

AGENDA
REIDSVILLE CITY COUNCIL
MEETING

6:00 PM

Tuesday, November 14, 2023

This meeting will be livestreamed on the City of Reidsville YouTube Channel.

1. Call to Order.
2. Invocation by Minister George Gunn, Pastor of Elm Grove Baptist Church, 1302 Highway 29 Business, Reidsville.
3. Pledge of Allegiance.
4. Approval of Consent Agenda.
 - (A) Approval of October 10, 2023 Regular Meeting Minutes.
 - (B) Approval of Councilman William Hairston as Delegate to National League of Cities' City Summit 2023.
 - (C) Approval of Closed Session Minutes. (*Minutes will be provided in a separate confidential packet to Council members prior to the meeting.*)

- End of Consent Agenda -

5. Public Hearings:
 - (A) Consideration of Conditional Rezoning Request to Rezone a Vacant Parcel located off South Park Drive, Specifically Rockingham County Tax Parcel #173833, from Residential-20 (R-20) to Conditional Zoning Residential-12 (CZ R-12). Belmont Estates, LLC submitted the petition (Docket No. CZ 2023-02). *The Planning Board voted to recommend denial of the application, but the request automatically goes before City Council for consideration.* (Enclosure #1) - *Jason Hardin, Planning & Community Development Director*
 - (B) Consideration of a Text Amendment to Amend Article II, Section 1: Definitions, Article V, Section 2. Table of Permitted Uses, and Article V. Section 3: Notes to the Table of Permitted Uses to Repeal "Game Room" as a Permitted Use and Replace It with "Electronic Gaming Operation". The Permitted Use "Electronic Gaming Operation" Shall Be Allowed By Right in the Highway Business (HB) Zoning District with Development Standards. Staff Submitted the Petition (T 2023-11). (Enclosure #2) - *Jason Hardin, Planning & Community Development Director*

- (C) Consideration of a Text Amendment to Amend Article V, Section 2, Table of Permitted Uses" to Remove the Special Use Permit Requirement for Dwellings Permitted in Commercial Districts in the General Business (GB) and Highway Business (HB) Zoning Districts and to Amend Article V, Section 3: "Special Uses" to Repeal the Special Use Permit Standards for Dwellings Permitted in Commercial Districts. Staff submitted the Petition (T 2023-12). (Enclosure #3) - *Jason Hardin, Planning & Community Development Director*
- (D) Consideration of Approval of the Conveyance of Real Property located at 129 East Morehead Street (Parcel No. 182011) to Mackin Property Investments LTD to Establish a Multi-Family Residential Redevelopment of a Former Multi-Story Warehouse and Professional Offices/Incubator Space in an Existing Metal Building. The Project includes Creation of a Public Parking Lot on City-owned Parcel No. 182009. (Enclosure #4) - *Judy Yarbrough, City Marketer and Summer Woodard, City Manager*

- End of Public Hearings -

6. Special Projects:

- (A) Consideration of Engineering Firm and Contract Approval for Forrest Drive Pump Station Project with Accompanying Budget Ordinance Amendment. (Enclosure #5) - *Josh Beck, Public Works Director*
- (B) Consideration of Resolution to Submit Lead Service Line Inventory Grant Application. (Enclosure #6) - *Josh Beck, Public Works Director*

7. Budgetary Items:

- (A) Consideration of Capital Purchases Utilizing Prior Year Excess Budgetary Funds and Accompanying Budget Ordinance Amendment. (Enclosure #7) - *Chris Phillips, Assistant City Manager of Administration/Finance Director*
- (B) Consideration of Employee Performance Bonuses and Accompanying Budget Ordinance Amendment. (Enclosure #8) - *Chris Phillips, Assistant City Manager of Administration/Finance Director*
- (C) Consideration of Purchase of Property Located at 333 Irvin Street Adjacent to Penn House and Accompanying Budget Ordinance Amendment. (Enclosure #9) - *William F. McLeod Jr., City Attorney & Judy Yarbrough, Penn House Manager*
- (D) Consideration of Agreement with Cranfill Sumner, LLP, and Accompanying Budget Ordinance Amendment. (Enclosure #10) - *Summer Woodard, City Manager*

8. Other Items:
 - (A) Consideration of Adoption of State Holiday Schedule for 2024. (Enclosure #11) -
Summer Woodard, City Manager
9. Boards & Commissions:
 - (A) November Appointments. (Enclosure #12)
10. Public Comments.
11. City Manager's Report:
 - (A) Month of November. (Enclosure #13)
12. Council Members' Reports.
13. Announcement of Board & Commission Appointments.
14. Miscellaneous:
 - (A) For Information Only.
15. Adjourn.

**MINUTES OF THE REGULAR MEETING
OF THE REIDSVILLE CITY COUNCIL
HELD TUESDAY, OCTOBER 10, 2023 AT 6:00 P.M.
REIDSVILLE CITY HALL, COUNCIL CHAMBERS**

This meeting was livestreamed on the City of Reidsville's YouTube Channel.

CITY COUNCIL MEMBERS PRESENT: Mayor Donald L. Gorham
Mayor Pro Tem Harry L. Brown
Councilwoman Barbara J. DeJournette
Councilman James K. Festerman
Councilman William Hairston
Councilwoman Sherri G. Walker

COUNCIL MEMBERS ABSENT: Councilmember Terresia Scoble

CITY STAFF PRESENT: Summer Woodard, City Manager
Angela G. Stadler, City Clerk
William F. McLeod, City Attorney
Jason Hardin, Planning & Community Development
Manager
Leigh Anne Bassinger, Human Resources Director
Josh Beck, Public Works Director
Ray Gibson, Police Chief

CALL TO ORDER.

Mayor Gorham called the meeting to order.

**INVOCATION BY REVEREND JAMES THARRINGTON, PASTOR OF EVANGEL
FELLOWSHIP CHURCH, 717 W. HARRISON STREET, REIDSVILLE.**

Rev. James Tharrington, Pastor of Evangel Fellowship Church in Reidsville, provided the invocation.

PLEDGE OF ALLEGIANCE.

Mayor Gorham and Council members led in the Pledge of Allegiance.

RECOGNITIONS & PRESENTATIONS:

Mayor Gorham and the City Council made a special presentation to young Bryce Cabe, who had been named Honorary Public Works Director for the day. He read the following proclamation to Bryce:

PROCLAMATION

I, Donald L. Gorham, on behalf of the Reidsville City Council, do hereby proclaim that Bryce Cabe has been named the City of Reidsville's Honorary Public Works Director for the day. Bryce fulfilled his duties in this official capacity with distinction. Throughout his time on the job, he met with employees, reviewed equipment

inventory and visited various sites, including the Penn House Event Center and Splashpad, both under construction. In doing so, he has helped continue the City's Public Works Department's strong tradition of service to the local community. In humble appreciation, we thank him for his invaluable service to the City of Reidsville and its residents on this, the 10th day of October, 2023.

/s/ _____
Donald L. Gorham, Mayor

His family thanked Council for the recognition. The Mayor presented Bryce with several gifts, including three Challenge Coins, the City's Sesquicentennial Coin and one each from the Police and Fire Departments. The Mayor then asked the audience to give Bryce another big round of applause.

RECOGNITION OF FIRE PREVENTION WEEK OCTOBER 8-14, 2023.

Mayor Gorham presented to Fire Chief Josh Farmer and members of the Fire Department the Fire Prevention Week Proclamation, which follows:

CERTIFICATE OF RECOGNITION

WHEREAS, the Reidsville Fire Department is dedicated to the safety of its citizens, especially protecting life and property from the devastating effects of fire; and

WHEREAS, those members of the fire service are joined by other concerned residents of this City as well as businesses, schools, service clubs and organizations in their fire safety efforts; and

WHEREAS, while this special week has been set aside to remind everyone of the importance of fire education, we should remember to practice fire safety throughout the year,

NOW, THEREFORE, BE IT RESOLVED, that, I, Donald L. Gorham, Mayor of the City of Reidsville, do hereby proclaim the week of October 8th through October 14th as "**Fire Prevention Week**" in Reidsville, and I further call upon the residents of this City to participate in fire prevention activities at home, work and school, and to heed the message of the 2023 Fire Prevention theme, "Cooking safety starts with YOU! Pay attention to fire prevention".

This the 10th day of October, 2023.

/s/ _____
Donald L. Gorham
Mayor

Chief Farmer thanked the Council for officially recognizing this week as Fire Prevention Week. He noted that his department takes fire protection and fire prevention very seriously and have several programs to assist individuals with both, in residential and commercial occupancy. He added that cooking fires is the leading cause of home fires and at home fire injuries, both nationally and locally. Chief Farmer concluded by saying if anyone had any fire safety issues or concerns, he said to give the Fire Department a call and they would assist them.

Councilman Festerman joked that if cooking fires were the leading cause of home fires, the department would never come to his house, which drew laughter from the crowd. Councilwoman Walker asked Chief Farmer to talk about the department's can recycling program. He explained that the department does have a recycling trailer behind Fire Station #1/Headquarters at 402 South Scales Street where they collect aluminum cans. The department takes the cans to Foss Recycling, and the money received is donated to the Children's Burn Center once a year, the Fire Chief said.

Mayor Gorham, noting he had let the "cat out of the bag" earlier today, asked Chief Farmer if they could share his big news, to which the Fire Chief agreed. Mayor Gorham congratulated Chief Farmer, who the Mayor noted would be becoming a "Da-Da".

RECOGNITION OF OCTOBER AS NATIONAL COMMUNITY PLANNING MONTH.

Mayor Gorham read a proclamation for Community Planning Month, which he presented to Planning & Community Development Director Jason Hardin as follows:

PROCLAMATION Community Planning Month

WHEREAS, change is constant and affects all cities, towns, counties, communities, rural areas, and other places; and,

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and,

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and,

WHEREAS, the full benefits of planning require public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and,

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States and its territories, and,

WHEREAS, The American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our settlements and environment. The celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of the planning commissions and other citizen planners who have contributed their time and expertise to the improvement of the City of Reidsville, North Carolina; and

WHEREAS, we recognize the many valuable contributions made by professional planners of the City of Reidsville and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, I, Donald L. Gorham, Mayor of the City of Reidsville, hereby designate October 2023 as Community Planning Month in the City of Reidsville in conjunction with the celebration of National Community Planning Month.

/s/ _____
Donald L. Gorham, Mayor

Hardin said staff really appreciates all of the support of our elected officials, our community and everyone who has been a Planning Board member. He added that, in his opinion, community planning is vital to ensure that the community has a say in how it develops and where it is going.

Further Recognition of Bryce Cable.

Before going on to the next item, Mayor Gorham told Bryce and his family they were free to leave. First though, Councilman Festerman said he wanted to acknowledge the work done by the Public Works Department and its Director Josh Beck, City staff and the Mayor to make this day happen. He said it was “a special day for a special young man”. Councilman Festerman told Bryce they share something in common, both had a caring brother who loved them very much. He wished him the very best.

Each Council member and City Manager Woodard offered words of encouragement to the young man and his family before they left the Council Chambers.

APPROVAL OF MINUTES.

APPROVAL OF SEPTEMBER 12, 2023 REGULAR MEETING MINUTES.

Councilman Festerman made the motion “so moved”, seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote, to approve the minutes.

PUBLIC HEARINGS:

CONSIDERATION OF AN APPLICATION TO REZONE PROPERTY AT 226 WOODROW STREET, SPECIFICALLY ROCKINGHAM COUNTY TAX PARCEL #149989, FROM GENERAL BUSINESS (GB) TO RESIDENTIAL-6 (R-6). MARYANNE CHIRIBOGA, THE PROPERTY OWNER, SUBMITTED THE APPLICATION. (Z 2023-01)

Jason Hardin, Planning & Community Development Director, reviewed his September 29, 2023 memo, which follows:

MEMORANDUM

TO: The Honorable Mayor Gorham, Members of the Reidsville City Council, and Summer Woodard, City Manager
FROM: Jason Hardin, Planning & Community Development Director
DATE: September 29, 2023
RE: Docket No. Z 2023-01

Maryanne Chiriboga is petitioning to rezone 226 Woodrow St. (Rockingham County Tax Parcel #149989) from General Business (GB) to Residential-6 (R-6). The parcel encompasses an area of 20,908 square feet or 0.48 acres. The existing land use is legal non-conforming with a single-family home constructed in 1910 located on the lot. Residential uses are allowed in the General Business District but only with a Special Use

Permit (SUP). As the existing dwelling was built prior to the adoption of the Zoning Ordinance and was not issued a SUP, the use is considered legal non-conforming.

The surrounding land use is a mix of commercial (GB) and residential (R-6) as the lot is located on Woodrow St., which runs perpendicular to S. Scales St. The area to the south is a mix of General Business (GB) and Residential-6 (R-6). To the east, north and west the abutting lots are zoned General Business (GB). Overall, the area is a mix of zoning districts. Considering the mix of zoning districts surrounding the property, the presence of an abutting Residential-6 (R-6) neighborhood to the south and consistency with surrounding land use, a zoning designation of R-6 for the property is reasonable.

This property is located in Growth Management Area 1 which encompasses the Central Business District and surrounding area. GMA 1 prioritizes high density commercial development, the expansion of residential alternatives, and serves as a major employment center. While expansion of single-family development is not out-right prioritized in GMA 1 in the Land Development Plan, The intent of the plan is not necessarily to exclude residential development, entirely, as it discusses expansion of residential alternatives. Therefore, we find the proposed rezoning is consistent with the 2022 Reidsville Land Development Plan. This rezoning is reasonable and in the public interest of the community based on the information provided in this report and the attached statements of reasonableness and consistency. *(END OF MEMO)*

With no questions for staff from Council, Mayor Gorham opened the public hearing at 6:27 p.m. by asking if anyone wished to speak for the rezoning request?

Ms. Maryanne Chiriboga of 226 Woodrow Street, the applicant, came forward. She explained that she and her husband moved from South America to Reidsville a little more than a year ago. The house was built in 1910, and about half of it has been gutted for renovations. The couple now is in the process of putting it back together and wanted to put a deck on the house, she said. When she checked with the City, the options were to spend \$600 to either get a Special Use Permit because it was zoned General Business or get the property rezoned. They chose to get the property rezoned for the deck and to do some other improvements to the house, she said.

Councilwoman Walker thanked Ms. Chiriboga for relocating to Reidsville. The applicant discussed briefly how they came to select Reidsville. She talked about the neighborhood and added that there were two empty houses on one side of them. She said they had been really pleased with Reidsville and liked the area. Councilwoman DeJournette asked about some of the other houses in the neighborhood and whether they were occupied? Ms. Chiriboga said no, but the houses and yards are maintained.

With no one speaking against, the public hearing was closed at 6:31 p.m.

Councilman Hairston then read the prepared motion from the agenda packet, stating “I make the motion to recommend the proposed rezoning be approved for the specified parcels to the requested zoning district based upon the consistency and reasonableness determination statements that are included in the board agenda packet, submitted during the rezoning presentation and as may be amended, incorporated into the motion, to be included in the minutes.” The motion was seconded by Councilwoman Walker and unanimously approved by Council in a 6-0 vote.

- End of Public Hearings -

PRESENTATION:
CITY OF REIDSVILLE'S CERTIFICATION AS A FAMILY FORWARD EMPLOYER.

Human Resources Director Leigh Anne Bassinger then presented information on the City's recent certification as a Family Forward Employer. She reminded Council that she had come before them

several months ago to ask for their support for the City of Reidsville to move toward Family Forward Employer certification. She said she was pleased to report we are the first municipality in North Carolina to receive this recognition, which drew a round of applause from the audience. She noted that staff has some work to do on press releases, the website, etc. to get the word out to the community, etc. about the certification, which is good for two years.

Part of the certification process, in addition to filling out the application, was for employees to take part in a survey. She said she would be reviewing some, but not all, of the slides on the survey results but that all of the slides are included in their agenda packets. (*A COPY OF THE SLIDESHOW IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.*) Bassinger noted that 61 employees or 33% responded to the survey, which was over the 25% minimum required. She started to go through the results, first noting that 97% of respondents said they felt educated about our benefits and policies. Ninety-eight feel confident using their benefits, she noted.

Among the slides reviewed were Satisfaction with Paid Leave; Parental School Involvement Leave; Paid Leave Related to Parenting, Maternity & Paternity Leave and other forms of leave provided; scheduling policies, i.e. compressed work weeks and flexible scheduling; Pregnant Workers Accommodations, etc.; Child Care Supports and Child care at an onsite facility, etc.; Satisfaction with Health & Wellness Benefits.

Bassinger noted the need to educate employees on some of the services the City provides, such as FSA, etc.

Councilman Festerman expressed concern that only 33% of our employees participated. The HR Director noted that was a valid concern, but she also explained that there was a limited timeframe for employees to take part in the survey, etc. She also noted that the survey had to be done online, and a third of our employees do not have jobs with computer access. The Councilman said he would just like to see greater participation.

ORDINANCES:
CONSIDERATION OF VARIOUS AMENDMENTS TO CHAPTER 10, MUNICIPAL UTILITIES AND SERVICES, OF THE CITY'S CODE OF ORDINANCES RELATED TO REFUSE COLLECTION, LARGE TRASH PICKUP AND INDUSTRIAL WASTE AND THE ADDITION OF A NEW SECTION DEALING WITH THE SALE OF COMPOST.

Public Works Director Josh Beck reviewed his October 10th memo, which follows:

MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Josh Beck, Public Works Director
RE: Amendments to the City's Ordinance – Section 10-123 through 10-130
Adoption of New Section 10-135.5
DATE: October 10, 2023

The proposed amendments to the City's solid waste ordinance are requested with the following goals in mind:

1. Modify the container size from 90 gallons to 96 gallons, which is the City's standard size.
2. Provide a return trip fee for curbside trash service if the trashcan is blocked or not placed at the curb by the appropriate time.
3. Establish a rollback container policy and fee for repetitive issues.
4. Limit the amount of large brush pickup to three cubic yards a week with a Citywide exception for significant storms and require commercial tree removal companies to dispose of associated material themselves.
5. Ensure trash is properly contained within the waste container to minimize littering, rodents, and secondary pickups.
6. Provide additional clarity of the term bulk items and terminate bulk pickup to commercial properties that have adequate dumpsters available.
7. Establish a fee for the sale of compost to recover the screening cost incurred by the City.

Request:

Staff is recommending and requesting to City Council that they adopt the proposed text amendments to the City's Ordinance – Section 10-123 through 10-130. These updates will mitigate the City's future risk by limiting bulk and brush pickup, provide better enforcement of known issues and minimize unintentional littering by ensuring curbside waste is properly contained. *(END OF MEMO)*

Public Works Director Josh Beck said some of these changes came about because he noticed certain situations when he first came here in April of 2022. But with Gary French's retirement and the hiring of Edward Shelton as Solid Waste Superintendent, he said he wanted to give Shelton some time to digest things before discussing these changes, etc. He reviewed the goals in mind, such as modifying the container size from 90 to 96 gallons, of these proposed amendments. He also passed out to Council a picture from one of the Sky Eye View cameras that is located on the City garbage trucks as part of a pilot program the City is participating in. This particular system puts four cameras on the trucks and allows staff to show that the trash was picked up at a certain location, he discussed. He talked of the benefits of this technology in determining if trash cans were missed. In some cases, residents may not have gotten their cans out to the curb on time or may have refilled them on the same day, and this would prohibit some of that, Beck explained.

In addition to the return trip fee recommendation, Public Works Director Beck said there is a rollback container policy. He noted that he and the Mayor have had to deal with situations on a particular street or two and admitted this is a hot topic. He stressed that this would be issue based and not a case of Public Works out policing this but would go out if calls or complaints were received, especially after multiple repeat issues. Another concern is that there is no real limitation on debris and pickup, Beck said. He stated that he felt the ordinance was first written for those situations after thunderstorms where debris was left behind but not for contractors/developers clearing ten acres, etc. Therefore, they are recommending a limitation of three yards a week, which he explained was more than a pickup truckload. Beck added that there would be the caveat that if we have an ice storm or significant storm, those rules could be relaxed for that period of time. He then discussed the need to make sure garbage is contained in the trash can and not on the lid, beside the can, etc. because what it does is makes two trucks have to run the same route. If a resident needs a second trash can, they can call Public Works, he noted. Beck briefly discussed the tipping fees that the City has to pay when it drops off the trash at the County landfill so these fees help offset those costs. Beck stated that the City has quite a bit of compost on the yard now, and we pay \$5,000-\$6,000 each year screening that compost to ensure we have a good, clean product. Therefore, they want to be able to charge a small charge to recover some of those screening costs as well. It would still be a much better deal than going to a commercial business for compost, Beck indicated.

Councilman Hairston asked about the charges and process involved for getting a second trash can. Public Works Director Beck said the first charge is \$65 for the can itself and then \$6 and some change monthly for the tipping fees, which would get added to the monthly bill. Residents just need to contact Public Works, which will make up the work order, take a trash can to the residence and notify the Finance Department of the change.

Councilwoman DeJournette asked what is the charge for the return trip fee? Beck replied that it is \$40, which covers the fuel costs, some of the labor and wear-and-tear on vehicles, etc. Councilman Festerman asked how many calls have been received? Beck said quite frequently, easily 3-4 times a week and sometimes more. He added that some people admit that they failed to put their can out in time, but others staff has recognized as more frequent callers. Currently there is no penalty so he said he hoped this would curb some of that. Sometimes people put their trash cans in places that are difficult for their trucks to get at, he noted, and someone will go out and explain why that is not a good spot because a guide wire or a parked car is there, etc. He said that this is another good reason for the Sky Eye cameras, which shows in real time what the drivers might experience.

Councilman Festerman said after he puts his trash can out, how long does he have to get it back in? Beck replied 24 hours. The Councilman said he has a problem with that because when he is away, the neighbor might not do it as he requested. The Public Works Director again noted that this is complaint-driven if his department receives them but that his personnel don't go around flagging trashcans unless it is a recurring problem. He said he and the Mayor had dealt with some situations where the cans have been left out all week but there has been no rollback policy. Again, it was stressed that this would be complaint-driven or repeat offenders. Staff will explain the policies to them, the Public Works Director said. Mayor Gorham and Beck both discussed situations where people in the County have City property and will bring their trash into the City. The Public Works Director said we do have a problem with a lot of dumping just inside the City limits. As a historical tidbit, Councilman Festerman recalled when the City was considering annexing an area, the City noted that garbage collection would be provided as a service. A gentleman from the County went on the radio and said that service wasn't needed because he brought his trash to Kmart, the Councilman said.

Councilwoman DeJournette then made the motion, "so moved," seconded by Councilman Hairston and unanimously approved by Council in a 6-0 vote, to approved the proposed Ordinance Amendment.

The Ordinance Amendment as approved follows:

**AMENDING THE CITY OF REIDSVILLE CODE OF ORDINANCES
AN ORDINANCE AMENDING
Chapter 10, Municipal Utilities and Services
Sec. 10-123. Same-To Meet Standards
Sec. 10-124. Preparation of Refuse for Collection Generally
Sec. 10-126. Collection Schedule; Conditions to Collection
Sec. 10-127. Large Trash pickup
Sec. 10-128 Matter Not Acceptable for Collection
Sec. 10-130. Industrial Waste
Adoption of New Section: Sec. 10-135.5. Sale of Compost**

BE IT ORDAINED by the City Council of the City of Reidsville, North Carolina, that the City of Reidsville Code of Ordinances be amended as follows:

Part I.

That Chapter 10, Section 10-123. Same – To Meet Standards, (a)(2) is hereby repealed and rewritten in its entirety as follows:

(a)(2) Mobile containers shall have a capacity of ninety-six (96) gallons. Such containers must be designed and constructed in such a manner that they can be emptied by the hydraulic lifting devices mounted on city solid waste management division vehicles. All containers shall be subject to the approval of the superintendent of the solid waste management division.

All other parts of Section 10-123 shall remain the same.

Part II.

That Chapter 10, Section 10-124. Preparation of Refuse for Collection Generally, (a) is hereby repealed and rewritten in its entirety as follows:

(a) Residential curbside garbage collection shall begin at 7:00 a.m. with containers being in place at that time and removed by 7:00 p.m. This service shall be on a weekly basis. In the event that we are called back to empty a container that was not out in time for pickup or blocked by a vehicle or other obstacles, there will be a minimum \$40.00 return trip fee charged to the resident. If trash cart is not removed from curbside in a timely manner or is continually at curbside, first time we will tag the cart letting resident to know to remove cart from curbside, any time after that we will confiscate the cart and trash service will be discontinued until a fine of \$40.00 has been paid for return of cart.

All other parts of Section 10-124 shall remain the same.

That Chapter 10, Section 10-124. Preparation of Refuse for Collection Generally, (b)(2) is hereby repealed and rewritten in its entirety as follows:

(b) (2) Pickup of limbs and bundles shall not exceed three (3) cubic yards per week. In the event of adverse weather, there will be exceptions made in the amount that is picked up. This is a residential service only, no commercial property pickup will be supplied. No trees or limbs will be picked up due to lot clearing or from a contracted tree service or landscaping contractor. Disposal of all trees, limbs and other assorted debris due to lot clearing and from contracted tree services will be the contractor's responsibility. There will be a minimum charge of \$40.00 and up to \$40.00 per hour for cleanup by the City of Reidsville for any debris not cleaned up in a timely manner. Any debris accepted or denied will be at the discretion of the Solid Waste Management Division or Public Works Director.

All other parts of Section 10-124 shall remain the same.

Part III.

That Chapter 10, Section 10-126. Collection of Schedule; Conditions to Collection, (e) is hereby repealed and rewritten in its entirety as follows:

(e) there will be a maximum limit of two (2) ninety-six (96) gallon containers per pickup.

All other parts of Section 10-126 shall remain the same.

Part IV.

That Chapter 10, Section 10-127, Large Trash Pickup, (a) is hereby repealed and rewritten in its entirety as follows:

- (a) All bulky trash is subject to the approval of the superintendent of the solid waste management division before it is picked up. Bulky trash is classified as furniture, couches, chairs, beds, dressers, tables, desk, mattresses, door, toilets, etc. or other items that will not fit in the rollout trash cart. All loose or bagged items must be placed in the rollout trash cart. This is for residential use only; no commercial property will be supplied bulk trash pickup.

Section 10-127 (b) shall remain the same.

Part V.

That the following will be added to Chapter 10, Section 10-128. Matter Not Acceptable for Collection, as items not accepted for disposal:

- (7) Pallets
- (8) Televisions
- (9) Any type of liquid, paint, gas, diesel fuel, kerosene, oil, antifreeze will not be collected by route trucks or solid waste employees.
- (10) Batteries

All other parts of Section 10-128 shall remain the same.

Part VI.

That Chapter 10, Section 10-130. Industrial Waste, (b) is hereby repealed and rewritten in its entirety as follows:

- (b) This section shall not apply to businesses or industries which have an accumulated waste of less than two (2) thirty-two (32) gallon closed metal cans or two (2) ninety-six (96) gallon roll-out cans per week.

Section 10-130 (a) shall remain the same.

PART VII.

That the following new section is proposed pertaining to the sale of compost material and shall be included as follows:

Sec. 10-135.5. Sale of Compost. The City of Reidsville will offer for sale compost material at its brush/compost facility, located at 410 Broad Street, Reidsville, NC, at the price of \$10.00 per loader bucket scoop. For extra large loads, a discount maybe given at the discretion of the Solid Waste Superintendent or the Public Works Director.

PART VIII. These ordinances shall become effective upon their adoption by the City Council of the City of Reidsville, North Carolina.

Adopted this the 10th day of September, 2023, by the City Council of the City of Reidsville, North Carolina.

-/s/ _____
Donald L. Gorham, Mayor

ATTEST:

/s/ _____
Angela G. Stadler, CMC/NCCMC, City Clerk

CONSIDERATION OF AMENDMENT TO CHAPTER 16, STREETS AND SIDEWALKS, TO ADD SECTION 16-11. RIGHT-OF-WAY MAINTENANCE TO THE CITY'S CODE OF ORDINANCES.

Public Works Director Josh Beck reviewed his October 10th memo, which follows:

MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Josh Beck, Public Works Director
RE: Text Addition to the City's Ordinance – Section 16-11 – Right-of-Way Maintenance
DATE: October 10, 2023

With the exception of our shrubbery ordinance, the City of Reidsville does not have an ordinance that properly addresses maintenance of the City's Right of Way along developed properties. Similar to other municipalities, the City of Reidsville does not have sufficient staff or equipment to mow all grass strips between the curb and sidewalk or between the pavement and right of way. Most individuals within the City maintain these areas while maintaining their own property without concern; however, we've had several recent incidents that warrant addressing. The attached language addresses this situation and provides a means for enforcement. The owner or tenant will be notified of any situation and have 10 days to comply. Failure to do so will allow City staff to resolve the issue and back charge the owner or tenant along with an administration fee.

Request:

Staff is recommending and requesting to City Council that they adopt the proposed text addition to the City's Ordinance – Section 16-11 – Right-of-Way Maintenance so that staff can properly enforce these particular issues as they arise. (END OF MEMO)

Public Works Director Beck said that the vast majority of Reidsville residents probably already do this every day, mowing some part of the City's right of way as they mow their own yards. Of course, he stated, we have a few who don't. In order to resolve this and give us enforcement to mitigate how much grass clippings, etc. land in the right of way, streets and storm drains, we wanted to include some language to ensure clarity that residents understand that the strip in front of their house, while in the City right of way, is the responsibility of the property owner for mowing, etc. The Public Works Director said he is not aware of any city that goes around and mows such strips. He said they put some language in there that states it is the responsibility of the property owner of developed lots, including those with houses or businesses on them. He said it doesn't apply to undeveloped lots. He added that this will help our whole City look better. Beck discussed that while the City has Parks & Rec maintenance staff, we don't have the staff to do the number of such strips, etc. around the City.

The changes will give the Public Services Superintendent some authority and address these situations, Public Works Director Beck explained. He briefly touched on the concerns of grass clogging up our stormwater systems as well as the dangers that grass clippings on roadways can pose to motorcyclists.

Councilwoman Walker offered a hypothetical situation where she owned a property and had a tenant who took care of the yard. She asked if the occupant, the tenant or the property owner would be responsible? Beck replied it would be the property owner, who would be the easiest to get with in a lot of ways.

Both Mayor Gorham and Mayor Pro Tem Brown agreed that this was needed. The Mayor asked if there was a motion?

Councilman Festerman made the motion, "so moved," seconded by Mayor Pro Tem Brown and unanimously approved by Council in a 6-0 vote, to approve the Ordinance Amendment.

The Ordinance Amendment as approved follows:

**AMENDING THE CITY OF REIDSVILLE CODE OF ORDINANCES
AN ORDINANCE AMENDING
Chapter 16, Streets and Sidewalks
Section 16-11 Right-of-Way Maintenance**

BE IT ORDAINED by the City Council of the City of Reidsville, North Carolina, that the City of Reidsville Code of Ordinances be amended as follows:

Part I. Propose a new section in the ordinances pertaining to the removal of vegetation from the sidewalks and street rights-of-way.

Sec. 16-11. Right-of-Way Maintenance.

- (a) The owner, tenant or occupant of any developed lot bordering on any street in the City where there is an abutting sidewalk shall keep the vegetation removed from such sidewalk and shall keep all vegetation bordering the sidewalk properly trimmed so as not to require a pedestrian to take evasive action to avoid physical contact with the same or otherwise hinder the safe passage of pedestrians.
- (b) The owner, tenant or occupant of any developed lot bordering on any street in the City shall also maintain the area of the street right of way between the edge of the traveled roadway or curb line and the adjacent property line in a reasonably safe condition. Removal or trimming of this vegetation shall be done in a manner to ensure yard waste remains beyond the roadway and mitigates potential blockage of stormwater inlets.
- (c) The Public Services Superintendent or his/her designee shall send notice to the owner, tenant or occupant of such lot notifying them of the violation. The individual(s) receiving notice shall have ten days from the date of the notice to correct the deficiencies outlined and notify the Public Services Superintendent.
- (d) If the individual(s) receiving notice does not properly correct such deficiencies, the Public Services Superintendent or his/her designee shall have authority to remove and correct the deficiencies. The expense of such action shall be billed to the individual(s) receiving notice per the City's direct cost plus a \$50.00 administration fee.

Part II. These ordinances shall become effective upon its adoption by the City Council of the City of Reidsville, North Carolina.

Adopted this the 10th day of October, 2023, by the City Council of the City of Reidsville, North Carolina.

/s/

Donald L. Gorham, Mayor

ATTEST:

/s/

Angela G. Stadler, CMC, City Clerk

**CONSIDERATION OF AN AMENDMENT TO SECTION 3-27 ANIMAL CONTROL
OFFICER'S AUTHORITY TO ORDER VICIOUS ANIMALS WHICH ENDANGER PUBLIC
TO BE CONFINED, DESTROYED, OF THE CITY'S CODE OF ORDINANCES.**

In making the staff report, Police Chief Ray Gibson reviewed his October 3rd memo, which follows:

MEMORANDUM

To: City Manager Summer Woodard
From: Chief of Police Ray Gibson
Date: October 3, 2023
Subject: **Dangerous/Potentially Dangerous Dogs**

It has come to my attention that our current ordinance pertaining to vicious animals, Chapter 3, Article II, Section 3-27, Animal control officer's authority to order vicious animal which endanger the public to be confined, destroyed, does not comply with North Carolina General Statutes 67-4.1 and 67-4.2.

The current ordinance does not define a dangerous/potentially dangerous dog as defined by NC General Statute. It also does not allow for due process for the owner of the dog deemed dangerous/potentially dangerous by the Animal Control Officer. Therefore, Sec. 3-27 has been rewritten to comply with NCGS 67-4.1 and 67-4.2 and I respectfully request it be presented to City Council for their consideration.

Please reach out to me with any questions you may have. *(END OF MEMO)*

Police Chief Gibson explained that the City has had a big rash of dog bites recently with one dog having to be put down this summer. It was brought to our attention, Chief said, that we don't have the proper language in our ordinances to comply with NCGS 67-4.1 and 67-4.2 and to define what a dangerous or potentially dangerous dog is according to these general statutes. The ordinance also does not allow due process for the owners of these dogs, he said. Chief Gibson said he is recommending Council consider adopting the language of the General Statutes in the City Ordinance in order to have due process and to better protect our citizens and other animals.

Mayor Gorham said he has heard of what he would call a huge number of dog attacks in less than two weeks. City Manager Woodard also said we should reiterate the importance of vaccinations since several of these dogs involved in these attacks were not vaccinated. She talked of possibly publicizing this more. Chief Gibson agreed, noting that his department offers a rabies clinic every spring for \$10 per rabies shot. He said they have found in several of these cases that vaccinations have lapsed, etc., so the owners must surrender their dogs for 10 days, being quarantined during that time at the animal shelter. On the serious side, the person bit may have to go through the series of rabies shots, he added. The Police Chief said it is extremely important that all animals are up-to-date on their vaccinations and that the owners can show proof of these vaccinations.

Councilman Festerman said weren't at least two of these dogs involved in these cases unvaccinated? Chief Gibson agreed. He briefly noted the leash law as well. He said there may be more and added that some people haven't reported such attacks to the Police Department. Discussion briefly centered on dogs being walked on the greenways and the need to make sure everyone is as safe as possible.

Councilwoman DeJournette then made the motion, "so moved," seconded by Councilman Hairston and unanimously approved by Council in a 6-0 vote, to approve the Ordinance Amendment.

The Ordinance as amended follows:

**AN ORDINANCE AMENDING CHAPTER 3 OFFENSES AND
MISCELLANEOUS PROVISIONS
ARTICLE II. IN GENERAL
SECTION 3-27. ANIMAL CONTROL OFFICER'S AUTHORITY TO ORDER
VICIOUS ANIMALS WHICH ENDANGER PUBLIC TO BE CONFINED,
DESTROYED.**

WHEREAS, Reidsville City Code Section 3-27. Animal control officer's authority to order vicious animals which endanger public to be confined, destroyed, does not comply with NCGS 67-4.1 and NCGS 67-4.2 as it relates to dangerous dogs.

THEREFORE, BE IT ORDAINED BY THE REIDSVILLE CITY COUNCIL:

That Section 3-27 of the Reidsville Code of Ordinances be rewritten to amend Section 3-27 to comply with NCGS 67-4.1 and NCGS 67-4.2 as it relates to dangerous dogs:

Sec. 3-27 Dangerous Dogs.

Definitions and procedures.

As used in this Ordinance, unless the context clearly requires otherwise and except as modified in subsection (b) of this section, the term:

"Dangerous Dog" means

A dog that:

1. Without provocation has killed or inflicted severe injury on a person;
or

2. Is determined by Reidsville Police Department's Animal Control Officer to be potentially dangerous because the dog has engaged in one or more of the behaviors listed in subdivision (2) of this subsection.

b. Any dog owned or harbored primarily or in part for the purpose of dog fighting, or any dog trained for dog fighting.

(2) "Potentially dangerous dog" means a dog that the Animal Control Officer determines to have:

a. Inflicted a bite on a person that resulted in broken bones or disfiguring lacerations or required cosmetic surgery or hospitalization; or

b. Killed or inflicted severe injury upon a domestic animal when not on the owner's real property; or

c. Approached a person when not on the owner's property in a vicious or terrorizing manner in an apparent attitude of attack.

(3) "Owner" means any person or legal entity that has a possessory property right in a dog.

(4) "Owner's real property" means any real property owned or leased by the owner of the dog, but does not include any public right-of-way or a common area of a condominium, apartment complex, or townhouse development.

(5) "Severe injury" means any physical injury that results in broken bones or disfiguring lacerations or required cosmetic surgery or hospitalization.

(b) The provisions of this Ordinance do not apply to:

- (1) A dog being used by a law enforcement officer to carry out the law enforcement officer's official duties;
 - (2) A dog being used in a lawful hunt;
 - (3) A dog where the injury or damage inflicted by the dog was sustained by a domestic animal while the dog was working as a hunting dog, herding dog, or predator control dog on the property of, or under the control of, its owner or keeper, and the damage or injury was to a species or type of domestic animal appropriate to the work of the dog; or
 - (4) A dog where the injury inflicted by the dog was sustained by a person who, at the time of the injury, was committing a willful trespass or other tort, was tormenting, abusing, or assaulting the dog, had tormented, abused, or assaulted the dog, or was committing or attempting to commit a crime.
- (c) The Reidsville Police Department's Animal Control Officer shall be responsible for determining when a dog is a "potentially dangerous dog". The Animal Control Officer shall notify the owner in writing, giving the reasons for the determination, before the dog may be considered potentially dangerous under this Ordinance. The owner may appeal the determination by filing written objections with the appellate Board within three days. The appellate Board shall consist of an employee from the Public Works Department, the Parks and Recreation Department and the Community Development Department. This appellate Board will be convened by the Chief of Police. The appellate Board members will be determined by the Department Directors. The appellate Board shall schedule a hearing within 10 days of the filing of the objections. Any appeal from the final decision of such appellate Board shall be taken to the superior court by filing notice of appeal and a petition for review within 10 days of the final decision of the appellate Board. Appeals from rulings of the appellate Board shall be heard in the superior court division. The appeal shall be heard de novo before a superior court judge sitting in the county in which the appellate Board whose ruling is being appealed is located.

Precautions against attacks by dangerous dogs.

- (a) It is unlawful for an owner to:
 - (1) Leave a dangerous dog unattended on the owner's real property unless the dog is confined indoors, in a securely enclosed and locked pen, or in another structure designed to restrain the dog;
 - (2) Permit a dangerous dog to go beyond the owner's real property unless the dog is leashed and muzzled or is otherwise securely restrained and muzzled.
- (b) If the owner of a dangerous dog transfers ownership or possession of the dog to another person (as defined in G.S. 12-3(6)), the owner shall provide written notice to:
 - (1) The authority that made the determination under this Ordinance, stating the name and address of the new owner or possessor of the dog; and
 - (2) The person taking ownership or possession of the dog, specifying the dog's dangerous behavior and the authority's determination.
- (c) A violation of this Ordinance shall be a Class 3 Misdemeanor punishable by a fine not to exceed \$500.00 pursuant to NCGS 14-4.

Adopted this the 10th day of October, 2023.

/s/ _____
Donald L. Gorham, Mayor

ATTEST:

/s/

Angela G. Stadler, CMC/NCCMC
City Clerk

PROPERTY:

**CONSIDERATION OF ACQUISITION OF PROPERTY AT 330 IRVIN STREET,
REIDSVILLE AND RELATED BUDGET ORDINANCE AMENDMENT.**

City Manager Summer Woodard reviewed her October 3rd memo, which follows:

MEMORANDUM

TO: Mayor Donald Gorham
City Council Members
FROM: Summer Woodard, City Manager
SUBJ: Acquisition of Property – 330 Irvin Street
DATE: October 3, 2023

Local realtor Theresa McCollum has made the City aware of a property located at 330 Irvin Street across from the Penn House that is available for purchase. We believe it is very desirable to have this property, especially in light of the expanding venue space at the Penn House and the need for additional parking.

The \$30,000 purchase price of the property and related costs of fees, insurance, taxes, and interest, brings the total price up to \$31,500. We are requesting that Council approve the purchase and the attached Budget Ordinance Amendment.

Please let us know if you have any questions. (*END OF MEMO*)

Councilman Festerman said he would like to support it but he would feel more comfortable if he knew what the tax value was? Staff were asked to do a quick search of the tax records. It was determined that the property was valued at \$15,425, but there was a lien of approximately \$22,000 on the property as well by the City of Reidsville. City Manager Woodard said she thought that lien was from several years ago. Penn House Manager Judy Yarbrough was in the audience and said she believed the lien was due to demolition costs and some other charges. She informed Councilman Festerman that the property owner was only getting about \$3,000 for the property due to the lien, etc.

Councilwoman Walker made the motion, “so moved,” which was seconded by Councilman DeJournette and unanimously approved by Council in a 6-0 vote, to approve the Budget Ordinance Amendment and purchase of 330 Irvin Street.

The Budget Ordinance Amendment as approved follows:

BUDGET ORDINANCE AMENDMENT NO. 6

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 13, 2023 which established revenues and authorized expenditures for fiscal year 2023-2024; and

WHEREAS, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget for the purchase of property;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 13, 2023 is hereby amended as follows;

Section 1. That revenue account number 10-3991-0000, Fund Balance, be increased by \$31,500.00;

Section 2. That expense account number 10-4110-5900, Capital - Land, be increased by \$31,500.00.

This the 10th day of October, 2023.

/s/ _____
Donald L. Gorham
Mayor

ATTEST:

/s/ _____
Angela G. Stadler, CMC/NCCMC
City Clerk

BOARD & COMMISSION APPOINTMENTS:

City Manager Summer Woodard distributed the ballots for the October Board & Commission appointments while Council was waiting during the previous item.

PUBLIC COMMENTS.

No public comments were offered.

CITY MANAGER'S REPORT:
MONTH OF OCTOBER.

City Manager Summer Woodard provided the report for October, which follows:

Date: October 2, 2023
To: Mayor Donald Gorham
City Council Members
From: Summer Woodard, City Manager
Subject: City Manager's Monthly Report

Personnel:

- **Code Inspections Officer** - The City of Reidsville is hiring for a Codes Inspection Officer. Mr. Charles Williams' last day with the City of Reidsville was Friday, September 29th. We wish Mr. Williams all the best on his future endeavors.

Projects & City Updates:

- **The Sesquicentennial Celebration & Other Events** – For the month of October, “Open House” at the Governor Reid House on Saturday, October 21st from 2:00 p.m. to 5:00 p.m. Also, on Saturday, October 21st, from 11:00 a.m. to 7:00 p.m., we will have the Food, Art and Brew (FAB) festival in downtown Reidsville. There will be a concert during the festival, and the band will be the TAMS. The Downtown Trick-or-Treat event will be Friday, October 27th, from 4:00 p.m. to 6:00 p.m. with the free movie, *Hotel Transylvania*, to show at Market Square at 6:30 p.m. There will also be an “Open House” at Lake Reidsville on Saturday, October 28th, from Noon to 3:00 p.m., followed by a Haunted Trail event from 5:00 p.m.-9:30 p.m. Also, the

“HOWL-O-WEEN” dog costume contest returns to RCARE from 10:00-11:00 a.m. on Monday, October 30.

- **Splash Pad** – This project continues to experience delays from a number of different sources and has not moved forward as previously anticipated. The contractor plans to pour the splashpad concrete the week of October 2nd assuming that they pass their rebar inspection on Monday, October 2nd. They also plan to pour the concrete slab that same week for the mechanical and concession stand building. Once this is poured, the masonry contractor will return onsite to complete the CMU block, set the door frames and brick up both buildings so that the roofing structure can be installed. This project appears to be several weeks behind the original schedule at this point.
- **Penn House Building Project** – Overhead insulation inspection is scheduled for 9/29/23 at 2 p.m. Once approved, the contractors can hang all necessary ceiling sheetrock and acoustical ceiling tiles so that the electrical and HVAC components can be installed. Window and storefront material is supposed to arrive the week of October 2nd so that the building can be properly closed up. Once this work is completed, the contractor can begin interior finishes if proper temperatures can be maintained. The EIFs mockup has been installed and approved releasing the exterior work to proceed and wrap up. The contractor is also scheduled to complete the necessary electrical conduits to the adjacent parking lot light pole so that Duke Energy can begin their work to ultimately provide electrical service. The HVAC package units are still anticipated to arrive at the end of November, which will likely hold up the final completion of this project.
- **Fall Decorations** – I would like to give a huge “shout out” to all City staff that worked on the fall displays downtown. Public Works and Parks & Rec Facilities staff went above and beyond on this project. Also, a special thank you to Hector Ramirez, Jacob Gwyn and Lindsey Tuttle for designing the pumpkin tree and to the decorating committee Judy Yarbrough, Robin Yount, Emmy Stone, Donald Terrell, Josh Beck, Jason Hardin, Drew Bigelow, Neal McKinney and Denise Toms.
- **North Carolina State Budget Funding** - Senator Phil Berger and Representative Reece Pyrtle secured funding in the State budget for the City of Reidsville. Funding includes the Piedmont/Anne Penn Wastewater Outfall for \$1,600,000 and \$21,000,000 for Rockingham County for the extension of water services from Reidsville toward the unincorporated community of Ruffin, NC. Funding for our Parks & Recreation projects were also secured.

Events/Meetings Attended:

- 9/11 – Attended the 9/11 Memorial Service at the Reidsville Fire Department.
- 9/12 – Family Forward Meeting & City Council Meeting
- 9/13 - Management Team Meeting
- 9/14 – New Employee Orientation Meeting
- 9/20 – Place Your Bet In Reidsville Event
- 9/21 - Battle of Cup Event
- 9/25 – Discussion of Career Ladder & Certification Program
- 9/26 – Fall Decorating, Ribbon Cutting at Pennrose Country Club & Murray Point Boat Tour
- 9/27 – Fall Decorating
- 9/28 – Cone Health Meeting & *Triad Business Journal* Banquet
- 9/29 – Retirement Reception for Jason Julian & Judge Susie Sharp Dedication Marker Event
- 9/30- Attended Fall Festival in the Town of Stoneville (*End of Report*)

Under Personnel, the City Manager shared that the City would be considering some potential Economic Development Director candidates in the coming weeks. She also noted that the Human Resources Department had recently implemented a new monthly employees’ orientation, which gives

Management Team the opportunity to meet new hires, etc. The IT Department will also be overseeing technology upgrades to the City Council Chambers and Conference Room in the coming months, she pointed out.

COUNCIL MEMBERS' REPORTS.

Mayor Pro Tem Harry Brown – Mayor Pro Tem Brown remembered the late Gwendolyn Bell, who served as Choral Director at Reidsville High School for 29 years. He talked of how she was extremely talented musician and outstanding person. He also complimented the Mayor on his remarks at Ms. Bell's service. His written report also noted he attended the YMCA Board of Directors' meeting.

Councilwoman DeJournette – Councilwoman DeJournette reported attending the following events: 9/9, Black Family Day Celebration; 9/19, Reidsville Advisory RDC Community Business meeting; 9/20, Annie Penn Special Board meeting; 9/26, Pennrose Park Country Club Ribbon Cutting; 9/27, Spark NC at Booker T. Washington Ribbon Cutting; 9/28, Zoom Meeting with Annie Penn Board. She complimented City staff for the fall decorations, noting she had seen several families taking pictures.

Reidsville Chamber of Commerce President Diane Sawyer - She reported on the following upcoming events: Reidsville FAB Festival, Downtown Reidsville, on October 21, 2023, 11 a.m.-7 p.m.; Candidates Forum, Reidsville Event Center, 223 South Scales Street, October 23, 2023; Reidsville Chamber of Commerce Business Expo and Job Fair, October 26, 2023, 2-7:30 p.m., Reidsville Christian Church, 2020 South Park Drive, Reidsville, NC. Upcoming Ribbon Cuttings are as follows: Menher Group, Combined Ribbon Cutting with Eden Chamber of Commerce, Mural Park (Across the street from the Reidsville Chamber of Commerce), October 16, 2023, 12 p.m.; Moving on Faith at Reidsville Chamber of Commerce, October 20, 2023, 12 p.m.; Reidsville Reapers, November 4, 2023, 12 noon, at Rockingham Community College Gym; and Hospice of Rockingham County, 2150 NC Highway 65, November 15, 2023, 10 a.m. She also noted new member, WORD Rock Drill. The November Coffee and Connections will include a Ribbon Cutting hosted by the Belmont Mansion, 1700 Richardson Drive, to be held on November 2, 2023 at 9 a.m.

Councilman Hairston – Councilman Hairston reported attending the following: 9/9, Black Family Day Celebration; 9/16, S&K Preemies Scholarship Fund meeting at Zion Baptist Church; 9/19, NAACP monthly meeting at Zion Baptist; 9/23, Relay for Life with Councilwomen Walker & DeJournette; 9/25, Ministerial Alliance meeting at Zion Baptist; 9/26, Human Relations Commission meeting; and 10/3, McLaurin Park Community Watch meeting with Melissa Galloway discussing the homeless shelter on Branch Street.

Councilwoman Walker – Councilwoman Walker thanked all those who attended tonight's meeting and those who played a part in today's plans. She noted that she attended the following events: 9/16; Ann Ruston Neighbor Sale; Ribbon Cutting at Career Explorer, Reidsville Middle School; 9/20, Place Your Bet on Reidsville Event; 9/21, Battle for the Cup - Kick Ball competition as a referee; 9/23, Relay for Life Walk; 9/26, Ribbon Cutting PPCC; 9/26, Boat Tour – Murray Point at Lake Reidsville; 9/28, ABC Board Meeting; 9/28, Appearance Meeting; 9/29; Retirement for Jason Julian, NCDOT; 9/29, Designation for Susie Sharp Historical Marker; 10/2, Ribbon Cutting, Hendlee CPR Service; 10/3, McLaurin Community Watch; 10/4, Coffee with a Cop at Warrior Nutrition; 10/7, Meet-n-Greet at Chez Lindsey; 10/10, Ribbon Cutting at La Boca. She raved about the food at the new restaurant.

Councilman Festerman – Councilman Festerman spoke about how the downtown looks absolutely fabulous and complimented anyone who took part in the decorations. He said he and his dog loved it. He again complimented the Mayor and staff for today's festivities and said he will always be indebted to everyone for helping out with today.

Mayor Gorham - Mayor Gorham attended the following events: 9/14, Brookdale's 25th Anniversary Ribbon Cutting; 9/15, Door to door on Way Street to give information about a Community Meeting at City Hall on 9/25; 9/15, Downtown Senior Citizens Cookout at Lake Reidsville; 9/16, attended the 103 Centennial Celebration of Saint Thomas Chapel Holiness Church at Koury Center Greensboro; 9/19, Looked at empty abandoned houses with City Manager Summer Woodard and Planning and Community Develop Director Jason Hardin; 9/20, Ribbon Cutting at Learning Lab of Reidsville Middle School; 9/20, attended the Planning Board meeting; 9/21, Battle for the Cup Kickball; 9/22, attended South End School's PJ Day - The Principal and Vice Principal were dunked in a Dunking Booth; 9/26, attended Reidsville Recreation Flag Football game at the Lake; 9/28, met with South End third graders to discuss the Mayor's role in local government; 9/28, attended Steve Scott's award from *Triad Business Journal*; 9/29, attended Jason Julian's retirement program; 9/29, attended Judge Susie Sharp's Historical Marker Unveiling Ceremony; 10/2, County Community Meeting at City Hall; 10/3, met with Ms. C. Harris about community concerns; 10/3, McLaurin Community Watch meeting; 10/4, Coffee with a Cop at Warrior Nutrition; 10/5, Kiwanis Club meeting; 10/6, phone interview on the UDO; 10/7, Mrs. Gwendolyn Bell's Funeral at RHS; and 10/10, Bryce Cabe Day.

ANNOUNCEMENT OF BOARD & COMMISSION APPOINTMENTS.

City Clerk Angela G. Stadler reported that Jason Johnson of 709 South Main Street was unanimously appointed to the Reidsville Appearance Commission. *(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 AND REAL ESTATE PURSUANT TO NCGS 143-318.11(A)(1)(4) & (5).

Mayor Gorham announced that Council would be going to the conference room for a closed session, adding (a)(1), which is related to confidential information, to the previously noted economic development and real estate purposes. He said Council would not be coming back into Council Chambers.

Councilman Festerman made the motion, "so moved," to go into closed session, which was seconded by Councilwoman Walker and unanimously approved by Council in a 6-0 vote.

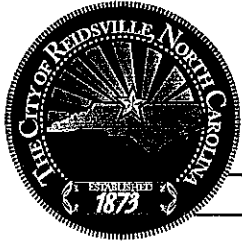
MOTION TO ADJOURN.

Councilwoman DeJournette made the motion to adjourn, seconded by Mayor Pro Tem Brown and unanimously approved by Council in a 6-0 vote at approximately 9:10 p.m.

Donald L. Gorham, Mayor

ATTEST:

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: Summer Woodard, City Manager
FROM: Angela G. Stadler, CMC/NCCMC, City Clerk *AS*
SUBJ: Voting Delegate for 2023 City Summit Conference
DATE: November 14, 2023

Each year the City must designate one of its Council members to be the voting delegate at the National League of Cities' annual conference, City Summit. The designated delegate will vote on behalf of the City at the annual Business Meeting.

By placing this item on the Consent Agenda, we are requesting Council approval of Councilman Hairston as the designated Voting Delegate.

/ags

Enclosure (1)

Angela Stadler

From: National League of Cities (NLC) <conferences@email.nlc.org>
Sent: Thursday, October 19, 2023 4:01 PM
To: Angela Stadler
Subject: Register Your Delegate for NLC's Annual Business Meeting



Make Your City's Voice Heard at City Summit.

Did you know your municipality gets a say at the National League of Cities Annual Business Meeting during City Summit in Atlanta? Ensure your city's voice is included. [Register a delegate](#) to vote on behalf of your municipality by **Friday, November 17 at 5 p.m. ET.**

The Annual Business Meeting will take place on Saturday, November 18th from 2:15 p.m. to 4:15 p.m. ET as part of City Summit.

Registered delegates must attend City Summit in person.

REGISTER A DELEGATE

Never been to NLC's Annual Business Meeting? Here are some of our most frequently asked questions:

When is the Annual Business Meeting?

The Annual Business Meeting will take place on Saturday, November 18th at 2:15 p.m. - 4:15 p.m. ET as part of City Summit. The deadline to register voting delegates is Friday, November 17th at 5 pm ET.

How many votes does my city receive?

In all meetings requiring the official decision of the National League of Cities, each member city in good standing shall be entitled to one to twenty votes based on population. Each member league shall be entitled to twenty votes.

Who is eligible to vote on behalf of the city?

Each member city shall designate one voting delegate and may designate one alternate voting delegate. Your city must be in good standing with its membership dues to vote.

What is discussed at the Annual Business Meeting?

The Annual Business Meeting includes:

- Report on the year by NLC CEO
- The year ahead by incoming NLC president
- Adoptions and approvals to the National Municipal Policy

- Potential bylaw amendments
- Elections
- Officers: President, First Vice President, and Second Vice President are elected to one-year terms.
- Board of Directors: 20 local elected officials are elected to serve two-year terms as at-large members of the board.

Do I have to be registered and attend City Summit to vote in the Annual Business Meeting?

Yes, all delegates must register for City Summit and plan to attend the Annual Business Meeting in person.

Not Registered for City Summit?

There's still time to join more than 3,000 of your peers at the most dynamic, informational and inspiring conference for local leaders and municipal staff. Check out the agenda including our Executive Education sessions taking place on Wednesday, Nov. 15.

REGISTER TODAY

Please Note: The conference runs Thursday through Saturday this year, while Executive Education and Pre-Conference Activities begin on Wednesday.



The City of
Reidsville

North Carolina

Department of Planning & Community Development

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

Planning@reidsvillenc.gov

M E M O R A N D U M

TO: The Honorable Mayor Gorham, Members of the Reidsville City Council, and Summer Woodard, City Manager
FROM: Jason Hardin, Planning & Community Development Director
DATE: October 11, 2023
RE: Docket No. CZ 2023-02

Belmont Estates, LLC is petitioning to rezone a vacant parcel located off South Park Drive (Rockingham County Tax Parcel #173833) from Residential-20 (R-20) to Conditional Zoning Residential-12 (CZ R-12). This undeveloped parcel encompasses an area of 44.09 acres.

A Conditional Zoning request amends the zoning map with site specific conditions incorporated into the amendment. This allows the developer to place voluntary conditions on the land with the intent of restricting allowable uses within the new zoning district. The applicant gets to choose which of the allowable uses for the district, in this case R-12, that they would like to impose upon the land. The applicant has voluntarily agreed to limit conditions of use of the land to **Townhomes only** and providing a connection to the existing City of Reidsville Jaycee Park Greenway as a development condition. No other use conditions have been requested by the applicant, and all other development standards for the R-12 zoning district shall apply.

The applicant has provided a conditional zoning master plan, as required by the Ordinance. The Planning and Community Development Director is authorized to approve minor changes to the site-specific vesting plan. However, major changes must go before Planning Board for recommendation and the City Council for approval. Approval of this rezoning request and the attached concept plan does not imply construction approval and only vests the right to the requested permitted and development standards to be allowed in the Conditional Zoning district. All other construction approvals required by law must be issued prior to the commencement of any construction.

This proposed conditional rezoning aligns with Goal #3 of the Reidsville Land Development Plan, to expand housing. This includes expanding the housing stock and providing a variety of housing options that are attractive and affordable to people of all income levels. This property is located in Growth Management Area #3 of the Land Development Plan, which is to be primarily for residential development. The proposed

conditional rezoning is in line with the surrounding land use. The rezoning is consistent with the City's Land Development Plan and is reasonable and in the public interest of the community based on the information provided in this report.

The Planning Staff recommend the proposed conditional rezoning application be approved.

Planning Board Recommendation:

The Planning Board unanimously recommended the text amendment be denied.

DRAFT MOTIONS TO APPROVE/DENY

Below are suggested motions to either approve or deny the proposed zoning map amendment depending on the position Council wishes to take on the case.

APPROVE

"I make a motion to **APPROVE** the proposed rezoning for the specified parcel to the requested zoning district based upon the **CONSISTENCY AND REASONABLENESS DETERMINATION** statements that are included in the Council agenda packet, submitted during the rezoning presentation and as may be amended, incorporated into the motion, to be included in the minutes."

DENY

"I make a motion to **DENY** the proposed rezoning for the specified parcel to the requested zoning district based upon the **CONSISTENCY AND REASONABLENESS DETERMINATION** statements that are included in the Council agenda packet, submitted during the rezoning presentation and as may be amended, incorporated into the motion, to be included in the minutes."



CITY OF REIDSVILLE, NC CONDITIONAL ZONING APPLICATION

APPLICANT INFORMATION:

Name(s): Belmont Estates, LLC

Address: 3017 Maritime Dr., Oriental, NC 28571

Daytime Telephone No.: 919-885-6791

PROPERTY OWNER INFORMATION:

Name(s): Belmont Estates, LLC

Address: 3017 Maritime Dr., Oriental, NC 28571

Daytime Telephone No.: 919-885-6791

PROPERTY INFORMATION:

Rockingham County Tax Parcel Number: 173833

Property size in acres (sq. ft. if less than one (1) acre): 44.09 ac

Property street location: 1847 South Park Drive

Current use of property: Vacant

Provide the required information as indicated below. Pursuant to the City of Reidsville Zoning Ordinance, this application will not be processed until application fees are paid, the form below is completed and signed and all required maps and plans and documents have been submitted to the satisfaction of the Department of Planning & Community Development.

Pursuant to Article XI of the City of Reidsville Zoning Ordinance, the undersigned hereby requests the City of Reidsville to conditionally rezone the property listed below from:

Existing Zoning District: R-20

Requested Zoning District: CZ-R12

CONDITIONAL REZONING REQUIREMENTS:

➡ **Zoning Sketch Plan.** A sketch plan illustrating proposed conditions and other pertinent information is required for all conditional rezoning requests. Sketch elements not illustrating proposed conditions are subject to subdivision and site plan review. Refer to Article XI of the City of Reidsville Zoning Ordinance for zoning map amendment requirements.

➡ **Zoning Conditions.** Use and/or development conditions must be provided. Refer to uses as listed in the Table of Permitted Uses, Article V, Section 2, of the City of Reidsville Zoning Ordinance.

USE CONDITIONS: Uses of the property shall be limited to the following uses as listed in the Table of Permitted Uses, Article V, Section 2, of the City of Reidsville Zoning Ordinance:

Townhomes

DEVELOPMENT CONDITIONS: Development of the property shall occur in accordance with the following standards and requirements in addition to those specified in the City of Reidsville Zoning Ordinance:

-
1. [Developer will provide a connection as shown on plan to existing City of Reidsville Greenway. Details to worked out during plan review.](#)

Date Submitted: _____ **Fee:** _____ **Receipt No.:** _____

CERTIFICATION

I hereby certify that I am the rightful and true owner(s) of the property(s) indicated on this application for zoning change. Additional signature space is provided on the following page.

Stephen A Wallace
Property Owner Signature

Stephen A. Wallace
Property Owner Name Printed

Belmont Estates, LLC
Name of Firm (if applicable)

3017 Maritime Dr.
Mailing Address

Oriental, NC 28571
City, State and Zip Code

Representative's Signature (if applicable)

Representative's Name Printed

Name of Firm (if applicable)

Mailing Address

City, State and Zip Code

I hereby request the Planning Board consider this rezoning application and to make recommendations to the City Council to amend the Zoning Map. I certify that all information provided by me is accurate to the best of my knowledge.

Stephen A Wallace
Applicant(s) Signature

Stephen A. Wallace
Applicant(s) Name Printed



**CITY OF REIDSVILLE
DEPARTMENT OF PLANNING
& COMMUNITY DEVELOPMENT**

REZONING REQUEST STAFF REPORT

DOCKET NO.: CZ 2023-02

PRESENTER: Jason Hardin, Planning & Community Development Director

CONTRIBUTING STAFF: Jason Hardin, Planning & Community Development Director
Drew Bigelow, City Planner I

PETITIONER: Belmont Estates, LLC.

OWNER(S): Belmont Estates, LLC.

REQUEST: Rezone property from Residential-20 (R-20) to Conditional Zoning Residential-6 (CZ R-12).

LOCATION: South Park Drive, Rockingham County Tax Parcel # 173833

PUBLIC NOTICE MAILED: October 11th, 2023

PUBLIC NOTICE POSTED ON PROPERTY: October 5th, 2023

PUBLIC NOTICE PUBLISHED IN NEWSPAPER: October 11th, 2023

SITE INFORMATION

Tax Parcel Number(s): 173833

Site Acreage: 44.09

Current land uses: Vacant.

Availability of Water: Yes.

Availability of Sewer: Yes.

Is the site located in the Jordan Lake Watershed? Yes.

Is the site located in the Troublesome Creek Watershed? No.

Is the site located within a floodplain? Yes. The northern and eastern corners of the property are located within the floodplain.

Is the site located within a historic district? No.

What is the topography of the property? Slightly Sloped.

Is there a stream on the property? Yes. A portion of a perennial stream identified on the NC Soil Survey Map transects the northern most corner of the property.

ZONING COMPABILITY ANALYSIS

North: Residential-20 (R-20).

South: ResidentialS-12 (RS-12).

East: Residential-20 (R-20) and ResidentialS-12 (RS-12).

West: Residential-20 (R-20).

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

COMMENTS: Yes, all of the abutting parcels are zoned for residential uses; Residential-20 (R-20) or ResidentialS-12 (RS-12).

CONSISTENCY WITH ADOPTED PLANS

1. Would the granting of the rezoning request be in conformance with the 2022 Reidsville Land Development Plan?

COMMENTS: Yes, GMA 3 prioritizes residential development.

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

COMMENTS: Yes, the proposed rezoning is reasonable as it is in alignment with the surrounding land use, and it is in the public interest as it will help to address the existing housing shortage in Reidsville.

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

COMMENTS: The TRC has required the applicant to provide a Traffic Impact Analysis (TIA) to identify any traffic concerns and determine whether an additional turn lane is needed on South Park Drive.

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

COMMENTS: No.

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

COMMENTS: Yes, the property was rezoned from Residential-20 (R-20) to Conditional Use Residential- 12 (CU R-12) by the former owner in 2006. The project did not move forward and the new owner rezoned the parcel from CU R-12 back to R-20 in 2021 to remove the conditions from the previous zoning to give them a fresh start.

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

COMMENTS: No.

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

COMMENTS: Yes, the approval of this Conditional Zoning request will imply a vested right, allowing the developer to construct only that which is included in the provided concept plan. All construction approvals required by law shall be acquired prior to the beginning of construction.

8. 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.

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, the proposed use is residential and in alignment with surrounding land use.

ANALYSIS AND STAFF RECOMMENDATION

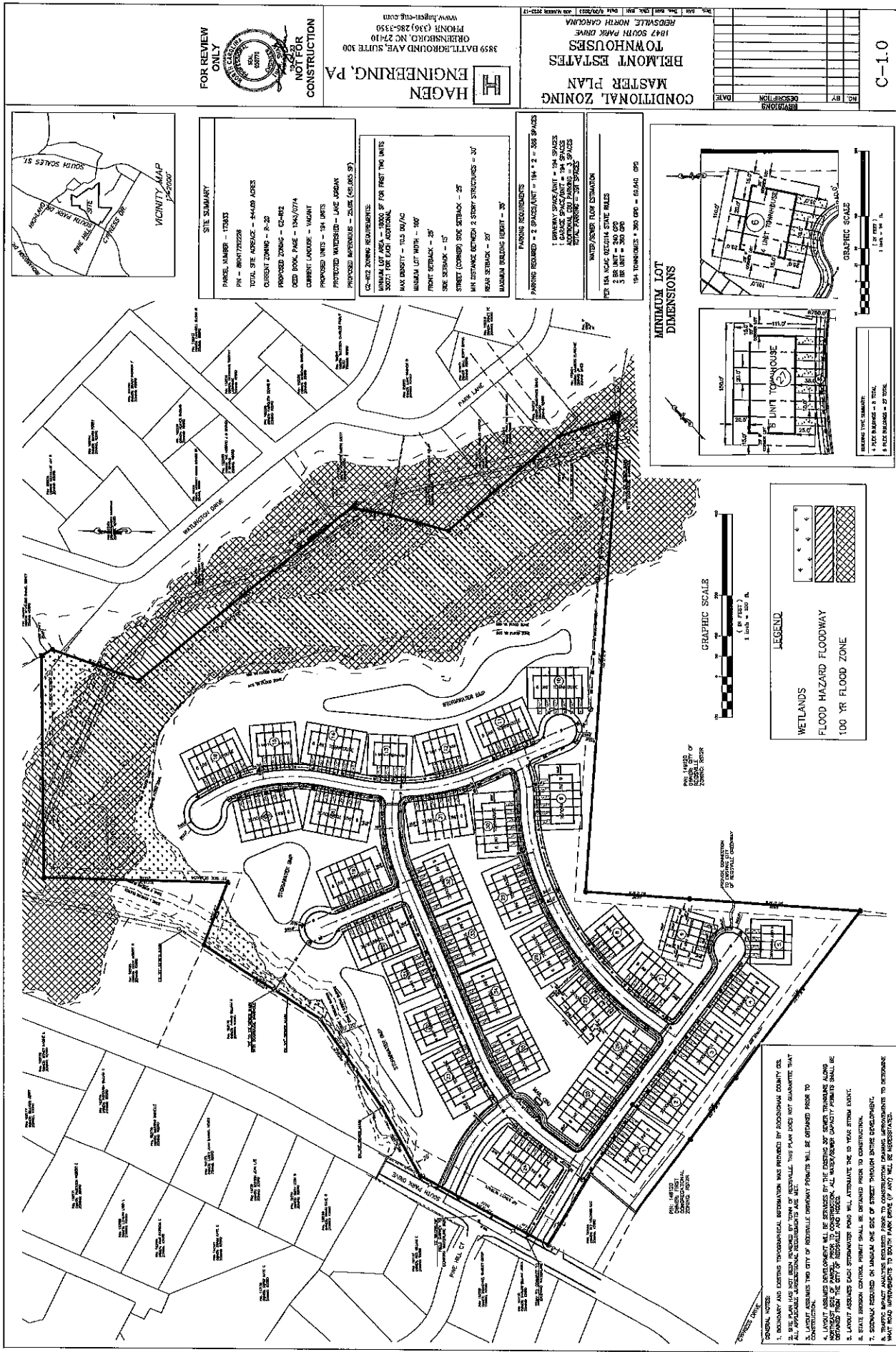
Belmont Estates, LLC is petitioning to rezone a vacant parcel located off South Park Drive (Rockingham County Tax Parcel #173833) from Residential-20 (R-20) to Conditional Zoning Residential-12 (CZ R-12). This undeveloped parcel encompasses an area of 44.09 acres.

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The Planning Staff recommend the proposed conditional rezoning application be approved.



NO.	BY	DESCRIPTION	DATE

C-1.0

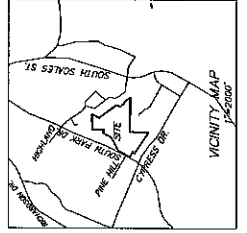
CONDITIONAL ZONING MASTER PLAN
BELMONT ESTATES TOWNHOUSES
 1847 SOUTH PARK DRIVE
 REFSVILLE, NORTH CAROLINA

HAGEN ENGINEERING, PA
 3859 BATTLEGROUND AVE. SUITE 300
 GREENSBORO, NC 27410
 PH: 336-738-3350
 WWW.HAGEN-ENG.COM



FOR REVIEW ONLY

NOT FOR CONSTRUCTION

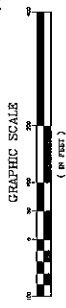
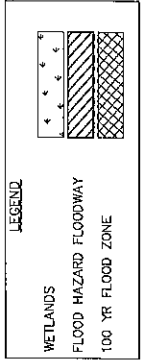
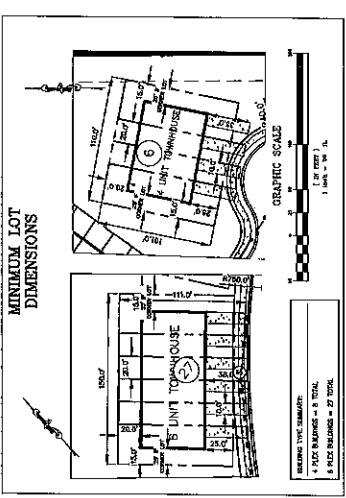


SITE SUMMARY
 PARCEL NUMBER - 120243
 PIN - 0801770226
 TOTAL SITE AREA - 84,409 ACRES
 CURRENT ZONING - R-20
 PROPOSED ZONING - CC-R12
 OGD BOOK PAGE - 1949/0714
 CURRENT LANDUSE - VACANT
 PROPOSED UNITS - 194 UNITS
 PROTECTED WETLANDS - LAKE URBAN
 PROPOSED IMPROVEMENTS - 2,500' (SEARS SF)

CC-R12 ZONING REQUIREMENTS
 MINIMUM LOT AREA - 10,000 SF FOR FIRST TWO UNITS
 SOUTH FOR EACH ADDITIONAL
 MAX DENSITY - 12.0 DU/AC
 MINIMUM LOT WIDTH - 100'
 FRONT SETBACK - 25'
 SIDE SETBACK - 15'
 STREET CORNER SIDE SETBACK - 25'
 MIN DISTANCE BETWEEN 2 STORY STRUCTURES - 30'
 REAR SETBACK - 20'
 MAXIMUM BUILDING HEIGHT - 35'

PARKING REQUIREMENTS
 PARKING REQUIRED - 2 SPACES/UNIT - 194 * 2 = 388 SPACES
 1 DRIVEWAY SPACE/UNIT = 194 SPACES
 1 BICYCLE SPACE/UNIT = 194 SPACES
 NATIONAL MINIMUM SPACES
 TOTAL PARKING = 388 SPACES

WATER/SEWER FLOW ESTIMATION
 PER 194 UNITS ACTUAL STATE RATES
 2 BR UNIT = 240 GPD
 3 BR UNIT = 300 GPD
 194 TOWNHOUSES * 240 GPD = 46,560 GPD



- SPECIAL NOTES:**
1. SURVEY AND EXISTING TOPOGRAPHICAL INFORMATION WAS PROVIDED BY ROCKWELL COUNTY, NC.
 2. ALL APPLICABLE REGULATIONS AND ORDINANCES SHALL BE OBTAINED PRIOR TO CONSTRUCTION.
 3. LATEST APPROVED TWO CITY OF REFSVILLE ORDINANCE PRINTS WILL BE OBTAINED PRIOR TO CONSTRUCTION.
 4. ALL APPLICABLE REGULATIONS AND ORDINANCES SHALL BE OBTAINED PRIOR TO CONSTRUCTION.
 5. ALL APPLICABLE REGULATIONS AND ORDINANCES SHALL BE OBTAINED PRIOR TO CONSTRUCTION.
 6. ALL APPLICABLE REGULATIONS AND ORDINANCES SHALL BE OBTAINED PRIOR TO CONSTRUCTION.
 7. SECOND APPROVAL ON TANKER ONE SIDE OF STREET THROUGH ENTIRE DEVELOPMENT.
 8. STATE APPROVAL PERMIT SHALL BE OBTAINED PRIOR TO CONSTRUCTION.
 9. ALL APPLICABLE REGULATIONS AND ORDINANCES SHALL BE OBTAINED PRIOR TO CONSTRUCTION.
 10. ALL APPLICABLE REGULATIONS AND ORDINANCES SHALL BE OBTAINED PRIOR TO CONSTRUCTION.

Request: Conditional Rezoning
R-20 to CZ R-12




City of Reidsville, NC Aerial Map



Docket No.: CZ 2023-02



Legend

-  City Limits
-  ETJ Boundary
-  Parcel Boundary



Prepared by:
City of Reidsville
Planning & GIS
Date: 11/3/2023

City of Reidsville, NC Zoning Map



Legend

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



Prepared by:
City of Reidsville
Planning & GIS
Date: 11/3/2023

R-20 Permitted Uses

Amendments through January 1, 2021

Accessory uses, including but not limited to fallout shelters, garages, guest houses, tool sheds, swimming pools	Note 1
Agricultural uses, truck farms, excluding raising poultry or other livestock so as to create a nuisance to surrounding property owners	
Automotive parking lots serving uses permitted in district in which lot is located	
Cemetery or mausoleum	
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)	Note 31
Clubs and lodges, private, non-profit	
Day care facility in the Home for 6 or more children	Requires SUP
Dwellings, single family detached	
Dwellings, townhouses	Requires SUP/Note 25
Dwellings, two family	
Family care homes	Note 6
Fences and walls	
Fire and police stations, emergency services	
Flammable gas for heating premises on which located	
Golf courses, except par three or miniature courses	
Home Occupations	Note 2
Modular Units (residential or commercial)	Note 28
Nail Salon within the Home	Requires SUP
Nonconforming use, change or extension	Requires SUP
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.	
Satellite dishes	Note 1
Schools (academic); kindergarten, elementary, secondary, public or private	
Signs	Art. VI
Temporary building incidental to a construction project	
Therapeutic massage as a home occupation	Requires SUP
Tourist homes or bed and breakfast	Requires SUP
Townhouses (residential)	Requires SUP
Vehicle, junked	See Note 19
Vehicle, nuisance	See Note 20
Yard sales, rummage sales sponsored by non-profit organizations	

R-20 Permitted Uses

Amendments through January 1, 2021

Description of District R-20
Residential District

This district is defined as low-density residential areas of mostly single family dwellings plus open areas where similar residential development will likely occur. The uses permitted in this district are designed to stabilize and protect the essential characteristics of the area and to prohibit all activities of a commercial nature except certain home occupations controlled by specific limitations.



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, November 14, 2023, at 6:00 P.M., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider a Conditional Rezoning request to rezone a vacant parcel located off South Park Drive, Rockingham County Tax Parcel #173833 from Residential-20 (R-20) to Conditional Zoning Residential-12 (CZ R-12). Belmont Estates, LLC submitted the petition (Docket No. CZ 2023-02). *The Planning Board voted to recommend denial of the application, but the request automatically goes before City Council for consideration.*

A copy of the proposed text amendment further describing this request is available for public inspection in the Department of Planning & 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 Planning & Community Development Department at 336-349-1065. Interested parties will be given the opportunity to address City Council during this public hearing.

This the 29th day of October, 2023.

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 1-800-735-2962 (TT).

**Rockingham Now Publish Dates: Sunday, October 29, 2023
Sunday, November 5, 2023**

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

“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

**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 to consider a Conditional Rezoning request to rezone a vacant parcel located off South Park Drive, Rockingham County Tax Parcel #173833 from Residential-20 (R-20) to Conditional Zoning Residential-12 (CZ R-12) to be held on November 14, 2023, at 6:00 p.m. in the Council Chambers, 230 West Morehead Street, Reidsville, North Carolina, were mailed by first-class mail on the 26th day of October, 2023, 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 26th day of October, 2023.



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: William James Barlow & Ida May Barlow
 Shirley Oster McMichael
 612 Holdings, LLC
 First Congregational Christian Church
 William E. Red & Melissa Ann Red
 William M. Parks & Susan C. Parks
 Belmont Estates, LLC
 Robert R. Dixon & Wendy L. Jordan
 Daniel Sidney Southard
 Elton H. Trent, Jr.
 Charles Hooper Ashby Penn
 Michael David Pinkleton
 Eduardo Guimaraes Minuci & Tiffany M. Minuci
 Clarence Edward Sanders, Jr.
 Dustin Scott Roberts & Loren Ashlee Hunter

FROM: Angela G. Stadler, CMC/NCCMC, City Clerk *AS*

DATE: October 26, 2023

SUBJ: Public Hearing – November 14, 2023

Notice is hereby given that a meeting and public hearing will be conducted by the Reidsville City Council on Tuesday, November 14, 2023, at 6:00 P.M., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider a Conditional Rezoning request to rezone a vacant parcel located off South Park Drive, Rockingham County Tax Parcel #173833 from Residential-20 (R-20) to Conditional Zoning Residential-12 (CZ R-12). Belmont Estates, LLC submitted the petition (Docket No. CZ 2023-02). *The Planning Board voted to recommend denial of the application, but the request automatically goes before City Council for consideration.*

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The City of
Reidsville

North Carolina

Department of Planning & Community Development

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

Planning@reidsvillenc.gov

MEMORANDUM

TO: The Honorable Mayor Gorham, Members of the Reidsville City Council, and Summer Woodard, City Manager
FROM: Jason Hardin, Planning & Community Development Director
DATE: October 11, 2023
RE: Text Amendment T 2023-11

Staff is petitioning to amend Article II, Section 1: “Definitions”, Article V, Section 2, “Table of Permitted Uses” and Article V, Section 3: “Notes to the Table of Permitted Uses” to repeal “Game Room” as a permitted use, and replace it with “Electronic Gaming Operation”. The permitted use “Electronic Gaming Operation” shall be allowed by right in the Highway Business (HB) Zoning District with development standards.

Currently, the permitted use, “Game Room,” is defined as: A commercial enterprise located in a room or rooms equipped with electronic, video, mechanical games and the like, the principal use of which is for playing such games and not for playing pool, and allows “Game Rooms” to be permitted in the General Business, Neighborhood Business, Highway Business and Industrial-1 zoning districts. The proposed text amendment removes “Game Rooms” as a permitted use and distinguishes “Electronic Gaming Operation” as a new permitted use. The definition for “Electronic Gaming Operation” shall read as follows: “Any establishment deemed legal by the State of North Carolina, featuring one or more stand-alone electronic gaming machines, including but not limited to: computers, gaming terminals, tables and the like, that operate with or without gaming software to conduct or facilitate NFT gaming and/or gaming that is otherwise considered to be of a skill-based nature and legal in the State of North Carolina.”

This text amendment is consistent with the Reidsville Land Development Plan under Goal #2 “A Strong Local Economy.” Goal #2 is met by working to provide an expanded variety of businesses and entertainment opportunities to the City, that will assist in generating further development interest and economic growth throughout Reidsville as a whole.

The planning staff recommend adoption of the proposed text amendment.

Planning Board Recommendation:

The Planning Board unanimously recommended the text amendment be approved.

Enclosure



The City of
Reidsville

North Carolina

Department of Planning & Community Development

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

Planning@reidsvillenc.gov

APPLICATION FOR ZONING TEXT CHANGE

Date Submitted: 9/22/2023 Application No.: T 2023-11 (Office Use)

(1) **Applicant Information**

Name: City of Reidsville

Address: 230 W. Morehead St.

Daytime Telephone No.: 336-349-1065

(2) **Applicable Section of the Zoning Ordinance:** Article II, Section 1: Definitions; Article V, Section 2: Table of Permitted Uses & Section 3: Notes to the Table of Permitted Uses.

(3) **Existing Wording in Text:** “Game Room” is currently defined as: A commercial enterprise located in a room or rooms equipped with electronic, video, mechanical games and the like, the principal use of which is for playing such games and not for playing pool, and allows “Game Rooms” to be permitted in the General Business, Neighborhood Business, Highway Business and Industrial-1 zoning districts.

(4) **Requested Wording in Text:** The definition for “Electronic Gaming Operation” shall read as follows: “Any establishment deemed legal by the State of North Carolina, featuring one or more stand-alone electronic gaming machines, including but not limited to: computers, gaming terminals, tables and the like, that operate with or without gaming software to conduct or

facilitate NFT gaming and/or gaming that is otherwise considered to be of a skill-based nature and legal in the State of North Carolina.”

(5) Reason for Requested Change: To clarify and define skill-based gaming as a use separate from Arcade Games.

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



The City of
Reidsville

North Carolina

Department of Planning & Community Development

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

Planning@reidsvillenc.gov

ZONING ORDINANCE TEXT AMENDMENT REPORT

DOCKET NO.: T 2023-11

REPORT

PRESENTER: Jason Hardin, Planning & Community Development Director

REPORT

CONTRIBUTOR(S): Jason Hardin, Planning & Community Development Director
Drew Bigelow, City Planner I

PETITIONER: City of Reidsville

ARTICLE/SECTION TO BE AMENDED: Article II, Section 1: Definitions; Article V, Section 2: Table of Permitted Uses & Section 3: Notes to the Table of Permitted Uses

REQUEST: Remove “Game Rooms” as a permitted use, define “Electronic Gaming Operation” and amend the Table of Permitted Uses to include “Electronic Gaming Operation” as a permitted use in the Highway Business (HB) zoning district.

REPORT: The planning staff is petitioning to amend Article II, Section 1: “Definitions,” Article V, Section 2: “Table of Permitted Uses” and Article V, Section 3: “Notes to the table of Permitted Uses” of the Reidsville Zoning Ordinance. There are three phases to this text amendment proposal. Phase one (1) will remove “Game Rooms” as a permitted use. Phase two (2) will amend Article II, Section 1: “Definitions” and Article V, Section 2: “Table of Permitted Uses” to distinguish “Electronic Gaming Operation” as a new permitted use. Phase three (3) will amend Article V, Section 3: “Notes to the table of Permitted Uses” to add Note 43, which shall define the development standards required for “Electronic Gaming Operations.”

ANALYSIS & RECCOMENDATION: Currently, the permitted use, “Game Room,” is defined as: A commercial enterprise located in a room or rooms equipped with electronic, video, mechanical games and the like, the principal use of which is for playing such games and not for playing pool, and allows “Game Rooms” to be permitted in the General Business, Neighborhood Business, Highway Business and Industrial-1 zoning districts. The use “Electronic Gaming Operation” shall be allowed by right in the Highway Business (HB) Zoning District with

development standards. The definition for “Electronic Gaming Operation” shall read as follows: “Any establishment deemed legal by the State of North Carolina, featuring one or more stand-alone electronic gaming machines, including but not limited to: computers, gaming terminals, tables and the like, that operate with or without gaming software to conduct or facilitate NFT gaming and/or gaming that is otherwise considered to be of a skill-based nature and legal in the State of North Carolina.” The development standards for an “Electronic Gaming Operation” will include requirements for: distance and separation, entrance orientation, visibility, signage, the number of allowed gaming terminals/machines, hours of operation, and prize or payout types.

The text amendment request is consistent with the Reidsville Land Development Plan under Goal #2 “A Strong Local Economy”. Goal #2 is met by working to provide an expanded variety of businesses and entertainment opportunities to the City, that will assist in generating further development interest and economic growth throughout Reidsville as a whole.

The Planning Staff recommend adoption of the proposed text amendment.

Enclosure

AMENDING THE CITY OF REIDSVILLE ZONING ORDINANCE

AN ORDINANCE AMENDING
 ARTICLE II, SECTION 1; ARTICLE V, SECTION 2 AND SECTION 3
 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. Amend Article II, Section 1 “Definitions” and Article V, Section 2 “Table of Permitted Uses” to remove the permitted use “Game Room”.

Part II. Amend Article II, Section 1 “Definitions” and Article V, Section 2 “Table of Permitted Uses” to define “Electronic Gaming Operation” and add it as a permit use in the Highway Business (HB) zoning district.

Electronic Gaming Operation – Any establishment deemed legal by the State of North Carolina, featuring one or more stand-alone electronic gaming machines, including but not limited to: computers, gaming terminals, tables and the like, that operate with or without gaming software to conduct or facilitate NFT gaming and/or gaming that is otherwise considered to be of a skill-based nature.

Section 2.	Table of Permitted Uses													NOTES		
Uses	RA-20	R-20	RS-12	R-12	R-6	TN	O&I	CB	GB	NB	HB	I-1	I-2	I-3	C	NOTES
Daycare facility, children and adults with indoor activity are 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						X	X		X		X					
Daycare facility in the Home for 6 or more children	S	S	S	S	S	S										
Dialysis Center							X		X		X	X	X			
Drive-in restaurant									X		X					
Drive-in theater											S	S				
Dwelling, accessory to non-residential						X	X	X	S	S		S	S			Note 14
Dwellings, apartments				X	X	X		X								Note 30
Dwellings, apartments, high density				S	S											
Dwellings, condominiums				X	X	X		X								Note 30
Dwellings Permitted in Commercial Districts									X		X					Note 44
Dwellings, single family detached	X	X	X	X	X	X	X									
Dwellings, townhouses	S	S	S	X	X	X										Note 25
Dwellings, two family	X	X	X	X	X	X	X									
Electronic Gaming Operation											X					Note 43
Event Center							S									
Exhibit Center/Event Center, not including recreational type events or spectator sport events								X	X		X	X				
Food and dairy processing (excluding slaughter of animals)												X	X			
Foundry casting, light weight nonferrous metal not causing noxious fumes, noise or odors													X			
Frozen food lockers												X	X			
Funeral Homes including Crematories as an Accessory Use							X		X		X					Note 33
Furniture, retail sales								X	X		X					
Game Rooms									X	X	X	X				
Golf courses, except par three or miniature courses	X	X	X	X	X											
Golf courses, par three, par two miniature courses											X	X				
Golf driving range											X	X				

Part III. Amend Article V, Section 2 “Notes to the Table of Permitted Uses” to add Note 43 Electronic Gaming Operation.

NOTE 43 ELECTRONIC GAMING OPERATION

Electronic Gaming Operations shall comply with the following standards:

1. An Electronic Gaming Operation shall not be permitted if located within 300-feet of any of the following:
 - a. An existing school;
 - b. Daycare facility;
 - c. Community/youth/senior center;
 - d. Public park or playground;
 - e. Hospital or medical facility;
 - f. Religious institution or place of worship.
 - g. any residentially zoned lot boundary
2. The front entrance of an Electronic Gaming Operation shall be oriented to face a public street.
3. Forty percent (40%) of the front of the building or any side visible from a street or right of way shall be glass so that clear unobstructed view of the interior can occur from the street.
4. No curtains, screens, window tint, blinds, partitions, signs or other obstructions shall obstruct view to the entrance of the building or room where gaming machines or computer terminals are stationed to provide a clear and unobstructed view into the establishment.
5. No alcoholic beverages shall be served on the premises of any Electronic Gaming Operation.
6. No flashing signs or lighting shall be allowed on the premises of any Electronic Gaming Operation. No signage shall indicate sweepstakes. All other signage shall meet the requirements as set forth in Article VII – Signs of the Reidsville Zoning Ordinance.
7. Electronic Gaming Operations shall be limited to have no more than fifteen (15) computers/gaming terminals. Any Electronic Gaming Operation shall be conducted completely within an enclosed structure.
8. No machines or devices that have been deemed to be unlawful by the State of North Carolina shall be a part of any Electronic Gaming Operation.
9. Electronic Gaming Operations shall not have cash prizes or digital currency payouts.
10. Electronic Gaming Operations shall not operate between the hours of 11pm and 7am.
11. Electronic Gaming Operations shall not be permitted as an accessory use.



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, November 14, 2023, at 6:00 P.M., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider a Text Amendment to amend Article II, Section 1: “Definitions”, Article V, Section 2, “Table of Permitted Uses” and Article V, Section 3: “Notes to the Table of Permitted Uses” to repeal “Game Room” as a permitted use, and replace it with “Electronic Gaming Operation”. The permitted use “Electronic Gaming Operation” shall be allowed by right in the Highway Business (HB) Zoning District with development standards. Staff submitted the petition (T 2023-11).

A copy of the proposed text amendment 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 336-349-1066. Interested parties will be given the opportunity to address City Council during this public hearing.

This the 29th day of October, 2023.

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 1-800-735-2962 (TT).

**Rockingham Now Publish Dates: Sunday, October 29, 2023
Sunday, November 5, 2023**

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



The City of
Reidsville

North Carolina

Department of Planning & Community Development

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

Planning@reidsvillenc.gov

MEMORANDUM

TO: The Honorable Mayor Gorham, Members of the Reidsville City Council, and Summer Woodard, City Manager
FROM: Jason Hardin, Planning & Community Development Director
DATE: October 11, 2023
RE: Text Amendment T 2023-12

Staff is petitioning to amend Article V, Section 2 “Table of Permitted Uses” to remove the special use permit requirement for Dwellings Permitted in Commercial Districts in the General Business (GB) and Highway Business (HB) zoning districts, and to amend Article V, Section 3: “Special Uses” to repeal the Special Use Permit standards for Dwellings Permitted in Commercial Districts. Staff is also petitioning to amend Article V, Section 3: “Notes to the Table of Permitted Uses” to add Note 44 which shall provide new standards for Dwellings Permitted in Commercial Districts.

This text amendment request is consistent with the Reidsville Land Development Plan under Goal #3 Expanded Housing. There is a considerable need for new housing in Reidsville. This text amendment aligns with Goal #3 by providing flexibility in development regulation, and assistance in addressing the need for a more varied housing stock. By allowing Dwellings Permitted in Commercial Districts as a use allowed by right in the General Business (GB) and Highway Business (HB) zoning districts, we are able to insure an expanded housing stock that is accessible to people of all income levels and that is attractive to both developers and residents.

The planning staff recommend adoption of the proposed text amendment.

Planning Board Recommendation:

The Planning Board unanimously recommended the text amendment be approved.

Enclosure



The City of
Reidsville

North Carolina

Department of Planning & Community Development

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

Planning@reidsvillenc.gov

APPLICATION FOR ZONING TEXT CHANGE

Date Submitted: 9/22/2023 Application No.: T 2023-12 (Office Use)

(1) **Applicant Information**

Name: City of Reidsville

Address: 230 W. Morehead St.

Daytime Telephone No.: 336-349-1065

(2) **Applicable Section of the Zoning Ordinance:** Article V, Section 2: Table of Permitted Uses, Article V, Section 3: Special Uses & Article V, Section 3: Notes to the Table of Permitted Uses.

(3) **Existing Wording in Text:** There is no definition for “Dwellings Permitted in Commercial Districts.” The Special Use Permit Standards read as follows: Residential Uses to include Apartments, Condominiums, Single Family Detached and Townhouses, the development standards for the R-12 District for the following will be complied with in every instance unless specifically stated in the Special Use Permit, any substantial change in use or development plan cannot be made without a modification to the Special Use Permit, and a site plan of the proposed development shall be submitted at a scale of not less than one (1) inch to one hundred (100) feet. The plan shall show location of the residential use(s) and all other structures within two hundred (200) feet. Also, all easements or rights-of-way adjoining or intersecting the property. Also, proposed parking areas and points of access and egress shall be shown.

(4) **Requested Wording in Text:** No definition for "Dwellings Permitted in Commercial Districts" will be added. The new development standards will read as follows: no requirement for a site plan submittal, and will require all Dwellings Permitted in Commercial Districts to comply with the development standards of the R-6 District as well as any applicable off-street parking requirements per use type.

(5) **Reason for Requested Change:** To permit by right Dwellings Permitted in Commercial Districts in General Business (GB) and Highway Business (HB).

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



The City of
Reidsville

North Carolina

Department of Planning & Community Development

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

Planning@reidsvillenc.gov

ZONING ORDINANCE TEXT AMENDMENT REPORT

DOCKET NO.: T 2023-12

REPORT

PRESENTER: Jason Hardin, Planning & Community Development Director

REPORT

CONTRIBUTOR(S): Jason Hardin, Planning & Community Development Director
Drew Bigelow, City Planner I

PETITIONER: City of Reidsville

ARTICLE/SECTION TO BE AMENDED: Article V, Section 2: Table of Permitted Uses,
Article V, Section 3: Special Uses & Article V,
Section 3: Notes to the Table of Permitted Uses

REQUEST: Amend Article V, Section 2: “Table of Permitted Uses” and Article V, Section 3: “Special Uses” to remove the special use permit requirement and standards for Dwellings Permitted in Commercial Districts; amend Article V, Section 3: “Notes to the Table of Permitted Uses” to add Note 44.

REPORT: The planning staff is petitioning to amend Article V, Section 2 “Table of Permitted Uses” to remove the Special Use Permit requirement for Dwellings Permitted in Commercial Districts in the General Business (GB) and Highway Business (HB) zoning districts, and to amend Article V, Section 3: “Special Uses” to repeal the Special Use Permit standards for Dwellings Permitted in Commercial Districts. Staff is also petitioning to amend Article V, Section 3: “Notes to the Table of Permitted Uses” to add Note 44 which shall provide new standards for Dwellings Permitted in Commercial Districts.

ANALYSIS & RECCOMENDATION: This text amendment request consists of three parts. Part One (1) will amend Article V, Section 2 “Table of Permitted Uses” to remove the special use permit requirement for Dwellings Permitted in Commercial Districts in the General Business (GB) and Highway Business (HB) zoning districts. Instead this use will be allowed by right in GB and HB. Part Two (2) will repeal the Special Use Permit standards for Dwellings Permitted in Commercial Districts. In removing the Special Use Permit requirement for Dwellings

Permitted in Commercial Districts, the Special Use standards are no longer applicable. Part Three (3) will amend Article V, Section 3: "Notes to the Table of Permitted Uses" to add Note 44 which shall provide new standards for Dwellings Permitted in Commercial Districts. This note will define the new use standards for Dwellings Permitted in Commercial Districts. The amended standards shall allow the following residential uses: apartments, condominiums, townhouses and two-family detached dwellings. These amended standards shall also remove the requirement for a site plan submittal, and will require all Dwellings Permitted in Commercial Districts to comply with the development standards of the R-6 District as well as any applicable off-street parking requirements per use type.

Currently the Reidsville Zoning Ordinance allows Dwellings Permitted in Commercial Districts as a permitted use in the General Business (GB) and Highway Business (HB) zoning districts with a Special Use Permit. The current Special Use Permit standards for Dwellings Permitted in Commercial Districts are as follows: residential uses may include apartments, condominiums, townhomes and single family detached dwellings, all development is required to meet the development standards of the R-12 zoning district, and that a site plan of the proposed development shall be submitted at a scale of not less than one (1) inch to one hundred (100) feet. The plan shall show location of the residential use(s) and all other structures within two hundred (200) feet. Also, all easements or rights-of-way adjoining or intersecting the property must be shown.

The primary purpose of a Special Use Permit is to ensure the specific land uses that comply with local zoning regulations. These permits are required when the proposed use of a property is not specifically listed as a use permitted by right in the Table of Permitted Uses. Special Use Permits allow a parcel of land or property to be used in a manner that deviates from normally accepted uses within that district, and it is for this reason that special use standards exist. Within the City of Reidsville's business districts, commercial and residential uses are not inherently incompatible, and the intent of the Reidsville Zoning Ordinance is not to explicitly keep such uses separate. By removing the Special Use Permit requirement for Dwellings Permitted in Commercial Districts, mixed use development and walkability is further encouraged.

This text amendment request is consistent with the Reidsville Land Development Plan under Goal #3 Expanded Housing. There is a considerable need for new housing in Reidsville. This text amendment aligns with Goal #3 by providing flexibility in development regulation, and assistance in addressing the need for a more varied housing stock. By allowing Dwellings Permitted in Commercial Districts as a use allowed by right in the General Business (GB) and Highway Business (HB) zoning districts, we are able to insure an expanded housing stock that is accessible to people of all income levels and that is attractive to both developers and residents.

The Planning Staff recommend adoption of the proposed text amendment.

Enclosure

AMENDING THE CITY OF REIDSVILLE ZONING ORDINANCE
AN ORDINANCE AMENDING
ARTICLE V, SECTION 2 AND SECTION 3
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. Amend Article V, Section 3: “Special Uses” to repeal the Special Use Permit standards for Dwellings Permitted in Commercial Districts.

Part II. Amend Article V, Section 2 “Table of Permitted Uses” to remove the special use permit requirement for Dwellings Permitted in Commercial Districts in the General Business (GB) and Highway Business (HB) zoning districts.

Section 2. Uses	Table of Permitted Uses														NOTES	
	RA-20	R-20	RS-12	R-12	R-6	TN	O&I	CB	GB	NB	HB	I-1	I-2	I-3		C
Daycare facility; children and adults with indoor activity are 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						X	X		X		X					
Daycare facility in the Home for 6 or more children	S	S	S	S	S	S										
Dialysis Center							X		X		X	X	X			
Drive-in restaurant									X		X					
Drive-in theater											S	S				
Dwelling, accessory to non-residential						X	X	X	S	S		S	S			Note 14
Dwellings, apartments				X	X	X		X								Note 30
Dwellings, apartments, high density				S	S											
Dwellings, condominiums				X	X	X		X								Note 30
Dwellings Permitted in Commercial Districts									X		X					Note 44
Dwellings, single family detached	X	X	X	X	X	X	X									
Dwellings, townhouses	S	S	S	X	X	X										Note 25
Dwellings, two family	X	X	X	X	X	X	X									
Electronic Gaming Operation												X				Note 43
Event Center							S									
Exhibit Center/Event Center, not including recreational type events or spectator sport events								X	X		X	X				
Fabrication - light fabrication of items for sale on premises									S		S	X	X			
Fabrication of items not for retail sale on premises									S		S					
Fairground, carousels, roller coaster, ferris wheels, super slides, etc. (permanent)												X				
Family care homes	X	X	X	X	X	X	X									Note 6
Farmers market for open air sale of locally grown produce, no outdoor or overnight storage, no sales conducted from public street								X								
Feed, seed, fertilizer retail, no outdoor storage								X	X		X					
Fences and walls	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
Fire and police stations, emergency services	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
Flammable gas for heating premises on which located	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
Fleamarkets and or sale of used good when conducted within a permanent building (sale of used auto parts and accessories not permitted)								X	X		X					

Part III. Amend Article V, Section 2 “Notes to the Table of Permitted Uses” to add Note 44 Dwellings Permitted in Commercial Districts.

NOTE 44 Dwellings Permitted in Commercial Districts

1. Residential Uses allowed include: Apartments, Condominiums, Townhouses and Two-Family Detached Dwellings.
2. Dwellings Permitted in Commercial Districts shall comply with the development standards for the R-6 District and applicable off-street parking requirements per use type.
3. Mixed Use Component Requirement: Dwellings permitted under this use type shall be part of an overall mixed-use development, or structure, including commercial use(s). This requirement may be exempted at the discretion of the Director.

ADOPTED this the _____ day of _____, 2023 by the City Council of the City of Reidsville, North Carolina.

DONALD L. GORHAM, MAYOR, REIDSVILLE, N.C.

Angela G. Stadler, City Clerk



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, November 14, 2023, at 6:00 P.M., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider a Text Amendment to amend Article V, Section 2, "Table of Permitted Uses" to remove the special use permit requirement for Dwellings Permitted in Commercial Districts in the General Business (GB) and Highway Business (HB) zoning districts, and to amend Article V, Section 3: "Special Uses" to repeal the Special Use Permit standards for Dwellings Permitted in Commercial Districts. Staff submitted the petition (T 2023-12).

A copy of the proposed text amendment 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 336-349-1066. Interested parties will be given the opportunity to address City Council during this public hearing.

This the 29th day of October, 2023.

Angela G. Stadler, CMC/NCCMC *AGS*
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 1-800-735-2962 (TT).

**Rockingham Now Publish Dates: Sunday, October 29, 2023
Sunday, November 5, 2023**

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

"Live Simply. Think Big."



MEMORANDUM

To: Summer Woodard, City Manager

From: Judy Yarbrough, Director of Marketing

Re: Public Hearing for Conveyance of Real Property, 129 E. Morehead St.

The City of Reidsville will hold a public hearing on November 14, 2023 at the regularly scheduled Council meeting to consider the conveyance of real property owned by the City to Mackin Property Investments LTD (Developer) for the purpose of redevelopment.

The City and the Developer are ready to enter into an Economic Incentive Agreement (EIA) attached to this memo. Once the Council approves the EIA, it is anticipated that the next step is for the developer to begin construction on the office building, turning the structure into small business incubator space. The Developer will next move to create studio apartments in the warehouse space. The EIA lays out benchmark timeframes, which the developer must meet throughout the redevelopment project.

In addition, the developer has agreed to pave the parking lot behind the office section, and it will be used for public parking.



LIVE SIMPLY. THINK BIG.

ECONOMIC INCENTIVE AGREEMENT BETWEEN Mackin Property Investments, Ltd. AND THE CITY OF REIDSVILLE TO ACCOMMODATE THE DEVELOPMENT OF EXISTING BUILDING(S)

THIS AGREEMENT, made and entered into this the ____ day of November, 2023 by and between the City of Reidsville, a North Carolina Municipal Corporation (hereinafter “the City”), and Mackin Property Investments, Ltd. of Rutherford County, State of North Carolina (hereinafter “the Developer”) for the redevelopment of real property located at 129 East Morehead Street (otherwise known as “the Adams Electric Property”)

IT IS AGREED AS FOLLOWS:

1. An offer has been made and accepted by the parties hereto for the City to convey to the Developer by General Warranty Deed the following parcel or tract of land together with improvements situated thereon located within the City of Reidsville, to wit:

Tract – Buildings located at 129 East Morehead Street, Reidsville, NC – Parcel No. 182011, known as the “warehouse” and the “office”. See Exhibit A map. (February 17, 2020 appraised market value for the property is \$152,900)

2. The Developer will split Parcel No. 182011 so that the warehouse and the office will sit on two separate parcels prior to pulling any permits. The subdivision must be created by a survey plat that meets review standards and approval of the City’s planning department.
3. The Developer will submit applications to rezone both parcels (warehouse and office) within ninety (90) days.
4. Within ninety (90) days, the Developer will pull all necessary construction and demolition permits for improvements to the office building.
5. The Developer will have eighteen (18) months to complete internal and external renovations to the office building to create commercial incubator space. This is expected to be a minimum investment of \$100,000.
6. Within eighteen (18) months of zoning approval, the Developer will pull all necessary construction and demolition permits for improvements to the warehouse.
7. The Developer will have thirty-six (36) months to complete internal and external renovations to the warehouse to create residential units. This is expected to be a minimum investment of \$3,500,000.

8. In the event of unforeseen circumstances, the Developer may request an extension of time to complete the renovations of the warehouse, but the time to completion cannot exceed five (5) years from the execution date of this agreement.
9. Within eighteen (18) months, the developer will work with the City to offer public parking on Parcel no. 182009 by providing access to the lot.
10. Within thirty-six (36) months, the Developer will complete improvements of Parcel no. 182009 for the purpose of public parking with the following understanding:
 - a. The City will retain ownership of the parcel at all times
 - b. The public parking lot will be comparable to existing lots with:
 - i. Asphalt
 - ii. ADA parking as required by law
 - iii. Curb and gutter
 - iv. Striping
 - v. Lighting
 - vi. Landscaping buffers as per the requirements of City ordinance
 - vii. Landscaping (Crepe Myrtles)
 - c. The public lot will be accessible from Hall Street.
 - d. The addition of 10,000 SF or more of impervious surface must be appropriately controlled through an approved stormwater device or have a licensed Professional Engineer certify that the additional runoff will not adversely affect adjacent or downstream properties.
 - e. The minimum expected investment is to be \$100,000.
 - f. The City will maintain the public parking lot, once complete, including paying the monthly light bill.
11. When appropriate, the Developer will hire a minimum of two (2) part-time positions (one (1) full-time equivalent) at a wage at or above the current Rockingham County average wage.
12. The Developer agrees to pay homage to the Adams Family, in some way, as an acknowledgement of their contribution of the property to the City so that it could be used in this type of redevelopment.
13. The City agrees to convey the subject property at no cost to the developer with the exception the Developer shall make the minimum investment listed above.
14. In the event that the Developer fails to achieve, complete or perform any item set forth above in this Economic Incentive Agreement in which the responsibility rests with the Developer to achieve, complete or perform, then and in that event, the said tract(s) or parcel(s) of land together with all improvements situated thereon shall revert back to the City forthwith.
15. The parties hereto agree to execute any document(s) necessary to carry out the full intent of this Economic Incentive Agreement.

IN WITNESS WHEREOF, the CITY OF REIDSVILLE and Mackin Property Investments, Ltd. have caused this Economic Incentive Agreement to be executed under seal themselves or by their duly authorized agents or officers.

CITY OF REIDSVILLE

BY: _____
Donald L. Gorham - MAYOR

Attest:

Angela G. Stadler - City Clerk

(SEAL)

Leniece Lane, Mackin Property Investments, Ltd.

NORTH CAROLINA
ROCKINGHAM COUNTY

On the ____ day of November, 2023, before me _____, a notary public, in and 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 first duly sworn, says that she knows the common seal of the City of Reidsville and is acquainted with Donald L. Gorham, who is the Mayor of the City of Reidsville, and that she, Angela G. Stadler, is the City Clerk of the City of Reidsville, and that she saw the Mayor 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 ____ day of November, 2023.

Notary Public
My Commission Expires: _____

NORTH CAROLINA
ROCKINGHAM COUNTY

I, _____, a Notary Public for said county and state, do hereby certify that **Leniece Lane** personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this the ____ day of November, 2023.

Notary Public
My Commission Expires: _____

ECONOMIC INCENTIVE AGREEMENT

NC GENERAL STATUTES 158-7.1 CHECKLIST

Attached is the section of the NC General Statutes that concerns the conveyance of real property as an economic incentive agreement. The following items must be met in order to consider such an agreement in accordance with this statute:

- Public Hearing advertised at least 10 days before the hearing: The attached ad was published in Sunday, October 29th, edition of RockinghamNow, 16 days before the scheduled November 14th Public Hearing.
- The Statute lists the following requirements for the ad, which were met:
 - Describe the interest
 - The value of the interest
 - The proposed consideration
 - The governing body's intention
- Determine the probable hourly wage to be paid to workers: The agreement states wages are to be at or above the current Rockingham County average wage.
- Determine the fair market value of the interest to be conveyed: The property was appraised in February 2020 at \$152,900.
- Consideration must not be less than the value of \$152,900: The agreement includes \$3,600,000; 10 years of taxes on this investment would generate \$266,000. In addition, a public parking lot will be constructed at a minimum cost of \$100,000. This consideration more than meets the value of the interest conveyed.
- The Governing Board shall determine:
 - Conveyance will stimulate the local economy: This conveyance will place the property back on the tax scroll; the improvement will increase the tax value of the property; the public parking lot could spark further development.
 - Conveyance will promote business: A business incubator could provide start-up businesses with space and resources necessary; public parking in this area could lead to other development that would require such.
 - Conveyance will result in the creation of a substantial number of jobs at or above the median wage (NCGS do not define "substantial"): The proposal requires one full-time equivalent job at or above the average wage; the incubator could generate any number of jobs.
- The Governing Body shall contractually bind the purchaser of the property to construct, within a specified period of time not to exceed five years: The agreement has several benchmark dates for the improvements from eighteen months to thirty-six months, but also states that all improvements must be completed with five years.
- Failure to construct will result in reconveyance to the City: The agreement states this requirement.

NCGS158-7.1Local Development

(d) Interests in Real Property. - A county or city may lease or convey interests in real property held or acquired pursuant to subsection (b) of this section in accordance with the procedures of this subsection. A county or city may convey or lease interests in property by private negotiation and may subject the property to such covenants, conditions, and restrictions as the county or city deems to be in the public interest or necessary to carry out the purposes of this section. Any such conveyance or lease must be approved by the county or city governing body, after a public hearing. The county or city shall publish notice of the public hearing at least 10 days before the hearing is held; the notice shall describe the interest to be conveyed or leased, the value of the interest, the proposed consideration for the conveyance or lease, and the governing body's intention to approve the conveyance or lease. Before such an interest may be conveyed, the county or city governing body shall determine the probable average hourly wage to be paid to workers by the business to be located at the property to be conveyed and the fair market value of the interest, subject to whatever covenants, conditions, and restrictions the county or city proposes to subject it to. The consideration for the conveyance may not be less than the value so determined.

(d1) Repealed by Session Laws 1993, c. 497, s. 22.

(d2) Calculation of Consideration. - In arriving at the amount of consideration that it receives, the Board may take into account prospective tax revenues from improvements to be constructed on the property, prospective sales tax revenues to be generated in the area, as well as any other prospective tax revenues or income coming to the county or city over the next 10 years as a result of the conveyance or lease provided the following conditions are met:

- (1) The governing board of the county or city shall determine that the conveyance of the property will stimulate the local economy, promote business, and result in the creation of a substantial number of jobs in the county or city that pay at or above the median average wage in the county or, for a city, in the county where the city is located. A city that spans more than one county is considered to be located in the county where the greatest population of the city resides. For the purpose of this subdivision, the median average wage in a county is the median average wage for all insured industries in the county as computed by the Department of Commerce, Division of Employment Security, for the most recent period for which data is available.
- (2) The governing board of the county or city shall contractually bind the purchaser of the property to construct, within a specified period of time not to exceed five years, improvements on the property that will generate the tax revenue taken into account in arriving at the consideration. Upon failure to construct the improvements specified in the contract, the purchaser shall reconvey the property back to the county or city.

BUDGET ORDINANCE AMENDMENT NO. 8

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 13, 2023 which established revenues and authorized expenditures for fiscal year 2023-2024; 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 Capital purchases;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 13, 2023 is hereby amended as follows;

Section 1. That revenue account number 10-3991-0000, Fund Balance, be increased by \$565,400.00;

Section 2. That expense account number 10-4510-5500, Street Capital, be increased by \$192,000.00; that expense account number 10-4710-5500, Sanitation Capital, be increased by \$304,000.00; that expense account number 10-4510-5800, Sanitation Capital Improvements, be increased by \$69,400.00.

This the 14th day of November, 2023.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk



MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Josh Beck, Public Works Director
RE: Forrest Drive Pump Station Improvements – Engineering Proposals and Contract Authorization
DATE: November 1, 2023

The Engineering Division prepared a scope of work for an engineering firm to evaluate the Forrest Drive Pump Station capacity as well as how it will need to be sized with proposed developments in neighborhoods that contribute flow to this pump station. This existing pump station is located at the east end of Forrest Drive, which branches off of McCoy Road in the southwest side of Reidsville.

A Request for Qualifications for Engineering Services was requested from these four qualified engineering firms:

1. Stimmel & Associates
2. Hazen & Sawyer
3. Davis, Martin & Powell (DMP)
4. Arcadis

Both Stimmel & Associates as well as Hazen & Sawyer have a heavy backlog of work so they declined the opportunity to work on this project. However, we did receive proposals back from both DMP as well as Arcadis.

Based on the two proposals received, the Engineering Division (Steve Moran, PE, City Engineer and Richard Vaughn, Civil Engineer) and myself selected DMP to be the engineer on this project. Attached is DMP's proposal to do this work. Note costs for the construction phase of the project are not included with this proposal and will be determined at a later time.

The following costs are listed for the following tasks in DMP's proposal:

Preliminary Design	\$32,800
Final Design and Permitting	\$65,000
Bidding Assistance	<u>\$5,000</u>
Total =	\$102,800

Due to DMP's experience in the municipal engineering field and past history, we feel the firm will do a good job and request authorization to enter into a professional services agreement with DMP to do this Forrest Drive Pump Station evaluation and design.

November 1, 2023

Re: City of Reidsville
Forrest Drive Pump Station
Professional Services Proposal

Mr. Steve Moran, PE, City Engineer
City of Reidsville
230 West Morehead Street
Reidsville, NC 27320

Dear Mr. Moran:

Davis • Martin • Powell & Associates, Inc. (DMP) is pleased to offer this proposal for engineering services associated with the Forrest Drive Sewage Pump Station Improvements.

Understanding of the Project

The Forrest Drive Pump Station, Ashcroft Pump Station, Liberty Road Pump Station, and Linden Road Pump Station each serve separate drainage basins on the southwest side of Reidsville. In order to accommodate anticipated future growth and development in the vicinity, the City desires to evaluate these pump stations and provide recommendations for necessary improvements.

The Ashcroft Townes and Clarks Preserve Subdivisions are two proposed residential developments being planned in the area. Another 137-acre parcel just west of Gibbs Lake Road may be developed with up to 225 new homes. As part of these planned developments, the City desires to abandon the existing Liberty Road Pump Station and the Ashcroft Pump Station. Two new pump stations would be constructed as part of the Clarks Preserve Subdivision, and the Forrest Drive Pump Station will need to be upgraded to provide more flow capacity.

The Forrest Drive Pump Station, constructed in 1994, consists of a Gorman-Rupp suction-lift pump station, with a rated capacity of approximately 300 gpm. The existing 8" force main begins at the Forrest Drive Pump Station and extends to the northeast along an existing creek up to Freeway Drive, then east along Freeway Drive, and discharges into an existing 12" gravity sewer line at the intersection of Freeway Drive and South Scales Street. The Preliminary Design phase of this project will include evaluating options to upgrade the pumping capacity of the station to handle future anticipated increases in wastewater flows. The Preliminary Design phase will also include evaluating the surrounding sewerage drainage basins which contribute flow to the Forrest Drive Pump Station.

It is our understanding that the City would prefer to utilize the existing wet well structure and building at the Forrest Drive Pump Station, and make upgrades to the pumps, electrical/control equipment, piping, and valves as necessary to achieve the recommended increase in flow capacity. However, it could be necessary, or a better approach, to construct a new pump station on the same site as the existing pump station in order to achieve the recommended increase in flow capacity. After working through the Preliminary Design phase, we will be able to recommend the best option on whether to upgrade the existing pump station or construct a new pump station.

Scope of Work

Phase 1 – Preliminary Design

1. Conduct a project kickoff meeting with City of Reidsville staff. Discussion topics will include project specific requirements and goals for the project, and project constraints and concerns directly related to the project. City staff will have an opportunity to identify and discuss any other factors which may need to be addressed as part of the project planning and design.
2. Coordinate with City of Reidsville staff to obtain available record drawings, historical data for existing pump stations within the study area, any studies previously completed by City staff, and GIS mapping of the existing sewer collection system in the study area.
3. Perform limited survey along the route of the existing force main from the Forrest Drive Pump Station. The purpose of this limited survey would be to collect horizontal and vertical control points along the force main route to ensure accuracy of the pump station design calculations.
4. Evaluate the existing Forrest Drive Pump Station:
 - a. Review previous studies prepared by City of Reidsville staff for the Forrest Drive Pump Station and force main.
 - b. Conduct site visits to meet with City of Reidsville operational and maintenance staff and review critical components of the pump station.
 - c. Assess safety and condition of structure and electrical systems.
 - d. Take field measurements, as needed, to supplement existing record drawing data.
 - e. Perform pump drawdown tests for the Forrest Drive Pump Station to confirm the existing firm pumping capacity.
 - f. Evaluate options for increasing the firm capacity of the pump station.
 - g. Determine if continued use of the existing 8" force main will allow for the recommended increase in pumping capacity of the Forrest Drive Pump Station.
5. Evaluate contiguous existing sewer systems and potential impacts of proposed developments:
 - a. Review previous studies prepared by City of Reidsville staff for other existing pump stations within the study area.
 - b. Perform drawdown tests at the existing Ashcroft, Liberty Road, and Linden Road Pump Stations to confirm the existing firm pumping capacity of each station.
 - c. Estimate existing wastewater flow rates by analyzing the drainage basin(s), using available GIS mapping and existing land uses within the project area, and compare these to recent historical flow data for the existing pump stations.
 - d. Develop estimates for infiltration and inflow (I & I) and peaking factor(s) for the existing sewer collection system and associated pump stations.
 - e. Review proposed developments and estimate anticipated flow increases in the system.
6. Prepare Preliminary Estimates of Probable Project Cost for each improvement option, including technical and contingency costs.
7. Prepare and submit a Technical Memorandum (TM), outlining the options and project cost estimates, for City staff to review. Meet with City staff to discuss the TM, then provide the Final TM based on feedback from City staff.

Phase 2 – Final Design and Permitting

1. The Final TM will become the basis for proceeding with design of the selected option(s).

2. Prepare final construction drawings for the proposed pump station components, including civil, mechanical, and electrical plans, as required.
3. Attend design progress meetings with City staff at 30%, 60%, and 90% design stages.
4. Prepare final hydraulic calculations for the pump station and force main system.
5. Prepare the Project Manual, to include technical specifications for the proposed pump station components, including civil, mechanical, and electrical specifications as required.

DMP will coordinate with City staff to include necessary front-end contract documents for the bid process and construction contract.

6. Prepare a Final Estimate of Probable Project and Construction Cost for the final design.
7. DMP will assist with preparation and submittal of the NCDEQ Sewer Permit application, and respond to any review comments related to the permit application.
8. If the project includes land disturbance of 1 acre or more, State approval of an Erosion and Sediment Control (E&SC) Plan will be needed, and DMP will assist with preparation and submittal of the permit application package.
9. The City also requests surveying services to prepare a plat for the parcel just southwest of the Ashcroft Pump Station, with the sewer route shown on the plat with the permanent width of the easement being 25' wide (12.5' each side of the sewer centerline) with an added temporary easement with width appropriate to provide adequate room for construction.

The plat shall be prepared and sealed by a registered NC Professional Land Surveyor, and shall be recordable in the Rockingham County Register of Deeds.

Phase 3 – Bidding Assistance

1. Once all permits, approvals, and any necessary right-of-entry or easements have been obtained, DMP is prepared to assist with advertising the project and the bidding process.
2. DMP will prepare the bid advertisement, issue plans and contract documents, lead the Pre-Bid Meeting, issue addenda, and conduct the Bid Opening.

After bids are received, DMP will review bids for conformance, prepare the certified bid tabulation, research the low bidder's qualifications, and provide a recommendation of award.

Note: We understand that the timing of the bidding phase will depend on the start time of actual construction of private developments that contribute sewage into the City system. The City may elect to wait until construction activity begins for various private projects to be sure there is a commitment from developer(s) to proceed with their project(s).

Compensation

DMP proposes to provide the services described herein for the following fees:

Phase	Description	Lump Sum Fee
1	Preliminary Design	\$ 32,800
2	Final Design and Permitting	\$ 65,000
3	Bidding Assistance	\$ 5,000
Total Fee		\$ 102,800

DMP's Standard Terms & Conditions (Attachment A) and Standard Rate Schedule (Attachment B) shall apply to this Agreement. Periodic invoices corresponding to the completed tasks outlined above will be issued monthly, and payment is due upon receipt.

Additional Services and/or Services Not Included

The fees stated above are based on the anticipated requirements and steps we will need to complete the scope outlined in this proposal. Additional design work due to changes requested by the City may require adjustments to this fee. Any additional services would be performed in accordance with our standard rates, and costs would not be incurred without prior authorization.

DMP has the capability to provide the following additional services, however at this time we have not included these services as part of our scope because they may not be needed:

- It is assumed that the existing force main carrying flow from the Forrest Drive Pump Station will remain in service. Therefore, surveying and design of a new force main to replace the existing force main is not included.
- It is assumed that the existing gravity sewer lines within the study area will remain in service. Therefore, surveying and design of new or replacement gravity sewer lines is not included.
- Geotechnical investigation at the Forrest Drive Pump Station site is not included. If it is determined that the existing wet well and electrical/control building can be used for the upgrade without constructing a new pump station, a geotechnical investigation will not be needed. However, if new structures are needed, a geotechnical investigation will help characterize the soil conditions and presence of rock.
- Structural design for cast-in-place underground structures or masonry building structures is not included. It is assumed that precast concrete structures would be used for the wet well, vault(s), and electrical/control building if necessary.
- Environmental surveys and permitting for wetland/stream impacts are not included, because new gravity sewer lines or force mains are not anticipated at this time.
- Preparation of easement maps and/or legal descriptions (except as described in Item 10 under Phase 2, which is included).
- Construction Administration (CA) and Resident Project Representative (RPR) services are not included at this time, and will be scoped at a later date.
- If the City requests design changes after the Final TM is accepted, additional services may be required.

Schedule

Below is our proposed project schedule:

- | | |
|----------------------------|---|
| • Preliminary Design | Mid-November 2023 to February 2024 |
| • Final Design | February 2024 to June 2024 |
| • Permit Submittals | June 2024 |
| • Bidding and Construction | TBD (potentially advertise for bids in July 2024) |

Closing

DMP appreciates the opportunity to submit this Professional Services Proposal. If acceptable, please return one (1) executed copy of this proposal to our office, and we will proceed accordingly. If you have any questions or if you would like to discuss this proposal in more detail, please let me know.

Sincerely,

DAVIS • MARTIN • POWELL & ASSOCIATES, INC



Andrew P. Larrick, PE

Attachments:

Attachment A – Standard Terms and Conditions

Attachment B – Standard Rate Schedule

C: File

Accepted: City of Reidsville, NC	
By: _____	Date _____
Title: _____	
<i>The individual(s) above hereby represent and warrant they have the full and complete authority to enter into this Agreement on behalf of their respective party.</i>	

Attachment "A"
Davis • Martin • Powell & Associates, Inc.
Standard Terms and Conditions

These Standard Terms and Conditions are incorporated by reference in the accompanying Proposal or Agreement (Agreement) between Davis • Martin • Powell & Associates, Inc. (Consultant) and its Client for the performance of Engineering, Surveying, Planning, or other professional services (Services) as indicated.

1. **Period of Offer:** This Agreement is valid for a period of 60 days from the date unless otherwise extended in writing by Consultant. Consultant may withdraw an Agreement at any time prior to its expiration date.
2. **Performance of Services:** Consultant shall perform the Services as outlined in this Agreement in consideration of the stated fee and payment methods.
3. **Access to Site:** Unless otherwise stated, Client shall provide Consultant right-of-access to the project site(s) for activities necessary for the performance of the services. Consultant will take reasonable precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage and will not be responsible for such costs.
4. **Additional Services:** In the event Client requests Consultant to provide services not specifically described in the Agreement, or in the event Consultant, or anyone employed by Consultant, is called upon to be deposed or to testify in a matter to which Consultant is not a named party as a result of Services performed hereunder, Client agrees to compensate Consultant in accordance with the Billing Rate Schedule set forth in this Agreement.
5. **Rate Schedule:** If no Rate Schedule is set forth, compensation shall be at the Consultant's then effective Rate Schedule. Consultant may adjust the Rate Schedule annually to reflect equitable changes in the various categories.
6. **Period of Service:** This Agreement and the compensation set forth herein are established in anticipation of the continuous progress of the services. In the event of suspension of Services by Client, Consultant may at its option terminate this Agreement or request adjustment in amount of compensation.
7. **Payment Terms:** Client agrees to pay Consultant for all services performed and all costs incurred. Prior to providing services, Client shall deposit a Retainer with Consultant if so specified in Agreement. The Retainer shall be credited on the final invoice and remaining balance, if any, refunded to Client. Invoices for the Consultant's services shall be submitted, at Consultant's option, either upon completion of such services or on a monthly basis. Invoices shall be due and payable upon receipt. If Client reasonably objects to any portion of an invoice, Client shall notify Consultant in writing within 10 days from the date of receipt of invoice, give reasons for the objection, and pay that portion not in dispute. Failure to provide such written notice shall be deemed a waiver of all objections to that invoice and the sums set forth therein.
8. **Indemnification:** Client shall, to the fullest extent permitted by law, indemnify, defend and hold harmless Consultant, his or her officers, directors, employees, agents, and sub-consultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of Services under this Agreement, excepting only those damages, liabilities or costs attributable to the negligence or willful misconduct of Consultant.
9. **Limitation of Liability:** *Consultant's liability to Client for any claim, loss or damage asserted by Client, its agents or employees, or any third party claiming through Client, arising out of an alleged breach of this Agreement or any other act, error or omission of Consultant, shall not exceed the greater of \$50,000.00 or the fees actually paid Consultant. If Client desires a higher limit of liability, the parties may agree to an increased fee to offset the increased limit of liability.*
10. **Waiver of Consequential Damages:** In no event shall Consultant be liable to Client for any special, indirect, incidental or consequential loss or damages, including but not limited to damages relating to or arising from delay, lost profits, and loss of use arising from or relating to the Services.
11. **Waiver of Claims against Individuals:** In acknowledgement that Consultant is a corporate entity and carries professional liability insurance, Client agrees that any claim made by it arising out of any act or omission of any director, officer, or employee of

Attachment "A"
Davis • Martin • Powell & Associates, Inc.
Standard Terms and Conditions

Consultant in the execution or performance of Services hereunder, shall be made against the entity and not against any of Consultant's individual directors, officers, or employees.

12. **Information for the Sole Use and Benefit of the Client:** All opinions and conclusions of Consultant, whether written or oral, and any plans, specifications or other documents and services provided by Consultant are for the sole use and benefit of Client on the named project and may be used only if the Client has satisfied all of its obligations under this Agreement. Information is not to be provided to any other person or entity without the prior written consent of Consultant. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against either Consultant or Client. There are no intended third-party beneficiaries of this Agreement.
13. **Ownership of Documents:** All documents produced by Consultant under this Agreement are instruments of Consultant's professional service and shall remain the property of Consultant and may not be used by Client for any other purpose without the prior written consent of Consultant.
14. **Assignment:** This Agreement may not be assigned by either party without prior written approval by the other party. Client acknowledges that Consultant may subcontract portions of these Services without the approval of the Client.
15. **Certifications, Guarantees and Warranties:** Consultant will perform Services using the degree of skill and care ordinarily exercised under similar conditions by members of the Consultant's profession practicing in the same or similar locality at the time of this Agreement. No other representation, express or implied, and no warranty or guarantee is included or intended in the Agreement, or in any report, opinion, document or other Instrument of Service of the Consultant.

Requests for lender consents or other third-party reliance letters must be received at least 14 days prior to the date desired. Consultant shall not be required to execute any document that would result in Consultant certifying, guaranteeing or warranting the existence of any conditions, that relate to facts of which the Consultant does not have actual knowledge, or that cause the Consultant to violate rules of professional conduct. This Agreement considers only those regulations in effect 60 days prior to Agreement date. No portion of the Services, this Agreement, or other

representations by Consultant, its agents or employees shall be construed or interpreted as a guarantee of approval by any board or agency.

16. **Dispute Resolution:** Any claims or disputes between Client and Consultant arising out of the services to be provided by Consultant or out of this Agreement shall be submitted to non-binding mediation. Client and Consultant agree to include a similar mediation agreement with all contractors, sub-consultants, sub-contractors, suppliers and fabricators, providing for mediation as the primary method for dispute resolution among all parties.
17. **Accrual of Actions:** As between the parties to this Agreement: as to all acts or failures to act by either party to this Agreement, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the relevant Date of Substantial Completion, and as to any acts or failures to act occurring after the relevant Date of Substantial Completion, not later than the date of Consultant's final invoice for the Services.
18. **Termination of Services:** This Agreement may be terminated at any time by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, Client shall pay Consultant for all services rendered to the date of termination, and all reimbursable expenses incurred prior to termination and reasonable termination expenses incurred as the result of termination.
19. **Site Responsibility:** If the Consultant has prepared construction documents under this agreement and is not retained to make periodic site visits during construction, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against the Consultant in any way connected thereto.

The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and the Consultant for all claims and liability arising out of job site accidents and the contractor's failure to follow the plans and specifications prepared by Consultant; and that the Client and the Consultant shall be made additional insureds under the contractor's general liability insurance policy. The Consultant is not responsible for any duties assigned to it in any construction contract that are not expressly provided for in this Agreement.

Attachment "A"
Davis • Martin • Powell & Associates, Inc.
Standard Terms and Conditions

The presence of Consultant's representatives will not relieve any contractor, subcontractor, or consultant not employed by Consultant, of their responsibility to perform their work in accordance with applicable laws and regulations. Client agrees that each contractor, subcontractor, or consultant not employed by Consultant shall solely be responsible for working conditions; security and safety of persons and property; compliance with OSHA regulations; and providing all safety equipment and training necessary for the protection of its personnel.

Consultant's monitoring of others performance is not intended to include supervision of the others; review of safety procedures; nor is Consultant responsible for the safety or security at the site, other than its own employees. Consultant is not responsible for the contractor's failure to perform the work in accordance with the Contract Documents. Consultant does not have the right or duty to halt the work of others.

20. **Cost Estimates:** Consultant may provide opinions of construction and other project related costs as part of these Services. Consultant assumes no responsibility for such cost estimates as Consultant has no control over the costs of labor, materials, or services furnished by others, or the competitive bidding and market conditions. Consultant's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.

21. **Construction Costs:** Under no circumstances shall the Consultant be liable for extra costs or other consequences due to unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications.

Consultant shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before the Consultant has issued final, fully-approved plans and specifications. The Client acknowledges that all preliminary plans (or those noted "For Review and Approval" are subject to substantial revision until plans are fully approved and all permits obtained.

22. **Insurance:** Consultant will maintain the following insurance coverage: Workers Compensation; Commercial General Liability; Automobile Liability; and Professional Liability. Should Client request to be a named insured, or request the Consultant provide additional insurance coverage, Client agrees to reimburse the Consultant for any additional cost associated with such requests. Client acknowledges that it cannot be an additional named insured under

any policy of insurance providing coverage for Professional Liability.

23. **Deliverables.** Consultant shall select the methods, software, and format of any deliverables utilized or created during performance of the work, unless otherwise stated in the Agreement or requested by the Client prior to commencement of work. Electronic deliverables shall be compatible with current industry standards and conversion to other formats shall be the responsibility of the recipient.

24. **Severability:** If any part of this Agreement is held to be illegal or unenforceable, the validity and enforceability of the remaining parts shall not be affected, and the rights of Consultant and Client shall be enforced as if the Agreement did not contain the illegal or unenforceable part.

25. **Governing Law:** This Agreement, including its construction and interpretation and the Services provided hereunder, shall be governed by and interpreted in accordance with the laws of the State of North Carolina, without regard to any choice of law rules to the contrary.

These Standard Terms and Conditions and any other documents expressly referenced in the Agreement constitute the entire Agreement between the parties.

**ATTACHMENT “B”
RATE SCHEDULE**

Principal	\$250
Associate	\$210
Department Manager	\$200
Project Manager	\$190
Senior Engineer / Surveyor	\$170
Project Engineer / Surveyor	\$155
Engineering/Surveying Technician I	\$115
Engineering/Surveying Technician II	\$105
Senior Resident Project Representative	\$150
Resident Project Representative	\$125
3-Man Surveying Crew	\$225
2-Man Surveying Crew	\$195
1-Man Surveying Crew	\$155
Remote Sensing Crew (UAS Flight or Terrestrial Scanning, minimum 4 hour charge)	\$225
LIDAR/3D Data Processing Technician	\$150
Senior Administrative Assistant	\$85
Travel Mileage	Current IRS Rate
Meals and Lodging	At Cost
Reimbursable Expenses	At Cost+15%
SUE Level A: Half day, includes survey location (minimum charge)	\$1,450
SUE Level A: Full day, includes survey location	\$2,600
SUE Level B: Delineation, GPR, hourly (minimum 4 hour charge)	\$195
SUE Traffic Control Assistance	At Cost
SUE Select Backfill / Surface Restoration (stone, asphalt, concrete)	At Cost

Effective Nov 1, 2023

BUDGET ORDINANCE AMENDMENT NO. 7

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 13, 2023 which established revenues and authorized expenditures for fiscal year 2023-2024; 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 Forrest Drive Pump Station design 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 13, 2023 is hereby amended as follows;

Section 1. That revenue account number 62-3991-0000, Sewer Fund Reserves, be increased by \$103,000.00;

Section 2. That expense account number 62-7133-1911, Sewer Distribution Contracted Services, be increased by \$103,000.00.

This the 14th day of November, 2023.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk



MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Josh Beck, Public Works Director
RE: Lead Service Line Inventory Grant Application to North Carolina
DATE: November 1, 2023

The City of Reidsville along with all water distribution systems throughout the United States has been directed by the EPA to complete a lead service line inventory of all taps by October 2024. This is a significant undertaking, and Public Works simply doesn't have the staff or time to perform this request without additional support. To assist, we reached out to several large local municipalities, and they have all contracted with an engineering firm, Black and Veatch, to assess all of their records and complete these tasks to comply with the mandate.

Black and Veatch has estimated the project to cost upwards of \$150,000.00. The Public Works Department has identified a possible grant opportunity with the State of North Carolina to fund at least a partial amount of this cost. A requirement of the State is that City Council must pass a resolution with the intent to request either a state loan and/or grant assistance. Furthermore, the resolution will name Blake Slaughter, WTP Superintendent, as an authorized representative of the City of Reidsville to complete and submit the grant application on our behalf.

We request that City Council approve the attached resolution so that we can submit the grant application before the December 1, 2023 deadline for a possible February 20, 2024 award date.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The City Of Reidsville has need for and intends to construct, plan for, or conduct a study in a project described as Lead Service Line Inventory, and

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

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

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

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

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

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

That William Blake Slaughter, Water Treatment Plant Superintendent, the **Authorized Representative**, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

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

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

Adopted this the 14th day of November in Reidsville, North Carolina.

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC, City Clerk

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting City Clerk of the City of Reidsville does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City Council duly held on the 14th day of November, 2023; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.

(Signature of Recording Officer)

(Title of Recording Officer)



THE CITY OF Reidsville NORTH CAROLINA

MEMORANDUM – 2023-2024 CAPITAL

To: Summer Woodard, City Manager
From: Chris Phillips, Asst. City Manager/Finance Director
Date: November 3, 2023

During the budget preparation process for the 2023-2024 fiscal year, capital requests were removed because there were anticipated 2022-2023 excesses that could be used to meet these needs. The listing below of Capital items, totaling \$1,011,700, was included in the budget book to be considered. Since the beginning of the current fiscal year, there have been four additional needs identified totaling \$153,700. These are also included on the listing, bringing the total capital requests to \$1,165,400.

Capital Requests:					
Penn House - Furniture	\$	70,000.00			
Sanitation - Rubber Tire Loader	\$	191,400.00			
RFD - Roof and Apron	\$	91,000.00			
RPD - Roof	\$	206,000.00			
Cemetery - Survey/Expansion	\$	6,000.00			
Street - Roller	\$	192,000.00			
Street - UTV	\$	15,700.00			
Main St - Split Unit	\$	12,000.00			
Sanitation - Refuse Trailer	\$	112,600.00			
IT - Computers	\$	30,000.00			
IT - Servers	\$	27,000.00			
Sanitation Scales	\$	32,000.00			
P&R - Score Board	\$	7,000.00			
P&R - Jump Pad	\$	19,000.00			
	\$	1,011,700.00			
			Additional Needs:		
			Sanitation Scales	\$	63,000.00
			Replace RPD Totaled SUV	\$	26,000.00
			Evidence Incinerator	\$	9,700.00
			Fire Chief Vehicle	\$	55,000.00
				\$	153,700.00
			Total Capital Needs	\$	1,165,400.00

The City's carryover process was used to identify departmental savings to bring forward from the previous year that will fund \$600,000 of these purchases; the remaining \$565,400 needed will be provided by appropriating fund balance. The total fund balance is projected to decrease with completion of the 6/30/23 audit, but available fund balance will increase. The attached Budget Ordinance Amendment will need to be approved for that funding.

Please have the City Council consider approving this BOA at their November 14, 2023 meeting so that the capital requests can be completed.

Thank you and let me know if any further information is needed.

Finance Department
 Chris Phillips, Finance Director
cphillips@ci.reidsville.nc.us

230 West Morehead St.
 Reidsville, NC 27320
 (336) 349-1055 (phone)
 (336) 349-1005 (fax)

BUDGET ORDINANCE AMENDMENT NO. 8

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 13, 2023 which established revenues and authorized expenditures for fiscal year 2023-2024; 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 Capital purchases;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 13, 2023 is hereby amended as follows;

Section 1. That revenue account number 10-3991-0000, Fund Balance, be increased by \$565,400.00;

Section 2. That expense account number 10-4510-5500, Street Capital, be increased by \$192,000.00; that expense account number 10-4710-5500, Sanitation Capital, be increased by \$304,000.00; that expense account number 10-4510-5800, Sanitation Capital Improvements, be increased by \$69,400.00.

This the 14th day of November, 2023.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk



THE CITY OF Reidsville NORTH CAROLINA

MEMORANDUM – 2023 EMPLOYEE PERFORMANCE BONUSES

To: Summer Woodard, City Manager
From: Chris Phillips, Asst. City Manager/Finance Director
Date: November 2, 2023

In December 2022, all City employees were evaluated using a new system and forms composed by a cross-section group of supervisors. The system was well received and will be improved going forward from employee feedback. It is the hope that this process will provide information for future merit increases or performance bonuses that will recognize the top performers.

For the current year, management has had several discussions about how to reward employees for their performance. The last year was a busy one for all, with the Sesquicentennial celebration, major projects, and having to work short in several departments. The recommendation is to recognize all full-time employees with the same amount this year, a bonus of \$1,150. The \$150 is on purpose for our 150th birthday and will also serve to increase the bonus so that employees will net closer to \$1,000. Likewise, we value the work performance of our part-time employees as well and would like to provide a bonus of \$575, which equals one half of the full-time bonus.

These bonuses have an estimated cost of \$305,000. The 2022-2023 fiscal year ended with an addition to unappropriated fund balance due to revenues in excess of budget and conservative spending from departments. It is recommended to use General Fund Balance to pay these bonuses. The attached Budget Ordinance Amendment will appropriate those funds and create transfers of funds from the General Fund to the other operating funds that house employees.

Please have the City Council consider these performance bonuses at their November 14, 2023 meeting to be paid the first full week of December (Eligible employees will be based on those employees on the books as of the November 17th pay date.)

Thank you for this opportunity and let me know if any further information is needed.

Finance Department
Chris Phillips, Finance Director
cphillips@ci.reidsville.nc.us

230 West Morehead St.
Reidsville, NC 27320
(336) 349-1055 (phone)
(336) 349-1005 (fax)

BUDGET ORDINANCE AMENDMENT NO. 9

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 13, 2023 which established revenues and authorized expenditures for fiscal year 2023-2024; 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 Employee Performance Bonuses;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 13, 2023 is hereby amended as follows;

Section 1. That revenue account number 10-3991-0000, Appropriated Fund Balance, be increased by \$305,000.00; that revenue account number 11-3986-0000, Transfer from General Fund, be increased by \$36,500.00; that revenue account number 61-3988-0000, Transfer from General Fund, be increased by \$22,900.00; that revenue account number 62-3988-0000, Transfer from General Fund, be increased by \$28,500.00; that revenue account number 80-3984-0000, Transfer from General Fund, be increased by \$5,700.00;

Section 2. That expense account number 10-4930-9800, Transfer to Parks and Recreation, be increased by \$36,500.00; that expense account number 10-4930-9810, Transfer to Water, be increased by \$22,900.00; that expense account number 10-4930-9810, Transfer to Sewer, be increased by \$28,500.00; that expense account number 10-4930-9805, Transfer to Garage, be increased by \$5,700.00; that payroll and benefit expense accounts be increased as shown in the attached chart: General Fund by \$211,400; Parks and Recreation by \$36,500.00; Water Fund by \$22,900.00; Sewer Fund by 28,500.00; and the Garage Fund by \$5,700.00;

This the 14th day of November, 2023.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk

CITY OF REIDSVILLE
December 2023 Employee Performance Bonus

\$1,150 per full-time employee
\$575 per part-time employee

GENERAL FUND	Expected Employees	Cost of Bonus	Employer Benefits			Total
			FICA	Retirement	401K	
10-4120 ADMINISTRATION	3.00	\$ 3,450	\$ 264	\$ 395	\$ 173	\$ 4,281
10-4122 PERSONNEL	2.00	\$ 2,300	\$ 176	\$ 263	\$ 115	\$ 2,854
10-4123 PUBLIC WORKS ADMINISTRATION	2.00	\$ 2,300	\$ 176	\$ 263	\$ 115	\$ 2,854
10-4130 FINANCE	8.00	\$ 9,200	\$ 704	\$ 1,052	\$ 460	\$ 11,416
10-4210 MANAGEMENT INFORMATION SYSTEMS	3.00	\$ 3,450	\$ 264	\$ 395	\$ 173	\$ 4,281
10-4310 POLICE ADMINISTRATION	11.50	\$ 13,225	\$ 1,012	\$ 1,513	\$ 661	\$ 16,411
10-4311 POLICE DETECTIVE DIVISION	13.00	\$ 14,950	\$ 1,144	\$ 1,710	\$ 748	\$ 18,551
10-4312 POLICE PATROL DIVISION	22.00	\$ 25,300	\$ 1,935	\$ 2,894	\$ 1,265	\$ 31,395
10-4314 COMMUNITY POLICING	8.50	\$ 9,775	\$ 748	\$ 1,118	\$ 489	\$ 12,130
10-4340 FIRE	30.00	\$ 34,500	\$ 3,317	\$ 3,947	\$ 1,725	\$ 43,489
10-4350 INSPECTIONS & CODE ENFORCEMENT	3.50	\$ 4,025	\$ 308	\$ 460	\$ 201	\$ 4,995
10-4510 STREET	12.00	\$ 13,800	\$ 1,056	\$ 1,579	\$ 690	\$ 17,124
10-4710 SOLID WASTE MANAGEMENT	16.50	\$ 18,975	\$ 1,452	\$ 2,171	\$ 949	\$ 23,546
10-4740 CEMETERY	2.00	\$ 2,300	\$ 176	\$ 263	\$ 115	\$ 2,854
10-4910 PLANNING	3.00	\$ 3,450	\$ 264	\$ 395	\$ 173	\$ 4,281
10-4920 ECONOMIC DEVELOPMENT	0.00	\$ -	\$ -	\$ -	\$ -	\$ -
10-4940 MARKETING	1.00	\$ 1,150	\$ 88	\$ 132	\$ 58	\$ 1,427
10-4950 MARKET SQUARE & MAIN ST PROGRAM	1.50	\$ 1,725	\$ 132	\$ 197	\$ 86	\$ 2,141
10-6140 PENN HOUSE	3.50	\$ 4,025	\$ 308	\$ 460	\$ 201	\$ 4,995
10-7113 ENGINEERING SERVICES	2.00	\$ 2,300	\$ 176	\$ 263	\$ 115	\$ 2,854
Total General Fund	148.00	\$ 170,200	\$ 13,698	\$ 19,471	\$ 8,510	\$ 211,879
					BUDGET	\$ 211,400
PARKS & RECREATION						
11-6120 PARKS & REC ADMINISTRATION	2.00	\$ 2,300	\$ 176	\$ 263	\$ 115	\$ 2,854
11-6121 FACILITIES	4.00	\$ 4,600	\$ 352	\$ 526	\$ 230	\$ 5,708
11-6122 TEEN CENTER	1.00	\$ 1,150	\$ 88	\$ 132	\$ 58	\$ 1,427
11-6123 ATHLETICS	8.00	\$ 9,200	\$ 704	\$ 1,052	\$ 460	\$ 11,416
11-6124 SENIOR CENTER	5.00	\$ 5,750	\$ 440	\$ 658	\$ 288	\$ 7,135
11-6130 LAKE REIDSVILLE	5.50	\$ 6,325	\$ 484	\$ 724	\$ 316	\$ 7,849
Total Parks and Recreation	25.50	\$ 29,325	\$ 2,243	\$ 3,355	\$ 1,466	\$ 36,389
					BUDGET	\$ 36,500
WATER						
61-7114 METER READING	3.00	\$ 3,450	\$ 264	\$ 395	\$ 173	\$ 4,281
61-7120 WATER PLANT	8.00	\$ 9,200	\$ 704	\$ 1,052	\$ 460	\$ 11,416
61-7121 WATER DISTRIBUTION	4.00	\$ 4,600	\$ 352	\$ 526	\$ 230	\$ 5,708
61-7122 PARK RANGER	1.00	\$ 1,150	\$ 88	\$ 132	\$ 58	\$ 1,427
Total Water	16.00	\$ 18,400	\$ 1,408	\$ 2,105	\$ 920	\$ 22,833
					BUDGET	\$ 22,900
SEWER						
62-7130 WASTEWATER TREATMENT PLANT	8.00	\$ 9,200	\$ 704	\$ 1,052	\$ 460	\$ 11,416
62-7131 SEWER COLLECTION SYSTEM	7.00	\$ 8,050	\$ 616	\$ 921	\$ 403	\$ 9,989
62-7133 PLANTS MAINTENANCE	5.00	\$ 5,750	\$ 440	\$ 658	\$ 288	\$ 7,135
Total Sewer	20.00	\$ 23,000	\$ 1,760	\$ 2,631	\$ 1,150	\$ 28,541
					BUDGET	\$ 28,500
Combined Utility Fund	36.00	\$ 41,400	\$ 3,167	\$ 4,736	\$ 2,070	\$ 51,373
80-4250 GARAGE	4.00	\$ 4,600	\$ 352	\$ 526	\$ 230	\$ 5,708
					BUDGET	\$ 5,700
TOTAL	213.50	\$ 245,525	\$ 19,461	\$ 28,088	\$ 12,276	\$ 305,350
					BUDGET	\$ 305,000

WILLIAM F. MCLEOD, JR.

ATTORNEY AT LAW

408 WEST HARRISON STREET

P. O. BOX 539

REIDSVILLE, NORTH CAROLINA 27323-0539

FAX
(336) 349-6061

TELEPHONE
(336) 349-6928

owilliamfmcle@triad.rr.com

MEMORANDUM

TO: Summer Woodard, City Manager
FROM: William F. McLeod, Jr., City Attorney
SUBJ: Purchase of 333 Irvin Street
DATE: November 6, 2023

I have had several phone conversations with Scott Cook, owner of 333 Irvin Street which is the property adjacent to the Penn House. Mr. Cook has agreed to sell the property, which includes a former residence that last served as a beauty shop, to the City for \$40,000.00. Once the purchase and accompanying Budget Ordinance Amendment are approved by Council, I will prepare the sales contract between Mr. Cook and the City. Mr. Cook has also requested that he will have 90 days from the closing date to remove all of his personal property from the property.

I am requesting that the Council approve a Budget Ordinance Amendment for \$40,500.00 which will cover the purchase price as well as the closing costs associated with the purchase. Please let me know if you have any questions.

BUDGET ORDINANCE AMENDMENT NO. 10

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 13, 2023 which established revenues and authorized expenditures for fiscal year 2023-2024; and

WHEREAS, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget for the purchase of property;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 13, 2023 is hereby amended as follows;

Section 1. That revenue account number 10-3991-0000, Fund Balance, be increased by \$40,500.00;

Section 2. That expense account number 10-4110-5900, Capital - Land, be increased by \$40,500.00.

This the 14th day of November, 2023.

Donald L. Gorham
Mayor

ATTEST:

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

Office of the City Manager

Date: October 30, 2023

To: Mayor Donald Gorham
City Council Members

From: Summer Woodard, City Manager

Subject: Contracted Legal Services with Cranfill Sumner

The City of Reidsville entered into an engagement agreement with Cranfill Sumner, LLP in January 29, 2020. The City of Reidsville feels it is in the best interest of the City to move to a monthly retainer agreement for services with Cranfill Sumner LLP. This proposal is a flat fee engagement in the amount of \$62,000 each month for legal services. This agreement would have an effective date of November 1, 2023.

If you have any questions, please feel free to contact me.

“Live Simply. Think Big.”

RALEIGH OFFICE

5420 WADE PARK BLVD., SUITE 300 (27607)
POST OFFICE BOX 27808
RALEIGH, NORTH CAROLINA 27611-7808
TELEPHONE (919) 828-5100
FAX (919) 828-2277

WILMINGTON OFFICE

5535 CURRITUCK DRIVE, SUITE 210
WILMINGTON, NORTH CAROLINA 28403
TELEPHONE (910) 777-6000
FAX (910) 777-6107



PATRICK M. MINCEY
ATTORNEY AT LAW
DIRECT DIAL #: (910) 777-6017
DIRECT FAX #: (910) 777-6107
EMAIL: PMINCEY@CSHLAW.COM
WWW.CSHLAW.COM

October 16, 2023

ATTORNEY-CLIENT PRIVILEGED COMMUNICATION

VIA EMAIL

City of Reidsville
Honorable Donald Gorham, Mayor
donaldgorham52@gmail.com

Re: Retainer Agreement for Legal Services

Dear Mayor Gorham:

This will confirm that we have been asked to provide legal services to the City of Reidsville (the "Client" or "you"). This letter sets forth the terms and conditions by which Cranfill Sumner LLP (the "Firm") will represent the Client's interests. Our fees and related expenses, as further set forth below, shall be paid by the Client.

This letter constitutes the engagement agreement (the "Agreement") between the Client and the Firm, describes the terms of our relationship, and sets forth the general terms of our assistance to the Client. If the Agreement is acceptable, please sign and return a copy to us at your earliest convenience. The original is for your files. Please feel free to contact us if you have any comments or questions concerning this Agreement.

1. **Scope of Engagement:** To provide representation, legal assistance and advice to the Client, including litigation services, before various judicial, rulemaking, legislative, and administrative bodies and tribunals concerning the Client's municipal waste water treatment plant and NPDES permit and various state and federal authorities attempted regulation of "forever chemicals," including 1,4-dioxane. The scope of this engagement continues the representation of the Client consistent with the engagement agreement entered into January 29, 2020 and is now amended, as set forth below, to update and modify fee terms between the parties.

2. **Fees for Services:** The Firm and Client now agree to enter into a flat fee engagement. Beginning and effective November 1, 2023, the Client agrees to pay the firm each month a flat fee of \$62,000.00 (sixty-two thousand dollars) for legal services. The Firm shall tender to the Client its last hourly billed invoice for payment pursuant to the previous engagement agreement for the month of October 2023. The Client shall receive and be invoiced the first flat fee owed to the Firm effective November 1, 2023.
3. **Costs, Fees and Expenses:** In addition to fees for legal services, there are certain costs and expenses that the Client shall be obligated to pay. These include, but may not be limited to, costs for photocopying, postage, mileage charges, support materials, filing fees and any other reasonable fees or costs which the Firm may be required to advance in the course of the representation. Fees and costs related to third party vendors such as environmental consultants, engineers or other expert services shall be directly paid by the Client by separate agreement, as may be required depending on the needs of the case.
4. **Termination of Representation:** It is understood that, subject to any limitations imposed by a Court, and in the Firm's case subject to ethical requirements, the Firm or the Client may terminate the Firm's representation.
5. **Truthfulness and Cooperation:** The Client agrees to be truthful and cooperate at all times with the Firm's attorneys throughout the representation. This includes, but is not limited to, promptly and thoroughly communicating with and responding to the Firm's attorneys and staff. The Client shall inform the Firm of any change of address or contact information.
6. **Warranty:** Either at the commencement or during our representation, the Firm's attorneys may express opinions or beliefs concerning the investigation, litigation or various courses of action and the results that might be anticipated. Any such statement made by any lawyer or employee of our firm is intended to be an expression of opinion only, based on information available to use at the time, and should not be construed by you as a promise or guarantee. You further

acknowledge that our representation does not include advice on tax liability.

7. **Conflicts:** We have carried out our usual conflicts clearance activities and have found no indication that any Cranfill Sumner lawyer is professionally involved in any aspect of the matter for which you propose to engage us. However, as with other law firms our size that are involved in a wide variety of practice areas, there may be circumstances in which one of our lawyers is involved in a matter that would not necessarily be disclosed by our conflicts checking process. This could be the case where, for example, one of our lawyers is retained to counsel with a relative, business affiliate or other party related to an entity that is relevant to this matter. By signing below, you affirm that you have no reason to believe any Cranfill Sumner lawyer has rendered or is rendering services to any person or entity that might be involved, however remotely, in the matter for which you propose to engage us and that you will immediately notify the undersigned should you have, at any time during our representation of you, any such indication.
8. **Client Documents:** The Firm will maintain any documents you furnish us in our client file (or files) for this matter. At the conclusion of our representation (or earlier, if appropriate), it is your obligation to advise us as to which, if any, of the documents in our files you wish us to turn over to you. We will retain any remaining documents in our files for a reasonable period of time and ultimately destroy them in accordance with our record retention program schedule then in effect.
9. **Publication and Advertisement:** The Client authorizes the Firm to publish and advertise its involvement in this representation.
10. **Confidentiality:** Attorneys, like other professionals who advise clients on personal financial and tax matters, are now required by federal law to inform their clients of their policies regarding privacy of client information. In addition to these federal laws, attorneys have been and continue to be bound by professional standards of confidentiality under state law and our ethics standards. In the course of providing our clients with advice

and representation in diverse areas of practice, we receive significant personal information from our clients and their other advisors. As a client of Cranfill Sumner LLP, you should know that all information we receive about you is held in confidence, and is not released to people outside the firm, except as agreed to you by you, or as appropriate under applicable laws and rules.

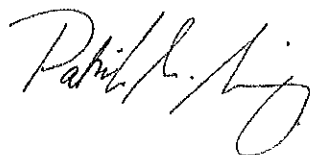
We restrict access to non-public, personal information about our clients to those employees of our law firm who need to know the information in order to provide legal services to our clients. We maintain physical, electronic and procedural safeguards that comply with our professional standards to guard your non-public personal information.

11. Preservation of Evidence: You should implement a litigation hold concerning all evidence, both hard copy and digital, that may relate to this matter and secure it against potential alteration or loss. If you need guidance on this important topic, please contact us.

12. Confirmation of Agreement: If the foregoing is agreeable to you, please acknowledge your understanding and agreement by signing and returning a copy of this letter, which shall control all obligations set forth herein except as may subsequently be agreed upon in writing.

We appreciate your confidence in our firm, and we look forward to representing your interests.

Very truly yours,

A handwritten signature in black ink, appearing to read "Patrick M. Mincey". The signature is written in a cursive style with a large, looping initial "P".

Patrick M. Mincey

City of Reidsville
October 16, 2023
Page 5

Signed:

Mayor Donald Gorham
City of Reidsville

Date

cc: Ms. Summer Wood, City Manager (swoodard@ci.reidsville.nc.us)
Mr. Chris Phillips, Assistant City Manager (cphillips@ci.reidsville.nc.us)
Mr. William McLeod, Esq., City Counsel (owilliamfmcle@triad.rr.com)

BUDGET ORDINANCE AMENDMENT NO. 11

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 13, 2023 which established revenues and authorized expenditures for fiscal year 2023-2024; 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 legal 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 13, 2023 is hereby amended as follows;

Section 1. That revenue account number 62-3991-0000, Sewer Fund Reserves, be increased by \$500,000.00;

Section 2. That expense account number 62-4120-4400, Sewer Contracted Services, be increased by \$500,000.00.

This the 14th day of November, 2023.

Donald L. Gorham
Mayor

ATTEST:

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

Office of the City Manager

Date: October 31, 2023
To: Mayor Donald Gorham
City Council Members
From: Summer Woodard, City Manager

Subject: City of Reidsville Holiday Schedule 2024

The City of Reidsville follows the North Carolina State Holiday Schedule. Please see below Holiday Schedule for 2024. I have also attached a copy of the North Carolina Holiday schedule. If you have any questions, please let me know.

Monday, January 1st - **New Year's Day**

Monday, January 15th - **Martin Luther King Jr. Birthday**

Friday, March 29th - **Good Friday**

Monday, May 27th - **Memorial Day**

Thursday, July 4th - **Independence Day**

Monday, September 2nd - **Labor Day**

Monday, November 11th - **Veteran's Day**

Thursday and Friday, November 28th and 29th - **Thanksgiving**

Tuesday, Wednesday and Thursday, December 24th, 25th, and 26th - **Christmas**

"Live Simply. Think Big."

2024 Holiday Schedule

Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2024	Monday
Martin Luther King, Jr. Birthday	January 15, 2024	Monday
Good Friday	March 29, 2024	Friday
Memorial Day	May 27, 2024	Monday
Independence Day	July 4, 2024	Thursday
Labor Day	September 2, 2024	Monday
Veterans Day	November 11, 2024	Monday
Thanksgiving	November 28 & 29, 2024	Thursday & Friday
Christmas	December 24, 25 & 26, 2024	Tuesday, Wednesday & Thursday



THE CITY OF
Reidsville
NORTH CAROLINA

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

MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Angela G. Stadler, CMC, City Clerk
SUBJ: Board/Commission Appointments for November 14, 2023 *AGS*
DATE: November 7, 2023

The following applications have been received for appointment to the boards listed below:

ABC Board

Melvin M. Hill of 2700 Ashcroft Drive and W. Clark Turner of 705 South Main Street have applied. If one is appointed, there will not be any vacancies.

Planning Board

Tamar Lipscomb of 2128 Olive Drive has applied for this board. If she is selected, there will be one ETJ 5-year term vacancy on this board.

ADDITIONAL VACANCIES

The following openings on other boards and commissions of the City will be advertised for consideration at the next City Council meeting:

- Two 5-year term positions on the New Reidsville Housing Authority (Mayoral Appointment).
- Five 3-year term positions on the Parks and Recreation Advisory Commission
- Three 3-year term positions on the Reidsville Community Pool Association
- One 3-year term student position on the Reidsville Human Relations Commission

Applications to be considered at the December 12, 2023, Council meeting will need to be turned in by 5 p.m. on Thursday, November 30, 2023.

AGS/lw
Attachments (3)



THE CITY OF
Reidsville
NORTH CAROLINA

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

Office of the City Manager

Date: November 6, 2023

To: Mayor Donald Gorham
City Council Members

From: Summer Woodard, City Manager

Subject: City Manager's Monthly Report

Personnel:

- **Economic Development Director** - The City of Reidsville conducted two (2) candidate interviews on October 16th and October 23rd.
- **Walk a Day in their Shoes** - Assistant City Managers Haywood Cloud and Chris Phillips, along with myself, worked with the Reidsville Fire Department from 8:00 a.m. to 1:00 p.m. one day this month. This is a new program Administration has started. This program will allow Administration to see first-hand what our employees do every single day. We will resume this program starting in January, 2024 and will work at a department once a month for the year of 2024.

Projects & City Updates:

- **The National League of Cities Conference (NLC)** - will be Wednesday, November 15th through Sunday, November 19th in Atlanta, Ga.
- **The Sesquicentennial Celebrations** – For the month of November, there will be a Veterans Day Ceremony on Saturday, November 11th, at 11:00 a.m. at Market Square in downtown Reidsville. Originally scheduled for lower Jaycee Park at the Veterans Memorial, the event was moved due to ongoing Splashpad construction. The Christmas Parade hosted by Star News will be Sunday, November 19th at 4:00 p.m. in downtown Reidsville. Small Business Saturday will be Saturday, November 25th. Remember to shop local and support our businesses.
- **Splash Pad** – Progress has picked up some in the last two weeks, and the contractor is still committed to finalizing the project within the contract timeline. A different pump station has been selected and can be obtained in a much more reasonable timeframe. The brick masons are currently onsite finalizing the waterproofing and installing the brick

“Live Simply. Think Big.”

vener. The roof supports are currently installed, and the rafters should be installed shortly.

Once the rafters are in place, the contractor should install the sheathing and shingles to begin drying-in the buildings. The splashpad contractor is also working to install the large recycle containment tank and rain divert system while the plumber is running the force main down to the proposed wet well location. Please see photos behind the Miscellaneous tab in your agenda packet.

- **Penn House Building Project** – Currently the contractor is polishing the concrete floors and sealing them. All the interior walls have been painted, and the tile work is ongoing in the bathrooms. The new doors and windows have also been recently installed. The contractor is working on the exterior grades to prepare for the patio and brick pavers while the flooring work inside is being completed. Both Reidsville IT Department and our audio/visual subcontractor have run their initial wiring for cameras and speakers. Over the next 30 days, the contractor should complete all necessary construction with the exception of installing the HVAC units. The contractor is prepared to install temporary heating units if needed. Please see attached photos behind the Miscellaneous tab in your agenda packet.
- **Settle Street Streetscape Project** – Engineering has finalized the drawings for internal review, and they are sufficient enough to schedule a meeting with the merchants to discuss the overall design. This will also be an opportunity to review the hold harmless agreements while everyone is present. The long lead time materials are on order and expected in approximately 30 days. We are continuing to work with Duke Energy to finalize their own design and remove the overhead wiring on the north side of Settle Street. We intend to complete our internal review of the drawings over the next two weeks and release the Street department to begin curb replacement on the south side of Settle Street since there's no long lead items needed on this side of the roadway.
- **Lawsonville School Project** - The City has submitted the SEID application for \$500,000. We will hear if we move to the next step on Monday, Nov. 6. We have also submitted the grant for Golden Leaf for \$300,000. We will hear back from that in December, 2023. We met with the school board, and the school board voted to have the property divided and agreed to split the gas bill based on square footage.
- **Sisters Cities** - The City submitted the application in August, 2023. We have not yet heard back, but City Staff is continuing to follow up on the progress of our submission.
- **Community Development Customer Service Survey** - Community Development has created a customer service survey for design professional, contractors and owners at the completion of their projects. The inspections department will also have an QR code on their iPad to quick link the survey to people in the field. We will keep a spreadsheet with the data to review the results.

- **Christmas Decorations** – Our Team will be working on creating Christmas photo opportunities this year. We plan to start decorating the week of November 27- 30. The Christmas Tree Lighting Event will be Friday, December 1st, at 6:00 p.m. at Market Square.
- **Employee Holiday Luncheon** - The City of Reidsville will host an employee luncheon this year instead of an employee dinner. This luncheon will be for our employees and retirees at the new event center at the Penn House on Thursday, December 7th, from 11:30 a.m. to 1:30 p.m. All City Offices will be closed during this time. This event will also have two (2) new awards this year. The awards are “The Above and Beyond Award” for exceptional customer service and “The Teamwork Award” for teams working together for the benefit of our City.
- **Battle of the Cup** - The third Battle of the Cup event will be Thursday, November 30th, from 2:00 p.m. to 4:00 p.m. at the Reidsville Rec Center gymnasium. The events will be basketball, best cookie baking contest and a talent show.
- **Lunch & Learn** - Our last Lunch and Learn for the City of Reidsville this year will be Thursday, November 9th, from 12:00 p.m. until 1:00 p.m. in the Council Chambers at City Hall. The topic will be “Effective Communication”.

Events/Meetings Attended:

- 10/5- Hosted Managers Luncheon at Penn House
- 10/7 – Attended Rural Health Care Discussion at RCC
- 10/10 - Attended Ribbon Cutting at La Boca Loca and City Council Meeting
- 10/11 – Management Team Meeting
- 10/12 – Public Works Employee Luncheon
- 10/16 - Interview with Economic Development Director Candidate
- 10/17 – Assistant City Managers and I job shadowed Reidsville Fire Department
- 10/18 – Attended Planning Board Meeting
- 10/19 – Attended Citizens for Economic Development Meeting
- 10/21 – Attended FAB festival

- 10/23 – Interview with Economic Development Director Candidate and attended Rockingham County School Board meeting.
- 10/25 - Attended Ribbon Cutting at Reidsville High School for the Community Stadium
- 10/26 - Attended Anne Penn Hospital Board meeting and Chamber of Commerce Expo
- 10/27 - Participated in Downtown Trick-or-Treat Event
- 10/30 - Attended Pet Costume Contest at RCARE
- 10/31- Employee Stew Event at the Penn House









REIDSVILLE ABC BOARD

Minutes of September 28, 2023 Board Meeting

1. The meeting was called to order at 9:00 am by Chairman C. Turner. Members K. Almond, GM Langel, Councilwoman S. Walker and Reidsville City Finance Director Chris Phillips present.

2. Chairman C. Turner delivered invocation.

3. Chairman C. Turner called for any known conflicts of interest. None were reported.

4. The minutes of the August 2023 meeting were approved as read.

Motion to approve: K. Almond Second: C. Turner

5. GM Langel requested a one-time 5% payment to all employees in lieu of a raise in salary. The Board approved the request.

Motion to approve: K. Almond Second: C. Turner

6. The next meeting of the Board will be October 26, 2023.

7. There being no further business to discuss, the meeting was adjourned at 9:25 am.

Motion to adjourn: K. Almond Second: C. Turner

Approved:

Clark Turner, Chairman

Clark Turner

Kelly Almond

Kelly Almond

Carolyn Nimmons

Carolyn Nimmons

Jodi Langel, General Manager

Jodi M Langel

**MINUTES OF THE
REIDSVILLE HUMAN RELATIONS COMMISSION
MEETING ON TUESDAY, SEPTEMBER 26, 2023
REIDSVILLE CITY HALL
1ST -FLOOR CONFERENCE ROOM**

COMMISSION MEMBERS PRESENT: Cathy Badgett, Chair
Maricarmen Garduño, Vice Chair
Khalid Amos
Daunte Carter
Dawn Charaba
Wanda Harley
Ashton McLaurin
Richard Ratliff
Anna Roach

COMMISSION MEMBERS ABSENT: Matthew Williams

CITY STAFF PRESENT: Latasha Wade, Deputy City Clerk

VISITORS: Councilman William Hairston

CALL TO ORDER

Chair Dr. Cathy Badgett called the meeting to order at approximately 6:30 p.m.

INVOCATION

Maricarmen Garduño provided the invocation.

ROLL CALL

Deputy City Clerk Latasha Wade then called the roll.

WELCOME NEW MEMBERS

Dr. Badgett welcomed the new members, Ashton “Tom” McLaurin and Daunte Carter. She gave each of them an opportunity to share information about themselves. Dr. Badgett introduced herself and also allowed each member to introduce themselves.

APPROVAL OF JUNE 27, 2023 MINUTES

Richard Ratliff made the motion to approve the June 27, 2023 minutes and Maricarmen Garduño seconded the motion with the minutes being unanimously approved.

September 26, 2023

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REPORTS AND ANNOUNCEMENTS

COVID Report

Dr. Badgett gave an update on the COVID numbers for Rockingham County. She made everyone aware that the flu and COVID vaccinations are available.

Human Relations Commission Remaining Balance

Dr. Badgett said the HRC balance in the budget is \$6,433.28 due to funds that were rolled over from the years when no events were held due to COVID.

Community Giveaway

Dr. Badgett said that there was a Community Giveaway held on Saturday, September 16, at 9 a.m. It was hosted by Matthew 25: Ministries with volunteers from Diapers 2 Degrees, Reidsville Human Relations Commission, Reidsville Tigers, Rockingham County Branch – NAACP, Masonic Lodge #33, and Reidsville Area Foundation. Dr. Badgett asked Dawn to share details about the event since upon her arrival at 12, everything was gone because the turnout was so great. Dawn Charaba shared that there were 20 pallets that consisted of hand sanitizer, face wash, paper towels, disinfecting wipes, blankets, and more. She said that they counted 827 cars and each had at least two families, which means approximately 1,600 families were served. Dawn said they were planning to hold another giveaway on Saturday, October 14, at Sharon Baptist Church (Pastor Moore's church), and they need volunteers on both October 13th and 14th. Dr. Badgett said the church has a new event center too. Dawn said the open house for their Community Center would be on this upcoming Thursday, September 28th.

Just a Reminder

Dr. Badgett asked the members to remember the All-Inclusive Sky's the Limit Park behind City Hall.

OLD BUSINESS

The 2024 Multicultural Event Date

Dr. Badgett said that Deputy City Clerk Wade had confirmed with Main Street & Market Square Manager Robin Yount that they would put the Multicultural Day Event on the calendar for Saturday, April 27, 2024. She said if they needed a raindate the Farmer's Market held at Market Square starts on May 2nd, which means they could not start a makeup rain date event until after 2 p.m. Deputy City Clerk Wade interjected to say that Manager Yount said that she could not have two reservation dates on the calendar for the event. Badgett said that they try to have a diverse group to speak, sponsor, etc. Dr. Badgett said that the name of event was changed to Team CommUNITY Day to avoid anyone feeling indifferently to it being called Multicultural Day. She asked for the members to start thinking of groups to participate, sponsors, timeframes, vendors, nonprofits, etc. Dr. Badgett gave a recap of the 2023 event for the new members.

Dr. Badgett said that they have to do three events a year which includes the past giveaway, the MLK Breakfast, and the Team CommUNITY Day. She said they also will do an educational event in which Wanda Harley agreed to check with an educator about coming to present the program idea to the Commission. Daunte Carter asked if a member

of the Commission contributes as a sponsor if it would be a conflict of interest? Dr. Badgett responded “no, Wanda Harley was a sponsor.” Dante Carter asked if that was the total operational budget after Dr. Badgett reminded them of the remaining budget balance of \$6,433 or would it increase? Dr. Badgett said it typical starts with \$2,500 yearly but increases with sponsorship. She said by June, they had spent \$5,441.72 but they had three years of rollover monies from not being able to have events due to COVID (starting balance of \$9,000).

Dawn Charaba said that Felton Fuche, who is hosting the panel at the MARC Museum on October 17 on desegregation in the school system. She said that he agreed to host a discussion with the Human Relations Commission or in conjunction with them. Dawn said he would come to a Human Relations Commission meeting to talk to the members about it. Maricarmen Garduño asked who was he? He is the coordinator for Racial Learning Equity. Dr. Badgett asked Dawn to provide her with his information.

Anna Roach told Dr. Badgett she would not be available to participate on the day of Team CommUNITY Day because she will be out of town. Dr. Badgett told her that she could assist before leaving town and have someone to volunteer in her place.

Dawn Charaba said that the event at the MARC would be on October 17 at 4:30 p.m. at the Old Courthouse. Dawn said that she did think registration is required which can be done through their website. Dr. Badgett said she forgot to announce the Griggs vs. Duke Power Company Historical Marker dedication will be Saturday, October 7th, at 10 a.m.

Councilman Hairston announced that the FAB Fall Festival will be on October 21 from 11 a.m. until 7 p.m.

MLK Breakfast

Wanda Harley said the committee consists of members from the Human Relations Commission, NAACP, and Chamber of Commerce. She said she is the representative from the Human Relations Commission and Dawn Charaba has assisted as well. She said Dick Frohock has officially resigned. Dawn was voted as the treasurer. Wanda said that Dick Frohock did send the balance, which is \$15,322.05 after all the expenses. The ending balance for 2023 was \$13,500. She said that they do give two \$1,500 scholarships to two students from Reidsville High School or go to Rockingham Community College.

Wanda said that they voted at their last meeting to have a virtual MLK event because of the rising COVID numbers and not knowing what the numbers will be in January. She said the event will be held on January 15, 2024 which will be videotaped at Zion Baptist Church in the multipurpose room. Wanda encouraged the members to get donations if possible. She said they would need a speaker also. Wanda said that they would need recommendations for the Eddie Hughes award. Dr. Badgett explained what the Eddie Hughes award was to the new members. Dr. Badgett said she needs a name to give so the plaque can be made. Wanda said they also recognize two Reidsville High School students for their achievements not monetarily but with a plaque, which looks good on their transcripts. She said that the guidance counselor normally chooses the students. Wanda

reiterated that they need a speaker and they would like to keep them diverse. They discussed past speakers and potential speakers to ask.

Dawn announced the Portia Parris Fellowship through NC-100 is open through the end of September. It is a couple years long program for elementary and middle school students. Their focus is Reidsville. She said that it is online through the NC-100 website. They meet monthly for activities and they provide support and college assistance.

Dawn announced that a Hispanic Heritage Festival will be held on October 4th at the YMCA in Eden. Dr. Badgett asked Dawn to send out the flyer and Latasha would forward it to all the members.

Maricarmen Garduño announced there is new Cuban restaurant named La Boca Loca NC.

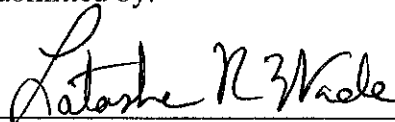
Councilman Hairston said he liked seeing the table filled with members.

Closing Comments

Dr. Badgett asked for a motion to adjourn the meeting.

The motion to adjourn the meeting at 7:50 p.m. was made by Dawn Charaba, seconded by Ashton McLaurin and unanimously approved.

Submitted by:



Latasha R. Wade, Deputy City Clerk