller or larger water meters will be calculated on a project specific basis using rates and methodology identified in the City's System Development Fee Analysis.

Please Note: Processing fee will be added for debit/credit card payments.



<sup>‡</sup>Equivalent Residential Unit is approximate multiplier adapted from AWWA Manual of Water Supply Practices-M1, Principles of Water Rates, Fees, and Charges.

<sup>\*120</sup> gallons per day per bedroom (min. 2-BR)

Notes:

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

Development Fees for other metered connections are based on the meter

size of the connection.

(2) Any item not included in the above schedule shall be referred to the City

Manager for a specific price determination.

(3) Except for development involving the subdivision of land, the above fees are payable at the time of application for connection. For development involving the

subdivision of land, System Development Fees shall be paid at the time of plat

recordation or when water or sewer service is committed by the City,

whichever comes first.

(4) Projects may pre-pay water and sewer development fees after construction

plan approval or after water and sewer permit issuance. Pre-payment will be based on the applicable fees at that point in time. Prepayment of fees will not

be impacted by future changes in fees in that no fees will be returned due to

reduced fees nor additional fees charged due to increases in fees.

(5) Projects that have active building permits but have not paid System

Development fees have 30 days from July 1, 2022, to pay rates under the

former water and sewer connection fee schedule.

(6) Owner or Developer is responsible for providing taps for all non-standard

types, sizes, and zoning classifications except for fire suppression taps in the #1 fire district where taps will be provided by the City and for standard

residential taps as noted above.

(7) Owner or Developer is responsible for providing meters meeting City of

Graham Standards and Specifications for all other types, sizes, and zoning

classifications for all meters above 3/4" in size.

(8) Owner or Developer of a residential subdivision, as defined in Section 10.336

of the City of Graham Development Ordinance, is responsible for furnishing

water and sewer taps in which tap fees will not be charged.

Please Note: Processing fee will be added for debit/credit card payments.

Final - 6-28-22 Revised – 7-12-22

Revised - 11-8-22

Revised - 5-9-23



FY 2023-2024 Proposed Page 1
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	FY 2023-2024 Proposed Pay I				
Job Title Sanitation Collector		Grade 10	<b>Min</b> \$33,877.62	<b>Mid</b> \$36,887.03	<b>Max</b> \$47,953.13
General Maintenance Worker I Property Mainte General Maintenance Worker I Streets	enance	11	\$35,353.10	\$38,731.38	\$50,350.80
General Maintenance Worker II Property Maint General Maintenance Worker II Streets Field Operations Tech I (Utility Maintenance Wo Plant Maintenance Mechanic I Police Traffic Enforcement Officer		12	\$36,902.36	\$40,667.95	\$52,868.33
Equipment Operator I Property Maintenance Equipment Operator I Streets Fields Technician Field Operations Tech II (Utility Maintenance W Plant Maintenance Mechanic II Property Evidence Technician	orker II)	13	\$38,529.08	\$42,701.35	\$55,511.75
Athletics Facilities Technician Equipment Operator II Property Maintenance Field Operations Equipment Operator I (Utility E Fleet Service Technician General Maintenance Worker III Property Main General Maintenance Worker III Streets Parks Maintenance Technician Human Resource Assistant	,	14	\$40,237.13	\$44,836.42	\$58,287.34
Customer Service Representative Equipment Operator III Property Maintenance Equipment Operator III Streets Field Operations Equipment Operator II (Utility Field Operations Tech III (Utility Maintenance W Landscape Specialist Maintenance and Relief Treatment Plant Opera Office Assistant Plant Maintenance Mechanic III Police Records Clerk Sanitation Collector/Equipment Operator Sanitation Equipment Operator Treatment Plant Operator I Utility Billing Technician	/orker III)	15	\$42,030.59	\$47,078.23	\$61,201.71
Crew Leader Laboratory Technician I Treatment Plant Operator II Water Quality Technician I		16	\$43,913.72	\$49,432.14	\$64,261.79
Athletics Field Supervisor  Accounting Technician  Field Operations Equipment Operator III (Utility Lake Warden  Police Cadet  Public Works Assistant  Water Quality Technician II	Equip Oper)	17	\$45,891.01	\$51,903.76	\$65,374.88
Fleet Technician Laboratory Technician II Police Administratiove Assistant Property Maintenance Supervisor Sanitation Supervisor Senior Accounting Technician Senior Customer Service Representative Treatment Plant Operator III		18	\$47,967.15	\$54,498.94	\$70,848.62

Water Billing Supervisor
Zoning & Inspection Technician

Fire Engineer (Fire Equipment Operator) Parks & Athletic Facilities Maintenance Supervisor Planner I Police Officer I Recreation Center Supervisor Street Maintenance Supervisor Tax Collector Zoning Enforcement Officer	19	\$50,147.11	\$57,223.89	\$74,391.05	
Athletic Supervisor Laboratory Technician III Planner II Plant Operations Supervisor Police Officer II Recreation Marketing Supervisor	20	\$52,436.07	\$60,085.08	\$78,110.60	
Code Enforcement Officer Fire Master Engineer Recreation Program Supervisor	21	\$54,839.47	\$63,089.33	\$82,016.14	
Field Operations Supervisor (Distribution & Collections Supervisor) Fire Inspector Fire Lieutenant Fleet Superintendent IT Systems Manager (Systems Support Technician) Laboratory Supervisor Plant Maintenance Supervisor Pretreatment Coordinator	22	\$57,363.04	\$66,243.81	\$86,116.95	
City Clerk Police Sergeant Property Maintenance Superintendent	23	\$60,012.79	\$69,555.99	\$90,422.79	
Fire Captain  Police Lieutenant  Street Superintendent	24	\$62,795.03	\$73,033.79	\$94,943.93	
Environmental & Lab Services Superintendent Field Operations Superintendent Police Captain Wastewater Plant Superintendent Water Plant Superintendent	25	\$65,716.38	\$76,685.48	\$99,691.13	
	26	\$68,783.81	\$80,519.75	\$104,675.69	
Field Operations Manager Inspecions Director IT Director	27	\$72,004.60	\$84,545.75	\$109,909.46	
Assistant Police Chief Director of Human Resources/Risk Management Utilities Compliance Manager	28	\$75,386.43	\$88,773.03	\$115,404.94	
Finance Officer Recreation & Parks Director	29	\$78,937.35	\$93,211.68	\$121,175.19	
	30	\$82,665.82	\$97,872.26	\$127,233.95	
Fire Chief	31	\$86,580.70	\$102,765.88	\$133,595.65	
Police Chief Public Works Director Utilities Director	32	\$90,691.34	\$107,904.17	\$140,275.43	
	33	\$95,007.51	\$113,299.39	\$147,289.20	

	34	\$99,539.49	\$118,964.35	\$154,653.66
	35	\$104,298.05	\$124,912.57	\$162,386.34
Assistant City Manager	36	\$109,294.56	\$131,158.20	\$170,505.66
	37	\$114,540.89	\$137,716.11	\$179,030.94
	38	\$120,049.53	\$144,601.92	\$187,982.49
	39	\$125,833.61	\$151,832.01	\$197,381.61
	40	\$131,906.89	\$159,423.61	\$207,250.69

### Law Office of WARD AND COLEMAN

Patterson Building 344 Maple Avenue P.O. Box 1683 Burlington, NC 27215

Phone# (336)-212-3363 Fax: 336-228-6610

To: Megan and Aaron

Re: Motor Vehicle Noise Ordinance

As has been requested, we have reviewed Council member Chin's proposed: Motor Vehicle Noise Ordinance. We also reviewed Graham's Ordinance Section 12-9 unnecessary and disturbing noise and G.S. 20-128.

<u>First</u>, Mr. Chin's proposal is very comprehensive and certainly is a valid approach to the vehicle noise problem. The only suggestion would be to rewrite the enforcement section to be consistent with G.S. 14-4(b) which seems to limit enforcement of such an ordinance to an infraction which would subject violators to a civil penalty of not more than fifty dollars (\$50.00). G.S. 14-4(b) states: If any person shall violate an ordinance of a county, city, or town regulating the <u>operation or parking of vehicles</u>, he shall be responsible for an infraction and shall be required to pay a penalty of not more than fifty dollars (\$50.00).

This proposal would help address the vehicle noise problem; however, the enforcement may be more involved. The enforcement issue could be best addressed by the Police Department.

<u>Second</u>, Graham's current ordinance Section 12-9 (c)(6) states: The use of any automobile or vehicle so out of repair or so loaded, or in such manner or combination with other vehicles as to create by virtue of its grating, grinding, or rattling sound, a loud and raucous noise.

This ordinance would seem to be less involved to enforce without having to make any quantitative finding (i.e. decibel readings etc) as required by the first proposal. As with the first proposal, the enforcement issue could be evaluated by the Police Department. However, we would suggest that Graham Code 12-9 (c)(6) be amended as attached so that the same would be consistent with G.S. 14-4(b).

<u>Third</u>, G.S. 20-128 (a) Exhaust system and emissions control devices provides: No person shall drive a motor vehicle on a highway unless such motor vehicle is equipped with a muffler, or other exhaust system of the type installed at the time of manufacture, in good working order and in constant operation to prevent excessive or unusual noise, annoying smoke and smoke screens.

Violations of G.S. 20-128 would be addressed with an infraction as provided by G.S. 20-176. G.S. 20-176(b) states: Unless a specific penalty is otherwise provided by law, a person found responsible for an infraction contained in this Article may be ordered to pay a penalty of not more than one hundred dollars (\$100.00).

This method of enforcement would seemingly also be less involved to enforce, but the Police Department could advise the procedures as to how the enforcement of noise by G.S. 20-128 could be accomplished.

We would be happy to discuss this matter at your convenience.

## AMENDMENT TO GRAHAM CITY CODE SECTION 12-9

#### PROPOSED NEW LANGUAGE

#### **Section 1. Section 12-9(c)(6)** shall be amended to read:

The use of any automobile, motorcycle, ATV or other motor vehicle of any kind which may be so out of repair, so modified from factory setting or equipment, and/or so loaded or operated in such manner, as to create loud grating, grinding, rattling or other noise caused by and emanating from such vehicle or its operation or which otherwise shall be, create or cause an unreasonably loud or disturbing noise.

#### Section 2: Add a new section 12-9(d)(3) Enforcement and penalties to read:

Infraction, Violations of Sec. 12-9(c) (6) shall subject the offender to a civil penalty of fifty dollars (\$50.00) and shall be paid within ten (10) days after being cited for violation of this ordinance.

**Section 3:** This amendment shall be effective upon adoption.

#### **CURRENT LANGUAGE**

- Sec. 12-9. Unnecessary and disturbing noise.
- (a) Subject to the provisions of this section, it shall be unlawful for any person to make, permit, continue or cause to be made, or created any unnecessary noise or disturbing noise clearly audible at a distance of more than 50 feet from the source of the noise upon any streets or roads, in any public park, in any school or public building, or upon the grounds thereof while in use, in any parking lot open to members of the public, or open to members of the public as invitees, licensees or permittees of a business, or in any residential dwelling unit or upon the grounds thereof within the city. Fifty feet shall be measured in a straight line from the source of the noise. For purposes of this section, the following definitions shall apply:

*Disturbing noise means* sound which is unreasonably loud, raucous or jarring because of its volume level, duration, and character which annoys, disturbs, injures, interferes or threatens the comfort, health, peace or safety of reasonable persons of ordinary sensibilities within the city limits.

Unnecessary noise means sound which is substantially incompatible with the time and location where created to the extent it is perceived to offend a person of ordinary sensibilities as interrupting or interfering with peace, calm or good order of the area where the noise is created.

(b) In determination of whether a noise is unnecessary or disturbing, consideration shall be

given to:

- (1) The time of day;
- (2) The character and zoning of the area;
- (3) Whether the noise is related to a business or other labor activity;
- (4) The volume and intensity;
- (5) Whether the noise is recurrent, intermittent or constant;
- (6) Whether the noise has been enhanced by any electronic or mechanical means; and
- (7) Whether the noise is subject to being controlled without unreasonable effort by the creator of the noise.

A violation of this section does not require that each factor be applicable to the unnecessary or disturbing noise.

- (c) Unlawful acts. The following acts, among others, are declared to be unnecessary and disturbing noises, but this list of acts shall not be deemed to be exclusive:
  - (1) The use or operation of any mechanical or electrical device, apparatus, or instrument to amplify, intensify, or reproduce the human voice, or to produce, reproduce, intensify, or amplify any other sounds when the sound from such activity is clearly audible more than 50 feet from the device, apparatus, or instrument.
  - (2) The playing or operation of any radio, cassette tape player, compact disc player, or any other sound-producing instrument, device, or apparatus installed or located in a motor vehicle when the speaker volume is elevated to such an extent that the sound is clearly audible more than 50 feet from the vehicle. The provisions of this subsection shall apply regardless of whether the vehicle is traveling upon the streets of the city, parked on public or private property, or stopped in traffic.
  - (3) The sounding of any horn or signal device on any automobile, motorcycle, bicycle, bus, or other vehicle, except as a danger signal, so as to create an unreasonably loud or harsh sound, or the sounding of such device for an unreasonable period of time, or the use of siren horns on bicycles, automobiles, or other vehicles except upon automobiles and other apparatus of the police and fire departments or upon authorized emergency service vehicles.
  - (4) The playing of any radio, cassette tape player, compact disc player, phonograph, or mechanical or nonmechanical musical or sound-producing instrument in such a manner or with such volume that the sound therefrom creates a loud and raucous noise.
  - (5) The owning, keeping, or harboring of any animal or bird which frequently or for continued duration howls, barks, meows, squawks or makes other sounds which disturb the reasonable comfort and peace of any person in the vicinity by creating a loud and raucous noise.
  - (6) The use of any automobile, motorcycle or vehicle so out of repair or so loaded, or in such manner or combination with other vehicles as to create by virtue of its grating, grinding, or rattling sound, a loud and raucous noise.
  - (7) The blowing of any steam whistle attached to any stationary boiler, except to give notice of the time to begin or stop work or as a warning of danger.

#### (d) Enforcement and penalties.

- (1) Civil penalty. Violation of this section shall subject the offender to a civil penalty in the amount of \$50.00.
- (2) Criminal penalty. In addition to, or in lieu of, such civil penalties or other remedies, violation of this section shall constitute a misdemeanor, pursuant to G.S. 160A-175 and G.S. 14-4, as amended, punishable for each day the violation continues by a fine of up to \$500.00.

(Code 1978, ch. L, art. VI, § 1; Code 1983, § 8-15; Ord. of 10-4-1994)



SUBJECT:	REQUEST TO SURPLUS 2005 SUTPHEN 85' TOWER LADDER
PREPARED BY:	CHIEF TOMMY COLE

#### **REQUESTED ACTION:**

Approval to surplus our current 2005/1975 Sutphen tower ladder truck.

#### **BACKGROUND/SUMMARY:**

In 2005, the City of Graham purchased a 2005 Sutphen 85' Aerial tower ladder with a remounted 1975 model aerial platform. This apparatus has served the city well for many years. In the most recent years, we have begun to see increased maintenance issues and safety concerns in a 48-year-old ladder (assembly) truck. Our aerial ladder is used on a regular basis and requested from time to time from our neighboring departments as their communities continue to grow as well. Two significant repair issues caused staff to approach the council about replacing our ladder truck. After unsuccessful attempts to find a used ladder truck for our city, the City Council approved the purchase of a 2023 Pierce 100' Mid-Mount Platform. This apparatus is scheduled for delivery in June 2023.

#### **FISCAL IMPACT:**

The city will receive funds from the sale of the apparatus.

#### **STAFF RECOMMENDATION:**

Staff agrees that this apparatus should be surplus and sold to provide space for the new Tower Ladder expected in June 2023 and the funds from the sale will be received by the City.

#### **SUGGESTED MOTION(S):**

I move we approve to surplus the 2005 Sutphen 85' Tower Ladder and authorize the City Manager and Fire Chief to advertise the surplus equipment in the appropriate markets.

### RESOLUTION AUTHORIZING A 2005 SUTPHEN 85' TOWER LADDER FIRE TRUCK AS SURPLUS PROPERTY IN ACCORDANCE WITH N.C.G.S. 160A-266

WHEREAS, the City of Graham owns a 2005 Sutphen 85' Tower Ladder Fire Truck; and

**WHEREAS**, North Carolina General Statute § 160A-266 provides that a city may dispose of real or personal property belonging to the city by:

- (1) Private negotiation and sale;
- (2) Advertisement for sealed bids;
- (3) Negotiated offer, advertisement, and upset bid;
- (4) Public auction; or
- (5) Exchange; and

WHEREAS, North Carolina General Statute § 160A-266 does not allow for private negotiation of personal property valued at \$30,000 or more for any one item or group of similar items to be exchanged as permitted by N.C.G.S. 160A-271, or to be sold by any method permitted in this article other than private negotiation and sale, except as permitted in G.S. 160A-277 and G.S. 160A-279;

**WHEREAS**, the City of Graham has determined that it is in the best interest of the City to declare its 2005 Sutphen 85' Tower Ladder Fire Truck surplus.

**THEREFORE, THE GRAHAM CITY COUNCIL RESOLVES THAT** the City Manager, Finance Officer, and City Clerk are authorized to execute all documents necessary to advertise such surplus property in the appropriate markets.

Adopted this 13th of June 2023

	Mayor Jennifer Talley
	Mayor Jenniner Taney
Attest:	
Renee M. Ward, CMC	
City Clerk	

### 2023-2024 Boards and Commissions Terms Expiring June 30, 2023, and Current Vacancies June 13, 2023, City Council Agenda

**ABC Board - Graham Appointee** 

Robert Sykes

Request Reappointment

*No New Applications* 

**Appearance Commission/Tree Board** 

Judy Hall Cheryl Ray Request Reappointment Request Reappointment

No New Applications

Graham Historical Museum Board

Chuck Talley

Jeanette Beaudry - 3rd choice

Request Reappointment Request Reappointment

No New Applications

**Graham Housing Authority** 

**Evelyn Graves-Curtis** 

Request Reappointment

Applicant: Robert Sykes, Lisa Kyle Moser

**Historic Resources Commission** 

Jeanette Beaudry - 2nd choice

Vacancies - 3

Request Reappointment

**Applicant: Eddie Mercer** 

Planning Board/Board of Adjustment

John Wooten

Eric Crissman

Charles Huffine (Extra-Territorial)

Request Reappointment Request Reappointment

Recommendation to Alamance County

Applicant: Jeanette Beaudry-1st Choice

**Recreation Commission** 

Casey Johnson Brian Cutlip

Carmen Larimore

Request Reappointment Request Reappointment

Request Reappointment

Applicant: Benjamin Beushausen

# VOLUNTEER BOARD & COMMISSION APPLICATION



Name: Jeanette Beaudy Email Address: Jeanette beaudry @ yahou				
Home Address: 308 East Harden Mailing Address:				
City, State, Zip: Waham, NE 2ND City, State, Zip:				
Home Phone: 76-269-7902 Alternate Phone:				
Please list the board(s) and/or commissions on which you are currently serving:				
Historic Resources Commission, Historical Museum 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):				
Alcohol Beverage Control Board Historical Museum Advisory Board				
Appearance/Tree Commission Historic Resources Commission				
Canine Review Board Planning Board/Board of Adjustment				
Graham Housing Authority Recreation Commission				
Library Committee (Alamance County) Economic Development & Marketing Committee				
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.				
RELEVANT EXPERIENCE				
Current employer/retired: Klived				
Employer address: City, State, Zip:				
Job title and description of responsibilities:				

	vant knowledge, skills, abilitie g to the board(s) or commissi ply):		
History	Legal	Critical Thinking	
Architecture	Graphic Design	Data Analysis	
Research	Creativity	Active-Listening	
Program Development	Marketing/Social Media	Effective Communication	
Historical Preservation	Economic Development	Education & Outreach	
Event Planning	Community Organizing	Conflict Resolution	
Landscape Design	Athletics/Sports	☐ Time Management	
Gardener/Arborist	Problem Solving	Other: Real Estate Broke	
Adaptability	Interpersonal Skills		
Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?  Thank peen in the HRC and Museum Baatds for several terms www.and find them interesting in their work, and missions in the community.  And missions in the community.  But have always wanted to serve in the funding toning the first impact on the funding toning the first impact on the			
Have you attended a meeting you are applying?	ng of the board(s) and/or con	nmission(s) for which/lellesser	
Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?			
Additional relevant information	:	For City Clerk Use Only Date Received:	
g ig:		APR 17 2023 CITY OF GRAHAM	

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, Neg27625090

# **VOLUNTEER BOARD**& COMMISSION APPLICATION



Name: Benjamin Beushausen	Email Address: benwhitelist@gmail.com		
Home Address: 1107 E. Gilbreath St.			
City, State, Zip: Craham, NC 27253			
Home Phone: 417-576-6458	Alternate Phone:		
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 com- which you would like to be considered and indi- selection (1 = first choice and 2 = second choice	cate your preference for each		
Alcohol Beverage Control Board	Historical Museum Advisory Board		
Appearance/Tree Commission	Historic Resources Commission		
Canine Review Board	Planning Board/Board of Adjustment		
Graham Housing Authority	Recreation Commission		
Library Committee (Alamance County)	Economic Development & Marketing Committee		
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.			
RELEVANT EXPERIENCE			
Current employer/retired: Apex / Starbucks Employer address: 4400 Cox Road	City, State, Zip: OrlenAllen, VA 23060		
Job title and description of responsibilities:			
Financial Analysis. Vendor Relations, Bi Report Building.	lling Summaries. Contract Request Processing.		

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):				
History	Legal	Critical Thinking		
Architecture	Graphic Design			
<b>⊠</b> Research	Creativity	Active-Listening		
Program Development	Marketing/Social Media			
Historical Preservation	Economic Development	Education & Outreach		
Event Planning	Community Organizing			
Landscape Design	Athletics/Sports	∑ Time Management		
Gardener/Arborist	Problem Solving	Other:		
Adaptability				
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 varied bookground in many inclustries (Finance, Planning, retail, logistics, management, etc.) I have lined in many states and cities and have different perspectives because of that. I enjoy being involved and helping the ecommunity to grow I am reliable and will see things through.				
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 City Clerk Use Only		
		Date Received:		
		RECEIVED		
		JUN'. 2 2023		

Thank you for your interest in the City of Graham's boards and commissions. Submit this Mapplication by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to Gity Clark's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NC, 27253

# VOLUNTEER BOARD & COMMISSION APPLICATION



Name: Eric Crissman	Email Address: ejcrissman@gmail.com			
Home Address: 208 Albright Avenue	Mailing Address:			
City, State, Zip: Graham NC 27253	City, State, Zip:			
Home Phone: 336-684-1324	Alternate Phone:			
Please list the board(s) and/or commissions on	which you are currently serving:			
Planning Board/Board of Adjustment				
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):				
Alcohol Beverage Control Board	Historical Museum Advisory Board			
Appearance/Tree Commission	Historic Resources Commission			
Canine Review Board	Planning Board/Board of Adjustment			
Graham Housing Authority	Recreation Commission			
Library Committee (Alamance County)	Economic Development & Marketing Committee			
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.				
RELEVANT EXPERIENCE  Current employer/retired: Retired				
Employer address:				
Job title and description of responsibilities:	City, State, Zip:			
Manufacturing and Distribution Center Manager				

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 a	re ap	plying (select all that apply):	
History	Legal		Critical Thinking	
Architecture	Graphic Design		Data Analysis	
Research	Creativity		Active-Listening	
Program Development	Marketing/Social Media		Effective Communication	
Historical Preservation	Economic Development		Education & Outreach	
Event Planning	Community Organizing		Conflict Resolution	
Landscape Design	Athletics/Sports		Time Management	
Gardener/Arborist	Problem Solving		Other:	
Adaptability	× Interpersonal Skills			
I am currently serving as Vice Chair of the Planning Board/Board of Adjustment and have been an active and willing participant in board discussions and decisions. I would appreciate the opportunity to continue to serve the city and citizens of Graham in this capacity.				
Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?    X   Yes   No   No     No   No   No     Yes   No   No     No   No   No     Yes   No   No     Yes   No   No     No   No   No     Yes   No   No     X   Yes   No   No				
Additional relevant information:			For City Clerk Use Only	
Graham native, coll	ege graduate, US		Date Received:	
Navy veteran, active	e in First United		APR 0 3 2023	
Methodist Church G	Graham		CITY OF GRAHAM	
			THE PART OF THE PA	

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: dterrell@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 277253.190

# VOLUNTEER BOARD & COMMISSION APPLICATION



Name: Brian Cuttio	Email Address: bC wtlo edieselega's met con		
Home Address: 1504 Broadway Price	Mailing Address:		
	City, State, Zip:		
Home Phone: 336-260-1261	Alternate Phone:		
Please list the board(s) and/or commissions on	which you are currently serving:		
Recreation Commission			
Please select up to, two (2) boards and/or communich you would like to be considered and indicated selection (1 = first choice and 2 = second choice	ate your preference for each		
Alcohol Beverage Control Board	Historical Museum Advisory Board		
Appearance/Tree Commission	Historic Resources Commission		
Canine Review Board	Planning Board/Board of Adjustment		
Graham Housing Authority	Recreation Commission		
Library Committee (Alamance County)	Economic Development & Marketing Committee		
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.			
RELEVANT EXPERIENCE			
Current employer/retired: <u>Diesel Equipment</u> Employer address: <u>212 Atwell Avr</u>	Co City, State, Zip: Green bow NC 27406		
Job title and description of responsibilities:			
Purharing Manger Parkese All:	Items in our Company		

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):				
☐ History ☐ Architecture	Legal Graphic Design	Critical Thinking  Data Analysis		
Research  Program Development	☐ Creativity ☐ Marketing/Social Media	Active-Listening  Effective Communication		
Historical Preservation	Economic Development	Education & Outreach		
	☐ Community Organizing  Athletics/Sports	<ul><li>✓ Conflict Resolution</li><li>✓ Time Management</li></ul>		
Gardener/Arborist	Problem Solving	Other:		
Adaptability	Interpersonal Skills			
commission(s) to which you				
My Involvement in the community I have couched fears in Graham for over 20 years.				
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	į.	For City Clerk Use Only		
I've Been on the R. Years at least My	ec Commission for many	Date Received: RECEIVED		
		APR 1 2 2023		
		CITY OF GRAHAM		

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NC, 27253

## VOLUNTEER BOARD & COMMISSION APPLICATION



Name: Evelyn Graves-Curtis	_ <i>Email Address:</i> gravescurtis/@yanoo.com		
Home Address: 1811 Meadowview Drive	Mailing Address: Same		
City, State, Zip: Graham, NC 27253	City, State, Zip:		
Home Phone: 336-264-9373	Alternate Phone:		
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 com which you would like to be considered and indi selection (1 = first choice and 2 = second choice	icate your preference for each		
Alcohol Beverage Control Board	Historical Museum Advisory Board		
Appearance/Tree Commission	Historic Resources Commission		
Canine Review Board	Planning Board/Board of Adjustment		
✓ Graham Housing Authority	Recreation Commission		
Library Committee (Alamance County)	Economic Development & Marketing Committee		
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.			
RELEVANT EXPERIENCE			
Current employer/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):				
applying (select all that appears applying (select all that appears a	Legal  Graphic Design  Creativity  Marketing/Social Media  Economic Development  Community Organizing	<ul> <li>✓ Critical Thinking</li> <li>Data Analysis</li> <li>✓ Active-Listening</li> <li>Effective Communication</li> <li>✓ Education &amp; Outreach</li> <li>✓ Conflict Resolution</li> </ul>		
Landscape Design	Athletics/Sports	Time Management		
Gardener/Arborist	✓ Problem Solving	Other:		
Adaptability	Interpersonal Skills			
Why do you believe you wo commission(s) to which you	ould be an asset to the board( are applying?	s) and/or		
I believe I will be an asset to the Board, because I have previously served as Board of Commissioner and chair person for Burlington Housing Authority. I have attended numerous housing trainings and try to stay current on local and state housing issues. I currently volunteer for a Non-profit as Housing Program Cooldinator.				
Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?				
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	n:	For City Clerk Use Only  Date Received:  APR 17 2023		
		CITY OF GRAHAM		

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NG<sub>ag</sub>27,253<sub>190</sub>

#### VOLUNTEER BOARD & COMMISSION APPLICATION

CITY OF GRAHAM



Name: DUDY HALL Email Address: Cheapshoper 49@gmail. Com	
City, State, Zip: Graham, NC 21353 City, State, Zip:	
City, State, Zip: Graham, NC 21253 City, State, Zip:	
Home Phone: 336-260-1504 Alternate Phone:	
Please list the board(s) and/or commissions on which you are currently serving:	
Apperence Tree Boseo	
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):	
Alcohol Beverage Control Board Historical Museum Advisory Board	
Appearance/Tree Commission Historic Resources Commission	
Canine Review Board Planning Board/Board of Adjustment	
Graham Housing Authority Recreation Commission	
Library Committee (Alamance County) Economic Development & Marketing Committee	
lote: 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.	
RELEVANT EXPERIENCE Furrent employer/retired: Retired R.N.	
mployer address: City, State, Zip:	
bb title and description of responsibilities:	
end 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):			
History	Legal	Critical Thinking	
Architecture	Graphic Design	Data Analysis	
Research	Creativity	Active-Listening	
Program Development	Marketing/Social Media	Effective Communication	
Historical Preservation	Economic Development	Education & Outreach	
Event Planning	Community Organizing	Conflict Resolution	
Landscape Design	Athletics/Sports	Time Management	
Gardener/Arborist	Problem Solving	Other:	
Adaptability	Interpersonal Skills		
TowerHy Serve on the Appearance Mee BOARD for the past 2 years.			
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 City Clerk Use Only	
-3:		Date Received: VED	
		APR 18 2023	

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Glerks | A M Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NC, 27253

# VOLUNTEER BOARD & COMMISSION APPLICATION

CHYZOE CHYANA



Name: FDDIE Mencer	_ Email Address:		
Home Address: 830 MONDE HOLT RO	Mailing Address: Spine		
City, State, Zip: Graham	_ City, State, Zip: _ N C 27 253		
Home Phone: 252-290-0058	Alternate Phone:		
Please list the board(s) and/or commissions or	n 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):			
Alcohol Beverage Control Board	Historical Museum Advisory Board		
Appearance/Tree Commission	Historic Resources Commission		
Canine Review Board	Planning Board/Board of Adjustment		
Graham Housing Authority	Recreation Commission		
Library Committee (Alamance County)	Economic Development & Marketing Committee		
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.			
RELEVANT EXPERIENCE			
Current employer/retired:Retired			
Employer address:	City, State, Zip:		
Job title and description of responsibilities:			
	·		

	vant knowledge, skills, abilitie. g to the board(s) or commissionly):		
Why do you believe you would be an asset to the board(s) and/or commission(s) to which you are applying?  To Relp Ikeep Graham with small Faun feel.  To help Ikeep the cuts so people will wont to come board to rise or line			
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 City Clerk Use Only	
	, store	Date Received: RECEIVED	
		JUN 0 5 2023	
		CITY OF OR ALL	

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NG<sub>ag</sub>27253190

# **VOLUNTEER BOARD**& COMMISSION APPLICATION



Page 181 of 190

and detaile deed eden beard, prodec that only orginal moon in boards commissions
Name: LISA Kyle MOSCY Email Address: MSZKyle Un Wys & Jahoo. Aony Home Address: 211 Guthre St.  City, State, Zip: Graham NC 27253 City, State, Zip: Graham NC 21253  Home Phone: (334) 213 - (133) Alternate Phone: N/2
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):
Alcohol Beverage Control Board Historical Museum Advisory Board
Appearance/Tree Commission Historic Resources Commission
Canine Review Board Planning Board/Board of Adjustment
Graham Housing Authority Recreation Commission
Library Committee (Alamance County) Economic Development & Marketing Committee
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.
RELEVANT EXPERIENCE - Doughter of Suranney Moser* Longest
Current employer/retired: <u>Self-employed Musician</u> / pt MST. <u>Scimmissione</u> Employer address: <u>101 N. Maple St.</u> City, State, Zip: <u>Glaham NC</u> 21253
lob title and description of responsibilities:
partime manager/hostess/bartending Upening & closing facility All in house operations Marketing/social media/advertising/customer relations

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):			
History	Legal	Critical Thinking	
Architecture	Graphic Design	Data Analysis	
Research	☑ Creativity	Active-Listening	
Program Development	Marketing/Social Media	Effective Communication	
Historical Preservation	Economic Development	Education & Outreach	
Event Planning	Community Organizing	Conflict Resolution	
Landscape Design	Athletics/Sports	Time Management	
Gardener/Arborist	Problem Solving	Other:	
✓ Adaptability	Interpersonal Skills		
commission(s) to which you			
I grew up in a household with both parents in the real estate business. My mother suzanne y. Moser has served as a commissioner in the GHA for most of my life. I have attended many meeting and always been be very interested in an the aspects of the commission. It would give me great pleasure and pride to corry on my amozing Mother's legacy			
Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?			
you are applying:		Ves No	
Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?			
Additional relevant information:		For City Clerk Use Only	
Love working worth	so a good cooperative - people - from all word ds - music benefits pany to help local i yo hablo español	Date Received:	
Thank you for your interest in the	e City of Graham's boards and	commissions. Submit this	

application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: Gity Clark's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NC, 27253

### VOLUNTEER BOARD & COMMISSION APPLICATION



Name: Cheryl Ray	Email Address: CherylRayPhr@gmail.com		
Home Address: 1183 Jersey Street	Mailing Address:		
City, State, Zip: Haw River, NC 27258	City, State, Zip:		
Home Phone: 919-619-6201	Alternate Phone:		
Please list the board(s) and/or commissions on which you are currently serving:			
Alamance County HR Association - President, Alamance County Service League (Memb	er), Master Gardener (Alamance Cooperative Extension), Alamance Arts (Board Member)		
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):			
Alcohol Beverage Control Board	Historical Museum Advisory Board		
X Appearance/Tree Commission	Historic Resources Commission		
Canine Review Board	Planning Board/Board of Adjustment		
Graham Housing Authority	Recreation Commission		
Library Committee (Alamance County)	Economic Development & Marketing Committee		
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.			
RELEVANT EXPERIENCE			
Current employer/retired: Alamance County Government  Employer address: 124 West Elm Street City, State, Zip: Graham, NC 27253			
Job title and description of responsibilities:			
HR Director - Responsible for HR related functions including benefits, recruitment, employee relations, compensation and safety. Alamanc			

	experiences would you bring to the board(s) or commission(s) to which you are applying (select all that apply):			
History Legal Critical Think	ring			
Architecture Graphic Design Data Analysis				
Research Creativity Active-Listenin	ng			
Program Development Marketing/Social Media Effective Con	mmunication			
Historical Preservation Economic Development Education &	Outreach			
■ Event Planning	lution			
■ Landscape Design	ment			
■ Gardener/Arborist □ Problem Solving □ Other:				
Adaptability Interpersonal Skills				
I was a recipient of a past Residential Beautification Award. I'm interested in continuing to serve Graham via this Board with a goal of helping to make Graham more attractive and an inviting community.				
Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?				
Have you met with the chairperson or Staff Liaison of the board(s) and/or commission(s) for which you are applying?				
Additional relevant information:	lerk Use Only			
	Received:			
APR	0 6 2023			
	2020			

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, N@p@7263190

## 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 page Robert FSYKis Name: Robert F. SYKIS Email Address: POLO SYKIS 42 6Mp. (OM)

Home Address: 1516 STONEGOTC DL. Mailing Address: Spins

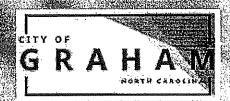
City, State, Zip: CAPLIAM N.C. City, State, Zip: Some Home Phone: 336 -2286128 Alternate Phone: 336 263-1130 Please list the board(s) and/or commissions on which you are currently serving: ac ROARD Please select up to, two (2) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (1 = first choice and 2 = second choice): Historical Museum Advisory Board Alcohol Beverage Control Board Historic Resources Commission Appearance/Tree Commission Planning Board/Board of Adjustment Canine Review Board Graham Housing Authority Recreation Commission Library Committee (Alamance County) Economic Development & Marketing Committee 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. RELEVANT EXPERIENCE Current employer/retired: 10 Tilled 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):			
<i>History</i>	Legal	Critical Thinking	
Architecture	Graphic Design	Data Analysis	
Research	Creativity	Active-Listening	
Program Development	Marketing/Social Media	Effective Communication	
Historical Preservation	Economic Development	Education & Outreach	
Event Planning	Community Organizing	Conflict Resolution	
Landscape Design	Athletics/Sports	Time Management	
Gardener/Arborist	Problem Solving	Other:	
Adaptability	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 been on ABC Born 10 plus years  I have been on ABC Born 10 plus years  I have been on ABC Born 4005129 25 plus Hears			
11			
Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?			
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?			
		Ves No	
Additional relevant information:		Four City Clouds Have Outles	
		For City Clerk Use Only  Date Received:	
		RECEIVED	
		MAR 2.7 2023	
		CITY OF COMMON	

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, N@p@7268190

### SITE SIE STATIAM

### 



Name: William G. Talley Emall Address: Officeadmin@friader. Co
Home Address: 808 Sideview Mailing Address: P.O. Box 872
City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC, 27253
Home Phone: 336-516-7036 Alternate Phone: 336-229-4225
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):
Alcohol Beverage Control Board Historical Museum Advisory Board
Appearance/Tree Commission Historic Resources Commission
Canine Review Board Planning Board/Board of Adjustment
Graham Housing Authority Recreation Commission
Library Committee (Alamance County) Economic Development & Marketing Committee
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.
RELEVANT EXPERIENCE
Current employer/retired: <u>EP Gates Controction</u> + Realty Employer address: 7 SECTSQ, 410C City, State, Zip: Graham, NC 27253
Job title and description of responsibilities:
Owner/General Contractor

	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):			
	History	Legal	Critical Thinking	
	Architecture	Graphic Design	Data Analysis	
	Research	Creativity	Active-Listening	
	Program Development	Marketing/Social Media	Effective Communication	
	Historical Preservation	Economic Development	Education & Outreach	
	Event Planning	Community Organizing	Conflict Resolution	
	Landscape Design	Athletics/Sports	Time Management	
	Gardener/Arborist	Problem Solving	Other:	
	Adaptability	Interpersonal Skills		
5.€0	Why do you believe you wo commission(s) to which you	ould be an asset to the board are applying?	(s) and/or	
		reappointment		
	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			
51	commission(s) for which you	u are applying r	Yes No	
•	Additional relevant information	on:	For City Clerk Use Only	
			Date Received: REUEIVED	
	* 7		APR 0 6 2023	
er 				
的数式	Panalita Dana	the City of Graham's boards a www.grd.at.rward@cityofgraham		
	application by elitating Street Office   201 South Main Street	t l'or mail to: City Glerk P.O. Di	rawer 357, Graham, NG, 27253	
4 35	The state of the s		and the state of t	

Page 188 of 190

# **VOLUNTEER BOARD**& COMMISSION APPLICATION



Name: John Wooten	Email Address: johnwwootenestaretmail, co		
Home Address: 387 CAROLINA CIRcle	Mailing Address: <u>SAme</u>		
City, State, Zip: GRALAM NC 27253	City, State, Zip:		
Home Phone: 336-266-9948	Alternate Phone: NONE		
Please list the board(s) and/or commissions on	which you are currently serving:		
Planning BOARD/BOARD of Ad	iustment		
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):			
Alcohol Beverage Control Board	Historical Museum Advisory Board		
Appearance/Tree Commission	Historic Resources Commission		
Canine Review Board	Planning Board/Board of Adjustment		
Graham Housing Authority	Recreation Commission		
Library Committee (Alamance County)	Economic Development & Marketing Committee		
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.			
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):			
History	Legal	2 Critical Thinking	
Architecture	Graphic Design	Data Analysis	
Research	Creativity	Active-Listening	
Program Development	Marketing/Social Media	Effective Communication	
Historical Preservation	Economic Development	Education & Outreach	
Event Planning	Community Organizing	Conflict Resolution	
Landscape Design	Athletics/Sports	Time Management	
Gardener/Arborist	Problem Solving	Other:	
	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 being a varied work experience having been employed in the financial, manufacturing, governmental, and high tech sectors of the economy. My background includes project management, teaching/training staff, communications, and team building. I amdetail oriented impartial, diligent, and objective. I listen well and seek to be cooperative when appropriate and obstinate if necessary. I have also served on the planaring board for the last two years.  Have you attended a meeting of the board(s) and/or commission(s) for which you are applying?			
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 City Clerk Use Only Date Received:	
		RECEIVED	
		MAR 2.7. 2023	
		2020	

Thank you for your interest in the City of Graham's boards and commissions. Submit this AN application by email to: Renee Ward at <a href="mailto:rward@cityofgraham.com">rward@cityofgraham.com</a> or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NC, 27253