

**City of Graham
City Council Meeting Agenda
September 8, 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 Derek Thorpe – North Graham Baptist Church

ADOPTION OF AGENDA:

CONSENT AGENDA:

- A. To approve the August 11, 2026 City Council and Closed Session minutes.
- B. To approve a Budget Amendment in the amount of \$152,000 for the Wastewater Treatment Plant comprised of \$120,000 for Biosolids Dewatering/Disposal and \$32,000 for Clarifier 2 Gear Box labor.
- C. To approve a Budget Amendment in the amount of \$7,000 in State Drug Forfeiture revenue for the Police Department's patch replacement.
- D. To approve resolutions for the Fall 2026 Graham-Mebane Wastewater Treatment Plant PFAS & Reliability and 2026-2036 Water & Sewer System Capital Improvement Plan.
- E. To approve an amendment to Section 4-4 of the City of Graham Personnel Policy to establish a separate probationary period of six months for qualified, in-state lateral-transfer officers per the North Carolina Criminal Justice Education and Training Standards Commission.
- F. To approve tax releases in the amount of 2,148.53.

PUBLIC HEARINGS:

1. REZONING – 0.73 ACRES – 1528 E. HARDEN STREET

A public hearing has been scheduled to consider rezoning a 0.73-acre lot at 1528 E. Harden Street from R-G (General Residential) to B-2 (General Commercial) to allow the existing house on the lot to be used for commercial purposes. (Planning Board recommended approval)

2. REZONING – 0.411-ACRE LOT – S. MAIN STREET/HWY 87 OVERLAY DISTRICT

A public hearing has been scheduled to remove the Overlay District from a 0.056-acre portion of a 0.4111-acre property that falls under the S. Main Street/Hwy 87 Overlay District. The remainder of the property is zoned B-2 (General Commercial) and, upon removal of the Overlay Zoning, would allow for a required sidewalk extension and to provide new parking in the front yard to support the existing commercial use. (Planning Board recommended approval)

NEW BUSINESS:

3. FUNDING REQUEST – HISTORIC RESOURCES COMMISSION – HISTORIC PLAQUES

City Council will consider approving a resolution authorizing \$650 in funding to install three new plaques on buildings with historic significance, in conjunction with the Historic Resources Commission. (*Children’s Chapel United Church of Christ, Green and McClure Furniture, and Graham Historical Museum*)

4. ACCEPTANCE OF PUBLIC STREETS AND RIGHT OF WAY – MEADOWVIEW GLEN - PHASE 2

City Council will consider approving a resolution authorizing the adoption and maintenance of portions of Meadowview Drive located within Phase 2 of the Meadowview Glen Subdivision.

5. DOWNTOWN GRANT USAGE DISCUSSION

City Council will discuss allocation of the remaining State downtown grant funds.

6. FALL FEST EVENT – STREET CLOSURE – W. ELM STREET

City Council will consider an amendment to include the closure of W. Elm Street on Saturday, September 19, 2026 from 8:00 am to 6:00 p.m. for the Fall Fest event. (Rain date of October 18, 2026)

7. CITY OF GRAHAM’S BOARDS AND COMMISSIONS APPOINTMENTS

City Council will consider appointments for the following boards and commissions due to recent resignations:

ABC Board – 1 Appointment

Applicants: Stacy Koon, Glenn Patterson

Graham Historical Museum Board – 1 Appointment

Applicants: Corbin Craig, Brooke Flood, Jillian Lea

Graham Housing Authority – 1 Appointment

Applicants: Sonya Carter, Jeffrey Rieman, Nicole Cousin

8. ETHICS AND CIVILITY STATEMENTS DISCUSSION

City Council will discuss and give direction to Staff to implement Council’s intentions to adopt Ethics and Civility Statements.

PUBLIC COMMENTS

CITY STAFF COMMENTS

CITY COUNCIL COMMENTS

CLOSED SESSION:

City Council will consider going into closed session in accordance with North Carolina General Statute 143-318.11(a)(3) to consult with an attorney employed or retained by the public body to preserve the attorney-client privilege between the attorney and the public body for current litigation (Steven B. Wall and Todd Dean v. The City of Graham, et al. File 26CV004657-000).

ADJOURNMENT

City of Graham

City Council Meeting Minutes

August 11, 2026



The City Council of the City of Graham held a regularly scheduled meeting on August 11, 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
Bryan Coleman, City Attorney
Renee Ward, City Clerk

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

INVOCATION & PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA:

Mayor Dickey stated after the July meeting, the City Manager sent an email out on July 16, 2026, recommending that Council have Ethics and Civility statements read before each meeting. Mayor Dickey suggested the following statements:

Mayor's Suggested Ethics Statement:

Members of Council, it is my responsibility to remind you of your duty to serve the public with integrity, transparency, and impartiality. I remind you of your obligation to avoid conflicts of interest, financial or personal, and to disclose any relationship, investment, or affiliation that could reasonably be seen to influence your judgment on tonight's agenda. I remind you of your duty to base decisions on the merits of each matter, free from undue influence, gifts, or favors from any party with interest in the outcome. I remind you of your responsibility to treat all members of the public, staff, and fellow Council members with respect, and to conduct this meeting openly and in accordance with the law. With that, I ask if there are any potential conflicts of interest concerning tonight's agenda items.

Council Member Chin suggested reviewing the statement but not voting on it tonight.

Mayor Dickey stated she would share the statement with the rest of the Council Members.

Mayor's Suggested Civility Statement:

Members of Council, it is my responsibility to remind you of your duty to conduct tonight's meeting with civility, professionalism, and respect. I remind you of your obligation to treat one another, staff, and members of the public with courtesy, even — and especially — when we disagree. I remind you of your duty

to engage with the issues before us on their merits, and to allow every voice at this table the opportunity to be heard without interruption. I remind you of your responsibility to represent this Council, and the City of Graham, in a manner that reflects professionalism and reinforces the public's trust in this process.

Mayor Dickey stated she would send the statement to everyone to review.

Motion by Council Whitaker to remove Item 7, seconded by Council Member Young. The motion passed unanimously.

Motion by Mayor Pro Tem Hall to adopt the agenda except for Item 7, seconded by Council Member Young. The motion passed unanimously.

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.

RESOLUTION AWARDING POLICE BADGE AND SERVICE SIDEARM 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 sidearms to deceased or retiring members of State, City, and County Law Enforcement agencies.

NOW, THEREFORE, BE IT 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 11th day of August 2026.

- 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.

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.

- D.** To approve a Budget Amendment in the amount of \$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.

- E.** To approve a settlement of uncollected Real and Personal Property taxes totaling \$117,059.77, for fiscal year 2025-2026.

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	0.30999%	7,893,148.18
DISCOVERIES:			
CURRENT YEAR & PRIOR YEAR	15,590,276		58,895.49
ABATEMENTS:	(3,316,117)		(10,276.82)
ANNEXATIONS			
UNCOLLECTED INTEREST			5,641.22
UNCOLLECTED ADVERTISING COST			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			18,499.87
			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

Mayor Dickey asked how the City collected the uncollected taxes.

City Manager Garner stated the tax collector uses varying methods to collect back taxes, and the City is currently at a 98% collection rate. She shared that wage garnishments, debt setoff, and other legal remedies are used for collection.

Mayor Dickey asked about the March 14, 2023, minutes regarding Main Street involvement, where former Mayor Talley was approved to attend the Main Street National Conference, but she could not find a motion giving her permission.

City Manager Garner stated at the March Budget Work Session held at the Children's Museum that City Council directed staff not to participate in Main Street America, and that the program would be defunded for the upcoming fiscal year. She stated the budget amendment for the former Mayor to attend the Main Street National Conference came back before City Council because staff did not have authority to register her, which was against City Council's wishes not to participate in Main Street.

Mayor Dickey stated it was approved that former Mayor Talley could attend and also that same March was when it was unfunded and refunded.

Council Member Whitaker stated for the record that former Mayor Talley did not attend the conference.

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

OLD BUSINESS:

ITEM 1: SURPLUS PROPERTY PROCESS – DOWNTOWN PARK

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

City Manager Garner stated at last month's meeting the Council voted 3-2 to move forward with the electronic auction of the property where Sesquicentennial Park was located. She stated at this meeting Council Members were instructed to return to the August meeting with their potential deed restrictions. She shared that the staff report included proposed timelines and noted that City Council must either approve one bid or reject all bids within 30 days of the date the bid was reported to City Council.

Council Member Whitaker referred to the attorneys.

City Attorney Ward read out the following:

1. All development shall comply with all applicable laws, ordinances, and regulations.
2. Purchasers shall purchase property as is and shall be legally and completely responsible for any and all remediation required for the development and use of said property.
3. The purchaser shall be responsible for all costs of construction, maintenance, and any and all other costs, whatever nature, required for the use and development of said property.
4. City reserves the discretion to reject any and all bids.

Council Member Whitaker shared her restrictions for the property:

- No assignment clause – Buyer is not allowed to transfer the deed.
- Buyer(s) shall obtain an approved site plan, including a rendering for construction within one year of purchase.
- Buyer shall be financially responsible for proper repair and remediation of the existing basement located on the property, prior to construction of any approved project.
- All present and future construction costs, care, maintenance, or repair costs for the approved project constructed or placed on this property shall be privately funded, excluding City-funded grant opportunities.
- Any Park and/or green space constructed, planted, or placed on this property shall bear the name of “Sesquicentennial Park” or “Main Street Park.”
- Any building constructed must bear a historical resemblance in style and appearance to the building that stood on site for 80 years.
- No parking lots or apartment buildings shall be allowed.
- No building above three stories.

Council Member Chin shared his deed restrictions:

- A building should consist of three floors above ground, and a basement was desired.
- The building should conform to the footprint of the prior building of approximately 2,600 square feet.

Council Member Chin added the following conditions:

- A pre-approval letter of loan from the financial lending institution for the cost of the construction will be included with the bid to pre-qualify the purchaser before the contract is awarded.
- Bids for the property must be equal to or greater than the appraised value of the property. Property will be appraised as a commercial lot.
- An architectural rendering of the proposed structure to be built will be submitted within 30 days of offer acceptance.
- All existing covenants associated with the property, Deed Book 1218, Page 689, must be included.
- Building should conform to existing building codes and development ordinances for the downtown district.
- Building should incorporate some design feature, such as the two existing Sesquicentennial Park medallions, into its exterior façade design in recognition of the park’s former location.
- Any contamination will be disposed of at a certified landfill location for the type of contamination being removed.

City Attorney suggested giving the restrictions to the appraiser and having them review the list, determine what could or could not be included, and return with the appraisal.

Mayor Pro Tem Hall added that we should collect 25% earnest money upfront, and after we accept the bid, they would have 24 hours to submit earnest money.

Council Member Young stated a lot of the restrictions listed would be handled by the Historic Resources Commission. He shared if someone purchased the park and they wanted to donate it back to the City, the City does not have to accept it. He stated if a lot of restrictions are placed on the property, no one may want to buy it, and said he was in favor of the City Attorney's suggestion.

Mayor Dickey asked that it be restricted to a park that could be publicly accessed and privately maintained.

Council reached consensus to submit the restrictions to the City Clerk, then give them to the appraiser to decide which restrictions to keep, and report back in September.

City Attorney Ward asked whether Council wanted more than one appraisal.

Council consensus was to get three appraisals.

PUBLIC HEARINGS:

ITEM 2: ANNEXATION – E HARDEN STREET – 0.73 ACRE

A public hearing was 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.

Assistant City Manager Holland stated this was an Annexation request for property located off East Hardin Street and requested annexation into the City. He stated the property owner had connected to public water on the site for commercial use.

The public hearing was opened, and the following spoke:

Mr. Dewey Brown, property owner, shared he would be happy to answer any questions.

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

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

ITEM 3: REZONING – 10.05 ACRES – OFF 0 HANFORD ROAD

A public hearing was 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)

Assistant City Manager Holland stated this request was to rezone 10.05 acres of property from R-18 (Low-Density Residential) to C-R (Conditional Residential). He stated the previous plan reviewed by City Council showed 16 Cottage Homes and 10 Custom-Built Homes. He shared that the site plan submitted to staff had changed the day the agenda packet went to Council. He shared that TRC and the Planning Board had not seen the revised site plans and asked whether Council would like the new plans sent back to TRC and the Planning Board.

Motion by Council Member Chin to table the rezoning to the October 13, 2026, Council meeting to have the new plans submitted through TRC and the Planning Board, seconded by Council Member Young. The motion passed unanimously.

NEW BUSINESS:

ITEM 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, by adding Sections 20-165 and 20-166 to the Code of Ordinances to prohibit parking during road work and approved street closure areas.

Assistant City Manager Holland stated at the conclusion of the June 9, 2026 City Council meeting, Council directed staff to review current ordinances pertaining to Chapter 20, Traffic and Vehicles. Staff raised concerns about the difficulties during road construction and repairs when vehicles are parked on the road, even with ample notice to residents of the impending roadwork. He said the Police Department also echoed this issue with Council-approved street closures for events. He shared that NC General Statutes allow municipalities to tow vehicles with proper notice of construction/events. Staff requested adding the necessary language based on NCGS direction for proper towing capabilities.

Mayor Dickey asked people not to park in event areas or during construction when marked because they could get towed.

Motion by Mayor Pro Tem Hall to approve ordinance amendment, seconded by Council Member Young. The motion passed 4-1. Council Member Chin voted no and thought towing at events should be the last resort.

ITEM 5: DONATION POLICY

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

City Manager Garner stated North Carolina General Statute 160A-12 grants City Councils the authority to accept donations of real and personal property. The City may delegate this authority in whole or in part, subject to approval by the governing board. The draft policy before Council delineates which categories of donations City Council or staff can accept. City Council approval would be needed for donations of real property, monetary donations exceeding \$30,000, donations intended for use by City Council, and donations earmarked for a certain purpose; any donated funds would also need City Council approval via budget amendment before they could be spent. She stated staff approval would be authorized for monetary donations up to \$30,000 and personal property valued at less than \$30,000. She shared two recent donations that came before City Council; a drone from the 9/11 organization and the custom kitchen table for the Fire Department, both of which required City Council approval.

Mayor Dickey asked where sponsorship falls within the policy.

City Manager Garner said City Council approved sponsorship under a separate policy brought forth by the Recreation Department in the last two years and would share the policy with her.

Mayor Dickey asked about in-kind donations and services.

City Manager Garner said we do not often receive in-kind donations unless someone volunteers their time.

Mayor Dickey asked about the process if a donation was declined and asked if it should be outlined for City staff.

City Manager Garner said some things may take longer to determine whether it's in the City's best interest to accept or deny.

Mayor Dickey asked whether recurring or multi-part donations could fall into a gray area around the \$30,000 threshold.

City Manager Garner stated that she did not know of any recurring donations.

Motion by Mayor Pro Tem Hall to approve the donation policy effective August 12, 2026, at 12:01 pm, seconded by Council Member Young. The motion passed unanimously.

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

City Council considered 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.

Assistant City Manager Holland said this was due to the request to use Sesquicentennial Park.

Mayor Pro Tem Hall asked about liability insurance.

Assistant City Manager Holland stated yes, the City of Graham would need to be listed on the liability coverage.

Council Member Young asked about any hazards on the park surface.

Assistant City Manager Holland stated there was no concern unless it rained; it could be very muddy.

Motion by Mayor Pro Tem Hall to approve the Fall Fest on September 19, 2026, with a rain date of October 18, 2026, seconded by Council Member Young. The motion passed unanimously.

ITEM 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.

This item was removed prior to adoption of the agenda.

ITEM 8: VEHICLE SALES

City Council directed staff on Council's preferred option for amending existing ordinances governing vehicle sales and proposed language to strengthen the approval process.

Assistant City Manager Holland stated 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. He stated it was suggested the City look into a temporary moratorium; however, Staff researched other communities with stronger language, and incorporating that

into our existing language would strengthen it without going to a moratorium. He shared options included adding to the Development Ordinance as a Use by Right with conditions or adding as a Special Use with conditions. He stated what Council had before them had not been reviewed by the Planning Board and that staff recommended adding language as a permitted use with conditions.

Motion by Hall to approve the option of adding to the development ordinance as a use by right with special conditions and send to the Planning Board, seconded by Council Member Chin. The motion passed unanimously.

ITEM 9: FAÇADE AND BEAUTIFICATION GRANT CHANGES

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

Assistant City Manager Holland stated Council approved in the past budget to maintain current funding levels for the Façade and Beautification grants, which were \$15,000 each, but temporarily paused spending while staff researched potential interior project expenses. He shared that while this opportunity would certainly benefit businesses in the city, staff were concerned 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.

Mayor Pro Tem Hall, Council Member Chin, and Whitaker were opposed to using grants for interior work.

Motion by Mayor Pro Tem Hall to stay with the existing façade and beautification grant criteria, seconded by Council Member Whitaker. The motion passed 4-1. Council Member Young voted no.

PUBLIC COMMENTS

Katherine Baird, owner of Gelah Couture on Main Street in Graham, spoke about needing more exposure and customer traffic for her business. She asked City Council to help by potentially posting local businesses on the City's website to help promote all businesses in Graham.

Daniel Alvis, 1022 Noah Road, Graham, spoke about trash trucks leaking onto downtown streets. He also asked to hear from Council Member Whitaker, Chin, and Mayor Pro Tem Hall about how the grant money would be spent. He suggested using some of the money to prevent the trash truck from leaking.

Richard Wright, 236 South Marshall Street, Graham, representing the Citizens Committee for the Sesquicentennial Park, notified Council they were moving forward with gathering pledges to buy the park property.

Eric Chrismon, 208 Albright Avenue, Graham, expressed appreciation for the Council's civility and voiced disappointment with the pace of disposing of the park and with not considering the same space. He suggested placing the park benches, memorial plaque, and planting of trees in the green space.

Mayor Dickey read an email from Jason Varner, regarding the \$260 the Mayor owes the City, and stated he did not think it was right for the Mayor to pay back the \$260.00.

CITY STAFF COMMENTS

Assistant City Manager Holland asked Council for ideas on how to use the grant money or whether they wanted Staff to suggest using it to expand the downtown water line upgrade project.

City Manager Garner stated that the Mayor mentioned at the beginning of the meeting an ethics and civility statement, which was different from what Graham had used, and asked the Mayor to email her version of the statements so she could send them out to Council and legal for review and bring it back to the next meeting for adoption.

City Council agreed to bring back the two statements for consideration at the September 8, 2026, Council meeting.

CITY COUNCIL COMMENTS

Council Member Whitaker said the Library Committee met today and was briefed on the progress of a \$240,000 state grant. She shared that the library hours had changed and would now close at 7:00 p.m., instead of 8:00 p.m.

Council Member Chin asked whether a budget amendment was needed to use the grant funds for the downtown water line project.

Assistant City Manager Holland asked for direction from Council and staff to make the necessary changes to the scope of work submitted to the State so it would show the funds would be used for the utility project, if that was what Council desired.

The consensus was to bring it back to the September 8, 2026, Council meeting for consideration.

Mayor Pro Tem Hall stated the City needed to amend its ordinance regarding cars parking on or over a sidewalk.

Assistant City Manager Holland stated staff, legal, and the Police Department would need to review the ordinance for options to strengthen language and then bring it back to Council at the next meeting.

Council Member Young applauded the Mayor for wanting to build a Graham Community on her Facebook page and asking the community to get involved. He expressed concern that when anyone clicks the link, it goes to the Mayor's candidate page, which has a donation button, and said it did not look good to ask for donations to build a community. He shared, in the interest of transparency, that whoever fills out the form could have their information used later. Regarding Mr. Baird's remarks, he asked the City Manager if the City could feature locally owned businesses once a week or once a month on the website and Facebook.

City Manager Garner stated we would get Ms. Baird's contact information, touch base with her, and that our Public Relations person was already working on a business spotlight for downtown and City-wide businesses. She shared that Council funded a website rebuild, which was nearing completion.

Mayor Dickey asked if the City's website was available to host the Community Group; she would welcome that and asked for Council's consensus.

Council Member Young expressed concern about people putting their personal information on the Mayor's campaign website and it being used for something else.

Mayor Dickey stated she would make a Facebook post to make sure people understand that when they go to the page, they are not obligated to pledge or hit the donate button.

Mayor Dickey asked for a Discover Graham update and when it would launch.

City Manager Garner stated communication would be sent out to Council.

Mayor Dickey asked that some of the grant funds be allocated to purchase new planters for downtown and invest in wayfinding signs to help with beautification and our businesses. She suggested the rest of the grant money go towards the water project.

Assistant City Manager Holland asked about a dollar amount.

Mayor Dickey asked to place it on the agenda for discussion.

Mayor Dickey asked for an update on the Flashing Beacon lights and benches being put back downtown.

City Manager Garner asked if Council agreed to place the discussion of grant money on the September 8, 2026 agenda. Council agreed.

City Manager Garner said she responded to the Mayor's email two weeks ago that Public Works had been manufacturing brackets that are to be welded to the benches and that they would be installed soon. She shared that staff was still waiting on NCDOT approval for the flashing beacon lights.

Mayor Dickey reminded everyone of the Fall Fest on September 19, 2026 downtown Graham.

Council Member Chin shared that regarding the Mayor's community interest group, he was under the impression the City's website would focus on Graham businesses.

City Manager Garner stated the website would have a business area dedicated to businesses.

Council Member Chin cautioned Council to be careful about perceived endorsements.

Mayor Dickey said it was two different things, and she would make a clarifying Facebook post, and that the community interest group would continue to live on her campaign site.

CLOSED SESSION:

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

Motion by Council Member Whitaker to go into closed session to discuss a personnel issue in accordance with N.C.G.S. 143-318.11(a)(6), seconded by Mayor Pro Tem Hall. The motion passed unanimously.

The closed session was held.

Motion by Mayor Pro Tem Hall to close 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.

Council Member Whitaker announced the Attorney's salary would increase by \$15,000.

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

August 11, 2026
City Council Meeting

CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	BUDGET AMENDMENT FOR WWTP
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER, THERESA TURNER, FINANCE MANAGER

REQUESTED ACTION:

Approve a budget amendment in the amount of \$152,000 for the Wastewater Treatment Plant comprised of the following: \$120,000 for Biosolids Dewatering/Disposal and \$32,000 for clarifier 2 gear box labor.

BACKGROUND/SUMMARY:

Biosolids dewatering and disposal is the critical process of removing water from wastewater treatment sludge to reduce volume and manage it safely through land application, landfills, or incineration. Two proposals were received for the subject onsite support (Synagro and McGill). Based on cost/weight tons (as well as mobilization/demobilization), McGill presented the most competitive pricing. In order for a mobile belt filter press to be set up onsite, a 480V 100-amp electrical service will need to be provided by Graham as well as a 2" water service. Cost estimates were based on 750,000 gallons of feed solids at 1.53% and dewatered cake at 19% TS (test result from sample collected & analyzed).

Additionally, the gear box for clarifier 2 at the plant was purchased during last budget, but scheduling difficulty prevented the installation from occurring during that time period. The cost for labor was not budgeted due to uncertainty of fluctuating prices, but has been recently estimated at \$32k.

FISCAL IMPACT:

Anticipated costs for required services and repairs are not expected to be lower if delayed.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S)

I move we approve the budget amendment in the amount of \$152,000, for the Wastewater Treatment Plant comprised of the following: \$120,000 for Biosolids Dewatering/Disposal and \$32,000 for clarifier 2 gear box labor.

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)
Wastewater Treatment Plant - Maintenance & Repair Equipment	\$	40,000.00	\$	72,000.00	\$	32,000.00		\$ 32,000.00
Wastewater Treatment Plant - Capital Outlay Other Improvement	\$	50,000.00	\$	170,000.00	\$	120,000.00		\$ 120,000.00
		<u>\$ 90,000.00</u>		<u>\$ 242,000.00</u>		<u>\$ 152,000.00</u>	<u>\$ -</u>	<u>\$ 152,000.00</u>

Section 2.

REVENUES

		APPROVED		AMENDED		INCREASE	(DECREASE)	INCREASE (DECREASE)
W & S Fund Balance	\$	726,988.00	\$	878,988.00	\$	152,000.00		\$ 152,000.00
		<u>\$ 726,988.00</u>		<u>\$ 878,988.00</u>		<u>\$ 152,000.00</u>	<u>\$ -</u>	<u>\$ 152,000.00</u>

Adopted this 8th day of September 2026.

Attest:

Mayor Chelsea Dickey

Renee M. 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 B.C. Neil to utilize these funds to support the agency's patch transition.

The requested amount will cover the cost of replacement patches, as well as the expense associated with removing the current patches from uniforms and replacing them with the new patches.

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 - Uniforms	\$	-	\$	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	\$	14,000.00	\$	7,000.00		\$ 7,000.00
	\$	7,000.00	\$	14,000.00	\$	7,000.00	\$ -	\$ 7,000.00

Adopted this 8th day of September 2026.

Attest:

Mayor Chelsea Dickey

Renee M. Ward, City Clerk

 CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	RESOLUTIONS AUTHORIZING STATE FUNDING ASSISTANCE
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Approve Resolutions for the following:

- Fall 2026 Graham-Mebane WTP PFAS & Reliability
- 2026-36 Water & Sewer System Capital Improvement Plan (update CIP to reflect accordingly)

BACKGROUND/SUMMARY:

The City of Graham is seeking to secure State funding for a water treatment plant emerging contaminants construction project described as Graham-Mebane Water Treatment Plant Improvements. The City of Graham has need for and intends to perform a Drinking Water Emerging Contaminants Construction Project described as Graham-Mebane WTP PFAS Improvements, and a Drinking Water Construction Project described as Graham-Mebane WTP Reliability Improvements. Part of the application requires the approval of a resolution acknowledging the need and intention to conduct the project as well as a resolution approving an updated Capital Improvement Plan (CIP) that lists the project accordingly.

FISCAL IMPACT:

Mere application for funding has a negligible fiscal impact.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we approve the resolution for the Fall 2026 Graham-Mebane WTP PFAS & Reliability and 2026-36 Water & Sewer System Capital Improvement Plan (updated) resolutions as presented.

**RESOLUTION TO ADOPT AND APPROVE THE
2026 WATER & SEWER SYSTEM CAPITAL IMPROVEMENT PLAN**

WHEREAS, the City of Graham has developed a water sewer system in and around the City of Graham;
and

WHEREAS, said municipal water and sewer system is operated and maintained by the City of Graham;
and

WHEREAS, the City of Graham recognizes the need for, and advantage of, maintaining adequate short-term and long-term planning for capital improvements for the water and sewer system.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Graham that the 2026 Water and Sewer Capital Improvement Plan is hereby adopted and approved; and

BE IT FURTHER RESOLVED that the City Council authorizes staff to update the plan as new information becomes available.

Adopted this the 8th day of September, 2026.

Chelsea Dickey, Mayor

ATTEST:

Renee Ward, City Clerk

WATER SEWER FUND

Capital Improvement Projects City of Graham

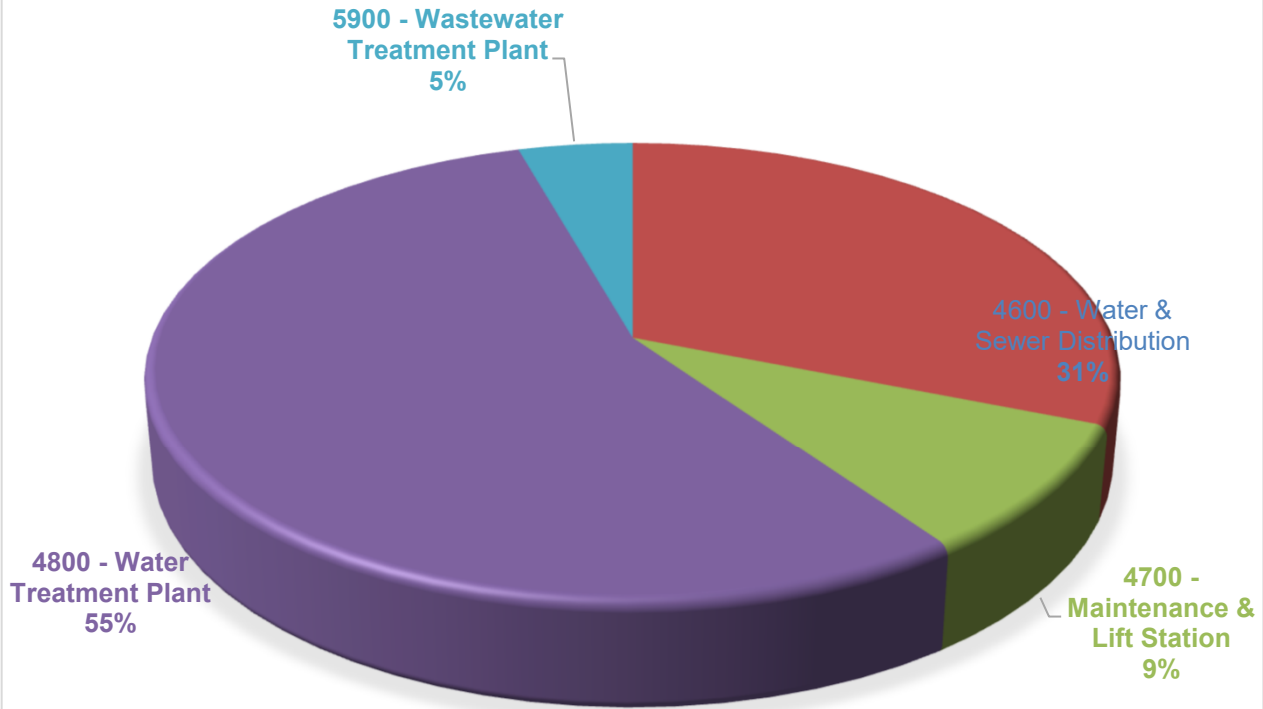
Water / Sewer Fund Totals

	Fiscal Year	FY 2026- 2027	FY 2027- 2028	FY 2028- 2029	FY 2029- 2030	FY 2030- 2031	Total
Subtotal		3,226,000	15,862,000	42,498,000	6,015,000	3,395,000	70,996,000
Request							
4500 - Adm. Water Bill & Meter		0	0	0	0	0	0
4600 - Water & Sewer Distribution		2,645,000	5,310,000	6,400,000	5,525,000	2,140,000	22,020,000
4700 - Maintenance & Lift Station		65,000	5,040,000	315,000	215,000	915,000	6,550,000
4800 - Water Treatment Plant		271,000	3,435,000	35,325,000	0	265,000	39,296,000
5900 - Wastewater Treatment Plant		245,000	2,077,000	458,000	275,000	75,000	3,130,000
Subtotal		3,226,000	15,862,000	42,498,000	6,015,000	3,395,000	70,996,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

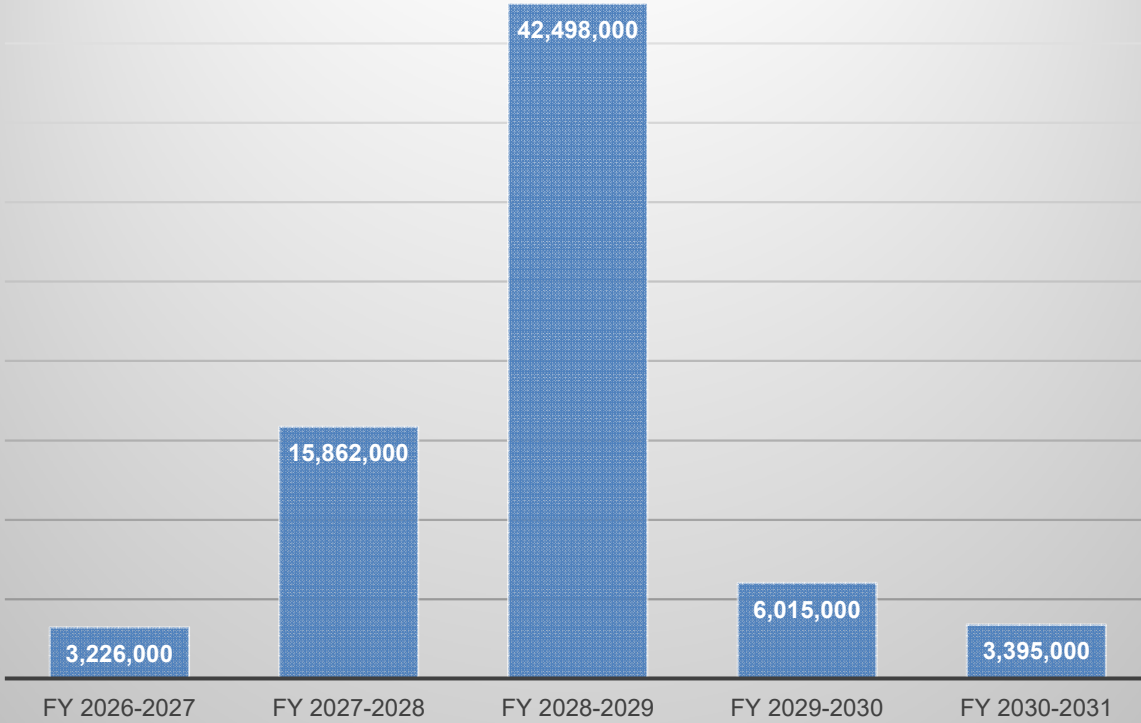
DEPARTMENTAL EXPENDITURE PERCENTAGE



WATER SEWER FUND

Capital Improvement Projects City of Graham

WATER/ SEWER FUND EXPENDITURES



WATER SEWER FUND

Capital Improvement Projects City of Graham

4500 - Adm. Water Bill & Meter

	Fiscal Year	FY 2026- 2027	FY 2027- 2028	FY 2028- 2029	FY 2029- 2030	FY 2030- 2031	Total
Subtotal		0	0	0	0	0	0
Request							
							0
							0
							0
							0
Subtotal		0	0	0	0	0	0

WATER SEWER FUND

Capital Improvement Projects City of Graham

4600 - Water & Sewer Distribution

	Fiscal Year	FY 2026- 2027	FY 2027- 2028	FY 2028- 2029	FY 2029- 2030	FY 2030- 2031	Total
Subtotal		2,645,000	5,310,000	6,400,000	5,525,000	2,140,000	22,020,000
Request							
Cheek Lane Water Main Extension					1,000,000		1,000,000
Neighborhood Water Enhancement Program		1,000,000	1,000,000	1,200,000	1,200,000	1,200,000	5,600,000
Lacy Holt Rd-Extend Water Main Loop						600,000	600,000
Haw River Sewer Outfall and Manhole Rehab (NCDEQ)			4,000,000				4,000,000
Pine and Burton Sewer Replacement					1,000,000		1,000,000
New & Parker St Sewer Pipe Replacement				500,000			500,000
600 New Street Sewer Main Replacement				600,000			600,000
Southern Water Interconnection				1,750,000			1,750,000
West Elm St Waterline Replacement		1,200,000					1,200,000
Trollingwood 16" TL Connection					2,000,000		2,000,000
Hanover Rd Sewer Rehab				2,000,000			2,000,000
Chemical Root Control		45,000	45,000	50,000	50,000	55,000	245,000
Manhole Rehab		65,000	65,000	75,000	75,000	85,000	365,000
Sewer Main Cured in Place Pipe Lining		200,000	200,000	200,000	200,000	200,000	1,000,000
Distribution System Hydraulic Model				25,000			25,000
Service Truck Replacement		50,000					50,000
Kubota Skid Steer		85,000					85,000
Subtotal		2,645,000	5,310,000	6,400,000	5,525,000	2,140,000	22,020,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

4700 - Maintenance & Lift Stations

	Fiscal Year	FY 2026- 2027	FY 2027- 2028	FY 2028- 2029	FY 2029- 2030	FY 2030- 2031	Total
Subtotal		65,000	5,040,000	315,000	215,000	915,000	6,550,000
Request							
Cooper Rd. HR Lift Station Upgrade/Relocation			5,000,000				5,000,000
Service Truck w/Lift					175,000		175,000
Spare Pumps For Lift Stations		40,000	40,000	65,000	40,000	40,000	225,000
New Holland Tractor w/Cab						125,000	125,000
Cherry Ln.Lift Station Upgrade						750,000	750,000
Vac Service Truck				250,000			250,000
Kubota Zero Turn Mower		25,000					25,000
Subtotal		65,000	5,040,000	315,000	215,000	915,000	6,550,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

4800-Water Treatment Plant

	Fiscal Year	FY 2026- 2027	FY 2027- 2028	FY 2028- 2029	FY 2029- 2030	FY 2030- 2031	Total
Subtotal		271,000	3,435,000	35,325,000	0	265,000	39,296,000
Request							
Fluoride Feed System		82,500					82,500
Polymer Chemical Feed System		188,500					188,500
Clearwell Rehab				250,000			250,000
Rebuild Raw Water Pump 1						85,000	85,000
Rebuild Graham # 2			35,000				35,000
Entrance Gate				25,000			25,000
Filter Media Rebuild						130,000	130,000
Rebuild Graham #3				50,000		50,000	100,000
Filter Media Rebuild			150,000				150,000
WTP PFAS Improvements			1,000,000	9,000,000			10,000,000
WTP Reliability Improvements			2,000,000	26,000,000			28,000,000
Spillway Improvements			250,000				250,000
Subtotal		271,000	3,435,000	35,325,000	0	265,000	39,296,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

5900-Wastewater Treatment Plant

	Fiscal Year	FY 2026- 2027	FY 2027- 2028	FY 2028- 2029	FY 2029- 2030	FY 2030- 2031	Total
Subtotal		245,000	2,077,000	458,000	275,000	75,000	3,130,000
Request							
Sludge Feed Pump VFD				18,000			18,000
Digester Blowers				45,000			45,000
Biosolids Assessment		200,000					200,000
Door Replacement		45,000					45,000
Class A Biosolids			2,000,000				2,000,000
Fume Hood				10,000			10,000
Sludge Tanker Pump			12,000				12,000
BOD Incubator				10,000			10,000
Secondary Clarifier #2 and #4				300,000			300,000
Sludge Transport Truck					250,000		250,000
Kubota UTV						25,000	25,000
Influent Roof Replacement			30,000				30,000
Influent Raw Pumps			25,000	50,000	25,000	50,000	150,000
BMC Fume Hood with Acid Cabinet			10,000				10,000
Market Forge Sterilmatic Sterilizer				25,000			25,000
Subtotal		245,000	2,077,000	458,000	275,000	75,000	3,130,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

Water / Sewer Fund Totals

	Fiscal Year	FY 2031- 2036
Subtotal		13,366,000
Request		
4500 - Adm. Water Bill & Meter		0
4600 - Water & Sewer Distribution		12,480,000
4700 - Maintenance & Lift Station		170,000
4800 - Water Treatment Plant		366,000
5900 - Wastewater Treatment Plant		350,000
Subtotal		13,366,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

4500 - Adm. Water Bill & Meter

	FY 2031- 2036
Subtotal	0
Request	
	0
	0
	0
	0
Subtotal	0

WATER SEWER FUND

Capital Improvement Projects

City of Graham

4600 - Water & Sewer Distribution

	FY 2031-2036
Subtotal	12,480,000
Request	
Elevated Storage Tank	5,000,000
Manhole Rehab	200,000
Sewer Main Cured in Place Pipe Lining	600,000
Distribution System Hydraulic Model	25,000
Water and Sewer Development Fee Study	20,000
Service Truck Replacement	85,000
Neighborhood Waterline Enhancement Program	2,550,000
Pickup Truck 4x4	50,000
Backhoe Replacement	100,000
Mini Excavator 22	100,000
Woody Dr. 16" TL Connection	1,250,000
Harden St. 16" TL Connection	2,500,000
Subtotal	12,480,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

4700 - Maintenance & Lift Stations

	FY 2031- 2036
Subtotal	170,000
Request	
Spare Pumps For Lift Stations	120,000
SCADA Communications Upgrade	50,000
Subtotal	170,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

4800-Water Treatment Plant

	FY 2031- 2036
Subtotal	366,000
Request	
DR6000 Spectrophotometer	16,000
SCADA Upgrade	50,000
AWD SUV	45,000
Ross Valve Replacements	60,000
Rebuild High Service Pump 2	40,000
Resurface Plant Dr.	155,000
Subtotal	366,000

WATER SEWER FUND

Capital Improvement Projects City of Graham

5900-Wastewater Treatment Plant

	FY 2031- 2036
Subtotal	350,000
Request	
Deionized Water System	10,000
Sterilmatic Sterilizer	25,000
Resurface Plant Dr.	200,000
DR 3900 Spectrophotometer	10,000
SCADA Upgrade	25,000
Manitenance Truck 4x4	45,000
Disk Filter Rehab	35,000
Subtotal	350,000

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The City of Graham has need for and intends to perform a Drinking Water Emerging Contaminants Construction Project described as Graham-Mebane WTP PFAS Improvements, and a Drinking Water Construction Project described as Graham-Mebane WTP Reliability Improvements

WHEREAS, The City of Graham intends to request State loan and/or grant assistance for the project,

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

That the City of Graham, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Graham to make a scheduled repayment of the loan, to withhold from the City of Graham any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Megan Garner, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 8th day of September 2026 at Graham City Hall, North Carolina.

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting City Clerk of the City of Graham does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City Council of the City of Graham duly held on the 8th day of September 2026; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of September 2026.

(Signature of Recording Officer) (Renee M. Ward)

CITY CLERK

(Title of Recording Officer)



STAFF REPORT

SUBJECT:	PERSONNEL POLICY AMENDMENT – SWORN LAW ENFORCEMENT PROBATIONARY PERIOD.
PREPARED BY:	LORRIE ANDREWS, HR DIRECTOR

REQUESTED ACTION:

Approve an amendment to Section 4-4 of the City of Graham Personnel Policy to establish a separate probationary period for qualified, in-state lateral-transfer officers.

BACKGROUND/SUMMARY:

The City's current Personnel Policy requires appointed sworn police personnel to serve a minimum twelve-month probationary period.

The North Carolina Criminal Justice Education and Training Standards Commission amended 12 NCAC 09C .0306, revising the requirements for in-state lateral transfers.

Under the amendment:

- Newly appointed sworn law enforcement officers will continue to serve a twelve-month City employment probationary period.
- Qualified in-state lateral-transfer officers who meet the requirements of 12 NCAC 09C .0306 will serve a six-month City employment probationary period.
- Lateral officers will remain subject to all applicable State certification and training requirements.

Section 4-4 Probationary Period would be revised as follows:

The probationary period serves as both a working test period and an opportunity for employees to adjust to their new roles. During this time, employees must demonstrate their ability to perform the required duties and their overall fitness and suitability as public employees.

Initial & Promotional Probationary Periods

- a. Initial Hire: City employees shall serve a minimum six-month probationary period. Newly appointed sworn police personnel shall serve a minimum twelve-month probationary period. **Sworn police officers who qualify as in-state lateral transfers pursuant to 12 NCAC 09C .0306 shall serve a minimum six-month City employment probationary period.**



FISCAL IMPACT:

No significant direct fiscal impact is anticipated. Any applicable pay increase remains subject to the existing Personnel Policy and available budgeted funds.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed amendment to Section 4-4.

SUGGESTED MOTION(S):

I move to approve the amendment to Section 4-4 of the City of Graham Personnel Policy regarding the probationary period for sworn law enforcement personnel, as presented.

**CITY OF GRAHAM
RELEASE ACCOUNTS**

SEPTEMBER

<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
7032	2025	BHATT, DAKSHA	QUALIFIED FOR HOMESTEAD EXEMPTION	\$466.06
7032	2026	BHATT, DAKSHA	QUALIFIED FOR HOMESTEAD EXEMPTION	\$466.06
630	2026	EKLEBERRY, CAMI	QUALIFIED FOR HOMESTEAD EXEMPTION	\$391.17
12403	2026	ROSENBERRY, DARYL	QUALIFIED FOR DISABLED VETERAN EXEMPTION	\$152.96
16673	2026	SHAMROCK VALLEY TOWNHOMES	HOA EXEMPTION	\$13.60
19336	2026	SHAMROCK VALLEY TOWNHOMES	HOA EXEMPTION	\$13.60
22451	2026	SHAMROCK VALLEY TOWNHOMES	HOA EXEMPTION	\$13.60
22666	2026	ELMER GEORGE MITCHELL	BOAT DOUBLE LISTED FOR 2026	\$494.99
21509	2026	JENSEN, CHARLES & SHIRLEY	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$20.70
21055	2026	WORTH, DEBBIE LYNN	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$16.42
22633	2026	ELIAS, PEREZ	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$17.20
22563	2026	PAZ, IVAN MEJIA	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$3.40
22358	2026	HICKS, MARISOL	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$9.42
21741	2026	FLORES, RICARDO	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$17.20
20957	2026	DOWDY, BEVERLY	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$3.47
22566	2026	ELIAS, PEREZ	MOBILE HOME DOUBLE LISTED (SHAMROCK)	\$3.40
21195	2026	MCCOY, JAMES RONALD	SOLD BOAT	\$6.63
21196	2026	MCCOY, JAMES RONALD	SOLD BOAT MOTOR	\$12.01
22836	2026	MCCUSKER, DAVID	APPEALED VALUE OF JET SKI	\$5.60
23516	2026	HAUMANN, FRIEDRICH WILHELM	PP - MOVED FROM NC TO VA	\$3.06
23517	2026	HAUMANN, FRIEDRICH WILHELM	PP - MOVED FROM NC TO VA	\$0.72
23518	2026	HAUMANN, FRIEDRICH WILHELM	PP - MOVED FROM NC TO VA	\$3.68
23519	2026	HAUMANN, FRIEDRICH WILHELM	PP - MOVED FROM NC TO VA	\$1.02
21372	2026	OAKLEY, THOMAS L	BOAT DOUBLE LISTED FOR 2026	\$12.56

**** (SHAMROCK) ALAMANCE COUNTY DID A CLEAN UP ON THIS MOBILE HOME PARK LIST**

TOTAL RELEASES \$2,148.53



STAFF REPORT

Prepared by Cameron West, Senior Planner

1528 E Harden B-2 (RZ2602)

Type of Request: Rezoning

Meeting Dates

Planning Board: July 21st, 2026 & August 18th, 2026

City Council on September 8th, 2026

Contact Information

Dewey Brown Jr.

1015 E Harden St Graham, NC 27253

336-260-1673

deweyfest@yahoo.com

Summary

This is a request to rezone a .73-acre lot at 1528 E Harden Street from R-G (General Residential) to B-2 (General Commercial) for the purpose of utilizing the existing house on the lot for commercial use. The land currently falls in the Commercial Corridor Land Use category which supports the use of commercial growth of strategically located clusters within the NC-54 and NC-87 corridors. Uses surrounding the property are the Waste Water Treatment Plant, Vacant land, Single Family, and a Church. Planning Board recommended approval of the rezoning at a vote of 6-0.

Location

1528 E Harden

GPIN:

8893170556 &

8893171427

Current Zoning

R-G (General Residential)

Proposed Zoning

B-2 (General Commercial)

Overlay District

N/A

Surrounding Zoning

I-1 and R-18

Surrounding Land Uses

Waste Water Treatment Plant, Vacant, Single Family, and Church

Size

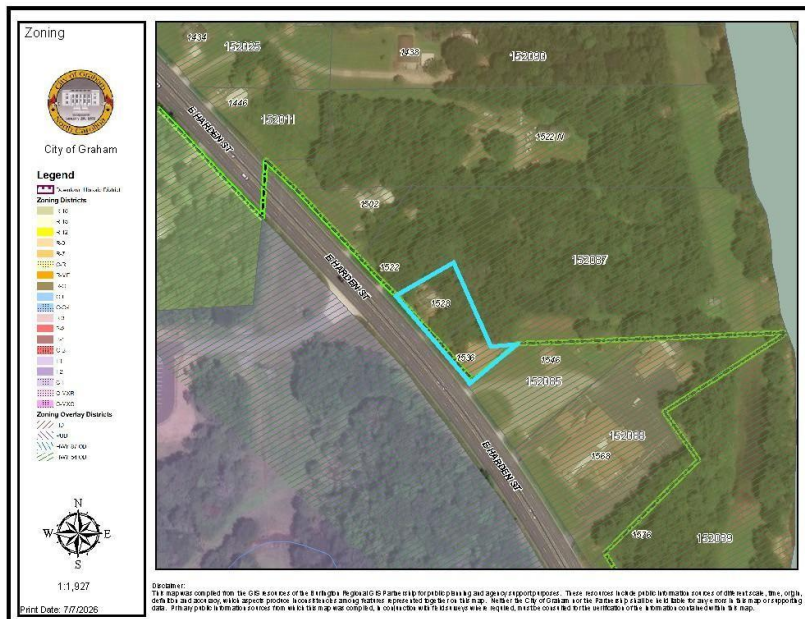
.73 acres

Public Water & Sewer

Yes

Floodplain

No



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



1:1,927

Print Date: 7/7/2026



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.

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

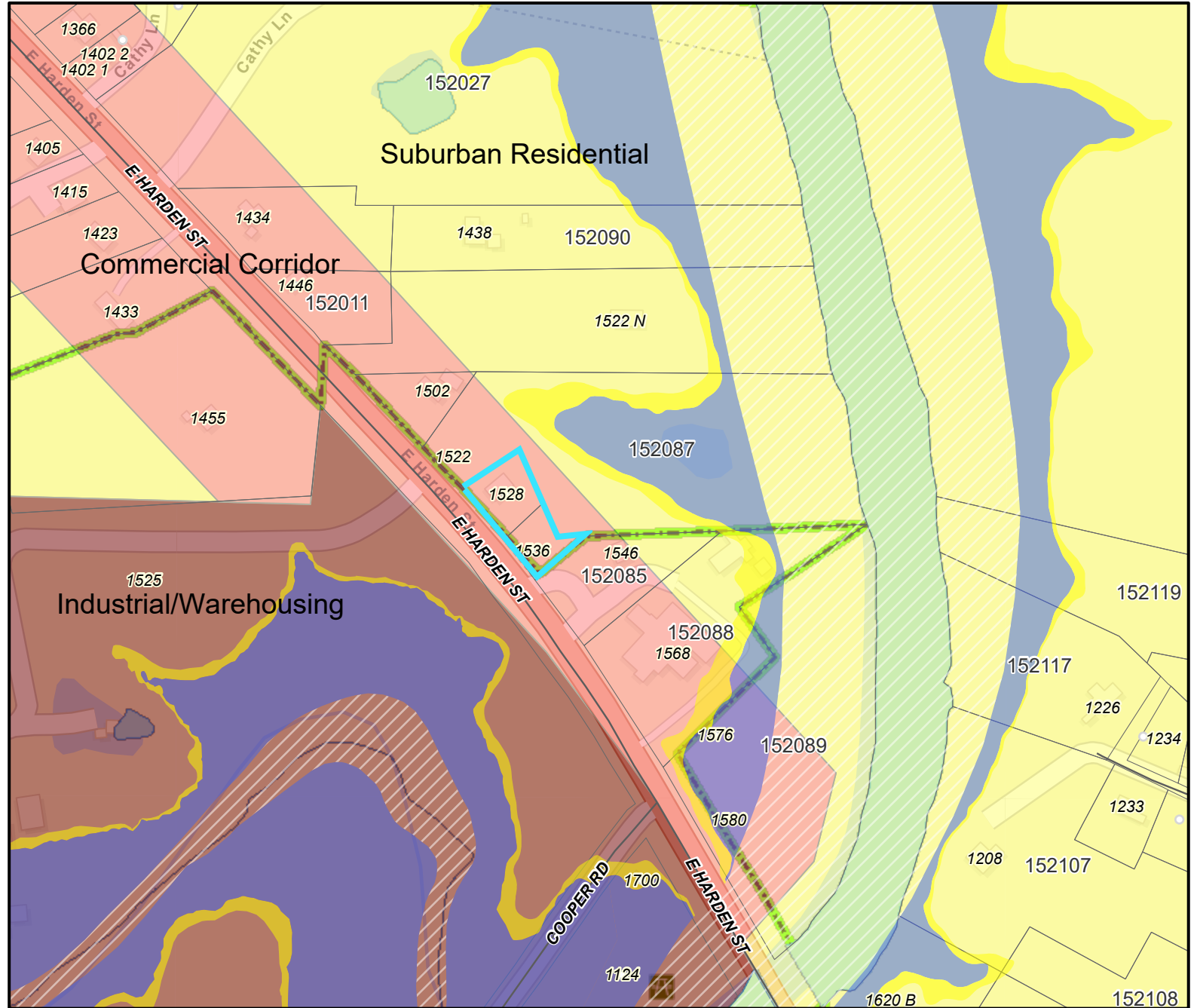
HWY-87 OD

HWY-54 OD



1:3,400

Print Date: 7/13/2026



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.

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

Applicable Policies and Strategies:

- The Future Land Use Map provides direction for land use changes in Graham over time. **Future land use designations provide information on where and how to grow in an efficient, sustainable, and orderly manner.** Physical form is a critical component of future growth and this section addresses development patterns in Graham. The Future Land Use Map follows several growth principles, and will guide the City's land use decisions.
- 2.2.1: **Focused development.** In order to maintain Graham's affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments.
- 2.3.2: **Innovative Spaces, Spaces of Innovation:** Graham promotes the development of flex space, live-work units, and adaptive structures for office, retail, and light industry.

Staff Recommendation

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

- The proposed use of a zoning is consistent with the current land use plan for the overall goal of occupying the structure on the lot.
- Rezoning the property would be consistent with the Commercial Corridor land use type and furthers policy 2.2.1, and 2.3.2 as put forth by the Graham 2035 Comprehensive Plan.

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



1:1,927

Print Date: 7/7/2026



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.

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

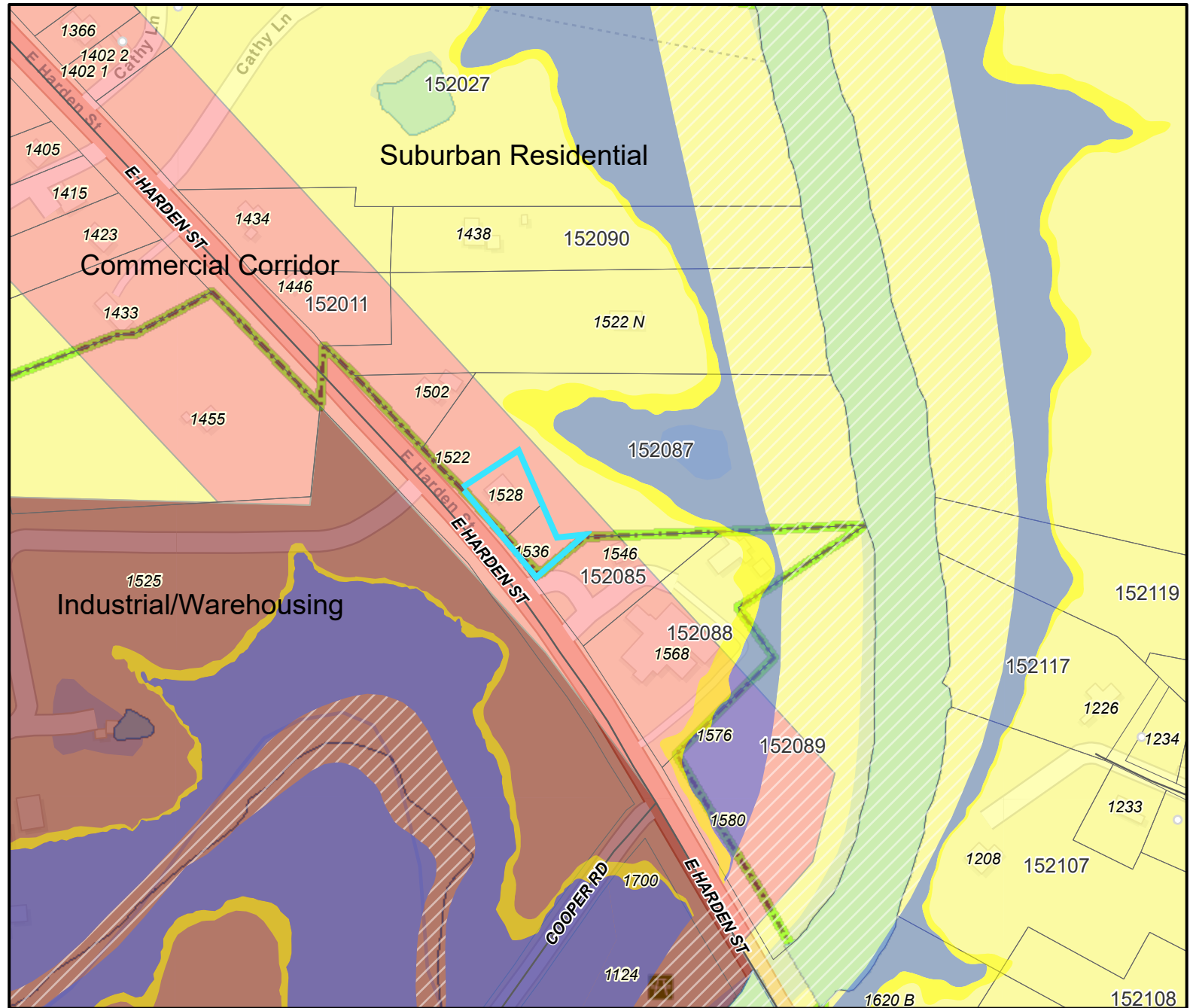
Zoning Overlay Districts

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



1:3,400

Print Date: 7/13/2026



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.



STAFF REPORT

Prepared by Jonathan Buckley, Planner

128 E Moore B-2 (RZ2603)

Type of Request: Rezoning

Meeting Dates

Planning Board: August 18th, 2026

City Council on September 8th, 2026

Contact Information

Angela Wall Hall

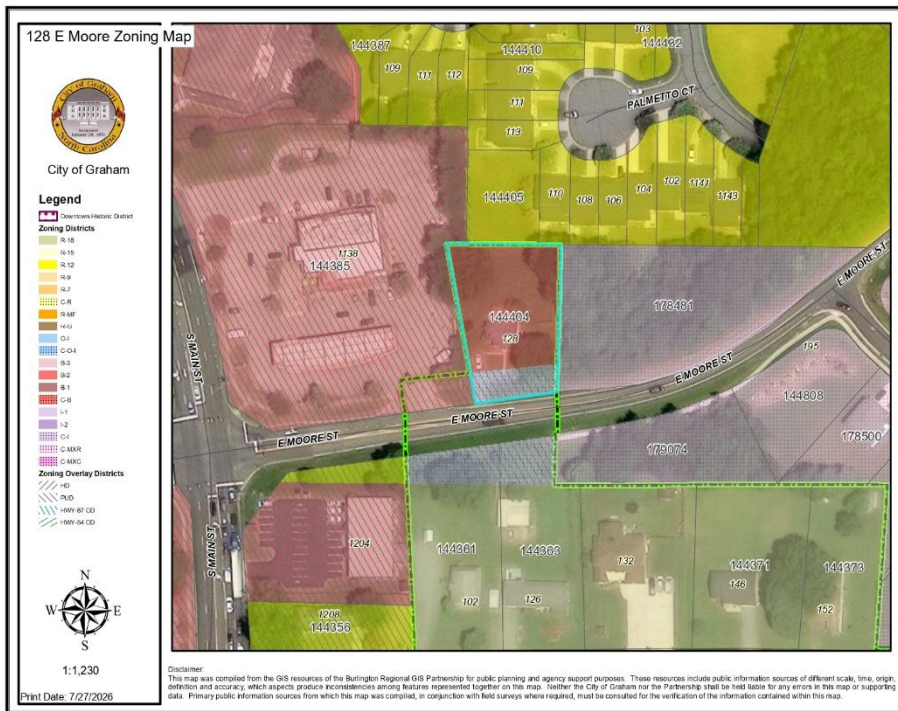
578 Jeffries Cross Road, Burlington, NC 27215

336-684-5946

angie@ancorawealth.com

Summary

This is a request to remove a 0.056 acre portion of a 0.411 acre property which falls under the S Main St/Hwy 87 Overlay District. The remainder of the property is zoned B-2 (General Commercial) and upon removal of the Overlay Zoning, the front property would retain it's underlying B-2 zoning. This would be for the purpose of circumventing a required sidewalk extension and providing new parking in the front yard to support the existing commercial use. This land currently falls within the Suburban Residential Land Use category which supports small professional offices in designated neighborhood centers. Uses surrounding this property include convenience stores, offices, residential and vacant land. Planning Board recommended approval of the rezoning at a vote of 6-0.



Location

128 E Moore Street

GPIN:

8883363226

Current Zoning

B-2 (General Commercial)

Proposed Zoning

B-2 (General Commercial)

Overlay District

S Main St/Hwy 87 – To be removed

Surrounding Zoning

B-2, R-18, R-12 and C-MXR

Surrounding Land Uses

Vacant, Single Family, Townhouse, Convenience Store (with gasoline pumps), Offices.

Size

.411 acres

Public Water & Sewer

Public water and on-site septic.

Floodplain

No

128 E Moore Zoning Map



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



1:1,230

Print Date: 7/27/2026



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.

FLU



City of Graham

Legend

- Streets
- Parcels

Future Land Use

- Downtown District
- Mixed Use Commercial
- Education District
- Employment District
- Industrial / Warehousing
- Mixed Use Residential
- Downtown Residential
- Suburban Residential
- Commercial Corridor
- Rural Residential

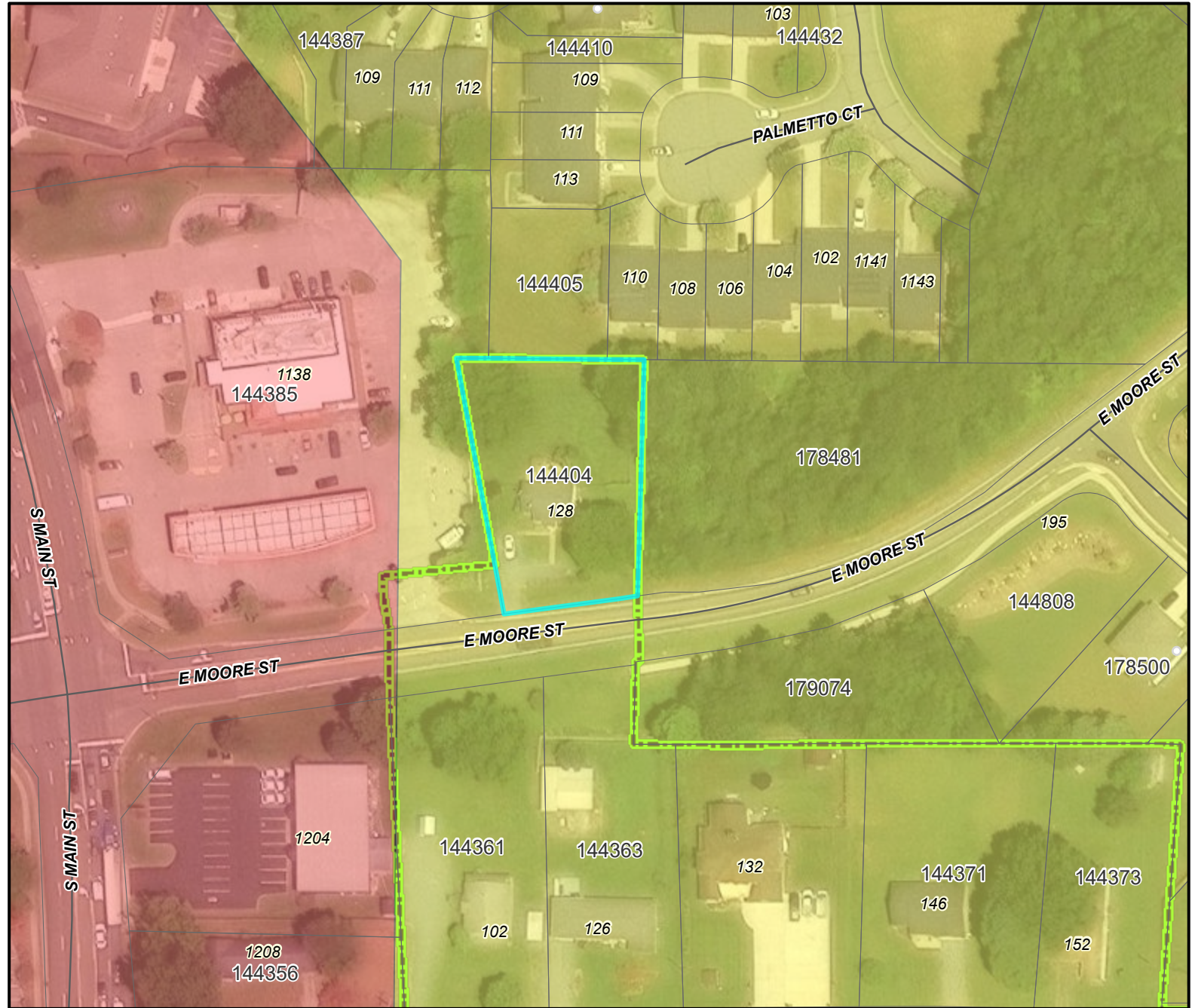
ALAM_INTEREST_POINT

- Airport
- Cemetery
- Education/School
- Fire Station
- Government Office
- Historic/Museum
- Jail
- Library



1:1,230

Print Date: 8/11/2026



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.

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

Applicable Policies and Strategies:

- The Future Land Use Map provides direction for land use changes in Graham over time. **Future land use designations provide information on where and how to grow in an efficient, sustainable, and orderly manner.** Physical form is a critical component of future growth and this section addresses development patterns in Graham. The Future Land Use Map follows several growth principles, and will guide the City's land use decisions.
- 2.1.5: **Reduce Barriers.** Work with local businesses and economic development partners to identify and address unnecessary barriers to local business development.
- 3.2.1: **Connectivity.** Promote interconnectivity within residential and commercial developments.
- 3.3.4: **More Sidewalks.** Increase sidewalks on future and existing roads.

Staff Recommendation

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

- Removing the Overlay District from this property is consistent with Section 10.437 of the Development Ordinance, as this parcel is not currently adjacent to S Main Street, and furthers strategy 2.1.5, per the 2035 Comprehensive Plan.
- The proposed removal of sidewalk requirements is in-conflict with policies 3.2.1 and 3.3.4, but said requirements are contingent on the Overlay District.

128 E Moore Zoning Map



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



1:1,230

Print Date: 7/27/2026



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.

FLU



City of Graham

Legend

- Streets
 □ Parcels

Future Land Use

-  Downtown District
-  Mixed Use Commercial
-  Education District
-  Employment District
-  Industrial / Warehousing
-  Mixed Use Residential
-  Downtown Residential
-  Suburban Residential
-  Commercial Corridor
-  Rural Residential

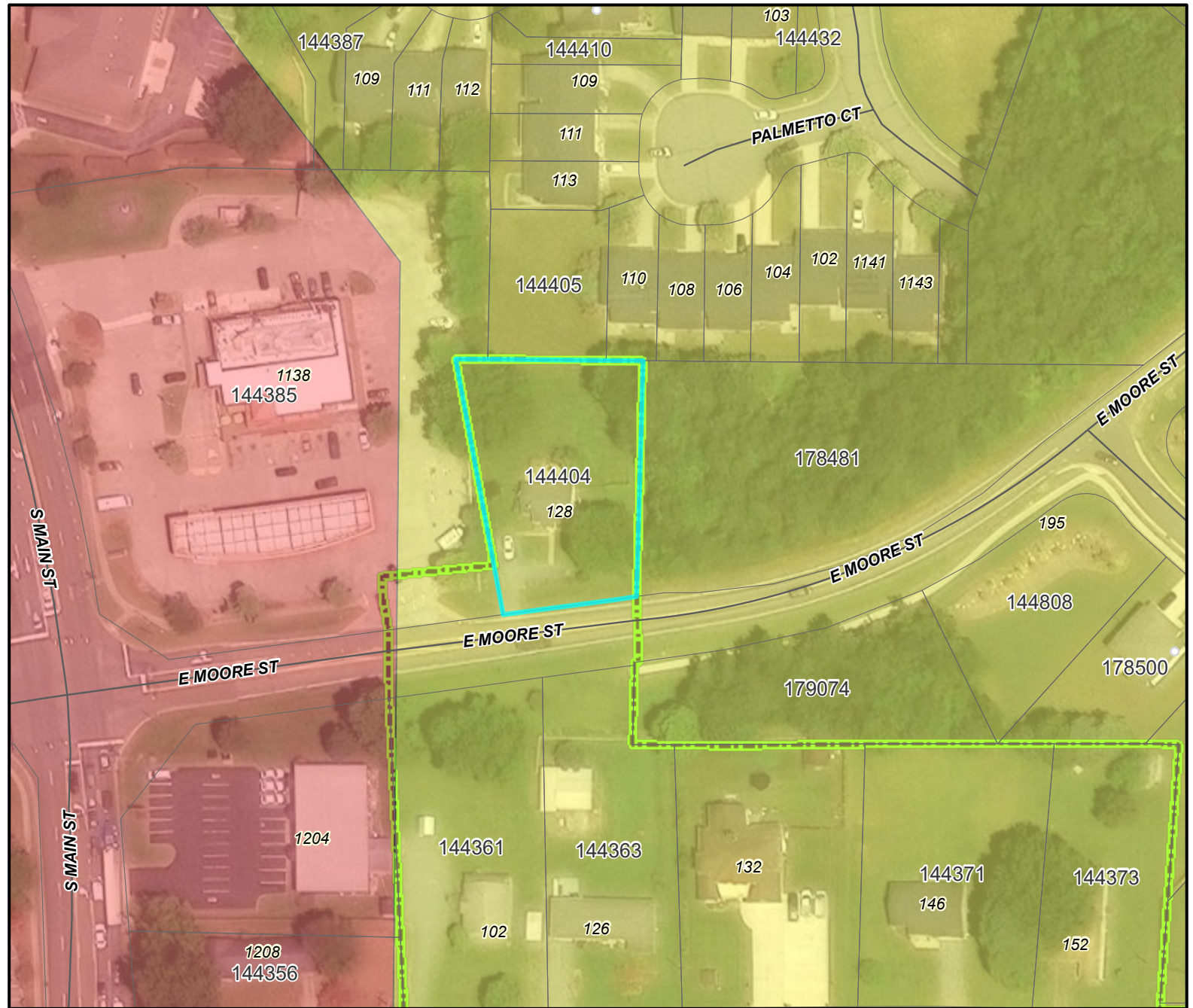
ALAM_INTEREST_POINT

- | | |
|---|-------------------|
|  | Airport |
|  | Cemetery |
|  | Education/School |
|  | Fire Station |
|  | Government Office |
|  | Historic/Museum |
|  | Jail |
|  | Library |



1:1,230

Print Date: 8/11/2026



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.



STAFF REPORT

SUBJECT:	Funding Request by HRC for Historic Plaques
PREPARED BY:	Jonathan Buckley, Planner
DATE:	8/21/2026

REQUESTED ACTION:

Approve resolution authorizing funding for the installation of three new plaques on buildings with historic significance in conjunction with the Historic Resources Commission.

BACKGROUND/SUMMARY:

The attached petition is a request for the Council's approval to fund the production of plaques to be placed on three buildings in Graham for \$650 per plaque + tax. The HRC has successfully worked to install plaques in prior years with funding support from the city, such as in 2023. Two of the proposed buildings are designated as contributing in the Historic Resources Handbook, and another was designated as a historic landmark in March 2026. They are listed as follows:

1. Children's Chapel United Church of Christ – 334 E. Harden – Designated as a historic landmark, March 2026.
2. Green and McClure Furniture Building – 118 N. Main – Contributing.
3. Graham Historical Museum – 135 W. Elm – Contributing.

FISCAL IMPACT:

The HRC has worked to prioritize low-cost solutions when locating a contractor to produce the plaques. \$650 per plaque is a relatively small investment compared to prior years budgets. For instance, \$5,000 was reportedly allocated in 2023 for plaques. The investment will give historic recognition to pivotal buildings in Graham's jurisdiction, strengthening their community value and helping to preserve them among future developments.

STAFF RECOMMENDATION:

Approval.



SUGGESTED MOTION(S):

I move that we approve the resolution authorizing funding for the installation of plaques on the buildings located at 334 East Harden, 118 North Main and 135 West Elm in the amount of \$650 per plaque.



GRAHAM
HISTORICAL MUSEUM

1911

ITALIAN RENAISSANCE STYLE

ORIGINALLY KNOWN AS THE
“FIREMAN’S BUILDING”

GRAHAM HISTORIC DISTRICT COMMISSION



CHILDREN'S CHAPEL
UNITED CHURCH OF CHRIST

1911

GOTHIC REVIVAL STYLE

ORIGINAL WOODEN STRUCTURE
WAS BUILT IN 1876

GRAHAM HISTORIC DISTRICT COMMISSION



GREEN AND MCCLURE
FURNITURE BUILDING

1889

LATE 19TH CENTURY STYLE

ORIGINALLY
THE L.B. HOLT STORE COMPANY

GRAHAM HISTORIC DISTRICT COMMISSION

New Buildings Decided – May 2026

1. UCC Children's Chapel – Consented and Lettering approved.
2. Graham Historical Museum – Consented and Lettering approved.
3. Green and McClure Building – Consented and Lettering approved.

Contractor: International Bronze Plaque Co.

Initial Estimates: \$650 per plaque + tax, shipping included.

Details: Bronze material, 14x10 inches.

Approved Lettering

Children's Chapel United Church of Christ
1911
Gothic Revival Style
The Original Wood Structure was built in 1876

...

Graham Historical Museum
1911
Italian Renaissance Style
Originally known as the "Fireman's Building"

...

Green and McClure Furniture Building
1889
Late 19th Century Style
Originally the L. B. Holt Store Company

PROPOSAL

INTERNATIONAL BRONZE Since 1936

SALES/DESIGN:
West Coast Sales and Design
Phone: 800/227-8752
Fax: 516/877-9101
sales@internationalbronze.net

PLANT:
International Bronze Plaque Co.
17031 Alico Commerce Court # 3
Ft. Myers, FL 33967
Phone: 516/248-3080

Fed. Tax ID # 47-3243310

Customer Name	Job Reference	Sales Representative
City of Graham	Three Graham Historic District Bronze Plaques	Joe Gabig

Bill To Address:

Company Name City of Graham

Attention HRC Committee

Street Address 1 201 South Main Street

Street Address 2

City Graham **State** NC **Zip Code** 27253-

Phone (336)-570-6700 ext.

Fax

Email richardshevin66@gmail.com

Ship To Address:

Company Name Customer to Advise Shipping Address

Attention

Street Address 1

Street Address 2

City **State** **Zip Code**

Phone

Quote #	Manufacturing Time	Amount Due: \$
40451	3 - 3 1/2 Weeks After Approvals	1,950.00
	Terms Payment with Order	In Hands Date
	Description Cast Bronze Plaque (s)	FOB Point Delivered

Material Cast Bronze

Pattern/Depth Standard

Corner Square

Background Texture Leatherette

Border Single Line

Emblems/Sculpting None

Background Finish Dark Oxidized

Edge Finish Painted to Match Background

Clear Coat Exterior

Mounting Method Concealed

Hardware Provide Studs

Comments

Approval

Drawing Approved - Proceed with Manufacturing

Line Item Description	Quantity	Size	Unit Price
Children's Chapell United Church	1	10" X 14"	\$650.00
Graham Historic Museum	1	10" X 14"	\$650.00
Greeh ahd McClure Furniture	1	10" X 14"	\$650.00

CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	ACCEPTANCE OF PUBLIC STREETS AND RIGHT OF WAY FOR MEADOWVIEW GLEN PHASE 2
PREPARED BY:	CAMERON WEST, SENIOR PLANNER

REQUESTED ACTION:

Approve Resolution Authorizing the adoption and maintenance of the portions of Meadowview Drive located within Phase 2 of the Meadowview Glen subdivision.

BACKGROUND/SUMMARY:

Development in Phase 2 of the Meadowview Glen Subdivision has been completed, and the streets have been offered to the City of Graham for adoption. These streets have been inspected by Public Works, the City's Engineer, and the Planning Department for compliance with the proposed development pattern permitted under their approved construction drawings. All public infrastructure in these phases has been deemed complete and meets the standards for acceptance.

The portions of the streets to be dedicated are as follows: Meadowview Drive (50 and 110-foot public ROW) includes approximately 0.16 miles. The total length of roadway in these sections of the Meadowview Glen neighborhood is approximately 0.16 miles.

FISCAL IMPACT:

Low. While the anticipated revenues are not likely to cover the long-term maintenance of this street network, the City has been serving this neighborhood for trash and other services for some time. This acceptance of public improvements would increase resurfacing requirements as well as winter preparation and snow removal. Annual Powell Bill revenues are far less than what cost of upkeep and maintenance require. As such, there is a shortfall made up from the general fund each year to pay for roadway maintenance and eventual repaving.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S)

I move we approve the Resolution Adopting Ownership of the portions of Meadowview drive located within Phase 2 of the Meadowview Glen subdivision.

A RESOLUTION ORDERING ADOPTION OF THE PORTIONS OF MEADOWVIEW DRIVE LOCATED WITHIN PHASE 2 OF THE MEADOWVIEW GLEN SUBDIVISION

WHEREAS, NCGS §160D-806 and Article VIII, Section 10.339(d)(5) of the City of Graham Development Ordinance provide that City Council may, by resolution, accept offers of public dedication made to the public of lands and facilities for streets, sidewalks, open spaces and public utilities after verification from the Technical Review Committee that such properties and improvements are in a manner acceptable for acceptance; and

WHEREAS, the City of Graham has been provided with an offer of public dedication of lands and improvements of the portions of Meadowview Drive located within Phase 2 of the Meadowview Glen subdivision, which are described on the legally recorded final plat in Plat Book 84, Page 202 of the Alamance County Registry; and

WHEREAS, the City of Graham Technical Review Committee has reviewed the land and improvements placed upon them provided as part of the offer of public dedication, and such land and improvements have been found to be in compliance with standards in place for such land and improvements; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Graham, North Carolina, that the offer of public dedication be accepted for those portions of Meadowview Drive (50 and 110-foot public ROW) includes approximately 0.16 miles, as offered and recorded on the final plat for Meadowview Glen Phase 2 in Plat Book 84, Page 202 of the Alamance County Registry; and

SECTION 1. Terms and Conditions of Acceptance:

1. The developer shall guarantee all materials and workmanship for a period of 12 months from the date of official acceptance by the City Council, as specified under Section 10.339 (d)(5)(c) of the City of Graham Development Ordinance;
2. The acceptance by the City Council shall not be interpreted in any way to relieve any developer, contractor, subcontractor, insurance company, owner, or other person of his individual or several obligations under any ordinance, policy, or contract or to otherwise reduce or eliminate the rights of the city, its agents and employees against any other party connected with or in any way related to the development of the subdivision and facilities. The acceptance shall not be interpreted as a waiver of any defense or immunities that the city, its agencies or employees may assert or be entitled to;
3. All rights, privileges and warranties of whatsoever nature and kind, for equipment, supplies, materials, goods, and services shall be assigned to the city and any and all benefits derived there from shall inure to the city, its agents, and employees. The acceptance of the lands and facilities shall be conditioned upon the owners covenanting and warranting that they are lawfully seized and possessed of all the lands and facilities dedicated to the public; that they have good and lawful authority to dedicate the same to the public for the stated purpose; that the lands and facilities are free and clear of any deed of trust, mortgage, lien or assessments and that the dedicators for their heirs, successors, executors, administrators, and assigns, covenant that they will warrant and defend the dedication of such land and facilities against any and all claims and demands whatsoever; and

4. Acceptance of dedication of lands and facilities shall not obligate the city to construct, install, maintain, repair, replace, extend, improve, build or operate any public facilities or utilities which are not in existence as of the date of the acceptance of the lands and facilities. Such acceptance shall not obligate the city to construct any main, line, pipe, lateral, or other extension or permit connection to the city’s water, sanitary sewer, storm sewer, drainage or other public utilities systems.

SECTION 2. This Resolution shall become effective immediately upon adoption. This the 8th day of September, 2026.

Chelsea Dickey, Mayor

Attest:

Renee Ward, City Clerk

NORTH CAROLINA
ALAMANCE COUNTY

I hereby certify that the foregoing is a true and accurate copy of a resolution duly adopted by the City Council of the City of Graham, North Carolina, at a meeting held on September 8, 2026 at the City Hall in the City of Graham.

IN WITNESS WHEREOF, I have hereunto set my hand and have caused the official corporate seal of said City to be affixed, this the ____ day of _____, 2026.

City Clerk

CITY OF **Graham** NORTH CAROLINA

STAFF REPORT

SUBJECT:	DOWNTOWN GRANT USAGE DISCUSSION
PREPARED BY:	AARON HOLLAND. ASSISTANT CITY MANAGER, BURKE ROBERTSON, PUBLIC WORKS DIRECTOR

REQUESTED ACTION:

Provide direction to staff for usage of remaining downtown grant funds.

BACKGROUND/SUMMARY:

At the conclusion of the August 11th meeting, discussion ensued about how the remaining funds from the State were to be utilized. Staff recommended consideration of a prior item which was for utility work. The inclusion of a recent \$350,000 state allocation will facilitate an extended scope for the downtown waterline replacement project.

Mayor Dickey requested that Council consider new planters and pedestrian wayfinding signage. Following a brief discussion, the Council directed staff to estimate these costs for both options.

FISCAL IMPACT:

There is approximately \$338k remaining from the downtown grant. Some of these funds are needed for the rapid flashing beacon project, pending discussion at a September meeting with NCDOT. Based on the ballpark estimates received for the new planters and wayfinding, approximately \$40k for each project would be needed.

STAFF RECOMMENDATION:

N/A

SUGGESTED MOTION(S)

Possible motions will be dependent upon Council discussion.



CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

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

REQUESTED ACTION:

Consider a request to amend the approved Fall Fest event to include the closure of W. Elm Street.

BACKGROUND/SUMMARY:

Cheryl Rich has submitted an amendment to the approved Special Events application for the Fall Fest event scheduled for Saturday, September 19 (rain date for October 18th) to include the closure of W. Elm Street. 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 amendment request by Cheryl Rich to include the closure of W. Elm Street 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: Sandyandconr@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): ~~September 18th~~ 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 6pm

6. Event category

Please check all that apply appropriate category for your event.

☒ Concert/Performance

☐ Exhibit

☒ Farmer's Market

☒ Festival/Fair

☐ Parade/Procession

☐ Run/Walk

☐ Food Truck Rodeo

☐ Other: _____

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

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

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. **W. Elm Street**

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

Before 6pm



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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No (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



2026-2027 Boards and Commissions Appointments

September 8, 2026 | City Council Agenda
Appointments – Effective Immediately

ABC Board (1 Appointment)

Applicants: *Stacy Koon, Glenn Patterson*

Graham Historical Museum Board (1 Appointment)

Applicant – *Brooke Flood, Jillian Lea, Corbin Craig*

Graham Housing Authority (1 Appointment)

Applicants – *Sonya Carter, Jeffrey Rieman, Nicole Cousin*

City Limits

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Sonya Carter Email Address: [REDACTED]
Home Address: 508 Wildwood Lane Mailing Address: _____
City, State, Zip: Graham, NC 27253 City, State, Zip: _____
Home Phone: [REDACTED] Alternate Phone: _____

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

None currently

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

- | | |
|--|--|
| ☐ Alcohol Beverage Control Board | ☐ Historical Museum Advisory Board |
| ☐ Appearance/Tree Commission | ☐ Historic Resources Commission |
| ☐ Canine Review Board | ☐ Planning Board/Board of Adjustment |
| ☒ Graham Housing Authority (1) | ☐ Recreation Commission |
| ☐ Library Committee (Alamance County) | ☒ Economic Development & Marketing Committee (2) |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council.

RELEVANT EXPERIENCE

Current employer/retired: Community Care of North Carolina

Employer address: 110 Donmoor Ct City, State, Zip: Garner, NC 27529

Job title and description of responsibilities:

I currently work from home as an Integrated Care Coordinator. Some of my responsibilities include utilizing data to inform planning and implementation of Integrated Care programming
Identify educational needs of care management staff; develop and present specialized behavioral health training or workshops to staff
Participate in community collaborative meetings; provide education on behavioral health system and resources to members
I am also a psychotherapist who maintains a local private practice.



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

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

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

I have lived in Alamance county pretty much all my life. I have resided, with my family, in Graham since 1995. I have also worked in the mental health field in Alamance county for over twenty years. Being a local resident has afforded me the opportunity to meet and work with a lot of awesome community leaders and heads of agencies. Being a social worker and therapist, I have assisted many Alamance county residents with accessing services from the local housing authorities, recreational centers, DSS, school system, court system, and other helping agencies. I have worked with several residents who live in public housing as a social worker/therapist. I want to do my part to make Graham a great place to live, with opportunities and the best services and supports, for all its residents. I have also volunteered and served on the board of the Women's Resource Center. I current volunteer with the American Red Cross, Alzheimer's Association, and Crossroads Advocacy Center.

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

☒ Yes ☒ No

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

☐ Yes ☒ No

PLEASE NOTE: The City of Graham will conduct a background check on each candidate before consideration.

Additional relevant information:

For City Clerk Use Only
Date Received:

5-18-26

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

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Nicole Cousin Email Address: [REDACTED]
 Home Address: 205 S Maple St Mailing Address: 205 S Maple St
 City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
 Home Phone: [REDACTED] Alternate Phone: _____

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

none

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

- | | |
|--|---|
| ☐ Alcohol Beverage Control Board | ☐ Historical Museum Advisory Board |
| ☐ Appearance/Tree Commission | ☐ Historic Resources Commission |
| ☐ Canine Review Board | ☐ Planning Board/Board of Adjustment |
| ☒ Graham Housing Authority | ☐ Recreation Commission |
| ☐ Library Committee (Alamance County) | ☐ Economic Development & Marketing Committee |
| ☐ Cemetery Advisory Board | |

RELEVANT EXPERIENCE

Current employer/retired: Office Manager

Employer address: Same as above City, State, Zip: _____

Job title and description of responsibilities:

I worked with housing tenants for several years.

27 min 10 sec

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

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

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

I have had twenty years experience in Rentals & section 8 voucher tenants & would love to help.

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

☐ Yes ☒ No

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

☐ Yes ☒ No

PLEASE NOTE: The City of Graham will conduct a background check on each candidate before consideration.
Additional relevant information:

For City Clerk Use Only
Date Received:

8/22/24

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

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Corbin C. Craig Email Address: [REDACTED]
 Home Address: 404 Eden Court Mailing Address: 404 Eden Court
 City, State, Zip: Graham, NC, 27253 City, State, Zip: Graham, NC, 27253
 Home Phone: [REDACTED] Alternate Phone: _____

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

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

- | | |
|--|--|
| ☐ Alcohol Beverage Control Board | ☒ 3 Historical Museum Advisory Board |
| ☐ Appearance/Tree Commission | ☒ 2 Historic Resources Commission |
| ☐ Canine Review Board | ☒ 1 Planning Board/Board of Adjustment |
| ☐ Graham Housing Authority | ☐ Recreation Commission |
| ☐ Library Committee (Alamance County) | ☐ Economic Development & Marketing Committee |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council.

RELEVANT EXPERIENCE

Current employer/retired: Jimmy John's
 Employer address: 701 9th Street City, State, Zip: Durham, NC, 27705
 Job title and description of responsibilities:

General Manager: managing all day to day operations of the store including managing staff, training, hiring, community outreach, inventory, scheduling, and more!

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

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

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

I have a passion for public policy and engaging in my local community. with my background in managing and overseeing projects both in my job and previously as a scout leader, I have good interpersonal experience working with others to accomplish joint goals!

I would love the opportunity be more engaged in Graham and help be a good steward for the municipality!

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

☐ Yes ☒ No

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

☐ Yes ☒ No

Additional relevant information:

I was just recommended this application recently which is why I have not done the above. If I had been aware of the opportunity sooner, I would have attended a meeting prior!

For City Clerk Use Only

Date Received:

DEC 11 2025

CITY OF GRAHAM

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

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Brooke Flood

Email Address: [REDACTED]

Home Address: 926 Ross St

Mailing Address: Same

City, State, Zip: Graham, NC, 27253

City, State, Zip: Same

Home Phone: [REDACTED]

Alternate Phone:

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

None

Please select up to, three (3) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (blank/0 = not interested, 1 = first choice, 2 = second choice, 3 = third choice):

☐ Alcohol Beverage Control Board	☐ 1 ☐ Historical Museum Advisory Board
☐ Appearance/Tree Commission	☐ 3 ☐ Historic Resources Commission
☐ Canine Review Board	☐ 2 ☐ Planning Board/Board of Adjustment
☐ Graham Housing Authority	☐ Recreation Commission
☐ Library Committee (Alamance County)	☐ Economic Development & Marketing Committee
☐ Cemetery Advisory Board	

RELEVANT EXPERIENCE

Current employer/retired: Alamance Burlington School System

Employer address: 1712 Vaughn Rd

City, State, Zip: Burlington, NC 27217

Job title and description of responsibilities:

Administrative Assistant in the Maintenance Department- Responsible for processing work orders and invoices. Process maintenance requests for all ABSS Schools and Facilities. Handle the liquidation of surplus property for ABSS.

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

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

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

I have been a resident of Graham for over 25 years and have gained a lot of knowledge about the City over that time. My husband and his parents have lived here their entire lives and I have gained a lot of knowledge about the City from them.
I love the City of Graham and want to do my part to help preserve the history of the City while also playing an active role in see the City grow and become even more of a place where people want to come visit, spend time, and/or live.

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

☐ Yes ☒ No

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

☐ Yes ☒ No

PLEASE NOTE: The City of Graham will conduct a background check on each candidate before consideration.

Additional relevant information:

For City Clerk Use Only
Date Received:

8/26/20

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

City Limits

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Stacy N Koon Email Address: [REDACTED]
Home Address: 337 Foerst Drive Mailing Address: 337 Forest Drive
City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
Home Phone: [REDACTED] Alternate Phone: _____

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

NA

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

- | | |
|--|--|
| ☒ Alcohol Beverage Control Board | ☐ Historical Museum Advisory Board |
| ☐ Appearance/Tree Commission | ☐ Historic Resources Commission |
| ☐ Canine Review Board | ☒ Planning Board/Board of Adjustment |
| ☐ Graham Housing Authority | ☐ Recreation Commission |
| ☐ Library Committee (Alamance County) | ☐ Economic Development & Marketing Committee |
| ☐ Cemetery Advisory Board | |

RELEVANT EXPERIENCE

Current employer/retired: Guilford County Schools
Employer address: Willowby Drive City, State, Zip: Greensboro, NC

Job title and description of responsibilities:

I am a 7th grade Language Arts Teacher. I teach general education, AP, and EC classes.



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

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

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

I have been a resident of Graham, NC for 20 years. I graduated from Elon University. I have experience in the areas I have applied.

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

☒ Yes ☐ No

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

☐ Yes ☒ No

PLEASE NOTE: The City of Graham will conduct a background check on each candidate before consideration.

Additional relevant information:

I can supply a resume of volunteer activities.

For City Clerk Use Only
Date Received:

4-20-26

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

VOLUNTEER BOARD & COMMISSION APPLICATION

City Limits



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

Name: Jillian Lea Email Address: [REDACTED]
 Home Address: 600 Banks St Mailing Address: same
 City, State, Zip: Graham, NC 27253 City, State, Zip: _____
 Home Phone: [REDACTED] Alternate Phone: _____

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

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

- | | |
|---|--|
| ☐ Alcohol Beverage Control Board | ☒ Historical Museum Advisory Board |
| ☒ Appearance/Tree Commission | ☐ Historic Resources Commission |
| ☐ Canine Review Board | ☐ Planning Board/Board of Adjustment |
| ☐ Graham Housing Authority | ☐ Recreation Commission |
| ☒ Library Committee (Alamance County) | ☐ Economic Development & Marketing Committee |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council.

RELEVANT EXPERIENCE

Current employer/retired: Elon University

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

Program Administrator, Bringing Theory to Practice

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

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

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

I'm a multidisciplinary artist, administrator, and educator. I was born in Graham, spent most of the past 25 years in the Triangle, and moved back to Graham in 2024. I'm eager to make an impact in civic life in the city, especially in historical, creative, and educational resources (architecture, the arts, library, etc). In graduate school in Bloomington, IN, I worked for the City of Bloomington in the Bloomington Economic Arts District. I hold an MA in Arts Administration.

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

☐ Yes ☒ No

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

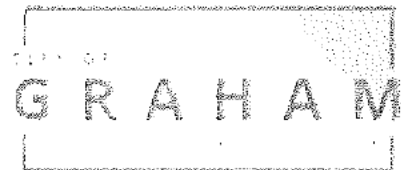
☐ Yes ☒ No

Additional relevant information:

For City Clerk Use Only
Date Received:

Thank you for your interest in the City of Graham's boards and commissions. Submit this application by email to: Renee Ward at [REDACTED] or in person to: City Clerk's Office | 201 South Main Street | or mail to: City Clerk P.O. Drawer 357, Graham, NC 27353

**VOLUNTEER BOARD
& COMMISSION APPLICATION**



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

Name: Glean E. Patterson Email Address: [REDACTED]
Home Address: 885 Checks Lane Mailing Address: 885 Checks Lane
City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
Home Phone: N/A Alternate Phone: [REDACTED]

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

N/A

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

- | | |
|--|---|
| ☒ 1 Alcohol Beverage Control Board | ☐ Historical Museum Advisory Board |
| ☐ Appearance/Tree Commission | ☐ Historic Resources Commission |
| ☐ Canine Review Board | ☐ Planning Board/Board of Adjustment |
| ☐ Graham Housing Authority | ☐ Recreation Commission |
| ☐ Library Committee (Alamance County) | ☐ Economic Development & Marketing Committee |

Note: If you wish to change your selections for desired board(s) and/or commission(s) you will need to file a new application with the City Clerk. Only the most recent application on file will be presented to City Council.

RELEVANT EXPERIENCE

Current employer/retired: Patterson Appraisal Co., LLC
Employer address: P.O. Box 597 City, State, Zip: Berlin, NC 27216

Job title and description of responsibilities:

Commercial and residential Real Estate Appraiser; Commercial Real Estate Broker. Handle all physical and financial aspects of a single member, small business.

✓

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

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

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

I believe I can bring business minded support to handling the daily operations of the business as well as the implication of policies pertaining the business and funding provided to the county through sales.

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

☒ Yes ☐ No

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

☒ Yes ☐ No

Additional relevant information:

I know all the current board members and would enjoy working on this board with them.

For City Clerk Use Only
Date Received:

5-16-26

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

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Jeffrey T Rieman Jr

Email Address: [REDACTED]

Home Address: 2802 Lacy Holt Rd

Mailing Address:

City, State, Zip: Graham, NC 27253

City, State, Zip: Same

Home Phone: [REDACTED]

Alternate Phone:

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

Please select up to, three (3) boards and/or commissions from the list below for which you would like to be considered and indicate your preference for each selection (blank/0 = not interested, 1 = first choice, 2 = second choice, 3 = third choice):

- | | |
|--|---|
| ☐ Alcohol Beverage Control Board | ☐ Historical Museum Advisory Board |
| ☐ Appearance/Tree Commission | ☐ Historic Resources Commission |
| ☐ Canine Review Board | ☐ Planning Board/Board of Adjustment |
| ☒ 1 Graham Housing Authority | ☐ Recreation Commission |
| ☐ Library Committee (Alamance County) | ☐ Economic Development & Marketing Committee |
| ☐ Cemetery Advisory Board | |

RELEVANT EXPERIENCE

Current employer/retired: Northwood Ravin

Employer address: 555 S Mangum

City, State, Zip: Durham, NC 27701

Job title and description of responsibilities:

Director of Construction Operations. I oversee the organizational leadership and management of all personnel and process. The division I am responsible for is 80 employees to include 5 executive leaders.

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

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

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

I am excited to be a part of the community and want to do something for the people short and long term. I'm here to stay and my time in service might be done in the military, but it's not done here at home.

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

☒ Yes ☒ No

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

☐ Yes ☒ No

PLEASE NOTE: The City of Graham will conduct a background check on each candidate before consideration.

Additional relevant information:

For City Clerk Use Only
Date Received:

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

CITY OF
Graham
NORTH CAROLINA
STAFF REPORT

SUBJECT:	ETHICS AND CIVILITY STATEMENTS DISCUSSION
PREPARED BY:	AARON HOLLAND. ASSISTANT CITY MANAGER

REQUESTED ACTION:

Provide direction to staff to implement Council's intentions to adopt Ethics and Civility Statements.

BACKGROUND/SUMMARY:

The following Ethics and Civility Statements were submitted by Mayor Dickey at the August 11th City Council meeting for Council consideration and adoption:

Ethics Statement:

Members of Council, it is my responsibility to remind you of your duty to serve the public with integrity, transparency, and impartiality.

I remind you of your obligation to avoid conflicts of interest, financial or personal, and to disclose any relationship, investment, or affiliation that could reasonably be seen to influence your judgment on tonight's agenda.

I remind you of your duty to base decisions on the merits of each matter, free from undue influence, gifts, or favors from any party with interest in the outcome.

I remind you of your responsibility to treat all members of the public, staff, and fellow Council members with respect, and to conduct this meeting openly and in accordance with the law. With that, I ask if there are any potential conflicts of interest concerning tonight's agenda items.

Civility Statement

Members of Council, it is my responsibility to remind you of your duty to conduct tonight's meeting with civility, professionalism, and respect.

I remind you of your obligation to treat one another, staff, and members of the public with courtesy, even — and especially — when we disagree.

I remind you of your duty to engage with the issues before us on their merits, and to allow every voice at this table the opportunity to be heard without interruption.

I remind you of your responsibility to represent this Council, and the City of Graham, in a manner that reflects professionalism and reinforces the public's trust in this process.

With that, let's begin tonight's meeting.

By Council consensus, the statements were placed on the September 8th meeting agenda for consideration.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

N/A

SUGGESTED MOTION(S)

Possible motions will be dependent upon Council discussion.