

City of Graham
City Council Meeting Agenda
August 11, 2026



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

CALL TO ORDER: Mayor Chelsea Dickey

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation – Pastor Stephen Hall – Anchor Church

ADOPTION OF AGENDA:

CONSENT AGENDA:

- A.** To approve the July 14, 2026 City Council Meeting and Closed Session minutes.
- B.** To approve a resolution awarding a police badge and service sidearm to Retired Police Officer Robert David Parks.
- C.** To adopt a resolution approving the purchase of a 2027 Pierce Fire Engine from Pierce Manufacturing through Atlantic Emergency Solutions in the amount of \$954,162 and to authorize the City Manager to effectuate all necessary purchasing documents.
- D.** To approve a Budget Amendment in the amount of \$7,000 in State Drug Forfeiture revenue.
- E.** To approve a settlement of uncollected Real and Personal Property taxes totaling \$117,059.77, for fiscal year 2025-2026.

OLD BUSINESS:

1. SURPLUS PROPERTY PROCESS – DOWNTOWN PARK

City Council will direct staff on any potential deed restrictions to be included in the surplus property resolution, which must be adopted by Council before the advertisement and electronic auction begin.

PUBLIC HEARING:

2. ANNEXATION – E HARDEN STREET – 0.73 ACRE

A public hearing has been scheduled to consider approving an Annexation Ordinance to extend the corporate limits of the City of Graham pursuant to G.S. 160A-31 for a tract of land totaling 0.73 acre located off East Harden Street.

3. REZONING – 10.05 ACRES – OFF 0 HANFORD ROAD

A public hearing has been continued to consider rezoning 10.05 acres of property from R-18 (Low-Density Residential) to C-R (Conditional Residential) for the purpose of constructing 16 Cottage Homes and 10 Custom Built Homes located off Hanford Road.

(Continued from June 9, 2026 City Council meeting) (Planning Board recommended denial)

NEW BUSINESS:

4. ORDINANCE AMENDMENT – CHAPTER 20 – TRAFFIC AND VEHICLES - PARKING IN WORK ZONES AND SPECIAL EVENT AREAS

City Council will consider amending Chapter 20, Article V, adding Section 20-165 and 20-166 of the Code of Ordinances to prohibit parking during road work and approved street closure areas.

5. DONATION POLICY

City Council will consider adopting a Donation Policy effective August 12, 2026.

6. FALL FEST SPECIAL EVENT – DOWNTOWN GRAHAM – SEPTEMBER 19, 2026

City Council will consider approving a request to use the sidewalks around downtown Graham for vendor tents and the Sesquicentennial Park area on Saturday, September 19, 2026 (rain date October 18) from 8:00 am to 6:00 pm for Fall Fest.

7. POTENTIAL CITY OF GRAHAM CHARTER AMENDMENT

City Council will direct staff on Council's preferred option for an amendment to the City Charter that would modify the voting power of the Mayor.

8. VEHICLE SALES

City Council will direct staff on Council's preferred option for an amendment to existing ordinances governing vehicle sales and propose language to strengthen the approval process.

9. FAÇADE AND BEAUTIFICATION GRANT CHANGES

City Council will discuss making possible changes to the existing Façade and Beautification Grant to expand funding to cover specific interior improvements.

PUBLIC COMMENTS

CITY STAFF COMMENTS

CITY COUNCIL COMMENTS

CLOSED SESSION:

City Council will consider a closed session to discuss a personnel issue in accordance with N.C.G.S. 143-318.11(a)(6).

ADJOURNMENT

City of Graham

City Council Meeting Minutes

July 9, 2026



The City Council of the City of Graham held a regularly scheduled meeting on July 9, 2026, at 6:00 p.m. in the Council Chamber, City Hall Municipal Building, 201 South Main Street, Graham, NC.

Council Members Present:

Mayor Chelsea Dickey
Mayor Pro Tem Ricky Hall
Council Member Bobby Chin
Council Member Bonnie Whitaker
Council Member Jim Young

Staff Present:

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

CALL TO ORDER: Mayor Dickey called the meeting to order and presided.

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Scott Lawson, Graham Presbyterian Church, gave the invocation and all stood for the Pledge of Allegiance.

ADOPTION OF AGENDA:

ADD-ON: Mayor Dickey shared a request from a resident asking to make a presentation to Council regarding the Sesquicentennial Park. She asked for it to be added under New Business. Council consensus was to add this request under New Business.

Motion by Mayor Pro Tem Hall to adopt the agenda with the add-on, seconded by Council Member Young. The motion passed unanimously.

CONSENT AGENDA:

A. To approve the following minutes:

May 20, 2026 Special Meeting
June 1, 2026 Special Meeting
June 9, 2026 City Council Meeting and Closed Session minutes

B. To approve a resolution donating 10 sections of 5-inch large diameter supply hose and 25 sections of 1.75" fire hose to Alamance Community College Fire Academy.

RESOLUTION AUTHORIZING THE CONVEYANCE OF SURPLUS FIRE HOSE TO ALAMANCE COMMUNITY COLLEGE PURSUANT TO N.C.G.S. § 160A-274

WHEREAS, the City of Graham Fire Department owns surplus fire hose consisting of:

- Ten (10) sections of 5-inch Large Diameter Supply Hose; and
- Twenty-five (25) sections of 1.75-inch Fire Hose;

WHEREAS, the above-referenced fire hose has reached its intended service life for emergency response operations in accordance with National Fire Protection Association (NFPA) 1962 and has been replaced through the City's scheduled hose replacement program; and

WHEREAS, North Carolina General Statute § 160A-274 authorizes a governmental unit in this State to exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in real or personal property upon such terms and conditions as the governmental unit deems wise, with or without consideration; and

WHEREAS, the City of Graham has determined that it is in the best interest of the City to convey the above-described surplus fire hose to Alamance Community College for no consideration; and

WHEREAS, the Alamance Community College Fire Academy provides critical training and certification for future firefighters, many of whom ultimately serve the City of Graham Fire Department and other fire departments throughout the region; and

WHEREAS, the City of Graham has determined that donating the surplus fire hose to the Alamance Community College Fire Academy will continue to provide a significant public benefit by enhancing firefighter training while extending the useful life of equipment no longer suitable for front-line emergency service.

THEREFORE, THE GRAHAM CITY COUNCIL RESOLVES THAT:

1. The City of Graham hereby conveys to Alamance Community College the following surplus property:
 - Ten (10) sections of 5-inch Large Diameter Supply Hose; and
 - Twenty-five (25) sections of 1.75-inch Fire Hose.
2. The property herein described shall be conveyed for consideration of continued public benefit through firefighter education and training.
3. The City Manager, Finance Officer, and City Clerk are authorized to execute all documents necessary to complete the conveyance authorized by this Resolution.
- C.** To approve the amended request for the 6th Annual Esperanza Hispanic Heritage Festival on Saturday, September 26, 2026, to include the City parking lot beside Roasted Coffee Depot.
- D.** To approve a resolution directing the City Clerk to investigate a petition received under G.S. 160A-31 for potential contiguous annexation of GPIN 8893170556 & 8893171427 and to approve a

resolution fixing the date of August 11, 2026, for a public hearing on the question of annexation pursuant to G.S. 160A-31 for .73 (+/-) acres.

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED
UNDER G.S. 160A-31 LOCATED OFF E HARDEN STREET
GPIN: 8893170556 & 8893171427
(AN2601)**

WHEREAS, a petition requesting annexation of an area described in said petition was received on July 14, 2026, 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.

**RESOLUTION FIXING DATE OF AUGUST 11, 2026, FOR A PUBLIC HEARING ON THE
QUESTION OF A CONTIGUOUS ANNEXATION OF TWO LOTS PURSUANT TO
G.S. 160A-31 FOR 0.73+/- ACRES LOCATED OFF E HARDEN STREET
(AN2601)**

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.

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

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City Hall, 201 S. Main Street, Graham, NC, at 6:00 pm on August 11, 2026.

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

Legal Description GPIN#: 8893170556 & 8893171427

Beginning at a 1" open iron pipe, a corner with Martin Van Capps and having N.C. Grid Coordinates of North 837,661.32 & East 1,891,077.96, said beginning being S 48° 14' 24" E 1,618.86' from N.C Geodetic Monument "Conklin" having observed N.C. Grid Coordinates of North 838,739.50 & East 1,889,870.38,

thence with the line of Martin Van Capps S 36°00'06'' E 90.70' to an existing 3/8" open iron pipe and thence continuing S 35°48'05'' E 94.29' to an existing 1" open iron pipe, said iron pipe having N.C. Grid Coordinates of North 837,511.47 & East 1,891,186.44 and being a corner with Martin Van Capps. Thence continuing with the line of Capps S 88°54'02'' E 74.86' to a 1.5" existing pinched iron pipe in the line of Capps and a corner with Riverside Baptist Church. Thence with the line of Riverside Baptist Church S 51°01'35'' W 168.79' to an existing concrete monument on the northern right-of-way of N.C. Highway 54. Said monument has N.C. Grid Coordinates of North 837,403.87 & East 1,891,130.06. From the said monument, the line continues with N.C Highway 54 along a curve having a radius of 2,914.79' and a bearing of N 42°24'54'' W with a Chord distance of 100.91' and an Arc distance of 100.92' to a #5 rebar set by Landmark Surveying, Inc. Thence continuing along the Right-of-way of N.C. Highway 54 a bearing and distance of N 43°24'24'' W 22.55' to a mathematical point and thence again N 43°24'24'' W 137.10' to an existing 3/4" open iron pipe a corner with Martin Van Capps. Thence continuing with line of Capps N 61°41'16'' E 21.29' to an existing 1" open iron pipe in the line of Capps and thence N 61°59'40'' E 121.11' to the beginning and having an area of 31,901 Sq. Ft.± / 0.73 Acres± / 0.0011 Sq. Miles as shown on a plat titled Final Plat – Corporate Limits Extension - City Of Graham – For Property of Dewey Brown, Jr. and Fannie B. Brown.

- E.** To approve a Project Ordinance for \$3,115,265 for capital projects. \$1,000,000 would be designated for a new fire apparatus, and \$2,115,265 for the fire station design and construction. Approved by City Council during the Fiscal Year 2026-2027 budget process.

**Capital Project Ordinance
Capital Improvements - Pay As You Go Fund
Fire Apparatus and Fire Station Design/Construction**

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

Section 1. The Project authorized is the Capital Improvements - Fire Apparatus and Fire Station Design/Construction Projects.

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 the City to complete the project:

Transfer from 10-6600-8500 (General Fund)	\$3,115,265
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TOTAL	\$3,115,265
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Section 4. The following amounts are appropriated for this project:

Fire Apparatus	\$ 1,000,000
Fire Station Design/Construction	\$ <u>2,115,265</u>
TOTAL	\$ <u>3,115,265</u>

- Section 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.
- Section 6. Copies of this project ordinance shall be made available to the City Manager and the Finance Director for direction in carrying out this project.
- Section 7. This ordinance shall take effect upon passage.

F. To approve and accept a donation from Shamrock Nutrition for an Insignia F50 85” TV for the Graham Recreation and Parks Department after-school program.

G. To approve the Recreation and Parks Department’s Street closures for downtown programs in 2027:

- **Arts Around the Square:** closure of the 100 blocks of East and West Elm Streets, 100 blocks of North and South Main Streets, the public parking lot at the intersection of East Elm Street and Marshall Street and the public parking lot on the 100 block of West Elm Street on Saturday, May 15, 2027, from 5:00 am to 6:00 pm. No rain dates.
- **Thursdays at Seven Concert Series:** closure of the 100 block of West Elm Street on May 27, June 24, July 22, August 26, September 9, & September 23 for the 2027 Thursdays at Seven Concert Series. All closures will begin at 5:00 pm and reopen by 11:30 pm. In the event a concert must be postponed, we also request the same closure as above on the following dates: June 3, 10, 17; July 1, 8, 15, 29; August 5, 12, 19; September 2, 16, 30; October 7, 14.
- **9/11 Commemorative 5K Event:** closure of the northbound lane of Maple Street from Pine Street to McAden Street, McAden Street from South Main Street to Maple Street, the southbound lane of South Main Street from Pine Street to McAden Street, Pine Street from South Main Street to Maple Street from 6:00 am to 11:00 am on Saturday, September 11, 2027. No rain dates.
- **Pumpkin Bash:** closure of the 100 blocks of East and West Elm Streets on Friday, October 29, 2027, from 3:00 pm to 10:30 pm and North and South Main Streets from 4:00 pm to 10:30 pm. No rain dates.

H. To approve a Budget Amendment to recognize \$26,788 in insurance reimbursement payments and increase the Police Department Capital Outlay Equipment account by \$24,503 and the Repair and Maintenance account by \$2,285.

CITY OF GRAHAM						
BUDGET AMENDMENT ORDINANCE						
2026-2027						
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT						
THE 2026 - 2027 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:						
Section 1.						
EXPENDITURES						
DEPARTMENT/ACCOUNT		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Police - Capital Outlay Equipment	\$	121,410.00	\$ 145,913.00	\$ 24,503.00		\$ 24,503.00
	\$	121,410.00	\$ 145,913.00	\$ 24,503.00	\$ -	\$ 24,503.00
Section 2.						
REVENUES		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance	\$	4,614,287.00	\$ 4,638,790.00	\$ 24,503.00		\$ 24,503.00
	\$	4,614,287.00	\$ 4,638,790.00	\$ 24,503.00	\$ -	\$ 24,503.00

CITY OF GRAHAM						
BUDGET AMENDMENT ORDINANCE						
2026-2027						
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT						
THE 2026 - 2027 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:						
Section 1.						
EXPENDITURES						
DEPARTMENT/ACCOUNT		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Police - Repair & Maintenance Vehicles	\$	75,000.00	\$ 77,285.00	\$ 2,285.00		\$ 2,285.00
	\$	75,000.00	\$ 77,285.00	\$ 2,285.00	\$ -	\$ 2,285.00
Section 2.						
REVENUES		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance	\$	4,612,002.00	\$ 4,614,287.00	\$ 2,285.00		\$ 2,285.00
	\$	4,612,002.00	\$ 4,614,287.00	\$ 2,285.00	\$ -	\$ 2,285.00

- I. To approve a Budget Amendment in the amount of \$336,145 for the purchase of 1771 N. Jim Minor Road in Haw River, parcel ID number 152551, owned by Thomas and Linda Stewart, adjacent to Graham Regional Park, for the intended use of park and recreational facilities.

CITY OF GRAHAM						
BUDGET AMENDMENT ORDINANCE						
2026-2027						
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT						
THE 2026 - 2027 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:						
Section 1.						
EXPENDITURES						
DEPARTMENT/ACCOUNT		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Recreation - Capital Outlay Other Improvement	\$	18,000.00	\$ 354,145.00	\$ 336,145.00		\$ 336,145.00
	\$	18,000.00	\$ 354,145.00	\$ 336,145.00	\$ -	\$ 336,145.00
Section 2.						
REVENUES		APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Miscellaneous Grants	\$	50,000.00	\$ 357,725.00	\$ 307,725.00		\$ 307,725.00
Fund Balance	\$	4,584,727.00	\$ 4,613,147.00	\$ 28,420.00		\$ 28,420.00
	\$	4,634,727.00	\$ 4,970,872.00	\$ 336,145.00	\$ -	\$ 336,145.00

- J. To approve a Budget Amendment in the amount of \$262,214 to be paid to UPS as outlined in the approved incentive agreement.

CITY OF GRAHAM					
BUDGET AMENDMENT ORDINANCE					
2026-2027					
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT					
THE 2026 - 2027 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:					
Section 1.					
EXPENDITURES					
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Administration - Economic Development	20,000.00	282,214.00	262,214.00	-	262,214.00
	20,000.00	282,214.00	262,214.00	-	262,214.00
Section 2.					
REVENUES					
	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance Appropriation	\$4,322,513.00	\$4,584,727.00	\$262,214.00	-	\$262,214.00
	\$4,322,513.00	\$4,584,727.00	\$262,214.00	-	\$262,214.00

- K. To approve a Budget Amendment in the amount of \$30,000 to transfer Federal Drug Forfeiture revenue to the Police Department account 20-5100 for use.

CITY OF GRAHAM					
BUDGET AMENDMENT ORDINANCE					
2026-2027					
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT					
THE 2026 - 2027 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:					
Section 1.					
EXPENDITURES					
DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Police - Professional Services	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00
	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00
Section 2.					
REVENUES					
	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Federal Drug Funds	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00
	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00

- L. To approve tax releases in the amount of \$62.89.

CITY OF GRAHAM				
RELEASE ACCOUNTS				
JULY				
<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
19151	2025	NEWLIN, PRESTON C	SOLD BOAT IN 2024	\$44.13
19152	2025	NEWLIN, PRESTON C	SOLD MOTOR IN 2024	\$18.76

City Manager Garner noted for Item I, due to prorated taxes, the budget amendment should read \$336,145. Motion by Mayor Pro Tem Hall to approve the consent agenda with the correction to Item I, seconded by Council Member Chin. The motion passed unanimously.

OLD BUSINESS:

ITEM 1: ORDINANCE AMENDMENT – CANVASSERS’ AND SOLICITORS’ PERMIT PENALTY SECTION – SECOND READING

City Council will consider approving an Ordinance amendment to Chapter 8 - Businesses, Article IV- Canvassers’ and Solicitors’ Permit, Section 8-114 of the Code of Ordinances.

Assistant City Manager Aaron Holland stated at the conclusion of the May 12th City Council meeting staff was directed by Council to review our current ordinances pertaining to Chapter 8, Article IV, Canvassers’ and Solicitors’ Permit. It was suggested that staff amend the existing penalty section to strengthen the current penalty from a civil penalty to include a criminal penalty.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAHAM, AMENDING CHAPTER 8, ARTICLE IV, SEC. 8-104 AND 113 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 sections 8-114, which said sections read as follows:

Chapter 8 – BUSINESSES

ARTICLE IV. – CANVASSERS’ AND SOLICITORS’ PERMIT

Sec. 8-114. - Penalty.

Any violation of this article shall subject violators to a civil penalty in the amount of \$50.00. Violators shall pay the penalty to the city tax collector's office within ten days of receipt. The failure of such violators to pay the civil penalty within the specified time shall subject such violators to a civil action to collect all penalties and costs for said violation, and any civil penalty that has not been paid, for which delinquent notice was sent, shall carry an additional late payment penalty of \$25.00. Continued violations shall subject violators to separate, distinct, and successive civil penalties.

ADD: Criminal penalty. In addition to, or in lieu of, such civil penalties or other remedies, a violation of this chapter shall constitute a Class 3 misdemeanor, pursuant to G.S. 160A-175 and G.S. 14-4, as amended.

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.

Motion by Mayor Pro Tem Hall to approve the ordinance amendment, seconded by Council Member Chin. The motion passed 4-1. Mayor Dickey voted no.

ITEM 2: ORDINANCE AMENDMENT – ANIMALS AND FOWL SECTION 4-39 & 4-41 – CRIMINAL PENALTIES – SECOND READING

City Council considered revisions to City Ordinance 4-39 & 4-41, which propose a criminal penalty in addition to, or in lieu of, such civil penalties or other remedies.

Assistant City Manager Holland stated this was approved by Council a few months ago and would require Council to approve the amendment by a second reading due to the criminal penalty aspect.

It shall be unlawful for any owner or keeper of a dog to permit any dog, at any time, to run at large on the streets or sidewalks of the city or off the premises of the owner or keeper. Outdoor enclosures cannot be smaller than ten feet by ten feet. Criminal penalty. In addition to, or in lieu of, such civil penalties or other remedies. A violation of this section shall constitute a Class 3 misdemeanor, pursuant to G.S. 160A-175 and G.S. 14-4, as amended.

(f) Criminal penalty. In addition to, or in lieu of, such civil penalties or other remedies, a violation of subsection A shall constitute a Class 3 misdemeanor, pursuant to G.S. 160A-175 and G.S. 14-4, as amended.

Motion by Council Member Young to approve the ordinance amendment, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

PUBLIC HEARING:

ITEM 3: DOWNTOWN SOCIAL DISTRICT DISCUSSION

A public hearing was scheduled to receive public input and provide direction to staff for a downtown social district designation.

Mayor Dickey stated the social district came up at the May Council meeting. She stated the Council was interested in hearing from the community. She stated the type of social district that was most expressed at the May meeting was an event-based social district. She shared it came about because of alcohol consumption at events such as Arts Around the Square.

The public hearing was opened, and the following spoke:

Ms. Linda Barnhill, 404 Forest Drive, Graham, spoke in opposition to the social district.

Mr. Daniel Alvis, 1022 Noah Road, Graham, spoke in favor of a social district. He said it would boost the economy.

Mr. Keith Westbrooks, 606 Trock Wilder Court, Graham, spoke in favor of a social district during events only.

Mayor Dickey read an email from Jason Varner, who was opposed to social districts.

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

Mayor Dickey stated that Recreation and Parks were already doing it during events, and event-based would give us control. She shared that during Arts Around the Square, there were two local businesses benefit from selling alcohol. If there was a social district, it would equally distribute alcohol sales to all businesses. She suggested exploring what a social district would look like. If Council goes forward, it would require another public hearing and drafting an ordinance for approval. She would be in favor of exploring it more and then putting it back to the community.

Council Member Young stated that since it was discussed at the previous meeting, he had spoken to several establishments, and they really did not have a strong opinion. He shared he did not see it as a benefit, and after speaking with folks downtown, the majority either do not want it or are just indifferent.

Council Member Whitaker shared she did not think there was a need to walk in and out and around downtown with alcohol.

Council Member Chin stated we do not need a social district.

Mayor Pro Tem Hall stated he agreed.

The Council reached a consensus not to proceed with establishing a social district.

NEW BUSINESS:

ITEM 4: STREET CLOSURE – NC BBQ HALL OF FAME – ALCOVETS – COOK-OFF EVENT

City Council considered a request from the NC BBQ Hall of Fame and ALCOVETS to close the 100 block of E. Elm Street from the intersection of the circle to Marshall Street on Saturday, October 10th, from 7 am to 7 pm (includes setup and cleanup) for the Whole Hog Cook-off Special Event.

Assistant City Manager Holland stated this was a new event, NC BBQ Hall of Fame Cook-Off, sponsored by the ALCOVETS. The request was to close the 100 block of E. Elm Street from the circle to Marshall Street on Saturday, October 10th, from 7 am to 7 pm (includes setup and cleanup).

Motion by Mayor Pro Tem Hall to approve the street closure for the Whole Hog Cook-Off Event on October 10, 2026, from 7:00 am to 7:00 pm, seconded by Council Member Chin. The motion passed unanimously.

ADD-ON – RESIDENTS COMMITTEE – SESQUICENTENNIAL PARK

Jeff Benes, 1407 East Gilbreath Street, Graham, shared that Council Member Chin recommended that interested community members start an LLC, and as a result, 47 residents attended the town hall meeting. He stated a petition to rebuild the park received over 100 signatures. The attendees formed a leadership team consisting of three people, Mr. Richard Wright, Jane Albright, and Jim Albright, with plans to create sub-committees moving forward. He stated at the meeting that there were three of the original committee members who were involved in the beginning of creating the park. Her stated they could do the park with zero dollars. They would have the grass that is there now and a bench and did not have to cost \$750,000. He stated the Sesquicentennial Park Citizens' Committee, along with the New Leaf Society, invited the

City Council and the County Board to unite with the citizens to reestablish the park.

Richard Wright, 236 South Marshall Street, Graham, shared the history of the Sesquicentennial Park and how it represented the City.

Council Member Young asked how much extra time the committee needed.

Mr. Benes stated there had not been any planning meetings and they could only spend as much money as they have. He stated they wanted to know what the Council wanted and what the goal was. He suggested doing a little each year.

Council Member Young asked if anyone had spoken to Alamance County.

Mr. Benes stated only Sam Powell. He shared that they wanted to make a presentation to the City Council first before going to the County Commissioners.

Mayor Dickey stated the committee was asking for more time and not to rush into surplus.

Council Member Chin stated it seemed the community wanted to keep the park, and the Council had never taken a position of eliminating and not keeping the park. Rather, the question was whether the park should be located somewhere else downtown. He stated the land had history tied to a building that was a landmark building in town square for many years. Council was exploring how to relocate the park and keep the park downtown, and comments were made that the Council did not want the park and would demolish it and be done. He shared that was not the case. When the park was dismantled, the bricks were saved. He shared the park was built with private funds, and that was why he mentioned an LLC. He shared that in 2016 the predecessors had a chance to fix the park, and they did not; now, ten years later, it is a safety issue, and that's why the park had to be dismantled.

Mayor Dickey stated she felt like the Council was trying to put the park away and not rebuild it. She stated in 2016 the committee had an opportunity, and in 2026 this Council has a very similar opportunity. She stated it may take more money, but we still have that opportunity. She shared the land was not a sinkhole, and there was something that could be done construction-wise. She stated the community was asking for more time, and she did not understand what the rush was.

Council Member Whitaker stated two and a half years was not a rush.

Mayor Dickey stated to give them six more months.

ITEM 5: SURPLUS PROPERTY PROCESS – DOWNTOWN PARK

City Council discussed the process for declaring the downtown park as surplus property.

City Manager Garner stated at the June 9, 2026 meeting, City Council came to a consensus (3-2) to explore the options associated with declaring the Sesquicentennial Park as surplus property. She noted there were three options if City Council elected to go that route.

Sealed Bids - *Step 1: Board adopts resolution authorizing sale by sealed bid. Step 2: Publish advertisement for sealed bids at least 30 days before the bid opening for real property. Step 3: Receive and open sealed bids. Step 4:*

Award to the highest responsive, responsible bidder or reject all bids.

Upset Bids - *Step 1: Unit received offer to purchase property. Step 2: Board adopts resolution accepting offer and authorizing upset bid procedure; offeror deposits 5% of bid amount with clerk while upset procedure takes place. Step 3: Publish advertisement for upset bids. Qualifying upset bid must be an amount at least 10% of the first \$1,000 of the original offer and 5% of the remainder. Bidders must submit qualifying upset bids within 10 days after the date of advertisement and be accompanied by a 5% bid bond or deposit. Step 4: If a qualifying upset bid is received, repeat the advertisement and upset bid process until no additional qualifying upset bid is received, then award to the highest bid or reject all bids.*

Public Auction - *Step 1: Board adopts resolution authorizing sale by auction. Step 2: Publish advertisement of auction at least 30 days before auction is conducted. (If electronic auction, board may authorize electronic-only notice). Step 3: Conduct auction. Step 4: Report highest bid to board; must accept or reject within 30 days of date bid is reported to board; complete sale to highest bidder at any time after board approval.*

City Manager Garner shared that public auction could include electronic auction. She stated if Council desired to declare the property surplus, staff would need to know which method to use to bring back for consideration.

Council Member Young stated if the property was declared as surplus, the property does have issues and may not be sold for very much. He noted that process would take months and would give the committee time to save the park and buy it themselves. He stated he was content making the property surplus, and it would still give people a chance to raise the money. He said he would like to see a commitment from the County Commissioners and would not be opposed to giving more time to delay the declaring of surplus if the committee could talk to the County and see what they will do. He shared he would love to see if the County would commit to something. He suggested delaying declaring this property as surplus and challenged them to go to Alamance County, and he would go with them.

Mayor Pro Tem Hall stated every day we keep the park, it costs money, and he was ready to declare the property surplus.

Mayor Dickey asked what the daily cost was.

Mayor Pro Tem Hall stated it was \$20,000 annually.

Mayor Dickey asked if, in its current state, it was costing \$20,000 a year.

City Manager Garner stated that amount was not provided for the property as it is.

Council Member Chin stated we should move forward.

Council Member Whitaker stated we should move forward.

Mayor Dickey stated she did not want to move forward, and at minimum, should delay moving forward. She noted if three members wanted to move forward, there were three options: sealed bids, upset bids, and public auction.

Motion by Mayor Pro Tem Hall to approve the sealed bids process.

Council Member Whitaker questioned the sealed bids and having to get an appraisal.

City Manager Garner stated the statute did not require you to have an appraisal, but it would be good practice to have the property appraised before any decision is made to accept bids in whatever method Council chooses.

Council Member Whitaker stated she would not want to accept a bid without knowing the appraisal value.

Council Member Chin suggested exploring the upset bid process.

Assistant City Manager Holland stated, actually, a public auction would be the way Council would want to go because it had an upset bid labor and allowed for more flexibility.

City Manager Garner shared that, depending on the number of bids received, the upset bids could be the longest process and had the potential to be more expensive due to readvertising.

Mayor Dickey asked if the consensus of Council was declaring this land surplus because it is costing the City money.

Council Member Whitaker stated we were declaring the property surplus so it could be sold.

Mayor Dickey asked what the purpose of declaring it surplus and declaring it in a hurry was. She stated they only asked for six months tacked onto the two and a half years.

Mayor Dickey asked what the hurry was and that she and Jim would like to give the community a little more time.

Council Member Chin stated the Council needed to give direction to City staff.

Council Member Whitaker stated this had been going on for two and a half years, and this can had been kicked down the road, and it was time to make a decision.

Mayor Dickey stated for the record that it was very unclear to her why Council was moving so fast.

Council Member Young stated that Mayor Dickey actually campaigned on the statement that you could come up with grants and money from other agencies to save the park. He asked what the status was.

Mayor Dickey stated this Council had shown her that they do not accept donations and they do not accept grant funds, and they had a grant and donations for other things, and everything had been either not used or rejected. She stated the National Real Estate organization does assessments of downtown properties; she had been talking to them to get an assessment to help us figure out what to do with this plot of land. She shared there were grant funds for place building with the National Real Estate and that she had things in the works, but there was nothing this Council had proven that they would move forward.

After further discussions on funding and the process, the following motion was made.

Motion by Council Member Whitaker to place the Sesquicentennial Park land up for surplus sale by public auction, by electronic auction, advertise electronically, and publish in the newspaper, seconded by Council Member Chin. The motion passed 3-2. Mayor Dickey and Council Member Young voted no.

ITEM 6: MAIN STREET CONFERENCE REIMBURSEMENT

City Council will give direction as to whether Mayor Dickey should reimburse the City in the amount of \$260 for the Main Street Conference registration.

Motion by Council Member Whitaker to recuse Mayor Dickey.

Mayor Dickey stated that this was about the principle of the issue. She stated the dollar amount was \$260 and could sound like a silly conversation. She stated that all of Council were interested in what was ethical and efficient to the government, and trying to figure out what this looks like was a deeper conversation than just the \$260. She stated when this happened, it started at the Main Street conference; the City Manager's office purchased a ticket, and then the funds were rejected by City Council. She stated she had been invoiced for the \$260. She stated at the time, Assistant City Manager Holland had emailed or communicated that she would be responsible for the \$260 if she chose to go and Council said no. She shared that this was a red flag and did not know of a lot of mayors getting invoiced. She shared that she had contacted the League of Municipalities and they pointed to whether the City had any ordinances, laws, or protocols that indeed instructed Council to pay back invoices, and if so, that was what should be done. If not, it spoke to the communication between the City Manager and the Council and what the City Manager's authority looked like to make purchases, or what policies we have in place so these invoices have the policy. She stated she was happy to pay this invoice but needed to know there was an actual policy.

City Council Member Whitaker to recuse Mayor Dickey from discussion of this item because she stood to financially gain, seconded by Council Member Chin. The motion passed 4-1. Mayor Dickey voted no.

City Manager Garner shared there was a budget amendment in the amount of \$1,500 on the agenda of the March 10, 2026 City Council meeting. Funds included a donation that was earmarked for Mayor Dickey's attendance at the NC Main Street Conference. City Council pulled that item from the consent agenda and subsequently removed the \$1,500 donation. She stated the \$1,500 was refunded to the donor. She shared that City Council gave staff direction in 2022 that Graham was no longer going to be a participant in the Main Street Program. She stated that neither she nor Assistant City Manager Holland had the authority to override a directive given by City Council. She stated it was a similar situation with the prior Mayor when attendance was requested at a National Main Street Conference. Staff handled it the same way and placed it as a budget amendment on the agenda for City Council to consider because staff could not override a directive given to us by Council, and the directive was that Graham was not going to be a participant in the Main Street program. When the budget amendment for \$1,500 was not approved, the \$260 registration fee needed to be paid to the City. Finance staff invoiced Mayor Dickey in March, and the invoice was due in April. She shared there was a reminder sent 30 or 60 days after the original due date, and the \$260 remained outstanding. She asked the City Council for direction on whether those funds are owed or if something else was required.

Council Member Young asked if this was a policy from 2022 that we would not participate in Main Street.

City Manager Garner stated it was a directive from City Council that with the 2023 budget, all dollars associated with the Main Street program and downtown development be zeroed.

Council Member Chin shared that the City was participating in the Main Street program back in 2022, and when developing the budget, it was asked what the City had benefited from being a part of the program. He stated there was no benefit, no help in bringing in new businesses to Graham, but wanted us to have someone on staff and expected the City to levy a tax on the downtown businesses that they would get. City Council did not want to add a tax on downtown businesses, and that was why, in 2023, a motion was made to strike that budget line and remove ourselves from the Main Street program. He stated when the Mayor wanted to go to the conference, it was discussed why we would want to go to a conference in which the City had gained nothing when we participated, but she went anyway.

Council Member Whitaker stated that the Mayor said City Council would not accept donations. She stated that it was made clear that accepting donations for Council travel would not be a good precedent. She stated that the Mayor was made aware that money had not been set aside for this conference. It was also made clear that Council did not want to participate in Main Street. She stated that Mayor Dickey was made fully aware if the \$260 was paid to reserve her a spot at the conference and Council disapproved, she would be left owing the \$260. She shared that she sent an email that she was going to pay it after last month's meeting, but she did not. She noted if it were any other citizen that owed money to the City, she needed to be treated the same way, and further, we all needed to be treated the same way if we owe money to the City.

Council Member Young asked if the email thread discussing this with Mayor Dickey over the past several months was public record.

City Manager Garner stated it was and it was included in the agenda packet as well as Assistant City Manager Holland's email to her in advance of the registration in March.

Motion by Council Member Young to inform Mayor Dickey that she owes the \$260, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

Motion by Council Member Young for Mayor Dickey to return to the meeting, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

Mayor Dickey asked for an update.

City Council Whitaker stated the Council voted that she pay the \$260.

Mayor Dickey asked if there was a place legally or in the ordinance or policy that outlines she should pay it.

City Council Whitaker stated again she was asking why, and it had been explained.

Mayor Dickey asked during the discussion if Council found where it was legal or in the ordinance or policy that she was obligated to pay.

Council Member Whitaker stated because the Mayor was directed not to go, and she chose to go anyway. She stated they were treating the Mayor, as any other citizen or member of Council, the same way if we had done that.

Mayor Dickey stated yes, but we usually have ordinances and policies that we can uphold for those citizens.

Council Member Chin stated there was no money budgeted for the trip.

Mayor Dickey stated she did not purchase the ticket; it was the City Manager's office, and if we are unhappy with how this was going, we needed to address the City Manager's process for spending, or we can put a policy in place that dictates invoices should be paid back and go from there.

Council Member Young asked if the Mayor sent an email saying she would take care of it several months ago.

Mayor Dickey stated she said she would bring a check but then called the League of Municipalities, and they directed her to ask some questions.

City Attorney Coleman shared that there may not be a policy, but there was a statute that covers it. He shared NCGS 160A-64.1. He stated the determining factor was whether the City entered into a contract for City services, and it could be a seminar, and if you entered into a contract, then you could garnish the wages of the Mayor or Council Member to get the money back. He stated a contract was mutual consideration, and the City entered into a contract by paying registration on behalf of a representative. He stated the Main Street registration would fall under city services.

Mayor Dickey stated she would like to run this by the School of Government or City Attorney Ward and then continue this discussion.

City Manager Garner shared that Assistant City Manager Holland had conversations with our auditor from Stout Stuart McGowen and King and also spoke to the NC League of Municipalities when this came up, and we did not receive the same advice that Mayor Dickey received regarding the donation. She stated they were told if the funds were not approved, then the money would have to be reimbursed. She shared his email to Mayor Dickey on March 5, 2026, which spelled out the conversation they had and where that risk would fall if the budget amendment was not approved by Council.

Mayor Dickey stated from her conversation with the League, she was told it was fine that the Assistant City Manager emailed her about being responsible for the registration, but unless she said yes, or she understood that, then that would dictate a contract, and she added that she did not respond.

Mayor Dickey stated she wanted to talk to City Attorney Ward about this statute and then come back and asked if everyone was okay with that.

Council stated it should be paid.

Council Member Young asked the City Manager, since a motion was made, would this require interest to be added.

City Manager Garner stated there was no interest for non-taxes adopted in the fee schedule, so the answer would be no.

Mayor Dickey stated she would be talking with the City Attorney and would report back via email to Council.

PUBLIC COMMENTS

Julie Manning, 234 Webster Road, Graham, stated Mayor Dickey had asked for donations and was granted them for the park from Cobb Sign Company in Burlington. She stated she would donate signs and paint the pergola. She asked the Council if they knew you could receive grant funds from the Main Street organization. She shared she was a national Main Street volunteer, and Graham should hire an executive director for Main Street Graham.

Council Member Whitaker asked if she was aware Mayor Dickey never mentioned any of this.

Ms. Manning stated she mentioned it when she was here at a Council meeting and spoke with Council Member Whitaker and Council Member Young, saying she was a sign contractor and she would happily donate services for this park.

Jeff Benes, 1407 East Gilbreath in Graham, stated certain Council Members rejected working with the citizens who elected you.

Ronnie Isley, 510 Mendell Terrace, Graham, stated he was ashamed of Council and asked if there was any other surplus property in Graham. He mentioned the condition of Culp Mill property and how bad it looked. He also asked about the downtown banners and when they would be replaced. He also spoke about stray dogs that he took to Animal Services and was told they had no room.

Patsy Bailey, 6146 Snow Camp Road, said that this community had begged for more time, and each time, Council said no. She asked for a few months.

Alex Stock, 532 Ward Street, spoke about the Flock cameras and did not feel comfortable with cameras following his car around. He did not see the necessity and said it would be vulnerable for malicious use and would degrade our constitutional rights.

Susan Ready, 505 Paris Street, Graham, stated she did not understand the Council process regarding declaring the park as surplus property. She asked to keep the covenant with the citizens to keep the land and reestablish the park.

Linda Barnhill, 404 Forest Drive, Graham, questioned the surplus sale and the process. She shared the concern that once it is sold, you would lose control over what is built or how it is built. She asked to maintain Graham's history in that green space.

Charlene Miles, 32 Auto Park Drive, spoke in reference to affordable housing and asked Council to find ways for home ownership. She shared the Neighborhood Assistance Corporation of America (NACA) had created a pathway to affordable home ownership by offering no down payment, no closing costs, and no private mortgage insurance and below-market interest rates for eligible buyers.

Randy Phillips, 130 Burton Street, Graham, spoke in reference to declaring the park as surplus because it was costing the City money and not making the City money. He referenced four other pieces of property in the City that would fall under the same category. He asked how much money Oakley Park, North Marshall Park, Marvin Park, and Greenway Park brought in and how much it cost to maintain them. He asked whether those properties should be put for sale as well.

Sam Cahoon, 219 South Melville Street, Graham, spoke in reference to despising government and making rules for some but not for government.

Rebecca Bench, 125 Montree Lane, Graham, spoke in reference to Mayor and Council disagreeing, and she expected the Mayor she voted for to receive respect. She shared there should be decorum and respect, and the Mayor should be treated better.

CITY STAFF COMMENTS

Assistant City Manager Holland asked if the West Elm Street Park application should be pulled or kept in place. Council consensus was to pull the project.

Public Service Announcement – The City was still in a drought and asked citizens to continue being mindful of water usage.

CITY COUNCIL COMMENTS

Council Member Whitaker stated the Council had rules and procedures and was not making up rules as they go. She shared that when the Mayor came on board, she wanted to have rules of operation, and as a result, they have an 18-page document. She stated if a Council Member was not following these rules, it would be remiss if it were not pointed out. She stated the deed for the property where the Sesquicentennial Park was built showed that Graham paid for that land and it was not donated as the Mayor stated. City Attorney Coleman stated Graham had purchased the land for \$55,000.

Council Member Whitaker thanked Chuck Talley and his crew for putting out US flags on July 3 and also thanked ALCOVETS for asking the County to put out the large US flag on the Courthouse. She shared that the flags were so damaged that ALCOVETS donated flags to be put out.

Council Member Whitaker stated the Council had a chain of command. Council only hires or fires the City Manager and the City Attorneys. She stated Council was not supposed to approach City employees regarding City business without contacting the City Manager or Assistant City Manager. She stated the standard procedure was not interfering with employees doing their jobs. She shared Council should call or email the City Manager to ask if she is available if they needed to speak to a department head. She asked each Council Member to agree this was the standard each should follow. Each Council member stated they agreed.

Council Member Whitaker stated at the last meeting, the Mayor had brought up the powers of the Mayor regarding an issue with proclamations and noted NC General Statute 160A. She stated the Mayor asked Council to look into this statute, and as a result, found NCGS 160A.69 reads in a city where you have a separately elected Mayor: the Mayor shall preside at all Council meetings but shall have the right to vote only when there are an equal number of votes in the affirmative and in the negative. She stated the City's charter was incorrect. She shared that she researched 25 other cities with separately elected Mayors, and 20 of the 25 followed the statute. Council Member Whitaker asked to get a consensus of Council to direct City Staff and legal to start the process to amend the charter to echo the Statute.

City Council Coleman said he would need to look into this.

Council consensus was to direct staff to look into amending the Charter.

Council Member Chin announced that the Piedmont Triad had a program for winterization of a home, and will post the details to the City of Graham website.

Council Member Young inquired about the banners.

Assistant City Manager Holland stated the Appearance Commission at its August meeting would be receiving the designs to be approved for purchase.

Council Member Young apologized if he offended anyone when he got carried away. He stated not as a Council Member, but on a personal note regarding the Take Care of Veterans Act. He read the following statement:

“Mayor, fellow Council Members, and those in attendance, I’d like to take a moment to speak not as a representative of the City of Graham, but as a veteran.

Congress is currently considering the Take Care of America’s Veterans Act. While the bill contains provisions that would help many veterans, there are serious concerns that some of those benefits would be funded by reducing or offsetting future disability compensation for other disabled veterans. Several major veterans’ organizations, including the Veterans of Foreign Wars and Disabled American Veterans, have urged Congress to remove those provisions and find another way to pay for the bill.

I believe our nation should never ask one group of disabled veterans to pay for benefits provided to another. Veterans earned these benefits through their service and sacrifice. They are not budget offsets.

If you care about this issue, I encourage you to contact your members of Congress and ask them to protect veterans’ earned disability compensation while continuing to support legislation that strengthens benefits for all who have served.

Veterans kept their promise to America. America should keep its promise to its veterans.”

Mayor Dickey addressed some of the public comments. She asked the City Manager if Burlington Animal Services are full and not able to take the City’s stray animals, was there anything in the contract that we could get back some type of compensation.

City Manager Garner stated she did not recall specific language in the contract. She also stated the answer at the shelter should never be an outright no, but maybe a not right now response, and if the Council was aware of issues or citizens experienced them, to please contact staff so it could be addressed.

Mayor Dickey responded to Flock Cameras and shared the contract the City had entered into contract and the Police Department says it helps with their operations. She encouraged those who are upset about the cameras to have a conversation with Council or the Police Department.

Mayor Dickey responded to restrictions on the park property and could we place restrictions on it.

City Attorney Coleman stated the Council could place restrictions on the property, but the more restrictions you place, the less valuable the property becomes. He shared the property would be restricted anyway because it is located in the historic district and zoned business.

City Manager Garner shared that at the next meeting, staff would bring back a proposed resolution and

advertising based on the action taken tonight, and it would be helpful to know any restrictions in advance. She asked Council to think about restrictions they would want to impose at the August meeting.

Mayor Dickey asked for more information on the Neighborhood Assistance Corporation of America.

Mayor Dickey stated the Council had frozen the beautification grants and asked for an update.

Assistant City Manager Holland stated he had been working with planning Staff and was planning to bring something back to Council to consider in August. He shared that if there were going to be internal renovations, it may need to stand on its own. He shared that the criteria that govern how HRC issues COAs have nothing to do with internal changes because they do not go inside the buildings. This could possibly create issues for the two boards that have historically only dealt with exteriors and were not sure these boards were the right boards to consider such a grant. He shared staff would bring something back to Council in August, and Council could direct staff.

Mayor Dickey shared the Thursdays at Seven concert series and August 4th was National Night Out beginning at 5:00 pm to 8:00 pm.

Council Member Chin shared the Mason Lovette Band would be performing at the Colonial Hardware amphitheater at 7:00 pm.

CLOSED SESSION:

City Council will consider going into closed session to consult with the attorney in accordance with N.C.G.S. Section 143-318.11(a)(3), City of Mebane versus City of Graham, Case #25CV007126-000.

Motion by Council Member Chin to go into closed to consult with the attorney in accordance with N.C.G.S. Section 143-318.11(a)(3), City of Mebane versus City of Graham, Case #25CV007126-000, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

The Closed Session was held.

Motion by Mayor Pro Tem Hall to end the closed session, seconded by Council Member Chin. The motion passed unanimously.

Motion by Council Member Young to return to open session, seconded by Council Member Chin. The motion passed unanimously.

No action was reported by City Council.

ADJOURNMENT

Motion by Mayor Pro Tem Hall to adjourn, seconded by Council Member Chin. The motion passed unanimously. (9:16 pm)

Renee M. Ward, CMC
City Clerk

July 9, 2026
City Council Meeting



**RESOLUTION AWARDING POLICE BADGE AND
SERVICE SIDE ARM TO
OFFICER ROBERT DAVID PARKS**

WHEREAS, Robert David Parks was an employee of the City of Graham as a member of the Graham Police Department for 22 years and 10 months;

WHEREAS, G.S. 20-187.2 permits the awarding of badges and service side arms of deceased or retiring members of State, City, and County Law Enforcement agencies.

NOW, THEREFORE, BE IT BE RESOLVED BY THE GOVERNING BODY OF THE CITY OF GRAHAM, NORTH CAROLINA THAT: The City of Graham does hereby award the service side arm and badge to Robert David Parks for his many years of service to the City of Graham upon securing the necessary permit(s) according to G.S. 14-402 and receipt of one dollar (\$1.00).

Adopted this the ____ day of August, 2026.

**Chelsea Dickey
Mayor**

ATTEST:

**Renee M. Ward, CMC
City Clerk**

§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city, and county law enforcement agencies; weapons of active members.

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city, and county law enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law enforcement officers, the head of the department.

(b) Active members of North Carolina State, city, and county law enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State, city, or county from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b); 2021-116, s. 1.3.)



STAFF REPORT

SUBJECT:	Approval of Purchase – 2027 Fire Engine
PREPARED BY:	Chief Tommy Cole (Fire Department)

REQUESTED ACTION:

Adopt a resolution approving the purchase of a 2027 Pierce Fire Engine from Pierce Manufacturing through Atlantic Emergency Solutions and authorize the City Manager to execute all necessary purchasing documents.

BACKGROUND/SUMMARY:

The Fire Department is requesting authorization to purchase a 2027 Pierce Fire Engine 1). through the H-GAC Cooperative Purchasing Program as permitted by NCGS 143-129(e)(3) and 2) as a sole-source exemption for the purpose of fleet standardization as permitted by NCGS 143-129(e)(6).

Standardizing the department's fire apparatus fleet provides numerous operational and financial benefits, including common vehicle components, standardized maintenance procedures, reduced parts inventory, consistent firefighter training, and improved apparatus reliability.

The department plans to utilize Pierce Manufacturing's Stock Fire Apparatus Program. Unlike traditional custom apparatus orders that currently have estimated delivery times of approximately 30 to 36 months, the stock apparatus program provides an anticipated delivery in **Spring 2027**. This significantly reduces the wait time for placing a new frontline engine into service and allows the department to better meet the City's growing emergency service demands.

FISCAL IMPACT:

Purchase price of the 2027 Pierce Fire Engine is **\$954,162**.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

Adopt a resolution approving the purchase of a 2027 Pierce Fire Engine from Pierce Manufacturing through Atlantic Emergency Solutions and authorize the City Manager to execute all necessary purchasing documents.



Resolution of Intent to Purchase a Pierce Fire Engine from Pierce Manufacturing through Atlantic Emergency Solutions

WHEREAS, the City of Graham has a need to purchase a new fire engine to continue providing top-quality service to our citizens; and

WHEREAS, the proposed truck will be replacing a 2002 engine, which will be sold via an approved surplus method; and

WHEREAS, due to continued supply chain issues, the lead time on a new truck can vary between 30-36 months; and

WHEREAS, the cost of a new truck is anticipated not to exceed \$954,162, assuming the City can secure an available stock unit; and

WHEREAS, the City may purchase the apparatus in accordance with N.C.G.S. 143-129(e)(6), which authorizes "Purchases of apparatus, supplies, materials, or equipment when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration.";

WHEREAS, the City of Graham has standardized Pierce with the last truck that was purchased; and

WHEREAS, the City may purchase the apparatus in accordance with N.C.G.S. 143-129(e)(3), which authorizes a competitive bidding process by a formally organized program offering discount prices to at least 2 public agencies;

WHEREAS, the City approved the purchase of the engine in the Fiscal Year 2026-2027 budget.

NOW, THEREFORE, BE IT RESOLVED, that the City of Graham City Council approves this intent to purchase a Pierce Fire Engine from Pierce Manufacturing through Atlantic Emergency Solutions.

Adopted this the 11th day of August 2026.

Chelsea Dickey, Mayor

ATTEST:

Renee Ward, City Clerk



STAFF REPORT

SUBJECT:	STATE FORFEITURE FUND BUDGET AMENDMENT 2026-2027
PREPARED BY:	ASSISTANT CHIEF DANIEL SISK

REQUESTED ACTION:

The Graham Police Department requests that the Council approve a budget amendment in the amount of \$7,000 in state drug forfeiture revenue to the state account balance for use.

BACKGROUND/SUMMARY:

The Police Department is requesting a budget amendment on behalf of Chief BC Neil to use these funds to pay tuition and fees for Lieutenant Payne to attend an advanced management school through Liberty University.

FISCAL IMPACT: THIS WILL NOT IMPACT THE OPERATING BUDGET

There is no cost to the City of Graham as transferred funds come from the equitable sharing program. The funds to be transferred to the federal drug fund budget total \$7,000.

STAFF RECOMMENDATION:

Approval

SUGGESTED MOTION(S):

Make a motion to approve a budget amendment recognizing \$7,000 in state drug forfeiture revenue.

CITY OF GRAHAM
BUDGET AMENDMENT ORDINANCE
2026-2027

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2026 - 2027 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:

Section 1.
EXPENDITURES

DEPARTMENT/ACCOUNT	APPROVED		AMENDED		INCREASE		(DECREASE)	INCREASE (DECREASE)
Police - Training	\$	-	\$	7,000.00	\$	7,000.00		\$ 7,000.00
	\$	-	\$	7,000.00	\$	7,000.00	\$ -	\$ 7,000.00

Section 2.
REVENUES

	APPROVED		AMENDED		INCREASE		(DECREASE)	INCREASE (DECREASE)
State Drug Funds	\$	-	\$	7,000.00	\$	7,000.00		\$ 7,000.00
	\$	-	\$	7,000.00	\$	7,000.00	\$ -	\$ 7,000.00

Adopted this 11th day of August 2026.

Attest:

Mayor Chelsea Dickey

Renee M. Ward, City Clerk

City of Graham
P. O. Drawer 357
201 South Main Street
Graham, North Carolina 27253
(336) 570-6700 / Fax: (336) 570-6703

PRELIMINARY REPORT FOR FISCAL YEAR 2025 – 2026

TO: Megan Garner, City Manager
Graham City Council

FROM: Sandy P. Callahan, Tax Collector

DATE: July 24, 2026

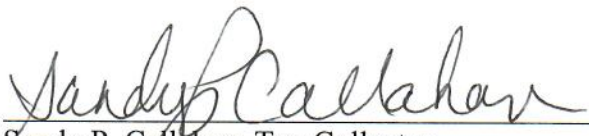
In accordance with N.C.G.S. 105-373(a)(1), I respectfully submit the following Report:

Attached to this Report is a combined list of the persons owning real property whose taxes for 2025 remain unpaid, and persons not owning real property whose personal property taxes for 2025 remain unpaid, along with the principal amount owed by each person.

In compliance with the N.C.G.S. 105-373(a)(3), attached hereto is a Report entitled "Settlement for Current Taxes for Fiscal Year 2025-2026" dated June 30, 2026 setting forth my full settlement for all taxes in my hands for collection for the fiscal year 2025-2026.

Further, I hereby certify that I have made diligent efforts to collect the taxes due from the persons listed in such a manner that is reasonably necessary.

Respectfully submitted,

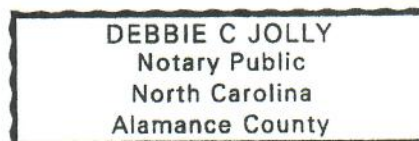

Sandy P. Callahan, Tax Collector

SWORN TO AND SUBSCRIBED BEFORE ME, this 24th day of July, 2026.


Notary Public

My Commission expires:

10/29/2027



SETTLEMENT FOR CURRENT TAXES FOR FISCAL YEAR 2025-2026**June 30, 2026**

	TOTAL PROPERTY VALUATION	RATE	AMOUNT OF LEVY
TAX LEVY-CITY WIDE	2,546,997,993	0.3099%	7,893,148.18
<u>DISCOVERIES:</u> CURRENT YEAR & PRIOR YEAR	15,590,276		58,895.49
<u>ABATEMENTS:</u>	(3,316,117)		(10,276.82)
<u>ANNEXATIONS</u>			
<u>UNCOLLECTED INTEREST</u>			5,641.22
<u>UNCOLLECTED ADVERTISING COST</u>			1,170.19
TOTAL LEVY FOR YEAR	2,559,272,152		7,941,766.85
LESS UNCOLLECTED TAX:			
REAL PROPERTY			98,559.90
PERSONAL PROPERTY			<u>18,499.87</u>
			117,059.77
CURRENT YEAR TAXES COLLECTED:			7,824,707.08
PERCENT OF CURRENT YEAR COLLECTED:			98.53%
DMV VEHICLE TAX & TAG RECEIVED (July 1, 2025 - June 30, 2026)			704,726.64
TOTAL MOTOR VEHICLE COLLECTION 			704,726.64

Submitted by: Sandy P. Callahan, Tax Collector

2025 TAX LEVY

	REAL VALUE	PERSONAL VALUE	CORP EXCESS VALUE	TOTAL VALUE	REAL TAX	PERSONAL TAX	CORP EXCESS TAX	TOTAL LEVY
TOTAL ASSESSED VALUE	2,617,612,248	157,418,529		2,775,030,777	8,111,980.36	487,840.02		8,599,820.38
EXEMPTION (i.e. govt, church)	(222,439,170)			(222,439,170)	(689,338.99)	0.00		(689,338.99)
LEVY PER SCROLL	2,395,173,078	157,418,529		2,552,591,607	7,422,641.37	487,840.02		7,910,481.39
HOMESTEAD EXEMPTIONS	(41,413,795)	(181,456)		(41,595,251)	(128,341.35)	(562.33)		(128,903.68)
	2,353,759,283	157,237,073	0	2,510,996,356	7,294,301.00	487,278.11	0.00	7,781,579.11
ADD: CORPORATE EXCESS			36,001,637	36,001,637			111,569.07	111,569.07
TOTAL CORP EXCESS			36,001,637	36,001,637			111,569.07	111,569.07
	2,353,759,283	157,237,073	36,001,637	2,546,997,993	7,294,301.00	487,278.11	111,569.07	7,893,148.18

LESS: 2025 ONLY ON LEVY

REL - JULY 2025 - JUNE 2026								
RELEASE 7/30/2025		(11,869)		(11,869)	0.00	(36.78)		(36.78)
RELEASE 8/6/2025	(252,640)			(252,640)	(782.93)	0.00		(782.93)
RELEASE 8/6/2025	(1,151,573)			(1,151,573)	(3,568.72)	0.00		(3,568.72)
RELEASE 8/20/2025		(1,770)		(1,770)	0.00	(5.49)		(5.49)
RELEASE 8/22/2025	(135,000)			(135,000)	(418.38)	0.00		(418.38)
RELEASE 8/22/2025	(136,271)			(136,271)	(422.31)	0.00		(422.31)
RELEASE 8/22/2025		(25,085)		(25,085)	0.00	(77.73)		(77.73)
RELEASE 8/25/2025	(688,151)			(688,151)	(2,132.58)	0.00		(2,132.58)
RELEASE 9/4/2025		(19,401)		(19,401)	0.00	(60.12)		(60.12)
RELEASE 10/3/2025	(305,168)	(4,710)		(309,878)	(945.72)	(14.60)		(960.34)
RELEASE 10/24/2025	(153,793)			(153,793)	(476.60)	0.00		(476.60)
RELEASE 11/25/2025	(171,880)			(171,880)	(532.67)	0.00		(532.67)
RELEASE 12/31/2025	(97,325)			(97,325)	(301.61)	0.00		(301.61)
RELEASE 1/2/2026	(22,130)			(22,130)	(68.58)	0.00		(68.58)
REFUND 1/2/2026	(90,000)			(90,000)	(278.91)	0.00		(278.91)
RELEASE 2/23/2026		(10,140)		(10,140)	0.00	(31.54)		(31.54)

RELEASE 2/25/2026	(3,750)	(10,140)	(13,890)	(11.62)	(31.42)	(43.05)
RELEASE 4/30/2026	(5,027)	(5,027)	(5,027)	0.00	(15.58)	(15.58)
RELEASE 6/17/2026	(20,294)	(20,294)	(20,294)	0.00	(62.89)	(62.89)

TOTAL RELEASES	(3,207,681)	(108,436)	0	(9,940.63)	(336.15)	0.00
	2,350,551,602	157,128,637	36,001,637	7,284,360.36	486,941.96	111,569.07
						7,882,871.36

ADD: ALL YEARS

DISC - JAN 2025 - DEC 2025

5/2/2025		2,560	2,560	0.00	7.42	7.42
6/20/2025		20,530	20,530	0.00	59.51	59.51
8/6/2025		161,811	161,811	0.00	501.45	501.45
8/21/2025		12,845,963	12,845,963	0.00	50,686.67	50,686.67
8/21/2025		44,027	44,027	0.00	136.44	136.44
8/22/2025	135,000		135,000	418.38	0.00	418.38
8/25/2025	688,151		688,151	2,132.58	0.00	2,132.58
9/23/2025	1,254,174		1,254,174	3,719.46	0.00	3,719.46
10/3/2025	434,242		434,242	1,221.76		1,221.76
11/10/2025	3,818		3,818	0.00	11.83	11.83
			0	0.00	0.00	0.00
			0	0.00	0.00	0.00
			0	0.00	0.00	0.00
			0	0.00	0.00	0.00
			0	0.00	0.00	0.00

ANNEXATION (DATE ANNEXED)

ANNEXATION 1/31/24 (8/12)

TOTAL DISC	2,511,567	13,078,709	0	7,492.17	51,403.32	0.00
TOTAL LEVY	2,353,063,169	170,207,346	36,001,637	7,291,852.53	538,345.28	111,569.07
						7,941,766.85

ADVERTISING COST

WRITE-OFFS (Less than \$1.00)

LATE FEES (Use late fees from original scroll)

1,693.23
(179.19)
8,193.14
7,951,474.03



CITY OF
Graham
NORTH CAROLINA

STAFF REPORT

SUBJECT:	DISCUSS POTENTIAL DEED RESTRICTIONS AND SURPLUS PROPERTY RESOLUTION
PREPARED BY:	MEGAN GARNER, CITY MANAGER

REQUESTED ACTION:

Direct staff with City Council's consensus on any potential deed restrictions to be included in the surplus property resolution, which must be adopted by Council before the advertisement and electronic auction can begin.

BACKGROUND/SUMMARY:

At the July 14, 2026 meeting, City Council voted (3-2) to move forward with the electronic auction of the property where Sesquicentennial Park was located. It was also at this meeting that Council Members were instructed to return to the August meeting with their potential deed restrictions.

Proposed timelines are included below. It is important to note City Council must approve or reject bids within 30 days of the date the bid is reported to City Council.

	August Resolution Adoption	September Resolution Adoption
Notice submitted for publication	August 12	September 8
Publication Date	August 20	September 17
30-day notice end date	September 20	October 18
1 st day of online auction	September 21	October 19
Last day of online auction	October 23	November 20
City Council notification of bid and consideration of bid award	November 10	December 8
30-day action required by City Council	December 10	January 7

FISCAL IMPACT:

To be determined.

STAFF RECOMMENDATION:

None.

SUGGESTED MOTION(S):

Direct staff with City Council's consensus on any potential deed restrictions to be included in the surplus property resolution, which must be adopted by Council before the advertisement and electronic auction can begin.

**City of Graham
City Council**

**Resolution Authorizing Sale of Real Property by Electronic Public Auction
Pursuant to G.S. 160A-270**

Whereas, G.S. 160A-270 authorizes the City Council to sell real property at public auction, including electronic public auction, upon adoption of a resolution authorizing the appropriate official to dispose of the property at public auction subject to Council's acceptance of the highest bid;

Whereas, the City Council has approved the property listed on the attached Exhibit A should be sold at public auction as surplus property;

Now therefore, be it resolved, by the Graham City Council that:

1. The City Manager or her designee is authorized to sell by electronic auction at www.auctionsinternational.com, beginning on Monday, September 21, 2026 at 3:00pm and ending on Friday, October 23, 2026 the surplus property described in Exhibit A.
2. The terms of the sale shall be net cash. *[Include any other terms of sale required by Council, such as transfer of title by a date certain, transfer of title in fee simple, etc.]*
3. The City Manager or her designee is directed to have published a notice of the sale at least once and not less than 30 days before the date on which bidding opens. The notice shall contain a general description of the land sufficient to identify it, the terms of the sale, and a reference to this authorizing resolution as required by G.S. 160A-270(a).
4. Any offer or bid must be accepted and confirmed by the governing board before the sale will be effective.

Adopted on this 11th day of August 2026.

Chelsea Dickey, Mayor

Renee Ward, City Clerk

Exhibit "A"

That certain tract or parcel of land located in Graham Township, Alamance County, North Carolina, adjoining the alleyway, property of Raleigh W. Daves, Jr. and the existing sidewalk on Court House Square and North Main Street, and BEGINNING at a mathematical point being located South 85 deg. 21' 09" East 5.96 feet from the corner of the building of James F. Latham as described and shown in Deed Book 480, at Page 111, and going the following courses and distances: North 04 deg. 23' 32" East 47.39 feet to a mathematical point in the center of a wall between the properties of Raleigh W. Daves, Jr. and wife Patty F. Daves; thence a line through the center of said wall, South 85 deg. 29' 38" East 65.82 feet to a mathematical point located in the center of said wall; thence with the edge of the concrete sidewalk on North Main Street, South 04 deg. 41' 39" West 47.45 feet to a mathematical point; thence along the edge of the concrete sidewalk of Court House Square, North 85 deg. 26' 30" West 65.57 feet to the point of BEGINNING, and BEING 3,110 Square feet, more or less.

This description was based upon a survey by J. David Thompson of Landmark Surveying, Inc., dated September 4, 1998.

**City of Graham
City Council**

**Resolution Authorizing Sale of Real Property by Electronic Public Auction
Pursuant to G.S. 160A-270**

Whereas, G.S. 160A-270 authorizes the City Council to sell real property at public auction, including electronic public auction, upon adoption of a resolution authorizing the appropriate official to dispose of the property at public auction subject to Council's acceptance of the highest bid;

Whereas, the City Council has approved the property listed on the attached Exhibit A should be sold at public auction as surplus property;

Now therefore, be it resolved, by the Graham City Council that:

1. The City Manager or her designee is authorized to sell by electronic auction at www.auctionsinternational.com, beginning on Monday, October 19, 2026 at 3:00pm and ending on Friday, November 20, 2026 the surplus property described in Exhibit A.
2. The terms of the sale shall be net cash. *[Include any other terms of sale required by Council, such as transfer of title by a date certain, transfer of title in fee simple, etc.]*
3. The City Manager or her designee is directed to have published a notice of the sale at least once and not less than 30 days before the date on which bidding opens. The notice shall contain a general description of the land sufficient to identify it, the terms of the sale, and a reference to this authorizing resolution as required by G.S. 160A-270(a).
4. Any offer or bid must be accepted and confirmed by the governing board before the sale will be effective.

Adopted on this 8th day of September 2026.

Chelsea Dickey, Mayor

Renee Ward, City Clerk

Exhibit "A"

That certain tract or parcel of land located in Graham Township, Alamance County, North Carolina, adjoining the alleyway, property of Raleigh W. Daves, Jr. and the existing sidewalk on Court House Square and North Main Street, and BEGINNING at a mathematical point being located South 85 deg. 21' 09" East 5.96 feet from the corner of the building of James F. Latham as described and shown in Deed Book 480, at Page 111, and going the following courses and distances: North 04 deg. 23' 32" East 47.39 feet to a mathematical point in the center of a wall between the properties of Raleigh W. Daves, Jr. and wife Patty F. Daves; thence a line through the center of said wall, South 85 deg. 29' 38" East 65.82 feet to a mathematical point located in the center of said wall; thence with the edge of the concrete sidewalk on North Main Street, South 04 deg. 41' 39" West 47.45 feet to a mathematical point; thence along the edge of the concrete sidewalk of Court House Square, North 85 deg. 26' 30" West 65.57 feet to the point of BEGINNING, and BEING 3,110 Square feet, more or less.

This description was based upon a survey by J. David Thompson of Landmark Surveying, Inc., dated September 4, 1998.

August Resolution Adoption

ELECTRONIC AUCTION

The City of Graham will hold an electronic auction of real property with Parcel ID 145846 beginning September 21, 2026, at 8:00 a.m. and ending October 23, 2026, at 3:00 pm. The website address to view and bid is www.auctionsinternational.com. A minimum purchase price will be set. The right is reserved to delete or “NO SALE” the property. Terms of payment: payment through the auction site must be completed within three calendar days of City Council acceptance. Any questions regarding this sale, contact: Assistant City Manager Aaron Holland at aholland@cityofgraham.com or 336-570-6700.

September Resolution Adoption

ELECTRONIC AUCTION

The City of Graham will hold an electronic auction of real property with Parcel ID 145846 beginning October 19, 2026, at 8:00 a.m. and ending November 20, 2026, at 3:00 pm. The website address to view and bid is www.auctionsinternational.com. A minimum purchase price will be set. The right is reserved to delete or “NO SALE” the property. Terms of payment: payment through the auction site must be completed within three calendar days of City Council acceptance. Any questions regarding this sale, contact: Assistant City Manager Aaron Holland at aholland@cityofgraham.com or 336-570-6700.

CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	ANNEXATION OF .73 +/- ACRES ON E HARDEN STREET
PREPARED BY:	JONATHAN BUCKLEY, PLANNER

REQUESTED ACTION:

Approve the Annexation Ordinance to Extend the Corporate Limits of the City of Graham, North Carolina pursuant to G.S. 160A-31 for a tract of land totaling .73 +/- acres.

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 .73-acre area being considered for annexation is located off of E. Harden Street and is contiguous. The property owner has connected to public water on the site for the use of a commercial property.

FISCAL IMPACT:

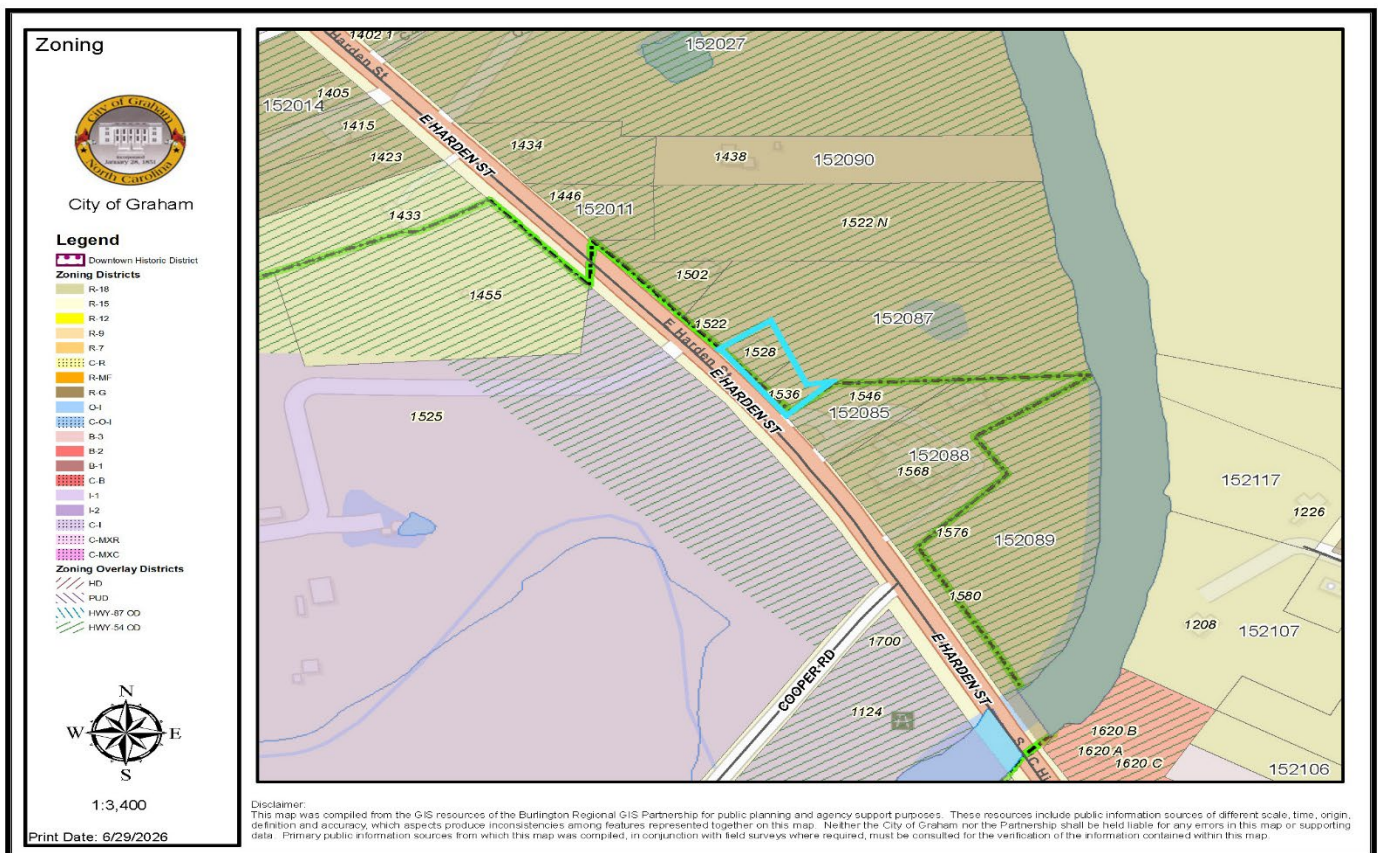
New commercial property generally creates a positive tax revenue for the City, and because the public services are already connected at this site, the cost is minimal.

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 .73 (+/-) acres off of East Harden Street.



Zoning



City of Graham

Legend

Downtown Historic District

Zoning Districts

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

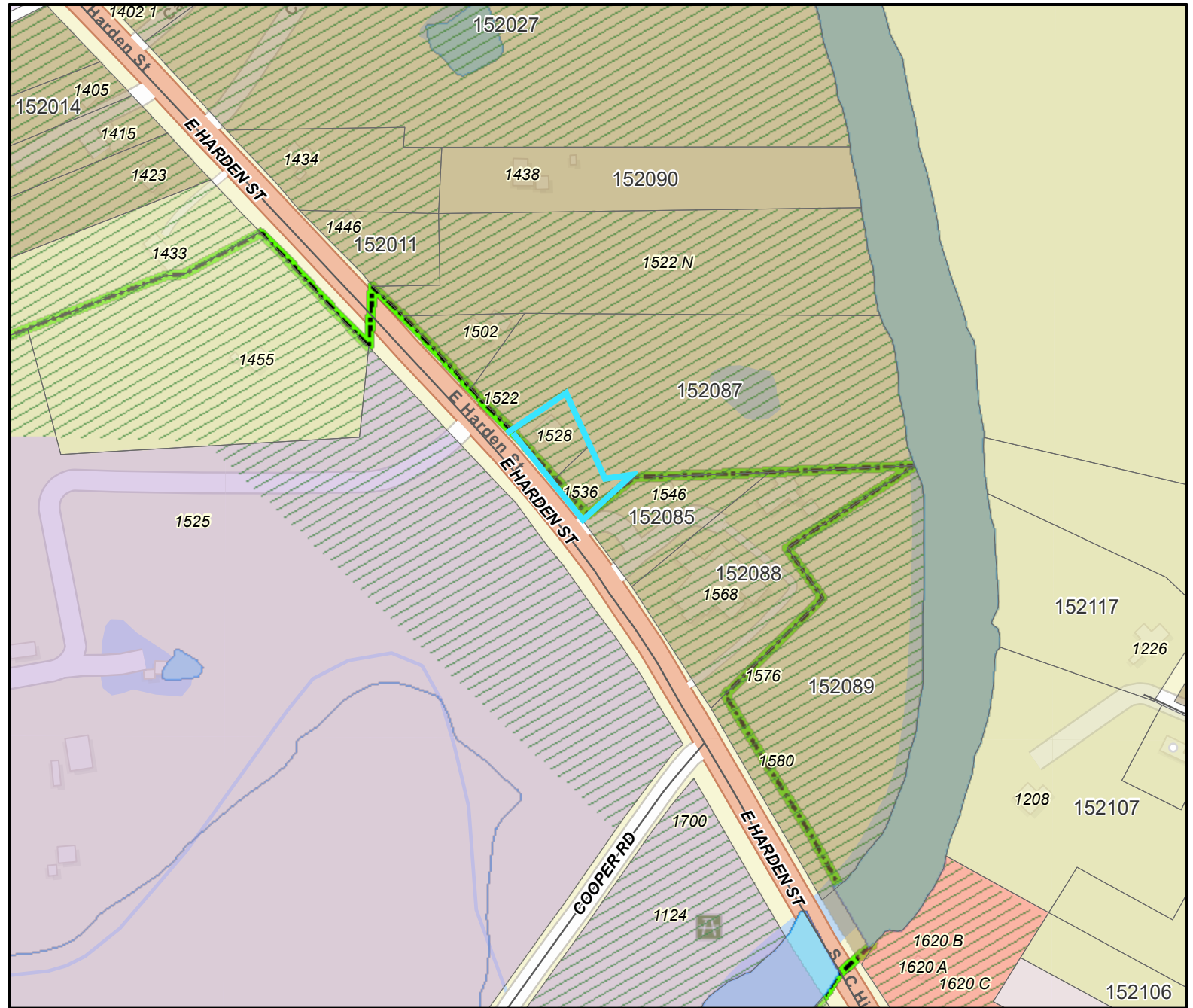
Zoning Overlay Districts

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



1:3,400

Print Date: 6/29/2026



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.

ANNEXATION ORDINANCE
TO EXTEND THE CORPORATE LIMITS OF THE
CITY OF GRAHAM, NORTH CAROLINA
FOR 0.73 ACRES OF LAND OFF OF EAST HARDEN STREET (AN2601)

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 S Main Street, Graham at 6:00 P.M. on August 11, 2026, after due notice by publication on July 30, 2026; and

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

NOW, THEREFORE, BE IT ORDNATED 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 August 11, 2026:

Legal Description GPIN# 8893170556 and 8893171427:

Beginning at a 1" open iron pipe, a corner with Martin Van Capps and having N.C. Grid Coordinates of North 837,661.32 & East 1,891,077.96, said beginning being S 48°14'24" E 1,618.86' from N.C Geodetic Monument "Conklin" having observed N.C. Grid Coordinates of North 838,739.50 & East 1,889,870.38, thence with the line of Martin Van Capps S 36°00'06" E 90.70' to an existing 3/8" open iron pipe and thence continuing S 35°48'05" E 94.29' to an existing 1" open iron pipe, said iron pipe having N.C. Grid Coordinates of North 837,511.47 & East 1,891,186.44 and being a corner with Martin Van Capps. Thence continuing with the line of Capps S 88°54'02" E 74.86' to a 1.5" existing pinched iron pipe in the line of Capps and a corner with Riverside Baptist Church. Thence with the

line of Riverside Baptist Church S 51°01'35'' W 168.79' to an existing concrete monument on the northern right-of-way of N.C. Highway 54. Said monument has N.C. Grid Coordinates of North 837,403.87 & East 1,891,130.06. From the said monument, the line continues with N.C Highway 54 along a curve having a radius of 2,914.79' and a bearing of N 42°24'54'' W with a Chord distance of 100.91' and an Arc distance of 100.92' to a #5 rebar set by Landmark Surveying, Inc. Thence continuing along the Right-of-way of N.C. Highway 54 a bearing and distance of N 43°24'24'' W 22.55' to a mathematical point and thence again N 43°24'24'' W 137.10' to an existing ¾" open iron pipe a corner with Martin Van Capps. Thence continuing with line of Capps N 61°41'16'' E 21.29' to an existing 1" open iron pipe in the line of Capps and thence N 61°59'40'' E 121.11' to the beginning and having an area of 31,901 Sq. Ft.± / 0.73 Acres± / 0.0011 Sq. Miles as shown on a plat titled Final Plat – Corporate Limits Extension - City of Graham – For Property of Dewey Brown, Jr. and Fannie B. Brown. The plat was prepared by Landmark Surveying, Inc., dated 04/14/2026, and is Job Number 260401.

Adopted this, the 11th day of August 2026.

Chelsea Dickey, Mayor, City of Graham

ATTEST:

APPROVED AS TO FORM:

Renee M. Ward, City Clerk

Bryan Coleman, City Attorney

\$250



Petition for ANNEXATION

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

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

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

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

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

2. The area to be annexed is ☒ contiguous, as defined by 160a-31 ☐ non-contiguous, as defined by 160a-58 to the City of Graham and the boundaries of such territory are as follows:

General description of area to be annexed

1528 E. HARDEN ST.
GRAHAM, NC 27253

Attach the following:

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

☒ Metes and Bounds Description – 1 paper and 1 digital copy

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

Name	Address	Vested rights?	Signature
Dewey A. Brown JR	1015 E. Harden St. Graham, NC 27253		
	P.O. Box 411		
	Graham, NC		
	27253		

attach additional sheets if necessary...



STAFF REPORT

Prepared by Cameron West, Senior Planner

White Rock Estates W Moore Street C-R (CR2602)

Type of Request: Conditional Rezoning

Meeting Dates

Planning Board on April 21, 2026 & May 19, 2026

City Council on June 9, 2026 & August 11, 2026

Contact Information

WACA Properties, LLC

988 Dickerson Drive

Troy, OH 45373

937-269-6676; mwwaca@wacaglobal.com

Summary

This is a request to rezone 10.05 acres of property from R-18 (Low-Density Residential) to C-R (Conditional Residential). The previous plan that was reviewed by City Council showed 16 Cottage Homes and 10 Custom Built Homes separated by a pond on site and connecting the two sides via a walking path. The previous version also showed that both sections intend to have private roadways and connect to public water and sewer and the development would have a 10 foot wide Type D landscaping buffer surrounding the development proposed of existing vegetation if possible as stated on the plans. The updated site plan shows the applicant provided an opaque evergreen buffer next to the western property owner based on comments from Planning Board. They also still show the private roadways and connections to City Water and Sewer. However, the new plan shows the removal of the 10 foot wide type D buffer surrounding the development. The new plan also reduced the number of homes to 15 cottage homes and 9 custom built homes and added additional on street parking spaces. The applicant has requested a condition regarding minimum lot size and setbacks for both the cottage homes and custom built homes. Both of those measurements can be found on the site plan. The entirety of the lot falls within the Suburban Residential Future Land Use Zone. The future land use plan mentions the principle uses in this zone are predominantly detached single family homes and that new neighborhoods may include a range of duplexes, town homes, and small scale multi-family dwellings of twelve units or less. The Future Land Use Plan also states that the appropriate density inside of the zone is 3-6 dwelling units per acre. The current 10.05 acre lot layout of the updated 24 home would fall just shy of the 3-6 dwelling units per acre. With there being a riparian buffer and pond on the lot, some of the area is un-developable. The total lot coverage and total area of roads and sidewalks come out to 4.97 acres. This acreage would allow for 29.82 lots to be developed based on the 6 dwelling units per acre with some additional room to increase that number based upon open space not inside of the riparian buffer zone. At the May Planning Board meeting, the board recommended denial of the project at a vote of 4-0 due to concerns with density, parking, sewer pump station, and overall inconsistency with the surrounding area.

Location

0 Hanford Road

GPIN:

8873964303

Current Zoning

R-18 (Single Family Residential)

Proposed Zoning

C-R (Conditional Residential)

Overlay District

N/A

Surrounding Zoning

R-12, R-18

Surrounding Land Uses

Single Family, Vacant

Size

10.05 acres

Public Water & Sewer

Yes

Floodplain

No

Zoning Map

Zoning



City of Graham

Legend

Downtown Historic District

Zoning Districts

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

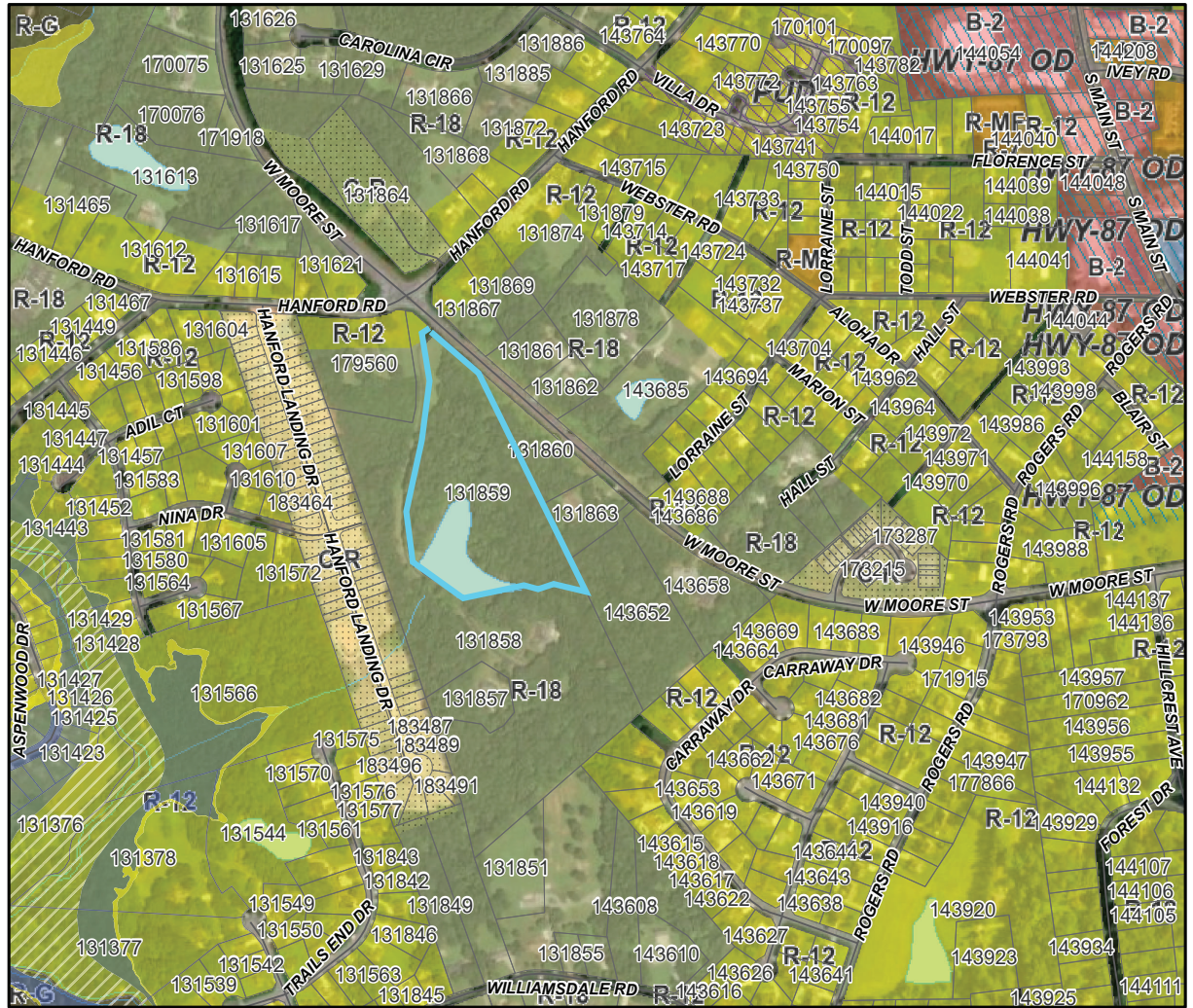
Zoning Overlay Districts

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



1:7,147

Print Date: 4/6/2026



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.

Future Land Use Map

Zoning



City of Graham

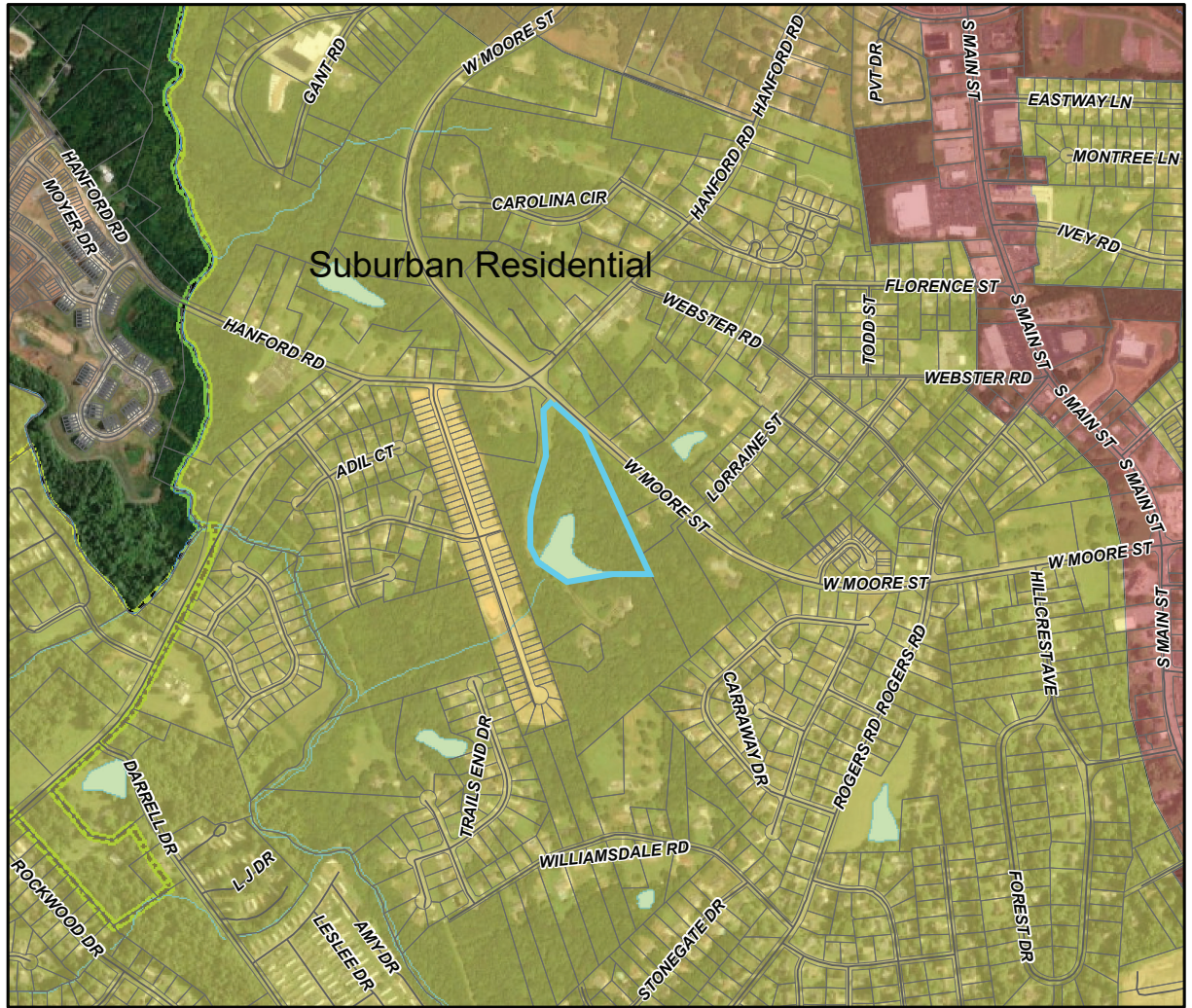
Legend

- Downtown Historic District
- Zoning Districts**
- R-18
- R-15
- R-12
- R-9
- R-7
- C-R
- R-MF
- R-G
- O-1
- C-O-1
- B-3
- B-2
- B-1
- C-B
- I-1
- I-2
- C-1
- C-MXR
- C-MXC
- Zoning Overlay Districts**
- HD
- PUD
- HWY-87 OD
- HWY-54 OD



1:10,582

Print Date: 4/14/2026



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.

GENERAL NOTES:

1. THIS MAP IS NOT FOR CONVEYANCE, RECORDATION OR SALES.
2. BOUNDARY AND TOPOGRAPHIC SURVEYS WERE PERFORMED BY YOUR LAND SURVEYOR, LLC, 5704 CARRIAGEHOUSE CT, APTX, NC 27539
3. STORMWATER DRAINS TO LITTLE ALAMANCE CREEK, RIVER BASIN: CAPE
4. THERE ARE JURISDICTIONAL STREAM AND WETLANDS ON SITE.
5. ENVIRONMENTAL CONSULTING PROVIDED BY SOIL & ENVIRONMENTAL CONSULTING, LLC, 1000 W. HARRIS ST., SUITE 100, RALEIGH, NC 27615
6. THERE ARE NO DESIGNATED SPECIAL FLOOD HAZARD ZONE (100-YEAR FLOODPLAIN) ON THE PROPERTY. (DFIRM PANEL # 8573 & 8593)
7. SOILS CONSIST OF LOW TO HIGH PLASTICITY CLAYS AND SILTS, OR SILT CLAY.
8. GEOTECHNICAL ENGINEERING CONSULTING PROVIDED BY GEOTECHNOLOGIES INC., 3200 WELLINGTON CT # 106, RALEIGH, NC 27615.
9. ALL CONSTRUCTION IS TO BE PER CITY OF GRAHAM, NC2017.
10. STORMWATER DETENTION OR DOWNSIDE EVALUATION HAS BEEN PROVIDED TO THE TOWN.

PROJECT DATA:

1. DEVELOPMENT: SINGLE-FAMILY RESIDENTIAL
2. OWNER/DEVELOPER: WACA PROPERTIES
5500 DUNCAN DRIVE
TRIO, OHIO 43075
937-253-6676
3. PROJECT ADDRESS: HANFORD ROAD G
GRAHAM, NC 27253

- DENSITY INFORMATION:
4. CURRENT DENSITY: 8.1/3
5. CURRENT ALLOWABLE UNITS: 24.3
CURRENT DENSITY IN UNITS PER ACRE: 2.42 *du/acre*
6. PROPOSED ZONING: RS
7. PROPOSED UNITS: 24
PROPOSED DENSITY IN UNITS PER ACRE: 2.36 *du/acre*

- LAND USE INFORMATION:
8. LONG RANGE PLAN DESIGNATION: SUBURBAN RESIDENTIAL
9. EXISTING CONDITIONS: VACANT - WOODED WITH POND
10. PROPOSED USES: RESIDENTIAL - SINGLE-FAMILY
11. VICINITY AND USES: RESIDENTIAL

- GIS INFORMATION:
12. TO/FACEL ID: 887286418.03
13. 11 PARCEL AREA: 131.659 (PTD)
14. 10.05 ACRE

- INFRASTRUCTURE INFORMATION:
15. STREETS: WEST MOORE STREET
16. SIDEWALKS: Private
17. SIDEWALKS: Private

18. MUNICIPAL UTILITIES:
Water: City of Graham (0.640 gpd) built to public standards
Sewer: City of Graham - Private built to public standards
Stormwater: Private built to MDC and City Standards

- DIMENSIONAL LOT INFORMATION:
19. COTTAGE HOME LOTS = 3,000 SQ. FEET
20. min. lot width at setback: 40'
21. min. lot depth: 55'
22. PROPOSED SETBACKS:
23. 20' FRONT
24. 10' SIDE & REAR

25. CUSTOM HOME LOTS = 6,000 SQ. FEET
26. min. lot width at setback: 61'
27. PROPOSED SETBACKS:
28. 20' FRONT
29. 10' SIDE & REAR

16. PARKING PROVISIONS:

Not less than 2 spaces per lot outside right of way.
Additional Parking provided in public use spaces at 0.5 space per lot
(0 common use parking spaces proposed)

PLANNING AND SPATIAL INFORMATION: PARCEL TOTAL AREA: 10.05 Acre

- This is a cluster subdivision proposed to preserve natural features
17. Total Parcel Area: 10.05 Acres
18. Area in Right of Way: 2.85 Acres (28.4% of the total)
19. Area in Open Space: 5.07 Acres (50.6% of the total)
20. Percentage of Active open space: 50.6%

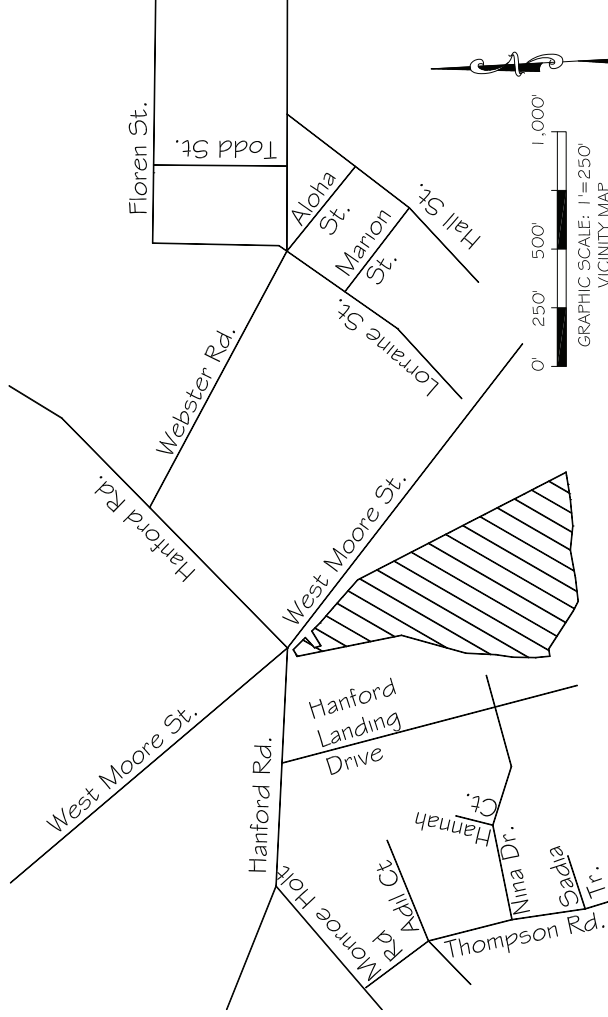
Percentage of Active open space: 50.6%

PREVIOUS SURFACE INFORMATION:

21. Total Impervious Surface Proposed:
22. Roads/Parking/Sidewalks: 2.76 Acres (27.5%)
23. Private Driveways and Sidewalks: 1.65 Acres (16.4%)
24. Other Impervious Surfaces: 0.33 Acres (3.3%)
25. Homesite Allocation - Custom: 0.41 Acres (4.1%)

CONDITIONAL ZONING PLAN FOR

WHITE ROCK ESTATES



O HANFORD ROAD
GRAHAM, NC 27253

SHEET INDEX

- 1 - COVER SHEET WITH VICINITY MAP
- 2 - EXISTING CONDITIONS SUBJECT
- 3 - PRELIMINARY PLAT - CONDITIONS AND ZONING PLAN

Professional Design Engineer Certification

I, _____, P.E., certify that, pursuant to generally accepted engineering standards in the community, it is my professional opinion that this project is controlled and treated in accordance with the City of Graham's Stormwater Manual and that this project complies with the City of Graham's Stormwater Floodplain, and Water Supply Watershed Ordinances.

Seal By: _____, P.E.

Date: _____

WACA
PROPERTIES LLC
GRAHAM TOWNSHIP,
ALAMANCE COUNTY, NORTH CAROLINA
DATE: 11/04/2025 SCALE: 1" = 60'
CONTOUR INTERVAL = 1 FOOT
PREPARED FOR:
CSD ENGINEERING

[illegible]

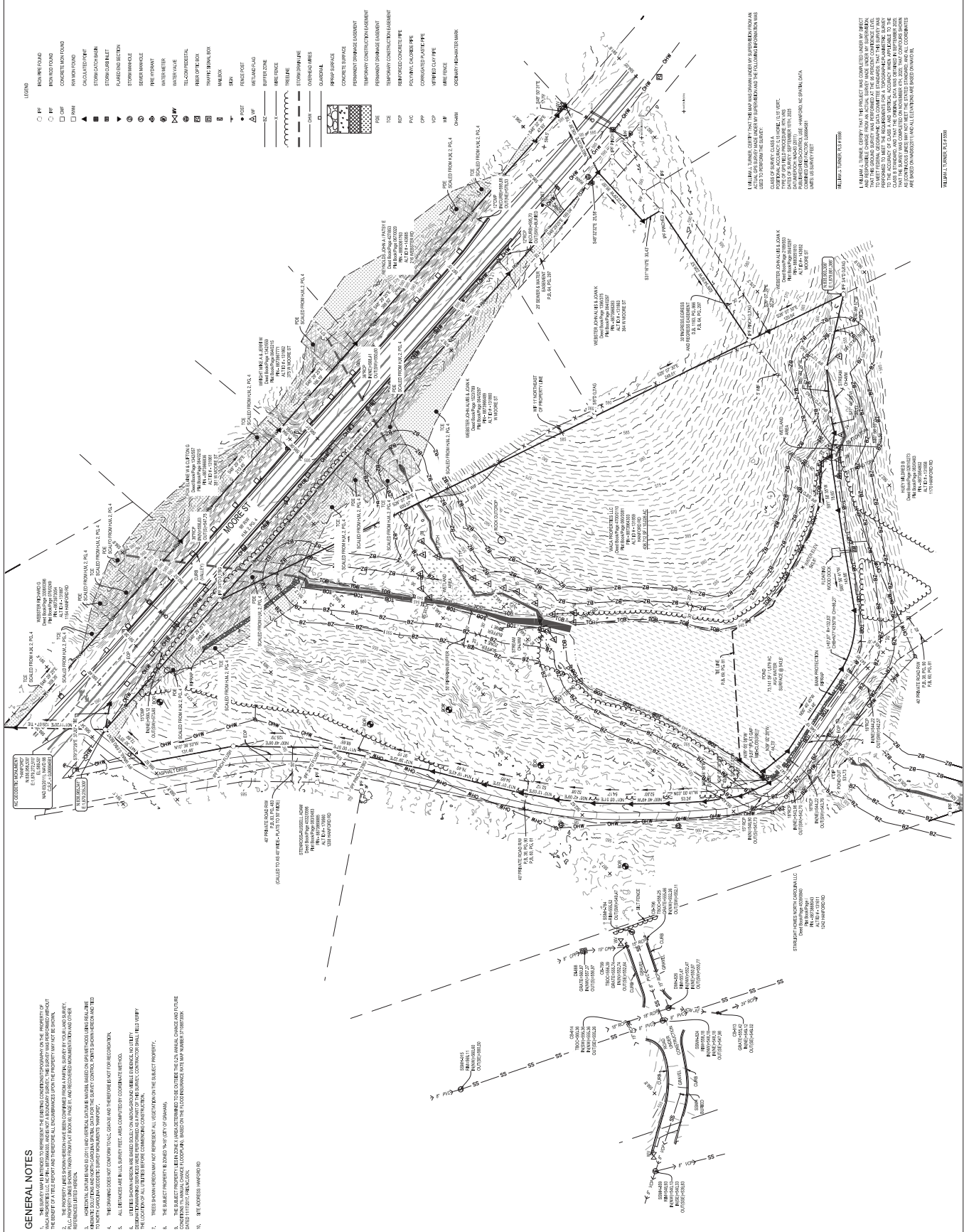
Project #: YLS25021 Sheet:
Date: 11/04/2025
Drawn by: WJT

Drawn by: WJT 1 of 1



WILLIAM J. TURNER, CHIEF, THAT THIS PROJECT WAS COMPLETED UNDER MY DIRECT AND RESPONSIBLE CHARGE FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION. THAT THE GROUND SURVEY WAS PERFORMED AT THE 66 PERCENT CONFERENCE LEVEL, TO MEET FEDERAL, GEOTECHNICAL DATA COMMITTEE STANDARDS; THAT THE SURVEY WAS PERFORMED TO MEET THE REQUIREMENTS FOR A TROPICOMORPHIC MAPPING OF THE SURVEY CLASS 8 STANDARD, AND THAT THE ORIGINAL DATA WAS OBTAINED IN SEPTEMBER 2006. THAT THE SURVEY WAS COMPLETED ON NOVEMBER 11, 2020. THAT CONTINGENT WORKS AS (CONTINUOUS) LINES, MAY NOT MEET THE STATED STANDARD, AND ALL COORDINATES ARE BASED ON NAD83/2011 AND ALL ELEVATIONS ARE BASED ON NAVD 88.

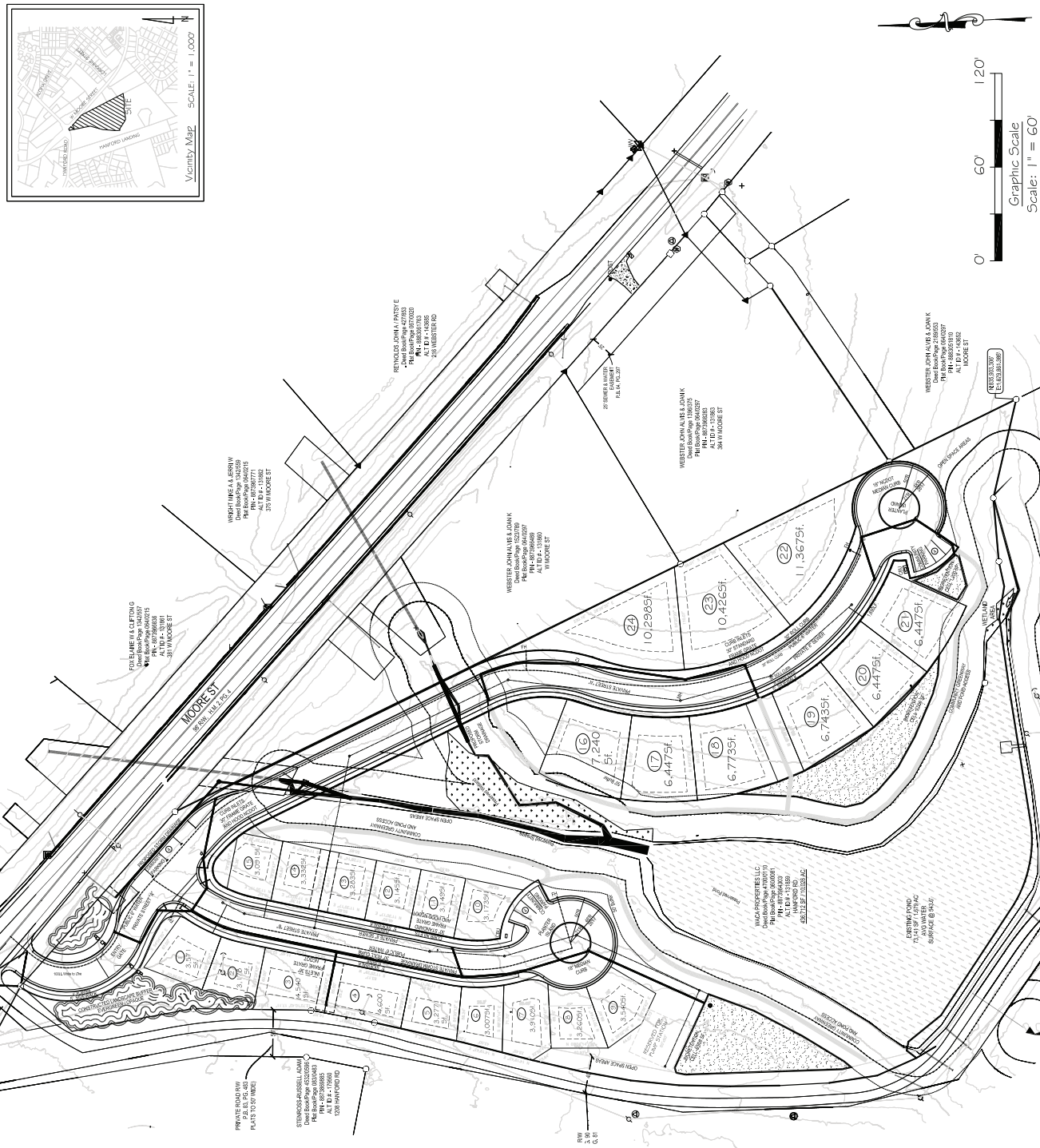
1. ILMING, TURNER, SURVEY: THAT THE MAP WAS OBTAINED BY SUPERIMPOSING ACTUAL GPS SURVEY DATA ONTO A SUPERIMPOSED MAP OF SUPERIMPOSED DATA USED TO RECONSTRUCT THE SURVEY.

[illegible]

- PRELIMINARY SUBDIVISION PLAN NOTES:**
1. THIS MAP IS NOT FOR CONVEYANCE OR SALES.
 2. THIS IS A CONDITIONAL REZONING PLAN EXHIBIT R-18 12- CR.
 3. THE CITY OF PHOENIX HAS REVIEWED AND APPROVED THE SITE PLAN FOR CONSTRUCTION.
 4. CUL DE SACS AND ENTRY GATE SHALL CONFORM TO CITY OF PHOENIX PUDS AND THE CITY OF PHOENIX PUDS.
 5. PRIVATE DRIVE COLLECTION IS PROPOSED.

PROPOSED LOT SUMMARY TABLE:

Lot Number	Lot Area (square feet)	Lot Designation	Frontage (feet)	Depth (feet)
1	3,571	Cottage	48.5	60
2	3,175	Cottage	48.5	60
3	4,547	Cottage	75.3	67
4	4,600	Cottage	55	58
5	3,277	Cottage	45	72
6	3,007	Cottage	47	71
7	3,910	Cottage	41	69
8	3,269	Cottage	33.8	66
9	3,546	Cottage	48	65
10	3,149	Cottage	48.5	64.8
11	3,145	Cottage	50.6	64.8
12	3,283	Cottage	51.3	64.8
13	3,332	Cottage	48.6	55.3
14	3,091	Cottage	71	84.1
15	2,240	Custom	61.9	90.1
16	6,773	Custom	61	90
17	6,447	Custom	120	113.9
18	10,426	Custom	120	110
19	10,298	Custom	130	110
20	10,298	Custom	130	110
21	10,298	Custom	130	110
22	10,298	Custom	130	110
23	10,298	Custom	130	110
24	10,298	Custom	130	110



PRELIMINARY PLANNING AND ZONING PURPOSES ONLY, NOT APPROVED FOR CONSTRUCTION

Proposed Zoning Conditions - 0 Hanford Road -Graham - North Carolina

- 1) The project proposes a zoning change from R-18 residential to Conditional Residential zoning C-R with an average density of 2.39 units per acre.
- 2) The proposed Maximum Number of Single-Family Residential Units shall be 24 units.
- 3) The project offers two distinctive home type options that will be gated. The western side “custom cottage homes” option with setbacks as shown on the conditional zoning plan and the eastern side “custom ranch homes” option with setbacks as shown on the conditional zoning plan.
- 4) Private streets are proposed within this conditional zoning.
- 5) Private streets shall have a minimum right-of-way width of 45’ and a street section of 27’ back to back and the (HOA) homeowners will have maintenance responsibilities after the appropriate warranty period.
- 6) Each home will have 2 parking spaces and a total of 12 additional parking spaces: 8 additional spaces at the end of each street and 4 additional spaces at the split of the entry street. This provision results in an additional 0.5 parking spaces per unit. On-street parking shall only be allowed on one side of any street having width not less than 31’ back-to-back. Streets narrower than this minimum will be signed no parking. City standard 48’ R cul-de-sac will be provided.
- 7) The project proposes sidewalks on both sides of private streets on the Cottage Home Sections and on one side in the Custom Home Section. We will use roll curb throughout both street sections. NCDOT frame grate and hood curb inlet structures are proposed for the private streets.
- 8) The project proposes to connect to municipal water and sewer services from the City of Graham. The project proposes Private Sewer and Public Water, and both will be built to City Standards.
- 9) A self-managed home owner’s association is proposed.
- 10) The home owner’s association shall provide provisions to maintain all private and common areas and for both the legislation and enforcement of neighborhood regulations. Provisions will include prohibiting on-street parking within Private Streets, any long term parking, outside storage of unused vehicles, trailers or other nuisance items and activities.
- 11) The common and open spaces, private easements, private rights of way, other common features and common area maintenance not publicly dedicated shall be controlled in unified ownership through the home owner’s association.
- 12) The project proposes both active and passive open space with inviting community amenities including a fishing pond with a fountain feature, walking trails, an outdoor pergola and seating areas throughout the neighborhood for residents. Trails within stream buffer areas shall be constructed in accordance with applicable standards.
- 13) Street trees shall be the responsibility of the home owner’s association including long term care, pruning as needed and any associated infrastructure repairs as needed due to their maturity.
- 14) The project proposes to make an extensive effort to preserve existing vegetation and retain the scenic wooded views with modest and attractive landscaped entrance markers and supplemental buffers surrounding the perimeter of the development.
- 15) The project proposes architecturally integrated construction where homes are situated into the environment to blend with the natural features and topography as best as practical.

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

Future Land Use Suburban Residential Principal Uses: Suburban residential neighborhoods are primarily settings for existing and future single family detached housing, but may also contain additional housing typologies and low-impact supporting uses in neighborhood activity centers. Affordable detached homes within attractive walkable neighborhoods will continue to make Graham an attractive place to live for people who work in Graham and surrounding communities.

Applicable Policies:

- **Policy 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. *This amendment would allow for efficient land use and connection to existing services.*
- **Policy 5.1.2: Variety of ownership opportunities.** Encourage a variety of homeownership opportunities and choices by supporting the development of condominiums, cooperatives, and land trusts. *This amendment will offer flexibility in home ownership by presenting options for rental and/or owned residential units.*
- **Policy 5.2.1: Diverse Neighborhood.** Encourage a mix of housing types within Graham, including detached, duplex, multifamily, townhomes, and live-work units. *This amendment will diversify the City's residential housing stock and support the downtown landscape.*

Planning Type

Neighborhoods

Development Type

Suburban Residential

The term neighborhood refers to the idea of a compact, walkable, diverse, and connected community. As the building blocks of City urban fabric, neighborhoods should be organized around small-scale activity centers that provide civic and commercial functions within a five to ten-minute walk for residents to meet their daily needs.

Neighborhoods should be well connected internally and externally for bicyclists, pedestrians, and commuters. Small blocks and high connectivity ratios should be established and maintained both within and between neighborhoods.

Appropriate Density

3-6 dwelling units per acre

Staff Recommendation

Based on the *Graham 2035 Comprehensive Plan* and the *City of Graham Development Ordinance*, staff provides the following statement

- Rezoning the property would be consistent with the Suburban Residential land use areas and consistent with policies 4.3.1, 5.1.2, and 5.2.1, as put forth by the Graham 2035 Comprehensive Plan

Planning Board Recommendation:

Planning Board recommended denial of the development due to concerns with the density, parking, sewer pump station, and overall inconsistency with the surrounding area. 4-0



STAFF REPORT

SUBJECT:	ORDINANCE AMENDMENT TO PROHIBIT PARKING IN WORK ZONES AND SPECIAL EVENT AREAS
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Amend Chapter 20 of the Code of Ordinances to prohibit parking during road work and Council-approved street closure areas.

BACKGROUND/SUMMARY:

At the conclusion of the June 9th City Council meeting, staff was directed by Council to review our current ordinances pertaining to Chapter 20, Traffic and Vehicles. Staff had raised concerns prior about the difficulty of road construction and repairs due to vehicles being parked on the road even with ample notice to residents of impending roadwork. This issue also was echoed by the Police Department as they've dealt with similar issues with Council-approved street closures.

NC General Statutes provide municipalities with the ability to tow vehicles with proper notice of construction/events. Staff is requesting to add the necessary language based on the NCGS direction for proper towing capabilities.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move to approve the Ordinance amendment to CHAPTER 20- TRAFFIC AND VEHICLES, ARTICLE V- STANDING, STOPPING, AND PARKING, and add SECTIONS 20-165 and 166 of the Code of Ordinances.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAHAM, AMENDING CHAPTER 20,
ARTICLE V, ADDING SEC. 20-165 AND 166 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 adding sections 20-165 and 166, which said sections read as follows:

Chapter 20 – TRAFFIC AND VEHICLES

ARTICLE V. – STANDING, STOPPING, AND PARKING

ADD: Sec. 20-165. Parking Prohibited in Work Zones and Repair Areas.

(a) It shall be unlawful for any person to park, stop, or leave standing any vehicle, whether attended or unattended, upon any public street, highway, or sidewalk within the City that is barricaded, marked, or otherwise designated as undergoing active construction, maintenance, repair, or at which a community event is being held.

(b) The Public Works Director or Chief of Police is authorized to place temporary “No Parking” signs, traffic cones, or other visible markers on any street scheduled for maintenance or construction and properly approved street closures for a community event. It shall be unlawful to park any vehicle in violation of such temporary signs, provided the signs were posted at least 24 hours in advance of the scheduled work.

(c) No person shall obstruct, block, or interfere with the free movement of municipal or contractor construction equipment, paving machinery, or utility crews operating within a designated street repair zone.

Section 20-166. Authority to Remove and Impound Vehicles.

(a) Members of the Police Department or designated city parking enforcement personnel are hereby authorized to immediately remove, or cause to be removed to a designated storage garage or impound lot, any vehicle found parked or left standing upon any street in violation of Sec. 20-165.

(b) Any vehicle causing an immediate hazard, blocking construction equipment, or delaying a public street repair project may be towed immediately without prior notice to the vehicle owner, provided the street was visibly marked as a construction zone or temporary 'No Parking' signs were active.

(c) Post-Towing Procedures: The removal, storage, notification to the owner, and collection of fees for any vehicle towed under this section shall strictly comply with the post-towing procedures set forth in NCGS 20-219.11.

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.

This the 11th day of August 2026.

Chelsea Dickey, Mayor

ATTEST:

Renee M. Ward, City Clerk

CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	CONSIDER ADOPTION OF DONATION POLICY
PREPARED BY:	MEGAN GARNER, CITY MANAGER

REQUESTED ACTION:

Consider adoption of a Donation Policy for the City.

BACKGROUND/SUMMARY:

North Carolina General Statute 160A-12 grants City Council the authority to accept donations of real and personal property. This authority, in whole or in part, can only be granted to staff by authorization of the governing body.

The draft policy before you delineates which categories of donations can be accepted by City Council or staff.

City Council approval

Donations of real property
Monetary donations exceeding \$30,000
Donations intended for use by City Council
Donations earmarked for a certain purpose(s)
Any donated funds before they can be spent (via
budget amendment)

Staff approval

Monetary donations up to \$30,000
Personal property valued less than \$30,000

FISCAL IMPACT:

None.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

Make a motion to adopt a Donation Policy for the City of Graham with an effective date of _____.



Donation Acceptance and Solicitation Policy

PURPOSE:

This policy is established to provide formal guidance for consideration, acknowledgment, and management of donations made to the City of Graham.

APPLICABILITY:

This policy applies to:

- All City Departments, Employees, and Elected Officials.

This policy does *not* apply to:

- Grants made to, from, or through City Departments.

POLICY:

North Carolina General Statute 160A-12 grants the governing board (City Council) the corporate powers of the unit, including the authority to accept donations of real or personal property. The City Council may delegate the authority to receive donations to one or more staff members as defined within this policy.

A donation is defined as a gift or a free contribution, something voluntarily transferred to the City without consideration. Donations may be in the form of cash, cash equivalents, real or other personal property. Donations may be offered for a specific purpose, but shall be for a public purpose as defined by law.

The City shall in no event assume any responsibility for establishing the value of any non-cash donation of personal or real property.

Authority to Accept Donations

Staff Approval

For single monetary donations up to \$30,000, the Finance Director shall estimate the annual operating impact of the donation, if any, and obtain approval from the City Manager before acceptance. The City Council will be required to appropriate any donated funds, regardless of the amount, before they are spent.

For donations of personal property with an estimated value of up to \$30,000, the Finance Director shall estimate the annual operating impact of the donation, if any, and obtain approval from the City Manager before acceptance.

City Council Approval

All donations of real property, regardless of cost or value, or any donations greater than \$30,000 for a single donation event, must be submitted to the City Council for acceptance. The City Council, in its sole discretion, may decline to accept such donations.

To ensure transparency and ethical accountability, all proposed donations intended for use by City Council must be submitted for review and shall not be accepted without a majority approval of the City Council.

All donations earmarked for certain purpose(s) must be submitted to City Council for acceptance.

For donations of personal property with an estimated value greater than \$30,000, the Finance Director shall estimate the annual operating impact of the donation, if any, and submit to City Council for acceptance.

Consistency with City Interests

Donations in any form may only be accepted when they have a public purpose consistent with the City of Graham's goals and objectives; may legally and ethically be accepted by the City; and are in the best interest of the City and its citizens. Departments must always consider public trust and perception and comply with all applicable laws when considering and accepting donations. The City may choose to reject donations with an implied or express condition of advocacy or discrimination based on political, religious, or other group affiliation.

Solicitation of Donations

- City Departments and offices may solicit and accept donations from donors only if those donations clearly represent bona fide charitable donations rather than implicit or explicit payments to obtain or maintain a vendor relationship with the City. All forms of quid pro quo arrangements are prohibited, and City staff must never suggest or allow donors to think that donations to the City will affect any current or potential future business relationship with the City.
- Any solicitation of funds must have prior documented approval from the City Manager and Finance Director.
- Only approved City staff or designees may solicit donations on behalf of the City. Donations solicited by any other parties are prohibited and will not be accepted.
- City staff or designees shall not link conditions of existing or potential financial relationships with the City when soliciting donations. City representatives shall avoid soliciting any businesses during a period when a contract bidding or negotiation is in progress, or other conflict of interest may exist.
- Donations may only be solicited and received for public purposes that the City of Graham is legally authorized or required to perform.
- Funds solicited for a particular purpose shall only be used for that purpose.

Review of Donations

- All donations or offers of donations to the City shall immediately be submitted to the City Manager and Finance Director for consideration.
- Staff should consult Legal counsel regarding acceptance of real property, or donations which have been designated by the donor or are legally restricted for a particular Department, location, project, program, or purpose.

Acknowledgement, Notification, and Reporting

- Formal acknowledgement that a donation has been accepted or rejected must be provided to the donor in a form approved by the Finance Director. Acknowledgement is the responsibility of the Department Director who oversees the Department, office, program, project, or other purpose benefiting from the donation.
- Any donations need to be received by the Finance Director so they can be accounted for appropriately.
- Donations are subject to Public Records Law. Acknowledgement of donations and reporting to the Finance Department, including the donor's name, and donation amounts are public information subject to disclosure pursuant to the North Carolina Public Records Law.

Management of Donations

- Tracking of all donations is required. Each Department or office benefiting from an accepted donation is responsible for ensuring complete lifecycle tracking from original consideration through final use or disposal of the donation.
- All undesignated donations of cash will be deposited into the City's General Fund. Undesignated donations in an amount equal to or greater than \$30,000 will be distributed to programs at the direction of the City Council.
- Departments or offices benefiting from a designated donation must make all reasonable efforts to use or expend that donation before use of undesignated general funds for the designated purpose.
- Asset disposal must be according to the City's Surplus Policy. Any donated tangible items that are determined no longer useful, cannot be distributed as originally designated, or otherwise qualify as surplus property must be disposed of according to the City's Surplus Policy and North Carolina law.

Non-compliance

Employees violating the terms and conditions of this policy may be subject to appropriate disciplinary action, up to and including dismissal.

CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

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

REQUESTED ACTION:

Consider a request to allow the use of sidewalks downtown and Sesquicentennial Park area for the Fall Fest event.

BACKGROUND/SUMMARY:

Cheryl Rich has submitted a Special Events application for the Fall Fest scheduled for Saturday, September 19 (rain date for October 18th). No streets are being requested for closure, but the sidewalks around downtown will be used for vendor tents and the Sesquicentennial Park area for a pumpkin patch. The event is expected to run from 8 am to 6 pm (includes setup and cleanup).

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

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

SUGGESTED MOTION(S):

I move we approve the request by Cheryl Rich to use the sidewalks around downtown for vendor tents and Sesquicentennial Park area on September 19th, 2026 (rain date October 18th) from 8 am to 6 pm for Fall Fest.



CITY OF GRAHAM SPECIAL EVENT APPLICATION

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

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

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

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

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

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



1. Your email: Sandyandconc@gmail.com
2. Event name (if applicable): Fall Fest in Graham
3. Reason for the event (be specific): to bring visitors downtown & encourage community
4. Event date(s): ~~October 10th~~ September 19th (Rain date October 18th)
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):
Fall Fest 10am-4pm setup 8am, breakdown by or before 4pm

6. Event category

Please check all that apply appropriate category for your event.

☒ Concert/Performance

☐ Exhibit

☒ Farmer's Market

☒ Festival/Fair

☐ Parade/Procession

☐ Run/Walk

☐ Food Truck Rodeo

☐ Other: _____

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

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

Sidewalks around the downtown square (ie N. Main, S. Main, E. Elm + W. Elm)
and Sesquicentennial Park area.

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

Yes _____ No ☒

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

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



11. What is your anticipated event attendance total? 800

12. Does your event include musical entertainment?

☒ Yes ☐ No

13. Where will your musical entertainment be located?

Esso Lot, Colonial Hardware lot/amphitheater, White's rooftop, sidewalks for solo artists

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

If yes, provide the start time and end time.

Various times throughout the event (i.e. one artist at 10am, another at noon, etc.)

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

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No (only by the businesses that already sell alcohol)

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.

Only the bars/restaurants that already sell alcohol will be
selling alcohol. No outside vendors will be selling alcohol.

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

Yes ☒ No ☐

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

☐ Gas

☒ Electric

☐ Charcoal

☐ Other: _____

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

Yes ☒ No ☐

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

We will clean up after the event and leave the streets better than
we found them!

Does your event require additional trash receptacles?

Yes ☒ No ☐

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

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

Yes ☒ No ☐



24. Applicant name and affiliated agency if applicable

Cheryl Rich of Sandy + Co.

25. Applicant's Address

101 Camelot Dr. Elon, NC 27244

26. Applicant's phone number

336-266-4333

27. Applicant's email address

Sandyandconco@gmail.com

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

Brittany DiStefano 336-263-3563

brittany.di.smith@gmail.com

29. How many years has this event taken place? 2



STAFF REPORT

SUBJECT:	Potential Charter Change
PREPARED BY:	Bob Ward & Bryan Coleman, City Attorneys, Megan Garner, City Manager

REQUESTED ACTION:

Direct staff on Council's preferred option regarding the City Charter.

BACKGROUND/SUMMARY:

At the July 14 meeting, Council came to a consensus to consider amending the City Charter to modify the voting power of the Mayor. Currently, the Mayor has a vote in all matters; however, discussion among Council Members was to permit the Mayor a vote only in the event of a tie.

N.C.G.S. 160A-102 authorizes: A. the City Council by its own action to amend the City Charter by ordinance, or B. make any ordinance adopted pursuant to this section effective only if approved by the vote of the people.

A. If the City Council by its own action elects to adopt a charter amendment by ordinance, the Council in accordance with NCGS 160A-102 shall first adopt a resolution of intent to consider an ordinance amending the charter. The resolution of intent shall describe the proposed charter amendments briefly but completely and with reference to the pertinent provisions of G.S. 160A-101, but it need not contain the precise text of the charter amendments necessary to implement the proposed changes. At the same time that a resolution of intent is adopted, the Council shall also call a public hearing on the proposed charter amendments, the date of the hearing to be not more than 45 days after adoption of the resolution. A notice of the hearing shall be published at least once not less than 10 days prior to the date fixed for the public hearing, and shall contain a summary of the proposed amendments. Following the public hearing, but not earlier than the next regular meeting of the Council and not later than 60 days from the date of the hearing, the Council may adopt an ordinance amending the charter to implement the amendments proposed in the resolution of intent.

B. If the City Council elects to adopt an ordinance effective only if approved by a vote of the people, the Council may, but shall not be required to unless a referendum petition is received pursuant to G.S. 160A-103, make any ordinance adopted pursuant to this section effective only if approved by a vote of the people, and the City Council may by resolution adopted at the same time call a special election for the purpose of submitting the ordinance to a vote. The date fixed for the special election shall be the next date permitted under G.S. 163-287(a) that is more than 70 days after adoption of the ordinance.

The City Council shall determine whether to amend Charter Section 2-3 by ordinance by its own action or by an ordinance adopted pursuant to NCGS 160A-102, effective only if approved by a vote of the people. If Council adopts a resolution on August 11 with a public hearing date of September 8, the legal notice will be published August 20.

FISCAL IMPACT:

None.

STAFF RECOMMENDATION:

None.

CITY OF GRAHAM

NOTICE OF PUBLIC HEARING TO CONSIDER AMENDMENT TO THE GRAHAM CITY
CHARTER SECTION 2-3 TO CLARIFY VOTING BY THE MAYOR

The Graham City Council will hold a PUBLIC HEARING on September 8, 2026 to consider adoption of an amendment to City Charter Section 2-3 to clarify voting of the Mayor and more particularly to amend and rewrite the third sentence to read as follows:

The Mayor shall have a right to vote only when there are equal numbers in the affirmative and in the negative.

The change is authorized by NCGS 160A-101(8) and in accordance with NCGS 160A-69.

This Public Hearing will be held in the City Council Chambers at 201 S. Main Street, Graham, NC 27253 and said meeting at which this hearing will be held will begin at 6:00 p.m. on September 8, 2026.

This meeting will be recorded and live streamed via YouTube at:
<https://www.youtube.com/channel/UCZiQPikHdbS1uuGC47OcyWg>

The City of Graham will provide reasonable accommodations, auxiliary aids, and services for any qualified disabled person interested in attending the public hearing. To request the above, you may call City Clerk, Renee Ward at 336-570-6700, or email at rward@cityofgraham.com at least 48 hours before the date of the public hearing.

City Staff contact: Renee Ward,
City Clerk City of Graham
(336)570-6700

Publish date: August 20, 2026



**RESOLUTION OF INTENT TO AMEND SECTION 2-3 OF THE CHARTER OF THE
CITY OF GRAHAM TO CLARIFY VOTING BY MAYOR**

WHEREAS, City Charter Section 2-3 provides:

The mayor shall be elected by the voters of the city in the manner provided by Article III of this Charter to serve for a term of two (2) years or until the successor is elected and qualified. The mayor shall be the official head of the city government and shall preside at all meetings of the council. He shall have the right to vote on all matters before the council, but he has no right to break a tie vote in which he participated. The mayor shall exercise such powers and perform such duties as presently are or hereafter may be conferred upon him by the General Statutes of North Carolina, by this Charter, and by the ordinances of the city.

WHEREAS, N.C.G.S. Section 160A-69 provides:

The mayor shall preside at all council meetings, but shall have the right to vote only when there are equal numbers of votes in the affirmative and in the negative. In a city where the mayor is elected by the council from among its membership, and the city charter makes no provision as to the right of the mayor to vote, he shall have the right to vote as a council member on all matters before the council, but shall have no right to break a tie vote in which he participated.

WHEREAS, in accordance with N.C.G.S. 160A-101(8), to clarify voting by Mayor on all matters, it is proposed to amend City Charter Section 2-3 to read:

The Mayor shall have the right to vote only when there are equal numbers in the affirmative and in the negative.

NOW THEREFORE, BE IT RESOLVED:

(1) That the third sentence of City Charter section 2-3 be amended to read:

The Mayor shall have the right to vote only when there are equal numbers in the affirmative and in the negative.

(2) That this NOTICE OF INTENT be published as provided in N.C.G.S. 160A-102.

(3) That a public Hearing be held on this matter on Tuesday, September 8, 2026.

(4) That upon adoption of said amendment shall consider the adoption of said Amendment amending City Charter Section 2-3 on October 13, 2026.

ATTEST:

Renee Ward, City Clerk

Chelsea Dickey, Mayor

CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	CRITERIA FOR VEHICLE SALES
PREPARED BY:	AARON HOLLAND. ASSISTANT CITY MANAGER

REQUESTED ACTION:

Provide direction to staff to proceed with potential text amendment options with the Planning Board.

BACKGROUND/SUMMARY:

At the conclusion of the June City Council meeting, Council provided consensus for staff to review existing ordinances governing vehicle sales and propose regulatory language to strengthen the approval process. While a temporary moratorium was briefly discussed, it would only temporarily delay development approvals. Therefore, staff has proactively researched and identified criteria from municipalities to achieve long-term zoning regulations. Options include adding to the Development Ordinance as a Use by Right with conditions or adding as a Special Use with conditions.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Because our Development Ordinance does not distinguish between new and used lots, staff recommends proceeding with the Use by Right option with conditions. These conditions can be tailored through the text amendment review process with the Planning Board and ultimately City Council.

SUGGESTED MOTION(S)

Possible motions will be dependent upon Council discussion.

Option 1: Add as a Permitted Use with Conditions

Permitted Use by Right B-2, I-1, and I-2

26. Development Standards for Vehicle Dealers/Rentals (New/Used)

- 1) Minimum Lot Size: The minimum lot size shall be **two (2) acres** in size along Highway 87 and Highway 54. The minimum lot size along all other roadways shall be five (5) acres.
- 2) Location: Vehicle Dealers/Rentals (New/Used) shall not be located within 250 feet from any residential zoning district. Measured from exterior property lines.
- 3) Parking area: All required parking spaces and display areas within general traffic circulation areas shall be paved and striped in accordance with the City of Graham Development Ordinance, and no cars shall be displayed within a public right-of-way or within access driveways.
- 4) Edge of Display: Wheel stops, curbs, or bollards are required along the exterior parking spaces of the display area to prohibit parking within landscaped areas.
- 5) Lighting: Any new use of land for Vehicle Dealers/Rentals (New/Used) is required to install lighting and shall conform to Section 10.290 of the City of Graham Development Ordinance. A Lighting plan shall be submitted to and approved by the City Planner for conformity.
- 6) Landscaping: Any new use or new construction of land Vehicle Dealers/Rentals (New/Used) is required to install landscaping and shall conform to Article V of the City of Graham Development Ordinance. A Landscaping plan shall be submitted to and approved by the City Planner for conformity.
- 7) Building: All new uses are required to have one (1) building on the lot for the sole purpose of conducting sales operations.
- 8) Accessory Use: For any accessory automobile service, repair shall be limited to minor automotive repair or routine maintenance only for vehicles sold at that location, occur within an enclosed building, and limit outdoor storage of vehicles awaiting repair to the side or rear of buildings.

Option 2: Add as a Special Use

Special Use Permit

Use: Vehicle Dealers/Rentals (New/Used)

Special Use Districts: B-2, I-1, and I-2

- 1) Minimum Lot Size: The minimum lot size shall be two (2) acres in size along Highway 87 and Highway 54. The minimum lot size along all other roadways shall be five (5) acres.
- 2) Location: Vehicle Dealers/Rentals (New/Used) shall not be located within 250 feet from any residential zoning district. Measured from exterior property lines.
- 3) Parking area: All required parking spaces and display areas within general traffic circulation areas shall be paved and striped in accordance with the City of Graham Development Ordinance, and no cars shall be displayed within a public right-of-way or within access driveways.
- 4) Edge of Display: Wheel stops, curbs, or bollards are required along the exterior parking spaces of the display area to prohibit parking within landscaped areas.
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CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	POSSIBLE GRANT CHANGES DISCUSSION
PREPARED BY:	AARON HOLLAND. ASSISTANT CITY MANAGER

REQUESTED ACTION:

Provide direction to staff to make possible changes to existing Façade and Beautification Grants.

BACKGROUND/SUMMARY:

Council approved maintaining current funding levels for the Façade and Beautification grants during budget discussions, but temporarily paused spending while staff researched potential interior project expenses. Based on a review of programs in other jurisdictions, the attached document establishes guidelines to properly expand funding to cover specific interior improvements.

FISCAL IMPACT:

Funding for both grant opportunities are currently budgeted.

STAFF RECOMMENDATION:

While this opportunity would certainly add an additional benefit to businesses in the city, there is a concern with staff that the current boards are not properly positioned to review and evaluate interior projects. Staff would recommend that we proceed with funding the grants as we have in the past and consider a separate line of funding for interior projects.

SUGGESTED MOTION(S)

Possible motions will be dependent upon Council discussion.

Interior Projects – Eligible / Ineligible Expenses

Eligible Expenses

- Plumbing, electrical, HVAC and similar systems.
- Construction of new walls/demolition of existing walls.
- Accessibility, clearance and fire code improvements.
- Indoor lighting.
- Interior painting.
- Flooring.
- Window and door repairs.

Ineligible Expenses

- Eligible projects shall be considered long-term investments. It is the responsibility of the Commission to determine, upon receipt of the application, if the requested improvements are long-term.
- All of the following expenses listed below shall be considered short-term and ineligible for grant funding:
 - Movable furniture.
 - Décor and wall hangings.
 - All lighting which is not built into the structure's electrical system.
 - Movable appliances.
 - Maintenance repairs or cleanings.
 - Merchandise.

Priority Level	Improvement Type	Examples
Class 1 - Major Rehabilitation (3 points)	Renovations or expansions of utility systems; Bringing interiors in-line with code requirements; Accessibility improvements.	•Plumbing, electrical, HVAC and similar systems. •Accessibility, clearance and fire code improvements
Class 2 - Rehabilitation (2 points)	Renovations or additions to the interior's structural components; Not code or accessibility related.	•Construction of new walls/demolition of existing walls. •Flooring.
Class 3 - Minor Projects (1 points)	Aesthetic improvements which do not drastically alter the interior's structural components.	•Window and door repairs. •Interior painting. •Indoor lighting.
Class X - Ineligible	Expenses which are completely unrelated to or detached from the actual structure; Considered "short-term."	•Movable furniture. •Décor and wall hangings. •All lighting which is not built into the structure's electrical system. •Movable appliances •Maintenance repairs or cleanings. •Merchandise

Project Name:

Criteria:	Scoring:	Score:
Priority Level	0 = Project is intelligible and should not be considered for funding. 1 = Minor Projects 2 = Rehabilitation 3 = Major rehabilitation	
Has the applicant previously received Facade grant funds?	0 = Yes, within the last year (2025-2026) 1 = Yes, within the last three years (2023-2026) 2 = No, never received funds 3 = No, first time applicant	
Conformity and Accessibility	0 = Project does not improve the safety or accessibility of the structure. 1 = Project slightly improves the safety or accessibility of the structure. 2 = Project moderately improves the structure's safety and accessibility by bringing it into coformance with code requirements. 3 = Significant improvement, project has a transformational impact on the building's safety and accessibility.	
Building State	0 = Building interior is well-suited for occupancy and in-line with code requirements. 1 = Building interior is in-line with code requirements but could benefit from aesthetic improvements. 2 = Building interior is functional, but not fully in-line with code requirements. 3 = Building interior is not suited for occupancy and requires major upfitting.	
Investment Longevity	0 = No impact 1 = Low community impact. 2 = Supports an existing business 3 = Enables existing business expansion or a new business to locate in Graham; Facilitates the retrofitting of a hazardous non-conforming structure.	
Historic Designation	0 = N/A 1 = Fill 2 = Contributing 3 = Pivotal	
Total Score: ___ / 18		