
AGENDA
REIDSVILLE CITY COUNCIL
MEETING
6:00 PM
Tuesday, July 11, 2023

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

1. Call to Order.
2. Invocation by Councilman William Hairston, Pastor of Shiloh Missionary Baptist Church, 111 Regent Trail, Reidsville, NC.
3. Pledge of Allegiance.
4. Approval of Consent Agenda.
 - (A) Approval of June 13, 2023 Regular Meeting Minutes.
 - (B) Approval of June 27, 2023 Special Meeting Minutes.
 - (C) Approval to Amend Ordinance to Extend Corporate Limits by Voluntary Annexation of Parcel No. 148922 located off of Freeway Drive to Include Immediate Effective Date.
 - (D) Approval to Amend Ordinance to Extend Corporate Limits by Voluntary Annexation of a Portion of Parcel No. 164335Z1 located off of South Scales Street to Include Immediate Effective Date.
5. Special Projects:
 - (A) Consideration of Conceptual Design and Construction Budget for Depot Shelter Project, including Accompanying Capital Project Ordinance. (Enclosure #1) - *Josh Beck, Public Works Director, Matt Takacs with Core Design Company and Chris Phillips, Assistant City Manager of Administration/Finance Director*
 - (B) Consideration of Updated Plans for Use of American Rescue Plan Funding, including Restoration of Four Tennis Courts at Jaycee Ballpark, and an Accompanying Grant Special Revenue Ordinance Amendment. (Enclosure #2) - *Chris Phillips, Assistant City Manager of Administration/Finance Director, and Haywood Cloud Jr., Assistant City Manager of Community Services*
6. Agreements:
 - (A) Consideration of Barnes Street Bridge Betterment Agreement with NCDOT, including Budget Ordinance Amendment No. 2. (Enclosure #3) - *Josh Beck, Public Works Director*

7. Certifications:
 - (A) Consideration to Apply to be a Family Forward NC Employer. (Enclosure #4) - Leigh Anne Bassinger, *Human Resources Director*
8. Board & Commission Appointments:
 - (A) July Appointments. (Enclosure #5)
9. Public Comments.
10. City Manager's Report:
 - (A) Month of July. (Enclosure #6)
11. Council Members' Reports.
12. Announcement of Board & Commission Appointments.
13. Miscellaneous:
 - (A) For Information Only.
14. Move to the First-Floor Conference Room for a closed session to discuss a real estate matter and personnel pursuant to NCGS 143-318.11(a)(5) & (6).
15. Adjourn.

**MINUTES OF THE REGULAR MEETING
OF THE REIDSVILLE CITY COUNCIL
HELD TUESDAY, JUNE 13, 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 William Hairston
Councilmember Terresia Scoble
Councilwoman Sherri G. Walker

COUNCIL MEMBERS ABSENT: Councilman James K. Festerman

CITY STAFF PRESENT: Summer Woodard, City Manager
Angela G. Stadler, City Clerk
William F. McLeod, City Attorney
Chris Phillips, Assistant City Manager of
Administration/Finance Director
Josh Beck, Public Works Director
Jason Hardin, Planning & Community
Development Manager

CALL TO ORDER.

Mayor Gorham called the meeting to order. He asked Fire Chief David Bracken to come forward to give the invocation.

INVOCATION BY FIRE CHIEF DAVID BRACKEN, PASTOR OF JERUSALEM BAPTIST CHURCH, SPENCER, NC.

Chief Bracken then provided the prayer.

PLEDGE OF ALLEGIANCE.

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

PROCLAMATIONS & RECOGNITIONS:

RECOGNITION OF ROCKINGHAM RAGE BASKETBALL TEAM, THE CSAA DIVISION II STATE CHAMPIONSHIP WINNER FOR HOME SCHOOLS.

Mayor Gorham called up the Rockingham Rage basketball team, along with Head Coach Jeff Kaylor and Assistant Coach Frankie Edwards to present the following proclamation:

CERTIFICATE OF RECOGNITION

WHEREAS, the Rockingham RAGE Varsity Basketball Team, led by Head Coach Jeff Kaylor and Assistant Coach Frankie Edwards, won the CSAA Division II State Championship, beating Liberty Preparatory Christian 57-39 in the Championship Game on February 25, 2023; and,

WHEREAS, this Reidsville-based Rockingham RAGE sports program, a member of the NCHEAC athletic conference, was started in an effort to provide an opportunity for these home-schooled students to play competitive high school basketball; and,

WHEREAS, this year's Varsity players have triumphed through tragedy and adversity, never giving up on their dream to win a State Championship while exhibiting a "can do" attitude that, combined with outstanding athletic ability and endurance, has brought pride and recognition to Reidsville and Rockingham County;

NOW, THEREFORE, I, Mayor Donald L. Gorham, on behalf of the Reidsville City Council, do hereby extend our congratulations to the

Rockingham RAGE Varsity Basketball Team

coaching staff, parents and fans, wishing them future success in all their endeavors, both on and off the court.

This the 13th day of June, 2023.

/s/ _____
Donald L. Gorham
Mayor

Mayor Gorham asked Coach Kaylor to say a few words. The Coach said he had a great group of kids this year. He added that the team had faced adversity this year, first losing an assistant coach at the start of the year who died unexpectedly and one of the players, who died unexpectedly during the middle of the year. Throughout it all, these young men persevered and showed good Christian character, he said. He added that he is just proud to say he has been a part of their lives this year.

Mayor Gorham told them we are proud of them and we don't plan to celebrate just one. Coach Kaylor agreed, saying "many more." The Mayor should their hands before pictures were made.

RECOGNITION OF WENDELL NEVILLE, A 30-YEAR RETIREE OF THE REIDSVILLE POLICE DEPARTMENT.

Councilman Hairston, who had worked with Lt. Neville for many years, read the proclamation for 30-year retired Police Lt. Wendell Neville, which follows:

CERTIFICATE OF APPRECIATION

WHEREAS, Lieutenant Wendell Neville began his career in law enforcement with the Reidsville Police Department as a Patrol Officer on November 7, 1994, officially retiring from the department on February 1, 2023 with 30 years in the State Retirement System; and,

WHEREAS, Lt. Neville has held a variety of positions with the Reidsville Police Department, including Sergeant and Lieutenant in the Patrol Division and as a Lieutenant in the Detective Division, among others; and,

WHEREAS, Lt. Neville was known for his sound judgment and diplomacy when faced with difficult situations, displaying initiative and knowledge on the job, and using his energy and enthusiasm to help and train young officers into the RPD family; and,

WHEREAS, he always showed dedication and versatility in his work and his ability to adapt to the many changes over the years in the workplace; and,

WHEREAS, Lt. Neville has earned the right to spend his retirement years doing those pursuits that he loves, such as deep sea fishing, scuba diving, taking cruises and watching the Space Shuttle launch into orbit;

NOW, THEREFORE, I, Donald L. Gorham, on behalf of the Reidsville City Council, take great pleasure in recognizing and honoring

LIEUTENANT WENDELL CUSHING NEVILLE JR.

on the occasion of his retirement from the Reidsville Police Department and thank him for his many years of service to the City of Reidsville and its citizens, who have benefited because he put on his badge, gun and uniform to keep them safe.

This the 13th day of June, 2023.

/s/

Donald L. Gorham, Mayor

Councilman Hairston, a retired Captain with the Reidsville Police Department, talked of Lt. Neville's dependability, saying he had always appreciated working with him and that Neville was an inspiration to the other officers coming along. He said it was an honor to present the proclamation and 30-year watch to the retired police officer.

Neville said he thanked the City for this opportunity and for giving him a secure future. He said he really appreciated it. He said Reidsville had been really great to work for and had taken care of him over the years. Each of the Council members present shook his Lt. Neville's hand.

Mayor Gorham said he and Lt. Neville had worked together while he was assistant principal at the high school. The Mayor said he prided himself on being firm, frank and fair and said in his dealings with Lt. Neville, the officer had always been very firm, very frank about what he was doing and fair.

RECOGNITION OF POLICE SERGEANT JEREMY REVIS FOR ACT OF HEROISM.

Councilwoman DeJournette then presented the following proclamation to Reidsville Police Sgt. Jeremy Revis as follows:

CERTIFICATE OF RECOGNITION

WHEREAS, while heading into work on April 25, 2023, Reidsville Police Sergeant Jeremy Revis encountered on U.S. 158 an overturned vehicle on fire with the driver trapped inside and two civilian bystanders attempting to kick the windows out; and,

WHEREAS, Sergeant Revis immediately used a compact window punch device to break out the windows of the vehicle and was then able to drag the driver to safety; and,

WHEREAS, Sgt. Revis had recently purchased this same device for himself and each member of his unit in case they were to find themselves or anyone else in a such a situation in the future; and,

WHEREAS, Sgt. Revis showed great heroism by helping to save the life of this individual and demonstrated that our Police Officers are never truly “off the clock” as they use their skills, training and dedication to the community to fulfill their mission to keep people safe;

NOW, THEREFORE, I, Donald L. Gorham, Mayor of the City of Reidsville, on behalf of the Reidsville City Council, take great pleasure in honoring and recognizing

SERGEANT JEREMY REVIS

and would like to publicly express our gratitude and appreciation for his exemplary and heroic actions on April 25.

This the 13th day of June, 2023.

/s/ _____
Donald L. Gorham, Mayor

Prior to reading the proclamation, Councilwoman DeJournette asked, “Who is a hero?” She said a hero is someone who performs a courageous act regardless of the circumstances, noting we have with us today a hero who performed such an act without thinking of himself but of everyone else. She congratulated him on receiving this award.

Sgt. Revis said it has been great working with the Reidsville Police Department and Chief Ray Gibson. He then shook hands with each of the Council members.

APPROVAL OF MINUTES.

APPROVAL OF MAY 9, 2023 REGULAR MEETING MINUTES.

Mayor Pro Tem Brown made the motion “so moved”, seconded by Councilman Hairston and unanimously approved by Council in a 6-0 vote, to approve May 9, 2023 regular meeting minutes.

PUBLIC HEARINGS:
CONSIDERATION OF A TEXT AMENDMENT REQUEST TO AMEND ARTICLE V, SECTION 4, "TABLE OF AREA, HEIGHT REQUIREMENTS TO REDUCE THE FRONT YARD SETBACK REQUIREMENT FOR SINGLE UNITS IN THE RESIDENTIAL-12 ZONING DISTRICT FROM 35 FEET TO 25 FEET (T 2023-06).

In making the staff report, Planning & Community Development Manager Jason Hardin reviewed his June 13th memo, which follows:

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 Manager
DATE: June 13, 2023
RE: Text Amendment T 2023-06

The City has been petitioned by Southbury Development, LLC. to amend Article V, Section 4 "Table of Area, Yard, Height Requirements" to reduce the front yard setback requirement for Single Units in the Residential-12 (R-12) zoning district from thirty-five (35) feet to twenty-five (25) feet. Staff has evaluated the front yard setback requirements for other municipalities around the Triad and found the standard to be between twenty (20) and thirty (30) feet, therefore we view the proposed text amendment is reasonable.

There is a considerable need for new housing in Reidsville. The most recent shifts in the development community are preferences for setbacks to be as low as possible to maximize the number of houses. There is also an ongoing movement at the national level of City Planners to move away from large lot zoning with extensive setbacks. Large front yards are symptomatic of post-1940 architecture. Pre-1940, buildings, including houses, were built much closer to the street which formed a sense of enclosure when walking through a neighborhood. Hence, historically small setbacks were the standard and there is now a push to return closer to the pre-1940 style of building homes.

The Planning Staff recommended adoption of the proposed text amendment.

PLANNING BOARD RECOMMENDATION:

The Planning Board unanimously recommended the text amendment be approved. (*END OF MEMO*)

As he reviewed the memo, Hardin said Winston-Salem had the lowest such setbacks at 20 feet of those municipalities with which they had checked. At 25 feet, the proposed setbacks are in the middle of the average and therefore, reasonable, he said. The Planning & Community Development Manager also added that these days people don't want large yards or long driveways anymore.

With no questions from Council, Mayor Gorham opened the public hearing at 6:19 p.m., asking if anyone wished to speak for or against the text amendment. With no one coming forward, he closed the public hearing at 6:20 p.m.

Councilman Hairston made the motion, which was seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote, to approve Text Amendment T 2023-06.

The Text Amendment as approved follows:

AMENDING THE CITY OF REIDSVILLE ZONING ORDINANCE

AN ORDINANCE AMENDING ARTICLE V, SECTION 4 OF THE CITY OF REIDSVILLE ZONING ORDINANCE

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

Part I. That Article V, Section 4 “Table of Area, Yard, and Height Requirements” of the Zoning Ordinance be amended to read as follows:

Section 4: Table of Area, Yard, Height Requirements

DISTRICT	AREA IN SQUARE FEET	FRONT YARD WIDTH IN FEET	FRONT YARD DEPTH IN FEET	REAR YARD DEPTH IN FEET	SIDE YARD WIDTH IN FEET	IN FEET	ACCESSORY BUILDINGS
R-12 Single Unit (l) (l)	12,000	80	35	20	10 (g) (l) (k)	35 (a)	20% of Required rear yard; 15' from rear of principal bldg; 5' from side line (o) (p)
R-12 Single Unit (l) (l)	12,000	80	25	20	10 (a) (j) (k)	35 (b)	20% of Required rear yard; 15' from rear of principal bldg; 5' from ay lot line (o) (p)

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

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

/s/ _____
DONALD L. GORHAM, MAYOR, REIDSVILLE, N.C.

/s/ _____
Angela G. Stadler, City Clerk

CONSIDERATION OF A CONDITIONAL REZONING REQUEST FOR A VACANT PROPERTY LOCATED OFF OF SHERWOOD DRIVE FROM RESIDENTIAL-20 (R-20) AND HIGHWAY BUSINESS (HB) TO CONDITIONAL ZONING RESIDENTIAL-6 (CZ R-6) (CZ2023-01).

In making the staff report, Planning & Community Development Manager Jason Hardin reviewed his June 13th 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 Manager
DATE: June 13, 2023
RE: Docket No. CZ 2023-01

Cable Enterprises, LLC is petitioning to rezone a parcel located on Sherwood Drive (Register of Deeds Office Plat Book 94, Page 89 - Area 1) from Residential-20 (R-20) and Highway Business (HB) to Conditional Zoning Residential-6 (CZ R-6). The property was recently subdivided to remove the portion fronting Freeway Drive from the former Rockingham Parcel No. 167666. The property is currently split-zoned, with a small strip of land along the western portion of the parcel designated as HB, while the front portion of the parcel facing Sherwood Drive is designated as RA-20. The parcel encompasses an area of 26.267 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-6, that they would like to impose upon the land. The applicant is requesting to allow only single-unit (single-family) houses in this Conditional Zoning district. No other conditions have been requested by the applicant, and all other development standards for an R-6 zoning district shall apply.

The applicant has provided a concept plan, as required by the Ordinance. The Planning and Community Development Manager is authorized to approve minor changes to the site vesting plan. However, major changes must go before Planning Board 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 rezoning application be approved.

PLANNING BOARD RECOMMENDATION

The Planning Board unanimously recommended the proposed rezoning be approved.

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.” (*END OF MEMO*)

As he reviewed his memo, Hardin referenced the plat book reference and the map on display in Council Chambers since there had been a recent subdividing of this property. The new tax number is pending, he added. He also noted that the City had not done a Conditional Zoning in a while and that things have changed since the new 160D legislation was adopted by the State. He explained that in a Conditional Rezoning the applicant is upfront saying what they want to do and this is what we want to limit as far as allowable uses on the land. In this zoning, the developer is voluntarily limiting the project to only single-family homes, Hardin explained. The displayed map only shows a layout of the land and is not a site plan, he stressed. The Planning & Community Development Director said he believes they are looking at 48 single-family units on the property. He said this action tonight only gives them permission for rezoning for houses and not for construction. Any minor revisions to the plan, Hardin stated that he has the power to approve, such as shaving off a few of the lots from the plan. However, if the developer wants to go from houses to duplexes or apartments, that would be a major change that would have to come back before Council, he explained.

Hardin pointed out that a requirement of the 160D legislation is a little bit different and ties in the Statement of Reasonableness and Statement of Consistency, which he referenced that are in Council packets. After conferring with other cities about how they have done them, he offered the suggested draft motions and added that the Statement of Reasonableness and Statement of Consistency which will be reflected in the minutes.

Councilmember Scoble asked about the parcel that had been removed. She asked if this meant there would be no entrance from Freeway Drive, and Hardin agreed. The entrance, he pointed out, will come off of Sherwood Drive. Councilwoman Walker asked if that parcel had not been removed, would there possibly have an in-road from Freeway Drive to this area? Hardin said the developer would have to secure a driveway permit from NCDOT. They briefly discussed the area adjacent to the removed parcel. Councilwoman Walker said that (Sherwood) is a very busy street with a lot of traffic and speeding. During the site plan review, Hardin said they can ask Public Works to review it and see if there are things that could be put in place to help with such concerns. He said tonight was just about land use, and the developer could by right go ahead and put housing in there because it is zoned residential. Hardin said that 48 additional homes would probably not trip the NCDOT requirement for a traffic impact study.

Councilmember Scoble said so the developer is voluntarily requesting a change to CZR-6 but they could come back and request something else. Hardin replied that theoretically they could, but such a change would have to come back to City Council. She said, but they do have that opportunity to come back for something else, and he agreed.

Councilwoman DeJournette asked if there are any water issues out in that area? Hardin asked if she was asking about water quality or the watershed? Once it was determined that it was the watershed, Hardin said this property is in the watershed, and he discussed the buffering requirements. There must be a buffer of at least 50 feet off those streams, he explained, which is a State requirement and is in the City's Zoning Ordinance in order to control the quality of the water runoff.

Councilwoman Walker confirmed with Hardin that the Planning Board unanimously voted in favor of this.

Mayor Gorham commented that when Carter Ridge was built, traffic concerns had been expressed at that time, but there haven't been any.

With no other questions from Council, Mayor Gorham then opened the public hearing at 6:30 p.m. by asking if anyone wished to speak in favor of the Conditional Rezoning?

Mr. Tim Shaw with the engineering firm, Hagen Engineering at 3859 Battleground Avenue, Suite 300, Greensboro, came forward as a representative of the applicant to give an overview of the project for Council. He said the main reason for this rezoning request is due to the stream discovered in the middle of the site during the environmental delineation. He said it takes up a lot of usable area on the site. Mr. Shaw noted that they are still proposing a very low density use with 48 homes on 27 acres, but they are trying to achieve smaller lot sizes to make it up financially due to the stream on the property. He also discussed the efforts that will be made to address stormwater runoffs.

When the Mayor asked if there was anyone who wished to speak against, Ms. Elyce Luegers of 1466 Sherwood Drive, Reidsville, came forward. As the mother of a young child, she noted that traffic on the street is already a concern, citing as an example when they walk to the nearby greenway, etc. She said that with 48 more units, that would probably mean another 100 cars possibly on their street on a regular basis. She said, again, that is very concerning to her since they are on that street very often. She said as she understood it, the larger lots would mean fewer cars and noted that selfishly, they liked having the greenspace; however, her biggest concern is the safety since there is a large volume of cars on the street already from the apartments as well as people using it as a throughway.

Mayor Gorham closed the public hearing at 6:34 p.m. and asked if there was any discussion among Council members?

Councilmember Scoble talked of the need to take this opportunity to evaluate the traffic on Sherwood Drive, not only for this development, but to see about any possible traffic problems on the roadway.

Mayor Gorham reminded Council members of the two suggested motions, one for approval and one for denial, on page 2 of Hardin's memo.

Based on the expected growth of Reidsville in the new few years, Councilmember Scoble said we have got to have more housing or we will be "behind the eight ball" if we don't do something about it.

Councilmember Scoble then made the 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. The motion was seconded by Councilman Hairston, who cited that Mr. Hardin had indicated if a traffic study is needed, it could be implemented to make the quality of life better. The motion was then passed in a 6-0 vote.

A copy of the consistency and reasonableness determination statements are herein incorporated into the minutes as shown below:

CONSISTENCY & REASONABLENESS DETERMINATION

The City Council has reviewed **Case CZ 2023-01**, rezoning to **Conditional Zoning Residential-6 (CZ R-6)** and as required by North Carolina General Statute 160D makes the following findings:

1. The proposed action is found to be consistent with the adopted Reidsville Land Development Plan. This zoning map amendment is supported by the intent and descriptions of the **Growth Management Area 3 – Suburban**.
 - A. This parcel is located in the **Growth Management Area 3 – Suburban** according to the Reidsville Land Development Plan, and is characterized by stable, existing residential areas with an increased number of residential development.
 - B. The Reidsville Land Development Plan suggests that areas within **Growth Management Area 3 – Suburban** should generally be characterized as predominately residential.

2. The proposed action is found to be reasonable:
 - A. The subject property is surrounded by and abuts others parcels featuring predominantly residential uses (CZ R-6, CZ R-12 & R-20).
 - B. The uses allowed in the Conditional Zoning Residential-6 (CZ R-6) district are appropriate for the land, considering its effect upon the landowners, neighbors and community, and are generally harmonious with uses found in the area.
 - C. This rezoning request will allow for the development of single-family homes in the Conditional Zoning Residential-6 (CZ R-6) district, which would have or allow impacts similar to those of other parcels in the area.
 - D. The proposed single-unit development addresses the considerable need for housing in the City of Reidsville. (*END OF STATEMENTS*)

CONSIDERATION OF AN ORDINANCE TO EXTEND CORPORATE LIMITS BY VOLUNTARY ANNEXATION OF PARCEL NO. 148922 LOCATED OFF OF FREEWAY DRIVE (A2023-01).

In making the staff report, Planning & Community Development Manager Jason Hardin reviewed his June 13th 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 Manager
DATE: June 13, 2023
RE: Voluntary Annexation Request for Parcel #148922 Located Off Freeway Drive

Attached is a fully executed request by Richard R. Saunders III, Maida B. Hastings, Reuben M. Saunders, Clara M. Saunders Dodd, and Michael & Earleen Burch to voluntarily annex 5.94 acres located off Freeway Drive. This is a contiguous annexation.

Staff finds this petition to be valid and recommends approval of the Ordinance to Extend the Corporate Limits after the required public hearing. *(END OF MEMO)*

Councilmember Scoble asked whether this property is located behind Tractor Supply? Hardin replied that once you pass Tractor Supply on Freeway Drive and look to your left, it is the wooded area.

Mayor Gorham opened the public hearing at 6:38 p.m. With no one speaking for or against the voluntary annexation, the public hearing was closed at 6:39 p.m.

Mayor Pro Tem Brown made the motion to approve the voluntary annexation request for Parcel #148922 off of Freeway Drive, which was seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote.

The Ordinance as approved follows:

A2023-01

**AN ORDINANCE TO EXTEND THE
CORPORATE LIMITS OF THE
CITY OF REIDSVILLE, NORTH CAROLINA
Parcel #148922 Located Off Freeway Drive**

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

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

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held in City Council Chambers, 230 West Morehead Street, at 6:00 P.M. on Tuesday, June 13, 2023, after due notice by publication on Sunday, May 28, 2023; and

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

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

Section 1. By virtue of the authority granted by G.S. 160A-31, approximately 5.94 acres, Parcel No. 148922, located off of Freeway Drive, is hereby annexed and made part of the City of Reidsville as of August 31, 2023:

Beginning at a set iron on the southern line of David M. Vaughn and Kenneth M. Vaughn as described in Deed Book (D.B.) 1059 Pg. 2312; thence S 88°15'12" E a distance of 733.96' to a found iron on the western line of Alcan Packaging Food & Tobacco Inc. as described in D.B. 1275 Pg. 2239; thence S 00°36'01" W a distance of 339.35' to a set iron at the southwest corner of said Alcan Packaging Food & Tobacco Inc. and on the northern line of the right of way (R/W) for Freeway Dr; thence along the R/W of Freeway Sr for the following courses and distances with a curve turning to the left having an arc length of 939.94', having a radius of 5829.54', having a chord bearing of N 85°23'10" W, having a chord length of 938.92', to a found R/W monument; thence N 89°59'58" W a distance of 44.64' to a set iron at the southeast corner of the pond lot as described in P.B. 43 Pg. 78; thence along the lines of said pond lot for the following courses and distances N 00°00'00" W a distance of 59.40' to a set iron; thence N 45°32'22" E a distance of 49.02' to a set iron; thence N 57°28'35" E a distance of 54.50' to a set iron; thence N 86°47'41" E a distance of 108.48' to a set iron; thence N 21°17'18" E a distance of 168.40' to the point of beginning, having an area of 5.94 acres, more or less. *Being all of Rockingham County PIN: 890300344430 as described in Plat Book (P.B.) 43 Page (Pg.) 78 (Lot 1B) recorded in the Rockingham County Register of Deeds Office.*

Section 2. Upon and after August 31, 2023, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Reidsville and shall be entitled to the same privileges and benefits as other parts of the City of Reidsville. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Reidsville shall cause to be recorded in the office of the Register of Deeds of Rockingham County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Rockingham County Board of Elections, as required by G.S. 163-288.1.

Adopted this 13th day of June, 2023.

/s/ _____
Donald L. Gorham
Mayor

ATTEST:

APPROVED AS TO FORM:

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

/s/ _____
William F. McLeod Jr.
City Attorney

CONSIDERATION OF AN ORDINANCE TO EXTEND CORPORATE LIMITS BY VOLUNTARY ANNEXATION OF A PORTION OF PARCEL #164335Z1 LOCATED OFF OF SOUTH SCALES STREET (A2023-02).

In making the staff report, Planning & Community Development Manager Jason Hardin reviewed his June 13th 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 Manager
DATE: May 30, 2023
RE: Voluntary Annexation Request for a Portion of Parcel #164335Z1 Located off South Scales
Street.

Attached is a fully executed request by Kenneth M. Vaughn, Joyce C. Vaughn, David M. Vaughn, and Xandra W. Vaughn to voluntarily annex 19.64 acres located off South Scales Street. This is a contiguous annexation.

Staff finds this petition to be valid and recommends approval of the Ordinance to Extend the Corporate Limits after the required public hearing. (*END OF MEMO*)

Councilmember Scoble questioned whether this parcel had any road frontage? Hardin said this property is L-shaped and does have road frontage off of South Scales Street.

Mayor Gorham opened the public hearing at 6:41 p.m. With no one speaking for or against, the public hearing was closed at 6:42 p.m.

Councilwoman Walker then made the motion to approve the voluntary annexation request for a portion of Parcel #164335Z1, which was seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote.

The Ordinance as approved follows:

A2023-02

**AN ORDINANCE TO EXTEND THE
CORPORATE LIMITS OF THE
CITY OF REIDSVILLE, NORTH CAROLINA
Portion of Parcel #164335Z1 Located Off of South Scales Street**

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

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

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held in City Council Chambers, 230 West Morehead Street, at 6:00 P.M. on Tuesday, June 13, 2023, after due notice by publication on Sunday, May 28, 2023; and

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

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

Section 1. By virtue of the authority granted by G.S. 160A-31, approximately 13.70 acres, part of Parcel No. 164335Z1 located off of South Scales Street, is hereby annexed and made part of the City of Reidsville as of August 31, 2023:

Being all of that certain 13.70 acres tract of land to be annexed lying in the City of Reidsville, Rockingham County, North Carolina; and bounded by natural boundaries and/or lands owned by and/or in possession of persons, as follows: on the north and east by Citizens Economic Development, INC on the south by Richard R. Saunders III Trustee and Primax Properties, LLC on the west by David M. & Kenneth M. Vaughn; said tract being particularly described by courses (according to the North Carolina Grid system) and distances according to a survey and plat prepared by FEI under the seal of Tommy W. Wright Professional Land Surveyor No. L-5262 dated June, 6th, 2023, job file 08028.006, to which reference is hereby made, as follows:

Commencing at a 1/2" found rebar with cap at the northwest corner of Primax Properties, LLC as described in deed book (D.B.) 1598 page (Pg.) 1595 and the southwest corner of David M. & Kenneth M. Vaughn as described in D.B. 1059 Pg. 2312, said rebar having North Carolina State Plane Grid Coordinates NAD83(2011) of northing: 934604.66, easting: 1801888.33; thence along the common line of said Vaughn and Primax Properties, LLC S 89°00'22" E a distance of 552.79' to THE POINT OF BEGINNING, said point being a set 1/2" rebar having North Carolina State Plane Grid Coordinates NAD83(2011) of northing: 934595.08, easting: 1802441.03; thence N 46°21'50" E, passing a 1/2" set rebar at a distance of 35.48', a total distance of 566.98' to a 3/4" found iron pipe at the northeast corner of David M. & Kenneth M. Vaughn as described in D.B. 730 Pg. 772 (Tract 1), the southeast corner of Caitlyn Danielle Short as described in D.B. 1593 Pg. 52 (Property 1, Tract 2) and on the western line of David M. & Kenneth M. Vaughn as described in D.B. 730 Pg. 772 (Tract 2); thence N 30°43'06" E a distance of 751.56' to a 1/2" set rebar on the southern line of Citizens Economic Development, INC as described in D.B. 1094 Pg. 1868; thence along the lines of said Citizens Economic Development, INC for the following courses and distances S 88°58'06" E a distance of 227.48' to a 3/4" found iron pipe; thence S 00°29'31" W, passing a 1" found iron pipe at as distance of 1034.18', a total distance of 1058.99' to a 1/2" set rebar on the northern line of Richard R. Saunders III Trustee as described in D.B. 05E Pg. 234; thence N 88°14'39" W a distance of 333.01' to a 3/4" found iron pipe at the northwest corner of said Saunders and the northeast corner of Primax Properties, LLC as described in D.B. 1598 Pg. 1595; thence along the lines of said Primax Properties, LLC for the following courses and distances N 88°13'09" W a distance of 289.40' to a 3/4" found iron pipe; thence N 89°06'03" W a distance of 177.30' to a 1/2" found rebar; thence N 89°00'22" W a distance of 213.24' to the point of beginning. *Being a portion of Rockingham County PIN# 890300340824 property of David M. & Kenneth M. Vaughn, and located at 2621 S Scales St.*

Section 2. Upon and after August 31, 2023, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Reidsville and shall be entitled to the same privileges and benefits as other parts of the City of Reidsville. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Reidsville shall cause to be recorded in the office of the Register of Deeds of Rockingham County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Rockingham County Board of Elections, as required by G.S. 163-288.1.

Adopted this 13th day of June, 2023.

/s/

Donald L. Gorham
Mayor

ATTEST:

APPROVED AS TO FORM:

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

/s/ _____
William F. McLeod Jr.
City Attorney

CONSIDERATION OF A PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2023-2024 FOR THE ABC BOARD.

ABC Board member Kelly Almond came forward to provide a short report for the advertised public hearing on the proposed operating budget for the Reidsville ABC Board Fiscal Year 2023-2024. (*A COPY OF THE BUDGET DOCUMENTS ARE HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.*) He first provided greetings from ABC Board Chairman W. Clark Turner, who he noted named him as the spokesperson for this public hearing for the third year in a row. He stated that the proposed budget was similar to last year's budget with a few small incremental changes. Noting it was a strange year for them, Mr. Almond briefly discussed the status of the second ABC Store, which is currently closed, but said there are no plans to dispose of that property currently. He said they believed that the original intentions and outlooks for that area are accurate so they plan to sit on the property and see what happens. He did note that the closed store does affect their budget as there is additional debt service on that building without any revenues from it to take care of it. He said fortunately, the system is in good financial state. He added it will be an interesting audit for them this year but they did account for the second store separately so they are prepared to answer any questions about it and their decisions regarding the second store. Again, he said this coming year's budget is pretty much the same with some minimal increases in sales projected. He briefly discussed their struggles this year with finding and keeping employees, which was their biggest challenge, especially with the second store. He said the budget is primarily salaries and liquor sales.

Mr. Almond said he could try to answer questions since General Manager Jodi Langel was not here tonight. He added that he also sent greetings from board member Carolyn Nimmons, who had a previous commitment.

Mayor Gorham opened the required public hearing at 6:45 p.m. With no one speaking for or against the ABC Board's proposed budget, the public hearing was closed at 6:46 p.m.

No other action was required.

Mr. Almond thanked the Council for all that it does for the City.

CONSIDERATION OF A PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2023-2024 FOR THE CITY OF REIDSVILLE.

City Manager Summer Woodard briefly reviewed several highlights of the proposed Fiscal Year 2023-2024 budget. The Budget Message, which was presented to Council last month, follows:

BUDGET MESSAGE

TO: The Honorable Mayor Gorham and Reidsville City Council
DATE: May 5, 2023
RE: Proposed Budget for Fiscal Year 2023-2024

Dear Mayor and Members of City Council:

Herein submitted for your consideration, pursuant to my responsibility as City Manager and Budget Officer, is the City of Reidsville Fiscal Year 2023-2024 Annual Budget scheduled to begin on July 1, 2023 and end on June 30, 2024. City Staff is to be commended for all their efforts and hard work to ensure this proposed budget serves the needs of the public while meeting the governing board's priorities and policies.

The budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act as required by North Carolina General Statute 150-7. As required, all funds within the budget are balanced along with all anticipated revenue and expenditure estimates being identified for Fiscal Year 2023-2024. Notice of this submission will be given to the news media and the public, and a public hearing will be scheduled at the City Council's meeting on June 13, 2023 at 6:00 p.m. A copy of this proposed budget will be placed on file with the City Clerk and will be available for public inspection during normal business hours within 10 days prior to the June 13th public hearing. As is traditional, a copy will also be placed in the Reidsville Branch of the Rockingham County Public Library to facilitate its examination by our citizens and stakeholders.

Introduction

The objective of this proposed budget is to ensure the needs of all our citizens are met in a cost-effective manner. The City of Reidsville is seeing record inflation costs in our operating expenses. Operating expenses have continued to increase due to inflation. Suppliers and contractors have significantly increased their prices on goods and services. According to the Consumer Price Index (CIP) for North Carolina as of March, 2023, prices increased 0.4 percent over the month and 5.3 percent over the past year.

The Water and Waste Water Treatment Plants have experienced the highest price increases due to rising chemical costs. For example, prices for chemicals at the Water Treatment and Waste Water Treatment plant change every month. In the past the prices were locked in for one (1) year. This makes it extremely difficult to budget for these line items. The proposed Fiscal Year 2023-2024 budget reflects current and proposed price increases on all expenditures. However, if inflation continues to rise the budgeted amounts reflected in the proposed expenditures may need to be increased as we move through Fiscal Year 2023-2024.

Our residents and employees are feeling the effects of inflation. Therefore, the proposed budget for Fiscal Year 2023-2024 does not propose a tax increase or a water and sewer increase. However, this budget does propose increases in our fee schedule. Beginning on page B-10, you will find our current fee schedule with our proposed fee increases. Certain fee increases are needed to balance costs that departments are incurring. Departments are operating in the negative on certain line items because current fees do not cover costs.

The City of Reidsville Fiscal Year 2023-2024 Annual Budget is composed of seven permanent funds: General, Parks & Recreation, Reidsville Downtown Corporation, Combined Enterprise, Police Separation Trust, Garage and Insurance Funds. All seven (7) funds are balanced in regards to revenues and expenditures.

The proposed Citywide budget is \$33,398,450 versus FY 22-23's amount of \$31,759,750. This is an increase of \$1,638,700, which is related to personnel costs with the remainder being spread across departmental operations due mainly to inflation. After accounting for payments and transfers between funds, the true total proposed for Fiscal Year 2023-2024 is \$28,190,250.

Personnel Benefits

The City's greatest asset is the employees. It is imperative that the City of Reidsville focus on recruiting and retaining existing positions. Therefore, this budget includes a Cost-of-Living Adjustment (COLA) of three (3) percent for all full-time employees. The total cost for the COLA is \$364,650, which includes benefits. This budget also includes one (1) floating holiday for all full-time employees.

Retirement

The City participates in the Local Government Employees Retirement System (LGERS), which is administered by the NC State Treasurer. While the NC retirement system is one of the strongest in the country, planned increases to contribution rates have been scheduled to maintain the integrity of the plan. 2023-2024 is the fifth consecutive annual increase added to the contribution rate. The rate for General employees will increase from 12.17% to 12.92%, and the rate for Law Enforcement will increase from 13.04% to 14.04%. The change in rates represents a \$90,000 approximate increase for the 2023-2024 budget.

Health Insurance

The City is insured through the Municipal Insurance Trust of the NC League of Municipalities.

The City is fully insured in that a set premium is paid per employee, and there is no assessment made if claims exceed the premiums. The increase for the City originally came in at nine (9) percent. However, City staff was able to negotiate and bring the proposed increase down to six (6) percent. The 2023-2024 budget has absorbed this increase, allowing employees to continue coverage at no cost. Rates to electively cover spouses and/or dependents did increase by 6% for employees.

The 6% increase resulted in a \$700 increase in cost per employee and eligible retiree, bringing the annual cost per participant to \$12,250. This increase represents an \$150,000 approximate increase for the 2023-2024 budget.

Pay Plan

As a point of reference, the three groups for the pay plan study are as follows:

Year 1: Police Category

Year 2: Public Works Category

Year 3: Remaining Category (All Others)

The implementation of Year Three (3) of the market pay plan is proposed for this Fiscal Year 2023-2024 for the June 13, 2023 City Council meeting. The total cost for the All Other Group pay plan implementation is \$154,700, which includes benefits.

Funds are included in the 2023-2024 budget to complete the study for Year One (1) of **Police**, with a July 1, 2024 planned implementation. Also, funds have been allocated to start a compression study for the Police Department in the 2023-2024 budget year. Moving forward the City will have a compression study in with the pay plan study for all three (3) groups.

New Positions

This proposed budget for Fiscal Year 2023-2024 allots for the following new positions:

The Penn House budget moves one part-time position to a full-time position. The total cost to implement this position is \$34,000, which is needed given the new building/outdoor venue that is being built at the Penn House. This position can also be offset by increased revenue at the Penn House.

The Police Department is budgeted for one (1) new full time Lieutenant position. The total cost to implement this position is \$86,500, which would be directly responsible for overseeing the City’s Student Resource Officers (SROs) and revitalizing our Community Watch Program. This position would also be over the Lake Warden and Downtown Officer positions.

The Water Treatment Plant is budgeted for one (1) new full time Lab Supervisor position. The cost to implement this position, which is needed to conduct testing in house, is \$72,700. By having the ability to conduct some testing in house, we can quickly determine what the chemical levels are at the Water Treatment Plant instead of having to wait on outside results that can take days and weeks.

Capital Outlay

All capital outlay requests were cut from the proposed 2023-2024 budget. This was necessary in order to balance the proposed budget. Capital requests were cut in order to account for a three (3) percent COLA, pay plan implementation, benefit increases, inflation and new positions.

General Fund

Capital Outlay of \$2,500,490 was requested for the 2023-2024 fiscal year. Additional cuts have been made since the first budget work session on April 18, 2023. The Capital Outlay requests have been reduced to \$1,086,046. The items listed below, in order of most urgent need, are recommended for current year surplus revenues or carryover funds. There is a surplus in expenditures and revenues expected in the 2022-2023 budget year. This is due to conservative spending and increased revenue received in Sales Tax and Interest Earnings.

The Capital Outlay request for a new fire truck for \$970,000 has been removed from Capital Outlay. City Administration recommends paying the current fire truck debt off in the amount of \$240,000, which would then open up additional financing options. It is taking approximately four (4) years to build. Payment would not be due until the fire truck is delivered, which is projected to be July, 2027. The City will need to agree to purchase the new fire truck by July, 2023 in order to secure the \$970,000 price that has been quoted. City Administration will be bringing this item to the June 13, 2023 City Council meeting for consideration.

The following Capital Outlay requests for \$1,086,046 are recommended utilizing the expected revenue and/or expenditure surpluses for the 2022-2023 budget year. The Capital requests outlined below should be considered for carryover funding in Fall, 2023. Beginning on page B-25, please find a detailed list with photos and a description of the items below.

- Penn House	Furniture & Appliances	\$70,000
- Sanitation	Front Loader	\$191,400
- Fire Department	Roof Repair & Apron Repair	\$91,000
- Police Dept	New Roof	\$206,000
- Cemetery	Survey & Expansion	\$6,000
- Sanitation	Scales	\$32,346
- IT	Computer Replacements	\$30,000
- Streets	Roller	\$192,000
- Streets	UTV	\$15,700
- Public Works	CIP Plan	\$100,000
- IT	Three New Servers	\$27,000
- Main Street	New Split Unit Heating/Air Unit	\$12,000
- Sanitation	Refuse Trailer	\$112,600

Parks & Recreation Fund

Capital outlay of \$56,000 was requested for 2023-2024 fiscal year. All Capital was cut in the proposed 2023-2024 budget. Additional cuts have been made since the first budget work session on April 18, 2023. The Capital Outlay requests have been reduced to \$26,000. Surplus funds are projected for current 2022-2023 budget year, and \$26,000 will be considered for funding in the current fiscal year.

- Lake Reidsville	Score Board	\$7,000
- Lake Reidsville	Jump Pad	\$19,000

Combined Enterprise Fund

The total requests for Capital Outlay within this fund were for \$320,500. All Capital was cut in the proposed 2023-2024 budget. At this time Administration is not comfortable recommending any carryover funding to fund Capital requests in this fund. This fund will be extremely tight this current fiscal year due to inflation and current project costs.

Revenues

Revenues will be discussed via the respective funds for easier understanding. As a point of reference, please see Section B, Citywide Revenues, for a breakdown of requests and recommendations.

General Fund

The Fiscal Year 2023-2024 proposed budget recommends the General Fund’s tax rate remain the same at \$0.739/\$100 of valuation. The Municipal Service District tax rate is also recommended to remain the same at \$0.25/\$100 of valuation. There is no appropriation of Fund Balance in the proposed 2023-2024 General Fund budget.

Section B, Appendix D – Historical Summary of Property Tax Information provides additional traditional tax data.

Rising inflation costs are a contributing economic factor for the City of Reidsville’s revenues. Revenues in the 2023-2024 budget are mostly unchanged, with the exception of Sales Tax, Investment Earnings and School Resource Officers (SROs). Sales Tax is projected to be \$486,550 (9.99%) more in the 2023-2024 budget than in current 2022-2023 budget. Investment Earnings are projected to be \$400,000 more than in the current budget due to the federal reserve increasing interest rates to combat inflation. There is also a \$100,000 increase due to the addition of a fifth School Resource Officer. Property tax collection rates may see a modest increase based on expected current year collections. There are some other small increases based on the current year revenue projections as well.

Parks & Recreation Fund

This fund remains largely the same as last year with an overall increase of \$49,850 (2.61%) related primarily to personnel increases due to the COLA and pay study. There are no rate increases proposed for this fund in the 2023-2024 proposed budget.

Combined Enterprise Fund

No rate increase is proposed for the 2023-2024 fiscal year budget. The Combined Enterprise Fund increased \$340,000 (3.52%). This increase was due to Interest Earnings increasing \$240,000 more than the current budget

due to the federal reserve increasing interest rates to combat inflation. However, there was a rate adjustment in the City's current agreement with the City of Greensboro, based on an annual CPI calculation. The rate adjustment will generate an additional \$100,000 for the proposed fiscal year. All other revenue line items are the same as the previous year.

The City remains committed to provide not only for operations, but also for inflationary and Capital Outlay costs, which is something that has to be reviewed on an annual basis in order to properly maintain our utility system. While the industry suggested standard operating margin is 1.2, the City strives to keep an operating margin between 1.05 and 1.10 due to affordability. This is combined with City Council's desire to keep rate increases at a minimum when a rate increase becomes necessary. Section B, Appendix E – Utility Rate Information Comparison provides additional data.

Other Funds

The other remaining funds are either internal or special funds that serve a specific purpose within the organization (Police Separation Allowance, Garage, and Insurance Reserve Funds) or community (Reidsville Downtown Corporation). The Police Separation Allowance Trust decreased \$3,300 from the current year. The Garage increased \$90,000 due to inflation. The Insurance Reserve Fund increased \$40,000 due to rate increase. The RDC increased \$3,200 due to an increase in insurance coverage.

Expenditures

Expenditures will be discussed via the respective funds for easier understanding. As a point of reference, please see Section B, Citywide Expenditures for a breakdown of requests and recommendations.

General Fund

The General Fund's expenditures are proposed to increase by \$1,106,200 (5.85% overall). This increase is from a 5.97% increase in operations, no increase in debt service and no Capital Outlay.

Parks & Recreation Fund

The Parks and Recreation Fund expenditures saw an overall increase of \$62,100 (3.25%). This increase was driven by inflation, the COLA and pay plan implementation. Section D includes Parks and Recreation departmental overviews, objectives, and line item details.

Combined Enterprise Fund

The Combined Enterprise Fund did see an increase in expenditures in the proposed budget of \$340,000 or 3.52%. This increase was due to inflation and COLA in all departments. The biggest increases are in chemical supplies for both the Water Treatment Plant and Waste Water Treatment Plant. Chemical suppliers will no longer guarantee prices for more than thirty (30) days.

Section F includes Combined Enterprise Fund departmental overviews, objectives and line item details.

Other Funds

The Reidsville Downtown Corporation budget remains the same as in the prior fiscal year with the exception of an increase in their insurance coverage. This line item is now correctly budgeted. In previous budgets, there were not adequate costs budgeted. The RDC is a partnership between the private sector and the City, so staff will be

assisting as in past years. The remaining internal funds see anticipated expenditures for the upcoming fiscal year met.

Sections E, G, H, and I include departmental overviews, objectives, and line item details for each fund.

Debt Service

The City of Reidsville Debt Service Summary is located in Section B, Appendix C. The General Fund and Parks & Recreation Fund have a total Fiscal Year 2023-2024 beginning balance of \$6,567,257. Debt service payments for Fiscal Year 2023-2024 total \$612,249 with no new debt being proposed in the upcoming 2023-2024 budget.

The Combined Enterprise Fund has a total Fiscal Year 2023-2024 beginning balance of \$20,096,613 with debt service of \$1,798,721, which is scheduled to be paid. The greatest amount of the debt is involved with upgrades for the Water & Waste Water Treatment Plants and the Dam/Spillway repairs. A 0% interest State Revolving Fund loan totaling \$3,963,089 has been approved for the BNR WWTP Project, but no funds have been drawn down to date while the project remains in the planning phase. Two additional capital projects, the WWTP Headworks and the Redundant Water Line, have been awarded grants and low interest loans as well, but this funding has not been officially accepted by the City at this point. The 2012 and 2013 Revenue Bond issues of the City have debt covenants that must be considered with issuing any new debt financing, along with the ability to pay the related debt service. At any point, debt financing remains a viable method to improve the City's existing infrastructure.

Summary

This budget for Fiscal Year 2023-2024 is balanced as required by law and continues to provide existing services while meeting the governing board's priorities and policies.

The Fiscal Year 2023-2024 budget proposal involved a lot of teamwork by the Management Team and many others. Assistant City Manager/Finance Director Chris Phillips is to be commended for his hard work and financial fortitude and that of his department in assisting with preparation of the proposed 2023-2024 budget. Assistant City Manager Haywood Cloud is also to be commended for his assistance in this proposed budget. I would also like to thank City Clerk Angela Stadler and Deputy City Clerk Latasha Wade for their hard work and commitment in preparing the budget notebooks.

I look forward to working with the City Council, City staff and our citizens to implement this budget over the 2023-2024 fiscal year.

Respectfully Submitted,

/s/

Summer Woodard

City Manager (*END OF BUDGET MESSAGE*)

Manager Woodard highlighted the following from the message:

- Proposed total City FY2023-2024 budget is \$33,398,450, an increase of 5.16% over the current adopted fiscal year
- No property tax increase with the current rate staying at .739 cents per \$100 valuation.
- Water & Sewer rates to remain at the same rate.
- Small fee increases are recommended in the City's Fee Schedule for advertising, the Penn House Venue rental and Community Development.
- A 3% COLA is included for all full-time City employees.

- Funds are included for implementation of the Pay Plan recommendations for the “All Other” group and for next year’s pay plan study, which starts with the first year of the three-year cycle on the Police Department and includes a compression study for this group.
- The City’s Health Insurance increased 6% with employees only and retirees’ coverage covered by the City at 100%.
- This budget also includes one floating holiday.
- Three new positions have been added: a new full-time Lieutenant position in the Police Department that will oversee the School Resource Officers, Lake Warden and Downtown Officer and help with the revitalization of our Community Watch program; and a new full-time Lab Supervisor at the Water Treatment Plant; and moving a Penn House position from part-time to full-time.
- This budget does not include any capital requests, which was necessary to balance this proposed budget. It is hoped that some of these requests will be able to be funded with carryover funding this fall, she said.

The City Manager thanked the Mayor and City Council, Management Team and all of City staff, who worked countless hours putting this budget together while making sure we are meeting the needs of our residents and providing services at a high level. Mayor Gorham replied “ditto” to what she just said, stating that everyone had worked hard to ensure Reidsville would be one of the best little cities in this State and prepared us financially to handle the needs of our citizens.

Mayor Gorham opened the public hearing at 6:50 p.m. With no one speaking for or against, the public hearing was closed at 6:51 p.m.

- End of Public Hearings -

2023-2024 PROPOSED BUDGET:

CONSIDERATION OF THE ADOPTION OF THE BUDGET ORDINANCE FOR FISCAL YEAR 2023-2024 AND THE RESOLUTION OF UNDERSTANDINGS ACCOMPANYING THE BUDGET ADOPTION.

City Manager Summer Woodard said she would be happy to answer any other questions Council might have? None were offered.

Councilwoman DeJournette made the motion, seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote, to approve the Budget Ordinance and Resolution of Understandings.

Both of the approved budget-related documents follow:

**AN ORDINANCE ESTABLISHING REVENUES
AND AUTHORIZING EXPENDITURES
FOR FISCAL YEAR 2023-2024
FOR THE CITY OF REIDSVILLE**

WHEREAS, the City Council of the City of Reidsville has prepared an operating budget for the City of Reidsville in compliance with Article 3, Chapter 159-7 of the General Statutes of the State of North Carolina, otherwise titled the Local Government Budget and Fiscal Control Act; and

WHEREAS, after a public hearing on said budget at 6:00 p.m. on June 13, 2023, and after receiving public comment, it is now the desire of the Mayor and City Council to adopt said budget;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that:

Section 1.

The following revenues are hereby established for the operation of the City of Reidsville and its activities for Fiscal Year 2023-2024:

General Fund Revenues

Property Tax	\$8,900,000
MSD Property Tax	38,000
Sales Tax	5,356,500
Other Tax	125,000
Permits & Fees	132,500
Unrestricted Intergovernmental	1,725,850
Restricted Intergovernmental	747,400
Miscellaneous	54,500
Grants and Donations	60,000
Investment Earnings	425,000
Service Fees	552,750
Payment and Transfers	1,900,000
Proceeds of Debt	0
Fund Balance	<u>0</u>
Sub-total	\$20,017,500

Recreation Fund Revenues

Service Fees	\$265,100
Grants and Donations	45,000
Rent (Utility Reimbursements)	73,000
Payments and Transfers	<u>1,589,850</u>
Sub-total	\$1,972,950

Reidsville Downtown Corporation Revenues

Fundraisers/Rent	<u>\$23,200</u>
Sub-total	\$23,200

Combine Enterprise Fund

Service Fees - Water	\$4,169,000
Service Fees - Sewer	5,232,450
Investment Earnings	265,000
Payment and Transfers	<u>328,700</u>
Sub-total	\$9,955,150

Police Separation Trust Fund

Payment and Transfers	<u>\$199,700</u>
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Sub-total \$199,700

Internal Service (Garage) Fund Revenues

Service Fees (Internal) \$697,750

Sub-total \$697,750

Insurance Reserve Fund

Service Fees (Internal) \$492,200

Sub-total \$492,200

Less Interfund Transfers (\$5,208,200)

Total \$28,190,250

Section 2. The following expenditure totals are hereby authorized for the City of Reidsville and its activities for Fiscal Year 2023-2024:

General Fund Expenses

Governing Board \$227,200

Administration 457,800

Personnel 313,600

Public Works Administration 330,250

Community Appearance 14,400

Finance 996,100

Information Technology 540,350

Public Buildings & Grounds 320,800

Police Department:

 Police Administration 1,594,900

 Police Detective Division 1,191,550

 Police Patrol Division 2,556,800

 Police Community Policing Division 749,050

Combined Police Department 6,092,300

Fire 2,700,100

Code Enforcement 354,450

Street 2,338,050

Solid Waste Management 1,855,700

Cemetery 139,200

Planning 390,100

Economic Development 436,450

Community Affairs 1,678,850

Marketing 226,950

Main Street 166,100

Penn House 179,450

Engineering Services 259,300

Sub-total \$20,017,500

Recreation Fund Expenses

Administration	\$245,750
Facilities	366,350
Teen Center	100,950
Athletics & Other Programs	349,900
Senior Citizens' Center	458,650
Lake Reidsville	437,400
Lake Hunt	<u>13,950</u>
Sub-total	\$1,972,950
<u>Reidsville Downtown Corporation Fund Expenses</u>	\$23,200

Combined Enterprise Fund

Water Administration	\$1,193,000
Meter Reading	310,500
Water Plant	2,371,300
Water Distribution System	906,250
Park Ranger	90,750
Sewer Administration	1,075,700
Waste Water Treatment Plant	2,604,200
Sewer Collection System	775,450
Plants Maintenance	<u>668,000</u>
Sub-total	\$9,995,150

Police Separation Trust Fund \$199,700

Internal Service (Garage) Fund \$697,750

Insurance Reserve Fund \$492,200

Less Interfund Transfers (\$5,208,200)

Total \$28,190,250

Section 3. There is hereby levied a tax at the rate of \$.739 per one hundred dollar (\$100) valuation of property as listed as of January 1, 2023 for the purpose of raising the revenue listed as "Property Tax" in the General Fund revenues of this ordinance. This rate is based on an estimated total valuation of property for the purpose of taxation of \$1,208,105,000 and an estimated collection rate of 98.82%.

Section 4. There is hereby levied a special tax on the property in the downtown tax district of \$.25 per one hundred dollar (\$100) valuation for the purposes of revenue listed as "MSD Property Taxes" in the General Fund revenues of this ordinance.

Section 5. The water rates charged are unchanged from the current fiscal year.

Section 6. The sewer rates charged are unchanged from the current fiscal year.

- Section 7.** The monthly residential Landfill Rate is increasing by 5% from \$6.32 to \$6.64.
- Section 8.** There are other small fee increases, due to increased costs, reflected in the rate schedule for the City.
- Section 9.** The City Manager, as chief administrative officer and as budget officer, shall be authorized to carry out the activities as approved in this adopted annual budget in accordance with all applicable state and local laws, ordinances and regulations.

Adopted this the 13th day of June, 2023.

/s/ _____
 Donald L. Gorham
 Mayor

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

RESOLUTION OF UNDERSTANDINGS ACCOMPANYING THE BUDGET ADOPTION FOR FISCAL YEAR 2023-2024

WHEREAS, the City Council of the City of Reidsville has adopted an annual operating budget for Fiscal Year 2023-2024, which raises revenues and authorizes expenditures for the operation of the City; and,

WHEREAS, during deliberations on said budget, certain understandings were reached concerning the operation of the City, and it is the intention of the Mayor and City Council to outline those understandings;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Reidsville that the following understandings are hereby defined:

Unfunded Needs – It is recognized that this budget, while responsible and appropriate, may not be adequate to fund all the needs of the fiscal year. Several variables could result in the need to request the use of fund balance during the year. Any large, unexpected maintenance and repair issues would likewise cause the need to use fund balance or reserves in the utility funds.

City Employment – City employment is established at a level of 198 full-time positions.

Employee Benefits – Benefits currently existing for full-time employees and retirees will remain unchanged. Group health and dental insurance has been secured through the Municipal Insurance Trust administered by the NC League of Municipalities. Premiums will increase by 6% for both employees/retirees and dependents.

Cost of Living Adjustment – The City’s budget for 2023-2024 will provide a 3% per employee increase in full-time employee salaries. Performance appraisals will continue without being tied to performance pay. In addition, salary increases resulting from a promotion and those resulting by the accomplishment of steps in the career ladder will be honored. This budget also includes one (1) floating holiday for all full-time employees.

Pay and Classification Study – The pay plan study for the All Other Group with the exception of Fire, which was done last year, has been implemented and incorporated into the 2023-2024 fiscal year budget. The first year of the study will be completed to assess the pay and compression of the “Police Department” employees.

Fee Schedule – There are proposed changes to the fee schedule presented with the budget.

Capital – The 2023-2024 budget does not include any capital purchases; expenditure budgetary savings in the 2022-2023 fiscal year will be used to make some capital purchases while other capital needs will be considered after the close of the 2022-2023 fiscal year once excess revenues are finalized.

Debt Service/Lease Purchase – There are no new debt issuances included in the 2023-2024 budget.

This the 13th day of June, 2023.

/s/ _____
Donald L. Gorham, Mayor

ATTEST:

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

ORDINANCE AMENDMENTS:

CONSIDERATION OF AMENDMENTS TO CHAPTER 10, SECTION 10-54 OF THE CITY'S CODE OF ORDINANCES AND APPROVAL OF THE EMERGENCY WATER CONSERVATION AND RESTRICTION PLAN (WATER SHORTAGE RESPONSE PLAN).

In making the staff report, Public Works Director Josh Beck reviewed his June 13th memo, which follows:

MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Josh Beck, Public Works Director
RE: Water Shortage Response Plan Text Amendments and Approval of Water Shortage Response Plan
DATE: June 13, 2023

Per Section 10-54(q) of the City’s Code of Ordinance, the City of Reidsville has concluded the public comment process for amendments to the City’s emergency water conservation and restriction plan as outlined on May 23rd, 2023. During this time, no comments in favor or against the proposed changes were received by staff or during our May 9th, 2023 City Council meeting. The proposed amendments include revising the wording of required notifications through “The Reidsville Review” to what is now called “RockinghamNow” and also include communication will be conducted through our CodeRED service. Numerous civil penalty increases are proposed to account for recent inflation and increase awareness during times of water shortage.

Request:

Based on lack of comments, staff recommends City Council approve the text amendments updating the notifications to include Rockingham Now and our CodeRED service as well as the proposed penalties outlined in the attachment.

Furthermore, staff also recommends that City Council approve the Water Shortage Response Plan (Section 10-54 - Emergency water conservation and restriction plan) with the proposed changes outlined above as required every five (5) years according to G.S. 143-355(l) from the state of North Carolina.

Attached:

- Water Shortage Response Plan Proposed Civil Penalty 2023
- Water Shortage Response Plan Ordinance Amendments
- Section 10-54 – Emergency water conservation and restriction plan (*END OF MEMO*)

Public Works Director Beck reminded Council that he had brought this ordinance amendment to them for a public hearing last month. He reviewed the changes from his memo and those listed in the accompanying chart that triggered the need for the public hearing. (*A COPY OF THE CHART IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.*) He stressed that no fees have been updated in 15 years. The other are minor text amendments, changing the Reidsville Review to RockinghamNow and noting that we will notify people via CodeRED, etc., he explained.

Beck said no comments have been received from the public for or against these changes.

Councilwoman Walker then made the motion, “so moved”, seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote, to approve this 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 SECTION 10-54 EMERGENCY WATER CONSERVATION AND RESTRICTION PLAN OF THE CITY OF REIDSVILLE CODE OF ORDINANCES

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

Part I. That Chapter 10, Section 10-54 (d)(2) & (6) and (h)(1) & (2) are hereby repealed and rewritten in their entirety as follows:

Section 10-54 (d) (2) Public notification shall be provided by employee email announcements, notices at municipal buildings, and on the city website. Requires water shortage response measures to be communicated for publication in RockinghamNow, public service announcements on local radio and cable stations, the city website, and CodeRED.

Section 10-54 (d) (6) In the event of a threat to the safety of the public water supply arising from an emergency condition in the system, the due process described in paragraphs (1)-(4) of this section may be waived. The city manager or their delegates are authorized and empowered to take whatever emergency actions necessary to safeguard the city's water supply system. The city manager will communicate to the mayor, council, and public the circumstances of the event. The city manager

and/or designee will regularly apprise the aforementioned parties of the status of the event and when normal service is restored.

Section 10-54 (h) (1) Residential users. Any residential user who shall violate any provision of this chapter shall be subject to civil penalties. Civil penalties for a violation of stage IIA, IIB and III mandatory restrictions shall be as follows: a warning for the first offense; for stage IIA, a civil penalty in the amount of one hundred dollars (\$100.00) for the second offense, a civil penalty in the amount of two hundred dollars (\$200.00) for the third and successive offenses; for stage IIB, a civil penalty in the amount of one hundred-fifty dollars (\$150.00) for the second offense, a civil penalty in the amount of three hundred dollars (\$300.00) for the third and successive offenses; for stage III, a civil penalty in the amount of two hundred dollars (\$200.00) for the second offense, a civil penalty in the amount of four hundred dollars (\$400.00) for the third and successive offenses. In stages IV or V, there shall be no warnings given for violations by residential users of the mandatory restrictions of these stages and the penalties for stage IV shall be two hundred and fifty dollars (\$250.00) for the first offense, five hundred dollars (\$500.00) for the second offense and successive offenses; the penalties for stage V shall be three hundred and seventy-five dollars (\$375.00) for the first offense, and seven hundred dollars (\$700.00) for the second offense and successive offenses.

Section 10-54 (h) (2) Non-residential users. Any non-residential customer, who violates any provision of this chapter, shall be subject to a civil penalty except as provided in subsection (d) below. Civil penalties for a violation of any mandatory restriction of any stage of this chapter shall be as follows: for stage IIA, a civil penalty in the amount of two hundred and fifty dollars (\$250.00) for the first offense, five hundred dollars (\$500.00) for the second offense, and one thousand dollars (\$1,000.00) for the third and successive offenses. For stage IIB, a civil penalty in the amount of three hundred dollars (\$300.00) for the first offense, six hundred dollars (\$600.00) for the second offense, and one thousand two hundred dollars (\$1,200.00) for the third and successive offenses. For stage III, a civil penalty in the amount of four hundred dollars (\$400.00) for the first offense, eight hundred dollars (\$800.00) for the second offense, and one thousand six hundred dollars (\$1,600.00) for the third and successive offenses. For stage IV, a civil penalty in the amount of five hundred dollars (\$500.00) for the first offense, one thousand dollars (\$1,000.00) for the second offense, and two thousand dollars (\$2,000.00) for the third and successive offenses. For stage V, a civil penalty in the amount of six hundred dollars (\$600.00) for the first offense, one thousand two hundred dollars (\$1,200.00) for the second offense, and two thousand four hundred dollars (\$2,400.00) for the third and successive offenses.

All other parts of Section 10-54 shall remain the same.

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

ADOPTED this the 13th day of June, 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

BIDS & CONTRACTS:
CONSIDERATION OF BIDS FOR WASTEWATER TREATMENT PLANT HEADWORKS
REPLACEMENT PROJECT, INCLUDING APPROVAL OF TENTATIVE AWARD.

In making the staff report, Public Works Director Josh Beck reviewed his June 13th memo, which follows:

MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Josh Beck, Public Works Director
RE: WWTP Headworks Replacement Project – Consideration of Bids & Resolution of Tentative Award
DATE: June 13, 2022

On Thursday, May 11, 2023, at 2:00 p.m., the City of Reidsville, along with the design engineer, McGill Associates, opened sealed bids for the replacement of the City of Reidsville Wastewater Treatment Plant Headworks Project.

At the bid opening, three contractors were present and submitted pricing for the base bid and several alternates. The certified bid tabulation is attached; however, a quick reference of the bid tabulation is below:

Bidder	Base Bid
J. Cumby Construction	\$ 4,307,000
Shook Construction	\$ 5,000,000
The Harper Corporation	\$ 5,335,000

Based on the engineer’s estimate, we believe the low bid price to be reasonable for the scope of work, especially in today’s market. Unfortunately, the original funding requested several years ago is insufficient to cover the total cost of this project.

Request:

Staff is recommending and requesting that City Council tentatively award the WWTP Headworks Replacement Project for the base bid amount of \$4,307,000.00 to J. Cumby Construction. It is also recommended that the City establish a construction contingency in the amount of \$172,280 (4% of the bid amount) for any unforeseen issues that may arise. This is a tentative award because it is contingent upon approval of the bidder’s documentation and the commitment of the necessary additional funding by NC DEQ Division of Water Infrastructure. (END OF MEMO)

Beck stressed that we are looking at the base bids submitted. He pointed out that Crumby was some \$700,000 cheaper than the next closest bidder and is a local contractor. He also said this is a little different than previous recommendations he has brought forth due to funding for this particular project. The Public Works Director said we are going back to the State to request more funding so this is a Tentative Award, assuming that the State will provide that additional funding to support the project.

Therefore, he said we are recommending you tentatively award it and provide some contingency funding of about 4% or \$172,280. This resolution would also give the City Manager authority to sign small change orders, Beck added. He noted that this topic had been discussed in previous sessions.

Councilmember Scoble asked about Crumby being a local contractor. Beck said Crumby is out of Nashville, Tennessee but will be opening up an office in the Durham area. Crumby also was recently awarded a contract in Eden, he added, so they are interested in the area. With the bid substantially less, he said they couldn't find any reason not to award it to the company.

Councilmember Scoble asked, based on the state of our economy right now, whether he felt a 4% contingency was enough? He said, "yes ma'am."

Mayor Gorham asked if there was a motion on the Headworks Replacement Project, the 4% contingency and the Resolution of Tentative Award?

Councilwoman DeJournette made the motion to approve Headworks Replacement Project, the consideration of bids and the Resolution, which was seconded by Councilman Hairston and unanimously approved by Council in a 6-0 vote.

The Resolution of Tentative Award as approved follows:

RESOLUTION OF TENTATIVE AWARD

WHEREAS, the City of Reidsville, North Carolina has received bids, pursuant to duly advertisement notice therefore, for construction of the **Wastewater Treatment Plant Headworks Replacement Project**, and

WHEREAS, the City's Consulting Engineer, McGill Associates, has reviewed the bids; and

WHEREAS, of three (3) bids, J. Cumby Construction, Inc of Cookeville, Tennessee was the lowest bidder for the Wastewater Treatment Plant Headworks Replacement Project, in the total bid amount of \$4,307,000, and

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

That **TENTATIVE AWARD** is made to J. Cumby Construction, Inc for the Contract Price of \$4,307,000.

That such **TENTATIVE AWARD** be contingent upon the approval of bidding documentation and the commitment of additional funding by the North Carolina Department of Environmental Quality, Division of Water Infrastructure.

That Ms. Summer Woodard, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and approve all contract documents and change orders for this project on behalf of the **City of Reidsville**.

Adopted this the **13th day of June, 2023** at Reidsville, North Carolina.

/s/ _____

(Signature of Chief Executive Officer)

CERTIFICATION BY 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, as regularly adopted at a legally convened meeting of the City of Reidsville duly held on the 13th day of June, 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 ____, 2023.

/s/ _____
(Signature of Recording Officer)

CONSIDERATION OF CONTRACTING WITH CONSULTANT FOR THE DEVELOPMENT ORDINANCE RE-WRITE AND UNIFORM DEVELOPMENT ORDINANCE (UDO) COMPOSITION.

In making the staff report, Planning & Community Development Manager Jason Hardin reviewed his June 13, 2023 memo in detail, which follows:

TO: The Honorable Mayor Gorham, Members of the Reidsville City Council, and Summer Woodard, City Manager
FROM: Jason Hardin, Planning & Community Development Manager
DATE: June 13, 2023
RE: Consultant Procurement for UDO Composition

Attached is a proposed contract agreement to procure Code Wright Planners, LLC to assist in the re-write of the City’s subdivision and zoning regulations and composition of a new Unified Development Ordinance (UDO). In April, staff released a Request for Proposals (RFP) seeking proposals from consultants to assist with a proposed development ordinance re-write. We received four completed proposals which were scored by a committee composed of City staff who rated the proposals per established criteria including, but not limited to: experience with similar projects in North Carolina, staff education, examples of completed projects, personnel experience, references, and of course cost of services. Code Wright by far received the highest score of the four proposals rated by the committee.

The proposed contract includes adoption of the new UDO by Council in November 2024 and submission of all deliverables to staff by December 2024. This timeline is realistic and allows an adequate period for a thorough review of the existing subdivision and zoning ordinances and composition of suggested revisions. The cost of the project is \$84,895 which includes all deliverables, travel, graphics, etc. It should also be noted; Code Wright will provide staff with 30 hours of technical assistance after project completion at no cost to the City. Code Wright has also included an option for retainage after conclusion of the project to assist in maintenance of the UDO. This would be a great asset and value to the City to ensure that our development regulations remain up to date after a considerable investment from the City in the UDO. Based off the aforementioned rating committee proposal scores, staff recommends Code Wright Planners be procured as the City’s planning consultant to assist with composition of a new development ordinance. We are asking Council for approval to enact the proposed contract. I will be glad to answer any questions. *(END OF MEMO)*

Again, Hardin said this contract and possible retainage to help with maintenance of the UDO will help ensure the City’s investment in the UDO will be maintained and not fall behind, like was done over the past 30 years.

Councilman Hairston made the motion to enact the proposed contract for the UDO composition, which was seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote. (A COPY OF THE CONTRACT WITH CODEWRIGHT IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

Hardin thanked Council for their support and said the investment in the UDO composition is the most significant investment made in planning and zoning in the history of the City.

Councilmember Scoble commented that this will take care of our last 30 years of mistakes and help us keep on top of it so we won't get in this position again. Hardin said they will create the ordinance in whatever way we ask them to and that the law allows, of course.

BUDGETARY ITEMS:

CONSIDERATION OF CLEANUP BUDGET ORDINANCE AMENDMENT FOR FY2022-2023.

Before reviewing his June 2nd memo, Assistant City Manager of Administration/Finance Director Chris Phillips thanked Council for their attention to the upcoming fiscal budget and noted that this is one of the last things they ask Council to do in the current fiscal year. He noted that different items come in throughout the year as he discussed in the following memo:

MEMORANDUM – YEAR END BUDGET ADJUSTMENTS

To: Summer Woodard, City Manager
From: Chris Phillips, Assistant City Manager/Finance Director
Date: June 2, 2023

Near the end of each fiscal year, a clean-up amendment is prepared to pick up smaller budgetary items that have occurred during the year. These items are collected for one adjustment rather than going to City Council time and again for smaller amounts. While some the items seem insignificant, the related departments depend on being able to use the funds for the purpose given. In addition, some budgeted line items may have exceeded budget, and those funds are being utilized for current needs.

Attached is a listing of items totaling \$448,445 for amounts that have been collected this year that need to be recognized. The corresponding expense accounts are also shown for each item. None of the items above require the use of fund balance.

In addition to these items, there are a couple of unanticipated revenue surplus collections that are needed for specific uses. The fees generated by Community Development for inspections was larger this year due to a couple of large projects; Community Development has a recommended contract to complete an UDO – Unified Development Ordinance project. The attached budget ordinance will recognize and allocate \$105,000 for this use. Likewise, there was a sale of surplus property this year that generated excess revenue that can be used to contract for a Public Works CIP – Capital Improvement Plan. The proposed amendment will recognize and appropriate \$145,000 for this project.

In 2022, the Fire Department held a training camp for new recruits in an effort to combat recruiting issues. This process has resulted in successfully filling the ranks in the department for the 22-23 fiscal year. However, while bringing the new recruits in for training, the Department had to rely on overtime from our firefighters until the new recruits could be put on shift. This process has resulted in a need of funding. Sales tax receipts have been more than expected year to date and are a viable resource for

this need. So, the attached amendment recognizes \$100,000 of sales tax revenues to be allocated to the Fire Department.

Finally, as Council is aware, the City has had professional services related to the operations of our sewer system. Sewer Reserves totaling \$500,000 need to be appropriated for these ongoing consultations. The attached amendment will make this appropriation and is the only use of reserves or fund balance included in this year-end clean up.

Thank you for your attention to these items. City Council approval of the attached Budget Ordinance Amendment will complete the work needed for this process. (*END OF MEMO*)

As he went through his memo, Phillips detailed where some of the excess revenues were coming from, including additional Community Development fees, including unexpected inspection fees from the Farmina project because it was such a large project, etc. These different fees, which total \$105,000, will go to help pay for the UDO that was just discussed, he explained. The Finance Director also discussed Public Works' planned CIP, which will be funded in part by surplus property sales, which totaled \$145,000. He also discussed the overtime needs in the Fire Department and the new recruit training camp. He said \$100,000 in excess sales tax revenues will go towards helping to pay for the Fire Department overtime salaries, etc. He stressed that with all of these, no Fund Balance was used.

Phillips then discussed the Sewer Reserves and the need for monies to cover consultations needed at the Wastewater Treatment Plant. Therefore, we will be moving \$500,000 from Sewer Reserves into Sewer Fund Contracted Services, he said.

The Finance Director acknowledged that the numbers are big but stressed that this is a whole year's worth of items.

Mayor Gorham asked if there was a motion for the cleanup Budget Ordinance Amendment No. 17?

Councilmember Scoble said "so moved," to approve Budget Ordinance Amendment No. 17, which was seconded by Mayor Pro Tem Brown and unanimously approved by Council in a 6-0 vote.

The Budget Ordinance Amendment as approved follows:

BUDGET ORDINANCE AMENDMENT NO. 17

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 14, 2022 which established revenues and authorized expenditures for fiscal year 2022-2023; and

WHEREAS, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to recognize revenue items received during the year and appropriate related expenditures;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 14, 2022 is hereby amended as follows;

Section 1. That revenue account number 10-3412-0000, Recycling, be increased by \$820.00; that revenue account number 10-3413-1000, Federal Seizure Funds, be increased by \$82,000.00; that revenue account number 10-3413-2000, Unauthorized Substance Tax, be

increased by \$12,000.00; that revenue account number 10-3431-8000, RPD Grant, be increased by \$5,000.00; that revenue account number 10-3411-0000, RPD Contributions, be increased by \$2,500.00; that revenue account number 10-3837-2000, ABC Educational Funds, be increased by \$8,100.00; that revenue account number 10-3431-8000, DOJ OT Grant, be increased by \$4,000.00; that revenue account number 10-3431-9002, NC Crime Commission Grant, be increased by \$24,200.00; that revenue account number 10-3431-7000, RPD Insurance Proceeds, be increased by \$10,000.00; that revenue account number 10-3431-9005, NC Crime Commission Grant, be increased by \$49,400.00; that revenue account number 10-3431-9005, NC Crime Commission Grant, be increased by \$4,200.00; that revenue account number 10-3834-8600, HRC Fundraising, be increased by \$1,735.00; that revenue account number 10-3491-9004, Wellness Grant, be increased by \$2,300.00; that revenue account number 10-3434-200, Fire Can Recycling, be increased by \$1,689.00; that revenue account number 10-3434-4000, Fire Donations, be increased by \$141.00; that revenue account number 10-3434-4000, RFD Grant, be increased by \$4,900.00; that revenue account number 10-3346-0000, Wireless Fees, be increased by \$4,250.00; that revenue account number 10-3490-0000, Cone Grant, be increased by \$1,000.00; that revenue account number 10-3235-0000, Occupancy Tax, be increased by \$45,000.00; that revenue account number 10-3490-0000, TDA Grant, be increased by \$45,000.00; that revenue account number 10-3834-8525, Market Square/Farmers Market, be increased by \$6,000.00; that revenue account number 10-3834-7100, Penn House, be increased by \$1,740.00; that revenue account number 10-3260-3001, PEG Funding, be increased by \$19,200.00; that revenue account number 10-3260-3001, PEG Funding, be increased by \$6,400.00; that revenue account number 11-3613-5000, Fishing License, be increased by \$2,500.00; that revenue account number 11-3613-2000, Lake Camping, be increased by \$20,000.00; that revenue account number 11-3612-0000, RCARE Grant, be increased by \$38,700.00; that revenue account number 11-3612-1000, RCARE General Purpose Grant, be increased by \$10,900.00; that revenue account number 11-3431-8003, SHIP Funds, be increased by \$6,800.00; that revenue account number 61-3712-1000, Water Taps, be increased by \$12,300.00; that revenue account number 61-3712-1000, Water Taps, be increased by \$15,670.00; that revenue account number 10-3345-0000, Inspection Fees, be increased by \$105,000.00; that revenue account number 10-3835-8200, Sale of Fixed Assets, be increased by \$145,000.00; that revenue account number 10-3232-0000, Sales Tax, be increased by \$100,000.00; that revenue account number 62-3991-0000, Sewer Reserves, be increased by \$500,000.00;

Section 2. That expense account number 10-4123-2600, PW Supplies, be increased by \$820.00; that expense account number 10-4310-2606, PD Admin Supplies, be increased by \$82,000.00; that expense account number 10-4310-2606, PD Admin Supplies, be increased by \$12,000.00; that expense account number 10-4310-3110, PD Training, be increased by \$5,000.00; that expense account number 10-4314-2600, COP Supplies, be increased by \$2,500.00; that expense account number 10-4310-2607, ABC Supplies, be increased by \$8,100.00; that expense account number 10-431-1202, PD Det Overtime, be increased by \$4,000.00; that expense account number 10-4310-5500, PD Capital Equip, be increased by \$24,200.00; that expense account number 10-4310-5500, PD Capital Equip, be increased by \$10,000.00; that expense account number 10-4311-5508, PD Capital Equip, be increased by \$49,400.00; that expense account number 10-4311-2699, PD Supplies, be increased by \$4,200.00; that expense account number 10-4930-6997, HRC, be increased by \$1,735.00; that expense account number 10-4122-1992, Wellness, be increased by \$2,300.00; that expense account number 10-4340-2605, RFD Supplies, be increased by \$1,689.00; that expense account number 10-4340-2605, RFD Supplies, be increased by \$141.00; that expense account

number 10-4340-3521, RFD M&R Equipment, be increased by \$4,900.00; that expense account number 10-4910-4300, Wireless Services, be increased by \$4,250.00; that expense account number 10-4940-3500, Marketing/Events, be increased by \$1,000.00; that expense account number 10-4920-3600, Transfer to TDA, be increased by \$45,000.00; that expense account number 10-4940-3500, Marketing/Events, be increased by \$45,000.00; that expense account number 10-4940-3501, Farmers Market, be increased by \$6,000.00; that expense account number 10-6140-3510, Penn House M&R, be increased by \$1,740.00; that expense account number 10-4930-2205, PEG Expense, be increased by \$19,200.00; that expense account number 10-4210-5509, PEG Channel, be increased by \$6,400.00; that expense account number 11-6130-2701, Fishing License, be increased by \$2,500.00; that expense account number 11-6130-3310, Lake Utilities, be increased by \$20,000.00; that expense account number 11-6124-1260, RCARE PT Salaries, be increased by \$38,700.00; that expense account number 11-6124-2611, RCARE Supplies, be increased by \$10,900.00; that expense account number 11-6124-3800, SHIIP Expenses, be increased by \$6,800.00; that expense account number 61-7114-3540, Purchase of Large Meters, be increased by \$12,300.00; that expense account number 61-7114-3540, Water Line Inventory, be increased by \$15,670.00; that expense account number 10-4910-1990, Planning Services (UDO), be increased by \$105,000.00; that expense account number 10-4123-4400, PW Contracted Services, be increased by \$145,000.00; that expense account number 10-4340-1202, RFD Overtime Salaries, be increased by \$100,000.00; that expense account number 62-4120-4400, Sewer Fund Contracted Services, be increased by \$500,000.00;

This the 13th day of June, 2023.

/s/ _____
Donald L. Gorham
Mayor

ATTEST:

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

**CONSIDERATION OF REQUEST TO SUSPEND SATURDAY OPERATIONAL HOURS
AT CITY'S TRANSFER STATION.**

In making the staff report, Public Works Director Josh Beck reviewed his June 13th memo, which follows:

MEMORANDUM

TO: Summer Woodard, City Manager
FROM: Josh Beck, Public Works Director
RE: Saturday Operational Hours
DATE: June 13, 2023

The Solid Waste Department is requesting to permanently suspend its Saturday operations at the transfer station located at 709 Marcellus Street. We have not offered this service since COVID-19 and we have only received one complaint over the past three years from a resident requesting this service. To operate this facility on the weekend, our budget includes \$12,500 for a part-time employee (which we currently do not

have employed) and additional overtime to cover a full-time staff member. The full-time staff work on a rotation to haul the construction roll-off container from Reidsville to the County landfill while the part-time staff oversee the facility. Given the apparent lack of demand and cost associated with running this operation, I believe this is a service we should suspend to assist in the necessary cost-saving measures needed to balance the budget. (END OF MEMO)

Beck stressed that the one complaint received was due to the fact that our signage indicates there are Saturday hours. He said they just don't see the need for it and currently have no one in that part-time position. If Council wanted to have Saturday hours, they would need to recruit for that position, he indicated. He said it was a lot of money if you considered three years' worth.

Mayor Gorham asked if there was a motion to suspend Saturday operational hours at the City's transfer station?

Councilman Hairston made the motion to approve, which was seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote.

CONSIDERATION OF TENNIS COURT REPAIRS AT JAYCEE BALLPARK.

In making the staff report, Assistant City Manager of Community Services Haywood Cloud Jr. reviewed his June 1st memo, which follows:

MEMORANDUM

To: Summer Woodard, City Manager
From: Haywood Cloud, Jr., Assistant City Manager of Community Services
Date: 6/1/2023
Re: Jaycee Park Capital Funding Needs -Tennis Court Repairs

As we continue to work toward improving the athletic experience for our citizens, we are requesting funding to repair four of our eight tennis courts at Jaycee Park. The four courts not included in this request were repaired a few years ago and are still in good condition. These repairs on the other four will be greatly appreciated by all of our residents whether they are avid tennis players or not. Moreover, the repairs will also continue to benefit our Rockingham County students who have held their tennis tournaments at Jaycee Park for many years. Staff has received bids for both repair of the surface and the restriping. After reviewing all bids, staff recommends accepting the following bid proposals for both:

- A. Lambeth Asphalt Services LLC-Surface Repair-\$70,740.00
 - B. Hodge Sealcoating & Striping-Restriping of repaired courts-\$41,500.00
- Total-\$112,240

We appreciate your consideration of this request.

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

Cloud said he knew a couple of Council members had received complaints about the tennis courts at Jaycee Ballpark. He noted that around 2019, he had been here about a year when the City received grant monies from the United States Tennis Association to repair four of the eight tennis courts at

Jaycee. He said those are the courts at the left, adding that those will have to be looked at again in a couple of years. The ones on the right are the ones he is requesting be repaired, he explained.

The Assistance City Manager of Community Services noted that a big problem out there is that the parking lot was built over a landfill so the area sinks, etc. Instead of patching the four courts on the right, we will remove the concrete and create as solid of a base as we can, he explained, and re-stripe everything. He added that staff has already filled out the grant information for USTA again. The organization, for 2-3 courts, he stated, will pay between \$15,000-\$25,000; 4-8 courts, they will pay between \$25,000-\$40,000. In 2019, the City received a grant for \$25,000, he said, adding that staff is hoping we will get that again. Therefore, we will be reimbursed by USTA towards whatever the City spends on the courts, Cloud said.

The bids came in for both paving and restriping at a total of \$112,240, the Assistant City Manager noted, so if the City gets \$25,000, that would bring the cost down to \$87,240. If we get \$40,000 in grant funding, that would bring the total cost down to \$72,240, he said. Cloud noted that these tennis courts are used a lot, and we don't want anyone to get injured out there.

City Manager Summer Woodard provided Council with two possible funding options. First, we can come back to City Council with a Budget Ordinance Amendment in July taking the \$112,240 out of Fund Balance, she said, minus any grant funding received. The second option would be to make an amendment to the American Rescue Fund monies, which has approximately \$300,000 left, she noted.

Manager Woodard said these are two funding options for the tennis courts, which are in desperate need of repair. She said staff was just looking for guidance on this tonight and, if Council is interested, they will bring a Budget Ordinance Amendment back to them in July.

Councilwoman Walker noted that if you drive by, the courts don't look that bad, but if you get out and look at them, there are holes, etc. She said she knew it was very last minute, but she appreciated Council and staff taking a look at it. Mayor Pro Tem Brown asked if the schools still use those courts, and Cloud responded in the affirmative. Several groups also use the courts for training, Mayor Gorham stated.

Councilmember Scoble asked if the courts on the right aren't the oldest ones? She remembered them being there in the 1970s when she played on them. She added that she is always thrilled to see how many people are out there using Jaycee Park. She said we owe it to our citizens to take care of them.

City Manager Woodard asked Council for a consensus on whether staff should move forward with this and bring something back to them at their July meeting using either Fund Balance or ARP funds.

No motion was made but consensus was for staff to bring something to Council in July.

CONSIDERATION OF FIRE DEPARTMENT REQUEST TO PURCHASE SUTPHEN HEAVY DUTY CUSTOM PUMPER TRUCK.

In making the staff report, City Manager Summer Woodard reviewed her June 5th memo, which follows:

Date: June 5, 2023
To: Mayor Donald Gorham

City Council Members

From: Summer Woodard, City Manager

Subject: City of Reidsville Fire Department Fire Truck Purchase

During the budget process, it was identified that the Reidsville Fire Department needs one (1) Sutphen Heavy Duty Custom Pumper Truck. It takes approximately 36 to 42 months from the date of the contract signing or purchase order for the truck to arrive.

Pricing is consistently increasing. If the City of Reidsville agrees to purchase the Pumper Truck between June 1st and June 30th of this year, the price is \$889,250.00. If the City waits until July 1, 2023, the price increases to \$923,750.00. That is an increase of \$34,500.00.

Administration recommends signing this contract with the intent of purchasing this truck in order to lock in the price of \$889,250. No funding is required at this time. This will give Administration an opportunity to secure financing by the time the truck arrives in 36-42 months. *(END OF MEMO)*

Manager Woodard noted that this had been discussed during the budget process, but they took it out to address it now instead of waiting until July 1st when the price would increase again. In the agenda packets is the pricing schedule and she noted the price would increase by approximately \$4,000 by Thursday. If this is something Council wants to pursue, it would behoove us financially to commit to it tonight, she stressed. Again, it would be at least 3-4 years before financing would be due, the City Manager added, giving ample time to work on financing.

Fire Chief David Bracken came forward talking about the need to stay on task and to replace these vehicles in advance due to the delays in building and receiving these trucks. He said the life of such trucks is about 15 years, and the one they are looking at replacing has already exceeded that timeframe. The price of such apparatus has grown astronomically, he noted, adding that the same truck was about \$200,000 cheaper last year. On June 15, there will probably be another price increase, he said.

Councilmember Scoble made the motion, seconded by Councilwoman DeJournette to approve this request.

During the discussion, Councilwoman Walker said she was sure that Assistant City Manager/Finance Director Chris Phillips would have found the money before they have to write the check.

The motion then passed in a 6-0 vote.

PUBLIC COMMENTS.

No one came forward for public comments.

CITY MANAGER'S REPORT:

Before highlighting several items on her written report, City Manager Summer Woodard recognized City Intern Katelyn McKinney, a student wrapping up her undergraduate degree in Political Science at Appalachian State, who will be pursuing her Master's Degree in Public Administration. Katelyn is working with us this summer in the Community Development Department, the City Manager noted. Ms. McKinney said she was grateful for this opportunity.

The City Manager then reviewed her written monthly report, which follows:

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

Personnel:

- The City of Reidsville hosted our Employee Appreciation Event at Lake Reidsville on Saturday, May 20th. We had over 100 employees attend. This total does not include the family members that attended with our employees. It was a pleasure to meet our teammates' family members. I would like to give a special thank you to our employee appreciation committee members: Leigh Anne Bassinger, Jessica Crider, Denise Toms, Elaine Ratcliffe, Ginnie Williams, Lisa King, Ricky Higgins and Shirrell Williams. I would also like to give a special "thank you" to all the employees at Lake Reidsville, Sgt. Sharra Carter, Management Team members and all employees who volunteered to help with staffing, set up, break down and cleanup.
- The "Employee of the Year for 2022" was also announced at our Employee Appreciation Event. The 2022 Employee of the Year is Mr. Lindsey Tuttle. Mr. Tuttle has been with the City of Reidsville for over twenty-five (25) years. He serves as our Public Services Superintendent. Mr. Tuttle's leadership and expertise has been the driving factor behind the City's Streetscape project and All-Inclusive Park.
- "Battle of the Cup" returns. The first event will be Thursday, July 20th, and it will be a Field Day at Jaycee Park starting at 2:00 p.m. Battle of the Cup will be held every other month instead of every month. At the end of the year at our Employee Appreciation Event, the Champion TEAM will be announced.
- We had our 1st Manager Listening Series on May 18. This was held at Public Works, and we had over seventy-five (75) employees attend this event. The purpose of our listening series is for our Teammates to have the opportunity to engage with the City Manager and Assistant City Managers on topics that relate to local government. This month's series focused on the City of Reidsville Budget. Each series is from 12:00 p.m. to 1:00 p.m. and includes a local government topic, audience participation and lunch. The next Managers Listening Session will be on July 25th at the Police Department. The topic will be "Classification, Compensation and Compression." All employees are invited and encouraged to attend all series at each location.
- Fire Chief David Bracken announced his intention to retire July 1, 2023. Chief Bracken has been with the City of Reidsville for thirty-five (35) years. The City of Reidsville will have a reception honoring Chief Bracken's dedication and years of service on Friday, June 30th, from 4:00 p.m. to 7:00 p.m. with welcome and remarks at 6:00 p.m. at RCARE.
- The City of Reidsville started the search for the next Fire Chief in April, 2023. We received over twenty-one (21) applications for this position. Two (2) candidates were selected to move forward to the formal interview process. That process was with members of Management Team and myself. Both candidates did exceptionally well in the final interview process. The candidate that has been selected to serve as the next Fire Chief for the City of Reidsville is Mr. Joshua Farmer. A native of Reidsville, Farmer has been a full-time member of the Reidsville Fire Department since 2014. The Reidsville High School graduate played football and baseball for the Rams and was a member of many clubs and organizations at the school. During his

senior year, he decided to join the Fire Department's Explorer Post to gain some volunteer hours for his college resume. However, he found a passion for helping others and a career that allowed him to give back to the community that had given so much to him. In June, 2017, Farmer was promoted to Administrative Fire Captain for the City of Reidsville. Three years later, in December of 2020, he was promoted to Assistant Fire Chief/ Fire Marshal. Among his current duties, he assists in planning, directing and reviewing the activities and operations of the Fire Department, maintains the department's budget, serves as Public Information Officer and investigates fires, conducts fire inspections and instructs public fire education classes. Farmer has an Associate's Degree in Fire Protection Technology from Guilford Technical Community College, a Bachelor of Science Degree in Business Administration with a concentration in Management from East Carolina University and will earn a Master's Degree in Public Administration from the University of North Carolina at Wilmington in the fall of this year. He is also a graduate of the Chief Officer Executive Development Program. Since 2013, Farmer has acquired 17 State certifications pertaining to fire, police, and emergency medical services. For the past five years, Farmer has also been a part-time Police Officer with the Reidsville Police Department.

- Emergency Paid Sick Leave for City Employees related to COVID-19 is set to expire on June 30, 2023. Administration suggests that it's time for the City to allow the Emergency Paid Sick Leave program to expire on June 30, 2023. Please see the memo behind the Miscellaneous tab of the agenda packet with more details regarding this program expiration.

Projects & City Updates:

- The Sesquicentennial celebrations for the Month of June started with Bounce House Fun at Courtland Park on Saturday, June 3rd, from 2:00 p.m. to 5:00 p.m. Also, on June 17th at 7:00 p.m. at Market Square, our Summer Concert Series kicks off with 1950s music from the band, *Envision*. On June 18th, Governor Reid House will be open from 2:00 p.m. to 5:00 p.m. for tours, including the Sesquicentennial Room.
- The Streetscape Project - Cactx continued to work on the roundabout streetprint the week of May 29th and were scheduled to complete their scope of work by the middle of next week (June 5th). Brady is onsite this week installing the cameras and Wi-Fi devices on the new lights as well. Beyond these two items, the only item left for Public Works is to install the metal benches once the dedication placards are received.
- All-Inclusive Park - The playground inspector is scheduled to perform the final inspection on the equipment. We still need an electrical and HVAC final inspection before we can request a building final inspection. We have followed up with both of those contractors to get those called in early this week. We also met with Waldo Locksmith to have some final discussions about ADA access, timers, etc. The fencing contractor is also scheduled to return this week and finalize a few outstanding items. By the end of this week, we hope our list is trimmed down to installing signage and gate controls. We are hoping for an official June 29th opening; however, until we finalize and close out everything on this project, we cannot give an exact opening date at this time.
- Pecan Road Stormwater Improvements – Staff are making some final revisions to the plans this week (May 29th) and sending the information to the surveyor for stakeout. We are notifying 811 to mark all existing utilities next week and plan to begin installation the week of June 12th. We estimate this project to take approximately six weeks.

- Splash Pad - We received hard copies of the contract from Cirrus Construction on May 31st. Once everything is reviewed and found to be acceptable, we will have them processed, signed and distributed. The requested cutsheets and specifications have been submitted to the County Health Department for review. The County will review them with the State on June 6th and, hopefully, officially approve the project.
- The City of Reidsville and the Chamber of Commerce are partnering on a series titled “Learn to Place Your Bet on Reidsville.” The first event went very well, and we had over 75 people attend. The first event was titled “Learn How to Place Your Bet on Reidsville.” This event featured local panelists, who have started businesses here in the City of Reidsville. Panelists shared their stories on how Reidsville was a great fit for their business models. The second event in the series is titled “Learn Why to Place Your Bet on Reidsville” and will be on Thursday, June 15th, from 11:30 a.m. to 1:30 p.m. at Pennrose Country Club. This event will include Eden Combs with Realty One, Steve Scott with Tri-State Steel, Jennifer Lester with Rockingham Community College and myself. The purpose of this event is to stress the importance of why people should place their bet on Reidsville. This event is free, but we just ask that everyone register either with Judy Yarbrough or Diane Sawyer in order to get a head count for lunch.
- Surplus Property - The City Manager is to report all surplus property that has been sold by the end of each fiscal year. For, fiscal year 2022-2023 the City of Reidsville sold \$224,825.47 in surplus property. Please find a detailed list of the surplus property behind the Miscellaneous tab in the agenda packet.

Events/Meetings Attended:

- 5/1 - Meeting with Luckies General Manager to discuss upcoming season.
- 5/3 - Attend State Transportation Improvements Plan (STIP) Meeting at Rockingham County Offices.
- 5/4 - Attended the Chamber of Commerce Coffee and Connections hosted at Chez Lindsey and attend the Managers Luncheon hosted by Rockingham County.
- 5/9 - Attended the City Council meeting.
- 5/10 - Management Team monthly meeting.
- 5/11 and 5/12 - Conducted Reidsville Fire Chief Interviews with Management Team
- 5/13 - Attended the Roaring 192’s Party at the Penn House
- 5/16 - Attended Ribbon Cutting for Destination Magazine
- 5/17 - Conducted walk-through of Jaycee Park facilities with City Staff and Luckies General Manager. Attended the Reidsville Police Department Open House.
- 5/18 - Attended and was a panelist for the “Place Your Bet on Reidsville” Series. I also conducted our 1st Employee Lunch & Learn at Public Works. The topic was the City of Reidsville Budget.
- 5/19 - Guest on the Chamber of Commerce News and Views Show.
- 5/20 - Employee appreciation event at Lake Reidsville. Attended the opening game for the Reidsville Luckies Baseball.
- 5/22 - Attended the Ribbon Cutting Ceremony for Used Power Sports. The City of Reidsville also hosted the Mayor & Managers Dinner at RCARE.
- 5/23 - Attended the RDC Board meeting.
- 5/24 - Met with Bob Buckley with FOX 8 for a news story on “Place Your Bet in Reidsville”. Participated in monthly Pod Cast with Mike Moore Media.
- 5/25 - Met with McGill Engineering to discuss Water and Wastewater Projects.

- 5/26 - Attended Ribbon Cutting for JT's Yogurt and Coffee Shop
- 5/31- Attended Ribbon Cutting for Bus Stop Shelters. I also attended Eggs & Issues and Management Team visited Lake Hunt. (*END OF REPORT*)

Before beginning the Council Member Reports, Mayor Gorham said it was hard for him not to say anything about Ms. McKinney but he knew the City Manager would be saying something. He said it was also hard for him not to talk about new Fire Chief Josh Farmer, but he added that Josh is also a sworn police officer.

COUNCIL MEMBERS' REPORTS.

Mayor Pro Tem Brown – Mayor Pro Tem Brown reported attending the following: 5/16, YMCA Board of Directors meeting; 5/20, City Employee Appreciation Day at Lake Reidsville, which he said was well put together and well attended; 5/22, meeting with Rockingham County Mayors, City Managers, and Board Members at RCARE; 5/25, Two-on-Two meeting with Mayor Gorham and City Manager Woodard.

Councilwoman DeJournette – Councilwoman DeJournette reported attending the following events: 5/9, RDC Community Development committee meeting and City Council meeting; 5/16, Destination Magazine Ribbon Cutting; 5/18, “Place Your Bet on Reidsville” Roundtable, complimenting Chamber President Diane Sawyer and City Manager Woodard; 5/20, Employee Appreciation Event, congratulating Lindsey Tuttle, “Employee of the Year”; 5/24, Reidsville Chamber Board meeting with special guest, Abner Bullins, Clerk of Court; 5/25, City Hall Special Briefing and a Luncheon with Lucky Strike Owner; 5/31, SKAT Bus Ribbon Cutting; and 6/2, First Friday Block Party.

Councilmember Scoble – Councilmember Scoble highlighted several items on her written report, which follows: 5/11, Economic Development-Axe Throwing meeting and Kiwanis Club; 5/12, Reidsville Night at the Grasshoppers; 5/13, Roaring 20s Party at the Penn House; 5/16, Destination Magazine Ribbon Cutting; 5/16, Economic Development-Axe Throwing; 5/17, RPD Open House; 5/18, Kiwanis Club; 5/20, Employee Appreciation & Awards at Lake Reidsville; 5/20, Opening Night at Reidsville Luckies Concession Stand at Reidsville Luckies Concession Stand; 5/22, Economic Development-visit buildings; 5/22, Power Sports Ribbon Cutting; 5/23, RDC Board Meeting; 5/25, Kiwanis Club; 5/25, Two-on-Two meeting with Mayor Gorham and City Manager Woodard; 5/26, JT's Yogurt Ribbon Cutting; 6/1, Reidsville Luckies Concession Stand; 6/2, Downtown Block Night; 6/3, Reidsville Luckies Concession Stand; and 6/8, Kiwanis Club. She also complimented everyone involved in the Bob Buckley segment on TV, saying it was absolutely wonderful. She commended Judy Yarbrough, Chris Phillips and City Manager Woodard for it.

Councilwoman Walker – Councilwoman Walker highlighted some events from her written report, which follows: 5/13, Roaring 20s Party-Penn House, which she said was great people, great history and great food with highlights of the event being Mayor Gorham wearing his dad's hat and spending time with Rockingham County Historian Bob Carter; 5/16, Ribbon Cutting Destination Magazine; 5/17, Open House at the Police Department, noting it was a wonderful event and very informative; 5/18, “Bet on Reidsville” Breakfast at the Penn House; 5/20, City Employee Appreciation Day at Lake Reidsville; 5/25, ABC Board Meeting; 5/25, Appearance Commission Board Meeting; May 26, Ribbon Cutting for JT's Yogurt; 5/31, Ribbon Cutting at the Bus Shelter; June 3, Bounce House/Fun Run at Courtland Park, which she noted was a lot of fun and mentioned Officer Lingle allowing the kids to tie dye his vehicle; and 5/31, Eggs & Issues. On May 25, longtime Reidsville resident John Burton celebrated his 90th birthday. Rev. Burton was the pastor at Main Street United Methodist Church. She noted that tomorrow is the 65th wedding anniversary of Dr. Rivers & Mary Anne

Upchurch. The Councilwoman said City Clerk Angela Stadler is taking off Thursday, which is a big day. She said for everyone to wish her a Happy Birthday on Wednesday since she will be off on Thursday. She also thanked Stadler for helping make all of them on the Council look good. Mayor Gorham, noting he had sung Happy Birthday to the Clerk the previous year, led everyone in singing “Happy Birthday” to the Clerk.

Councilman Hairston – Councilman Hairston attended the following events: 5/20, Employee Appreciation Day at Lake Reidsville, noting the dunking booth brought back some good memories for him; 5/22, Reidsville Ministerial Alliance meeting at Zion Baptist Church Multipurpose Center; 5/23, Human Relations Commission meeting; 6/10, represented the Mayor at the second annual Juneteenth event held at Market Square hosted by 477, Beauty of Reidsville, with music, games, food trucks and giveaways.

Councilman Festerman’s absence noted.

Mayor Gorham took this time to mention that Councilman Festerman was not in attendance due to a family commitment.

Mayor Gorham – Mayor Gorham provided his written report where he attended the following events: 5/12, Beauty of Reidsville #477 Bingo Night; 5/13, Roaring 20s Lawn Party, Penn House; 5/25, Two-on-Two meetings with Council; 5/26, JT Yogurt Ribbon Cutting Freeway Drive; 5/30, visited the All-Inclusive Park to see the plane get its wings; 5/31, Eggs & Issues in Wentworth; 5/31, Skat Bus Shelter Ribbon Cutting at Reidsville Library; 6/1, Chamber Coffee at JTs Yogurt; 6/1, Kiwanis Club meeting; 6/1, Luckies Baseball Game; 6/2, First Friday Downtown; 6/3, Courtland Park Bounce House; 6/6, Monroeton Elementary School Awards Program; 6/6, Kiwanis Club; 6/9, Class of 1993 Class Reunion noting it was a joy and pleasure to attend; 6/11, Installment Service of Pastor Hunt at Elm Grove Church; and 6/11, Viewing Service for Lindsey Neal prior to his funeral at West End Baptist Church.

Reidsville Chamber of Commerce Report - Chamber President Diane Sawyer announced about 70-80 people are expected at the next “Bet on Reidsville” event set for Thursday. She reported the following: First Downtown Fridays, July 7, 2023 from 5-7:30 p.m. Downtown Reidsville; Reidsville Chamber Ice Cream Social, July 13, 2023 at 4 p.m. at Chamber of Commerce Office; Leadership Rockingham applications are due by 7/14/23 with the program beginning September 13, 2023; Summer Concert Series is July 15, 2023 from 7-9 p.m. at Market Square. She mentioned the upcoming Ribbon Cutting at the City’s Sky’s The Limit All-Inclusive Playground on June 29, 2023, at 9 a.m., behind the Reidsville Police Department. The following new members were recognized: Carolina Quick Care, Lynsey Elliot, Reidsville Reapers, LLC, Chappell Construction & Coating, LLC, Jersey Mikes Subs and Workout Anytime Reidsville. No Coffee and Connections is held in July and the next will be on August 3, 2023 hosted by First National Bank on Main Street in Reidsville from 9-10 a.m. She also congratulated Jennifer Marie Warren as the Reidsville Chamber “Member of the Month” for June 2023.

Councilman Hairston congratulated Sawyer for getting the word out about the concert series. She said that is due to City Marketer Judy Yarbrough. Sawyer said they have had increased food traffic this week with people grabbing up the flyers that Main Street Manager Robin Yount had brought by. She said she thought people were just excited to get out and added that they had received a lot of compliments about the streetscape and how beautiful it is. Sawyer also said the Luckies are playing their rescheduled game tonight, adding that they have had great crowds, etc. Councilmember Scoble said the game attendance has been between 300-500, which is just wonderful.

MOVE TO THE FIRST-FLOOR CONFERENCE ROOM FOR A CLOSED SESSION TO DISCUSS REAL ESTATE AND PERSONNEL PURSUANT TO NCGS 143-318.11(A)(5) & (6).

Councilmember Scoble made the motion, seconded by Councilwoman Walker and unanimously approved by Council in a 6-0 vote, to go into closed session under G.S. 143-38.11(a)(5) and (6).

MOTION TO ADJOURN.

Upon return to open session, Councilman Hairston made the motion, seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote, to adjourn.

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC, City Clerk

**MINUTES OF THE SPECIAL MEETING
OF THE REIDSVILLE CITY COUNCIL
HELD TUESDAY, JUNE 27, 2023 AT 5:30 P.M.
REIDSVILLE CITY HALL, 1st FLOOR CONFERENCE ROOM**

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

COUNCIL MEMBERS ABSENT: NONE

CITY STAFF PRESENT: Summer Woodard, City Manager
Angela G. Stadler, City Clerk
William F. McLeod Jr., City Attorney

CALLED TO ORDER.

Mayor Gorham called the special meeting to order by reading the Special Meeting Notice, which follows:

***NOTICE OF
A SPECIAL MEETING
Tuesday, June 27, 2023
5:30 P.M.***

I, Donald L. Gorham, Mayor of the City of Reidsville, do hereby call a special meeting of the Reidsville City Council for Tuesday, June 27, 2023, at 5:30 p.m. in the First-Floor Conference Room, Reidsville City Hall, 230 W. Morehead Street, Reidsville, for the purpose of a closed session under N.C.G.S. 143-318.11(a)(6) to discuss a personnel matter.

This the 22nd day of June, 2023.

/s/ _____
Donald L. Gorham
Mayor

1 | June 27, 2023

Mayor Gorham then asked for a motion to go into closed session.

MOTION TO GO INTO CLOSED SESSION.

Mayor Pro Tem Brown made the motion, seconded by Councilmember Scoble and unanimously approved by Council in a 7-0 vote, to go into closed session pursuant to N.C.G.S. 143-318.11(a)(6) for a personnel matter. (At this point in the meeting, City Clerk Angela G. Stadler left.)

MOTION TO ADJOURN.

Upon coming out of closed session, Councilman Festerman made the motion, seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote, to adjourn. (City Attorney William F. McLeod Jr. provided the motion regarding adjournment.)

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk



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 Manager
DATE: July 11, 2023
RE: Amendment to Voluntary Annexation Request for Parcel #148922
Located Off Freeway Drive

Upon request of the owner, the attached resolution amends the ordinance to extend the corporate limits initiated for the voluntary annexation request for Rockingham County Tax Parcel #149922 approved by council at last month's meeting. The effective date of the annexation shall no longer be August 31st and will instead be effective immediately following approval of the amended resolution.

Enclosures



THE CITY OF
Reidsville
NORTH CAROLINA

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

A2023-01

**AN ORDINANCE TO EXTEND THE
CORPORATE LIMITS OF THE
CITY OF REIDSVILLE, NORTH CAROLINA
Parcel #148922 Located Off Freeway Drive**

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

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

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held in City Council Chambers, 230 West Morehead Street, at 6:00 P.M. on Tuesday, June 13, 2023, after due notice by publication on Sunday, May 28, 2023; and

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

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

Section 1. By virtue of the authority granted by G.S. 160A-31, approximately 5.94 acres, Parcel No. 148922, located off of Freeway Drive, is hereby annexed and made part of the City of Reidsville effectively immediately:

Beginning at a set iron on the southern line of David M. Vaughn and Kenneth M. Vaughn as described in Deed Book (D.B.) 1059 Pg. 2312; thence S 88°15'12" E a distance of 733.96' to a found iron on the western line of Alcan Packaging Food & Tobacco Inc. as described in D.B. 1275 Pg. 2239; thence S 00°36'01" W a distance of 339.35' to a set iron at the southwest corner of said Alcan Packaging Food & Tobacco Inc. and on the northern line of the right of way (R/W) for Freeway Dr; thence along the R/W of Freeway Sr for the following courses and distances with a curve turning to the left having an arc length of 939.94', having a radius of 5829.54', having a chord bearing of N 85°23'10" W, having a chord length of 938.92', to a found R/W monument; thence N 89°59'58" W a distance of 44.64' to a set iron at the southeast corner of the pond lot as described in P.B. 43 Pg. 78; thence along the lines of said pond lot for the following courses and distances N 00°00'00" W a distance of 59.40' to a set iron; thence N 45°32'22" E a

distance of 49.02' to a set iron; thence N 57°28'35" E a distance of 54.50' to a set iron; thence N 86°47'41" E a distance of 108.48' to a set iron; thence N 21°17'18" E a distance of 168.40' to the point of beginning, having and area of 5.94 acres, more or less. *Being all of Rockingham County PIN: 890300344430 as described in Plat Book (P.B.) 43 Page (Pg.) 78 (Lot 1B) recorded in the Rockingham County Register of Deeds Office.*

Section 2. Effective immediately, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Reidsville and shall be entitled to the same privileges and benefits as other parts of the City of Reidsville. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Reidsville shall cause to be recorded in the office of the Register of Deeds of Rockingham County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Rockingham County Board of Elections, as required by G.S. 163-288.1.

Adopted this 11th day of July, 2023.

Donald L. Gorham
Mayor

ATTEST:

APPROVED AS TO FORM:

Angela G. Stadler, CMC/NCCMC
City Clerk

William F. McLeod Jr.
City Attorney



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 Manager
DATE: May 30, 2023
RE: Amendment to Voluntary Annexation Request for a Portion of Parcel
#164335Z1 Located off South Scales Street.

Upon request of the owner, the attached resolution amends the ordinance to extend the corporate limits initiated for the voluntary annexation request for a portion of Rockingham County Tax Parcel #164335Z1 approved by council at last month's meeting. The effective date of the annexation shall no longer be August 31st and will instead be effective immediately following approval of the amended resolution.

Enclosures



THE CITY OF
Reidsville
NORTH CAROLINA

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

A2023-02

**AN ORDINANCE TO EXTEND THE
CORPORATE LIMITS OF THE
CITY OF REIDSVILLE, NORTH CAROLINA
Portion of Parcel #164335Z1 Located Off of South Scales Street**

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

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

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held in City Council Chambers, 230 West Morehead Street, at 6:00 P.M. on Tuesday, June 13, 2023, after due notice by publication on Sunday, May 28, 2023; and

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

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

Section 1. By virtue of the authority granted by G.S. 160A-31, approximately 13.70 acres, part of Parcel No. 164335Z1 located off of South Scales Street, is hereby annexed and made part of the City of Reidsville effective immediately:

Being all of that certain 13.70 acres tract of land to be annexed lying in the City of Reidsville, Rockingham County, North Carolina; and bounded by natural boundaries and/or lands owned by and/or in possession of persons, as follows: on the north and east by Citizens Economic Development, INC on the south by Richard R. Saunders III Trustee and Primax Properties, LLC on the west by David M. & Kenneth M. Vaughn; said tract being particularly described by courses (according to the North Carolina Grid system) and distances according to a survey and plat prepared by FEI under the seal of Tommy W. Wright Professional Land Surveyor No. L-5262 dated June, 6th, 2023, job file 08028.006, to which reference is hereby made, as follows:

Commencing at a 1/2" found rebar with cap at the northwest corner of Primax Properties, LLC as described in deed book (D.B.) 1598 page (Pg.) 1595 and the southwest corner of David M. &

"Live Simply. Think Big."

Kenneth M. Vaughn as described in D.B. 1059 Pg. 2312, said rebar having North Carolina State Plane Grid Coordinates NAD83(2011) of northing: 934604.66, easting: 1801888.33; thence along the common line of said Vaughn and Primax Properties, LLC S 89°00'22" E a distance of 552.79' to THE POINT OF BEGINNING, said point being a set 1/2" rebar having North Carolina State Plane Grid Coordinates NAD83(2011) of northing: 934595.08, easting: 1802441.03; thence N 46°21'50" E, passing a 1/2" set rebar at a distance of 35.48', a total distance of 566.98' to a 3/4" found iron pipe at the northeast corner of David M. & Kenneth M. Vaughn as described in D.B. 730 Pg. 772 (Tract 1), the southeast corner of Caitlyn Danielle Short as described in D.B. 1593 Pg. 52 (Property 1, Tract 2) and on the western line of David M. & Kenneth M. Vaughn as described in D.B. 730 Pg. 772 (Tract 2); thence N 30°43'06" E a distance of 751.56' to a 1/2" set rebar on the southern line of Citizens Economic Development, INC as described in D.B. 1094 Pg. 1868; thence along the lines of said Citizens Economic Development, INC for the following courses and distances S 88°58'06" E a distance of 227.48' to a 3/4" found iron pipe; thence S 00°29'31" W, passing a 1" found iron pipe at as distance of 1034.18', a total distance of 1058.99' to a 1/2" set rebar on the northern line of Richard R. Saunders III Trustee as described in D.B. 05E Pg. 234; thence N 88°14'39" W a distance of 333.01' to a 3/4" found iron pipe at the northwest corner of said Saunders and the northeast corner of Primax Properties, LLC as described in D.B. 1598 Pg. 1595; thence along the lines of said Primax Properties, LLC for the following courses and distances N 88°13'09" W a distance of 289.40' to a 3/4" found iron pipe; thence N 89°06'03" W a distance of 177.30' to a 1/2" found rebar; thence N 89°00'22" W a distance of 213.24' to the point of beginning. *Being a portion of Rockingham County PIN# 890300340824 property of David M. & Kenneth M. Vaughn, and located at 2621 S Scales St.*

Section 2. Effectively immediately, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Reidsville and shall be entitled to the same privileges and benefits as other parts of the City of Reidsville. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Reidsville shall cause to be recorded in the office of the Register of Deeds of Rockingham County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Rockingham County Board of Elections, as required by G.S. 163-288.1.

Adopted this 11th day of July, 2023.

Donald L. Gorham
Mayor

ATTEST:

APPROVED AS TO FORM:

Angela G. Stadler, CMC/NCCMC
City Clerk

William F. McLeod Jr.
City Attorney

**MINUTES OF THE SPECIAL MEETING
OF THE REIDSVILLE CITY COUNCIL
HELD TUESDAY, JUNE 27, 2023 AT 5:30 P.M.
REIDSVILLE CITY HALL, 1st FLOOR CONFERENCE ROOM**

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

COUNCIL MEMBERS ABSENT: NONE

CITY STAFF PRESENT: Summer Woodard, City Manager
Angela G. Stadler, City Clerk
William F. McLeod Jr., City Attorney

CALLED TO ORDER.

Mayor Gorham called the special meeting to order by reading the Special Meeting Notice, which follows:

***NOTICE OF
A SPECIAL MEETING
Tuesday, June 27, 2023
5:30 P.M.***

I, Donald L. Gorham, Mayor of the City of Reidsville, do hereby call a special meeting of the Reidsville City Council for Tuesday, June 27, 2023, at 5:30 p.m. in the First-Floor Conference Room, Reidsville City Hall, 230 W. Morehead Street, Reidsville, for the purpose of a closed session under N.C.G.S. 143-318.11(a)(6) to discuss a personnel matter.

This the 22nd day of June, 2023.

/s/ _____
Donald L. Gorham
Mayor

1 | June 27, 2023

Mayor Gorham then asked for a motion to go into closed session.

MOTION TO GO INTO CLOSED SESSION.

Mayor Pro Tem Brown made the motion, seconded by Councilmember Scoble and unanimously approved by Council in a 7-0 vote, to go into closed session pursuant to N.C.G.S. 143-318.11(a)(6) for a personnel matter. (At this point in the meeting, City Clerk Angela G. Stadler left.)

MOTION TO ADJOURN.

Upon coming out of closed session, Councilman Festerman made the motion, seconded by Councilman Hairston and unanimously approved by Council in a 7-0 vote, to adjourn. (City Attorney William F. McLeod Jr. provided the motion regarding adjournment.)

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk



THE CITY OF Reidsville NORTH CAROLINA

AMERICAN RESCUE PLAN FUNDS UPDATE

To: Summer Woodard, City Manager

From: Chris Phillips, Assistant City Manager of Administration

Date: July 3, 2023

The City of Reidsville has received \$4,457,621 in American Rescue Plan (ARP) funds. During the 2022 City Council retreat, a commitment was made to use these funds on long range projects that would be beneficial to all citizens.

The US Treasury initiated a standard allowance of up to \$10 million for revenue replacement. The City elected to report the entire ARP amount received as revenue replacement. This decision allowed the funds to be used for almost any government expenditure. In July of 2022, the US Treasury exempted revenue replacement expenditures from some of the Uniform Guidance procurement rules. This change has made it easier to use the ARP funds for various projects. The State procurement rules, which the City uses for all purchases, does apply to use of these funds.

Below is an updated plan of use for those funds:

Project	Estimated Budget			
	July 2022	Nov 2022	Feb 2023	July 2023
Streetscape Project	\$ 1,452,000	\$ 1,452,000	\$ 1,452,000	\$ 1,452,000
Splashpad	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
All Inclusive Park	\$ 300,000	\$ 485,000	\$ 485,000	\$ 485,000
Restrooms at All Inclusive Park	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Penn House	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Depot Shelter	\$ 300,000	\$ 300,000	\$ 300,000	\$ 500,000
SKAT Bus Shelters	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Community Stadium	\$ -	\$ -	\$ 25,000	\$ 25,000
Jaycee Park Tennis Courts	\$ -	\$ -	\$ -	\$ 113,000
Undesignated	\$ 655,621	\$ 470,621	\$ 445,621	\$ 132,621

The new allocation at this time is the commitment to the Jaycee Park Tennis Courts of \$113,000 and an increase of \$200,000 in funding for the Depot Shelter. A Special Revenue Fund Ordinance Amendment is attached to record the transfer of this funding to the projects.

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)

The Streetscape Project and All-Inclusive Park are both new completion within budget, only small close out items are left to complete. The SKAT Bus Shelters have been installed and the contribution to the Community Stadium has been made. The Penn House project is well underway at this time. The Splashpad site development is slated to begin this month with a Memorial Day 2024 planned opening date. The Depot Shelter and Tennis Courts are still in the planning stages. The undesignated balance in ARP funds may be needed to complete any of these projects.

BUDGET ORDINANCE AMENDMENT NO. 1

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 Jaycee Park tennis court improvements to be funded using American Rescue Plan Funds;

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 11-3441-0001, America Rescue Plan Funds, be increased by \$113,000.00.

Section 2. That expense account number 11-6123-5800, Athletics Capital Improvements, be increased by \$113,000.00.

This the 11th day of July, 2023.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk

GRANT SPECIAL REVENUE ORDINANCE AMENDMENT

AMERICAN RESCUE PLAN

WHEREAS, North Carolina General Statute 159-26(b)(2) requires the establishment of a Special Revenue Fund to account for expenses and revenues that are grant funded; and

WHEREAS, the Mayor and the City Council of the City of Reidsville established a grant fund for the American Rescue Plan funding; and

WHEREAS, the Mayor and the City Council of the City of Reidsville desire to amend the grant fund to allocate funding for the Depot Shelter Capital Project and Jaycee Park Tennis Court improvements;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the City Council of the City of Reidsville that:

Section 1. The following expenditure accounts are hereby established/amended:

13-9800-0005	Transfer to Depot Shelter Capital Project	\$	200,000
13-9800-0008	Transfer to Jaycee Park Tennis Courts	\$	113,000
13-9999-0000	Contingency(REduced)	(\$	313,000)

Section 2. The City Manager is hereby granted all necessary authority to carry out the use of these funds. The Finance Director is authorized to make temporary loans to this grant project fund from the General Fund in order to cover costs before receipt of revenues and to establish an acceptable cash flow.

This the 11th day of July, 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: BR-0041 Barnes Street Bridge Replacement Betterment Request
DATE: July 11, 2023

In addition to the water line relocation necessary to facilitate the replacement of the Barnes Street Bridge over US Highway 29, staff have also worked closely with NCDOT and others on some proposed improvements. While these improvements are not required, staff thought that they were important, especially as we expect to see economic growth and increased traffic flow along this corridor. Two requests or betterments were made to NCDOT: (1) Increased width on the new bridge for a sidewalk on the south side; and (2) paint/stain on the bridge structure to accommodate the City's logo. While the total cost of these two requests are estimated at \$123,440, the State will pay 70% of the cost for the sidewalk improvements. The City's portion of this work breaks down to \$36,769 for the sidewalk improvements and \$877.80 for the City's logo.

Request:

Staff are requesting support and approval of \$37,647 for installation of the City's logo and sidewalks on the new Barnes Street Bridge over US Highway 29.

BUDGET ORDINANCE AMENDMENT NO. 2

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 Barnes Street Improvements;

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, General Fund Balance, be increased by \$38,000.00.

Section 2. That expense account number 10-4510-5800, Street Capital Improvements, be increased by \$38,000.00.

This the 11th day of July, 2023.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk

AGREEMENT OVERVIEW

DATE: 6/20/2023

NORTH CAROLINA
ROCKINGHAM COUNTY

PROJECT NUMBERS

TIP NUMBER: BR-0041

PARTIES TO THE AGREEMENT:

WBS ELEMENT (CON): 67041.3.1

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

AND

CITY OF REIDSVILLE

The purpose of this Agreement is to identify the participation in project costs, project delivery and/or maintenance, by the other party to this Agreement, as further defined in this Agreement.

SCOPE OF TIP Project ("Project"): Replace Bridge #780001 on SR 2817 (Barnes Street) over US 29 in Rockingham County.

ADDITIONAL WORK: Installation of sidewalk and curb ramps on south side of the structure and include concrete and paint/stain on the structure to accommodate the Reidsville logo.

ESTIMATED COST OF THE PROJECT: \$123,440

COSTS TO OTHER PARTY: \$37,647

DEPARTMENT'S FUNDING: \$85,793

PAYMENT TERMS: The Department will bill the City of Reidsville upon completion of the Project.

MAINTENANCE: Department

EFFECTIVE DATES OF AGREEMENT:

START: Upon Full Execution of this Agreement

END: When work is complete and all terms are met.

This **AGREEMENT** is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the **Department** and the **City of Reidsville**, hereinafter referred to as the **Municipality**.

The parties to this Agreement, listed above, intend that this Agreement, together with all attachments, schedules, exhibits, and other documents that both are referenced in this Agreement and refer to this Agreement, represents the entire understanding between the parties with respect to its subject matter and supersedes any previous communication or agreements that may exist.

I. WHEREAS STATEMENTS

WHEREAS, this Agreement is made under the authority granted to the **Department** by the North Carolina General Assembly under General Statutes of North Carolina (NCGS), particularly Chapter 136-66.1 and 136-66.3; and,

WHEREAS, the **Department** and the **Municipality** have agreed that the jurisdictional limits of the Parties, as of the date of entering the agreement for the above-mentioned project, are to be used in determining the duties, responsibilities, rights and legal obligations of the Parties hereto for the purposes of this Agreement; and,

WHEREAS, the **Municipality** has requested that the **Department** perform all phases of said work or provide services; and,

WHEREAS, the Parties hereto wish to enter into an agreement for scoped work to be performed or provided by the **Department** (including reviews, goods or services) with reimbursement for the costs thereof by the **Municipality** as hereinafter set out; and,

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the parties do hereby covenant and agree, each with the other, as follows:

II. RESPONSIBILITIES

- The **Department** shall be responsible for all phases of project delivery to include construction and maintenance as shown in the **PROJECT DELIVERY** Provision, unless specific maintenance responsibilities are assigned to the **Municipality**.
- The **Municipality** shall be responsible for payment as shown in the **COSTS AND FUNDING** Provision.

III. PROJECT DELIVERY REQUIREMENTS

A. PLANNING, DESIGN, AND CONSTRUCTION

The **Department** will be responsible for preparing the environmental and/or planning document, obtaining any environmental permits and preparing the project plans and specifications.

The **Department** shall construct the Project in accordance with the plans and specifications for the Project. The **Department** shall administer the construction contract for said Project. All work shall be done in accordance with Departmental standards, specifications, policies and procedures.

B. RIGHT OF WAY ACQUISITION

The **Department** will be responsible for acquiring any needed right of way required for the Project in accordance with the policies and procedures set forth in the North Carolina Right of Way Manual.

C. MUNICIPAL UTILITY RELOCATIONS

RESPONSIBILITIES

The **Municipality** shall be responsible for the relocation and adjustment of all municipally owned utilities in conflict with the Project and shall exercise any rights that it may have under any franchise to effect all necessary changes, adjustments, and relocations of communications and electric power lines; underground cables, gas lines, and, and other pipelines or conduits; or any privately- or publicly-owned utilities.

1. Said work shall be performed in a manner satisfactory to the **Department** prior to the **Department** beginning construction of the Project. The **Municipality** shall make every effort to promptly relocate said utilities in order that the **Department** will not be delayed in the construction of the Project.
2. The **Municipality** shall make all necessary adjustments to house or lot connections or services lying within the right of way or construction limits, whichever is greater, of the Project.
3. The **Department**, where necessitated by construction, will make vertical adjustments of two (2) feet or less to the existing manholes, meter boxes, and valve boxes at no expense to the **Municipality**.
4. The **Department** shall not be liable for any work that the **Municipality** undertakes with respect to said utility relocation.

COSTS AND FUNDING

5. If applicable, the **Department** will reimburse the **Municipality** in accordance with NCGS 136-27.1. A separate utility agreement may be prepared to address these costs and payment terms.

UTILITY RELOCATION BY DEPARTMENT

6. If the **Municipality** requests the **Department** to include the relocation and/or adjustment of municipally owned utilities in its construction contract provisions, and the **Department** agrees, then a separate utility agreement will be prepared to state the cost estimate and the reimbursement terms, if applicable. The **Municipality** shall reimburse the **Department** all or a portion of the costs associated with said relocation, in accordance with NCGS 136-27.1. Reimbursement will be based on final project plans and actual costs of relocation.

D. MAINTENANCE

Upon completion of the Project:

1. The **Department** shall be responsible for all traffic operating controls and devices which shall be established, enforced, and installed and maintained in accordance with the North Carolina General Statutes, the latest edition of the Manual on Uniform Traffic Control Devices for Streets and Highways, the latest edition of the "Policy on Street and Driveway Access to North Carolina Highway," and department criteria.

**ACCOUNTS RECEIVABLE
TIP AGREEMENT-PROJECT COSTS
CONSTRUCTION**

1000018124

2. The roadway improvements that are within state-owned right of way shall be considered a part of the State Highway System and shall be owned and maintained by the **Department**.

IV. COSTS AND FUNDING

A. ADDITIONAL WORK

At the request of the **Municipality** and in accordance with the **Department's** Pedestrian Policy Guidelines or the Complete Streets Guidelines, the **Department** shall include provisions in its construction contract for the construction of pedestrian facilities and/or other additional work as indicated in the Table below. Said work shall be performed in accordance with the additional work as indicated in the Table below. Said work shall be performed in accordance with the **Department's** policies, procedures, standards, and specifications, and the provisions of this Agreement.

	Municipality Funding	Department Funding	Totals
Sidewalk/Curb Ramps	\$36,769	\$85,793	\$122,562
Concrete and Paint/Stain for City Logo on Structure	\$877.80		\$877.80
Total (rounded up):	\$123,440		

The estimated Municipal share of the additional work is \$37,647. The Parties understand that this is an estimated cost and subject to change.

B. PROJECT COSTS

The **Municipality** has agreed to participate in Project costs as follows:

- The estimated cost of the Project is \$123,440. The **Municipality** shall participate in 30% of actual cost for the sidewalk installation and 100% of the bridge betterment. The **Department** will participate in 70% of actual sidewalk installation costs. Both parties understand that this is an estimated cost and is subject to change.

C. CONFERENCE ON COSTS AS PROJECT PROGRESSES

The **Department** may consult with the **Municipality** on changes to cost estimates prior to construction, or changes to costs during construction. Consultation between the **Department** and the **Municipality** is offered as a courtesy to apprise the **Municipality** of potential cost increases and to allow appropriate budgeting. Failure of the **Department** to notify the **Municipality** of cost increases does not affect the payment terms of the agreement.

D. INVOICING BY THE DEPARTMENT

Upon completion of the Project, the **Department** will calculate actual costs of the Project and will invoice the **Municipality** for their share of the actual costs of the Project Costs. Reimbursement to the **Department** shall be made in one final payment within sixty days of invoicing by the **Department**.

**ACCOUNTS RECEIVABLE
TIP AGREEMENT-PROJECT COSTS
CONSTRUCTION**

1000018124

A late payment penalty and interest will be charged on any unpaid balance due in accordance with G. S. 147-86.23.

At any time prior to final billing by the **Department**, the **Municipality** may prepay any portion of the estimated cost by sending payment per the attached cover memo. The **Department** will provide a final billing based on the actual cost, less any previous payments that have been made.

E. STANDARD PROVISIONS

A. Agreement Modifications

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all parties by means of a written Supplemental Agreement.

B. Assignment of Responsibilities

The **Department** must approve any assignment or transfer of the responsibilities of the **Municipality** set forth in this Agreement to other parties or entities.

C. Agreement for Identified Parties Only

This Agreement is solely for the benefit of the identified parties to the Agreement and is not intended to give any rights, claims, or benefits to third parties or to the public at large.

D. Other Agreements

The **Municipality** is solely responsible for all agreements, contracts, and work orders entered into or issued by the **Municipality** to meet the terms of this Agreement. The **Department** is not responsible for any expenses or obligations incurred for the terms of this Agreement except those specifically eligible for the funds and obligations as approved by the **Department** under the terms of this Agreement.

E. Authorization to Execute

The parties hereby acknowledge that the individual executing this Agreement has read this Agreement, conferred with legal counsel, fully understands its contents, and is authorized to execute this Agreement and to bind the respective parties to the terms contained herein.

F. DocuSign

Department and **Municipality** acknowledge and agree that the electronic signature application DocuSign may be used, at the sole election of the **Department** or the **Municipality**, to execute this Agreement. By selecting "I Agree," "I Accept," or other similar item, button, or icon via use of a keypad, mouse, or other device, as part of the DocuSign application, **Department** and **Municipality** consent to be legally bound by the terms and conditions of Agreement and that such act constitutes **Department's** signature as if actually signed by **Department** in writing or **Municipality's** signature as

if actually signed by **Municipality** in writing. **Department** and **Municipality** also agree that no certification authority or other third-party verification is necessary to validate its electronic signature and that the lack of such certification or third-party verification will not in any way affect the enforceability of its electronic signature. **Department** and **Municipality** acknowledge and agree that delivery of a copy of this Agreement or any other document contemplated hereby through the DocuSign application, will have the same effect as physical delivery of the paper document bearing an original written signature.

G. Debarment Policy

It is the policy of the **Department** not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the **Municipality** certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or **Department** and that it will not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

H. Indemnification

To the extent authorized by state and federal claims statutes, the **Municipality** shall be responsible for its actions under the terms of this agreement and save harmless the FHWA (if applicable), the **Department**, and the State of North Carolina, their respective officers, directors, principals, employees, agents, successors, and assigns to the extent allowed by law, from and against any and all claim for payment, damages and/or liabilities of any nature, asserted against the **Department** in connection with this Agreement. The **Department** shall not be liable and shall be held harmless from any and all third-party claims that might arise on account of the **Municipality's** negligence and/or responsibilities under the terms of this agreement.

I. Availability of Funds

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

J. Gift Ban

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Environmental Quality, Health and Human Services, Information Technology, Military and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

SIGNATURE PAGE

IN WITNESS WHEREOF, this Agreement has been executed the day and year heretofore set out, on the part of the DEPARTMENT and the MUNICIPALITY by authority duly given.

CITY OF REIDSVILLE

FED TAX ID NO: _____

REMITTANCE ADDRESS:

Authorized Signer: _____

Print Name: _____

Title: _____

Date Signed: _____

If applicable, this Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Act:

Finance Officer: _____

Print Name: _____

Date Signed: _____

DEPARTMENT OF TRANSPORTATION

BY: _____

TITLE: _____

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (DATE)



Department of Human Resources

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

Memorandum

To: Summer Woodard, City Manager

From: Leigh Anne Bassinger, Director of Human Resources

Date: June 26, 2023

Re: Family Forward Certification

Family Forward NC is an innovative initiative to improve children's health and well-being and keep North Carolina's businesses competitive. Employers across North Carolina want to attract and retain the best employees, and they want those employees to be happy and healthy.

Yet the U.S. is facing a massive talent shortage that will result in a deficit of six to 12 million workers by 2030. With an ongoing a child care crisis, coupled with lack of supports like paid family leave, results in pregnant workers and working parents and caregivers—especially women—who are disproportionately forced to change jobs or leave the workforce entirely or are unable to rejoin the workforce after giving birth.

Family-friendly workplaces have a competitive advantage over other employers in our region. They attract and retain more top talent. Their employees are more productive and more committed. Plus, family-friendly employers benefit from reduced employee health care costs, a healthier work environment, and fewer employee absences. For children and families, the benefits of family-friendly workplaces are numerous and long-lasting. They include positive impacts on health, development and well-being, financial stability, and future career success.

The Family Forward NC Employer Certification designates employers that offer policies and practices that support the health and well-being of working families and children. By becoming a Family Forward NC Certified Employer, we would demonstrate to

"Live Simply. Think Big."



Department of Human Resources

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

potential employees, customers and stakeholders that we care about working families and children and that we are a workplace where pregnant workers, parents and caregivers will feel supported and can thrive.

To achieve certification, an employer must:

- have a minimum of five employees located in NC working at least 30 hours per week
- offer a family-friendly workplace; Family Forward NC reviews the following policy and practice categories:
 - paid leave and wages,
 - accommodations for pregnant and breastfeeding workers,
 - child care supports,
 - health and wellness benefits,
 - and scheduling practices.
- allow 100% of non-seasonal employees working at least 30 hours per week to be eligible for benefits
- have written policies available to all employees

As a certified employer, the City of Reidsville will receive:

- **access to use of the Family Forward NC Certified Employer logo and communications materials**, including a badge for our website or to create a window cling for our physical place of business, social media content for sharing, a template press release, a sample blog post for employees, and
- **access to exclusive resources and programs for certified employers** to help us continue your journey toward becoming even more Family Forward.

Fees vary by the total number of employees in an organization. For the City of Reidsville, the cost for applying for certification for the first time will be \$750.00. The certification, if awarded, is valid for two years from the date of issue. There is also a

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Department of Human Resources

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

small, nonrefundable application fee of \$50 to apply. Your certification is good for two years.

How to Apply for Certification

Step 1: Apply Online

The first step is to fill out the online eligibility check. If eligible, we'll be directed to complete the full application, which helps determine if our policies meet the minimum certification requirement thresholds.

Step 2: We Verify Your Policies

Family Forward will review our written policies and contact our HR Director with any follow-up questions. They will also ask us to share a short anonymous survey (available in English or Spanish) with employees that asks about the policies and our company culture.

Step 3: We Welcome You to Our List

Congratulations! Once our policies are verified as aligning with our application and employee responses, and the Family Forward requirements, we'll be granted a certification. Certification will be good for two years from the date of notification.





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 *AGS*
SUBJ: Board/Commission Appointments for July 11, 2023
DATE: July 3, 2023

The following application has been received for appointment to the Boards and Commissions listed:

Reidsville Appearance Commission

Maricarmen Garduño of 315 Maple Avenue, has applied for a position on the Reidsville Appearance Commission. If she is re-appointed, there will be three vacancies on the board.

ADDITIONAL VACANCIES

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

- One 5-year term position on New Reidsville Housing Authority
- Three 3-year term positions on the Reidsville Community Pool Association
- Three 3-year term adult positions (one inside-City and two outside-City) and one student position available (must attend high school within the county) on Reidsville Human Relations Commission
- Four 3-year term open positions on Reidsville Parks and Recreation Advisory Commission
- One ETJ position that requires County Commissioners' approval on the Reidsville Planning Board

Applications to be considered at the August 8, 2023, Council meeting will need to be turned in by 5 p.m. on Monday, July 31, 2023.

AGS/lw
Attachment (1)



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: June 30, 2023

To: Mayor Donald Gorham
City Council Members

From: Summer Woodard, City Manager

Subject: City Manager's Monthly Report

Projects & City Updates:

- The Sesquicentennial celebration for the Month of July will consist of three (3) events: our Independence Day Celebration on July 1st from 5:00 p.m. to 9:00 p.m. at Lake Reidsville; Beach Music Concert featuring Cat 5 at Market Square on Saturday, July, 22nd at 7:00 p.m.; and on Tuesday, July 18, there will be an open house at the Reidsville Fire Department from 4:00 p.m. to 7:00 p.m.
- The “Sky’s the Limit” park officially opened on Thursday, June 29th.
- The Splash Pad project is underway and construction will be starting soon. We estimate the Splash Pad will be opened by Memorial Day, 2024.

Events/Meetings Attended:

- 6/1- Attended Public Works Luncheon
- 6/13- City Council Meeting
- 6/14- Management Team Meeting and Managers Luncheon in Stoneville, NC.
- 6/16- Attended the 150th Night at the Reidsville Luckies.
- 6/15- Place Your Bet on Reidsville Series
- 6/20- CDBG-IGrant Monitoring Visit.

“Live Simply. Think Big.”

- 6/24- Attended Community Day at Cornerstone Baptist Church
- 6/27- Attended RDC Board Meeting
- 6/29- Attended Ribbon Cutting for Sky's the Limit Park
- 6/30- Chief David Bracken's Retirement Reception.

REIDSVILLE ABC BOARD

Minutes of May 25, 2023 Board Meeting

1. The meeting was called to order at 9:00 am by Chairman C. Turner. Members K. Almond, C. Nimmons, GM Langel, Councilwoman S. Walker and City Attorney William McCleod were 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 April 2023 meeting were approved as read.

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

5. GM Langel reported that proposed budget documents had been forwarded to Angela for the upcoming budget process.

6. The Board agreed to change the date of the next meeting to June 15, 2023 due to budget adoption.

7. There being no further business to discuss, the meeting was adjourned at 9:45 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 PLANNING BOARD
HELD WEDNESDAY, JUNE 21st, 2023 BEGINNING AT 6:00 P.M.
IN THE CITY HALL COUNCIL CHAMBERS**

MEMBERS PRESENT:

Thomas Thompson, Chairman
W. E. "Skeeter" Coates, Vice-Chairman
Cindy Scarborough
Dylan Moore
William Roach
Joe Towns

OTHERS IN ATTENDANCE:

Jason Hardin, Planning & Community Development Manager
Drew Bigelow, Planner I
Bill McLeod, Attorney

Chairman Thomas Thompson called the Planning Board meeting to order at 6:00pm.

APPROVAL OF MINUTES

A motion was made to approve the Minutes of the May 17th, 2023 Planning Board Meeting.

Motion: W.E. "Skeeter" Coates
Second: Joe Towns
Vote: Unanimous

CONSIDERATION OF A SPECIAL USE PERMIT APPLICATION TO PLACE A MANUFACTURED HOME AT 636 LINCOLN STREET, ROCKINGHAM COUNTY TAX PARCEL #1154184, LOCATED IN THE RESIDENTIAL-6 (R-6) ZONING DISTRICT. DOCKET NO. S 2023-01.

Chairman Thompson introduces the Special Use Permit application.

Jason Hardin states that the applicant is not present. The decision was made to provide the applicant with a ten (10) minute grace period to see if anyone arrives. After the expiration of the ten (10) minute grace period, the applicant had not arrived.

Without the applicant present the decision was made to table the Special Use Permit hearing until next months meeting on July 19th, 2023 to be held at 6:00pm in the Reidsville City Council Chambers located at City Hall, 230 W. Morehead Street.

A motion was made to table the hearing for the special use permit application until the July Planning Board meeting, to be held on July 19th, 2023 at 6:00pm in the City Council Chambers at City Hall.

Motion: Joe Towns
Second: Dylan Moore
Vote: Unanimous

PLANNING & COMMUNITY DEVELOPMENT MANAGER'S REPORT

Jason Hardin states that at last months City Council meeting, the Council approved a contract with CodeWright Planners LLC, to conduct a rewrite of the City's Zoning and Subdivision Ordinances. This rewrite would compile these two ordinances into one Unified Development Ordinance, and would not include the City's Code of Ordinances or Building Code. The current Zoning Ordinance has been in place since 1986. The current Subdivision Ordinance has been in place since 1989. The City Council also approved the text amendment to reduce the front yard setback for single units in R-12 to twenty-five (25) feet from thirty-five (35) feet, and the conditional rezoning application for the property located on Sherwood Drive.

W.E. "Skeeter" Coates asks if Jason Hardin knows what is being done with the house on North Scales Street that caught on fire. Jason Hardin states that his is not aware of the house that caught on fire. W.E. "Skeeter" Coates notes that it is an eyesore. Jason Hardin responds stating that we can have the inspectors look into it.

W.E. "Skeeter" Coates also asks Jason Hardin if anything was done about the individual selling items out of the house on Boyd Street. Jason Hardin states that the inspectors looked into the issue, determining that the property owner was only advertising for a business located elsewhere, and that there were no items being sold from the residence.

ADJOURNMENT OF PLANNING BOARD

There being no further business, a motion was made to adjourn the Planning Board meeting at 6:11pm.

Motion: W.E "Skeeter" Coates

Second: William Roach

Vote: Unanimous

**Drew Bigelow
Planner I**

**MINUTES OF THE REIDSVILLE BOARD OF ADJUSTMENT MEETING
HELD WEDNESDAY, JUNE 21st, 2023 BEGINNING AT 6:00P.M.
IN THE CITY HALL COUNCIL CHAMBERS**

MEMBERS PRESENT:

**Thomas Thompson, Chairman
W. E. "Skeeter" Coates, Vice-Chairman
Cindy Scarborough
Dylan Moore
William Roach
Joe Towns**

OTHERS IN ATTENDANCE:

**Jason Hardin, Planning & Community Development Manager
Drew Bigelow, Planner I
Bill McLeod, Attorney**

Chairman Thomas Thompson called the Board of Adjustment meeting to order at 6:12pm.

APPROVAL OF MINUTES

A motion was made to approve the Minutes of the May 17th, 2023 Board of Adjustment Meetings.

**Motion: Joe Towns
Second: Dylan Moore
Vote: Unanimous**

**CONSIDERATION OF A VARIANCE REQUEST FOR THE PROPERTY AT 111 SE MARKET STREET
ROCKINGHAM COUNTY TAX PARCEL #169751. DOCKET NO. BA 2023-01.**

Chairman Thompson introduces the variance and read the variance statement.

Drew Bigelow swore in Jason Hardin.

Jason Hardin states that Terresia Scoble has applied for a variance for Hydrogroom LLC, located on the property at 111 SE Market Street, Rockingham County tax parcel number 169751. The property is zoned I-2, requiring a twenty (20) foot rear yard setback per Article V, Section 2, Table of Area, Yard and Height. This request is for an addition to be built on the rear of the property, resulting in no rear setback. Planners refer to this as a zero lot line, resulting in a property that is built all the way to the property line. Again, the ordinance requires a setback of twenty (20) feet, and the owner is requesting this variance to construct additional space for business operations. The closest point of the addition would be zero feet from the rear property line. The rear setback appears to be conforming to the ordinance currently. Per the Rockingham County tax records, the building at 111 SE Market Street was constructed in 1922. A variance shall not be granted by the Board of Adjustment unless and until it shall make a finding of the following: (1) that special conditions and circumstances exist which are not

applicable to other land, structures, or buildings in the same district; (2), that literal interpretation of the provisions of this ordinance would deprive the applicant of the right commonly enjoyed by other properties in the same district by the determination of this ordinance; (3), that special conditions and circumstances do not result from actions of the applicant and (4) that granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. Applying the ordinance rules, in and of itself does not indicate a hardship. It is the applicant's responsibility to present substantial and credible evidence that will allow the board to approve the variance. As you know, a concurring vote of four fifths (4/5) is required to approve the variance. The notice requirement was met, the public hearing notice was published in the Rockingham Now newspaper and the public hearing notice was posted on the property.

Cindy Scarborough asks if Jason Hardin can speak to the abutting property identified as dead space. Jason Hardin States that he cannot, as that is evidence is submitted by the applicant. Cindy Scarborough asks if Jason Hardin can clarify what that building is. Jason Hardin states that it appears to be part of a building that fronts Morehead Street. Dylan Moore asks if the alleyway being 111 SE Market Street is public or private. Jason Hardin responds that to the best of his knowledge it is private.

W.E. "Skeeter" Coates asks if the rear property line of 111 SE Market Street abuts the old Adams Electric building. Jason Hardin indicates he is not entirely sure.

Chairman Thompson asks if there are any other comments or questions for Jason Hardin. There being none, Chairman Thompson asks if there is anyone who would like to speak for or against the variance.

Drew Bigelow swore in Terresia Scoble.

Terresia Scoble provides additional documentation showing pictures of the rear of the property located at 111 SE Market Street. Terresia Scoble states that she is requesting this variance due to the fact that buildings in downtown are scarce, and she does not want to have to move he business out of Reidsville to be able to expand operations. Terresia Scoble notes that she can expand upward to make use of the space inside of her building by installing pallet racks or storage, however; she needs to expand her floor space in order to expand manufacturing operations. The only available space for expansion is to the rear. The property at 111 SE Market Street is already touching the side and front property lines.

William Roach asks Terresia Scoble what she manufactures. Terresia Scoble responds stating her company makes dog show equipment. All of the manufacturing is done on site.

Terresia Scoble goes on to state that the property has been surveyed and that there are markers in place at the rear of her property. Dylan Moore asks if the addition will be up to the property line. Terresia Scoble replies, yes. Chairman Thompson asks if the alleyway is being used of anything such as parking or accessibility. Terresia Scoble says no. When she purchased the building at 111 SE Market Street she was told it is a private alleyway with public use, however; currently the alleyway is only being used for storage of her dumpsters. The trash truck comes in that way to empty the dumpster.

Chairman Thompson asks if there is a recorded right of ingress or egress through the alleyway. Terresia Scoble indicates that the Board will need to discuss that issue with Attorney Bill McLeod. Attorney Bill McLeod states that according to the survey map and deed, the alleyway is to remain accessible for ingress and egress of through traffic.

Dylan Moore asks if the public has access to that alleyway. Terresia Scoble states yes, but that the public has no reason to go back there as it is only used for trash pickup. Terresia Scoble notes that the alleyway is 17.8 feet wide and 150 feet long. Chairman Thompson asks if the alleyway would remain if Terresia Scoble built all the way back to her rear property line. Terresia Scoble replies, yes. W.E. "Skeeter" Coates asks if Terresia Scoble would be breaching the alleyway by extending all the way back to her rear property line. Terresia Scoble responds, no. Cindy Scarborough asks if this addition would affect where Terresia Scoble puts her dumpsters. Terresia Scoble states that she would have to work with the City about that.

W.E. "Skeeter" Coates asks if the alleyway comes beside the old Adams Electric building. Terresia Scoble clarifies that the alleyway comes between the old Reidsville Laundry building and the larger building owned by Lea Waynick. Cindy Scarborough asks if the lot directly behind 111 SE Market Street is vacant. Terresia Scoble states that it is. Chairman Thompson asks if the other adjoining buildings also come to the property line. Terresia Scoble responds yes, we have a common wall. The one on the left at 103 SE Market Street shares the common wall. The one on the right has an empty lot between 111 SE Market Street and itself. Terresia Scoble states that she has talked to the property owner (Mrs. Brim), in regards to either renting that parking lot from her or purchasing the lot with no success. Chairman Thompson asks if parking is sufficient for Terresia Scoble's business. Terresia Scoble responds stating that street parking is all she has. Chairman Thompson asks if that is an issue for the City. Jason Hardin states that the parking and building are existing (legal non-conforming). Terresia Scoble goes on to say that she has made every effort to buy a section of the Reidsville Laundry building that she shares a common wall with. Chairman Thompson clarifies that Terresia Scoble has not other space for expansion. Terresia Scoble indicates that is correct.

Chairman Thompson asks if there are any other questions for Terresia Scoble. Being none, Chairman opens the floor for others to speak for the variance. Being none, Chairman Thompson asks if there is anyone who would like to speak against the variance.

Drew Bigelow swore in Lea Waynick.

Lea Waynick states that the alleyway belongs to her and that she does use the large building she owns for her business. Lea Waynick notes that Covid has affected her business and things have slowed down, but that the alleyway is in use by herself and her business. Lea Waynick also states that she has spoken to the neighbor who owns the Reidsville Laundry building adjoining 111 SE Market Street, and that they are not opposed to selling a portion of their space to Terresia Scoble. By purchasing a section of this adjoining building and expanding her business into there, Lea Waynick states that Terresia Scoble would have more space than what she could potentially gain from constructing a rear addition to her property. This solution would also provide Terresia Scoble with land to place her dumpster and for parking. Lea Waynick states that Terresia Scoble was asked to speak with the brother of the owner, who also holds a stake in the Reidsville Laundry building about making the purchase. Lea Waynick indicates that Terresia Scoble did not attempt to reach out to the brother regarding this purchase of the adjoining building.

Lea Waynick goes on to state that she has spoken with the City of Reidsville Planning Staff and that she wishes to erect a fence around her property to prevent others from coming onto her property, parking back there and using her private alleyway. Lea Waynick indicates that the surrounding property owners all have fences or have roped off their property. Lea Waynick notes that the Reidsville Zoning Ordinance does not require a permit for erecting a fence, just that the fence and/or gates need to be on her property. Lea Waynick states that she would provide a set of keys to emergency services personnel for

access to the fenced in area. Lea Waynick goes on to state that if Terresia Scoble is using every square inch of her property for construction of this addition, that she does not want Terresia Scoble or the Hydrogroom employees accessing the alleyway for parking, dumpster storage or through traffic. Furthermore, Lea Waynick notes that Terresia Scoble will not be able to get her building materials back there without accessing the alleyway. Lea Waynick provides the Board a letter allegedly signed by Terresia Scoble, citing an agreement that Terresia and her employees will not park on the property owned by Lea Waynick.

Jason Hardin notes that we can enter the letter into the record, however; it is considered hearsay evidence and cannot be used as a part of the decision-making process. Attorney Bill McLeod advises the Board not to consider anything alleged by someone who is not here to provide a sworn statement. Lea Waynick asks if the hearing could be postponed until the property owner of the Reidsville Laundry building could be present to certify the statements Lea Waynick has provided. W.E. "Skeeter" Coates asks for clarification on where Lea Waynick's property is located. Lea Waynick indicates that her property is the larger parcel directly behind 103 SE Market, and that her property line encompasses the entire alleyway. The back of Terresia Scoble's property adjoins the rear of Lea Waynick's property. Dylan Moore asks if Lea Waynick has had a survey done of her land. Lea Waynick responds, not recently but that the Planning Staff did state that it looks as though the alleyway is on her property.

Dylan Moore states that this alleyway looks like it should be available for use by all property owners, and ask if there is anything suggesting it is intended for common use. Attorney Bill McLeod states that Lea Waynick's property is subject to the alleyway, meaning that the land belongs to Lea Waynick but that the alleyway is subject to use for ingress and egress. Chairman Thompson asks if this indicates a recorded right of way. Attorney Bill McLeod clarifies that Lea Waynick owns the dirt but that the deed indicates the alleyway is to be accessible for ingress and egress being subject to that 17.8-foot alleyway.

Returning to her previous concern, Lea Waynick again asks where Terresia Scoble would put her building materials if she expanded her building all the way to the back of the property line, and would Terresia Scoble be allowed to block the alleyway with her materials. W.E. "Skeeter" Coates states that the building supplies would need to be placed on Terresia Scoble's property. Lea Waynick responds questioning how that would be possible given Terresia Scoble intends to use all of her available property for the addition. W.E. "Skeeter" Coates states that it would be during the course of the construction process as the building materials are being used. Lea Waynick clarifies that as long as she does not block the alleyway she can put up a fence. Chairman Thompson states, yes. Lea Waynick continues, stating that she has seen other buildings being built and does not foresee a way for these materials to come through. Chairman Thompson notes that issue will be Terresia Scoble's to deal with. The blocking of the alleyway is an enforcement issue at that point. If the alleyway becomes blocked, the police would need to be called. Lea Waynick mentions that there are other options available for Terresia Scoble to expand her business and that it doesn't seem like the need for a rear addition is created by a hardship. Chairman Thompson clarifies that Lea Waynick is arguing that this is not an undue hardship. Lea Waynick states that she feels there is another way to go about resolving this issue. Chairman Thompson asks if anyone else has a comment or question for Lea Waynick. Being none, Chairman Thompson asks if anyone else would like to speak against the variance.

Drew Bigelow swore in Sandra Blackwell-Brim.

Sandra Blackwell-Brim states that she has recently moved back to the area from New York and that she is the owner of the property at the corner of Hall and Market, addressed 123, 125 and 127. Many years ago, Sandra Blackwell-Brim and her husband, who is now deceased, purchased the property. Sandra Blackwell-Brim indicates that Terresia Scoble did reach out to her about renting and/or purchasing the property and that currently she is unable to do so. Sandra Blackwell-Brim notes that by renting the property out she would be left with no space for her own parking if the building were to be used again. Additionally, there is an ongoing "squatter" issue that prevents Sandra Blackwell-Brim from selling the property. Cindy Scarborough clarifies that the only reason Sandra Blackwell-Brim cannot sell or lease the property to Terresia Scoble is due to her other ongoing issues, but that she may be interested in selling the building at some point in the future. Sandra Blackwell-Brim states that is correct, however; there are other people interested in the property as well. Cindy Scarborough notes that Sandra Blackwell-Brim does not personally have an issue with the addition being built. Sandra Blackwell-Brim agrees. Dylan Moore asks if Sandra Blackwell-Brim has access to her property from the alleyway. Sandra Blackwell-Brim states, no.

Chairman Thompson asks if anyone else has testimony for or against the proposed variance. There being none, public comments are closed.

Moving into the Board discussion phase, Cindy Scarborough states that they should discuss the four required findings of fact to ensure that those are met. Chairman Thompson asks if the Board requires any clarification or has a comment. Dylan Moore comments that one of the big issues within Reidsville is that there are a lot of vacant properties being left to sit, and that not enough people are willing to sell. This area under discussion, based on future plans, is one that has been targeted for growth, so we should all expect to see this kind of expansion and revitalization occurring in the years to come. We really need to work together to make growth work, and that there are plenty of ways to make it beneficial for all those involved. Furthermore, Dylan Moore notes that buying an investment property to expand into may not be possible right now given the market.

Cindy Scarborough states that she is ready to vote. The Board moved onto the voting phase of the hearing. Chairman Thompson states, "the variance from the terms of this ordinance shall now be ran by the board of adjustment unless and until it shall make a finding of the following." In this case please raise you had when voting for or against. Number one (1), that special conditions and circumstances exist which are not applicable to other land, structures, or buildings in the same district. All in favor, raise your right hand. Is there anyone opposed? That is unanimous. Number two (2), that literal interpretation of the provisions of this ordinance would deprive the applicant of the right commonly enjoyed by other properties in the same district by the determination of this ordinance. All in favor, please raise your right hand. Is there anyone opposed? That is unanimous. Number three (3), that special conditions and circumstances do not result from actions of the applicant. All in favor, raise your right hand. Is there anyone opposed? That is unanimous. And number four (4) that granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. All in favor, raise your right hand. Is there anyone opposed? That is unanimous. Chairman Thompson asks if there is a motion then to approve the variance as requested?

Motion: Cindy Scarborough

Second: William Roach

Vote: Unanimous

ADJOURNMENT OF THE BOARD OF ADJUSTMENT

There being no further business, a motion was made to adjourn the Board of Adjustment meeting at 6:57pm.

Motion: Joe Towns
Second: Dylan Moore
Vote: Unanimous

Drew Bigelow
Planner I

**MINUTES OF THE REIDSVILLE HISTORIC PRESERVATION COMMISSION MEETING
HELD THURSDAY, JUNE 15TH, 2023 BEGINNING AT 6:00 P.M.
IN THE REIDSVILLE CITY HALL COUNCIL CHAMBERS**

MEMBERS PRESENT:

Jim Jackson, Chairman
Cindy Dilday
Norma Craddock
Elizabeth Covell
Marguerite Holt

MEMBERS ABSENT:

Jason Johnson, Vice-Chairman
Anne Marie Simmons

OTHERS IN ATTENDANCE:

Jason Hardin, Planning & Community Development Manager
Drew Bigelow, Planner I

Chairman Jim Jackson called the Historic Preservation Commission meeting to order at 6:01 pm.

A motion was made to skip the invocation in absence of Anne Marie Simmons.

Motion: Elizabeth Covell
Second: Marguerite Holt
Vote: Unanimous

APPROVAL OF MINUTES

A motion was made to approve the Minutes of the May 18th, 2022 Historic Preservation Commission Meeting.

Motion: Elizabeth Covell
Second: Marguerite Holt
Vote: Unanimous

CONSIDERATION OF A CERTIFICATE OF APPROPRIATENESS FOR BRANDON YATES TO ERECT A FENCE ALONG THE FRONT, REAR AND SIDE PROPERTY LINES OF A PROPERTY LOCATED AT 338 IRVIN ST. DOCKET NO. HD 2023-11.

Chairman Jackson introduces the swearing in procedure.

Drew Bigelow swore in Brandon Yates.

Chairman Jackson states that the Commission has read the documents submitted by Brandon Yates, and asks him to elaborate. Brandon Yates states that he wishes to put up a fence to protect his family from

passersby and trespassers. Two of their children have special needs and do not understand the risks of playing in the front yard by the road. Brandon Yates states that initially, the neighborhood seemed calm and secure however; since moving in a few months ago, the Yates family has had trespassers on their property, unrestrained dogs approach their children while playing in the yard, and Mr. Yates' vehicle has been broken into. Brandon Yates also note the shooting on Piedmont street around the corner from his home. For these reason, Brandon Yates states that the fence is necessary to define the boundary of their property and deter outsiders from coming into their yard. Brandon Yates also states that the fence will help to keep litter out of his yard and enhance the look of his property. Chairman Jackson states that he lived on Irvin Street for a number of years previously, and he is appalled that these sorts of things are going on. In the past these sorts of acts were not an issue. Chairman Jackson goes on to state that at one point that had a community watch that helped to report and deter these types of things from happening, and that perhaps this is something the area might look into starting again.

Shifting the discussion back to the evidence provided by Mr. Yates in his application, Chairman Jackson notes that the proposed fence style does not meet historic design standards. Based on these design standards the fence must be wooden, stone, brick or cast iron that comply with the guidelines. Chain link fences are permitted only in the rear and side yards. Chairman Jackson notes that Brandon Yates already has the fence posts set in the yawn. Brandon Yates agrees, stating yes. Chairman Jackson asks if there is any way Mr. Yates could alter his intended design to comply with the historic design standards as notes a moment ago. Perhaps something like a picket fence, which can be bought by the panel and are fifty-eight (58) dollars a panel at Lowe's. Chairman Jackson states that a picket fence would comply with the historic design standards. Brandon Yates notes that he has not been able to locate any information regarding the guidelines or design standards of the historic district. Brandon Yates states that he has tried searching for them and was unsuccessful. Brandon Yates asks the Commission if he could view their copy of the guidelines quickly. Chairman Jackson says he supposes that would be alright, however; as a property owner in the historic district, Mr. Yates should have a copy of this document. Chairman Jackson directs Brandon Yates to acquire one from Jason Hardin or Drew Bigelow for his own reference. Chairman Jackson goes on to state that the type of fencing proposed by Brandon Yates does not meet the design standards, but that does not prevent him from using that design in the side or rear yard of the home. In the front yard they would require a wooden picket fence design. Brandon Yates comments saying that his issue with using a slatted picket fence design is that it isn't as secure, and us typically a decorative option. Chairman Jackson responds stating that they are rather sturdy, being made of pressure treated lumber. If set with posts cemented in the ground as Brandon Yates has done, a picket style fence would be very sturdy and hold up well. Brandon Yates asks if the Commission is referring to a four (4) foot picket fence design. Chairman Jackson replies, yes. Elizabeth Covell notes that the panels could be placed close together, it wouldn't have to be large gaps. Referencing the design proposed by Mr. Yates, it looks like the wire fence would have larger gaps than a picket fence design, offering more opportunities for people to reach or stick things through the fence. Brandon Yates states that his design would have a dense metal wire between the posts that is very sturdy. Chairman Jackson notes that the adjoining house has a chain link fence in the rear/side yard and that such a fence would be permitted along the rear or side yard. The Commission is only concerned with the portion of the fencing facing the street (Irvin Street) and that the Commission does appreciate the forty-five (45) degree, dog ear design for the fence located at the corner of the property. Chairman Jackson asks that Brandon Yates consider doing a picketed design, or something similar, along the front of the property to meet the requirements of the historic design standards. Using the existing posts, Mr. Yates could either purchase picketed panels or construct a picket fence of his own liking. Brandon Yates clarifies that the issue is with having wire and not slats. Chairman Jackson replies, yes. Brandon Yates states that he already has two-thousand (2,000) dollars in lumber costs and another five-hundred (500)

in tools and materials. To avoid wasting money, Brandon Yates asks the Commission if there is any way he could use the lumber he has already purchased. Chairman Jackson responds clarifying that Mr. Yates is referring to the posts purchased for the top and bottom horizontal rails. Brandon Yates replies, yes and that he could potentially exchange some of those rails for 2" by 4" posts instead to construct the slatted design that has been requested by the Commission. Chairman Jackson notes that he was thinking the slats would be 1" by 4" posts not 2" by 4" posts, potentially helping to cut some of the cost related to constructing this slatted picket fence design. Chairman Jackson also notes that the top of the slats would traditionally be trimmed or beveled. Brandon Yates states that they did intend to bevel the tops of the posts and that they could do so to the slats as well. Brandon Yates goes on to as is there is a color the fence needs to be. Chairman Jackson states that these fences are traditionally white. Additionally, some caulk along the top of the bevel helps to preserve the fence slats. Agreeing that Brandon Yates can accommodate the changes requested by the Commission, a motion was made to approve the COA for this fence.

A motion was made in consideration of the evidence provided, to approve the Certificate of Appropriateness for Brandon Yates to erect a fence along the front, rear and side property lines of a property located 338 Irvin St., with the condition that the fence fronting Irvin Street is constructed of wood, has a fence design with vertical slats between the upright posts, and is painted white or off-white.

**Motion: Elizabeth Covell
Second: Marguerite Holt
Vote: Unanimous**

CONSIDERATION OF A CERTIFICATE OF APPROPRIATENESS FOR YVETTE "DOLLIE" TERRELL TO CONSTRUCT A TEN (10) BY TWELVE (12) FOOT, THIRTY (30) INCH TALL DECK ON THE REAR OF THE PROPERTY LOCATED AT 423 PIEDMONT ST. DOCKET NO. HD 2023-12.

Chairman Jackson introduces the next COA application.

Drew Bigelow swore in Yvette "Dollie" Terrell.

Dollie Terrell states that there are two drawings provided; one of the property as is (no deck), and one featuring a digital rendering of what the proposed deck will look like. Drew Bigelow passes out copies of the digital rendering. Dollie Terrell indicates that her friend provided the rendering for her. Dollie Terrell goes on to state that currently, there are two (2) sets of double doors that lead down to an almost three (3) foot drop. The house was purchased this way, however; the layout and positioning of these doors suggests there was once a deck or porch there. Dollie Terrell notes that she wants to install a new deck for her pleasure but also safety reasons. Chairman Jackson asks if the deck is on the corner facing Piedmont Street. Dollie Terrell notes that the deck is on the back of the home. Referencing the aerial map provided, Elizabeth Covell also states that it looks like the deck would be located on the rear of the home. Drew Bigelow notes that the deck is partially visible from Piedmont Street and from Maple Avenue as you approach from the side of the property. Elizabeth Terrell states that she doesn't believe the deck would be visible from the street, and that only the steps and/or a railing would be partially visible. Dollie Terrell states that she doesn't believe the deck would be visible from the street on Piedmont due to a six (6) foot privacy fence that runs along the side property line (not visible in the aerial image). Additionally, there is a sunroom on the rear of the property that would prevent the deck

from being seen from Maple Avenue. Elizabeth Covell asks Dollie Terrell to identify where the deck will be located. Dollie Terrell identifies the location of the deck. Chairman Jackson asks Elizabeth Covell to identify where the deck will be using the same photo Dollie Terrell just referenced. Elizabeth Covell points the location out to Chairman Jackson, and asks Dollie Terrell how far the steps will stick out. Dollie Terrell states that she doesn't know and that the size and length of the steps would be determined by the math of the deck. Hopefully they wouldn't stick out too far. Chairman Jackson states that she would have to meet general safety requirements regarding the height and rise of the steps. Again, referencing the aerial image, Elizabeth Covell asks is that (shadow in the side yard) is a tree. Dollie Terrell replies stating that it is a tree. Chairman Jackson asks if there are any other questions. Elizabeth Covell asks Dollie Terrell if the deck will stay within the corner footprint of the house. Dollie Terrell states that it will stay within the corner, except for the steps which will stick out. Elizabeth Covell notes that it does look like something was once there.

A motion was made in consideration of the evidence provided, to approve the Certificate of Appropriateness for Yvette "Dollie" Terrell to construct a ten (10) by twelve (12) foot, thirty (30) inch tall deck on the rear of the property located at 423 Piedmont St., based on the photos provided.

Motion: Elizabeth Covell
Second: Cindy Dilday
Vote: Unanimous

REIDSVILLE SESQUICENTENIAL (150TH) CELEBRATION

Jason Hardin states that this coming Sunday will be the Governor Reid Open House event for June. It will be held from 2pm-5pm. There will be games for kids and we have hired the balloon guy to be there.

Marguerite Holt asks if any work has been done to the upstairs of the house. Jason Hardin replies, yes. Marguerite Holt notes she has all of the children's room items that were donated by the Burtons. Marguerite Holt then asks if we have done something with each of the rooms or if they have been left alone. The items include: two (2) children's chairs, two (2) dolls, a red wagon, a hobby horse, six (6) items of children's clothing, and some children's books. There is also a mannequin with a governess or nursemaid's dress. We also have a donated cradle that remains in the house. All of these items could go in the same room. Marguerite Holt again asks, what all has been done upstairs. Jason Hardin notes that we have done some cleaning, no repairs or renovations have occurred. The inspectors have gone around and moved the Christmas tree and other items into storage. Marguerite Holt states that she is happy to go over there on Friday and set up the children's room. Jason Hardin asks what time she would like to go. Marguerite Holt said any time after eleven in the morning. Jason Hardin said we can arrange for the house to be open and/or for an inspector to meet her over there. Elizabeth Covell asks Marguerite Holt if there is anything we need to say (a script) for the children's room items. Marguerite Holt replies that she can put something together for Sunday because there does need to be some discussion of the items in that room. Marguerite Holt asks if the school room will be open. Jason Hardin says that it will be propped open like last time.

ADJOURNMENT OF HISTORIC PRESERVATION COMMISSION

There being no further business, a motion was made to adjourn the Historic Preservation Commission meeting at 6:40 pm.

Motion: Marguerite Holt

Second: Elizabeth Covell

Vote: Unanimous

**Drew Bigelow
Planner I**

**MINUTES OF THE REIDSVILLE APPEARANCE COMMISSION MEETING
HELD THURSDAY, JUNE 22nd, 2023 AT 4:00 P.M. IN THE
CITY HALL FIRST FLOOR CONFERENCE ROOM**

MEMBERS PRESENT:

**Robin Moore
Nicole Boswell
Tyler Morris**

MEMBERS ABSENT:

**Maricarmen Garduño
Ashton McLaurin**

OTHERS IN ATTENDANCE:

**Jason Hardin, Planning & Community Development Manager
Drew Bigelow, Planner I
Councilwoman Sherri Walker
Katelyn McKinney, Intern**

In the absence of the Chair and Vicechair, the Commission temporarily elects Tyler Morris to run the meeting.

Tyler Morris calls the meeting to order at 4:00pm.

Sherri Walker provided the Invocation.

A motion was made to skip the reading of the RAC mission statement.

**Motion: Robin Moore
Second: Nicole Boswell
Vote: Unanimous**

APPROVAL OF MINUTES

A motion was made to approve the Minutes of the May 25th, 2023 RAC meeting.

**Motion: Robin Moore
Second: Nicole Boswell
Vote: Unanimous**

DISCUSSION ITEMS

1. **“We’ve Noticed” Yard of the Month Program** – Jason Hardin states that for a while we have had a “We’ve Noticed” Program, and that recently we have had some interest in recognizing a yard within the City. Normally when we post a yard its for something bad, so it would be nice to post a yard for something good. Jason Hardin indicates that Drew Bigelow has provided some renderings for the Commission to consider regarding the design of the certificate and yard sign that will be posted/provided to the nominee. Jason Hardin allows Drew Bigelow to explain the

program and the changes that are being proposed regarding the certificate and yard sign designs. Drew Bigelow explains that one of the employees in HR recommended her neighbor for recognition. Currently we only have the "We've Noticed" thank you cards to send out, this is in part due to the lack of interest in the program over the last year or so. We want to take it a step further, and offer nominees a certificate recognizing their accomplishments and physically post the yards with a sign for the neighborhood to see. In addition, there would be a way for people to either call in and nominate or otherwise recommend someone for this distinction. We still have to work out the detail of this. At the end of the month, we would pull up the yard sign and post the next yard.

Referring to the renderings provided, Drew Bigelow states that there are both color options and black and white options. Considering the cost of printing in full color, Drew Bigelow wanted to provide examples of both for the Commission's consideration. If the Commission wants to go ahead with selecting a design from the renderings provided, the department would like to go ahead and begin this program by posting the property of the individual who was nominated this past month.

Nicole Boswell states that this is a nice gesture that will give back to the community. Drew Bigelow agrees, stating that the individual nominated last month was very appreciative and already had several neighbors he wanted to recommend for the upcoming months. Tyler Morris thinks that we should be recognizing people. His neighborhood of Annruston does this and it's a big hit. It gets people excited and makes them take pride in their property and community. It may even incentivize people to take care of their yard.

Sherri Walker states that at one time we had metal "We've Noticed" signs, and asks if we still have those. Sherri Walker is concerned that someone them may have never gotten turned back in. Drew Bigelow states that inspector Neil McKinney looks for them and was only able to locate one sign in poor condition. Sherri Walker states that the renderings provided are much prettier than what we had before and that it is good it has the logo on it. Sherri Walker also notes that with the "We've Noticed" program in the past, the Commission has found it difficult to select an awardee to notice because the focus needs to be on the landscaping and yard work. Previously there was a yard nominated for their decorations on the porch, but it didn't meet the criteria to be noticed for their landscaping. Sherri Walker asks if we have those rules in place. Drew Bigelow responds stating that she could not find anything that defined the criteria for consideration, however it would need to be the yard work and/or landscaping that is considered. Sherri Walker states that she would love to see us bring this program back. Tyler Morris states that he thinks this is a great idea and he is glad we are trying to recognize people for doing the right thing by keeping their community beautiful and cared for.

A motion was made to approve the black and white designs for the "We've Notice" Yard of the Month Program, and to begin this program in July.

Motion: Robin Moore

Second: Nicole Boswell

Vote: Unanimous

PLANNING & COMMUNITY DEVELOPMENT MANAGER'S REPORT

- 1. Nuisance & Minimum Housing Report** – Jason Hardin reported that there has been a total of 275 high grass, trash, and debris violations, 70 active nuisance vehicle complaints and 0 minimum housing violations for the Year.
- 2. Events** – Jason Hardin introduces the upcoming events for June. We have the farmers market open on Thursdays and Saturdays, and Zumba every Monday in Market Square at 6pm – these are recurring events. On July 4th we have the Independence Day Celebration at Reidsville Lake beginning at 4pm. On July 7th from 5:30pm to 7:30pm, we have the First Fridays Block Party hosted by the Reidsville Downtown Corporation (RDC) and the Downtown Merchants Association. Then on July 15th from 7pm to 9pm, we have the next installment of the downtown concert series. There will be music, food trucks and games. This event is 1960's themed beach music featuring the band Cat5. Lastly, on the 18th from 4pm to 7pm, we have the Reidsville Fire Department's open house event at the Fire Station on Barnes Street.

For Parks and Rec, we don't have a lot going on. The Lucky's Baseball Season continues so please come out and show your support. Drew Bigelow notes that the Lucky's have 2 games per week.

Tyler Morris states that 275 violations is a lot, and that he is sure it is going to get worse after this week with all the rain. Jason Hardin states that this is normal for violations.

APPEARANCE COMMISSION MEMBER'S COMMENTS

Robin Moore asks when the park is going to open behind City Hall. Sherri Walker states that the ribbon cutting will be held at 9am on June 29th, which is next Thursday. Tyler Morris states that it has been delayed several times. Jason Hardin states that the weather caused a lot of issues over the winter. Nicole Boswell mentions some questions and complaints that she has received from community members regarding the vegetation along the creek at Courtland Park. Jason Hardin explains that the creek is a part of the Jordan Lake watershed and a riparian buffer that cannot be disturbed. Previously this vegetation was mistakenly being trimmed but that can no longer be done. Nicole Boswell asks if the park is being turned into something else. Jason Hardin states no, and that the park will remain. The vegetation is there to protect the stream from runoff and erosion. Robin Moore asks if the kids play equipment is going to be removed. Jason Hardin responds no, and that the state mandates the maintenance of the riparian buffer.

Sherri Walker also mentions the Cornerstone Christian Church who is giving back away backpacks full of supplies for kids this coming Saturday. If you can come out and support them or pass the information along to someone who needs it. They will have music and activities and games. We will keep our fingers crossed for a rain free day.

ADJOURNMENT

There being no further business a motion was made to adjourn the RAC meeting at 4:33 pm.

Motion: Robin Moore

Second: Nicole Boswell

Vote: Unanimous

**Drew Bigelow
Planner I**

**MINUTES OF THE
REIDSVILLE HUMAN RELATIONS COMMISSION
MEETING ON TUESDAY, MAY 23, 2023
REIDSVILLE CITY HALL
1ST -FLOOR CONFERENCE ROOM**

COMMISSION MEMBERS PRESENT: Cathy Badgett, Chair
Richard Ratliff
Anna Roach
Dawn Charaba
Wanda Harley
Khalid Amos

COMMISSION MEMBERS ABSENT: Maricarmen Garduño, Vice Chair

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 6:34 p.m.

INVOCATION

Councilman William Hairston provided the invocation.

ROLL CALL

Deputy City Clerk Latasha Wade then called the roll.

READING OF THE MISSION STATEMENT

Wanda Harley read the Mission Statement.

APPROVAL OF APRIL 25, 2023

Richard Ratliff made the motion to approve the April 25, 2023 minutes and Wanda Harley seconded the motion with the minutes being unanimously approved.

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REPORTS AND ANNOUNCEMENTS

Dr. Badgett passed out the Team Reidsville CommUNITY Day handout of expenses, sponsors, and vendors. (Herein incorporated in the minutes.) Dr. Badgett began with thanking the Commission for their participation in the Multicultural Day event on April 29, 2023. She began sharing feedback received from different people that attended saying that they were pleased with the event. She acknowledged that there were some hiccups, but overall, it went well. Dr. Badgett said that Michael Bennett wanted to help the Human Relations Commission with next year's event by getting bands and providing funds to assist with the event along with a few other people. She shared that they would begin discussing the Multicultural Day event for 2024 in the Fall. Richard asked Dr. Badgett if the event could be held every year on the last Saturday of April being that the weather is not too hot then? Dr. Badgett said they would have to vote on it, but it would first have to be approved by Market Square. She said that it needs to be decided by October. Dr. Badgett passed out an evaluation sheet of the event to be completed by the members. She said that she would use the evaluations in her final report that she likes to give the Mayor and the City Council, which includes the Commission members input. Dr. Badgett said that the evaluation also helps with the planning of next year's event. Wanda Harley said that Linda Bass expressed that she would like to partner with HRC next year with the Multicultural Day but she didn't know if Ms. Bass was speaking of the Eastern Star or the NAACP being the group who would be the partner. Dr. Badgett shared that at the ball she attended, she was surprised to be chosen for the Nurse of the Year Pioneer Award and it was the first time that award was given. The board congratulated and applauded Dr. Badgett's achievement.

Anna asked Dr. Badgett if she received the money from Big O's Italian Ice as she reviewed the CommUNITY Day sheet Dr. Badgett had given them. Dr. Badgett said she didn't remember seeing the receipt for it. Anna said she would check with the owner and Dr. Badgett said that they had not gotten to that part on the sheet. Dr. Badgett reviewed the Team Reidsville CommUNITY Day sheet. Richard said that he did not see the \$100 donation from his daughter so Dr. Badgett added that to the cash total. Dr. Badgett shared with the Commission that she was told that they would not be able to use that banner next year because it was too big. She and several members agreed that they thought the banner worked well. Dr. Badgett said that she would deal with that matter at a later time. Dr. Badgett said the sponsor banner could be re-used next year but updated with sponsors from what she was told. She said that trophies were left to be used next year. She said she had letters for the members to look at to be sent to the sponsors.

Dr. Badgett asked for the members to make sure that the letter sounded okay. She asked Latasha to provide her with the tax identification number to add to the letters. Dr. Badgett also said that she needed to get addresses for any sponsors that she didn't have addresses. After the addition of the donation from Richard's daughter, Dr. Badgett corrected the total cash balance to be \$5506.51. When Dr. Badgett reviewed the vendors, Latasha shared that she did not have a receipt from Big O's Italian Ice. Anna said she would reach out to them. Dr. Badgett said that the Lebanese Grill Food Truck did not show up nor did they call. They would not receive a refund should they request it. She urged the Commission to reconsider using a vendor for future events if they did a no show/no call.

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In reviewing the balances, Dr. Badgett reminded the Commission they had an increased amount of money to use due to the funds that were carried over from the years no events were held due to COVID. She also told them the balance was tentative but may change if there are any pending expenses not included.

Dr. Badgett asked Councilman Hairston about the budget for the upcoming year? He said he would have that information at the next meeting. Dr. Badgett told the Commission she would provide them with an updated sheet of the information from the COMMUNITY Pride Day event.

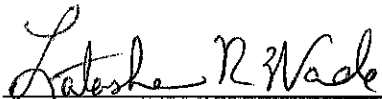
Dr. Badgett asked each member about the event. Each member and Councilman Hairston shared positive feedback. Dawn said she gave a gift card to the Senior Center when she returned the borrowed artwork since some edges of the posters were damaged.

Closing Comments

Dr. Badgett concluded the meeting with congratulating Khalid on his upcoming graduation and presented him a card. She shared with everyone that they would meet in June and then resume the monthly meetings in September.

The motion to adjourn the meeting at 7:34 p.m. was made by Richard Ratliff, seconded by Wanda Harley and unanimously approved.

Submitted by:



Latasha R. Wade, Deputy City Clerk

**Team Reidsville
CommUNITY Day**

29-Apr-23
\$8,962.43

EXPENSES	Amt	Sponsors	Amt
Robin Yount/Judy for 2 Ads	\$40.00	Food Lion Hwy 14 & Freeway Dr-Nolan Pruitt; 5200 US Business 29, Reidsville, NC 27320	\$25.00
Lowes Food-snacks/water			
Dollar Tree-snack/décor		Dr. Andrew Fogelman-1130 Freeway Dr., Reidsville, NC 27320	\$20.00
T-Shlrts Screen Print	\$120.00	Farm Bureau-Jeffrey Law PO box 1945 Reidsville, NC 27320	\$100.00
T-Shirts-Chamber of Commerce	\$120.00	Food Lion Way St.- Ashley Burr, 1605 Way St. Reidsville, NC 27320	\$20.00
RSH Donation to Band Boosters	\$150.00	McDonald's-Karen Khan PO Box 4836, Archdale, NC 27263	Gift Cards for Happy Meals-25
Sugar Dumplins LLC (Kim Oldham)	\$640.50	State Farm-Rod Connors 622 S. Scales St, Reidsville, NC 27320	
Jordan Prosound (Henry Jordan)	\$550.00	Melvin Watkins	\$100.00
Ryan Dial (Native American Dance)	\$300.00	Thomas Ratliff -Richard's Brother	\$500.00
Jukebox Rehab (Mike Stevens)	\$200.00	Dr. Gerald Hill	\$100.00
Earth, Spirit, Taiko, Inc	\$100.00	Elretha Perkins Daycare	\$100.00
Queens Court Party Band (Gia)	\$2,000.00	Lowe's Food- Freeway Dr.	\$25.00 Gift Certificate
Banners-Screen Print	\$374.00	Mrs. Helen Smith 4712 Keppler Pl, Temple Hills, Md 20748	\$100.00
4 Imprint (Medallions)	\$495.70	McLaurin Funeral Home	\$200.00
Amazon (Trophles)	\$35.72	Subway	\$85.60
Total (estimated)	\$5,125.92	Wanda Harley Insurance	\$100.00
		Total	\$1,320.00

Vendors	Amt
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Candy Creek Kitchen	\$50.00
Boardwalk Baker	\$75.00

Lebanese Grill	\$75.00
Big O Italian Ice	

NAACP	\$50.00
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Total	\$250.00
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Starting Balance	\$8,962.43
Minus Expense *	\$5,125.92

Total (ending balance)	\$3,836.51
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Sponsors	\$1,320.00
Vendors	\$250.00
Total	\$1,570.00

Balance after expense	\$3,836.51
Sponsors/Vendors	\$1,570.00
Final Total Balance	\$5,406.51