



*AGENDA*  
**REIDSVILLE CITY COUNCIL**  
**MEETING**  
**6:00 PM**  
**Tuesday, October 12, 2021**

1. Call to Order.
2. Invocation by Reverend Wes Pitts, Pastor of First Presbyterian Church, 318 South Main Street, Reidsville.
3. Pledge of Allegiance.
4. Proclamations & Recognitions:
  - (A) Recognition of Tim Warner, who retired as Lead Codes Inspector with 30 years of service for the City of Reidsville on July 1, 2021.
5. Approval of Consent Agenda.
  - (A) Approval of September 14, 2021 Regular Meeting Minutes.
  - (B) Approval of Budget Ordinance Amendment No. 4 for Co-location Wireless Review.
  - (C) Approval of a Resolution Directing the Clerk Investigate a Petition Requesting Annexation of Approximately 250 Acres located off of Liberty Road and a Resolution Fixing the Date of the Public Hearing on November 9, 2021. The request to voluntarily annex this contiguous property is being made by the landowner Sandra R. Smith.
6. Public Hearings:
  - (A) Consideration of a Rezoning Request for 920 Montgomery Street from Light Industrial (I-1) to Office & Institutional (O&I)(Z2021-07). (Enclosure #1) - *Donna Setliff, Community Development Manager*
  - (B) Consideration of a Text Amendment to insert Culinary Venue by Special Use Permit in Office & Institutional (O&I) (T2021-06). (Enclosure #2) - *Donna Setliff, Community Development Manager*
  - (C) Consideration of a Special Use Permit to Allow a Culinary Venue at 308 South Main Street (SP2021-02). (Enclosure #3) - *Donna Setliff, Community Development Manager*
  - (D) Consideration of a Resolution Authorizing the Closeout of Lucky City Brewing Company's CDBG-Downtown Redevelopment Project #16-E-2937 at 228 Gilmer Street, Reidsville. (Enclosure #4) - *Jeff Garstka, Economic Development Director*

7. Presentations:
  - (A) Rockingham County Digital Inclusion Plan (Enclosure #5) - *Dawn Charaba, Executive Director of the Reidsville Area Foundation, and Digital Inclusion Coalition Members*
8. Ordinances:
  - (A) Consideration of Demolition Ordinance for 2009 Carpenter Drive. (Enclosure #6) - *Donna Setliff, Community Development Manager, and Neil McKinney, Lead Codes Inspector*
  - (B) Consideration of Demolition Ordinance for 811 Wilson Street. (Enclosure #7) - *Donna Setliff, Community Development Manager, and Neil McKinney, Lead Codes Inspector*
9. Budgetary Items:
  - (A) Consideration of Estimated Engineering Costs for Improvements to Cypress Drive. (Enclosure #8) - *Summer Woodard, City Manager*
10. Updates:
  - (A) Update on COVID-19 Policies. (Enclosure #9) - *Leigh Anne Bassinger, Human Resources Director*
11. Public Comments.
12. City Manager's Report:
  - (A) Month of October. (Enclosure #10)
13. Boards & Commissions Appointments:
  - (A) October Appointments. (Enclosure #11)
14. Council Members' Reports.
15. Announcement of Boards & Commissions Appointments.
16. Miscellaneous:
  - (A) For Information Only.
17. Move to the First-Floor Conference Room for a closed session to discuss confidential information (closed session minutes) and economic development matters pursuant to NCGS 143-318.11(a)(1) & (4).
18. Adjourn.

**MINUTES OF THE REGULAR MEETING  
OF THE REIDSVILLE CITY COUNCIL  
HELD TUESDAY, SEPTEMBER 14, 2021 AT 6:00 P.M.  
COUNCIL CHAMBERS, CITY HALL**

*This meeting, which was livestreamed on the City of Reidsville's YouTube Channel, was held in Council Chambers at City Hall with Council and staff attending in person.*

**CITY COUNCIL MEMBERS PRESENT:**

Mayor John M. "Jay" Donecker  
Mayor Pro Tem Harry L. Brown  
Councilman James K. Festerman  
Councilmember Terresia Scoble  
Councilman Donald L. Gorham  
Councilman William Hairston  
Councilwoman Sherri G. Walker

**COUNCIL MEMBERS ABSENT:**

NONE

**CITY STAFF PRESENT:**

Summer Woodard, City Manager  
Angela G. Stadler, City Clerk  
William F. McLeod, City Attorney  
Chris Phillips, Assistant City Manager of  
Administration/Finance Director  
Jeff Garstka, Economic Development Director  
Leigh Anne Bassinger, Human Resources  
Director  
Donna Setliff, Community Development  
Manager

**CALL TO ORDER.**

Mayor Donecker called the meeting to order.

**INVOCATION BY REVEREND RYAN BURRIS, PASTOR OF BAPTIST TEMPLE, 729 WENTWORTH STREET, REIDSVILLE.**

Reverend Ryan Burris, Pastor of Baptist Temple, 729 Wentworth Street, Reidsville, provided the invocation.

**PLEDGE OF ALLEGIANCE.**

Mayor Donecker and Council then led in the Pledge of Allegiance.

**PROCLAMATIONS & RECOGNITIONS:**

**RECOGNITION OF WILLIAM C. BRADSHAW JR. OF REIDSVILLE HIGH SCHOOL, ROCKINGHAM COUNTY SCHOOLS' 2021-22 TEACHER OF THE YEAR.**

Mayor Donecker asked Mr. William C. Bradshaw Jr., who was selected as the Rockingham County School System's 2021-2022 Teacher of the Year, to come forward, as well as, Rockingham County Schools Superintendent Dr. Rodney Shotwell and Rockingham County School Board Vice-Chair Vicky Alston. The Mayor read the Certificate of Recognition and presented it to Mr. Bradshaw and asked if he would like to say a few words. (A COPY OF THE PROCLAMATION IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

Mr. Bradshaw expressed his appreciation, saying he was honored and touched. He noted that teachers spend countless hours in the classroom and outside the classroom trying to make a difference, lots of times planning on weekends, grading on weekends and working on weekends, which sometimes irritates their spouses. However, he said it is an honor and a privilege to stand before everyone and accept this award.

The Mayor asked Ms. Vicky Alston if she would like to say a few words. Ms. Alston said she was so excited to have their representative this year from District 1, and it is an honor to have Reidsville High School represented in the State. She added she was sure Mr. Bradshaw would do a fabulous job.

The Mayor asked Dr. Shotwell to share a few thoughts. Dr. Shotwell said it was a blessing to have Mr. Bradshaw come to their school district and become a part of the Rockingham County School family. He added that sometimes he stops by and listens to Mr. Bradshaw's class and loves the interaction he has with the kids. Dr. Shotwell continued by saying you can see the respect and love the kids have for their teacher, and when you have teachers like that, great things can happen in a classroom.

Councilman Festerman spoke up and said he heard the competition was very stiff. He said he applauds Mr. Bradshaw for what he does and hopes he continues to do so every day and feels they are headed in the right direction. He said it was very nice to meet him.

Councilman Gorham said that after teaching for 30-plus years himself, all that Mr. Bradshaw said was true, he brought home work every night, irritating his wife every night, even on Sunday. The Councilman said they appreciate all Mr. Bradshaw does for his students. Other members of the City Council expressed their appreciation as well.

**APPROVAL OF CONSENT AGENDA.**

The Mayor asked for a motion on the one Consent Agenda item, the August 10<sup>th</sup> Council meeting minutes.

**APPROVAL OF THE AUGUST 10, 2021 REGULAR MEETING MINUTES.**

**Councilman Gorham then made the motion, seconded Councilman Hairston and unanimously approved by Council in a 7-0 vote, to approve the minutes.**

*(End of Consent Agenda Items)*

## **PRESENTATIONS:**

### **FOCUS ON FAMILY FORWARD INITIATIVE.**

April Cox, Executive Director of the Rockingham County Partnership for Children, came forward to give a PowerPoint presentation on the Family Forward Initiative, which fosters employer-led change and increases access to research-based, family-friendly practices to improve workplace productivity, recruitment and retention; grow a strong economy; and support children's healthy development. (A COPY OF THE POWERPOINT SLIDES ARE HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) Partnering with her organization are the Reidsville Area Foundation, Family Forward NC, Economic Development on the County/City Level and the Reidsville Chamber of Commerce. As part of the presentation, she noted they were currently working with Aging, Disability & Transit Services of Rockingham County and highlighted some of the areas they were looking into as part of that particular initiative. She also reviewed the three steps of the service plan: 1) Online Learning Sessions; 2) Consulting with HR and planning; and 3) Determining Funding and Resource Opportunities.

Ms. Cox then asked how can the City of Reidsville be a Family Forward Workplaces Rockingham Champion? She noted the City has shown to be very intentional and thoughtful in its policy development. She said they are planning a roundtable discussion where families will come and tell their stories and an employer like ADTS will tell what they are doing. She said she hoped there would be representation from the Reidsville City Council, HR Directors, etc. at this roundtable discussion as well.

During the Questions & Answers period, Councilman Festerman asked Ms. Cox if she has approached other municipalities about this? She said not yet, explaining that she and Councilman Gorham served together at an Eggs & Issues event so Reidsville is the first, she noted. Mayor Donecker suggested that Ms. Cox connect with the City's Human Resources Director Leigh Anne Bassinger about the initiative, and City Manager Summer Woodard agreed. Ms. Dawn Charaba of RAF said the HR consulting group they have worked with on this project has also worked with municipalities. The Mayor said the City would be very open to working with them to see what this would look like and how it could be achieved, etc.

### **UPDATE ON DEPOT DISTRICT.**

The City's Economic Development Director Jeff Garstka stated that some on Council had been able to see the presentation done by the consultant at the Penn House several weeks ago. In the absence of Glenn Walters of the consulting firm, Design Workshop, who got called away on business, Garstka briefly highlighted some of the slides in the 80-page Depot District plan. (A COPY OF THE SLIDES ARE HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) First, Garstka discussed the process to get to this point, including sending out a Request for Proposals, receiving 13 applications, narrowing it down to five and settling on the Design Workshop, which has offices in North Carolina. He said they loved the firm's creativity, and the firm had done a similar project in downtown Wilkesboro and has been retained as the designer on that project.

Due to the robust nature of the document, Garstka said he would make the plan available both digitally and by hard copy to those who would like it. The City spent \$35,000 for the plan, and he said the firm did a lot of work for the money provided. Community meetings were held last

winter and those attending were asked to do a Wordle of what types of things the community needs in this type of district. Among the items listed were restaurants, entertainment, ballfields, public spaces, handicapped accessibility, etc., he noted. First, we have been told that we need to get people living down there, Garstka said. He listed other possible uses for this eclectic neighborhood, which would need to appeal to different age groups and demographics.

Mayor Donecker said this was a step in the right direction, saying it was going from what he calls a “cloud nibbling exercise” or nebulous idea to something more practical and possible for that space. Garstka stressed that the plan is supposed to be a living document or guide with the ability to be fluid and adapt as the market changes and something that could be presented to developers. He said he believes we have a good framework for what the community can get behind.

Mayor Donecker said it’s the start of a private-public partnership. Noting the City’s limited resources, Garstka said this is good to help the City know what are the first things that need to be done, in conjunction with private-sector development. The Mayor said the City had something like this as an overall recreational map in the mid-1990s, and we are just starting to partially get there, but it won’t happen overnight. Garstka agreed, saying this is usually a 20-year project.

**UPDATE ON DEVELOPMENT OF LAND USE PLAN, INCLUDING APPOINTMENT OF STEERING COMMITTEE MEMBERS.**

Donna Setliff, Community Development Manager, reviewed her memo dated August 31, 2021 on the Comprehensive Land Use Plan, which follows:

**MEMORANDUM**

**TO:** Summer Woodard, City Manager  
**FROM:** Donna H. Setliff, Community Development Manager  
**DATE:** August 31, 2021  
**RE:** Comprehensive Land Use Plan

The North Carolina General Assembly updated the General Statutes consolidating the municipal (NCGS 160A) and county (NCGS 153A) enabling statutes into Chapter 160D. The Zoning Ordinance, Subdivision Regulations and Minimum Housing Code have all been updated to meet the requirements of NCGS 160D. Additionally, the new statute requires jurisdictions with development regulations to update their Comprehensive Land Use Plans by July, 2022. Therefore, Reidsville is in need of drafting a new Comprehensive Land Use Plan.

A comprehensive land use plan is a vision for the future, with long-range goals and objectives for activities that affect the local government. The plan provides continuity across time, and gives public bodies a common framework for addressing land-use issues.

Reidsville Staff will work with the Piedmont Triad Council of Government (PTRC) to facilitate the plan. Public involvement is a critical component of developing the plan

and will help to identify community values, while highlighting important demographics and existing condition changes in recent years. One of the means for public involvement is through a Land Use Steering Committee. PTRC will conduct up to four committee meetings, to review and discuss existing conditions, gather input and build consensus on recommendations.

Staff is asking for endorsement of the following individuals to serve on the Steering Committee:

Thomas Thompson – Reidsville Planning Board Chairman, State Employee Credit Union  
William E. (Skeeter) Coates – Reidsville Planning Board, Local Downtown Business Owner and Retiree  
Marguerite Holt – Reidsville Historic Preservation Commission, Retired School Teacher  
Mara O’Neil – Rockingham Community College  
Robbie Citty – Reidsville Chamber of Commerce, Citty Funeral Home  
Stokes Ann Hunt – Moses Cone Health System Foundation  
Sonja Parks – Rockingham County Schools  
Milton Percell -Parks & Recreation Advisory Commission  
Haywood Cloud, Jr., Assistant City Manager of Community Services  
Donna Setliff, Community Development Manager  
Jeff Garstka, Economic Development Director

In addition to the above, we would ask for the appointment of two City Council members to serve on the Steering Committee. (End of Memo)

Setliff reminded Council that they approved changes brought about by the enabling statutes/legislation into Chapter 160D. Part of those changes is that the City is also required to have an updated Land Use Plan by July of 2022 since the City’s plan was done more than five years ago. Therefore, the City has contracted with the Piedmont Triad Regional Council (PTRC) to facilitate the plan. Community input is very important so Setliff requested that Council endorse the names of committee members included in her memo. Four open forums for the community are also planned, she added.

Setliff read aloud the names of those individuals, citizens and staff, selected for the Steering Committee and requested the Council’s endorsement. She also asked that two Council members be appointed to serve on the Steering Committee.

Mayor Donecker offered up as appointments from Council, Councilman Gorham and Councilwoman Walker, who have already agreed to serve, he noted. Councilman Festerman said he assumed that all of these people had been contacted and agreed to serve, which Setliff replied in the affirmative.

The Mayor then asked for a motion to endorse Councilman Gorham and Councilwoman Walker, along with those listed in this group.

**Councilmember Scoble made the motion “so moved” to endorse this group, including Councilman Gorham and Councilwoman Walker, which was seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote.**

**NOMINATIONS:**

**CONSIDERATION OF MAIN STREET CHAMPION.**

Jeff Garstka, Economic Development Director, noted that as a Main Street Community, we get to have a Main Street Champion recognized each year by the State Main Street Program at its annual meeting. The process is that the Reidsville Downtown Corporation makes nominations/recommendations for its Main Street Champion each year, which then go to Council for approval. He added that Council members can add nominations as well.

Garstka said the RDC has nominated current RDC President Melanie Morrison, and he read aloud the following from her nomination form:

“This year’s Champion for Reidsville is Melanie Morrison, the Reidsville Downtown Corporation President. This is Melanie's 2nd term on the RDC board and she jumped in with flying colors. Her passion was to bring art to downtown Reidsville recognizing the economic impact it has on main street districts. She along with RDC members created the Project Dream Program which stands for Downtown Reidsville Empowering Art Movement. She spear headed the creation of the "Greetings from Reidsville" mural researching artists, painters for wall preparation and managed the project. That mural led to many other projects including: Abstract Alley which was an empty alleyway that local high school students painted to floor in an exciting and colorful pattern and added lights, painting of 35 fire hydrants, Lift Me Upward Wings painted on the library wall, Art in Bloom, Scales on Scales where pianos are painted by local artists and placed downtown to be played. Melanie has chaired the Promotions committee and helped create the 2nd Downtown Fridays when the RDC took over management of that event. She is enthusiastic, a strong leader and has worked tirelessly to improve our main street program and downtown Reidsville.” (End of Nomination)

**Mayor Pro Tem Brown made the motion “so moved”, seconded by Councilwoman Walker and unanimously approved by Council in a 7-0 vote, to approve Melanie Morrison as the City’s Main Street Champion.**

Mayor Donecker said Morrison has been an enthusiastic member of the RDC and has changed the complexion of many of the meetings.

**BUDGETARY ITEMS:**

**CONSIDERATION OF A GARBAGE TRUCK FOR THE CITY'S SOLID WASTE DIVISION.**

In making the staff report, Chris Phillips, Assistant City Manager of Administration/Finance Director, reviewed the following September 1, 2021 memo:



## MEMORANDUM – GARBAGE TRUCK PURCHASE

**To: Summer Woodard, City Manager**  
**Date: September 1, 2021**  
**From: Chris Phillips, Asst. City Manager/Finance Director**

While reviewing fleet issues with Solid Waste Superintendent Gary French, it has been determined that a new refuse garbage truck – a one-arm bandit – needs to be purchased. During the 2021-2022 budget process, debt proceeds were included to buy vehicles in the Solid Waste Department. At that time, it was determined that a brush truck and a road tractor were the most pressing items to replace, a total of \$274,000 in equipment. These items are still necessary replacements. Unfortunately, the reliability of the refuse trucks has declined in the last few weeks making a replacement imperative at this time as well. Additionally, there is a significant wait time (7 to 10 months) from order to delivery for these trucks that make buying one now a necessity.

The department has secured a quote for a Heil DuraPack Python 26 cubic yard high compaction full eject automated side loading refuse body at \$298,988. This truck will be mounted on a 2022 Peterbilt model 520 cab/chassis.

This model of truck is the same as the current 2019 in the fleet. The other two one-arm bandits are a 2010 and a 2012 and both are currently in need of continuing repairs. The quote was obtained through cooperative buying group Sourcewell. Using this co-op group eliminates the need for the City to obtain quotes, in that the purchasing group has already performed the bidding process. Purchasing through a group program does not require the specific approval of the City Council as an alternative method because it is considered a competitive process. While standardization and compatibility with the current equipment is a consideration, this is not a sole source purchase which would require City Council approval to not bid the purchase; likewise, it is not a piggyback either, which would also require specific City Council approval.

This truck will be paid for from the City's General Fund Unappropriated Fund Balance. As has been discussed in detail during the budget process, several capital items will be purchased from cost savings in the prior fiscal year and there were also some excess revenues collected in the previous year as well. While, final numbers for the 2020-2021 fiscal year are not complete, the estimate at this time is that there will be sufficient funds to accomplish the previously presented goals and to also make this purchase.

Attached is Budget Ordinance Amendment to appropriate \$300,000 of fund balance for the purchase of this truck for City Council consideration. Approval of this budget ordinance amendment will also enable the City Manager, Finance Director and Solid Waste Superintendent to complete the documents necessary to make this purchase. (End of Memo)

As he reviewed the memo, Phillips reminded Council that we needed the City of Eden's help during the storm aftermath because we had several trucks with hydraulic issues.

Phillips noted that the City Council doesn't need to approve the purchase of the garbage truck but does need to approve the Budget Ordinance Amendment for \$300,000 from the

City's Fund Balance for the purchase. He reminded Council members of last year's budget process when there were several capital items requested. He said we did have a surplus from last fiscal year and while he still doesn't have the year-end numbers, he feels we have enough to take care of those capital needs and to make this purchase. Therefore, Phillips said he is asking Council to consider the Budget Ordinance Amendment for \$300,000 for purchase of the garbage truck.

Councilmember Scoble asked if this Sourcewell is the same as when the City bought the fire truck? Phillips said he believed the fire truck was from another source, the Houston Galveston Purchasing Group, but this cooperative buying group, Sourcewell, has the specific truck we want. He read aloud the description from his memo listed in the second paragraph. Councilmember Scoble asked if it will be ready to go when we get it, to which Phillips responded in the affirmative.

City Manager Summer Woodard noted that this garbage truck is a desperate need as we are down to the one backup model being used on a daily basis. She added that as we go forward replacing the fleet, we would like to look at going from red vehicles to white vehicles due to the cost (an additional \$2500-\$5000 more per vehicle) and resale value. White trucks sell for higher because red fades, she explained. NCDOT has moved away from using yellow for the same thing, she added, but she said it could be up to 20-30 years to move to a fleet made up entirely of white vehicles.

Councilmember Scoble asked once this new truck is purchased, will we need to invest money into the current vehicles as backups? Phillips said the main problem in our current trucks is that the hydraulics are not reliable. He said we would like to have two front line vehicles and one reliable backup, but we will need to continually re-invest in them.

**Councilman Gorham made the motion "so moved", seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote to approve the Budget Ordinance Amendment.**

Budget Ordinance Amendment No. 3 as approved follows:

### **BUDGET ORDINANCE AMENDMENT NO. 3**

**WHEREAS**, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 8, 2021 which established revenues and authorized expenditures for fiscal year 2021-2022; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to appropriate funds for the purchase of a garbage truck;

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 8, 2021 is hereby amended as follows;

**Section 1.** That revenue account number 10-3991-0000, Appropriated General Fund Balance, be increased by \$300,000.00.

**Section 2.** That expense account number 10-4710-5500, Capital Equipment, be increased by \$300,000.00.

This the 14th day of September, 2021.

/s/ \_\_\_\_\_  
John M. "Jay" Donecker  
Mayor

ATTEST:

/s/ \_\_\_\_\_  
Angela G. Stadler, CMC/NCCMC  
City Clerk

**CONSIDERATION TO APPLY FOR STATE RESERVE FUNDING FOR A WATER TREATMENT PLANT GENERATOR AND APPROVAL OF ACCOMPANYING RESOLUTION.**

Noting that this project had been looked at in the past, Chris Phillips, Assistant City Manager of Administration/Finance Director, said it had been felt now would be a good time to apply for funding for a whole plant generator. However, he informed Council of the need to pull this Resolution from the agenda. Since the agenda packets were compiled a week ago, staff has learned that the spring funding round would be a better time to apply for this funding. Our consultants, WithersRavenel, have advised that we should hold off and wait; therefore, no action is needed today, he said.

The Mayor questioned if we had taken care of the issues so that we didn't have the same problem with the generator? Phillips replied in the affirmative.

Councilman Festerman started to discuss the aesthetics of underground vs. overhead power lines, but it was noted that was part of the next agenda item.

**AGREEMENTS:**  
**CONSIDERATION OF ENCROACHMENT AGREEMENT FOR UTILITIES**  
**RIGHT-OF-WAY FOR DIESEL DRIVE.**

In providing the staff report, City Manager Summer Woodard referenced her September 14<sup>th</sup> memo, which follows:

**MEMORANDUM**

**TO:** Mayor Donecker and Members of Reidsville City Council  
**FROM:** Summer Woodard, City Manager

**SUBJ:** Diesel Drive Encroachment Agreement  
**DATE:** September 14, 2021

As you all know the second Reidsville ABC Store is being constructed on Diesel Drive near Love's Travel. Duke Energy has determined a route for electrical facilities to serve the store that falls on property owned by the City of Reidsville. The City learned in late August that Duke Energy needs an encroachment agreement to allow right-of-way for these electrical facilities. Duke Energy would like to add on Diesel Drive two primary poles and to replace four existing light poles that have underground power between them. With these changes, the six poles would all be with overhead power lines.

The contractor for the ABC Store project is anxious to get this resolved. Duke Energy cannot schedule the job until the ROW is received, and once that is done, construction time for the electrical facilities is estimated at five weeks. We will be working with Duke to see if this timeline can be expedited.

Attached is an Application for Installation or Repair of Overhead Utilities Within Public Street Right-of-Way provided by Duke Energy for Diesel Drive and a map/drawing showing the pole locations. Questions had been raised about overhead vs. underground lines, but in talking with Duke Energy officials, overhead lines would be needed if the City should decide to construct a lift station in that area in the future. I plan to approve this agreement but wanted to confirm that City Council has no issues with the aesthetics of allowing overhead power lines in what the City sees as an important commercial area. (End of Memo)

Manager Woodard reiterated that she had spoken with Duke Energy officials Diana Walker and Davis Montgomery in the past two weeks about overhead versus underground power lines in this area, but Duke informed her this was not an option in this case. One of the main reasons overhead lines are needed is easier connection to existing lines for future expansion, she said. While she said she agrees with Councilman Festerman's earlier comment about underground lines being more aesthetically appealing and feels they should be done whenever they can, in this case, Duke Energy will not allow us to do so, she said. Therefore, tonight she wanted Council to approve granting the easement to go forward with this project, Manager Woodard said.

In response to a question from Mayor Donecker, Manager Woodard said expansion refers to not only the ABC store but also to other development in the area, including the ability to be more easily accessible for a pump or lift station, etc. if needed there. The Mayor said that, like Councilman Festerman, he had wanted the lines underground too.

Councilmember Scoble asked if that is more logical than making them safe or dependable? Manager Summer said this was going to be the easier and more long-term satisfactory approach for Duke Energy to take by going this route although she said she certainly understood their concerns.

**Councilman Festerman made the motion, seconded by Councilwoman Walker and unanimously approved by Council in a 7-0 vote, to approve the agreement. (A COPY OF THE ENCROACHMENT AGREEMENT IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)**

**CONSIDERATION OF AUTHORIZING CITY MANAGER TO SIGN RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS RELATING TO THE SETTLEMENT OF OPIOID LITIGATION.**

In making the staff report, City Manager Summer Woodard explained she had been approached by the County Manager to sign onto this. The County has already started renegotiating, she said. The City of Eden has signed onto it already, she noted. She added that there will be no legal fees to be a part of this pending lawsuit, and the City would get a portion or share of the proceeds, she stated.

**Councilman Gorham made the motion “so moved”, seconded by Councilmember Scoble and unanimously approved by Council in a 7-0 vote, to approve the Resolution. (A COPY OF THE RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS RELATING TO THE SETTLEMENT OF OPIOID LITIGATION IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)**

**DISCUSSION ITEMS:**

**POTENTIAL CYPRESS DRIVE PROJECT.**

City Manager Summer Woodard noted that this project had been discussed more than 20 years ago but was not done because the North Scales Street project was completed instead. She noted that there was historical data that has been compiled by staff in the agenda packets, and citizens had also shared some data as well and were here tonight if it is the will of the Council to hear from them.

The City Manager also shared some very preliminary estimates about how much the improvement project between Belmont Drive and South Scales Street would cost. The average road width is 21 feet, and these plans call for an additional 10-foot widening on the 1.1-mile distance between Belmont and South Scales. Most of this length has no curb or gutter, she said. This calls for widening four feet on each side, along with a bike lane, Depending on whether curb and gutter are included, etc., the cost ranges from \$1.3 million with curb & gutter to \$750,000 without curb & gutter or sidewalks. Again, the City Manager noted that these are preliminary estimates and we would need to get engineering estimates from an outside firm.

Mayor Donecker said if we are going to do this, we need to do it right with sidewalks, stormwater drainage, etc. He said we need to know if this number is in the ballpark and asked what would be the next step? Manager Woodard said staff could reach out to some engineering firms to get more hardcore figures of what this would look like if Council is interested in pursuing this project.

Councilman Festerman questioned whether staff could get this done by the October meeting, noting that contractors are very busy right now. Manager Woodard agreed that it is certainly an aggressive timeline, but staff would try and get it on the agenda for October or at least an update.

The Mayor asked when we would close out the previous fiscal year? He asked if November was a realistic expectation? Assistant City Manager of Administration/Finance Director Chris Phillips said we should have some good numbers by mid-November.

**Mayor Donecker made a motion to go forward with this, which was seconded by Councilmember Scoble.**

Councilmember Scoble said we need to go forward. Councilman Gorham said this project would complement South Park Drive. Councilman Festerman also suggested looking into putting a roundabout at Cypress and South Park because that intersection can be dangerous. The Mayor said Councilman Festerman or others could relay such suggestions to the City Manager because whoever is pricing this out, there will be options to be considered and presented to Council.

**The motion then passed in a 7-0 vote.**

A citizen asked to speak, but the Mayor said they could speak during the Public Comments portion of the meeting.

**UPDATES:**  
**DISCUSSION ON COVID-19.**

City Manager Summer Woodard said that the City's Human Resources Director Leigh Anne Bassinger would start the update by talking about the vaccination status of City employees.

**Vaccination Status for City Employees.**

Bassinger's September 3<sup>rd</sup> memo on Employee Vaccination Rates and the Incentive Bonus follows:

Memorandum

To: Summer Woodard, City Manager  
From: Leigh Anne Bassinger, Director  
Re: Update on Employee Vaccination Rates and the Incentive Bonus  
Date: September 3, 2021

As of Friday, September 3, here is the information on vaccination rates among employees:

	Unvaccinated	Fully Vaccinated	Received 1 <sup>st</sup> Dose
Full-Time	31	115	35
Part-Time	17	29	1
Total	48	144	36

These numbers reflects that 82.87% of our full-time employees (78.95% of all employees) are either fully vaccinated against COVID-19, or will be within the next six weeks (two weeks after their second dose). I think this success is directly related to City Council’s willingness to support an incentive bonus for employees who are vaccinated.

This vaccine incentive bonus program ended on August 31, 2021. Any employee who had received at least their first dose of the COVID-19 vaccine on or before this date will receive the incentive bonus after they receive their second dose. They will need to present their completed vaccination card to HR in order to be eligible for the bonus. And the bonuses will continue to be processed through payroll.

I would like to recommend we allow only our new hires to receive the incentive bonus going forward. If a new hire demonstrates they are fully vaccinated within 60 days of their start of employment with the City of Reidsville, they would then receive the bonus. We could advertise this bonus with our job postings, stating we are offering a sign-on bonus to applicants who are fully vaccinated, or willing to become fully vaccinated within 60 days of their employment with the City.

As an alternative, we could continue the program as it has been functioning through the end of September 2021 for all employees. It is possible that between the inconvenience of weekly testing and the continuation of the incentive bonus through the end of the month, we may further increase the percentage of fully vaccinated employees. (End of Memo)

As she discussed vaccination rates, Bassinger noted she was smiling because, due to the Council’s actions last month, she described it as “very, very successful” in that 35 additional employees have received at least the first dose of the COVID vaccine, and four new hires have come to us fully vaccinated. She stated that 29 employees are currently being monitored that are complying with the weekly testing. Bassinger thanked the Council, noting that when those receiving their first dose are fully vaccinated, our employee population will be more than 80% fully vaccinated.

The Human Resources Director reported that two part-time employees (a wellness instructor at Senior Center/RCARE and a Parks & Rec employee at Lake Reidsville) have tendered their resignations rather than be vaccinated or continue weekly testing. She also stated that it is possible we may lose some part-time call firefighters as well. She said we knew it was a risk. However, she said she feels our full-time employees have recognized the need to not only protect themselves but also the citizens that they serve.

**OSHA's Emergency Temporary Standard (ETS)**

**Extension of Emergency Paid Sick Leave (ePSL)**

Bassinger reviewed her September 2<sup>nd</sup> memo, which follows:

Memorandum

To: Summer Woodard, City Manager  
From: Leigh Anne Bassinger, Director  
Re: OSHA Emergency Temporary Standard (ETS)  
Extension of Emergency Paid Sick Leave (ePSL)  
Date: September 2, 2021

The Federal Government program for emergency paid sick leave is set to expire at the end of September. This is the program that allows employees up to a maximum of 80 hours of emergency paid sick leave (ePSL) if they have or are suspected of having COVID-19. Currently, I am not aware of any legislation moving through Congress which would extend the tax credits associated with these payments to employees out of work related to COVID-19.

Additionally, the Emergency Temporary Standard recently issued by the Occupational Safety and Health Administration related to COVID-19 does seem to apply to our Fire and Police Department employees when they are rendering emergency medical care, whether at accident scenes, at fires or in other circumstances. This standard requires that covered employees be compensated when they are sent home because:

1. They have tested positive for COVID-19
2. Their doctor suspects a COVID-19 infection
3. They have symptoms consistent with COVID-19

I would propose that the City of Reidsville extend our current policy allowing 80 hours of ePSL per employee through December 31, 2021, keeping in place the following reasons for leave to be granted to employees. This program would only be available to employees who have not previously used their 80 hours of ePSL. An eligible employee shall be allowed up to 80 hours of ePSL under our existing policy if the employee is:



1. Subject to a federal, state or local quarantine or isolation order related to COVID-19
2. Advised by a health care provider to self-quarantine due to COVID-19 concerns (we require a note from the provider stating this and the applicable dates of isolation)
3. Experiencing COVID-19 symptoms and actively seeking medical diagnosis
4. Caring for an individual person subject to a federal, state or local quarantine or isolation order, or advised by a health care provider to self-quarantine due to COVID-19 concerns
5. An employee who is obtaining a COVID-19 immunization, recovering from a condition related to COVID-19 immunization or seeking or awaiting the results of a COVID-19 test or diagnosis either because the employee was exposed, or the employer required the test or diagnosis

This extension would provide the required pay for Police and Fire Department employees under the OSHA ETS. Public Safety employees who have not yet been paid 80 hours of ePSL will be paid under this program. Public Safety employees who have already been paid the 80 hours of ePSL will be allowed to use their own available paid leave if required to miss work due to COVID-19.

For employees that have previously been granted 80 hours of ePSL, they will remain eligible to use their own paid leave if ordered to quarantine, if they test positive, or if they are exhibiting signs and symptoms of COVID-19. All other City of Reidsville employees would be allowed a maximum of 80 hours of ePSL. (END OF MEMO)

After her memo on the Emergency Temporary Standard was created, the President had said he would issue an Executive Order requiring those employers with greater than 100 employees to implement the same policy we have in place, Bassinger said. The original plan from OSHA only applied to first responders, she noted, so she would need to go back and apply the ETS to all employees. Our current policies align with this, she noted, but the main thing is the paid leave for those quarantined either waiting on test results or have tested positive, Bassinger added.

Bassinger then reminded Council members that she came before them in January requesting them to extend the Families First Coronavirus Response Act, which allows up to 80 hours of emergency paid sick leave for those employees who have either tested positive, are taking care of someone who has tested positive or are waiting on test results. In March with the American Recovery Act, those benefits were extended until the end of September. She said she has not seen anything currently in Washington that indicates those benefits will be further extended and they may be hoping that the OSHA ETS will address that.

She said she would like to request that the ePSL be extended for our employees through the end of the year, through December 31, 2021, but added that she may be back in December requesting it be extended further. She noted that there would be some limitations, such as, if the employee has already had the 80 hours and are told to quarantine a second time, he/she wouldn't receive the benefit again but would be able to use unpaid leave. She also discussed modifying the policy

to allow employees who do shift work to take up to two shifts after receiving their second dose of vaccine under emergency paid sick leave.

Mayor Donecker asked Bassinger what actions do you need Council to do tonight? He also asked if Council needed to take action requiring new hires to be vaccinated or agreeing to be vaccinated once they are hired?

Bassinger said the \$600 bonus for employees taking the vaccine expired at the end of August. She also said she would ask that new hires, those that are either vaccinated already or willing to be vaccinated, be eligible for the bonus. She said she felt current employees have had time to take advantage of getting the bonus by now.

Councilmember Scoble said she agrees that our employees and the entire world has had adequate time to get vaccinated, but she said she didn't think we should give new hires who have been vaccinated a bonus to come and work for us. Bassinger said that is a reasonable point of view but she discussed that one vaccination has just gotten full FDA approval, and she expected a second one to get approval in the coming weeks. That is relatively new, she said. She discussed the reluctance of some to get the vaccine under Emergency Use, noting that the FDA full authorization is what has changed. However, she said she would do whatever Council directs her to do.

Councilmember Scoble said that being irresponsible hasn't changed, and that's what she thinks this is. She said she would not agree with new hires getting a bonus. The Mayor said he would agree with Councilmember Scoble and would think about extending the bonus for one more month to current employees to start the vaccination process. He said he also think they should consider strongly tonight that we mandate that employees be vaccinated by November 1<sup>st</sup>. The Mayor said that on November 1<sup>st</sup>, we would turn to HR to determine what mitigation we should do going forward after that.

Bassinger said regarding mandates, we must recognize religious and medical exemptions. She said she could prepare a policy to come back to Council next month and could go ahead and start notifying employees that it is coming, having the policy approved in October with the November 1<sup>st</sup> mandate.

Mayor Donecker said he would like to "put the cart before the horse" and approve the mandate tonight so that there are "no ifs, ands or buts" that it is going to happen with everyone vaccinated by November 1<sup>st</sup>. He said he would put that motion on the table now.

**Mayor Donecker made the motion, seconded by Councilmember Scoble, that all City of Reidsville employees are vaccinated fully by November 1.**

He restated the motion upon request by Councilman Festerman. During the discussion, Councilman Festerman questioned if that meant termination would occur. Mayor Donecker said not necessarily, that come November 1<sup>st</sup> HR will advise Council what actions it should take for those that are not fully vaccinated. Councilmember Scoble said termination could be a possibility. The Mayor agreed but said that is just one choice that could happen.

Councilman Festerman asked for further clarification, asking if this motion tonight would allow us to terminate someone who is not vaccinated? The Mayor said that is an option that could occur but would not be presented to Council until November. He said one option could be termination, another option might be to continue weekly testing or employees being given a monthly surcharge on their insurance. The first step is let all employees know that they should be fully vaccinated by November 1<sup>st</sup> unless they have a medical and/or religious exemption from an attending physician and/or minister.

Councilmember Scoble expressed concerns about employees who have a lot of contact with the public on a daily basis, both for our employees' protection and our citizens' protection.

Councilman Festerman said so what we are doing tonight does not require employees to be terminated but that could be a possibility? Council members appeared to agree by consensus. The Mayor said that would not be clarified until the November meeting, which would allow HR time to get input from the NC League of Municipalities and other organizations, etc.

**The motion passed in a 6-1 with Councilman Festerman voting in opposition.**

The Mayor then noted the Council needed to address Emergency Paid Sick Leave. Bassinger agreed, reiterating that she would like for Council to extend Emergency Paid Sick Leave (ePSL) until December 31<sup>st</sup>.

**Mayor Pro Tem Brown made the motion, "so moved," which was seconded by Councilman Gorham.**

Upon a request for clarification from Councilwoman Walker, Bassinger noted that this would apply for those employees who have not already used up their 80 hours. She said there are specific scenarios under which the leave would be available, which include vaccination, being told to quarantine by a healthcare professional, testing positive, taking care of a child with COVID, etc. Councilmember Scoble asked how many employees have used all of their 80 hours? Bassinger responded between 40-50. The HR Director talked of the rough patch back when several employees were out, but added that as of right now, no one is currently out because of quarantine or testing positive.

The Mayor asked if a motion was needed to make vaccination a condition of employment for new hires. Bassinger said it was needed, noting that job advertisements going forward from tonight would include that language.

The need to vote on the ePSL was noted so the Mayor asked the City Clerk to restate the motion.

**She said the motion was to extend the Emergency Paid Sick Leave (ePSL) until December 31<sup>st</sup> with the motion made by Mayor Pro Tem Brown and seconded by Councilman Gorham for those employees who have not used their 80 hours. Council then voted to pass the motion in a 7-0 vote.**

Mayor Donecker then asked HR Director if she wanted a motion that new hires must be vaccinated prior to hiring? Bassinger agreed. He said he would entertain a motion on that.

**Councilmember Scoble made the motion, “so moved”, that new hires must be vaccinated prior to hiring, which was seconded by Mayor Donecker.**

In terms of employee recruitment efforts, City Manager Woodard asked for clarification about new hires being able to receive the vaccination incentive since Council was mandating it. Mayor Donecker said Councilmember Scoble had said it pretty clearly earlier. Councilmember Scoble said they are not currently an employee.

**The Mayor asked the City Clerk to restate the motion, which was then approved in a 7-0 vote.**

**Mayor Donecker then made the motion that the vaccination bonus for current employees be extended until the end of September, which was seconded by Councilmember Scoble.**

Councilmember Scoble noted that if they get their first shot by the end of September, the employees would have time to be vaccinated by the first of November. Bassinger agreed. The Mayor added, and they would get the bonus.

**The motion was then unanimously approved by Council in a 7-0 vote.**

### **City Facilities**

City Manager Woodard noted that the Management Team has resumed its weekly COVID-19 updates, and one of the items of concern is RCARE, which serves a high risk population. Currently staff is asking those visiting the facility to show either their vaccination card or pin. Staff wanted some guidance from the Mayor and Council. Councilmember Scoble said it deserves serious thought since this is part of our community that is at high risk so we can't afford to “drop the ball”. Mayor Donecker said when someone first comes to RCARE, they were asked for identification and filled out a form. Can we add whether they have been vaccinated or not, he asked. HR Director Bassinger said she would contact Cindy Baynes tomorrow and see if that could be added. IT Director Rhonda Wheeler spoke up and said there is a way to do that. The Mayor said then members would only have to do it one time.

If they are not vaccinated, they must wear a mask at all times, the Mayor indicated. It was noted that ADTS clients use a different entrance but he said he has learned that nothing is ever completely segregated.

Councilwoman Walker said one of the biggest complaints is that those attending are not allowed to play Bridge or cards or do puzzles because of close contact. They are taking precautions as best they can, she said, but we had all thought we'd be further along than we are now.

Human Resources Director Bassinger said RCARE is open in a limited capacity, but they have not resumed activities where they cannot practice social distancing, etc. Mayor Donecker asked if we could find out what the Centers for Disease Control (CDC) says about playing Bridge, etc.

Bassinger said she and Cindy Baynes will work together on a workable solution, but she added that the seniors miss being with each other. For many of them, this is the only interpersonal interaction they get, and it is heartbreaking but hard choices have to be made, Bassinger said.

Councilmember Scoble asked if an employee has an exemption must they wear a mask? She was told that all employees must wear a mask regardless of vaccination status. One employees has a medical exemption from mask wearing, but she is wearing a clear shield and social distancing, Bassinger noted. Councilman Gorham asked if RCARE members are required to wear a mask? Bassinger said it is encouraged. Councilman Gorham said he had heard the concern, and it was decided that staff would come back with a recommendation on RCARE members wearing masks. Mayor Donecker said this will get us ready as we head indoors during the winter months.

Following a brief break, Council members resumed the agenda.

### **Events**

Manager Woodard asked for Council's guidance on some upcoming events in light of rising COVID-19 numbers. Following discussion back and forth among Council members and staff, the following decisions were made by consensus of Council:

- Cancel the FAB (Food, Arts & Brews) Festival planned for October 16.
- Cancel the final Concert at Market Square set for September 25 after concerns were expressed about social distancing at the Beer Garden as well as being able to find volunteers to work the event.
- Continue the Water Lantern Festival, the Art Show at the Penn House and the Cycle NC events, all of which contract to use our facilities (Penn House & Lake Reidsville). By eliminating the Reidsville/Rockingham County stop on October 4, it would affect the cross-state route, it was noted. Participants will basically be at Lake Reidsville except when shuttled into town to eat at local restaurants. While on shuttles, they must be masked. The concert for them at Market Square was shifted to the lake as well.

Community Development Manager Setliff added that two upcoming events have been planned, this Saturday an outside Historic Downtown Stroll and a ribbon cutting for the second phase of the 2.25-mile trail extension at Lake Reidsville. Tour guides for the stroll will be wearing masks, she noted. She said the ribbon cutting could be a low-key event with the opening of the trail publicized more after the fact. Setliff also mentioned the upcoming Shred Event planned by the Reidsville Appearance Commission the second Saturday in October, where volunteers will wear masks and people bringing paper for shredding will remain in their vehicles.

It was decided the annual tree lighting in November would be reviewed at the Council's October meeting.

### **PUBLIC COMMENTS.**

#### **Cypress Drive.**

Mr. Kelly Almond of 2111 Belmont Drive, Reidsville came forward. After briefly asking and discussing what the Mayor meant by "cloud nibbling", Mr. Almond told Council he appreciates what they have done already for this project, which is now 33 years old. He said that former

Representative Nelson Cole had intended to be here tonight, but couldn't attend so he was asked to mention his support of the project. Almond noted that a commitment was made to the neighborhood a long time ago, and he knew it would be expensive, but it will be even more expensive five years from now.

The Mayor told Almond he appreciated him bringing up the issue at this time because there has been excellent fiscal management this previous year, and that Chris Phillips will check on the dollars available. He said it was good timing on their part. Almond said he would report back to those in the neighborhood.

Councilman Festerman noted that some citizens, thinking the issue was over, had already left. Councilmember Scoble thanked Almond and citizens who come forward and tell Council what they need.

The Mayor then called for a 10-minute break.

**(Clerk's Note: During the break, concerns were raised whether the vote had taken place on the Cypress Drive project. Upon return to open meeting, Mayor Donecker asked me to restate the motion, and the Council approved getting Cypress Drive cost estimates in a 7-0 vote. However, upon compiling the minutes, I confirmed that Council had voted on the action, making the second vote redundant.)**

Council members then returned to the regular meeting agenda.

#### **CITY MANAGER'S REPORT.**

City Manager Summer Woodard reviewed her September 14<sup>th</sup> memo, which follows:

**Date: September 14, 2021**  
**To: Mayor Jay Donecker**  
**City Council Members**  
**From: Summer Woodard, City Manager**  
**Subject: City Manager's Monthly Report**

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#### **Training:**

- I attended the UNC School of Government Public Executive Leadership Academy virtually August 16<sup>th</sup> through August 25<sup>th</sup>. I will finish PELA in-person at the UNC School of Government September 19<sup>th</sup> through September 24<sup>th</sup>.
- The City of Reidsville held five (5) informational meetings regarding our COVID-19 policy. Meetings were August 17<sup>th</sup> at 7:00 a.m. and 3:00 p.m., August 18<sup>th</sup> at 5:00 p.m. and August 19<sup>th</sup> at 7:00 a.m. and 3:00 p.m. This was a mandatory meeting for all full-time and part-time employees. Meetings were offered in person and virtually. In-person meetings were held at RCARE in the cafeteria. Masks were required and social distancing was practiced.

### **Police Chief Interview Process:**

- Developmental Associates completed the Assessment Center on August 11<sup>th</sup> for the City of Reidsville Police Chief position. Five (5) candidates participated in the Assessment Center. The three (3) candidates that scored the highest in the Assessment Center were selected to move forward to formal interviews with Management Team.
- Interviews were conducted on August 24<sup>th</sup>, August 25<sup>th</sup> and August 27<sup>th</sup>. Members of the Management Team participated in the interview process. Candidates participated in a bus tour around Reidsville with a Management Team member. Candidates also participated in a downtown walking tour with Management Team members and had lunch at the Penn House with Management Team members. The interview processes concluded with a formal interview with Assistant City Managers Haywood Cloud, Chris Phillips, Human Resources Director Leigh Anne Bassinger and myself.
- A debrief was held with Management Team members on August 30<sup>th</sup>. Management Team members provided feedback regarding their portion of the interview process with candidates.
- On August 31<sup>st</sup>, Assistant City Managers Haywood Cloud, Chris Phillips, Human Resources Officer Leigh Anne Bassinger and I met to discuss the three (3) candidates and reflect on how each candidate performed in the Assessment Center and during the final interview process.

### **Meetings:**

- Met with City Attorney Bill McLeod on August 12<sup>th</sup> to discuss options for allowing Lucky City Brewery to lease three (3) parking spots from the City of Reidsville annually for a food truck. On August 18, City staff met virtually with representatives of Lucky City Brewery regarding the use of a food truck in a municipal parking lot.
- City staff met virtually with Davis Montgomery and Diana Walker with Duke Energy on August 19<sup>th</sup>. We requested a proposal from Duke Energy to replace existing street lights downtown with decorative street lights that would allow for banners to be displayed on them. These street lights would also have electrical boxes on the side of them to help with our City's electrical needs during festivals and events.
- On August 26<sup>th</sup>, City staff met at our debris site location off of Broad Street to discuss ways we can properly remove debris from our site. We have a significant amount of debris from previous storms that is starting to accumulate.
- Toured the City of Reidsville Fire Stations on August 26<sup>th</sup>.
- The Personnel Policy Review Committee met on August 30<sup>th</sup>.
- Management Team toured our Planning and Community Development Departments on August 31<sup>st</sup>.

### **Projects:**

- Trees in front of City Hall were removed Friday August 27<sup>th</sup>. The trees were diseased. City crews will be repairing the sidewalk in front of City Hall that has been damaged by the trees. We plan to put additional flowers and landscaping around the City Hall sign.
- The debris site access road off of Broad Street is eighty-five (85) percent complete. The road is scheduled to be finished by September 10<sup>th</sup> weather permitting. Once this is completed the City of Reidsville will abandon the entrance off of Olive Drive.

- City staff has been working diligently in preparing for the 9/11 event on Saturday, September 11<sup>th</sup> at 11:00 a.m. This event will be held at Fire Department Station #1.

**Carryover Policy:**

- Please see attached the carryover amount from fiscal year 2020-2021. If you have any questions, please let me know. (End of Report)

**Recognition of New Police Chief Ray Gibson.**

During her report, City Manager Woodard announced, with great pleasure that the City's new Police Chief Ray Gibson was in attendance. She asked him to come forward and share a few words. Chief Gibson said he was honored to have been chosen for the position and is humbled by his selection. He said he has lived here for over 20 years and plans to continue living here. He said his goal is for this City to be the best City not only in Rockingham County and the State of North Carolina but also the nation. He said he is going to do his best to work with the City Council, to partner with Fire Chief David Bracken, City staff, area agencies, local businesses and the community to make this the best place to raise your families and his grandkids. Members of Council thanked Chief Gibson. City Manager Woodard said plans are in the works to hold a formal swearing-in ceremony for Chief Gibson and Council will be notified as soon as the date is chosen. Mayor Donecker made several suggestions regarding outdoor locations where social distancing could be adhered to.

**Follow-up to Lease Agreement with Lucky City Brewing.**

In discussing the leasing of parking spaces with Lucky City Brewing, Manager Woodard noted that LCB will be responsible for the food trucks parked in the leased spaces. She said work is being completed on the lease agreement.

**Broad Street Debris Site.**

Manager Woodard said once staff comes up with a way to remove the large amounts of storm debris from the Broad Street facility, she will discuss the game plan with Council.

**Carryover Policy Discussed Further.**

City Manager Woodard asked Assistant City Manager Chris Phillips to come forward and go over his September 7, 2021 memo regarding Budget Carryover for 2020-2021 to 2021-2022, which follows:

**MEMORANDUM – BUDGET CARRYOVER 2020-2021 TO 2021-2022**

**To: Summer Woodard, City Manager**  
**Date: September 7, 2021**  
**From: Chris Phillips, Asst. City Manager/Finance Director**

As a budgeting tool, the Reidsville City Council gave the City Manager authority to carryover unspent budgeted funds from one fiscal year to the next. The annual carryover request is compiled starting with open purchase orders; several accounts are



then included that contain outside funds such as grants or fundraisers; finally, departmental savings are considered as possible carryover items as well.

The General Fund/Parks and Recreation Fund carryover amount is considered as encumbered when the June 30 financial statements are completed. As such, these funds are pulled out of fund balance when the unassigned fund balance is presented.

The carryover from 20-21 to 21-22 is larger than the carryover in recent fiscal years. During the budget process, several capital requests were slated to be paid from the 20-21 fiscal year because there was a projected surplus. This will be accomplished by carrying these funds over. The General Fund carryover is \$1.4 million more than the previous year. This increase is due in part to \$553,900 in capital items; \$330,000 for road paving, \$182,000 for a splash pad; \$179,644 for the Sesquicentennial clock; \$124,230 related to the ongoing construction of a salt barn; \$148,939 in incentives/grants; and a few other large capital items that were not complete at June 30. The Parks and Rec carryover request is \$97,190 more than the previous year and also includes more capital items. The Combined Utility Funds are also more than the previous year by \$851,000 and again contain some larger capital items as planned.

A carryover summary and several detail pages are attached. The carryover has grown each year over the past five years, with this most current year by far being the largest. This was a planned increase due to a 20-21 surplus and capital needs of the City. The carryover should be expected to be reduced significantly in the next year.

Please let me know if there are any questions or concerns about the proposed carryover. Upon your approval, the items will be posted to the current year budget and departments will be made aware that they can make these purchases. (End of Memo) (SUPPORTING DOCUMENTS ARE HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

Phillips said he realizes the number is larger than usual but they have had some large projects and that the numbers should go down this year. There were no questions from Council.

**BOARDS & COMMISSIONS APPOINTMENTS:**  
**SEPTEMBER APPOINTMENTS.**

City Manager Woodard distributed the Boards & Commissions' ballots to Council members.

**CITY COUNCIL MEMBERS REPORTS.**

**Mayor Pro Tem Brown** – Mayor Pro Tem Brown said the highlight of his report this month was attending the 94<sup>th</sup> Birthday celebration for Catherine Wilson's mother, Mrs. Hulene Totten, on August 21<sup>st</sup> and presented the family with a Certificate of Recognition. (A COPY OF THE PROCLAMATION IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.) He said the celebration was part party, reunion and church revival. Mayor Pro Tem Brown said he had also attended the Back to School event at Zion Baptist Church the same day.

**Councilman Hairston** – Councilman Hairston said he was honored to attend Major Ronnie Ellison’s 40th Anniversary Celebration on September 10, at the Reidsville Police Department, commenting that all remarks about the Major were kind and respectful. He also said he would like to wish newly appointed Police Chief Ray Gibson the very best.

**Councilwoman Walker** – Councilwoman Walker said she had attended the ABC Board meeting on August 18; the celebration for Major Ronnie Ellison on September 10; and the 9/11 Memorial dedication on September 11. She announced the “Shred Event”, which will take place behind City Hall on Saturday, October 9, from 9 a.m. to 12 p.m. Councilwoman Walker said she would also like to offer a couple of “Shout Outs”, one for Donna Setliff, who as of Thursday, September 16, 2021, will have been employed by the City of Reidsville for 41 years, and lastly, she said she would like to recognize Gail Wilson, who has been donating fresh cantaloupes to the Reidsville Soup Kitchen for the past couple of weeks. Councilwoman Walker said the cantaloupes have been a big hit and that folks need to give credit for good deeds.

**Councilman Gorham** – Councilman Gorham said he had attended the following events: the last Water Wednesday for this year at Courtland Park on August 8; the Second Downtown Friday and the Reidsville High School Football Jamboree on August 13; the ribbon cutting for Classic Cuts on Freeway Drive on August 17; the Planning Board meeting on August 18; the Kiwanis Club meeting at Main Street United Methodist Church and the final Youth Basketball League game at Jaycee Park on August 19; the Reidsville High School football game on August 20, with a score of Reidsville 35, Western Alamance 14; Mrs. Hulene Totten’s 94<sup>th</sup> Birthday Celebration on August 21; the Reidsville Downtown Corporation meeting and the ribbon cutting for Tinsley’s Barber School on August 24; the ribbon cutting for the Subway on Freeway Drive on August 26; the RHS football game on August 27, with a score of Reidsville 42, Page 13; the Memorial Service for Portia Parris at Hayes-Taylor YMCA in Greensboro on August 29; the McLaurin Community Watch meeting on September 9; the 40<sup>th</sup> year celebration at the Reidsville Police Department for Major Ronnie Ellison and the last 2<sup>nd</sup> Downtown Friday on September 10; and the 9/11 Memorial dedication held at Fire Station No. 1 on September 11. Mayor Donecker said something tells him that Councilman Gorham is running for Mayor, and everyone burst out laughing.

**Councilmember Scoble** – Councilmember Scoble said August was an extremely difficult month for her, with seven deaths of either a family member, a friend or one of her customers and all within a seven-day period. She said that is why she is so adamant and encourages everyone to get the vaccination. Councilmember Scoble said she had attended the following: the Second Downtown Friday on August 13; the ribbon cutting for Tinsley’s Barber School on August 17; and the ribbon cutting for the newly renovated Subway on Freeway Drive on August 26; the Reidsville Kiwanis’ meeting on September 2; NC Area Health Education Center Webinar on COVID updates on September 3; the Chamber Coffee at Main Street Methodist Church and the Reidsville Kiwanis meeting on September 9; the 9/11 Memorial Service in Wentworth on September 10, and the 9/11 Memorial service in Reidsville on September 11. She added a very special welcome and congratulations to new Reidsville Police Chief Ray Gibson and wished him a long and successful appointment working for the great City of Reidsville.

**Councilman Festerman** – Councilman Festerman said tonight is remarkable in that Councilman Gorham came the closest he ever has to revealing his age when he made the comment that he taught Football Coach Doug Robertson when he was in fifth grade, saying that “put him up there”, which drew laughter from those attending. Secondly, he complimented the committee responsible for the 9/11 ceremony and also for the speaker selection for the event, saying they did a great job and said it was fabulous and will leave everyone with fond memories. Lastly, he said he would like to congratulate Major Ronnie Ellison on 40 years of service with the City of Reidsville and the Reidsville Police Department. He stressed it is a difficult time to be a police officer and that Major Ellison has stepped up twice to the Interim Police Chief position and that he salutes his service to the community. Mayor Donecker commented that Chief Festerman had set the standard.

**Mayor Donecker** – Mayor Donecker asked Chamber of Commerce Representative Diane Sawyer if she would give the Chamber report. Sawyer stood and shared information regarding the following ribbon cuttings: Lucky City Brewing on Friday, October 1<sup>st</sup> at 3 p.m.; the Lake Reidsville Trail Extension on Friday, October 8<sup>th</sup> at 1 p.m.; and the new building for the County-wide Vocational Rehabilitation Services on Wednesday, October 13<sup>th</sup> at 9 a.m. She discussed upcoming events including Farm Bureau’s groundbreaking on September 20<sup>th</sup> at 9 a.m., and the Cycle NC Event on October 4, 2021. Sawyer mentioned the October 7<sup>th</sup> Chamber Coffee, celebrating National Manufacturing Day, which will be sponsored by the RockATOP consortium at 8 a.m. on October 7<sup>th</sup>.

Mayor Donecker said he would like to thank those responsible for the 9/11 Memorial Dedication Ceremony and commented that Admiral Lindsey was impressed with the organization and execution of the event. He said he was impressed with the Admiral, and it was a very moving experience and he appreciated all those involved. Members of the Council discussed aspects of the service that made an impression on them and members of the community. Mayor Donecker mentioned one lady who attended that was obviously very emotional. After the ceremony, his son approached her and found out that she was the mother of Sandy Bradshaw, the flight attendant on Flight 93 that crashed in Pennsylvania. She had heard about the sculpture and just wanted to come and see it.

Councilmember Scoble said she had one last thing she would like to share, noting the opening of the Reidsville Showcase this Friday night, September 24. The Mayor mentioned that the band, *Exile*, would be performing and added how nice it is to see all the hard work that has gone into the entertainment district starting to bear fruit.

#### **ANNOUNCEMENT OF BOARDS & COMMISSIONS APPOINTMENTS.**

City Clerk Angela Stadler announced the following results:

Of the five applicants for the Reidsville Historic Preservation Commission, the top three vote getters were Marguerite Holt of 1008 Ridgewood Avenue, Anne Marie Simmons of 313 Branch Street and Jason Johnson of 709 South Main Street.

Of the two candidates for the Reidsville Planning Board position, Cindy Scarborough of 308 South Main Street was the top vote getter. (A COPY OF THE BALLOTS ARE HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

**MOVE TO THE FIRST-FLOOR CONFERENCE ROOM FOR A CLOSED SESSION TO DISCUSS ECONOMIC DEVELOPMENT PURSUANT TO NCGS 143-318.11(A)(4).**

**Councilman Festerman made the motion, seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote, to go into closed session to discuss economic development under G.S. 143-318.11(a)(4).**

**RETURN TO OPEN SESSION.**

Upon return to open session, Councilmember Scoble asked about the minimum wage for part-time City employees. She was told it was in the \$8-\$10 range.

**MOTION TO ADJOURN.**

**Councilman Gorham made the motion to adjourn, seconded by Mayor Pro Tem Brown and unanimously approved by Council in a 7-0 vote, at approximately 8:49 p.m.**

---

John M. "Jay" Donecker, Mayor

ATTEST:

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Angela G. Stadler, CMC/NCCMC, City Clerk



The City of  
**Reidsville**  
North Carolina

230 W. Morehead Street, Reidsville, NC 27320 Ph. (336)-349-1065

---

*Donna H. Setliff, CZO*  
*Community Development Manager*

**MEMORANDUM**

**TO:** The Honorable Mayor Donecker and Members of the Reidsville  
City Council  
**FROM:** Donna H. Setliff, Community Development Manager *DHS*  
**DATE:** September 29, 2021  
**RE:** Budget Amendment No. 4

Reidsville contracts with Atlantic Technologies Group (ATG) as a consultant to review all applications pertaining to wireless telecommunications facilities, whether it is a new tower, co-location or a modification to a tower. To pay for these services a flat rate fee of \$1,000 is charged the cellular provider of which \$850 pays ATG and \$150 remains in receivables.

Recently, a modification application was received from T-Mobile. Therefore, I am requesting to transfer the \$850 from the Wireless Fees revenue account to the Wireless Contracted Services expense account. This will pay for the application review services.

The enclosed Budget Amendment in the amount of \$850 accomplishes this task.

Enclosure

cc: Chris Phillips, Assistant City Manager of Administration

**BUDGET ORDINANCE AMENDMENT NO. 4**

**WHEREAS**, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 8, 2021 which established revenues and authorized expenditures for fiscal year 2021-2022; and

**WHEREAS**, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to recognize wireless fees received and to appropriate related funds for wireless services;

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 8, 2021 is hereby amended as follows;

**Section 1.** That revenue account number 10-3346-0000, Wireless Fees, be increased by \$850.00.

**Section 2.** That expense account number 10-4910-4300, Wireless Reviews, be increased by \$850.00.

This the 12th day of October, 2021.

\_\_\_\_\_  
John M. "Jay" Donecker  
Mayor

ATTEST:

\_\_\_\_\_  
Angela G. Stadler, CMC/NCCMC  
City Clerk



The City of  
**Reidsville**  
North Carolina

230 W. Morehead Street, Reidsville, NC 27320 Ph. (336)-349-1065

---

*Donna H. Setliff, CZO*  
*Community Development Manager*

**MEMORANDUM**

**TO:** The Honorable Mayor Donecker and Members of the  
Reidsville City Council

**FROM:** Donna H. Setliff, Community Development Manager *DHS*

**DATE:** September 30, 2021

**RE:** Voluntary Annexation Request for the Non-Annexed area of Parcel No.  
181647Z1 & Z2 Located off Liberty Road

The attached is a fully executed request by Sandra R. Smith to voluntarily annex approximately 250 acres located off Liberty Road. This is a contiguous annexation. Due to the noncontroversial nature of this request, the City Clerk has reviewed the sufficiency of the petition, and the first two steps of the annexation have been combined. Therefore, with the agreement of City Council, a public hearing will be held at the Council's November 9, 2021 meeting.

Council will need to approve the attached Resolution Directing the Clerk to Investigate the Petition, along with the Resolution calling for the public hearing on November 9<sup>th</sup>.

Enclosures

**PETITION FOR VOLUNTARY ANNEXATION**  
**Contiguous Property**

Date: September 29, 2021

To the City Council of the City of Reidsville, Rockingham County, North Carolina:

1. We (I) the undersigned owner(s) of the real property respectfully request the area described in paragraph 2 below be annexed into the City of Reidsville, N.C.
  
2. The area to be annexed is contiguous to the City of Reidsville, N.C. and the boundaries of such territory are as follows:

Property Description for Proposed Annexation  
Owner: Sandra R. Smith (DB 1553-531)  
Lying and being located in Simpsonville Township,  
Rockingham County, North Carolina

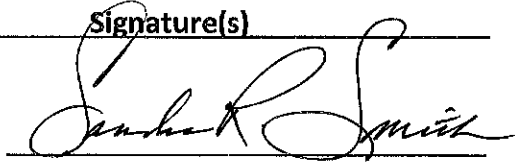
Beginning at an existing iron, specifically the southeast corner of lot 4, also the south corner of lot 3, per Phase II map of Ashcroft recorded in plat book 39, page 94 of the County Registry; thence S 03°44'55" E with Ashcroft Business Park, LLC (DB 1009-1673) a distance of 446.05 feet to a stone, corner with Mt. Carmel Holiness Church, Inc. (DB 1203-837, PB 54-39); thence with said church, S 00°48'02" W 357.40 feet to an existing iron, corner with Livingston College, (estate file 00E-520, PB 54-39); thence with Livingston College, S 00°43'38" W 199.86 feet to an existing iron in the north right-of-way of McCoy Road and continuing 30 feet to a point in the center of said road; thence along the center of McCoy Road approximately 600 feet to a p-k nail in the centerline intersection of McCoy Road and Liberty Road; thence S 72°01'34" W 1678.27 feet to an existing subsurface iron at the center end of Liberty Road; thence S 04°01'07" E 31.01 feet to an iron in the south right-of-way of said road, a corner with the City of Reidsville (DB 1553-534, PB 82-33); thence continuing with the City of Reidsville the following calls: S 70°16'19" W 80.00 feet to an iron, S 19°43'41" E 50.00 feet to an iron, N 70°16'19" E 20.00 feet to an iron, S 38°42'30" E 25.00 feet to an iron, S 04°01'07" E 455.73 feet to an iron, S 04°03'04" E 659.46 feet to an iron, S 86°54'58" W 1405.94 feet to an iron, S 05°05'20" W 1117.63 feet to an iron, S 05°20'13" W 343.13 feet to an iron, N 83°00'12" W 1034.01 feet to an iron, N 82°42'45" W 448.05 feet to an iron in the line of Lake Reidsville property; thence with the lines of Lake Reidsville as follows: N 01°17'32" W 104.54 feet to an iron, N 19°39'32" E 634.52 feet to an iron, S 47°25'57" W 664.95 feet to an iron, S 19°58'28" E 275.98 feet to an iron, corner with Stephen Luking; thence with Luking's line, N 82°53'30" W 367.65 feet to an iron, corner with Kenneth H. Dill (DB 1256-1195); thence with Dill N 05°52' E 1145.34 feet to an iron, corner with W. R. Carter (DB 884-1261); thence with Carter N 05°15'30" E 596.00 feet to an iron, corner with Mark Durham (DB 1574-2833, PB 85-16); thence with Durham S 84°12'13" E 527.87 feet to an iron, continuing with Durham N 05°15'30" E 562.89 feet to an iron in the



line of Boyd W. Somers, Jr. (DB 919-742); said iron being S 85°14'22" E 15.19 feet from a set stone; thence with Somers S 85°44'52" E 402.53 feet to an iron and passing over an iron at 151.45 feet to a corner with Melissa C. Gibbey (DB 946-369, PB 35-41); thence with Gibbey S 85°44'04" E 1115.91 feet to a stone, continuing with Gibbey N 04°05'30" E 576.05 feet to an iron, corner with John Brown (DB 1060-1755); thence with Brown N 04°05'30" E 340.53 feet to a point in the Brown line, corner with Cory Scott (DB 1525-2853); thence with Scott and then Joseph T. Rauch (DB 1538-629, PB 31-91) the following courses: N 61°20'30" E 123.70 feet to a point, N 32°30'30" E 271.25 feet to a point, N 63°34'30" E 275.65 feet to a point, S 46°42'30" E 215.75 feet to a point, N 37°03'30" E 239.20 feet to a point, N 67°35'30" W 375.40 feet to a point, S 71°59'30" W 145.90 feet to a point, S 74°32'23" W 293.34 feet to a point, N 04°05'30" E 137.25 feet to an iron, corner with Kenneth R. Vaden (14E-490); thence with Vaden N 06°05'40" E 952.14 feet to an iron; thence continuing with Vaden S 85°40'20" E 317.98 feet to an iron, corner with Robert M. Rourk (DB 1017-1892); thence with Rourk and then Najeeb Ur Rehman ( DB 1017-1899 and DB 1412-1347) S 83°49'20" E 2403.08 feet to an iron, corner with Charles M. Royal (DB 1526-490, PB 39-94, DB 1496-2990) corner of lot 6, Phase II, plat of Ashcroft; thence continuing with Royal and the south lines of lots 6,5, and 4 of said Ashcroft Development, S 86°03'50" E 455.74 feet to an iron, the point and place of beginning and by GIS calculations being approximately 250 acres, more or less.

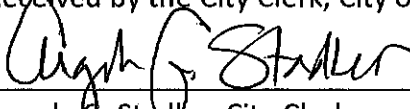
This description is not from a current survey, but compiled from various deeds, maps of surveys of varying dates, and other sources, and prepared September 28, 2021.

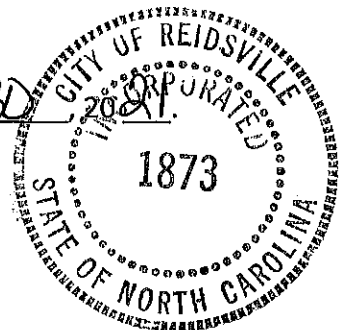
3. A map is attached showing the area proposed for annexation in relation to the primary corporate limits of the City of Reidsville, N.C.

PIN Number/ Property Owner/ Mailing Address	Site Address	Signature(s)
181647Z1 & Z2 Sandra Ransier Smith 147 Deertrail Landing Reidsville, NC 27320	Liberty Road	

Received by the City Clerk, City of Reidsville, N.C. on

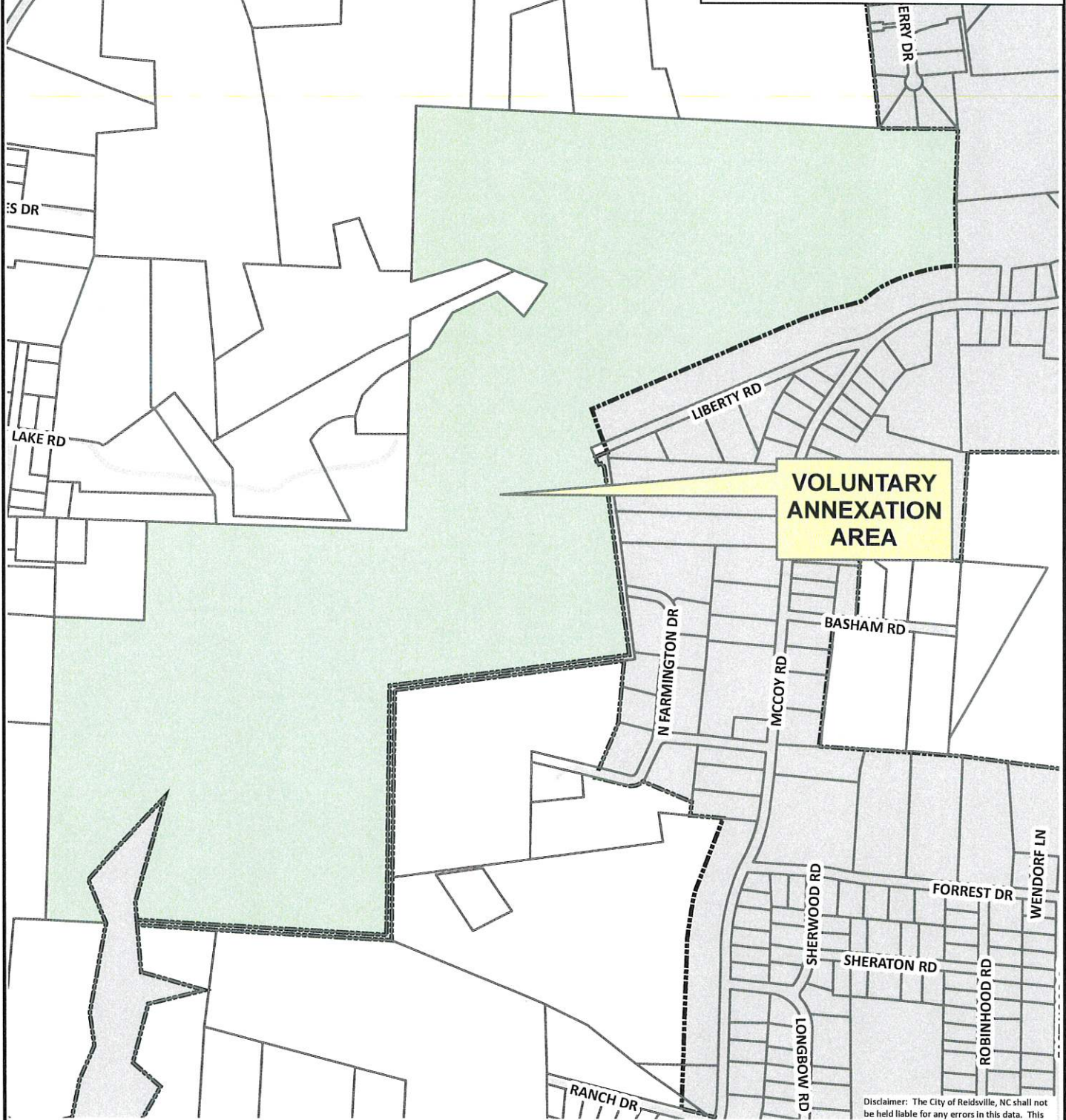
September 30

  
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Angela G. Stadler, City Clerk







# SMITH PROPERTY VOLUNTARY ANNEXATION



**VOLUNTARY  
ANNEXATION  
AREA**

Disclaimer: The City of Reidsville, NC shall not be held liable for any errors in this data. This includes errors of omission, commission, errors concerning the content of the data, and relative and positional accuracy of the data. This data cannot be construed to be a legal document.

-  Current City Limit Boundary
-  Vol. Annexation Area - Smith Property



Prepared By:  
City of Reidsville GIS  
230 W. Morehead Street  
Reidsville, NC 27320  
September 30, 2021



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

A2021-02

**RESOLUTION DIRECTING THE CLERK  
TO INVESTIGATE A PETITION RECEIVED  
UNDER G.S. 160A-31**

**WHEREAS**, a petition requesting annexation of an area described in said petition was received on September 30, 2021 by the City Council of the City of Reidsville; and

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

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Reidsville that:

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

This the 12<sup>th</sup> day of October, 2021.

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John M. "Jay" Donecker  
Mayor

ATTEST:

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Angela G. Stadler, CMC/NCCMC  
City Clerk

*"Live Simply. Think Big."*



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

**A2021-02**

## **CERTIFICATE OF SUFFICIENCY**

To the City Council of the City of Reidsville, North Carolina:

I, Angela G. Stadler, CMC/NCCMC, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition:

- a. Contains an adequate property description of the area proposed for annexation.
- b. Has an area herein described, which is contiguous to the City of Reidsville primary corporate limits, as defined by G.S. 160A-31.
- c. Is signed by all owners of real property lying in the area described therein.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Reidsville, this 12<sup>th</sup> day of October, 2021.



Angela G. Stadler, CMC/NCCMC, City Clerk



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

A2021-02

**RESOLUTION FIXING DATE OF PUBLIC HEARING  
ON QUESTION OF ANNEXATION  
PURSUANT TO G.S. 160A-31  
Non-Annexed Area of Parcel No. 181647Z1 & Z2  
off Liberty Road**

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

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

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

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

**Section 1.** A public hearing on the question of annexation of the area described herein will be held at Reidsville City Hall, 230 W. Morehead Street, at 6:00 p.m. or shortly thereafter on Tuesday, November 9, 2021.

**Section 2.** The approximately 250 acres off Liberty Road proposed for annexation are described as follows:

Lying and being located in Simpsonville Township, Rockingham County, North Carolina.

Beginning at an existing iron, specifically the southeast corner of lot 4, also the south corner of lot 3, per Phase II map of Ashcroft recorded in plat book 39, page 94 of the County Registry; thence S 03°44'55" E with Ashcroft Business Park, LLC (DB 1009-1673) a distance of 446.05 feet to a stone, corner with Mt. Carmel Holiness Church, Inc. (DB 1203-837, PB 54-39); thence with said church, S 00°48'02" W 357.40 feet

*“Live Simply. Think Big.”*

to an existing iron, corner with Livingston College, (estate file 00E-520, PB 54-39); thence with Livingston College, S 00°43'38" W 199.86 feet to an existing iron in the north right-of-way of McCoy Road and continuing 30 feet to a point in the center of said road; thence along the center of McCoy Road approximately 600 feet to a p-k nail in the centerline intersection of McCoy Road and Liberty Road; thence S 72°01'34" W 1678.27 feet to an existing subsurface iron at the center end of Liberty Road; thence S 04°01'07" E 31.01 feet to an iron in the south right-of-way of said road, a corner with the City of Reidsville (DB 1553-534, PB 82-33); thence continuing with the City of Reidsville the following calls: S 70°16'19" W 80.00 feet to an iron, S 19°43'41" E 50.00 feet to an iron, N 70°16'19" E 20.00 feet to an iron, S 38°42'30" E 25.00 feet to an iron, S 04°01'07" E 455.73 feet to an iron, S 04°03'04" E 659.46 feet to an iron, S 86°54'58" W 1405.94 feet to an iron, S 05°05'20" W 1117.63 feet to an iron, S 05°20'13" W 343.13 feet to an iron, N 83°00'12" W 1034.01 feet to an iron, N 82°42'45" W 448.05 feet to an iron in the line of Lake Reidsville property; thence with the lines of Lake Reidsville as follows: N 01°17'32" W 104.54 feet to an iron, N 19°39'32" E 634.52 feet to an iron, S 47°25'57" W 664.95 feet to an iron, S 19°58'28" E 275.98 feet to an iron, corner with Stephen Luking; thence with Luking's line, N 82°53'30" W 367.65 feet to an iron, corner with Kenneth H. Dill (DB 1256-1195); thence with Dill N 05°52' E 1145.34 feet to an iron, corner with W. R. Carter (DB 884-1261); thence with Carter N 05°15'30" E 596.00 feet to an iron, corner with Mark Durham (DB 1574-2833, PB 85-16); thence with Durham S 84°12'13" E 527.87 feet to an iron, continuing with Durham N 05°15'30" E 562.89 feet to an iron in the line of Boyd W. Somers, Jr. (DB 919-742); said iron being S 85°14'22" E 15.19 feet from a set stone; thence with Somers S 85°44'52" E 402.53 feet to an iron and passing over an iron at 151.45 feet to a corner with Melissa C. Gibbey (DB 946-369, PB 35-41); thence with Gibbey S 85°44'04" E 1115.91 feet to a stone, continuing with Gibbey N 04°05'30" E 576.05 feet to an iron, corner with John Brown (DB 1060-1755); thence with Brown N 04°05'30" E 340.53 feet to a point in the Brown line, corner with Cory Scott (DB 1525-2853); thence with Scott and then Joseph T. Rauch (DB 1538-629, PB 31-91) the following courses: N 61°20'30" E 123.70 feet to a point, N 32°30'30" E 271.25 feet to a point, N 63°34'30" E 275.65 feet to a point, S 46°42'30" E 215.75 feet to a point, N 37°03'30" E 239.20 feet to a point, N 67°35'30" W 375.40 feet to a point, S 71°59'30" W 145.90 feet to a point, S 74°32'23" W 293.34 feet to a point, N 04°05'30" E 137.25 feet to an iron, corner with Kenneth R. Vaden (14E-490); thence with Vaden N 06°05'40" E 952.14 feet to an iron; thence continuing with Vaden S 85°40'20" E 317.98 feet to an iron, corner with Robert M. Rourk (DB 1017-1892); thence with Rourk and then Najeeb Ur Rehman (DB 1017-1899 and DB 1412-1347) S 83°49'20" E 2403.08 feet to an iron, corner with Charles M. Royal (DB 1526-490, PB 39-94, DB 1496-2990) corner of lot 6, Phase II, plat of Ashcroft; thence continuing with Royal and the south lines of lots 6,5, and 4 of said Ashcroft Development, S 86°03'50" E 455.74 feet to an iron, the point and place of beginning and by GIS calculations being approximately 250 acres, more or less.

**Section 3.** Notice of the public hearing will be published in Rockingham Now, a newspaper having general circulation in the City of Reidsville, at least ten (10) days prior to the date of the public hearing.

This the 12<sup>th</sup> day of October, 2021.

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John M. "Jay" Donecker  
Mayor

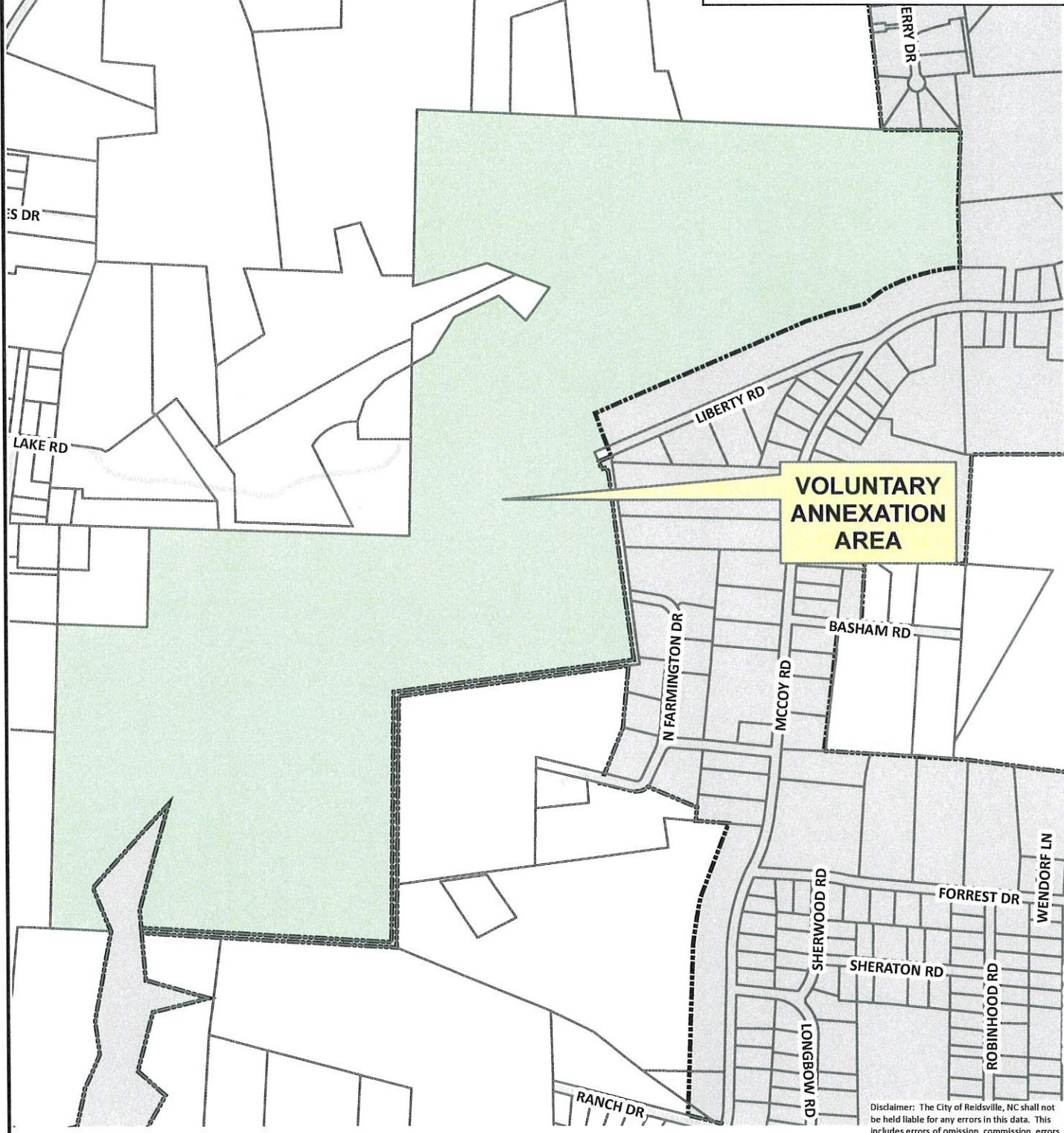
ATTEST:

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Angela G. Stadler, CMC/NCCMC, City Clerk



# SMITH PROPERTY VOLUNTARY ANNEXATION



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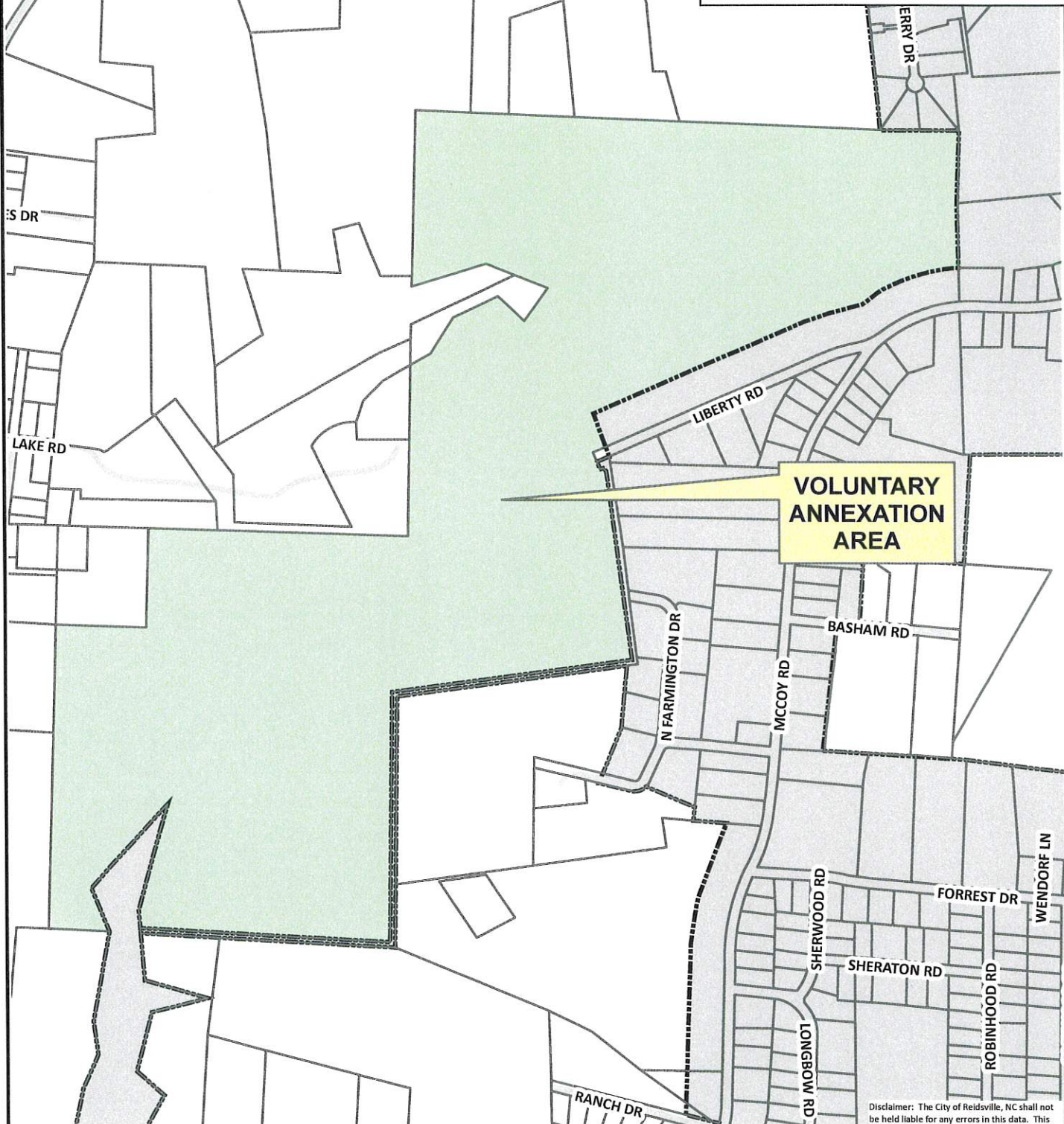
-  Current City Limit Boundary
-  Vol. Annexation Area - Smith Property



Prepared By:  
City of Reidsville GIS  
230 W. Morehead Street  
Reidsville, NC 27320  
September 30, 2021





**SMITH PROPERTY  
VOLUNTARY ANNEXATION**



**VOLUNTARY  
ANNEXATION  
AREA**

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-  Current City Limit Boundary
-  Vol. Annexation Area - Smith Property



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September 30, 2021



The City of  
**Reidsville**

North Carolina

230 W. Morehead Street, Reidsville, NC 27320 Ph. (336)-349-1065

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*Donna H. Setliff, CZO  
Community Development Manager*

**MEMORANDUM**

**TO:** The Honorable Mayor Donecker and Members of the  
Reidsville City Council

**FROM:** Donna H. Setliff, Community Development Manager *DHS*

**DATE:** September 29, 2021

**RE:** Docket No.: Z 2021-07

The applicant requests 920 Montgomery Street be rezoned from Light Industrial to Office & Institutional. Previously, this location housed the former G.B. Green Concrete Company and later the NCDOT offices. It has been vacant for a period of time. The east and southeast zonings are Residential-6 and Residential-12. Light and Heavy Industrial exists to the west and north. Montgomery Street is primarily residential with the exception of a few parcels shown on the zoning map. The Greenview Cemetery is to the south and southeast.

The Comprehensive Plan supports developing a strong small business environment in Reidsville and encourages the adaptive reuse of vacant structures. Although all uses of Office and Institutional would be permitted the Comprehensive Plan does encourage the establishment of child day care services.

This rezoning can be a form of spot zoning without good reason to rezone. However, the Office & Institutional uses are suitable uses to be adjacent to a residential zoning. The Office & Institutional uses have no offensive noises, odors, smoke or fumes. Whereas, industrial uses can emit noise, odor and smoke, etc. Light Industrial can have truck traffic depending on the industrial use. However, Office & Institutional Uses have very limited, if any, truck traffic. The Office & Institutional zoning allows for single family dwellings and provisions have been made for yards and off-street parking. The removal of the possible offensive items by rezoning to Office & Institutional is reasonable and in the public interest. This gives good reason to rezone even though it is a small area. The Office & Institutional zoning lessens any impact on the neighborhood.

The Planning Board unanimously voted to recommend the rezoning be approved. They based their recommendation on the information provided in the staff report and verbal evidence presented during the public hearing. They further stated this request was reasonable, in the public interest and consistent with the City's Comprehensive Plan and other adopted land use plans. Further, the rezoning encourages small business growth and lessens the impact of industrial nuisances on the neighborhood.

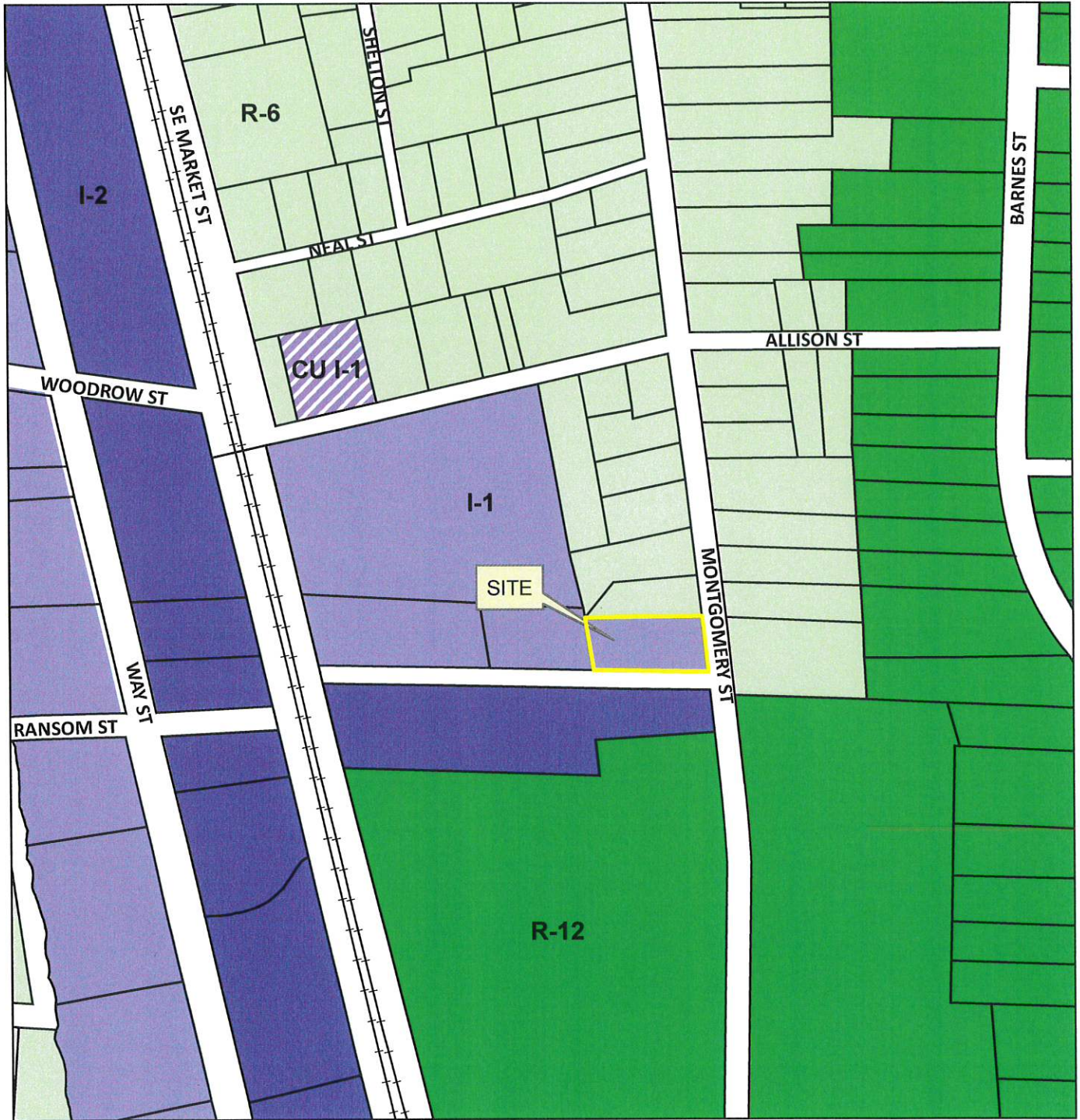
**SUGGESTED MOTION**

Based on the information provided in the staff report and verbal evidence presented during the public hearing this request is reasonable, in the public interest and consistent with the City's Comprehensive Plan and other adopted land use plans. The rezoning encourages small business growth and lessens the impact of industrial nuisances on the neighborhood. Therefore, I make a motion that the rezoning be approved.

Request: I-1 to O & I

Docket No.: Z 2021-07

# City of Reidsville, NC Zoning Map



ZONING DISTRICTS		HB	R-20	CU O & I
C	I-1	I-1	RA-20	CU NB
O & I	I-2	R-6	CU R-6	CU GB
CB	R-6	R-12	CU R-12	CU HB
NB	R-12	RS-12	CU RS-12	CU I-1
GB	RS-12	CU RA-20		



Prepared By:  
City of Reidsville GIS  
Donna Setliff  
Date: 9/29/2021

Request: I-1 to O & I

Docket No.: Z 2021-07

# City of Reidsville, NC Aerial Map



Prepared By:  
City of Reidsville GIS  
Donna Setliff  
Date: 9/29/2021



# City of Reidsville, North Carolina

Department of Community Development

230 West Morehead Street

Reidsville, NC 27320

336-349-1065

## Application for Rezoning

Date Submitted: 8/20/21 Application No.: Z 2021-07

### APPLICANT INFORMATION:

Name: Bisceglari Wilson (B)

Address: 303 Forsyth St. City/State/ZIP Reidsville Nc 27320

Daytime Telephone No.: (336) 616-2214

### PROPERTY OWNER INFORMATION:

Name: Bisceglari Wilson (B)

Address: 920 Montgomery St City/State/ZIP Reidsville Nc 27320

Daytime Telephone No.: (336) 616-2214

### PROPERTY INFORMATION:

County Property Identification Number (PIN): 151383

Property size in acres (sq. ft. if less than one (1) acre): 0.37

Property street location: 920 Montgomery Street

Current use of property: Vacant (Transportation Building)

Existing Zoning District: I-1

Requested Zoning District: OI



## REZONING REQUEST STAFF REPORT

**DOCKET NO.:** Z 2021-07

**STAFF:** Donna H. Setliff, Community Development Manager

**PETITIONER:** Bisceglari Wilson

**OWNER(S):** Bisceglari Wilson

**REQUEST:** Light Industrial to Office & Institutional

**LOCATION:** 920 Montgomery Street

**PUBLIC NOTICE MAILED:** August 26, 2021

**PUBLIC NOTICE POSTED ON PROPERTY:** August 26, 2021

**PUBLIC NOTICE PUBLISHED IN NEWSPAPER:** September 1, 2021

### SITE INFORMATION

Tax Parcel Number(s): 151383

Site Acreage: 0.37

Current land uses: Office

Availability of Water and Sewer: Connected to City Water and Sewer.

Is the site located in the watershed? No

Is the site located within a floodplain? No

Is the site located within a historic district? No

### COMPATIBILITY ANALYSIS

North: Residential-6

South: Heavy Industrial and Residential-12

East: Residential-6

West: Light Industrial

Is the rezoning consistent or compatible with the existing nearby land uses?

COMMENTS: The rezoning is not a continuation of an existing zoning. However, the Office & Institutional uses are definitely more compatible with the adjacent residential uses than the current uses of the Light Industrial zoning. This is a general use rezoning; thus, all uses of Office & Institutional would be allowed. However, the location may not be suitable for some of the uses of O & I. The Office & Institutional zoning is known to be a buffer zone between residential and commercial/industrial zonings.

## CONSISTENCY WITH ADOPTED PLANS

1. Would the granting of the rezoning request be in conformance with the City Comprehensive Plan Reidsville Reflections, 2010?

COMMENTS: Comprehensive Plan Strategies supporting this rezoning are:

- Strategy 4-16 Develop a strong small business environment in Reidsville.
- Strategy 4-23 Encourage the adaptive reuse of vacant structures.
- Strategy 9-5 Encourage the establishment of child day care services for working parents.

2. Would the granting of the rezoning request conform to the Rockingham County Comprehensive Thoroughfare Plan?

COMMENTS: Montgomery Street is not addressed in the Thoroughfare Plan.

3. Is the rezoning reasonable and in the public interest?

COMMENTS: Yes, as the City's Planner and Zoning Officer, I have discouraged spot zoning without good reason. This is a form of spot zoning. However, the Office & Institutional uses are suitable uses to be adjacent to a residential zoning. The Office & Institutional uses have no offensive noises, odors, smoke or fumes. Whereas, industrial uses can emit noise, odor and smoke, etc. The Office & Institutional zoning allows for single family dwellings and provisions have been made for yards and off-street parking. The removal of the possible offensive items by rezoning to Office & Institutional is reasonable and in the public interest.

4. Are there other traffic considerations associated with the granting of this rezoning request?

COMMENTS: Yes, Light Industrial can have truck traffic depending on the industrial use. However, Office & Institutional Uses have very limited, if any, truck traffic.

5. Have the conditions changed in the area from the time that the area was originally zoned making this change appropriate or necessary?

COMMENTS: No



6. Was a mistake made in the original zoning of this area?

COMMENTS: The Light Industrial zoning was not the original zoning. The property was zoned to Light Industrial for a previous use.

7. Has the Zoning classification of this property changed since the original 1965 adoption of the Zoning Ordinance?

COMMENTS: Yes

8. Are there substantial reasons why the property cannot be used in accord with existing zoning?

COMMENTS: No, but not all the Light Industrial uses may be suitable for this location due to the traffic and street width requirements for heavy trucks.

9. Would the granting of the rezoning request raise precedents, vested rights, etc.?

COMMENTS: No

10. Will the proposed change constitute a grant of special privileges to an individual owner to the detriment of general plans, trends, or public welfare?

COMMENTS: No

#### **OTHER REVIEW FACTORS**

1. Would the proposed rezoning have an adverse impact on other public facilities such as utilities and streets?

COMMENTS: No, it will lessen the impact.

2. Would the proposed change be a deterrent to the improvement or development of adjacent property in accordance with existing regulations?

COMMENTS: No

3. Would the granting of the rezoning request impose undue hardships on adjacent landowners such as noise, smoke, odors, visual impairment or other nuisances?

COMMENTS: No, it will lessen the possibility of such nuisances.

#### **ANALYSIS AND STAFF RECOMMENDATION**

The applicant is requesting 920 Montgomery Street be rezoned from Light Industrial to Office & Institutional. Previously, this location housed the former G.B. Green Concrete Company and later the NCDOT offices. It has been vacant for a period of time. The east and southeast zonings are Residential-6 and Residential-12. Light and Heavy Industrial exists to the west and north. Montgomery Street is primarily residential with the exception of a few parcels shown

on the zoning map. The Greenview Cemetery is to the south and southeast.

The Comprehensive Plan supports developing a strong small business environment in Reidsville and encourages the adaptive reuse of vacant structures. Although all uses of Office and Institutional would be permitted the Comprehensive Plan does encourage the establishment of child day care services.

This rezoning can be a form of spot zoning without good reason to rezone. However, the Office & Institutional uses are suitable uses to be adjacent to a residential zoning. The Office & Institutional uses have no offensive noises, odors, smoke or fumes. Whereas, industrial uses can emit noise, odor and smoke, etc. Light Industrial can have truck traffic depending on the industrial use. However, Office & Institutional Uses have very limited, if any, truck traffic. The Office & Institutional zoning allows for single family dwellings and provisions have been made for yards and off-street parking. The removal of the possible offensive items by rezoning to Office & Institutional is reasonable and in the public interest. This gives good reason to rezone even though it is a small area. The Office & Institutional zoning lessens any impact on the neighborhood.

#### **SUGGESTED MOTION**

Based on the information provided in the staff report and verbal evidence presented during the public hearing this request is reasonable, in the public interest and consistent with the City's Comprehensive Plan and other adopted land use plans. The rezoning encourages small business growth and lessens the impact of industrial nuisances on the neighborhood. Therefore, I make a motion that the rezoning be recommended to City Council for approval.

## I-1 Permitted Uses

Amendments through January 1, 2021

Accessory uses, including but not limited to fallout shelters, garages, guest houses, tool sheds, swimming pools	See Note 1
Adult Establishments	Requires SUP
Art studio, art gallery and museum	
Amusements, commercial including but not limited to bowling alleys, roller skating rinks; not including drive-in theaters, commercial stables, roller coasters, carousels, fairgrounds, automobile race tracks, circuses or the like	
Automobile accessories sales	
Automobile body shops, painting, upholstering and reconditioning	See Note 7
Automobile car wash	
Automobile car wash, not automatic or self-service, requiring no vehicle stacking	
Automotive parking lots serving uses permitted in district in which lot is located	
Automobile repair garages	See Note 7
Automobile sales, new and used	See Note 26
Automobile parking lots for public rental when not associated with an existing permitted use and with site plan approval by Planning Staff	See Note 9
Automobile service stations, not including outside storage of used, wrecked, inoperable or dismantled automobiles	
Automobile service stations	See Note 7
Bakeries, bottling works	
Beach Bingo Parlors	See Note 11
Boatworks, marine sales, travel trailer sales, recreational vehicle and sales	
Building material sales and storage	See Note 7
Carnivals, ferris wheels, rides (temporary)	
Carpentry shops	See Note 7
Carpet, rug, bag cleaning establishments	
Cleaners	
Coal, coke, wood lots	See Note 7
Coffee Shop	
Compartmentalized storage for individual storage of residential and commercial goods	
Condominiums (Office and Commercial)	
Construction storage yards, lumber yards	See Note 7
Drive-in theater	Requires SUP
Dwelling, accessory to non-residential	Requires SUP/ See Note 14
Exhibit Center/Event Center, not including recreational type events or spectator sports events	
Fabrication - light fabrication of items for sale on premises	
Fairground, carousels, roller coaster, ferris wheels, super slides, etc. (permanent)	
Fences and walls	
Fire and police stations, emergency services	
Flammable gas for heating premises on which located	
Fleamarkets (commercial) and/or sale of used goods out-of-doors, provided that no sales area shall be located in any required yard and provided that parking spaces as required in the district where located shall be provided as specified in the zoning ordinance	See Note 10
Food and dairy processing (excluding slaughter of animals)	
Frozen food lockers	
Game Rooms	

## I-1 Permitted Uses

Amendments through January 1, 2021

Golf courses, par three, par two miniature courses	
Golf driving range	
Gymnasiums, spas and fitness centers	
Hazardous waste storage transfer facility	Requires SUP
Homeless shelters	Requires SUP
Hunting Supply Sales	See Note 35
Industrial/Corporate park	Requires SUP
Industrial supplies, machinery and equipment sales	
Laboratories, research	
Laundries	
Machine shop, welding shop	
Maintenance shops and yards for vehicles and equipment	
Manufacture of apparel, canvas goods, linens, domestic soft goods	
Manufacture of electrical products, precision tools and instruments	
Manufacture of pharmaceutical products	
Microbreweries	See Note 37
Mobile home manufacturing	
Mobile home sales, sale of agricultural implements, heavy machinery	
Modular Units (residential and commercial)	See Note 28
Monument works, stone works	
Motorcycle, power saw, lawn mower repair	
Mulch sales	See Note 15
Nonconforming use, change or extension	Requires SUP
Offices	
Open air retail sale or display incidental to operation of an otherwise permitted use in a permanent building; no obstruction of parking areas or sidewalk, no outdoor storage	
Plumbing, heating, electrical contractors sales and service	See Note 7
Printing or binding shop	
Private athletic fields, recreational buildings, playgrounds, no commercial gain, no automobile or motorcycle racing	
Processing and packaging of windshield washer fluid	Requires SUP
Public parks, cultural and recreational facilities	
Public utility stations serving the community; transformers, radio and TV towers	
Public utility facilities, pump stations, water tower, etc.	
Public works, garages, storage	
Radio and television stations	
Repair and servicing of office and household appliances and equipment	
Recycle collection	Requires SUP
Recycle processing	See Note 7
Retail uses permitted in Industrial Districts	Requires SUP
Satellite dishes	See Note 1
Schools (Nonacademic); commercial, vocational, public or private including music and dance studio	See Note 24
Sheet metal and/or roofing shops	
Signs	Art. VII
Storage Building Sales	
Storage, Class I combustible liquids in underground tanks only when installed by certified service person and which meet all requirements of fire prevention code	

***I-1 Permitted Uses***

*Amendments through January 1, 2021*

Storage, outdoor	See Note 7
Storage, gas products for private use - above ground	See Note 13
Storage, kerosene for commercial use - above ground - one 500 gallon tank per commercial property	
Storage, gas and petroleum projects in quantities for distribution	
Temporary building incidental to a construction project	
Tire recapping	
Tire sales and service	See Note 7
Tobacco warehouses, processing and storage	
Transportation terminals, freight	
Vehicle, junked	See Note 19
Vehicle, nuisance	See Note 20
Veterinary establishments, inside kennel only	
Veterinary establishments	
Water treatment facilities	
Wholesale establishments	
Wholesaling of household furniture, furnishing and appurtenances	
Warehouses, sales or service	
Woodworking shops, millwork	
Yard sales, rummage sales sponsored by non-profit organizations	

## ***I-1 Permitted Uses***

*Amendments through January 1, 2021*

### **Description of District I-1** **I-1 Industrial District**

The I-1 Industrial District is established as a district in which the principal use of land is for industrial which can be operated in a relatively clean and quiet manner and which will not be obnoxious to adjacent residential, office and institutional, or business district. The regulations are designated to prohibit the use of land for heavy industry which should be properly segregated and to prohibit any other use which would substantially interfere with the development of industrial establishments in the district.

## *O&I Permitted Uses*

*Amendments through January 1, 2021*

Accessory uses, including but not limited to fallout shelters, garages, guest houses, tool sheds, swimming pools	See Note 1
Automotive parking lots serving uses permitted in district in which lot is located	
Automobile parking lots for public rental when not associated with an existing permitted use and with site plan approval by Planning Staff	See Note 9
Banks, savings and loan and similar financial institutions	
Boarding house, rooming house	
Churches, synagogues, temples and other places of worship (including preschool child instruction and/or care carried on by churches, provided the operation is contained entirely on site)	See Note 31
Clubs and lodges, private, non-profit	
Community Center, public or non-profit for assembly or recreation	
Condominiums (Office and Commercial)	
Day care facility, children and adults with indoor activity area of at least 25 sq. ft. per person; for children outdoor play area of 75 sq. ft. per person and security fence at least 4 ft. high	
Dwelling, accessory to non-residential	See Note 14
Dwellings, single family detached	
Dwellings, two family	
Event Center	Requires SUP
Family care homes	See Note 6
Fences and walls	
Fire and police stations, emergency services	
Flammable gas for heating premises on which located	
Funeral Homes including Crematories as an accessory use	See Note 33
Group Homes	
Home Occupations	See Note 2
Homeless shelters	Requires SUP
Hospitals, sanatoria	
Laboratories, medical, dental	
Medical, dental, paramedical, chiropractor offices	
Modular Units (residential or commercial)	See Note 28
Nonconforming use, change or extension	Requires SUP
Nursing and rest homes	
Offices	
Personal Services	Requires SUP
Photographic developing, processing and finishing	
Photographic studios including blueprinting	
Private athletic fields, recreational buildings, playgrounds, no commercial gain, no automobile or motorcycle racing	
Private community building, not for commercial gain	
Public parks, cultural and recreational facilities	
Public utility facilities, pump stations, water tower, etc.	
Rooming houses, boarding houses	
Satellite dishes	See Note 1

## ***O&I Permitted Uses***

*Amendments through January 1, 2021*

Schools (academic); kindergarten, elementary, secondary, public or private	
Schools (Nonacademic); commercial, vocational, public or private including music and dance studio	See Note 24
Signs	Art. VI
Storage, Class I combustible liquids in underground tanks only when installed by certified service person and which meet all requirements of fire prevention code	
Temporary building incidental to a construction project	
Temporary housing non-profit	
Therapeutic massage	See Note 12
Tourist homes or bed and breakfast	
Townhouses (commercial)	
Vehicle, junked	See Note 19
Vehicle, nuisance	See Note 20
Yard sales, rummage sales sponsored by non-profit organizations	



## ***O&I Permitted Uses***

*Amendments through January 1, 2021*

### **Description of District O & I** **Office & Institutional District**

This district is established primarily for Office and Institutional uses which have only limited contact with the general public and which have no offensive noises, odors, smoke, fumes, or other objectionable conditions. As residences are permitted in this district and as this district is usually adjacent to residential districts, provisions are made for yards, off-street parking and off-street loading areas.

Z 2021-07 NOTIFICATION LIST

PIN	Parcel Number	Name1	Name2	Address	City	State	ZIP
890411568999	151315	GREEN GEORGIE L		1205 CYPRESS DR	REIDSVILLE	NC	27320-6014
890411674131	171008	SANTOS RICARDO		1130 STATE ROUTE 93	DRUMS	PA	18222-2917
890411671258	151379	NICKERSON RALPH W	NICKERSON JODI L	PO BOX 1298	REIDSVILLE	NC	27323-1298
890411671175	151383	GREEN GEORGIE L		1205 CYPRESS DR	REIDSVILLE	NC	27320-6014
890411671272	151384	ROBERTS RUTH MOORE ESTATE	C/O CHARLES ROBERTS	182 RICHARDSON RD	REIDSVILLE	NC	27320
890411579185	151330	GREEN GEORGIE L		1205 CYPRESS DR	REIDSVILLE	NC	27320-6014
890411674211	151391	CURRY CAROLINE ROSE		2826 COUNTRY LN	REIDSVILLE	NC	27320-8209
		BISCEGLARI WILSON		303 FORSYTH ST	REIDSVILLE	NC	27320



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

**CERTIFICATE OF MAILING NOTICES OF PUBLIC HEARING  
TO PROPERTY OWNERS**

**TO THE HONORABLE MAYOR AND REIDSVILLE CITY COUNCIL:**

I, Angela G. Stadler, CMC, Reidsville City Clerk, do hereby certify that notices of the public hearing considering a zoning application requesting a property located at 920 Montgomery Street, Specifically Parcel No. 151383, be rezoned from Light Industrial (I-1) to Office & Institutional (O&I) to be held on October 12, 2021, at 6:00 p.m. in Council Chambers, 230 West Morehead Street, Reidsville, North Carolina, were mailed by first-class mail on the 24th day of September 2021, to all the owners of real property shown thereon.

**IN WITNESS THEREOF**, I have hereunto set my hand and affixed the seal of the City of Reidsville, this 24th day of September, 2021.



Angela G. Stadler, CMC, NCCMC  
City Clerk



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

**MEMORANDUM**

**TO:** Georgie L. Green  
Ricardo Santos  
Ralph W. Nickerson  
Jodi L. Nickerson  
Ruth Moore Roberts Estate c/o Charles Roberts  
Caroline Rose Curry  
Bisceglari Wilson  
**FROM:** Angela G. Stadler, CMC, NCCMC, City Clerk *AGS*  
**DATE:** September 24, 2021  
**SUBJ:** Public Hearing – October 12, 2021

Notice is hereby given that a meeting and public hearing will be conducted by the Reidsville City Council on Tuesday, October 12, 2021, 6:00 p.m., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina to consider a rezoning request for 920 Montgomery Street, specifically Parcel No. 151383, from Light Industrial-I (I-1) to Office & Institutional (O&I) (Z-2021-07). Bisceglari Wilson submitted the application and owns the property.

A copy of the application further describing this request is available for public inspection in the Department of Community Development, City Hall, weekdays from 8:30 a.m. to 4:00 p.m. Should you have any specific questions about this request, please feel free to contact the Community Development Department at 336-349-1065. Interested parties will be given the opportunity to address City Council during this public hearing.

\*\*\*\*\*

The City of Reidsville shares the goals of the Americans with Disabilities Act, which protects qualified individuals from discrimination on the basis of disabilities and provides for equality of opportunity in the services, programs, activities and employment of the City. Any individual with a disability who needs an interpreter or other auxiliary aids or services for this meeting may contact the City of Reidsville at 336-349-1030 (Voice). The toll-free number for Relay North Carolina is 1-800-735-2962 (TT).

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THE CITY OF  
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NORTH CAROLINA


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## NOTICE OF PUBLIC HEARING

Notice is hereby given that a meeting and public hearing will be conducted by the Reidsville City Council on Tuesday, October 12, 2021, at 6:00 p.m., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider an application to rezone property located at 920 Montgomery Street, specifically Parcel No. 151383, from Light Industrial (I-1) to Office & Institutional (O&I) (Z-2021-07). Bisceglari Wilson submitted the application and owns the property.

A copy of the application further describing this request is available for public inspection in the Department of Community Development, City Hall, weekdays from 8:30 a.m. to 4:00 p.m. Should you have any specific questions about this request, please feel free to contact the Community Development Department at 336-349-1065. Interested parties will be given the opportunity to address City Council during this public hearing.

This the 26th day of September, 2021.

Angela G. Stadler, CMC, NCCMC   
City Clerk

\*\*\*\*\*

The City of Reidsville shares the goals of the Americans with Disabilities Act, which protects qualified individuals from discrimination on the basis of disabilities and provides for equality of opportunity in the services, programs, activities and employment of the City. Any individual with a disability who needs an interpreter or other auxiliary aids or services for this meeting may contact the City of Reidsville at 336-349-1030 (Voice). The toll-free number for Relay North Carolina is 1-800-235-2962 (TT).

**Publish Dates in the Reidsville Review: Sunday, September 26, 2021  
Sunday, October 3, 2021**

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The City of  
**Reidsville**  
North Carolina

230 W. Morehead Street, Reidsville, NC 27320, Ph. (336) 349-1065

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*Donna H. Setliff, CZO*  
*Community Development Manager*

**MEMORANDUM**

**TO:** The Honorable Mayor Donecker and  
Members of the Reidsville City Council  
**FROM:** Donna H. Setliff, Community Development Manager DHS  
**DATE:** September 23, 2021  
**RE:** Text Amendment T 2021-06

Cindy Scarborough submitted a zoning text amendment requesting culinary venue be inserted as a permitted use in Office and Institutional with approval of a Special Use Permit by City Council. The drafted Special Use criterion defines the use and addresses parking, buffering, noise, lighting, health department requirements and hours of operation.

The Office and Institutional Zoning District is a district that is usually adjacent to residential districts. Office and Institutional has provisions such as additional setbacks rendering it compatible with residential zonings. Office and Institutional often serves as a transition zone between commercial zones and residential zones.

Comprehensive Plan Strategy 4-16 supports this amendment. The strategy reads: Develop a strong small business environment in Reidsville.

Staff favorably recommends this amendment.

The amendment was presented to the Planning Board at their September meeting. Although there was much discussion, the Board unanimously recommended to City Council the amendment be approved.

Enclosure

Amendment T 2021-06

AMENDING THE CITY OF REIDSVILLE ZONING ORDINANCE  
ARTICLE V, DISTRICT REGULATIONS  
SECTION 2, TABLE OF PERMITTED USES  
AND  
SECTION 3, SPECIAL USES  
OF THE CITY OF REIDSVILLE ZONING ORDINANCE

**BE IT ORDAINED** by the City Council of the City of Reidsville, North Carolina, that the Zoning Ordinance of the City of Reidsville be amended as follows:

**Part I.** That Article V, Section 2, Table of Permitted Uses be amended by inserting culinary venue as a permitted use in Office & Institutional by Special Use Permit.

**Part II.** That Article V, Section 3, Special Uses pertaining be amended by inserting the following:

**Use:** Culinary Venue

**Approved  
By:** City Council

**Special Use  
Districts:** O & I

**Definition:** A culinary venue will be a reservation only facility; walk-in guests are prohibited. All activities shall operate inside the structure(s) or under the permanent roof of the structure.

**Uses:** The venue is not limited to but may be used for weddings, receptions, meetings, private social gatherings, brunches, retreats, etc.

**Maximum  
Capacity:** Forty-Nine individuals, includes all uses combined.

**Hours of  
Operation:** All gatherings shall be between the hours of 6 am and 10 pm, except for guest which are staying as part of a Bed & Breakfast use.

**Buffering:** If the Planning Board and City Council deem it appropriate, a six (6) foot continuous visual buffer shall be installed and maintained along the sides and rear property lines where it abuts residential property. The buffer shall be a compact evergreen hedge or evergreen foliage screening, or a six (6) foot solid fence. Existing trees, shrubbery, etc., may be included in buffer requirements.

**Lighting:** Only typical residential typed lighting is permitted. No flashing lights or large flood lights can be used. All over head lighting must be of a type in which light illuminates away from adjacent properties.

**Noise Levels:** Noise must not be in violation of City of Reidsville's Noise Ordinance. Code of Ordinance, Section 9-4.

**Parking Requirements:** One parking space per 200 square feet of all meeting/event space, and one space per employee of the facility. Any other non-residential uses must meet applicable parking requirements. Remote parking is permitted as long as it meets the remote parking requirements of the Zoning Ordinance.

**Plans Required Must Show:** A site plan must be submitted showing the building(s) location, parking, and buffering. The site plan should show or state the type of buffering.

**Health Department Approval:** All applicable Federal, State and Local licenses and permits must be submitted to the Department of Community Development before issuance of a Certificate of Occupancy.

**Part III.** This Ordinance shall become effective upon its adoption by the City Council of the City of Reidsville, North Carolina.

**ADOPTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2021 by the City Council of the City of Reidsville, North Carolina.

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**JOHN M. "JAY" DONECKER, MAYOR, REIDSVILLE, N.C.**

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**Angela G. Stadler, City Clerk**





**City of Reidsville, North Carolina**

Department of Community Development

230 West Morehead Street

Reidsville, NC 27320

336-349-1065

**APPLICATION FOR ZONING TEXT CHANGE**

Date Submitted: August 17, 2021 Application No.: T 2021-06

(1) Applicant Information

Name La Maison de Lindsey Ltd c/o Cynthia Scarborough

Address 308 S Main St., Reidsville

Daytime Telephone No. 267-577-2029

(2) Applicable Section of the Zoning Ordinance O/I, for use as Culinary Venue

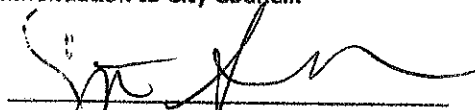
(3) Existing wording in text No current wording, amendment needed

(4) Requested wording in text Culinary Venue allowed for O/I zoned properties with  
Special Use Permit.

(5) Reason for requested change To allow important additional revenue options for business  
owners located in O/I zoned areas without disturbing the peaceful nature of the community.

See attached Statement in Support of Text Amendment.

I hereby request the Reidsville Planning Board consider this application for a change to the Zoning Text and make a recommendation to City Council.

  
\_\_\_\_\_  
Signature of Applicant



Chez Lindsey

August 17, 2021

**Statement in Support of the Text Amendment to Office & Institutional Zoning  
Culinary Venue**

This statement is in support of the text change to O/I properties to include Culinary Venue with required approved Special Use Permit.

1. In accordance with the City of Reidsville Economic Development Goals, adding Culinary Venue with Special Use Permit to O/I zoned properties is thinking big! Reidsville currently has insufficient culinary options for its residents. Culinary Venues would not only improve quality of life for Reidsville residents but would bring more people from neighboring communities to the city. In addition to more options for leisure activities, the additional permitted use of O/I properties would create job opportunities.
2. Many historic properties in Reidsville are zoned O/I. Allowing these properties to potentially become Culinary Venues creates an opportunity for restoration and showcasing of these stately homes.
3. Culinary Venues would be required to follow all health, safety, fire, parking, and noise ordinances for the City of Reidsville and Rockingham County. This would ensure that all Culinary Venues would be good neighbors within the community.
4. To become a Culinary Venue, O/I zoned properties would not only need to have a Special Use Permit approved by the Planning Board and City Council. Culinary Venues would also be required to install a commercial kitchen at substantial financial cost and be inspected by the Rockingham County Health Department.
5. While multiple Culinary Venues in Reidsville would certainly be a substantial benefit to the Reidsville community, this endeavor cannot be taken lightly due to the permitting process and financial burden required. Any property owner that embarks on this rewarding challenge truly has the intention to benefit the Reidsville community.

We hope you will consider this request and understand our commitment to being advocates for the growth and development of the Reidsville community. We believe Culinary Venues will be a catalyst for economic growth in Reidsville by bringing new visitors to the city and introducing them to this dynamic community.

Respectfully submitted,

Cynthia and Robert Scarborough  
308 S Main Street  
Reidsville, NC 27320

Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

## NOTICE OF PUBLIC HEARING

Notice is hereby given that a meeting and public hearing will be conducted by the Reidsville City Council on Tuesday, October 12, 2021, at 6:00 P.M., in the Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider Text Amendment (T 2021-06) inserting Culinary Venue by Special Use Permit in Office & Institutional.

A copy of the proposed text amendment is available for public inspection, by appointment, in the Office of Community Development, City Hall, weekdays from 8:30 A.M. to 4:00 P.M.

Interested parties will be given the opportunity to address City Council during this public hearing.

This the 26th day of September, 2021.

Angela G. Stadler, CMC/NCCMC  
City Clerk

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The City of Reidsville shares the goals of the Americans With Disabilities Act, which protects qualified individuals from discrimination on the basis of disabilities and provides for equality of opportunity in the services, programs, activities and employment of the City. Any individual with a disability who needs an interpreter or other auxiliary aids or services for this meeting may contact the City of Reidsville at 336-349-1030 (Voice). The toll-free number for Relay North Carolina is 1-800-735-2962 (TT).

**Rockingham Now Publish Dates: Sunday, September 26, 2021  
Sunday, October 3, 2021**

**Rockingham Now Classified Dept.: Bill CC (City Council)**

*“Live Simply. Think Big.”*



The City of  
**Reidsville**  
North Carolina

230 W. Morehead Street, Reidsville, NC 27320, Ph. (336) 349-1065

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*Donna H. Setliff, CZO*  
*Community Development Manager*

**MEMORANDUM**

**TO:** The Honorable Mayor Donecker and Members of the Reidsville City Council  
**FROM:** Donna H. Setliff, Community Development Manager DHS  
**DATE:** September 23, 2021  
**RE:** Special Use Permit, Docket No. SP 2021-02

Cindy Scarborough is applying for a Special Use Permit (SUP) for a culinary venue at 308 South Main Street. The property at 308 South Main Street is in the Office & Institutional (O & I) Zoning District. The zoning to the north and south is Office & Institutional. Central Business is to the east and Office & Institutional and Residential-6 is to the west. There are a variety of uses within a one block area including several churches, offices, banks, multiple commercial uses and several residential uses.

The Scarborough's plan is to operate a Bed & Breakfast (B & B), which is allowed in O & I by right. As a B & B, they can have up to fourteen overnight guests but have verbally stated the number will be capped at 10. However, their plans go beyond what is allowed as a B & B; therefore, they need to apply for a culinary venue. The desire is to have a location for corporate meetings, weekly social hour, Sunday brunches, holiday events, private parties, etc.

Several criteria have already been addressed, they are:

- Buffering – This is provided by a 6 and 8 foot privacy fence. There are some areas with wrought iron fencing which is appropriate due to the property being within the Historic District.
- Lighting – Only normal residential lighting is provided.
- Signage – A Sign Permit is required for signage. Therefore, upon the applicant applying for a Permit, Staff will address the signage requirements for this use.

- A site plan has been submitted showing the building(s), and parking on the premises. However, there is not enough parking on the property to support the uses. A letter was submitted from the St. Thomas Episcopal Church stating that they will enter into an agreement with the Scarborough's for remote parking on their church parcel.

As you are aware, the Council must come to certain findings regarding the impact of the development on the area. These findings are spelled out in the Zoning Ordinance and are listed below. It is the applicant's responsibility to provide evidence and materials that will allow the Council to take the appropriate action. The Council may also recommend conditions on the application to ensure that the proposed project meets the intent of the Zoning Ordinance.

The following are the specific findings of fact from the Zoning Ordinance in which the Council must find:

- (1) that the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved;
- (2) that the use meets all required conditions and specifications;
- (3) that the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and,
- (4) that the location and the character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the Comprehensive Plan for Reidsville and its surroundings.

Staff is recommending the following conditions be placed on the SUP. They are in line with the request:

1. The venue will operate with reservations only. No walk-in guest allowed. All activities shall operate inside the structure(s) or under the permanent roof of the structure.
2. Maximum capacity is 49 including all uses on the property.
3. All activities shall operate inside the structure(s) or under the permanent roof of the structure.

4. Applicant shall provide a satisfactory agreement to the Community Development Department between St. Thomas Episcopal Church and the applicant providing the remote parking needed to support the facility prior to receiving their Certificate of Occupancy.
5. All gatherings shall be between the hours of 6 am and 10 pm, except for guest staying as part of a Bed & Breakfast use.
6. Noise must not be in violation of City of Reidsville's Noise Ordinance, Code of Ordinance Section 9-4.
7. Applicant to provide a copy of the facilities Environment Health Sanitation Grade to the Community Development Department prior to receiving the Certificate of Occupancy.

The SUP request was presented to the Planning Board at their September meeting. The Board voted favorably for each of the four findings of fact. Further, they recommended the SUP be approved with one additional condition as stated below:

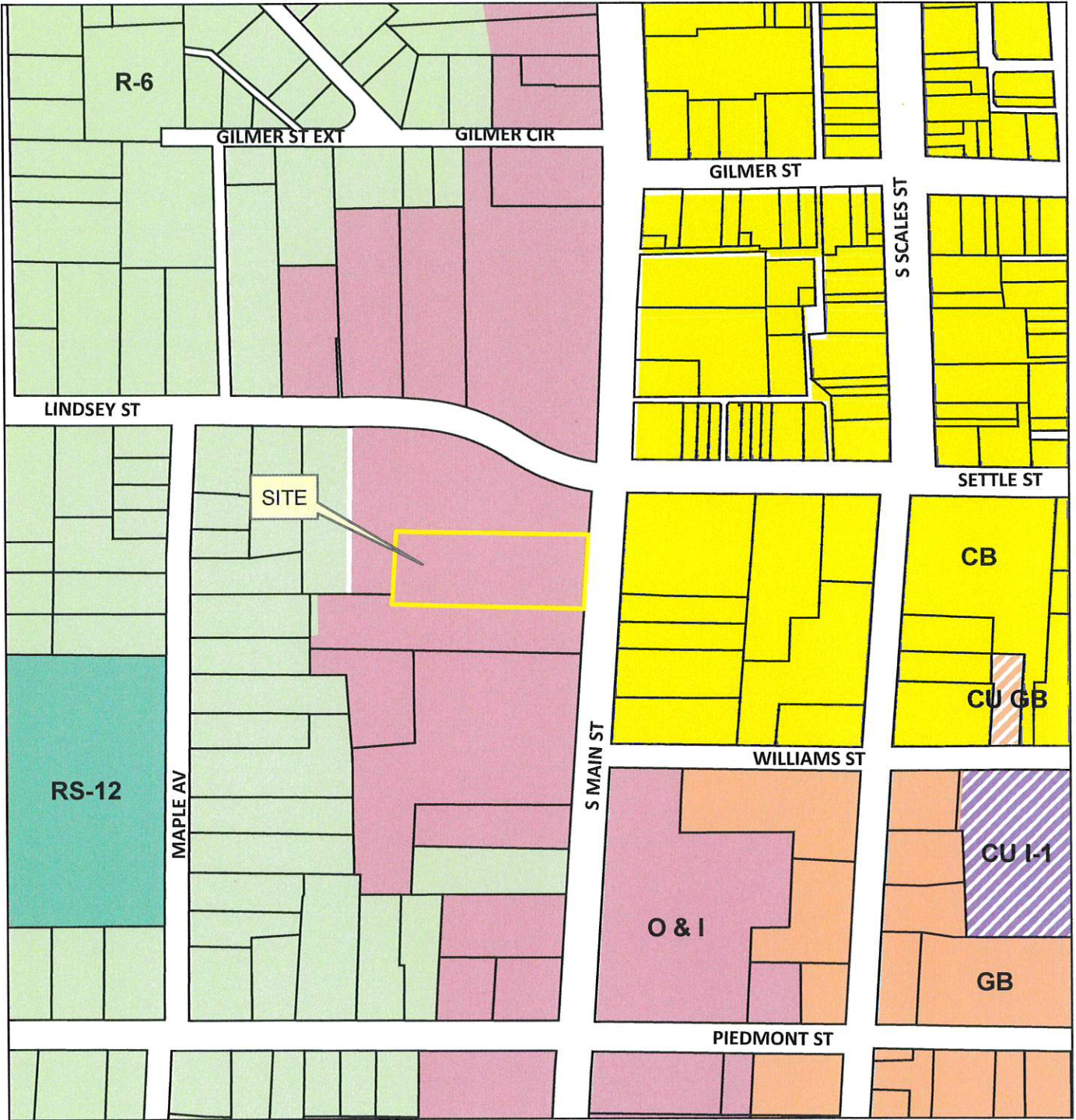
8. Buffer to be provided to the front porch line.

Enclosures

Request: SUP

Docket No.: SP2021-02

# City of Reidsville, NC Zoning Map



ZONING DISTRICTS	
C	HB
O & I	I-1
CB	I-2
NB	R-6
GB	R-12
R-20	RS-12
RA-20	CU R-6
CU R-12	CU RS-12
CU RA-20	CU O & I
CU O & I	CU NB
CU NB	CU GB
CU GB	CU HB
CU HB	CU I-1
CU I-1	



Prepared By:  
City of Reidsville GIS  
Donna Setliff  
Date: 9/23/2021

Request: SUP

Docket No.: SP2021-02

# City of Reidsville, NC Aerial Map



Prepared By:  
City of Reidsville GIS  
Donna Setliff  
Date: 9/23/2021





## SPECIAL USE PERMIT

### REIDSVILLE, N. C.

There is hereby granted to La Maison de Lindsey, Ltd. a Special Use Permit in accordance with the Reidsville Zoning Ordinance, Article V, Section 3 of the Reidsville Zoning Ordinance.

This permit is to allow a culinary venue at 308 South Main Street, specifically Rockingham County Tax Parcel No. 149969 with the following conditions:

1. The venue will operate with reservations only. No walk-in guest allowed. All activities shall operate inside the structure(s) or under the permanent roof of the structure.
2. Maximum capacity is 49 including all uses of the structure.
3. All activities shall operate inside the structure(s) or under the permanent roof of the structure.
4. Applicant shall provide a satisfactory agreement to the Community Development Department between St. Thomas Episcopal Church and the applicant providing the remote parking needed to support the facility prior to receiving their Certificate of Occupancy.
5. All gatherings shall be between the hours of 6 am and 10 pm, except for guest staying as part of a Bed & Breakfast use.
6. Noise must not be in violation of City of Reidsville's Noise Ordinance, Code of Ordinance Section 9-4.
7. Applicant to provide a copy of the facilities Environment Health Sanitation Grade to the Community Development Department prior to receiving the Certificate of Occupancy.
8. Buffer to be provided to the front porch line.

Said property is zoned Office & Institutional.

This Permit is granted to the person, firm, or corporation designated above, and for the purpose and under the conditions set forth above. The Special Use Permit will continue to remain valid following transfer of ownership of the property provided that circumstances and conditions remain as described at the time that the Permit is granted. Violations of the conditions set forth will be cause for immediate termination of the Permit.

AUTHORIZED this \_\_\_\_\_ day of \_\_\_\_\_,  
2021, by the CITY COUNCIL OF REIDSVILLE, N. C.

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CITY CLERK  
ANGELA G. STADLER



# City of Reidsville, North Carolina

Department of Community Development

230 West Morehead Street

Reidsville, NC 27320

336-349-1065

## Application for Special Use Permit

Date Submitted: August 17, 2021 Application No.: SP 2021-02

Pursuant to the provisions of City of Reidsville Zoning Ordinance Article V, Section 3, the undersigned hereby makes formal application for a Special Use Permit.

The purpose of this Special Use Application is to allow the undersigned to use the property

located at: 308 S Main St., Reidsville, NC 27320

For the following use or purpose: Culinary Venue

Property Identification No. (PIN): 149960 Zoning District: O/I

Property Acreage/ Square Footage: 0.94 acres/5,205 sq ft

### Conditions Placed on application by Applicant:

La Maison de Lindsey (assumed name Chez Lindsey) is applying to be a Culinary Venue. As a Culinary Venue, Chez

Lindsey will provide culinary gatherings to groups equal to or less than 35 people (the total number of people including staff will not

exceed 49 persons). Chez Lindsey will implement a commercial kitchen and will be inspected by the Rockingham County Health

Department. Chez Lindsey will adhere to all codes and ordinances. Please see attached Business Plan for details.

Applicant's Name: La Maison de Lindsey (assumed name Chez Lindsey) c/o Cynthia Scarborough, President

Mailing Address: 308 S Main St. Reidsville, NC 27320

City, State, ZIP: 27320 Contact Phone Number: 267-577-2029

Special Use Permit Application

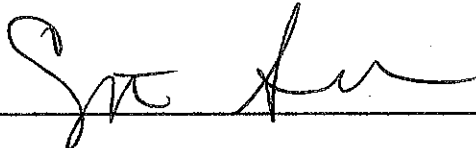
Page 2

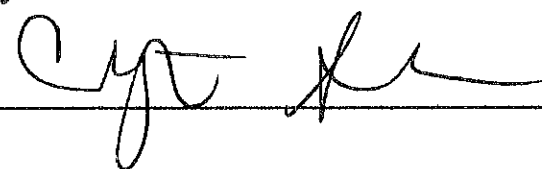
Property Owners Name: La Maison de Lindsey (assumed name Chez Lindsey) c/o Cynthia Scarborough, President

Mailing Address: 308 S Main Street

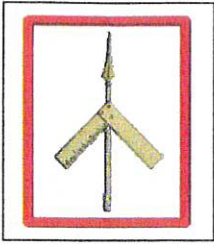
City, State, ZIP: Reidsville, NC 27320 Contact Phone Number: 267-577-2029

An application has been duly filed requesting that the property involved in this application be issued a Special Use Permit for the uses(s) indicated in this Application. It is understood and acknowledged that if a Special Use Permit is issued as requested, the property involved in this request will be perpetually bound to the use(s) authorized and subject to such conditions as imposed, unless subsequently amended by the approving body (City Council or Board of Adjustment). It is further understood and acknowledged that final plans and operating conditions for any development on the property involved is binding, unless subsequently amended by the approving body (City Council or Board of Adjustment).

Signature of Applicant: 

Signature of Property Owner: 

Form Revised: April 1, 2011



St. Thomas Episcopal Church  
*A Parish of the Diocese of North Carolina*  
315 Lindsey Street  
Reidsville, NC 23720  
336-349-3511  
[office.stthomasreidsville@gmail.org](mailto:office.stthomasreidsville@gmail.org)  
[@stthomasreidsville](https://www.instagram.com/stthomasreidsville)

The Right Reverend William O. Gregg, Ph.D.  
Interim Rector

July 21, 2021

The Planning Board  
The City of Reidsville  
Reidsville City Hall  
230 W. Morehead Street  
Reidsville, NC 27320

Ladies and Gentlemen:

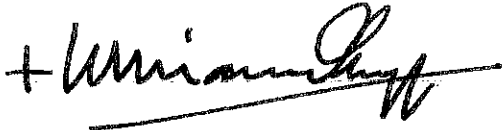
I write to you on behalf of the Vestry of St. Thomas Episcopal Church, the “board” of this church, in support of the petition of Cynthia and Robert Scarborough to develop 308 Main Street, Reidsville, NC as a Bed and Breakfast and event venue. We think that this development plan will bring an appropriate resource to our city. The plan that is proposed preserves the integrity of the building and community. This project will bring to our city a well-appointed, well-run, and lovely place for various events such as a family gatherings to celebrate a birthday or anniversary or for small business lunches, for example, when the city or a business is cultivating potential businesses and investors to come to Reidsville.

We are also aware that an issue has been raised regarding adequate parking at 308 Main Street. As you will know, the parking lot of the church abuts the Scarboroughs’ property. The Vestry and I have determined and communicated to the Scarboroughs that we will negotiate with them an agreement whereby their B&B/event customers will be able to use our parking lot during stays and events. There is easy access from our property to 308 Main Street, and more than ample space to accommodate cars. We are very happy to make our space available, thereby removing any problem with regard to parking for the business.

We appreciate your good work for our city and your consideration of this accommodation for parking as a reasonable solution in this matter.

The leadership of St. Thomas Church enthusiastically supports this business plan for 308 Main Street as a good opportunity and contribution to the life of our community.

Sincerely yours,

A handwritten signature in black ink, appearing to read "William O. Gregg", with a horizontal line drawn underneath the signature.

The Right Reverend William O. Gregg, Ph.D.  
*VI Bishop of Eastern Oregon, resigned*  
*Bishop Assistant of North Carolina, retired*  
Interim Rector

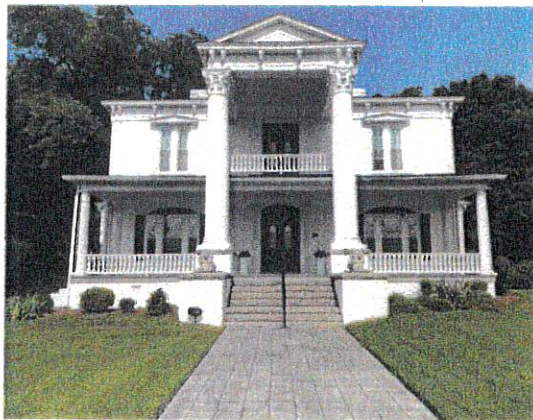


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# CHEZ LINDSEY

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Business Plan: Social House, Bed & Breakfast



SUMMER 2021

LA MAISON DE LINDSEY (ASSUMED NAME CHEZ LINDSEY)  
308 S Main Street, Reidsville, NC 27320



Chez Lindsey

**Purpose**

La Maison de Lindsey (assumed name Chez Lindsey) at 308 S Main St., Reidsville is applying for a Special Use Permit as a Culinary Venue as allowed by owners of properties zoned O/I. As a Culinary Venue, Chez Lindsey guests will enjoy French – Southern fusion culture and food that brings people together for a unique social and culinary experience. To provide culinary services to guests, Chez Lindsey must implement a safe and inspected commercial kitchen. Chez Lindsey will also offer lodging as a Bed & Breakfast for up to 10 guests. Breakfast will be included for all overnight guests.

Culinary Gatherings will be available to companies, friends, groups/clubs, and families. Examples include meetings, trainings, fundraisers, brunches, receptions, parties, showers, and retreats (see Gatherings section below). All Gatherings will be limited to 35 guests with no more than 49 people on the premises at any time (including staff and guests).



**About Chez Lindsey**

In 2021, Cindy and Rob Scarborough purchased the property at 308 S Main Street, Reidsville, NC to create a place to gather with friends; enjoy locally sourced food and drink; and relax in one of our historic guest suites. The Chez Lindsey brand of 'Eat, Drink, and Be Social at Chez Lindsey Social House' will focus on French/Southern fusion culture and food to bring people together for a unique social and culinary experience. Cindy and Rob want Chez Lindsey to be a catalyst for economic growth in Reidsville by bringing new visitors to the city and introducing them to this dynamic community. Chez Lindsey is completely self-funded with a projected opening date with an open house of December 2021.

Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



Chez Lindsey

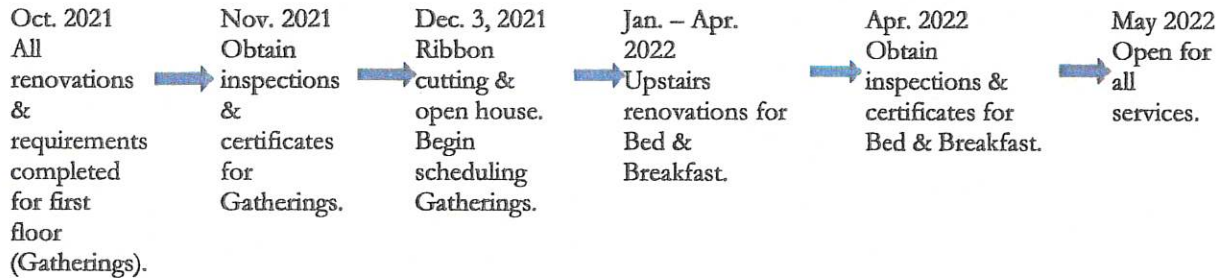
The William and Sarah Lindsey House was constructed from 1868-1870 and is the original grand mansion of Reidsville’s Tobacco Age. The Lindsey family was one of the most prominent in early Reidsville. William and Sarah literally owned the town in the 1850s and 60s after they purchased 384 acres from Sarah’s father, Josef Holderby. The former home on the site was destroyed by fire in the 1860’s, and consequently, Italianate masonry construction was chosen for the mansion. Married in 1856, Sarah and William had 14 children and raised the surviving 4 boys and 4 girls in the home. John, William Jr., and Joseph were born before the home was built but Franklin, Mary, and Edna occupied the home from birth. In fact, Edna lived at 308 S Main St until her final year in 1961. The house stayed in the family until William and Sarah’s granddaughter passed away in the 1980s. Cindy and Rob intend to showcase this majestic house and the Lindsey family’s history as integral to the establishment and growth of Reidsville.

### Reidsville City Zoning

#### Chez Lindsey

308 S Main Street, Reidsville is currently zoned Office-Institutional District (O/I). While O/I zoning permits bed and breakfasts, the addition of the Text Amendment to include Culinary Venues requires a Special Use Permit. Reidsville currently has insufficient culinary options for its residents. Culinary Venues also create an excellent reason for those outside of Reidsville to come and experience our vibrant city. Chez Lindsey will create a new and intriguing location for the Reidsville community and surrounding areas to eat, drink, and be social.

#### Timeline



Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320





Chez Lindsey

## The Chez Lindsey Team

*Cindy Scarborough, President & Chef de Cuisine:* After 30 years of management, operations, and quality assurance work experience plus traveling and living around the world, Cindy decided to follow her passion and attend Le Cordon Bleu in Paris. At Le Cordon Bleu she learned proper French technique, kitchen management, and discipline - French chefs have no tolerance for incompetence or laziness. Her dream of serving guests at a Chateau in Normandy has now voyaged to Reidsville. Creating distinctive food in an intriguing atmosphere and designing an elegant respite for guests is her intention for Chez Lindsey.

Cindy graduated from Le Cordon Bleu Paris with the Cuisine Diplôme in August 2018. After graduation she studied French at La Sorbonne and began a five-year plan to open a Chateau in Normandy to serve unique food and provide a comfortable space in a historical area to tourists traveling to visit the D-Day Beaches. In 2020, a global pandemic changed the course of her plans – a temporary relocation to North Carolina turned into a permanent one.

*Rob Scarborough, Treasurer & Secretary:* As an entrepreneur in business aviation, he has honed his management and leadership skills worldwide. After managing and creating companies in the Far East, Middle East, and Europe over the past decade, he is now bringing his business talent to his new home in Reidsville. Rob brings a Mechanical Engineering Degree and years of practical experience to properly envision and supervise the Chez Lindsey renovations and repairs.

*Alan Haman, Director of House Operations:* With a mixed background including over 8+ years in retail, restaurants, and bars, in addition to time teaching, and environmental work in both conservation and the hazardous waste industry, Alan has acquired a keen attention to detail and regulations and, along with Cindy and Rob, will oversee daily operations at Chez Lindsey. Alan is also an avid craft beer enthusiast and will be helping to source local beers and wines from Reidsville and the surrounding Piedmont area for the guests of Chez Lindsey to enjoy.

## Chez Lindsey Social House

As the Roman Empire expanded into Celtic Europe, including modern day France, “Tabernae” were built along the well-traveled roads. The “Tabernae” or Taverns provided camaraderie with fellow travelers, a hot meal, and a place to rest. One such Tavern was recently discovered in Lattes, France dating back over 2000 years! During the Norman invasion of 1169, the Normans’ brought with them the Ale House while Vintners sent wine with the surplus ending up in the local Taverns. These Ale Houses and Taverns evolved into the Public House in the seventeenth and eighteenth centuries. The Social House is a revival of the Public House that brings both the local community and the traveler together. The Chez Lindsey Social House endeavors to both celebrate and share the history and welcoming culture of Reidsville, NC with travelers near and far.

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Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



Chez Lindsey

### **Gatherings**

#### Friends and Groups

Bridge group, book club, afternoon tea with best friends -- Chez Lindsey can accommodate any group that is searching for a comfortable space to meet. Enjoy coffee, tea, and light snacks or a nice glass of local wine.

#### Receptions and Meetings

Welcome a new professor, healthcare provider, or executive to your organization. Expand your sales pipeline or entice talent to join your team with an impressive meal in our private dining room.

#### La Brunch Française

Sunday brunch will be available for private bookings as well as for special occasions and holidays. Family and friends can enjoy French and Southern brunch favorites in our historic dining room or on the inviting front porch on traditional French bistro table settings. Live music will be provided for maximum enjoyment.

#### Distinctive Celebrations

Guests can book Chez Lindsey for their celebrations, parties, or gatherings. No idea is too ambitious for the Chez Lindsey Brigade. From baby showers to retirement parties, Chez Lindsey can provide a remarkable festivity for everyone.

#### Dinner By Request

A romantic dinner for an anniversary or engagement? An important business dinner? Or maybe a night to get away right here in town? Book dinner with us and take the opportunity to stay the night in one of our historic guest rooms - no need to worry about driving home after sampling a lovely bottle of French wine. Chez Lindsey can accommodate up to 12 dinner guests in our memorable dining room.

#### Team Building

Team! Strengthen and invigorate your team at Chez Lindsey with food, fun, and plenty of space. Breakfast, snacks, lunch, carafes of coffee, and even dinner can be provided.

#### Retreats

Relax, meditate, learn yoga with healthy menu options and large, bright spaces to rejuvenate your soul. Up to 10 guests can be accommodated overnight. Breakfast, lunch, snacks, and dinner provided.

#### Lecture Series

Come to Chez Lindsey to learn something new and meet up with friends. Book discussions; local historians; 'travel the world' from Reidsville - the sky's the limit for topics to consider. Bring your ideas to us and we will do our best to accommodate. Wine, tea, coffee, and small bites provided.

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Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



Chez Lindsey

### Journées Spéciales (Special Days)

In France, the United States, and around the world there are so many days to celebrate! At Chez Lindsey, we are always looking for reasons to be social.

### **Food & Drink**

As a French trained Chef, Cindy will develop menus that are both distinctive and accessible. Cindy also has significant experience in healthy cooking options from vegan to paleo and can adjust to any guest's requests, allergies, or sensitivities. Cindy will focus on technique and flavor when developing dishes. The Chez Lindsey Brigade is developing relationships with local producers to bring their food to our table.

Alan is a craft beer enthusiast and will be working with Reidsville and Piedmont area breweries to bring their beers to our guests. Alan will also use his experience to develop original cocktails for Chez Lindsey. Cindy has completed the Intensive Wine Course at Le Cordon Bleu in addition to her culinary training and will be assisting Alan with wine selection with an emphasis on Piedmont area wineries.

### **Stay @ Chez Lindsey**

Chez Lindsey will provide comfortable accommodations in their historic guest rooms, including the famous Elizabeth Taylor room. The rooms will allow for up to 10 guests and include a continental breakfast with the option to book a full breakfast. The availability of these historic rooms will allow guests to stay after gatherings, celebrations, dinners, and during retreats or team building. Chez Lindsey will work with local event venues, such as Penn House, to provide rooms for guests after or before their events. Chez Lindsey can also provide rehearsal dinner and after wedding brunch services to local wedding venues.

## **Comparable Establishments**

### Double Oaks

Double Oaks is a Bed & Breakfast located in a residential neighborhood in downtown Greensboro, NC. "Whether you're here for one night or one week, for a wedding or a meeting, for business or pleasure, we hope you'll make Double Oaks your second home in the Piedmont." "We are pleased to host a wide variety of public events, including seated dinners, concerts, and our regular Wine Wednesdays."  
<https://www.double-oaks.com/>

### Burke Manor Inn

"Caesar Cone, a textile magnate and co-founder of Cone Mills Corporation, built the house on 303 Burke Street in 1906. In 1911, Caesar Cone sold the home to J.W. Burke, where 4 generations of the Burke family resided in the estate. The Brady Family bought Burke Manor in 1999 and restored the home to its original

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Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



## Chez Lindsey

grandeur, as designed by the Cone family. The Brady's converted the grounds into an inn with the idea of transforming the house into a bed & breakfast."

The Burke Manor Inn is in a residential area at the edge of downtown Gibsonville. "Relax on our expansive front porch, dine at Saint Jacques at The Burke Manor and join us during our upcoming events."

<https://burkemanor.com/>

### Fuquay Mineral Spring Inn & Garden

"The Colonial Revival Inn...is a local historic landmark located in the National Register Historic District" in Fuquay-Varina, NC. The Inn hosts special events such as investment seminars; wine, beer, and chocolate tastings; cooking classes; and Easter egg hunts. <https://www.fuquayinn.com/>

### The Acorn Inn

Located one block from Elon University in downtown Elon, NC, the Acorn Inn offers twelve suites with complimentary breakfast. "We can host pre-tailgate gatherings, reunions, graduation parties, recital receptions, and wedding showers". <https://www.acorninnelon.com/>

### The Gibson House Inn

"At The Gibson House Inn you will thoroughly enjoy your stay at our historic, downtown Kernersville bed and breakfast." The Gibson House Inn offers an afternoon "Ladies Tea" and special events.

<https://thegibsonhouseinn.com/>

### Morehead Manor Bed & Breakfast

"Morehead Manor is located within walking distance to the Downtown area, the Durham Bulls Athletic Park, the Durham Performing Arts Center (DPAC), and the historic Brightleaf Square" in a Durham residential neighborhood. "Morehead Manor will host just about any event that comes to mind, be it a baby shower, bridge gathering, luncheon, book club, or even a memorial service for a loved one. Allow us to create the next memorable event that strikes your fancy." <https://www.moreheadmanor.com/>

### Benjamin Ellis House

"Located in the heart of historic New Bern, North Carolina, this restored property, originally built by Benjamin Ellis in 1853, has operated as a premier B&B since 1985." "From time to time special events open to the public are hosted here at the Bed & Breakfast. Such events include Mother's Day Tea, Thanksgiving dinner, Christmas dinner, Swiss National Day Fest, Oktoberfest Pub Lunch".

<https://benjaminellishouse.com/index.html>

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Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



Chez Lindsey

## **Codes and Requirements**

### **Building & Renovation Codes**

Chez Lindsey will work closely with the Reidsville City Code Enforcement Division to ensure all required permits are submitted and all inspections are completed satisfactorily. Licensed professionals will complete electrical and plumbing work as required by code. A licensed designer will develop plans for any renovations and to ensure all areas meet code. The Historic Preservation Commission will be informed of any changes made to the house exterior or grounds and approval will be obtained.

### **Parking**

Parking will be provided in the adjacent St. Thomas Episcopal Church's parking lot. The St. Thomas Episcopal Church lot is within 400 feet of the property as required. (A letter of support and agreement has been provided from Bishop William O. Gregg). Parking spaces will be available for all staff on site. A handicap parking space will be located at the house near the ADA compliant entrance. Overnight guests will be provided parking on the Chez Lindsey property.

### **Fire & Safety**

The Chez Lindsey Team will follow all requirements issued by the Reidsville Fire Department inspector. Emphasis will be applied to the commercial kitchen. Required smoke detectors and fire extinguishers will be installed. Electrical, gas, and plumbing work will be done by licensed professionals as required.

### **Noise Ordinances**

Chez Lindsey will adhere to all city noise ordinances. Unreasonably loud music and noise will always be prohibited, and all large gatherings will end 30 minutes prior to 11 p.m. Most gatherings will be indoors, and all windows at Chez Lindsey are outfitted with double paned glass to decrease noise to neighbors and the greater community.

### **Food Service**

To provide culinary services to the community, Chez Lindsey must have an inspected and safe commercial kitchen. The health and safety of Chez Lindsey guests is our top priority. A clean, safe, and efficient kitchen will also enable the Chez Lindsey Team to serve consistent, delicious food. The Chez Lindsey Brigade has met with Erica Roberts from Rockingham County Health and Human Services, and we are committed to adhering to all regulations and requirements.

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Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



Chez Lindsey

### Approved, Reputable Suppliers

Supplies will be tightly controlled at Chez Lindsey. Because our food services will be for 35 guest or less, our food items will be carefully selected, purchased, stored, cooked, and served. All our food services will be private bookings and small gatherings. We will not be functioning as a traditional restaurant with daily food service for large numbers of guests. The goal of Chez Lindsey is to share locally sourced food and drink with our guests. Each local supplier will be required to have been inspected and provide documentation of the latest inspection results. Deliveries will be rare, the majority of purchasing of products will be by Cindy, Alan, or Rob and personally transported in coolers with ample ice/ice packs over distances that are less than a one-hour drive. In addition to local producers, the primary source of products will be from Whole Foods in Greensboro, NC.

### Operations

Using her experience in health center management, Cindy understands the importance of strict Standard Operating Procedures. In addition, both Alan and Rob have extensive experience in operation management in food service, aviation, and hazardous waste. All three members of the Chez Lindsey Brigade bring experience from high-risk industries and understand the immense importance of safety. Prevention of foodborne illness through time-temperature control, proper cleaning/sanitizing, avoiding cross contamination, and attention to hygiene will be our priority. A detailed Food Safety Management System (see below) will be developed, and all staff will be trained before any guest is served.

Staff numbers will be generally small, and they will be supervised by Cindy and Alan at all times. Cindy will directly oversee all Flow of Food in the kitchen. There will be only two staff in the kitchen due to space. They will assist with food prep and cleaning/sanitizing. Other staff will include a bartender, servers, and general cleaning staff. Except for Cindy, Rob, and Alan all staff will be part-time or contract at first with the goal to eventually hire another full-time staff member to assist with overall house management. We will provide fair compensation that does not rely on tipping to attract high quality staff.

### Food Safety Management System

Alan, Rob, and Cindy have comprehensive experience with Safety Management Systems. Cindy has completed ISO 9001: 2015 Training and Alan has experience with both Food Safety Management, ISO 14001, and management of hazardous waste. Rob has over 30 years' experience developing and following Safety Management Systems for aviation organizations. Cindy has developed Policy and Procedure Manuals for healthcare programs across the United States and in Hong Kong. Food Safety was also an integral part of Cindy's Cuisine Diploma Certificate program at Le Cordon Bleu.

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Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



Chez Lindsey

### Training

Cindy will attend the Rockingham County Environmental Health ServSafe for Managers Course & Exam August 23 – 25, 2021. Alan has completed the online ServSafe for Managers Certification and passed the required exam. Both Alan and Cindy are certified in CPR and Cindy holds a current RN license in the states of North Carolina and Virginia. All regular staff will be required to complete appropriate ServSafe Training that will be compensated by Chez Lindsey. All staff will be regularly trained on the Food Safety Management System.

### Kitchen Design

Chez Lindsey was built in 1868 and the kitchen area was originally an outdoor smokehouse. Plans created by a licensed designer will be submitted to the Reidsville City Code Enforcement Division. Attention to safety and cleanliness are our priorities as we design the kitchen. The kitchen is divided into two rooms. Our plan is to make the outermost room the 'clean' room for food prep and cooking. The innermost room will be partitioned with one part assigned as the 'dirty' area to wash, rinse, and sanitize dirty equipment, utensils, and dishes. The other areas will be used for storage. The food prep sink will be in the outermost room. In the innermost room there will be a proper three basin sink to wash, rinse, and sanitize dishes as well as a commercial dishwasher. There will also be a separate hand washing sink. All major appliances will be commercial grade NSF certified.

### Alcohol Permits

Alan has completed the ServSafe Alcohol Training. Cindy and Rob will complete the training by September 2021. Chez Lindsey is currently applying for permits through the NC ABC Board. All staff that will be serving alcohol will be required to complete the ServSafe Alcohol training and will be compensated by Chez Lindsey.

Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



Chez Lindsey

## Summary

Chez Lindsey will strive to create a place to gather with friends, serving locally sourced food and drink, designing space to relax, and providing a social house to bring together the Reidsville community with travelers both near and far.

Please don't hesitate to contact us with any questions. All of us at Chez Lindsey appreciate your support. We are committed to being active citizens of Reidsville and following all laws and requirements to keep our guests safe and happy.

Eat, Drink, and Be Social at Chez Lindsey Social House!

308 S Main St.  
Reidsville, NC 27320

Cindy Scarborough: [cindy@chezlindsey.com](mailto:cindy@chezlindsey.com), 267-577-2029

Alan Haman: [alan@chezlindsey.com](mailto:alan@chezlindsey.com), 724-672-6860

Rob Scarborough: [rob@chezlindsey.com](mailto:rob@chezlindsey.com), 562-341-0345

[chezlindsey.com](http://chezlindsey.com)

336-394-4333



Chez Lindsey  
308 South Main Street  
Reidsville, North Carolina 27320



**Site Plan, La Maison de Lindsey Ltd, 308 S Main St**

Assumed name, **Chez Lindsey**

5' high wrought iron fencing to complete entirely enclosed north perimeter

6' high solid fencing on north perimeter

From the back of the property to the home

Guest house

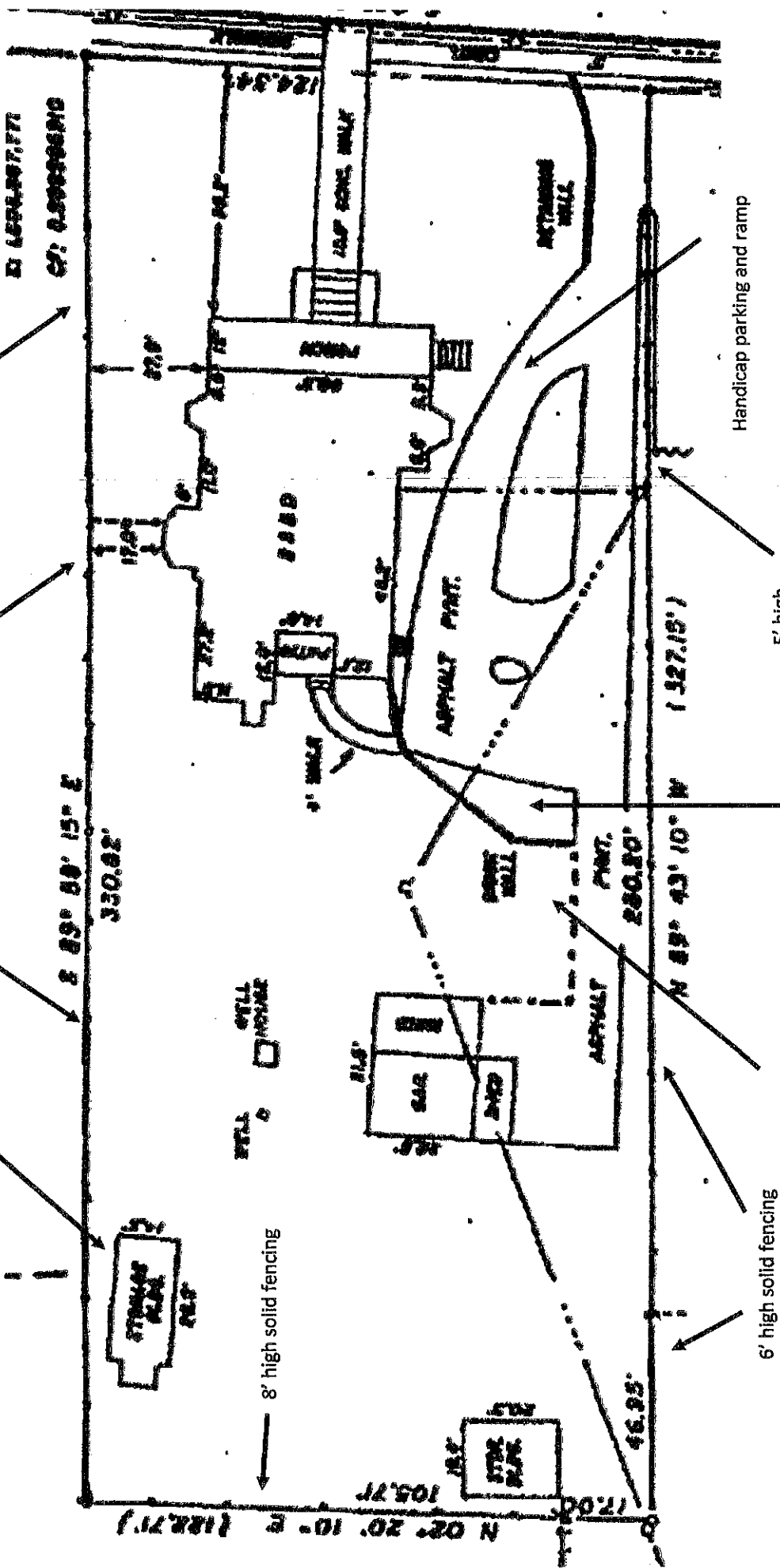
8' high solid fencing

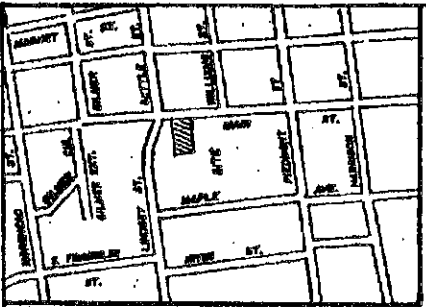
Handicap parking and ramp

5' high wrought iron fencing

Expanded Parking 8 spaces

6' high solid fencing





VICINITY MAP  
SCALE 1" = 100 FT.

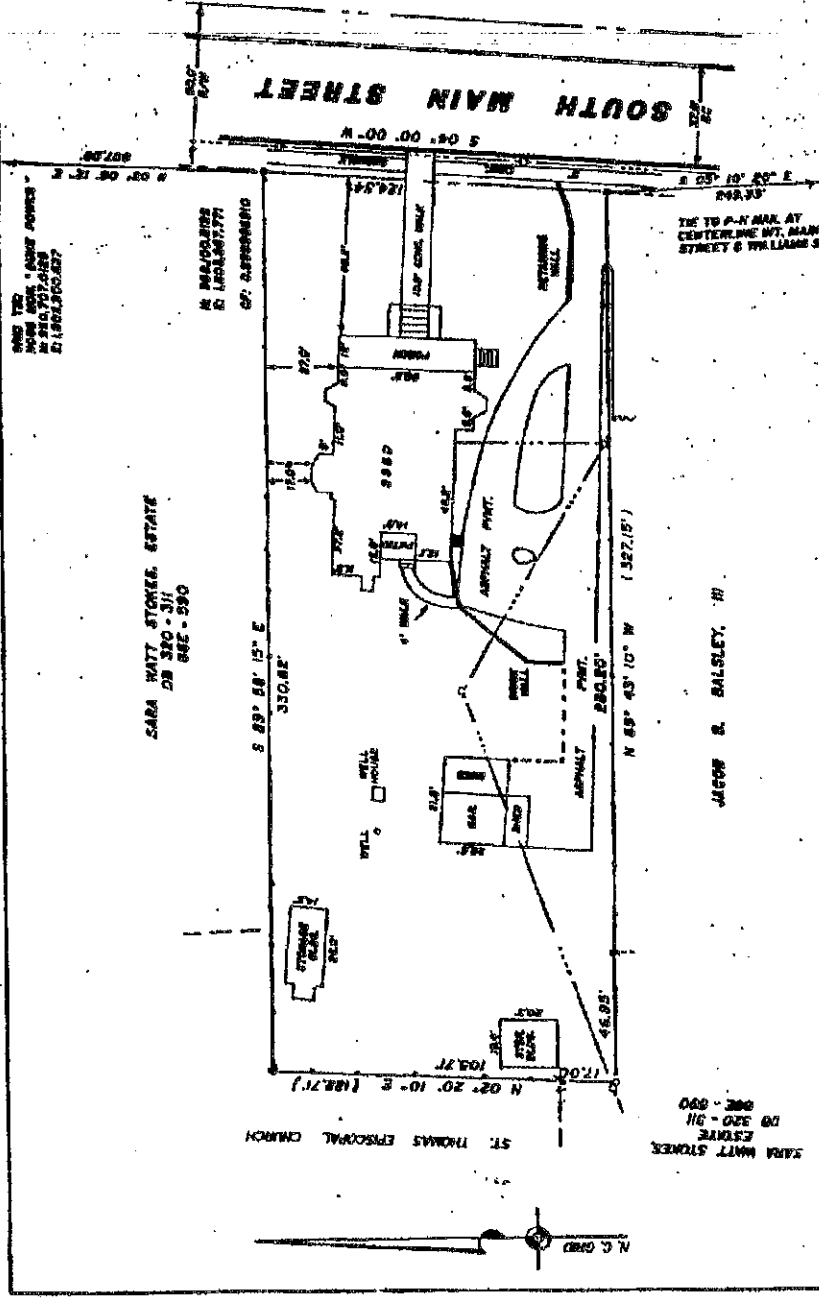
- LEGEND:
- EXISTING IRON POUND
  - NEW IRON SET
  - CALCULATED POINT
  - UTILITY POLE
  - OVERHEAD UTILITY LINE
  - PERCH

REFERENCES: DB 320-31  
DBE-290

PROPERTY OF  
**STANLEY J. KAZWELL, SR. (PROPOSED)**  
REDSVILLE TOWNSHIP (CITY)

ROCKINGHAM COUNTY  
NORTH CAROLINA  
SEPTEMBER 7, 1995 - SCALE 1" = 50'

ORIE M. CHAMBERS & ASSOCIATES  
LAND SURVEYING & MAPPING  
21 1/2 SILVER ST. P. O. BOX 133  
REDSVILLE, NORTH CAROLINA 27320  
PHONE (910) 549-8395



NOTE: THIS PLAT IS SUBJECT TO ANY EASEMENTS, AGREEMENTS OR RIGHTS-OF-WAY OF RECORD PRIOR TO THE DATE OF THIS PLAT WHICH ARE NOT SHOWN THEREON. A VISUAL INSPECTION OF THE PREMISES IS REQUIRED.

ORIE M. CHAMBERS, REGISTERED LAND SURVEYOR NO. L-1412, CERTIFY THAT THIS PLAT IS OF AN EXISTING PARCEL OF PARCELS OF LAND.

ORIE M. CHAMBERS, REGISTERED LAND SURVEYOR NO. L-1412, SIGNATURE *Orie M. Chambers*, REGISTERED LAND SURVEYOR, L-1412

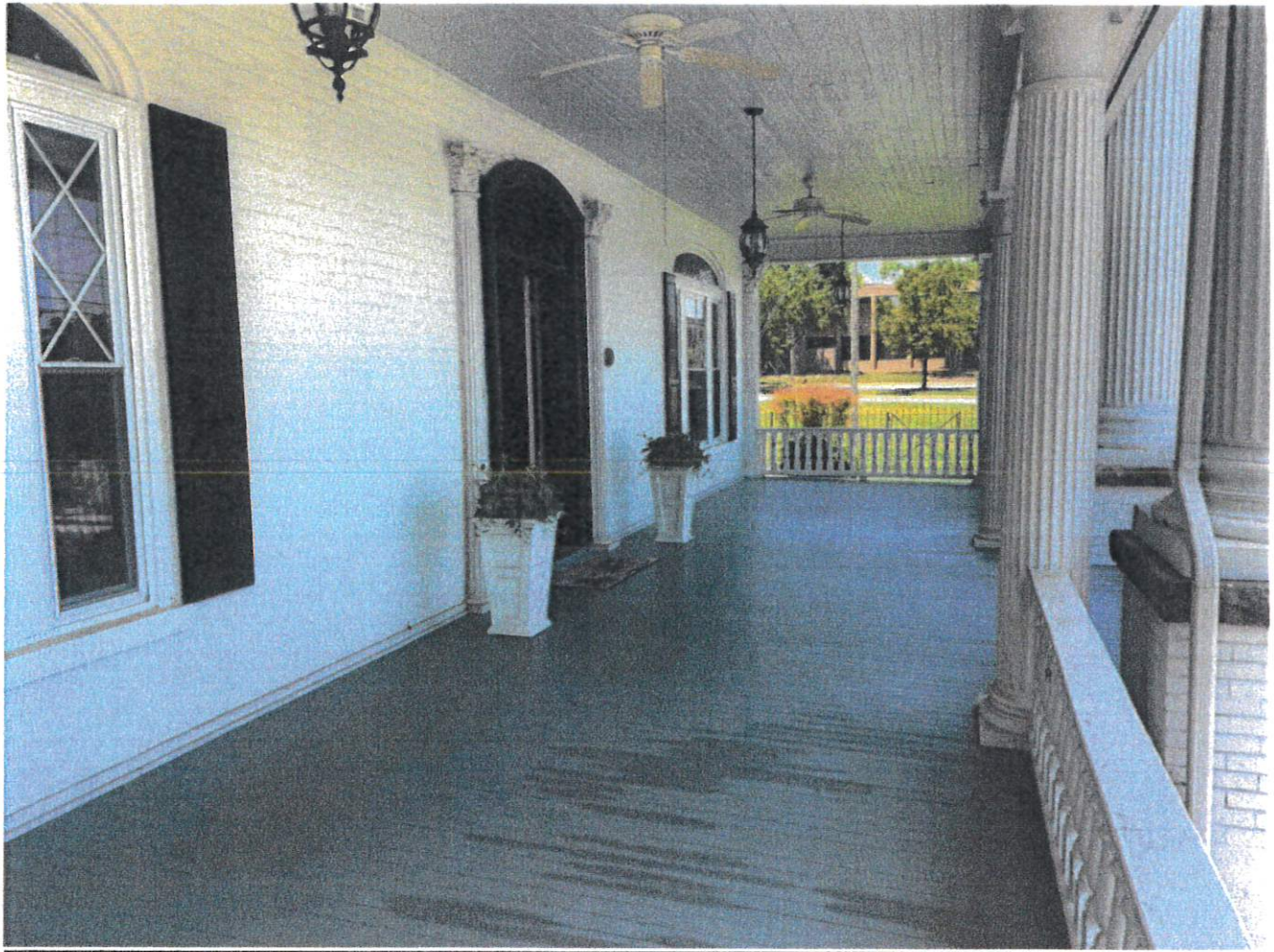
ORIE M. CHAMBERS, REGISTERED LAND SURVEYOR NO. L-1412, CERTIFY THAT THIS PLAT IS OF AN EXISTING PARCEL OF PARCELS OF LAND.

ORIE M. CHAMBERS, REGISTERED LAND SURVEYOR NO. L-1412, SIGNATURE *Orie M. Chambers*, REGISTERED LAND SURVEYOR, L-1412



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5112614-1



Indoor Event Spaces at Chez Lindsey:

1,600 sq ft

The Grand Entrance

420 sq ft



**The Gold Room**

340 sq ft



**The Navy Room**

340 sq ft



## Parking Plan 2021-22

Chez Lindsey

308 S Main St

There are 6 existing on-site parking spaces available with 5 additional planned over the next 90 days.

### Handicap Parking beside the Handicap Ramp



#### 4 Additional Existing Spaces



**And 3 Additional Parking Spaces Planned**

**Total = 11 On-site Parking Spaces**





## Chez Lindsey

308 S Main St

### Perimeter Privacy Fencing

Description: The entire property is enclosed with various types of fencing with the exemption of the main driveway entrance. The northern and western perimeters are completely enclosed by a combination of 8' and 6' high solid fencing, and 5' high wrought iron fencing. The eastern perimeter is enclosed by 3' high wrought iron fencing with the exemption of the driveway entrance. The southern perimeter is comprised of a combination of 6' high solid fencing and 5' high wrought iron fencing.

#### Eastern Perimeter—Main Street Facing

3' high wrought iron fencing

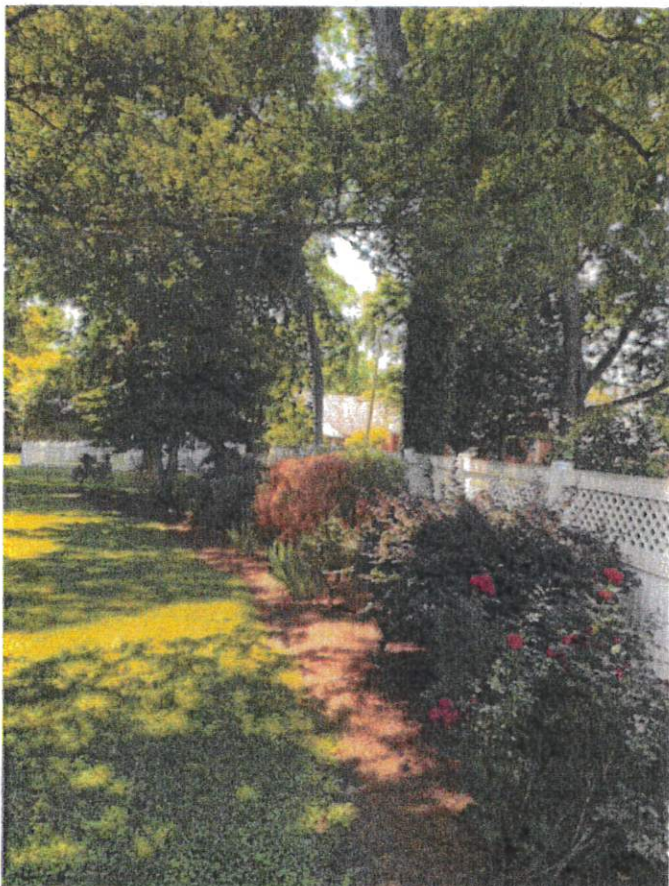


## The Northern Perimeter

Facing the Episcopal Church and Lindsey Street



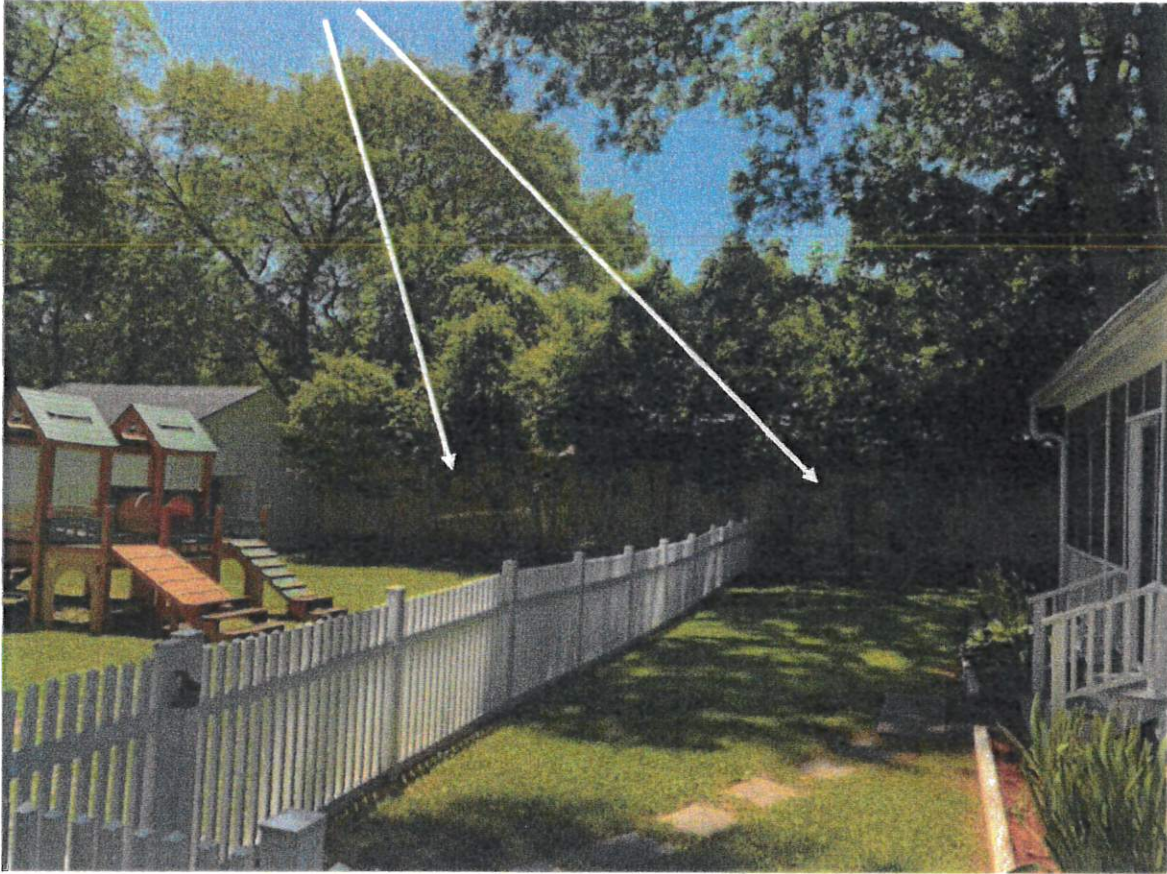
5' high wrought iron fencing



6' high solid privacy fencing

**Western Perimeter— facing Episcopal Church playground**

8' high privacy fence with trees and bushes



## Southern Perimeter—Facing 312 S Main Street

A combination of 6' solid privacy fencing and 5' high wrought iron fencing



NOTIFICATION LIST FOR SP 2021-01

PARCEL NUMBER	NAME	NAME	ADDRESS	CITY	STATE	ZIP
168227	TUCKER DAVID B	JOYCE MICHAEL R	1331 TELLOWEE RD	EDEN	NC	27288-9505
181513	DILDAY DAVID M	DILDAY CYNTHIA F	312 S MAIN ST	REIDSVILLE	NC	27320-3816
168228	ZELLER DANIEL J	ZELLER SUSAN J	1982 CEDAR VIEW DR	GREENSBORO	NC	27455-8403
154728	PATRICK HENRY NATIONAL BANK	C/O BANK SERVICES OF VA	1300 KINGS MOUNTAIN RD	MARTINSVILLE	VA	24112
176133	ST THOMAS EPISCOPAL CHURCH		PO BOX 72	REIDSVILLE	NC	27323-0072
149969	LA MAISON DE LINDSEY LTD		308 S MAIN ST	REIDSVILLE	NC	27320-3816



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

**CERTIFICATE OF MAILING NOTICES OF PUBLIC HEARING  
TO PROPERTY OWNERS**

**TO THE HONORABLE MAYOR AND REIDSVILLE CITY COUNCIL:**

I, Angela G. Stadler, CMC, NCCMC Reidsville City Clerk, do hereby certify that notices of the public hearing considering an application requesting a Special Use Permit to allow a Culinary Venue at 308 South Main Street to be held on October 12, 2021, at 6:00 p.m. in Council Chambers, 230 West Morehead Street, Reidsville, North Carolina, were mailed by first-class mail on the 24th day of September, 2021, to all the owners of real property shown thereon.

**IN WITNESS THEREOF**, I have hereunto set my hand and affixed the seal of the City of Reidsville, this 24th day of September, 2021.



Angela G. Stadler, CMC, NCCMC  
City Clerk



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

MEMORANDUM

**TO:** David B. Tucker  
Michael R. Joyce  
David M. Dilday  
Cynthia F. Dilday  
Daniel J. Zeller  
Susan J. Zeller  
Patrick Henry National Bank c/o Bank Services of VA  
St. Thomas Episcopal Church  
La Maison de Lindsey LTD  
**FROM:** Angela G. Stadler, CMC, NCCMC, City Clerk *AGS*  
**DATE:** September 24, 2021  
**SUBJ:** Public Hearing – October 12, 2021

Notice is hereby given that a meeting and public hearing will be conducted by the Reidsville City Council on Tuesday, October 12, 2021, 6:00 p.m., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina to consider an application for a Special Use Permit to allow a Culinary Venue to be located at 308 South Main Street (SP-2021-02). Cynthia Scarborough submitted the application and owns the property with husband Robert Scarborough.

A copy of the application further describing this request is available for public inspection in the Department of Community Development, City Hall, weekdays from 8:30 a.m. to 4:00 p.m. Should you have any specific questions about this request, please feel free to contact the Community Development Department at 336-349-1065. Interested parties will be given the opportunity to address City Council during this public hearing.

\*\*\*\*\*

The City of Reidsville shares the goals of the Americans with Disabilities Act, which protects qualified individuals from discrimination on the basis of disabilities and provides for equality of opportunity in the services, programs, activities and employment of the City. Any individual with a disability who needs an interpreter or other auxiliary aids or services for this meeting may contact the City of Reidsville at 336-349-1030 (Voice). The toll-free number for Relay North Carolina is 1-800-735-2962 (TT).

*“Live Simply. Think Big.”*



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

## NOTICE OF PUBLIC HEARING

Notice is hereby given that a meeting and public hearing will be conducted by the Reidsville City Council on Tuesday, October 12, 2021, at 6:00 p.m., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider an application for a Special Use Permit to allow a Culinary Venue at 308 South Main Street (SP-2021-02). Cynthia Scarborough submitted the application and owns the property with husband Robert Scarborough.

A copy of the application further describing this request is available for public inspection in the Department of Community Development, City Hall, weekdays from 8:30 a.m. to 4:00 p.m. Should you have any specific questions about this request, please feel free to contact the Community Development Department at 336-349-1065. Interested parties will be given the opportunity to address City Council during this public hearing.

This the 26th day of September, 2021.

Angela G. Stadler, CMC, NCCMC *ajs*  
City Clerk

\*\*\*\*\*

The City of Reidsville shares the goals of the Americans with Disabilities Act, which protects qualified individuals from discrimination on the basis of disabilities and provides for equality of opportunity in the services, programs, activities and employment of the City. Any individual with a disability who needs an interpreter or other auxiliary aids or services for this meeting may contact the City of Reidsville at 336-349-1030 (Voice). The toll-free number for Relay North Carolina is 1-800-235-2962 (TT).

**Publish Dates in the Reidsville Review: Sunday, September 26, 2021  
Sunday, October 3, 2021**

*“Live Simply. Think Big.”*



**Closeout Public Hearing**

**CDBG- Downtown Redevelopment Fund (CDBG-DRF) – Lucky City Brewing, Inc.**

**Project Closeout Public Hearing:**

The purpose of this public hearing is to provide citizens with information concerning the CDBG Downtown Redevelopment Program and to provide the opportunity for public comment on the activities carried out by the City of Reidsville under Grant #16-E-2937.

The CDBG-DRF program was developed to provide small businesses with funds for infrastructure upgrades of downtown buildings in order to meet current code requirements in vacant or underutilized downtown commercial buildings or economic development purposes. Construction is complete and Lucky City Brewing is now opening for business.

**Project Benefit:**

The ultimate goal of the CDBG Downtown Redevelopment Fund program is the prevention or elimination of slums or blight.

**Initial Project Scope & Budget:**

The proposed rehabilitation project included demolition of interior space and building renovations including the concrete floor system, ceiling fireproofing and finish, metal studs and wall board, storefront window wall and glass, floor and wall finishes, plumbing, HVAC, electrical wiring and fixtures, roof penetrations, doors and accessories, and exterior painting.

As presented in the application, the project budget is as follows:

CDBG-Downtown Redevelopment Funds	\$ 275,000
Reidsville City Façade Grant	\$ 15,000
Lucky City Brewing Funds	\$ 300,000
<b>Total Project Resources</b>	<b>\$ 590,000</b>

**Final Project Financials:**

Construction is complete and all invoices have been received.

CDBG funds were used towards the renovation and upfit of the vacant building at 228 Gilmer Street in downtown Reidsville. Additional expenses, covered by the company match, included the balance of the construction rehabilitation expenses, brewery equipment and supplies, and working capital which amounted to the total project cost of \$614,972.34.

<i>CDBG-DRF Received To-Date</i>	<i>\$173,153.31</i>
<i>CDBG-DRF Final Disbursement in Process- Pending Receipt</i>	<i>\$101,846.70</i>
<b>CDBG-DRF Total</b>	<b>\$275,000</b>
<b>Reidsville City Façade Grant Received</b>	<b>\$15,000</b>
<b>Total Funds Expended and Paid by Lucky City Brewing</b>	<b>\$324,972.34</b>

**Changes to the Project:**

There were no change orders issued for the project and it was carried out as presented in the application.

**Final Project Accomplishments and Performance:**

The revitalized building at 228 Gilmer Street (parcel ID # 179483), now home to Lucky City Brewing, Inc., is 16,160 square feet located on a 0.2 acre site and has 3 stories. The project has supported this small cooperative business and contributed to the continuing development of downtown and the diversification of the local economy. Projects such as this eliminate slums and blight in the downtown area and will attract visitors and customers to downtown who will spend dollars in the community on a daily basis. The project is complete and the national CDBG-DRF objective has been met successfully.





**A RESOLUTION AUTHORIZING THE CLOSEOUT OF THE LUCKY  
CITY BREWING, INC. PROJECT UNDER THE NORTH CAROLINA  
DEPARTMENT OF COMMERCE RURAL ECONOMIC DEVELOPMENT  
DIVISION COMMUNITY DEVELOPMENT BLOCK GRANT –  
DOWNTOWN REDEVELOPMENT FUND  
GRANT NO. 16-E-2937**

**WHEREAS**, the City of Reidsville is participating in the Community Development Block Grant Program under the Housing and Community Development Act of 1974, as amended, administered by the North Carolina Department of Commerce; and,

**WHEREAS**, the City of Reidsville has completed the scheduled activities identified in the grant as approved by the Rural Economic Development Division; and,

**WHEREAS**, the City of Reidsville has conducted the required public hearing for the closeout of CDBG Grant No. #16-E-2937.

**NOW, THEREFORE BE IT RESOLVED BY THE REIDSVILLE CITY COUNCIL OF REIDSVILLE, NORTH CAROLINA THAT:**

The Reidsville City Council hereby formally takes this action to close out the aforementioned Community Development Block Grant project.

The Closeout Performance Report will be reviewed and executed by the Mayor on behalf of the City.

The Resolution shall become effective upon its adoption and approval.

Adopted and approved this the 12<sup>th</sup> day of October, 2021 in Reidsville, North Carolina.

\_\_\_\_\_  
John M. "Jay" Donecker, Mayor

ATTEST:

\_\_\_\_\_  
Angela G. Stadler, CMC/NCCMC  
City Clerk

**City of Reidsville: Lucky City Brewing, Inc.**  
**CDBG-DRF #16-E-2937**  
**Closeout Public Hearing Notice**

Notice is hereby given that the City of Reidsville will hold a public hearing on October 12, 2021, at 6 p.m. at Reidsville City Hall, 230 W. Morehead Street, Reidsville, NC, 27320. The purpose of this hearing is to review the budget and activities that have been accomplished through the CDBG Downtown Redevelopment Program, CDBG-DRF #16-E-2937. The activities being paid for with CDBG-DRF funds are complete, and the City is in the process of closing out the grant.

The construction and rehabilitation of the building at 228 Gilmer Street is complete, and the business is now in operation. The project provided critical building improvements that allowed Lucky City Brewing to open its doors in Reidsville, NC. The improvements consisted of the renovation of a dilapidated building to bring the building up to code compliance and included a concrete floor system, ceiling fireproofing and finish, metal studs and wall board, repair and painting of walls and partitions, storefront window wall and glass, floor and wall finishes, plumbing, HVAC, electrical wiring and fixtures, roof penetrations, doors and accessories, restrooms/ADA compliance, buildout of bar and seating/serving area, exterior painting, etc. The total expenses are \$ 614,972.34, CDBG-DRF grant funds contributed \$275,000, and the City's façade grant contributed \$15,000 to the total project. These figures will be finalized at time of project closeout.

Citizens will also be given the opportunity to provide oral and written comment on the City of Reidsville's use of CDBG funds. All interested citizens are encouraged to attend. For additional information or to submit written comments, send to the Mayor at 230 W Morehead Street, Reidsville, NC 27320. Comments should be postmarked by October 8, 2021.

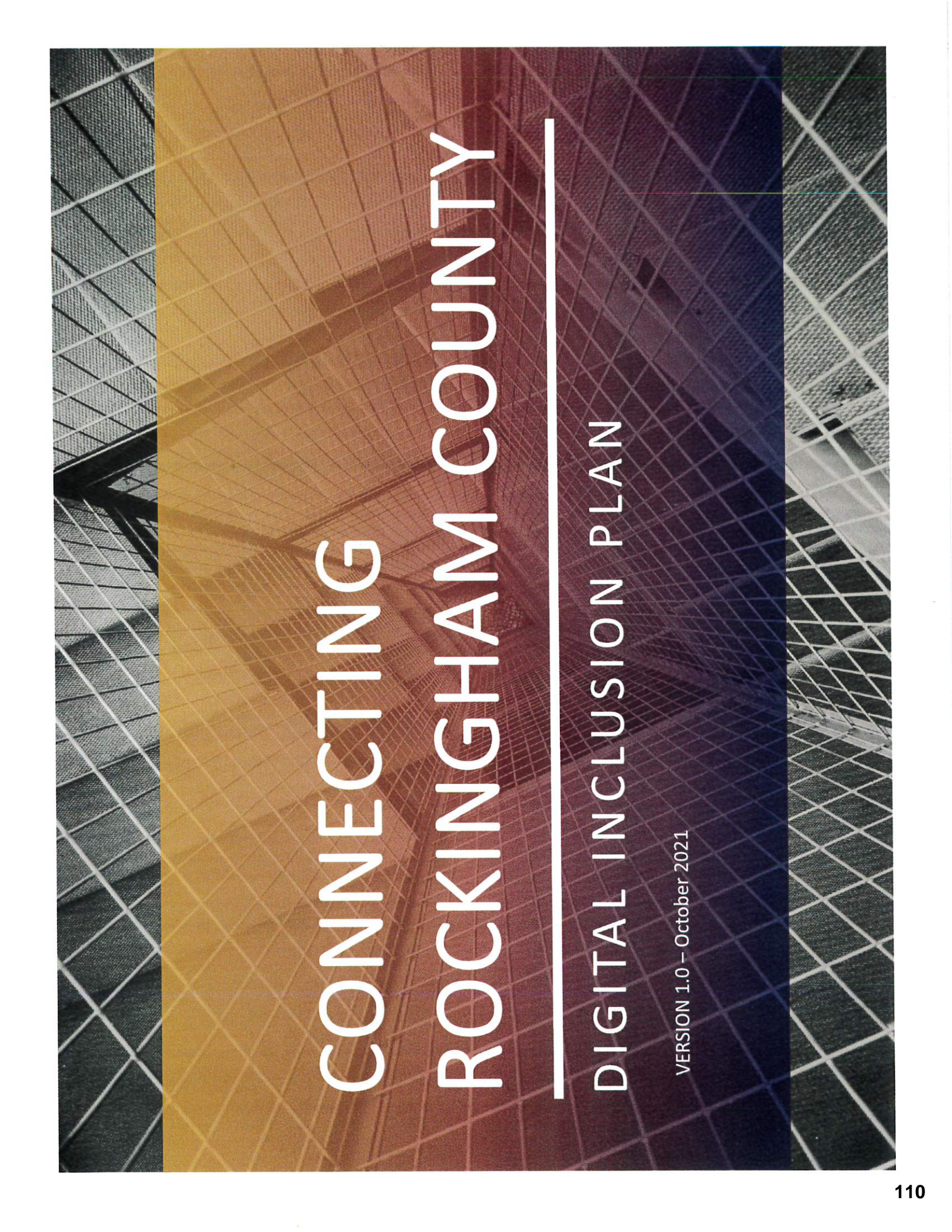
If you plan to attend and require special accommodations because of a disability or physical impairment, please contact the City Clerk at 336-349-1030 or 230 W. Morehead Street for accommodations for this request by October 12, 2021 prior to the hearing. The NC Relay for the Deaf number is 1-800-735-8262.

This information is available in Spanish or any other language upon request. Please contact the City Clerk at 336-349-1030 or 230 W. Morehead Street for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con City Clerk at 336-349-1030 o en 230 W. Morehead Street de alojamiento para esta solicitud.

The City of Reidsville is an EEO.





# CONNECTING ROCKINGHAM COUNTY

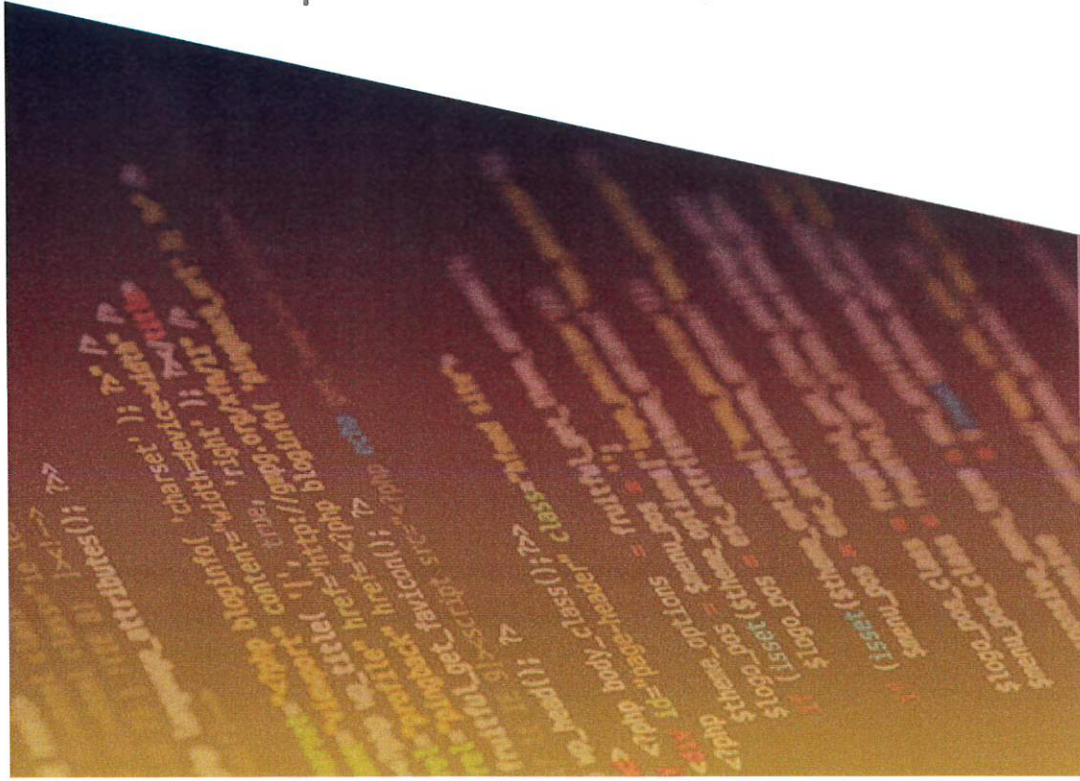
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DIGITAL INCLUSION PLAN

VERSION 1.0 – October 2021

# PURPOSE

The purpose of this plan is to create a framework for decisions that will lead to the expansion of broadband access to all of Rockingham County and to equip and enable the people of the county to participate fully in the digital world.



# ROCKINGHAM COUNTY DIGITAL INCLUSION COALITION

## PROCESS DEVELOPMENT



The beginnings of the Rockingham County Digital Inclusion Coalition were a “perfect storm” – the result of various forces coming together elevating the work of numbers of contributors in an ever-changing COVID environment.

Early in the pandemic, **Reidsville Area Foundation** began having conversations regarding gaps in internet infrastructure, as well as digital access. Connections were made with Rural LISC, North Carolina First in Futures, and the National Digital Inclusion Alliance, who initiated a Digital Navigator Model with accompanying strategies to roll out in communities.

Simultaneously, **NC 100** began researching and also connected with **Band-NC**. The Institute for Emerging Issues in partnership with the North Carolina Broadband Infrastructure Office began hosting a series of workshops on “How to Build a Community Digital Inclusion Plan.”

This workshop walked communities through the key elements of a digital inclusion plan, why it's important, and how to evaluate digital inclusion needs in our community. Many local organizations attended those webinar sessions – Rockingham County Government, Reidsville Area Foundation, Cone Health, and **Madison Mayodan Parks and Recreation Commission**.

During this time, **Rockingham County Government** applied for and received four GREAT Grants and **Cone Health - Annie Penn Hospital** was exploring access to broadband as a social determinant of health. **NC100** received a grant from **Rural LISC** for digital navigation.

**Piedmont Triad Regional Council**, a BAND-NC grant recipient, reached out and offered facilitation services. Soon after, we all convened and began formulating a local Digital Inclusion Coalition that would meet to evaluate the assets, needs, priorities, and goals for broadband expansion and digital inclusion and equity for the county.



## FACILITATION

Piedmont Triad Regional Council

## COMMUNITY DRIVERS

NC100

Cone Health

Reidsville Area Foundation

Rockingham County Government

## COMMUNITY PARTNERS

Aging, Disability and Transit Services

City of Reidsville

Eden Boys and Girls Club

NC Department of Technology

Madison Mayodan Recreation Commission

Rockingham Community College

Rockingham County Economic Development

Rockingham County DHHS

Rockingham County Schools

Rockingham County Partnership for Children

Salvation Army of Rockingham County

## MISSION

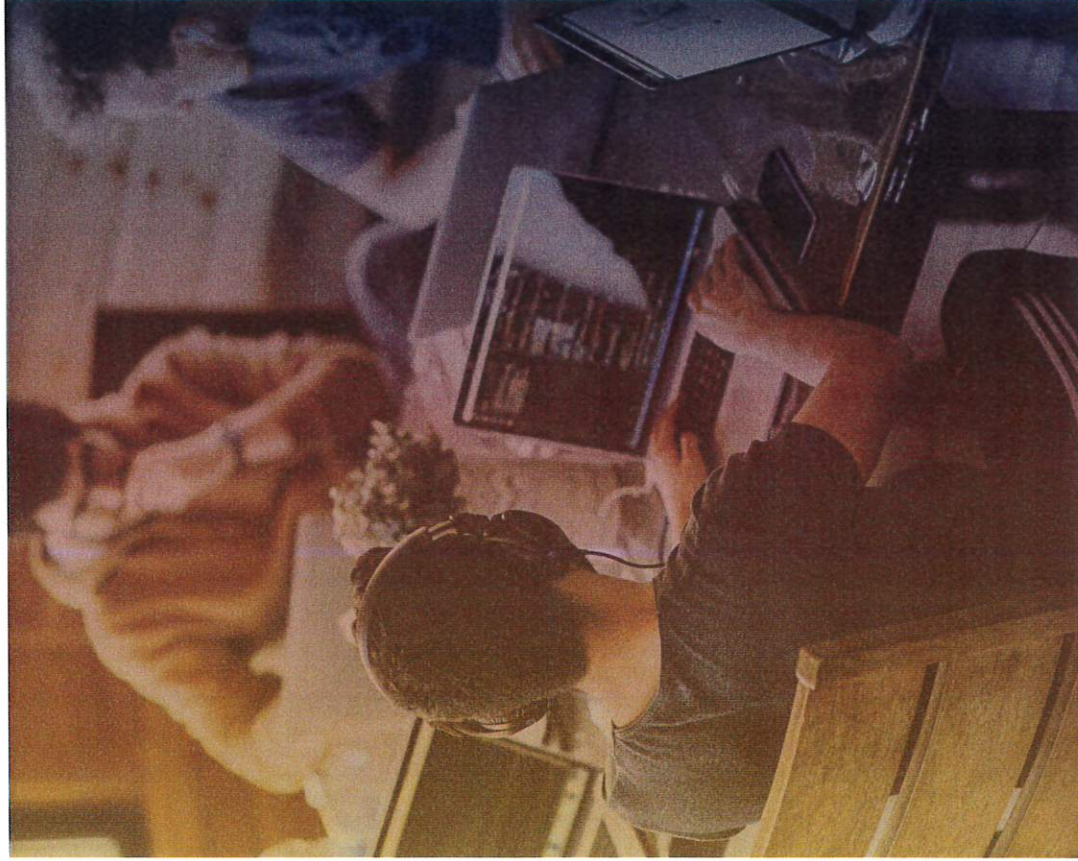
Our mission is to create a strategic plan that will expand reliable, affordable high-speed internet access to all residents in Rockingham County and provide the hardware, tools, and skills needed to use that access to improve their lives and livelihoods.

## VISION

Our vision is that all Rockingham County residents will have full, equal access to quality broadband and the knowledge and skills needed to participate fully in our society, democracy, and economy regardless of socio-economic status.

## VALUES

Accessibility, Affordability, Dependability, Equity, Consistency.





## AVAILABILITY GROUP

Focused on the technological aspects of where broadband is currently and where it is needed.

## ACCESS GROUP

Focused on where internet connectivity may be available, but barriers exist that keep people from accessing it.

## ADOPTION GROUP

Focused on digital literacy, awareness of access options, engaging community leaders to share resources locally.

# IDENTIFIED STRATEGIES FOR DIGITAL INCLUSION

STRATEGY AND OBJECTIVES	
GOAL	
Availability	<p>Improve Maps</p> <p>Encourage advocacy with legislative representatives for laws that will improve broadband infrastructure mapping.</p> <p>Maximize the efforts of RC Information Technology to create complete maps using new and existing information.</p> <p>Dedicate Local, State and federal funds to expand broadband access.</p> <p>Advocate for an increase in satellite and fixed wireless options for the most rural areas of the county.</p> <p>Encourage advocacy with legislative representatives for changes to laws that hinder fiber-based broadband expansion.</p> <p>Regionalize efforts (to leverage more funds) to create incentives for service providers to expand fiber infrastructure.</p>
	<p>Expand Wireless Access</p> <p>Complete a community scan of private businesses, churches, and community based organizations that provide free, reliable Wi-Fi network access. Use GIS mapping to overlay public and private access maps.</p> <p>Increase reliable Wi-Fi network availability, with the aim of access points within 10 miles of each residence.</p> <p>Establish a countywide Broadband Resource Education Center (long-term goal).</p>
	<p>Increase Access to Low-Cost Broadband</p> <p>Address gaps in hotspot funding as well as connectivity for students residing where hotspots are ineffective.</p> <p>Increase enrollment in established programs (i.e., Emergency Broadband Benefit Program, provider plans) that give broadband stipends, scholarships or subsidies.</p>
Access	<p>Increase Access to Devices</p> <p>Utilize current programs to increase device distribution to students K-12 (RCC, RCS, RCPC).</p> <p>Expand device ownership within the community through refurbishing and digital navigation programs.</p> <p>Connecting digital literacy training with relevant content and services.</p>
	<p>Create and Communicate Resources</p> <p>Exploration of secondary and post-secondary curriculum and certifications in Digital Literacy and Navigation.</p>
Adoption	<p>Address and Fill gaps in information technology assistance</p> <p>Running more public access computing centers across Rockingham County.</p> <p>Work with retail and corporate entities inside of Rockingham County.</p> <p>Leverage local non-profits, grassroots organizations, and faith-based organizations to support county efforts.</p>

AVAILABILITY  
GROUP

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PRIORITY NEEDS

1. Improve Maps

2. Increase Connectivity

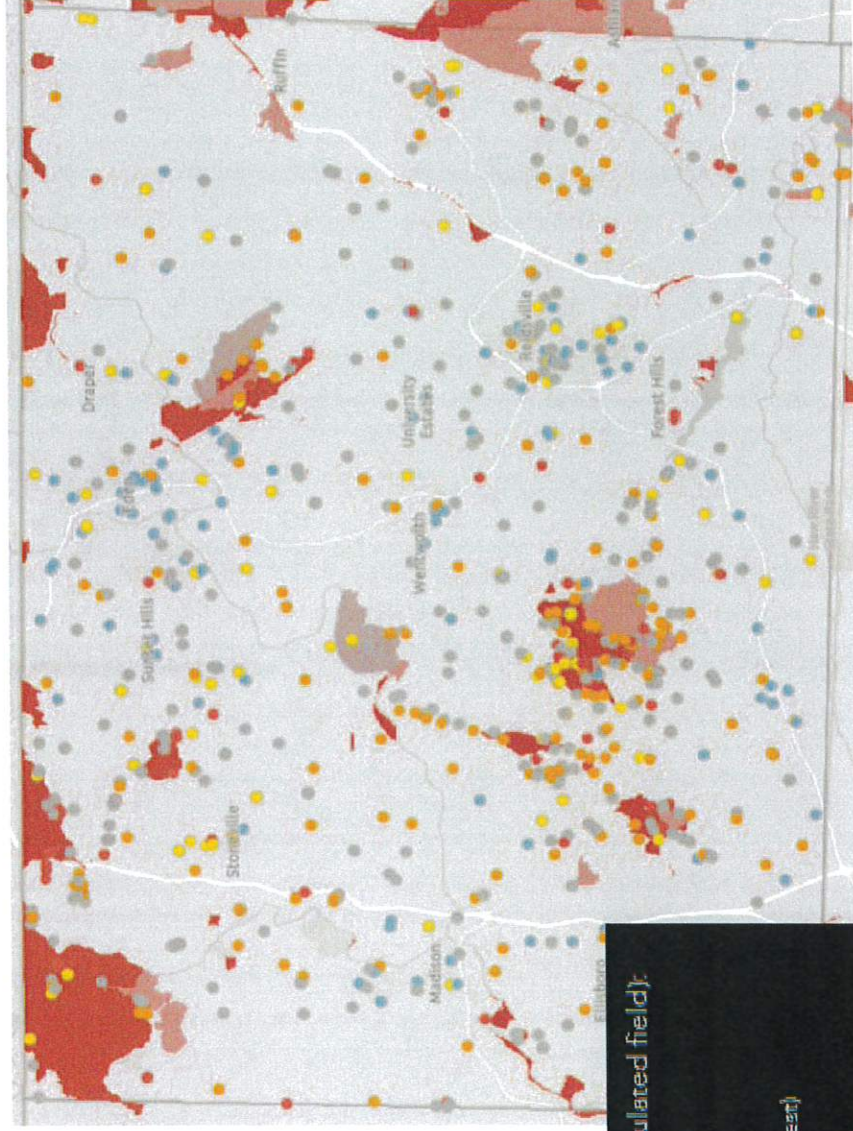
3. Improve Connectivity

The North Carolina Broadband Infrastructure Office survey shows that **46.6%** who took the survey in Rockingham County have no wired internet access. Of those without internet access, 80.1% gave “not available” as the primary reason they have no internet.

Rockingham County officials estimate that more than 60% of the county’s residents don’t have access to reliable, high-speed internet that meets the national standard of 25 Mbps to download and three Mbps to upload.

Pockets exist within all municipalities where internet connectivity is absent or at less than broadband speeds.

Note: The US Census Bureau indicates 98.1% of the population in Rockingham County has access to broadband with 77.6% subscribing to internet services. This calculation is not accurate, because if one home in a census block has access to broadband internet service, their evaluations assume that all areas within that census block have broadband.



# ACCESS GROUP

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## PRIORITY NEEDS

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The committee recommends prioritizing access in under-resourced communities, implementing intentional strategies and investments to reduce and eliminate barriers to access and technology.

1. Expand Free Broadband Access through Public/Private Wireless Services.
2. Increase access to affordable, sustainable, and robust broadband internet service.
3. Increase access to affordable, internet-enabled devices (tablets, computers, etc.);

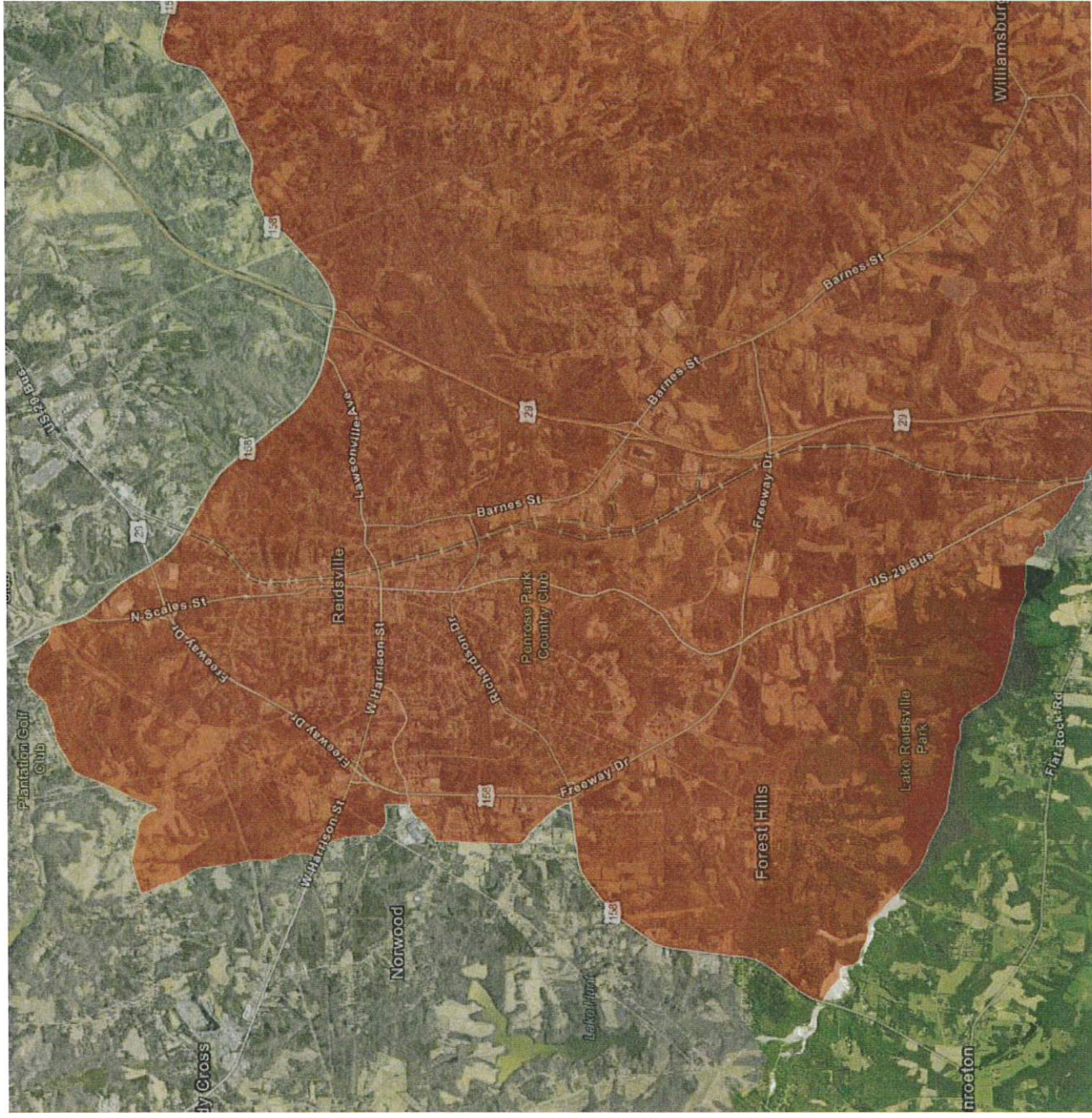
# REIDSVILLE HAS 16 ACCESS POINTS FOR FREE WI-FI



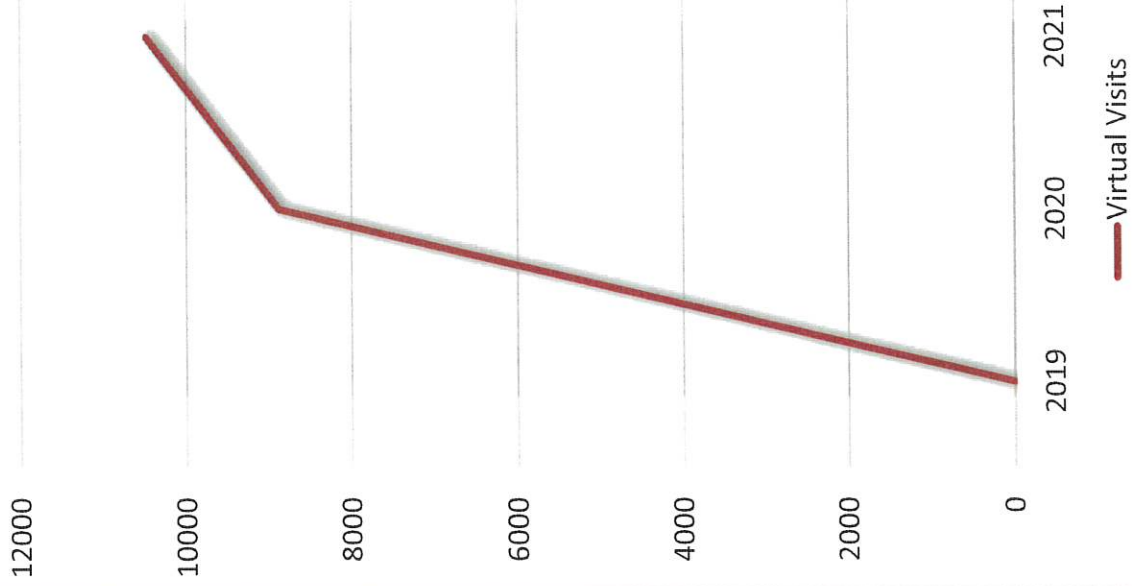
Note: Not all access points have been tested to verify national standard expectations of 25 Mbps to download and three Mbps to upload. All school sites meet standard.



More than **25%** of Reidsville residents in the neighborhoods shaded red do not have a computer or smartphone to access the Internet.



## Reidsville Cone Health Medical Practice Virtual Visits



**FREE**

FOOD  
MARKET

## Mobile Food Market Fresh Fruit and Vegetables

Fresh produce, meat, bread, and staple items are given to qualified families, based on income level.  
(Each family will receive approximately 60 lbs. of food.)

2nd Friday each month August – December 2020

Friday, August 14

Friday, September 11

Friday, October 9

Friday, November 1

**3:00 p.m. – 5:00 p.m.**

401 W. Decatur Street, Madison, NC 27025

Call **336-840-9061** for more information.



The project is funded through a COVID-19 Rural Response Grant through LRIC Rural at the University of North Carolina at Chapel Hill.

More than 35% of participants accessing the Mobile food market reported no access to home internet services.

# ADOPTION GROUP

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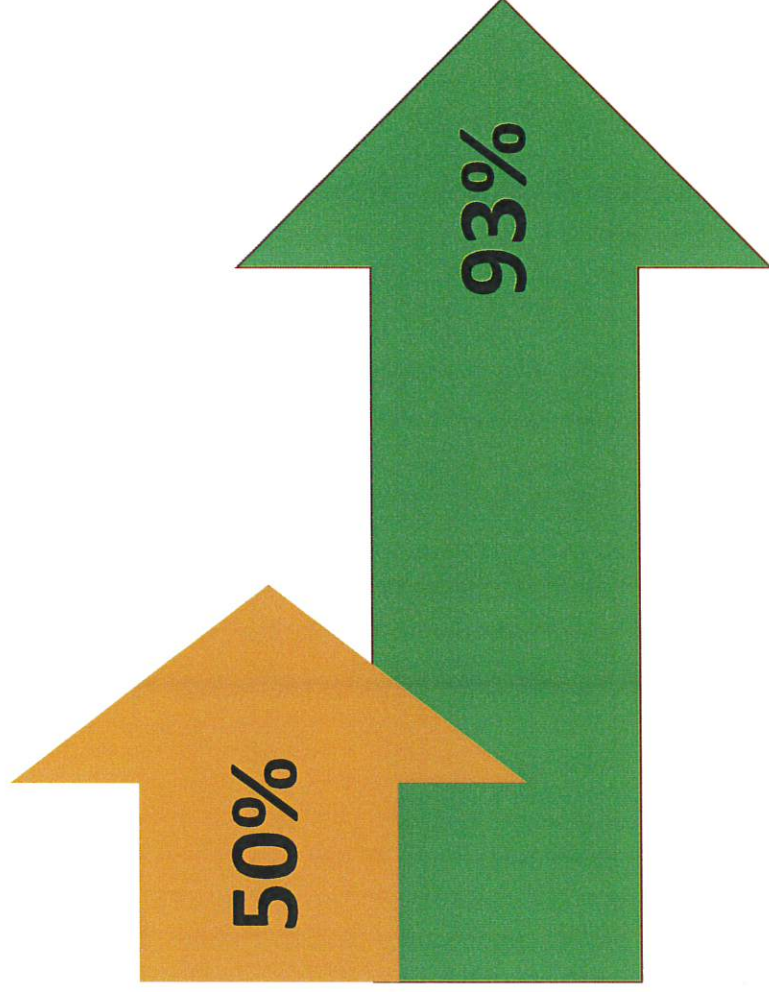
## PRIORITY NEEDS

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The committee recommends prioritizing access in under-resourced communities, implementing intentional strategies and investments to reduce and eliminate barriers to access and technology.

1. Create and communicate resources for outreach about current internet access areas.
2. Fill the gaps of who else is supplying information technology assistance and education and address gaps uncovered by outreach in the community.
3. Build consensus on navigation/inclusion definitions between the community and resource providers.

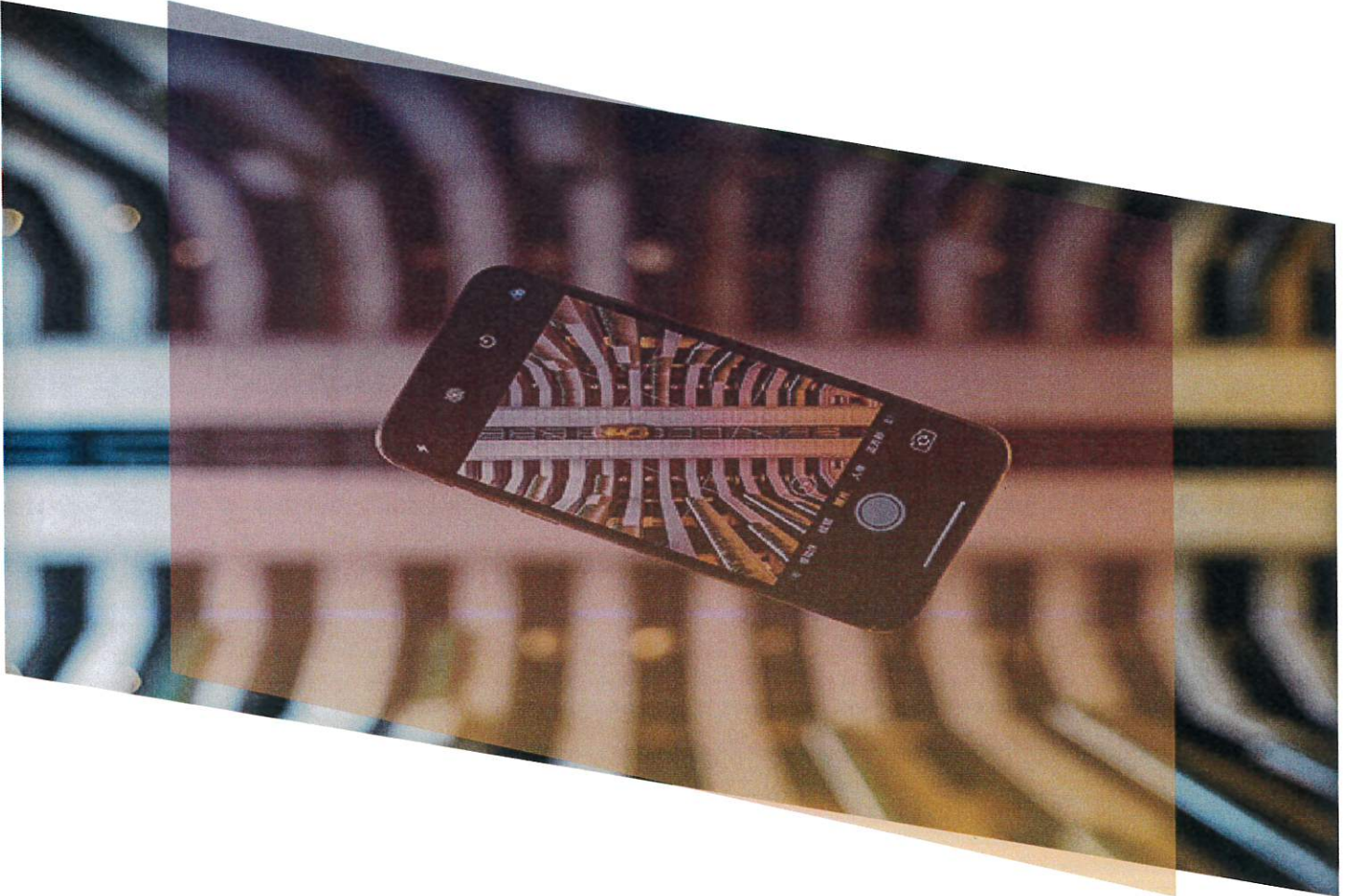
Since 2000, people who use the internet on a regular basis at work or home grew from 50% in 2000 to 93% in 2020. In Reidsville that works out to 7,000 residents using the internet to nearly 13,500.



Despite the call for more rural broadband adoption from the pandemic, rural residents are still less likely than those living in suburban areas to report having home broadband, creating a smartphone dependency over time.

Today, 15% of American adults are “smartphone-only” internet users – meaning they own a smartphone, but do not have traditional home broadband service.

Reliance on smartphones for online access is especially common among younger adults, (our students) lower-income Americans and those with a high school education or less. **12%** of White Americans are dependent- compared to **17%** for Blacks and **25%** of Hispanic populations.





## DIGITAL NAVIGATORS

Digital Navigators are individuals who address the whole digital inclusion process — home connectivity, devices, and digital skills — with community members through repeated interactions.

Continual one-on-one contact ensures that each individual's needs will be met.

# POTENTIAL NEXT STEPS



REVIEW THE FULL DIGITAL INCLUSION PLAN – EXPECTED  
LATE OCTOBER



SCHEDULE A MEETING WITH DIGITAL INCLUSION  
COALITION MEMBERS TO DISCUSS REIDSVILLE SPECIFIC  
STRATEGIES



EXPLORE FUNDING PARTNERSHIPS (GOVERNMENT  
GRANTS & PHILANTHROPY OPTIONS)



The City of  
**Reidsville**

North Carolina

230 W. Morehead Street, Reidsville, NC 27320, Ph. (336) 349-1065

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*Donna H. Setliff, CZO  
Community Development Manager*

**MEMORANDUM**

**TO:** The Honorable Mayor Donecker and Members of the Reidsville City Council  
**FROM:** Donna H. Setliff, Community Development Manager *DHS*  
Neil McKinney, Lead Codes Inspector *CM*  
**DATE:** September 23, 2021  
**SUBJECT:** Demolition Request – 2009 Carpenter Drive

The ninety-days expired on September 15, 2021 to comply with the Code Enforcement Order to demolish 2009 Carpenter Drive. As the property has neither been repaired nor demolished, it is considered Condemned. Therefore, we are requesting permission to cause the demolition of the structure.

The Department received complaints from the neighbors about the condition of the dwelling. Inspection of the dwelling revealed Minimum Housing Code violations prompting the need for a Minimum Housing Code Hearing. A title search performed by the City Attorney found the property owner to be The Heirs/Devises of Robert H. Drum and the Lienholder Truist Bank.

Staff set a Minimum Housing Code Hearing for May 19, 2021. The Complaint and Notice of Hearing was mailed to the property owner via certified mail, published in the Rockingham Now and posted on the dwelling. Staff is aware the property owner is deceased and there has been no Estate filed. Staff notified the Attorney Cathy Stroupe who represents the deceased's nephews. There was no Heir representation at the hearing.

Subsequently, a Housing Code Enforcement Order to demolish the dwelling was mailed via certified mail to the property owner and Attorney, published in the Rockingham Now and posted on the dwelling. The Order gave 90 days to demolish the dwelling which expired on September 15, 2021. The Order required demolition of dwelling because the estimated repair cost is \$100,000+ exceeding 50% of the value being \$184,084 per the Rockingham County Tax Department at the time of the Hearing. However there has not been a re-evaluation of the property since the February 2021 storm which resulted in the damage to the dwelling.



September 23, 2021

Page 2

- The property taxes are owed for 2021 in the amount of \$2,948.16.
- The water service was disconnected on May 15, 2020 with an outstanding balance of \$445.00.

The original inspection findings (Exhibit A) and pictures are enclosed of the dwelling. Additionally, the Ordinance directing Staff to demolish the dwelling is enclosed for Council consideration. The Attorney for the nephew's and Lienholder have been mailed a notice of this City Council meeting.

Enclosures

**ORDINANCE TO DEMOLISH  
2009 CARPENTER DRIVE, REIDSVILLE, NORTH CAROLINA**

**BE IT THEREFORE RESOLVED:**

**WHEREAS**, on the 19<sup>th</sup> day of May, 2021, at 10:00 a.m., the Codes Inspector of Reidsville, North Carolina conducted a hearing on violations of Chapter 4, Article II, Housing Code, Reidsville Code of Ordinances, Section 4-26, for the property located at 2009 Carpenter Drive, Reidsville, North Carolina Tax Parcel No. 144395. Said Complaint and Notice of Hearing was mailed via Certified Mail to the owner being the heirs/devisees of Robert H. Drum on April 21, 2021. The Certified Mail was returned unclaimed. Further, the Complaint and Notice of Hearing was served on the property owner by publication in the Rockingham Now newspaper on April 21, 2021, and by posting the Complaint and Notice of Hearing on the subject property on April 21, 2021.

**WHEREAS**, said owner/s failed to appear at said hearing and presented no evidence, and whereas a copy of the Order of the Codes Inspector was mailed to the owner via Certified Mail on June 9, 2021. The Certified Mail was returned unclaimed. Furthermore, the Order of the Codes Inspector was posted on said property on June 9, 2021 and published in the Rockingham Now newspaper on June 9, 2021. The Order allowed said owner to demolish and remove the above structure on or before September 15, 2021 and whereas there has been no compliance with said Order in that said structure has not been demolished or removed, and remains dilapidated and unfit for human habitation, and constitutes a public health, safety, and fire hazard;

**NOW THEREFORE**, pursuant to the Reidsville Code of Ordinances, Section 4-29(c), the Codes Inspector of Reidsville, North Carolina is hereby ordered to cause the above structure located at 2009 Carpenter Drive, Reidsville, North Carolina, to be vacated, demolished and removed, pending demolition and removal to post said structure as provided by N.C.G. S. 160A-426 and Section 4-29 (b) of the Reidsville Code of Ordinances.

This is the 12<sup>th</sup> day of October, 2021.

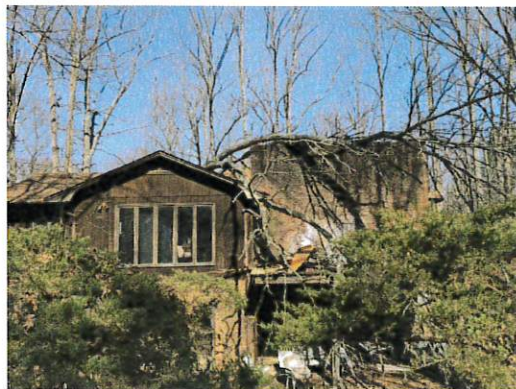
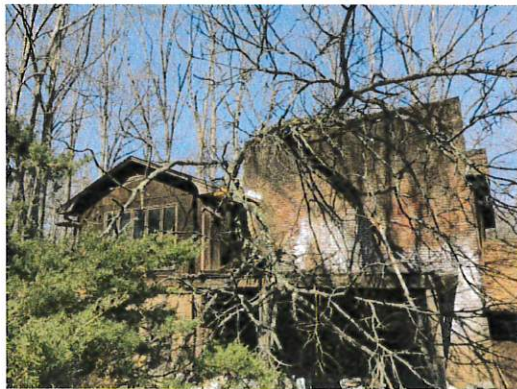
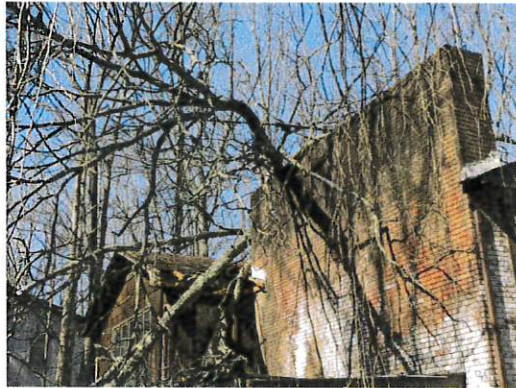
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John "Jay" M. Donecker, Mayor, Reidsville, North Carolina

ATTESTED BY:

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Angela G. Stadler, City Clerk



**EXHIBIT A  
HOUSING CODE  
INSPECTION REPORT  
FOR 2009 CARPENTER DRIVE, REIDSVILLE, NC**

Section 4-26

(a) Conditions

- (1) Interior walls or vertical studs which seriously list, lean or buckle to such an extent as to render the dwelling unsafe.

**Comment: Interior walls damaged due to tree falling on the structure, plus water damage**

- (2) Supporting member or members which show thirty-three (33) percent or more damage or deterioration, or non-supporting, enclosing or outside walls or covering which shows fifty (50) percent or more of damage or deterioration.

**Comment: The roof and framing has severe damage due to large tree falling onto the structure**

- (3) floors or roofs which have improperly distributed loads, which are overloaded or which have insufficient strength to be reasonably safe for the purpose use.

**Comment: The roof assembly and walls are damaged**

- (4) Such damage by fire, wind or other causes as to render the dwelling unsafe.

**Comment: With the tree still laying across the house it is unsafe to be inside**

- (7) Defects significantly increasing the hazards of fire, accident or other calamities.

**Comment: The framing is severely damaged therefore making it a hazard to be around**



The City of  
**Reidsville**  
North Carolina

230 W. Morehead Street, Reidsville, NC 27320, Ph. (336) 349-1065

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*Donna H. Setliff, CZO*  
*Community Development Manager*

**MEMORANDUM**

**TO:** The Honorable Mayor Donecker and Members of the Reidsville City Council

**FROM:** Donna H. Setliff, Community Development Manager *DHS*  
Neil McKinney, Lead Codes Inspector *CNM*

**DATE:** September 28, 2021

**SUBJECT:** Demolition Request – 811 Wilson Street

The ninety-days expired on September 17, 2021 to comply with the Code Enforcement Order to demolish 811 Wilson Street. As the property has neither been vacated, repaired nor demolished, it is considered Condemned. Therefore, Staff is requesting permission to cause the demolition of the structure.

The Department received complaints from the neighbors regarding the condition of the dwelling. Inspection of the dwelling revealed Minimum Housing Code violations prompting the need for a Minimum Housing Code Hearing. A title search performed by the City Attorney found the property owner to be Maudie W. Lamberth Estate, c/o William Paul Lamberth. William Paul Lamberth is also deceased.

Staff set a Minimum Housing Code Hearing for May 19, 2021. The Complaint and Notice of Hearing was mailed to the Estate via certified mail, published in the Rockingham Now and posted on the dwelling. No one representing the Estate attended the hearing. However, the notice was received by their son, Todd Lamberth.

Subsequently, a Housing Code Enforcement Order to demolish the dwelling was mailed via certified mail to the property owner, published in the Rockingham Now and posted on the dwelling. I previously stated the Order gave 90 days to demolish the dwellings which expired on September 17, 2021. The Order required demolition of dwelling because the estimated repair cost is \$95,000 exceeding 50% of the value being \$2,974 per the Rockingham County Tax Department at the time of the Hearing.

- The property taxes are owned for 2021 in the amount of \$96.00.
- Disconnection of the water predates installation of our new water billing system. Therefore, I cannot be certain when the water was disconnected.

September 28, 2021

Page 2

The original inspection findings (Exhibit A) and pictures are enclosed of the dwelling. Additionally, the Ordinance directing Staff to demolish the dwelling is enclosed for Council consideration. The property owner has been mailed a notice of the City Council meeting.

Enclosures

**ORDINANCE  
TO DEMOLISH 811 WILSON STREET, REIDSVILLE, NORTH CAROLINA**

**BE IT THEREFORE RESOLVED:**

**WHEREAS**, on the 19<sup>th</sup> day of May, 2021 at 9:00 a.m., the Codes Inspector of Reidsville, North Carolina conducted a hearing on violations of Chapter 4, Article II, Housing Code, Reidsville Code of Ordinances, Section 4-26, for the property at located at 811 Wilson Street, Reidsville, North Carolina Parcel No. 152789. The Complaint and Notice of Hearing was served on the owner on April 22, 2021 said owner being The Maudie W Lamberth Estate, c/o William Paul Lamberth.

**WHEREAS**, said owner failed to appear at said hearing and presented no evidence, and whereas a copy of the Code Enforcement Order was mailed to the owner via Certified Mail on June 17, 2021, being received by said owner on June 19, 2021. The Order allowed said owner to vacate, demolish and remove the above structure on or before September 17, 2021 and whereas there has been no compliance with said Order in that said structure has not been vacated, demolished or removed, and remains dilapidated and unfit for human habitation, and constitutes a public health, safety, and fire hazard;

**NOW THEREFORE**, pursuant to the Reidsville Code of Ordinances, Section 4-29(c), the Code Enforcement Inspector of Reidsville, North Carolina is hereby ordered to cause the above structure located at 1701 Courtland Avenue, Reidsville, North Carolina, to be vacated, demolished and removed, pending demolition and removal to post said structure as provided by N.C.G. S. 160A-426 and Section 4-29 (b) of the Reidsville Code of Ordinances.

This is the 12th day of October, 2021.

---

John "Jay" M. Donecker, Mayor, Reidsville, North Carolina

ATTESTED BY:

---

Angela G. Stadler, City Clerk







**EXHIBIT A  
HOUSING CODE  
INSPECTION REPORT  
FOR 811 WILSON STREET**

Section 4-26

(a) Conditions

- X   (1) Interior walls or vertical studs which seriously list, lean or buckle to such an extent as to render the dwelling unsafe.

**Comment: The floor system under the vertical walls have failed.**

- X   (2) Supporting member or members which show thirty-three (33) percent or more damage or deterioration, or non-supporting, enclosing or outside walls or covering which shows fifty (50) percent or more of damage or deterioration.

**Comment: The floor system has failed on the front porch, and in all of the rooms except the front living room.**

- X   (3) floors or roofs which have improperly distributed loads, which are overloaded or which have insufficient strength to be reasonably safe for the purpose used.

**Comment: The floor joist and girders are all deteriorated to the point that the house is unsafe to enter.**

- X   (4) Such damage by fire, wind or other causes as to render the dwelling unsafe.

**Comment: The house main support system is dilapidated.**

- X   (5) Dilapidation, decay, unsanitary conditions or disrepair which is dangerous to the health, safety or welfare of the occupants or other people in the city or jurisdiction.

**Comment: For reasons stated above**

- X   (6) Inadequate facilities for egress in case of fire or panic.

**Comment: The rooms are full of debris and the doors are blocked**

- X   (7) Defects significantly increasing the hazards of fire, accident or other calamities.

**Comment:**

- X   (9) Lack of proper electrical, heating or plumbing facilities required by this article which constitutes a health or a safety hazard.

**Comment: All four systems (Building, Electrical, Mechanical and Plumbing) are all in a dilapidated condition.**

City of Reidsville  
 Cypress Drive Estimates  
 As of October 4, 2021

The following estimates were prepared by WithersRavenel engineering firm:

		Design	Construction	Admin/Inspec	Combined
Option 1	Construction/Installation of Curb and Gutter along Cypress Drive (from Belmont Drive to S. Scales Street) with Bike Lanes (each side), Sidewalk (both sides approx 5,860 LF), Curb Ramps, Storm Drainage, Retaining Walls, and Round-About (Intersection of Cypress Drive and S. Park Drive). Includes surveying, design, property acquisition process, permitting, and bid documents.	\$ 658,250	\$ 2,720,000	\$ 544,000	\$ 3,922,250
Option 2	Construction/Installation of Curb and Gutter along Cypress Drive (from Belmont Drive to S. Scales Street) with Bike Lanes (each side), Sidewalk (from Belmont Street to existing Greenway; alternating sides at Treybourne Drive for a total distance of approximately 3,625 LF), Curb Ramps, Storm Drainage, Retaining Walls, and Round-About (Intersection of Cypress Drive and S. Park Drive). Includes surveying, design, property acquisition process, permitting, and bid documents.	\$ 658,250	\$ 2,500,000	\$ 500,000	\$ 3,658,250
Option 3	Construction/Installation of Curb and Gutter along Cypress Drive (from Belmont Street to S. Scales Street) with Sidewalk (both sides approx 5,860 LF), Curb Ramps, Storm Drainage, and Retaining Walls. Includes surveying, design, property acquisition process, permitting, and bid documents.	\$ 658,250	\$ 2,320,000	\$ 464,000	\$ 3,442,250
Option 4	Construction/Installation of Curb and Gutter along Cypress Drive (from Belmont Street to S. Scales Street) with Sidewalk (from Belmont Street to existing Greenway; alternating sides at Treybourne Drive for a total distance of approximately 3,625 LF), Curb Ramps, Storm Drainage, and Retaining Walls. Includes surveying, design, property acquisition process, permitting, and bid documents.	\$ 658,250	\$ 2,100,000	\$ 420,000	\$ 3,178,250
Option 5	Construction/Installation of Curb and Gutter along Cypress Drive (from Belmont Street to S. Scales Street) with Bike Lanes (each side), Curb Ramps, Storm Drainage, and Retaining Walls. Includes surveying, design, property acquisition process, permitting, and bid documents.	\$ 658,250	\$ 1,800,000	\$ 360,000	\$ 2,818,250
Option 6	Construction/Installation of Bike Lanes (each side) along Cypress Drive (from Belmont Street to S. Scales Street), Storm Drainage, and Retaining Walls. Includes surveying, design, property acquisition process, permitting, and bid documents.	\$ 658,250	\$ 1,030,000	\$ 206,000	\$ 1,894,250

## Angela Stadler

**From:** Leigh Anne Bassinger  
**Sent:** Sunday, October 3, 2021 1:01 PM  
**To:** Management Team Members  
**Subject:** Percentages Vaccinated

Department	Vaccinated			Total Employees	% Vaccinated
	Yes	1st Dose	No		
104120 - Administration Department	3			3	100.00%
104122 - Personnel Department	2			2	100.00%
104123 - Public Works Administration			1	1	0.00%
104130 - Finance Department	7		1	8	87.50%
104210 - Info Systems Technology	3			3	100.00%
104310 - Police Department - Admin	12			12	100.00%
104311 - Police Department - Detective	8	1		9	100.00%
104312 - Police Department - Patrol	20	4	5	29	82.76%
104314 - Police Dept - Community Police	5		1	6	83.33%
104340 - Fire Department	21	1	12	34	64.71%
104350 - Code Enforcement	4			4	100.00%
104510 - Street Division	11	1	2	14	85.71%
104710 - Solid Waste Management Div	13	1	2	16	87.50%
104740 - Greenview Cemetery Division	1	1		2	100.00%
104910 - Planning	3			3	100.00%
104920 - Economic Development	1			1	100.00%
104940 - Market Square	2			2	100.00%
104950 - Main Street	1			1	100.00%
106140 - Penn House	2	1	2	5	60.00%
107113 - Engineering	1		1	2	50.00%
116120 - Parks & Rec - Administration	3			3	100.00%
116121 - Parks & Rec - Facilities	3			3	100.00%
116123 - Parks & Rec - Athletic/special	2	1		3	100.00%
116124 - Parks & Rec - Senior Center	7		1	8	87.50%
116130 - Parks & Rec - Lake Reidsville	2		1	3	66.67%
617114 - Meter Reading	1		3	3	33.33%
617120 - Water Treatment Plant Div	6		1	7	85.71%
617121 - Water Distribution Division	3			3	100.00%
627130 - Waste Water Treatment Plant	7		1	8	87.50%
627131 - Sewer Collection Division	4		2	6	66.67%
627133 - Plant Maintenance Division	5			5	100.00%
804250 - Garage	4			4	100.00%
<b>Grand Total</b>	<b>166</b>	<b>11</b>	<b>36</b>	<b>213</b>	<b>83.10%</b>



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

**Date:** October 12, 2021

**To:** Mayor Jay Donecker  
City Council Members

**From:** Summer Woodard, City Manager

**Subject:** City Manager's Monthly Report

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*Office of the City Manager*

**Training:**

- I attended the UNC School of Government Public Executive Leadership Academy in person September 19<sup>th</sup> through September 24<sup>th</sup>. I am now a certified PELA graduate. PELA stands for Public Executive Leadership Academy.
- NLC will be held virtually this year. The dates will be Friday, November 12<sup>th</sup>, Monday, November 15<sup>th</sup> and Tuesday, November 16<sup>th</sup>.

**Personnel:**

- Human Resources has started advertising for the positions of Community Development Manager and Public Works Director.
- Please see attached reports from Management Team members outlining how the City of Reidsville COVID-19 Policy could potentially affect personnel in their departments and services their departments provide.

**Lucky City Brewing:**

- On September 29<sup>th</sup> City Attorney Bill McLeod drafted a lease agreement allowing Lucky City Brewing to lease three (3) parking spots from the City of Reidsville annually for a food truck. In the lease agreement, Lucky City Brewing can rotate food trucks in and out of the designated three (3) spaces. However, only one (1) food truck is allowed at a time in those three (3) spaces. All food trucks must get a food truck permit from the City of Reidsville.
- Lucky City Brewing must also name the City of Reidsville as additionally insured on their insurance policy for liability coverage of the three (3) spots they are leasing from the City. This agreement is for one (1) year and may be renewed annually. General

Manager Ryan Hovis and I signed the lease agreement on September 29<sup>th</sup>. I have attached a copy of the lease agreement for your records.

- I attended the ribbon cutting ceremony for Lucky City brewing on Friday, October 1<sup>st</sup>, and I attended its grand opening event on Saturday, October 2<sup>nd</sup>.

### **Breast Cancer Awareness Month:**

- Management Team painted two (2) fire hydrants pink in honor of Breast Cancer Awareness Month. One fire hydrant is located in front of First Baptist Church and the other hydrant is located in front of the hospital on Main Street. We encourage everyone to bring their own Sharpie and write the name of someone they wish to honor or write in memory of on the pink fire hydrants. We will turn the fire hydrants back to their original color November 1<sup>st</sup>.

### **RCARE:**

- There are growing concerns for the safety of our patrons at RCARE. Currently, the City is requesting all people entering the facility to wear a mask at all times regardless of vaccination status. We are also logging in our computer system the vaccination status of those utilizing RCARE. As of September 1<sup>st</sup> until October 4<sup>th</sup> RCARE has ten (10) out of one-hundred and twenty (120) patrons that have not be vaccinated.
- Administration and Human Resources would like to recommend that those that are unvaccinated attending RCARE submit a weekly negative test to be kept on file at RCARE. Mandatory masking regardless of vaccination status is also recommended for RCARE.

### **Projects:**

- Rockingham Youth Development Center is twenty (20) percent complete. Current project completion is scheduled for August 31, 2023. Please see the attached project status report.

### **Events/Meetings:**

- Attended the Planning Board Meeting on Wednesday, September 15<sup>th</sup>.
- Management Team toured the Fire Department Thursday, September 16<sup>th</sup>.
- Exile performed on opening night at the Reidsville Showcase on September 17<sup>th</sup>. I attended this event. It is truly remarkable all the hard work and partnerships that have allowed for the theater to re-open.

- On September 25<sup>th</sup> the Water Lantern Festival was held at Lake Reidsville. I attended this event. City staff did a wonderful job working with the company that hosted this event.
- Met with members of Lowes Hardware's executive team on Tuesday September 28<sup>th</sup>. Lowes is looking to partner with the City of Reidsville on enhancing our neighborhood parks.
- Chief Ray Gibson was sworn in as Chief of Police for the City of Reidsville on Thursday September 30<sup>th</sup>.

**Budget Amendments:**

- Please see attached the budget amendments from fiscal year 2020-2021. If you have any questions, please let me know.

School of Government  
The University of North Carolina at Chapel Hill  
*and*  
North Carolina City and County Management Association  
*certify that*

# Summer Woodard

*has successfully completed the*  
PUBLIC EXECUTIVE LEADERSHIP ACADEMY  
September 24, 2021

*Michael R. Smith*  
Michael R. Smith  
Dean, School of Government



*Lance J. Metzler*  
Lance Metzler  
President, North Carolina City and  
County Management Association





THE CITY OF  
**Reidsville**  
NORTH CAROLINA

**MEMORANDUM – COVID VACCINE POLICY AND FINANCE OPERATIONS**

**To: Summer Woodard, City Manager**  
**From: Chris Phillips, Asst. City Manager/Finance Director**  
**Date: October 4, 2021**

The City's Finance Department has 8 positions; all but one employee has been vaccinated. There would be temporary impact on operations if the department were to lose this employee; the duties of the position are ones that have cross-trained backup employees available. The difficulty in finding a qualified replacement and then training that person would put a time consuming strain on the department in that there is already one retirement planned for this fall already (December 1). Once replacements are on staff and trained the operations of the department should return to normal.



LIVE SIMPLY. THINK BIG.

## Department of Human Resources

230 West Morehead Street  
Reidsville, North Carolina 27320  
(336)349-1058

### Memorandum

To: Summer Woodard, City Manager

From: Leigh Anne Bassinger, Director  
Human Resources

Date: October 3, 2021

Re: Mandating COVID-19 Vaccines

In follow-up to our conversation on Friday, please allow me to respond to your request for additional information. From a personnel stand-point, all employees in HR are fully vaccinated, including our contracted Health Coach from Cone Health. There will be no challenges related to our staffing.

From an operational standpoint, I'd like to share two very distinct sides to this component of requiring COVID-19 vaccines of all employees. Currently, the mandate is to either be vaccinated or to be tested weekly. I am spending several hours every week following up on test results among our unvaccinated. I would like to be able to pass this task off to either Michelle or Kelley, but that has happened yet. So, mandating the vaccine would certainly decrease my work load, even just slightly, by lowering the number of employees who are testing weekly that need to be tracked.

On the other hand, HR is spending a great deal of effort in recruiting candidates without this mandate. Below you will see the number of terminations, new hires and average turnover rates for the last 3.25 years.

Fiscal Year	New Hires	Terminations	Turnover Ratio
2018 – 2019	51	51	0.15
2019 – 2020	61	42	0.12
2020 – 2021	35	46	0.13
1 <sup>st</sup> Qrt. 2021 - 2022	16	21	0.07

*"Live Simply. Think Big."*



LIVE SIMPLY. THINK BIG.

## Department of Human Resources

230 West Morehead Street  
Reidsville, North Carolina 27320  
(336)349-1058

At the turnover pace we are seeing so far in FY 2021 - 2022, we can anticipate about 80 terminations this year (more than double what we saw in each of the two previous years). We are continuing to struggle to fill some vacancies which occurred in the previous fiscal year, but which we have not yet been successful in recruiting, such as the Public Works Director and maintenance mechanics for the Plants Maintenance Division.

If you assume the candidate population reflects the general population in Rockingham County, you can assume that only about 45% of applicants are fully vaccinated. This would seem to suggest that 55% of our already small candidate pool is going to be automatically disqualified for employment with the City of Reidsville. If the policy continues that all applicants must be fully vaccinated in order to begin work with the City of Reidsville, our applicant pool is going to grow smaller.

There is perhaps a counter-argument that would suggest an increase in applications from candidates seeking specifically to work for an employer they know has a near 100% fully vaccinated employee population. I'm simply not seeing this shift in applicants at this point. It may come in the future, or if we were to more boldly advertise our position in mandating COVID-19 vaccinations for employees. Only time will tell.

As of the most recent payroll processed, here are where we stand from a vaccination point:

Department	Vaccinated			Total Emps	% Vaccinated
	Yes	1st Dose	No		
104120 - Administration Department	3			3	100.00%
104122 - Personnel Department	2			2	100.00%
104123 - Public Works Administration			1	1	0.00%
104130 - Finance Department	7		1	8	87.50%
104210 - Info Systems Technology	3			3	100.00%
104310 - Police Department - Admin	12			12	100.00%
104311 - Police Department - Detective	8	1		9	100.00%
104312 - Police Department - Patrol	20	4	5	29	82.76%
104314 - Police Dept - Community Police	5		1	6	83.33%
104340 - Fire Department	21	1	12	34	64.71%
104350 - Code Enforcement	4			4	100.00%
104510 - Street Division	11	1	2	14	85.71%

*"Live Simply. Think Big."*



LIVE SIMPLY. THINK BIG.

## Department of Human Resources

230 West Morehead Street  
Reidsville, North Carolina 27320  
(336)349-1058

104710 - Solid Waste Management Div	13	1	2	16	87.50%
104740 - Greenview Cemetery Division	1	1		2	100.00%
104910 - Planning	3			3	100.00%
104920 - Economic Development	1			1	100.00%
104940 - Market Square	2			2	100.00%
104950 - Main Street	1			1	100.00%
106140 - Penn House	2	1	2	5	60.00%
107113 - Engineering	1		1	2	50.00%
116120 - Parks & Rec - Administration	3			3	100.00%
116121 - Parks & Rec - Facilities	3			3	100.00%
116123 - Parks & Rec - Athletic/special	2	1		3	100.00%
116124 - Parks & Rec - Senior Center	7		1	8	87.50%
116130 - Parks & Rec - Lake Reidsville	2		1	3	66.67%
617114 - Meter Reading	1		3	3	33.33%
617120 - Water Treatment Plant Div	6		1	7	85.71%
617121 - Water Distribution Division	3			3	100.00%
627130 - Waste Water Treatment Plant	7		1	8	87.50%
627131 - Sewer Collection Division	4		2	6	66.67%
627133 - Plant Maintenance Division	5			5	100.00%
804250 - Garage	4			4	100.00%
Grand Total	166	11	36	213	83.10%

The divisions highlighted in light red are the one where the percentage vaccinated is below the City average. These are the divisions where we are most likely to see significant turnover. Because we have already been struggling to fill positions in a number of these divisions, mandating the COVID-19 vaccine for new hires may result in a significant delay in hiring well qualified applicants in these areas.

As I was reminded on Friday, recruitment is an essential function of my division. We will do all that we can to continue to identify and recruit well qualified applicants for all the vacancies in the City of Reidsville. But this operational activity may become significantly more difficult if we mandate COVID-19 vaccinations for all employees.

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THE CITY OF  
**Reidsville**  
NORTH CAROLINA

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*Information Technology*

To: Summer Woodard, City Manager

From: Rhonda Wheeler, Director of Information Technology

Date: October 4, 2021

Re: COVID-19 Policy

Ms. Woodard,

The COVID-19 pandemic presents a range of challenges and stressors in our personal and professional lives. As a department director, I do support the Council's decision to mandate the COVID-19 vaccine for all City employees with exception to the recognized exemptions.

City staff is incredibly valuable to our City's mission. Right now, our employees need our support and leadership more than ever. We have a responsibility as a government agency to be models for the greater community, and to take care of others and ourselves. City Council is demonstrating they put the well-being of City staff and its citizens as a top priority, as we are all in it together.

The management team has had the privilege of partaking in daily and weekly COVID-19 management team meetings. These regular meeting updates provide guidance on key issues related to supporting staff and operations, recognizing that circumstances continue to evolve. There have been numerous topics discussed from a positive test result to the death of a City employee's parent due to COVID-19, which was heartfelt.

The Information Technology department staff is fully vaccinated and I fully support the vaccination of other City employees. During any given day, IT staff travel to various departments to assist with technology needs. IT staff come right alongside other fellow employees to answer questions, instruct on applications or hardware use, and update personal computers. We daily come in close proximity with other staff members and do wonder about others vaccination status. Supporting your team and their well-being is important.

RSW

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The City of  
**Reidsville**

North Carolina

230 W. Morehead Street, Reidsville, NC 27320 Ph. (336)-349-1065- Fax (336) 347-2355

*Haywood Cloud Jr., Assistant City Manager of Community Services  
Departments of Community Development/Parks & Recreation/Economic Development*

**MEMORANDUM**

**TO:** Summer Woodard, City Manager  
**FROM:** Haywood Cloud, Assistant City Manager of Community Services  
**DATE:** October 4, 2021  
**RE:** Impacts of Covid-19

As we move toward a full reopening in the mist of the Covid-19 pandemic, the debate about requiring vaccination as a condition of employment and or participation in certain city programs is having an impact on our employees and the citizens we serve. Both affected groups have some among them who have expressed that they won't take it because of concerns with the speed with which the vaccine was created, while others cited religious reasons. Regardless of the reason for the hesitancy of employees and citizens, the impact could directly affect the effectiveness of the services we provide.

There have been several employees in the Public Works department who have chosen to resign instead of being subjected to being vaccinated. This has been a problem because some of those who chose to resign are responsible for the important job of reading water meters. They join a few other positions in the department who have also chosen to resign, which has prompted staff to move several people around to make up for the loss of those departures. It's becoming increasingly difficult to operate while supervisors go through the application process to replace those who left. When you couple this is with the recent policy that requires that any new employee be fully vaccinated, it could shrink the pool of qualified applicants even more.

The other concern from the Community Services Division comes from employees and citizens who work at or attend our RCARE facility regularly. Citizens are concerned about being forced to be vaccinated in order to be admitted in the building. Staff has reported that they will do what administration directs them to do regarding any new Covid-19 policy, but they are concerned about dealing with irate patrons when they are confronted about vaccine status and or mask mandates.

As leaders of the organization, we have some tough decisions regarding Covid-19 policies ahead of us. Regardless of those challenges, it is my hope that we remain steadfast about being on the side that aims to defeat this pandemic.






THE CITY OF  
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NORTH CAROLINA

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*Department of Community Development*

**MEMORANDUM**

**TO:** Summer Woodard, City Manager  
**FROM:** Jeff Garstka, Economic Development Director   
**SUBJ:** COVID-19 Personnel Policy  
**DATE:** October 5, 2021

Summer,

With the existing employee and new hire COVID-19 personnel policy I do not see any negative impact on the Economic Development department. All three of the department's employees are fully vaccinated. The only issue that could arise in the future would be the hiring of part-time workers for the Penn House and potentially the Farmer's Market. Beyond that I am confident and fully supportive of the proposed policy.

Thanks,

Jeff

*"Live Simply, Think Big"*

# Reidsville Police Department

*"Making A Difference"*

220 West Morehead Street  
Reidsville, North Carolina 27320

OFFICE OF THE  
CHIEF OF POLICE  
CHIEF RAY GIBSON



City of Reidsville Municipal Building Constructed 1926  
Renovated For Police Department 1995 - 1996

## MEMORANDUM

To: City Manager Summer Woodard

From: Chief Ray Gibson

Date: October 5, 2021

**Subject: COVID-19 Vaccination Policy for Employees**

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Upon reviewing the proposed COVID-19 Vaccination Policy for Employees, I feel the effects of this policy to the Police Department will be minimal. Of the 50 current full-time employees and 6 current reserve/part-time employees, only 4 remain unvaccinated. All other employees are fully vaccinated or have received their first dose of the vaccination.

Any future employee hired by the department will be required to be fully vaccinated. The Police Department could possibly lose some qualified individuals to this requirement, but I feel the number will be minimal.

Please let me know if you have any questions or concerns.



DAVID L. BRACKEN  
Fire Chief



## Memorandum

To: Summer Woodard, City Manager  
From: David Bracken, Fire Chief  
Date: September 29, 2021  
Subject: Impact on operations regarding COVID-19 vaccine mandate

---

At the September City Council meeting, it was approved for all city employees to be vaccinated against COVID by November 1<sup>st</sup> 2021 and one of the potential consequences for not being vaccinated is termination. If termination is the consequence, it will place severe hardship on the operations at the Reidsville Fire Department. We currently have seven unvaccinated personnel out of the twenty four assigned to shift operations. If we terminate all of these employees on November 1<sup>st</sup> it could take up to sixty days or longer to hire their replacements. The impending result would create significant staffing shortages for the department.

If you have any questions, please do not hesitate to contact me at your earliest convenience.

Respectfully,

A handwritten signature of David Bracken, the Fire Chief, written in black ink over a horizontal line.



THE CITY OF  
**Reidsville**  
NORTH CAROLINA

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**MEMORANDUM**

**TO:** Summer Woodard, City Manager  
**FROM:** Angela G. Stadler, City Clerk *ags*  
**SUBJ:** COVID-19 Policy – Effect on Department  
**DATE:** October 4, 2021

After reviewing the COVID-19 policies, I am pleased to say there is no adverse effect on my department since we are completely vaccinated.

In the coming weeks, I will start the process to get qualified candidates for the position of Deputy City Clerk with Cindy Farris' retirement at the end of the year. However, I do not feel that the City's COVID-19 Policy will hamper my efforts to get good candidates for this position.

Please let me know if you have any questions.

/ags

*“Live Simply. Think Big.”*

# Memo

**Date:** 10/05/21  
**To:** Summer Woodard, City Manager  
**From:** Judy Yarbrough, City Marketer  
**RE:** Covid-19 Policy Impact

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From Marketing it's impacted our part time while 4 will or did take vaccine, two will not. So if it's enacted as mandatory or you could possibly lose your job, our department has the potential to lose a part time employee who works 20 hours a week and one that works events. When your department is made up of part time it could have a significant impact. Part time positions are not easy to fill especially when those employees are ones that are the Cities "face" on the weekends. The employees that have not been vaccinated have no issues being tested weekly.

*Prepared by: William F. McLeod, Jr.*  
NORTH CAROLINA  
ROCKINGHAM COUNTY

LEASE

**THIS LEASE**, Made and entered into this the 29 day of September, 2021 by and between The **CITY OF REIDSVILLE**, a Municipal Corporation, hereinafter referred to as "Lessor", of Rockingham County, State of North Carolina; and The **LUCKY CITY BREWING COMPANY, INC.**, a Cooperative Association, of Rockingham County, State of North Carolina, hereinafter referred to as "Lessee".

WITNESSETH:

That, subject to the terms and conditions hereinafter set forth, Lessor does hereby let and lease to Lessee, and Lessee does hereby accept as tenant of said Lessor, three (3) certain tracts or parcels of real estate (3 municipal parking spaces) located in Rockingham County, North Carolina and being described as follows:

**See Schedule "A"**

The terms and conditions of the Lease entered into between the parties hereto are as follows:

1.

This lease shall begin as of the 29<sup>th</sup> day of September, 2021 and unless sooner terminated as herein provided, shall exist and continue until the 29<sup>th</sup> day of September, 2022. The parties may extend the duration of this lease by mutual consent in written form.

2.

Without notice of demand, the annual rental of lease payment shall be paid by the Lessee directly to the Lessor on or before the 31st day of December for each and every calendar year for the duration of this lease and the amount of the annual lease payment shall be \$1.00.

3.

During the term of this lease, the Lessee shall provide and pay for all maintenance and upkeep for the demised premises, including but not limited to assuring that the Lessee or any food truck contracted with the Lessee properly disposes of waste to keep the demised premises free of garbage, etc., as well as being solely responsible for the proper disposal of grease originating from the Lessee or from any food truck contracted with the Lessee. There shall be an absolute prohibition from the Lessee or any food truck contracted with the Lessee to dispose of any waste or grease down any City of Reidsville storm drain.

4.

It is understood and agreed that the Lessee accepts the demised premises in a completed physical condition, and the Lessor is in no way obligated to make any capital improvements during the term of this lease.

5.

Both of the parties covenant and agree that the Lessor has the absolute right to sell the demised premises at any time the Lessor so desires.

6.

It is understood and agreed between the parties hereto that the demised premises (the 3 municipal parking spaces) are to be used by various "food trucks" that will service the needs of the Lessee herein. The Lessee herein understands and agrees that any food truck utilizing the demised premises shall obtain the necessary permit from the Lessor herein to operate the business

as a food truck in the City of Reidsville, NC prior to commencing business with the Lessee. In addition, it is understood and agreed between the parties hereto that the Lessor herein shall in no way be responsible for any conflicts that may arise due to multiple food truck permits being issued by the Lessor for the food trucks being used by the Lessee.

7.

The Lessee herein agrees to obtain insurance coverage in an amount that is suitable to the Lessor herein in order to relieve the Lessor herein from any personal injury/property damage liability that is not a result of any act or omission of the Lessor or the Lessor's employees, agents, invitees or assigns. In addition, the Lessee's liability insurance policy that is obtained under this paragraph shall name the Lessor as an additional insured under said policy of insurance.

8.

The Lessee herein covenants and agrees with the Lessor that any food truck solicited by the Lessee to operate upon the demised premises shall be prohibited from placing signs within the City of Reidsville parking lot located behind the Lessee's building and also shall be prohibited from placing signs upon the demised premises (the 3 parking spaces). The food trucks shall only be permitted signage upon the body of the food truck vehicle.

9.

Should the demised premises be destroyed or declared unfit for any use or occupancy by fire or any other natural disaster, this lease shall terminate. But if said demised premises can, with reasonable diligence, be repaired within ten (10) days, the terms and conditions of this lease shall remain in full force and effect.

10.

It is understood and agreed that the Lessee shall not assign or sublease the demised premises for the unexpired term of this lease without first obtaining the written permission of the Lessor.

11.

It is understood and agreed between the parties hereto that

if any annual payment of rent as herein provided, be and remain overdue and unpaid for a period of thirty (30) days, the Lessor may terminate this lease and have the right to re-enter and take possession of the demised premises without further notice or service of process.

12.

During the term of this lease, the Lessor may carry and maintain such premises liability insurance that Lessor deems appropriate.

13.

The parties hereto covenant and agree that in the event the Lessee chooses to cease occupancy of the demised premises prior to the expiration of the term set forth above, the Lessee shall first give the Lessor written notice of not less than thirty (30) days of Lessee's intention to vacate the demised premises.

**IN TESTIMONY WHEREOF**, the said parties have executed this lease in duplicate originals, one of which is retained by each of said parties, the day and year first above written.

CITY OF REIDSVILLE - Lessor

BY:

Summer Woodard  
SUMMER WOODARD - CITY MANAGER



ATTEST:

Angela G. Stadler

ANGELA G. STADLER - CITY CLERK

LUCKY CITY BREWING COMPANY, INC

BY:

[Signature]

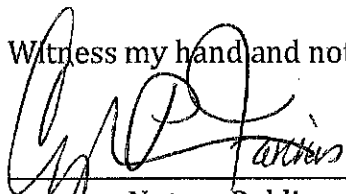
(SEAL)

GENERAL MANAGER

NORTH CAROLINA  
ROCKINGHAM COUNTY

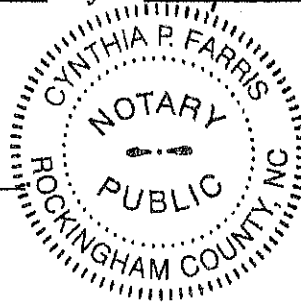
On the 29<sup>th</sup> day of September, 2021, before me, Cynthia P. Farris, a Notary Public for said county and state, personally appeared Angela G. Stadler, City Clerk of the City of Reidsville, a Municipal Corporation of Rockingham County, North Carolina, who, being by me duly sworn, says that she knows the common seal of the City of Reidsville and is acquainted with Summer Woodard, who is the City Manager of the City of Reidsville, and that she, Angela G. Stadler, is the City Clerk of said City, and that she saw the City Manager sign the foregoing instrument, and that she, the City Clerk as aforesaid, affixed the seal to the said instrument, and that she, the said Angela G. Stadler, signed her name in attestation of the execution of said instrument.

Witness my hand and notarial seal, this the 29<sup>th</sup> day of September, 2021.

  
Cynthia P. Farris

Notary Public

My Commission Expires: 8/11/2024



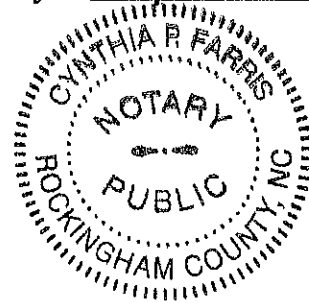


NORTH CAROLINA  
ROCKINGHAM COUNTY

I, the undersigned Notary Public of the County and State aforesaid, certify that Ryan Horis personally appeared before me this day and acknowledged that he/she is the General Manager of Lucky City Brewing Company, Inc., a Cooperative Association, and that be the authority duly given and as the act of such entity, he/she signed the foregoing instrument in its name on its behalf as its act and deed.

Witness my hand and notarial seal, this the 29th day of September, 2021.

Cynthia P. Farris  
Notary Public  
My Commission Expires: 8/11/2024



Schedule "A"

Three (3) **marked** parking spaces located in the City of Reidsville parking lot located behind the building owned by Lucky City Brewing Co., Inc.



# North Carolina Department of Public Safety

## Central Engineering

Roy Cooper, Governor  
Erik A. Hooks, Secretary

Cassandra Skinner Hoekstra, Chief Deputy Secretary  
Doug Holbrook, Chief Financial Officer  
Jeffrey O'Briant, Director

## PROJECT STATUS REPORT

### GENERAL

REPORT DATE	PROJECT NAME	PREPARED BY
10/05/2021	Rockingham Youth Development Center	NC-DPS C.E. (Michael Gashaw)

### CONSTRUCTION PROGRESS

- **Activities:** Foundation excavation completed in main building. CMU and backfill installation in progress. Slab rebar installation in progress at admin area. Under slab waste, electrical and plumbing pipe installation in progress.
- **Schedule:** CAP has reported actual work percent complete as 20%. Current project completion is 8/31/2023.
- **Inmate labor** – Currently 45 minimum custody inmates are working at the jobsite and continue to be deployed in phases in the next month to a total of 100.

### PROGRESS PICTURES











THE CITY OF  
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NORTH CAROLINA

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## MEMORANDUM

**TO:** Summer Woodard, City Manager  
**FROM:** Angela G. Stadler, CMC, City Clerk *AGS*  
**SUBJ:** Board/Commission Appointments for October 12, 2021  
**DATE:** October 5, 2021

The following applications have been received for appointment to the Boards and Commissions listed:

### Reidsville Appearance Commission

James Jackson of 2304 Belmont Drive has applied for a third term on the Reidsville Appearance Commission. If he is appointed, the Commission will have one open position.

### Reidsville Human Relations Commission

Asya Wise of 810 Lawndale Drive has applied for a position on the Reidsville Human Relations Commission as a high school student member. If she is appointed, the only opening on the Commission will be the other student position.

### ADDITIONAL VACANCIES

In addition to the vacancies mentioned above, the following openings on other boards and commissions of the City will be advertised for consideration at the November 9, 2021 City Council meeting:

- One three-year term on the Reidsville ABC Board
- Three three-year terms on the Reidsville Community Pool Association
- One five-year outside-City ETJ Position on the Reidsville Planning Board, which requires County Commissioners' approval

Applications to be considered at the City Council meeting on November 9<sup>th</sup> will need to be turned in by 5 p.m. on Friday, October 29, 2021.

AGS/cf

Attachments (2)

*“Live Simply. Think Big.”*

**MINUTES OF THE REIDSVILLE PLANNING BOARD MEETING  
HELD WEDNESDAY, SEPTEMBER 15, 2021 BEGINNING AT 6:00 P.M.  
IN THE CITY HALL COUNCIL CHAMBERS**

**MEMBERS PRESENT:**

Thomas Thompson, Chairman  
Dylan Moore  
Garry Percell

**MEMBERS ABSENT:**

W. E. "Skeeter" Coates, Vice-Chairman  
Ann O'Mara

**OTHERS IN ATTENDANCE:**

Donna H. Setliff, Community Development Manager  
Briana L. Perkins, Community Development Planner I  
Councilman Donald Gorham  
Attorney Bill McLeod Jr.  
Summer Woodard, City Manager  
Jay Donecker, City Mayor

Chairman Thompson called the meeting to order.

**CONSIDERATION OF A REZONING REQUEST FOR 312 SOUTH MAIN STREET. SPECIFICALLY  
PARCEL NO.: 181513. DOCKET NO. Z 2021-06**

Donna Setliff informed the Board that the applicant had withdrawn their application.

**CONSIDERATION OF A TEXT AMENDMENT REQUEST TO INSERT CULINARY VENUE BY SPECIAL USE  
PERMIT IN OFFICE & INSTITUTIONAL. DOCKET NO. T 2021-06**

Donna Setliff stated that Cindy Scarborough submitted a text amendment to include culinary venue as a permitted use in Office & Institutional with an approval of a Special Use Permit by City Council. She then stated that the new permitted use would have the conditions of reservation only gatherings, walk-ins were not allowed, the max capacity on the site at any time was 49 people for all permitted uses on the property (to include homeowners), operational hours of 6 am – 10 pm, at least a 6-foot visual buffer abutting residential property (solid vegetation buffer or privacy fence), residential lighting only (no spotlighting or strobe lights), must abide by the City of Reidsville noise ordinance, must abide by the parking ordinance of 1 space per square footage of the building and 1 space per employee as well as any remote parking requirements, site plan would be required with the application, and approval from Rockingham County Health Department must be submitted with the application. Donna Setliff stated that sign regulations were originally included in the text amendment, but asked the Board to remove the regulations if text amendment was recommended to City Council.

Thomas Thompson asked Donna Setliff if food services needed to be further defined in the text amendment. Donna Setliff responded that the word culinary venue already implied food services.

Chairman Thomas opened the floor for public comments.



**Planning Board Minutes**  
**Meeting Held 9/15/21**  
**Page 2**

Cindy Scarborough, applicant of the text amendment, stated that the new permitted use would bring in a new type of business. She said that the culinary venue would bring people from out of town to participate in a meeting, seminar, or social gathering. She also stated that not everyone could do a culinary venue without being committed since a commercial kitchen and approval from the County Health Department would be required. She also stated that she would follow all City ordinances and be respectful of neighbors.

Laura Felts, previous mayor, stated that in the early 1970's a special Commission was formed to work with the State to preserve historic homes in Reidsville. She said that in 1978 there was a grant from the State that Reidsville matched to do an inventory of historic Reidsville. She stated that most of the businesses in the historic district were a combination of public and private funds. She said since the culinary venue was a privately funded only venture, that anyone applying for the permitted use would be fully committed to following the requirements of the use.

Rob Scarborough, husband of applicant, stated that the addition of a culinary venue would bring in more visitors and provide another type of business for Reidsville.

David Dilday, neighbor at 312 S. Main St., stated that the permitted use of a culinary venue is essentially an event center except for the capacity limit. He said that having 49 people on the front porch would be loud and could be seen easily from their house (hand out provided). He said that he was okay with the text amendment, but would like to exclude any permanent roof structures. He also said that the hours of operation 6 am-10 pm were not normal working hours for a business. He stated that the text amendment would set the precedence for residential in Office & Institutional. He said that the Board should consider the amendment carefully and protect the neighbors of a culinary venue.

Cindy Dilday, neighbor at 312 S. Main St., provided a background of their family situation and her love of the small City of Reidsville. She also said that there were 10 event centers within walking distance of their house that provided services similar to the culinary venue. She stated that her disapproval of the amendment was in protecting other homeowners from large group gatherings next door.

David Dilday asked the Board to consider further defining the text amendment and vetting other applicants of the permitted use to protect other residents.

Jay Donecker, City Mayor, reminded the Board that the application was a text amendment that could be a permitted use for all Office & Institutional locations. He stated that he did understand the Dilday's concern, but said the culinary venue was different from an event center. He said that the culinary venue will provide more opportunities for those zoned as Office & Institutional and bring further growth to the City of Reidsville.

Cindy Dilday stated that the culinary venue didn't have the 3 acre requirement and buffer requirements that an event center had which would eliminate the noise issue. She also said that she had met with the church prior to purchasing her home in regards to the noise.

Leigh Ann Bassinger, resident on Maple Ave, stated that she lived across from the Penn House which was an event center. She said that she was concerned when moving in about the noise, but that the Penn House was respectful of the neighbors in adhering to the City ordinances. She said that she actually enjoys listening to the music during the events and doesn't mind the extra noise. She stated that she has seen the growth in the City and that she supports the addition of a culinary venue.

David Dilday asked the Board to consider stricter regulations for the culinary venue and maybe only allow the Bed & Breakfast guests on the porch outside.

Ann Donecker, representative of the St. Thomas Episcopal Church, said she and the church were in support of the text amendment. She said that the church has offered to provide remote parking for the venue. She also stated that the culinary venue use would require a Special Use Permit which already vets the applicants to make sure that the neighbors are taken into consideration.

Chairman Thompson closed public comments for Board discussion.

Thomas Thompson asked Donna Setliff what permitted uses were already allowed in Office & Institutional. Donna Setliff read allowed the uses from the permitted use table with offices, banks, dental clinics, and daycares just being a few of the uses. She also stated that none of the uses she read had a capacity limit like the culinary venue does of only allowing 49 people on the premises. She also said that tourist homes or bed & breakfasts were also on the permitted use table for Office & Institutional. Thomas Thompson also asked if the Special Use Permit would go with the owner. Donna Setliff replied that it stays with the property.

**A motion was made to recommend to City Council, the text amendment of a culinary venue as a permitted use in Office & Institutional with all of the conditions provided by Staff except for the sign regulations.**

**Motion: Gary Percell  
Second: Dylan Moore  
Vote: Unanimous**

**CONSIDERATION OF A SPECIAL USE PERMIT REQUEST TO ALLOW A CULINARY VENUE AT 308 SOUTH MAIN STREET. DOCKET NO. SP 2021-02**

Donna Setliff was sworn in by Briana Perkins.

Donna Setliff stated that Cindy Scarborough had submitted an application for a culinary venue at 308 South Main St. She stated that there was Office & Institutional, Residential, and Central Business zoning in the surrounding area which supports a culinary venue permitted use. She also stated that Cindy Scarborough desired an additional permitted use of a Bed & Breakfast. Cindy Scarborough had verbally stated that they would have a cap of 10 people staying overnight. Donna Setliff said that Cindy Scarborough was requesting a culinary venue use to have small meetings, social gatherings, and other small gatherings

Donna Setliff also stated that the applicants plan on having a 6-foot privacy fence put in, will have only residential lighting, and will get a sign permit based on the sign ordinance requirements.

Donna Setliff stated that Staff recommends the Special Use Permit at 308 South Main Street with the following conditions being added:

- 1) The venue will operate with reservations only. No walk-ins permitted.
- 2) All operations are inside the structure or under any permanent roof of the structure.
- 3) Maximum capacity of 49 people on the property including all other permitted uses.
- 4) Applicant to submit contract agreement from the St. Thomas Episcopal Church for remote parking prior to issuance of their Certificate of Occupancy.
- 5) All gatherings to be held between the hours of 6 am – 10 pm, except for guests staying as part of the Bed & Breakfast use.
- 6) Noise must not violate the City's Noise Ordinance, Code of Ordinance Section 9-4.
- 7) Applicant must provide a copy of the Health Sanitation Grade prior to issuance of their Certificate of Occupancy.

Thomas Thompson asked Donna Setliff what the noise ordinance of the City was. Donna Setliff responded that the noise ordinance went into effect after 10 pm and that there were no restrictions between the hours of 6 am -10 pm.

Briana Perkins swore in Cindy Scarborough.

Cindy Scarborough, Special Use applicant, stated that the front porch was being used to help showcase the house. She also said that with COVID-19 it would help with having fresh air and extra space for the gatherings. She stated that she planned to only have 10-15 person groups only since the Bed & Breakfast guests would also be on the property. She said that the only major noise might be an occasional string quartet, but no speakers would be installed on the porch. She also said that there were similar spaces in surrounding areas such as Greensboro which were in residential areas. She stated that their property was not surrounded by residential properties like in Greensboro, but will still be respectful of neighbors. She said that she was open to doing more buffering if the Board recommends it.

Thomas Thompson asked if the Scarboroughs planned to live in the house. Cindy Scarborough said that they would have their residence separated from the Bed & Breakfast guests and would be included in the 49 person count of the property. Thomas Thompson also asked if the clients would be able to pick their own music. Cindy Scarborough replied that there were no speakers outside and would not have DJ type music outdoors.

Gary Percell asked Cindy Scarborough to follow the noise ordinance and be respectful of neighbors. Cindy Scarborough stated that she didn't plan to have any gatherings that would be loud enough to hear through closed windows. She also stated that she would be the only chef with a couple of employees to help coming in. She said that the 49 people would include her and her husband, Bed & Breakfast guests, any helpers, and anyone part of the group gathering.

Thomas Thompson asked if the Scarboroughs planned on doing another buffer. Cindy Scarborough stated that the whole back yard was fenced and halfway up the driveway was fenced, but was open to doing more.

Thomas Thompson asked about doing an 8-foot fence from the back yard all the way to the street. Donna Setliff stated that Staff doesn't recommend doing that because the fence would interfere with the sight line exiting the driveway, and also any new buffering would be reviewed by the Historic Preservation Commission.

Gary Percell asked who would be using the driveway. Cindy Scarborough replied that her and her husband, overnight guests for the Bed & Breakfast, and employees would use the driveway. She stated that all parking for the group gatherings would be using the remote parking.

Briana Perkins swore in David & Cindy Dilday.

Cindy Dilday expressed to the Board that the privacy fence might not be passed by the Historic Preservation Commission and would still be able to see the front porch from their bedroom even with the fence. She expressed that she worked from home and that she didn't want to have noise coming from the front porch 365 days a year. She asked the Board to consider either further limiting the amount of people on the porch, or not allowing the group gatherings on the porch. She suggested maybe only allowing the Bed & Breakfast guests on the front porch.

David Dilday stated that he was worried about the potential of noise on the front porch. He expressed that even having a limit of 10-15 people could still produce a lot of noise.

David Dilday stated that there was also a wrought iron fence down the driveway that isn't owned. He said that the fence was right down the property line and no one was sure who owned it when they purchased their properties. He expressed that his main concern was the noise and privacy issues that were derived from using the front porch.

Briana Perkins swore in Ann Donecker.

Ann Donecker, representative for the St. Thomas Episcopal Church, stated that the church was ready to create a contract agreement with the applicant for remote parking.

Briana Perkins swore in Laura Felts.

Laura Felts, previous Mayor and resident, expressed her support of the Special Use Permit and said that the venue would greatly benefit Reidsville by bringing more people from out of the City.

Briana Perkins swore in Jay Donecker.

Jay Donecker, Mayor, stated that if the neighbors were worried about the noise that they can put an application on their phone that can measure decibel levels. Thomas Thompson stated that the Noise Ordinance still wouldn't apply for the hours of 6 am- 10 pm. Jay Donecker responded that other business would have staff coming in or leaving around those times, and that it was not practical to have 49 people on the porch 365 days a year.

Thomas Thompson closed public comments for Board discussion.

Dylan Moore asked Donna Setliff if the Historic Preservation Commission had approved buffering before. Donna Setliff replied that the Commission had approved solid fencing on Maple Avenue up to the front property line before, but expressed that she didn't recommend that for this property.

Gary Percell suggested doing shrubbery buffering up to the front porch line. Donna Setliff responded that there wasn't enough room to do solid shrubbery at that location, but suggested a fence instead.

Finding of Facts:

1) That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved;

Vote: Unanimous

2) That the use meets all required conditions and specifications;

Vote: Unanimous

3) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity;

Vote: Unanimous

4) That the location and the character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the Comprehensive Plan for Reidsville and its surroundings.

Vote: Unanimous

**A motion was made to recommend to City Council, the Special Use Permit for a culinary venue at 308 South Main Street with the conditions set forth by Staff and the recommendation of a buffer to the front porch line.**

**Motion: Dylan Moore  
Second: Gary Percell  
Vote: Unanimous**

**CONSIDERATION OF A REZONING REQUEST FOR 920 MONTGOMERY STREET. SPECIFICALLY  
PARCEL NO.: 151383. DOCKET NO. Z 2021-07**

Donna Setliff stated that the applicant requested to rezone 920 Montgomery Street from Light & Heavy Industrial to Office & Institutional. She stated that the property was surrounded by industrial and residential zoning. She also said that the application would be a general use and would not pertain to any particular use. Donna Setliff stated that the Comprehensive Plan did support daycares in residential neighborhoods. She also stated that the rezoning could be considered as spot zoning, but the Office & Institutional supplied a good buffer between industrial and residential use. She stated that Staff is in favor of the rezoning since the rezoning would reduce the impact of the property next to residential.

Thomas Thompson asked if the applicant was looking to do a daycare with the rezoning. Donna Setliff replied that Staff views the application as a general use, not a specific one.

Bisceglari Wilson, rezoning request applicant, stated that she had been running a daycare that had in her home and wanted to expand the daycare to the property at 920 Montgomery Street. She said that the daycare would have children from 6 weeks old up to 8 years old in the facility. She said that the facility would have a separate infant room and offices and that a fenced in playground would be added.

Thomas Thompson asked Bisceglari Wilson if she was concerned about having children near industrial uses. Bisceglari Wilson said that the church up the street from the facility had been running a daycare for years with no issues, and was not concerned about the industrial facilities.

**A motion was made to recommend to City Council, the rezoning request of 920 Montgomery Street.**

**Motion: Dylan Moore**  
**Second: Gary Percell**  
**Vote: Unanimous**

**PLANNING BOARD MEMBER'S REPORT**

Nothing was reported.

**COMMUNITY DEVELOPMENT MANAGER'S REPORT**

Donna Setliff stated that Carolyn Pillar was leaving the Planning Board after 10 years of service. Thomas Thompson requested that an invitation be extended to Carolyn Pillar to be recognized at the next meeting for her service.

Donna Setliff introduced the new City Manager Summer Woodard to the Planning Board. Summer Woodard thanked the Board for their patience and hard work for the agenda items presented. She also stated that the Board was all a part of the Reidsville team, and that she was happy to be a part of it.

Donna Setliff reminded the Board that she is retiring with her last day being on November 24<sup>th</sup>.

Donna Setliff also introduced Leigh Ann Bassinger who had come to the meeting as a resident, but was also a part of the City of Reidsville as the Director of Human Relations. Leigh Ann Bassinger said that the job posting for Donna's job would be put on the City website on Friday.

Donna Setliff said she does expect a rezoning request to come in for the next meeting.

**ADJOURNMENT OF PLANNING BOARD**

There being no further business, a motion was made to adjourn the Planning Board meeting at 8:24 pm.

**Motion: Gary Percell**

**Second: Dylan Moore**

**Vote: Unanimous**

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**Briana Perkins**

## REIDSVILLE ABC BOARD

### Minutes of August 28, 2021 Board Meeting

1. The meeting was called to order at 9:00 am by Chairman C. Turner. Members C. Wilson and K. Almond, GM J. Langel, Councilwoman Walker and auditor Judy Rouse were present.
2. Member C. Wilson delivered invocation.
3. Chairman C. Turner called for any known conflicts of interest. None were reported.
4. The minutes of the July 2021 meeting were approved as read.  
Motion to approve: C. Wilson      Second: K. Almond
5. Judy Rouse, CPA, presented the annual audit. She reported audit was conducted with no issues and the store is in a sound financial position.
6. GM Langel updated the Board on new facility. Project is on schedule.
7. GM Langel reported that Durwood Court building was in need of roof repairs. She presented estimates to the Board. The Board unanimously decided for GM Langel to determine contractor to proceed with repairs.
8. GM Langel reported that parking lot light had been repaired. The bill was satisfied with money previously received from insurance.
9. The Board discussed current salaries of employees. The Board unanimously agreed that current salaries were due to be reviewed and revised. The Board unanimously agreed on the following:

Wendy Moss	Salary increase to 55,000 annual. Position of Finance Officer to be reclassified as exempt
Leigh Thore	Salary increase to 32,000
Janet Edwards	Salary increase to 34,000



Irvin Graves

Debbie Wyatt      Fulltime salary when new store opens, 31,000  
Upon fulltime, vacation and sick time will be  
based upon current years of service

Part-time            13.00 hour

W Moss, J Edwards, L Thore, D Wyatt, I Graves

250.00 Holiday bonus

The Board unanimously agreed to authorize GM Langel to manage salary adjustments without Board approval as long as all adjustments are within current budget and reported to the Board prior to implementation.

Motion to approve salary actions: K Almond      Second: C Wilson

10. The next meeting of the Board will be September 23, 2021 at 9:00 am.

11. There being no further business to discuss, the meeting was adjourned at 11.00 am.

Motion to adjourn: K Almond      Second: C Wilson

Approved:

Clark Turner, Chairman

Clark Turner

Kelly Almond


Kelly Almond

Catherine Wilson

Catherine Wilson

Jodi Langel, General Manager

Jodi M Langel

MINUTES APPROVED  
9/28/21  


**MINUTES OF THE  
REIDSVILLE HUMAN RELATIONS COMMISSION  
MEETING ON TUESDAY, JUNE 22, 2021  
REIDSVILLE CITY HALL  
1<sup>st</sup>-FLOOR CONFERENCE ROOM**

**COMMISSION MEMBERS PRESENT:** Cathy Badgett, Chair  
Wanda Harley  
Katie Smith  
Richard Ratliff  
Maricarmen Garduño  
Lori Thorn  
William Roach

**COMMISSION MEMBERS ABSENT:** Dick Frohock  
Dawn Charaba

**CITY STAFF PRESENT:** None

**VISITORS:** None

**CALL TO ORDER**

Cathy Badgett called the meeting to order at 6:35 p.m.

**INVOCATION**

Maricarmen Garduño offered the invocation.

**ROLL CALL**

Cathy Badgett called the roll.

**READING OF THE MISSION STATEMENT**

Katie Smith read the Mission Statement.

**APPROVAL OF May 25, 2021 MINUTES**

Richard Ratliff made the motion to approve the May 25, 2021 minutes and Katie Smith seconded the motion, with the minutes being unanimously approved.

**CURRENT EVENTS AND ANNOUNCEMENTS**

**COVID-19 Update**

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June 22, 2021

9/28/21  
CF

Cathy Badgett reviewed the current COVID-19 numbers as follows: 74.6% of citizens in Rockingham County have received at least one initial vaccination dose; 7,921 total confirmed cases; 141 deaths; 7 new positive cases; 55 hospitalizations; 1% percent positive and 68,156 vaccines given. She shared information from a June 21, 2021 news release containing the following: the number of COVID tests was up 24.5%; positive new cases/100,000 people - highest positive in Rockingham County, which included Greensboro/High Point area, with 2.5% last week. Badgett referenced the recent mask update, which states, if vaccinated you can be outside without a mask, but it is strongly suggested that you still wear a mask indoors unless you are with people who have been vaccinated. A COVID vaccination lapel pin is available at City Hall with proof of vaccination.

### **UPCOMING EVENTS**

The following events were discussed: The 2<sup>nd</sup> Downtown Fridays at Mural Park will take place on June 11, July 9, August 13, and Sept 10, 2021.

The FAB Festival (Food, Arts & Brews) is scheduled for October 16, 2021 from 3 p.m. - 9 p.m. in downtown Reidsville.

A Virtual Event for Diverse Audiences to take place on Tuesday, June 22, 2021 from 7 p.m. - 8:15 p.m., English to Spanish, and Wednesday, June 23, 7 p.m. - 8:15 p.m., from Spanish to English. Maricarmen Garduño agreed to attend.

Reidsville Police Department is sponsoring a rabies clinic to be held on Saturday, June 26, 2021, from 2 p.m. - 4 p.m. behind City Hall at a cost of \$8.00 per pet.

Badgett announced fitness classes to be held at Market Square on Mondays and Thursdays from 6 p.m. - 7 p.m. She also asked everyone to keep Cindy's husband in their thoughts and prayers as he recovers from surgery.

### **OLD BUSINESS**

#### **Fair Housing**

Since Wanda Harley was not present at this point in the meeting, there was nothing to report.

#### **MLK Breakfast**

A virtual meeting will be held July 14, 2021 at 10 a.m. to select a new Chairperson. Dick Frohock reported to Cathy Badgett that there is \$11,000 in the MLK Breakfast account. He suggested moving \$6,000 into the scholarship fund so more money can be given out.

#### **CommUNITY Pride Event/Virtual Cultural Respect Ideas**

Badgett led a discussion regarding the event and asked HRC members for their ideas.

Roach suggested a Children's Festival, either downtown or at Reidsville High School, with Superheroes, food, speakers, possibly honoring teachers at the event.

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Garduño suggested having door prizes, reconnecting with vendors, contacting personnel from the Reidsville Parks and Recreation Department, a Teen Hispanic Band, including job fair information, and having the Reidsville Police and Fire Departments present.

Smith suggested including sponsorships, educational diversity training, having the community send/submit videos, either singularly or as a group, advertising and storytelling.

Thorn said it would be nice to include a table to gather community events and hand out contact information so that events can be added to a community calendar on the City's website. She also suggested having a drawing to spruce up a deserving person's yard, or a vacant lot, etc.; to award or recognize a citizen that promotes diversity and then present the award at the event. Roach suggested that an adult or a child could win.

Badgett proposed including an "Our Street has Talent" portion to the event where people reserve a time to participate and show their talent.

Thorn asked about HRC shirts. Badgett told everyone to contact Cindy if they need one.

There were no other reports.

Badgett discussed ideas for the virtual element such as the following: yoga and/or meditation links; a Tabitha Brown cooking or vegan video; a Native-American portion; an Asian portion; a portion related to Juneteenth; and pediatrician information. These links can be made available on the website.

Garduño suggested HRC members have a booth at all festivals, and collect recipes for a cookbook and share recipes. Harley mentioned the collection of recipes for a cookbook could be used as a fundraiser.

Badgett would like to recognize the founding Human Relations Commission members in a video at the event and share it on the City website. Ratliff discussed the need to share information with people in the community, so they will know who the HRC members are and their purpose. Dates were discussed. It was decided to wait until spring 2022 to have the event, which would give members of the HRC time to plan appropriately for a successful event. She said work can begin on sponsorships, vendors, etc. The video can be started this fall and presented at the festival. Badgett will submit the date of April 30, 2022 or May 21, 2022 to Deputy City Clerk Farris for consideration and reserving of Market Square. She suggested starting the event at around 1 p.m., with a specific timeframe decided upon when activities are planned and a draft of the program is designed.

### **Closing Comments**

Badgett asked all HRC members to come to the September meeting with three educational ideas and three ideas for sponsors. She asked William Roach to bring three

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ideas specific for kids and Maricarmen Garduño to check on the teen Hispanic band for the dates discussed. Badgett asked Richard Ratliff to check on the Native-American tribe, and to find out if they would do a video to share and if they would charge for their participation. She asked members to brainstorm and research other things to discuss and to then proceed with their tasks.

Badgett reminded members that normally the Commission does not meet in July and August.

**Maricarmen Garduño made the motion that the Human Relations Commission not meet until September 28, 2021. Richard Ratliff seconded the motion, which was unanimously approved.**

**The motion to adjourn was made by Katie Smith with a second from Maricarmen Garduño and unanimously approved at 8:10 p.m.**

Submitted by:

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Lori Thorn, HRC Member