

**City of Graham
City Council Meeting Agenda
November 12, 2024**



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

CALL TO ORDER: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE

RECOGNITION: Graham Firefighters and Police Officers – Deployed to Western NC – Hurricane Helene

REPORT: NCLM – Joseph Graziano – Police Department Risk Assessment Results

CONSENT AGENDA:

- A. To approve the October 8, 2024, Council Meeting minutes.
- B. To approve a budget amendment recognizing \$1,400.00 in the State Drug Forfeiture Revenue account for use.
- C. To approve the following 2025 City Council meeting dates and 6:00 pm meeting time:
(Please note, due to Veteran’s Day, the November Council Meeting will be held on November 4th)

January 14	February 11	March 11	April 8	May 13	June 10
July 8	August 12	September 9	October 14	November 4	December 9
- D. To approve a budget amendment of \$595,000 for the purchase of three parcels totaling 12.056 acres adjacent to Bill Cooke Park from the Teer Family.
- E. To approve a budget amendment of \$162,155 for the cost of upgrading four traffic signals at the intersections of Marshall Street and Elm Street, Pine Street and Marshall Street, Pine Street and Melville Street, and Marshall Street and Albright Avenue.
- F. To approve a Project Budget Ordinance for the Recreation Center’s Accessible Parks Grant Improvements Project for \$119,437 with a local match of \$26,250 for ADA entryway doors and an ADA Family restroom.
- G. To approve a budget amendment appropriating funds for \$150,000 to purchase additional water meters.
- H. To approve the acceptance of a Kaleidoscope Sculpture created by Robert C. Anderson as a gift honoring Cary Worthy, retired Executive Director of Alamance Arts, and to install the sculpture at Graham Regional Park.
- I. To approve a revision to the Personnel Policy regarding the Christmas holiday schedule for employees except for Public Works and Utilities Departments to Tuesday, December 23, Wednesday, December 24, and Thursday, December 25.

J. To approve tax releases in the amount of \$1,549.70.

PUBLIC HEARINGS:

1. REZONING – 4.7 ACRES – Off HANOVER ROAD AND JEFFREYS STREET

A public hearing has been scheduled to consider rezoning 4.7 acres from I-1, Light Industrial, and R-G, General Residential, to C-R, Conditional Residential, to construct 53 townhomes off Hanover Road and Jeffreys Street.

2. AMENDMENT – DEVELOPMENT ORDINANCE – DISTANCE OF RECREATIONAL OPEN SPACE

City Council will consider approval of an Ordinance amendment to Article 4, Division 12, Section 10.249, Open Space Provisions for R-12, R-15, and R-18 Zoning Districts in the Development Ordinance adding location requirements for Recreation Open Space.

NEW BUSINESS:

3. BOARDS AND COMMISSION APPOINTMENTS

City Council will consider appointments to the following Boards and Commissions:

Appearance Commission/Tree Board

Vacancy – 1

Applicants: Emily O’Dell | Ben Beushausen

Graham Historical Museum Board

Vacancy – 1

Applicants: Gail Walker | Dr. Thomas Matherly

Historic Resources Commission

Vacancies – 2

Applicants – Ben Beushausen | Dr. Thomas Matherly

4. SELECT FIRM – GRAHAM REGIONAL PARK MASTER PLAN

City Council will consider approving Benesch as the vendor for the Graham Regional Park Master Plan and approve a budget amendment not to exceed \$55,000.

OLD BUSINESS:

5. PEDESTRIAN PLAN UPDATE DISCUSSION

City Council will discuss the proposed City of Graham Pedestrian Plan Update.

(Continued from the September 10 and October 8, 2024, Council meetings.)

PUBLIC COMMENT PERIOD

CITY STAFF COMMENTS

CITY COUNCIL COMMENTS

ADJOURN



GRAHAM
NORTH CAROLINA

STAFF REPORT

SUBJECT:	RECOGNIZING GRAHAM POLICE OFFICERS THAT DEPLOYED TO WESTERN NC IN THE AFTERMATH OF HURRICANE HELENE
PREPARED BY:	CAPTAIN TONY VELEZ

REQUESTED ACTION:

Graham Police Department is requesting City Council to recognize the Graham Police Officers that deployed to Western North Carolina in the aftermath of Hurricane Helene to assist fellow police departments and emergency management in communities destroyed by the storm.

BACKGROUND/SUMMARY:

On September 26, 2024, a Category 4 hurricane made landfall in Florida and proceeded northward, arriving in North Carolina on Thursday, September 27, 2024. The hurricane caused catastrophic loss and unprecedented damage across approximately 27 counties in Western North Carolina. On Sunday, September 29, 2024, the Graham Police Department was requested for deployment through a mutual aid request from Asheville Police Department. In response, Chief Baker contacted Lt. Barnes and the COP Team. All members of the unit were available and eager to be of assistance. However, one couldn't deploy due to other assigned duties. The 6 officers departed on Monday, September 30, 2024.

Upon arrival, officers ran into an issue with secure lodging and were re-routed to a hotel with no power and no water. They continued to live in these conditions while being assigned to several duties in Asheville. Until they departed on Friday, October 4, 2024, they performed many different tasks. They worked 16 hour shifts every day. They conducted downtown foot patrols during the day and night patrols on certain streets to assist business owners and displaced citizens. They manned barricades to keep motorists from dangerous areas and to keep traffic away from search and rescue personnel. They provided security to prevent looting at food and fuel distribution sites. While performing their duties they also had to figure out how to obtain meals because they did not always have access to meals at the emergency shelters/ facilities in the area.

Prior to their return, the NC Association of Chiefs of Police became the liaisons for law enforcement support to western NC. They managed requests and deployed personnel. We sent another 4 officers to Hendersonville NC on Sunday, October 6, 2024. They performed basic patrol duties day and night shifts, to give local officers a break until October 7. Then on October 8, they were re-deployed to Woodfin, NC to perform the same duties. They returned home on October 10, 2024.

On October 13, 2024 we sent 4 more officers to the Buncombe County Emergency Management Headquarters, that was located in an Embassy Suites there. They were originally housed in FEMA emergency shelters until being relocated to the hotel with access to both power and water. They were tasked with providing security at the headquarters because of threats received by them, both day and night. The headquarters for EM was primarily staffed by civilians at the time. They returned home on Thursday October 17, 2024.

These deployments were a hardship on our officers, their families and our agency. However, we were proud of the fact that when asking for volunteers to populate a list for deployments following the first one, the majority of our officers were eager to volunteer. We received positive feedback concerning their professionalism, dedication and willingness to work hard in less than desirable conditions to assist those suffering in a disaster area.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Staff recommends that Council formally recognize the 14 Graham Police Officers who deployed to Western North Carolina in response to the devastation caused by the hurricane. Their selfless efforts, unwavering commitment, dedication to duty and willingness to assist impacted communities, even while being away from their families for several days at a time, bring great credit upon them, their units, this department and the City of Graham. Acknowledging their service would be a meaningful way to honor their dedication and bravery in the face of extraordinary challenges.

(Lt. Barnes, Sgt. Kimball, Sgt. Way, Sgt. Rains, Cpl. Sakin, Cpl. Hopkins, Cpl. Cross, Det. Diezel, Ofc. Maldonado, Ofc. Campbell, Ofc. Jordan, Ofc. Phillips, Ofc. Riley and Ofc. Shahzad)

SUGGESTED MOTION(S):



GRAHAM
NORTH CAROLINA

STAFF REPORT

SUBJECT:	RECOGNIZING GRAHAM FIREFIGHTERS THAT DEPLOYED TO WESTERN NC IN THE AFTERMATH OF HURRICANE HELENE
PREPARED BY:	CHIEF TOMMY COLE

REQUESTED ACTION:

Fire Chief is requesting City Council to recognize the Graham Firefighters that deployed to Western North Carolina in the aftermath of Hurricane Helene to assist fire departments devastated and destroyed by the storm.

BACKGROUND/SUMMARY:

On September 26, 2024, a Category 4 hurricane made landfall in Florida and proceeded northward, arriving in North Carolina on Thursday, September 27, 2024. The hurricane caused catastrophic loss and unprecedented damage across approximately 27 counties in Western North Carolina. On Saturday, September 28, 2024, the Graham Fire Department was requested for deployment by the North Carolina Office of the State Fire Marshal. In response, a Graham Fire Engine with four personnel departed Graham around noon, reaching the Swannanoa community in Buncombe County by late afternoon.

Upon arrival, Graham Fire was initially stationed in Swannanoa. The following day, we were reassigned to the West Buncombe Fire Department and subsequently, the Fairview Fire Department. Our personnel remained at Fairview Fire Department until the completion of our mission on Thursday, October 24, 2024. Over the 27-day deployment, twelve Graham Firefighters rotated in to complete seven missions, each lasting between three to five days.

This deployment was marked by significant challenges, including the tragic Line of Duty Death of Battalion Chief Tony Garrison of Fairview Fire Department. Chief Garrison was killed on September 27, 2024, in a mudslide while attempting a civilian rescue, underscoring the extreme conditions first responders faced throughout the recovery efforts.

This deployment reflects the dedication and resilience of the Graham Fire Department in response to statewide emergencies and demonstrates our commitment to supporting communities in crisis.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Staff recommends that Council formally recognize the Graham Firefighters who deployed to Western North Carolina in response to the devastation caused by the hurricane. Their heroic efforts, unwavering commitment, and willingness to assist impacted communities, even while being away from their families for several days at a time, exemplify the highest values of our department. Acknowledging their service would be a meaningful way to honor their dedication and bravery in the face of extraordinary challenges.

SUGGESTED MOTION(S):

City of Graham City Council Meeting Minutes October October 8, 2024



The City Council of the City of Graham held a regularly scheduled meeting at 6:00 p.m. on October 8, 2024, in the Council Chamber, City Hall Municipal Building at 201 South Main Street, Graham, NC.

Council Members Present:

Mayor Jennifer Talley
Mayor Pro Tem Ricky Hall
Council Member Bobby Chin
Council Member Joey Parsons
Council Member Bonnie Whitaker

Staff Present:

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

CALL TO ORDER: Mayor Jennifer Talley

INVOCATION & PLEDGE OF ALLEGIANCE – Pastor Michael Evans, Graham Bible Methodist

RECOGNITIONS:

- RETIRING GRAHAM BUSINESS OWNER - DAVID HALL

Mayor Talley recognized David Hall of David Hall Body Shop, Graham, NC, for 30 years of service to the citizens of Graham and Alamance County.



Mayor Talley, David Hall, Judy Hall

- 2024 GRAHAM FIRE DEPARTMENT EXPLORER POST #4010



Graham's Fire Explorer Post and Haw River participated in the Alamance County Junior Firefighter state-wide competition placing third overall and first in the main event (water polo).

CONSENT AGENDA:

- a. To approve the September 10, 2024, Council Meeting minutes and sealed Closed Session minutes.
- b. To approve a budget amendment appropriating fund balance in the amount of \$7,000 for the repair of planters and to increase the Property Maintenance Department budget by \$7,000.
- c. To approve a budget amendment appropriating fund balance in the amount of \$30,000 for bank reconciliations and related entries and to increase the Finance Department budget by \$30,000.
- d. To approve a resolution accepting \$500,000 grant funding for Drinking Water State Revolving Fund (DWSRF) Emerging Contaminants (EC) funds.
- e. To approve the request from the Alamance County Veterans Services for the Veterans Day Parade on Saturday, November 9, 2024, which includes the closure of McAden Street pending approval from NCDOT for closure of a State road.
- f. To approve an amendment to the Graham Historical Museum Advisory Board Bylaws to allow two members who reside in either the extraterritorial jurisdictional area or within Alamance County to serve on the advisory board.

Mayor Talley asked for Item f, an amendment to the Graham Historical Museum Advisory Board bylaws, to be removed for discussion.

Mayor Pro Tem Hall motioned to approve Consent Agenda items a through e, seconded by Council Member Chin. The motion passed unanimously.

Item f: Mayor Talley stated she would like the Council to consider one member from Graham's ETJ and one outside the City.

Motion by Mayor Talley to allow one member from Graham's ETJ and one from outside the City to serve on the Graham Historical Museum Advisory Board, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

PUBLIC HEARINGS:

1. ANNEXATION – 0.79 ACRE – Off JIMMIE KERR ROAD - AN2403 – CONTINUED FROM SEPTEMBER 10, 2024, MEETING

A public hearing was continued to consider an Annexation Ordinance to extend the corporate limits to the City of Graham for two tracts of land totaling 0.79 acre located off Jimmie Kerr Road.

(Continued from the September 10, 2024, Council meeting.)

Assistant City Manager Aaron Holland stated the petition was a request for the Council's approval to extend the corporate limits to include the subject properties. The area being considered for annexation is located off of Jimmie Kerr Road and contains approximately 0.79 +- acre total. Water is located along the frontage of this property within the Jimmie Kerr Road right of way, and the applicant requested to connect to the City's water infrastructure. He stated that some of the property was already in the City and zoned B-2.

Councilmember Whitaker brought to everyone’s attention that this item had been heard twice by the Planning Board.

Assistant City Manager Holland stated the annexation was not heard because it does not go through the Planning Board, but the Planning Board tabled the rezoning and recommended denial.

Councilmember Whitaker asked if the rezoning was denied because the applicant did not attend the Planning Board meeting.

Assistant City Manager Holland stated that was correct. Mr. Holland said there was some confusion with the date of the meeting given to the applicant.

The public hearing was opened and the following spoke:

Ms. Shannon Donahoe, 759 Jimmie Kerr Road, Haw River, stated she was not aware she needed to attend the meeting and was only told by staff to complete the paperwork. She said for the second meeting she was informed that she needed to be present but was emailed the incorrect day.

Mayor Talley asked Ms. Donahoe if she knew the zoning around her was B-2 and if she was okay with that rezoning.

Ms. Donahoe stated she was okay with B-2 zoning.

The Public Hearing was closed.

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

Motion by Mayor Pro Tem Hall to approve the annexation ordinance to extend the corporate limits to the City of Graham for two tracts of land totaling 0.79 acre located off Jimmie Kerr Road, second by Council Member Chin. The motion passed unanimously.

2. REZONING – JIMMIE KERR ROAD – UN-ZONED TO B-2 GENERAL BUSINESS

City Council considered a rezoning from un-zoned to B-2, General Business for two tracts of land totaling 0.79 acre located off Jimmie Kerr Road.

The public hearing was opened and no one spoke.

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

Motion by Council Member Chin to approve the rezoning to B-2, General Business, for two tracts of land totaling 0.79 acre located off Jimmie Kerr Road and the rezoning is consistent with Graham’s 2035 Comprehensive Plan and consistent with the current land zoning and land use plan for the overall goal of establishing water to the residence, seconded by Mayor Pro Tem Hall. The motion passed unanimously.

3. AMENDMENT – DEVELOPMENT ORDINANCE – DISTANCE OF RECREATIONAL OPEN SPACE

City Council considered approval of an Ordinance amending Article 4, Division 12, Section 10.249, Open Space Provisions for R-12, R-15, and R-18 Zoning Districts in the Development Ordinance adding location requirements for Recreation Open Space.

Assistant City Manager Holland stated the Council had asked staff to revisit the recently approved open space language and include a requirement of distance from dwellings where the recreational open space needs to be located. He shared staff had provided an update that 90% of homes must be within a 1/4 mile (1,320 feet) of a recreational open space area. He stated the Planning Board reviewed the amendment and recommended approval but with the change, the distance should be lessened from 1/4 of a mile to 1/8 of a mile (660 feet).

Council asked to see what this would look like to determine if this was something they wanted to revise.

Assistant City Manager Holland stated he would bring back a visual example of how the Council could perceive recreational spaces within a division.

Motion by Council Member to table this item to the November 12, 2024, Council meeting to review examples of recreational open spaces, second by Mayor Pro Tem Hall. The motion passed unanimously.

OLD BUSINESS:

4. PEDESTRIAN PLAN UPDATE DISCUSSION

City Council will discuss the proposed City of Graham Pedestrian Plan Update.
(Continued from the September 10, 2024, Council meeting.)

Mayor Talley stated she had shared questions with Assistant City Manager Holland. She stated the plan contained information regarding roundabouts that she did not think was consistent with the Downtown Master Plan, regarding roundabouts that were taken out of the Downtown Plan. She began addressing other issues and Assistant City Manager Holland suggested that it would be better to sit down and review all her concerns so he could explain the updates.

Assistant City Manager Holland asked if other Council Members had any concerns to forward them by email.

Motion by Mayor Talley to table this item to the November 12, 2024, Council meeting, seconded by Council Member Whitaker. The motion passed unanimously.

Mr. Keith Westbrooks inquired about a grant for Elm Street sidewalks.

The Council replied there were no grants for sidewalks on Elm Street.

NEW BUSINESS:

5. AMENDMENT – ORDINANCE – ENCROACHMENTS UPON STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES

City Council will consider an Ordinance amendment to Chapter 18 - Streets, Sidewalks, and Other Public Places, Article 1 - In General, Sections 18-2 and 18-6 of the Code of Ordinances.

Assistant City Holland stated City staff had received recent inquiries about utilizing space within City parking lots for dumpsters. Current ordinances do not allow encroachments within this space, and staff brought this to the attention of the Council after the September 10, 2024, meeting. He stated the City Council directed staff to bring forward an ordinance addressing the request at the upcoming October 8, 2024, meeting. The following amendment to the Code of Ordinances adds “City Parking Lots” as an area Council may approve for permissive use.

Mayor Talley stated that sharing a dumpster with three or four businesses was better than having 20 trash cans on the sidewalks.

Motion by Mayor Pro Tem Hall to approve the Ordinance amendment to Chapter 18, Streets, Sidewalks, and Other Public Places, Article 1, Section 18-2 and 18-6 of the Code of Ordinances, seconded by Council Member Chin. The motion passed unanimously.

PUBLIC COMMENT:

There were no public comments.

STAFF COMMENTS:

Assistant City Manager Holland stated City Staff had received a request from the Valleyfield Homeowners Association to evaluate no parking perimeters from the entrance of Valleyfield to where the no parking currently starts. He asked for consensus from the Council to allow staff to review and report to the Council.

Mayor Talley asked the City Attorney if Council Member Whitaker and Mayor Pro Tem Hall needed to recuse themselves when considering this concern because they reside in the Valleyfield division.

City Attorney Ward stated he would look into it and advise.

Council consensus was to have staff evaluate the parking concerns in Valleyfield.

COUNCIL COMMENTS:

Mayor Talley:

- Excited about the \$500,000 grant to conduct the PSAF study.
- She received in the mail a \$119,437 grant from the Accessible Park Grant Program for Graham Recreation for the ADA updates.
- Visited and spoke to Alamance Christian School students and received wonderful thank you letters.
- Thanked individuals and businesses who had reached out to help our neighbors in Western Carolina.
- Fire Chief Cole gave an update regarding the teams deployed to assist Western Carolina due to Hurricane Helene.

Council Member Chin:

- The third Saturday of October would be the last ALCOVET concert and car show.
- November 9th – Veterans Day Parade followed by ALCOVET’s festival.
- ALCOVETS delivered supplies to Western Carolina.

ADJOURNED

Motion by Mayor Pro Tem Hall to adjourn, seconded by Council Member Chin. The motion passed unanimously. The meeting adjourned at 8:15 p.m.

Renee M. Ward, CMC
City Clerk



STAFF REPORT

SUBJECT:	STATE FORFEITURE FUND BUDGET AMENDMENT 2024-2025
PREPARED BY:	SERGEANT B.T. EDWARDS

REQUESTED ACTION:

The Graham Police Department requests Council approved a budget amendment in the amount of \$1,400 in state drug forfeiture revenue to the state account balance for use.

BACKGROUND/SUMMARY:

The Graham Police Department participates in the Department of Justice Asset Forfeiture Program. This program “is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations, deprives wrongdoers of the proceeds of their crimes, recovers property that may be used to compensate victims, and deters crime” (DOJ, 2009). “One of the ancillary benefits of asset forfeiture is the potential to share federal forfeiture proceeds with cooperating state and local law enforcement agencies through equitable sharing” (DOJ, 2018). Being one of the recipient agencies, the Police Department receives these funds as we participate in certain investigations.

To use these funds, as directed by NCGS 159-8 contained in the Local Government Budget and Fiscal Control Act, the law enforcement agency’s governing body must authorize the transfer of these revenue funds to a required, separate, budgeted account for its use. The use of these funds rest with the law enforcement agency head. Equitably shared funds shall be used by law enforcement agencies for law enforcement purposes only to add to the department’s budget, not supplement.

The Police Department is requesting a budget amendment on behalf of Chief MK Baker for the use of these funds. This request is in compliance with the rules and regulations for the use of forfeiture funds under Federal guidelines.

FISCAL IMPACT: There is no cost to the City of Graham as transferred funds come from the equitable sharing program. The funds to be transferred to the state drug fund budget total \$1,400.

- Trade-in cost of six aging handguns \$1,400.00

STAFF RECOMMENDATION: Approval.

SUGGESTED MOTION(S): Make a motion to approve a budget amendment recognizing \$1,400 in State Drug Forfeiture Revenue.

CITY OF GRAHAM

BUDGET AMENDMENT ORDINANCE
2024-2025

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:

Section 7.

CAPITAL PROJECTS AND OTHER SPECIAL FUNDS
REVENUES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
State Drug Fund Balance	-	1,400.00	1,400.00		1,400.00
	-	1,400.00	1,400.00	-	1,400.00

Section 7.

CAPITAL PROJECTS AND OTHER SPECIAL FUNDS
EXPENDITURES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Federal Drug Funds	\$0.00	\$1,400.00	1,400.00		1,400.00
	-	1,400.00	1,400.00	-	1,400.00

Adopted this 12th day of November 2024.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk



STAFF REPORT

SUBJECT:	PURCHASE OF TEER PROPERTY ADJACENT TO BILL COOKE PARK
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

REQUESTED ACTION:

Approve a budget amendment of \$595,000 for the purchase of three parcels totaling 12.056 acres adjacent to Bill Cooke Park from the Teer Family.

BACKGROUND/SUMMARY:

At the July 9, 2024 meeting, City Council approved the purchase of three parcels (#147644, #147738, and #147739) owned by Susan Teer Lambert and Cathy Teer Evans for the expansion of Bill Cooke Park in the amount of \$615,000. Council also approved a budget amendment for earnest money in the amount of \$20,000 at the July 9th meeting, leaving a balance of \$595,000.

With the approval of the purchase, GRPD staff began working on a Waiver of Retroactivity from the NC Division of Parks and Recreation for the Parks and Recreation Trust Fund (PARTF) Grant. The Waiver of Retroactivity was received on August 12, 2024 and will allow the City of Graham to purchase the property before applying for a PARTF Grant that could reimburse the City up to 50% of the purchase price. An application for a PARTF Grant will be submitted by May 1, 2025.

FISCAL IMPACT:

Expenditures expected are for the purchase of the property in the amount of \$615,000. If the City is awarded a PARTF Grant for reimbursement of the purchase, the City could receive a maximum of \$307,500.

STAFF RECOMMENDATION:

Approval

SUGGESTED MOTION(S):

Make a motion to approve a budget amendment of \$595,000 for the purchase of three parcels totaling 12.056 acres adjacent to Bill Cooke Park from the Teer Family.

CITY OF GRAHAM

**BUDGET AMENDMENT ORDINANCE
2024-2025**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:**

Section 1.

EXPENDITURES

DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Athletic Facilities - Capital Outlay (10-6220-7300)	30,000.00	625,000.00	595,000.00		595,000.00
	30,000.00	625,000.00	595,000.00	-	595,000.00

Section 2.

REVENUES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance Appropriation	\$1,286,532.00	\$1,881,532.00	595,000.00		595,000.00
	1,286,532.00	1,881,532.00	595,000.00	-	595,000.00

Adopted this 12th day of November 2024.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk



STAFF REPORT

SUBJECT:	TRAFFIC SIGNAL SYSTEM UPGRADE (U-6015)
PREPARED BY:	BURKE ROBERTSON, PUBLIC WORKS DIRECTOR

REQUESTED ACTION:

Amend \$162,155.00 to 10-5500-7400 Traffic Engineering.

BACKGROUND/SUMMARY:

In May of 2017 NC DOT, Burlington and Graham executed a municipal agreement to provide a system-wide upgrade of thirty-year-old technology, software, hardware and infrastructure for signalized intersections. The following City of Graham intersections were included; Marshall Street and Elm Street, Pine Street and Marshall Street, Pine Street and Melville Street and Marshall Street and Albright Avenue at a cost of \$40,538.69 per intersection.

FISCAL IMPACT:

The \$162,155.00 will increase the expenditures 10-5500-7400 Capital outlay equipment and fund balance appropriation revenue.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

Make a motion to approve a budget amendment in the amount of \$162,155.00 for the cost of upgrading 4 traffic signals.



October 8, 2024

City of Graham
Megan Garner, City Manager
201 South Main Street
Graham, North Carolina 27253

RE: Signal System Upgrade (U-6015) City of Graham Invoicing Summary

Ms. Garner,

Thank you for meeting with us on October 2, 2024, to discuss the recently completed NCDOT Traffic Signal Upgrade project. As you know this project included traffic signals and equipment in Burlington and four signals in Graham. The City of Burlington has a Traffic Signal Maintenance and Operations Agreement with the City of Graham for \$24,000.00 annually. This is invoiced quarterly (\$6,000 per quarter) to maintain these four signalized intersections in Graham that include:

<u>Signal Inventory Number</u>	<u>Intersection</u>
G0100	Marshall Street and Elm Street
G0101	Pine Street and Marshall Street
G0102	Pine Street and Melville Street
G0103	Marshall Street and Albright Avenue

The North Carolina Department of Transportation, in partnership with the City of Burlington, executed a municipal agreement (May 2017) to provide a system wide upgrade to thirty-year-old technology software, hardware, and infrastructure.

The preliminary NCDOT estimate for upgrading the four traffic signals was \$250,641.00 (\$62,600.00 per signal). Based on the project's final cost, which was less than the original estimate, the cost for upgrading the four City of Graham traffic signals is \$162,154.77 (\$40,538.69 per signal). With this upgrade, the City of Graham has state-of-the-art traffic signal infrastructure, hardware, and software installed, maintained, and monitored by experienced City of Burlington Traffic Operations and Maintenance Staff.

As discussed during our meeting, the Burlington's Finance Department will prepare an invoice to the City of Graham for the total amount (\$162,154.77), which can be paid as a lump sum or in installments. We appreciate the partnership with this project to provide safe and efficient traffic operations for the public. Please let me know if you have any questions or need additional information.

Sincerely,

Craig Honeycutt

C: Mike Nunn, Director of Transportation
Brian Tennent, Transportation Engineering and Operations Manager
Peggy Reece, Chief Financial Officer

CITY OF GRAHAM

**BUDGET AMENDMENT ORDINANCE
2024-2025**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:**

Section 1.

EXPENDITURES

DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Street Lights - Capital Outlay (10-5500-7400)	63,000.00	225,155.00	162,155.00		162,155.00
	63,000.00	225,155.00	162,155.00	-	162,155.00

Section 2.

REVENUES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance Appropriation	\$1,881,532.00	\$2,043,687.00	162,155.00		162,155.00
	1,881,532.00	2,043,687.00	162,155.00	-	162,155.00

Adopted this 12th day of November 2024.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk

STAFF REPORT

SUBJECT:	APPROVE PROJECT BUDGET FOR THE REC CENTER ACCESSIBLE PARKS GRANT IMPROVEMENTS PROJECT
PREPARED BY:	MEGAN GARNER, CITY MANAGER

REQUESTED ACTION:

Approve the project budget for the Recreation Center’s Accessible Parks Grant Improvements Project.

BACKGROUND/SUMMARY:

At the April 9, 2024 meeting, City Council authorized staff to apply for the 2024 Accessible Parks Grant for projects at the Graham Recreation Center. This project will accomplish the following:

1) ADA Entryway Doors – The exterior doors will be upgraded to include ADA-compliant push plate door opening mechanisms. To date, all entryway doors require someone to pull the door open to enter. The new system will allow all users to independently enter the Center by: a) pulling the door open to enter or b) pushing a button outside the building to activate the automatic door opening mechanism. A similar button will be installed on the interior of the Center to activate the door for exiting.

2) ADA/Family Restroom – A new restroom unit will be created to meet all ADA standards and be labeled a “Family” restroom. To date, there are no ADA-accessible restroom units in the Center. This project will reduce the overall number of restroom units in the Center from eight (4 in each restroom) to seven (3 in each traditional restroom and one ADA/family restroom unit). This reduction has been approved by the City’s Inspections Director.

Given this project is likely to extend more than one fiscal year, the funds are being requested to be converted to a capital project to preserve the funding necessary for completion.

FISCAL IMPACT:

Total project cost is estimated at \$143,325. City Council approved a budget amendment for the local match of up to \$26,250 on September 10, 2024. If the project is completed within the estimated budget, the City’s local match will be reduced to \$23,888.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S):

I move we approve the project budget the Recreation Center’s Accessible Parks Grant Improvements Project.

CAPITAL PROJECT ORDINANCE
Recreation Center’s Accessible Parks Grant Improvements Project

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

Section 1. The Project authorized is the Recreation Center’s Accessible Parks Grant Improvements Project.

Section 2. The officials of the City of Graham are hereby directed to proceed with this project within the terms of the project. Staff is authorized to execute change orders within the budget ordinance.

Section 3. The following revenues are anticipated to be available to the City to complete the project:

Accessible Parks Grant Funding	\$119,437
--------------------------------	-----------

Section 4. The following amounts are appropriated for this project:

Local Match	\$26,250
-------------	----------

Section 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.

Section 6. Copies of this project ordinance shall be made available to the City Manager and the Finance Director for direction in carrying out this project.

Section 7. This ordinance shall take effect upon passage.

This the 12th day of November 2024.

Jennifer Talley - Mayor

ATTEST:

Renee M. Ward – City Clerk



STAFF REPORT

SUBJECT:	BUDGET AMENDMENT TO PURCHASE ADDITIONAL WATER METERS
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Approve a budget amendment appropriating funds in the amount of \$150,000 to purchase additional water meters.

BACKGROUND/SUMMARY:

Over the past 5 years, the City has undertaken a major water meter replacement effort citywide. In the midst of this endeavor, the City has also experienced tremendous development pressures due to the recent housing boom that has engulfed the region. While new development has undoubtedly provided growth for the City, it has also created many challenges. One in particular has been depleting our water meter supply and causing a bottle-neck within the development process. To counter this, staff reached out to vendors further away which added time for delivery and also requesting to purchase any excess meters from nearby jurisdictions. We have been fortunate to receive access to a shipment of meters that will allow us to continue with our replacement efforts while also providing the needed meters for new development.

FISCAL IMPACT:

Collection of water and sewer charges are ahead of expectation and has afforded us the opportunity to provide necessary funds.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S)

I move to approve the budget amendment appropriating funds in the amount of \$150,000 to purchase additional water meters.

CITY OF GRAHAM

**BUDGET AMENDMENT ORDINANCE
2024-2025**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:**

Section 1.

EXPENDITURES

DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Meter Valves & Hydrants	300,000.00	450,000.00	150,000.00		150,000.00
			150,000.00	-	150,000.00

Section 2.

REVENUES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Water Connection Fees	250,000.00	325,000.00	75,000.00		75,000.00
Sewer Connection Fees	250,000.00	325,000.00	75,000.00		75,000.00
		650,000.00	150,000.00	0.00	150,000.00

Adopted this 12th day of November 2024.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk



STAFF REPORT

SUBJECT:	ACCEPTANCE OF SCULPTURE FROM ALAMANCE ARTS
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

REQUESTED ACTION:

Accept a Kaleidoscope Sculpture created by Robert C. Anderson as a gift honoring Cary Worthy, retired Executive Director of Alamance Arts.

BACKGROUND/SUMMARY:

As part of their commitment to Alamance County and continuing the presence of public art, Alamance Arts has presented Kaleidoscope sculptures to local municipalities in honor of Cary Worthy, retired Executive Director of Alamance Arts. The funding is provided by donations made in recognition and celebration of his 25+ years of service to the arts in Alamance County. Currently, three Kaleidoscope sculptures have been placed – one each in the City of Burlington, Town of Elon, and City of Mebane.

The proposed sculpture is a large Atomic Kaleidoscope with three scopes to be placed at Graham Regional Park (photo attached). Mr. Anderson’s sculptures have been observed as “an interactive living sculpture” and are present in a large number of public spaces throughout the country.

[\(https://rcandersondoorcounty.com/\)](https://rcandersondoorcounty.com/)

Details of the proposed Kaleidoscope sculpture:

- Three viewing stations, each containing a brass kaleidoscope mounted at different levels to accommodate people of different statures as well as people using a wheelchair
- A rotating center bowl with a drain through the center pedestal
- Powder coated steel, in a “copper vein” finish
- 54” H x 46” W (approximate measurements)
- The entire sculpture is designed to be displayed outside all year

The GRPD Parks Maintenance Division has prepared a site at Graham Regional Park that could accept the sculpture.

FISCAL IMPACT:

The GRPD Parks Maintenance Division will install the sculpture, which requires pouring a concrete pad with approximate dimensions of 32” (square or round) and 5”- 6” deep. The surrounding landscape will also be enhanced. Expenses will be incorporated into the general Grounds Maintenance budget of the Parks Maintenance Division.

STAFF RECOMMENDATION:

Staff recommends acceptance of the sculpture.

SUGGESTED MOTION(S)

I move to accept a Kaleidoscope Sculpture created by Robert C. Anderson as a gift honoring Cary Worthy, retired Executive Director of Alamance Arts and to install the sculpture at Graham Regional Park.



GRAHAM REGIONAL PARK





STAFF REPORT

SUBJECT:	HOLIDAY SCHEDULE
PREPARED BY:	MEGAN GARNER

REQUESTED ACTION:

Approve a revision to the Personnel Policy regarding the Christmas holiday schedule.

BACKGROUND/SUMMARY:

The City Personnel Policy states when Christmas falls on a Wednesday, the observed City holidays will be Wednesday, Thursday, and Friday. Employees were surveyed to determine if they would prefer Tuesday-Thursday or Wednesday-Friday with 64% voting for Tuesday-Thursday, which allows them to be off on Christmas Eve. Public Works was included in the 36% who voted for Wednesday-Friday. In order to limit service disruptions to citizens, we recommend City Council amend the Personnel Policy to change the observed Christmas holidays from Wednesday-Friday to Tuesday-Thursday with the exception of the Public Works and Utilities Departments.

FISCAL IMPACT:

No financial impact is anticipated as the number of holidays remains the same.

STAFF RECOMMENDATION:

Approval.

SUGGESTED MOTION(S)

I move to approve a revision to the Personnel Policy regarding the Christmas holiday schedule for employees with the exception of the Public Works and Utilities Departments.

**CITY OF GRAHAM
RELEASE ACCOUNTS**

NOVEMBER

<u>ACCT #</u>	<u>YEAR</u>	<u>NAME</u>	<u>REASON FOR RELEASE</u>	<u>AMOUNT RELEASED</u>
148889	2024	ROGER E OWENS LIFE ESTATE	RECVD VALUE APPEAL IN 2023, FIX FOR 2024	\$21.67
143701	2024	MINOR, RANDY & JULIA	QUALIFIED FOR SENION CITIZEN EXEMPTION	\$478.94
15170	2024	10 FEDERAL LLC	VALUE ERROR IN LISTING AT ALA CO	\$408.71
15171	2024	10 FEDERAL LLC	VALUE ERROR IN LISTING AT ALA CO	\$3.05
16169	2024	10 FEDERAL LLC	DOUBLE BILLED WITH #15170	\$12.03
16170	2024	10 FEDERAL LLC	DOUBLE BILLED WITH #15171	\$8.70
16690	2024	OBAUGH, JOSHUA	DOES NOT LIVE IN CITY LIMITS	\$3.16
13178	2023	OBAUGH, JOSHUA	DOES NOT LIVE IN CITY LIMITS	\$3.19
16558	2024	ELLIOT, SANDRA (VI-DELL'S)	BUSINESS CLOSED JAN 2023	\$9.26
16150	2024	BRITT, WILLIAM	DOES NOT LIVE IN CITY LIMITS (HAD PO BOX)	\$4.70
15191	2024	MORGAN, STEVEN LYNN	DOES NOT LIVE IN CITY LIMITS	\$13.53
15149	2024	ESCUDERO, OMAR	MH DOUBLE LISTED IN WIFE'S NAME	\$2.90
14289	2024	CRESCO CAPITAL INC	SOLD VEH JUNE 2023	\$154.98
16159	2024	BRITT, SHARA	DOES NOT LIVE IN CITY LIMITS	\$1.45
15059	2024	THORNTON, CHARLES	BOAT NOT IN THE CITY LIMITS	\$53.14
11918	2024	THORNTON, CHARLES	BOAT NOT IN THE CITY LIMITS	\$59.54
14589	2024	STANFIELD, TOBY	DID NOT OWN JAN 2024	\$8.25
340	2024	CARTER, JANICE LEONARD	QUALIFIED FOR SENION CITIZEN EXEMPTION	\$302.50

TOTAL RELEASES \$1,549.70



STAFF REPORT

Prepared by Cameron West, Planner

Jeffreys Street Townhomes (CR2402)

Type of Request: Conditional Rezoning

Meeting Dates

Planning Board on October 15, 2024

City Council on November 12, 2024

Contact Information:

Citizen Properties LLC

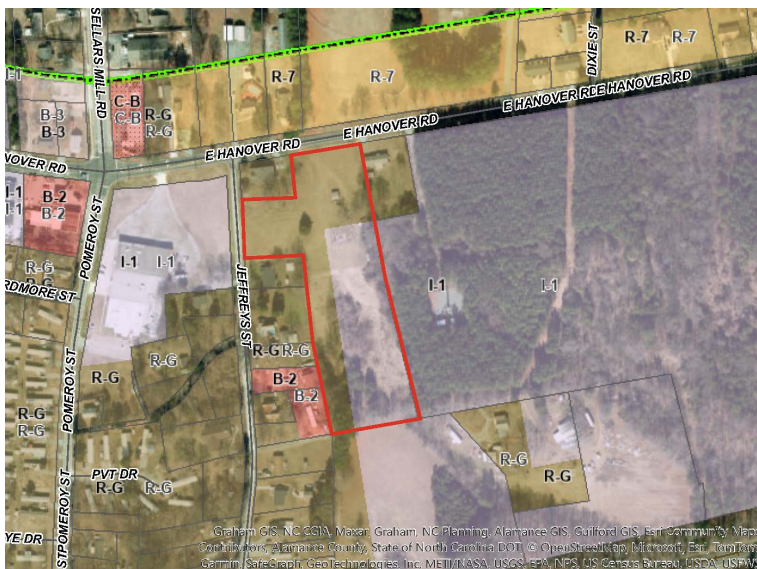
3132 Brook Valley Court Mebane, NC 27302

(336) 380-2487

brennan@societyrealtygroup.com

Summary

This is a request to rezone 4.7 acres of property from I-1 (Light Industrial) and R-G (General Residential) to C-R (Conditional Residential) for the purpose of construct around 53 town homes. The site plans to connect public roadways, water, and sewer through the existing utilities surrounding the property. The sewer connection will have to be acquired via easement that the TRC has asked to list on the plans as required prior to acceptance of TRC approval. The property is fully inside of the Industrial/Warehousing future land use zone. The future land use plan mentions nothing about residential uses inside of them and suggests the area should be made up of large one and two story industrial buildings with easy access to I-85 and I-40. The Site falls under the 5 acre threshold for requiring open space, but it has been provided. All lots will have two driveway parking spaces and 1 garage parking space. The project does meet the R-MF density requirement listed in Section 10.245 of the City of Graham Development Ordinance. The developers have requested conditions to reduce the exterior setback from 25 feet to 15 feet, minus the front driveway entrance lot lines, a reduction in the planting yard widths from a 15 foot type B buffer to a 10 foot type D buffer, and lastly a reduction in the required distance between buildings from 25 feet to 12 feet. Planning Board recommended denial of the project at a unanimous vote of 5-0.



Location

Off Hanover Road and
Jeffreys Street

GPINs:

8884295359

Current Zoning

I-1 (Light Industrial) and R-G
(General Residential)

Proposed Zoning

C-R (Conditional Residential)

Overlay District

N/A

Surrounding Zoning

R-G, I-1, B-2 and R-7

Surrounding Land Uses

Single Family, Industrial,
Vacant

Size

4.7 Acres

Public Water & Sewer

Yes

Floodplain

No

Zoning Map

Graham Zoning



City of Graham

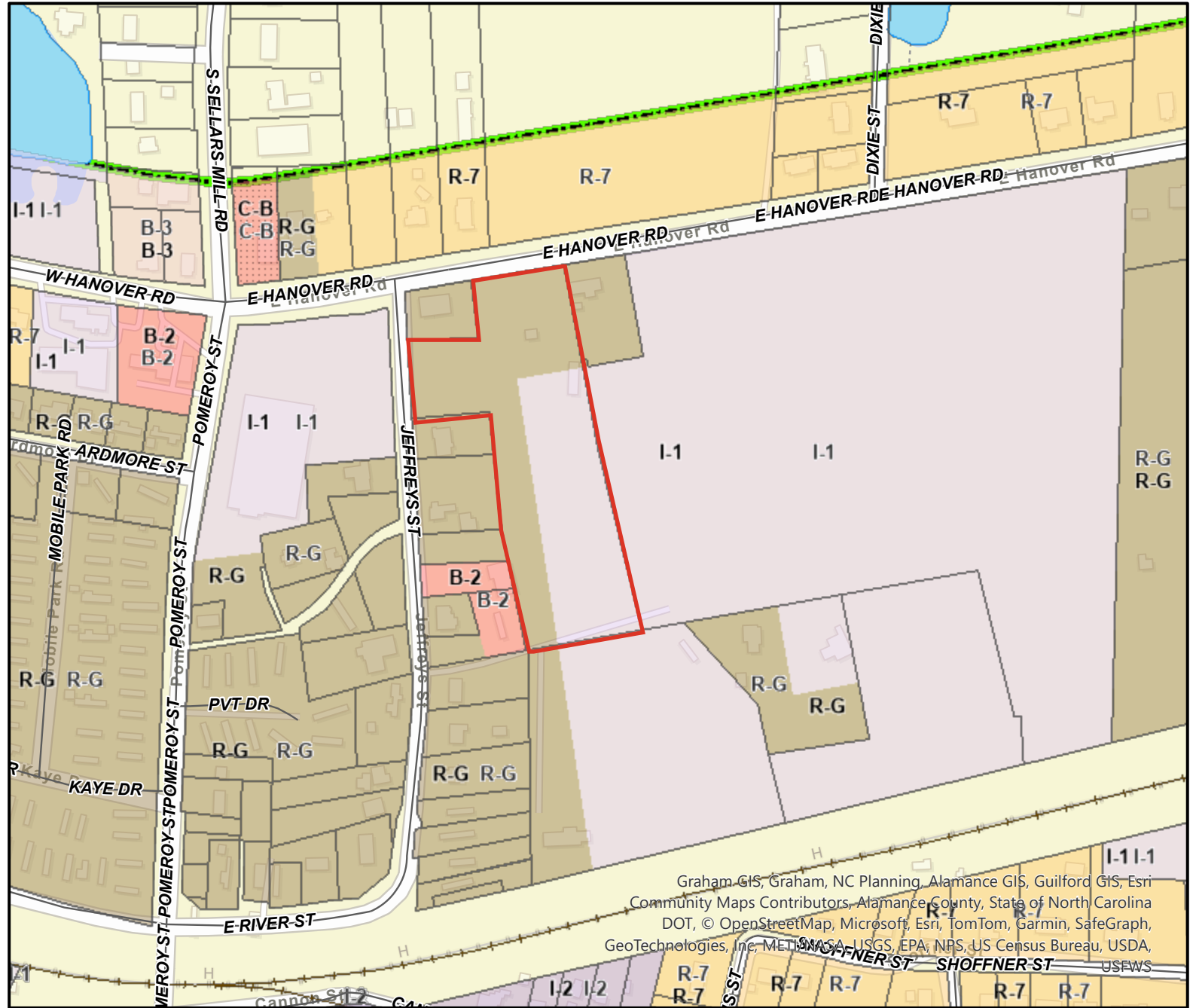
Legend

- Streets
- Tax Parcels (unofficial)
- Zoning Districts**
- B-1, Central Business District
- B-2, General Business District
- B-3, Neighborhood Business District
- C-B, Conditional Business
- C-I, Conditional Industrial
- C-MXC, Conditional Commercial Mixed Use
- C-MXR, Conditional Residential Mixed Use
- C-O-I, Conditional Office and Institutional
- C-R, Conditional Residential District
- I-1, Light Industrial District
- I-2, Heavy Industrial District
- O-I, Office and Institutional
- R-7, High-Density Residential District
- R-9, High-Density Residential District
- R-12, Medium-Density Residential District
- R-15, Medium-Density Residential District
- R-18, Low-Density Residential District



1:4,514

Print Date: 10/3/2024



Graham GIS, Graham, NC Planning, Alamance GIS, Guilford GIS, Esri
 Community Maps Contributors, Alamance County, State of North Carolina
 DOT, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,
 GeoTechnologies, Inc, METI, NASA, USGS, EPA, NPS, US Census Bureau, USDA,
 USEWS

Disclaimer:

This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Graham nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.

Future Land Use Map

Graham Zoning



City of Graham

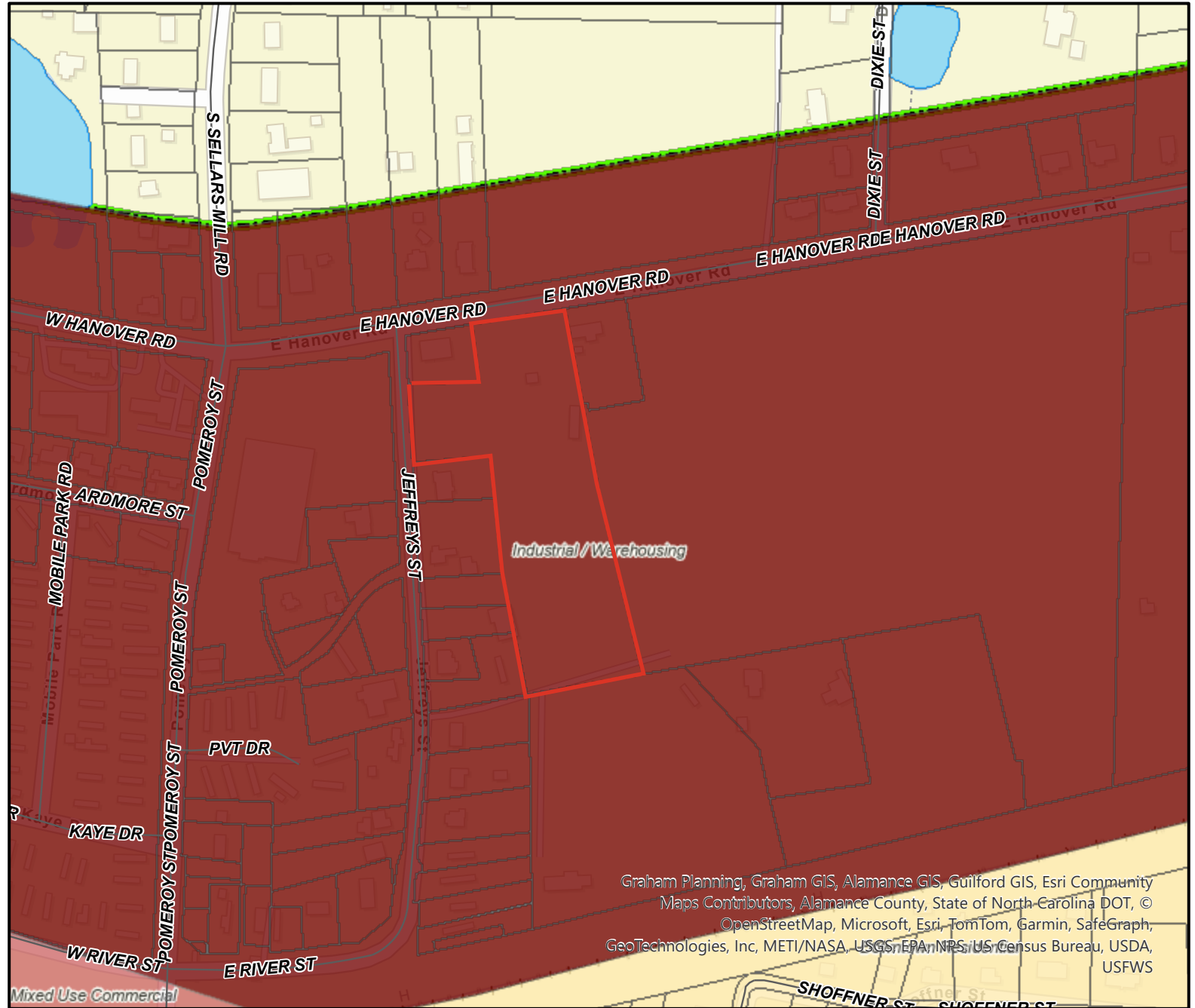
Legend

- Streets
- Tax Parcels (unofficial)
- Future Land Use**
- Downtown District
- Mixed Use Commercial
- Education District
- Employment District
- Industrial / Warehousing
- Mixed Use Residential
- Downtown Residential
- Suburban Residential
- Commercial Corridor
- Rural Residential
- Future LandUse Annotation
- Graham ETJ
- Graham City Limit
- Alamance Lakes, Ponds, etc.
- Surface Streams
- + Railroads
- ALAM_INTEREST_POINT**
- ✈ Airport
- ☩ Cemetery
- 🎓 Education/School
- 🚒 Fire Station



1:4,514

Print Date: 10/8/2024



Graham Planning, Graham GIS, Alamance GIS, Guilford GIS, Esri Community Maps Contributors, Alamance County, State of North Carolina DOT, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

Disclaimer:
 This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Graham nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.



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

Future Land Use Industrial/Warehousing Desired Pattern: Industrial districts should have limited setbacks between the front of the property line and between adjacent industrial uses in order to use land and infrastructure efficiently. These uses should be heavily buffered from residential neighborhoods, parks and open space, and streams. Such areas should follow orderly development patterns and seek to maintain minimal adverse environmental impacts.

Applicable Policies:

- **Policy 5.1.1 Housing Variety.** Encourage a mix of housing types within Graham to increase choice. These can include single family dwellings units, multifamily dwelling units, small units, pre-fabricated homes, co-housing and clustered housing. *This project would construct additional high-density housing.*
- **Policy 3.3.2: Focused development.** In order to maintain Graham’s affordability and promote growth, the City will facilitate smart growth development by promoting infill development and focused, walkable, and mixed use, built environments.
- **Strategy 4.3.1 Land Use Patterns.** Promote development of efficient land use patterns to allow continued quality and efficiency of water systems. Discourage the extension of water service into areas that are not most suitable for development. *The site would connect to existing city infrastructure, with redundant access and water and sewer connections and could be extended through future roadway connections if developed.*

<p><u>Planning Type</u> Neighborhoods</p> <p><u>Development Type</u> Industrial/ Warehousing</p> <p>Industrial districts contain large one and two story buildings with easy access to the major roads like state highways and Interstate 40/85 for heavy freight vehicles. Some of these uses may be considered noxious and therefore adequate buffers must exist between industrial uses and other land uses, as well as natural areas. Graham’s wastewater treatment plant is also located in an industrial area.</p>
<p><u>Appropriate Density</u> N/A</p>

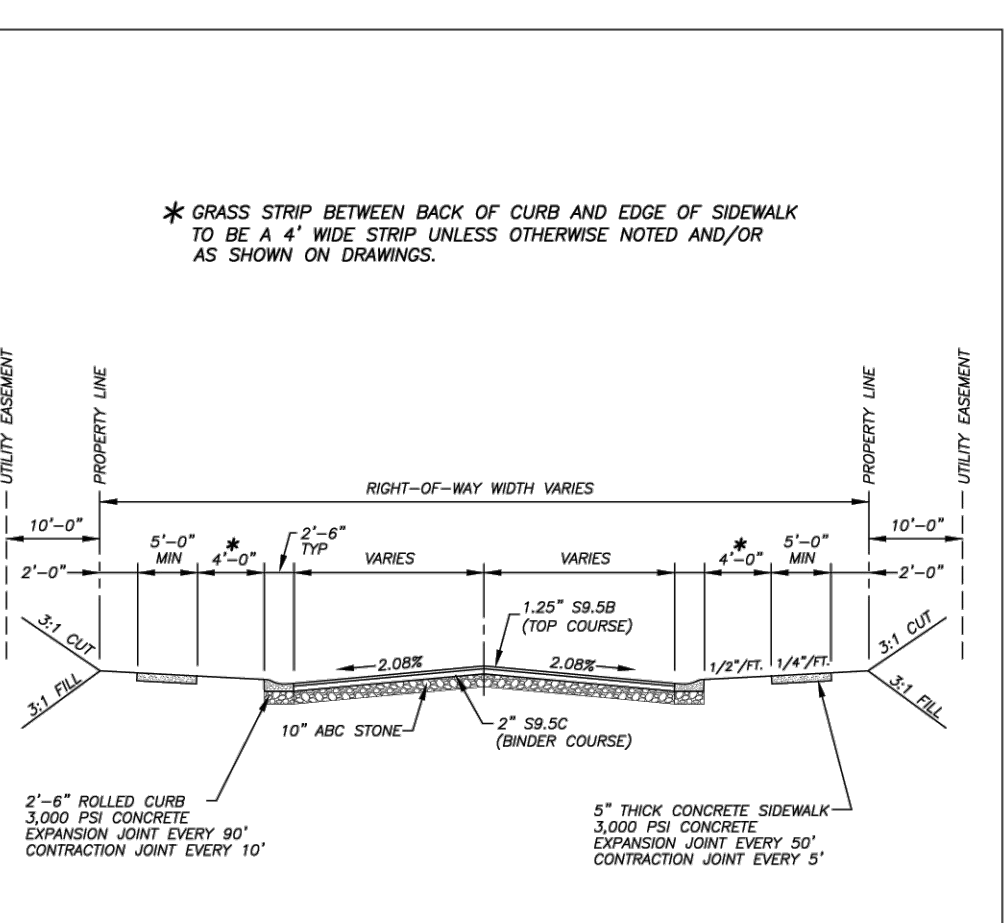
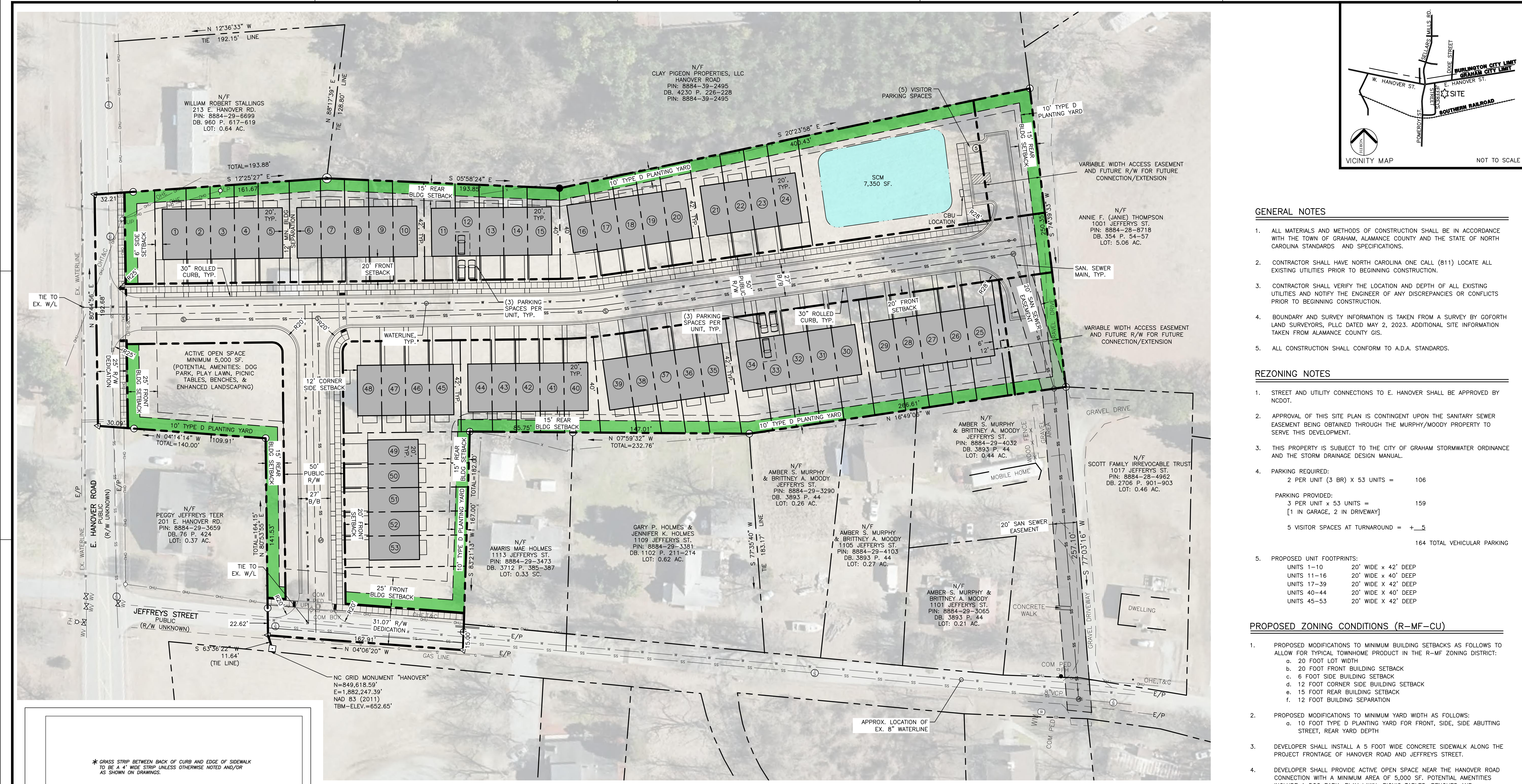
Staff Recommendation

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

- Rezoning the property would be in consistence with the policies 5.1.1, 3.3.2, and strategy 4.3.1, as put forth by the *Graham 2035 Comprehensive Plan*. However, the plan itself does not meet the Industrial/Warehousing requirements of the Future Land Use Plan

Planning Board Recommendation:

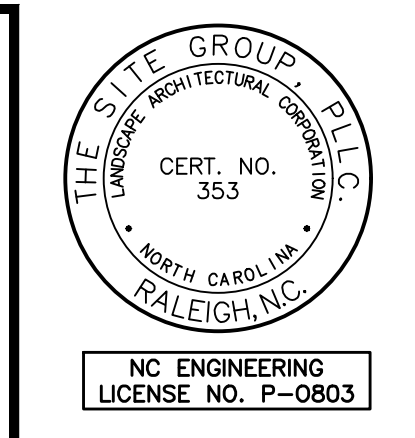
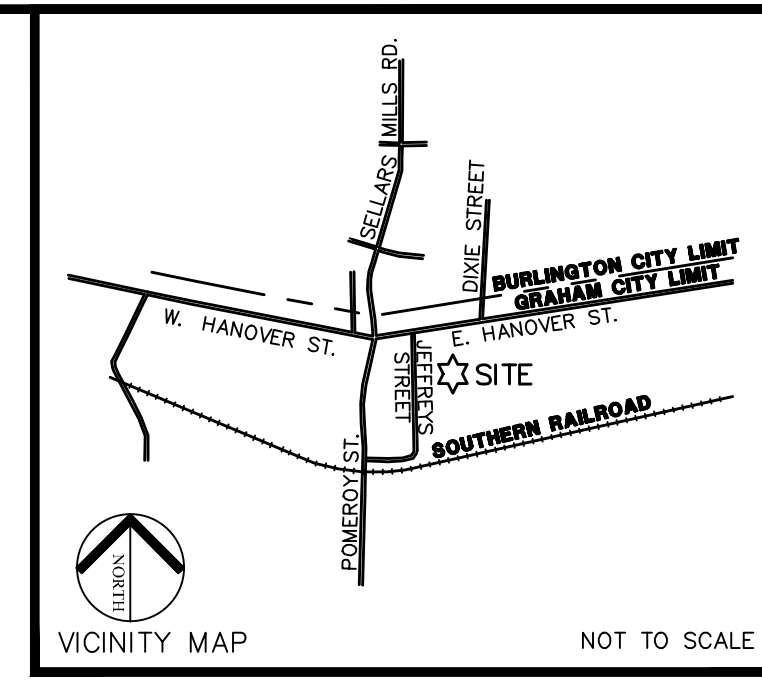
Planning Board recommended denial of the project with a unanimous vote of 5-0



- NOTES:**
- 1. CONTRACTOR MUST PRESENT INSPECTOR WITH ASPHALT TICKETS.
 - 2. REFER TO THE CITY OF GRAHAM DEVELOPMENT ORDINANCE FOR APPROPRIATE DIMENSIONS. ALTERNATIVE STREET WIDTHS AND PAVEMENT SECTIONS MAY BE APPROVED FOR THE UDD AND CITY OF GRAHAM TRC.
 - 3. ALL ASPHALT CEMENT PLANT MIX AND METHOD OF PLACEMENT SHALL COMPLY WITH N.C. DOT STANDARD SPECIFICATIONS.
 - 4. ALL WORK SHALL COMPLY WITH N.C. DOT STANDARD SPECIFICATIONS.
 - 5. TOP COURSE TO BE PLACED WITHIN 12 MONTHS OF ASPHALT BINDER COURSE.
 - 6. ALL ROADWAYS SHALL BE PRODFROLLED PRIOR TO PLACEMENT OF ABC STONE, BINDER COURSE AND TOP COURSE. ALL DEFECTS IN SUBGRADE AND/OR PAVEMENT SHALL BE REPAIRED.

CITY OF GRAHAM
RESIDENTIAL STREET SECTION

DWG NO.	REV.
ST-1	1/1/2020



PRELIMINARY NOT FOR CONSTRUCTION

GENERAL NOTES

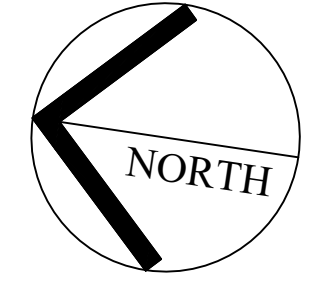
- ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE TOWN OF GRAHAM, ALAMANCE COUNTY AND THE STATE OF NORTH CAROLINA STANDARDS AND SPECIFICATIONS.
- CONTRACTOR SHALL HAVE NORTH CAROLINA ONE CALL (811) LOCATE ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION.
- CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITIES AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR CONFLICTS PRIOR TO BEGINNING CONSTRUCTION.
- BOUNDARY AND SURVEY INFORMATION IS TAKEN FROM A SURVEY BY GOFORTH LAND SURVEYORS, PLLC DATED MAY 2, 2023. ADDITIONAL SITE INFORMATION TAKEN FROM ALAMANCE COUNTY GIS.
- ALL CONSTRUCTION SHALL CONFORM TO A.D.A. STANDARDS.

REZONING NOTES

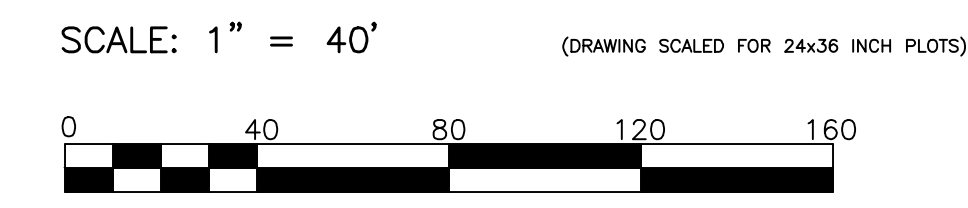
- STREET AND UTILITY CONNECTIONS TO E. HANOVER SHALL BE APPROVED BY NCDOT.
- APPROVAL OF THIS SITE PLAN IS CONTINGENT UPON THE SANITARY SEWER EASEMENT BEING OBTAINED THROUGH THE MURPHY/MOODY PROPERTY TO SERVE THIS DEVELOPMENT.
- THIS PROPERTY IS SUBJECT TO THE CITY OF GRAHAM STORMWATER ORDINANCE AND THE STORM DRAINAGE DESIGN MANUAL.
- PARKING REQUIRED:
 - 2 PER UNIT (3 BR) x 53 UNITS = 106
 - PARKING PROVIDED:
 - 3 PER UNIT x 53 UNITS = 159
 - [1 IN GARAGE, 2 IN DRIVEWAY]
 - 5 VISITOR SPACES AT TURNAROUND = 5
 - 164 TOTAL VEHICULAR PARKING
- PROPOSED UNIT FOOTPRINTS:
 - UNITS 1-10 20' WIDE x 42' DEEP
 - UNITS 11-16 20' WIDE x 40' DEEP
 - UNITS 17-39 20' WIDE x 42' DEEP
 - UNITS 40-44 20' WIDE x 40' DEEP
 - UNITS 45-53 20' WIDE x 42' DEEP

PROPOSED ZONING CONDITIONS (R-MF-CU)

- PROPOSED MODIFICATIONS TO MINIMUM BUILDING SETBACKS AS FOLLOWS TO ALLOW FOR TYPICAL TOWNHOME PRODUCT IN THE R-MF ZONING DISTRICT:
 - a. 20 FOOT LOT WIDTH
 - b. 20 FOOT FRONT BUILDING SETBACK
 - c. 6 FOOT SIDE BUILDING SETBACK
 - d. 12 FOOT CORNER SIDE BUILDING SETBACK
 - e. 15 FOOT REAR BUILDING SETBACK
 - f. 12 FOOT BUILDING SEPARATION
- PROPOSED MODIFICATIONS TO MINIMUM YARD WIDTH AS FOLLOWS:
 - a. 10 FOOT TYPE D PLANTING YARD FOR FRONT, SIDE, SIDE ABUTTING STREET, REAR YARD DEPTH
- DEVELOPER SHALL INSTALL A 5 FOOT WIDE CONCRETE SIDEWALK ALONG THE PROJECT FRONTAGE OF HANOVER ROAD AND JEFFREYS STREET.
- DEVELOPER SHALL PROVIDE ACTIVE OPEN SPACE NEAR THE HANOVER ROAD CONNECTION WITH A MINIMUM AREA OF 5,000 SF. POTENTIAL AMENITIES INCLUDE A DOG PARK, PLAY LAWN, PICNIC TABLES, BENCHES AND ENHANCED LANDSCAPING.



REZONING EXHIBIT



THE SITE GROUP
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS
THE SITE GROUP, PLLC
1111 GOLFCHAMP RD
RALEIGH, NC 27605-1136 USA
Office: 919.835.4787
Fax: 919.839.2255
E-Mail: SRN@thesitegroup.net

PRELIMINARY SUBDIVISION FOR:
HANOVER RD TOWNHOMES
0 JEFFREYS STREET
GRAHAM, NORTH CAROLINA

Drawn By: **JHJ**
Checked By: **SRN**

DATE:
08 OCT 2024

PRELIMINARY SUBDIVISION

REZONING EXHIBIT

Job Code: **SCHRG**

Dwg No.
EX 1.0

Graham Zoning



City of Graham

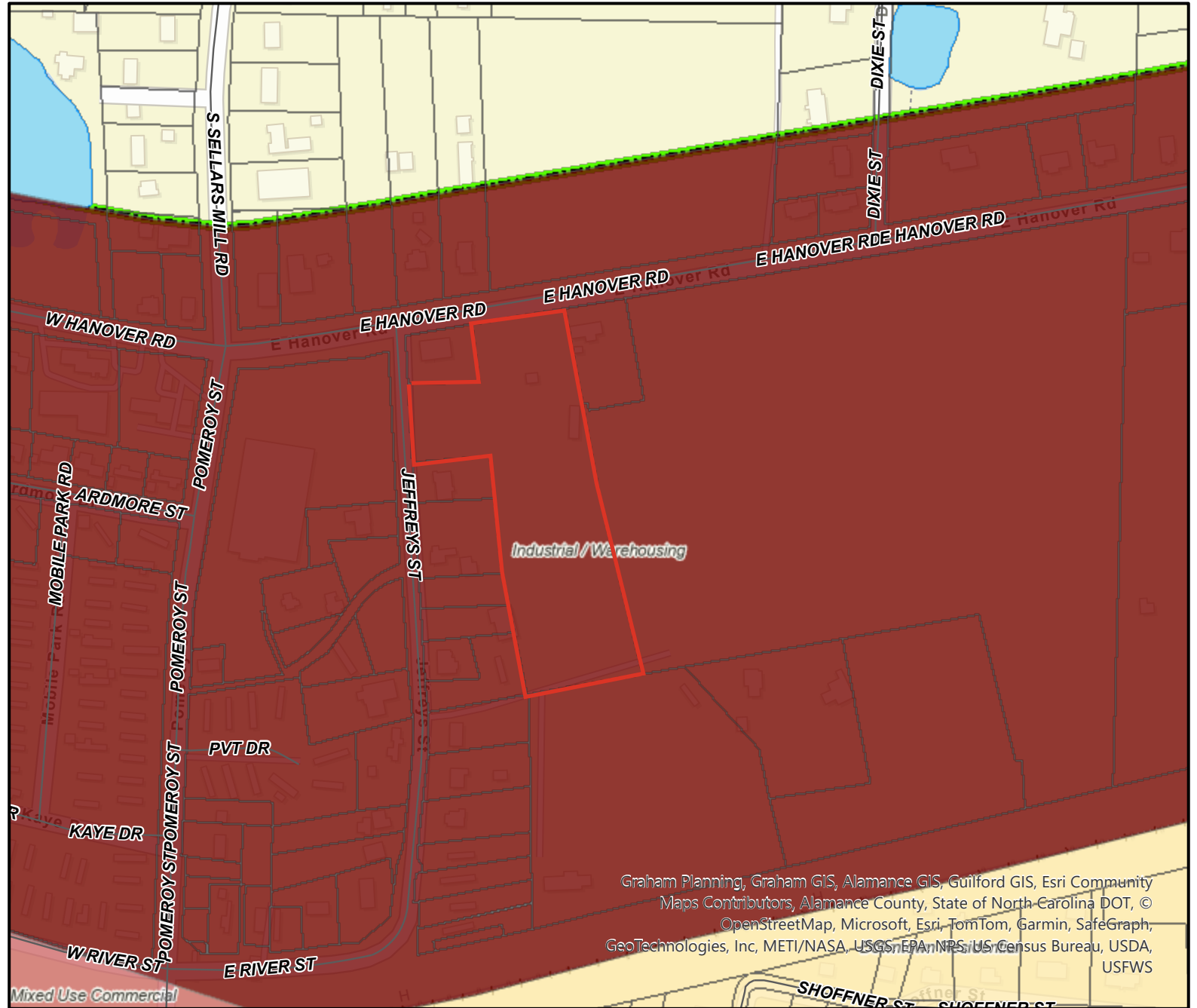
Legend

- Streets
- Tax Parcels (unofficial)
- Future Land Use**
- Downtown District
- Mixed Use Commercial
- Education District
- Employment District
- Industrial / Warehousing
- Mixed Use Residential
- Downtown Residential
- Suburban Residential
- Commercial Corridor
- Rural Residential
- Future LandUse Annotation
- Graham ETJ
- Graham City Limit
- Alamance Lakes, Ponds, etc.
- Surface Streams
- + Railroads
- ALAM_INTEREST_POINT**
- ✈ Airport
- ⊕ Cemetery
- 🎓 Education/School
- 🚒 Fire Station



1:4,514

Print Date: 10/8/2024



Graham Planning, Graham GIS, Alamance GIS, Guilford GIS, Esri Community Maps Contributors, Alamance County, State of North Carolina DOT, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

Disclaimer:
This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Graham nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.

Graham Zoning



City of Graham

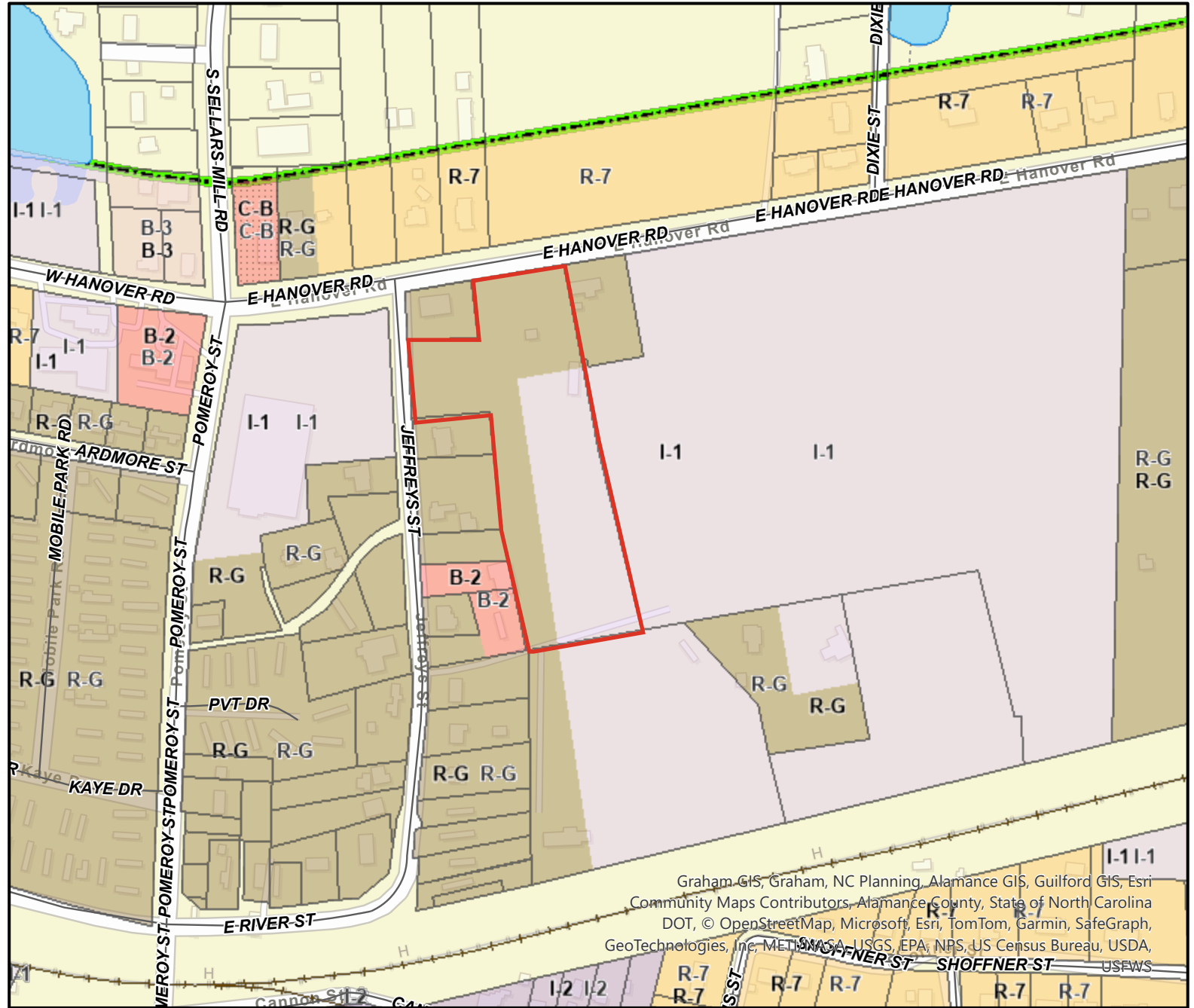
Legend

- Streets
- Tax Parcels (unofficial)
- Zoning Districts**
- B-1, Central Business District
- B-2, General Business District
- B-3, Neighborhood Business District
- C-B, Conditional Business
- C-I, Conditional Industrial
- C-MXC, Conditional Commercial Mixed Use
- C-MXR, Conditional Residential Mixed Use
- C-O-I, Conditional Office and Institutional
- C-R, Conditional Residential District
- I-1, Light Industrial District
- I-2, Heavy Industrial District
- O-I, Office and Institutional
- R-7, High-Density Residential District
- R-9, High-Density Residential District
- R-12, Medium-Density Residential District
- R-15, Medium-Density Residential District
- R-18, Low-Density Residential District



1:4,514

Print Date: 10/3/2024



Graham GIS, Graham, NC Planning, Alamance GIS, Guilford GIS, Esri
 Community Maps Contributors, Alamance County, State of North Carolina
 DOT, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph,
 GeoTechnologies, Inc, METI, NASA, USGS, EPA, NPS, US Census Bureau, USDA,
 USFWS

Disclaimer:

This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Graham nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.

STAFF REPORT

SUBJECT:	RECREATIONAL OPEN SPACE LOCATION
PREPARED BY:	CAMERON WEST, PLANNER

REQUESTED ACTION:

Amend Development Ordinance to include a requirement for distance recreational open space needs to be from dwellings.

BACKGROUND/SUMMARY:

Council has asked staff to revisit the recently approved open space language and include a requirement of distance from dwellings the recreational open space needs to be located. Staff has provided the update that 90% of dwellings must be within a 1/4 mile (1320 feet) of a recreational open space area. Planning Board reviewed the amendment at their most recent meeting and recommended approval of the amendment with the change that the distance be lessened from 1/4 of a mile to 1/8 of a mile (660 feet). All voted in favor of the recommendation.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Approval

SUGGESTED MOTION(S):

I move to approve the Ordinance amendment to Article 4, Division 12, Section 10.249. Open Space Provisions for R-12, R-15, and R-18 Zoning Districts in the Development Ordinance to add location requirements for Recreational Open Space.

Section 10.249.5 Open Space Criteria

- (a) In selecting land to be set aside as open space the developer shall choose areas from the following categories in descending order of importance before designating other land for open space use.
 - (1) Designated buffer areas together with any floodway and floodplain they are buffering.
 - (2) Land within 30 feet of other bodies of water or watercourses.
 - (3) Other flood hazard areas or land with slopes greater than 15%.
 - (4) Other hazard areas or environmentally sensitive areas such as noise and privacy buffers for surrounding properties and neighborhoods.
 - (5) Lands that will protect important view sheds and/or trees along existing roads and provide privacy for the development.
 - (6) Other areas within the proposed development.
- (b) Under no circumstances may a right-of-way, easement (excluding those for public purposes), setback requirement, or a portion of a subdivided lot be considered as part of the open space requirement.
- (c) Open space areas shall be legally and easily accessible to the residents of the development from which the required open space is taken.
- (d) Recreational Open Space as defined in Section 10.249.4(f) shall not be less than 50 feet in the shortest dimension with the exception of walking trails.
- (e) In open space subdivisions which require recreational open space, as defined by Section 10.249.4 (f), 90% of lots must be located within one-quarter (1/4) mile (or 1,320 feet) of a recreational open space area. This distance will be measured in linear feet on a right-of-way that leads from a lot to a recreational open space area.

Section 10.249.6 Uses or Activities Permitted in Open Space Areas

- (1) Conservation of land in its natural state (for example, woodland, fallow field or managed meadow).
- (2) Agricultural uses, including raising of crops or livestock.
- (3) Passive recreation, including but not limited to trails, picnic areas, community gardens and lawn areas.
- (4) Active recreation areas such as golf courses, swimming areas, playing fields, playgrounds, courts and associated parking. These areas shall be designed to enhance the required open space area.
- (5) Pasture for recreational horses.
- (6) Easements for drainage, access (i.e. greenways, bike trails, etc.), sewer or water lines, or other public purposes.





2024-2025 Boards and Commissions Appointments
November 12, 2024 | City Council Agenda

Appearance Commission/Tree Board

Vacancy – 1

Applicants: *Emily O’Dell | Ben Beushausen*

Graham Historical Museum Board

Vacancy – 1

Applicants: *Gail Walker | Dr. Thomas Matherly*

Historic Resources Commission

Vacancies – 2

Applicants: *Ben Beushausen | Dr. Thomas Matherly*

Current Board Members:

Ala. Co. Library Committee (Appointed by Ala. Co. Commissioners)	Bonnie Whitaker
Ala. Co. Library Committee (Appointed by Ala. Co. Commissioners)	Lindsay McKinney
Appearance Commission/Tree Board	Clell Britt
Appearance Commission/Tree Board	VACANT
Appearance Commission/Tree Board	Bernadette Konzelmann
Appearance Commission/Tree Board - Chair	Zipporah Clark Baldwin
Appearance Commission/Tree Board	Cheryl Ray
Appearance Commission/Tree Board - Staff Liaison	Cameron West - Tim Covington
Appearance Commission/Tree Board - Council Liaison	Council Member Bonnie Whitaker
Graham Historical Museum Advisory Board	Melissa Holmes
Graham Historical Museum Advisory Board	John Harrington
Graham Historical Museum Advisory Board	Karen Chin
Graham Historical Museum Advisory Board	Chuck Talley
Graham Historical Museum Advisory Board	VACANT
Graham Historical Museum Advisory Board	James Mullen
Graham Historical Museum Advisory Board - Chair	Noelle Purcell - Secretary
Graham Historical Museum Advisory Board - Staff Liaison	Brian Faucette
Graham Historical Museum Advisory Board - Council Liaison	Council Member Joey Parsons
Historic Resources Commission	VACANT
Historic Resources Commission	Jim Young
Historic Resources Commission	Karen Chin
Historic Resources Commission - Chair	Zipporah Clark-Baldwin

Historic Resources Commission	VACANT
Historic Resources Commission - Staff Liaison	Cameron West
Historic Resources Commission - Council Liaison	Council Member Joey Parsons
Planning Board/Board of Adjustment	Jim Young
Planning Board/Board of Adjustment - Chair	Dean Ward
Planning Board/Board of Adjustment	John Wooten (Alternate)
Planning Board/Board of Adjustment	Tony Bailey
Planning Board/Board of Adjustment	James Stockert
Planning Board/Board of Adjustment Extra Territorial	Charles (Chad) Huffine (ETJ)
Planning Board/Board of Adjustment Extra Territorial	Mike Benesch (ETJ Member)
Planning Board/Board of Adjustment - Staff Liaison	Cameron West
Recreation Commission	Nicki Grafos Smith
Recreation Commission	Casey Johnson
Recreation Commission - Chair	Jay Cook, Jr.
Recreation Commission	Brian Cutlip
Recreation Commission	Carmen Larimore
Recreation Commission	Laurie Pickard
Recreation Commission	Patrick Burnette
Recreation Commission - Council Liaison	Council Member Bonnie Whitaker
Recreation Commission - Staff Liaison	Brian Faucette

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Benjamin Beushausen Email Address: benwhite1ist@gmail.com
 Home Address: 1107 E. Gilbreath Mailing Address: 1107 E. Gilbreath
 City, State, Zip: Graham, NC, 27253 City, State, Zip: Graham, NC, 27253
 Home Phone: 417-576-6458 Alternate Phone: _____

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

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

- | | |
|--|---|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historical Museum Advisory Board |
| <input checked="" type="checkbox"/> Appearance/Tree Commission | <input type="checkbox"/> 1 Historic Resources Commission |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> 2 Planning Board/Board of Adjustment |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Library Committee (Alamance County) | <input type="checkbox"/> Economic Development & Marketing Committee |

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

RELEVANT EXPERIENCE

Current employer/retired: Starbucks
 Employer address: 2401 Utah Ave S City, State, Zip: Seattle, WA 98134

Job title and description of responsibilities:

Lead the Retail Technology Finance Team.
I Make sure invoices from our vendors are correct & paid in a timely manner. I also enter contracts and report on project spend as needed. I train all new employees and mentor them as needed.

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

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

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

I am a behind the scenes person who likes to help get things done. I want to help Graham in any way I can and get involved to share my talents.

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

- Yes No

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

- Yes No

Additional relevant information:

For City Clerk Use Only
Date Received:

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

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Dr. Thomas Matherly Email Address: tsmathe22@outlook.com
Home Address: 706 Aspenwood Drive Mailing Address: Same as Home Address
City, State, Zip: Graham, NC 27253 City, State, Zip: _____
Home Phone: 336-350-8994 Alternate Phone: 910-986-8777

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

I have not served on a board or commission this is my first time

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

- | | |
|--|--|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> Historical Museum Advisory Board |
| <input type="checkbox"/> Appearance/Tree Commission | <input checked="" type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> 1 Canine Review Board | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Library Committee (Alamance County) | <input type="checkbox"/> 2 Economic Development & Marketing Committee |

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

RELEVANT EXPERIENCE

Current employer/retired: Unemployed

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

Unemployed due to medical issue

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

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

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

I am currently fostering a dog from the Burlington Animal Services and I love animals very much. Sometimes the human thing to do is the humanely euthanize a dog that is dangerous to the community. For the Economic Development and Marketing I have skills in legal research, graphic designs for creating flyers.

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

- Yes No

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

- Yes No

Additional relevant information:

I am also a member of Sons of the Legion and currently serve as a squadron office in the position of historian, which requires me to record the record of activity for the squadron.

For City Clerk Use Only
Date Received:

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: Emily O'Dell Email Address: emilyodell25@gmail.com
Home Address: 207 Banks St. Mailing Address: 207 Banks St.
City, State, Zip: Graham, NC 27253 City, State, Zip: Graham, NC 27253
Home Phone: N/A Alternate Phone: 919-906-4861

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

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

- | | |
|--|--|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input type="checkbox"/> Historical Museum Advisory Board |
| <input checked="" type="checkbox"/> Appearance/Tree Commission | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Canine Review Board | <input checked="" type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Library Committee (Alamance County) | <input type="checkbox"/> Economic Development & Marketing Committee |

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

RELEVANT EXPERIENCE

Current employer/retired: Elevate Textiles (Burlington Finishing)
Employer address: 906 N. Anthony St. City, State, Zip: Burlington, NC 27217

Job title and description of responsibilities:

HR Manager of approx. 180 employees. I have a bachelor's degree in economics and a masters d

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

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

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

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

- Yes No

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

- Yes No

Additional relevant information:

For City Clerk Use Only
Date Received:

VOLUNTEER BOARD & COMMISSION APPLICATION



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

Name: GAIL WALKER Email Address: GWALKER1358@GMAIL.COM
Home Address: 213 N. MARSHALL ST Mailing Address: _____
City, State, Zip: GRAHAM, NC 27253 City, State, Zip: _____
Home Phone: 336-376-0327 Alternate Phone: _____

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

N/A

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

- | | |
|---|--|
| <input type="checkbox"/> Alcohol Beverage Control Board | <input checked="" type="checkbox"/> Historical Museum Advisory Board |
| <input type="checkbox"/> Appearance/Tree Commission | <input type="checkbox"/> Historic Resources Commission |
| <input type="checkbox"/> Canine Review Board | <input type="checkbox"/> Planning Board/Board of Adjustment |
| <input type="checkbox"/> Graham Housing Authority | <input type="checkbox"/> Recreation Commission |
| <input checked="" type="checkbox"/> Library Committee (Alamance County) | <input type="checkbox"/> Economic Development & Marketing Committee |

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

RELEVANT EXPERIENCE

Current employer/retired: RETIRED

Employer address: _____ City, State, Zip: _____

Job title and description of responsibilities:

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

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

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

* UNCG STUDENT / MASTER OF LIBRARY + INFORMATION SCIENCE
 * EXPERIENCE WITH MANUSCRIPTS, PHOTOS, AND SPECIAL COLLECTIONS MANAGEMENT
 * PRIOR HEALTHCARE / MANAGEMENT EXPERIENCE AT UNC HOSPITALS
 * PROGRAM DIRECTOR / COLLEGE INSTRUCTOR 3 YR
 * INTEREST IN DEVELOPING COLLABORATIVE RELATIONSHIPS WITH OTHER COUNTY ORGANIZATIONS

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

- Yes No

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

- Yes No

Additional relevant information:

For City Clerk Use Only
Date Received:



STAFF REPORT

SUBJECT:	SELECT FIRM FOR GRAHAM REGIONAL PARK MASTER PLAN
PREPARED BY:	BRIAN FAUCETTE, DIRECTOR OF RECREATION AND PARKS

REQUESTED ACTION:

Select a firm to complete a Master Plan for Graham Regional Park and approve a corresponding budget amendment.

BACKGROUND/SUMMARY:

At the Council’s budget planning session on December 18, 2023, several Key Strategic Actions were identified. One goal is to “explore options to build a sports complex/multi-use complex”. To advance this goal, GRPD staff requested proposals for completion of a Master Plan of Graham Regional Park.

Three firms submitted proposals for completing a Master Plan:

- Benesch – **\$45,000 - \$55,000 – Fee Range** – range is based on # of on-site visits needed for Community Input and presentations

- Bolton & Menk –
 - \$20,000 – Project Coordination and Project Management
 - \$20,000 – Data Collection and Site Assessment
 - \$50,000 – Conceptual Park Plan, Draft Alternatives, and Graham Regional Park Master Plan**\$90,000 – Total Project Budget**

- WithersRavenel –
 - \$22,000 – Site Inventory & Analysis
 - \$26,000 – Recreational Needs Assessment
 - \$28,000 – Concept Plan Alternatives
 - \$23,000 – Draft Master Plan
 - \$16,000 – Final Master Plan**\$115,000 – Total**

Proposals were reviewed by GRPD staff and were presented to the Graham Recreation Commission without fee proposals attached so each submission could be assessed based on merit. After review, the Recreation Commission recommends consideration of WithersRavenel (1A) and Benesch (1B) to complete a Master Plan.

Comments made in favor of the proposals from WithersRavenel and Benesch include:

- 1A) WithersRavenel – up to 3 park concepts will be presented with opinion of probable construction cost, robust/lengthy community engagement plan, "vigorous" exploration of creative design, young staff members to relate to young members of our community, staff familiar with City of Graham operations
- 1B) Benesch - familiarity with the City (recently completed Lake Master Plan), specific/relatable language in the proposal, identifies a need for accessibility

FISCAL IMPACT:

The Master Plan was not included in the general budget passed by Council in June. A budget amendment will be required to fund this project for FY 2024-2025.

STAFF RECOMMENDATION:

Considering the recommendation of the Graham Recreation Commission of contracting with WithersRavenel (#1A) or Benesch (#1B) and considering the financial differences of the two proposals, staff recommends contracting with Benesch to complete the Graham Regional Park Master Plan.

SUGGESTED MOTION(S):

Make a motion to select Benesch as the vendor for the Graham Regional Park Master Plan and approve a budget amendment not to exceed \$55,000.

CITY OF GRAHAM

**BUDGET AMENDMENT ORDINANCE
2024-2025**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAHAM THAT
THE 2024 - 2025 BUDGET ORDINANCE SHALL BE AND IS HEREBY AMENDED AS FOLLOWS:**

Section 1.

EXPENDITURES

DEPARTMENT/ACCOUNT	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Recreation - Professional Services	4,000.00	59,000.00	55,000.00		55,000.00
	4,000.00	59,000.00	55,000.00	-	55,000.00

Section 2.

REVENUES

	APPROVED	AMENDED	INCREASE	(DECREASE)	INCREASE (DECREASE)
Fund Balance Appropriation	\$2,043,687.00	\$2,098,687.00	55,000.00		55,000.00
	2,043,687.00	2,098,687.00	55,000.00	-	55,000.00

Adopted this 12th day of November 2024.

Attest:

Mayor Jennifer Talley

Renee M. Ward, City Clerk

STAFF REPORT

SUBJECT:	2024 PEDESTRIAN PLAN UPDATE
PREPARED BY:	AARON HOLLAND, ASSISTANT CITY MANAGER

REQUESTED ACTION:

Approve City of Graham Pedestrian Plan Update.

BACKGROUND/SUMMARY:

With the approval to proceed by City Council in 2023, the City of Graham and the NCDOT Integrated Mobility Division (IMD) proceeded with an update to the existing Graham Pedestrian Plan. The current plan was adopted in 2006 with several areas needing to be revised due to the growth of the city in areas not currently highlighted in the existing plan. With consideration to the steering committee and public engagement input, recommendations were carefully integrated into the plan. Recommendations include prioritized implementation and funding strategies supporting near-term (within five years) to long-range projects, facility standards, and a cohesive vision to improve safety, comfort, and promote economic development.



In addition to supporting multimodal, Complete Streets, and community goals, the plan also looks to comply with IMD Bicycle and Pedestrian Planning Grant Initiative. The plan focuses on potential improvements, with special focus on safe crossings and connecting the City's new growth with pedestrian and multi-use path facilities.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Approval. Having an updated plan will better position the City to pursue funding opportunities for projects.

SUGGESTED MOTION(S):

I move we approve the City of Graham 2024 Pedestrian Plan Update.



Executive Summary

This executive summary provides a brief overview of the City of Graham Pedestrian Plan and key recommendations.

About This Plan

The City of Graham Pedestrian Plan (“the Plan”) provides guidance for the City, North Carolina Department of Transportation (NCDOT), Alamance County, Burlington–Graham Metropolitan Planning Organization (BGMPO), and other stakeholders in developing improvements to the City of Graham pedestrian infrastructure, programs, and policies.

The Plan was developed through extensive public outreach, review of existing conditions, coordination with a dedicated Steering Committee, and consideration of the City’s vision and goals. Graham seeks to become a more pedestrian friendly City that encourages the choice to walk, advance the community’s mobility and quality of life, and improve pedestrian connectivity to key destinations for residents and visitors of all ages and abilities. During the planning process, Graham residents and stakeholders voiced their concerns and hopes for walking throughout the City and to other destinations in Alamance County.

The Plan is primarily focused on infrastructure improvements in support of walking, improving crossings at roadways, and building out and connecting to a regional greenway network. The benefits of walking and recommended policies and programs to support active transportation are reviewed as part of the Plan appendices.

Priority Recommendations (Top Eight Combined Projects)

The Plan identified a total of eight priority project bundles (made up of 30 individual projects – including 13 linear pedestrian projects and 17 intersection-related projects) to improve walking in Graham. These projects were selected through a process that began with identifying the City’s vision and goals, mapping priority and secondary corridors, and creating projects to match the City’s mobility and safety needs. Finally, all recommended projects were ranked according to criteria developed with the City and Steering Committee that prioritized connections to key destinations, extending the existing pedestrian network, safety, equitable pedestrian access, recreation, and cost effectiveness. The top 8 projects are as described in Table I-1 and illustrated in the map in Figure I-1.