



1. Call to OrderMayor Hooks
2. Invocation..... Reverend Josh Barfield, Church of the Resurrection
3. Recognition of RetireesMayor
 - a. Amy Pendergraph
 - b. Holly Clayton
4. Public CommentsMayor
5. Consent AgendaMayor
 - a. Approval of Minutes-
 - i. January 8, 2024 Regular Meeting
 - ii. March 4, 2024 Regular Meeting
 - iii. March 14, 2024 Special Meeting- Budget Work Session
 - iv. March 21, 2024 Special Meeting- Budget Work Session
 - b. Final Plat Approval- North First Street Townes
 - c. Final Plat Reapproval- Oakwood, Ph. 1A
 - d. Budget Ordinance Amendment- Downtown Revitalization Grant
 - e. Budget Ordinance Amendment- Insurance Proceeds
 - f. Budget Ordinance Amendment- One NC Fund Grant
 - g. ARP Policy Adoption
 - h. Proclamation- Litter Sweep in City of Mebane- April 13-27th, 2024
6. **Public Hearings-**
 - a. Variance- *Quasi-judicial- Board of Adjustment- Jay Starnes,*
“Pig Pin by Fat Man”- Wall Sign for Business without
Independent Façade, 103 S. Fifth StreetAshley Ownbey, Development Director
 - b. Ordinance to Extend the Corporate Limits- Voluntary
 Contiguous Annexation-
 Kiewit Infrastructure South Co.Lawson Brown, City Attorney
 - c. Ordinance to Extend the Corporate Limits-
 Voluntary Contiguous Annexation- Holland Family-
 Bowman Road Mr. Brown
 - d. Conditional Rezoning- Bowman Road 1, LLC-
 7515 Bowman Road, R-8 (CD) zoning on 12.01 acres
 for 89 townhomes..... Ms. Ownbey
 - e. Conditional Rezoning Amendment- Tractor Supply Ms. Ownbey
 - f. Ordinance Creating and Levying a Municipal Room Occupancy Tax
 and a Resolution Joining the Alamance County Municipal Tourism
 Development Authority..... Mr. Brown
 - g. CDBG Resolution to Apply for FY 2023-2024 CDBG-
 Infrastructure Funding Ms. Ownbey

- 7. Compensation Study Findings and Recommendations Beatrice Hunter, HR Director
DeLane Honeycutt, Compensation and Classification Consultant

- 8. Downtown Exterior Improvement Grant (DEIG)
Application- 200 N. Third Street..... Ms. Ownbey

- 9. Downtown Mebane Social District PresentationBarbara Hollerand, DMDC Director

- 10. FY 25 - Water and Wastewater System Development
Fee Study.....David A. Hyder, Sr. Principal, Stantec

- 11. Purchase of Vacant Lot at Water Works Road and Tate Avenue
Corregidor Street..... Mr. Brown

- 12. Lebanon Road Sidewalk and Trail Connector
Change Order No. 1..... Mark Reich, AWCK

- 13. Hiring Process- New City Manager Mr. Brown

- 14. AdjournmentMayor



The Mebane City Council met for its regular monthly meeting at 6:00 p.m., Monday, March 4, 2024 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 E. Washington Street.

Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Tim Bradley
Councilmember Katie Burkholder
Councilmember Sean Ewing
Councilmember Montrena Hadley
Councilmember Jonathan White

Also Present:

Chris Rollins, City Manager
Preston Mitchell, Assistant City Manager
Lawson Brown, City Attorney
Stephanie Shaw, City Clerk
Ashley Ownbey, Development Director
Aaron Davis, Recreation and Parks Director

Mayor Hooks called the meeting to order. Pastor Ken Tilley of Crosslink Community Church gave the invocation.

Mr. Brown made an announcement stating that the following public hearing items will not be heard as there was an issue with the advertising required by state statute.

- b) *Ordinance to Extend the Corporate Limits, Voluntary Contiguous Annexation, Holland Family- Bowman Road*
- c) *Conditional Rezoning- Bowman Road 1, LLC- 7515 Bowman Road, R-8 (CD) zoning on 12.01 acres for 89 townhomes*

During the Public Comment Period, Jay Starnes, 701 Fairway Drive, Mebane, stated that he recently opened a restaurant inside Buffaloe Lanes Bowling Alley, Pig Pen by Fatman. He explained that he tried to pull a sign permit to install a sign on the building where his business is located but was denied because the request did not comply with the City's Unified Development Ordinance requirements. He requested "wobble room" for allowance to install a sign on the building.

After a brief discussion between the Council, the staff, and Mr. Starnes, the Council directed the City staff to contact Mr. Starnes to discuss alternative solutions.

Bryan Collier, 1405 Buckhorn Road, Mebane, Property Owner, and Manager of Buffaloe Lanes Bowling Alley, spoke in favor of allowing Mr. Starnes to install a sign as he feels signage is important to let people know that the business is there.

Also, during the Public Comment Period, Jules Alston, 948 Holt Street, Mebane, shared that he has spoken with the Council before regarding the eighteen-wheelers that travel on Holt Street and Smith Drive. Mr. Alston stated that Smith Drive is not wide enough for two cars to come along that road, much less eighteen-wheelers. He said he thinks the trucks exceed the weight limit on Holt Street and Smith Drive.

Mayor Hooks stated that Holt Street is a state road, therefore the state dictates the rules. He stated that he does not believe Holt Street is a low-tonnage road.

Ms. Hadley questioned if Mr. Alston's concerns were due to the speed of the trucks or that they were still tearing up his driveway and yard.

Mr. Alston replied that the speed and damage the trucks are causing are both concerns.

Ms. Hadley said if the City could come back out again to rectify some of the damage caused by the trucks, would that help the issue. She said that the City cannot make the trucks stop traveling on those streets.

Mr. Alston replied yes and if the Council could investigate having the speed limit reduced, that would help.

Mr. Rollins said, as a reminder, that Mr. Alston does live outside the City limits and the City did not do the repair work, NCDOT did the work.

Ms. Hadley requested that whatever was done before, be done again.

Mayor Hooks gave an overview of the Consent Agenda as follows:

- a. Approval of Minutes- February 5, 2024- Regular Meeting
- b. Voluntary Contiguous Annexation Petition- Kiewit Infrastructure South Co.
- c. Final Plat Approval- Courtyards at Magnolia Glen, Ph. 2
- d. Final Plat Approval- Magnolia Glen Estates, Ph. 4
- e. Final Plat Reapproval- Cambridge Park, Ph. 3A
- f. Audit Contract for FY 2023-24

Mr. Bradley made a motion, seconded by Ms. Hadley, to approve the Consent Agenda as presented. The motion carried unanimously.

Item b.

RESOLUTION FIXING DATE OF PUBLIC HEARING ON
QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31

Annexation 168

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

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

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

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Glendel Stephenson Municipal Building at 6:00 p.m. on April 8, 2024.

Section 2. The area proposed for annexation is described as follows:

BEGINNING at an iron rebar set in the South line of Washington Street, a 60' right-of-way at the Northeast corner of Melvin Dodson recorded in Deed Book 1393, Page 258; thence S 62°17'48" E along said South line a distance of 102.48'to a PK nail found at the Northwest corner of Stag Mebane 3 LLC. recorded in Deed Book 5719, Page 545; thence S 10°56'43" E along the West line of said Stag Mebane 3 LLC. a distance of 1159.73'to an iron pipe found; thence S 08°48'05" E continuing along said West line a distance of 174.29'to an iron rebar set at the Southwest corner of said Stag Mebane 3 LLC.; thence N 86°37'15" E a distance of 646.54'to an iron rebar found in the West line of The City of Mebane recorded in Deed Book 4178, Page 305, at the Southeast corner of said Stag Mebane 3 LLC.; thence S 05°29'53" E along said West line a distance of 702.60'to an iron rebar set; thence S 04°38'55" E a distance of 422.80'to an iron rebar found in the North line of Industrial Connections & Solutions recorded in Deed Book 6383, Page 392, at the Southwest corner of said The City of Mebane; thence S 79°56'58" W a distance of 83.31'to an iron pipe found at the Northwest corner of said Industrial Connections & Solutions; thence S 09°11'17" E along the West line of said Industrial Connections & Solutions a distance of 407.16'to an iron pipe found at the Northeast corner of Python Enterprises LLC. recorded in Deed Book 5699, Page 176; thence S 80°15'57" W a distance of 496.04'to an iron pipe found at the Northwest corner of said Python Enterprises LLC.; thence S 09°13'13" E along the West line of said Python Enterprises LLC. a distance of 432.70'to an iron pipe found; thence S 09°13'15" E a distance of 486.09'to an iron rebar found in the North line of Industrial Drive, a variable width right-of-way, at the Southwest corner of said Python Enterprises LLC.; thence S 83°24'58" W along said North line a distance of 80.10'to an iron pipe found at the Southeast corner of Majorpower Corporation recorded in Deed Book 5840, Page 117; thence N 09°12'07" W a distance of 1329.96'to a railroad spike

found at the common East corner of Penske Truck Leasing recorded in Deed Book 752, Page 262 and BRLP Mebane LLC. recorded in Deed Book 6144, Page 548; thence N 08°32'38" W a distance of 1369.50'to an iron rebar found in the East line of Michael & Elizabeth Hall recorded in Deed Book 6834, Page 500; thence N 10°56'37" W a distance of 1212.53'to an iron rebar set which is the point of BEGINNING. Said tract containing 28.123 +/- acres.

Section 3. Notice of the public hearing shall be published once in the Alamance News, a newspaper having general circulation in the City of Mebane, at least ten (10) days prior to the date of the public hearing.

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk

A Public Hearing was held on a request from Holly Gilliam for approval to rezone two lots, totaling +/- 1.2 acres, and located on S. Third Street from R-20 to R-12 to allow a subdivision of three lots. Ms. Ownbey gave an overview of the request. The properties are located within the Mebane City Limits in Alamance County. The surrounding zoning in the area includes R-20, Residential, to the south and east, R-12, Residential, to the north, and R-10, Residential, to the southwest. Surrounding land uses are largely single-family residential. There is an existing church south of the properties and South Mebane Elementary School is located directly west of the properties. The subject properties are in the Secondary Growth Area. The proposed rezoning is consistent with the guidance provided within *Mebane By Design*, the City's Comprehensive Land Development Plan. The proposed rezoning will be a continuance of the existing R-12 zoning to the north and will be compatible with the residential uses of the surrounding properties. The properties are currently within the city limits so a water connection is available, but sewer must be extended at the developer's expense and the sewer would need to be extended before any plat or permits are released.

Holly Gilliam, 1527 St. Andrews Drive, Mebane, spoke on behalf of the request. She stated that she and her son own the properties and they are requesting rezoning because they are interested in building houses on the properties for themselves.

Mr. White made a motion, seconded by Mr. Ewing, to close the public hearing. The motion carried unanimously. Mr. White made a motion, seconded by Mr. Bradley, to approve the rezoning Motion to approve the R-12 zoning as presented and a motion to find that the application is consistent with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*. Specifically, the request is for property within the City's G-4 Secondary Growth Area and is generally residential in nature. The motion carried unanimously.

A Public Hearing was held on a request for approval of the Bicycle and Pedestrian Transportation Plan Update. Ms. Ownbey provided a brief recap of the presentation that was presented at last month's meeting. She highlighted the vision and goals, planning process, and the final plan which includes 80+ project recommendations, 10 priority projects, and 16 strategies for realizing the vision and goals.

There were a few brief questions and comments between the Council and staff relating to the plan.

Pat Cox, 105 Falcon Lane, Mebane, expressed concern with a proposed greenway that could potentially go through her property.

Ms. Ownbey assured Ms. Cox that if such a greenway was previously in the plan, it is now removed.

Prudence Cobb, 400 Tate Avenue, Mebane, shared concerns like those shared by Mr. Alston earlier in the meeting, specifically tractor-trailers.

Mayor Hooks stated that those issues are not particularly related to the public hearing at hand but assured her that staff is going to look into that matter.

Mr. White made a motion, seconded by Mr. Bradley, to close the public hearing. The motion carried unanimously. Mr. Bradley made a motion, seconded by Mr. Ewing, to approve the Bicycle and Pedestrian Transportation Plan Update and to find that the plan is reasonable and in the public interest, and is consistent with the goals and objectives of the City's adopted plans, specifically:

- The City's Comprehensive Land Development Plan Growth Management Goal 1.2: "Continue to support historic Downtown Mebane's culture, aesthetics, walkability, bikeability, shopping, dining, and housing options." and
- The City's Comprehensive Land Development Plan Public Facilities and Infrastructure Goal 2.1:
 - "Improve safety and confidence of pedestrian access across major streets, including I-40/85, US-70, NC-119, Mebane-Oaks Road and other highly-traveled roadways." And
- The City's Comprehensive Land Development Plan Open Space and Natural Resource Protection Goal 4.2: "Provide greenways, parks and open space connectivity between different land uses and across major transportation corridors, thereby advancing safety and health."

The motion carried unanimously.

A Public Hearing was held on a request for approval of the Recreation and Parks Master Plan. Mr. Davis provided a brief recap of the presentation that was presented at the December 2023 meeting. He highlighted the vision and goals, citizens' wants, other specific needs identified and gave a concluding statement. Mr. Davis also stated the importance of having a master plan in place, specifically when applying for grants.

There was considerable discussion among the Council and Mr. Davis regarding how the plan strategies would be carried out on a day-to-day basis and how staff would track the completed work so that when it comes time to do another plan, the Council and staff would know what has been done. Also discussed was the concern with the vagueness of the plan and the missing straightforward directives. Mr. Davis stated he understands but there is a lot of internal conversation and studying of the plan to determine how the goals can be accomplished financially.

Fred Masi, 208 Redberry Court, Mebane, shared concerns with the plan lacking inside activities for citizens ranging in ages 30-50 years old. He also shared his desire to see Mebane have a YMCA or sportsplex.

Carl Bradley, 4610 Mebane Rogers Road, Mebane, asked for an update on Cates Farm Park. Mr. Davis stated that he hopes the Cates Farm Park playground will be open to the public in early April.

Lori Sawyer, resident of 1132 Fieldstone Drive, Mebane, and Recreation and Parks Advocacy Commission Member, spoke about her experience as a 20-plus-year Mebane resident and how Mebane has parks available now that were not available when her children were small. She spoke of the importance of the Recreation Master Plan as it helps carry out the bigger vision and can be used as an accountability tool to ensure plans are being completed.

Tom Boney, Editor/owner of The Alamance News, 114 W. Elm Street, Graham, NC, stated that he did not have any particular comments on the substance of the plan but shared concerns with transparency and sufficient notification of public hearings. He stated that for economic, practical, and legal reasons, The Alamance News should be the city's preferred source for posting legal notices about city business, particularly given that most of the city is in Alamance County and that the Mebane Enterprise newspaper recently announced that its Mebane office was closing and would merge its print publication with the News of Orange. Mr. Boney shared a flyer showing a comparison of the number of paid subscribers for Mebane Enterprise (366) vs The Alamance News (3,777). He feels the City is not adequately reaching the citizens of Mebane when not publishing the legal ads in The Alamance News.

Mr. White made a motion, seconded by Mr. Bradley, to close the public hearing. The motion carried unanimously.

Mr. Bradley spoke in support of the city advertising legal ads in The Alamance News. He then made a motion, seconded by Ms. Burkholder, to adopt the Comprehensive Recreation and Parks Master Plan as presented and requested that in the future when the recreation staff provides staff requests and/or reports to the Council, the plan be referenced. The motion carried unanimously.

Mr. Brown spoke to the concerns shared earlier by Mr. Boney. He stated that the advertising complies with applicable laws and ordinances. He concluded that the city has adequate legal notice to continue with the next public hearing.

A Public Hearing was held on a request for the adoption of a Resolution Establishing the Alamance County Municipal Tourism Development Authority and a room occupancy tax of three percent (3%). Mr. Brown spoke on behalf of the request, explaining that an occupancy tax has been something that the municipalities in Alamance County have been seeking for a long time. He stated that the General Assembly enacted Senate Bill 154, an act to make various occupancy tax changes (Session Law 2023-144) which authorizes the formation of a tourism authority by the municipalities in Alamance County, Graham, Burlington, Mebane, and Elon. He said staff recommends adoption of the Resolution Establishing the Alamance County Municipal Tourism Development Authority and also a room occupancy tax of three percent (3%), citing the City of Burlington and the Town of Elon have enacted the same.

Mr. Boney stated that Mr. Brown is a very good attorney, but he takes exception to a few parts of his explanation specifically related to this hearing. Mr. Boney stated first that he felt the agenda did not accurately describe the action under consideration by the Council. He said the general public would not gather from looking at the agenda that the City was considering enacting a new tax. He said the notice seemed accurate but the agenda, in his opinion, was understated. He said an even more significant problem in terms of the News of Orange paper, formerly Mebane Enterprise, is that, to his knowledge, there are no hotels in the Orange County limits of Mebane, all the hotels are on the Alamance County side of Mebane.

After a brief discussion among Council and staff, Mr. White made a motion, seconded by Mr. Ewing, to close the public hearing. Mr. Bradley questioned whether the public hearing should be

closed if there is a thought of continuing to allow public comment at next month's meeting. Mr. Brown said the Council could continue the hearing until next month and act on both items at that time. Mr. White withdrew his motion to end the public hearing. Mr. Ewing withdrew his second of that motion. Mr. White made a motion, seconded by Mr. Ewing, to continue the public hearing to the April meeting. The motion carried unanimously. Mr. Bradley made a motion, seconded by Ms. Hadley, to readvertise the public hearing in both The Alamance News and the News of Orange. The motion carried unanimously.

Ms. Ownbey presented a request for the awarding of Downtown Exterior Improvements Grant (DEIG) funds for \$3,850.00 to the qualifying applicant, Tammy Scarlett, 117 W. Clay Street, to repair brick mortar and replace windows. Ms. Ownbey explained that at the November 1, 2021, meeting the Council formally adopted the Downtown Exterior Improvements Grant (DEIG) program. The approved budget for Fiscal Year 2023 – 2024 allocated \$50,000 for Downtown Improvements as a matching funds grant program that will reimburse an individual up to 50% of qualifying expenses for exterior improvements to a Downtown property in one of four categories:

- Façade improvements;
- Outdoor seating;
- Exterior artwork; and
- Preservation of historic architecture and buildings.

No grant funds have been awarded this year. If the candidate project is awarded full grant funding, \$46,150.00 will remain in the DEIG pool.

Mr. Bradley made a motion, seconded by Mr. Ewing, to award \$3,850.00 in Downtown Exterior Improvement Grants to the applicant for the project described in the qualifying application. The motion carried unanimously.

Nishith Trivedi, Orange County Transportation Planning Manager, presented the US 70 Multimodal Corridor Study via the attached PowerPoint presentation. Mr. Bradley made a motion, seconded by Ms. Burkholder, to approve the goals, objectives, and recommendations of Segment A and the portion of Segment B extending from Segment A to Frazier Road as presented in the US 70 Multimodal Corridor Study. Motion to endorse the vision and recommendations of the US 70 Multimodal Corridor Study outside of Mebane. The motion carried unanimously.

Mark Reich, Engineer with Alley, Williams, Carmen and King, presented a request for the award of a contract to the lowest bidder for the construction of the Mebane Community Park (MCP) Woodlawn Road entrance parking lot (adding 50 new parking spaces). Mr. Reich stated that six (6) bids were received. Bids ranged from \$652,222.50 to \$997,750.00. The low bidder was 7 Group Development, LLC of Fuquay Varina. All references provided gave excellent reports with a willingness to use 7 Group Development, LLC again on other projects. The proposed parking lot was originally included in the scope of work for the Mebane Community Park; however, the work was deleted from the original construction contract. Work consists of grading, installation of curb and gutter, sidewalk, stone base and asphalt, drainage flumes, erosion control, 2 water quality treatment devices, landscaping, lighting, and gated entrance. He explained that a budget amendment in the amount of \$220,000 is recommended to cover the construction costs and provide a \$23,777 construction contingency. If approved, this additional fund balance appropriation will bring the total project budget to \$700,000.00 which also includes related engineering and surveying. Staff recommends the Council award a contract to the low bidder, 7 Group Development, LLC. in the amount of \$652,222.50 for the construction of the parking lot, along with a recommendation for the Council to adopt a project budget amendment appropriating \$220,000 of fund balance to add to the \$480,000 budgeted total of \$700,000.

There was discussion about the importance of signage for the new entrance, the pressing need for overflow parking, whether the 50 spaces will be sufficient to meet the need and the cost of the project.

Mr. Ewing made a motion, seconded by Ms. Burkholder, to approve awarding a contract to the low bidder, 7 Group Development, LLC., in the amount of \$652,222.50 for the construction of the parking lot and a motion to amend the current FY 23-24 Budget Ordinance by appropriating \$220,000 in General Fund fund balance to the parking lot project. The motion carried unanimously.

Ms. Ownbey presented a request for the Council's consideration to adopt the amended Rules of Procedure of the City of Mebane Planning Board. Ms. Ownbey explained that at the December 2023 meeting, the Council received a revised version of the rules of procedure for the Mebane Planning Board and staff was asked to make additions to the document so that it could promote decisions made by the Planning Board that was respective of the ordinances, policies, and procedures adopted by the City Council. She said that those additions have been made.

After a brief discussion, Mr. Bradley made a motion, seconded by Ms. Burkholder, to adopt the amended Rules of Procedure of the City of Mebane Planning Board. The motion carried unanimously.

Mr. Rollins announced his retirement and shared the following statement:

It has been my honor and pleasure to serve as the Mebane City Manager for the last three years. Eleven years ago, I came to Mebane as the Assistant Manager and cannot think of a better place to end my 35-year career and retire this summer. Over the last three years, we have hired and promoted a Police Chief, a Fire Chief, a Water Resource Recovery Facilities Director, an Assistant Manager, a Finance Officer, a Development Director, Public Works Director, and a Public Information Officer. I believe we have hired a spectacular team that's prepared to continue to move this dynamic city forward. I have been blessed beyond my imagination to work with so many great Mayors, Council Members, Department Heads, and City employees but it is time for me to close this chapter so that I can open another. I am looking forward to retirement this summer, to relax, travel, and spend more time with my family,

There being no further business, the meeting was adjourned at 8:01 p.m.

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk

US 70 Multimodal Corridor Plan

March 4, 2024

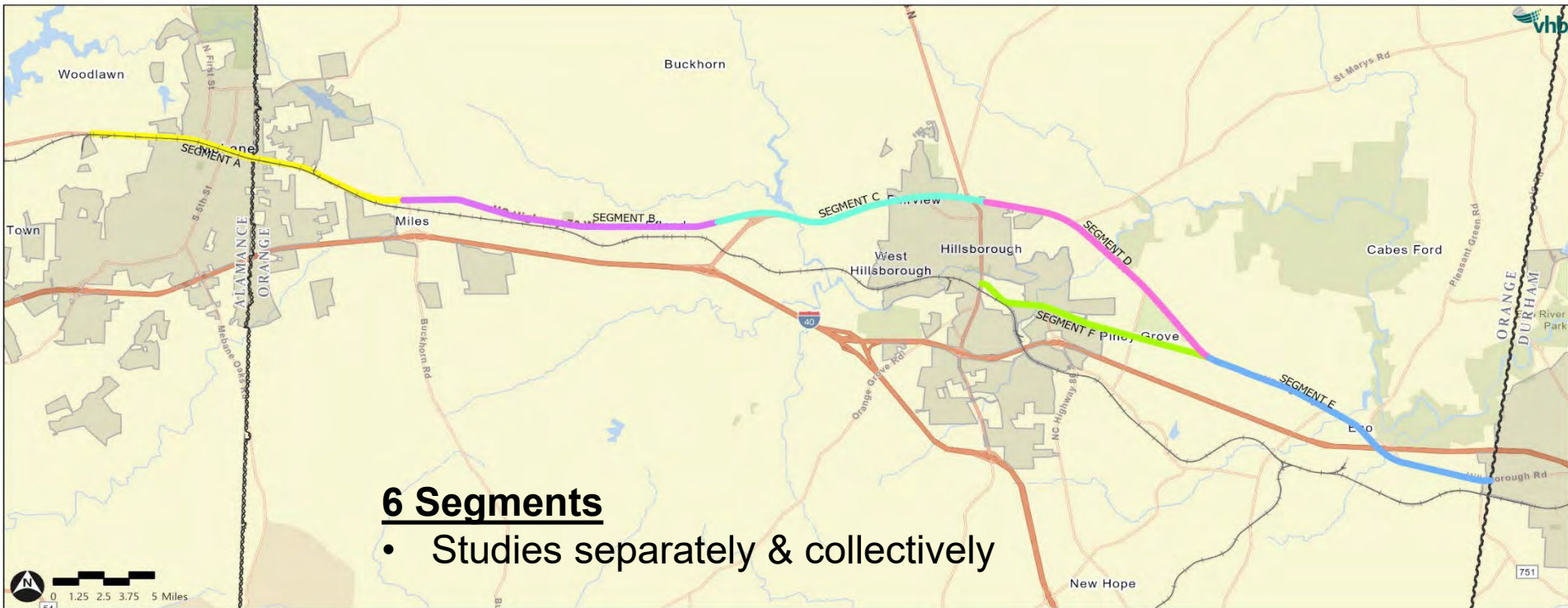
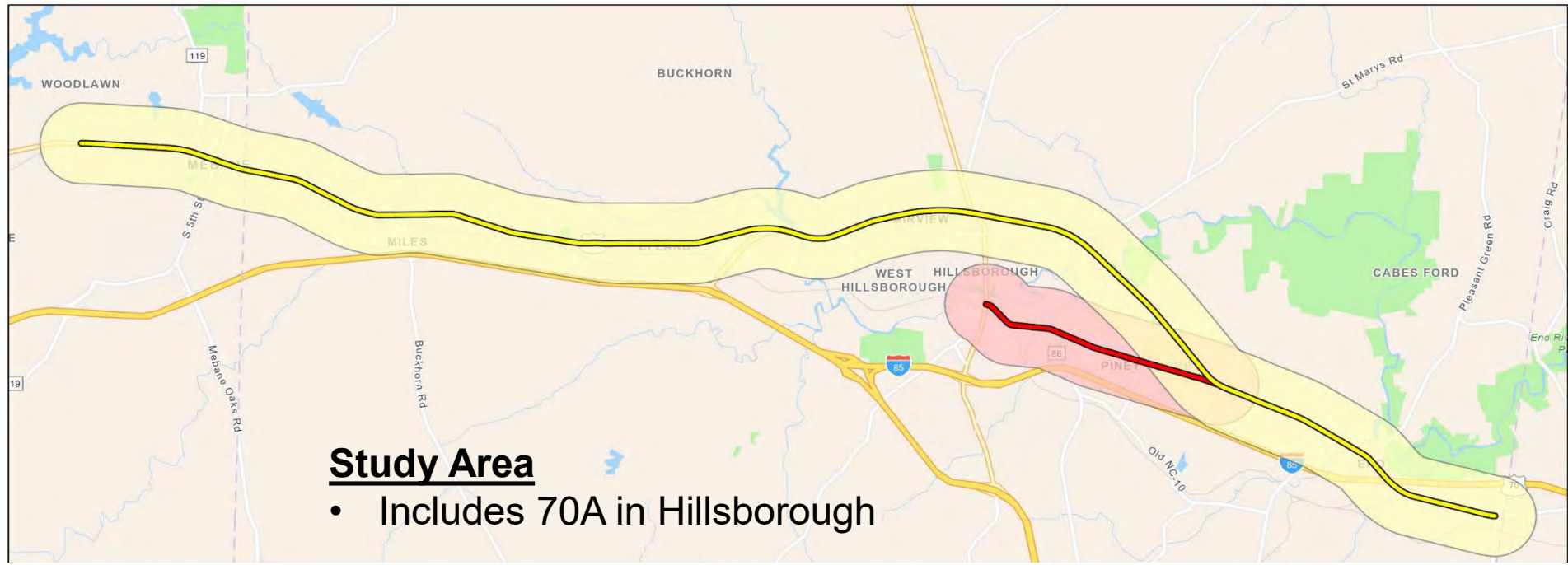
Mebane City Council

Outline

- Background
 - Existing Conditions
 - Public Engagement
- Draft Plan
 - Goals, Objectives, Critical Issues
 - Recommendations
- Implementation
 - Funding

Background





Existing Conditions



Water Quality, Sources, & Watersheds

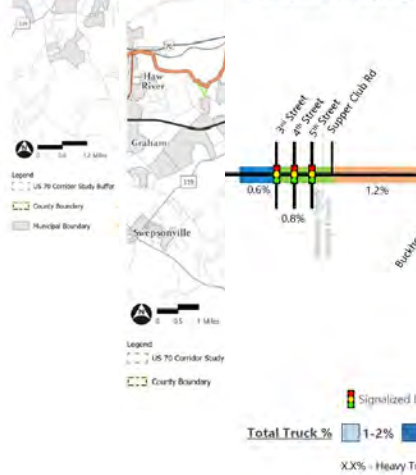


- 1.1 Introduction
- 1.1.1 Study Purpose
- 1.1.2 Study Context
- 1.2 Transportation Infrastructure
- 1.2.1 US 70 Roadway Design Elements

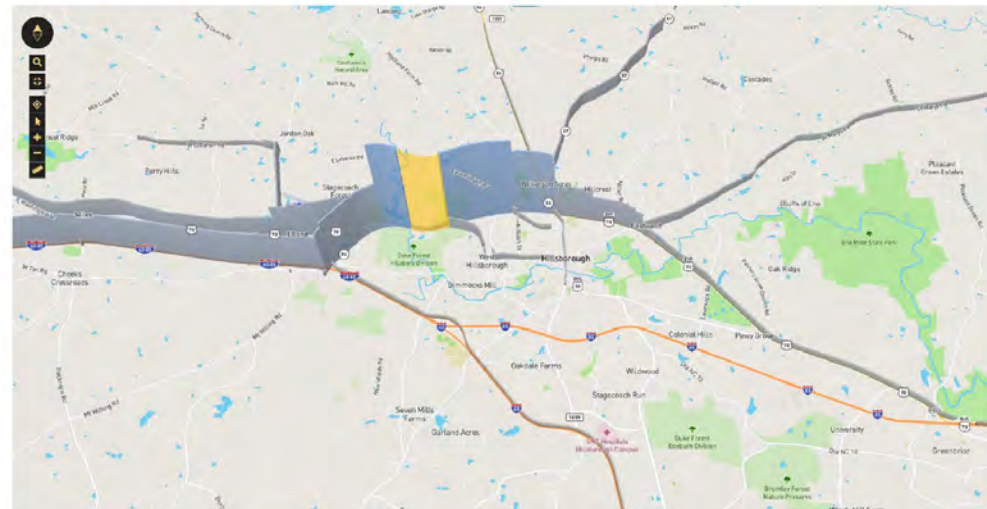
Existing Transit Routes



Total Truck Percentages
Estimated from 2019 Location-Based Services



Distribution of US 70 trips for point west of West Hill St (2019 StreetLight LBS Data)




US 70 Multimodal Corridor Study

Including:

- Traffic Volume
- Level of Service
- Heavy Truck
- Peak & non-Peak
- Off-road crashes

Public Engagement

Project Schedule



Community Meetings Round #1

- ★ **MARCH 7 | 5:00 - 7:00 PM**
Passmore Center
103 Meadowlands Dr
Hillsborough, NC 27278
- ★ **MARCH 9 | 5:00 - 7:00 PM**
Mebane Arts and Community Center
633 Corridor Street
Mebane, NC 27302
- ★ **MARCH 14 | 5:00 - 7:00 PM**
Town Hall Annex
105 E Corbin Street
Hillsborough, NC 27278

Your Input is Needed!

Please visit the project website (www.us70west.com) to sign up for project updates. The website includes an online map to virtually provide your comments and concerns regarding the U.S. 70 West Corridor. We would like to hear where you might also like to see improvements including bicycle and pedestrian connections, and enhancements to local and regional bus service and facilities.

The meeting will be an open house informational meeting with a short presentation at 5:00 and 6:00 PM. There will also be an opportunity for interactive activities to express your thoughts as well as speak directly with study team members.

Other Ways to Get Involved

Visit the project website to sign-up for email updates (www.us70west.com), provide more comments, and review project materials.

PROJECT CONTACT

Nishith Trivedi
Project Manager, Orange County Public Transportation
(919) 245-2007
ntrivedi@orangecountync.gov

1st Round Workshop
March



US 70 Multimodal Corridor Study Community Meeting Notice

The Durham Chapel Hill Carrboro Metropolitan Planning Organization (DCHC-MPO) is conducting a study of **U.S. 70 West, from NC 119 in Mebane to U.S. 751 in Orange County**. The Study will provide recommendations for future development of the transportation corridor with specific focus on multimodal facilities.

A series of three Community meetings to share improvement recommendations and get feedback on priorities will be held in the locations listed below. Light refreshments and a Playzone for kids will be provided at each meeting. All meetings will have an associated Zoom link for virtual attendance and will be available on the project website. Please visit the project website or reach out to the project team for any questions.

Community Meetings Round #2

- ★ **SUNDAY, NOVEMBER 19TH**
2:00-4:00 PM
Mebane City Hall
106 East Washington Street
Mebane, NC 27302
- ★ **SATURDAY, DECEMBER 2ND**
2:00-4:00 PM
Town of Hillsborough Town Hall
105 East Corbin Street
Hillsborough, NC 27278
- ★ **SATURDAY, DECEMBER 9TH**
2:00-4:00 PM
Whitted Building, Main Meeting Room
300 W Tryon Street
Hillsborough, NC 27278

Need a Ride?

Orange County On-Demand services are available. Learn more by calling (919-245-2008) or check out the Mobility on Demand (MOD) Service website for more information here: <https://www.orangecountync.gov/2624/MOD>

Project Website



The updated project website (www.us70west.com), accessible by scanning the QR code, is a convenient resource for tracking the progress of the study, providing feedback, and checking the schedule and location of outreach activities.

2nd Round Workshop
November/December

Public Engagement

- Relieving vehicular congestion
- Slowing down speeds of cars
- Improving intersections and crosswalks
- Maintain the character of the corridor
- Providing more bus, pedestrian and bicycle connections
- Improved access and circulation into schools.



Goals and Objectives



Mobility

- Manage traffic congest
- Prioritize bike/ped.
- Improve transit access



Placemaking

- Transportation investment protect community character
- Prioritize bike, ped, and transit in urban areas



Safety

- Improve comfort for non-automobile users
- Work towards Vision Zero
- Reduce pedestrian-automobile conflicts



Job Access

- Improve access to jobs in and outside corridor



Natural Environment

- Improve multimodal access to parks
- Reduce wildlife-automobile conflicts

Critical Issues

Natural Environment

- Natural areas that are recreational destinations lack connectivity to the multimodal transportation network
- The corridor experiences a large amount of animal crash incidents.



Built Environment

- US 70 poses a significant barrier to pedestrian connectivity in urban areas despite existing crossings.
- US 70 does not have sufficient multimodal facilities to support its growing business.
- US 70 detracts from the character of the municipalities it traverses.



Critical Issues

Active and Vehicular Transportation

- Low-income populations have limited access to the multimodal transportation network.
- Inadequate pedestrian connectivity to bus stops reduces transit demand.
- Existing pedestrian facilities do not serve most of the corridor.
- No dedicated bicycle facilities exist in the corridor.
- Schools in the corridor are significant sources of congestion.
- Roadway infrastructure in the corridor does not have the capacity for the future projected traffic demand
- High traffic speeds contradict existing and planned residential and commercial development in the corridor.



Critical Issues

Transit

- Low-income populations have limited access to the multimodal transportation network.
- Inadequate pedestrian connectivity to bus stops reduces transit demand.
- No bus stop in the corridor meets ADA standards.
- Areas projected to experience significant employment growth, particularly for low-income jobs, are not served by public transit.
- Bus service is too infrequent to be a convenient, reliable travel option, especially for those commuting at non-traditional times.
- Bus routes do not serve some of the corridor's largest trip producers and attractions.



Critical Issues

Safety

- Pedestrian crossings across US 70 lack adequate safety features.
- High traffic speeds pose a significant threat to non-automobile users.
- No dedicated bicycle facilities exist in the corridor.
- The corridor experiences a large amount of animal crash incidents



Recommendations - Policy

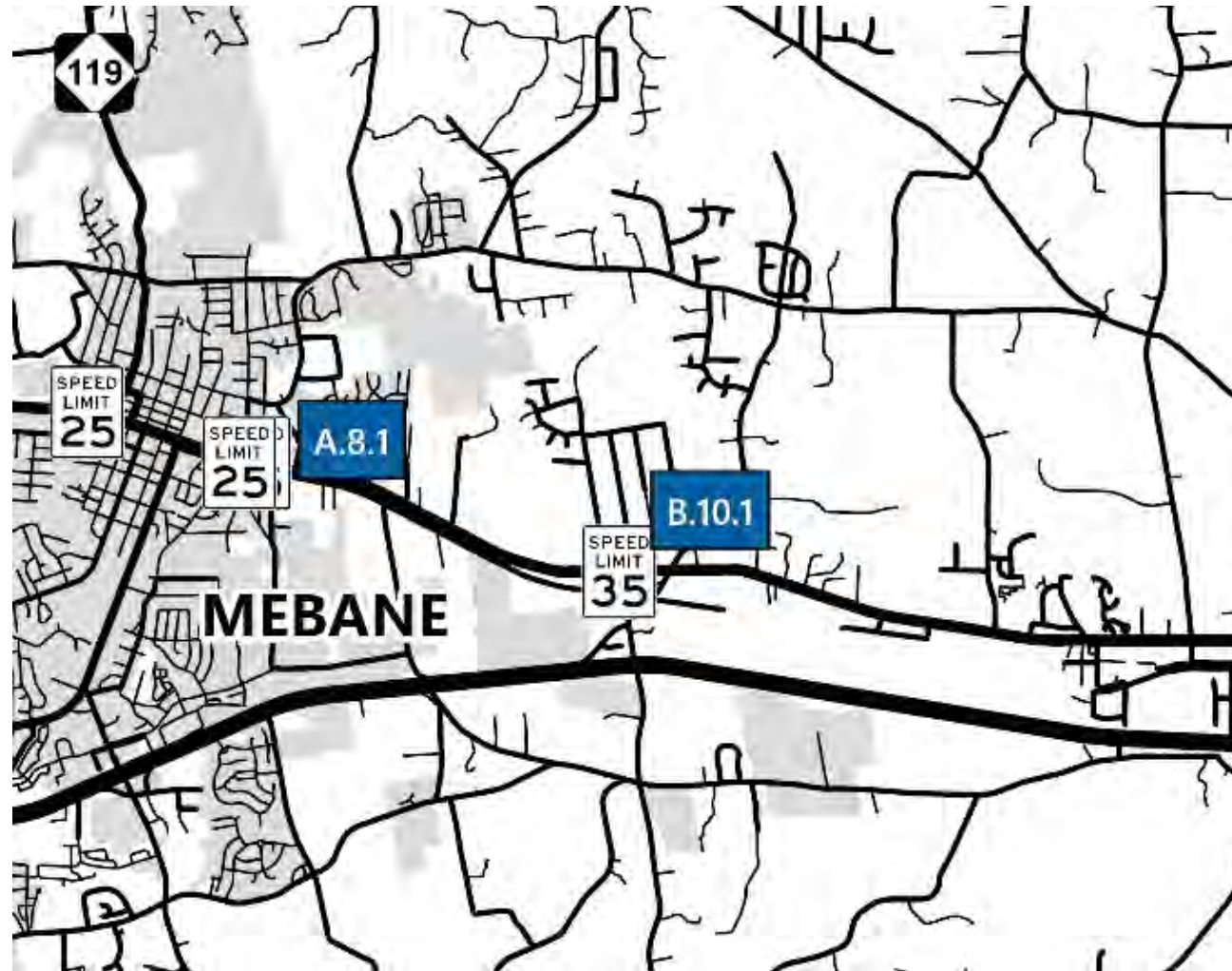
Extend sidewalk connectivity to anticipated growth areas.

- Establish a maintenance agreement between NCDOT and Orange County for new and existing pedestrian facilities on US 70.
- Require developers building on land parcels fronting US 70 to either construct sidewalk along their frontages, dedicate ROW for future construction, or pay in lieu.

Manage travel demand for future development in the Efland-Buckhorn-Mebane economic development area.

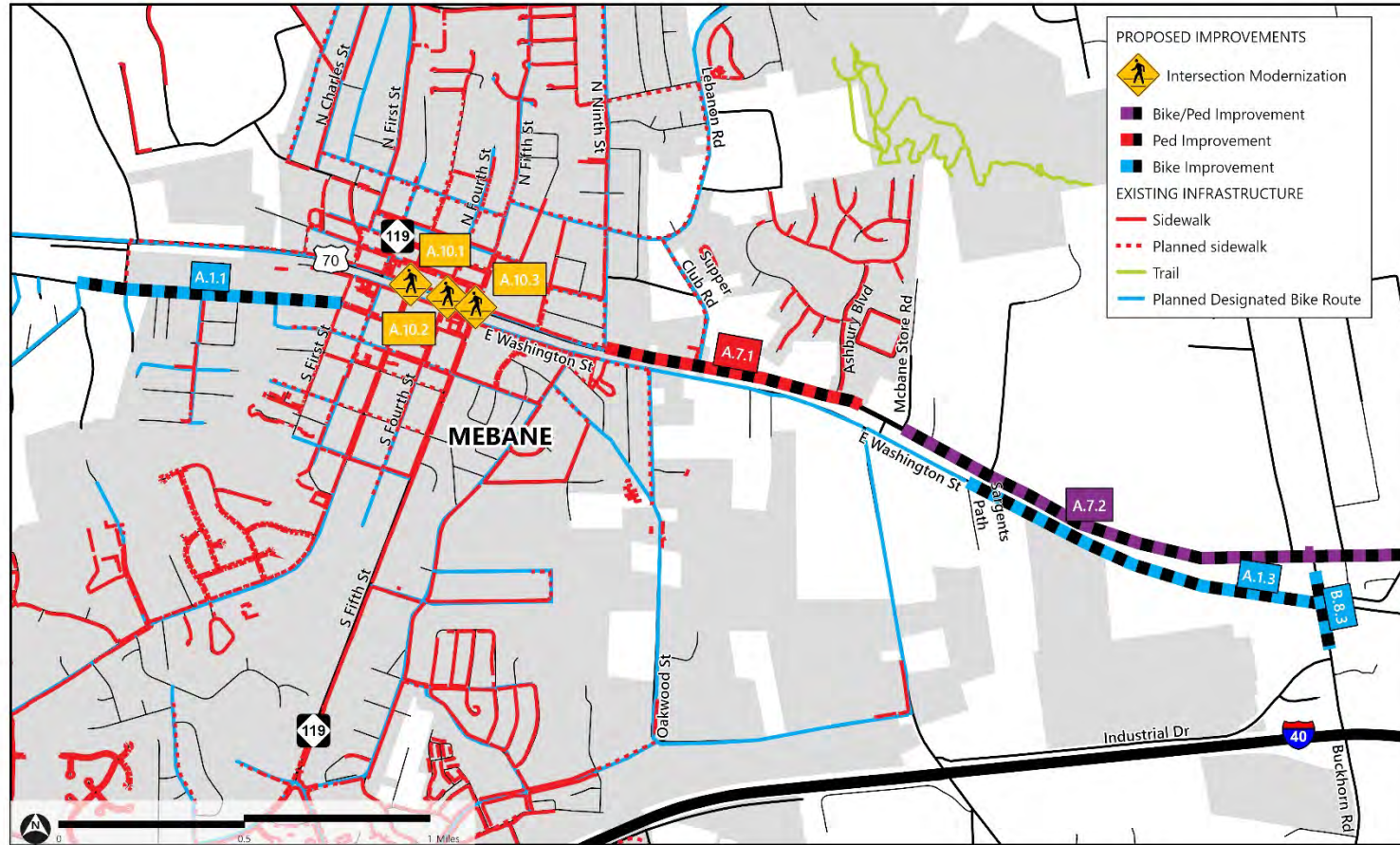
- Update the *Efland-Buckhorn-Mebane Access Management Plan* to include pedestrian, bicycle, and transit connectivity recommendations.

Recommendations - Mebane



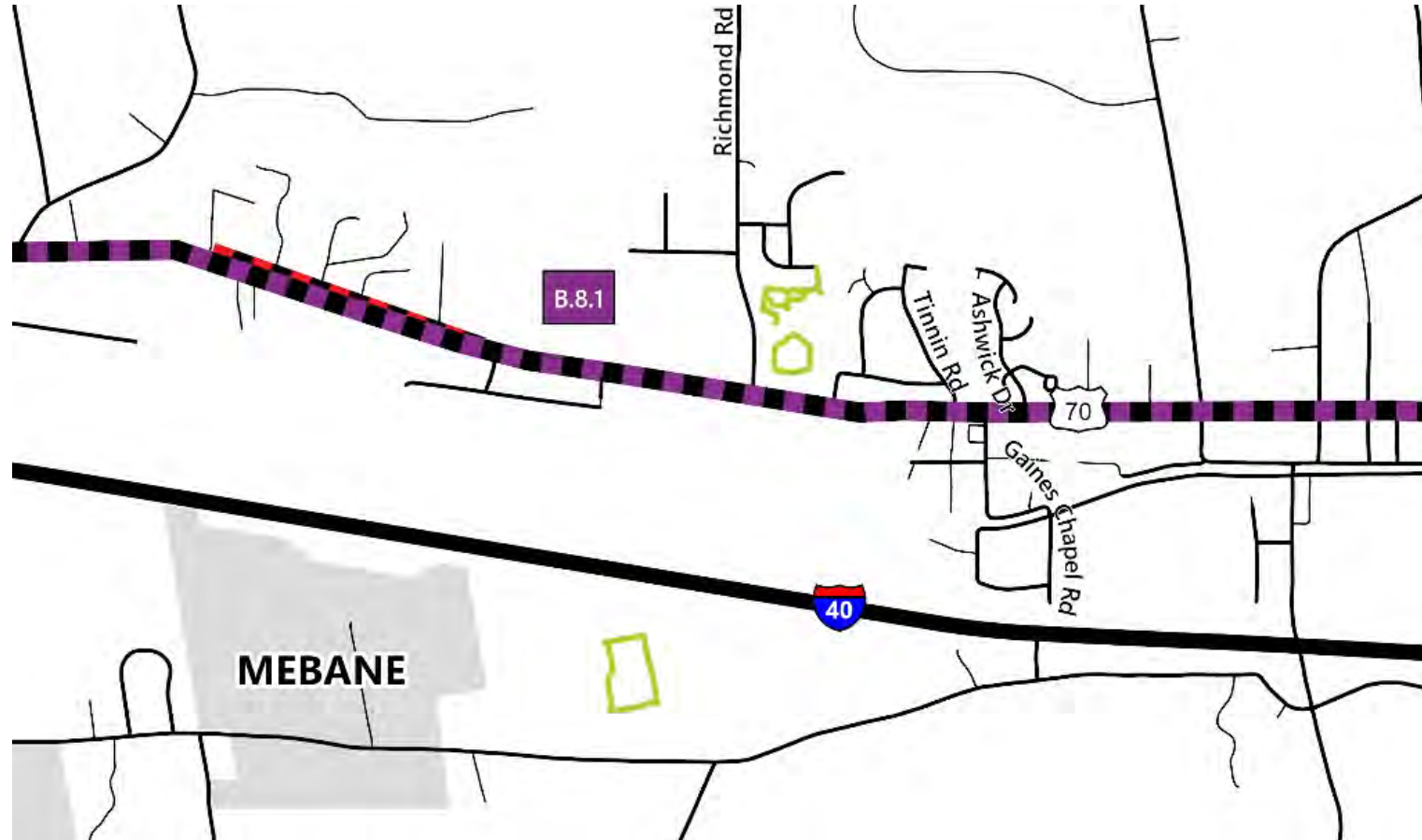
Speed Limit Changes → Preferably 35 miles per hour

Recommendations - Mebane



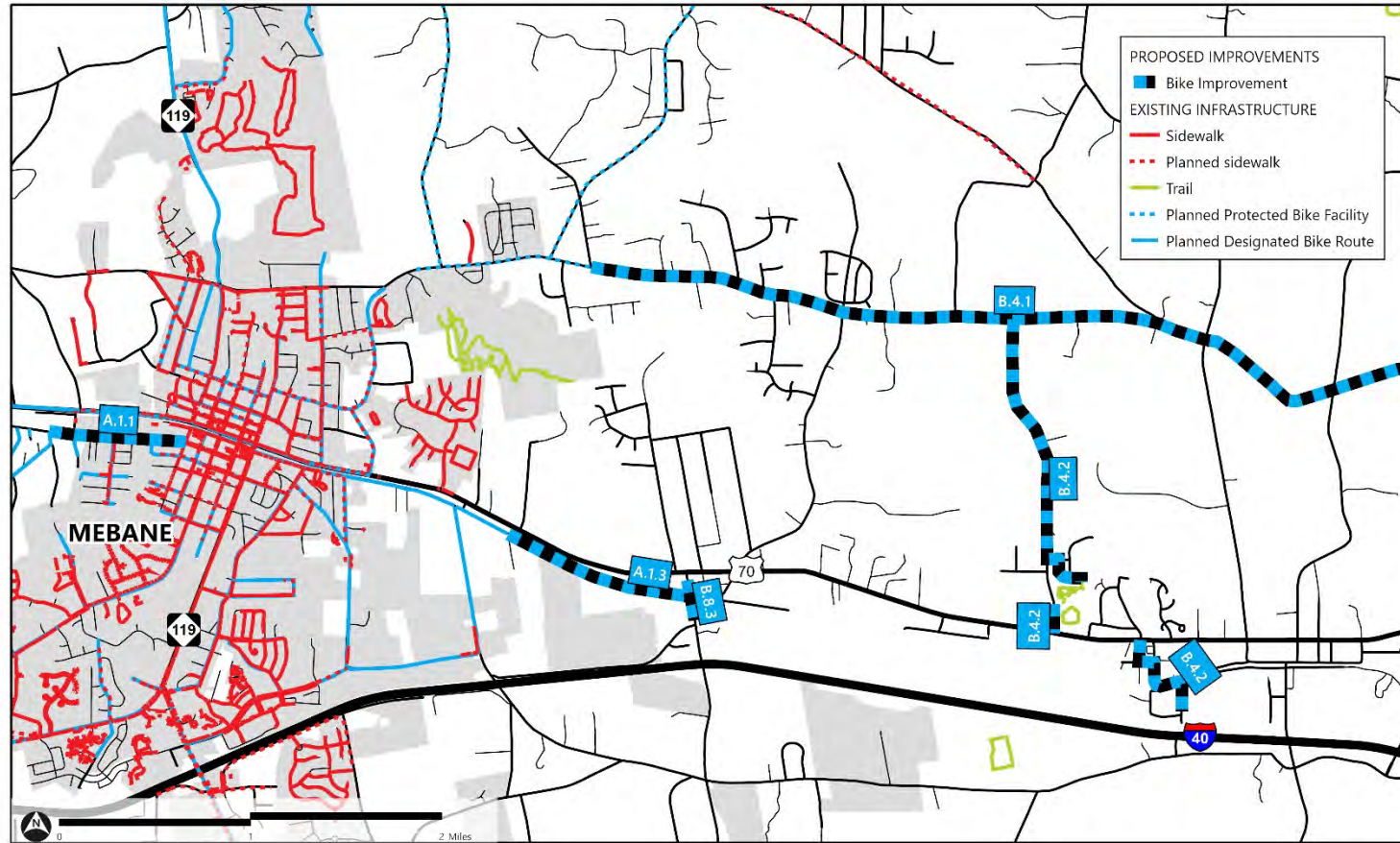
Segment A – Bike and Pedestrian

Recommendations - Mebane



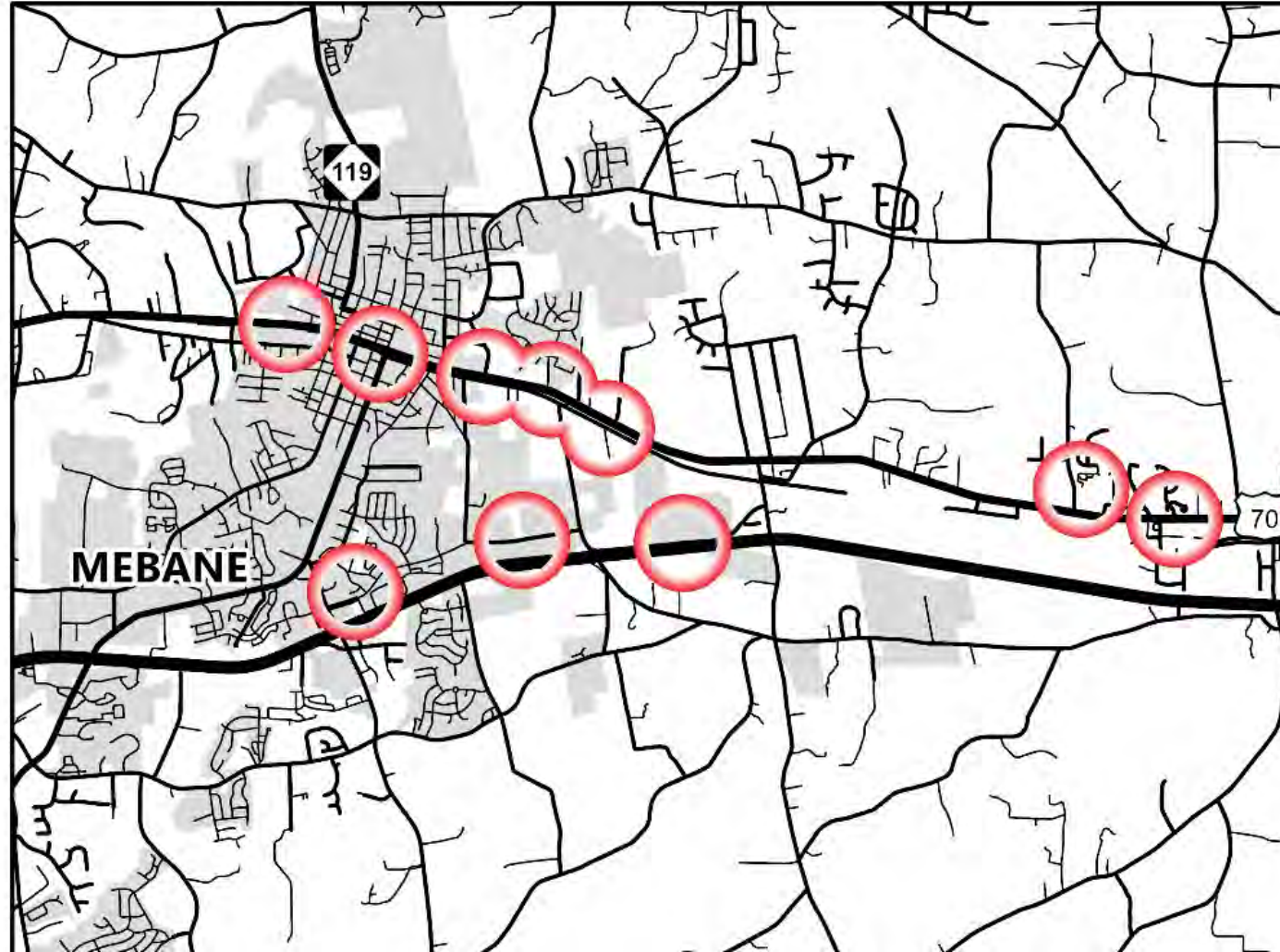
Segment B – Bike and Pedestrian

Recommendations - Mebane



Segment A & B – Complimentary Bike and Pedestrian

Recommendations - Mebane



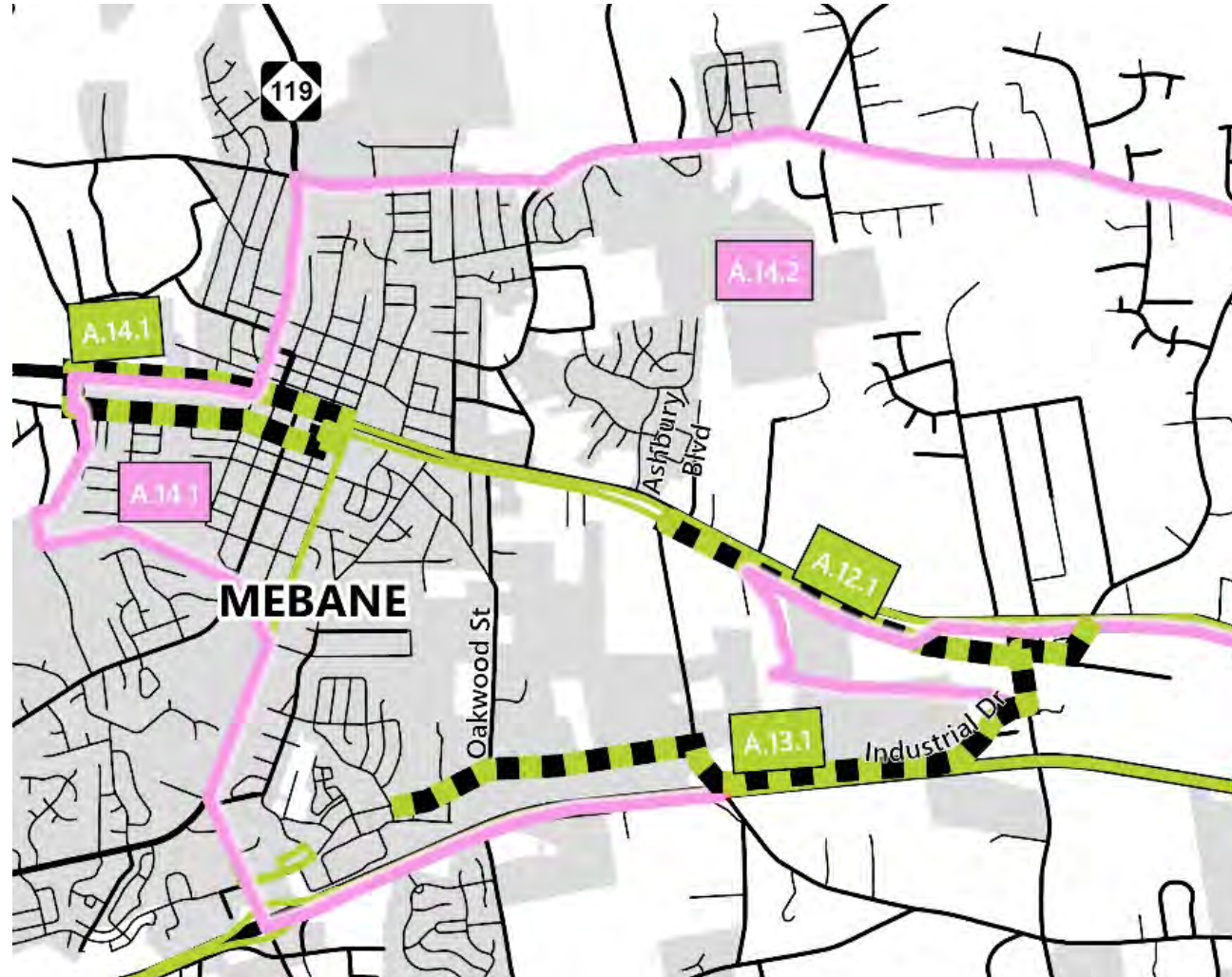
Transit → Transit Oriented Development (TOD) nodes

Recommendations - Mebane



Transit Segment A & B → New Stops

Recommendations - Mebane



Transit Segment A & B → New Routes

Recommendations - Mebane



Multimodal Corridor → 4 lane divided with transit, bike, and pedestrian accommodations

Recommendations - Funding

Federal

- Rebuilding American Infrastructure with Sustainability and Equity (RAISE)
- Safe Streets For All (SS4A)
- TPM Bus and Bus Facility Grant Program (TPM)

State

- Transportation Improvement Program (STIP)
- Complete Streets
- SPOT Safety/Mobility/HSIP

Local

- Private Development
- Local Government

Requested Action

- Approve US 70 Multimodal Corridor Segment A and portion of B (*to _____*)
- Endorse US 70 Multimodal Corridor outside Mebane.



The Mebane City Council met for a Special Meeting at 1:30 p.m. on Thursday, March 14, 2024 in the Council Chamber of the Glendel Stephenson Municipal Building located at 106 E. Washington Street for a budget work session.

Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Tim Bradley
Councilmember Katie Burkholder
Councilmember Sean Ewing
Councilmember Montrena Hadley
Councilmember Jonathan White
(arrived at 1:44 pm)

Also Present:

Chris Rollins, City Manager
Preston Mitchell, Assistant City Manager
Lawson Brown, City Attorney
Daphna Schwartz, Finance Director
Stephanie Shaw, City Clerk
Kyle Smith, Utilities Director
John Dodson, WRRF Director
Franz Holt, City Engineer
Kirk Montgomery, IT Director
Aaron Davis, Recreation and Parks Director
Mitch McKinney, Police Chief

The meeting was live streamed on YouTube: <https://www.youtube.com/watch?v=HMdb6PqJlIO>

Mayor Hooks called the meeting to order at 1:30 pm. Mr. Rollins gave opening remarks.

The following Department Heads presented their department's budget requests for FY 2024-2025 as shown on the attached PowerPoint, overviewing current year highlights, goals for FY 24-25, proposed fee schedule changes, projected revenues, capital improvement project requests, and operating expenditure requests:

- Utilities Administration and Utilities Maintenance.....Utilities Director Kyle Smith
- Water Resource Recovery Facility (WRRF).....WRRF Director John Dodson
- Engineering..... City Engineer Franz Holt
- IT.....IT Director Kirk Montgomery
- Recreation & Parks..... Recreation & Parks Director Aaron Davis

Mayor Hooks called for a break at 3:15 pm.

Mayor Hooks called the meeting back to order at 3:36 pm and the departmental presentations continued as follows.

- Police.....Police Chief Mitch McKinney
- Finance..... Finance Director Daphna Schwartz

There was discussion among the Council and staff throughout the work session. No formal action was taken.

There being no further business, the meeting was adjourned at 4:20 p.m.

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



Budget Work Session
March 14, 2024
1:30PM

1. Call to Order Mayor Ed Hooks
2. Welcome City Manager Chris Rollins
3. Presentation of Budget Requests Department Heads
 - a. Utilities Administration and Utilities Maintenance.....Utilities Director Kyle Smith
 - b. Water Resource Recovery Facility (WRRF).....WRRF Director John Dodson
 - c. Engineering..... City Engineer Franz Holt
 - d. IT.....IT Director Kirk Montgomery
 - e. Recreation & Parks..... Recreation & Parks Director Aaron Davis
 - f. Police.....Police Chief Mitch McKinney
 - g. Finance..... Finance Director Daphna Schwartz
4. Concluding Remarks.....Assistant City Manager Preston Mitchell
5. Adjournment Mayor



**PUBLIC UTILITIES MAINTENANCE
PUBLIC UTILITIES ADMINISTRATION**

BUDGET REQUEST 2024-2025




ORGANIZATIONAL CHART



Public Utilities Director
Kyle Smith



Utility Maintenance Crew Leader
Greg Barts



Utility Maintenance Crew Leader
Chris Crutchfield



Metering & Sampling Supervisor
Philip Carreiro



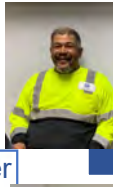
Utility System Mechanic
Jeff Jobe



Equipment Operator I
Max Hersinger



Equipment Operator I
Leslie Hester



Equipment Operator II
Thomas Whitmore



Equipment Operator I
Dennis Warren

Equipment Operator II
Vacant



Equipment Operator I
Garry Jeffries



Utility Locates Technician
Donnie Oakley



Water Meter Technician
Travis Bevill

Utilities System Mechanic I
Vacant



Maintenance Technician
Ricard Merritt



Maintenance Technician
Dylan George



Maintenance Technician
Victor Ray



HIGHLIGHTS OF FY 23-24

- Started Construction on New Elevated Water Storage Tank
- Purchased New Sewer Jetter
- Installed 3 Remote Water Pressure Monitoring Stations
- Installed Water & Sewer to Cates Farm Park





GOALS FOR FY 24-25

- Complete meter replacements for all non Metron meters.
- Install pressure monitoring stations at 3 additional locations within the City.
- Have a minimum of 3 employees obtain additional collections/distribution certifications.
- Have at least two employees obtain CDLs.
- Start Uni-directional flushing program
- Start construction of re-route of GKN force main.
- Replace 5 - two port hydrants
- Upgrade 20 meter setters.
- Engineer water line rehab for railroad crossings.
- Replace Galvanized water main on West Carr and Forest Lake.
- Complete lead service line inventory.



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 25 Budget Impact	FY 26 Budget Impact	FY 27 Budget Impact
1	Meters	\$170,000	\$180,000	\$190,000
2	Replacement Vac-Truck	\$603,750		
3	Replacement Pickup	\$50,098	\$50,000	\$65,000
4	Replacement Backhoe	\$155,000		
5	Galvanized Water Mains	\$234,000		
6	Water Line Rehab	\$17,000	\$250,000	
7	Utility Oversizing	\$150,000	\$150,000	\$150,000





CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 25 Budget Impact	FY 26 Budget Impact	FY 27 Budget Impact
8	Water Plant Capital	\$140,750	\$57,500	\$240,000
9	Inflow & Infiltration	\$900,000	\$500,000	\$500,000
10	N Regional 3rd Pump	\$95,000		
11	Bowman – West Ten Connector		\$692,500	
12	Jones Road Outfall		\$112,500	\$887,500
13	Gravelly Hill Force Main Reroute			\$798,000





FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Inside Water Rate	\$7.56	\$8.01	6% Increase
Inside Sewer Rate	\$8.12	\$8.61	6% Increase
Outside Water Rate	\$15.12	\$16.03	6% Increase
Outside Sewer Rate	\$16.24	\$17.21	6% Increase



REQUESTED OPERATING EXPENDITURES

Line Item	FY 24 Budget	Requested FY 25 Budget	Increase Amount
Infrastructure Repair & Maintenance	\$625,539	\$897,175	\$271,636
SCADA Services	\$29,300	\$42,700	\$13,400



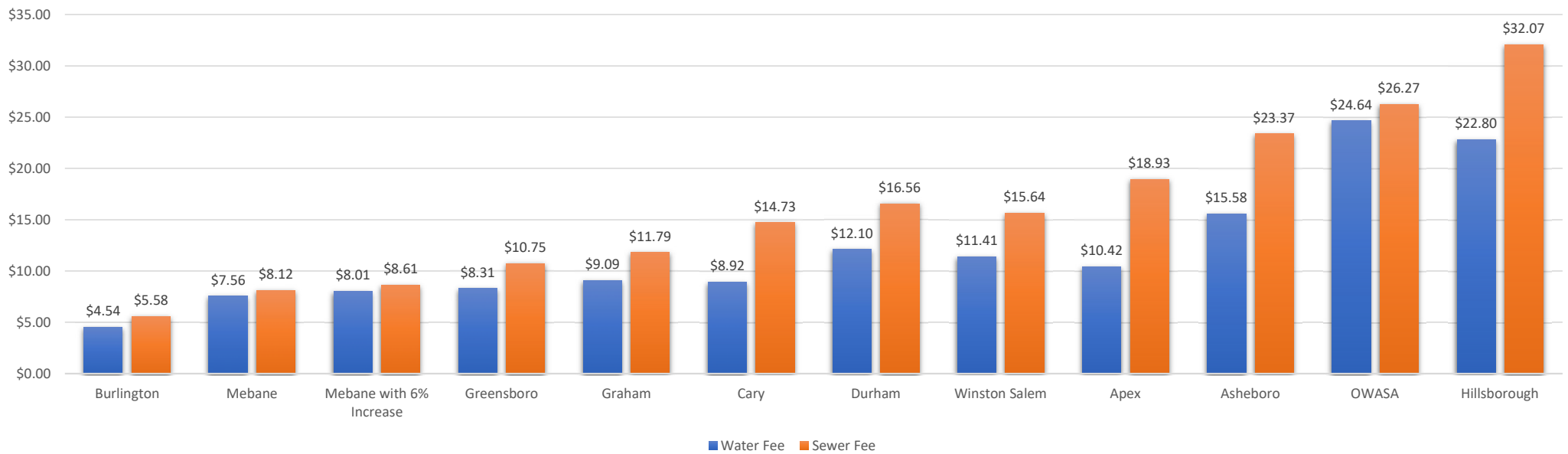
PROJECTED REVENUES

Line Item	FY 24 Budget	Projected FY 25 Budget	Increase Amount
Water System Development Fees	\$500,000	\$830,000	\$330,000
Sewer System Development Fees	\$1,170,000	\$1,936,000	\$766,000
Water Sales	\$4,436,012	\$5,084,027	\$648,015
Sewer Sales	\$4,394,562	\$5,170,050	\$775,488



RATE COMPARISONS

Water and Sewer Fees At 1,000 Gallons



*Rates from UNC SOG EFC NC Water & Wastewater Rates Dashboard





QUESTIONS?



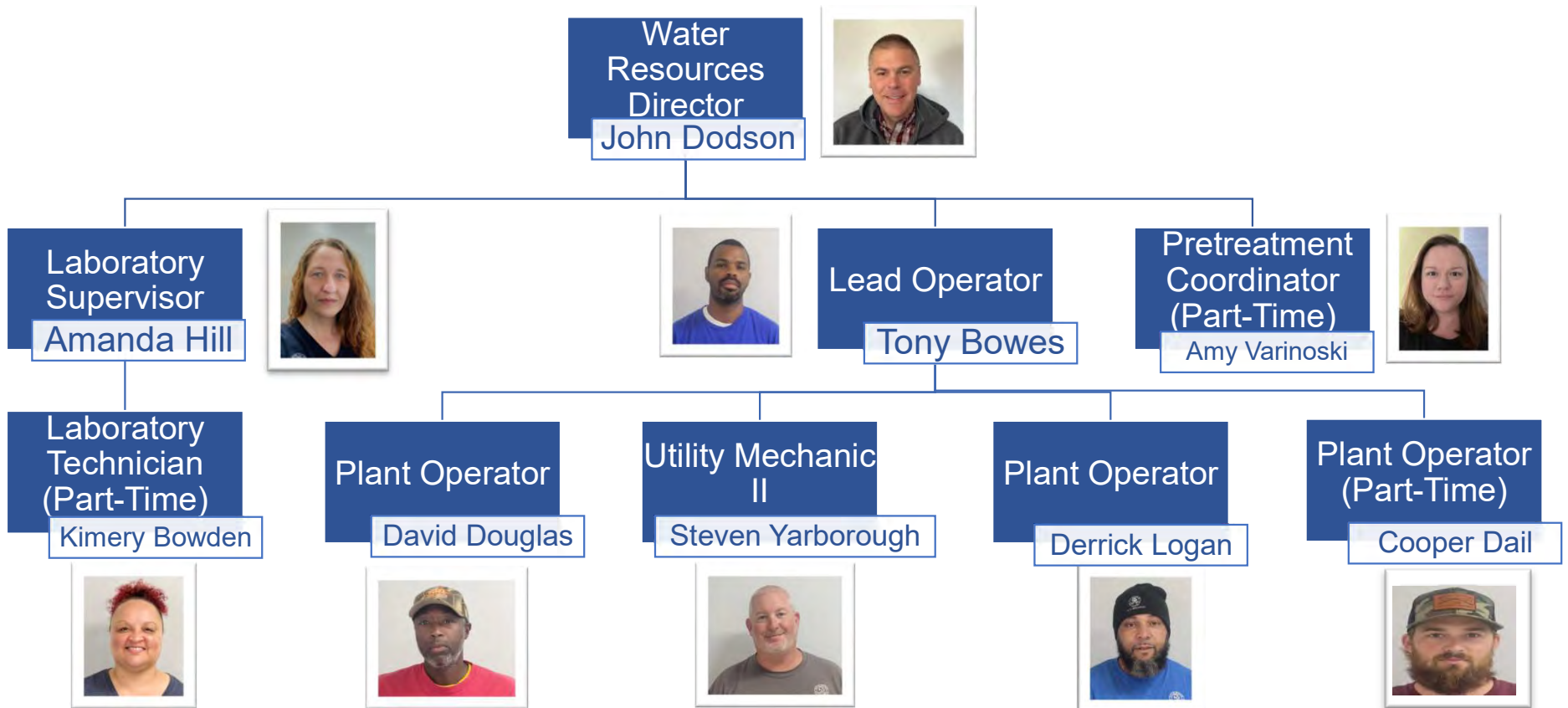
WATER RESOURCE RECOVERY FACILITY

BUDGET REQUEST 2024-2025



ORGANIZATIONAL CHART

Current



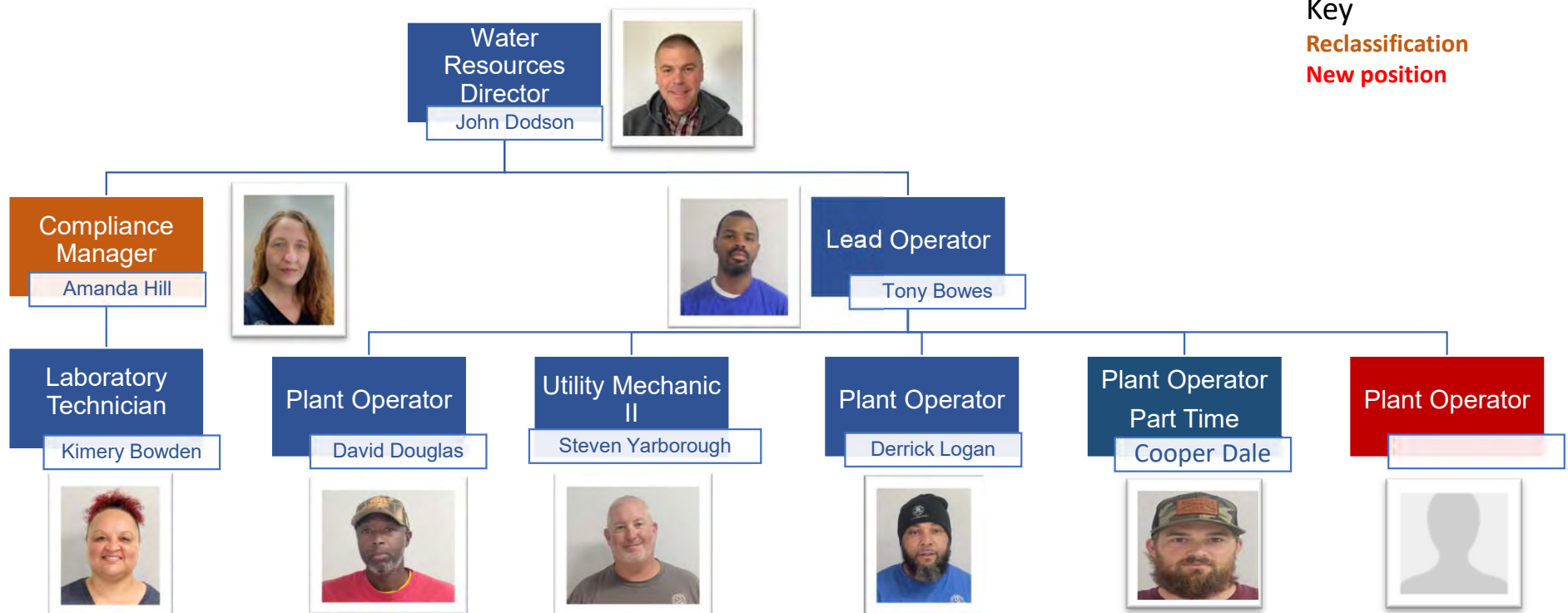


ORGANIZATIONAL CHART

FY 24-25

Year 1 Request

Key
Reclassification
New position





HIGHLIGHTS OF FY 23-24

- Roof replacement project complete
- Renovation of headworks and digesters is complete
- Converted part time lab position to full time lab technician
- New facility design complete and ready for bid
- Process monitoring equipment online





GOALS FOR FY 24-25

- Beginning department reorganization for expansion
- Receive bids for new facility
- Begin construction on new facility





Personnel Requests

Ranking	Position/ Title	FY 25 Budget Impact
1	Wastewater Treatment Plant Operator	\$68,555 (With Benefits)
2	Compliance Manager	\$14,990 (With Benefits)

* Requesting reclassification to pay grade 17. With a salary of \$80,000. This is dependent on completion of the salary study. Impact also depends on the ability to eliminate the part time compliance manager position



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 25 Budget Impact	FY 26 Budget Impact	FY 27 Budget Impact
1	City of Graham Capital improvements	\$86,135	\$75,440	\$465,750
2	Phosphorus analyzer	\$30,000	0	0
3	Rotary Drum Thickener Rebuild	\$100,000	0	0



REQUESTED OPERATING EXPENDITURES

Line Item	FY 24 Budget	Requested FY 25 Budget	Increase Amount
Equipment Maintenance	\$144,242	\$199,532	55,290
Laboratory Services	\$67,699	\$86,054	\$18,355



“For many of us, clean water is so plentiful and readily available that we rarely, if ever, pause to consider what life would be like without it”

Marcus Samuelsson





QUESTIONS?

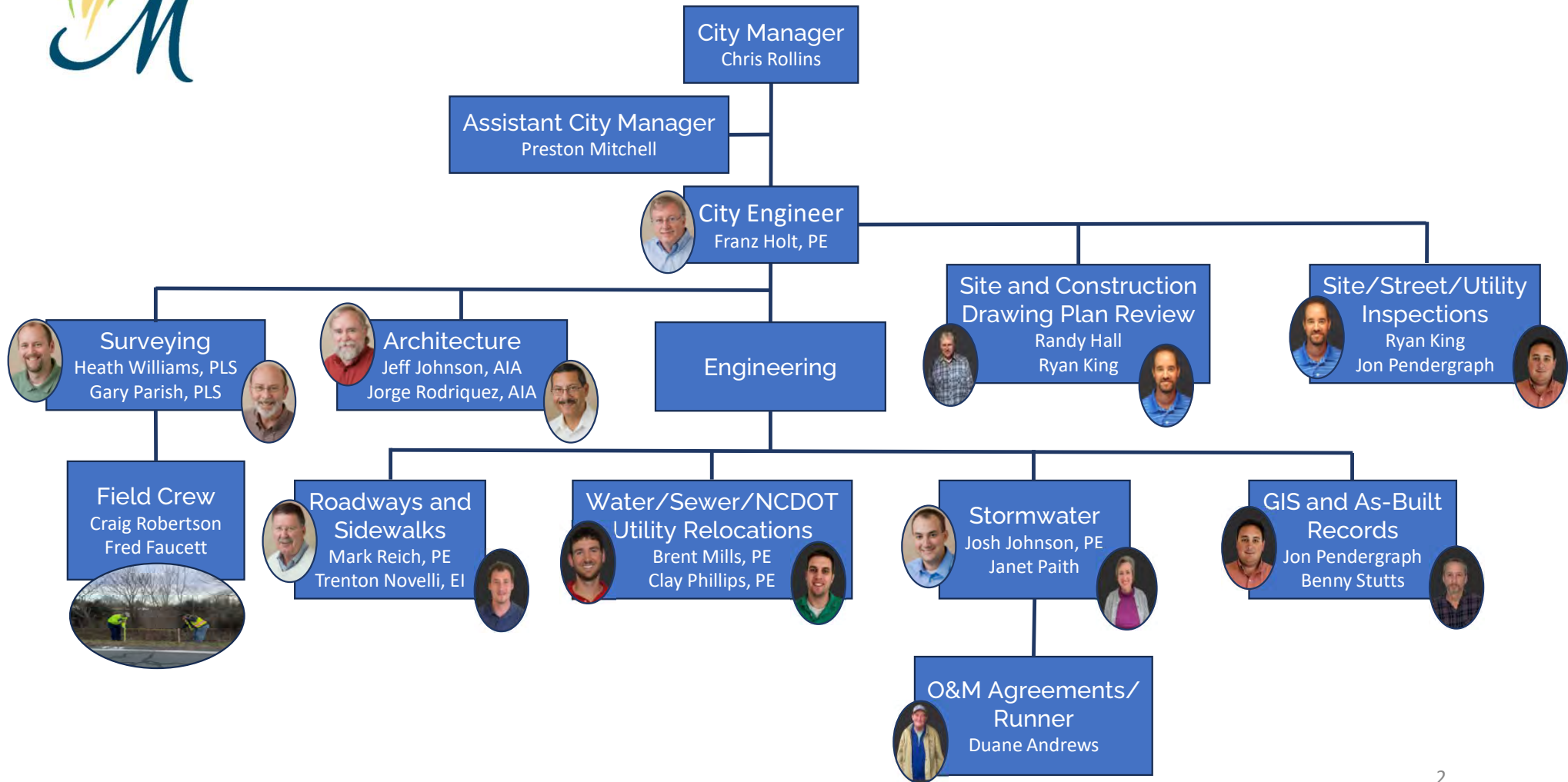


Engineering Department

BUDGET REQUEST 2024-2025



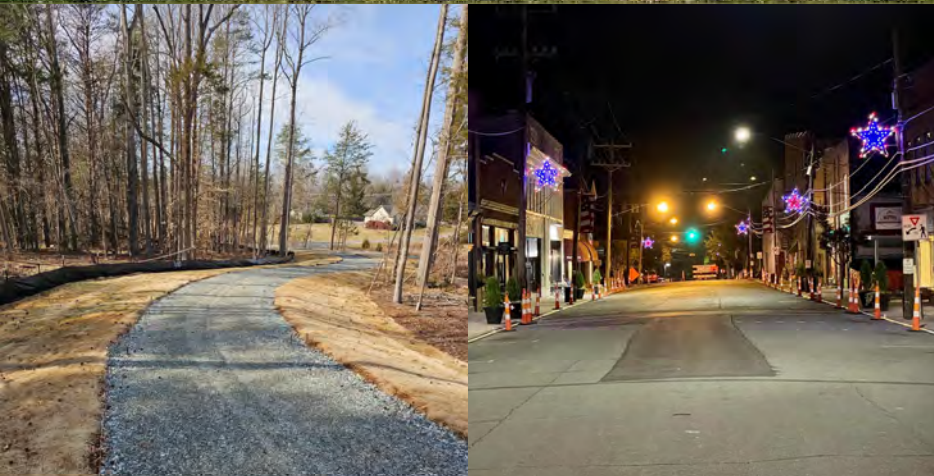
ORGANIZATIONAL CHART





Mebane

Positively Charming



Engineering Department Highlights

- Departmental Support with Funding Assistance Applications
 - NCDWI AIA Grant for Sewer – Received in May 2023
 - FEMA BRIC I&I Project – Selected as a Finalist, ongoing
 - NCDWI Lead Service Line Inventory Application – Applying March 2024
- Departmental Assistance with CIP Planning
 - Siting Police and Fire Stations
 - WRRF Expansion
 - Lake Michael Spillway Replacement
- Annual street repair/resurfacing (1.64 miles)
- Inspection of new developments
 - 2.83 miles of water line
 - 2.82 miles of sewer main
 - 2.94 miles of storm drain
 - 2.66 miles of new development streets
 - 1.39 miles of new sidewalks
- Stormwater Engineering
 - 4 Stream Buffer Authorizations approved
 - 3 Stormwater permits approved
 - 4 stormwater structures certified
 - 35 stormwater ponds inspected
 - 19 watershed water quality ponds inspected



Goals

Final Months of FY 24 and into FY 25

- Completion of FY 24 Paving and Resurfacing Project (Resurfacing 6 Streets and 13 Streets receiving patching)
- Downtown Resurfacing and Crosswalk Project FY 25
- Provide departmental support for:
 - Response to economic development RFIs
 - Funding assistance applications
 - WRRF Expansion (Go to bid FY 24 and start construction FY 25)
 - Lake Michael Spillway Replacement Project (Go to bid FY 24 and start construction FY 25)
- Complete Water and Sewer System Development Fee Study (For Council Consideration)
- Sidewalk and Multi-use Path/Greenway Design (Construction and Design)
 - Complete the construction of the Lebanon Rd. Trail Connector and Holt Street Greenway
 - 3rd Street Ext. Sidewalk Phase 1 from Maple Lane to Augusta Drive (Design)
 - 3rd to 5th Street Greenway (Design)



Projected FY24 Revenue from Preliminary Site and Subdivision Plan Review Fees and Construction Plan Review and Inspection Fees

FY 23-24	Collected Fees	Anticipated Fees	Totals
First 6 Months	\$ 146,738		\$ 146,738
Expected by FY end		\$ 661,057	\$ 661,057
Total			\$ 807,795

Revenue by type:

FY 23-24	Collected Fees	Anticipated Fees	Totals
General Engineering	\$ 67,341	\$ 353,917	\$ 421,258
Utility Engineering	\$ 79,397	\$ 307,140	\$ 386,537
Total	\$ 146,738	\$ 661,057	\$ 807,795



Projected FY25 Revenue

Engineering Construction Plan Review and Inspection Fees

Project	Lots/Units/Sites	FY 25 General Engineering Fees	FY 25 Utility Engineering Fees	Totals
Residential-Single & Multi-Family	879 lots/units	\$ 357,579	\$ 306,540	\$ 664,119
Commercial/Institutional/Industrial	3 sites	\$ 25,000	\$ 50,000	\$ 75,000
Total		\$ 382,579	\$ 356,540	\$ 739,119

Preliminary Site or Subdivision Plan Review Fees

Project	Lots/Units/Sites	FY 25 General Engineering Fees	FY 25 Utility Engineering Fees	Totals
Residential Single Family & Multi-Family	1105 lots/units	\$ 27,625		\$ 27,625
Commercial/Institutional/Industrial	3 sites	\$ 15,000		\$ 15,000
Total		\$ 42,625		\$ 42,625

FY 25 Total Anticipated Engineering Fees		\$ 425,204	\$ 356,540	\$ 781,744
--	--	------------	------------	------------



Budget Request

Line Item	FY 24 Budget	Projected FY 25 Budget	Increase Amount
General Engineering	\$445,500	\$455,000	\$9,500
Utility Engineering	\$288,971	\$293,000	\$4,029

Cates Farm Park Construction





QUESTIONS?



INFORMATION TECHNOLOGY

BUDGET REQUEST 2024-2025



ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 23-24

- Fiber connectivity is underway for 18 citywide locations.
- Finalized the SharePoint migration from our on-premise server.
- Upgrade the PD Camera systems.
 - Including the interview rooms
- Train Museum door controls were installed
- Access controls Phase II is complete
 - Phase III is being scheduled
- Implemented a city-wide Help Desk system for ticketing.
- Coordinated the installation of the fire system in City Hall





GOALS FOR FY 24-25

- Finalize Dark Fiber
 - Failover at Alternate locations
 - Install Fat Pipe Systems
 - Finalize updates to the Network
- Fire Department GPS and Cradlepoint installation
- Migrate the Citrix share file to our SharePoint system.
 - Simplifying and condensing standard software packages.





PERSONNEL REQUESTS

Ranking	Position/Title	FY 25 Budget Impact
1	IT Specialist	\$93,665



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 25 Budget Impact	FY 26 Budget Impact	FY 27 Budget Impact
1	Dark Fiber Setup	60,000		
2	Firewall Upgrade	42,000		
3	Fat Pipe Equipment	34,000		



CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 25 Budget Impact
1	City Hall Copier Replacement	\$8,387



REQUESTED OPERATING EXPENDITURES

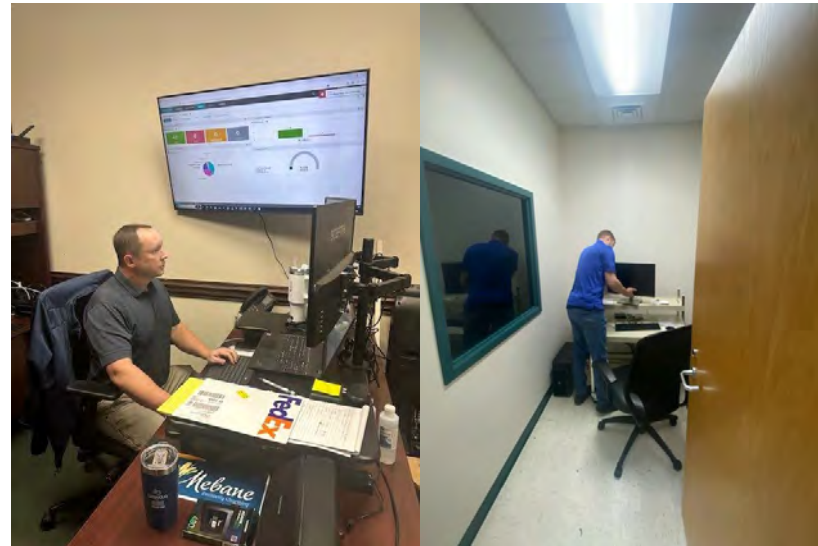
Line Item	FY 24 Budget	Requested FY 25 Budget	Increase Amount
Professional Services	\$217,664	\$252,200	\$34,536
Small Equipment	\$102,925	\$156,592	\$53,667
Technology Services and Supplies	190,332	\$254,312	\$63,980
Telecommunications	\$302,245	\$372,331	\$70,086
Software Licenses and Maint.	\$376,172	\$590,125	\$213,953



Our main goal is always to serve the public. We're taking steps to improve the City's security with better technology and infrastructure, like dedicated fiber service. This will help us better serve the people of Mebane.

Providing these services is what matters most to us.

Thank you for being so supportive as we work to make these improvements.





QUESTIONS?



RECREATION AND PARKS

BUDGET REQUEST 2024-2025



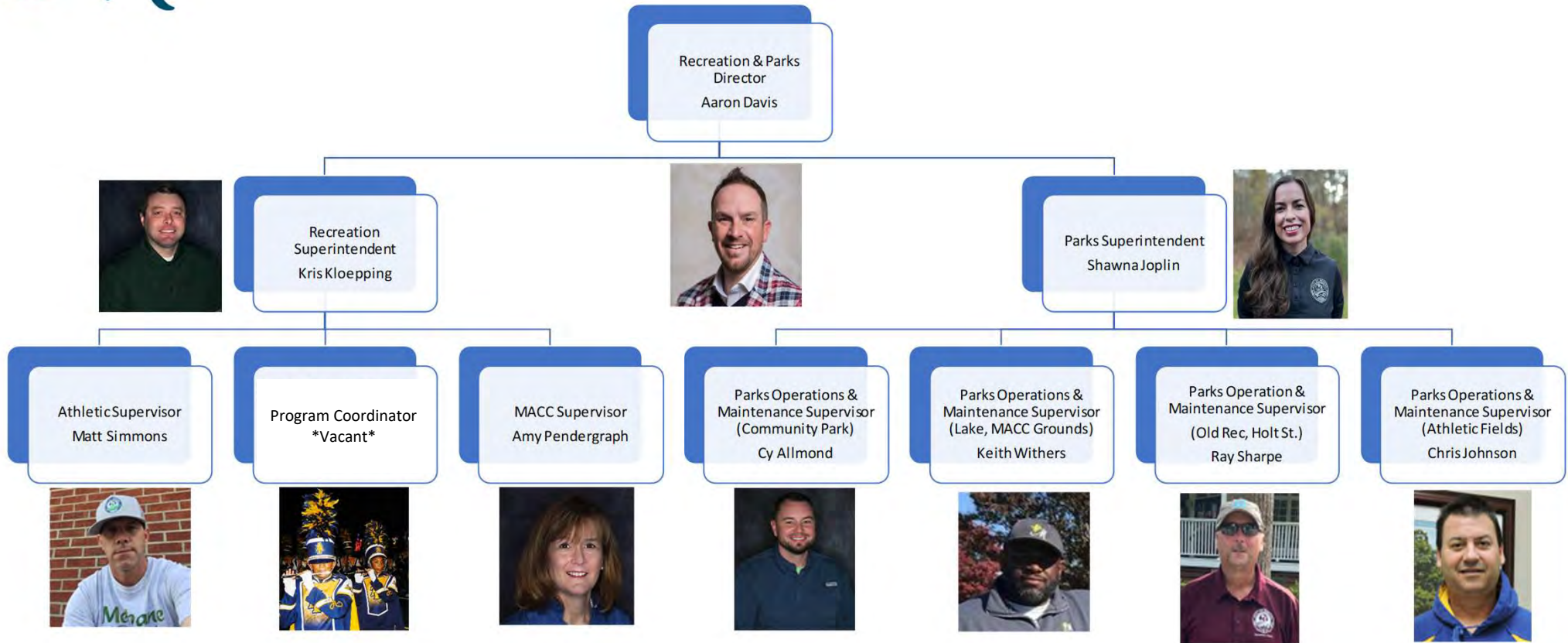
HIGHLIGHTS OF FY 23-24

- Projects we Completed this year:
 - Community Park Fiddler Stage – 3/1/2024
 - Comprehensive Rec & Parks Master Plan – 3/4/2024
 - Cates Farm Park Playground – 3/15/24
 - Lake Michael Dam EAP Update – Fall 2023
 - Temporary Outdoor Pickleball Courts Opened – Summer 2023
- CIP Projects Started from FY-24
 - Lake Michael Connector – 12/1/2024
 - Woodlawn Entrance to the Community Park - TBA
- Exciting Accomplishments
 - Hosted NC Mountains to Coast Ride
 - Assisted with Community Events:
 - DMDC Event, Autumn Fest, Dogwood Festival, Hometown Holidays etc.
 - Expanded Halloween Event w/ Downtown Groups
 - Began Creation of Butterfly Gardens
 - Re-opened FREE Vessel Rentals @ Lake
 - Participated in YEAR OF THE TRAIL Events





CURRENT ORGANIZATIONAL CHART



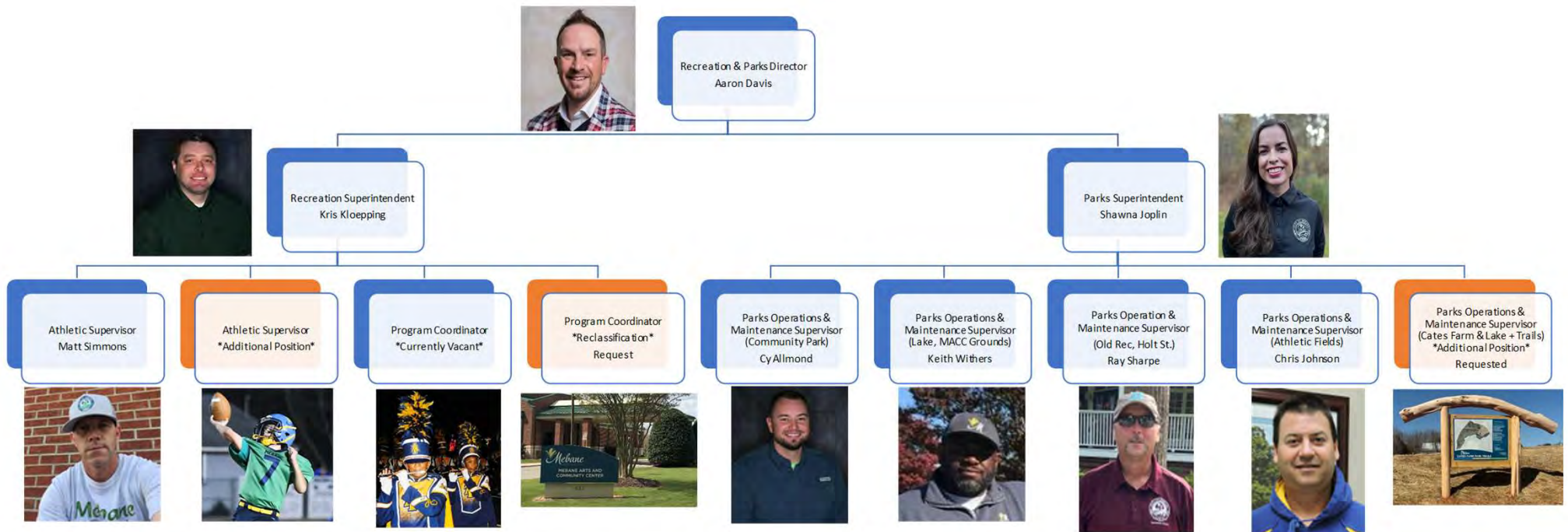


PERSONNEL REQUESTS

Ranking	Position/Title	FY 25 Budget Impact
1	Parks Operation Maintenance Supervisor – Additional	\$80,485
2	Arts & Community Center Supervisor Position - Reclassification to Program Coordinator Position	\$5,446
3	Athletic Supervisor – Additional	\$5,446



PROPOSED ORGANIZATIONAL CHART





GOALS FOR FY 24-25

- Begin Construction on the Lake Michael Spillway Renovation
- Increase Quality of Programs and Special Events
- Continue to assist with community events with increased responsibility and create more community partners.
- Begin/Complete CIP Projects:
 - Woodlawn Entrance to C.P.
 - Lake Michael Connector
 - Old Rec Floor Restoration
 - Lake Michael Trail Expansion
- Continue to work on safety in the workplace; IPM, OSHA, increase implementation of best practices.
- Hire exceptional new leaders for re-worked departmental structure and increase overall efficiency and service to the community.





CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 25 Budget Impact	FY 26 Budget Impact	FY 27 Budget Impact
1	Lake Michael Spillway Renovation	\$6,273,468	0	0
2	MACC Roof Renovation	\$423,000	0	0
3	Old Rec Gym Floor Renovation	\$175,000	0	0
4	Lake Trails around the Lake (apply for grant)	\$100,000	\$400,000	0
5	Replacement Truck for #50	\$45,000	\$1,500	\$1,500
6	Paving Lake Michael Connector	\$35,000	0	0



CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 25 Budget Impact
1	Replacement Platforms & Stairs @ MACC Playground	\$16,000
2	Replacement Community Park Nets and Fencing Fixes	\$18,000
3	Replacement Zero Turn Mower	\$15,000
4	Flagpoles w/ Lights @ Community Park	\$12,000
5	Building Renovation for Storage @ Youth/Walker	\$24,500



FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Farmers Market Application Fee	\$0.00	\$20.00	\$500



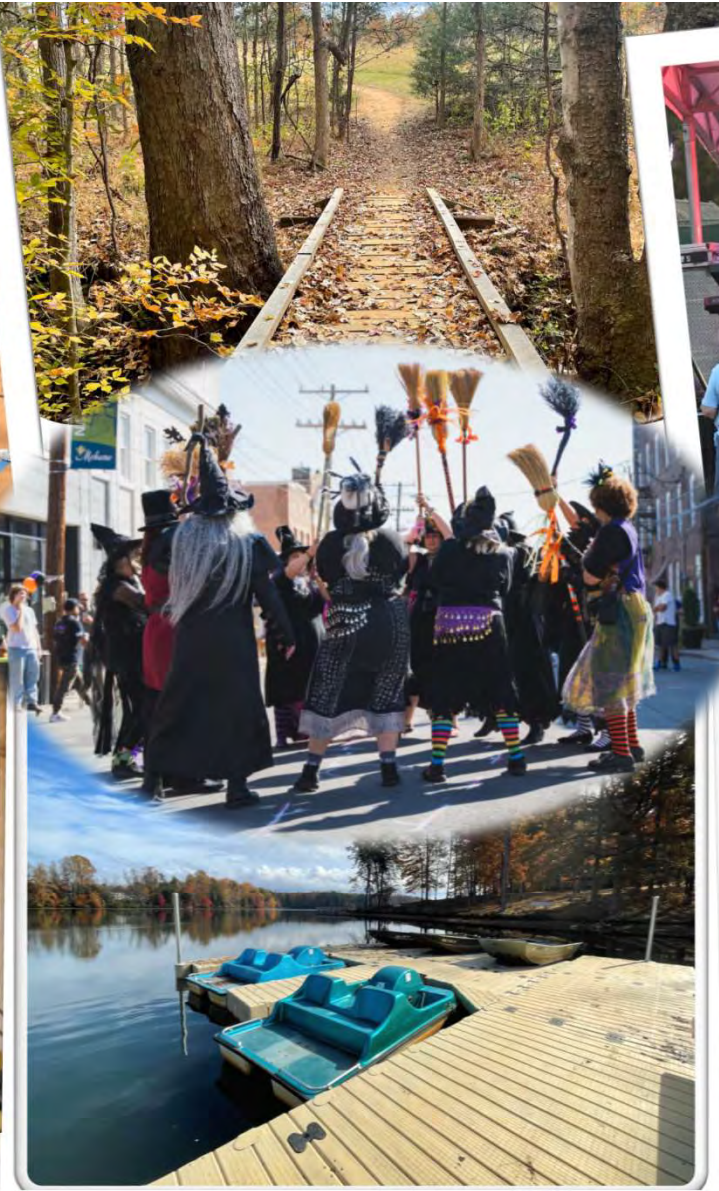
REQUESTED OPERATING EXPENDITURES

Line Item	FY 24 Budget	Requested FY 25 Budget	Increase Amount
Ground Maintenance	\$242,994	\$344,000	\$100,106 (29%)
Professional Services	\$45,357	\$72,500	\$27,143 (38%)
Sports Hall of Fame	\$0.00	\$15,000	\$15,000 (100%)



PROJECTED REVENUES

Line Item	Projected FY 25 Budget
Camp Fees	\$17,500
Event Fees	\$8,000
Recreation Rentals	\$100,000
Athletic Fees	\$40,000
Other Recreation	\$1,000
Lake Michael Fees	\$0





QUESTIONS?



POLICE DEPARTMENT

BUDGET REQUEST 2024-2025



HIGHLIGHTS OF FY 23-24

What did you ask for last year that was accomplished or begun this year?

- **Community Engagement Events Included Significant Increase in Participation with our Stakeholders**
- **Social Media Followers increased 77.9%**
- **6 New Police Vehicles were purchased and outfitted**
- **Selected as Pilot Department for Recruiting & Retention Study with the UNC School of Government**
- **Drafted Multi-Year Strategic Plan to implement in Q1 of 2024**
- **Reduced Staff Vacancies by 50%**
- **Added & Certified our New Canine "Loki"**
- **Hired a New Police Chief**



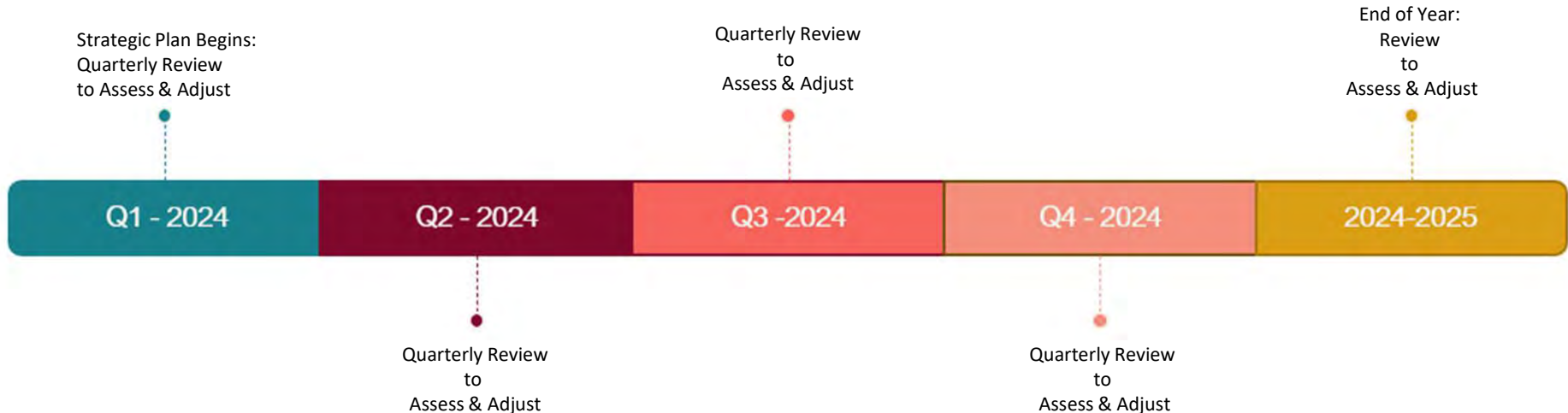


GOALS FOR FY 24-25

2024 Marks the 1st year of Mebane Police Departments 2024-2027 Strategic Plan. It is "our" roadmap outlining Mebane Police Department's commitment to Enhancing Public Safety, Community Trust, and our Efficiency and Effectiveness!

We're Laser-focused on Five Key Goals

- ★ Traffic Safety
- ★ Personnel Management & Leadership Succession Planning
- ★ Data-Based Policing
- ★ Community Engagement
- ★ Continuous Improvement





ORGANIZATIONAL CHART

Current Staffing: (4) Professional Civilian Staff & (46) Sworn Staff

Chief of Police

Asst. Chief of Police

Support Services
Commander
Lieutenant

IT
Support
Liaison

Internal
Affairs

CALEA
Accreditation
Manager

Operations
Commander
Lieutenant

Patrol
Division

Professional
Civilian
Staff

Criminal
Investigations

School Resource
Officers

Animal Control
Officer

Records
Clerk
(2)

Criminal
Investigations
Sergeant

School Resource
Officer
Sergeant

Traffic Safety
Officer

Evidence
Custodian

Criminal
Investigators
(3)

School Resource
Officer
(3)

Narcotics
Investigator

Police Services
Specialist
Part-time

Fleet
Program

Canine
Program

Training
Program

Cadet (2)

Patrol Team
Alpha
Sergeant

Patrol Team
Bravo
Sergeant

Patrol Team
Charlie
Sergeant

Patrol Team
Delta
Sergeant

Corporal

Corporal

Corporal

Corporal

Patrol Officer
(4 of 5)

Patrol Officer
(4 of 5)

Patrol Officer
(4 of 5)

Patrol Officer
(4 of 5)

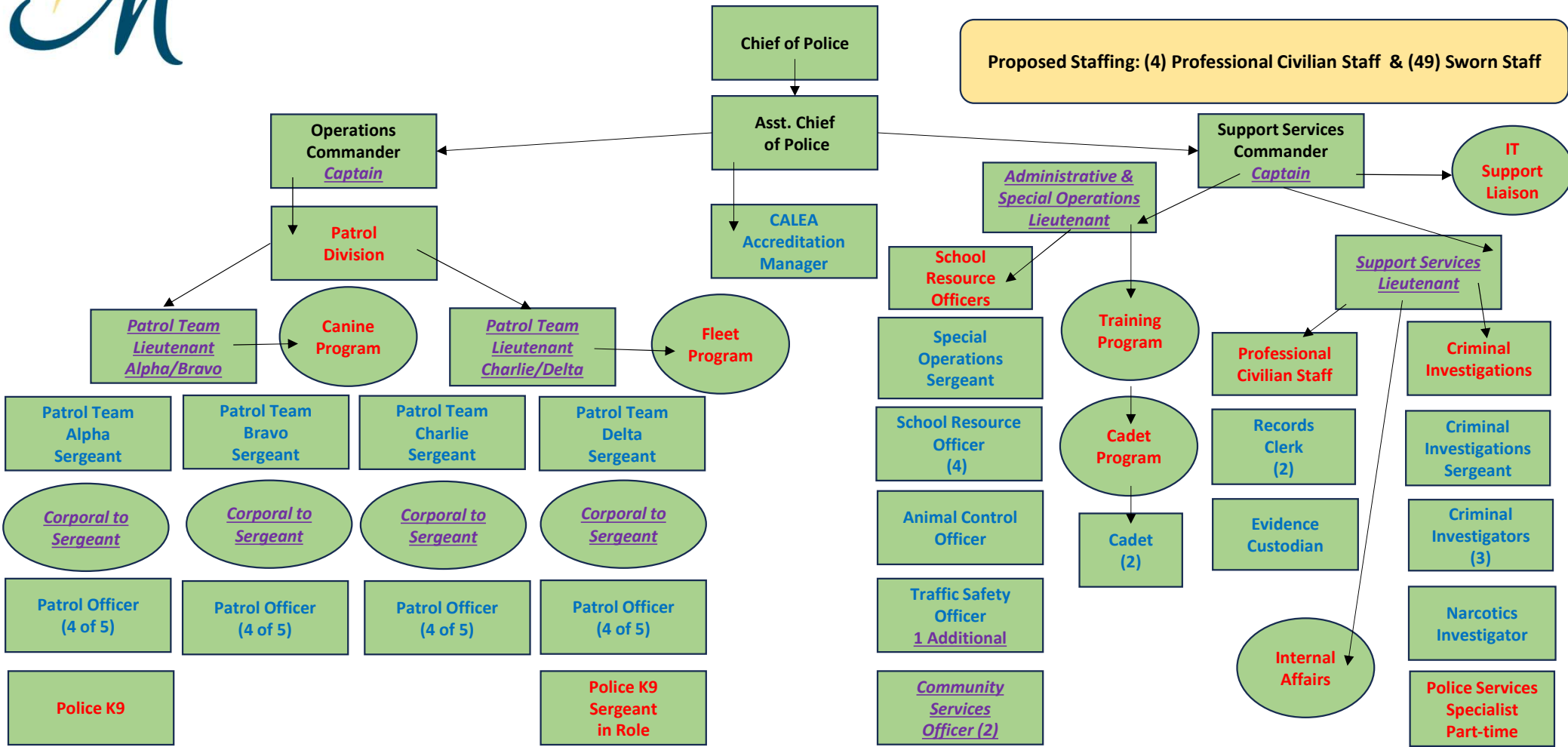
Police K9

Police K9
Sergeant
in Role



ORGANIZATIONAL CHART

Proposed Staffing: (4) Professional Civilian Staff & (49) Sworn Staff





PERSONNEL REQUESTS

Ranking	Position/Title	FY 25 Budget Impact
1	Captain/Re-classification (2)	14,122
2	Lieutenant/Re-classification (4)	17,532
3	Sergeant/Re-classification (4)	10,652
4	Police Officer/New (3)	245,181



CAPITAL IMPROVEMENT PROJECT REQUESTS

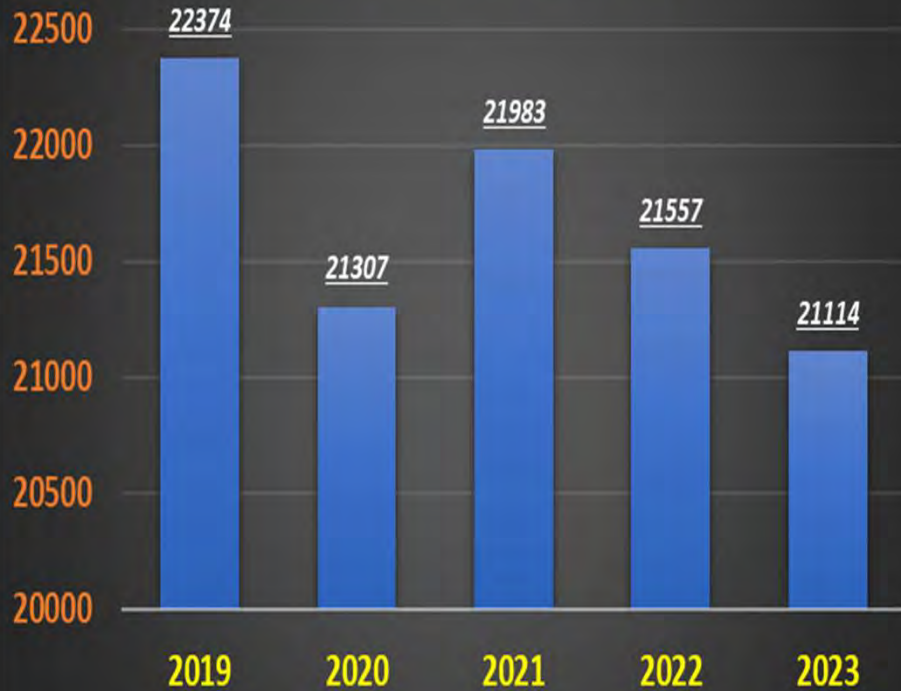
Ranking	Project Title	FY 25 Budget Impact	FY 26 Budget Impact	FY 27 Budget Impact
1	New Police Facility Design		888,250	
2	New Police Facility			14,630,000
3	New Vehicle (3)	255,008		
4	Replacement (4) M1, M4, M9, & M12	340,111	353,715	367,864
5	Special Event Control Trailer	25,000		



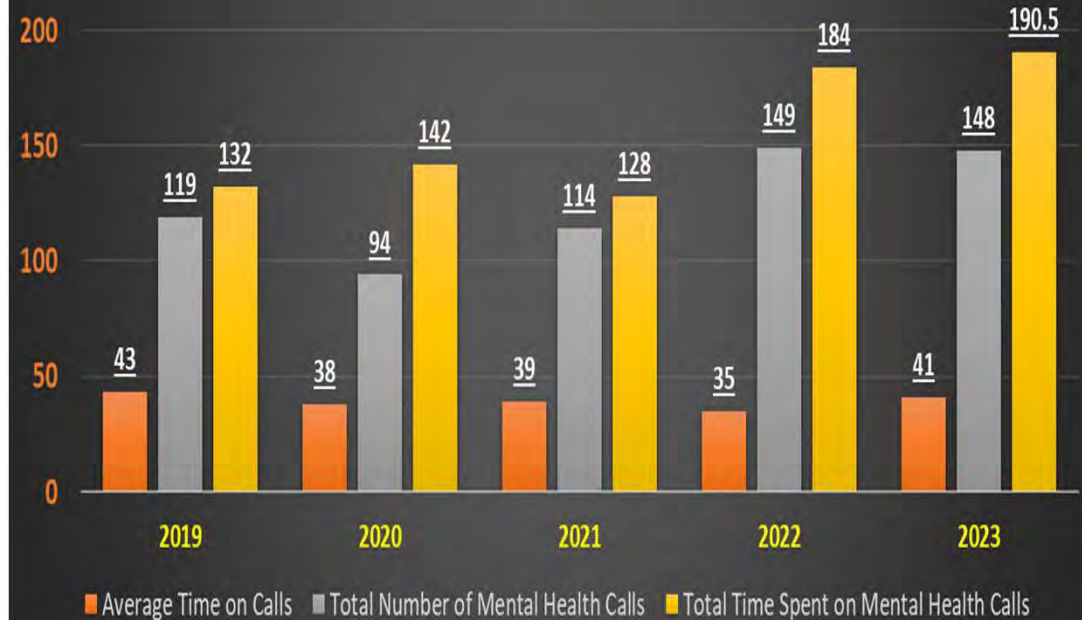
Future Restructuring Proposal

What the Data Shows

Total Number of Calls



Total Calls for Service & Mental Health Call Data





Future Restructuring Proposal

What the Data Shows





QUESTIONS?

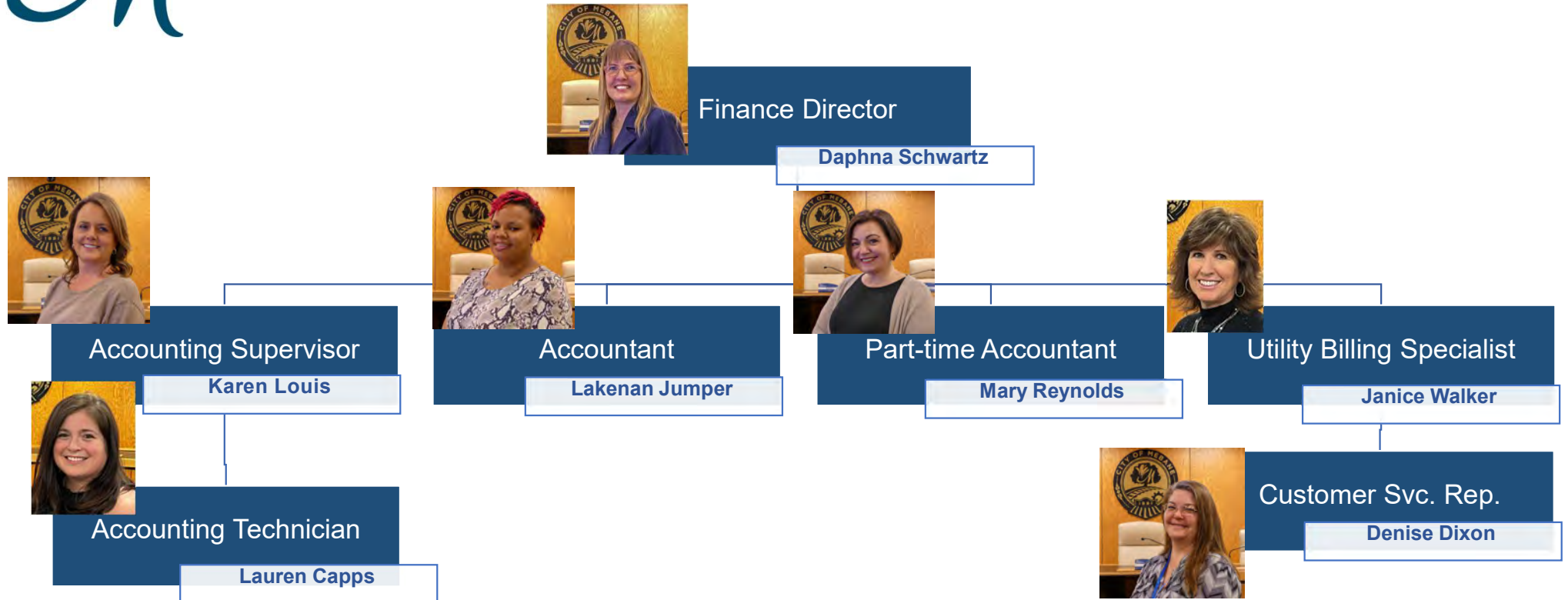


FINANCE

BUDGET REQUEST 2023-2024



ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 23-24

- Awarded the Certificate of Excellence in Financial Reporting for FY22.
- Awarded for Outstanding Achievement in Popular Annual Financial Reporting for FY22.
- Clean audit.
- Over 4,000 vendor checks issued per year
- Over 7,000 utility accounts billed monthly
- Over 175 employees paid bi-weekly





GOALS FOR FY 24-25

- Receive the Certificate of Excellence in Financial Reporting from the Government Finance Officers Association for FY23.
- Received the Award for Outstanding Achievement in Popular Annual Financial Reporting for FY23.
- Obtain a clean audit.
- Continue to pay vendors and employees accurately and timely.
- Continue to provide utility billing services to the residents of Mebane.



Don't aspire to be
the best on the
team. Aspire to be
the best for the
team. – Brian
Tracy





QUESTIONS?

Utility Fund Capital Department Head Requests
FY24 to FY29

Line Number	Department Name	Presentation Date	Rank	New or Replacement	Project Title	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Project total
1	Utilities Administration	March 14	1	New	Water Meters	170,000	180,000	190,000	190,000	200,000	\$ 930,000
2 Utilities Administration Total						\$ 170,000	\$ 180,000	\$ 190,000	\$ 190,000	\$ 200,000	\$ 930,000
3	Utilities Maintenance	March 14	1	Replacement	Vac Truck	603,750					\$ 603,750
4	Utilities Maintenance	March 14	2	Replacement	Pick-up Truck	50,098	50,000	65,000	80,000	65,000	\$ 310,098
5	Utilities Maintenance	March 14	3	Replacement	Replacement Backhoe	155,000					\$ 155,000
6	Utilities Maintenance	March 14	4	Replacement	Galvanized Water Main Replacements	234,000	-				\$ 234,000
7	Utilities Maintenance	March 14	5	Replacement	Water Rehab	17,000	250,000			200,000	\$ 467,000
8	Utilities Maintenance	March 14	6	New	Utility Oversizing	150,000	150,000	150,000	150,000	150,000	\$ 750,000
9	Utilities Maintenance	March 14	7	New	50% share of capital improvements @ Graham water plant	140,750	57,500	240,000	25,000	1,000,000	\$ 1,463,250
10	Utilities Maintenance	March 14	8	Replacement	Inflow & Infiltration	900,000	500,000	500,000	500,000	500,000	\$ 2,900,000
11	Utilities Maintenance	March 14	9	New	3rd Pump at N Regional	95,000					\$ 95,000
12	Utilities Maintenance	March 14		New	Jones Road Outfall		112,500	887,500			\$ 1,000,000
13	Utilities Maintenance	March 14		New	Bowman -West Ten Road Connector & OAWS Interconnect		692,500	93,750	750,000		\$ 1,536,250
14	Utilities Maintenance	March 14		Replacement	Replacement Mini-Excavator			120,000			\$ 120,000
15	Utilities Maintenance	March 14		Replacement	Gravelly Hill Force Main Reroute			798,000			\$ 798,000
16	Utilities Maintenance	March 14		Replacement	Wal-Mart Pump Station Abandonment				500,000		\$ 500,000
17	Utilities Maintenance	March 14		Replacement	GE Pump Station and Force Main				1,250,000	2,000,000	\$ 3,250,000
18	Utilities Maintenance	March 14		Replacement	Fieldstone Pump Station Rehab					1,000,000	\$ 1,000,000
19 Utilities Maintenance Total						\$ 2,345,598	\$ 1,812,500	\$ 2,854,250	\$ 3,255,000	\$ 4,915,000	\$ 15,182,348
20	WRRF	March 14	1	New	WRRF Plant Expansion	57,892,342					\$ 57,892,342
21	WRRF	March 14	2		21.43% share of capital improvements @ Graham WRRF	86,135	75,440	465,750	23,575	59,800	\$ 710,700
22	WRRF	March 14	3	New	Phosphorus analyzer	30,000					\$ 30,000
23	WRRF	March 14	4	Replacement	Rotary Drum Thickener Rehab	100,000					\$ 100,000
24	WRRF	March 14		Replacement	Aeration basin nutrient analyzer		25,000				\$ 25,000
25	WRRF	March 14		New	Polymer skid		35,000				\$ 35,000
26	WRRF	March 14		Replacement	Ford Escape		35,000				\$ 35,000
27	WRRF	March 14			Aqua guard influent screen Rehab			100,000			\$ 100,000
28 WRRF Total						\$ 58,108,477	\$ 170,440	\$ 565,750	\$ 23,575	\$ 59,800	\$ 1,035,700
29 Grand Total						\$ 60,624,075	\$ 2,162,940	\$ 3,610,000	\$ 3,468,575	\$ 5,174,800	\$ 75,040,390

Utility Fund Department Head Personnel Requests
FY24 to FY27

Line Number	Department	Presentation Date	Rank	Type of Request	Position Title	Part-time/Full-time	FY25	FY26	FY27
1	Utilities Maintenance	March 14		Additional Position	Maintenance Technician	Full-time		56,942	
2	Utilities Maintenance	March 14		Additional Position	Maintenance Technician	Full-time		56,942	
3	Utilities Maintenance	March 14		Additional Position	Maintenance Technician	Full-time			58,330
4	Utilities Maintenance	March 14		Additional Position	Maintenance Technician	Full-time			58,330
5	Utilities Maintenance Total						\$ -	\$ 113,884	\$ 116,659
6	WRRF	March 14	1	Additional Position	Wastewater Treatment Plant Opr	Full-time		68,555	
7	WRRF	March 14	2	Reclassification	Compliance Manager	Full-time	14,990		
8	WRRF	March 14		Additional Position	Wastewater Treatment Plant Opr	Full-time	68,555		
9	WRRF	March 14		Reclassification	Wastewater Treatment Plant Opr	Part-time to Full-time		39,620	
10	WRRF	March 14		Reclassification	Lead Wastewater Plant Operator	Full-time			13,830
11	WRRF	March 14		Additional Position	Laboratory Technician	Part-time			22,523
12	WRRF Total						\$ 83,545	\$ 108,175	\$ 36,352
13	Grand Total						\$ 83,545	\$ 222,059	\$ 153,012

Salary estimates are based on the City of Mebane Position and Classification Pay Plan for fiscal year 2024.

General Fund Capital Department Head Requests
FY24 to FY29

Line Number	Department	Presentation Date	New or Replacement Rank	Project Title	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
1	IT	March 14	1 New	Dark Fiber Setup	60,000					\$ 60,000
2	IT	March 14	2 New	Fire Wall Upgrade	42,000					\$ 42,000
3	IT	March 14	3 New	Fat Pipe Implementation	34,000					\$ 34,000
4	IT	March 14	4 Replacement	City Hall Copier Replacement	8,387					\$ 8,387
5	IT Total				\$ 144,387	\$ -	\$ -	\$ -	\$ -	\$ 144,387
6	Rec & Parks	March 14	1 Replacement	Lake Michael Spillway Renovation	6,273,468					\$ 6,273,468
7	Rec & Parks	March 14	2 Replacement	MACC Roof Renovation	423,000					\$ 423,000
8	Rec & Parks	March 14	3 Replacement	Old Rec Gym Floor Restoration	175,000					\$ 175,000
9	Rec & Parks	March 14	4 New	Lake Michael Trail Expansion	100,000	400,000				\$ 500,000
10	Rec & Parks	March 14	5 Replacement	Replacement of Work Truck #50	45,000					\$ 45,000
11	Rec & Parks	March 14	6 New	Lebanon Rd. Trail Connector Paving	35,000					\$ 35,000
12	Rec & Parks	March 14	7 Replacement	Replacement platform and stairs at MACC Playground	16,000					\$ 16,000
13	Rec & Parks	March 14	8 Replacement	Community Park Nets and Fence Replacement	18,000					\$ 18,000
14	Rec & Parks	March 14	9 Replacement	Zero Turn Mower Replacement	15,000					\$ 15,000
15	Rec & Parks	March 14	10 New	Flag Pole Additions for Community Park and MACC + electrical work & lights - moved \$8 for MACC pole	12,000					\$ 12,000
16	Rec & Parks	March 14	11 New	Building Storage Renovation for Old Rec Maintenance	24,500					\$ 24,500
17	Rec & Parks	March 14	New	ATV Vehicle for Greenway and Cates Farm	-	20,000				\$ 20,000
18	Rec & Parks	March 14	New	Shade Structure over Playground @ Old Rec	-	20,000				\$ 20,000
19	Rec & Parks	March 14	Replacement	Replacement Pedal Boats for Lake Michael		30,000				\$ 30,000
20	Rec & Parks	March 14	Replacement	Lake Michael's New Office / Boat House		250,000				\$ 250,000
21	Rec & Parks	March 14	New	Cates Farm Park Playground Phase #2 MACC Baseball/Softball Scoreboard		350,000				\$ 350,000
22	Rec & Parks	March 14	Replacement	Replacements			45,000			\$ 45,000
23	Rec & Parks	March 14	New	Community Park Shelter #1			45,000			\$ 45,000
24	Rec & Parks	March 14	New	Old Rec AC for the Gym				125,000		\$ 125,000
25	Rec & Parks	March 14	New	Shade for Farmers Market				750,000		\$ 750,000
26	Rec & Parks Total				\$ 7,136,968	\$ 1,070,000	\$ 90,000	\$ 875,000	\$ -	\$ 9,171,968
27	Police	March 14	1 New	New Patrol Vehicle & Equipment	255,008					\$ 255,008
28	Police	March 14	2 Replacement	Replace Existing Patrol Vehicles	340,111	353,715	367,864	382,579	397,882	\$ 1,842,151
29	Police	March 14	3 New	Special Event Traffic Control Trailer	25,000					\$ 25,000
30	Police	March 14	New	New Police Headquarters Design		888,250				\$ 888,250
31	Police	March 14	New	New Police Headquarters Construction			14,630,000			\$ 14,630,000
32	Police	March 14	Replacement	Police Department Roof Replacement				287,375		\$ 287,375
33	Police Total				\$ 620,119	\$ 1,241,965	\$ 14,997,864	\$ 669,954	\$ 397,882	\$ 17,927,784

**General Fund Capital Department Head Requests
FY24 to FY29**

Line Number	Department	Presentation Date	New or Rank Replacement	Project Title	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
34	Public Works	March 21	1 Replacement	PW-060 Bucket Truck Replacement (2000) Used	120,000					\$ 120,000
35	Public Works	March 21	2 New	New two bay addition to storage building - design	25,000					\$ 25,000
36	Public Works	March 21	3 New	Boom mower	25,000					\$ 25,000
37	Public Works	March 21	4 New	PWD & PUD new equipment shelters - design (RFP)	30,000					\$ 30,000
38	Public Works	March 21	5 New	Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - Construction	55,000					\$ 55,000
39	Public Works	March 21	6 New	Asphalt hot box	15,000					\$ 15,000
40	Public Works	March 21	7 Replacement	John Deere 930 m Zero Turn Mower	15,000					\$ 15,000
41	Public Works	March 21	Replacement	Signal Light and Control Box Replacement		50,000				\$ 50,000
42	Public Works	March 21	New	PW/PUD Office Renovation Construction		160,000				\$ 160,000
43	Public Works	March 21	New	New two bay addition to storage building - construction		250,000				\$ 250,000
44	Public Works	March 21	New	Multi-use path - Third Street to Fifth Street Connector - Construction		300,000				\$ 300,000
45	Public Works	March 21		Snowplow for Backhoe			20,000			\$ 20,000
46	Public Works	March 21		Tractor			70,000			\$ 70,000
47	Public Works	March 21		Swap Loader w/ dump body, plow, and salt/sand spreader			80,000			\$ 80,000
48	Public Works	March 21	New	Sidewalk - S. Third Ext. from Corporate Park Drive to Augusta Drive			700,000			\$ 700,000
49	Public Works	March 21	New	Sidewalk - S. Third St. from Peppertree Dr. to Corregidor St. south side of S. Third St. – design, cost estimate, (easement maps) and DOT permits				50,000		\$ 50,000
50	Public Works	March 21	New	Sidewalk - S. Third St. at Briarwood Dr. – intersection improvement design, cost estimate, and DOT permits				75,000		\$ 75,000
51	Public Works	March 21	New	Sidewalk - S. Third Ext. from Augusta Drive to Gibson Rd - construction				350,000		\$ 350,000
52	Public Works	March 21	New	New equipment shed approx. 50' X 300'				600,000		\$ 600,000
53	Public Works	March 21	New	Sidewalk - S. Third St. from Peppertree Dr. to Corregidor St. south side of S. Third St. – construction and easements					175,000	\$ 175,000
54	Public Works	March 21	New	Dump Truck - add sand/salt spreader & plow					200,000	\$ 200,000
55	Public Works	March 21	New	Sidewalk - S. Third St. at Briarwood Dr. – Construction, easements, CEI					350,000	\$ 350,000
56	Public Works	March 21	New	Salt shed w/ brining station approx. 50' X 200'					400,000	\$ 400,000
57	Public Works Total				\$ 285,000	\$ 760,000	\$ 870,000	\$ 1,075,000	\$ 1,125,000	\$ 4,115,000

General Fund Capital Department Head Requests
FY24 to FY29

Line Number	Department	Presentation Date	Rank	New or Replacement	Project Title	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
58	Public Facilities	March 21	1	New	Carbon monoxide exhaust system (2 items) - garage bay	24,000					\$ 24,000
59	Public Facilities	March 21	2	New	Sidewall exhaust fan - garage bay	10,000					\$ 10,000
60	Public Facilities	March 21	3	Replacement	Library HVAC RTU #3 unit replacement	18,000					\$ 18,000
61	Public Facilities	March 21		Replacement	Mebane Library Roof Replacement		270,000				\$ 270,000
62	Public Facilities Total					\$ 52,000	\$ 270,000	\$ -	\$ -	\$ -	\$ 322,000
63	Sanitation	March 21	1	New	New Knuckle boom Truck	259,000					\$ 259,000
64	Sanitation	March 21	2	New	Pull-behind leaf vacuum trailer (Used)	80,000					\$ 80,000
65	Sanitation	March 21		New	Sanitation transfer station feasibility study and preliminary site design (RFP)		40,000				\$ 40,000
66	Sanitation	March 21		Replacement	Replacement Leaf Vacuum Truck		275,000				\$ 275,000
67	Sanitation	March 21		New	Rear Load Garbage Truck (waiting on updated quote)			210,000			\$ 210,000
68	Sanitation	March 21		Replacement	Replacement Leaf Vacuum Truck			285,000			\$ 285,000
69	Sanitation	March 21			Sanitation transfer station construction			500,000			\$ 500,000
70	Sanitation	March 21		Replacement	Knuckle boom Truck				270,000		\$ 270,000
71	Sanitation	March 21		Replacement	Side-load garbage truck					380,000	\$ 380,000
72	Sanitation Total					\$ 339,000	\$ 315,000	\$ 995,000	\$ 270,000	\$ 380,000	\$ 2,299,000
73	Fire	March 21	1	Replacement	Plymovent Exhaust Management System at Station 2	150,000					\$ 150,000
74	Fire	March 21	2	Replacement	Plymovent Exhaust Management System at Station 3	120,000					\$ 120,000
75	Fire	March 21	3	New	MSA E600+ Thermal Camera - 2 needed	23,000					\$ 23,000
76	Fire	March 21	4	New	MSA RescueAire - 2 needed	15,000					\$ 15,000
77	Fire	March 21	5	Replacement	Hurst SC 758 E3	11,500					\$ 11,500
78	Fire	March 21		New	Battalion Chief Vehicle		80,000				\$ 80,000
79	Fire	March 21			Fire Station 4 West Design (CPO)		125,000				\$ 125,000
80	Fire	March 21		Replacement	Replacement Platform Truck		3,000,000				\$ 3,000,000
81	Fire	March 21		New	Engine			1,000,000			\$ 1,000,000
82	Fire	March 21		New	Fire Station 4 West Construction (CPO)			7,500,000			\$ 7,500,000
83	Fire	March 21		New	Administration Vehicle				80,000		\$ 80,000
84	Fire	March 21		New	Engine 5-East				1,000,000		\$ 1,000,000
85	Fire	March 21		Replacement	SCBA Replacement					660,000	\$ 660,000
86	Fire	March 21		New	Quint or Rescue Truck					1,500,000	\$ 1,500,000
87	Fire Total					\$ 319,500	\$ 3,205,000	\$ 8,500,000	\$ 1,080,000	\$ 2,160,000	\$ 15,264,500
88	Grand Total					\$ 8,896,974	\$ 6,861,965	\$ 25,452,864	\$ 3,969,954	\$ 4,062,882	\$ 49,244,639

General Fund Department Head Personnel Requests
FY24 to FY27

Line Number	Department	Presentation Date	Rank	Type of Request	Position Title	Part-time/	FY25	FY26	FY27
						Full-time			
1	IT	March 14		Additional Position	Information Technology Specialist	Full-time	93,665		
2	IT	March 14		Reclassification	IT Manager NEW POSITION	Full-time		8,298	
3	IT	March 14		Additional Position	Information Technology Specialist	Full-time			93,665
4 IT Total							\$ 93,665	\$ 8,298	\$ 93,665
5	Recreation and Parks	March 14	1	Additional Position	Parks Operation & Maintenance Crew Leader	Full-time	80,485		
6	Recreation and Parks	March 14	2	Reclassification	Recreation Program & Athletic Coordinator	Full-time	5,446		
7	Recreation and Parks	March 14	3	Reclassification	Recreation Supervisor for Athletics	Full-time	5,446		
8	Recreation and Parks	March 14		Additional Position	Park Ranger NEW POSITION	Full-time or Part-time		68,555	
9	Recreation and Parks	March 14		Reclassification	Turf Grass Manager NEW POSITION	Full-time			-
10	Recreation and Parks	March 14		Additional Position	Administrative Support Specialist	Full-time			63,175
11	Recreation and Parks	March 14		Additional Position	Lake Warden NEW POSITION	Part-time			68,098
12 Recreation and Parks Total							\$ 91,377	\$ 68,555	\$ 131,273
13	Police	March 14	1	Reclassification	Police Captain	Full-time	7,061		
14	Police	March 14	1	Reclassification	Police Captain	Full-time	7,061		
15	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
16	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
17	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
18	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
19	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
20	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
21	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
22	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
23	Police	March 14	4	Additional Position	Police Officer	Full-time	81,727		
24	Police	March 14	4	Additional Position	Police Officer	Full-time	81,727		
25	Police	March 14	4	Additional Position	Police Officer	Full-time	81,727		
26	Police	March 14		Additional Position	Police Officer	Full-time		81,727	
27	Police	March 14		Additional Position	Police Officer	Full-time		81,727	
28	Police	March 14		Additional Position	Police Officer	Full-time		81,727	
29	Police	March 14		Additional Position	Police Officer	Full-time			81,727
30	Police	March 14		Additional Position	Police Officer	Full-time			81,727
31	Police	March 14		Additional Position	Police Officer	Full-time			81,727
32 Police Total							\$ 287,487	\$ 245,180	\$ 245,180
33	Public Facilities	March 21		Reclassification	Equipment Operator I	Full-time		3,457	
34	Public Facilities	March 21		Additional Position	Maintenance Technician	Full-time			58,330
35 Public Facilities Total							-	\$ 3,457	\$ 58,330
36	Public Works	March 21		Additional Position	Maintenance Technician	Full-time			58,330
37 Public Works Total							-	\$ -	\$ 58,330
38	Sanitation	March 21		Additional Position	Sanitation Equipment Operator	Full-time		69,726	
39 Sanitation Total							-	\$ 69,726	\$ -
40	Planning	March 21		Additional Position	Planner	Full-time			81,028
41 Planning Total							-	\$ -	\$ 81,028

General Fund Department Head Personnel Requests
FY24 to FY27

Line Number	Department	Presentation		Type of Request	Position Title	Part-time/ Full-time	FY25	FY26	FY27
		Date	Rank						
42	Fire	March 21	1	Reclassification	Fire Lieutenant	Full-time	4,065		
43	Fire	March 21	1	Reclassification	Fire Lieutenant	Full-time	4,065		
44	Fire	March 21	1	Reclassification	Fire Lieutenant	Full-time	4,065		
45	Fire	March 21	2	Additional Position	Firefighter	Full-time	73,236		
46	Fire	March 21	2	Additional Position	Firefighter	Full-time	73,236		
47	Fire	March 21	2	Additional Position	Firefighter	Full-time	73,236		
48	Fire	March 21		Reclassification	Administrative Support Specialist II NEW POSITION	Full-time		4,149	
49	Fire	March 21		Reclassification	Asst. Fire Chief	Full-time		6,915	
50	Fire	March 21		Reclassification	Asst. Fire Chief	Full-time		6,915	
51	Fire	March 21		Additional Position	Firefighter	Full-time		73,236	
52	Fire	March 21		Additional Position	Firefighter	Full-time		73,236	
53	Fire	March 21		Additional Position	Firefighter	Full-time		73,236	
54	Fire	March 21		Additional Position	Fire Inspector I	Full-time		81,028	
55	Fire	March 21		Reclassification	Fire Captain	Full-time			6,915
56	Fire	March 21		Reclassification	Fire Captain	Full-time			6,915
57	Fire	March 21		Reclassification	Fire Captain	Full-time			6,915
58	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
59	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
60	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
61	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
62	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
63	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
64	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
65	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
66	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
67	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
68	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
69	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
70	Fire Total						\$ 231,903	\$ 318,716	\$ 899,582
71	Human Resources	March 21		Additional Position	Human Resources Consultant	Full-time	97,245		
72	Human Resources Total						\$ 97,245	\$ -	\$ -
73	Administration	March 21		Additional Position	Social Media/Content Creator Manager NEW POSITION	Full-time		86,750	
74	Administration Total						-	\$ 86,750	\$ -
75	Grand Total						\$ 801,677	\$ 800,682	\$ 1,567,388

Salary estimates are based on the City of Mebane Position and Classification Pay Plan for fiscal year 2024.

Position titles that are new positions are not on the pay plan. Salary estimates for new positions are based on department head estimates and were not reviewed by human resources.

Turf Grass Manager does not have a salary estimate because it is a reclassification of a current position with no salary increase.



The Mebane City Council met for a Special Meeting at 1:30 p.m. on Thursday, March 21, 2024, in the Council Chamber of the Glendel Stephenson Municipal Building located at 106 E. Washington Street for a budget work session.

Councilmembers Present:

- Mayor Ed Hooks
- Mayor Pro-Tem Tim Bradley
- Councilmember Katie Burkholder
- Councilmember Sean Ewing
- Councilmember Montrena Hadley
- Councilmember Jonathan White

Also Present:

- Chris Rollins, City Manager
- Preston Mitchell, Assistant City Manager
- Lawson Brown, City Attorney
- Daphna Schwartz, Finance Director
- Stephanie Shaw, City Clerk
- Chuck Smith, Public Works Director
- Ashley Ownbey, Planning Director
- Cliff Ayscue, Inspections Director
- John Wellons, Fire Chief
- Beatrice Hunter, Human Resources Director

The meeting was live streamed on YouTube: <https://www.youtube.com/watch?v=Huo0cfc6V8o>

Mayor Hooks called the meeting to order at 1:30 pm. Mr. Rollins gave opening remarks.

The following Department Heads presented their department's budget requests for FY 2024-2025 as shown on the attached PowerPoint, overviewing current year highlights, goals for FY 24-25, proposed fee schedule changes, projected revenues, capital improvement project requests, and operating expenditure requests:

- Public Works, Public Facilities, & Sanitation..... Public Works Director Chuck Smith
- Planning..... Planning Director, Ashley Ownbey
- Inspections..... Inspections Director Cliff Ayscue

Mayor Hooks called for a break at 2:17 p.m. Mayor Hooks called the meeting back to order at 2:31 p.m. and the departmental presentations continued as follows.

- Fire..... Fire Chief John Wellons
- Human Resources..... Human Resources Director Beatrice Hunter
- Administration..... Assistant City Manager Preston Mitchell

There was discussion among the Council and staff throughout the work session. No formal action was taken.

There being no further business, the meeting was adjourned at 3:17 p.m.

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



Budget Work Session
March 21, 2024
1:30 PM

1. Call to Order Mayor Ed Hooks
2. Welcome City Manager Chris Rollins
3. Presentation of Budget Requests Department Heads
 - a. Public Works, Public Facilities, & Sanitation..... Public Works Director Chuck Smith
 - b. Planning..... Planning Director, Ashley Ownbey
 - c. Inspections..... Inspections Director Cliff Ayscue
 - d. Fire..... Fire Chief John Wellons
 - e. Human Resources..... Human Resources Director Beatrice Hunter
 - f. Administration..... Assistant City Manager Preston Mitchell
4. Concluding Remarks.....Assistant City Manager, Preston Mitchell
5. Adjournment Mayor



PUBLIC WORKS

BUDGET REQUEST 2024-2025



Divisions of Public Works

- Public Works (Administration, Fleet Services, Street Maintenance, and Mowing)
- Public Facilities (Building Maintenance and Beautification)
- Sanitation
- 26 FTE, 1 PTE





Highlights

2023 Stats:

- 3.02 miles of street repair performed
- Mebane has 67.85 miles of streets and 72 miles of sidewalk
- Mebane maintains three bridges
- Fleet Services maintains 2,227 assets ranging from a mower to a fire truck





Chuck Smith
Public Works
Director



Renee Massey
Administrative
Support
Specialist

Public Works Fleet Services



Devin Gleis
Automotive
Supervisor



Jason
Hilligrass
Mechanic



James Saar
Mechanic

Public Works Street Maintenance



Chuck Smith
Public Works
Director



Renee Massey
Administrative
Support
Specialist



James Taylor
Street
Maintenance
Supervisor



Larry Harris
Equipment
Operator I



Joe Ahlgren
Equipment
Operator I



Brian Fields
Maintenance
Technician

Public Works Mowing Division



Chuck Smith
Public Works
Director



Renee Massey
Administrative
Support
Specialist



Eric Mahon
Mowing
Supervisor



Christian Urias
Equipment
Operator I



David
Mankamyer
Maintenance
Technician



James Sudduth
Maintenance
Technician



Vacant
Maintenance
Technician



2 Seasonal
Groundskeepers



HIGHLIGHTS OF FY 23-24

- Replace SAN 42 Dump Truck (1993) - add sand/salt spreader & plow (Delivery Dec. '24)
- SAN 92 Replacement (2007) sidearm garbage truck
- Brine Mount System and Body
- Crawford Sidewalk Project from North First St. to N. Second St. completed.





DEPARTMENT GOALS

- Managing growth while keeping our small town charm.
- Continue to replace and add vehicles and equipment.
- Continue with the design and construction of sidewalk projects.
- Implement new work order system.
- Implement routing software for Sanitation Division.
- Maintain the current high service level in a growing city.
- Keep Mebane beautiful!





CAPITAL IMPROVEMENT PROJECT REQUESTS FY 24-25

Rank	Project Title	FY 24-25
1	PW-060 Bucket Truck Replacement (2000) Refurbished	120,000
2	New two bay addition to storage building - design	25,000
3	Boom mower	25,000
4	PWD & PUD new equipment shelters - design (RFP)	30,000
5	Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - Construction	55,000

Public Works



CAPITAL IMPROVEMENT PROJECT REQUESTS FY 25-26

Project Title	FY 25-26
Multi-use path - Third Street to Fifth Street Connector - Construction	300,000
Signal Light and Control Box Replacement	50,000
PW/PUD Office Renovation Construction	160,000
New two bay addition to storage building - construction	250,000

Public Works



CAPITAL REQUESTS

(\$5,000 - \$24,999)

Rank	Project Title	FY 24-25
1	Asphalt hot box	15,000
2	John Deere 930 m Zero Turn Mower	15,000

Public Works



FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
12-inch RCP	\$15 per LF	\$26.10 per LF	\$1100
15-inch RCP	\$18 per LF	\$32.75 per LF	\$2600
18-inch RCP	\$22 per LF	\$43.10 per LF	\$0

The pipe is used for public right-of-way driveways and side ditches.

The street washing fee of \$75 for a 2-hour minimum service will be removed from the schedule as we don't perform this service for developers.

Public Works



REQUESTED OPERATING EXPENDITURES

Account	Name	FY 24 BUDGET	FY 25 BUDGET REQUEST	GREATER THAN THE FY24 BUDGET BY \$5,000 AND 25%	
100-5500-150	BUILDING & GROUNDS MAINTENANCE	55,634	69,642	25%	\$14,008
100-5500-310	FUEL	40,000	50,000	25%	\$10,000
100-5500-390	SMALL EQUIPMENT	4,500	15,850	252%	\$11,350
100-5500-153	STREET MAINTENANCE & REPAIR	898,000	953,000	6%	\$55,000

5500-150 – roof repair (\$4,000), floor repair PWD (\$2750),

5500-310 – fuel increase by \$10,000.

5500-390 – Walk behind vacuum (\$3,200), signpost driver (\$2,500), plasma cutter (\$4,200), excavator bucket (\$1,000), parts washer (\$950)

5500-153 – Street Repair Contract \$50,000 increase to \$750,000.

Public Works



PUBLIC FACILITIES

BUDGET REQUEST 2024-2025



Public Facilities Beautification Division



Chuck Smith
Public Works
Director




Renee Massey
Administrative
Support
Specialist




Holly Clayton
Grounds Crew
Supervisor



Anthony Scott
Griffin
Equipment
Operator I



Alex Covill
Groundskeeper



Elijah Holt
Groundskeeper



Sandi Bagby
(PT)
Landscaping &
Special Projects



Beautification Highlights

- Maintain pocket parks - N. First St., W. Stagecoach, Giles St., S. Fifth St. Park, Bell Garden, and Veterans Garden
- Annual City Christmas Decorating, such as banners, large displays, and snowflake lights on utility poles.
- Downtown area - water and maintain plants, collect trash





Public Facilities



Eduardo
Mendoza
Building
Maintenance
Coordinator



Chuck Smith
Public Works
Director



Renee Massey
Administrative
Support
Specialist



HIGHLIGHTS OF FY 23-24

- Coordinate maintenance for 17 facilities.
- Work includes electrical, plumbing, and HVAC trades.
- Roof inspection and repair.
- Interior and exterior modifications, cleaning service, security pest & rodent control, and whatever needs doing.
- Jack of all Trades





CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 25 Budget Impact	FY 26 Budget Impact
1	Mebane Library Roof Replacement		\$270,000

Public Facilities



CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 25 Budget Impact
1	Carbon monoxide exhaust system (2 items) - garage bay	\$ 24,000
2	Sidewall exhaust fan - garage bay	\$ 10,000
3	Library HVAC RTU #3 unit replacement	\$ 18,000

Public Facilities



REQUESTED OPERATING EXPENDITURES

Account	Name	FY 24 BUDGET	FY 25 BUDGET REQUEST	GREATER THAN THE FY24 BUDGET BY \$5,000 AND 25%	
100-5700-156	GROUNDS MAINTENANCE	208,300	341,900	64%	33,600

5700-156 - banners & flags, NC 119 mowing contract (\$113,400, additional mowings (\$5,000), and cemetery grounds maintenance (\$80,000)

Public Facilities



SANITATION

BUDGET REQUEST 2024-2025



Sanitation Division



Chuck Smith
Public Works
Director



Renee Massey
Administrative
Support
Specialist



Leon Eakes
Sanitation
Operations
Supervisor



Glen Duncan
Sanitation
Equipment
Operator



Jamey Simpson
Sanitation
Equipment
Operator



Kevin Lewis
Sanitation
Equipment
Operator



John Wilson
Sanitation
Equipment
Operator



Vacant
Sanitation
Equipment
Operator



Robert Angello
Sanitation
Worker



Obryantes
Morrison
Sanitation
Worker



Highlights

2023 Stats:

- 5578 tons of garbage collected
- 1006 tons of recycling material collected
- 6146 homes serviced

Local Government Annual Solid Waste and
Materials FY 22-23 Report





Mebane's Loose Leaf Collection Program

Leaves, leaves, leaves...

- 7 collection cycles completed.
- 306 truck loads of leaves (25 CY per truck).
- Estimated 1,071 tons of leaves collected.
- No disposal cost!

Highlights





CAPITAL IMPROVEMENT ITEM REQUESTS

Ranking	Item	FY 25 Budget Impact	FY 26 Budget Impact
1	New Knuckleboom Truck	259,000	
2	Pull-behind leaf vacuum trailer (Refurbished)	80,000	
	New Leaf Vacuum Truck		275,000
	Sanitation transfer station feasibility study and preliminary site design (RFP)		40,000

Sanitation



REQUESTED OPERATING EXPENDITURES

Account	Name	FY 24 BUDGET	FY 25 BUDGET REQUEST	GREATER THAN THE FY24 BUDGET BY \$5,000 AND 25%	
100-5800-170	VEHICLE MAINTENANCE & REPAIRS	177,092	319,000	80%	141,908
100-5800-310	FUEL	94,500	104,500	11%	10,000

5800-170 – increase in major repairs, leaf vacuum truck refurbishing (2 @ \$129,000)

5800-310 – fuel increase (\$10,000)

Sanitation



QUESTIONS?



PLANNING & ZONING

BUDGET REQUEST 2024-2025



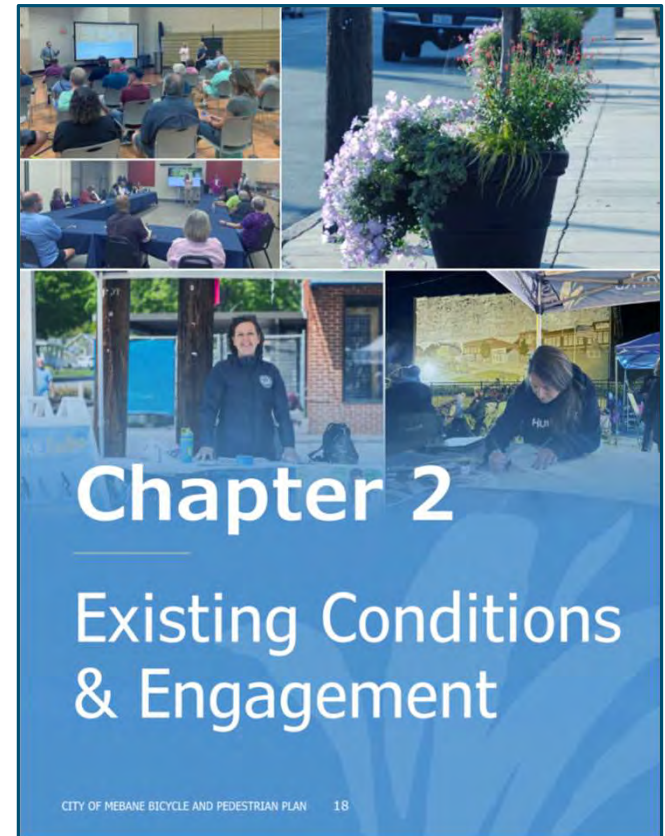
ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 23-24

- Adoption of updated Bicycle & Pedestrian Transportation Plan
- Consultant selection process for updates to Comprehensive Land Development Plan
- Continued research and updates to the Mebane UDO
- Improved permit review time with expanded staff capacity

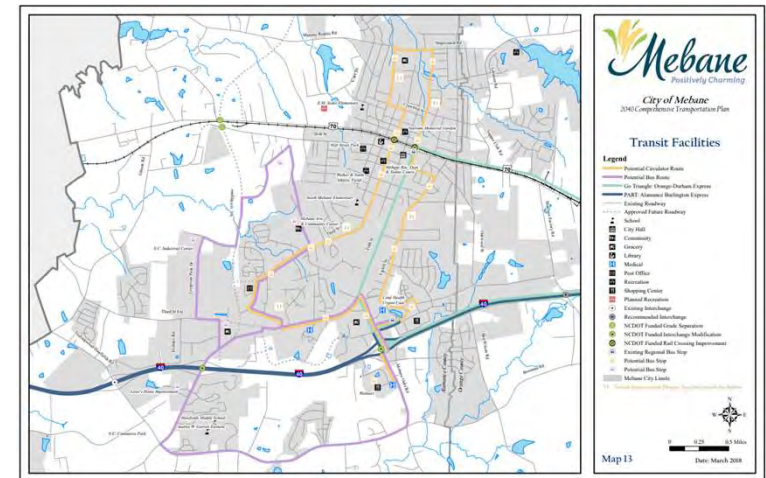




GOALS FOR FY 24-25

- Engage in updating the Comprehensive Land Development Plan
- Expand internal tracking and reporting of development projects
- Explore local transit opportunities consistent with recommendations of the Mebane Comprehensive Transportation Plan (2018)
 - Goal 2.2 of Mebane By Design (2017)
 - Informational Item at September 2023 City Council Meeting

MEBANE BY DESIGN Comprehensive Land Development Plan *City of Mebane*





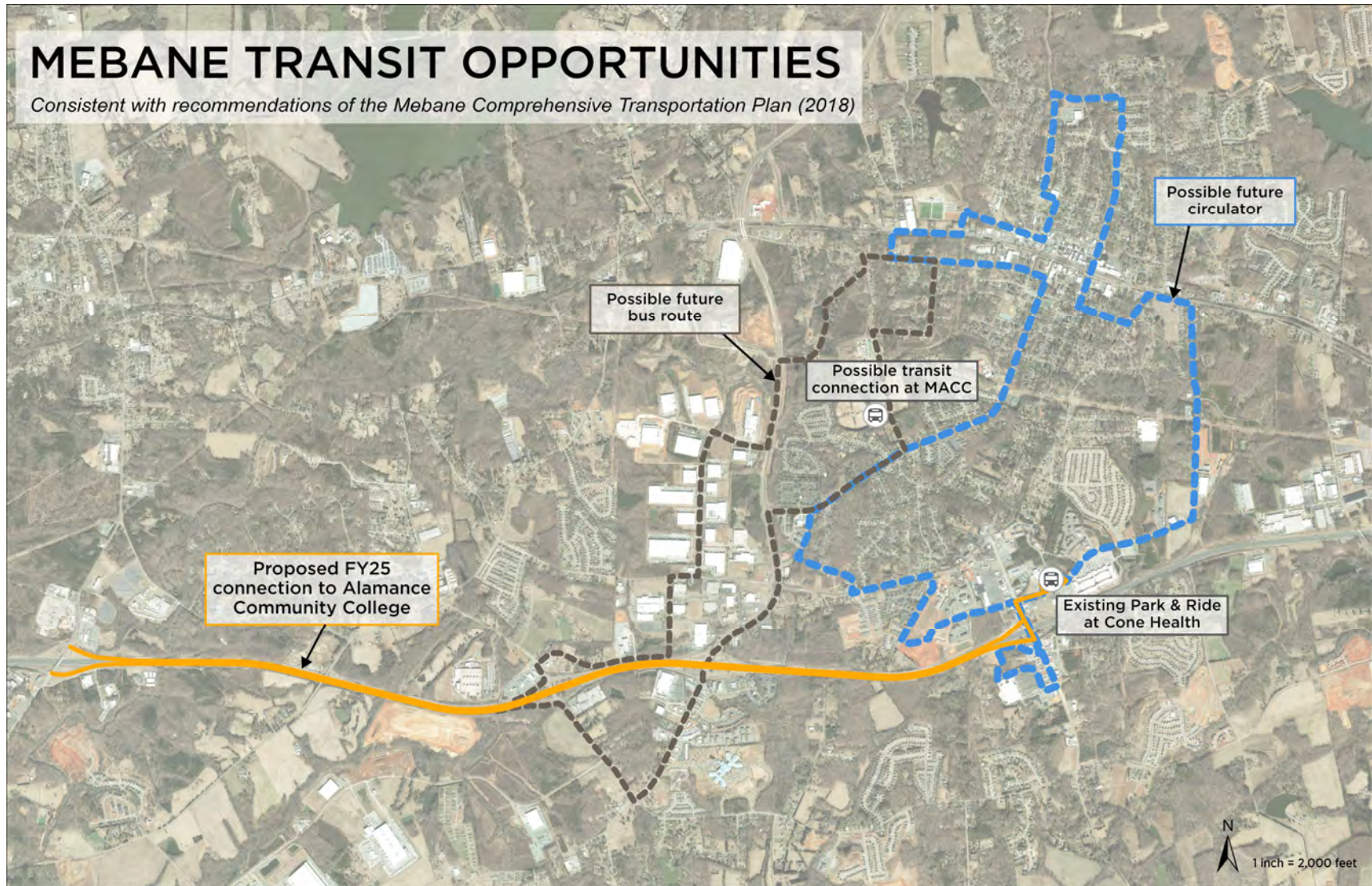
REQUESTED OPERATING EXPENDITURES

Line Item	FY 24 Budget	Requested FY 25 Budget	Increase Amount
Varied Services	\$1,200	\$16,200	\$15,000



MEBANE TRANSIT OPPORTUNITIES

Consistent with recommendations of the Mebane Comprehensive Transportation Plan (2018)





QUESTIONS?





MEBANE MAIN STREET

- \$118,000 drawdown request for the Downtown Mebane Development Corporation
- \$50,000 in funding for Downtown Exterior Improvements Grant



visitdowntownmebane.com



INSPECTIONS

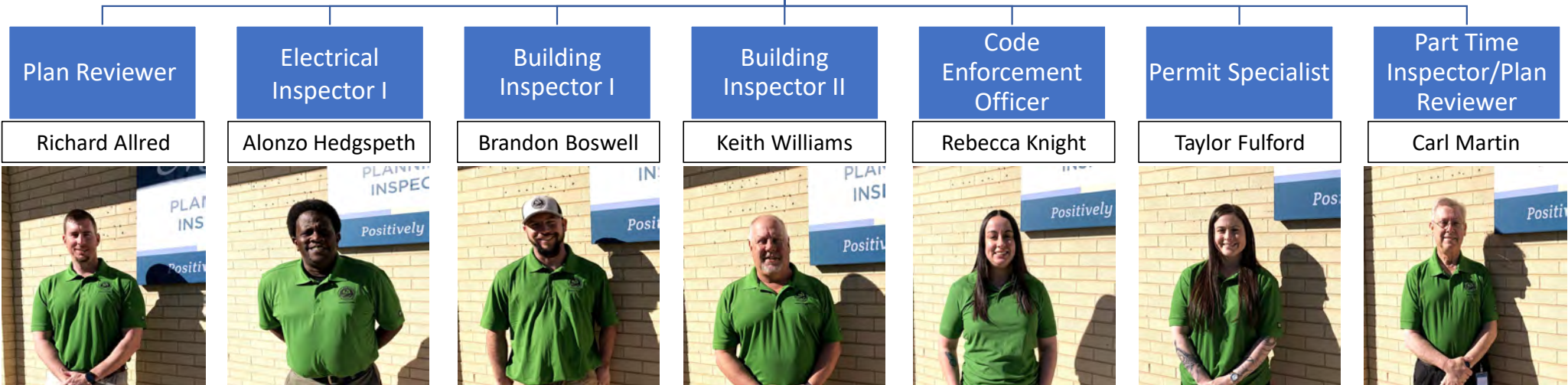
BUDGET REQUEST 2024-2025



ORGANIZATIONAL CHART

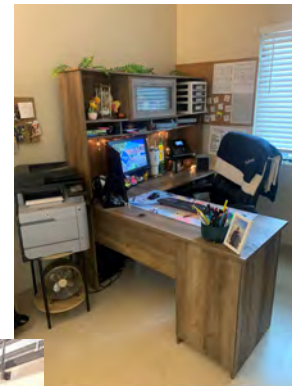
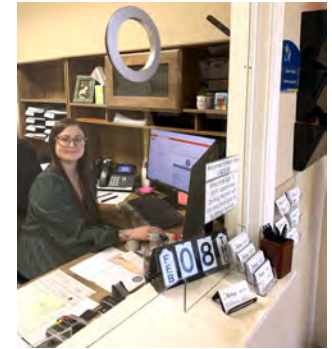


Cliff Ayscue
Inspections
Director





HIGHLIGHTS OF FY 23-24



2022	2023
HIGH GRASS 73	HIGH GRASS 118
WORK WITHOUT PERMITS 38	WORK WITHOUT PERMITS 39
SIGNS PULLED 1245	SIGNS PULLED 1347
ALL OTHERS 73	ALL OTHERS 119

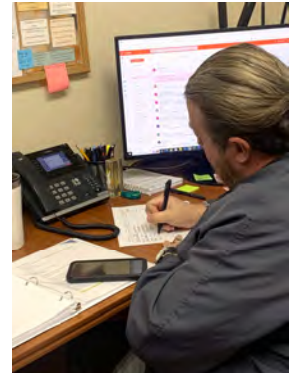
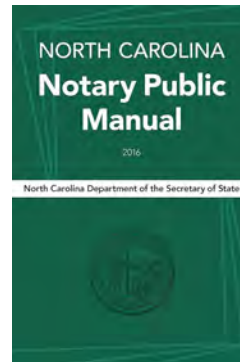


- Completed the launch and usage of the web portal
- Bought new desk, chairs, and reception chairs for the office
- Purchased a new truck which replaced Keith's jeep
- Richard obtained all level three certifications from the state
- Brandon passed the state exam for Plumbing Level 1
- Rebecca received her Building Level 1 certification
- Hired a part time inspector who retired from DOI, is a registered architect, and has building level 3 and level 3's in all other trades. This gives us a great opportunity to improve inspection time and training for new inspectors
- Digitized & Disposed all outdated documents, plans and files
- Number of inspections/CO's
 - 5,392 residential inspections performed
 - 1,776 commercial inspections
 - 348 CO's issued
 - 1,210 inspections completed by Rebecca for both for Zoning and for Building



GOALS FOR FY 24-25

- Brandon to obtain all level 1's
- Continue to upgrade the online portal system and plan review
- Continue to encourage the public and contractors to use the online portal when submitting permits
- Taylor to obtain notary
- Continue great service/inspections
- Obtain new body cams, hardhats, levels and other equipment for inspections





REQUESTED OPERATING EXPENDITURES

Line Item	FY 24 Budget	Requested FY 25 Budget	Increase Amount
Building Maintenance	\$0.00	\$11,617	\$11,617



PROJECTED REVENUES

Line Item	FY 24 Budget	Projected FY 25 Budget	Increase Amount
Building Permit Fees	\$500,000	\$625,000	\$125,000
Inspection Fees	\$300,000	\$ 325,000	\$25,000

Building permits include the following

- Building permits
- Demolition permits
- Sign permits
- Amending information on permits
- Mobile and modular homes

Inspection fees include the following

- Reinspection fees
- Trade permits
- Business Occupancy's
- ABC permits



Commerical Projects Completed

- UPS
- Summit Church*
- Mavis Tire
- Rocket Car Wash
- Modwash
- Thermo Fisher
- Magnolia Glen Clubhouse/Pool
- Villa's on Fifth Clubhouse/Pool
- Keystone Apartments
- UNC Health
- Lotus Phase 3
- Tupelo Junction Clubhouse
- Oil Change Place
- Mckay Books*
- GKN Addition
- Wooden Nickel
- IPX
- ABC Store
- Precision Plastics
- Cambro

*will be completed in 2024







QUESTIONS?

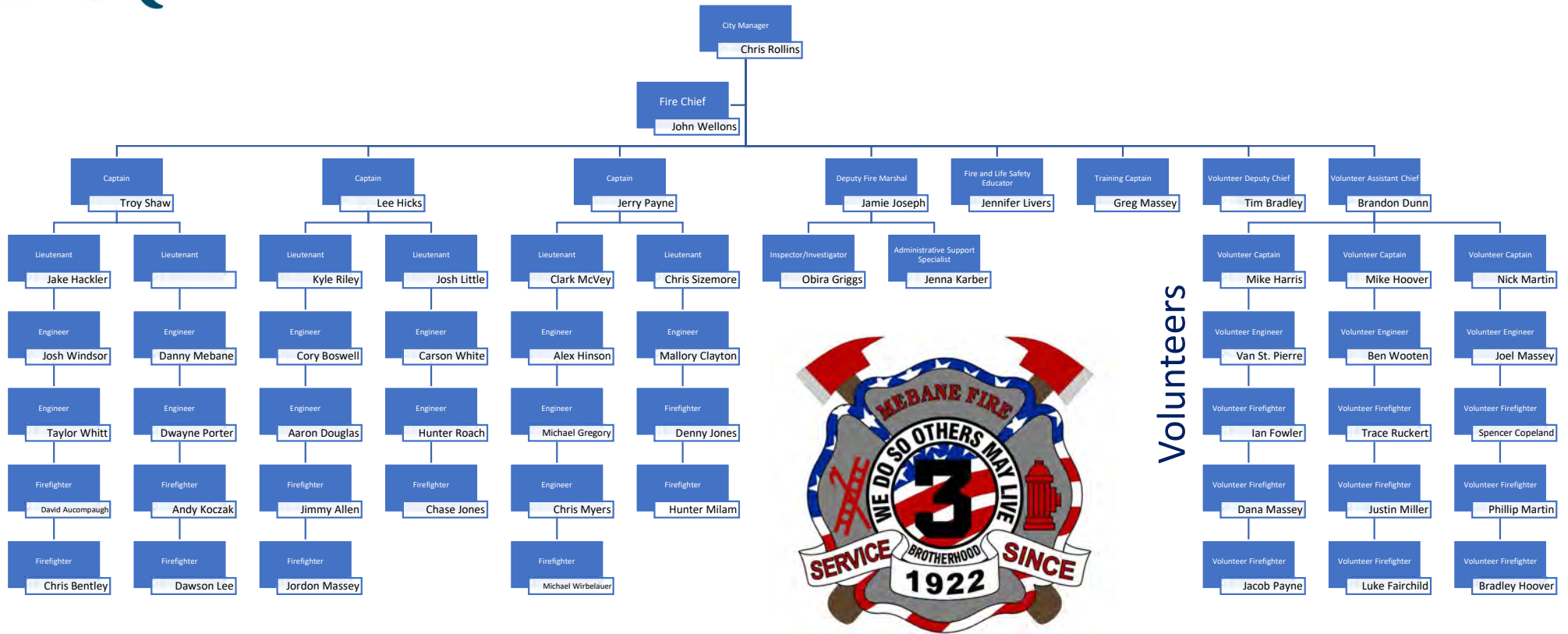


FIRE DEPARTMENT

BUDGET REQUEST 2024-2025



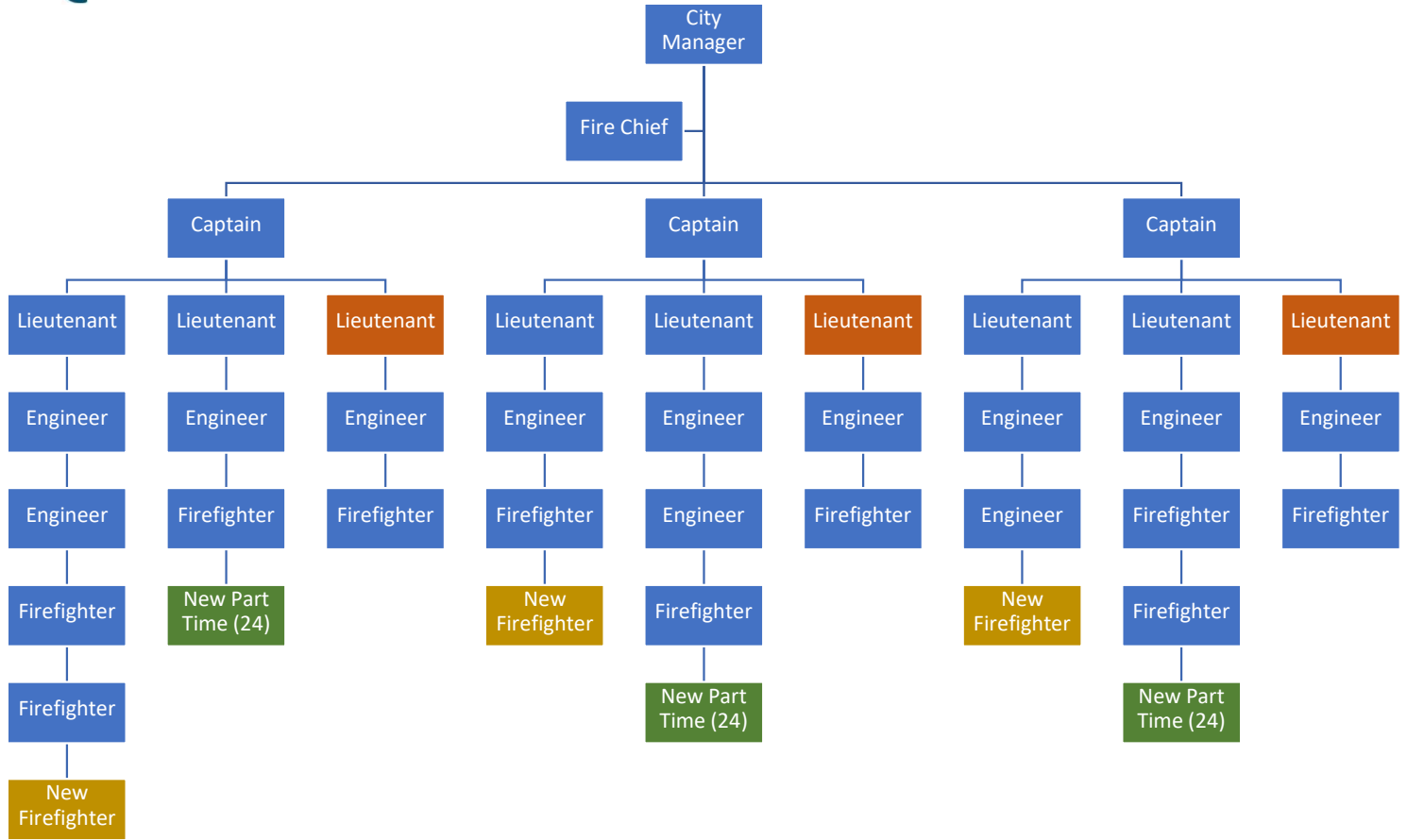
CURRENT ORGANIZATIONAL CHART



Volunteers



REQUESTED ORGANIZATIONAL CHART

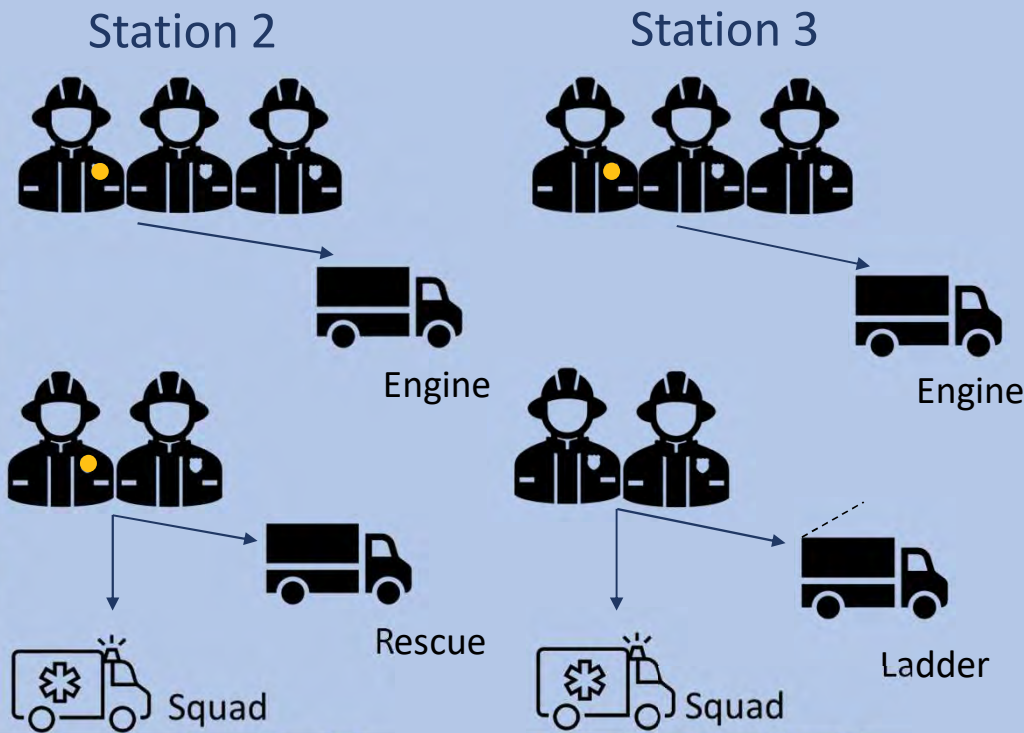


*Denotes an internal promotion to Lieutenant to be filled by an existing employee.
 *Denotes a full-time firefighter
 *Denotes a part-time employee working a 24-hour shift

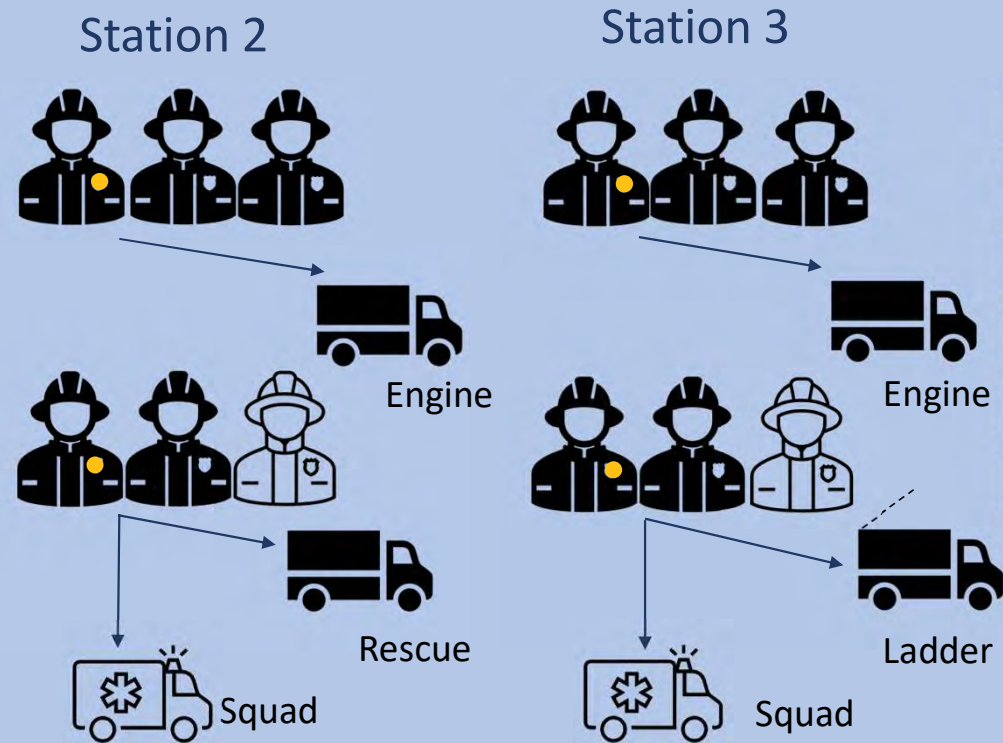


Staffing

Current Staffing



Proposed Staffing





HIGHLIGHTS OF FY 23-24

- Chief Bob Louis retired after 32 years of service and Chief John Wellons was selected.
- The Fire Prevention vehicle and trailer were purchased and put into service
- The Lexipol training platform was implemented
- New Engines
- Mebane Fire Department maintained its ISO rating of 2.
- The training prop was delivered.
- 28 certifications earned
- 8,912 hours of training completed





GOALS FOR FY 24-25

- Redesigning our fleet (reduce budgetary impact)
- Restructuring response for more effective deployment (reduce budgetary impact)
- Explore recruitment and retention
- Update policies and SOG's
- Staff restructuring
- Volunteer, training, education





PERSONNEL REQUESTS

Ranking	Position/Title	FY 25 Budget Impact
1	Lieutenant (3)	\$12,195
2	Firefighter (3)	\$219,708
3	Part-Time	\$175,200

*Part-time salary increased from \$51,452.



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 25 Budget Impact
1	Plymovent Exhaust System Station 2	\$150,000
2	Plymovent Exhaust System Station 3	\$120,000





CAPITAL REQUESTS

(\$5,000 - \$24,999)

Ranking	Item	FY 25 Budget Impact
1	Thermal Camera (2)*New	\$23,000
2	MSA Rescuair (2) *New	\$15,000
3	Hurst Tool *Replacement	\$11,500





FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Double permit fee (in-line with the Inspections Department)	\$0	Dependent on original permit fee	Unknown
Beginning work or maintaining an operation requiring any permits adopted by the City of Mebane without obtaining the proper permit(s) shall double the permit fee. A stop work order shall be issued until payment is received and permit issued.			
Clean Agent Systems	\$0	\$200	Unknown



REQUESTED OPERATING EXPENDITURES

Line Item	FY 24 Budget	Requested FY 25 Budget	Increase Amount
Departmental Supplies	\$32,600	\$41,300	\$8,700
Technology Licenses	\$20,016	\$36,522	\$16,506
Employee Uniforms and Accessories	\$79,050	\$161,800	\$82,750
Small Equipment	\$69,000	\$177,885	\$108,885



PROJECTED REVENUES

Line Item	FY 24 Budget	Projected FY 25 Budget	Increase Amount
Permit fees	\$40,000	\$40,000	-----
Efland Fire Department Contract	\$9,000	\$9,000	----
East Alamance Rural Tax District	\$541,817	\$582,318	7.5%
Medic 2 Rent	\$6,000	\$6,000	----



Data

Response Statistics

Total Calls for 2023: 3266

- Overlapping: 845

Average Overall Response Time: 6:50

- Fire Calls: 8:07
- Medical: 6:11

Average Number of Personnel

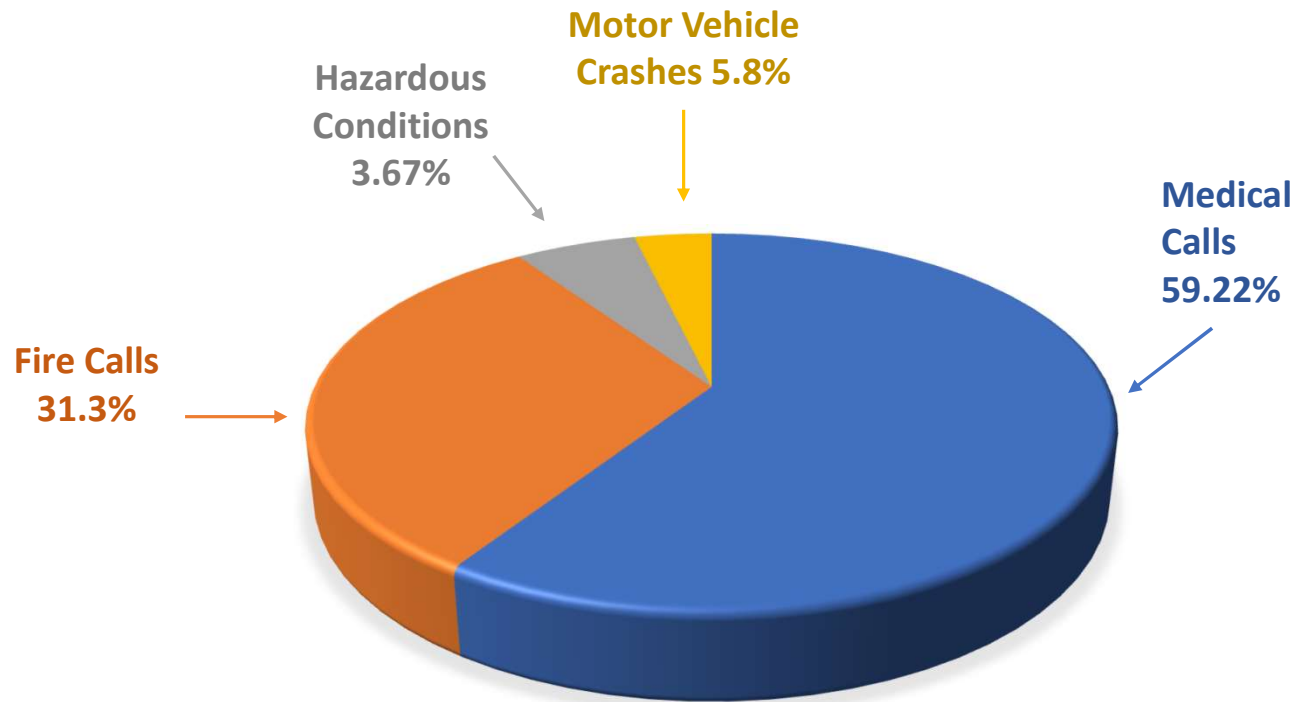
- Fire: 9
- Medical: 3

Average Time on Scene: 22:51

Response Times Cross Districts:

- Station 2 running Station 3: 8:41
- Station 3 running Station 2: 8:59

Call Type Percentages





QUESTIONS?





HUMAN RESOURCES

BUDGET REQUEST 2024-2025



ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 23-24

- Managed successful recruitment and selection processes and initial onboarding for three key positions: Police Chief, WRRF Director, and Fire Chief
- Onboarded 35 new employees to date
- Implemented Applicant Tracking System
- Implemented Performance Management System
- Managed Compensation and Classification Study for Public Works, Public Utilities, and WRRF
- Provided engagement opportunities for staff: employee health and wellness fair and biometric screenings, financial wellness webinars, retirement seminar, employee appreciation day

*Roll out and training to staff in Summer/Autumn 2024



GOALS FOR FY 24-25

- Continue to assist departments with turnover and recruitment and selection needs
- Manage successful classification and compensation study for identified departments
- Begin offering safety/risk management training on virtual platform
- Initiate supervisory training and development



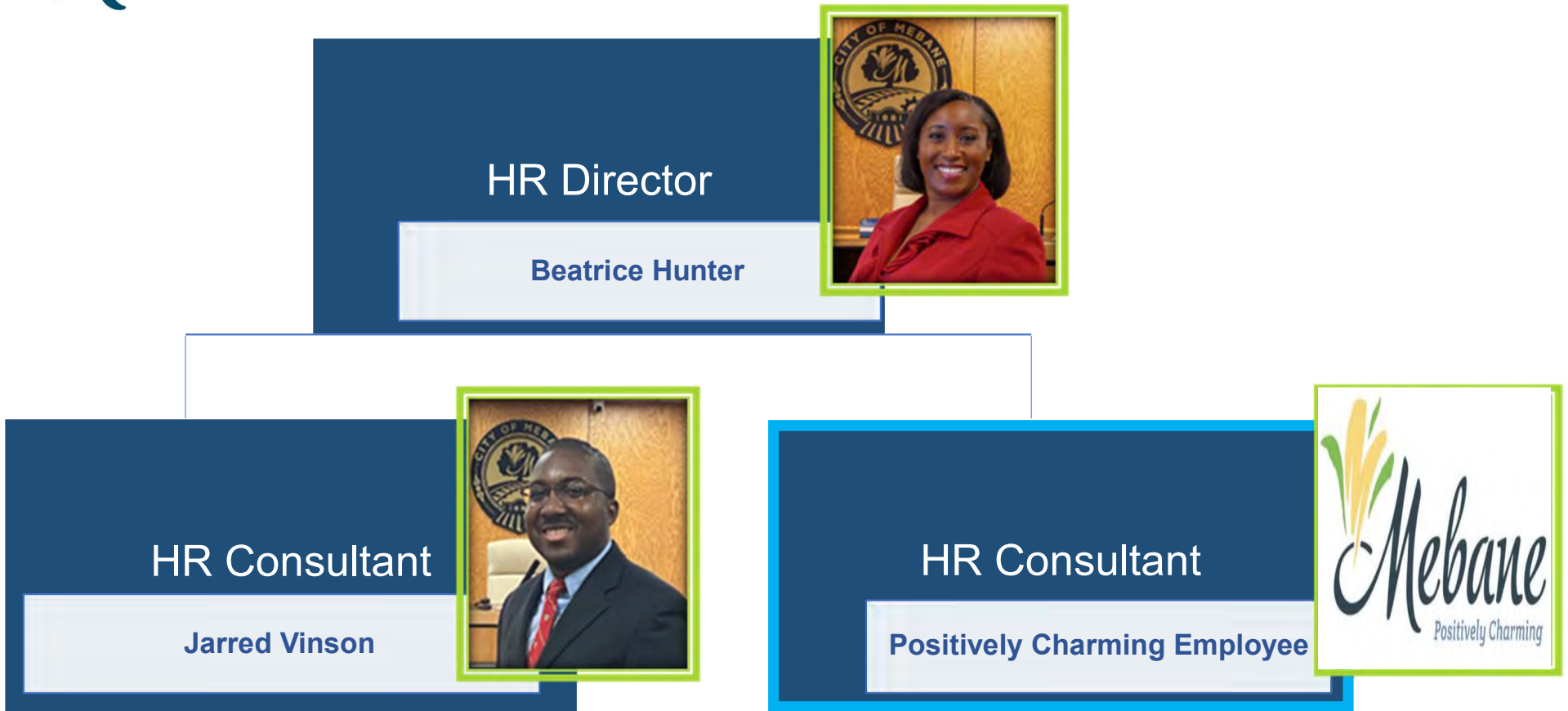


PERSONNEL REQUESTS

Ranking	Position/Title	FY 25 Budget Impact
1	HR Consultant	\$97,245.00



ORGANIZATIONAL CHART





QUESTIONS?

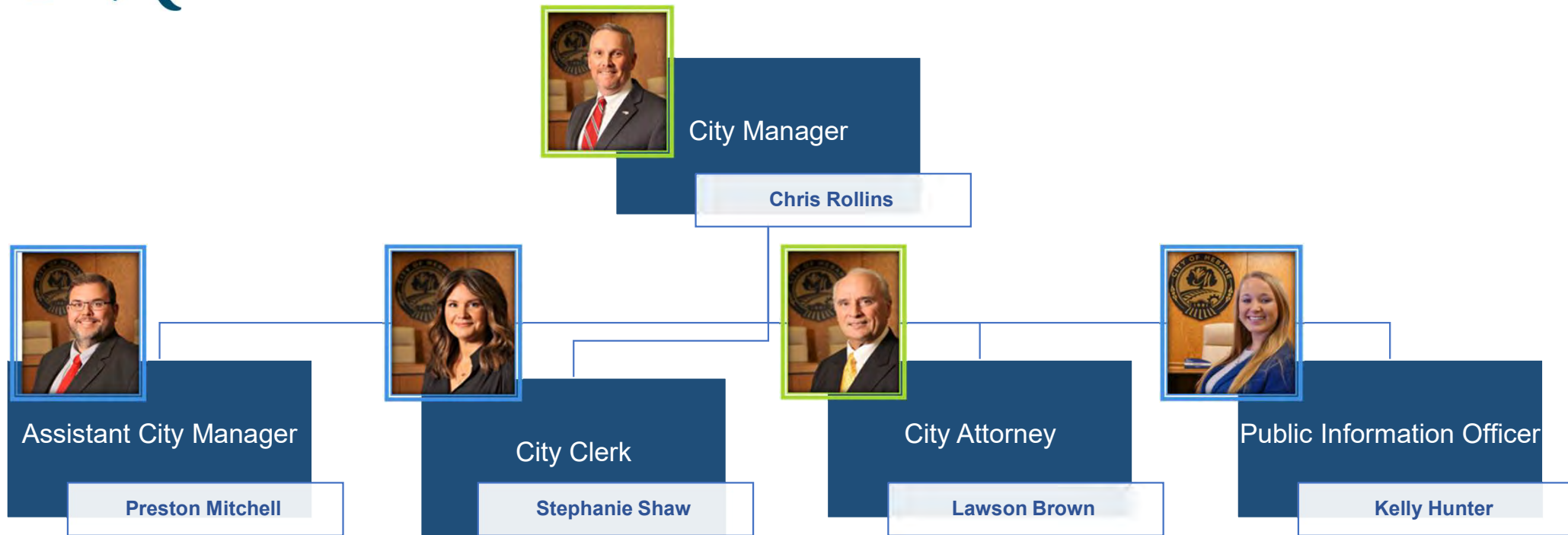


ADMINISTRATION

BUDGET REQUEST 2024-2025



ORGANIZATIONAL CHART





HIGHLIGHTS OF FY 23-24

- Selection of Department Head Positions resulting from retirements:
 - Police Chief
 - Water Resource Recovery Facility Director
 - Fire Chief
- Received approval for & expected to bid WRRF Expansion and Lake Michael Spillway Replacement
- Implemented final phase of plan of action for Public Information Officer community outreach programs
- Industrial Recruitment/Expansion Programs
- Continuous Long Range Planning for infrastructure replacement, growth, and outside funding opportunities
- Continued expansion of Public Information Officer/program community outreach



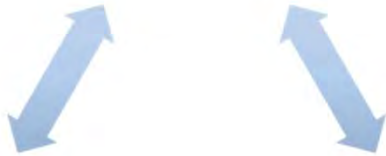
GOALS FOR FY 24-25

- Complete onboarding of Police Chief, WRRF Director, and Fire Chief
- Fund and begin construction process for WRRF Expansion
- Fund and begin construction process Lake Michael Spillway Replacement
- City Clerk is working towards Master Municipal Clerk (MMC) Certification from International Institute of Municipal Clerks
- Discover new ways to connect with a wide array of citizens who do not use social media
- Utilize opportunities for PIO program by adding a vendor/contractor to aid with endeavors and social media management





Leading by Serving:



We strive to provide guidance through collaboration and service to our employees.



Our goal is to carry out the Council's plan for Mebane's future.





QUESTIONS?



General Fund Capital Department Head Requests
FY25 to FY29

Line Number	Department	Presentation Date	New or Replacement Rank	Project Title	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
1	IT	March 14	1 New	Dark Fiber Setup	60,000					\$ 60,000
2	IT	March 14	2 New	Fire Wall Upgrade	42,000					\$ 42,000
3	IT	March 14	3 New	Fat Pipe Implementation	34,000					\$ 34,000
4	IT	March 14	4 Replacement	City Hall Copier Replacement	8,387					\$ 8,387
5	IT Total				\$ 144,387	\$ -	\$ -	\$ -	\$ -	\$ 144,387
6	Rec & Parks	March 14	1 Replacement	Lake Michael Spillway Renovation	6,273,468					\$ 6,273,468
7	Rec & Parks	March 14	2 Replacement	MACC Roof Renovation	423,000					\$ 423,000
8	Rec & Parks	March 14	3 Replacement	Old Rec Gym Floor Restoration	175,000					\$ 175,000
9	Rec & Parks	March 14	4 New	Lake Michael Trail Expansion	100,000	400,000				\$ 500,000
10	Rec & Parks	March 14	5 Replacement	Replacement of Work Truck #50	45,000					\$ 45,000
11	Rec & Parks	March 14	6 New	Lebanon Rd. Trail Connector Paving	35,000					\$ 35,000
12	Rec & Parks	March 14	7 Replacement	Replacement platform and stairs at MACC Playground	16,000					\$ 16,000
13	Rec & Parks	March 14	8 Replacement	Community Park Nets and Fence Replacement	18,000					\$ 18,000
14	Rec & Parks	March 14	9 Replacement	Zero Turn Mower Replacement	15,000					\$ 15,000
15	Rec & Parks	March 14	10 New	Flag Pole Additions for Community Park and MACC + electrical work & lights - moved \$8 for MACC pole	12,000					\$ 12,000
16	Rec & Parks	March 14	11 New	Building Storage Renovation for Old Rec Maintenance	24,500					\$ 24,500
17	Rec & Parks	March 14	New	ATV Vehicle for Greenway and Cates Farm	-	20,000				\$ 20,000
18	Rec & Parks	March 14	New	Shade Structure over Playground @ Old Rec	-	20,000				\$ 20,000
19	Rec & Parks	March 14	Replacement	Replacement Pedal Boats for Lake Michael		30,000				\$ 30,000
20	Rec & Parks	March 14	Replacement	Lake Michael's New Office / Boat House		250,000				\$ 250,000
21	Rec & Parks	March 14	New	Cates Farm Park Playground Phase #2 MACC Baseball/Softball Scoreboard		350,000				\$ 350,000
22	Rec & Parks	March 14	Replacement	Replacements			45,000			\$ 45,000
23	Rec & Parks	March 14	New	Community Park Shelter #1			45,000			\$ 45,000
24	Rec & Parks	March 14	New	Old Rec AC for the Gym				125,000		\$ 125,000
25	Rec & Parks	March 14	New	Shade for Farmers Market				750,000		\$ 750,000
26	Rec & Parks Total				\$ 7,136,968	\$ 1,070,000	\$ 90,000	\$ 875,000	\$ -	\$ 9,171,968
27	Police	March 14	1 New	New Patrol Vehicle & Equipment	255,008					\$ 255,008
28	Police	March 14	2 Replacement	Replace Existing Patrol Vehicles	340,111	353,715	367,864	382,579	397,882	\$ 1,842,151
29	Police	March 14	3 New	Special Event Traffic Control Trailer	25,000					\$ 25,000
30	Police	March 14	New	New Police Headquarters Design		888,250				\$ 888,250
31	Police	March 14	New	New Police Headquarters Construction			14,630,000			\$ 14,630,000
32	Police	March 14	Replacement	Police Department Roof Replacement				287,375		\$ 287,375
33	Police Total				\$ 620,119	\$ 1,241,965	\$ 14,997,864	\$ 669,954	\$ 397,882	\$ 17,927,784

**General Fund Capital Department Head Requests
FY25 to FY29**

Line Number	Department	Presentation Date	New or Replacement Rank	Project Title	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
34	Public Works	March 21	1 Replacement	PW-060 Bucket Truck Replacement (2000) Used	120,000					\$ 120,000
35	Public Works	March 21	2 New	New two bay addition to storage building - design	25,000					\$ 25,000
36	Public Works	March 21	3 New	Boom mower	25,000					\$ 25,000
37	Public Works	March 21	4 New	PWD & PUD new equipment shelters - design (RFP)	30,000					\$ 30,000
38	Public Works	March 21	5 New	Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - Construction	55,000					\$ 55,000
39	Public Works	March 21	6 New	Asphalt hot box	15,000					\$ 15,000
40	Public Works	March 21	7 Replacement	John Deere 930 m Zero Turn Mower	15,000					\$ 15,000
41	Public Works	March 21	Replacement	Signal Light and Control Box Replacement		50,000				\$ 50,000
42	Public Works	March 21	New	PW/PUD Office Renovation Construction		160,000				\$ 160,000
43	Public Works	March 21	New	New two bay addition to storage building - construction		250,000				\$ 250,000
44	Public Works	March 21	New	Multi-use path - Third Street to Fifth Street Connector - Construction		300,000				\$ 300,000
45	Public Works	March 21		Snowplow for Backhoe			20,000			\$ 20,000
46	Public Works	March 21		Tractor			70,000			\$ 70,000
47	Public Works	March 21		Swap Loader w/ dump body, plow, and salt/sand spreader			80,000			\$ 80,000
48	Public Works	March 21	New	Sidewalk - S. Third Ext. from Corporate Park Drive to Augusta Drive			700,000			\$ 700,000
49	Public Works	March 21	New	Sidewalk - S. Third St. from Peppertree Dr. to Corregidor St. south side of S. Third St. – design, cost estimate, (easement maps) and DOT permits				50,000		\$ 50,000
50	Public Works	March 21	New	Sidewalk - S. Third St. at Briarwood Dr. – intersection improvement design, cost estimate, and DOT permits				75,000		\$ 75,000
51	Public Works	March 21	New	Sidewalk - S. Third Ext. from Augusta Drive to Gibson Rd - construction				350,000		\$ 350,000
52	Public Works	March 21	New	New equipment shed approx. 50' X 300'				600,000		\$ 600,000
53	Public Works	March 21	New	Sidewalk - S. Third St. from Peppertree Dr. to Corregidor St. south side of S. Third St. – construction and easements					175,000	\$ 175,000
54	Public Works	March 21	New	Dump Truck - add sand/salt spreader & plow					200,000	\$ 200,000
55	Public Works	March 21	New	Sidewalk - S. Third St. at Briarwood Dr. – Construction, easements, CEI					350,000	\$ 350,000
56	Public Works	March 21	New	Salt shed w/ brining station approx. 50' X 200'					400,000	\$ 400,000
57	Public Works Total				\$ 285,000	\$ 760,000	\$ 870,000	\$ 1,075,000	\$ 1,125,000	\$ 4,115,000

General Fund Capital Department Head Requests
FY25 to FY29

Line Number	Department	Presentation Date	New or Replacement Rank	Project Title	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
58	Public Facilities	March 21	1 New	Carbon monoxide exhaust system (2 items) - garage bay	24,000					\$ 24,000
59	Public Facilities	March 21	2 New	Sidewall exhaust fan - garage bay	10,000					\$ 10,000
60	Public Facilities	March 21	3 Replacement	Library HVAC RTU #3 unit replacement	18,000					\$ 18,000
61	Public Facilities	March 21	Replacement	Mebane Library Roof Replacement		270,000				\$ 270,000
62 Public Facilities Total					\$ 52,000	\$ 270,000	\$ -	\$ -	\$ -	\$ 322,000
63	Sanitation	March 21	1 New	New Knuckle boom Truck	259,000					\$ 259,000
64	Sanitation	March 21	2 New	Pull-behind leaf vacuum trailer (Used)	80,000					\$ 80,000
65	Sanitation	March 21	New	Sanitation transfer station feasibility study and preliminary site design (RFP)		40,000				\$ 40,000
66	Sanitation	March 21	Replacement	Replacement Leaf Vacuum Truck		275,000				\$ 275,000
67	Sanitation	March 21	New	Rear Load Garbage Truck (waiting on updated quote)			210,000			\$ 210,000
68	Sanitation	March 21	Replacement	Replacement Leaf Vacuum Truck			285,000			\$ 285,000
69	Sanitation	March 21		Sanitation transfer station construction			500,000			\$ 500,000
70	Sanitation	March 21	Replacement	Knuckle boom Truck				270,000		\$ 270,000
71	Sanitation	March 21	Replacement	Side-load garbage truck					380,000	\$ 380,000
72 Sanitation Total					\$ 339,000	\$ 315,000	\$ 995,000	\$ 270,000	\$ 380,000	\$ 2,299,000
73	Fire	March 21	1 Replacement	Plymovent Exhaust Management System at Station 2	150,000					\$ 150,000
74	Fire	March 21	2 Replacement	Plymovent Exhaust Management System at Station 3	120,000					\$ 120,000
75	Fire	March 21	3 New	MSA E600+ Thermal Camera - 2 needed	23,000					\$ 23,000
76	Fire	March 21	4 New	MSA RescueAire - 2 needed	15,000					\$ 15,000
77	Fire	March 21	5 Replacement	Hurst SC 758 E3	11,500					\$ 11,500
78	Fire	March 21	New	Battalion Chief Vehicle		80,000				\$ 80,000
79	Fire	March 21		Fire Station 4 West Design (CPO)		125,000				\$ 125,000
80	Fire	March 21	Replacement	Replacement Platform Truck		3,000,000				\$ 3,000,000
81	Fire	March 21	New	Engine			1,000,000			\$ 1,000,000
82	Fire	March 21	New	Fire Station 4 West Construction (CPO)			7,500,000			\$ 7,500,000
83	Fire	March 21	New	Administration Vehicle				80,000		\$ 80,000
84	Fire	March 21	New	Engine 5-East				1,000,000		\$ 1,000,000
85	Fire	March 21	Replacement	SCBA Replacement					660,000	\$ 660,000
86	Fire	March 21	New	Quint or Rescue Truck					1,500,000	\$ 1,500,000
87 Fire Total					\$ 319,500	\$ 3,205,000	\$ 8,500,000	\$ 1,080,000	\$ 2,160,000	\$ 15,264,500
88 Grand Total					\$ 8,896,974	\$ 6,861,965	\$ 25,452,864	\$ 3,969,954	\$ 4,062,882	\$ 49,244,639

General Fund Department Head Personnel Requests
FY25 to FY27

Line Number	Department	Presentation Date	Rank	Type of Request	Position Title	Part-time/	FY25	FY26	FY27
						Full-time			
1	IT	March 14		Additional Position	Information Technology Specialist	Full-time	93,665		
2	IT	March 14		Reclassification	IT Manager NEW POSITION	Full-time		8,298	
3	IT	March 14		Additional Position	Information Technology Specialist	Full-time			93,665
4 IT Total							\$ 93,665	\$ 8,298	\$ 93,665
5	Recreation and Parks	March 14	1	Additional Position	Parks Operation & Maintenance Crew Leader	Full-time	80,485		
6	Recreation and Parks	March 14	2	Reclassification	Recreation Program & Athletic Coordinator	Full-time	5,446		
7	Recreation and Parks	March 14	3	Reclassification	Recreation Supervisor for Athletics	Full-time	5,446		
8	Recreation and Parks	March 14		Additional Position	Park Ranger NEW POSITION	Full-time or Part-time		68,555	
9	Recreation and Parks	March 14		Reclassification	Turf Grass Manager NEW POSITION	Full-time			-
10	Recreation and Parks	March 14		Additional Position	Administrative Support Specialist	Full-time			63,175
11	Recreation and Parks	March 14		Additional Position	Lake Warden NEW POSITION	Part-time			68,098
12 Recreation and Parks Total							\$ 91,377	\$ 68,555	\$ 131,273
13	Police	March 14	1	Reclassification	Police Captain	Full-time	7,061		
14	Police	March 14	1	Reclassification	Police Captain	Full-time	7,061		
15	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
16	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
17	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
18	Police	March 14	2	Reclassification	Police Lieutenant	Full-time	4,383		
19	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
20	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
21	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
22	Police	March 14	3	Reclassification	Police Sergeant	Full-time	2,663		
23	Police	March 14	4	Additional Position	Police Officer	Full-time	81,727		
24	Police	March 14	4	Additional Position	Police Officer	Full-time	81,727		
25	Police	March 14	4	Additional Position	Police Officer	Full-time	81,727		
26	Police	March 14		Additional Position	Police Officer	Full-time		81,727	
27	Police	March 14		Additional Position	Police Officer	Full-time		81,727	
28	Police	March 14		Additional Position	Police Officer	Full-time		81,727	
29	Police	March 14		Additional Position	Police Officer	Full-time			81,727
30	Police	March 14		Additional Position	Police Officer	Full-time			81,727
31	Police	March 14		Additional Position	Police Officer	Full-time			81,727
32 Police Total							\$ 287,487	\$ 245,180	\$ 245,180
33	Public Facilities	March 21		Reclassification	Equipment Operator I	Full-time		3,457	
34	Public Facilities	March 21		Additional Position	Maintenance Technician	Full-time			58,330
35 Public Facilities Total							-	\$ 3,457	\$ 58,330
36	Public Works	March 21		Additional Position	Maintenance Technician	Full-time			58,330
37 Public Works Total							-	\$ -	\$ 58,330
38	Sanitation	March 21		Additional Position	Sanitation Equipment Operator	Full-time		69,726	
39 Sanitation Total							-	\$ 69,726	\$ -
40	Planning	March 21		Additional Position	Planner	Full-time			81,028
41 Planning Total							-	\$ -	\$ 81,028

General Fund Department Head Personnel Requests
FY25 to FY27

Line Number	Department	Presentation		Type of Request	Position Title	Part-time/ Full-time	FY25	FY26	FY27
		Date	Rank						
42	Fire	March 21	1	Reclassification	Fire Lieutenant	Full-time	4,065		
43	Fire	March 21	1	Reclassification	Fire Lieutenant	Full-time	4,065		
44	Fire	March 21	1	Reclassification	Fire Lieutenant	Full-time	4,065		
45	Fire	March 21	2	Additional Position	Firefighter	Full-time	73,236		
46	Fire	March 21	2	Additional Position	Firefighter	Full-time	73,236		
47	Fire	March 21	2	Additional Position	Firefighter	Full-time	73,236		
48	Fire	March 21		Reclassification	Administrative Support Specialist II NEW POSITION	Full-time		4,149	
49	Fire	March 21		Reclassification	Asst. Fire Chief	Full-time		6,915	
50	Fire	March 21		Reclassification	Asst. Fire Chief	Full-time		6,915	
51	Fire	March 21		Additional Position	Firefighter	Full-time		73,236	
52	Fire	March 21		Additional Position	Firefighter	Full-time		73,236	
53	Fire	March 21		Additional Position	Firefighter	Full-time		73,236	
54	Fire	March 21		Additional Position	Fire Inspector I	Full-time		81,028	
55	Fire	March 21		Reclassification	Fire Captain	Full-time			6,915
56	Fire	March 21		Reclassification	Fire Captain	Full-time			6,915
57	Fire	March 21		Reclassification	Fire Captain	Full-time			6,915
58	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
59	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
60	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
61	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
62	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
63	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
64	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
65	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
66	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
67	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
68	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
69	Fire	March 21		Additional Position	Firefighter	Full-time			73,236
70	Fire Total						\$ 231,903	\$ 318,716	\$ 899,582
71	Human Resources	March 21		Additional Position	Human Resources Consultant	Full-time	97,245		
72	Human Resources Total						\$ 97,245	\$ -	\$ -
73	Administration	March 21		Additional Position	Social Media/Content Creator Manager NEW POSITION	Full-time		86,750	
74	Administration Total						-	\$ 86,750	\$ -
75	Grand Total						\$ 801,677	\$ 800,682	\$ 1,567,388

Salary estimates are base on the City of Mebane Position and Classification and Pay Plan for fiscal year 2024.

Position titles that are new positions are not on the pay plan. Salary estimates for new positions are based on department head estimates and were not reviewed by human resources.

Turf Grass Manager does not have any salary associated because it is a reclassification of a current position with no salary increase.



AGENDA ITEM #5B

SUB 24-04

Final Subdivision Plat
North First Street Townes,
Ph.1

Presenter

Ashley Ownbey, Development Director

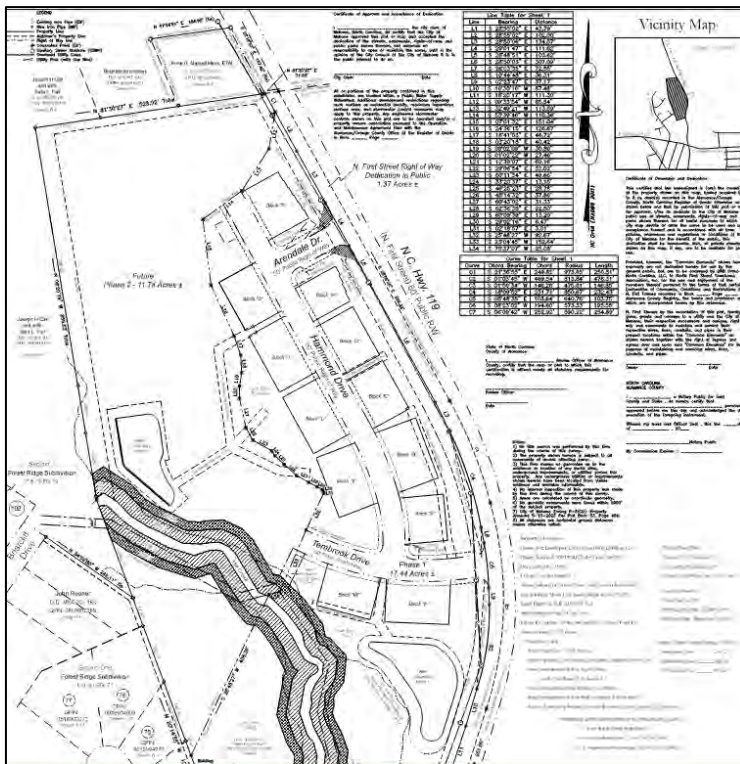
Applicant

DRB Group North Carolina, LLC
3000 RDU Center Drive, Suite 202
Morrisville, NC 27560

Public Hearing

Yes No

Final Plat



Property

North First Street Townes
Alamance County GPIN
9816907457

Proposed Zoning

N/A

Current Zoning

R-8 (CD)

Size

+/-17.44 acres

Surrounding Zoning

R-8, R-12, R-20

Surrounding Land Uses

Residential, Vacant,

Utilities

Extended at developer's expense.

Floodplain

Yes

Watershed

Yes

City Limits

Yes

Summary

DRB Group North Carolina, LLC is requesting approval of the Final Plat for Phase 1 of the North First Street Townes townhome development (approved for rezoning by the City Council on 07/11/2022). The final plat will include a total area of +/- 17.44 acres featuring 12 townhome blocks in +/- 3.45 acres, +/- 12.22 acres of open space, +/- 1.43 acres of dedicated right of way, and +/- 1,610 linear feet in new streets.

The Technical Review Committee (TRC) has reviewed the final plat, and the applicant has revised the plat to reflect comments. All infrastructure must be completed and approved to meet the City of Mebane specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

Financial Impact

The developer has extended utilities at his own expense.

Recommendation

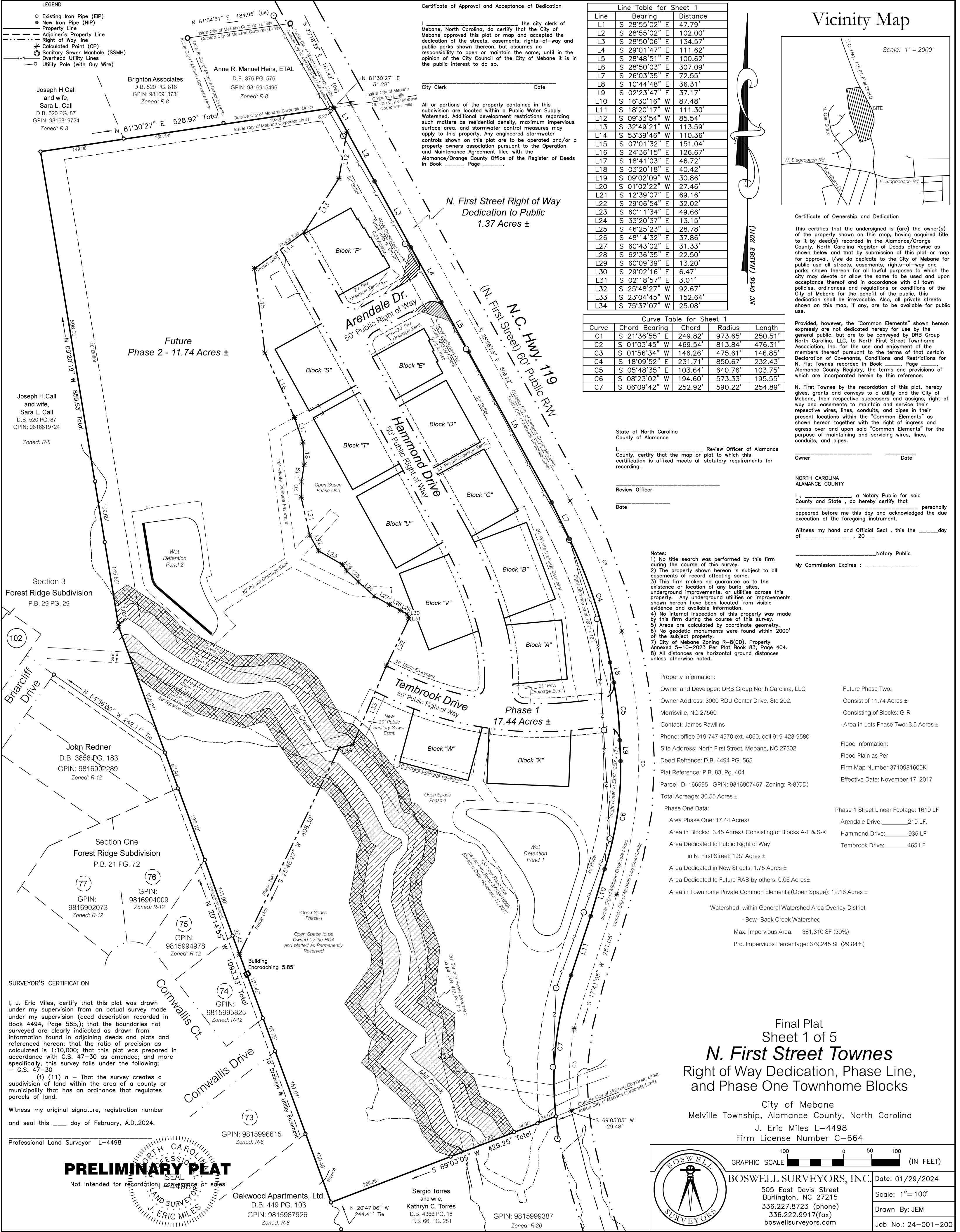
Staff recommends approval of the final plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat



LEGEND

- Existing Iron Pipe (EIP)
- New Iron Pipe (NIP)
- Property Line
- Right of Way Line
- Adjoiner's Property Line
- Calculated Point (CP)
- Sanitary Sewer Manhole (SSMH)
- Overhead Utility Lines
- Utility Pole (with Guy Wire)

Certificate of Approval and Acceptance of Dedication

I, _____ the city clerk of Mebane, North Carolina, do certify that the City of Mebane approved this plat or map and accepted the dedication of the streets, easements, rights-of-way and public parks shown thereon, but assumes no responsibility to open or maintain the same, until in the opinion of the City Council of the City of Mebane it is in the public interest to do so.

City Clerk _____ Date _____

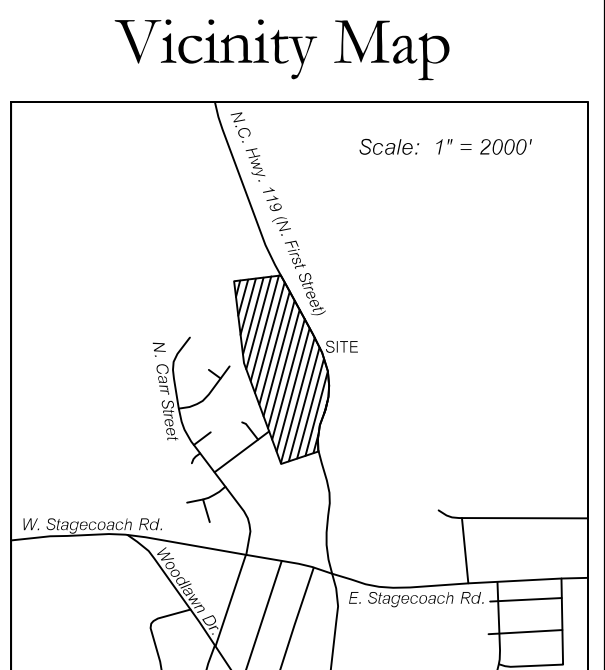
All or portions of the property contained in this subdivision are located within a Public Water Supply Watershed. Additional development restrictions regarding such matters as residential density, maximum impervious surface area, and stormwater control measures may apply to this property. Any engineered stormwater controls shown on this plat are to be operated and/or a property owners association pursuant to the Operation and Maintenance Agreement filed with the Alamance/Orange County Office of the Register of Deeds in Book _____ Page _____

Line Table for Sheet 1

Line	Bearing	Distance
L1	S 28°55'02" E	47.79'
L2	S 28°55'02" E	102.00'
L3	S 28°50'06" E	134.57'
L4	S 29°01'47" E	111.62'
L5	S 28°48'51" E	100.62'
L6	S 28°50'03" E	307.09'
L7	S 26°03'35" E	72.55'
L8	S 10°44'48" E	36.31'
L9	S 02°23'47" E	37.17'
L10	S 16°30'16" W	87.48'
L11	S 18°20'17" W	111.30'
L12	S 09°33'54" W	85.54'
L13	S 32°49'21" W	113.59'
L14	S 53°39'46" W	110.36'
L15	S 07°01'32" E	151.04'
L16	S 24°36'15" E	126.67'
L17	S 18°41'03" E	46.72'
L18	S 03°20'18" E	40.42'
L19	S 09°02'09" W	30.86'
L20	S 01°02'22" W	27.46'
L21	S 12°39'07" E	69.16'
L22	S 29°06'54" E	32.02'
L23	S 60°11'34" E	49.66'
L24	S 33°20'37" E	13.15'
L25	S 46°25'23" E	28.78'
L26	S 48°14'32" E	37.86'
L27	S 60°43'02" E	31.33'
L28	S 62°36'35" E	22.50'
L29	S 60°09'39" E	13.20'
L30	S 29°02'16" E	6.47'
L31	S 02°18'57" E	3.01'
L32	S 25°48'27" W	92.67'
L33	S 23°04'45" W	152.64'
L34	S 75°37'07" W	25.08'

Curve Table for Sheet 1

Curve	Chord Bearing	Chord	Radius	Length
C1	S 21°36'55" E	249.82'	973.65'	250.51'
C2	S 01°03'45" W	469.54'	813.84'	476.31'
C3	S 01°56'34" W	146.26'	475.61'	146.85'
C4	S 18°09'52" E	231.71'	850.67'	232.43'
C5	S 05°48'35" E	103.64'	640.76'	103.75'
C6	S 08°23'02" W	194.60'	573.33'	195.55'
C7	S 06°09'42" W	252.92'	590.22'	254.89'



Certificate of Ownership and Dedication

This certifies that the undersigned is (are) the owner(s) of the property shown on this map, having acquired title to it by deed(s) recorded in the Alamance/Orange County, North Carolina Register of Deeds otherwise as shown below and that by submission of this plat or map for approval, I/we do dedicate to the City of Mebane for public use all streets, easements, rights-of-way and parks shown thereon for all lawful purposes to which the city may devote or allow the same to be used and upon acceptance thereof and in accordance with all town policies, ordinances and regulations or conditions of the City of Mebane for the use and enjoyment of the public, this dedication shall be irrevocable. Also, all private streets shown on this map, if any, are to be available for public use.

Provided, however, the "Common Elements" shown hereon expressly are not dedicated hereby for use by the general public, but are to be conveyed by DRB Group North Carolina, LLC, to North First Street Townhome Association, Inc. for the use and enjoyment of the members thereof pursuant to the terms of that certain Declaration of Covenants, Conditions and Restrictions for N. First Townes recorded in Book _____ Page _____, Alamance County Registry, the terms and provisions of which are incorporated herein by this reference.

N. First Townes by the recodation of this plat, hereby gives, grants and conveys to a utility and the City of Mebane, their respective successors and assigns, right of way and easements to maintain and service their respective wires, lines, conduits, and pipes in their present locations within the "Common Elements" as shown hereon together with the right of ingress and egress over and upon said "Common Elements" for the purpose of maintaining and servicing wires, lines, conduits, and pipes.

State of North Carolina
County of Alamance

_____, Review Officer of Alamance County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Review Officer _____
Date _____

Owner _____ Date _____

NORTH CAROLINA
ALAMANCE COUNTY

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and Official Seal, this the _____ day of _____, 20____.

_____, Notary Public

- Notes:**
- No title search was performed by this firm during the course of this survey.
 - The property shown hereon is subject to all easements of record affecting same.
 - This firm makes no guarantee as to the existence or location of any burial sites, underground improvements, or utilities across this property. Any underground utilities or improvements shown hereon have been located from visible evidence and available information.
 - No internal inspection of this property was made by this firm during the course of this survey.
 - Areas are calculated by coordinate geometry.
 - No geodetic monuments were found within 2000' of the subject property.
 - City of Mebane Zoning R-8(CD), Property Annexed 5-10-2023 Per Plat Book 83, Page 404.
 - All distances are horizontal ground distances unless otherwise noted.

Property Information:

- Owner and Developer: DRB Group North Carolina, LLC
- Owner Address: 3000 RDU Center Drive, Ste 202, Morrisville, NC 27560
- Contact: James Rawlins
- Phone: office 919-747-4970 ext. 4060, cell 919-423-9580
- Site Address: North First Street, Mebane, NC 27302
- Deed Reference: D.B. 4494 PG. 565
- Plat Reference: P.B. 83, Pg. 404
- Parcel ID: 166595 GPIN: 9816907457 Zoning: R-8(CD)
- Total Acreage: 30.55 Acres ±

Phase One Data:

- Area Phase One: 17.44 Acres ±
- Area in Blocks: 3.45 Acres ± Consisting of Blocks A-F & S-X
- Area Dedicated to Public Right of Way in N. First Street: 1.37 Acres ±
- Area Dedicated in New Streets: 1.75 Acres ±
- Area Dedicated to Future RAB by others: 0.06 Acres ±
- Area in Townhome Private Common Elements (Open Space): 12.16 Acres ±

Phase Two:

- Future Phase Two: Consist of 11.74 Acres ± Consisting of Blocks: G-R Area in Lots Phase Two: 3.5 Acres ±

Flood Information:

- Flood Plain as Per Firm Map Number 3710981600K Effective Date: November 17, 2017

Phase 1 Street Linear Footage: 1610 LF

- Arendale Drive: _____ 210 LF
- Hammond Drive: _____ 935 LF
- Tembrook Drive: _____ 465 LF

Watershed: within General Watershed Area Overlay District - Bow-Back Creek Watershed

Max. Impervious Area: 381,310 SF (30%)
Pro. Impervious Percentage: 379,245 SF (29.84%)

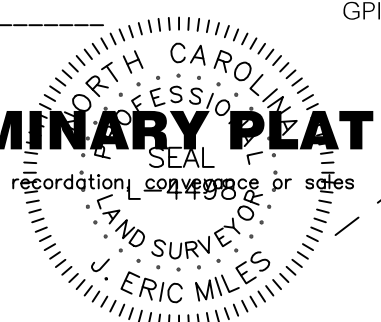
SURVEYOR'S CERTIFICATION

I, J. Eric Miles, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book 4494, Page 565.); that the boundaries not surveyed are clearly indicated as drawn from information found in adjoining deeds and plats and referenced hereon; that the ratio of precision as calculated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended; and more specifically, this survey falls under the following: - G.S. 47-30

(f) (11) a - That the survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

Witness my original signature, registration number and seal this _____ day of February, A.D., 2024.

Professional Land Surveyor L-4498

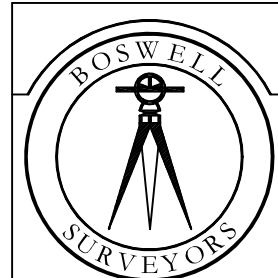


PRELIMINARY PLAT

Not Intended for recordation, conveyance or sales

Final Plat
Sheet 1 of 5
N. First Street Townes
Right of Way Dedication, Phase Line, and Phase One Townhome Blocks

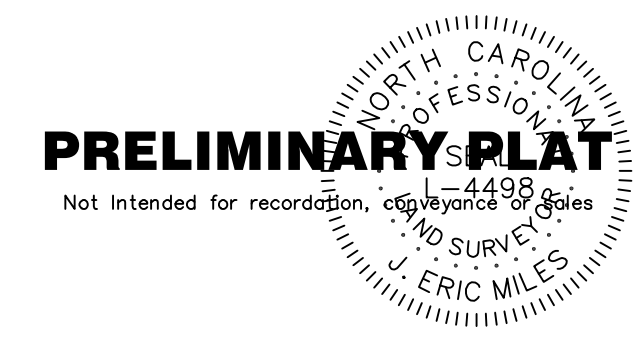
City of Mebane
Melville Township, Alamance County, North Carolina
J. Eric Miles L-4498
Firm License Number C-664



BOSWELL SURVEYORS, INC.

505 East Davis Street
Burlington, NC 27215
336.227.8723 (phone)
336.222.9917 (fax)
boswellsurveyors.com

Date: 01/29/2024
Scale: 1" = 100'
Drawn By: JEM
Job No.: 24-001-200



N.C. CR-6 (MAY 2017)

Brighton Associates
D.B. 520 PG. 818
PIN: 9816913731
Zoning: R-8
Land Use: Apart: 40+Units

Anne R. Manuel Heirs, ETAL
D.B. 376 PG. 576
PIN: 9816915496
Zoning: R-8
Land Use: Vacant Land

PRELIMINARY PLAT
Not Intended for recordation, conveyance or sales

**Future
Phase 2 - 11.74 Acres ±**

**Block "F"
0.29 Acres ±**

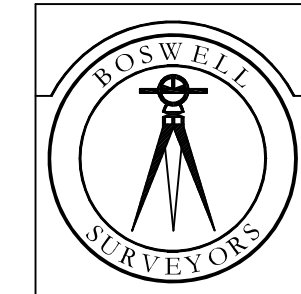
**Block "S"
0.28 Acres ±**

**Block "E"
0.20 Acres ±**

**Block "D"
0.28 Acres ±**

MATCHLINE "A"

- LEGEND**
- Existing Iron Pipe (EIP)
 - New Iron Pipe (NIP)
 - Property Line
 - - - Adjoiner's Property Line
 - Right of Way line
 - * Calculated Point (CP)
 - ⊙ Sanitary Sewer Manhole (SSMH)
 - Overhead Utility Lines
 - Utility Pole (with Guy Wire)



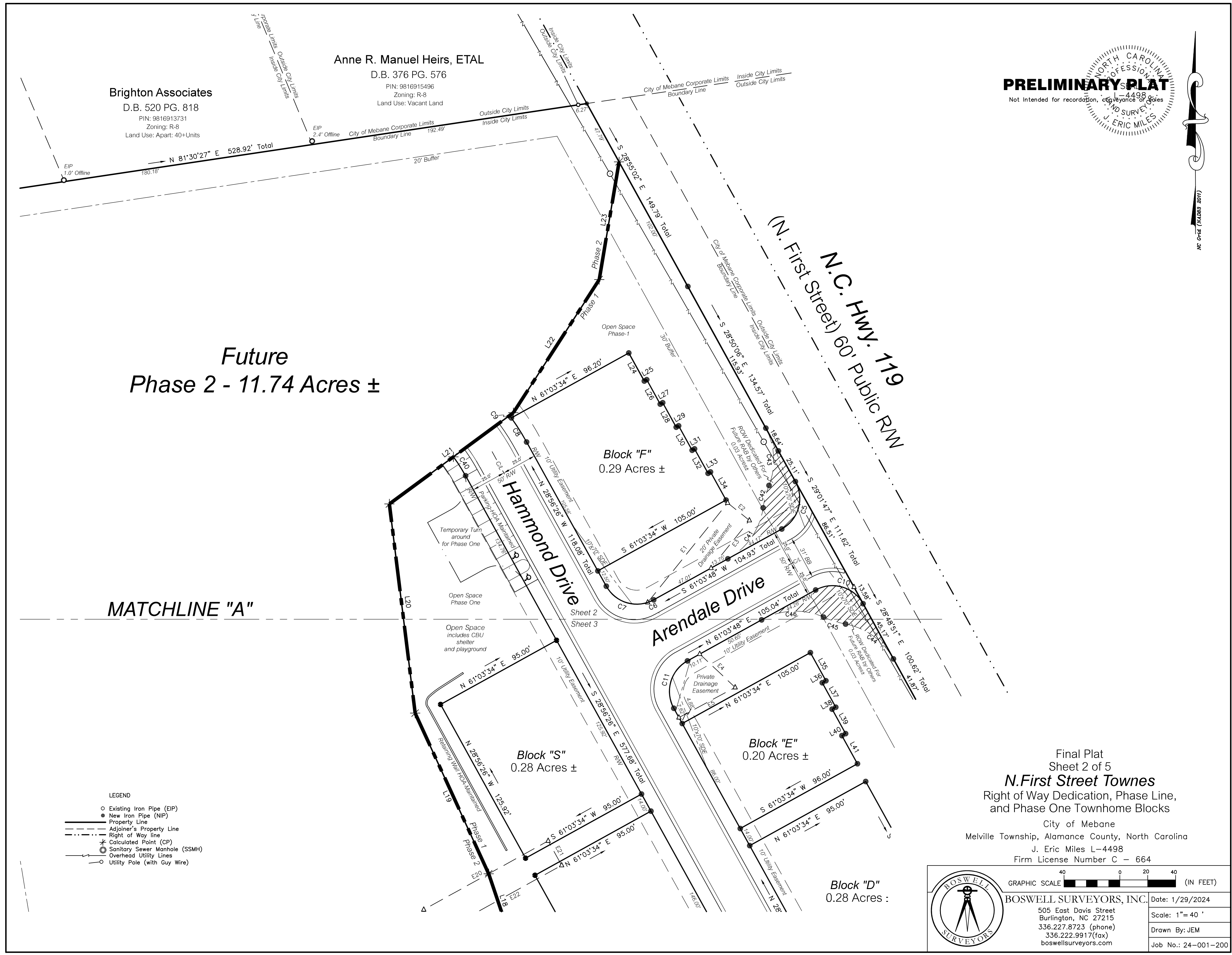
GRAPHIC SCALE (IN FEET)

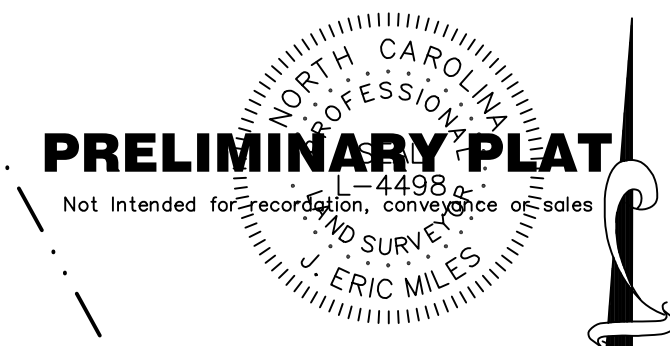
BOSWELL SURVEYORS, INC.
505 East Davis Street
Burlington, NC 27215
336.227.8723 (phone)
336.222.9917 (fax)
boswellsurveyors.com

Date: 1/29/2024
Scale: 1" = 40'
Drawn By: JEM
Job No.: 24-001-200

**Final Plat
Sheet 2 of 5
N. First Street Townes**
Right of Way Dedication, Phase Line,
and Phase One Townhome Blocks

City of Mebane
Melville Township, Alamance County, North Carolina
J. Eric Miles L-4498
Firm License Number C - 664





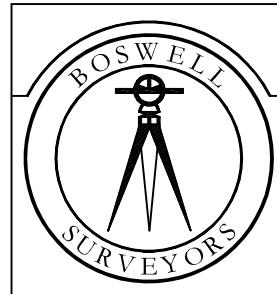
N.C. Hwy. 119
(N. First Street) 60' Public RM
City of Mebane Corporate Limits
Outside City Limits
Inside City Limits

MATCHLINE "A"

MATCHLINE "B"

Future
Phase 2 - 11.74 Acres ±

- LEGEND
- Existing Iron Pipe (EIP)
 - New Iron Pipe (NIP)
 - Property Line
 - Adjoiner's Property Line
 - Right of Way line
 - Calculated Point (CP)
 - Sanitary Sewer Manhole (SSMH)
 - Overhead Utility Lines
 - Utility Pole (with Guy Wire)

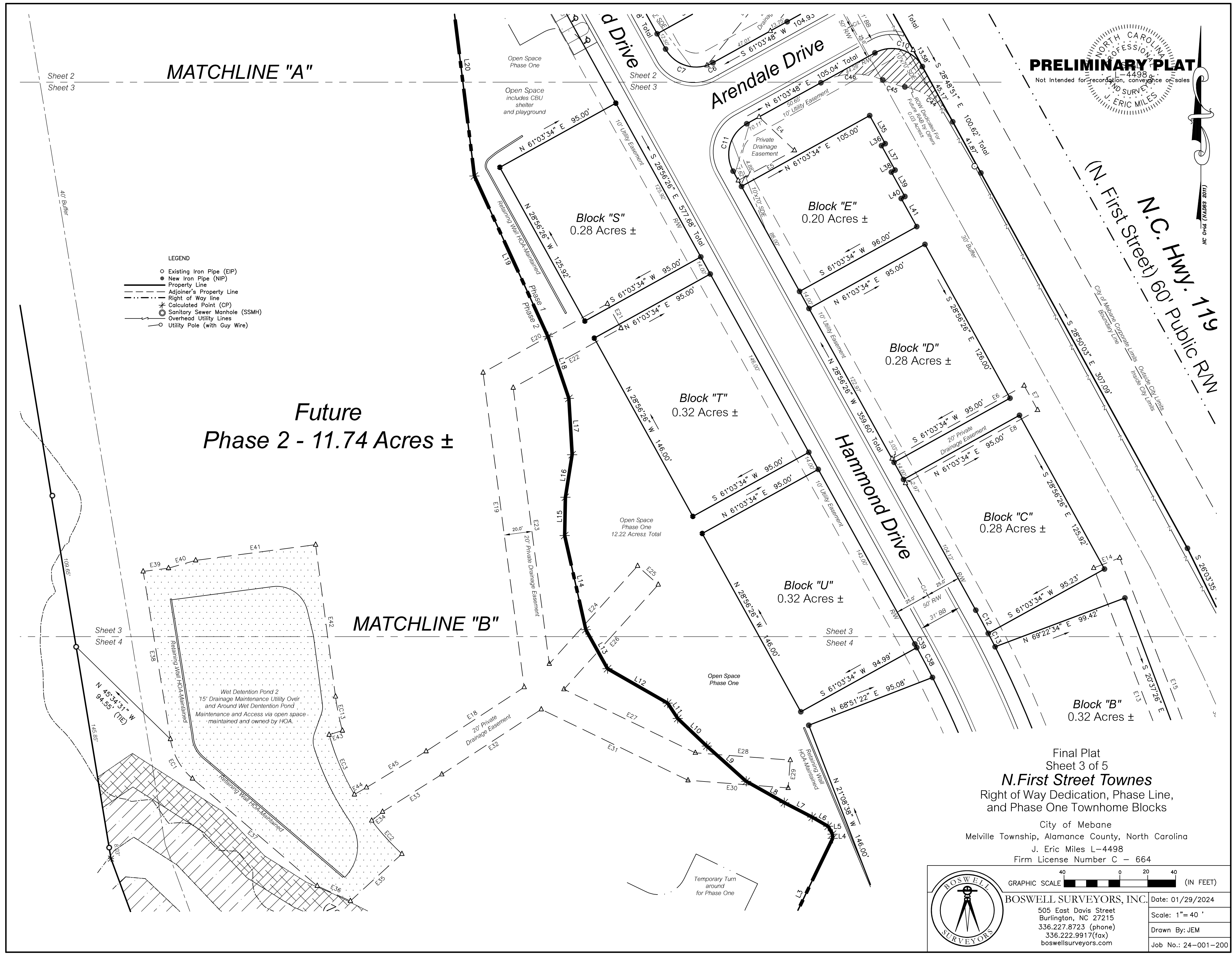


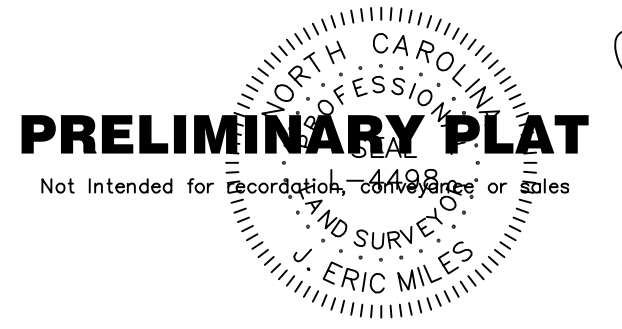
GRAPHIC SCALE 0 20 40 (IN FEET)

BOSWELL SURVEYORS, INC. Date: 01/29/2024
505 East Davis Street
Burlington, NC 27215
336.227.8723 (phone)
336.222.9917 (fax)
boswellsurveyors.com
Scale: 1" = 40'
Drawn By: JEM
Job No.: 24-001-200

Final Plat
Sheet 3 of 5
N. First Street Townes
Right of Way Dedication, Phase Line,
and Phase One Townhome Blocks

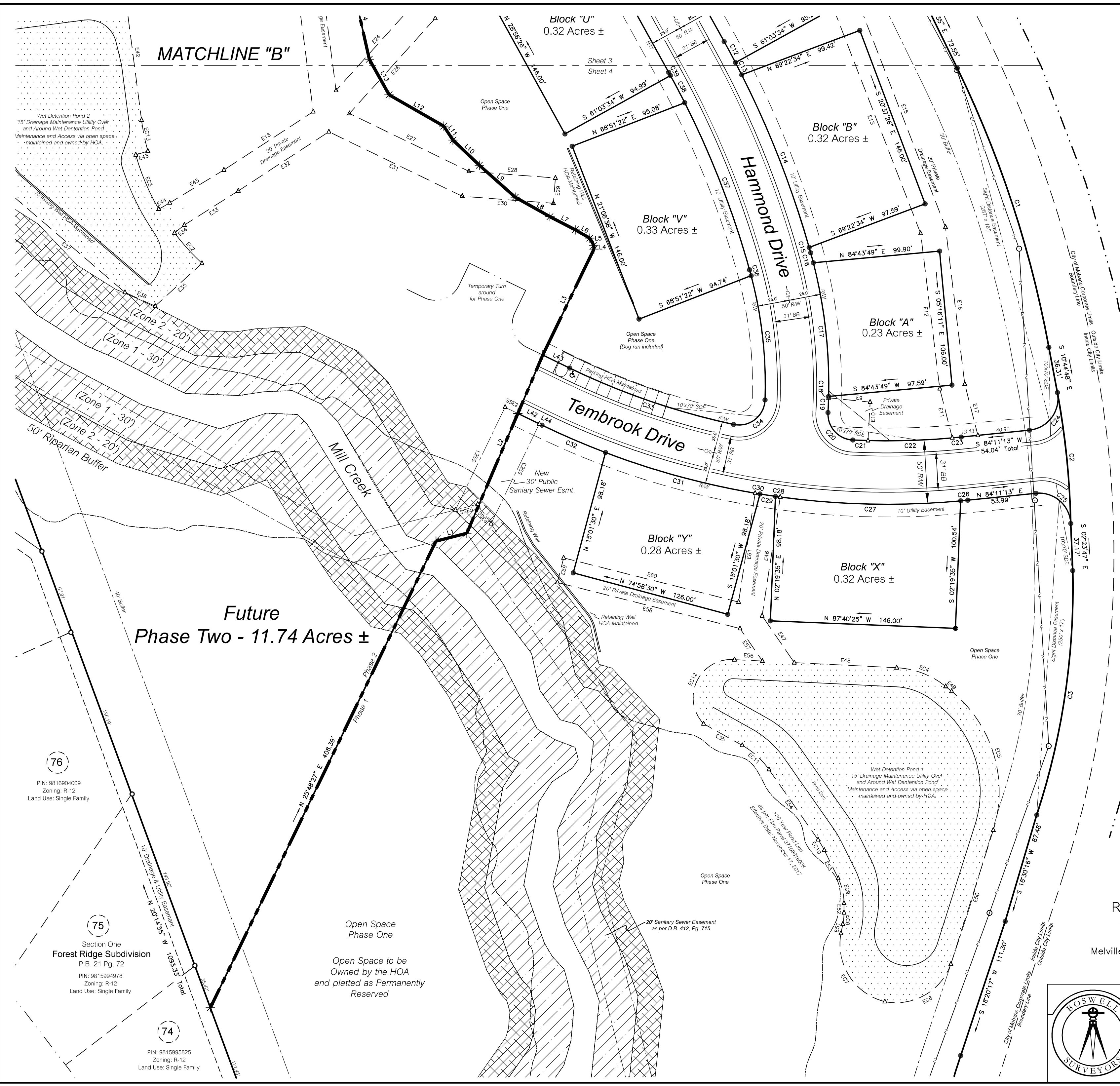
City of Mebane
Melville Township, Alamance County, North Carolina
J. Eric Miles L-4498
Firm License Number C - 664





PRELIMINARY PLAT
Not Intended for Recordation, Conveyance or Sales

- LEGEND**
- Existing Iron Pipe (EIP)
 - New Iron Pipe (NIP)
 - Property Line
 - - - Adjoiner's Property Line
 - - - Right of Way Line
 - ⊙ Calculated Point (CP)
 - ⊙ Sanitary Sewer Manhole (SSMH)
 - Overhead Utility Lines
 - Utility Pole (with Guy Wire)



N.C. Hwy. 119
(N. First Street) 60' Public RW

76
PIN: 9816904009
Zoning: R-12
Land Use: Single Family

75
Section One
Forest Ridge Subdivision
P.B. 21 Pg. 72
PIN: 9815994978
Zoning: R-12
Land Use: Single Family

74
PIN: 9815995825
Zoning: R-12
Land Use: Single Family

Open Space
Phase One

Open Space to be
Owned by the HOA
and platted as Permanently
Reserved

Final Plat
Sheet 4 of 5
N. First Street Townes
Right of Way Dedication, Phase Line,
and Phase One Townhome Blocks
City of Mebane
Melville Township, Alamance County, North Carolina
J. Eric Miles L-4498
Firm License Number C - 664

BOSWELL SURVEYORS, INC.
505 East Davis Street
Burlington, NC 27215
336.227.8723 (phone)
336.222.9917 (fax)
boswellsurveyors.com

GRAPHIC SCALE: 0 25 50 (IN FEET)

Date: 01/29/2024
Scale: 1" = 50'
Drawn By: JEM
Job No.: 24-001-200

Line Tables are for Sheet 2, 3, and 4

Curve	Chord Bearing	Chord	Radius	Length
C1	S 18°09'52" E	231.71'	850.67'	232.43'
C2	S 05°48'35" E	103.64'	640.76'	103.75'
C3	S 08°23'02" W	194.60'	573.33'	195.55'
C4	S 06°09'42" W	252.92'	590.22'	254.89'
C5	S 16°01'00" W	35.38'	25.00'	39.31'
C6	S 66°25'51" W	4.68'	25.00'	4.68'
C7	N 68°34'16" W	31.89'	25.00'	34.58'
C8	N 32°17'26" W	20.45'	175.00'	20.46'
C9	N 35°59'19" W	2.13'	175.00'	2.13'
C10	S 73°52'32" E	35.39'	25.00'	39.32'
C11	N 16°03'41" E	35.36'	25.00'	39.27'
C12	N 28°14'42" W	18.82'	775.00'	18.82'
C13	N 27°08'54" W	10.85'	775.00'	10.85'
C14	N 21°20'31" W	146.01'	775.00'	146.23'
C15	N 15°46'25" W	4.41'	775.00'	4.41'
C16	N 15°00'33" W	8.10'	386.14'	8.10'
C17	N 06°31'02" W	106.03'	386.14'	106.36'
C18	N 01°27'10" E	1.07'	386.14'	1.07'
C19	N 02°23'36" E	11.61'	386.14'	11.61'
C20	N 42°00'45" W	29.13'	20.50'	32.39'
C21	N 87°52'49" W	12.05'	575.00'	12.05'
C22	S 88°12'22" W	66.46'	575.00'	66.50'
C23	S 84°32'25" W	7.09'	575.00'	7.09'
C24	S 36°43'12" W	36.84'	25.00'	41.42'
C25	S 49°06'17" E	36.39'	25.00'	40.76'
C26	N 84°26'27" E	5.54'	625.00'	5.54'
C27	S 88°46'23" E	142.20'	625.00'	142.51'
C28	S 82°03'53" E	3.85'	625.00'	3.85'
C29	S 81°19'28" E	12.31'	625.00'	12.31'
C30	S 80°35'02" E	3.85'	625.00'	3.85'
C31	S 74°47'55" E	122.17'	625.00'	122.37'
C32	S 66°41'28" E	54.50'	625.00'	54.51'
C33	N 71°00'48" W	136.58'	575.00'	136.90'
C34	S 52°06'19" W	31.44'	20.50'	35.82'
C35	S 06°22'48" E	98.49'	336.12'	98.84'
C36	S 15°12'27" E	4.73'	336.12'	4.73'
C37	S 21°12'10" E	141.30'	725.00'	141.52'
C38	S 27°44'57" E	24.15'	725.00'	24.15'
C39	S 28°49'19" E	3.00'	725.00'	3.00'
C40	S 32°38'20" E	16.13'	125.00'	16.14'
C41	N 34°40'19" E	44.45'	50.00'	46.06'
C42	N 14°42'51" E	16.58'	74.00'	16.62'
C43	N 03°08'41" W	41.14'	50.00'	42.40'
C44	N 53°55'09" W	42.43'	50.00'	43.82'
C45	N 72°35'21" W	16.59'	74.00'	16.62'
C46	S 87°27'17" W	44.45'	50.00'	46.06'

Line	Bearing	Distance
L1	N 75°37'07" E	25.08'
L2	N 23°04'45" E	152.64'
L3	N 25°48'27" E	92.67'
L4	N 02°18'57" W	3.01'
L5	N 29°02'16" W	6.47'
L6	N 60°09'39" W	13.20'
L7	N 62°36'35" W	22.50'
L8	N 60°43'02" W	31.33'
L9	N 48°14'32" W	37.86'
L10	N 46°25'23" W	28.78'
L11	N 33°20'37" W	13.15'
L12	N 60°11'34" W	49.66'
L13	N 29°06'54" W	32.02'
L14	N 12°39'07" W	69.16'
L15	N 01°02'22" E	27.46'
L16	N 09°02'09" E	30.86'
L17	N 03°20'18" W	40.42'
L18	N 18°41'03" W	46.72'
L19	N 24°36'15" W	126.67'
L20	N 07°01'32" W	151.04'
L21	N 53°39'46" E	110.36'
L22	N 32°49'21" E	113.59'
L23	N 09°33'54" E	85.54'
L24	S 28°56'26" E	23.00'
L25	N 61°03'34" E	2.00'
L26	S 28°56'26" E	20.00'
L27	N 61°03'34" E	2.00'
L28	S 28°56'26" E	20.00'
L29	N 61°03'34" E	2.00'
L30	S 28°56'26" E	20.00'
L31	N 61°03'34" E	2.00'
L32	S 28°56'26" E	20.00'
L33	N 61°03'34" E	2.00'
L34	S 28°56'26" E	23.00'
L35	S 28°56'26" E	23.00'
L36	S 61°03'34" W	3.00'
L37	S 28°56'26" E	20.00'
L38	S 61°03'34" W	3.00'
L39	S 28°56'26" E	20.00'
L40	S 61°03'34" W	3.00'
L41	S 28°56'26" E	23.00'
L42	S 64°11'33" E	18.81'
L43	N 64°11'33" W	23.55'
L44	S 64°11'33" E	2.36'

Line	Bearing	Distance
E1	N 38°46'32" E	91.52'
E2	S 51°13'28" E	20.00'
E3	S 38°46'32" W	43.88'
E4	S 46°41'36" E	34.89'
E5	S 61°49'19" W	45.75'
E6	N 61°04'42" E	108.25'
E7	S 28°55'18" E	20.00'
E8	S 61°04'42" W	108.25'
E9	S 84°02'17" E	32.92'
E10	S 03°12'29" W	30.31'
E11	N 14°15'38" W	40.09'
E12	N 07°00'38" W	123.20'
E13	N 21°10'50" W	194.61'
E14	N 68°49'10" E	20.00'
E15	S 21°10'50" E	197.10'
E16	S 07°00'38" E	124.41'
E17	S 14°15'38" E	41.83'
E18	N 56°50'50" E	83.99'
E19	N 07°26'54" W	227.45'
E20	N 61°03'34" E	101.91'
E21	S 28°56'26" E	20.00'
E22	S 61°03'34" W	88.29'
E23	S 07°26'54" E	199.59'
E24	N 42°02'49" E	94.54'
E25	S 47°57'11" E	20.00'
E26	S 42°02'49" W	101.01'
E27	S 64°11'33" E	104.68'
E28	S 85°36'19" E	68.24'
E29	S 04°23'41" W	20.00'
E30	N 85°36'19" W	72.02'
E31	N 64°11'33" W	116.79'
E32	S 56°50'50" W	85.21'
E33	S 57°43'16" W	50.24'
E34	S 51°06'23" W	10.01'
E35	S 47°32'46" W	50.03'
E36	N 65°29'00" W	26.15'
E37	N 49°17'40" W	118.03'
E38	N 09°12'28" W	121.75'
E39	N 82°33'06" E	18.33'
E40	N 74°00'42" E	20.22'
E41	N 82°33'14" E	86.75'
E42	S 07°26'54" E	109.74'
E43	S 72°54'08" W	10.00'
E44	N 59°50'53" E	10.00'
E45	N 58°45'19" E	50.01'
E46	S 08°40'32" W	94.73'
E47	S 34°32'51" E	44.74'
E48	S 87°08'52" E	80.77'
E49	S 50°56'37" E	6.02'
E50	S 17°33'29" W	110.73'
E51	N 11°41'57" E	7.43'
E52	N 00°00'00" W	7.44'
E53	N 26°19'12" W	24.67'
E54	N 34°59'04" W	67.51'
E55	N 60°49'21" W	34.84'
E56	S 87°08'52" E	22.07'
E57	N 34°32'51" W	31.10'
E58	N 75°50'57" W	148.38'
E59	N 14°09'03" E	20.00'
E60	S 75°50'57" E	142.14'
E61	N 08°40'32" E	86.72'

Curve	Chord Bearing	Chord	Radius	Length
EC1	S 29°15'04" E	32.35'	47.20'	33.02'
EC2	N 42°06'10" W	32.26'	185.00'	32.30'
EC3	N 22°55'40" W	46.53'	185.00'	46.65'
EC4	S 69°02'45" E	41.32'	66.50'	42.02'
EC5	S 16°41'34" E	114.22'	101.84'	121.26'
EC6	S 60°25'26" W	59.86'	45.99'	65.18'
EC7	N 32°44'08" W	63.90'	46.64'	70.39'
EC8	N 05°50'59" E	9.07'	44.50'	9.09'
EC9	N 13°09'36" W	20.26'	44.50'	20.44'
EC10	N 30°39'08" W	9.59'	63.50'	9.60'
EC11	N 47°54'12" W	28.39'	63.50'	28.64'
EC12	N 25°40'12" E	56.08'	30.01'	72.43'
EC13	S 11°32'11" E	24.95'	175.00'	24.97'

Line	Bearing	Distance
SSE1	N 25°48'27" E	89.87'
SSE2	S 64°11'33" E	11.19'
SSE3	S 25°48'27" W	87.42'
SSE4	N 34°06'38" W	224.16'
SSE5	S 75°37'07" W	18.23'



Final Plat
Sheet 5 of 5
N. First Street Townes
Right of Way Dedication, Phase Line,
and Phase One Townhome Blocks

City of Mebane
Melville Township, Alamance County, North Carolina
J. Eric Miles L-4498
Firm License Number C - 664

	GRAPHIC SCALE (IN FEET)
	BOSWELL SURVEYORS, INC. Date: 01/29/2024
	505 East Davis Street Burlington, NC 27215
	336.227.8723 (phone) 336.222.9917(fax)
	boswellsurveyors.com
Scale: 1" = 40'	
Drawn By: JEM	
Job No.: 24-001-200	



AGENDA ITEM #5C

SUB 24-01

Final Subdivision Plat
Oakwood, Phase 1A

REAPPROVAL

Presenter

Ashley Ownbey, Development Director

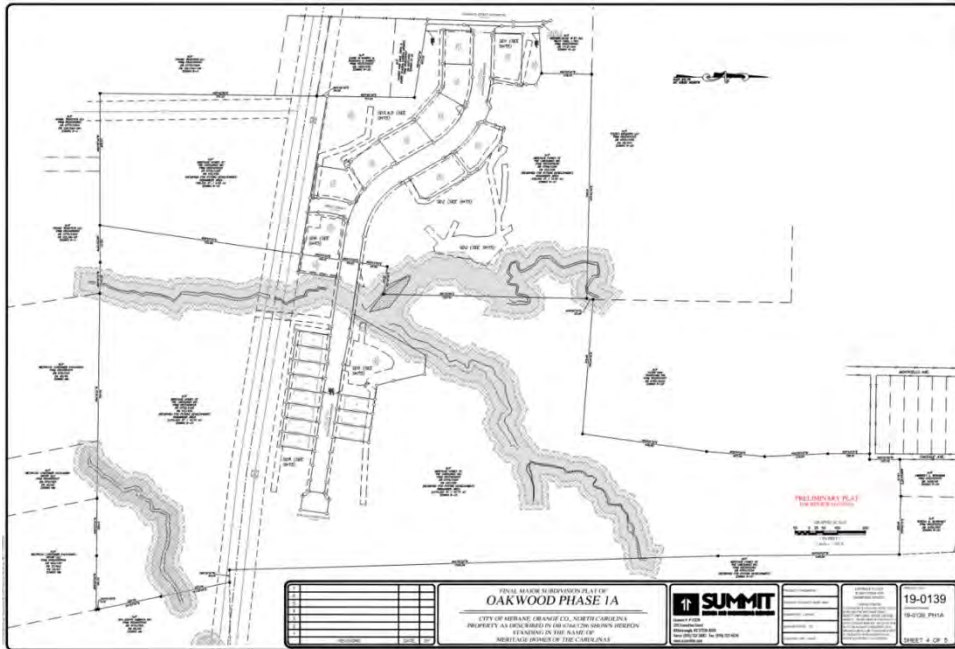
Applicant

Meritage Homes of the Carolinas, Inc.
13925 Ballantyne Corp. Pl., Ste. 300
Charlotte, NC 28277

Public Hearing

Yes No

Final Plat



Property

Oakwood Subdivision
Orange County GPINs
9825404628,
9825502531

Proposed Zoning

N/A

Current Zoning

R-8 (CD), R-10 (CD)

Size

+/-13.129 acres

Surrounding Zoning

R-8 (CD), HM, R-20,
R-8, R-6

Surrounding Land

Uses

Residential, Vacant,
Industrial

Utilities

Extended at
developer's expense.

Floodplain

No

Watershed

No

City Limits

Yes

Summary

Meritage Homes of the Carolinas, Inc. is requesting approval of the Final Plat for Phase 1A of the Oakwood Subdivision (approved for rezoning by the City Council on 04/07/2021). The final plat will include a total area of +/- 13.129 acres featuring 9 townhome blocks, 11 single-family lots, +/- 4.35 acres of open space, and +/-3.009 acres of dedicated right of way.

The Technical Review Committee (TRC) has reviewed the final plat and the applicant has revised the plat to reflect comments. All infrastructure must be completed and approved to meet the City of Mebane specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

This major subdivision plat was originally approved by the City Council at its January 8, 2024, meeting.

Financial Impact

The developer has extended utilities at his own expense.

Recommendation

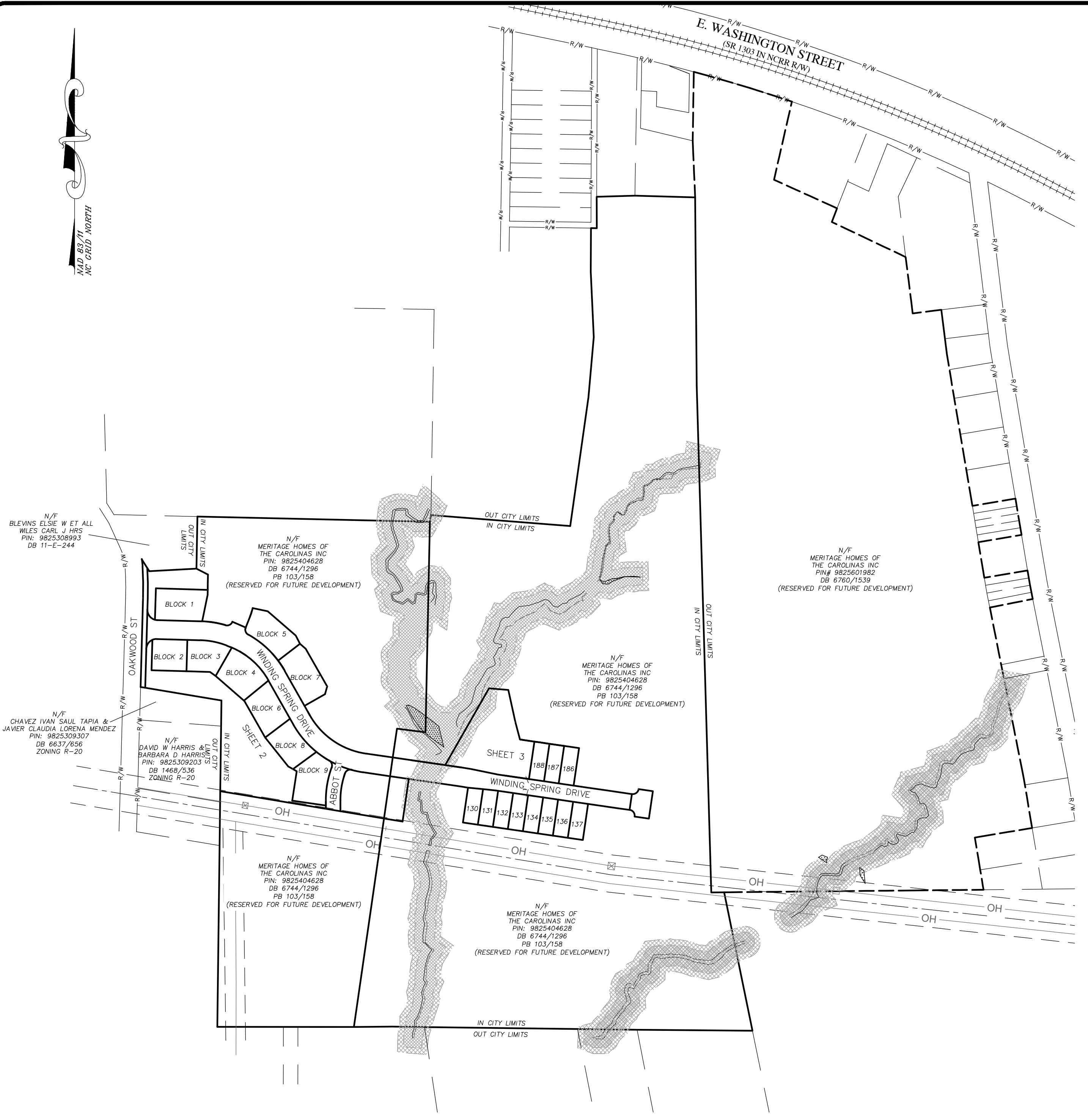
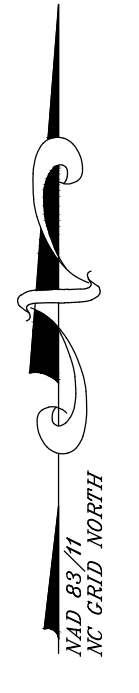
Staff recommends approval of the final plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat



CERTIFICATE OF OWNERSHIP AND DEDICATION

THIS CERTIFIES THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE PROPERTY SHOWN ON THIS MAP... THE CITY OF MEBANE FOR PUBLIC USE ALL STREETS, EASEMENTS, RIGHTS-OF-WAY AND PARKS SHOWN THEREON FOR ALL LAWFUL PURPOSES TO WHICH THE CITY MAY DEVOTE OR ALLOW THE SAME TO BE USED AND UPON ACCEPTANCE THEREOF...

PROVIDED, HOWEVER, THE "COMMON ELEMENTS" SHOWN HEREON EXPRESSLY ARE NOT DEDICATED HEREBY FOR USE BY THE GENERAL PUBLIC, BUT ARE TO BE CONVEYED BY MERITAGE HOMES OF THE CAROLINAS TO OAKWOOD HOMEOWNERS ASSOCIATION, INC. FOR THE USE AND ENJOYMENT OF THE MEMBERS THEREOF PURSUANT TO THE TERMS OF THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR THE MEADOWS, RECORDED IN BOOK 6307, PAGE 212-248, ORANGE COUNTY REGISTRY...

BOOK NUMBER _____ PAGE NUMBER _____
SIGNATURE(S) _____
COUNTY, NORTH CAROLINA
I CERTIFY THAT THE FOLLOWING PERSON(S) PERSONALLY APPEARED BEFORE ME THIS DAY, EACH ACKNOWLEDGING TO ME THAT HE OR SHE SIGNED THE FOREGOING DOCUMENT:

NAME _____ NOTARY PUBLIC NOTARY'S PRINTED
MY COMMISSION EXPIRES: _____

CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

THE CITY CLERK OF MEBANE, NORTH CAROLINA, DO CERTIFY THAT THE CITY OF MEBANE APPROVED THIS PLAT OR MAP AND ACCEPTED THE DEDICATION OF THE STREETS, EASEMENTS, RIGHT-OF-WAY AND PUBLIC PARKS SHOWN THEREON, BUT ASSUMES NO RESPONSIBILITY TO OPEN OR MAINTAIN THE SAME, UNLESS IN THE OPINION OF THE CITY COUNCIL OF THE CITY OF MEBANE IT IS IN THE PUBLIC INTEREST TO DO SO.

DATE _____ CITY CLERK
STATE OF NORTH CAROLINA
ORANGE COUNTY

REVIEW OFFICER OF ORANGE COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

REVIEW OFFICER _____ DATE OF CERTIFICATION _____
ORANGE COUNTY LAND RECORDS/O/S

NOTE "A"
SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED DURING THIS SURVEY. ALL BUILDINGS, SURFACE AND SUBSURFACE IMPROVEMENTS ON AND ADJACENT TO THE SITE ARE NOT NECESSARILY SHOWN HEREON. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OF UNDERGROUND CONTAINERS WHICH MAY AFFECT THE USE OF THIS TRACT.

NOTE "B"
THE LOCATION OF UNDERGROUND UTILITIES AS SHOWN ARE BASED ON VISIBLE EVIDENCE AND DRAWINGS PROVIDED TO THE SURVEYOR. LOCATION OF UNDERGROUND UTILITIES AND STRUCTURES MAY VARY FROM LOCATIONS SHOWN HEREON. ADDITIONAL BURIED UTILITIES MAY EXIST. CONTACT THE APPROPRIATE UTILITY COMPANIES FOR INFORMATION REGARDING BURIED UTILITIES.

NOTE "C"
DISTANCES ARE HORIZONTAL GROUND AND AREA BY COORDINATE COMPUTATION.

NOTE "D"
THIS SURVEY WAS DONE WITHOUT A TITLE SEARCH AND IS BASED ON REFERENCED INFORMATION. THERE MAY EXIST OTHER DOCUMENTS OF RECORD WHICH COULD AFFECT THIS PROPERTY.

NOTE "E"
EXCEPT AS SPECIFICALLY STATED OR SHOWN, THIS SURVEY DOES NOT REPORT ANY OF THE FOLLOWING: EASEMENTS, OTHER THAN THOSE VISIBLE DURING FIELD EXAMINATION, BUILDING SETBACKS, RESTRICTIVE COVENANTS, ZONING OR LAND USE REGULATIONS AND ANY FACTS WHICH A TITLE SEARCH MAY DISCLOSE.

NOTE "F"
WETLANDS, JURISDICTIONAL WATERS OR OTHER CONDITIONS WHICH MAY BE REGULATED BY FEDERAL OR STATE OR LOCAL AGENCIES WERE NOT INVESTIGATED DURING THIS SURVEY. RIPARIAN BUFFERS AND OTHER RESTRICTIONS ON DEVELOPMENT MAY BE REQUIRED.

NOTE "G"
THIS PROPERTY IS NOT LOCATED IN A HAZARDOUS FLOOD ZONE AS SHOWN ON FEMA FIRM NUMBER 370982400, EFFECTIVE DATE 11/17/2015. FLOOD ZONES OR BASE FLOOD ELEVATIONS WERE NOT INVESTIGATED DURING THIS SURVEY.

NOTE "H"
NO NCGS MONUMENTS WERE FOUND WITHIN 2000' OF THIS SITE.

NOTE "I"
SEE PLAT "BOUNDARY SURVEY FOR LANDS OF THE ESTATE OF VIRGINIA CLAYTON LONG & THE FIRST BAPTIST CHURCH OF MEBANE" BY STEPHEN D. PLUCKETT, PLS., DATED APRIL 4, 2008, AND RECORDED IN PB 103/758, ORANGE COUNTY.

NOTE "J"
SEE PLAT "BOUNDARY SURVEY FOR LOUISE HOLT HEATH" BY AM MORROW, PLS., DATED JULY 8, 2002, AND RECORDED IN PB 90/182, ORANGE COUNTY.

NOTE "K"
THIS PROPERTY IS WITHIN THE CAPE FEAR RIVER BASIN.

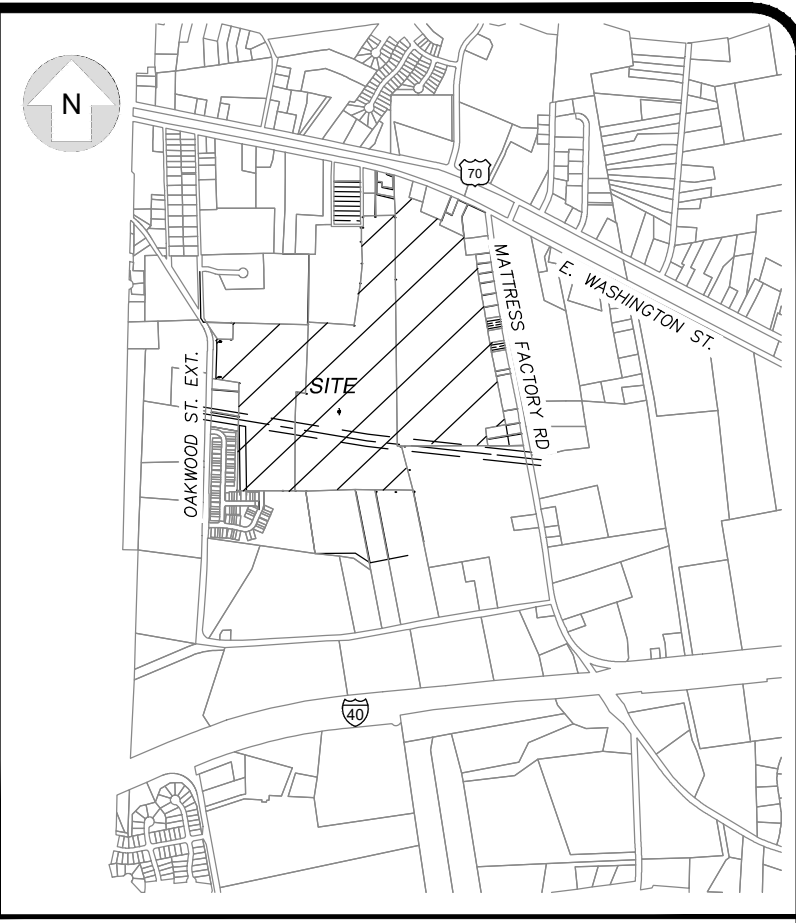
NOTE "L"
ZONING: R-8-CD (TOWNHOMES)
BUILDING FRONT SETBACK: 20 FT
BUILDING SIDE SETBACK: 15 FT
BUILDING SIDE STREET SETBACK: 15 FT
BUILDING REAR SETBACK: 15 FT

ZONING: R-10-CD (SINGLE-FAMILY)
BUILDING FRONT SETBACK: 25 FT
BUILDING SIDE SETBACK: 2 FT
BUILDING SIDE STREET SETBACK: 13 FT
BUILDING REAR SETBACK: 20 FT

NOTE "M"
THE MULTUSE PATH IS TO BE CONSTRUCTED TO CITY OF MEBANE STANDARDS AND COVERED BY A PUBLIC EASEMENT. CITY OF MEBANE ACCEPTANCE OF THE MULTUSE PATH AND ITS CONTINUAL MAINTENANCE WILL NOT BEGIN UNTIL ALL WORK IS DEEMED COMPLETE IN ALL PHASES SUCH THAT THE MULTUSE PATH FORMS A COMPLETED NETWORK (WITH THE INTERNAL ROADWAY AND SIDEWALK SYSTEM AND BEING EXTENDED TO EXISTING PERIMETER STATE ROADS AND OTHER PROPERTIES AS SHOWN AND APPROVED ON THE PRELIMINARY PLAT ALL SUBJECT TO MEBANE APPROVED REVISIONS).

NOTE "N"
SEE ORANGE COUNTY PLANNING & INSPECTIONS DEPARTMENT FOR APPROVED SOIL AND EROSION CONTROL PLAN.

NOTE "O"
POSITIVE DRAINAGE SHALL BE MAINTAINED AT ALL TIMES IN SWALES AND AWAY FROM BUILDING.



VICINITY MAP
SCALE: 1"=2000'

SYMBOL LEGEND
EP = EXISTING IRON PIPE
ER = EXISTING IRON ROD
ECM = EXISTING CONCRETE MONUMENT
IRON PIN SET
BENCHMARK
CONIFEROUS TREE
DECIDUOUS TREE
BOLLARD
SIGN
SANITARY CLEANOUT
SANITARY MANHOLE
FLARED END SECTION
STORM INLET
STORM MANHOLE
ELECTRIC BOX
CUI WIRE ANCHOR
LIGHT POLE
YARD LIGHT
POWER POLE
GAS METER
GAS VALVE
TELEPHONE BOX
FIRE HYDRANT
WATER METER
WATER VALVE
BACK FLOW PREVENTER
HANDICAP PARKING
POLYETHYLENE GLYCOL PIPE
REINFORCED CONCRETE PIPE
DUCTILE IRON PIPE
CUP CURB AND GUTTER
INVERT
ELEVATION
FINISHED FLOOR ELEVATION

LINE LEGEND
WATER LINE
OVERHEAD ELECTRIC LINE
SANITARY LINE
GAS LINE
PROPERTY LINE
LINE NOT SURVEYED
RIGHT OF WAY LINE
EXISTING STORM PIPE
EXISTING TREE LINE

SITE SUMMARY
ORANGE CO. PARCEL PB 103/158
DESCRIPTION UNITS TOTAL ACRES
PARCEL AREA 8.177
LOTS 47 3.387
OPEN SPACE = (OS) 3 2.87
ROADS: 3 1.924
WINDING SPRING DR R.O.W.-1 1.587
ABBOTT ST R.O.W.-2 0.181
E. OAKWOOD ST R.O.W.-3 0.156
TOTAL DEDICATED TO PUBLIC RW 1.924

SITE SUMMARY
ORANGE CO. PARCEL PB 90/182
DESCRIPTION UNITS TOTAL ACRES
PARCEL AREA 4.952
LOTS 18 2.708
OPEN SPACE = (OS) 2 1.48
ROADS: 1 1.187
WINDING SPRING DR R.O.W.-1 1.187
TOTAL DEDICATED TO PUBLIC RW 1.187

TOTAL SITE SUMMARY
PHASE 1A TOTAL AREA = 13.128 ACRES
65 LOTS TOTAL = 6.145 ACRES
5 OPEN SPACE = 4.35 ACRES
R/W DEDICATION = 3.009 ACRES
PIN: 9825404628 / 9825502531
OWNER: MERITAGE HOMES OF THE CAROLINAS
REFERENCES: DB 6744/1296
PB 90/182
PB 103/158

CERTIFICATE OF OF SURVEY AND ACCURACY

I, BRANTLEY W. WELLS, PLS., L-4544, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK XXXX, PAGE XXXX, ETC.) (OTHER) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ PAGE _____ THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH NCGS 47-30 AS AMENDED, WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS XXXX DAY OF JANUARY, A.D., 2024.

SURVEYOR L-4544
REGISTRATION NUMBER

CERTIFICATE OF PURPOSE OF PLAT

THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

SURVEYOR 01/03/24
DATE

I HEREBY CERTIFY THAT THIS PLAT IS OF THE FOLLOWING TYPE:

G.S. 47-30 (F)(11)(A). THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
I, BRANTLEY W. WELLS, PLS., L-4544, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK/PAGE; (AS NOTED HEREON)) OR OTHER REFERENCE SOURCE; (AS NOTED HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED IN A BROKEN LINETYPE AS DRAWN FROM INFORMATION IN BOOK/PAGE; (AS NOTED HEREON) OR OTHER REFERENCE SOURCE; (AS NOTED HEREON); THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:10,000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600). THIS MAP WAS DRAWN IN ACCORDANCE WITH G.S. 47.30 AS AMENDED, WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS XX DAY OF JANUARY 2024.

PRELIMINARY PLAT FOR REVIEW 01/03/2024

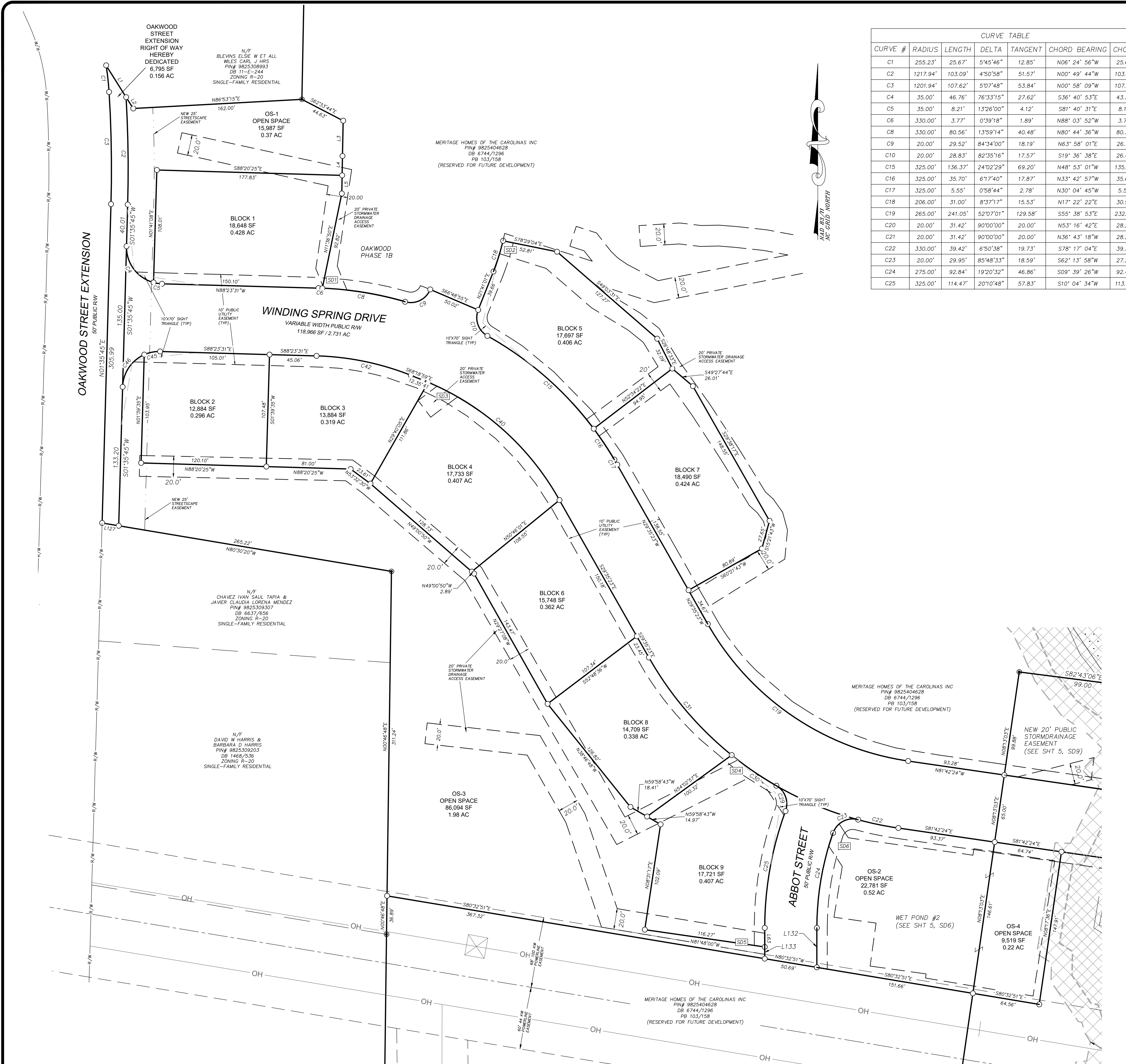
PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544
SUMMIT DESIGN AND ENGINEERING SERVICES
LICENSE NUMBER P-0339

REVISIONS
7
6
5
4
3
2
1
DATE BY

FINAL MAJOR SUBDIVISION PLAT OF
OAKWOOD PHASE 1A
CITY OF MEBANE, ORANGE CO., NORTH CAROLINA
PROPERTY AS DESCRIBED IN DB 6744/1296 SHOWN HEREON
STANDING IN THE NAME OF
MERITAGE HOMES OF THE CAROLINAS

SUMMIT DESIGN AND ENGINEERING SERVICES
License #: P-0339
320 Executive Court
Hillsborough, NC 27278-8551
Voice: (919) 732-3883 Fax: (919) 732-6676
www.summitde.com

PROJECT ENGINEER
SURVEY PROJECT MGR: RAH
DRAWN BY: JJRAH
SURVEYED BY: TD
CHECKED BY: WHM
PROJECT NO. 19-0139
DRAWING NAME 19-0139_PH1A
SHEET 1 OF 5



CURVE TABLE

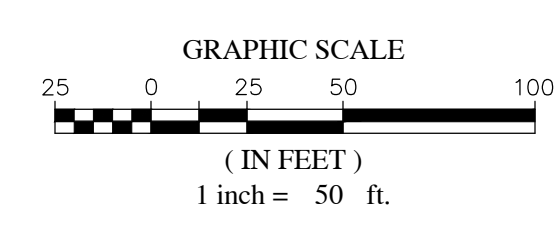
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C1	255.23'	25.67'	5°45'46"	12.85'	N06°24'56"W	25.66'
C2	1217.94'	103.09'	4°50'58"	51.57'	N00°49'44"W	103.06'
C3	1201.94'	107.62'	5°07'48"	53.84'	N00°58'09"W	107.58'
C4	35.00'	46.76'	76°33'15"	27.62'	S36°40'53"E	43.36'
C5	35.00'	8.21'	13°26'00"	4.12'	S81°40'31"E	8.19'
C6	330.00'	3.77'	0°39'18"	1.89'	N88°03'52"W	3.77'
C8	330.00'	80.56'	13°59'14"	40.48'	N80°44'36"W	80.36'
C9	20.00'	29.52'	84°34'00"	18.19'	N63°58'01"E	26.91'
C10	20.00'	28.83'	82°35'16"	17.57'	S19°36'38"E	26.40'
C15	325.00'	136.37'	24°02'29"	69.20'	N48°53'01"W	135.37'
C16	325.00'	35.70'	6°17'40"	17.87'	N33°42'57"W	35.69'
C17	325.00'	5.55'	0°58'44"	2.78'	N30°04'45"W	5.55'
C18	206.00'	31.00'	8°37'17"	15.53'	N17°22'22"E	30.97'
C19	265.00'	241.05'	52°07'01"	129.58'	S55°38'53"E	232.82'
C20	20.00'	31.42'	90°00'00"	20.00'	N53°16'42"E	28.28'
C21	20.00'	31.42'	90°00'00"	20.00'	N36°43'18"W	28.28'
C22	330.00'	39.42'	6°50'38"	19.73'	S78°17'04"E	39.39'
C23	20.00'	29.95'	85°48'33"	18.59'	S62°13'58"W	27.23'
C24	275.00'	92.84'	19°20'32"	46.86'	S09°39'26"W	92.40'
C25	325.00'	114.47'	20°10'48"	57.83'	S10°04'34"W	113.88'

CURVE TABLE

CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C29	20.00'	28.00'	80°12'59"	16.85'	N19°57'47"W	25.77'
C30	330.00'	51.98'	9°01'32"	26.05'	S55°33'31"E	51.93'
C31	330.00'	123.58'	21°27'22"	62.52'	S40°19'04"E	122.86'
C40	260.00'	172.28'	37°57'29"	89.44'	N48°05'46"W	169.15'
C41	260.00'	5.63'	1°14'27"	2.82'	N67°41'46"W	5.63'
C42	265.00'	92.85'	20°04'32"	46.91'	N78°21'15"W	92.38'
C45	35.00'	15.60'	25°32'39"	7.93'	S78°50'08"W	15.48'
C46	35.00'	39.38'	64°28'03"	22.07'	S33°49'46"W	37.34'

Line Table

Line #	Length	Direction
L1	36.004'	S32°12'26.28"E
L2	12.836'	N32°12'26.28"W
L3	33.820'	N01°05'46.72"E
L4	18.557'	N01°05'46.72"E
L5	17.417'	S01°05'46.72"W
L55	31.154'	N81°12'35.28"W
L56	19.758'	N81°43'17.60"W
L57	32.242'	N81°43'17.60"W
L58	40.000'	S81°43'17.60"E
L59	40.000'	N81°43'17.60"W
L60	8.820'	S81°43'17.60"E
L61	43.221'	N84°13'12.26"W
L62	30.872'	S81°12'35.28"E
L63	18.225'	S00°00'50.35"E
L127	16.153'	N80°30'20.14"W
L128	9.177'	S10°52'34.53"E
L129	19.963'	S88°43'52.70"E
L130	23.257'	N08°46'16.39"E
L131	66.658'	N85°21'01.73"W
L132	37.890'	N00°00'50.35"W
L133	11.328'	S00°00'50.35"E



7			
6			
5			
4			
3			
2			
1			

REVISIONS DATE BY

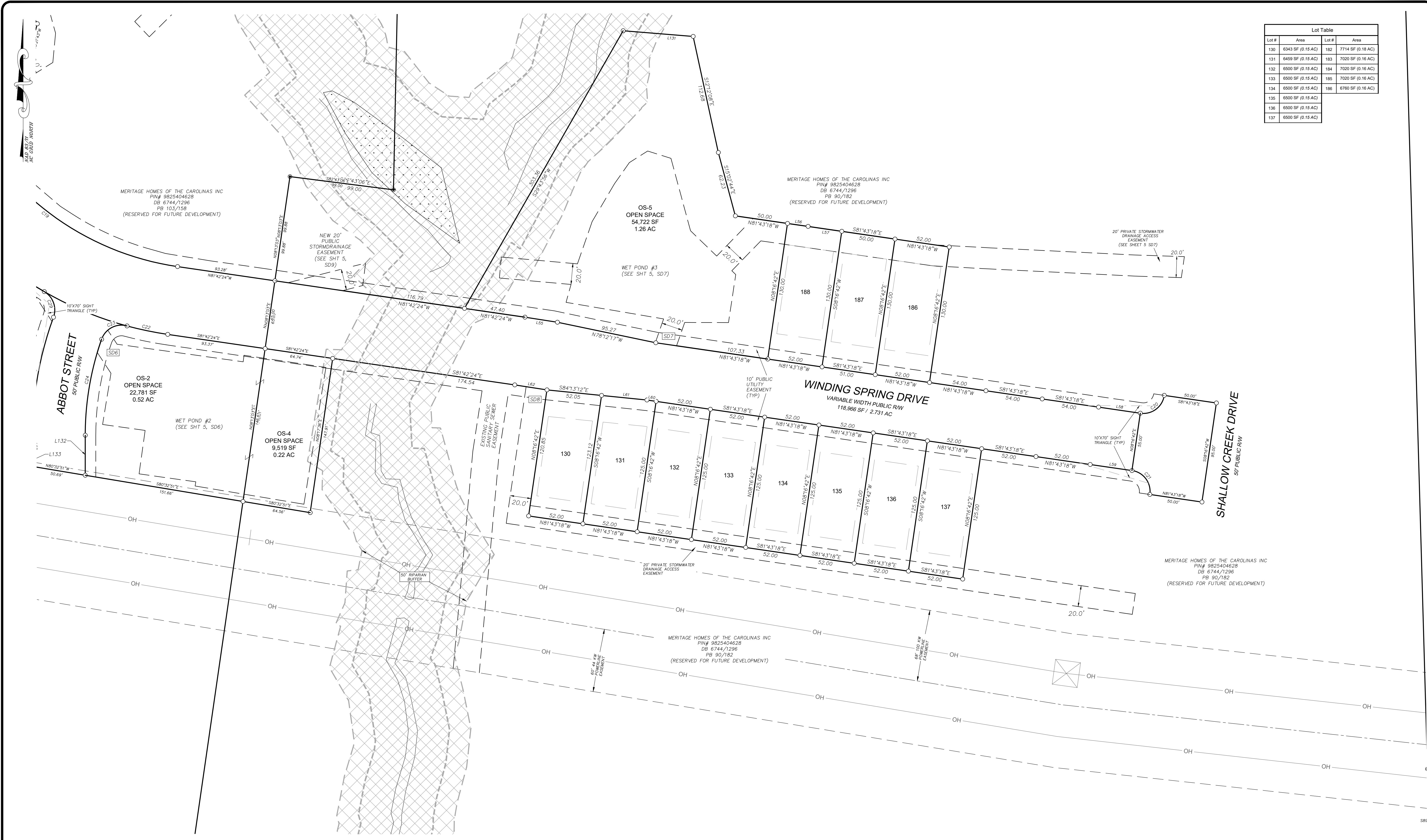
FINAL MAJOR SUBDIVISION PLAT OF
OAKWOOD PHASE 1A
 CITY OF MEBANE, ORANGE CO., NORTH CAROLINA
 PROPERTY AS DESCRIBED IN DB 6744/1296 SHOWN HEREON
 STANDING IN THE NAME OF
 MERITAGE HOMES OF THE CAROLINAS

License #: P-0339
 320 Executive Court
 Hillsborough, NC 27278-8551
 Voice: (919) 732-3883 Fax: (919) 732-6676
 www.summitde.com

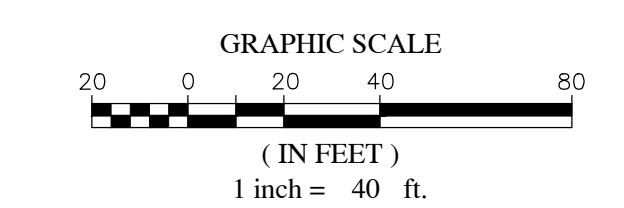
PROJECT ENGINEER	COPYRIGHT © 2023 SUMMIT DESIGN AND ENGINEERING SERVICES DRAWING ALTERATION IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF LICENSED ARCHITECT, PROFESSIONAL ENGINEER, LANDSCAPE ARCHITECT, OR LAND SURVEYOR TO ALTER ANY ITEM ON THIS DOCUMENT IN ANY WAY. ANY LICENSEE WHO ALTERS THIS DOCUMENT IS REQUIRED BY LAW TO AFTER HIS OR HER SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS OR HER SIGNATURE AND SPECIFIC DESCRIPTION OF THE ALTERATIONS.	PROJECT NO.
SURVEY PROJECT MGR: RAH		19-0139
DRAWN BY: JJRAH		DRAWING NAME
SURVEYED BY: TD		19-0139_PH1A
CHECKED BY: WHM		SHEET 2 OF 5

PRELIMINARY PLAT
 FOR REVIEW 01/03/2024

Lot Table		
Lot #	Area	Area
130	6343 SF (0.15 AC)	182 7714 SF (0.18 AC)
131	6459 SF (0.15 AC)	183 7020 SF (0.16 AC)
132	6500 SF (0.15 AC)	184 7020 SF (0.16 AC)
133	6500 SF (0.15 AC)	185 7020 SF (0.16 AC)
134	6500 SF (0.15 AC)	186 6760 SF (0.16 AC)
135	6500 SF (0.15 AC)	
136	6500 SF (0.15 AC)	
137	6500 SF (0.15 AC)	



PRELIMINARY PLAT
FOR REVIEW 01/03/2024



7			
6			
5			
4			
3			
2			
1			
	REVISIONS	DATE	BY

FINAL MAJOR SUBDIVISION PLAT OF
OAKWOOD PHASE 1A
 CITY OF MEBANE, ORANGE CO., NORTH CAROLINA
 PROPERTY AS DESCRIBED IN DB 6744/1296 SHOWN HEREON
 STANDING IN THE NAME OF
MERITAGE HOMES OF THE CAROLINAS

SUMMIT
 DESIGN AND ENGINEERING SERVICES
 License #: P-0339
 320 Executive Court
 Hillsborough, NC 27278-8551
 Voice: (919) 732-3883 Fax: (919) 732-6676
 www.summitde.com

PROJECT ENGINEER:	
SURVEY PROJECT MGR: RAH	
DRAWN BY: JJRAH	
SURVEYED BY: TD	
CHECKED BY: WHM	

COPYRIGHT © 2023
 SUMMIT DESIGN AND
 ENGINEERING SERVICES
 DRAWING ALTERATION
 IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS
 ACTING UNDER THE DIRECTION OF LICENSED
 ARCHITECT, PROFESSIONAL ENGINEER, LANDSCAPE
 ARCHITECT, OR LAND SURVEYOR TO ALTER ANY ITEM
 ON THIS DOCUMENT IN ANY WAY. ANY LICENSEE WHO
 ALTERS THIS DOCUMENT IS REQUIRED BY LAW TO
 AFTER HIS OR HER SEAL AND THE NOTATION "ALTERED
 BY" FOLLOWED BY HIS OR HER SIGNATURE AND
 SPECIFIC DESCRIPTION OF THE ALTERATIONS.

PROJECT NO.
19-0139
 DRAWING NAME
19-0139_PH1A
 SHEET 3 OF 5

I:\2019\190139\190139.dwg (Summit) 1/3/2024 10:00 AM (Summit) 1/3/2024 10:00 AM



AGENDA ITEM #5D

Budget Ordinance Amendment- Downtown Revitalization Grant

Meeting Date

April 8, 2024

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes No

Summary

Staff requests a budget amendment to account for receiving a grant from the NC Office of State Budget and Management for downtown revitalization.

Background

The City of Mebane received a state grant in the 2023 Appropriations Act. The \$100,000 directed grant is provided by the Regional Economic Development Reserve for downtown revitalization.

The scope of work for the grant includes working in partnership with the Downtown Mebane Development Corporation for design ideas and public input to purchase and install commercial-grade outdoor street furnishings and decor as part of a Mebane Main Street-led downtown improvement project to create a more welcoming, visually appealing aesthetic for downtown visitors.

Additionally, work with the nonprofit 501(c)(3) Main Street program to create new and updated public gathering spaces, including landscaping, accent lighting, and public art components. Upgrade the existing eclectic mix of mismatched street furniture with coordinated and durable benches, tables and chairs, bistro tables, and trash/recycling receptacles.

Financial Impact

Increase the FY23-24 general fund budget by \$100,000 of grant funds and budget said funds to be spent as outlined in the scope of work.

Recommendation

Staff recommends approving the FY23-24 Budget Ordinance Amendment.

Suggested Motion

Motion to approve the FY23-24 Budget Ordinance Amendment to account for the downtown revitalization grant of \$100,000.

Attachments

1. FY23-24 Budget Ordinance Amendment
2. Proposed Expenditures

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2023 as duly adopted on June 5, 2023, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Public Facilities	\$ 1,316,138	\$ 100,000	\$ 1,416,138

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - All Other Revenues	\$ 1,446,230	\$ 100,000	\$ 1,546,230

This the 8th day of April, 2024.

PARKING LOT

Stormwater Device

Shrubs

Fence

Sculpture

Planter

36" Tables
2 Chairs

Bench

Bench

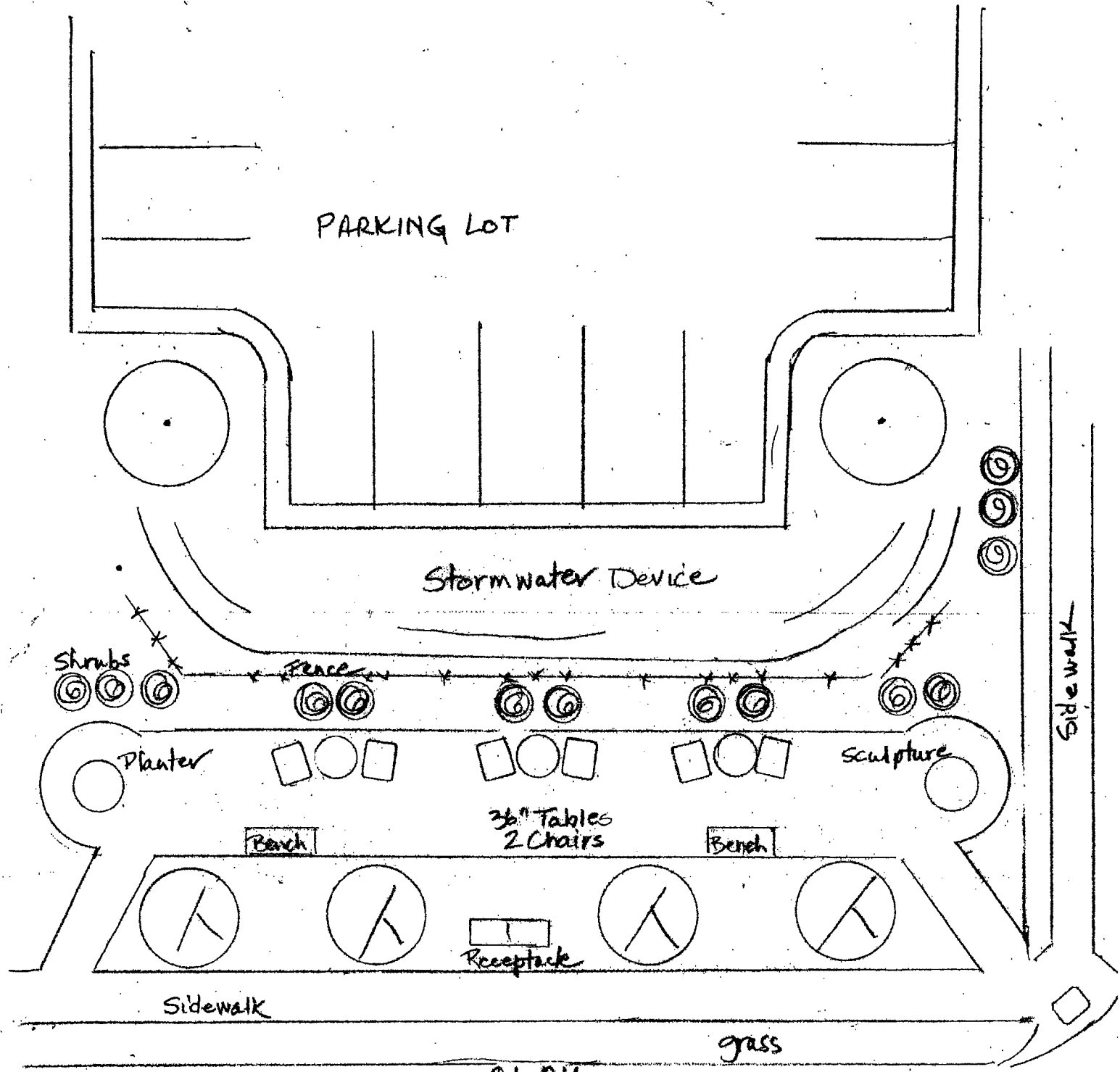
Receptacle

Sidewalk

grass

CLAY

Sidewalk



5' Bench \$1,250

Northgate Bench



The Northgate bench is handmade with great care. Individual steel ribs a quarter of an inch thick are formed and welded to the cast iron and steel framework. The back features an elegant arch and the sturdy cast iron legs have mounting holes in their feet. This bench is especially at home on urban sidewalks and in shopping environments.

- ▶ 1 ¼" Wide 7 gauge steel ribs
- ▶ Cast iron legs - 2" wide by 1" thick
- ▶ Thermoplastic finish
- ▶ Pre-drilled mounting holes

pp. 77-79 ID. 66-88

Model:	Description:	Weight:
NG4	4' Northgate Bench	220 lbs.
NG5	5' Northgate Bench	240 lbs.
NG6	6' Northgate Bench	260 lbs.
NG8	8' Northgate Bench	285 lbs.

Other styles are available but this is closest to matching the existing benches.

36" Perforated Pedestal Table



30" Table \$450

This the the pedestal table that started it all, still available in two heights. It was so popular we now make it in 24" sizes and expanded metal. Two heights are available: 30" high for our C-1 chairs and 40" high for our C-2 bar height chairs (see pp. 83-86).

- ▶ Perforated metal top - 36" in diameter
- ▶ 11 Gauge steel construction
- ▶ Thermoplastic finish
- ▶ Cast-iron pedestal base - 30" or 40" high
- ▶ 1 3/4" Umbrella hole

pp. 9-12, 20, 28-30, 32, 33 pp. 67-68 pp. 83-86

Model:	Description:	Weight:
36TAB30	36" Perforated Pedestal Table - 30" (H)	90 lbs.
36TAB40	36" Perforated Pedestal Table - 40" (H)	100 lbs.



Chair \$400

Northgate Chairs

The Northgate chair has a solid one piece leg construction with an arched back. Individually bent steel straps are welded to the frame. The legs have mounting holes for permanent mounting.

- ▶ 18" Wide - 32 1/4" tall
- ▶ Cast iron legs - 1 1/4" wide by 1/2" thick
- ▶ Thermoplastic finish
- ▶ Pre-drilled mounting holes



pp. 16-17, 19 pp. 77-79

Model:	Description:	Weight:
NGC	Northgate Chair	60 lbs.

30" Table \$395

40" Table \$415

24" Square Perforated Pedestal Table

We've expanded our line of pedestal tables to include square top models. The 24" versions are perfect for seating one or two people. Two heights are available: 30" high for our C-1 chairs and 40" high for our C-2 bar height chairs.

- ▶ Perforated metal top – 24" x 24"
- ▶ 11 Gauge steel construction
- ▶ Thermoplastic finish
- ▶ Cast-iron pedestal base – 30" or 40" high
- ▶ 1 3/4" Umbrella hole



SQ24TAB40

pp. 9-12, 20, 28-30, 32, 33 pp. 67-68 pp. 85-86

Model:	Description:	Weight:
SQ24TAB30	24" Square Perforated Pedestal Table - 30" (H)	85 lbs.
SQ24TAB40	24" Square Perforated Pedestal Table - 40" (H)	87 lbs.

C-2 Perforated Bar Chairs



C2-PERF

Chair for 40" Table \$250

The C-2 Chair is designed for outdoor café, recreational dining, bar, and food court use. Their sturdy construction and substantial weight means that they easily stand up to wind conditions.

- ▶ 11 Gauge perforated metal
- ▶ Thermoplastic finish
- ▶ Foot rail
- ▶ Leveler feet

pp. 10-13, 22, 29-31, 33-34 pp. 36, 38, 40-43, 45, 47-53, 55-64 pp. 68-69

Model:	Description:	Weight:
C2-PERF	Perforated Bar Chair	65 lbs.



Chair for 30" Table \$200

Perforated Chairs



These C-1 Chairs are perfect for outdoor café, recreational dining and food court use. Their sturdy construction and substantial weight means that they won't blow away easily. They are stackable for easy storage and feature plastic buttons for ease of stacking.

- ▶ 11 Gauge perforated metal
- ▶ Thermoplastic finish
- ▶ Leveler feet
- ▶ Sturdy plastic leg guides

pp. 10-13, 22, 29-31, 33-34	pp. 36, 38, 40-43, 45, 47-53, 55-64	pp. 68-69
Model:	Description:	Weight:
C1-PERF	Stackable Perforated Chair	45 lbs.

Trash/Recycling pair \$1,260

© 2010 City of Ansonia, Inc.

32 Gallon Diamond Trash/Recycling Bins With Doors



Here are a matched pair of trash/recycling bins with front-opening doors for easy access to their heavy-duty square plastic liners. Two colors of coating and text on the doors are standard.

- ▶ Includes square plastic liner and arch lids as shown
- ▶ Your choice of keyed, Allen wrench, or nut locks on door
- ▶ 11 Gauge steel
- ▶ Thermoplastic finish
- ▶ Each bin clearly marked for trash or recycling
- ▶ Optional Dog Waste Bag Dispenser and Smoker's Outpost (shown) (see p. 73)
- ▶ Leveler mounts included

pp. 6-8, 18

Model:	Description:	Weight:
TRD32D	32 Gal. Diamond Trash/Recycling Bins, with doors	190 lbs.

Public Works would prefer this option for ease of emptying & maintenance



AGENDA ITEM #5E

Budget Ordinance Amendment- Insurance Proceeds

Meeting Date

April 8, 2024

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes No

Summary

Staff requests a budget amendment to account for the receipt of insurance proceeds.

Background

The City is receiving insurance proceeds on a vehicle that was declared a total loss.

Financial Impact

Insurance proceeds of \$29,700 will be used to purchase a replacement vehicle for the one that was declared a total loss.

Recommendation

Staff recommends approving the FY23-24 Budget Ordinance Amendment.

Suggested Motion

Motion to approve the FY23-24 Budget Ordinance Amendment to account for insurance proceeds of \$29,700 to replace the vehicle declared a total loss.

Attachments

1. FY23-24 Budget Ordinance Amendment

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2023 as duly adopted on June 5, 2023, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Inspections	\$ 972,574	\$ 29,700	\$ 1,002,274

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - All Other Revenues	\$ 1,446,230	\$ 29,700	\$ 1,475,930

This the 8th day of April, 2024.



AGENDA ITEM #5F

Budget Ordinance Amendment- One NC Fund Grant

Meeting Date

April 8, 2024

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes No

Summary

Staff requests a budget amendment to account for the receipt of the One NC Fund grant.

Background

Per the City's agreement with the North Carolina Department of Commerce, the One NC Fund grant is a pass-through grant to Lotus Bakeries. The City and Lotus Bakeries both met the grant requirements, and the City received the funds. A budget amendment is required so that the City can pass the funds along to Lotus Bakeries.

Financial Impact

The \$180,000 One NC Fund grant will be passed along to Lotus Bakeries, so there will be no financial impact.

Recommendation

Staff recommends approving the FY23-24 Budget Ordinance Amendment.

Suggested Motion

Motion to approve the FY23-24 Budget Ordinance Amendment to account for the One NC Fund grant of \$180,000.

Attachments

1. FY23-24 Budget Ordinance Amendment

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2023 as duly adopted on June 5, 2023, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Economic Development	\$ 900,214	\$ 180,000	\$ 1,080,214

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - All Other Revenues	\$ 1,446,230	\$ 180,000	\$ 1,626,230

This the 8th day of April, 2024.



AGENDA ITEM #5G

American Rescue Plan
(ARP)/Coronavirus State and Local
Fiscal Recovery Funds (CSLFRF)
Property Management Policy

Meeting Date

April 8, 2024

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes No

Summary

The ARP/CSLFRF, Property Management Policy, is required of all municipalities that have accepted funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF) and will purchase real or personal property with the funds.

Background

The City has accepted ARP/CSLFRF funds for the Water Resource Recovery Facility expansion and, therefore, needs to adopt the ARP/CSLFRF Property Management Policy.

Financial Impact

None.

Recommendation

Staff recommends that the City Council approve the ARP/CSLFRF Property Management Policy.

Suggested Motion

Move to approve the American Rescue Plan/Coronavirus State and Local Fiscal Recovery Funds Property Management Policy.

Attachments

1. City of Mebane ARP/CSLFRF Property Management Policy



Recitals

WHEREAS the City of Mebane, has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); and

WHEREAS the funds may be used for projects within these categories, to the extent authorized by state law.

1. Support COVID-19 public health expenditures, by funding COVID-19 mitigation and prevention efforts, medical expenses, behavioral healthcare, preventing and responding to violence, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to households, small businesses, non-profits, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet; and

WHEREAS the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Sect. 200 (UG), as provided in the [Assistance Listing](#); and


WHEREAS the [Compliance and Reporting Guidance for the State and Local Fiscal Recovery Funds](#) (v2.1 November 2021) provides, in relevant part:

Equipment and Real Property Management. Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 CFR 200.311 and 2 CFR 200.313,

any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.

WHEREAS Subpart D of the UG dictates title, use, management, and disposal of real property, equipment, and supplies acquired in whole or in part with ARP/CSLFRF funds;

BE IT RESOLVED that the governing board of the City of Mebane hereby adopts and enacts the following UG Property Management Policy for the expenditure of ARP/CSLFRF funds.

POLICY STATEMENT	
<p>SUBJECT: City of Mebane ARP/CSLFRF Property Management Policy</p> 	PAGE 1 OF 3
	EFFECTIVE DATE: April 8, 2024
	SUPERSEDES: N/A
	PREPARED BY: Daphna Schwartz
	ADOPTED BY COUNCIL DATE: April 8, 2024

I. POLICY OVERVIEW

[Title 2 U.S. Code of Federal Regulations Part 200](#), Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, commonly called Uniform Guidance (UG), specifically Subpart D, details post award requirements related to property management of property acquired or updated, in whole or in part, with funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF).

2 CFR 200.311 through 2 CFR 200.316 detail property standards related to the expenditure of ARP/CLSFRF funds. The City of Mebane hereinafter City shall adhere to all applicable property standards, as detailed below.

II. DEFINITIONS

The following definitions from 2 CFR 200.1 apply in this policy.

Computing devices: machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or “peripherals”) for printing, transmitting and receiving, or storing electronic information. See also the definitions of supplies and information technology systems in this section.

Equipment: tangible [personal property](#) (including information technology systems) having a useful life of more than one year and a per-unit [acquisition cost](#) which equals or exceeds the lesser of the capitalization level established by the City for financial statement purposes, or \$5,000. See also the definitions of *capital assets*, *computing*

devices, general purpose equipment, information technology systems, special purpose equipment, and supplies in this section.

Information technology systems: computing devices, ancillary equipment, software, firmware, and similar procedures, services (including support services), and related resources. See also the definitions of computing devices and equipment in this section.

Intangible property: property having no physical existence, such as trademarks, copyrights, patents and patent applications and property, such as loans, notes and other debt instruments, lease agreements, stock and other instruments of property ownership (whether the property is tangible or intangible).

Personal property: property other than [real property](#). It may be tangible, having physical existence, or intangible.

Property: [real property](#) or [personal property](#).

Real property: land, including land improvements, structures and appurtenances thereto, but excludes moveable machinery and equipment.

Supplies: all tangible [personal property](#) other than those described in the definition of equipment in this section. A computing device is a supply if the [acquisition cost](#) is less than the lesser of the capitalization level established by the local government for financial statement purposes or \$5,000, regardless of the length of its useful life. See also the definitions of computing devices and equipment in this section.

III. REAL PROPERTY

Title to Real Property: Title to real property acquired or improved with ARP/CSLFRF funds vests with the City. 2 CFR 200.311(a).

Use of Real Property: Real property acquired or improved with ARP/CSLFRF funds must be used for the originally authorized purpose as long as needed for that purpose, during which time the City must not dispose of or encumber its title or other interests. 2 CFR 200.311(b).

Insurance of Real Property: The City must provide the equivalent insurance coverage for real property acquired or improved with ARP/CSLFRF funds as provided to property owned by the City. 2 CFR 200.310.

Disposition of Real Property: When the City no longer needs real property purchased with ARP/CSLFRF for ARP/CSLFRF purposes, the City must obtain disposition instructions from US Treasury. The instructions must provide for one of the following alternatives:

1. The City] retains title after compensating US Treasury. The amount paid to US Treasury will be computed by applying US Treasury's percentage of participation in the cost of the original purchase (and costs of any improvements) to the fair market value of the property. However, in those situations where the City is disposing of real property acquired or improved with ARP/CSLFRF funds and acquiring replacement real property under the ARP/CSLFRF, the net proceeds from the disposition may be used as an offset to the cost of the replacement property.
2. The City sells the property and compensates US Treasury. The amount due to US Treasury will be calculated by applying US Treasury's percentage of participation in the cost of the original purchase (and cost of any improvements) to the proceeds of the sale after deduction of any actual and reasonable selling and fixing-up expenses. If the ARP/CSLFRF award has not been closed out, the net proceeds from sale may be offset against the original cost of the property. When the City is directed to sell property, sales procedures must be followed that provide for competition to the extent practicable and result in the highest possible return.
3. The City transfers title to US Treasury or to a third party designated/approved by US Treasury. The City is entitled to be paid an amount calculated by applying the City's percentage of participation in the purchase of the real property (and cost of any improvements) to the current fair market value of the property. 2 CFR 200.311(c).

IV. EQUIPMENT

Title to Equipment: Title to equipment acquired or improved with ARP/CSLFRF funds vests with the City. 2 CFR 200.313(a).

Use of Equipment: The City must use equipment acquired with ARP/CSLFRF funds for the project for which it was acquired as long as needed, whether or not the project continues to be supported by the ARP/CSLFRF award, and the City must not encumber the property without prior approval of US Treasury. 2 CFR 200.313(a)(1)-(2).

When no longer needed for the original project, the equipment may be used in other activities supported by a Federal awarding agency, in the following order of priority:

1. Activities under a Federal award from the Federal awarding agency which funded the original project, then
2. Activities under Federal awards from other Federal awarding agencies. This includes consolidated equipment for information technology systems. 2 CFR 200.313(c)(1).

During the time that equipment is used on the project for which it was acquired, the City must also make equipment available for use on other projects or programs currently or previously supported by the Federal Government, provided that such use will not interfere with the work on the project for which it was originally acquired. First preference for other use must be given to other programs or projects supported by US Treasury and second preference must be given to programs or projects under Federal awards from other Federal awarding agencies. Use for

non-federally-funded programs or projects is also permissible. User fees should be considered if appropriate. 2 CFR 200.313(c)(2).

Noncompetition: The City must not use equipment acquired with the ARP/CSLFRF funds to provide services for a fee that is less than private companies charge for equivalent services unless specifically authorized by Federal statute for as long as the Federal Government retains an interest in the equipment. 2 CFR 200.313(c)(3).

Replacement Equipment: When acquiring replacement equipment, the City may use the equipment to be replaced as a trade-in or sell the property and use the proceeds to offset the cost of the replacement property. 2 CFR 200.313(c)(4).

Management of Equipment: The City will manage equipment (including replacement equipment) acquired in whole or in part with ARP/CSLFRF funds according to the following requirements.

1. The City will maintain sufficient records that include
 - a) a description of the property,
 - b) a serial number or other identification number,
 - c) the source of funding for the property (including the Federal Award Identification Number (FAIN)),
 - d) who holds title,
 - e) the acquisition date,
 - f) cost of the property,
 - g) percentage of Federal participation in the project costs for the Federal award under which the property was acquired,
 - h) the location, use and condition of the property, and
 - i) any ultimate disposition data including the date of disposal and sale price of the property.
2. The City will conduct a physical inventory of the property and reconcile results with its property records at least once every two years.
3. The City will develop a control system to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft will be investigated by the City.
4. The City will develop and implement adequate maintenance procedures to keep the property in good condition.
5. If the City is authorized or required to sell the property, it will establish proper sales procedures to ensure the highest possible return, in accordance with state and federal law.

Insurance of Equipment: The City must provide the equivalent insurance coverage for equipment acquired or improved with ARP/CSLFRF funds as provided to property owned by the City. 2 CFR 200.310.

Disposition of Equipment: When the equipment is no longer needed for its original ARP/CSLFRF purpose, the City may either make the equipment available for use in other activities funded by a Federal agency, with priority given to activities funded by US Treasury, dispose of the equipment according to instructions from US Treasury, or follow the procedures below. 2 CFR 200.313(e).

1. Equipment with a per-item fair market value of less than \$5,000 may be retained, sold or transferred by the City, in accordance with state law, with no additional responsibility to US Treasury;
2. If no disposal instructions are received from US Treasury, equipment with a per-item fair market value of greater than \$5,000 may be retained or sold by the City. The City must establish proper sales procedures, in accordance with state law, to ensure the highest possible return. The City must reimburse US Treasury for its federal share. Specifically, US Treasury is entitled to an amount calculated by multiplying the current market value or proceeds from sale by the ARP/CSLFRF funding percentage of participation in the cost of the original purchase. If the equipment is sold, US Treasury may permit the City to deduct and retain from the Federal share \$500 or ten percent of the proceeds, whichever is less, for its selling and handling expenses.
3. Equipment may be transferred to US Treasury or to a third-party designated by US Treasury in return for compensation to the City for its attributable compensation for its attributable percentage of the current fair market value of the property.

V. SUPPLIES

Title to Supplies. Title to supplies acquired with ARP/CSLFRF funds vests with the City upon acquisition. 2 CFR 200.314(a).

Use and Disposition of Supplies: If there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate value upon termination or completion of the ARP/CSLFRF project and the supplies are not needed for any other Federal award, the City must retain the supplies for use on other activities or sell them, but must, in either case, compensate the Federal Government for its share. The amount of compensation must be computed in the same manner as for equipment. 2 CFR 200.314(a).

Noncompetition. As long as the Federal Government retains an interest in the supplies, the City must not use supplies acquired under the ARP/CSLFRF to provide services to other organizations for a fee that is less than private companies charge for equivalent services, unless specifically authorized by Federal statute. 2 CFR 200.314(b).

VI. PROPERTY TRUST RELATIONSHIP

Real property, equipment, and intangible property, that are acquired or improved with ARP/CSLFRF funds must be held in trust by the City as trustee for the beneficiaries of the project or program under which the property was acquired or improved. US Treasury may require the City to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with a Federal award and that use and disposition conditions apply to the property. 2 CFR 200.316.

VII. IMPLEMENTATION OF POLICY

The City Manager shall adopt procedures to track all real property, equipment, and supplies (collectively, property) acquired or improved in whole or in part with ARP/CLSFRRF funds. At a minimum, those procedures must address the following:

- Ensure proper insurance of property
- Document proper use of property
- Working with the Finance Director to record and maintain required data records for equipment
- Conduct periodic inventories of equipment, at least every two years
- Create processes for replacement and disposition of property
- Establish other internal controls to safeguard and properly maintain property



OFFICE OF THE MAYOR

PROCLAMATION

**City of Mebane
“Litter Sweep”
April 13-27, 2024**

WHEREAS, the North Carolina Department of Transportation sponsors a biannual statewide roadside litter removal initiative called Litter Sweep; and

WHEREAS, volunteers and maintenance crews devote time during the Sweep to safely removing litter with support provided by NCDOT via local program coordinators; and

WHEREAS, all municipalities and citizens in Alamance County are invited to participate in Litter Sweep by New Leaf Society, a nonprofit organization that partners with local governments and NCDOT to improve the county’s curb appeal; and

WHEREAS, local governments play a critical role in keeping communities clean through public works and also through leadership by example; and

WHEREAS, clean communities are more beautiful, desirable, and environmentally healthy places to live; and

WHEREAS, spring is traditionally a time to celebrate nature and renewal;

NOW, THEREFORE, I, Ed Hooks, Mayor of the City of Mebane do hereby proclaim April 13-27, 2024, as

**“LITTER SWEEP”
IN THE CITY OF MEBANE**

FURTHERMORE, I urge all residents to support efforts to protect and enhance the appearance of our City by reducing litter.

This the 8th day of April 2024.

Ed Hooks, Mayor
City of Mebane



AGENDA ITEM #6A

VAR 24-01

Variance – Wall Sign for Business without Independent Facade, 103 S. Fifth Street

Presenter

Ashley Ownbey, Development Director

Applicant

Jay Starnes
701 Fairway Drive
Mebane, NC 27302

Public Hearing

Yes No **Quasi-Judicial – BOA**

Exhibit Map



Property

103 S. Fifth Street
Alamance Co GPIN
9804963349

Proposed Zoning

N/A

Current Zoning

B-2 (CD)

Size

+/-4.2 acres

Surrounding Zoning

B-1, B-2, B-3, HM, R-12

Surrounding Land Uses

Office, Retail,
Government, Railroad,
Residential

Utilities

Present

Floodplain

No

Watershed

Yes

City Limits

Yes

Summary

Jay Starnes is requesting a variance from the maximum number of wall signs allowed per façade to allow for a primary wall sign for a business without an independent façade. Per Section 6-7.7 (N) of the Mebane Unified Development Ordinance, one primary wall sign is allowed “per building or unit façade.” In addition to the primary sign, two secondary signs are allowed for building facades of more than 75 linear feet.

The business, “Pig Pin by Fat Man,” occupies a restaurant space inside of Buffaloe Lanes that has historically been incidental to the bowling center. Buffaloe Lanes already has a primary sign and two secondary signs. The applicant is proposing to place a 40 square foot sign between the existing secondary signs. The primary sign for Buffaloe Lanes measures approximately 139 square feet.

Financial Impact

N/A

Recommendation

N/A

Variance requests are at the discretion of the Board of Adjustment (BOA), as they represent a request for relief from the Mebane UDO due to a hardship “peculiar to the property”. The undue burden placed by the hardship is the responsibility of the applicant to prove and the BOA to judge. Per NCGS 160D-705, the determination of the BOA shall be “...consistent with the spirit, purpose, and intent of the regulation, such that public safety is secured and substantial justice is achieved.”

Suggested Motion

1. Motion to **approve** the variance request as presented due to the hardships present on this property.

OR

2. Motion to **deny** the variance request as presented.

Attachments

1. Variance Request Application



Application for Zoning Variance/Appeal
City of Mebane

VARIANCE/APPEAL

A variance from the Mebane Zoning Ordinance or an appeal from the decisions of the Zoning Enforcement Officer may be taken to the Board of Adjustment by any person aggrieved, or by an officer, department, board or bureau of the City affected by such decision. Such appeal shall be taken within a reasonable time as provided by the rules of the board of Adjustment by filing with the Zoning Enforcement Officer a notice of appeal specifying the grounds thereof.

NOTICE

At least one week prior to the date of the hearing the City of Mebane shall mail a written notice of the bearing to all adjoining property owners and a suitable notice will be published in the local paper. Hearings are scheduled at the appropriate Mebane City Council meeting. The Mebane City Council meets the first Monday of each month.

A variance petition is hereby made to the Mebane Board of Adjustment as follows:

Name of Applicant: The Pig Pin by Fat Man / Jay Starnes

Address of Applicant: 701 Fairway Dr, MEBANE

Phone Number(s): 336-516-7693

Address and brief description of the property involved in the request: _____

103 S. 5th ST, MEBANE

BOWLING ALLEY

Applicant's interest in the property (Owned, Leased, etc.): LEASED

Type of Variance or Appeal and reason: SIGN PERMIT Appeal/Variance

WANT PUT A SIGN ON Building to GO

where a sign used to HANG. - where sign light currently show

All applications should include:

1. A sketch or map of the property clearly illustrating the request
2. The current names and mailing addresses of anyone owning property within 300 feet of the subject property.
3. A fee of \$300 to cover administrative costs for residential and \$400 for non-residential.

Signed: [Signature]

Date: 3-22-24

Proposed

Fun + Games



**THE
PIG PIN**
BY FAT MAN

Parties + Events





THE PIG PIN

BY FAT MAN

4x10 CLEAR ACRYLIC



Buffalo

Fun + Games

Parties + Events

CATERING CO.
SMOKED TRUCK BARBECUE

AGENDA ITEM #6B

Ordinance to Extend the Corporate Limits-
Voluntary Contiguous Annexation-
Kiewit Infrastructure South Co.

Meeting Date

April 8, 2024

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes No

Summary

The Council will consider the approval of an Ordinance to Extend the Corporate Limits as the next step in the annexation process. This is a voluntary contiguous annexation of +/- 28.123 acres in Orange County on Industrial Drive. An industrial facility is planned for this property.

Background

At the March 4, 2024, Council Meeting, the Council accepted the petition for annexation and the Clerk's certificate of sufficiency and adopted a Resolution setting a date of Public Hearing for April 8, 2024, to consider approval of extending Mebane's corporate limits. The Public Hearing Notice was properly advertised.

Financial Impact

The property and improvements will be added to the ad valorem tax base for the City once the property is annexed as determined by the state statute.

Recommendation

Staff recommends the adoption of an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina.

Suggested Motion

I motion to adopt an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina to include the +/- 28.123 acres.

Attachments

1. Ordinance
2. Map

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE CITY OF MEBANE, NORTH CAROLINA

Mail after recording to: City of Mebane, Attn: City Clerk, 106 E. Washington Street, Mebane, NC 27302

Ordinance No. 168

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 at the Glendel Stephenson Municipal Building at 6:00 p.m. on April 8, 2024, after due notice by the Mebane Enterprise on March 28, 2024; 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 Mebane, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Mebane as of April 8, 2024:

BEGINNING at an iron rebar set in the South line of Washington Street, a 60' right-of-way at the Northeast corner of Melvin Dodson recorded in Deed Book 1393, Page 258; thence S 62°17'48" E along said South line a distance of 102.48'to a PK nail found at the Northwest corner of Stag Mebane 3 LLC. recorded in Deed Book 5719, Page 545; thence S 10°56'43" E along the West line of said Stag Mebane 3 LLC. a distance of 1159.73'to an iron pipe found; thence S 08°48'05" E continuing along said West line a distance of 174.29'to an iron rebar set at the Southwest corner of said Stag Mebane 3 LLC.; thence N 86°37'15" E a distance of 646.54'to an iron rebar found in the West line of The City of Mebane recorded in Deed Book 4178, Page 305, at the Southeast corner of said Stag Mebane 3 LLC.; thence S 05°29'53" E along said West line a distance of 702.60'to an iron rebar set; thence S 04°38'55" E a distance of 422.80'to an iron rebar found in the North line of Industrial Connections & Solutions recorded in Deed Book 6383, Page 392, at the Southwest corner of said The City of Mebane; thence S 79°56'58" W a distance of 83.31'to an iron pipe found at the Northwest corner of said Industrial Connections & Solutions; thence S 09°11'17" E along the West line of said Industrial Connections & Solutions a distance of 407.16'to an iron pipe found at the Northeast corner of Python Enterprises LLC. recorded in Deed Book 5699, Page 176; thence S 80°15'57" W a distance of 496.04'to an iron pipe found at the Northwest corner of said Python Enterprises LLC.; thence S 09°13'13" E along the West line of said Python Enterprises LLC. a distance of 432.70'to an iron pipe found; thence S 09°13'15" E a distance of 486.09'to an iron rebar found in the North line of Industrial Drive, a variable width right-of-way, at the Southwest corner of said Python Enterprises LLC.; thence S 83°24'58" W along said North line a distance of 80.10'to an iron pipe found at the

Southeast corner of Majorpower Corporation recorded in Deed Book 5840, Page 117; thence N 09°12'07" W a distance of 1329.96'to a railroad spike found at the common East corner of Penske Truck Leasing recorded in Deed Book 752, Page 262 and BRLP Mebane LLC. recorded in Deed Book 6144, Page 548; thence N 08°32'38" W a distance of 1369.50'to an iron rebar found in the East line of Michael & Elizabeth Hall recorded in Deed Book 6834, Page 500; thence N 10°56'37" W a distance of 1212.53'to an iron rebar set which is the point of BEGINNING. Said tract containing 28.123 +/- acres.

Section 2. Upon and after April 8, 2024, 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 Mebane and shall be entitled to the same privileges and benefits as other parts of the City of Mebane. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Mebane shall cause to be recorded in the office of the Register of Deeds of Orange 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 duly certified copy of this ordinance. Such a map shall also be delivered to the Orange County Board of Elections as required by G.S. 163-288.1.

Adopted this 8th day of April 2024.

City of Mebane

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk

Approved as to form:

Lawson Brown, City Attorney

Legal Description of Property AS SURVEYED

BEGINNING at an iron rebar set in the South line of Washington Street, a 60' right-of-way at the Northeast corner of Melvin Dodson recorded in Deed Book 1393, Page 258; thence S 62°17'48" E along said South line a distance of 102.48' to a PK nail found at the Northwest corner of Stag Mebane 3 LLC, recorded in Deed Book 5719, Page 545; thence S 10°56'43" E along the West line of said Stag Mebane 3 LLC, a distance of 1159.73' to an iron pipe found; thence S 08°48'05" E continuing along said West line a distance of 174.29' to an iron rebar set at the Southwest corner of said Stag Mebane 3 LLC.; thence N 86°37'15" E a distance of 646.54' to an iron rebar found in the West line of The City of Mebane recorded in Deed Book 4178, Page 305, at the Southeast corner of said Stag Mebane 3 LLC.; thence S 05°29'53" E along said West line a distance of 702.60' to an iron rebar set; thence S 04°38'55" E a distance of 422.80' to an iron rebar found in the North line of Industrial Connections & Solutions recorded in Deed Book 6383, Page 392, at the Southwest corner of said The City of Mebane; thence S 79°56'58" W a distance of 83.31' to an iron pipe found at the Northwest corner of said Industrial Connections & Solutions; thence S 09°11'17" E along the West line of said Industrial Connections & Solutions a distance of 407.16' to an iron pipe found at the Northeast corner of Python Enterprises LLC, recorded in Deed Book 5699, Page 176; thence S 80°15'57" W a distance of 496.04' to an iron pipe found at the Northwest corner of said Python Enterprises LLC.; thence S 09°13'13" E along the West line of said Python Enterprises LLC, a distance of 432.70' to an iron pipe found; thence S 09°13'15" E a distance of 486.09' to an iron rebar found in the North line of Industrial Drive, a variable width right-of-way, at the Southwest corner of said Python Enterprises LLC.; thence S 83°24'58" W along said North line a distance of 80.10' to an iron pipe found at the Southeast corner of Majorpower Corporation recorded in Deed Book 5840, Page 117; thence N 09°12'07" W a distance of 1329.96' to a railroad spike found at the common East corner of Penske Truck Leasing recorded in Deed Book 752, Page 262 and BRLP Mebane LLC, recorded in Deed Book 6144, Page 548; thence N 08°32'38" W a distance of 1369.50' to an iron rebar found in the East line of Michael & Elizabeth Hall recorded in Deed Book 6834, Page 500; thence N 10°56'37" W a distance of 1212.53' to an iron rebar set which is the point of BEGINNING. Said tract containing 28.12 +/- acres.

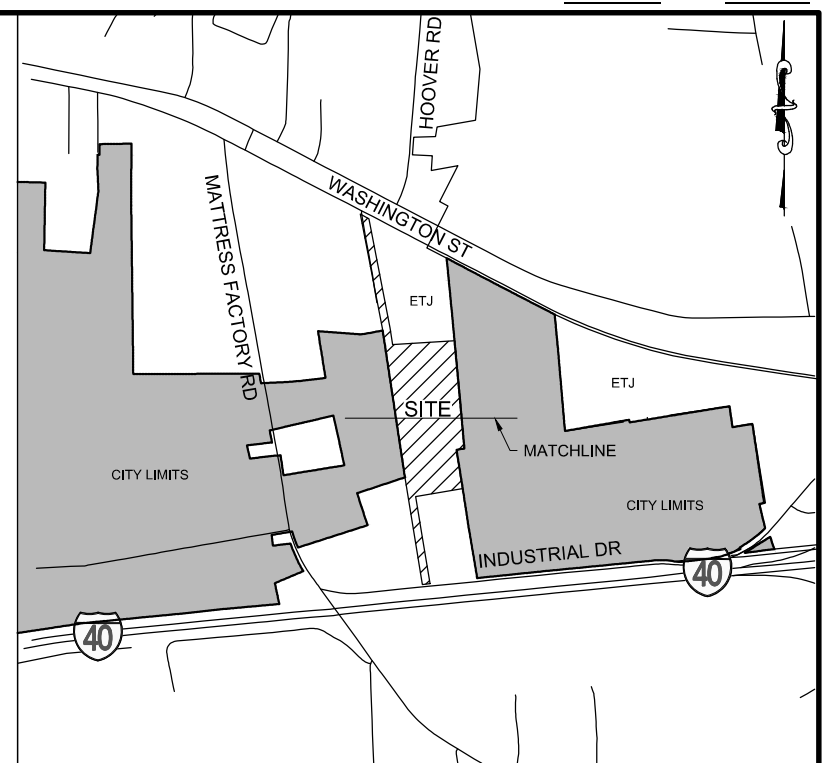
CITY OF MEBANE PLANNING DIRECTOR CERTIFICATION:

THIS TRACT OF LAND IS WITHIN THE CITY OF MEBANE'S JURISDICTION, NO APPROVAL IS REQUIRED OF THE PLANNING BOARD OR CITY COUNCIL.

CITY OF MEBANE PLANNING DIRECTOR DATE

LEGEND

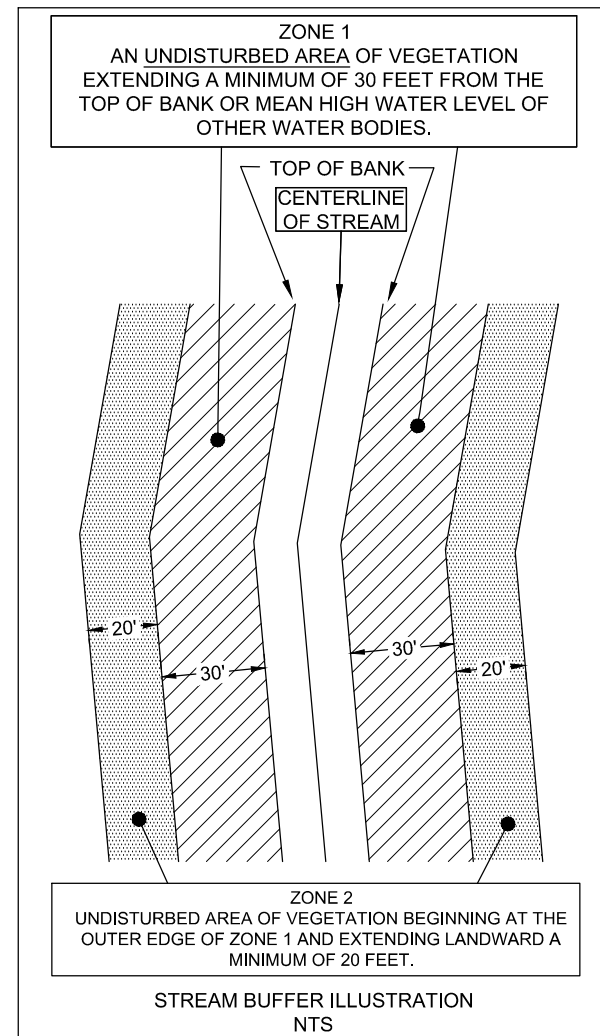
- = PROPERTY LINE
= RIGHT-OF-WAY LINE
= ADJOINING PROPERTY LINE
= EASEMENT LINE
= ACCESS EASEMENT (D.B. 1948, PG. 446)
= SANITARY SEWER EASEMENT (D.B. 1796, PG. 89)
= AREA TO BE ANNEXED
FIP = FOUND IRON PIPE
FIR = FOUND IRON REBAR
FRS = FOUND RAILROAD SPIKE
FPK = FOUND PK NAIL
SIR = SET IRON REBAR
IN = INSIDE CITY LIMITS
OUT = OUTSIDE CITY LIMITS



SITE DATA: 6935-UT INDUSTRIAL DRIVE, MEBANE, NC 27302. AREA TO BE ANNEXED: 28.12 AC. ZONING: HM. SETBACKS: FRONT: 50', SIDE: 50', REAR: 20'.

LINE DATA TABLE with columns: LINE, BEARING, DISTANCE. Includes lines L1 through L4 with bearings and distances.

BYRD'S WAREHOUSE, LLC PERPETUAL RIGHT AND EASEMENT. OF PROVISIONS FOR ROAD MAINTENANCE BY BYRD'S WAREHOUSE, LLC, THEIR SUCCESSORS AND ASSIGNS UNTIL SUCH A TIME AS ROADS ARE MAINTAINED BY THE APPROPRIATE GOVERNING BODY.



MELVIN DODSON PIN: 9825810243. DONNA T HERRY TRUSTEE PIN: 9825810155. JAMES BRADLEY & TAMMY M SHULER PIN: 9825810061.

DONNA T HERRY TRUSTEE PIN: 9825801814. RILEY T. SHULER PIN: 9825801556.

MICHAEL & ELIZABETH HALL PIN: 9825709388. MICHAEL & ELIZABETH HALL PIN: 9825801248.

BRLP MEBANE LLC. PIN: 9824890544. D.B. 6144, PG. 548. ZONING: HM

STAG MEBANE 3 LLC PIN: 9825807659. D.B. 5719, PG. 545. ZONING: HM

THE CITY OF MEBANE PIN: 9825902086. D.B. 4178, PG. 305. ZONING: HM

DUKE POWER COMPANY 128' WIDE R/W. P.B. 19, PG. 20, D.B. 217, PG. 470, D.B. 133, PG. 421

SURVEYOR'S CERTIFICATION

- 1. TOMMY W. WRIGHT, CERTIFY THAT THE CONTROL FOR THIS SURVEY IS FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY: CLASS OF SURVEY ACCURACY: CLASS A, POSITIONAL ACCURACY: 0.05', TYPE OF GPS FIELD PROCEDURE: VRS (SOKKIA MODEL GCX-3 NETWORK ROVER), DATES OF SURVEY: 2022-08-17, DATUM EPOCH: NAD83(2011)/EPOCH (2010), PUBLISHED/FIXED-CONTROL USE: NC CORS NETWORK, GEOID MODEL: GEOID18, MEAN COMBINED GRID FACTOR: 0.999978182 (GROUND TO GRID), UNITS: US SURVEY FEET

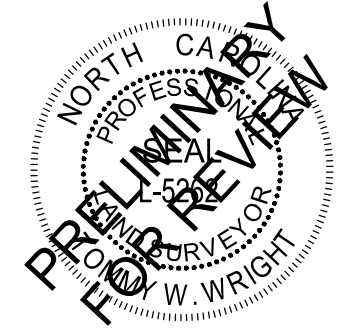
SURVEYOR'S CERTIFICATION:

I, TOMMY W. WRIGHT, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6799 PAGE 277, ETC.) (OTHER); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK AS PAGE SHOWN; THAT THE RATIO OF PRECISION IS 1:33,841; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

(f)(11)c.1 THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. FOR THE PURPOSES OF THIS SUBSECTION, AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

(j) THE PROVISIONS OF THIS SECTION SHALL NOT APPLY TO BOUNDARY PLATS OF STATE LINES, COUNTY LINES, AREAS ANNEXED BY MUNICIPALITIES, NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS THE 22nd DAY OF FEBRUARY, 2024 A.D.



PROFESSIONAL LAND SURVEYOR L-5262 LICENSE NUMBER

SHEET 1 SHEET 2

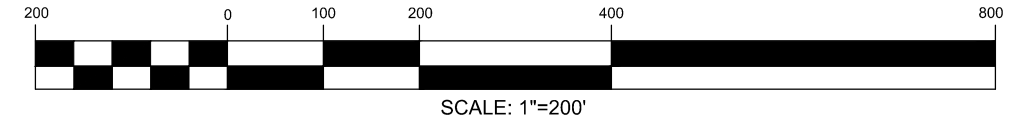
SHEET 1 SHEET 2

- GENERAL NOTES: 1. AREA DETERMINED UTILIZING COORDINATE COMPUTATION. 2. NO NGS MONUMENTS WITHIN 2000 FEET OF THIS PROPERTY. 3. GRID TIE INFORMATION BASED ON MONUMENTATION AND DATUM AS SHOWN, ALL DISTANCES ARE GROUND DISTANCES (US FEET) UNLESS OTHERWISE SHOWN. 4. NO SUBSURFACE INVESTIGATION PERFORMED BY FLEMING ENGINEERING, INC. 5. THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS OR RIGHTS OF WAY RECORDED PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT VISIBLE AT THE TIME OF INSPECTION. 6. THE CLASSIFICATION OF THIS SURVEY IS NORTH CAROLINA CLASS A. 7. HORIZONTAL DATUM: NAD83(2011). 8. THIS PROPERTY IS LOCATED WITHIN ZONE "X" AREA AS INDICATED ON THE FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBER 3710982400L & MAP NUMBER 3710982500L, EFFECTIVE DATE NOVEMBER 17th, 2017.

THE PURPOSE OF THIS PLAT IS TO ANNEX THE PROPERTY SHOWN HEREON INTO THE CITY LIMITS OF THE CITY OF MEBANE

CITY OF MEBANE CORPORATE LIMITS EXTENSION VOLUNTARY CONTIGUOUS ANNEXATION KIEWIT MEBANE FACILITY

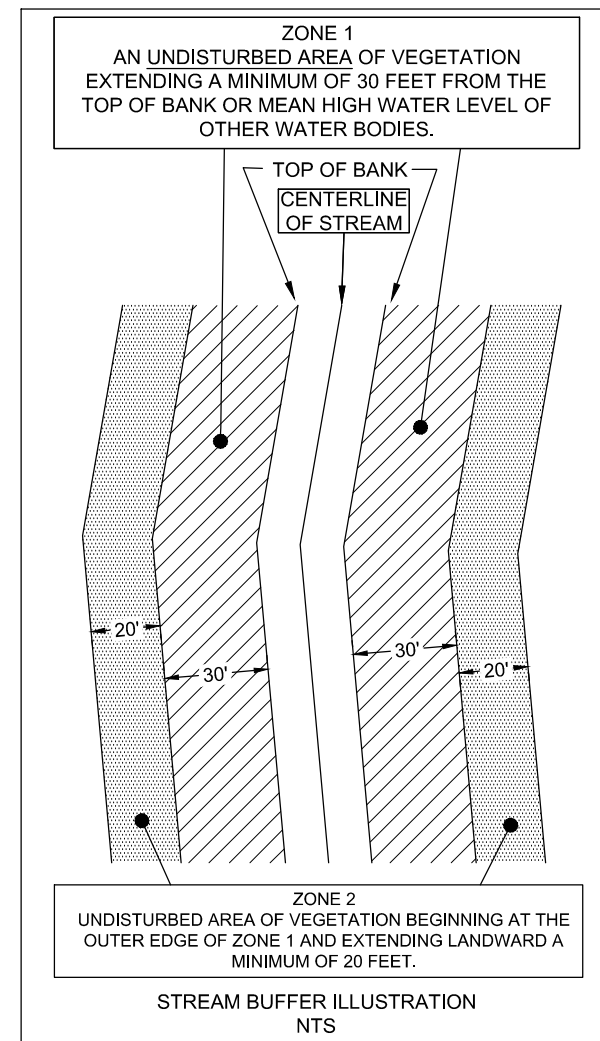
OWNER: KIEWIT INFRASTRUCTURE SOUTH CO. 1550 MIKE FAHEY STREET OMAHA, NEBRASKA 68102. CITY OF MEBANE CHEEKS TOWNSHIP ORANGE COUNTY NORTH CAROLINA DATE: 2024-02-22



Legal Description of Property AS SURVEYED

BEGINNING at an iron rebar set in the South line of Washington Street, a 60' right-of-way at the Northeast corner of Melvin Dodson recorded in Deed Book 1393, Page 258; thence S 62°17'48" E along said South line a distance of 102.48' to a PK nail found at the Northwest corner of Stag Mebane 3 LLC, recorded in Deed Book 5719, Page 545; thence S 10°56'43" E along the West line of said Stag Mebane 3 LLC, a distance of 1159.73' to an iron pipe found; thence S 08°48'05" E continuing along said West line a distance of 174.29' to an iron rebar set at the Southwest corner of said Stag Mebane 3 LLC.; thence N 86°37'15" E a distance of 646.54' to an iron rebar found in the West line of The City of Mebane recorded in Deed Book 4178, Page 305, at the Southeast corner of said Stag Mebane 3 LLC.; thence S 05°29'53" E along said West line a distance of 702.60' to an iron rebar set; thence S 04°38'55" E a distance of 422.80' to an iron rebar found in the North line of Industrial Connections & Solutions recorded in Deed Book 6383, Page 392, at the Southwest corner of said The City of Mebane; thence S 79°56'58" W a distance of 83.31' to an iron pipe found at the Northwest corner of said Industrial Connections & Solutions; thence S 09°11'17" E along the West line of said Industrial Connections & Solutions a distance of 407.16' to an iron pipe found at the Northeast corner of Python Enterprises LLC, recorded in Deed Book 5699, Page 176; thence S 80°15'57" W a distance of 496.04' to an iron pipe found at the Northwest corner of said Python Enterprises LLC.; thence S 09°13'13" E along the West line of said Python Enterprises LLC, a distance of 432.70' to an iron pipe found; thence S 09°13'15" E a distance of 486.09' to an iron rebar found in the North line of Industrial Drive, a variable width right-of-way, at the Southwest corner of said Python Enterprises LLC.; thence S 83°24'58" W along said North line a distance of 80.10' to an iron pipe found at the Southeast corner of Majorpower Corporation recorded in Deed Book 5840, Page 117; thence N 09°12'07" W a distance of 1329.96' to a railroad spike found at the common East corner of Penske Truck Leasing recorded in Deed Book 752, Page 262 and BRLP Mebane LLC, recorded in Deed Book 6144, Page 548; thence N 08°32'38" W a distance of 1369.50' to an iron rebar found in the East line of Michael & Elizabeth Hall recorded in Deed Book 6834, Page 500; thence N 10°56'37" W a distance of 1212.53' to an iron rebar set which is the point of BEGINNING. Said tract containing 28.12 +/- acres.

NC GRID
NAD 83 (2011)



SURVEYOR'S CERTIFICATION

I, TOMMY W. WRIGHT, CERTIFY THAT THE CONTROL FOR THIS SURVEY IS FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

1. CLASS OF SURVEY ACCURACY: CLASS A
2. POSITIONAL ACCURACY: 0.05'
3. TYPE OF GPS FIELD PROCEDURE: VRS (SOKKIA MODEL GCX-3 NETWORK ROVER)
4. DATES OF SURVEY: 2022-08-17
5. DATUM EPOCH: NAD83(2011)/EPOCH (2010)
6. PUBLISHED/FIXED-CONTROL USE: NC CORS NETWORK
7. GEOID MODEL: GEOID18
8. MEAN COMBINED GRID FACTOR: 0.999978182 (GROUND TO GRID)
9. UNITS: US SURVEY FEET

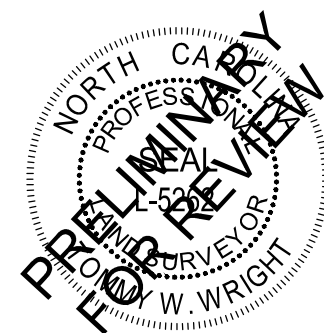
SURVEYOR'S CERTIFICATION:

I, TOMMY W. WRIGHT, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6799 PAGE 277, ETC.) (OTHER); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK AS PAGE SHOWN; THAT THE RATIO OF PRECISION IS 1:33,841; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

(f)(11)c.1 THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. FOR THE PURPOSES OF THIS SUBSECTION, AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

(j) THE PROVISIONS OF THIS SECTION SHALL NOT APPLY TO BOUNDARY PLATS OF STATE LINES, COUNTY LINES, AREAS ANNEXED BY MUNICIPALITIES, NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS THE 22nd DAY OF FEBRUARY, 2024 A.D.



PROFESSIONAL LAND SURVEYOR

L-5262
LICENSE NUMBER

LINE DATA TABLE

LINE	BEARING	DISTANCE
L1	S 62°17'48" E	102.48'
L2	S 08°48'05" E	174.29'
L3	S 79°56'58" W	83.31'
L4	S 83°24'58" W	80.10'

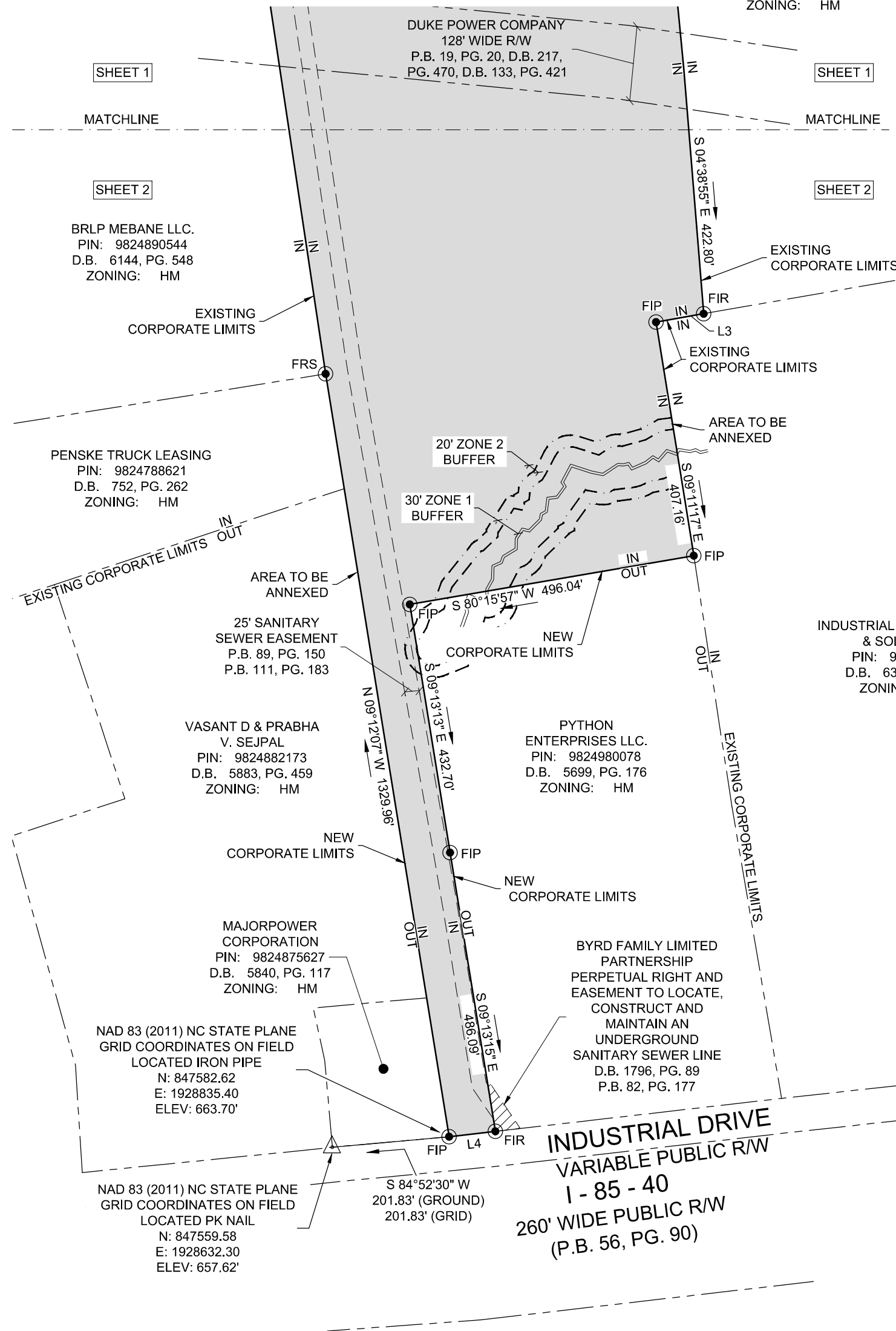
CITY OF MEBANE
PLANNING DIRECTOR CERTIFICATION:

THIS TRACT OF LAND IS WITHIN THE CITY OF MEBANE'S JURISDICTION, NO APPROVAL IS REQUIRED OF THE PLANNING BOARD OR CITY COUNCIL.

CITY OF MEBANE
PLANNING DIRECTOR _____ DATE _____

LEGEND

- = PROPERTY LINE
- - - = RIGHT-OF-WAY LINE
- - - = ADJOINING PROPERTY LINE
- - - = EASEMENT LINE
- [Cross-hatched] = ACCESS EASEMENT (D.B. 1948, PG. 446)
- [Diagonal lines] = SANITARY SEWER EASEMENT (D.B. 1796, PG. 89)
- [Shaded] = AREA TO BE ANNEXED
- FIP = FOUND IRON PIPE
- FIR = FOUND IRON REBAR
- FRS = FOUND RAILROAD SPIKE
- FPK = FOUND PK NAIL
- SIR = SET IRON REBAR
- IN = INSIDE CITY LIMITS
- OUT = OUTSIDE CITY LIMITS



THE CITY OF MEBANE
PIN: 9825902086
D.B. 4178, PG. 305
ZONING: HM

INDUSTRIAL CONNECTIONS
& SOLUTIONS
PIN: 9834088521
D.B. 6383, PG. 392
ZONING: HM

GENERAL NOTES:

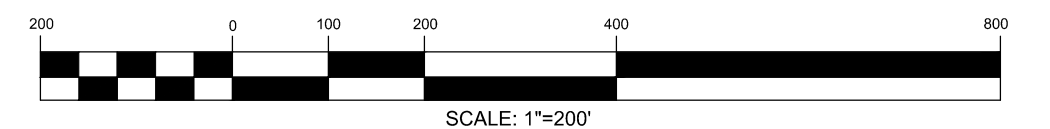
1. AREA DETERMINED UTILIZING COORDINATE COMPUTATION.
2. NO NGS MONUMENTS WITHIN 2000 FEET OF THIS PROPERTY.
3. GRID TIE INFORMATION BASED ON MONUMENTATION AND DATUM AS SHOWN, ALL DISTANCES ARE GROUND DISTANCES (US FEET) UNLESS OTHERWISE SHOWN.
4. NO SUBSURFACE INVESTIGATION PERFORMED BY FLEMING ENGINEERING, INC.
5. THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS OR RIGHTS OF WAY RECORDED PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT VISIBLE AT THE TIME OF INSPECTION.
6. THE CLASSIFICATION OF THIS SURVEY IS NORTH CAROLINA CLASS A.
7. HORIZONTAL DATUM: NAD83(2011).
8. THIS PROPERTY IS LOCATED WITHIN ZONE "X" AREA AS INDICATED ON THE FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBER 3710982400L & MAP NUMBER 3710982500L, EFFECTIVE DATE NOVEMBER 17th, 2017.

THE PURPOSE OF THIS PLAT IS TO ANNEX THE PROPERTY SHOWN HEREON INTO THE CITY LIMITS OF THE CITY OF MEBANE

CITY OF MEBANE
CORPORATE LIMITS EXTENSION
VOLUNTARY CONTIGUOUS ANNEXATION
KIEWIT MEBANE FACILITY

OWNER:
KIEWIT INFRASTRUCTURE SOUTH CO.
1550 MIKE FAHEY STREET
OMAHA, NEBRASKA 68102

CITY OF MEBANE
CHEEKS TOWNSHIP
ORANGE COUNTY
NORTH CAROLINA
DATE: 2024-02-22



Civil Engineers and Land Surveyors
8518 Triad Drive, Colfax, NC 27235
www.feiconsulting.com
(336) 852-9797
License No. C-0950

AGENDA ITEM #6C

Ordinance to Extend the Corporate Limits-
Voluntary Contiguous Annexation-
Holland Family- Bowman Road

Meeting Date

April 8, 2024

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes No

Summary

The Council will consider the approval of an Ordinance to Extend the Corporate Limits as the next step in the annexation process. This is a voluntary contiguous annexation of +/- 12.01 acres in Orange County on Bowman Road. A proposed subdivision is planned for this property.

Background

At the February 5, 2024, Council Meeting, the Council accepted the petition for annexation and the Clerk's certificate of sufficiency and adopted a Resolution setting a date of Public Hearing for March 4, 2024, continued until April 8, 2024, to consider approval of extending Mebane's corporate limits. The Public Hearing Notice was properly advertised.

Financial Impact

The property and improvements will be added to the ad valorem tax base for the City once the property is annexed as determined by the state statute.

Recommendation

Staff recommends the adoption of an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina.

Suggested Motion

I motion to adopt an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina to include the +/- 12.01 acres.

Attachments

1. Ordinance
2. Map

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE CITY OF MEBANE, NORTH CAROLINA

Mail after recording to: City of Mebane, Attn: City Clerk, 106 E. Washington Street, Mebane, NC 27302

Ordinance No. 167

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 at the Glendel Stephenson Municipal Building at 6:00 p.m. on April 8, 2024, after due notice by the Mebane Enterprise on March 28, 2024; 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 Mebane, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Mebane as of April 8, 2024:

That certain parcel of land, lying and being in Cheeks Township, Orange County, North Carolina, and being more particularly described as follows:

BEGINNING at a #6 rebar found (with NC Grid NAD83 coordinates N:842,420.06, E:1,925,270.41) in the easterly boundary line of GG Havenstone Limited Partnership as recorded in Deed Book 6791, Page 958 and described as a portion of Parcel 1 in Plat Book 79, Page 194, Orange County Registry; Thence along the easterly and southerly boundary lines of said Havenstone the following ten (10) courses: 1) N 29°57'09" W, at distance of 203.78 feet passing a #5 rebar found, continuing 166.11 feet passing a #5 rebar found, and continuing 271.49 feet, for a total distance of 641.38 feet to a #5 rebar set; 2) N 08°11'24" E, a distance of 201.95 feet to a #5 rebar found; 3) N 01°43'25" W, at a distance of 305.83 feet passing a #5 rebar found, and continuing 27.58 feet, for a total distance of 333.41 feet to a computed point in the centerline of Haw Creek; 4) with said creek N 38°22'23" E, a distance of 62.10 feet to a computed point; 5) with said creek N 27°11'26" E, a distance of 54.23 to a computed point; 6) with said creek N 33°05'19" E, a distance of 38.42 feet to a computed point; 7) with said creek N 52°10'16" E, a distance of 77.55 feet to a computed point; 8) with said creek N 70°22'18" E, a distance of 33.09 feet to a computed point; 9) with said creek N 33°55'59" E, a distance of 45.71 feet to a computed point; and 10) with said creek N 79°28'49" E, a distance of 33.08 feet to a computed point in the westerly boundary line of Wendy Louise Heath parcel as recorded in Deed Book 3877, Page 39 and described at Lot 1 in Plat Book 85, Page 104, Orange County Registry; Thence along the westerly boundary line of said Heath S 27°41'54" E, at a distance of 43.02 feet passing a #5

rebar found, continuing 170.40 feet passing a 1-inch pinch top iron pipe found, continuing 268.89 feet passing a 1" iron pipe found, continuing 371.11 feet passing a #5 rebar found; and continuing 37.77 feet, for a total distance of 891.19 feet to a computed point in the right-of-way of Bowman Road (60' public right-of-way; Thence within the right-of-way of said Bowman Road the following three (3) courses: 1) S 23°23'39" W, a distance of 206.12 feet to a PK nail set; 2) S 29°40'16" W, a distance of 294.88 feet to a computed point; and 3) along a curve to the right, with a chord bearing N 42°46'46" W, a chord distance of 153.57 feet, and a radius of 918.00 feet to a computed point at a southeasterly corner of said Havenstone; Thence along the easterly boundary line of said Havenstone N 29°57'09" W, a distance of 30.75 feet to the Point of Beginning, containing 12.01 acres.

Section 2. Upon and after April 8, 2024, 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 Mebane and shall be entitled to the same privileges and benefits as other parts of the City of Mebane. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Mebane shall cause to be recorded in the office of the Register of Deeds of Orange 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 duly certified copy of this ordinance. Such a map shall also be delivered to the Orange County Board of Elections as required by G.S. 163-288.1.

Adopted this 8th day of April 2024.

City of Mebane

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk

Approved as to form:

Lawson Brown, City Attorney

NC SURVEYORS BOUNDARY AND GPS CERTIFICATIONS

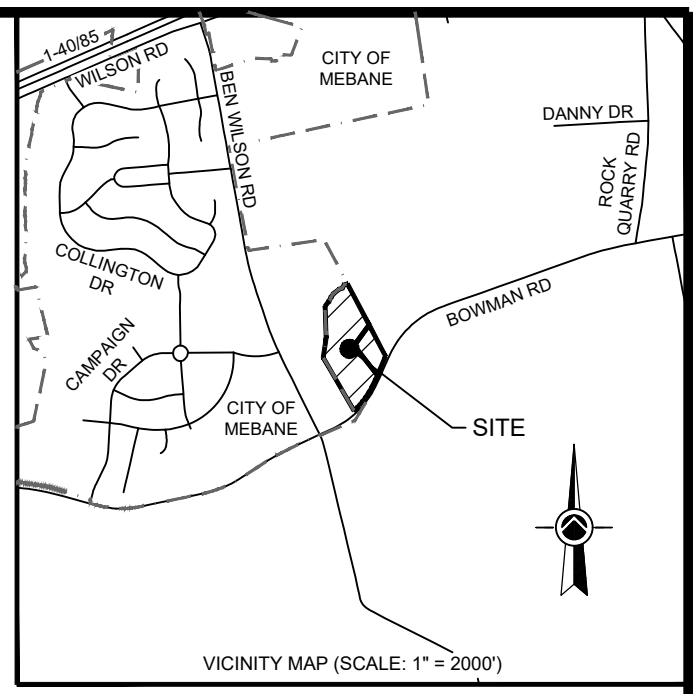
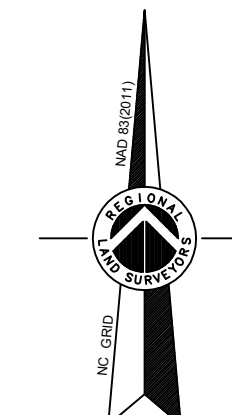
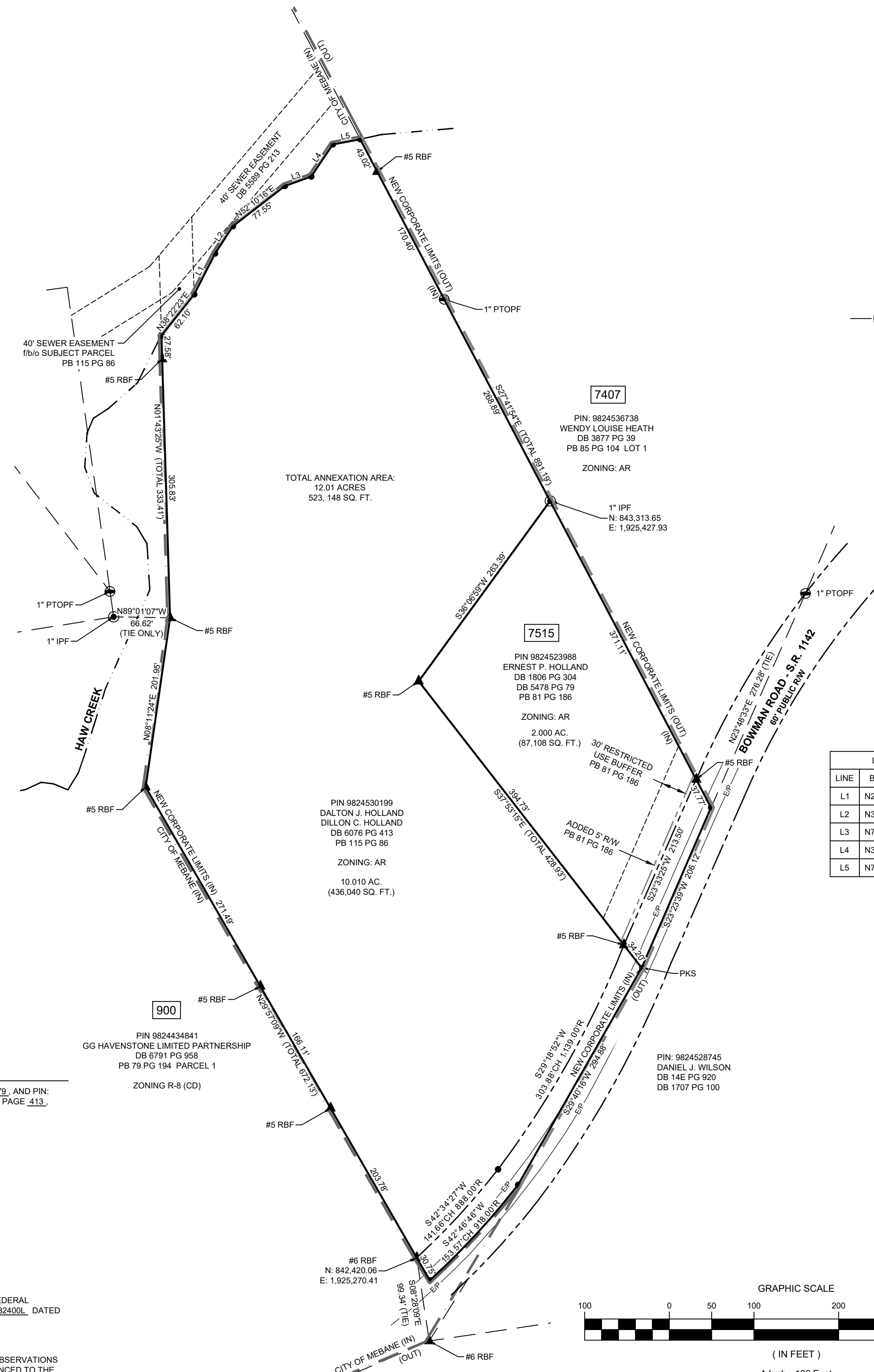
I, **KIM R. LILLY**, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN DEED BOOK 1806, PAGE 304; DEED BOOK 5478, PAGE 79; DEED BOOK 6076, PAGE 413; PLAT BOOK 81, PAGE 186; AND PLAT BOOK 115, PAGE 86). THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM INFORMATION IN DEED BOOK 3877, PAGE 39; DEED BOOK 6791, PAGE 958; PLAT BOOK 79, PAGE 194; AND PLAT BOOK 85, PAGE 104; THAT THE RATIO OF PRECISION IS 1:27,882; THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600); AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30(j) AS AMENDED.

THIS xxTH DAY OF JANUARY, A.D. 2024.

47-30(f)(11) c.1: THAT THE SURVEY IS OF ANY EXISTING PARCEL OR PARCELS OF LAND OR ONE OF MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET, FOR THE PURPOSES OF THIS SUBSECTION, AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

I, **KIM R. LILLY**, FURTHER CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- 1) CLASS OF SURVEY: URBAN LAND (CLASS A)
- 2) POSITIONAL ACCURACY: 0.05'
- 3) TYPE OF GPS FIELD PROCEDURE: GPS/RTS
- 4) DATES OF SURVEY: MARCH 24-29, 2023
- 5) DATUM/EPOCH: NAD 83 (NSRS 2011)
- 6) PUBLISHED/FIXED-CONTROL USE: NONE
- 7) GEOID MODEL: GEOID 12B
- 8) COMBINED GRID FACTOR(S): 0.99994841
- 9) UNITS: US FEET



LINE LEGEND

- SUBJECT BOUNDARY LINE (SURVEYED)
- ADJOINER BOUNDARY LINE (NOT SURVEYED)
- RIGHT-OF-WAY LINE
- EXISTING CORPORATE LIMITS
- NEW CORPORATE LIMITS
- BUILDING SETBACK LINE
- EASEMENT
- CREEK PER ORANGE COUNTY GIS
- EDGE OF PAVEMENT

LEGEND

- COMPUTED POINT
- IRON PIPE FOUND - IPF (SIZE AS NOTED)
- REBAR FOUND - RBF (SIZE AS NOTED)
- PINCH TOP FOUND - PTOFP (SIZE AS NOTED)
- PK NAIL SET - PKS
- 642** ADDRESS
- DB DEED BOOK
- PB PLAT BOOK
- PG PAGE
- R/W RIGHT-OF-WAY

LINE TABLE

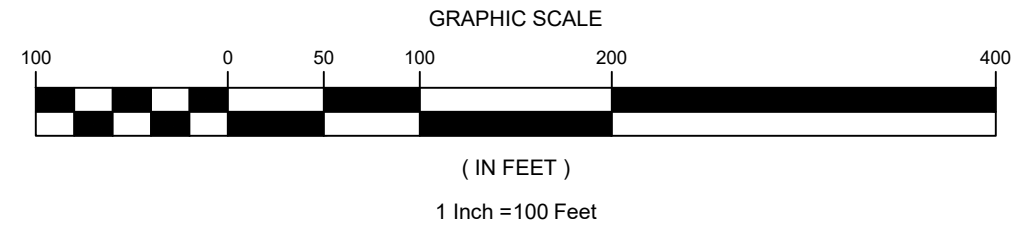
LINE	BEARING	LENGTH
L1	N27°11'26"E	54.23'
L2	N33°05'19"E	38.42'
L3	N70°22'18"E	33.09'
L4	N33°55'59"E	45.71'
L5	N79°28'49"E	33.08'

PLANNING DIRECTOR
THIS TRACT OF LAND IS WITHIN THE CITY OF MEBANE'S JURISDICTION. NO APPROVAL IS REQUIRED OF THE PLANNING BOARD OR CITY COUNCIL PER THE CITY OF MEBANE UNIFIED DEVELOPMENT ORDINANCES.

PLANNING DIRECTOR _____ DATE _____

- NOTES**
1. SITE BEING PIN: 9824523988, ERNEST P. HOLLAND, AS RECORDED IN DEED BOOK 5478, PAGE 79, AND PIN: 9824530199, DALTON J. HOLLAND AND DILLON C. HOLLAND, AS RECORDED IN DEED BOOK 6076, PAGE 413, ORANGE COUNTY REGISTER OF DEEDS.
 2. ALL DISTANCES ARE HORIZONTAL GROUND, UNLESS OTHERWISE NOTED.
 3. AREA:

9824523988 (PER DEED)	2,000 ACRES (87,108 SQ. FT.)
LESS R/W AREA	0.265 ACRES (11,543 SQ. FT.)
NET AREA	1,735 ACRES (75,565 SQ. FT.)
9824530199 (PER DEED)	10,010 ACRES (436,040 SQ. FT.)
LESS R/W AREA	0.143 ACRES (6,238 SQ. FT.)
NET AREA	9,867 ACRES (429,802 SQ. FT.)
TOTAL ANNEXATION AREA	12.010 ACRES (523,148 SQ. FT.)
 4. ZONING CLASS "AR" - AGRICULTURAL RESIDENTIAL
MINIMUM SETBACKS:
RIGHT-OF-WAY 40'
SIDE OR REAR 20'
 5. THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT (NORTH CAROLINA FLOOD MAPPING), COMMUNITY PANEL NO. 3710982400, DATED NOVEMBER 17, 2007. (ZONE X)
 6. INFORMATION SHOWN HEREON IS FROM DIRECT FIELD DATA COLLECTED MARCH 24 TO 29, 2023.
 7. NORTH CAROLINA GRID COORDINATES AS SHOWN HEREON WERE DERIVED FROM DIRECT GPS OBSERVATIONS UTILIZING THE NORTH CAROLINA GEODETIC SURVEY'S NETWORK RTK SYSTEM AND ARE REFERENCED TO THE NAD83(NSRS2001) DATUM GPS OBSERVATION PERFORMED ON MARCH 24, 2023.



FINAL PLAT
CITY OF MEBANE
CORPORATE LIMITS EXTENSION
VOLUNTARY CONTIGUOUS ANNEXATION
BOWMAN RD 1, LLC
7515 BOWMAN ROAD
CHEEKS TOWNSHIP
ORANGE COUNTY
NORTH CAROLINA





AGENDA ITEM #6D

RZ 24-01

Conditional Rezoning – Bowman Road Townhomes

Presenter

Ashley Ownbey, Development Director

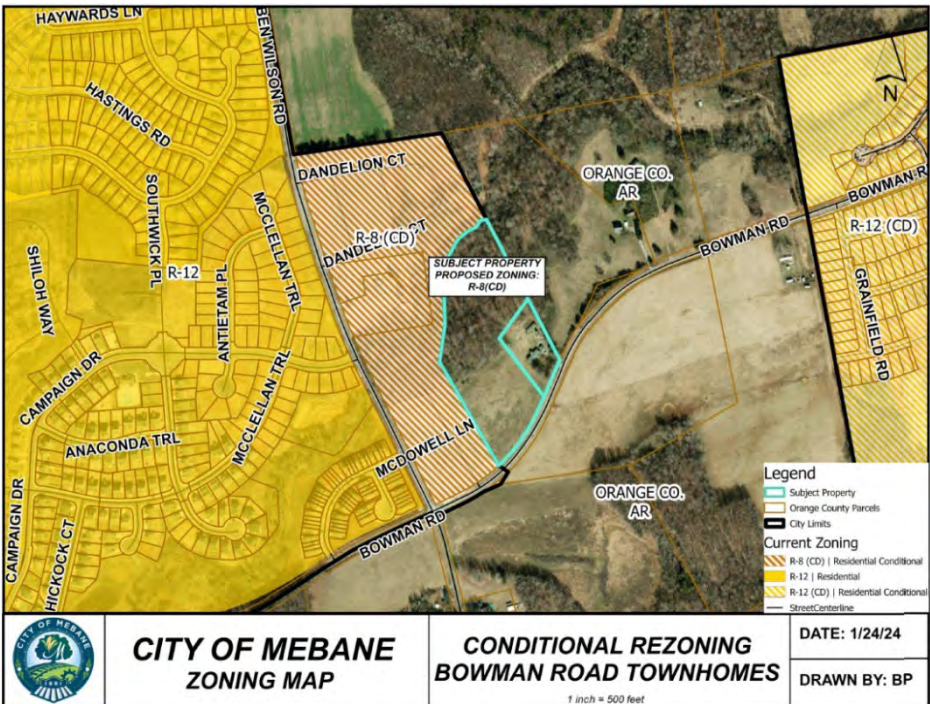
Applicant

Bowman Rd. 1, LLC
 3301 Atlantic Ave.
 Raleigh, NC 27612

Public Hearing

Yes No

Zoning Map



Property

Unaddressed
 7515 Bowman Rd.
 Orange County GPINs:
 9824530199; 9824523988

Proposed Zoning

R-8 (CD)

Current Zoning

Agricultural Residential
 (Orange County Zoning)

Size

+/- 12.01 acres

Surrounding Zoning

R-8(CD), R-12 PUD,
 R-12(CD), Orange Co. AR

Surrounding Land Uses

Townhomes, Single-family
 Residential, Vacant,
 Agricultural

Utilities

Yes

Floodplain

No

Watershed

No

City Limits

No

	CITY OF MEBANE ZONING MAP	CONDITIONAL REZONING BOWMAN ROAD TOWNHOMES <small>1 inch = 500 feet</small>	DATE: 1/24/24
			DRAWN BY: BP

Application Brief

See Planning Project Report for more details.

Recommendations	
Technical Review Committee:	The Technical Review Committee (TRC) has reviewed the site plan four times (not including pre-submittal meetings), and the applicant has revised the plan to reflect the comments.
Planning Staff:	The proposed development “Bowman Road Townhomes” is consistent with the guidance provided within <i>Mebane By Design</i> , the Mebane Comprehensive Land Development Plan.
Planning Board:	At their February 12 meeting, the Planning Board voted 7-0 to recommend approval of the conditional rezoning request.
Zoning & Land Use Report	
Jurisdiction:	Orange County (Annexation Required)
Proposed Use By-Right (Yes/No):	No
Type of Rezoning Request:	Conditional
Special Use Request (Yes/No):	No
Consistency with Mebane By Design (Yes/No):	Yes
Utilities Report	
Available Utilities (Yes/No):	Yes
Adequate Stormwater Control (Yes/No):	Yes
Innovative Stormwater Control (Yes/No):	No
Consistency with Long-Range Utility Plan (Yes/No):	Yes
Transportation Report	
Traffic Impact Analysis Required (Yes/No):	No
Multi-Modal Improvements (Yes/No):	Yes
Consistency with Bike/Ped Transportation Plan (Yes/No):	Yes

Summary

Bowman Rd 1, LLC is requesting to establish R-8 (CD) zoning on two properties (GPINs: 9824530199 and 9824523988) totaling +/- 12.01 acres at 7515 Bowman Road, located outside of the Mebane Extraterritorial Jurisdiction (ETJ) in Orange County, for a development of 89 townhomes. The properties are currently zoned AR, Agricultural Residential, by Orange County. Bowman Road 1, LLC, has the properties under contract to purchase, contingent upon approval of the conditional rezoning.

The site-specific plan includes the following on-site amenities and dedications:

- A 10’ wide multi-use path along the property’s frontage on Bowman Road connecting to the multi-use path by the Meadowstone Townhomes development.
- All internal roads within the development will include 5’ wide sidewalks on one side of the streets.
- The development will include a pickleball court, a gathering pavilion, and dog park as private recreational amenities.

Proposed Conditions of Zoning District	Mebane UDO Requirements
The applicant has proposed a minimum 8’ side yard setback for end units, a minimum 10’ side street setback, and a minimum 15’ rear yard setback.	The Mebane Unified Development Ordinance (UDO) requires a 15’ side yard for end units and a 20’ rear yard setback.
The applicant is providing 0.17 acres of public recreation space and requests to provide a payment in lieu of the remaining public recreation space. The payment-in-lieu totals \$54,041.	Pursuant to Section 6-8 of the Mebane UDO, the applicant is required to provide 2.55 acres of public recreation space. The applicant may request the Mebane City Council consider a payment-in-lieu.

The proposed development does not generate enough trips to warrant a traffic impact analysis (TIA). The applicant is required by the Mebane UDO to provide turn lanes at the entrance to the development. The turn lanes must be installed before the second phase of development.

Financial Impact

The developer will be required to make all of the improvements at their own expense.

Suggested Motion

1. Motion to approve the R-8 (CD) zoning as presented.
2. Motion to find that **the application is consistent** with the objectives and goals in the City’s 2017 Comprehensive Land Development Plan *Mebane By Design*. Specifically, the request:

- Is for properties within the City's G-2 Industrial (Part of BEDD) and proposes workforce housing (Mebane CLP, p. 76); and
- Provides a greenway and open space in a developing area, connecting to other locations, consistent with Open Space and Natural Resource Protection Goal 4.3 (p. 17, 89, & 90).

OR

3. Motion to **deny** the R-8 (CD) rezoning as presented due to a lack of

a. Harmony with the surrounding zoning or land use

OR

b. Consistency with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*.

Attachments

1. Preliminary Presentation Slides
2. Zoning Amendment Application
3. Zoning Map
4. Site Plan – [click here to access](#).
5. Planning Project Report
6. Preliminary Water and Sewer System Approval Letter
7. Technical Memorandum – City Engineering Review
8. Traffic Impact Statement



Ashley Ownbey, Development Director

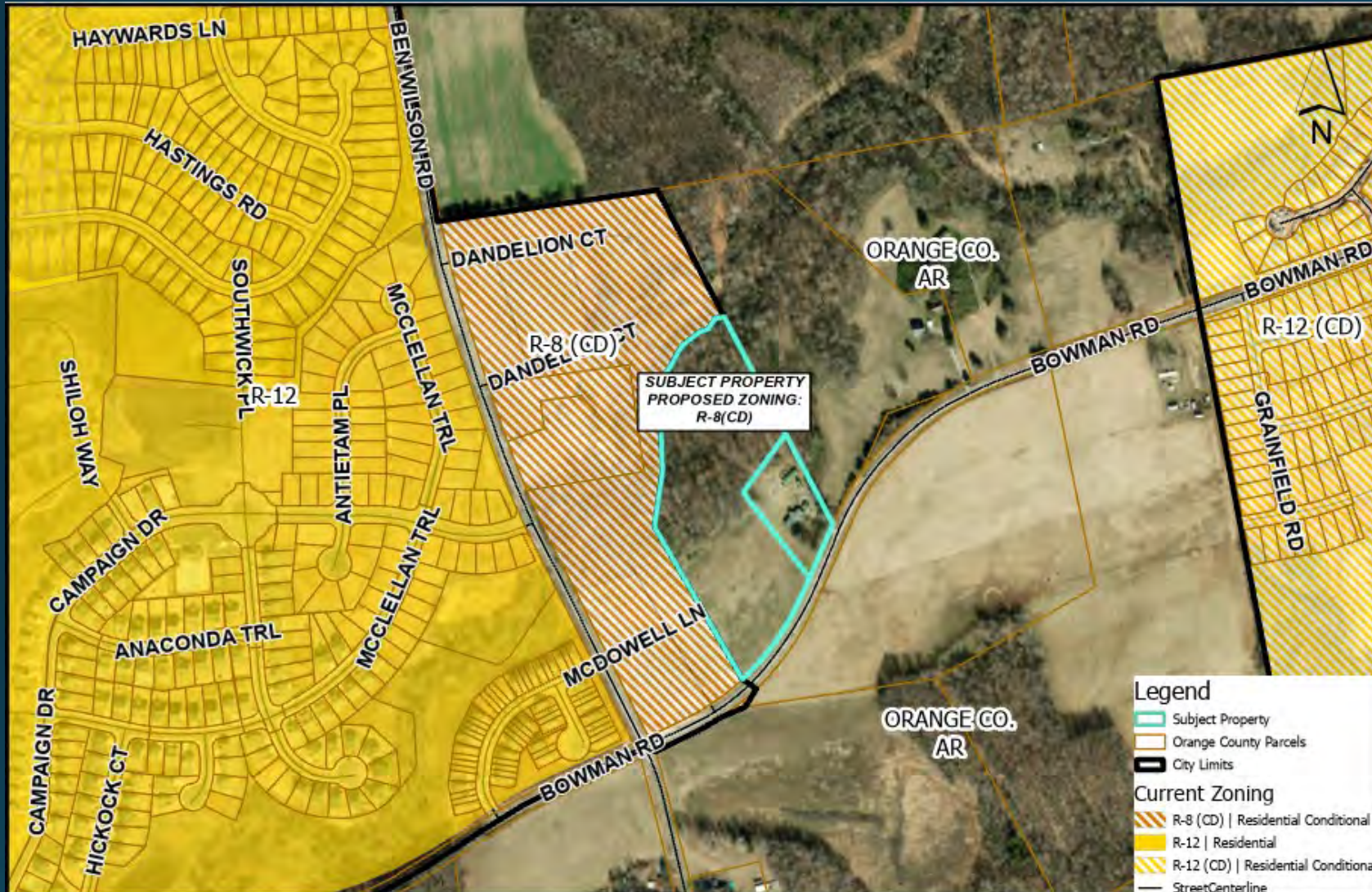
Public Hearing - Rezoning Request: Establish R-8 (CD) Zoning
by Bowman Rd 1, LLC



Bowman Road Townhomes

Conditional Rezoning Request

- Request by Bowman Rd. 1, LLC
- +/- 12.01 Acres
- Existing zoning: Orange Co. AR
- Requested zoning: R-8 (CD)



CITY OF MEBANE
ZONING MAP

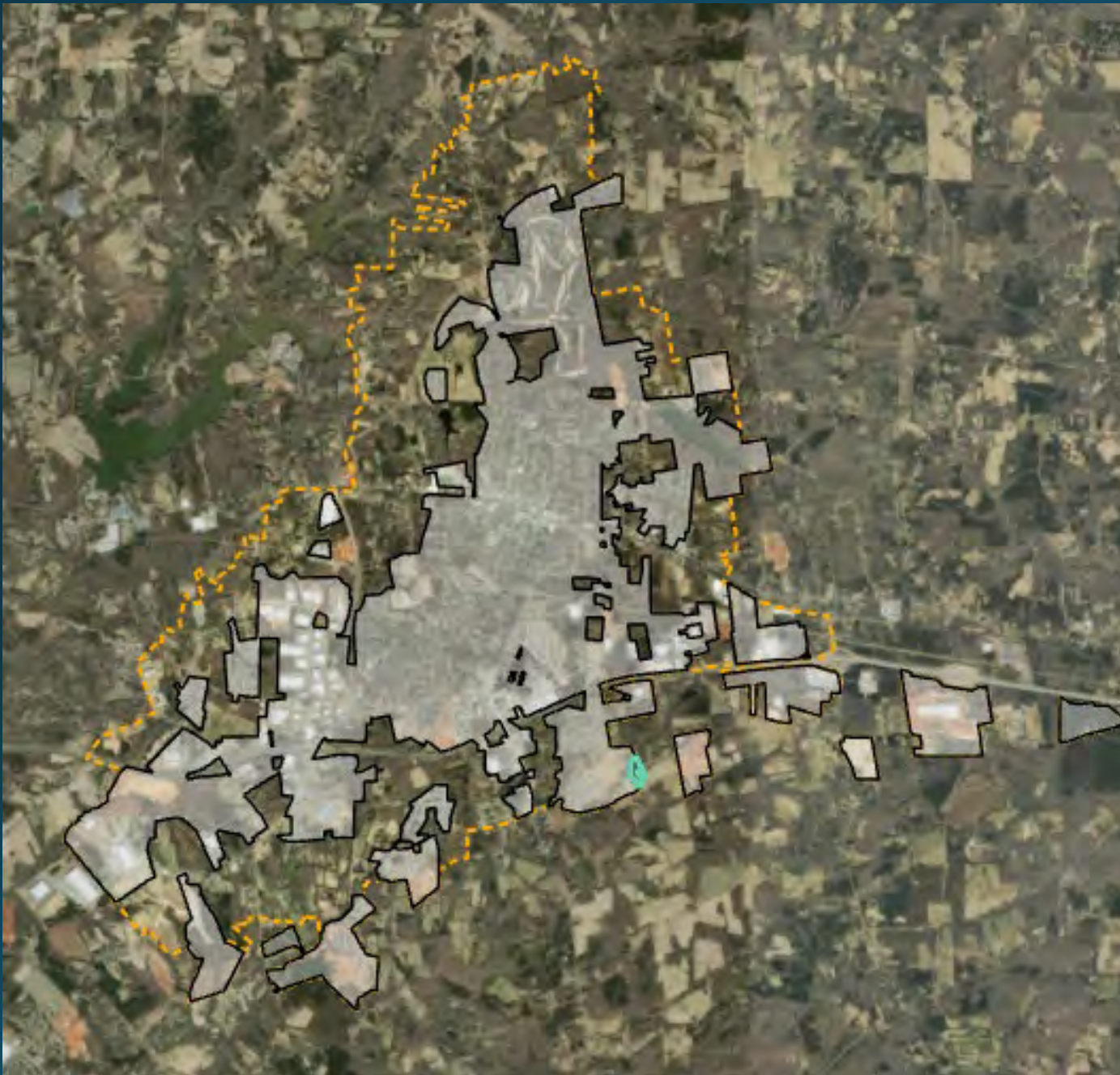
CONDITIONAL REZONING
BOWMAN ROAD TOWNHOMES

1 inch = 500 feet

DATE: 1/24/24

DRAWN BY: BP





Bowman Road Townhomes

Conditional Rezoning Request

- Located outside of ETJ in Orange County
- Annexation required before action on rezoning request.



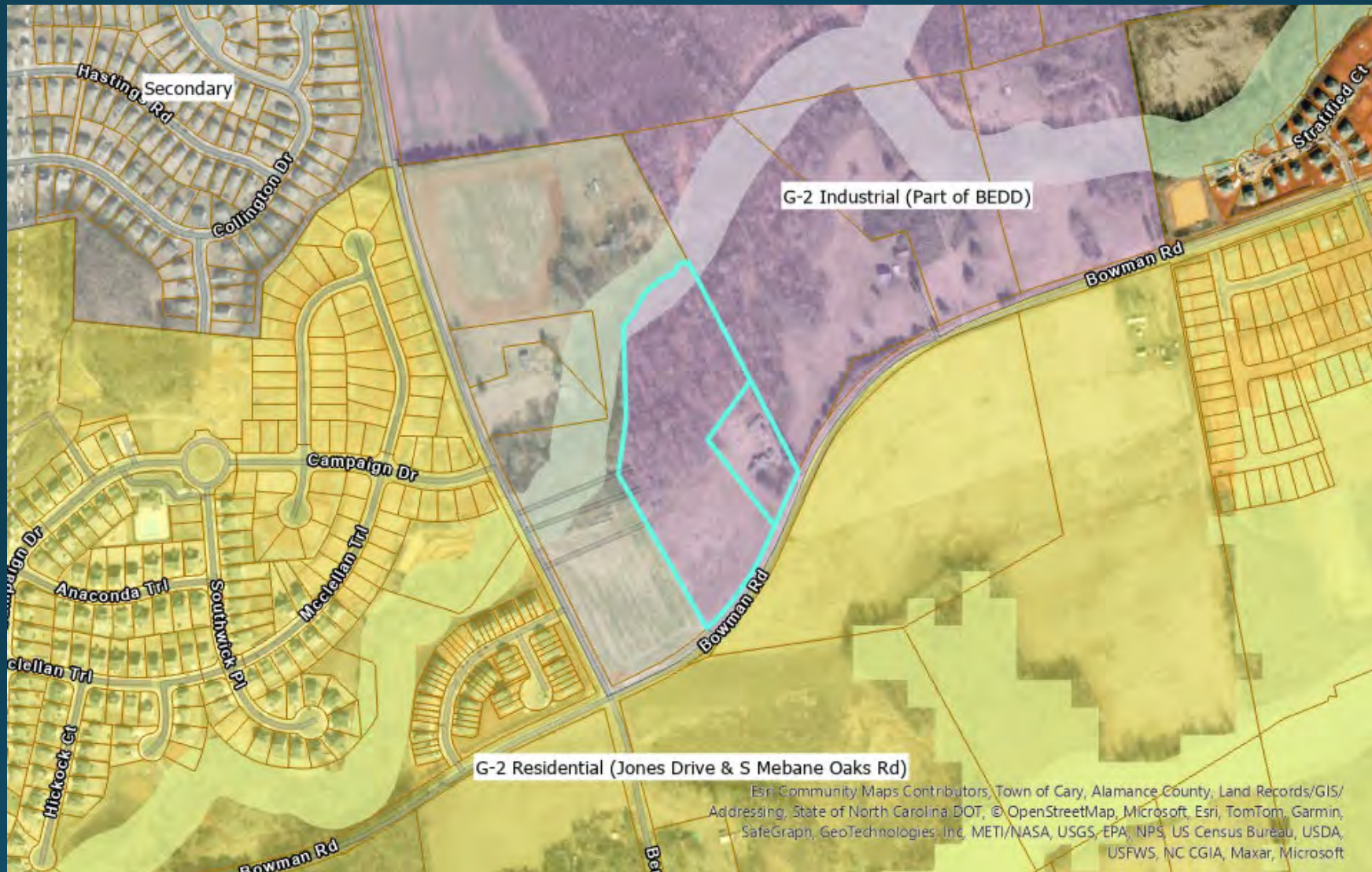


Bowman Road Townhomes

Conditional Rezoning Request

- Single-family home; Vacant & Forested
- Surrounding uses include:
 - Townhomes (Meadowstone)
 - Single-family residential (Meadows, Bowman Village, Bowman Place)
 - Vacant & Agricultural





Esri, Community Maps Contributors, Town of Cary, Alamance County, Land Records/GIS/Addressing, State of North Carolina DOT, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc. METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, NC CGIA, Maxar, Microsoft

Bowman Road Townhomes Conditional Rezoning Request

Mebane By Design: G-2 Industrial Growth Area



Bowman Road Townhomes

Conditional Rezoning Request

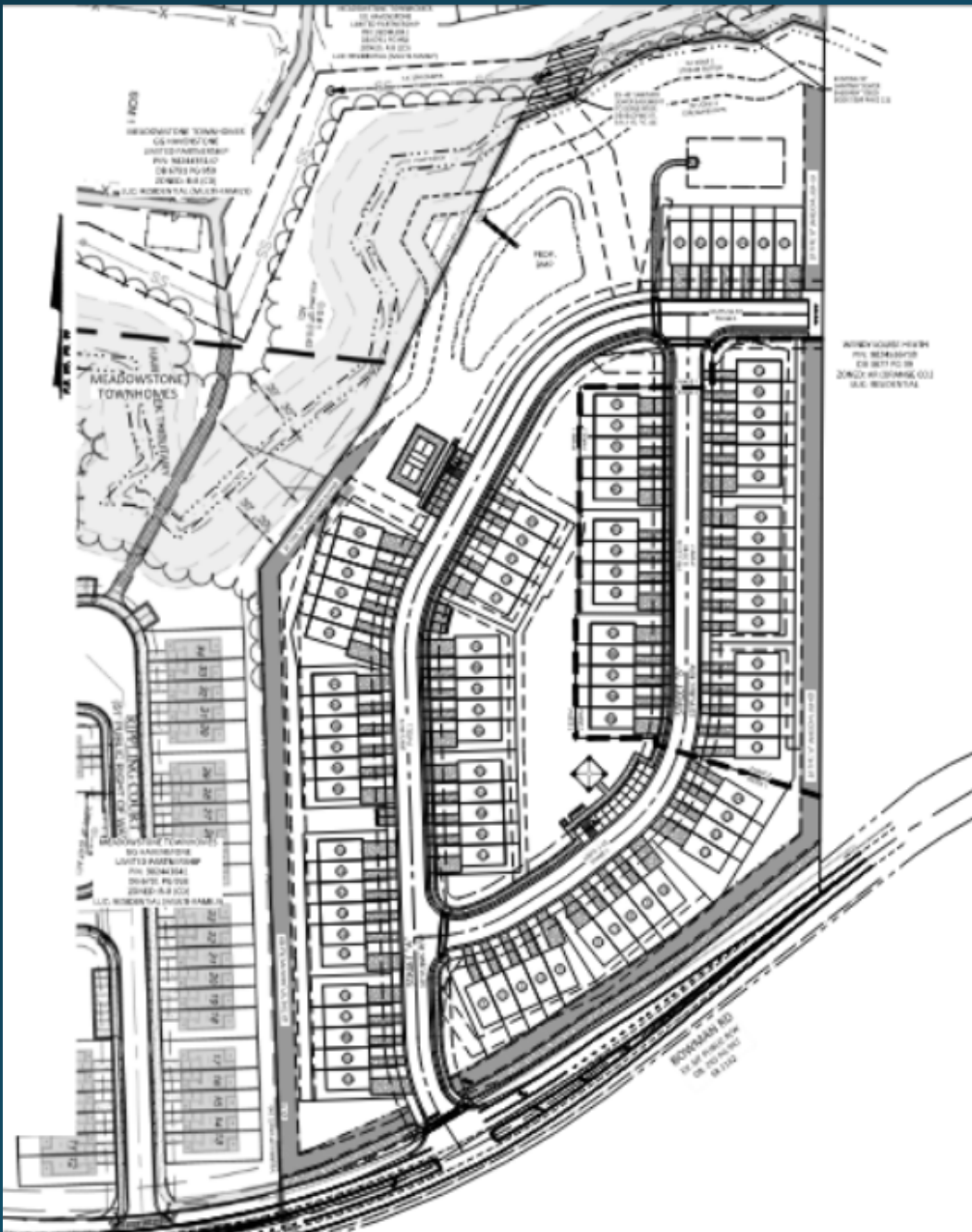
Conditions Requested:

- 8' side yard for end units
- 10' side street setback
- 15' rear setback

Public recreation provided: 0.17 acres

- Payment in lieu of \$54,041 for the remaining requirement of 2.38 acres.

Install left and right turn lanes at entrance.





Applicant Presentation



BOWMAN ROAD TOWNHOMES

Mebane City Council

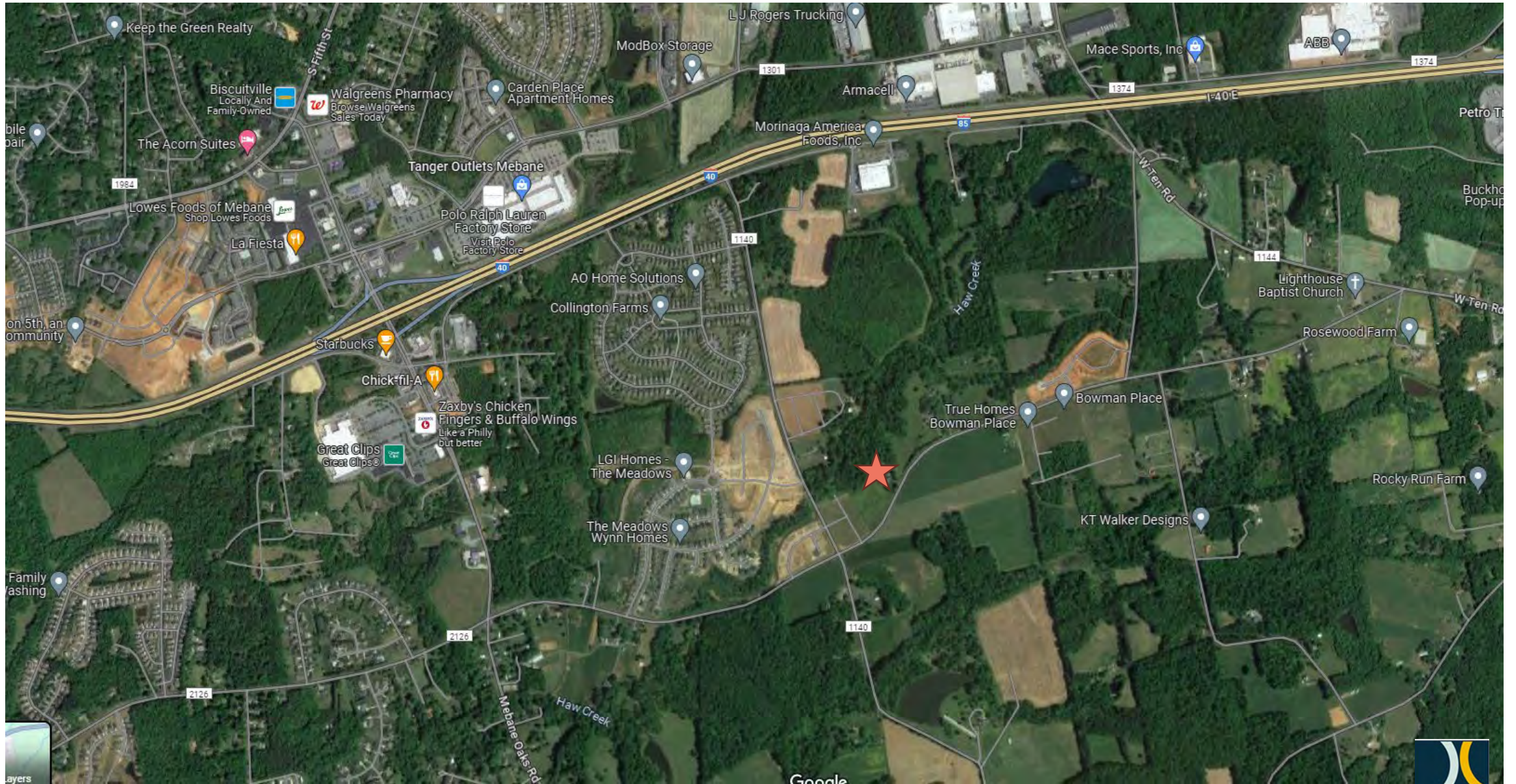
April 8, 2024



NATURE OF REQUEST

- 12.01 Acre Site
- Annex into the City of Mebane and Rezone to R8(CD)
- Proposed Number of Homes is 89
- Community To Include Amenities of Pickleball Court, Dog Park, Multi-Use Trail, Community Gathering Pavilion
- Conditional Zoning = Site Plan Specificity







Adm R. Stotzfus, PE C-8812
 admr@stotzeng.com
 811 N.C. ONE-CALL CENTER
 683 S. COLLETT
 KENNESAW, NC 27284

BOWMAN ROAD TOWNHOMES
 SURROUNDING AREA PLAN

PROJECT OWNER INFORMATION:
 STATISTUS ENGINEERING, INC.
 683 S. COLLETT
 KENNESAW, NC 27284

PROJECT OWNER INFORMATION:
 BOWMAN VILLAGE & BOWMAN PLACE
 PO BOX 200
 ARDUR, NC 27001

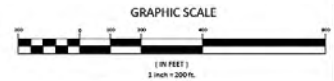
PROJECT LOCATION:
 BOWMAN RD & BOWMAN PLACE
 COUNTY: CHANDLER
 TOWNSHIP: CHANDLER

NO.	DATE	REVISION/NOTE
1	11/09/23	CITY OF MEASAK COMMENTS
2	11/28/23	CITY OF MEASAK COMMENTS
3	12/27/23	CITY OF MEASAK COMMENTS
4		
5		
6		

DRAWN BY: SEI
 CHECKED BY: ARS
 DATE: 09/25/2023
 PROJECT NO: 100-12
 REF. NO.:
 SCALE: 1"=200'

APPROVED FOR THE TOWN OF MEASAK BY: [Signature]
 TOWN ENGINEER

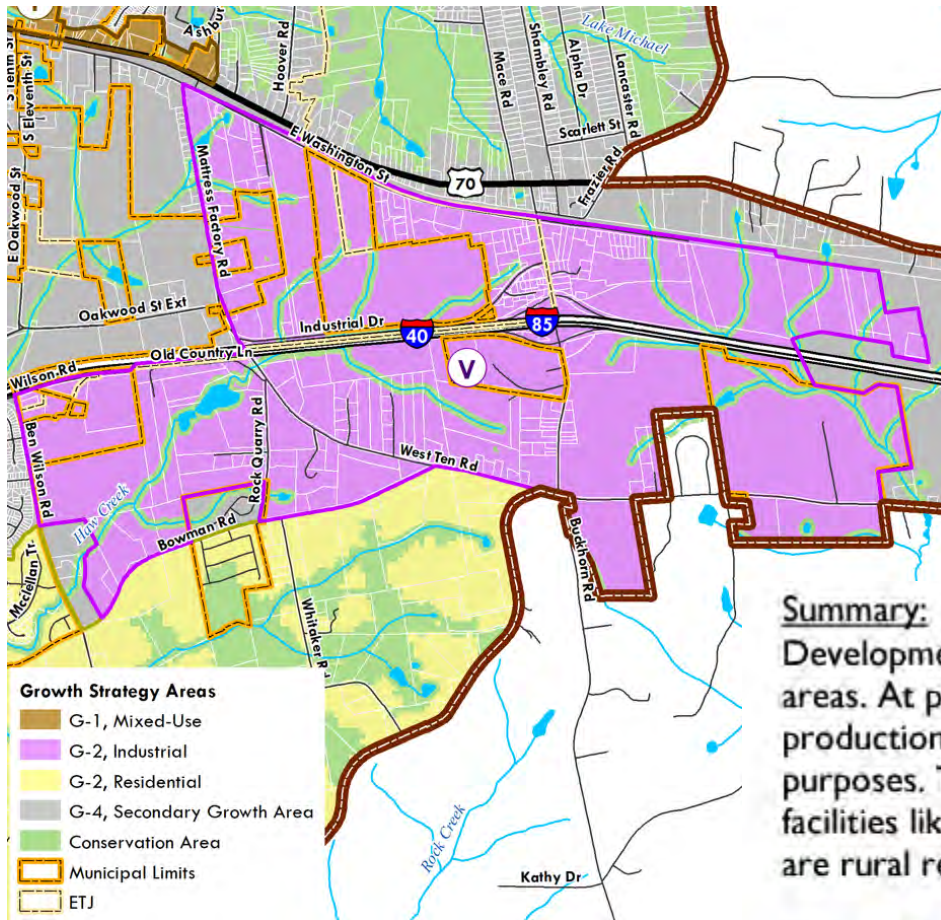
BEFORE YOU DIG!
 CALL 811 N.C. ONE-CALL CENTER
 IT'S THE LAW!



C2
2 OF 8

THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND SHALL REMAIN THE PROPERTY OF THE ENGINEER. THESE DRAWINGS ARE PROTECTED UNDER COPYRIGHT LAWS AND MAY NOT BE REPRODUCED IN PART OR IN WHOLE WITHOUT THE SPECIFIC WRITTEN CONSENT OF THE ENGINEER.
 © 2023 STATISTUS ENGINEERING, INC.

MEBANE BY DESIGN



- Property is designated Primary Growth Area G-2
- Specific Designation of Industrial V, part of the Buckhorn Economic Development District

Summary: This area encompasses the western portion of the Buckhorn Economic Development District (BEDD) and its existing industrial uses and some existing residential areas. At present, the BEDD is primarily defined by the Morinaga America Confectionary production facility. The area is intended for more robust growth, primarily for light industrial purposes. The Mattress Factory Road area north of I-40/85 is also a corridor for light industrial facilities like Kingsdown and AKG. The areas immediately outside of these corridors, though, are rural residential lots.

Uses: Maximize non-residential use and discourage further single family developments. Multi-family or workforce housing in close proximity to the current and future industrial land uses will be encouraged to minimize commuting concerns, especially traffic congestion. Encourage low water user and incentivize the employment of local residents at any new industries developed in this area.

Consistency with Mebane By Design (Land Use)

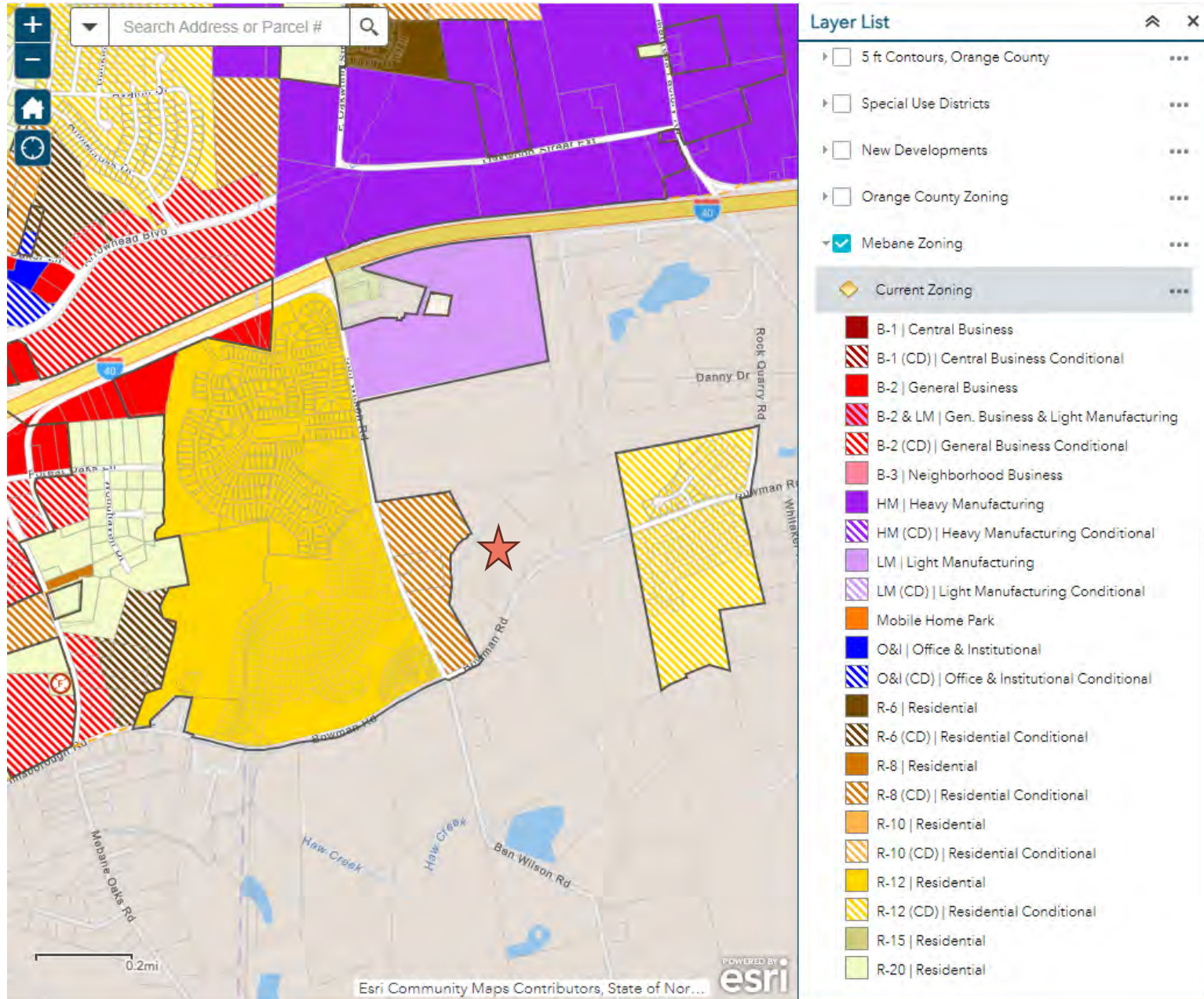
- Townhomes
- Designed and planned to meet objective of workforce housing in this location
- Target of workforce housing using
 - Proximity;
 - HUD definition: housing that is affordable for those earning between 80% and 120% of area median income (AMI). This area has \$108,500 AMI per the Fannie Mae AMI Lookup Tool; 80% is \$86,800

Consistency with Mebane By Design (Other Objectives)

- Open Space and Natural Resource Protection Goal 4.3
 - Provision of Multi Use Path to ensure connectivity in developing area to access full City network
- Consistency with Mebane Bicycle and Pedestrian Transportation Plan
 - Provision of Multi Modal Improvements
 - Connection to community sidewalk network



ZONING CONTEXT





MEADOWSTONE
TOWNHOMES

MEADOWSTONE
TOWNHOMES

MEADOWSTONE
TOWNHOMES



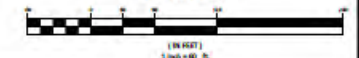
VICINITY MAP
1" = 2,000'

BOWMAN ROAD TOWNHOMES

CITY OF MEBANE
ORANGE COUNTY, NORTH CAROLINA

SITE DATA:
TOTAL ADDRESS: 122.0 AC +/-
RESIDENTIAL: 118.0 AC +/-
TOTAL ADDRESS: 122.0 AC +/-
RESIDENTIAL: 118.0 AC +/-
UNIMPAVED STORAGE: 0.00 AC +/-
TOTAL: 122.0 AC +/-

CONCEPTUAL PLAN
12/12/2023
GRAPHIC SCALE



Site Plan Features

- Increased Setback off Bowman Road (30 feet)
- 4.17 acres of open space and recreational amenities (3.15 excess acres)
- Shade Pavilion/Gathering Space
- Dog Park
- Pickleball Court
- Multi Use Path and Sidewalks
- Public Streets
- Meeting 20 foot separation Between Buildings
- Only 8' side yards are adjacent to Open Space
- Rear Setbacks abut open space and perimeter buffers





HOME STYLES



BUILDING COMMITMENTS

- All homes shall have a covered front porch/alcove.
- All homes shall have projecting eaves.
- Townhome building shall feature an articulated roofline through the use of gables, dormers and height variations.
- The front façade of each home shall feature some mix of building materials to include, minimal maintenance siding, masonry, stone, or board and batten.
- Each home shall have a garage.
- Garage doors shall feature decorative paneling.

AMENITIES



NEIGHBORHOOD OUTREACH

BOWMAN RD 1, LLC

December 5, 2023

Dear Neighbor:

Our company, Bowman Rd 1, LLC, is under contract to purchase those certain parcels of land located at 7515 Bowman Road, being approximately 12 acres in total and identified as PINs 9824523988 and 9824530199 (the "Property"). We intend to develop a townhome community on the Property.

In order to facilitate our development plan, we are applying to the City of Mebane to annex the Property with an original zoning of R8 (CD) (Conditional District - Residential, 8 units per acre). The Property is adjacent to similar zoning in the City of Mebane, and our request is consistent with existing land uses in the immediate area and would support employment opportunities in the area. We believe our request reflects a reasonable plan for the highest and best use of the Property.

In order to provide information about our project and respond to any questions that you might have, we will host a neighborhood Zoom meeting on Thursday, January 4, 2024 at 5:30 pm. The Zoom link is attached to this letter.

We look forward to hearing your thoughts and questions as we move through the rezoning process. Please feel free to contact our project representative, Amanda Hedierne, with any questions about this request. Her direct phone number is 336-609-5137, or you can email her at amanda@isaacsonsheridan.com.

The Mebane Planning Board will consider our request early in 2024. We will know the exact meeting date and share those details with you at our zoom meeting on January 4th, 2024.

Sincerely,



Cliff Minsky
Manager

- Letter mailed to 10 Neighboring Property Owners
- Invited Neighbors to a Zoom Informational Meeting
- No Participants



APPLICATION FOR A ZONING AMENDMENT

Application is hereby made for an amendment to the Mebane Zoning Ordinance as follows:

Name of Applicant: Bowman Rd 1, LLC

Address of Applicant: c/o Amanda Hodierne 804 Green Valley Road, Suite 200 Greensboro, NC 27408

Address and brief description of property to be rezoned: PINS 9824523988 and 9824530199

Applicant's interest in property: (Owned, leased or otherwise) Contract Purchaser

*Do you have any conflicts of interest with: Elected/Appointed Officials, Staff, etc.?

Yes ___ Explain: _____ No X

Type of re-zoning requested: R8 (CD)

Sketch attached: Yes X No _____

Reason for the requested re-zoning: To permit development of the properties for workforce housing.

Signed: [Signature]

Date: 12/13/2023

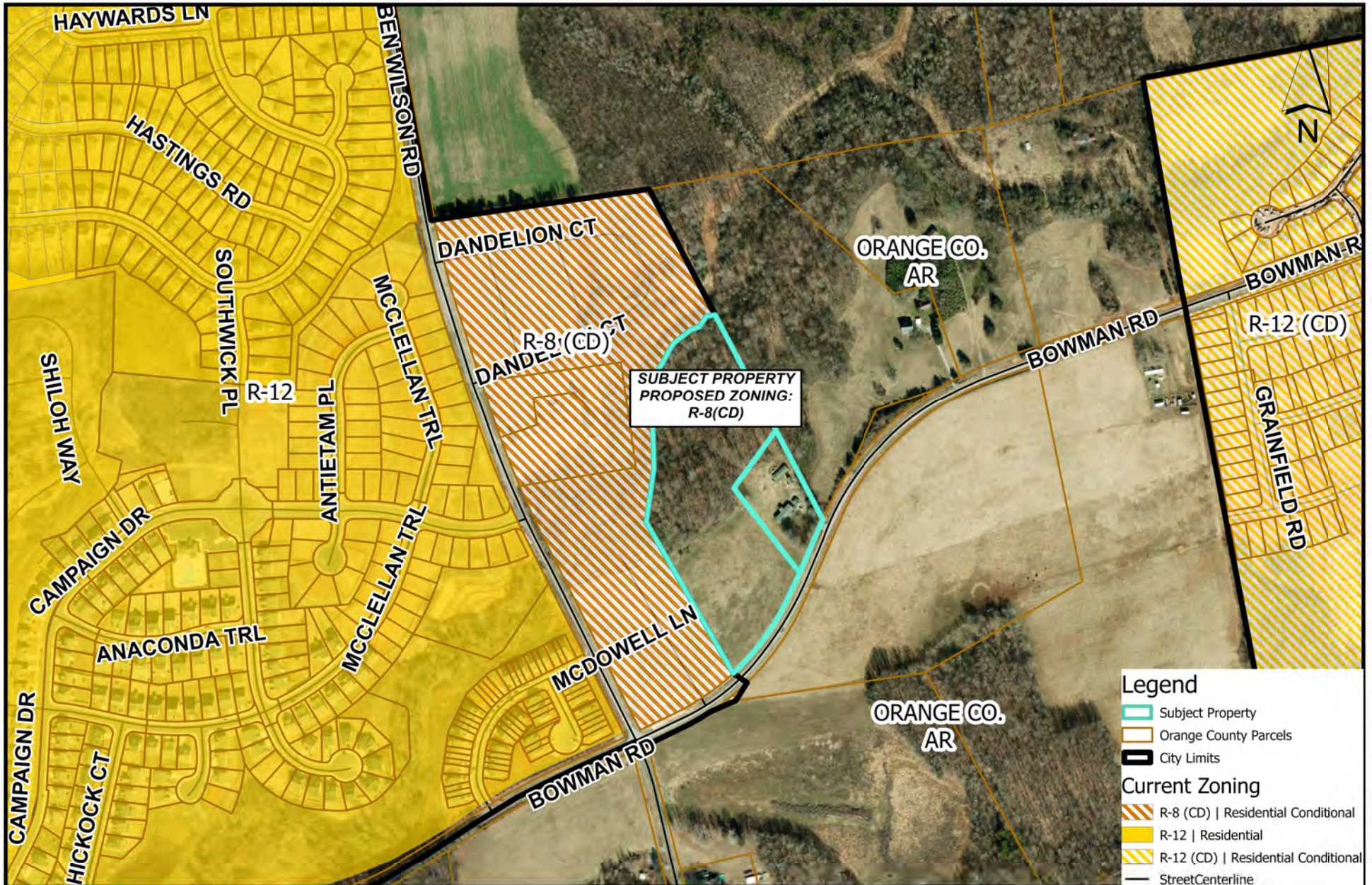
Action by Planning Board: _____

Public Hearing Date: _____ Action: _____

Zoning Map Corrected: _____

The following items should be included with the application for rezoning when it is returned:

1. Tax Map showing the area that is to be considered for rezoning.
2. Names and addresses of all adjoining property owners within a 300' radius (Include those that are across the street).
3. \$300.00 Fee to cover administrative costs.
4. The information is due 15 working days prior to the Planning Board meeting. The Planning Board meets the 2nd Monday of each month at 6:30 p.m. Then the request goes to the City Council for a Public Hearing the following month. The City Council meets the 1st Monday of each month at 6:00 p.m.



SUBJECT PROPERTY
PROPOSED ZONING:
R-8(CD)



**CITY OF MEBANE
ZONING MAP**

**CONDITIONAL REZONING
BOWMAN ROAD TOWNHOMES**

1 inch = 500 feet

DATE: 1/24/24

DRAWN BY: BP

The site plan can be downloaded through the following link:

<https://cityofmebane.sharefile.com/public/share/web-sa3fd8b804b5d443b8f3a6de6e9e1be36>.

PLANNING PROJECT REPORT

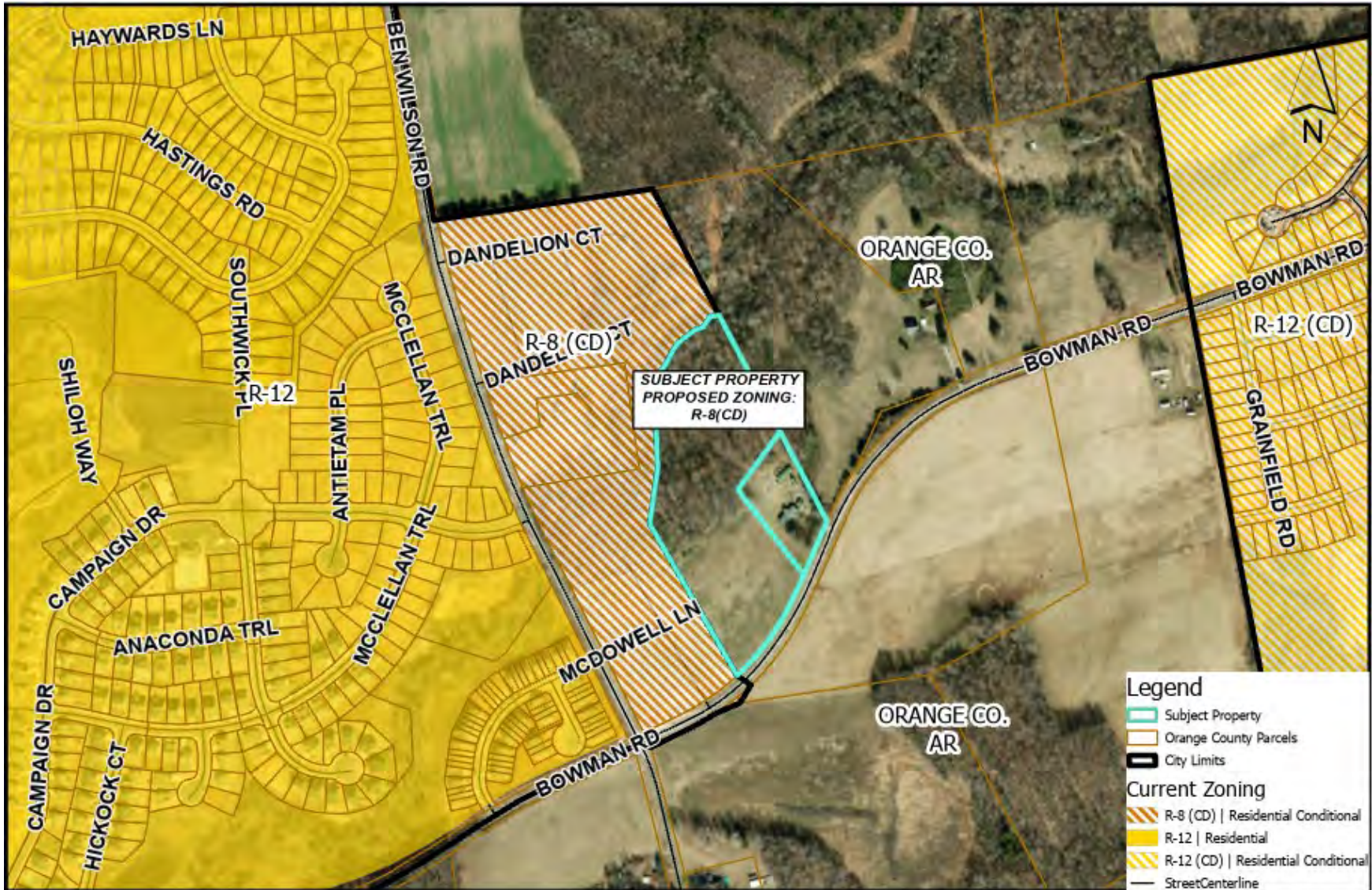
DATE	01/24/24
PROJECT NUMBER	RZ 24-01
PROJECT NAME	Bowman Road Townhomes
APPLICANT	Bowman Rd. 1, LLC 3301 Atlantic Ave. Raleigh, NC 27612

CONTENTS

PROJECT NAME & APPLICANT	PAGE 1
ZONING REPORT	PAGE 2
LAND USE REPORT	PAGE 4
UTILITIES REPORT	PAGE 6
STAFF ZONING REQUEST RECOMMENDATION	PAGE 7

ZONING REPORT

EXISTING ZONE	AR (Orange County)	
REQUESTED ACTION	R-8 (CD), Residential Conditional	
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
CURRENT LAND USE	Vacant, Residential	
PARCEL SIZE	+/- 12.01 acres	
PROPERTY OWNERS	Dalton J. and Dillon C. Holland 7515 Bowman Rd. Mebane, NC 27302	Ernest P. Holland PO Box 1926 Angier, NC 27501
LEGAL DESCRIPTION	Request to establish R-8 (CD) zoning on two properties (GPINs: 9824530199 and 9824523988) totaling +/- 12.01 acres at 7515 Bowman Road, located outside of the Mebane Extraterritorial Jurisdiction (ETJ) in Orange County, for a development of 89 townhomes by Bowman Rd 1, LLC.	
AREA ZONING & DISTRICTS	Properties to the west are zoned R-8(CD). Properties to the north, east, and west are zone AR, Agricultural Residential, by Orange County.	
SITE HISTORY	The site is largely vacant and forested with a single-family residence on one of the properties.	
STAFF ANALYSIS		
CITY LIMITS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Annexation is required before action on the rezoning request.	
PROPOSED USE BY-RIGHT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
SPECIAL USE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
EXISTING UTILITIES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
POTENTIAL IMPACT OF PROPOSED ZONE	The proposed R-8(CD) zoning district is consistent with the adjacent zoning for the Meadowstone Townhome development. It is a higher residential density than the surrounding AR zoning by Orange County.	



**CITY OF MEBANE
ZONING MAP**

**CONDITIONAL REZONING
BOWMAN ROAD TOWNHOMES**

1 inch = 500 feet

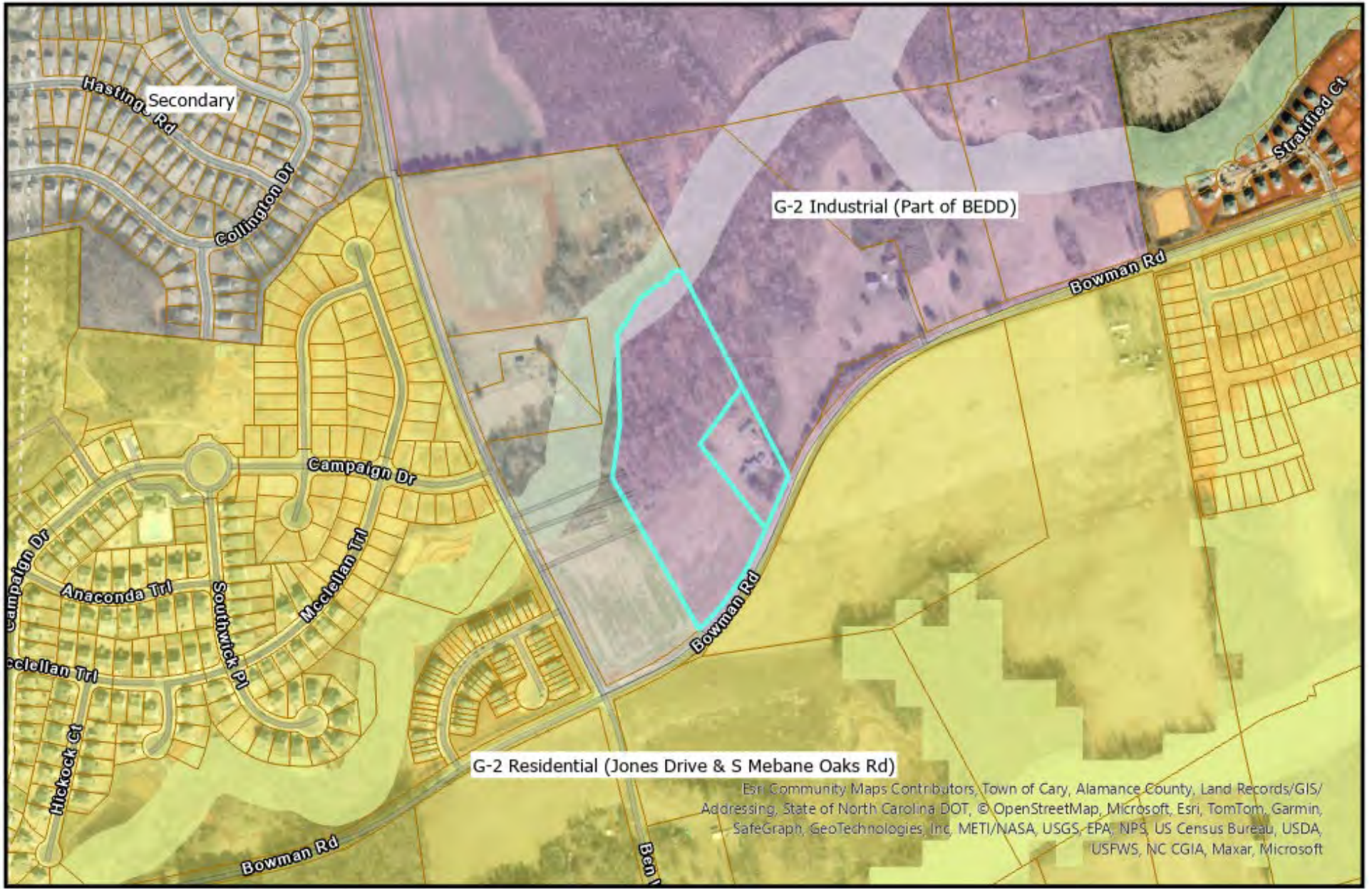
DATE: 1/24/24

DRAWN BY: BP

LAND USE REPORT

EXISTING LAND USE	Single-Family Residential, Vacant
PROPOSED LAND USE & REQUESTED ACTION	The applicant is requesting to establish R-8 (CD) zoning on two properties totaling +/- 12.01 acres located at 7515 Bowman Road for a development consisting of 89 townhomes by Bowman Rd 1, LLC.
PROPOSED ZONING	R-8 (CD), Residential Conditional District
PARCEL SIZE	+/- 12.01 acres
AREA LAND USE	The subject properties are located along Bowman Road. The surrounding uses include the Meadows and Meadowstone subdivisions to the west, the Bowman Village and Bowman Place subdivisions to the east, and larger single-family lots and agricultural land immediately adjoining the site to the east and across Bowman Road.
ONSITE AMENITIES & DEDICATIONS	The proposed development will feature 4.69 acres of private open space and private recreational amenities including a shade pavilion, dog park, and pickleball court. Additionally, a 10' multi-use path will run along the development's frontage and connect to the path by the Meadowstone Townhomes development.
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF PROPOSED CONDITIONS	The applicant has proposed a minimum 8' side yard setback for end units, a minimum 10' side street setback, and a minimum 15' rear yard setback. The Mebane Unified Development Ordinance (UDO) requires a 15' side yard for end units and a 20' rear yard setback. The applicant is providing 0.17 acres of public recreation space and requests to provide a payment in lieu of the remaining public recreation area in the amount of \$54,041.

CONSISTENCY WITH <i>MEBANE BY DESIGN</i> STRATEGY	
LAND USE GROWTH STRATEGY DESIGNATION(S)	G-2 Industrial (V) (Part of BEDD) Multi-family and workforce housing are identified as supported uses in this industrial growth strategy area. Workforce housing is defined by the United States Department of Housing and Urban Development as serving individuals earning 80% to 120% of the area median income.
OTHER LAND USE CONSIDERATIONS	
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES SUPPORTED	Goal 4.3: Support park, greenway, and open space expansion in developed and developing areas, prioritizing connectivity between each location.
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES <u>NOT</u> SUPPORTED	



Esri, Community Maps Contributors, Town of Cary, Alamance County, Land Records/GIS/ Addressing, State of North Carolina DOT, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, NC CGIA, Maxar, Microsoft

UTILITIES REPORT

AVAILABLE UTILITIES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED UTILITY NEEDS	Per the memorandum from Franz Holt of AWCK, the anticipated utility use is approximately 20,025 gallons per day of water and of sewer. The project will be served from connections to an existing 12-inch water line along Bowman Road and an existing 18-inch sewer outfall that runs through the rear of the property. The City has adequate sewer capacity in the downstream sewer outfall and at the Water Resource Recovery Facility.
UTILITIES PROVIDED BY APPLICANT	Applicant has pledged to provide all on-site utilities, as described in AWCK's Technical Memo.
MUNICIPAL CAPACITY TO ABSORB PROJECT	The City has adequate water & sewer supply to meet the domestic and fire flow demands of the project.
CONSISTENCY WITH MEBANE LONG RANGE UTILITY PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADEQUATE STORMWATER CONTROL?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
INNOVATIVE STORMWATER MANAGEMENT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
TRANSPORTATION NETWORK STATUS	
CURRENT CONDITIONS	One entrance is proposed on Bowman Road, which is a two-lane, undivided road maintained by the NCDOT. In 2023, this section of Bowman Road recorded an annual average daily traffic volume of 1,800. From 2018-2022, there have been three reported crashes in this section of Bowman Road, with two accidents resulting in minor and moderate injuries, and one resulting in property damage only.
TRAFFIC IMPACT ANALYSIS REQUIRED?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
DESCRIPTION OF RECOMMENDED IMPROVEMENTS	As required by the Mebane UDO, the developer will install left and right turn lanes at the entrance before the second phase of development.
CONSISTENCY WITH THE MEBANE BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
MULTIMODAL IMPROVEMENTS PROVIDED BY APPLICANT?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF MULTIMODAL IMPROVEMENTS	The applicant will construct a 10' multi-use path along Bowman Road to connect to the Meadowstone Townhome development. Internal sidewalks and crosswalks will be provided as shown on the site plan.

STAFF RECOMMENDATION

STAFF ZONING RECOMMENDATION	<input checked="" type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE
STAFF SPECIAL USE FINDING	<input type="checkbox"/> CONSISTENT <input type="checkbox"/> NOT CONSISTENT.....WITH <i>MEBANE BY DESIGN</i>
RATIONALE	The proposed development “Bowman Road Townhomes” is consistent with the guidance provided within <i>Mebane By Design</i> , the Mebane Comprehensive Land Development Plan and is in harmony with surrounding uses.



February 6, 2024

Mr. Aden Stoltzfus, PE
Stoltzfus Engineering, Inc.
Kernersville, NC 27284

Subject: Bowman Road Townhomes – Water and Sewer System Layout

Dear Mr. Stoltzfus:

Regarding the subject Preliminary Subdivision Plans and in accordance with paragraph 7-4.3 A.3(a) in the UDO, this memo is provided to indicate that I have reviewed the preliminary water and sewer system layout and find it acceptable and meets City standards based on the following:

Water system – The project is to be served by the City’s 12-inch water line along Bowman Road. Internal to the subdivision are 8-inch water lines with appropriate fire hydrant spacing and valves. The City has adequate water capacity available to meet the domestic demand at approximately 20,025 gallons per day and fire flow requirements. When completed, the new water lines will become part of the city’s water distribution system.

Sanitary Sewer system – The project is to be served from connections to an existing 18-inch sewer outfall that runs through the rear of the property. Internal to the subdivision are proposed 8-inch sewer mains with appropriate manhole spacing. The permitted sewer use is 89 residential units x 3-bedrooms x 75 gallons per day per bedroom equaling 20,025 gallons per day. The City has adequate sewer capacity in the downstream sewer outfall, Southeast Regional Pump Station, and at the Water Resource Recovery Facility. When completed, the new sewer mains will become part of the city’s sewer collection system.

As the project is planned to be phased sewer permitting will follow the City’s accumulated paper flow policy. If there are any questions, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Franz K. Holt".

Franz K. Holt, P.E. City Engineer

CC: Ashley Ownbey, Development Director
Kyle Smith, Utilities Director



Technical Memorandum

Date: February 6, 2024
To: Ashley Ownbey, Development Director
From: Franz K. Holt, P.E.
Subject: Bowman Road Townhomes – City Engineering review

The preliminary site plans for the proposed Bowman Road Townhomes Subdivision sealed on 12-12-23 and prepared by Aden Stoltzfus with Stoltzfus Engineering, Inc. in Kernersville, NC, have been reviewed by the Engineering Department as a part of the TRC process. Our technical review comments are as follows:

A. General

The project proposes 89 townhomes (attached) on 12.01-acres along Bowman Road between Ben Wilson Road and Rock Quarry Road. Private amenities include a dog park and pickleball court.

B. Water and Sewer System Layout

Regarding the subject Preliminary Subdivision Plans and in accordance with paragraph 7-4.3 A.3(a) in the UDO, this memo is provided to indicate that I have reviewed the preliminary water and sewer system layout and find it acceptable and meets City standards based on the following:

1. Water system – The project is to be served by the City’s 12-inch water line along Bowman Road. Internal to the subdivision are 8-inch water lines with appropriate fire hydrant spacing and valves. The City has adequate water capacity available to meet the domestic demand at approximately 20,025 gallons per day and fire flow requirements. When completed, the new water lines will become part of the city’s water distribution system.
2. Sanitary Sewer system – The project is to be served from connections to an existing 18-inch sewer outfall that runs through the rear of the property. Internal to the subdivision are proposed 8-inch sewer mains with appropriate manhole spacing. The permitted sewer use is 89 residential units x 3-bedrooms x 75 gallons per day per bedroom equaling 20,025 gallons per day. The City has adequate sewer capacity in the downstream sewer outfall, Southeast Regional Pump Station, and at the Water Resource Recovery Facility. When completed, the new sewer mains will become part of the city’ sewer collection system.

As the project is planned to be phased sewer permitting will follow the City’s accumulated paper flow policy.



C. Watershed Overlay District and Phase II Stormwater Requirements

1. Watershed Overlay District requirements are provided under Sec. 5.3 of the UDO. These requirements in the UDO are for the Back-Creek Watershed, which includes the Graham-Mebane Lake. The project is tributary to Haw Creek, a Class V watershed and the Watershed Overlay District requirements do not apply to this project. This type of watershed classification (Class V) does not have density restrictions or built upon restrictions as required for the Graham-Mebane Lake watershed.
2. Phase II Stormwater Post Construction Ordinance
Section 5-2 of the UDO provides requirements for Phase 2 Post Construction Runoff compliance. It is estimated that the new built upon area will be approximately 40% making the project high density requiring engineered storm water controls. The project proposes one engineered storm water control device which will require fencing if constructed as a wet pond or if bio retention, sand filter, and or wetlands storing 2 feet or more of surface water. The plans call for the post construction runoff post vs. peak discharge be detained for the 100-year design storm exceeding city requirements of a 10-year storm event. A property association (HOA) will be responsible for ownership and maintenance.

D. Storm Drainage System

Sec. 5-1 in the UDO provides requirements for storm drainage systems. The preliminary site plans include a preliminary piping layout that indicates certain pipe locations, inlets, and discharge points. Stormwater flows from these pipes will be transported to stormwater management devices before being released.

E. Street Access and Traffic Impact Statement

Internal streets are considered local streets and are to be constructed to the city standard of 31-ft. b-b roll curb and gutter section with 5' wide concrete sidewalks along one side of the street. A street stub is provided to the adjacent eastern property. A proposed 10' wide multi-use path is proposed along the property frontage. When completed, the new streets, sidewalks, and multi-use path will become part of the city's network.

One connection is proposed to Bowman Road (SR 1142) with left and right turn lanes. A NCDOT driveway permit is required for the proposed roadway connection and turn lane improvements. A Three-Party NCDOT encroachment agreement is required for proposed pedestrian improvements and water line connection inside NCDOT right-of-way.

A Traffic Impact Statement prepared by Ramey Hemp was provided to the city in lieu of a TIA. The statement indicates peak hourly trips of 41 am and 49 pm being less than *100 peak hourly trips* and average daily trips of 628 being less than the *1,000 average daily trips* (TIA requirement).



F. Construction Plan Submittal

Sec. 7-6.7. A. in the UDO indicates that construction plans for all street facilities, including water and sewer facilities, shall be submitted following preliminary plat or site plan approval; therefore, construction plans are not required as a part of the site plan review. A utility plan is provided which generally shows the proposed water lines, sewer lines, and storm drainage and stormwater management devices to indicate that the project is feasible for utility service and providing stormwater management. Appendix E which is included in the UDO is a Construction Document checklist which is to be provided at such time as construction plans are submitted after Preliminary Site Plan approval. Based on city engineering review of the referenced preliminary site plans, it is my opinion that said plans are in substantial compliance with the UDO.



November 28, 2023

Aden Stoltzfus, PE
683 Gralin Street
Kernersville, NC 27284
P: 336.904.0207
E: aden@seiengineering.com

Reference: Bowman Road Townhomes - Mebane, NC

Subject: Traffic Impact Statement

Dear Mr. Stoltzfus:

This letter provides a Traffic Impact Statement with an estimate of the trip generation for the proposed residential development to be located north of Bowman Road and east of Ben Wilson Road in Mebane, North Carolina. The proposed residential development is anticipated to consist of 89 townhomes. Refer to the attachments for the preliminary site plan.

Trip Generation

Table 1 provides a summary of the weekday peak hour trip generation for the proposed development based on the number of townhomes anticipated to be built.

Table 1: Site Trip Generation Summary

Land Use (ITE Code)	Intensity	Daily Traffic (vpd)	Arrival Peak Hour Trips (vph)		Departure Peak Hour Trips (vph)	
			Enter	Exit	Enter	Exit
Townhomes (215)	89 units	628	10	31	29	20

As shown in Table 1, it is estimated that the buildout of the development is expected to generate approximately 628 trips during a typical weekday. Of the weekday daily site trips, it is anticipated that 41 trips (10 entering and 31 exiting) occur during the weekday AM peak hour and 49 trips (29 entering and 20 exiting) occur during the weekday PM peak hour.

TIA Determination

It should be noted that the typical threshold for NCDOT to require a TIA is 3,000 trips per day, which this development is anticipated to generate significantly less than. The City of Mebane (City) United Development



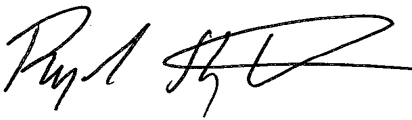
Ordinance states “a traffic impact study shall be required for applications for preliminary plat or rezoning requests that are anticipated to generate 100 or more undisturbed peak hour vehicle trips or 1,000 or more undisturbed average daily trips (ADT), based on trip generation rates from the latest edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual.” The development is anticipated to generate 628 daily site trips, 41 AM peak hour site trips, and 49 PM peak hour site trips. These numbers are significantly less than both the NCDOT and City of Mebane thresholds. Given this information, a TIA is not recommended.

Findings and Summary

Based on the trip generation results, it is expected that the proposed development will have minimal impact on the surrounding roadway network. The peak hour trip generation potential for this proposed development is expected to be under the typical threshold to require a TIA.

If you have any questions or concerns, please feel free to contact me at (919) 872-5115.

Sincerely,



Rynal Stephenson, P.E.
Director of North Carolina
Infrastructure Consulting Services, Inc.
dba

RAMEY KEMP ASSOCIATES

NC Corporate License #F-1489



Attachments: Preliminary Site Plan



AGENDA ITEM #6E

RZ 23-01 Amended

Conditional Rezoning Amendment –
Tractor Supply

Presenter

Ashley Ownbey, Development Director

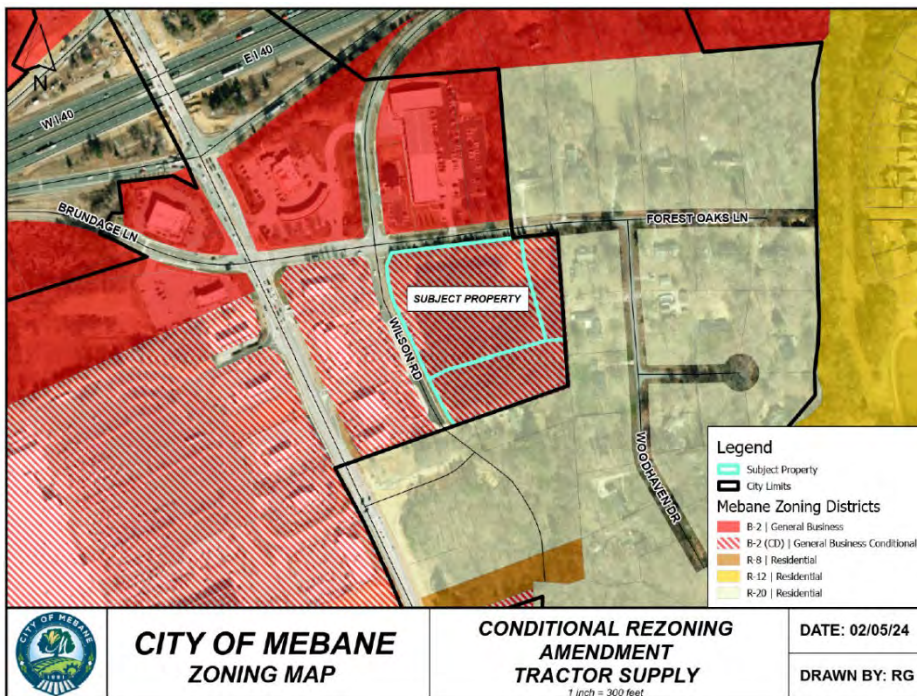
Applicant

Hendon Tiller Mebane 3.0, LLC
Attn. Mark Tiller
3445 Peachtree Rd NE #465
Atlanta, GA 30326

Public Hearing

Yes No

Zoning Map



Property

3995 Wilson Road
Alamance County GPINs:
9824046036,
9824038914,
9824049256

Proposed Zoning

B-2 (CD) – revised conditions

Current Zoning

B-2 (CD)

Size

+/-6.19 acres

Surrounding Zoning

B-2 (CD), B-2, R-20,

Surrounding Land Uses

Commercial, Residential

Utilities

Available

Floodplain

No

Watershed

No

City Limits

Yes

Application Brief

See Planning Project Report for more details.

Recommendations	
Technical Review Committee:	The Technical Review Committee (TRC) has reviewed the revised site plan three times and the applicant has revised the plan to reflect the comments.
Planning Staff:	The proposed development “Tractor Supply” is consistent with the guidance provided within Mebane By Design, the Mebane Comprehensive Land Development Plan.
Planning Board:	At their March 11 meeting, the Planning Board voted 7-0 to recommend approval of the conditional rezoning request.
Zoning & Land Use Report	
Jurisdiction:	Mebane City Limits
Proposed Use By-Right (Yes/No):	No
Type of Rezoning Request:	Conditional
Special Use Request (Yes/No):	No
Consistency with Mebane By Design (Yes/No):	Yes
Utilities Report	
Available Utilities (Yes/No):	Yes
Adequate Stormwater Control (Yes/No):	Yes
Innovative Stormwater Control (Yes/No):	No
Consistency with Long-Range Utility Plan (Yes/No):	Yes
Transportation Report	
Traffic Impact Analysis Required (Yes/No):	Yes
Multi-Modal Improvements (Yes/No):	Yes
Consistency with Bike/Ped Transportation Plan (Yes/No):	Yes

Summary

Hendon Tiller Mebane 3.0, LLC is requesting approval to revise the conditions for the +/- 6.19-acre property located on Wilson Road and Forest Oaks Lane (GPINs 9824046036, 9824038914, 9824049256), zoned B-2 (CD) to allow for a farm supplies and equipment retail use. The requested conditions reflect that Wilson Road will no longer be extended and a Traffic Impact Analysis was submitted to address the potential impacts of the proposed development without that connection. The property is located in Alamance County in the Mebane City Limits.

The +/- 6.19-acre parcel has been subdivided into three lots. Lot 4 will be developed as the farm supplies and equipment retail use, Lot 5 will be reserved for future commercial development, and Lot 6 will be primarily utilized as a stormwater management area. The revised site-specific plan proposes that Lot 5 will be subdivided into two lots. The proposed new Lot 7 is intended to be sold to Chick-Fil-A for use as a staff and overflow parking lot. The site plan shows three driveways, with two on Forest Oaks Lane and one on Wilson Road. The driveway on Wilson Road will provide shared access for the proposed Lots 4, 5, and 7.

Additional changes to the site plan originally approved by the Mebane City Council include:

- A reduction in the amount of curb and gutter on Forest Oaks Lane. The new site plan shows curb and gutter on Forest Oaks Lane opposite the site ending at the second commercial driveway on Forest Oaks Lane. The original site plan had curb and gutter extending past the first residential driveway on Forest Oaks Lane.
- The addition of crosswalks at the intersection of Wilson Road and Forest Oaks Lane and a mid-block crossing of Wilson Road.
- A minor modification to the parking lot layout around the entrance to the fenced outdoor display area.
- The 3,827 square-foot Garden Center has been changed to a 2,640 square-foot Live Goods Center. This has increased the outdoor display area from 24,040 square feet (14.58% of the site area) to 26,745 square feet (16.22% of the site area). Of the total outdoor display area, 2,640 square feet will be covered, 19,654 square feet will be fenced, and the remaining 4,451 square feet will be uncovered and unfenced.

As the developer did not secure the right-of-way needed to extend Wilson Road, a TIA was submitted for this project. The developer is required to make the following improvements:

- Provide a westbound left turn lane on Forest Oaks Lane with adequate storage and taper, as required by the NCDOT and the City of Mebane.
- Construction of the three site driveways with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.
- Compliance of multimodal transportation requirements will be examined by staff to ensure adequacy of pedestrian, bike, and transit facilities along the property frontage. Additional crosswalks shall be considered at the intersection of Wilson Road and Forest Oak Lane.

The following conditions are proposed with the conditional rezoning request:

Applicant-Proposed Conditions of Zoning District	Mebane UDO Requirements
<p>The stormwater pond shall be constructed for a 100-year storm event. As noted on Sheet C4.0, the current design is considered by staff to be conceptual and additional design details are required with construction plans.</p>	<p>Section 5-1 of the Mebane UDO requires development to comply with applicable stormwater management requirements. Stormwater review and permitting typically occurs during construction plan review.</p>
<p>The applicant has requested a total outdoor display area of 26,745 square feet or 16.22% of the site area. The breakdown of the proposed outdoor display area is as follows:</p> <ul style="list-style-type: none"> • 2,640 square feet of covered area • 19,654 square feet of fenced area • 4,451 square feet of other areas 	<p>The development standards for this particular use, which are found in Section 4-7.8.H of the Mebane UDO, include a limit on the outdoor area devoted to the display and sales of retail goods to a maximum of 15 percent of the net developable lot area.</p>

Financial Impact

The developer will be required to make all of the improvements at his own expense.

Suggested Motion

1. Motion to approve the revised conditions of the B-2(CD) rezoning as presented.
2. Motion to find that **the application is consistent** with the objectives and goals in the City’s 2017 Comprehensive Land Development Plan *Mebane By Design*. Specifically, the request:
 - Is for a property within the City’s G-4 Secondary Growth Area and is generally commercial in nature (Mebane CLP, p. 66).

OR

3. Motion to **deny** the revised conditions of the B-2(CD) rezoning as presented due to a lack of
 - a. Harmony with the surrounding zoning or land use

OR

 - b. Consistency with the objectives and goals in the City’s 2017 Comprehensive Land Development Plan *Mebane By Design*.

Attachments

1. Preliminary Presentation Slides
2. Zoning Amendment Application

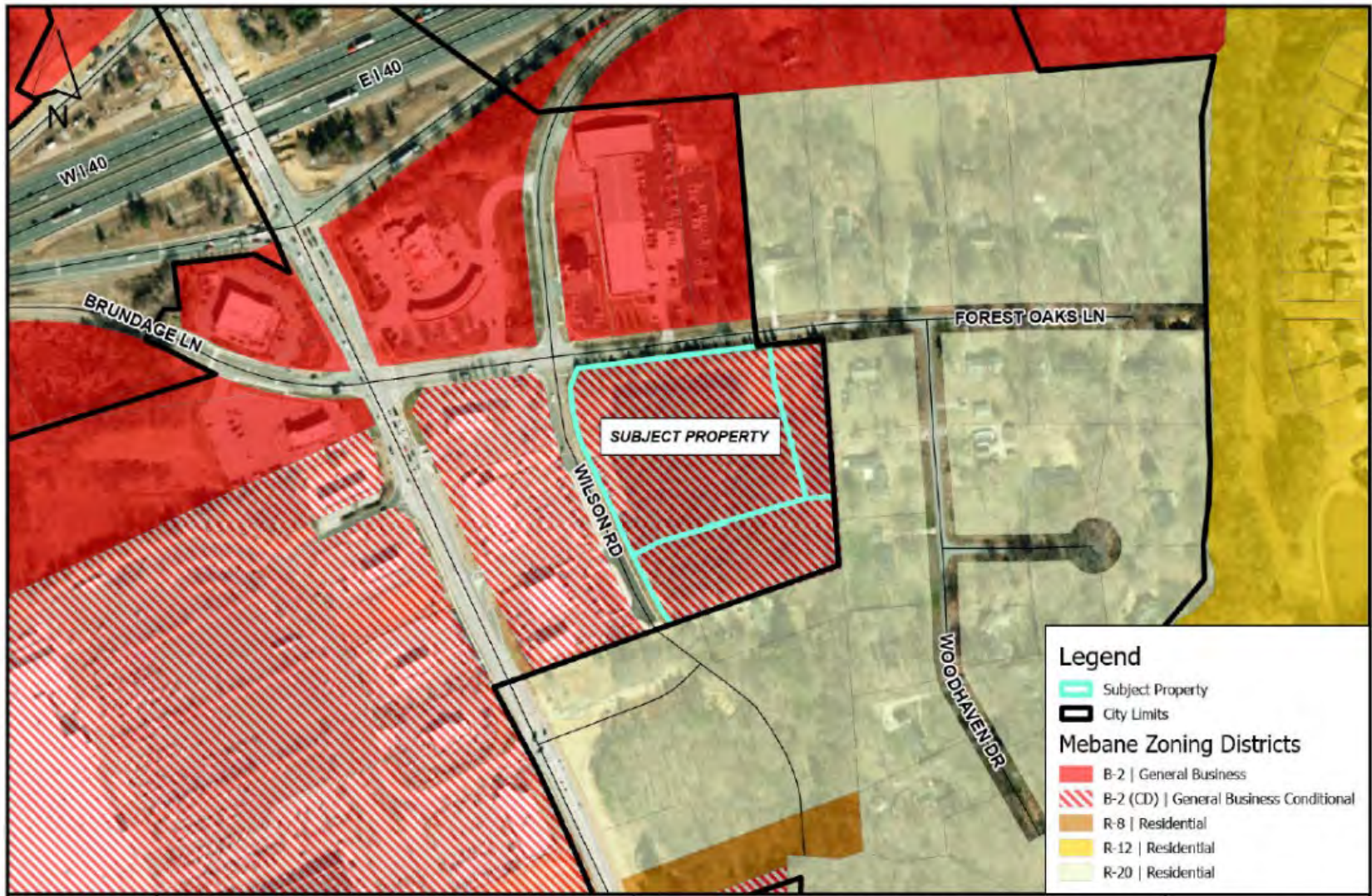
3. Zoning Map
4. Site Plan – [click here to access](#).
5. Planning Project Report
6. Preliminary Water and Sewer System Approval Letter
7. Technical Memorandum – City Engineering Review
8. Traffic Impact Analysis – [click here to access](#).
 - a. VHB TIA Review



Ashley Ownbey, Development Director

Request to modify a conditional zoning district, B-2(CD),
by Hendon Tiller Mebane 3.0 LLC





Legend

- Subject Property
- City Limits

Mebane Zoning Districts

- B-2 | General Business
- B-2 (CD) | General Business Conditional
- R-8 | Residential
- R-12 | Residential
- R-20 | Residential



**CITY OF MEBANE
ZONING MAP**

**CONDITIONAL REZONING
AMENDMENT
TRACTOR SUPPLY**

1 inch = 300 feet

DATE: 02/05/24

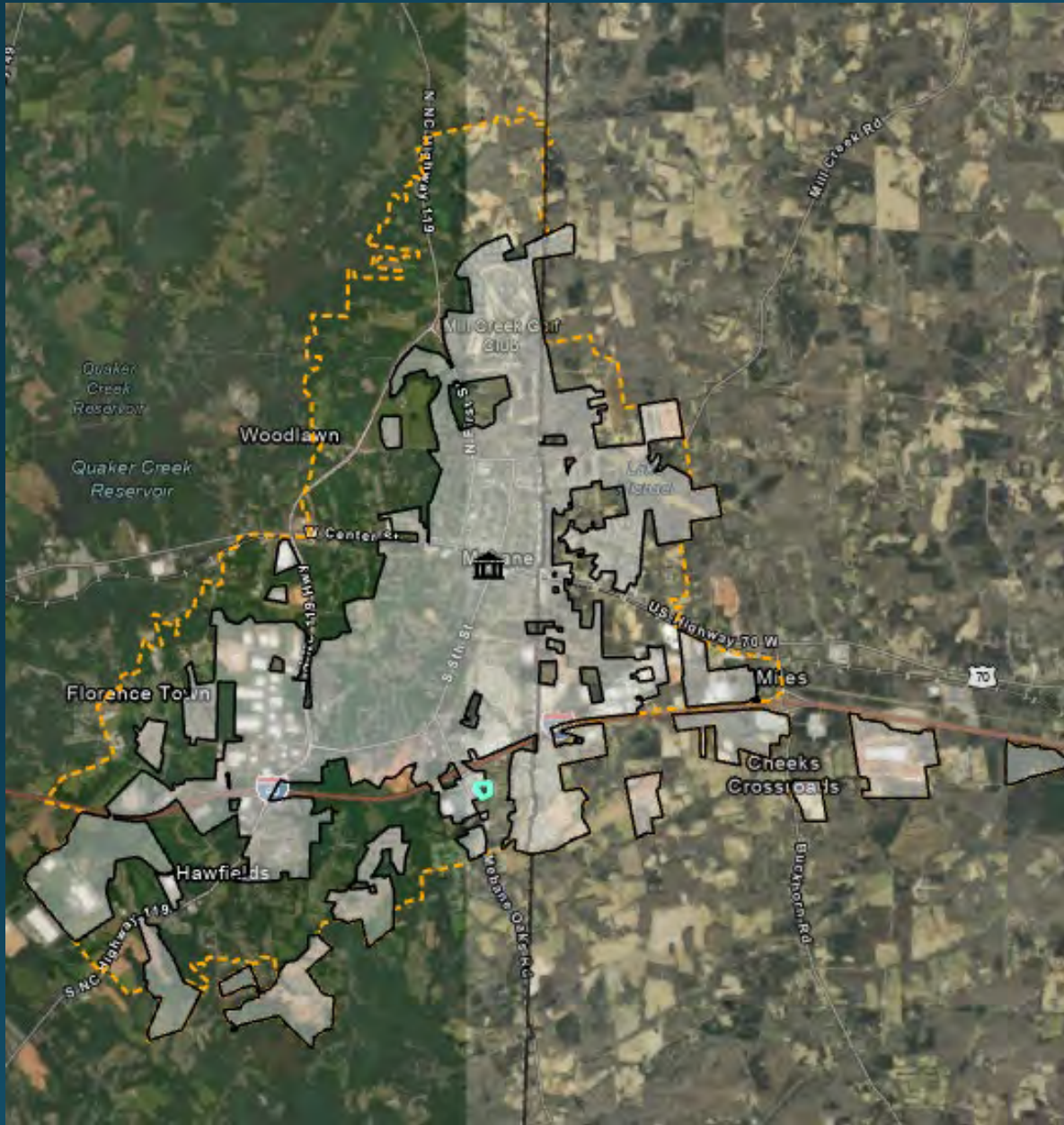
DRAWN BY: RG

Tractor Supply

Conditional Rezoning Request

- Request by Hendon Tiller
Mebane 3.0 LLC
- Three lots, totaling +/- 6.19
acres
- Existing zoning: B-2 (CD)
- Requested zoning: B-2 (CD)
with revised conditions





Tractor Supply

Conditional Rezoning Request

- Mebane City Limits
- The site was annexed after original approval of B-2 (CD) zoning.





Tractor Supply

Conditional Rezoning Request

- Gravel parking, forested, stormwater pond
- Surrounding uses include:
 - Restaurants
 - Retail
 - Medical and Veterinary offices, Fitness Gym, and Other Professional Service Uses
 - Residential





Tractor Supply Conditional Rezoning Request

- *Mebane By Design* G-4 Secondary Growth Strategy Area



Tractor Supply

Conditional Rezoning Request

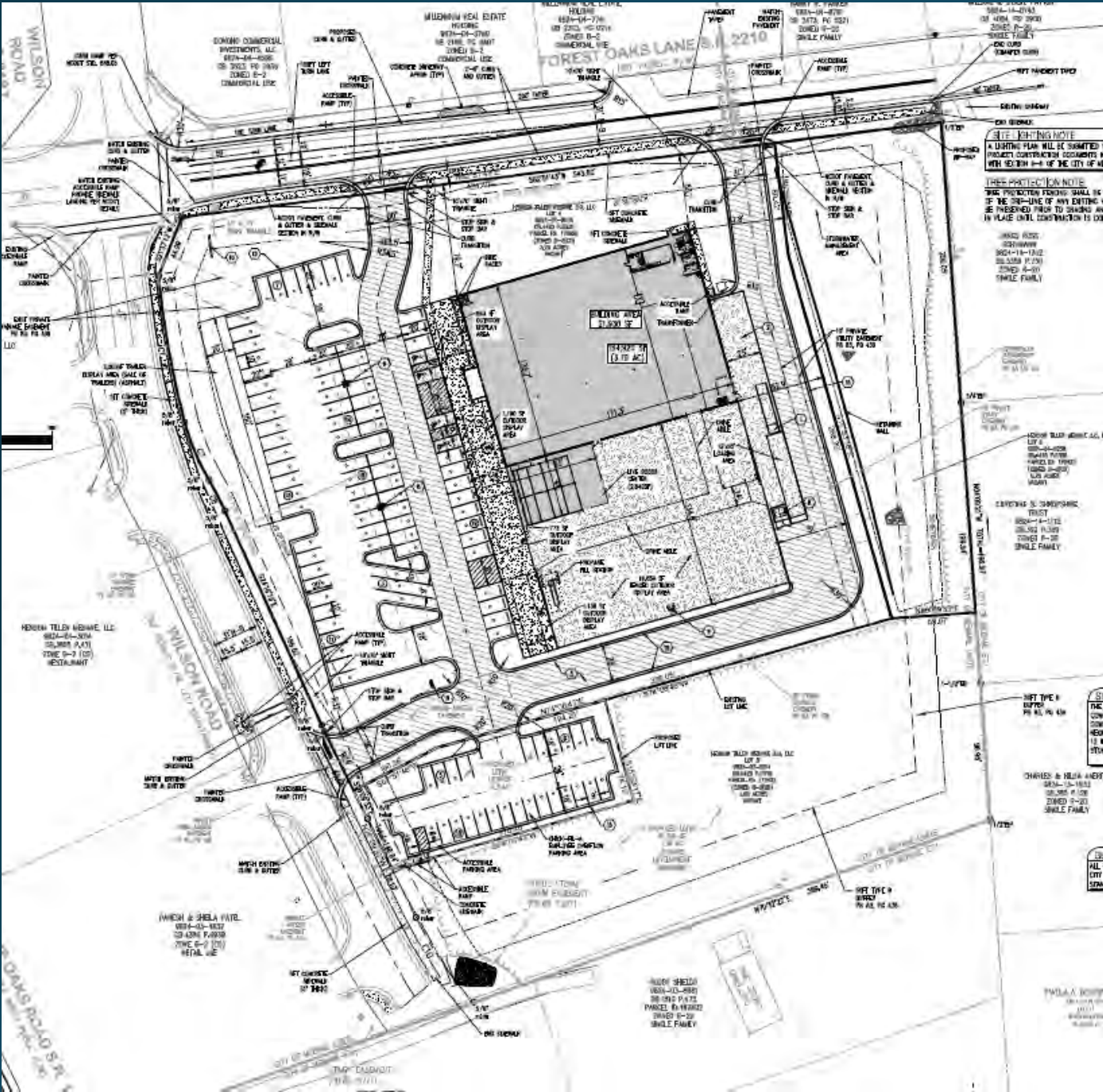
Modification of the B-2(CD) zoning is requested as the right-of-way for the required to extend Wilson Road could not be secured and a TIA has been completed.

Amendments to original site-specific plan:

- Reduced curb and gutter on Forest Oaks Lane
- Addition of crosswalks at the intersection of Wilson Road and Forest Oaks Lane and at a mid-block location on Wilson Road
- Minor modification to the parking lot layout
- Lot 5 to be subdivided into new Lot 5 and Lot 7
- Garden Center replaced with Live Goods Center

Proposed Conditions:

- Stormwater pond constructed for a 100-year storm event.
- Outdoor display area equal to 16.22% of total site area.





Applicant Presentation





APPLICATION FOR A ZONING AMENDMENT

Application is hereby made for an amendment to the Mebane Zoning Ordinance as follows:

Name of Applicant: HENDON TILLER MEBANE S.O, LLC

Address of Applicant: 6.19 ACRES - FOREST OAKS & WILSON ROAD EXT.

Address and brief description of property to be rezoned: 6.19 acres - undeveloped property to the east of Wilson Road EXTENSION

Applicant's interest in property: (Owned, leased or otherwise) FEE SIMPLE OWNER

*Do you have any conflicts of interest with: Elected/Appointed Officials, Staff, etc.?

Yes ___ Explain: _____ No

Type of re-zoning requested: REVISION to a zoning requirement

Sketch attached: Yes sent under separate email; No

Reason for the requested re-zoning: UNABLE TO REACH AGREEMENT WITH ADJOINING LAND OWNER

Signed: *M. Tiller*

Date: 1-24-24

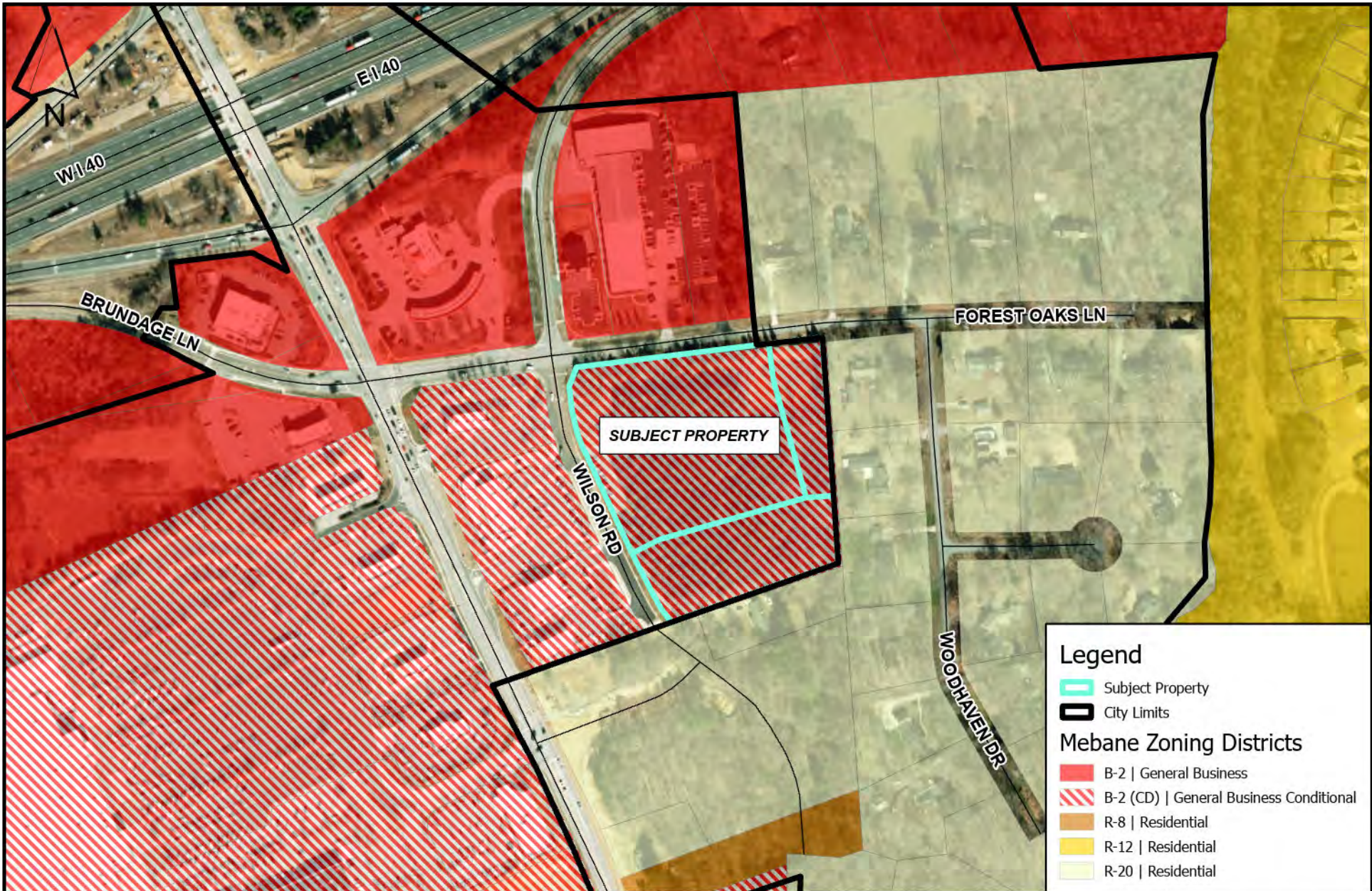
Action by Planning Board: _____

Public Hearing Date: _____ Action: _____

Zoning Map Corrected: _____

The following items should be included with the application for rezoning when it is returned:

1. Tax Map showing the area that is to be considered for rezoning.
2. Names and addresses of all adjoining property owners within a 300' radius (Include those that are across the street).
3. \$300.00 Fee to cover administrative costs.
4. The information is due 15 working days prior to the Planning Board meeting. The Planning Board meets the 2nd Monday of each month at 6:30 p.m. Then the request goes to the City Council for a Public Hearing the following month. The City Council meets the 1st Monday of each month at 6:00 p.m.



Legend

- ▭ Subject Property
- City Limits
- Mebane Zoning Districts**
- B-2 | General Business
- B-2 (CD) | General Business Conditional
- R-8 | Residential
- R-12 | Residential
- R-20 | Residential



**CITY OF MEBANE
ZONING MAP**

**CONDITIONAL REZONING
AMENDMENT
TRACTOR SUPPLY**

1 inch = 300 feet

DATE: 02/05/24

DRAWN BY: RG

The site plan can be downloaded through the following link:

<https://cityofmebane.sharefile.com/public/share/web-se58fcba448fe479ba763c41231d6caa1>

PLANNING PROJECT REPORT

DATE	03/06/2024
PROJECT NUMBER	RZ 23-01 - Amended
PROJECT NAME	Tractor Supply Hendon Tiller Mebane 3.0, LLC
APPLICANT	Attn. Mark Tiller 3445 Peachtree Rd NE #465 Atlanta, GA 30326

CONTENTS

PROJECT NAME & APPLICANT	PAGE 1
SUMMARY OF CHANGES	PAGE 2
ZONING REPORT	PAGE 3
LAND USE REPORT	PAGE 5
UTILITIES REPORT	PAGE 8
STAFF RECOMMENDATION	PAGE 9

SUMMARY OF CHANGES:

Since RZ 23-01 was approved on April 3, 2023, the +/- 6.19-acre parcel has been subdivided into three lots. Lot 4 is proposed to be developed as the farm supplies and equipment retail use, Lot 5 is reserved for future commercial development, and Lot 6 will be primarily utilized as a stormwater management area. The revised site-specific plan proposes that Lot 5 will be subdivided into two lots. The proposed new Lot 7 is intended to be sold to Chick-Fil-A for use as a staff and overflow parking lot. The site plan shows three driveways, with two on Forest Oaks Lane and one on Wilson Road. The driveway on Wilson Road will provide shared access for the proposed Lots 4, 5, and 7. The City Council approved the property's annexation into Mebane's City Limits on June 5, 2023, and the annexation plat was recorded on June 29, 2023, in the Alamance County Register of Deeds.

Additional changes to the site plan originally approved by the Mebane City Council include:

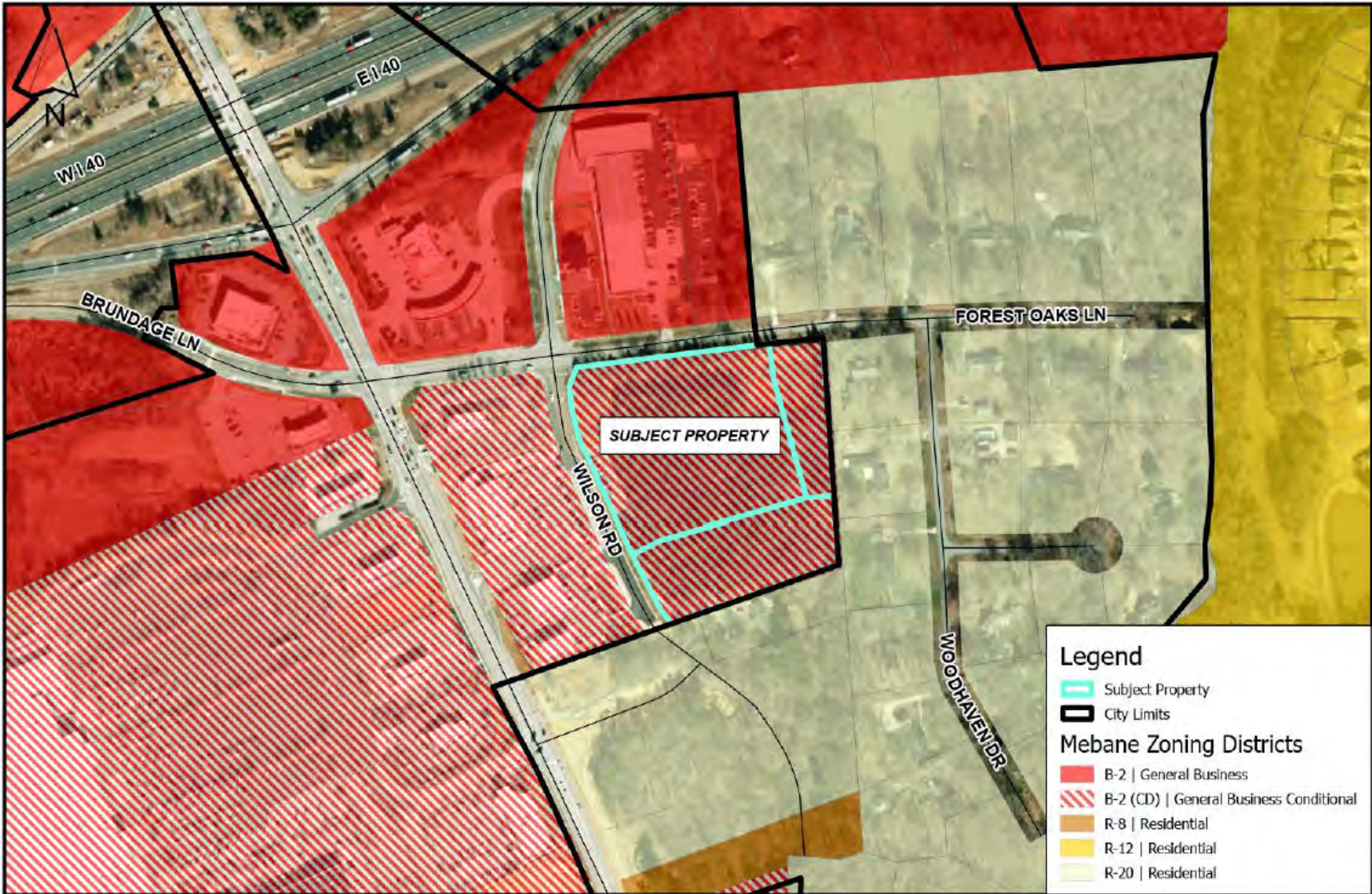
- A reduction in the amount of curb and gutter on Forest Oaks Lane. The new site plan shows curb and gutter on Forest Oaks Lane opposite the site ending at the second commercial driveway on Forest Oaks Lane. The original site plan had curb and gutter extending past the first residential driveway on Forest Oaks Lane.
- The addition of crosswalks at the intersection of Wilson Road and Forest Oaks Lane and a mid-block crossing of Wilson Road.
- A minor modification to the parking lot layout around the entrance to the fenced outdoor display area.
- The 3,827 square-foot Garden Center has been changed to a 2,640 square-foot Live Goods Center. This has increased the outdoor display area from 24,040 square feet (14.58% of the site area) to 26,745 square feet (16.22% of the site area). Of the total outdoor display area, 2,640 square feet will be covered, 19,654 square feet will be fenced, and the remaining 4,451 square feet will be uncovered and unfenced.

As the developer did not secure the right-of-way needed to extend Wilson Road, a TIA was submitted for this project. The developer is required to make the following improvements:

- Provide a westbound left turn lane on Forest Oaks Lane with adequate storage and taper, as required by the NCDOT and the City of Mebane.
- Construction of the three site driveways with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.
- Compliance of multimodal transportation requirements will be examined by staff to ensure adequacy of pedestrian, bike, and transit facilities along the property frontage. Additional crosswalks shall be considered at the intersection of Wilson Road and Forest Oak Lane.

ZONING REPORT

EXISTING ZONE	B-2 (CD) (General Business Conditional District)
REQUESTED ACTION	B-2 (CD) (General Business Conditional District) – Revised Conditions
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
CURRENT LAND USE	Vacant, Gravel Parking Lot, Forested
PARCEL SIZE	+/- 6.19 acres
PROPERTY OWNERS	Hendon Tiller Mebane 3.0 LLC 3445 Peachtree Rd NE #465 Atlanta, GA 30326 GPINs: 9824046036, 9824049256, and 9824038914
LEGAL DESCRIPTION	Request to modify the conditional zoning district, B-2(CD), of three lots, totaling +/- 6.19-acres and located at Wilson Road and Forest Oaks Lane (GPINs 9824046036, 9824049256, and 9824038914) to allow for a farm supplies and equipment retail use by Hendon Tiller Mebane 3.0, LLC.
AREA ZONING & DISTRICTS	The properties to the west, across Wilson Road, are zoned B-2 (CD), General Business Conditional District. The properties to the north, across Forest Oaks Lane, are a mix of B-2, General Business and R-20, Residential. The properties to the east and south are all zoned R-20, Residential.
SITE HISTORY	The property has historically been sparsely forested although it is currently taxed as vacant commercial land. The gravel parking lot, utilized by Chick-Fil-A, was added between 2018 and 2020. A stormwater pond, currently serving the Wendy's and Chick-fil-A developments, is also on the property.
STAFF ANALYSIS	
CITY LIMITS?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED USE BY-RIGHT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SPECIAL USE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
EXISTING UTILITIES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
POTENTIAL IMPACT OF PROPOSED ZONE	The proposed rezoning is consistent with the B-2 (CD) and B-2 zoning of the properties to the north and west of the subject property. The proposed development will introduce a commercial use in close proximity to an existing residential neighborhood. However, the proposed site plan includes a stormwater control area on the east side of the property and a semi-opaque buffer.



Legend

- Subject Property
- City Limits

Mebane Zoning Districts

- B-2 | General Business
- B-2 (CD) | General Business Conditional
- R-8 | Residential
- R-12 | Residential
- R-20 | Residential



**CITY OF MEBANE
ZONING MAP**

**CONDITIONAL REZONING
AMENDMENT
TRACTOR SUPPLY**

1 inch = 300 feet

DATE: 02/05/24

DRAWN BY: RG

LAND USE REPORT

EXISTING LAND USE	Vacant, Gravel Parking Lot, Forested
PROPOSED LAND USE & REQUESTED ACTION	The applicant is requesting a rezoning to develop three lots, totaling +/- 6.19 acres, with frontages on Wilson Road and Forest Oaks Lane (GPINs: 9824046036, 9824049256, and 9824038914) for a farm supplies and equipment retail use. The applicant intends to re-subdivide the property into four lots. Lot 4 will be utilized for the farm supplies and equipment retail use, Lot 5 will be reserved for future commercial development, Lot 6 will be utilized as a stormwater management area, and Lot 7 is proposed to be sold to Chick-Fil-A for their use as a staff and overflow parking lot.
PROPOSED ZONING	B-2 (CD) (General Business Conditional District) – revised conditions
PARCEL SIZE	+/- 6.19 acres
AREA LAND USE	The subject property is located just east of an arterial commercial strip along Mebane Oaks Road. The properties to the west are developed with a Wendy’s, Chick-Fil-A, and Aspen Dental. The properties to the north include Southern Animal Hospital and a multi-use commercial building that includes a gym, insurance office, and other similar uses. There are developed residential lots to the south, east, and northeast of the subject property.
ONSITE AMENITIES & DEDICATIONS	The applicant proposes a 5’ sidewalk on the east side of Wilson Road and on the south side of Forest Oaks Lane. Curb and gutter will be constructed on Forest Oaks Lane as shown on the site plan and approved by the NCDOT. The revised site plan shows a reduction in how far the curb and gutter extends along Forest Oaks Lane on the opposite side of the site.
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF PROPOSED CONDITIONS	The applicant has offered to construct the stormwater pond for a 100-year storm event. As noted on Sheet C4.0, the current design is considered by staff to be conceptual and additional design details are required with construction plans. The applicant has requested a total outdoor display area of 26,745 square feet or 16.22% of the site area. The development standards for this particular use, which are found in Section 4-7.8.H of the Mebane UDO, include a limit on the outdoor area devoted to the display and sales of retail goods to a maximum of 15 percent of the net developable lot area. Of the total proposed outdoor display area, 2,640 square feet will be covered, 19,654 square feet will be fenced, and the remaining 4,451 square feet will be uncovered and unfenced.

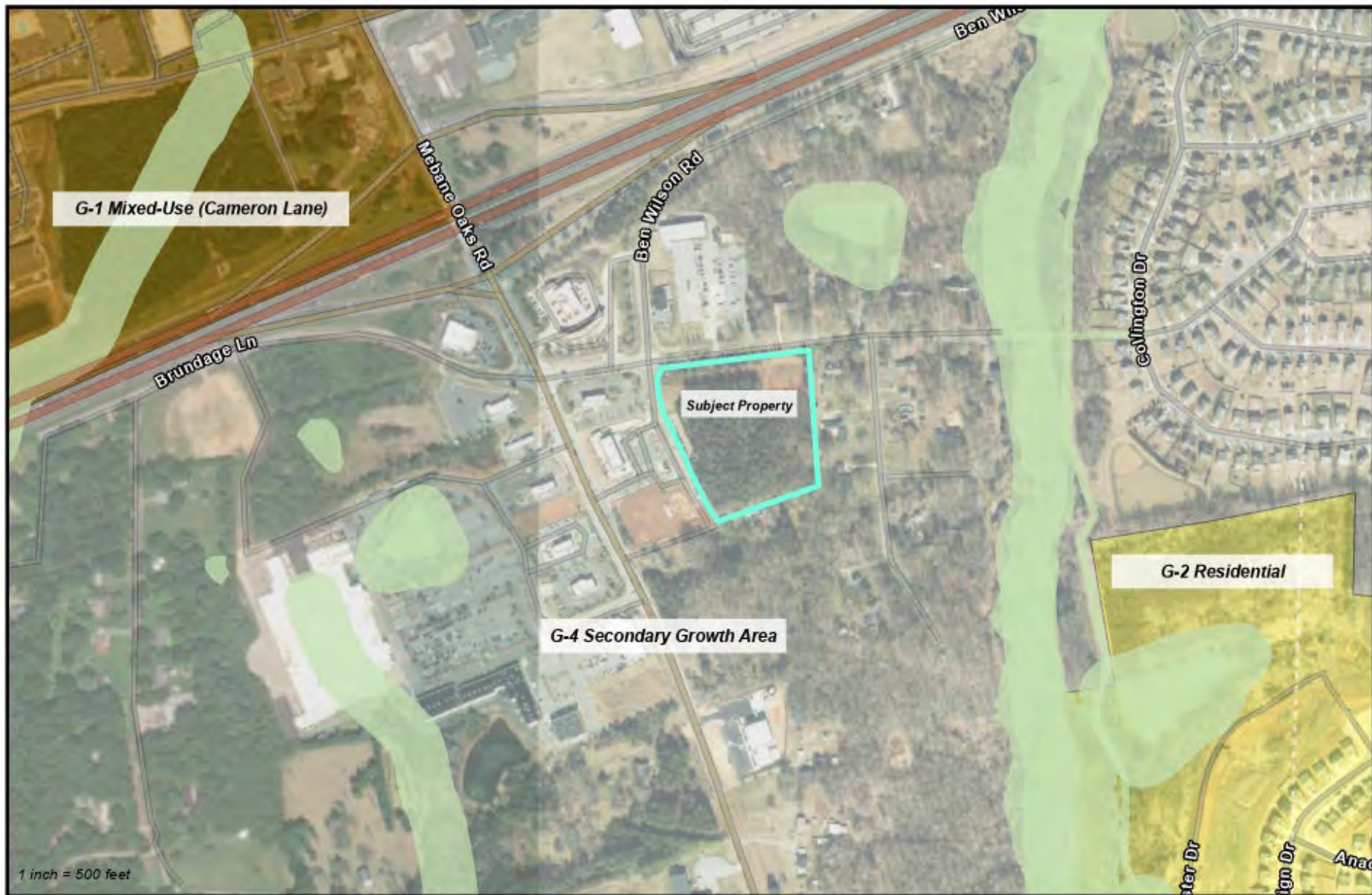
CONSISTENCY WITH *MEBANE BY DESIGN* STRATEGY

LAND USE GROWTH STRATEGY DESIGNATION(S) G-4 Secondary

OTHER LAND USE CONSIDERATIONS Mebane Oaks Road Small Area Plan

MEBANE BY DESIGN GOALS & OBJECTIVES SUPPORTED

MEBANE BY DESIGN GOALS & OBJECTIVES NOT SUPPORTED



UTILITIES REPORT

AVAILABLE UTILITIES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED UTILITY NEEDS	<p>Per the memorandum from Franz Holt of AWCK, the anticipated water use for the proposed development is 2,500 gallons per day and the anticipated wastewater use is less than 2,500 gallons per day. The development will be served by connecting to Mebane's existing 12-inch water line on Forest Oaks Lane. The project will be connected to the existing sewer system by extending a new 6-inch private sewer service line from an existing manhole located on Forest Oaks Lane. Additionally, a 6-inch private sewer service will be extended from a newly set manhole over Mebane's 8-inch gravity line in Forest Oaks Lane, through Lot 4 and ending at the Lot 5 property line with a private easement dedicated over the service line.</p>
UTILITIES PROVIDED BY APPLICANT	Applicant has pledged to provide all on-site utilities, as described in AWCK's Technical Memo.
MUNICIPAL CAPACITY TO ABSORB PROJECT	The City has adequate water & sewer supply to meet the domestic and fire flow demands of the project.
CONSISTENCY WITH MEBANE LONG RANGE UTILITY PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADEQUATE STORMWATER CONTROL?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
INNOVATIVE STORMWATER MANAGEMENT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

TRANSPORTATION NETWORK STATUS

CURRENT CONDITIONS	<p>The subject property is situated south of Forest Oaks Lane and east of Wilson Road. The site plan features two proposed driveway entrances on Forest Oaks Lane and one proposed driveway entrance on Wilson Road. The driveway from Wilson Road is proposed to provide access to Lots 4, 5, and 7 of the proposed subdivision. Both Forest Oaks Lane and Wilson Road are maintained by the NCDOT.</p> <p>NCDOT does not provide traffic count data for Forest Oaks Lane or Wilson Road. Mebane Oaks Road, to the west of the site, had an average daily traffic volume of 26,000 trips in 2021.</p> <p>From 2017 to 2021, 42 crashes were recorded at the intersection of Forest Oaks Lane and Mebane Oaks Road.</p>
TRAFFIC IMPACT ANALYSIS REQUIRED?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

DESCRIPTION OF RECOMMENDED IMPROVEMENTS

As the developer did not secure the right-of-way needed to extend Wilson Road, a TIA was submitted for this project. The developer is required to make the following improvements:

- Provide a westbound left turn lane on Forest Oaks Road with adequate storage and taper, as required by the NCDOT and the City of Mebane.
- Construct all drives with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control. Due to intersection spacing concerns, permitting of a driveway at Site Drive 1 on Forest Oaks Lane is subject to meeting adequate design and sight distance requirements.
- Compliance of multimodal transportation requirements will be examined by staff to ensure adequacy of pedestrian, bike, and transit facilities along the property frontage. Additional crosswalks shall be considered at the intersection of Wilson Road and Forest Oak Lane.

CONSISTENCY WITH THE MEBANE BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN?

YES NO

MULTIMODAL IMPROVEMENTS PROVIDED BY APPLICANT?

YES NO

DESCRIPTION OF MULTIMODAL IMPROVEMENTS

The applicant proposes to construct a sidewalk for the length of the property on the south side of Forest Oaks Lane and on the east side of Wilson Road. Bike racks will also be provided in accordance with UDO requirements. Crosswalks will be provided at the intersection of Wilson Road and Forest Oaks Lane and at a mid-block location on Wilson Road.

STAFF RECOMMENDATION

STAFF ZONING RECOMMENDATION

APPROVE DISAPPROVE

STAFF SPECIAL USE FINDING

CONSISTENT NOT CONSISTENT.....WITH *MEBANE BY DESIGN*

RATIONALE

The proposed development “Tractor Supply” is consistent with the guidance provided within Mebane By Design, the Mebane Comprehensive Land Development Plan. The project is in harmony with surrounding commercial uses.



February 6, 2024

Mr. Matt Lowder, PE
Bowman North Carolina, Ltd.
4006 Barrett Drive, Suite 104
Raleigh, NC 27609

Subject: Tractor Supply – Water and Sewer System Layout

Dear Mr. Lowder:

Regarding the Preliminary Site Plans for Tractor Supply and in accordance with the UDO, this memo is provided to indicate that I have reviewed the preliminary water and sewer system layout and find it acceptable and meets City standards based on the following:

- A. Water system – The project is proposed to be served by connecting to Mebane’s existing 12-inch water line on Forest Oaks Lane. Extension of private domestic (2-inch), irrigation service (1-inch) and fire line (6-inch) are shown with appropriate backflow prevention and fire hydrant locations. The estimated water use is 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate water capacity available to meet the project’s domestic demand and fire flow requirements.
- B. Sanitary Sewer system – The project is proposed to be served by extending a new 6-inch private sewer service line from an existing manhole located at Forest Oaks Lane to the new building by steel encasement fore and jack under Forest Oaks Lane. Additionally, a 6-inch private sewer service will be extended from a newly set manhole over Mebane’s 8-inch gravity line in Forest Oaks Lane, through lot 4 and ending at the lot 5 property line with a private easement being over the service line by steel encasement bore and jack under Forest Oaks Lane. The estimated wastewater from this project is less than 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate wastewater capacity available at the downstream Southeast Regional Pump Station and at the WRRF to meet this demand.

If there are any questions, please let me know.

Sincerely,

Franz K. Holt, P.E. City Engineer

CC: Ashley Ownbey, Dev. Director
Kyle Smith, Utilities Director



Technical Memorandum

Date: February 6, 2024

To: Ashley Ownbey, Development Director

From: Franz K. Holt, P.E.

Subject: Tractor Supply – City Engineering review

City Engineering has reviewed Site Plans submitted for Tractor Supply on Wilson Road (Extension) dated January 11, 2024, prepared by Matt Lowder, P.E. with Bowman North Carolina, Ltd. Of Raleigh, NC. Our technical review comments are as follows:

A. General Summary

1. The Tractor Supply includes a 21,147 square foot facility (one story) and 3,827 square foot garden center on a newly created lot no. 4 (3.79 acres), with lot no. 7 (0.31 acre) designated for Chick-Fil-A employee overflow parking and lot no. 6 (0.75 acres) designated as a stormwater management lot. The subdivision is along City owned/maintained Wilson Road (Extension) and NCDOT owned/maintained Forest Oaks Lane S.R. 2210.
2. On-site stormwater controls are proposed that treat the runoff from a 1-inch rain and reduce the peak stormwater discharge rates for post construction runoff is no more than the pre-development rates for up to a 100-year storm event.
3. City of Mebane public water and sewer lines are available for service extensions to the facility. Additionally, a private sewer extension will be made to lot no. 5 through lot no. 4.
4. Street Access has one proposed driveway connection to Wilson Road (Extension) and two connections to Forest Oaks Lane with a proposed left turn lane onto Wilson Road (Extension) from Forest Oaks Lane.
5. The plans include a sidewalk along the south side of Forest Oaks Lane and the east side of Wilson Road (Extension).
6. NCDOT plan approvals, driveway permits, and encroachment agreements are required by NCDOT for the proposed improvements to and along Forest Oaks Lane.



B. Availability of City Water and Sewer

Regarding the Preliminary Site Plans for Tractor Supply and in accordance with the UDO, this memo is provided to indicate that I have reviewed the preliminary water and sewer system layout and find it acceptable and meets City standards based on the following:

1. Water system – The project is proposed to be served by connecting to Mebane’s existing 12-inch water line on Forest Oaks Lane. Extension of private domestic (2-inch), irrigation service (1-inch) and fire line (6-inch) are shown with appropriate backflow prevention and fire hydrant locations. The estimated water use is 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate water capacity available to meet the project’s domestic demand and fire flow requirements.
2. Sanitary Sewer system – The project is proposed to be served by extending a new 6-inch private sewer service line from an existing manhole located at Forest Oaks Lane to the new building by steel encasement bore and jack under Forest Oaks Lane. Additionally, a 6-inch private sewer service will be extended from a newly set manhole over Mebane’s 8-inch gravity line in Forest Oaks Lane, through lot 4 and ending at the lot 5 property line with a private easement being over the service line by steel encasement bore and jack under Forest Oaks Lane. The estimated wastewater from this project is less than 2,500 gallons per day (100 gallons/1,000 square feet per State 2T rules). The City has adequate wastewater capacity available at the downstream Southeast Regional Pump Station and at the WRRF to meet this demand.

C. Watershed Overlay District and Phase II Stormwater Requirements

1. UDO Watershed Overlay District requirements.

These requirements in the UDO include the Back-Creek Watershed and Graham-Mebane Lake. The project is tributary to the Little Haw Creek; a Class V watershed and the Watershed Overlay District requirements do not apply to this project. This type of watershed classification (Class V) does not have density restrictions or built upon restrictions as required for the Graham Mebane Lake watershed.



2. Phase II Stormwater Post Construction Ordinance

Sec. 5.1 in the UDO provides standards for Storm Water Management and 5.1.F requires compliance with the Mebane Post Construction Runoff Ordinance. Built upon an area of more than 24% requires engineered stormwater controls. As this project exceeds the 24% threshold, proposed engineered stormwater controls are provided on the site plans and include a fenced wet pond with detention being provided for up to a 100 yr. storm event where post construction stormwater runoff peak discharges are no more than predevelopment rates. This wet pond serves as a shared device for Wendy's, Chick-fil-a, Tractor Supply, and Chick-fil-a employee overflow parking.

D. Storm Drainage System

The UDO provides requirements for storm drainage systems. The site plans include a storm drainage system layout that indicates certain pipe locations, inlets, and all being directed to the engineered stormwater control device located at the rear of the property.

E. Street Access

A TIA was required for this project with certain improvements being indicated as follows:

Forest Oaks Lane and Wilson Road

- Provide a westbound left turn lane on Forest Oaks Road with minimal storage and taper [as requested by NCDOT]. This improvement could be provided by restriping the existing pavement on Forest Oaks Lane to provide storage for 1-2 vehicles.

Forest Oaks Lane and Site Drive 1

- Construct Site Drive 1 with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.

Forest Oaks Lane and Site Drive2

- Construct Site Drive 2 with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.

F. Construction Plan Submittal

The UDO requires final site construction plans to be submitted for TRC review and approval.

The traffic impact analysis (TIA) can be downloaded through the following link:

<https://cityofmebane.sharefile.com/public/share/web-se58fcba448fe479ba763c41231d6caa1>



Memorandum

To: Ashley Ownbey
Development Director
City of Mebane

Date: January 23, 2023

C. N. Edwards Jr., PE
District Engineer
NCDOT Highway Division 7 District 1

Project #: 39160.00, Task 23

From: Baohong Wan, PhD, PE

Re: Mebane Tractor Supply Traffic Impact Analysis
Technical Review
Mebane, NC

A Traffic Impact Analysis (TIA) was prepared by Ramey Kemp Associates for the proposed Tractor Supply in the southeast quadrant of the intersection of Forest Oaks Lane and Wilson Road in Mebane, North Carolina. Per request by the City of Mebane, VHB conducted an independent review of the Mebane Tractor Supply TIA. This memo provides a list of critical findings, followed by an in-depth summary of study process and analysis results of the TIA.

List of Mitigation Recommendations

The following items in **red** should be considered in addition to mitigation measures that have been identified within the Mebane Tractor Supply TIA:

- › Forest Oaks Lane and Wilson Road
 - Provide a westbound left turn lane on Forest Oaks Road with ~~minimal~~ **adequate** storage and taper [as requested by NCDOT **and the City of Mebane**].
- › Forest Oaks Lane and Site Drive 1
 - Construct Site Drive 1 with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.
 - **Due to intersection spacing concerns, permitting of a driveway at this location is subject to meeting adequate design and sight distance requirements.**
- › Forest Oaks Lane and Site Drive 2
 - Construct Site Drive 2 with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.
- › **Wilson Road and Site Drive 3 (not analyzed in the TIA)**
 - **Construct Site Drive 3 with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.**
- › **Multimodal Considerations: Compliance of multimodal transportation requirements should be examined to ensure adequacy of pedestrian, bike, and transit facilities along the property frontage. Additional crosswalks should be considered at the intersection Wilson Road and Forest Oak Lane.**

VHB Engineering NC, P.C. (C-3075)

Engineers | Scientists | Planners | Designers

Venture I, 940 Main Campus Drive, Suite 500, Raleigh, North Carolina 27606

P 919.829.0328 F 919.833.0034 www.vhb.com

General Comments

Wilson Road Connector

- › Wilson Road Connector is shown in STIP I-5711 roadway design files, signal design plans (Inv# 07-2060), and site plan (Figure 2) included in the TIA. However, due to uncertainties of Wilson Road extension, the intersection of Mebane Oaks Road and Walmart Driveway was analyzed as a T-intersection in the TIA. Traffic performance at this intersection could be worse if it is analyzed as a four-leg intersection.
- › The left-turn storage along Garrett Crossing (Walmart Driveway) at Mabane Oaks Road is insufficient and could potentially cause lane blockage and inefficient traffic operations. Longer queue is expected with a fourth leg added at this location. Restriping Garrett Crossing (Walmart Driveway) to provide longer storage should be considered to improve traffic operations and safety.

Wilson Road Extension

- › Though not analyzed in this study, extension of Wilson Road to intersect Mebane Oaks Road opposite Walmart Driveway could result in different traffic ingress and egress patterns to Tractor Supply and other establishments along Wilson Road. This potential change is anticipated to provide additional ways and alleviate traffic congestion along Wilson Road.

Forest Oaks Lane and Site Drive 1

- › Spacing between Site Drive 1 and Wilson Road is less than ideal for full movement access considerations. Limiting traffic movements to right-in/right-out at Site Drive 1 may be considered if adequate traffic circulation can still be provided.

Wilson Road and Site Drive 3

- › Site Drive 3 on Wilson Road was omitted in the capacity analysis. Site Drive 3 should be subject to typical standards for laneage, sight triangle and IPS requirements.

Synchro Capacity Analysis

- › The third northbound lane along Mebane Oaks Road at Forest Oaks Lane is coded as a pocket lane on the right-hand side of road with 350' of storage in Synchro, while this storage is omitted in the TIA report. Field check indicates that this pocket lane is located on the left side of northbound approach.
- › Synchro models have several extra intersections with zero traffic volumes. Although traffic operations at these intersections are not required to be analyzed in the TIA, including them in Synchro models may have slight impact on corridor signal timing optimization and traffic simulation results.

Summary of TIA Assumptions and Results

Development Plan

The proposed Mebane Tractor Supply will consist of 21,200 square feet (sf) of retail space. According to the TIA, the proposed development is expected to generate 361 daily trips with 34 trips (21 entering, 13 exiting) occurring in the AM peak hour and 63 trips (29 entering, 34 exiting) occurring in the PM peak hour.

Access to the site is to be provided via two (2) new full movement driveways on Forest Oaks Lane and one (1) new full movement driveway on Wilson Road that will align with an existing driveway.

Study Area and Analysis Scenarios

The TIA included capacity analyses during the weekday AM and PM peak hours under the following scenarios:

Engineers | Scientists | Planners | Designers

Venture I, 940 Main Campus Drive, Suite 500, Raleigh, North Carolina 27606
P 919.829.0328 F 919.833.0034 www.vhb.com

- › Existing (2023) Conditions
- › Background (2024) Conditions
- › Build-out (2024) Conditions

Through coordination with NCDOT and the City of Mebane, the following intersections were analyzed in the TIA:

- › Mebane Oaks Road and Forest Oaks Lane – Signalized
- › Mebane Oaks Road and Walmart Driveway – Signalized
- › Forest Oaks Lane and Wilson Road – Unsignalized
- › Forest Oaks Lane and Proposed Site Driveways (2) – Unsignalized

Existing and No-Build Analysis Assumptions

Existing (2023) analysis was conducted based on traffic counts collected in February 2023 during weekday AM (7 to 9 AM) and PM (4 to 6 PM) peak hours while area schools were in session.

The No-Build scenario included an annual growth rate of one percent (1.0%) between the existing year (2023) and the future analysis year (2024). In addition, site trips due to the following adjacent development were identified and included in the future year analyses:

- › Deep River
- › The Meadows
- › Summit Church
- › Meadowstone Townhomes
- › McKays Book Store
- › Mebane Oaks Mixed-Use (Evolve)

Based on coordination with NCDOT and the City, it was determined that roadway improvements that will be made by the NCDOT State Transportation Improvement Program (STIP) project I-5711 should be considered in this study. Within the study area, STIP I-5711 is expected to provide additional northbound and southbound through lanes along Mebane Oaks Road from Arrowhead Road to the signalized Wal-Mart driveway.

Trip Generation & Distribution

Since the ITE Trip Generation Manual, 11th Edition does not include enough data points for a Tractor Supply Store (ITE Code 810), multiple land uses were considered to estimate the trip generation potential for the proposed development. According to the TIA, the proposed development is expected to generate 361 daily trips with 34 trips (21 entering, 13 exiting) occurring in the AM peak hour and 63 trips (29 entering, 34 exiting) occurring in the PM peak hour.

Traffic assignment for the development was based on the following trip distribution assumptions:

- › 60% to/from the north via Mebane Oaks Road
- › 30% to/from the south via Mebane Oaks Road
- › 10% to/from the north/east via Wilson Road

Capacity Analysis Results

Capacity analyses in the TIA were conducted following the NCDOT Congestion Management Capacity Analysis Guidelines. The analysis results and mitigation determinations are summarized below for each individual intersection, while LOS and delay are reported and summarized for stop-controlled approaches at unsignalized intersections.

Mebane Oaks Road and Forest Oaks Lane (signalized)

ID	Intersection and Approach	2023 Existing		2024 No-Build		2024 Build		2024 Build w/ Imp	
		AM	PM	AM	PM	AM	PM	AM	PM
1	Mebane Oaks Road & Brundage Lane/Forest Oaks Lane	C (31.8)	C (30.4)	C (20.6)	B (19.5)	C (21.0)	C (20.6)	C (21.0)	C (20.6)
	Eastbound	E-68.3	E-67.6	D-53.0	D-49.0	D-53.0	D-48.5	D-53.0	D-48.5
	Westbound	F-80.9	F-82.5	D-51.1	D-50.2	D-50.6	D-50.2	D-50.6	D-50.2
	Northbound	B-16.6	B-17.3	B-17.1	B-13.9	B-17.8	B-15.2	B-17.8	B-15.2
	Southbound	C-20.5	C-22.7	A-7.7	B-12.1	A-8.1	B-12.9	A-8.1	B-12.9

The TIA indicated that the signalized intersection is expected to operate at LOS C during both the AM and PM peak hours under the Build-out conditions with the STIP I-5711 improvements in place. Since the intersection is expected to operate acceptably with the development in place, no improvements were recommended in the TIA.

Mebane Oaks Road and Wal-Mart Driveway (signalized)

ID	Intersection and Approach	2023 Existing		2024 No-Build		2024 Build		2024 Build w/ Imp	
		AM	PM	AM	PM	AM	PM	AM	PM
2	Mebane Oaks Road & Walmart Driveway	A (9.6)	C (20.9)	A (7.6)	B (19.3)	A (7.7)	B (19.3)	A (7.7)	B (19.3)
	Eastbound	D-44.0	D-41.5	D-51.9	D-48.6	D-51.9	D-48.6	D-51.9	D-48.6
	Northbound	A-2.3	A-5.0	A-2.2	A-5.1	A-2.2	A-5.1	A-2.2	A-5.1
	Southbound	A-6.9	B-14.1	A-3.9	B-10.7	A-4.1	B-11.0	A-4.1	B-11.0

The TIA indicated that the signalized intersection is expected to operate at LOS A or B during both the AM and PM peak hours under the Build-out conditions with the STIP I-5711 improvements in place. Since the intersection is expected to operate acceptably with the development in place, no improvements were recommended in the TIA.

It should be noted that Wilson Road Connector is shown in STIP I-5711 roadway design files, signal design plans (Inv# 07-2060), and site plan (Figure 2) included in the TIA. However, due to uncertainty of Wilson Road extension, the intersection of Mebane Oaks Road and Walmart Driveway was analyzed as a T-intersection in the TIA. Traffic performance at this intersection could be worse if it is analyzed as a four-leg intersection.

In addition, the left-turn storage along Garrett Crossing (Walmart Driveway) at Mabane Oaks Road is insufficient to accommodate projected queuing, and it could potentially cause lane blockage and inefficient traffic operations. Longer queue is expected with a fourth leg added at this location. As a result, restriping Garrett Crossing (Walmart Driveway) to provide longer storage length may be considered to improve traffic operations and safety at this location.

Forest Oaks Lane and Wilson Road (unsignalized)

ID	Intersection and Approach	2023 Existing		2024 No-Build		2024 Build		2024 Build w/ Imp	
		AM	PM	AM	PM	AM	PM	AM	PM
3	Wilson Road & Forest Oaks Lane	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Northbound	B-13.6	C-16.2	C-21.0	E-40.0	C-22.4	F-53.5	C-22.4	F-53.5
	Southbound	A-9.5	B-10.0	B-10.1	B-11.0	B-10.4	B-11.6	B-10.4	B-11.6

The TIA indicated that the stop-controlled northbound approach is expected to experience delay increases and LOS degradation under the Build-out conditions. However, the maximum queue lengths are expected to exceed four or five vehicles, and traffic operations could experience improvement once Wilson Road is extended to connect to the connector road that intersects Mebane Oaks Road opposite Walmart Driveway. On the other hand, a westbound left-turn lane is considered and recommended based on the coordination with NCDOT:

- › Provide a westbound left turn lane on Forest Oaks Road with minimal storage and taper [as requested by NCDOT]. This improvement could be provided by restriping the existing pavement on Forest Oaks Lane to provide storage for 1-2 vehicles.

Forest Oaks Lane and Site Drive 1 (unsignalized)

ID	Intersection and Approach	2023 Existing		2024 No-Build		2024 Build		2024 Build w/ Imp	
		AM	PM	AM	PM	AM	PM	AM	PM
4	Site Drive 1 & Forest Oaks Lane	-	-	-	-	N/A	N/A	N/A	N/A
	Northbound	---	---	---	---	A-8.8	A-9.3	A-8.8	A-9.3

The TIA indicated that the stop-controlled Site Drive 1 is expected to operate at LOS A during both the AM and PM peak hours under the Build-out conditions. Due to intersection spacing concerns, permitting of a full movement driveway at this location is subject to NCDOT review and approval. Nevertheless, the following improvements were recommended in the TIA to be constructed with the proposed development:

- › Construct Site Drive 1 with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.

Forest Oaks Lane and Site Drive 2 (unsignalized)

ID	Intersection and Approach	2023 Existing		2024 No-Build		2024 Build		2024 Build w/ Imp	
		AM	PM	AM	PM	AM	PM	AM	PM
5	Site Drive 2 & Forest Oaks Lane	-	-	-	-	N/A	N/A	N/A	N/A
	Northbound	---	---	---	---	A-8.7	A-9.0	A-8.7	A-9.0

The TIA indicated that the stop-controlled Site Drive 2 is expected to operate at LOS A during both the AM and PM peak hours under the Build-out conditions. The following improvements were recommended in the TIA to be constructed with the proposed development:

- › Construct Site Drive 2 with one ingress lane and one egress lane striped as a shared left-right turn lane operating under stop-control.



AGENDA ITEM #6F

Adoption of an Ordinance Creating and Levying a Municipal Room Occupancy Tax and a Resolution Joining the Alamance County Municipal Tourism Development Authority

Meeting Date

April 8, 2024

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes No

Summary

The City now has authority by state statute to levy an occupancy tax (Senate Bill 154, Session Law 2023-144), through the Municipal Tourism Development Authority at a rate of three percent (3%).

Background

The General Assembly enacted Senate Bill 154, an act to make various occupancy tax changes (Session Law 2023-144) which authorized the municipalities of Mebane, Burlington, Elon, and Graham to levy room occupancy taxes and to create the Alamance County Municipal Tourism Authority to administer the same. The City of Burlington pursuant to the statute established the Authority which the City of Mebane can join.

Financial Impact

The projected annual revenue to the City is Two Hundred Eighty-four Thousand, Nine Hundred Eighty-two Dollars and Ninety-five Cents (\$284,982.95), of which two-thirds will need to be expended for travel-tourism marketing. (The projection is based upon April 2022 to April 2023, collected taxes provided by Alamance County).

Recommendation

Staff recommends the City's participation in the Municipal Tourism Authority and the adoption of the room occupancy tax of three percent (3%).

Suggested Motion

I move that the City adopt an Ordinance Creating and Levying a 3% Municipal Room Occupancy Tax and a Resolution Joining the Alamance County Municipal Tourism Development Authority

Attachments

1. Ordinance Creating and Levying a Municipal Room Occupancy Tax
2. Resolution Joining the Alamance County Municipal Tourism Development Authority
3. City of Burlington's Resolution Creating the Alamance County Tourism Development Authority

CITY OF MEBANE ORDINANCE
CREATING AND LEVYING A MUNICIPAL ROOM OCCUPANCY TAX

WHEREAS the City Council of the City of Mebane is committed to investment in infrastructure and programming that bring visitors to the community; and,

WHEREAS, enhancing the City of Mebane's tourism-related assets and the recognition of those assets provide increased economic impact to area hotel/motels, restaurants, and retail establishments; and,

WHEREAS, the North Carolina General Assembly has expressly granted four municipalities within Alamance County, including the City of Mebane, the authority to enact an Occupancy Tax to support the promotion of and investment in tourism-related assets, said authority being contained in North Carolina General Statutes Session Law 2023-144.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEBANE, NORTH CAROLINA:

Section 1. Municipal Room Occupancy Tax.

There is hereby created and levied a room occupancy tax of 3% of the gross receipts derived from the rental of an accommodation within Mebane's corporate limits that is subject to sales tax imposed by the State under G.S. 105-164.4(a)(3).

Section 2. Administration.

The tax shall be levied, administered, collected, and potentially repealed as provided in G.S. 160A-215 with the penalties provided in G.S. 105-236 applied to the room occupancy tax.

The room occupancy tax is due from the accommodation retailer, as defined in N.C.G.S. 105-164.4, and payable to the City of Mebane in monthly installments on or before the 20th day of the month following the month in which the tax accrues. Every person, firm, corporation, or association liable for the occupancy tax shall, on or before the 20th day of each month, prepare and render a return on a form prescribed by the City of Mebane. The return shall state the total gross receipts derived in the preceding month from the rentals upon which the tax is levied. Pursuant to N.C.G.S. 106A-208.1, a room occupancy tax return filed with the Town Finance Officer is not a public record and may not be disclosed except in accordance therein.

Section 3. Distribution and Use of Tax Revenue.

The City of Mebane shall be responsible for collecting said occupancy tax and will, on a quarterly basis, remit the net proceeds of the occupancy tax to the Alamance Municipal Tourism Development Authority. The Authority, in turn, shall keep segregated the net proceeds into separate accounts based on the municipality from which the proceeds are collected. The Authority shall use at least two-thirds of the funds in each account to promote travel and tourism and the remaining one-third of the funds in each account for tourism-related expenditures in the municipality from which the funds are derived. To the extent funds from one account are used outside of the municipality where the occupancy tax was generated, the expenditure of funds must be consistent with the purposes set out in this section and must provide direct benefit to the municipality expending the funds.

Section 4. Definitions.

The following definitions apply in this ordinance:

- (1) Net Proceeds. -- Gross proceeds less the cost to the municipality administering and collecting the tax, as determined by the finance officer, not to exceed three percent (3%) of the first five hundred thousand dollars (\$500,000) of gross proceeds collected each year and one percent (1%) of the remaining gross receipts collected each year.
- (2) Promote Travel and Tourism. -- To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in similar promotional activities that attract tourists or business travelers to the area. The term includes administrative expenses incurred in engaging in the listed activities.
- (3) Tourism-Related Expenditures. -- Expenditures that are designed to increase the use of accommodations, meeting facilities, or convention facilities in the municipality or to attract tourists or business travelers to the municipality. The term includes tourism-related capital expenditures.

Section 5. Effective Date of Levy.

The room occupancy tax imposed shall be levied and become effective on July 1, 2024.

Adopted this the ____ day of _____, 2024.

Ed Hooks
Mayor City of Mebane

ATTEST

Clerk City of Mebane

CITY OF MEBANE
A RESOLUTION
JOINING THE ALAMANCE COUNTY MUNICIPAL TOURISM DEVELOPMENT AUTHORITY

WHEREAS, the North Carolina General Assembly has ratified Senate Bill 154, An Act to Make Various Occupancy Tax Changes, which has been designated Session Law 2023-144 (“the Act”); and

WHEREAS the Act authorized the municipalities of Burlington, Elon, Graham, and Mebane to levy room occupancy taxes and to create the Alamance County Municipal Tourism Development Authority to promote travel and tourism within the aforementioned municipalities in Alamance County; and

WHEREAS, on January 2, 2024, the Burlington City council adopted a resolution pursuant to Sections 26.2(a) and 26.3 of the Act creating the Alamance Municipal Tourism Development Authority (“Creating Resolution”, a copy of which resolution is attached hereto).

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

Section 1. Joinder.

Pursuant to Section 26.2(a)(i) of the Act, the City of Mebane hereby joins the Alamance County Municipal Tourism Development Authority.

Section 2. Effective Date.

This Resolution shall become effective upon its adoption and after the adoption of a local occupancy tax levy.

Adopted this the ____ day of _____, 2024.

Ed Hooks, Mayor
City of Mebane

ATTEST:

Stephanie W. Shaw
City Clerk

CITY OF BURLINGTON, NORTH CAROLINA
A RESOLUTION ESTABLISHING THE ALAMANCE COUNTY MUNICIPAL TOURISM
DEVELOPMENT AUTHORITY

WHEREAS, the North Carolina General Assembly has ratified Senate Bill 154, An Act to Make Various Occupancy Tax Changes, which has been designated Session Law 2023-144, herein known as “the Act”; and,

WHEREAS, the Act authorized the municipalities of Burlington, Elon, Graham, and Mebane to levy room occupancy taxes and to create the Alamance County Municipal Tourism Development Authority to promote travel and tourism within the aforementioned municipalities in Alamance County; and,

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

Section 1. Establishment.

Pursuant to N.C.G.S. 160A-215, there is hereby established the Alamance County Municipal Tourism Development Authority (“the Authority”) which shall be a public authority under the Local Government Budget and Fiscal Control Act.

Section 2. Authority.

This Resolution is enacted pursuant to the provisions of N.C.G.S. 160A-215 as amended by S.L. 2023-144. Accordingly, the Authority shall segregate the net occupancy tax proceeds into separate accounts for each municipal member, the amount based upon the proceeds collected from within each municipality’s corporate limits, pursuant to the Act. The Authority shall use at least two-thirds of the funds in each account to promote travel and tourism and the remaining one-third of the funds in each account for tourism-related expenditures in the municipality represented by the account from which the funds are derived.

Section 3. Appointment, Membership, Terms, and Meetings.

Membership and participation with the Alamance County Municipal Tourism Development Authority shall commence with the governing board of the respective municipal government – Burlington, Elon, Graham and Mebane – voting to enact an Ordinance Creating and Levying A Municipal Room Occupancy Tax for its jurisdiction and adopting a Resolution Establishing The Alamance County Municipal Tourism Development Authority.

The Alamance County Municipal Tourism Development Authority shall consist of up to seven (7) members. The Chief Administrative Officer (City/Town Manager) of each participating municipality, having voted to enact the Municipality Room Occupancy Tax for its jurisdiction, shall serve on the Authority, representing the promotion of travel and tourism within their respective municipality. The remaining members of the seven (7) member Authority shall be individuals affiliated with businesses that collect the tax within the jurisdictions of the member municipalities, namely hoteliers.

Should only three (3) municipalities choose to participate in the Alamance County Municipal Tourism Development Authority by adopting a Municipal Room Occupancy Tax Ordinance for their respective jurisdiction, the Authority shall consist of five (5) members with the Chief Administrative Officer

(City/Town Manager) of each participating municipality serving and two (2) remaining Authority members being individuals affiliated with the businesses that collect the tax within the participating jurisdictions, namely hoteliers.

Should fewer than three (3) municipalities choose to participate in the Alamance County Municipal Tourism Development Authority by adopting a Municipal Room Occupancy Tax Ordinance for their respective jurisdiction, the Authority shall consist of three (3) members with the Chief Administrative Officer (City/Town Manager) of each participating Municipality and the remaining Authority members being individual(s) affiliated with the businesses that collect the tax within the participating jurisdictions, namely hoteliers.

The Finance Officer of the City of Burlington shall serve the Authority, ex-officio. Authority members shall choose the Chair from among its membership to coordinate meetings. The members of the Authority who are hoteliers (represent the businesses that collect the tax) shall be appointed for terms of three (3) years beginning on July 1 and expiring on June 30. Members may be reappointed for up to two additional three-year terms. Vacancies occurring for reasons other than the expiration of terms shall be filled for the period of the unexpired term. Anyone appointed to complete a vacancy on the Authority of greater than eighteen (18) months duration shall be deemed to have served a full term. The hotelier board members shall be appointed by the Burlington City Council, upon consultation with the governing boards of the other participating member municipalities.

The City/Town Manager of each municipality shall serve on the Authority so long as they are employed by their respective municipalities: provided however, any may designate an employee of the respective municipality to serve as a board member in the City/Town Manager's stead.

The Authority shall hold regular quarterly meetings. Members of the Authority shall not be compensated but may be reimbursed for direct Authority-related travel and expenses.

Section 4. Definitions.

The following definitions, as outlined in NC General Assembly Session Law 2023-144, apply in this

Resolution:

- 1) Net Proceeds. -- Gross proceeds less the cost to the respective municipality administering and collecting the tax, as determine by the finance officer, not to exceed three percent (3%) of the first five hundred thousand dollars (\$500,000) of gross proceeds collected each year and one percent (1%) of the remaining gross receipts collected each year. 3
- 2) Promote Travel and Tourism. -- To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in similar promotional activities that attract tourists or business travelers to the area. The term includes administrative expenses incurred in engaging in the listed activities.
- 3) Tourism-Related Expenditures. -- Expenditures that are designed to increase the use of accommodations, meeting facilities, or convention facilities in the municipality or to attract tourists or business travelers to the municipality. The term includes tourism-related capital expenditures.

Section 5. Duties.

The Authority shall expend the net proceeds of the tax levies from the Room Occupancy Tax by

segregating the net proceeds into separate accounts based on the municipality from which the proceeds are collected. The Authority shall transfer the net proceeds of each account to the respective municipality which shall, in turn, use at least two-thirds of those funds to promote travel and tourism and the remaining one-third of the funds for tourism-related expenditures within the municipality, pursuant to the Act.

Two or more municipalities may choose to work collaboratively on tourism-related promotion or expenditures so long as the expenditure of funds aligns with the purposes set out in this section and provides a direct benefit to each municipality expending funds.

The City/Town Manager of each participating member municipality is responsible for administering the funds appropriated by the Authority to its respective municipality pursuant to the parameters outlined in the Act.

Section 6. Reports.

The Authority shall:

- a) Annually review the proposed tourism-related budget of each member municipality to ensure it complies with the uses specified in the statute.
- b) Annually review the expenditures of each member municipalities' tourism-related funds.
- c) Report quarterly and at the close of the fiscal year to the governing bodies of the participating member municipalities on its receipts and expenditures for the preceding quarter and for the year in such detail as the governing bodies may require.
- d) Contract with a qualified auditing firm to perform an annual audit of the Alamance Municipal Tourism Development Authority.

Section 7. Severability.

If any section, clause, or provision of this Resolution shall be found invalid, the validity of the remaining sections, clauses, or provisions shall not be affected thereby. 4

Section 8. Effective Date.

This Resolution shall become effective on its adoption date.

Adopted this the 2nd day of January 2024.



AGENDA ITEM #6G

Adoption of a Resolution for the City of Mebane to Apply for FY 2023-2024 CDBG-Infrastructure Funding

Meeting Date

April 8, 2024

Presenters

Ashley Ownbey, Development Director

Public Hearing

Yes No

Summary

The City of Mebane proposes to request \$3 million in funding from the North Carolina Department of Environmental Quality's Community Development Block Grant-Infrastructure (CDBG-I) program for extension of sanitary sewer services to residents in a defined project area that includes Landi Lane, Blue Heron Lane, Heron Cove Trail, and NC Hwy 119 North, approximately 58.8% of whom are low- and moderate-income individuals based on door-to-door surveys performed by the City of Mebane. No individuals will be displaced, nor will any require temporary assistance as a result of the proposed project.

Background

In the summer of 2022, the City of Mebane began working with Withers Ravenel, the Piedmont Triad Regional Council (PTRC), and two community volunteers to organize a door-to-door survey of residents in the northern part of Mebane with the purpose of exploring sewer service needs and eligibility for CDBG-I funding. The door-to-door survey began in December 2022 with follow up surveys continuing through July 2023. A project area eligible for CDBG-I funding emerged in the neighborhood of Landi Lane, Blue Heron Lane, Heron Cove Trail, and NC Hwy 119 North. In this defined area, approximately 58.8% of residents are of low- and moderate-incomes according to the door-to-door surveys.

The purpose of the CDBG-I grant program is to improve the quality of life for low- to moderate-income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service:

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development.
- To perform eligible activities.
- To minimize displacement and provide displacement assistance as necessary.

The City of Mebane proposes the following budget for the Landi Lane Sewer Extension Project, which is described in more detail in the Project Cost Estimate:

- Construction costs of infrastructure improvements - \$2,416,250.00
- Engineering services for infrastructure improvements - \$383,750.00
- Project administration - \$150,000.00

Financial Impact

The City of Mebane will contract with Withers Ravenel for preparation, support, and submission of the application for CDBG-I funding. If the grant is awarded and improvements installed, the City of Mebane will be responsible for future operation and maintenance of the public sewer lines. If the entire grant is awarded and bids are within estimate, there are no other expected financial impacts at this time.

Recommendation

Staff recommends the City apply for CDBG-I funding for the Landi Lane Sewer Extension Project.

Suggested Motion

Motion to adopt a resolution for the City of Mebane to submit an application to the State of North Carolina for a grant to aid in the sewer extension project in a defined project area that includes Landi Lane, Blue Heron Lane, Heron Cove Trail, and NC Hwy 119 North.

Attachments

1. CDBG-I Project Resolution
2. Map of Project Area
3. Project Cost Estimate
4. Landi Lane Sewer Exhibit Map

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, Title I of the Federal Housing and Community Development Act of 1974, as amended, has established the U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, and has authorized the making of grants to aid eligible units of government in funding the cost of construction, replacement, or rehabilitation of water and wastewater infrastructure, and that the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) was delegated the authority by the state legislature to administer the water and wastewater infrastructure portion of the state grant monies received from the U.S. HUD Small Cities (States) CDBG program by Session Law 2013-360, Section 15.15(a) as amended by Section 5.3 of Session Law 2013-363, and

WHEREAS, The City of Mebane has need for and intends to implement a construction project described as the Landi Lane Sewer Extension Project, and

WHEREAS, The City of Mebane intends to request State grant assistance for the project,

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

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

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

That Chris Rollins, City Manager, the **Authorized Representative**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

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

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

Adopted this the 8th day of April at Mebane, North Carolina.

(Signature of Chief Executive Officer)

Mayor

(Title)

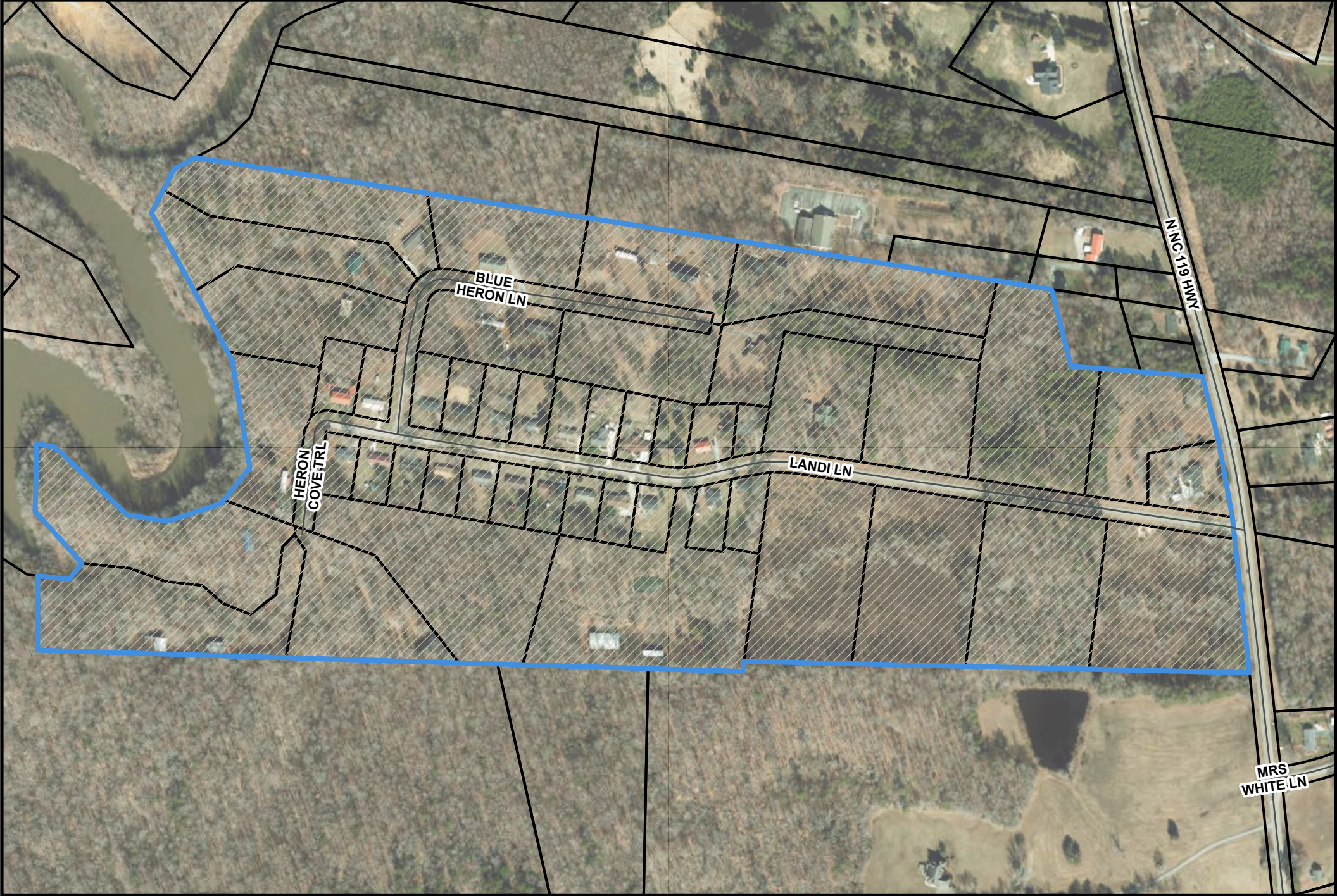
FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Clerk of the City of Mebane does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City Council duly held on the 8th day of April, 2024; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of April, 2024.

(Signature of Recording Officer)

City Clerk

(Title of Recording Officer)



CITY OF MEBANE
PROJECT AREA MAP

**LANDI LN, HERON COVE TRL,
BLUE HERON LN, N NC HWY 119**

1 inch = 350 feet

DATE: 04/03/24

DRAWN BY: AO



Project Estimate

Project Area 1 - Landi Lane Sewer Improvements

Item No.	Description	Estimated Quantity	Unit	Estimated Unit Price	Estimated Amount
1	Mobilization	1	LS	\$ 100,000.00	\$ 100,000.00
2	Clearing & Erosion Control	1	LS	\$ 75,000.00	\$ 75,000.00
3	Traffic Control	1	LS	\$ 50,000.00	\$ 50,000.00
4	8" Gravity Sewer - DIP	4,895	LF	\$ 150.00	\$ 734,250.00
5	4' Manholes	18	EA	\$ 7,500.00	\$ 135,000.00
6	Service Taps	30	EA	\$ 1,500.00	\$ 45,000.00
7	Service Connections	20	EA	\$ 10,000.00	\$ 200,000.00
8	Pump Station #1 - 6' Wetwell	20	VF	\$ 2,750.00	\$ 55,000.00
9	Pump Station #1 - Valve Vault	8	VF	\$ 5,000.00	\$ 40,000.00
10	Pump Station #1 - Mechanical	1	LS	\$ 75,000.00	\$ 75,000.00
11	Pump Station #1 - Electrical	1	LS	\$ 100,000.00	\$ 100,000.00
12	Pump Station #1 - Generator	1	LS	\$ 50,000.00	\$ 50,000.00
13	3" HDPE Forcemain	4,660	LS	\$ 100.00	\$ 466,000.00
14	Rock Excavation	150	CY	\$ 400.00	\$ 60,000.00
15	Pavement Patching	75	SY	\$ 200.00	\$ 15,000.00
16	Incidental Stone	100	TN	\$ 60.00	\$ 6,000.00
17	Connection to Existing MH	1	LS	\$ 10,000.00	\$ 10,000.00
18	Construction Contingency	1	LS	\$ 200,000.00	\$ 200,000.00
Total Construction Costs					\$ 2,416,250.00

Estimated Non-Construction Costs	
Sub-Total Of Construction Costs	\$ 2,416,250.00
Engineering Services	\$ 383,750.00
Preliminary Design/Surveying	\$ 60,000.00
Final Design & Permitting	\$ 120,000.00
Bidding Assistance	\$ 48,750.00
Engineering Contract Administration and Inspection Services	\$ 120,000.00
Easement Mapping	\$ 10,000.00
Easement Acquisition Services	\$ 15,000.00
Reimbursables	\$ 10,000.00
Easement Acquisition	\$ 50,000.00
Grant Administration	\$ 150,000.00
Total Estimated Project Budget	\$ 3,000,000.00



STAGG CREEK

THE GREATER CANNAN MISSIONARY BAPTIST CHURCH

NC HWY 119 NORTH

8" GRAVITY SEWER

PUMP STATION # 1
50 GPM

BLUE HERON LN

PROJECT AREA 1

LANDI LANE

HERON COVE TRL

3" FORCE MAIN

EXISTING 8" SEWER

PROJECT LIMITS

PROJECT LIMITS



alley, williams, carmen & king, inc.
ENGINEERS, ARCHITECTS & SURVEYORS

740 chapel hill road p.o. box 1179
burlington, n.c. 27215 336/226-5534

Firm's Engineering License No. F-0203

CITY OF MEBANE SEWER IMPROVEMENTS EXHIBIT MAP

POSSIBLE SEWER IMPROVEMENTS
LANDI LANE
AREA 1 - CDBG FUNDING
CITY OF MEBANE
ALAMANCE COUNTY, NC

SCALE: 1" = 200' DATE: 04/03/24 DWG. BY: CBS PROJECT NO.: 17010 OF 1

SHEET NO.:

1

OF 1

T:\Benny\Request and Misc Excel\Franz-Recent\2023\W&S North of 119 Bypass\W&S-Landi.dwg, 4/3/2024 4:14:12 PM, bstutts, AutoCAD PDF (High Quality Print).pc3, 1:1, CBS



AGENDA ITEM #7

Compensation Study Findings and Recommendations

Meeting Date

April 8, 2024

Presenter

Beatrice Hunter, HR Director

DeLane Huneycutt,
Compensation and Classification Consultant

Public Hearing

Yes No

Summary

DeLane Huneycutt, Compensation and Classification Consultant, will present study findings and salary recommendations resulting from the compensation study analysis.

Background

Effective FY 2023-2024, the Council approved the City to conduct a compensation study on 1/3 of its positions each year. The study is to ensure that salaries and salary ranges are competitive with the regional labor market to meet the City's current and future business needs to attract and retain well-qualified, high performing employees.

The last compensation study was conducted FY 2021-2022 and included all staff.

Financial Impact

Study findings resulted in proposed salary increases for 21 of out of 41 full time employees.

The cost to implement the study is \$40,067. If adopted, it would be implemented with the budget on July 1st.

Recommendation

Staff recommends Council approves study recommendations and implementation costs as outlined in the presentation.

Suggested Motion

Motion to approve proposed compensation study recommendations and implementation costs, effective July 1, 2024.

Attachments

1. PowerPoint presentation



City of Mebane Compensation Study

April 8, 2024

Presented by DeLane Huneycutt,
Compensation and Classification Consultant

Purpose

To complete a compensation study for the City of Mebane to ensure that salaries and salary ranges are competitive with the regional labor market in order to meet the City's current and future business needs to attract and retain well-qualified, high-performing employees.

Need for the Study

- ▶ Last study occurred in FY21-22 and implemented March 2022
- ▶ City is impacted by growing economy in Triangle and Triad
- ▶ 3.7% unemployment creating recruitment & retention issues
- ▶ Salaries are increasing nationally by 4.0% per year
- ▶ Cost of Living at 3.2% is eroding wage gains
- ▶ Recruitment and retention challenges particularly in **Public Works and Public Utilities**
- ▶ Difficult to attract qualified candidates
- ▶ Competing with local private sector as well as public sector

Goals for the Study

- ▶ Assess the competitiveness of the City's salary ranges and salaries using a custom salary survey;
- ▶ Compare salaries with benchmark municipalities and counties in the region;
- ▶ Ensure that job classifications accurately reflect organizational changes and job responsibilities;
- ▶ Propose any job classifications that need to be created to aid in recruitment challenges;
- ▶ Determine market adjustments to enhance recruitment & retention of qualified staff in job classifications determined to be below market.

Project Milestone Dates

- ▶ Initial meeting with City Human Resources Director – July 14
- ▶ Distribute Salary Survey – July 20
- ▶ Survey Responses Received – August 25
- ▶ Conduct Analysis & Develop Findings – November 13
- ▶ Share Recommendations with City HR Director – January 5
- ▶ Develop cost and implementation options – January 24
- ▶ Present Recommendations to City Leadership – February 6
- ▶ Present Recommendations to City Council – April 8
- ▶ Proposed Implementation Date – July 2024

Compensation Review – Regional Salary Survey

- ▶ Select 22 Public Utilities and Public Works job classifications to include in survey
- ▶ Survey 3 additional possible future job classifications (Utilities Maintenance Technician, Utilities Equipment Operator I and II)
- ▶ Identify 16 benchmark organizations in region
- ▶ Request the following data:
 - ▶ Actual salaries/average actual salaries being paid
 - ▶ Salary Ranges – Minimum-Midpoint-Maximum
 - ▶ # of employees in each job classification
 - ▶ Reporting structure

Benchmark Municipalities and Counties

- ▶ Alamance County
- ▶ Burlington
- ▶ Elon
- ▶ Graham
- ▶ Greensboro
- ▶ High Point
- ▶ Archdale
- ▶ Thomasville

- Orange County
- Carrboro
- Chapel Hill
- Hillsborough
- Apex
- Holly Springs
- Knightdale
- Morrisville

Salary Survey Results

- ▶ Surveyed one-third of City job classifications
- ▶ All surveyed municipalities responded
- ▶ Calculated median job rates & median salaries
- ▶ 6 classifications were competitive with the market and 19 were below market

Salary Range Methodology

- ▶ Calculating a Market Rate:
 - ▶ Median - 50th percentile (excludes outliers) of job rates in the market for each job classification;
 - ▶ Compare Job Rate of current range to Market Rate
 - ▶ Mebane Job Rate should be +/- 5% of Market Rate
- ▶ Calculating a Pay Range
 - ▶ Job Rates 5% apart
 - ▶ Range Minimum (bottom of scale / lowest rate paid) 80% of job rate
 - ▶ Range Maximum (top of scale / highest rate paid) 125% of job rate
- ▶ Calculating Median Salary – 50th percentile of salaries in the market for each job classification
 - ▶ Compare Employee Salaries to Survey Median Salaries

Job Classifications At Market

- ▶ **1 Supervisor Class**

(Utilities Maintenance Crew Leader / Supervisor)

- ▶ **2 Technical Classes**

(Utilities Location Technician)

- ▶ **3 Labor & Trades Classes**

(Public Works Equipment Operator III / Sanitation Equipment Operator)

Job Classifications Below Market

- ▶ **4 Professional Classes**
(Assistant Public Works Director)
- ▶ **3 Supervisor Classes**
(Lead Wastewater Plant Operator)
- ▶ **5 Technical Classes**
(Laboratory Technician)
- ▶ **7 Labor & Trades Classes**
(Meter Reader Technician)

Compensation Analysis & Recommendations

- ▶ Recommend new job classifications and title changes
- ▶ Adjust pay ranges by approved COLA
- ▶ Align job classifications in appropriate pay grades
- ▶ Develop Position Classification and Pay Plan

Employee Salary Findings & Recommendations

- ▶ Employees recommended for market adjustments as follows:
 - ▶ 43% of Supervisory employees
 - ▶ 30% of Technical employees
 - ▶ 56% of Labor & Trades employees

Study Cost & Implementation

- ▶ 41 employees in surveyed job classes were considered for salary increases
- ▶ Eligible employees are those hired prior to July 1, 2023 (unless below recommended minimum), whose range is moving, and who are currently below recommended job rate
- ▶ If current salary below market (survey median salary), then 5% increase
- ▶ If current salary less than 5% below recommended job rate, bring to job rate (increase pro-rated)
- ▶ 21 employees recommended to receive market adjustment at a cost of \$40,067

Next Steps

- ▶ Approve study recommendations
- ▶ Approve proposed Position Classification & Pay Plan
- ▶ Approve market adjustment implementation costs to help reduce turnover and enhance employee retention
- ▶ Conduct a salary study on one-third of jobs (Police, Fire, and Recreation & Parks during FY24-25 for FY25-26 implementation
- ▶ Conduct a salary study on one-third of jobs (Administration, Department Heads, Finance, Information Technology, and Inspections and Planning) during FY25-26 for FY26-27 implementation
- ▶ Update the salary study for each job every 3 years to keep pace with the market

Questions?





AGENDA ITEM #8

DOWNTOWN EXTERIOR IMPROVEMENTS GRANT AWARD

Meeting Date

April 8, 2024

Presenter

Ashley Ownbey, Development Director

Public Hearing

Yes No

Summary

Council will consider awarding Downtown Exterior Improvements Grant (DEIG) funds to qualifying applications.

Background

At their November 1, 2021, meeting the Mebane City Council formally adopted the Downtown Exterior Improvements Grant (DEIG) program. The approved budget for Fiscal Year 2023 – 2024 allocated \$50,000 for Downtown Improvements as a matching funds grant program that will reimburse an individual up to 50% of qualifying expenses for exterior improvements to a Downtown property in one of four categories:

- Façade improvements;
- Outdoor seating;
- Exterior artwork; and
- Preservation of historic architecture and buildings.

No grant funds have been awarded this year. The City has received one application for consideration at the April 8, 2024, meeting:

- 200 N. Third Street: \$2,476.56 to repair brick mortar and replace windows.

Financial Impact

Qualifying requests total \$2,476.56, to be awarded at City Council discretion. If the candidate project is awarded full grant funding, \$43,673.44 will remain in the DEIG pool.

Recommendation

DEIG awards are made at City Council discretion. All applications included are complete and meet the criteria established by the City at the November 1, 2021, meeting.

Suggested Motion

Motion to award \$2,476.56 in Downtown Exterior Improvement Grants to the applicant for the project described in the qualifying application.

Attachments

1. 200 N. Third Street application package

Grant Application



Date of Application: 03/19/24

APPLICANT INFORMATION

Property Owner Name	Meghann Wagner / Leonard Wagner
Business Owner Name (if different*)	Meghann Wagner
Business Name	The Eco Fuel Shoppe
Phone #	919 998-0054
Street Address of Property	200 North 3rd St.
Applicant's Mailing Address	

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	Shop
Proposed use of building:	
Business Name	The Eco Fuel Shoppe
Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building: See attached - type	
Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.):	

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: _____

Date: 3.16.24

MY NAME IS MEGHAN WAGNER, OWNER OF THE GO GIRL SHOPPE, AT 200 NORTH THIRD STREET, MEBANE, NORTH CAROLINA. I AM APPLYING FOR FUNDS FROM THE EXTERIOR IMPROVEMENT GRANT TO BE DIRECTED TOWARDS OUTDOOR ELECTRICAL WORK. THIS WOULD INVOLVE THE NEW INSTALLATION/WIRING OF THREE OUTDOOR RECEPTACLES AND ELECTRICAL BOXES TO CODE.

THE GO GIRL SHOPPE, WITH ITS OUTDOOR DECKING AND PRIVATE PARKING, IS USED DAILY AS A GATHERING SPOT FOR THE COMMUNITY AND ITS VISITORS. ITS MAXIMUM USE IS TO PROVIDE SPACE FOR OUTDOOR EVENTS INCLUDING THE DOGWOOD FESTIVAL AND AUTUMNFEST, PROVIDING SETUP FOR THE BEER GARDENS, AREAS FOR FOOD TRUCKS AND MUSIC VENUES. THE GO GIRL SHOPPE ALSO PROVIDES OUTDOOR SEATING ON ITS PROPERTY, WITH SEVERAL ADIRONDACK CHAIRS FOR TOWN VISITORS TO SIT A SPELL, AND ALSO PICNIC TABLES ON THE DECK FOR FAMILIES TO EAT A TAKE-OUT MEAL, A PLACE FOR FAMILIES TO GATHER, AND ALSO HOST BIBLE STUDY. HAVING SAFELY INSTALLED LIGHTING IS PARAMOUNT AND GOES WAY BEYOND ILLUMINATION. DURING THE HOLIDAYS, OUR LIGHTED TREES SET THE MOOD, ENHANCE SAFETY IN AN OTHERWISE DARK END OF CLAY STREET, AND HIGHLIGHT THE BEAUTY OF OUR DOWNTOWN. INSTALLATION OF CORRECTLY WIRED AND CODED RECEPTACLES WILL PROVIDE HOOK-UPS FOR ALL GENERATORS USED IN THE NOTED EVENTS AND PROVIDE PROPER OUTAGE FOR THE LIGHTS.

IN ORDER FOR THE GO GIRL SHOPPE TO CONTINUE TO "LEND" THE PARKING FACILITIES FOR THESE EVENTS AND SUPPLY THE USE OF HOOK-UPS FOR ADDITIONAL ELECTRICITY, WE NEED TO UPGRADE THE PRESENT SITUATION. OUR CURRENT OUTAGE HAS TROUBLE SUPPORTING THIS, IN ADDITION TO KEEPING OUR INDOOR BRICK AND MORTAR ELECTRICAL SYSTEM FUNCTIONING WITHOUT PROBLEMS AT THE SAME TIME.

I WOULD LIKE TO THANK THE COMMITTEE FOR CONSIDERING MY REQUEST FOR GRANT ASSISTANCE. AS OUR TOWN HAS GROWN, AND RETAIL AREAS HAVE CHANGED TO MORE AND DIFFERENT PUBLIC SPACES, THESE FUNDS WOULD IMMENSELY NOT ONLY SUPPORT MY NEEDS, BUT WOULD PROVE EXTREMELY BENEFICIAL TO THE TOWN OF MEBANE TO SAFELY AND MORE ADEQUATELY PROVIDE THE CORRECT OUTAGE FOR OUTDOOR EVENTS, WHICH MAKES MEBANE THE POSITIVELY CHARMING TOWN ITS KNOWN FOR.

I, LEONARD WAGNER GIVE PERMISSION FOR MEGHAN WAGNER, OWNER OF THE GO GIRL SHOPPE TO APPLY FOR THE CITY OF MEBANE GRANT, TO HAVE ELECTRICAL WORK DONE TO THE OUTSIDE EXTERIOR OF THE BUILDING AT, 200 NORTH 3RD STREET, MEBANE NC 27302.

SIGNED

A handwritten signature in blue ink, appearing to be 'L. Wagner', written over a solid black horizontal line.

DATE

3-19-24

ESTIMATE



Go Girl Shoppe
200 N 3rd St, Mebane, NC
27302, USA
Meghan

Estimate #: 39
Date: 3/12/24

Lankford Electrical Services LLC
2027 Ben Wilson Rd
Mebane NC 27302
lankfordelectric1@gmail.com
(919) 201-0371
Sammy Lankford

Item	Quantity	Cost	Subtotal
Labor 2 person	30	\$125.00	\$3,750.00
Material	1	\$950.00	\$950.00
		Subtotal	\$4,700.00
		Tax	\$253.12
		Amount Due	\$4,953.12

Notes:

Alamance County
Run exterior circuit for outlets.

ESTIMATE	#628
ESTIMATE DATE	Mar 9, 2024
TOTAL	\$5,358.39

Meghan Wagner
200 N 3rd St
Mebane, NC 27302

CONTACT US
300 W Crawford St
Mebane, NC 27302

☎ (919) 998-0056
✉ gogirlshoppe@gmail.com

☎ (919) 896-1223
✉ office@mebaneelectricalservices.com

ESTIMATE

E- Add Circuit - Level 5 - EJ5E

Complete Power Delivery Circuit Renovation

This will include routing power from the main electrical panel inside and routing the conduit and wiring to the roof by way of the rear wall and then across the roof to the front of building. From here we will install a new exterior outlet on a separate circuit.

We will also in stall a new outlet on the front corner of the deck.

We will also route wiring under the deck to the landscape area for outside lighting.

Electrical fire protection safety system upgrade

Electrical safety system restoration service

Power delivery fixture renovation

Area restoration service

Performance and safety testing

Services subtotal: \$5,073.00

Subtotal	\$5,073.00
----------	------------

Tax (NC-Alamance 6.75%)	\$285.39
----------------------------	----------

Total	\$5,358.39
--------------	-------------------

Thank you for your business and your trust!



AGENDA ITEM #9

Downtown Mebane Social District Proposal Presentation

Meeting Date

April 8, 2024

Presenter

Barbara Hollerand, DMDC
Executive Director

Public Hearing

Yes No

Summary

The nonprofit Downtown Mebane Development Corporation, which manages the Mebane Main Street program, is presenting a proposal for creating a Downtown social district that conforms with state law. This proposal would allow ABC permittees within the district to serve alcoholic beverages to responsible adults 21 years or older for consumption within the district, including on sidewalks and in participating businesses.

Background

In July 2023, Downtown Mebane became the 70th designated Main Street America program in North Carolina. Part of the DMDC's vision is that "Downtown serves as the center for community engagement and is rich with diverse small businesses, nightlife and dining options for a positively charming experience."

In October 2021 and July 2022, the North Carolina General Assembly passed legislation that allowed municipalities to create social districts that adhered to specific requirements. During the last two years, more than 50 communities in the state have adopted ordinances to create these entertainment districts that have supported downtown revitalization efforts and provided additional economic development opportunities for downtowns of all sizes.

DMDC has researched the feasibility and benefits of creating a social district and has determined that Downtown Mebane has the business and public support needed for a successful program. Downtown Mebane has modeled its program after the Downtown Burlington program that launched in September 2023.

Financial Impact

The Police and Public Works departments would have some increased costs if the social district was approved, but the specific financial impacts are not known at this time. These costs would include additional police patrols and for Public Works, additional trash collection.

Other costs for implementation of the social district including beverage cups, educational materials and signage will be the responsibility of the Downtown Mebane Development Corporation and participating businesses.

Recommendation

No action required.

Suggested Motion

N/A

Attachments

1. Downtown Mebane Social District PowerPoint Presentation

SOCIAL DISTRICT
DOWNTOWN MEBANE



What is a Social District?

A social district is a defined area in which a person 21 years or older may responsibly consume alcoholic beverages, indoor or outdoor, sold by an ABC Permittee located within the designated social district.



Enabling Legislation

NC House Bill 890

- Oct. 2021 – Allows local governments in North Carolina to create social districts.

NC House Bill 211

- July 2022 – Clarifies the requirements and rules for social districts.



Social Districts in North Carolina

Asheboro	Hickory	Oxford
Burlington	High Point	Pilot Mountain
Cary	Huntersville	Raleigh
Charlotte	Kannapolis	Rutherfordton
Claremont	Lenoir	Salisbury
Cornelius	Lexington	Selma
Davidson	Madison	Statesville
Durham	Manteo	Sylva
Elon	Monroe	Tarboro
Fayetteville	Mooresville	Thomasville
Fuquay-Varina	Mount Airy	Washington
Garner	New Bern	Wendell
Gastonia	Newton	Whiteville
Greensboro	North Wilkesboro	Wilson
Greenville	Norwood	<i>(with more on the way)</i>



Social District Requirements

- **District must be clearly defined**
 - Signage must include the geographic area of the district, days/hours the district is in effect, phone number for police.
- **Only ABC Permittees with onsite consumption permits inside the district are able to sell beverages in the district.**
 - No convenience stores, “brown bagging,” bringing from home, etc.
 - Special event, one-time use permits for vendors
- **Cups must be 16 oz. or less, include the social district logo, name of business where purchased, date/time of purchase, and have “Drink Responsibly – Be 21” printed on them.**
- **Beverages may NOT leave the district.**



Businesses Decide on Participation

- Every business in the district has the choice to **opt-in** or **opt-out** of the district
- OPT-IN –alcoholic beverages allowed in the business
- OPT-OUT –alcoholic beverages NOT ALLOWED in the business
- ABC Permittees – have the option of serving beverages that can be taken out of their businesses and into the district.
- Businesses’ preferences would be indicated by a decal on the front window/door.



Social Districts Summary

- ✓ Only beverages sold by ABC Permittees for onsite consumption in the district are allowed to be consumed in the social district.
- ✓ Beverages purchased in social district must be consumed inside district boundaries and hours.
- ✓ Must use specially branded cups with social district logo and purchase location.

CANNOT consume beverages purchased from anywhere outside of the social district in the social district.

CANNOT consume alcoholic beverages outside of the designated social district boundaries.

CANNOT consume alcoholic beverages outside of designated social district hours.



Social District Strengths

A Tool for Economic Development

- Main interest group pushing for social districts was the NC Retail Merchants Association
- Economic spark for small businesses
- Spurs revitalization efforts by making Downtown more attractive to new businesses and restaurants
- Creates an instant entertainment destination
- Adds vibrancy and vitality to Downtown
- Enhances Downtown events



Social District Considerations

- Increasing police foot patrol within district
- Increasing the number of recycling and trash receptacles within district
- Data tracking (revenue, foot traffic, new businesses, incidents)



Mebane's Social District Strategy

- **Step 1** – Research
- **Step 2** – Determine the goals for a social district
- **Step 3** – Visit with ABC permittees in proposed district
- **Step 4** – Meet with City management and Police Department
- **Step 5** – Educate Downtown community
- **Step 6** – Present proposal to City Council
- **Step 7** – Establish the Social District



Mebane's Social District Strategy

Step 1 – Research

- Feedback from other cities with districts
- Visit established social districts (look at signs, cups, decals)
- Set up one-on-one meetings with City Council members to discuss proposal



Mebane's Social District Strategy

Step 2 – Determine the goals for a social district

- This helps establish district boundaries, days, times
- Complement Downtown events
- Encourage foot traffic Downtown
- Encourage new development



Mebane's Social District Strategy

Step 3 – Visit with ABC Permittees in proposed district

- Explain the rules/liability
- Share benefits of a social district
- Gauge interest in participation



Mebane's Social District Strategy

Step 4 – Meet with City Management and Police Department

- Discuss proposed social district concept, area, days, hours
 - **Proposed days/hours: Thursday-Sunday, 11 a.m. – 10 p.m.**
- Discuss HB 211, other NC cities with social districts
- Discuss pros and cons, address misconceptions
- Encourage conversations with similar cities with social districts
- Schedule follow-up meetings to hear concerns



Mebane's Social District Strategy

Step 5 – Educate Community

- Focused on business/property owners Downtown
- Went door-to-door
- Shared information in Downtown Mebane Facebook group
- Held information sessions with Burlington's Main Street director
- Included pros and cons (to get in front of common misconceptions)



Mebane's Social District Strategy

Step 6 – Present Proposal for City Council discussion

- Review of social district proposal at public meeting
- Downtown businesses and ABC permittees participation for Q&A
- Adoption ordinance to be considered at a future meeting



Mebane's Social District Strategy

Step 7 – Establish the Social District

- Inform Downtown businesses/property owners
- Publicize through news release, social media
- Determine participation level for each business in social district
- Create final logos, QR codes
- Order and distribute decals
- Create sign design, determine sizes, locations and quantities
- Create webpage
- Create required maintenance plan
- File with the ABC Commission of NC
- Plan a launch date/event!



Proposed Social District Boundaries



- | | |
|-----------------------------|-------------------------------------|
| 1. Martinho's Bakery & Deli | 7. Clay Street Tavern |
| 2. Junction on 70 | 8. Trackside Bottle Shop |
| 3. Bright Penny Brewing | 9. Crafted: The Art of the Taco |
| 4. Whiskey Sowers | 10. 2 Twelve Seasonal Kitchen & Bar |
| 5. Hyperion Bar & Lounge | 11. Stumblin' Pig |
| 6. Wooden Nickel | 12. Go Girl Shoppe |

— Social District Boundaries

ABC Permittees

■ Park



Learn More



Social District Branding

District Logo



Cup Logo



Social District Branding

Window Decals



Sign Examples (Burlington)

- Map signs – largest, in highest foot traffic areas, includes all information
- QR code signs – entry/exit points, basic information, QR code to map/rules
- Sidewalk decals – entry/exit points, QR code to map/rules



Sign Examples (Silva)



Questions?





AGENDA ITEM #10

FY 25 - Water and Wastewater System Development Fee Study

Meeting Date

April 8, 2024

Presenters

David A. Hyder, Senior Principal with Stantec

Public Hearing

Yes No

Summary

The City of Mebane has conducted a new Water and Wastewater System Development Fee analysis. Per the System Development Fee Act, fee charges shall be reviewed at least every 5 years with a planning window of no less than 10 years. The System Development Fee is charged to new water and wastewater customers to cover a fair proportion of the financial burden for both existing and new water and wastewater infrastructure. The analysis is to be made available to the public for a 45-day comment period. After the comment period, a final report will be given to the Council for consideration and adoption with the budget.

Background

The City of Mebane currently charges Water and Sewer System Development Fees as follows:

- The fees are based on the cost per gallon of system capacity and then applied to a 3-bedroom residential water (equivalent residential user) and scaled up or down based on the no. of bedrooms.
- Non-residential fees are scaled based on meter size.

Financial Impact

Based on the current analysis, the maximum water and sewer system development fee the city can charge for an equivalent residential user is \$5,494. This is an increase of \$1,664 above the current fee of \$3,830.

Recommendation

Staff recommends the Water and Wastewater System Development Fee Study be accepted by the Council and posted on the City of Mebane website no later than Monday, April 9th to allow for the required 45-day comment period.

Suggested Motion

Move to accept the Stantec Water and Wastewater System Development Fee Study and to post it on the City of Mebane website for a period not shorter than 45 calendar days for public comment.

Attachments

1. Stantec Draft Water and Wastewater System Fees Development Fee Study
2. PowerPoint



City of Mebane, NC

Draft Water and Sewer System Development Fee Study

March 6, 2024





March 6, 2024

Franz Holt, PE
City Engineer
City of Mebane, NC
106 E Washington Street
Mebane, NC 27302

Re: Water and Sewer System
Development Fee Study

Dear Mr. Holt,

Stantec is pleased to present this Draft Report on the Water and Sewer System Development Fee Study that we performed for the City of Mebane, North Carolina. We appreciate the professional assistance provided by you and all of the members of the City staff who participated in the Study.

If you have any questions, please do not hesitate to call us at (202) 585-6391. We appreciate the opportunity to be of service to the City and look forward to the possibility of doing so again in the near future.

Sincerely,

A handwritten signature in black ink, appearing to read "David A. Hyder".

David A. Hyder
Senior Principal

1101 14th Street NW
Washington DC 20005
(202) 585-6391
David.hyder@stantec.com

Enclosure

TABLE OF CONTENTS

- 1. Introduction..... 1**
 - 1.1 Background 1
 - 1.2 Legal Requirements 1
 - 1.3 General Methodology 2
- 2. Basis of Analysis 5**
 - 2.1 Buy-in net System Value..... 5
 - 2.2 Incremental/EXpansion Net System Value 6
 - 2.3 System Capacity 7
 - 2.3.1 Existing System Capacity 7
 - 2.3.2 Added System Capacity 8
 - 2.4 Combined Cost Calculation 8
 - 2.5 Level of Service Standards 9
- 3. Results..... 11**
 - 3.1 Existing Water and Sewer System Development Fees 11
 - 3.2 Calculated Water and Sewer System Development Fees..... 12
 - 3.3 Conclusions and Recommendations 14
- Appendix: Supporting Schedules 16**

1. INTRODUCTION

Stantec Consulting Services Inc. (Stantec) has conducted a Water and Sewer System Development Fee Study (Study) for the City of Mebane’s water and sewer systems (hereafter referred to as the “City” or “Utility”). This report presents the results of the comprehensive Study, including background information, legal requirements, an explanation of the calculation methodology employed, and the results of the analysis.

1.1 BACKGROUND

A system development fee is a one-time charge paid by a new customer to recover a portion the cost of constructing water and sewer system capacity. The fees are also often assessed to existing customers requiring increased system capacity. In general, system development fees are based upon the costs of utility infrastructure including, but not limited to, water supply facilities, treatment facilities, effluent disposal facilities, and transmission mains. System development fees serve as the mechanism by which growth can “pay its own way” and minimize the extent to which existing customers must bear the cost of facilities that will be used to serve new customers.

The City currently assesses water and sewer system development fees based on an analysis completed in June of 2021. The City has retained the services of Stantec to calculate updated system development fees for each system in accordance with the North Carolina Public Water and Sewer System Development Fee Act, set forth in North Carolina General Statute 162A, Article 8.

1.2 LEGAL REQUIREMENTS

The Public Water and Sewer System Development Fee Act (“SDF Act”) was approved on July 20th, 2017 and grants local government entities that own or operate municipal water and sewer systems the authority to assess system development fees for the provision of utility service to new development.

The SDF Act defines new development as 1) subdivision of land, 2) construction or change to existing structure that increases service needs or 3) any use of land which increased service needs within 1 year (no longer than 12 months) of a development fee being adopted.

According to the SDF Act the following procedural requirements need to be followed in order to adopt a system development fee:

- **Requirement 1:** The fee should be calculated in a written analysis (“SDF Analysis”) prepared by a financial professional or licensed professional engineer (qualified by experience and training or education) who employs generally accepted accounting, engineering, and planning methodologies to calculate system development fees for water and sewer systems, including the buy-in, incremental cost or marginal cost, and combined costs methods for each service; and that (1) documents the facts and data used in the analysis and their sufficiency and reliability; (2) provides analysis regarding the selection of the appropriate method of analysis; (3) documents

and demonstrates reliable application of the methodology to the facts and data, including all reasoning, analysis, and interim calculations underlying each identifiable component of the system development fee; (4) identifies all assumptions and limiting conditions affecting the analysis and demonstrates that they do not materially undermine the reliability of the conclusions reached; (5) calculates a system development fee per service unit of new development and includes an equivalency or conversion table to use in determining the fees applicable for various categories of demand; and (6) covers a planning horizon of between 5 and 20 years.

- **Requirement 2:** The system development fee analysis must be posted on the City’s website, and the City must solicit comments and provide a means by which people can submit their comments, for a period of at least 45 days.
- **Requirement 3:** Comments received from the public must be considered by preparer of the system development fee analysis for possible adjustments to the analysis.
- **Requirement 4:** The City Council must hold a public hearing prior to considering adoption of the system development fees including any adjustments made as part of the comments received by the City.
- **Requirement 5:** The City must publish the system development fee schedule as part of its annual budget or fee ordinance.
- **Requirement 7:** The City cannot adopt a fee that is higher than the fee calculated by the professional analysis.
- **Requirement 6:** The City must update the system development fee analysis at least every five years.

In addition to the procedural requirements listed above, the SDF Act provides specific requirements pertaining to the calculation of the system development fees. These requirements are highlighted within the body of this report in concert with the calculation of the system development fees for the City. Further, the City must follow the SDF Act guidance when actually charging the system development fee: it may be charged only to “new development” and only at the time specified in the legislation; and new development must be given a credit for costs in excess of the development’s proportionate share of connecting facilities required to be oversized for use of others outside of the development.

1.3 GENERAL METHODOLOGY

There are three primary approaches to the calculation of system development fees, all of which are outlined within the SDF Act. Each of the approaches are discussed below.

Buy-In Method

This approach determines the system development fees solely on the existing utility system assets. Specifically, the replacement cost of each system’s major functional components serve as the cost basis for the system development fee calculation. This approach is most appropriate for a system with

considerable excess capacity, such that most new connections to the system will be served by that existing excess capacity and the customers are effectively “buying-in” to the existing system.

Incremental/Marginal Cost Method

The second approach is to use the portion of each system’s multi-year capital improvement program (CIP) associated with the provision of additional system capacity by functional system component as the cost basis for the development fee calculation. This approach is most appropriate where 1) the existing system has limited or no excess capacity to accommodate growth, and 2) the CIP contains a significant number of projects that provide additional system capacity for each functional system component representative of the cost of capacity for the entire system.

Combined Cost Method

The third approach is a combination of the two previous approaches described. This approach is most appropriate when 1) there is excess capacity in the current system that will accommodate some growth, but additional capacity is needed in the short-term as reflected in each system’s CIP, and 2) the CIP includes a significant number of projects that will provide additional system capacity but does not necessarily have a sufficient number of projects in each functional area to be reflective of a total system.

While the SDF Act allows for the use of any one of the three methodologies discussed above, it specifies restrictions on how the revenues generated by the fees calculated using each methodology may be utilized. Table 1-1 summarizes each of the three methodologies, their typical application, and restriction of how the revenues can be utilized for each.

Table 1-1 Description of Methodologies & Restriction to Proceeds

Methodology / Approach:	Description:	Fee Proceeds Allowed for:
Buy-In Method	New development shares in <u>capital costs previously incurred</u> which provided capacity for demand arriving with new development needs.	Expansion and/or rehabilitation projects. Since the buy-in method reimburses the system for certain past investments, proceeds can be utilized for all types of capital projects.
Incremental / Marginal Cost	New development share in <u>capital costs to be incurred in the future</u> which will provide capacity for demand arriving with new development needs.	Professional services costs in development of new fees and expansion costs (construction costs, debt service, capital, land purchase, other costs etc.) related to new development only. If no capital projects in next five years can be used for debt related to existing assets.

Methodology / Approach:	Description:	Fee Proceeds Allowed for:
Combined Cost	Combination of Buy-In and Incremental / Marginal Cost methods	May be expended for previously completed capital improvements for which capacity exists and for capital rehabilitation projects.

Given that the City has existing capacity within the water system and limited plans for expansion of the water system over the planning period, the Buy-In approach methodology was chosen for the calculation of the system development fee for the water system. For the sewer system the Combined approach methodology was selected since the sewer system has capacity to sell, while at the same time, significant sewer capital spending is planned over the next 10 years. To comply with the SDF Act, the City will revisit the methodology at least every five years to determine if the methodology for each system is still the most appropriate methodology to use.

2. BASIS OF ANALYSIS

The following section outlines the calculation of the system development fees using the Buy-In approach for the water system and the Combined approach for the sewer system. It should be noted that using the Combined approach, requires a Buy-in calculation and an Incremental Cost calculation. Therefore, the discussion regarding the Buy-In approach applies to both the water and sewer systems but the incremental component only applies to the sewer. The following outlines the process to determine the net value (cost basis) for each system.

- 1) The existing system assets are analyzed to determine the replacement cost new less depreciation (RCNLD) of the City's existing major water and sewer system components.
- 2) Any non-core system assets are excluded from the existing system value including items such as vehicles, meters, computer equipment and other non-core system assets.
- 3) Growth-related capital project spending over the next 10 years as identified in the City's official capital improvement plan is added to the analysis. This includes projects designated to add new capacity to the system, whether partially or entirely.
- 4) Any donated assets and/or assets not funded by the City (funded by grants, developers, etc.) are removed from the system assets (both existing assets and those to be funded by outside sources within the capital improvement plan).
- 5) The assets are further reduced by either the maximum of the outstanding principal on existing debt for each system or at least 25% of the cost of expansion related projects to provide a revenue credit as required by the SDF Act.

The resulting net system value is used in the determination of the system development fee.

The following section outlines the details of the analysis completed during the Study to calculate the water and sewer system development fees.

2.1 BUY-IN NET SYSTEM VALUE

The City provided an asset inventory which included description, asset category/class, year placed in service, original cost, and useful life for each asset through FY 2023 for both the water and sewer systems. These assets were classified by each major system function, and a replacement cost new less depreciation was calculated for each asset record using the data provided by the City and the Engineering News Record Construction Cost Index. Any assets determined to be administrative and serve all systems and functions were split based on the overall allocation of classified assets.

The SDF Act requires that the system development fee calculations include provisions for credits against the value of the system to account for assets that were not funded by the municipality. As such, those items were identified and therefore removed from the determinations of net asset value of each system.

In addition to donated asset, non-core system assets are excluded from the determination of the RCNLD. These include meters, vehicles, equipment, computers, and other. Results of the RCNLD for the City's existing water and sewer systems based upon the asset records provided by City staff are shown in Tables 2-1 and 2-2.

Table 2-1 Replacement Cost New, Less Depreciation: Water System

Asset Category	Source / Treatment	Transmission	Total
RCNLD Value	\$19,198,051	\$30,740,528	\$49,938,579
Allocated Administrative Costs	\$449,122	\$435,405	\$884,527
Total Costs	\$19,647,173	\$31,175,933	\$50,823,106
Less Contributed Assets / Non-Cost Assets	(\$18,748)	(\$12,146,978)	(\$12,165,725)
Net Asset Value	\$19,628,425	\$19,028,955	\$38,657,381

Table 2-2 Replacement Cost New, Less Depreciation: Sewer System

Asset Category	Treatment	Conveyance / Collection	Total
RCNLD Value	\$22,889,594	\$43,543,374	\$66,432,969
Allocated Administrative Costs	\$535,953	\$604,041	\$1,139,994
Total Costs	\$23,425,547	\$44,147,416	\$67,572,963
Less Contributed Assets / Non-Cost Assets	(\$2,265)	(\$17,748,383)	(\$17,750,648)
Net Asset Value	\$23,423,282	\$26,399,032	\$49,822,315

2.2 INCREMENTAL/EXPANSION NET SYSTEM VALUE

The City provided a 10-year capital improvements plan (CIP), which included the project description, total spending, and an indication of whether the project was designated for expansion or rehabilitation. The water system does not currently include capital projects that will provide additional capacity. To calculate the Incremental Cost approach all expansion related projects that would increase capacity were identified. Review of the sewer system CIP revealed that the City currently has four planned capital projects that will expand the capacity of the sewer system at a total cost of approximately \$78 million. A portion of these projects will be funded with grants or outside funding sources. The net portion included in the SDF analysis totals \$65.17 million. Table 2-3 identifies each of the projects that are included in the analysis for the sewer system, the grant funded portion and the net capital included in the analysis.

Table 2-3 Expansion Related Capital Projects for the Sewer System

Project	Function	Total Project Cost	Grant Funded Portion	Growth Related CIP Costs
GKN Force Main Reroute	Collection System	\$1,900,000	\$900,000	\$1,000,000
3 rd Pump at N Regional	Collection System	\$95,000	\$95,000	\$95,000
Jones Rd Outfall	Collection System	\$1,000,000	\$1,000,000	\$1,000,000
WRRF Expansion to 4.0 MGD	Treatment	\$75,000,000	\$11,925,000	\$63,075,000
Total Expansion Costs		\$77,995,000	\$13,920,000	\$65,170,000

The SDF Act requires that the total project costs be reduced by a revenue credit equal to a minimum of 25 percent of the cost of the capital projects included in the analysis when the Combined Cost is utilized. The SDF Act “Minimum Requirements” allow for the credit to be determined by “*either the outstanding debt principal or the present value of projected water and sewer revenues received by the local government unit for the capital improvements.*” For this Study, the revenue credit was determined by removing the net present value of debt principal for the cost of the future capital projects that the Town plans to finance over the 10-year CIP planning period. Specifically, of the \$65.17 million in expansion costs the City plans to finance approximately \$57.9 million. Table 2-4 presents the determination of the net system value of future capital investments given the revenue credit for future debt service.

Table 2-4 New System Value including Revenue Credits

Sewer System	
Total Expansion Costs	\$65,170,000
Net Present Value of Principal Over Planning Period ¹	(\$21,287,111)
Additional Credit to Achieve 25%	(\$-)
Net Incremental Value	\$43,882,889
Revenue Credit (% of Projects)	32.66%

¹Assumes a 20-year term with 5% discount rate

2.3 SYSTEM CAPACITY

2.3.1 Existing System Capacity

The City’s water and sewer systems consist of numerous functional components such as water treatment, source of supply, transmission and storage. Each of the functional components have a physical or regulatory permitted capacity. While treatment, supply, and disposal capacities are readily available and

generally accepted to be the physical or regulatory permitted capacity of such facilities, transmission system capacities are more difficult to quantify.

As such, it is common to define the capacity for all functional components (including the transmission facilities) based on the system's total treatment capacity. This approach was utilized for the determination of the system capacities of the City's utility systems. The rationale behind this decision is that even if the transmission and pumping portion of either system is larger than that system's treatment capacity, the maximum capacity the system can offer to its connections is its total treatment capacity.

The City retains 50% ownership and capacity allocation in the 12.0 million gallon per day ("MGD") Graham-Mebane Lake Water Treatment Facility. However, based on discussions with City staff, the City is only able to deliver 5.2 MGD given finished water pumping capacity. As a result, this capacity of 5.2 MGD was assumed to be the water system capacity for the system development fee analysis.

The City owns and operates the 2.5 MGD Mebane Water Resource and Recovery Facility. Additionally, the City retains a 21.4% capacity allocation (0.75 MGD) in the 3.5 MGD City of Graham Wastewater Treatment Plant, providing a combined sewer system treatment capacity of 3.25 MGD. This combined capacity was used as the existing sewer system capacity for the system development fee analysis.

2.3.2 Added System Capacity

The expansion related capital improvement projects identified in the City's capital plan will all add capacity to the City's sewer system. The sewer projects include the expansion of the City's WRRF by 1.5 MGD. Additionally, the conveyance main projects will allow the City to fully utilize all of the sewer system capacity within the system flowing to the Mebane WRRF and the system flowing to the Graham WWTP. Table 2-5 summarizes the capacity by function used in the combined system development fee calculations.

Table 2-5 System Capacity by Function

	Water Capacity (MGD)		Sewer Capacity (MGD)	
	Source of Supply/ Treatment	Transmission/ Distribution	Treatment	Conveyance / Collection
Current Capacity	5.20	5.20	3.25	3.25
Capacity Expansion	-	-	1.50	1.50
Total System Capacity	5.20	5.20	4.75	4.75

2.4 COST CALCULATION

Table 2-6 summarizes the Buy-In Cost for the water system and the Combined Cost calculation for both the sewer system to allow for the determination of development fee calculation and provides the cost per gallon per day for system capacity based on the total capacity within each system.

Table 2-6 Calculation of Cost per Gallon

	Water	Sewer
Replacement Value of Existing Depreciated Assets	\$50,823,106	\$67,572,963
Expansion Capital Projects	-	\$65,170,000
Total Value	\$50,823,106	\$132,742,963
<i>Less Credits</i>		
Outstanding Debt Principal	(\$7,174,433)	(\$13,035,492)
Donated Assets / Non-Core Assets	(\$12,165,725)	(\$17,750,648)
Revenue Credit (NPV of future debt principal over planning period)	-	(\$21,287,111)
Additional credit to meet 25% requirement ¹	-	-
Net System Value	\$31,482,948	\$80,669,712
System Capacity - Gallons per Day	5,200,000	4,750,000
Cost Gallons Per Day	\$6.05	\$16.98

¹Additional credit not required as shown in Table 2-4

2.5 LEVEL OF SERVICE STANDARDS

The SDF Act requires that system development fees be assessed based on a “Service Unit” which represents a unit of measure of system capacity, typically defined as an equivalent residential unit (ERU). Utilizing this approach, it is possible to define the City’s capacity in units of capacity or ERUs. Expressing the system capacities in terms of ERUs allows for the development of the unit pricing of capacity which is essential for the determination of system development fees. The basis for the determination of the ERU needs to be related to a specific level of service standard utilized by the local government for system engineering and planning purposes. The total system capacity (treatment capacity in million gallons per day for each system) divided by the level of service in gallons per day is equal to the total number of ERUs the City can serve with the system capacity.

The City’s current level of service for the water system is defined as 250 gallons per day per equivalent residential unit (equivalent to a 3-bedroom residential dwelling) or 83 gallons per day per bedroom. The City’s current level of service is defined as 75 gallons per day per bedroom for a typical 3-bedroom unit flowing to the Mebane WRRF as permitted by the North Carolina Department of Environmental Quality (NCDEQ), resulting an ERU level of service of 225 gallons per day. For residential connections flowing to the Graham WWTP the City has used the NCDEQ permitted capacity of 120 gallon per day per bedroom, which has resulted in a differentiated system development fees between the two service areas when assessing the fees to single family development. Given the recent legislation passed by the North Carolina General Assembly that allows for a planning standard of 75 gallons per day per bedroom, Stantec recommends that this standard be used for the determination of system development fees regardless of where the wastewater is treated. This will result in consistent water and sewer system development fees for all new connections. Table 2-7 presents the total ERUs within the water and sewer systems based on

the existing and additional capacity added with the City's capital improvement plan based on the discussed level of service standards.

Table 2-7 System ERUs

	Water	Sewer
System Capacity (gallons)	5,200,000	4,750,000
Level of Service (gpd)	250	225
Total ERUs	20,800	21,111

To determine the system fees for non-residential connections, the City currently scales the fees based on meter size. This approach is consistent with industry standards and is an acceptable means of determining the fees based on potential use of the system as defined by the maximum flow rate of the water meter. Table 2-8 presents the basis for the scaling factors and the resulting ERUs by meter size.

Table 2-8 Equivalent Residential Unit Scaling

Meter Size	Maximum Flow Rate (GPM)	Equivalent Residential Units
3/4"	30	1.00
1"	50	1.67
1 1/2"	100	3.33
2"	160	5.33
3"	350	11.67
4"	630	21.00
6"	1,300	43.33

To determine the system fees for residential connections, the City currently scales the fees based on the number of bedrooms associated with the connection. The proposed scaling based on the discussed level of service standards are shown in Table 2-9.

Table 2-9 Residential Scaling

Bedrooms	Water (Gallons per Day)	Sewer (Gallons per Day)
2 - Bedroom	167	150
3 - Bedroom	250	225
4 - Bedroom	333	300
5 - Bedroom	417	375

3. RESULTS

This section summarizes the results of the Study, the existing and calculated system development fees, and conclusions and recommendations.

3.1 EXISTING WATER AND SEWER SYSTEM DEVELOPMENT FEES

The City currently charges system development by meter size for non-residential customers and by number of bedrooms for residential connections. Additionally, the system development fees are differentiated for residential connections between those served by the Mebane WRRF and those served by the Graham WWTP. The tables below summarize the existing system development fees collected by the City.

Table 3-1 Existing System Fees

Meter Size	Water	Sewer
3/4"	\$1,151	\$2,679
1"	\$1,918	\$4,465
1.5"	\$3,837	\$8,930
2"	\$6,139	\$14,288
4"	\$13,428	\$31,255
6"	\$24,171	\$56,259

Table 3-2 Existing Residential System Development Fees (permitted to Mebane WRRF)

Bedrooms	Water	Sewer
2 - Bedroom	\$760	\$1,768
3 - Bedroom	\$1,151	\$2,679
4 - Bedroom	\$1,531	\$3,563
5 - Bedroom	\$1,911	\$4,447

Table 3-3 Existing Residential System Development Fees (permitted to Graham WWTP)

Bedrooms	Water	Sewer
2 - Bedroom	\$1,151	\$2,679
3 - Bedroom	\$1,727	\$4,019
4 - Bedroom	\$2,302	\$5,358
5 - Bedroom	\$2,878	\$6,698

3.2 CALCULATED WATER AND SEWER SYSTEM DEVELOPMENT FEES

To calculate the system development fees, the total unit cost per gallon for capacity described in Section 2 is multiplied by the level of service standard for an ERU of 250 and 225 gallons per day as demonstrated in Table 3-4.

Table 3-4 System Development Charge per EDU

	Water	Sewer
Cost per Gallon	\$6.05	\$16.98
Per ERU Level of Service (gpd)	250	225
SDF per ERU	\$1,513	\$3,821
Escalation Factor to Effective Year	3%	3%
SDF per ERU	\$1,558	\$3,936

Tables 3-5 and 3-6 provide a schedule of the existing and calculated non-residential water, sewer and combined system development fees respectively based upon the cost and capacity information discussed herein by meter size. The scaling of the system development fee by meter size is intended to reflect the potential demand associated with each meter as described in Section 2.

Table 3-5 Non-Residential Water System Development Fees

Meter size	Current Water SDF	Maximum Allowable Water SDF	Change
3/4" (1 ERU)	\$1,151	\$1,558	\$407
1"	\$1,918	\$2,597	\$679
1 1/2"	\$3,837	\$5,195	\$1,358
2"	\$6,139	\$8,311	\$2,173
3"	\$13,428	\$18,181	\$4,753
4"	\$24,171	\$32,726	\$8,555
6"	\$49,877	\$67,530	\$17,654

Table 3-6 Non-Residential Sewer System Development Fees

Meter size	Current Sewer SDF	Maximum Allowable Sewer SDF	Change
3/4" (1 ERU)	\$2,679	\$3,936	\$1,257
1"	\$4,465	\$6,559	\$2,094
1 1/2"	\$8,930	\$13,119	\$4,189
2"	\$14,288	\$20,990	\$6,702
3"	\$31,255	\$45,916	\$14,661
4"	\$56,259	\$82,648	\$26,389
6"	\$116,090	\$170,544	\$54,454

As mentioned previously, the City currently differentiates system development fees for single family connections based on which wastewater treatment plant serves the connection. The basis for this differentiation is due to the permitted flows per bedroom as defined the NCDEQ. Given the recent legislative changes which allow for the use of a lower planning standard and the fact that the system development fees are based on a system-wide approach (costs are not tracked and determined by system), we would recommend that use of a consistent level of service for all single-family residential connections at 225 gallons per day per ERU for determination of the fees for residential connections. The calculated existing and calculated fees for residential connections by bedrooms are shown in Table 3-7 through 3-10.

Table 3-7 Residential Water System Development Fees - Wastewater Permitted to WRRF

Bedrooms	Current Water SDF	Maximum Allowable Water SDF	Change
2-Bedroom	\$760	\$1,029	\$269
3-Bedroom	\$1,151	\$1,558	\$407
4-Bedroom	\$1,531	\$2,073	\$542
5-Bedroom	\$1,911	\$2,587	\$676

Table 3-8 Residential Water System Development Fees - Wastewater Permitted to Graham

Bedrooms	Current Water SDF	Maximum Allowable Water SDF	Change
2-Bedroom	\$1,151	\$1,029	(\$122)
3-Bedroom	\$1,727	\$1,558	(\$168)
4-Bedroom	\$2,302	\$2,073	(\$229)
5-Bedroom	\$2,878	\$2,587	(\$291)

Table 3-9 Residential Sewer System Development Fees - Wastewater Permitted to WRRF

Bedrooms	Current Sewer SDF	Maximum Allowable Sewer SDF	Change
2-Bedroom	\$1,768	\$2,598	\$829
3-Bedroom	\$2,679	\$3,936	\$1,257
4-Bedroom	\$3,563	\$5,234	\$1,671
5-Bedroom	\$4,447	\$6,533	\$2,086

Table 3-10 Residential Sewer System Development Fees - Wastewater Permitted to Graham

Bedrooms	Current Sewer SDF	Maximum Allowable Sewer SDF	Change
2-Bedroom	\$2,679	\$2,598	(\$81)
3-Bedroom	\$4,019	\$3,936	(\$83)
4-Bedroom	\$5,358	\$5,234	(\$124)
5-Bedroom	\$6,698	\$6,533	(\$164)

It is important to note that the City has discretion regarding the percentage of cost recovery utilized in the establishment of the system development fees. The system development fees can recover any amount up to, but not in excess of, the full cost recovery amounts identified herein.

3.3 CONCLUSIONS AND RECOMMENDATIONS

Based upon the analysis presented herein, we have developed the following conclusions and recommendations:

- 1) We recommend that the City consider the water and sewer system development fees as demonstrated in Tables 3-5, 3-6, 3-7 and 3-9 for adoption. This recommendation includes the adoption of consistent system development fees for all residential connections regardless of service area.
- 2) We recommend that the City review its development fees at least every five years to ensure that it follows requirements established by the SDF Act and to ensure that they remain fair and equitable and continue to reflect its current cost of capacity. As the City continues to expand its facilities, future changes in technology, demands, development patterns, or other factors may necessitate additional adjustments to its development fees.
- 3) We recommend that as part of any system development fee update, the City also evaluates the most appropriate accepted methodology for calculating its system unit cost of capacity as system capacity may change over time.

Disclaimer

This document was produced by Stantec Consulting Services, Inc. (“Stantec”) for the City of Mebane and is based on a specific scope agreed upon by both parties. Stantec’s scope of work and services do not include serving as a “municipal advisor” for purposes of the registration requirements of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission. Stantec is not advising the City of Mebane, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, terms, or other similar matters concerning such products or issuances.

In preparing this report, Stantec utilized information and data obtained from the City of Mebane or public and/or industry sources. Stantec has relied on the information and data without independent verification, except only to the extent such verification is expressly described in this document. Any projections of future conditions presented in the document are not intended as predictions, as there may be differences between forecasted and actual results, and those differences may be material.

Additionally, the purpose of this document is to summarize Stantec’s analysis and findings related to this project, and it is not intended to address all aspects that may surround the subject area. Therefore, this document may have limitations, assumptions, or reliance on data that are not readily apparent on the face of it. Moreover, the reader should understand that Stantec was called on to provide judgments on a variety of critical factors which are incapable of precise measurement. As such, the use of this document and its findings by the City of Mebane should only occur after consultation with Stantec, and any use of this document and findings by any other person is done so entirely at their own risk.

APPENDIX: SUPPORTING SCHEDULES

Schedule 1: Summary of System Fixed Assets & Administration Cost Allocation

Function		Gross RCNLD Asset Value	Contributed Assets	Net RCNLD Asset Value	% of Total	Allocated Admin Costs	Net Asset Value + Allocated Admin
Water	Source/Treatment	\$ 19,198,051	\$ 18,748	\$ 19,179,304	22.18%	\$ 449,122	\$ 19,628,425
Water	Transmission/ Distribution	\$ 30,740,528	\$ 12,146,978	\$ 18,593,550	21.51%	\$ 435,405	\$ 19,028,955
Sewer	Treatment	\$ 22,889,594	\$ 2,265	\$ 22,887,330	26.47%	\$ 535,953	\$ 23,423,282
Sewer	Conyenance/ Collection	\$ 43,543,374	\$ 17,748,383	\$ 25,794,991	29.84%	\$ 604,041	\$ 26,399,032
Total		\$ 116,371,548	\$ 29,916,373	\$ 86,455,175	100%	\$ 2,024,521	\$ 88,479,695

Schedule 2: Capital Improvement Program Listing and Allocations

Project Name	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	Cost	Admin Allocation	Water Allocation	Sewer Allocation	% Growth	Growth Related CIP Cost
2 Meters (8100)	180,000	170,000	180,000	190,000	190,000	200,000	200,000	200,000	200,000	200,000	210,000	\$ 2,120,000	0%	100%	0%	0%	\$ -
3 Utility Oversizing	200,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	\$ 1,200,000	0%	100%	0%	0%	\$ -
4 Replace Sewer By-Pass Hoses	0	6,500	0	0	0	0	0	0	0	0	0	\$ 6,500	0%	100%	0%	0%	\$ -
5 Water Line Replacements	0	234,000	0	0	0	0	200,000	0	0	200,000	0	\$ 634,000	0%	100%	0%	0%	\$ -
6 Bowman - West Ten Road Connector & OAWs Intercon	135,000	0	692,500	93,750	750,000	0	0	0	0	0	0	\$ 1,671,250	0%	100%	0%	0%	\$ -
8 Water Line Rehab	92,377	17,000	250,000	0	0	200,000	0	200,000	200,000	200,000	0	\$ 1,159,377	0%	100%	0%	0%	\$ -
12 NCIC Loop	0	0	0	0	0	0	0	2,000,000	0	0	0	\$ 2,000,000	0%	100%	0%	0%	\$ -
13 Water Plant Capital	375,000	140,750	57,500	240,000	25,000	1,000,000	9,110,750	42,500	38,000	102,500	200,000	\$ 11,332,000	0%	100%	0%	0%	\$ -
14 Pump & Line Upgrades	0	0	0	0	0	0	2,460,000	0	0	0	0	\$ 2,460,000	0%	100%	0%	100%	\$ 2,460,000
15 GKN Force Main Reroute	1,000,000	0	0	0	0	0	0	0	0	0	0	\$ 1,000,000	0%	0%	100%	100%	\$ 1,000,000
16 3rd Pump at N Regional	0	95,000	0	0	0	0	0	0	0	0	0	\$ 95,000	0%	0%	100%	100%	\$ 95,000
17 I & I Repair - Manhole Rehab & Sliplining	0	3,150,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	\$ 7,650,000	0%	0%	100%	0%	\$ -
18 Jones Rd Outfall	0	0	112,500	887,500	0	0	0	0	0	0	0	\$ 1,000,000	0%	0%	100%	100%	\$ 1,000,000
19 Utility Oversizing	150,000	50,000	150,000	150,000	150,000	150,000	50,000	50,000	50,000	50,000	50,000	\$ 1,050,000	0%	0%	100%	0%	\$ -
20 Gravelly Hill Force Main Reroute	0	0	0	798,000	0	0	0	0	0	0	0	\$ 798,000	0%	0%	100%	0%	\$ -
21 GE Pump Station & Force Main Rebuild	50,000	0	0	0	1,250,000	2,000,000	0	0	0	0	0	\$ 3,300,000	0%	0%	100%	0%	\$ -
22 Wal-Mart Pump Station Abandonment	0	0	0	0	500,000	0	0	0	0	0	0	\$ 500,000	0%	0%	100%	0%	\$ -
23 Third Street Outfall	50,000	0	0	0	0	0	1,000,000	0	0	0	0	\$ 1,050,000	0%	0%	100%	0%	\$ -
24 Terrell Street Pump Station Rehab	0	0	0	0	0	0	0	0	1,000,000	0	0	\$ 1,000,000	0%	0%	100%	0%	\$ -
25 Fieldstone Pump Station Rehab	0	0	0	0	0	1,000,000	0	0	0	0	0	\$ 1,000,000	0%	0%	100%	0%	\$ -
27 WRRF Expansion to 4.0 MGD	0	0	63,075,000	0	0	0	0	0	0	0	0	\$ 63,075,000	0%	0%	100%	100%	\$ 63,075,000
28 Graham WWTP Capital Improvements	27,859	86,135	75,440	465,750	23,575	59,800	5,700	10,350	54,050	16,100	50,149	\$ 874,908	0%	0%	100%	0%	\$ -
29 AB Electrical Upgrade - Aerator	11,000	0	0	0	0	0	0	0	0	0	0	\$ 11,000	0%	0%	100%	0%	\$ -
30 Phosphorus Analyzer	0	30,000	0	0	0	0	0	0	0	0	0	\$ 30,000	0%	0%	100%	0%	\$ -
31 Aeration basin nutrient analyzer	0	0	25,000	0	0	0	0	0	0	0	0	\$ 25,000	0%	0%	100%	0%	\$ -
32 Polymer skid	0	0	35,000	0	0	0	0	0	0	0	0	\$ 35,000	0%	0%	100%	0%	\$ -
35 Rotary Drum Thickener Rehab	0	100,000	0	0	0	0	0	0	0	0	0	\$ 100,000	0%	0%	100%	0%	\$ -
36 Aqua Guard Influent Screen Rehab	0	0	0	100,000	0	0	0	0	0	0	0	\$ 100,000	0%	0%	100%	0%	\$ -
37 WAS Pump Replacement	0	0	0	0	0	0	30,000	30,000	0	0	0	\$ 60,000	0%	0%	100%	0%	\$ -
38 Insite IG Online Monitoring Equipment - Aeration Basin # 2	12,720	0	0	0	0	0	0	0	0	0	0	\$ 12,720	0%	0%	100%	0%	\$ -
39 ProMInent Chlorine Analyzer	13,342	0	0	0	0	0	0	0	0	0	0	\$ 13,342	0%	0%	100%	0%	\$ -
40 John Deer Mower	0	12,069	0	0	0	0	0	0	0	0	0	\$ 12,069	0%	0%	100%	0%	\$ -
41 Roof Repair - Thickener Building	40,000	0	0	0	0	0	0	0	0	0	0	\$ 40,000	0%	0%	100%	0%	\$ -
43 Biosolids Planning Study	0	0	0	0	0	0	100,000	0	0	0	0	\$ 100,000	0%	0%	100%	0%	\$ -
44 Aqua Aerobics Aerator (2)	0	0	0	0	0	0	0	0	50,000	50,000	50,000	\$ 150,000	0%	0%	100%	0%	\$ -
45 Flow equalization	0	0	0	0	0	0	3,000,000	0	0	0	0	\$ 3,000,000	0%	0%	100%	0%	\$ -
46A Vehicles and Equipment	272,884	155,000	50,000	185,000	80,000	65,000	50,000	50,000	50,000	50,000	50,000	\$ 1,057,884	0%	0%	100%	0%	\$ -
46B Vehicles and Equipment	15,974	653,848	35,000	0	0	0	50,000	150,000	50,000	50,000	100,000	\$ 1,104,822	0%	100%	0%	0%	\$ -
												\$ -				50%	\$ -
Total	\$ 2,626,156	\$ 5,000,302	\$ 65,337,940	\$ 3,710,000	\$ 3,568,575	\$ 5,274,800	\$ 16,856,450	\$ 3,332,850	\$ 2,292,050	\$ 1,518,600	\$ 1,310,149	\$110,827,872					\$ 67,630,000

Schedule 3: Capital Improvement Summary and Funding

Function		Capital Improvement Costs	% of Total	Allocated Admin Cost	Function Costs + Allocated Admin
Water	Source/Treatment	\$ 2,460,000	3.64%	\$ -	\$ 2,460,000
Water	Transmission/ Distribution	\$ -	0.00%	\$ -	\$ -
Sewer	Treatment	\$ 63,075,000	93.26%	\$ -	\$ 63,075,000
Sewer	Conyenance/ Collection	\$ 2,095,000	3.10%	\$ -	\$ 2,095,000
Total Expansion CIP		\$ 67,630,000		\$ -	\$ 67,630,000
Excluded Non-Expansion CIP		\$ 43,197,872			\$ 43,197,872
Total System CIP		\$ 110,827,872			\$ 110,827,872

Schedule 4: Capacity Summaries

Water System Capacity

Source/Treatment		
Water Treatment Plants	Existing Capacity (MGD)	Incremental Capacity (MGD)
Existing Capacity	5.20	0.00
	5.20	0.00

Transmission/ Distribution		
	Capacity (MGD)	Incremental Capacity (MGD)
Transmission Lines	5.20	0.00
	5.20	0.00

Sewer System Capacity

Treatment		
Wastewater Treatment Plants	Capacity (MGD)	Incremental Capacity (MGD)
Existing Capacity Expansion to 4.0	3.25	
		1.50
	3.25	1.50

Conveyance/ Collection		
	Capacity (MGD)	Incremental Capacity (MGD)
Transmission Lines	3.25	1.50
	3.25	1.50

Schedule 5: Water System Development Fee - Buy-In Approach

Functional Component:	Source/Treatment	Transmission/ Distribution	Total
Gross Plant in Service Value	\$ 19,647,173	\$ 31,175,933	\$ 50,823,106
Gross System Value	\$ 19,647,173	\$ 31,175,933	\$ 50,823,106
Less:			
Principal Credit	\$ 2,773,489	\$ 4,400,944	\$ 7,174,433
Specific Asset Contributions/Exclusions	18,748	12,146,978	12,165,725
General Allowance for Asset Contributions/Exclusions	-	-	-
Grants	-	-	-
Net System Value	\$ 16,854,936	\$ 14,628,011	\$ 31,482,948
<i>Fee Calculation:</i>			
Capacity			
Million Gallons Per Day (MGD)	5.20	5.20	
Level of Service (gpd)	250	250	
Equivalent Residential Units	20,800	20,800	
Cost per Gallon	\$ 3.24	\$ 2.81	\$ 6.05
Initial Capacity Cost per ERU	\$ 810	\$ 703	\$ 1,513
Allowance for Contingency	0.00%	\$ 810	\$ 703
Percentage of Full Cost Recovery			100.00%
Escalation Factor to Effective Year			3.00%
Calculated Fee per ERU	\$ 834	\$ 724	\$ 1,558
Current Fee per ERU	-	-	1,151
Dollar Change			\$ 407
Percent Change			35%

Schedule 6: Sewer System Development Fee - Combined Approach

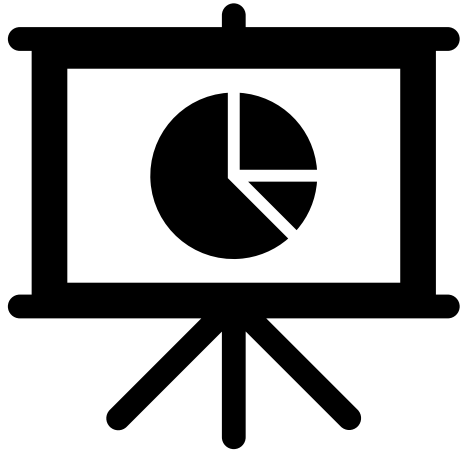
Functional Component:	Treatment	Conyenance/ Collection	Total
Gross Plant in Service Value	\$23,425,547	\$44,147,416	\$67,572,963
Total Expansion Capital Projects	\$63,075,000	\$2,095,000	\$65,170,000
Gross System Value	\$86,500,547	\$46,242,416	\$132,742,963
Less:			
Principal Credit	\$4,519,019	\$8,516,473	\$13,035,492
Specific Asset Contributions/Exclusions	\$2,265	\$17,748,383	\$17,750,648
General Allowance for Asset Contributions/Exclusions	-	-	-
Grants (Historical and Future)	-	-	-
Revenue Credit (Principal Future Debt during Planning Period)	21,287,111	-	21,287,111
Additional credit to meet 25% requirement	-	-	-
Net System Value	\$ 60,692,152	\$ 19,977,560	\$ 80,669,712
Revenue Credit % Used in Fee Calculation			32.66%
<i>Fee Calculation:</i>			
Capacity			
Million Gallons Per Day (MGD)	4.75	4.75	
Level of Service (gpd)	225	225	
Equivalent Residential Units	21,111	21,111	
Cost per Gallon	\$ 12.78	\$ 4.21	\$ 16.98
Initial Capacity Cost per ERU	\$ 2,875	\$ 946	\$ 3,821
Allowance for Contingency	0.00%	\$ 2,875	\$ 946
Percentage of Full Cost Recovery			100.00%
Escalation Factor to Effective Year			3.00%
Calculated Fee per ERU	\$ 2,961	\$ 974	\$ 3,936
Current Fee per ERU			2,679
Change			\$ 1,257
Percent Change			47%



City of Mebane, NC

System Development Fee Study

Agenda



- Background
- Approach
- Calculations
- Resulting System Development Fees
- Path Forward

System Development Fees

- Fees charged for new connections joining the water and wastewater system
- Intended to recover cost of constructing water and wastewater capacity, “growth pays for growth”
- Fees are applied based on units of service (representing potential demand on utility system)
- Fees are legislated in North Carolina
 - Public Water and Sewer System Development Fee Act (NC General Statutes - Chapter 162A Article 8) approved July 2017

Methodologies

Methodology	Description	Appropriate For
Buy-In Method	Fees are based on cost of constructing existing utility system	System with ample existing capacity to sell
Incremental Cost Method	Fees are based on planned growth-related capital improvements	System with limited or no existing capacity to sell
Combined Method	Fees are based on cost of existing system and planned capital improvements	System with existing capacity to sell and with planning growth-related capital projects

Recommend the use of the buy-in method for water and combined method for wastewater SDFs

Buy-In Method SDF Calculation

$$\text{System Development Fee} = \frac{\text{Value of System} - \text{Credit}}{\text{System Capacity}}$$

1) Value of Utility System

- Depreciated value of current assets in place, escalated to current replacement cost

2) Credits

- Outstanding principal on existing utility debt
- Donated/contributed assets

3) System Capacity

- Total capacity in utility system measured in units of service (Equivalent Residential Units or ERUs) with existing system

Combined Method SDF Calculation

$$\text{System Development Fee} = \frac{\text{Value of System} - \text{Credit}}{\text{System Capacity}}$$

1) Value of Utility System

- Depreciated value of current assets in place, escalated to current replacement cost
- Plus: The value of future planned capital projects that will **add** capacity to the system (*10-Year Capital Plan*)

2) Credits

- Outstanding principal on existing utility debt
- Revenue credit of at least 25% on growth related projects
- Donated/contributed assets

3) System Capacity

- Total capacity in utility system measured in units of service (Equivalent Residential Units or ERUs) with existing and expansion of system

Water SDF Calculation

	Source / Treatment	Transmission / Distribution	Total
Replacement Value of Existing Depreciated Assets	\$19,647,173	\$31,175,933	\$50,823,106
Total Value	\$19,647,173	\$31,175,933	\$50,823,106
<i>Less Credits</i>			
Outstanding Debt Principal	(\$2,773,489)	(\$4,400,944)	(\$7,174,433)
Donated Assets	(18,748)	(12,146,978)	(12,165,725)
Net System Value	\$16,854,936	\$14,628,011	\$31,482,948
System Capacity - Million Gallons per Day	5.2	5.2	
Level of Service per ERU (gallons per day)	250	250	
Equivalent Residential Units (ERU)	20,800	20,800	
System Development Fee Per ERU	\$810	\$703	
Escalation Factor to Effective Year	3.0%	3.0%	
System Development Fee Per ERU	\$834	\$724	\$1,558

Wastewater SDF Calculation

Calculations

	Treatment	Conveyance / Collection	Total
Replacement Value of Existing Depreciated Assets	\$23,425,547	\$44,147,416	\$67,572,963
Expansion Capital Projects*	63,075,000	2,095,000	65,170,000
Total Value	\$86,500,547	\$46,242,416	\$132,742,963
<i>Less Credits</i>			
Outstanding Debt Principal	(\$4,519,019)	(\$8,516,473)	(\$13,035,492)
Donated Assets	(2,265)	(17,748,383)	(17,750,648)
Revenue Credit (Principal Future Debt during Period)	(21,287,111)	-	(21,287,111)
Net System Value	\$60,692,152	\$19,977,560	\$80,669,712
System Capacity - Million Gallons per Day	4.75	4.75	
Level of Service per ERU (gallons per day)	225	225	
Equivalent Residential Units (ERU)	21,111	21,111	
System Development Fee Per ERU	\$2,875	\$946	
Escalation Factor to Effective Year	3.0%	3.0%	
Wastewater System Development Fee Per ERU	\$2,961	\$974	\$3,936

*Includes WRRF expansion to 4 MGD, Jones Road Outfall and GKN Force Main Reroute

Scaling of System Development Fees

- SDFs must be applied based on units of service (represents potential demand)
- SDFs are often scaled by meter size based on hydraulic capacity of meter for non-residential connections
- Common to use number of bedrooms for scaling single family residential

Meter size	Equivalent Residential Units (ERU)
3/4"	1.00
1"	1.67
1 1/2"	3.33
2"	5.33
3"	11.67
4"	21.00
6"	43.33

Non-Residential System Development Fees

Meter size	Current Water SDF	Maximum Allowable Water SDF	Change
3/4"	\$1,151	\$1,558	\$407
1"	\$1,918	\$2,597	\$679
1 1/2"	\$3,837	\$5,195	\$1,358
2"	\$6,139	\$8,311	\$2,173
3"	\$13,428	\$18,181	\$4,753
4"	\$24,171	\$32,726	\$8,555
6"	\$49,877	\$67,530	\$17,654

Current Wastewater SDF	Maximum Allowable Wastewater SDF	Change
\$2,679	\$3,936	\$1,257
\$4,465	\$6,559	\$2,094
\$8,930	\$13,119	\$4,189
\$14,288	\$20,990	\$6,702
\$31,255	\$45,916	\$14,661
\$56,259	\$82,648	\$26,389
\$116,090	\$170,544	\$54,454

Non-Residential Combined System Development Fees

Meter size	Current Combined SDF	Maximum Allowable Combined SDF	<i>Change</i>
3/4"	\$3,830	\$5,494	\$1,664
1"	\$6,383	\$9,157	\$2,773
1 1/2"	\$12,767	\$18,313	\$5,547
2"	\$20,427	\$29,301	\$8,875
3"	\$44,683	\$64,097	\$19,414
4"	\$80,430	\$115,374	\$34,944
6"	\$165,967	\$238,074	\$72,108

Residential Combined System Development Fees

- Recommend consistent application of system development fee regardless of plant serving the connection

	Current Combined SDF	Maximum Allowable Combined SDF	Change
Wastewater Permitted to WRRF			
2-Bedroom	\$2,528	\$3,626	\$1,098
3-Bedroom	\$3,830	\$5,494	\$1,664
4-Bedroom	\$5,094	\$7,307	\$2,213
5-Bedroom	\$6,358	\$9,120	\$2,762
Wastewater Permitted to Graham WWTP			
2-Bedroom	\$3,830	\$3,626	(\$204)
3-Bedroom	\$5,745	\$5,494	(\$251)
4-Bedroom	\$7,660	\$7,307	(\$353)
5-Bedroom	\$9,575	\$9,120	(\$455)

Next Steps

- SDF report and calculated fees should be posted for public comment for a period of 45 days
- Comments received from public to be considered and adjustments made as necessary
- Public hearing on the system development fees ordinance
- Publish system development fees with budget or in City fee schedule
- Update the analysis at least once every 5 years



AGENDA ITEM #11

Purchase of Vacant Lot at Water Works Road
and Tate Avenue- Corregidor Street

Meeting Date

April 8, 2024

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes No

Summary

April M. Snipes has offered to sell the vacant lot at Water Works Road and Tate Avenue- Corregidor Street for \$18,000.

Background

April M. Snipes contacted staff as to the City's interest in the property located North of the Public Works Facility. Staff believes that there is a need for additional land at the Public Works Facility.

Financial Impact

The City will spend \$18,000 for the land purchase and an estimated \$5,000 for due diligence (phase 1 environmental, title examination, etc.).

Recommendation

Staff recommends the purchase of the property in accordance with the Offer to Purchase and Contract- Vacant Lot/Land.

Suggested Motion

I move that the City purchase the property located at Water Works Road and Tate Avenue- Corregidor Street pursuant to the terms of the Offer to Purchase and Contract, provided that the normal due diligence is satisfactory to staff, and that staff be authorized to take the necessary action to purchase the same.

Attachments

1. Offer to Purchase and Contract- Vacant Lot/Land
2. Aerial Photo of Vacant Lot



AGREEMENT FOR PURCHASE AND SALE OF LAND

THIS AGREEMENT, including any and all addenda attached hereto ("Agreement"), is by and between

THE CITY OF MEBAKE
a(n) N.C. MUNICIPALITY ("Buyer"), and
(individual or State of formation and type of entity)

APRIL M. SNIPES
a(n) INDIVIDUAL ("Seller").
(individual or State of formation and type of entity)

(NOTE: If the Buyer or Seller is an entity, in order to form a binding agreement and complete a transaction, the entities listed as Buyer or Seller in this Agreement should be validly formed and in good standing with the Secretary of State in the State of formation of the entity.)

FOR AND IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH HEREIN AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY ACKNOWLEDGED, THE PARTIES HERETO AGREE AS FOLLOWS:

Section 1. Terms and Definitions: The terms listed below shall have the respective meaning given them as set forth adjacent to each term.

(a) "Property": (Address) LOT BETWEEN WATER WORKS ROAD & YATE AVENUE /
CORREGIDOR DRIVE (440 YATE AVE., MEBANE, NC)

Plat Reference: Lot(s) _____, Block or Section _____, as shown on Plat Book or Slide _____ at Page(s) _____, _____ County, consisting of _____ acres.

If this box is checked, "Property" shall mean that property described on Exhibit A attached hereto and incorporated herewith by reference,

(For information purposes: (i) the tax parcel number of the Property is: 165-227 (GPM 9815527333) and, (ii) some or all of the Property, consisting of approximately _____ acres, is described in Deed Book 2930 Page No. 633, ALAMANCE County.) TRACT 1

together with all buildings and improvements thereon and all fixtures and appurtenances thereto. EIGHTEEN THOUSAND

\$ 15,548
18,006.00 (b) "Purchase Price" shall mean the sum of FIFTEEN THOUSAND FIVE HUNDRED
FOUR EIGHT Dollars,

or, if this box is checked , Purchase Price shall mean the sum of \$ N/A per gross acre ("Price Per Acre") as determined by a survey obtained by Buyer prior to the expiration of the Examination Period ("Survey"). Buyer shall provide a copy of the Survey to Seller not later than the expiration of the Examination Period. The purchase price shall be determined by multiplying the Price Per Acre by the number of gross acres as determined by the Survey. Adjustments to the amounts due under Sections 1(b)(i) - 1(b)(iii) shall be made, as applicable, to reflect any adjustment in the Purchase Price in accordance with this provision. The Purchase Price shall be payable on the following terms:

\$ 1,000 (i) "Earnest Money" shall mean ONE THOUSAND Dollars or terms as follows:

The Earnest Money shall be deposited in escrow with
Page 1 of 9

This form jointly approved by:
North Carolina Bar Association's Real Property Section
North Carolina Association of REALTORS®, Inc.
Buyer Initials _____ Seller Initials AS

STANDARD FORM 580L-T
Revised 7/2023
© 7/2023

PITTMAN & STEELE (name of person/entity with whom deposited- "Escrow Agent") within five (5) calendar days of the Contract Date, to be applied as part payment of the Purchase Price of the Property at Closing, or disbursed as agreed upon under the provisions of Section 10 herein. Should Buyer fail to deliver the Earnest Money by the date required hereunder, or should any check or other funds paid by Buyer be dishonored, for any reason, by the institution upon which the payment is drawn, Buyer shall have one (1) banking day after written notice of such dishonor to deliver cash, official bank check, wire transfer or electronic transfer to the Escrow Agent. If Buyer fails to deliver the required funds within one (1) banking day after written notice, then Seller may terminate this Agreement by written notice to Buyer at any time thereafter, provided Seller has not then received acknowledgement by Escrow Agent of its receipt of funds from Buyer. If the Escrow Agent has not delivered to the Seller the acknowledgement of Earnest Money on the last page of this Agreement by the calendar day following the date the Earnest Money is required to be delivered hereunder, it shall be presumed that the Earnest Money was not delivered by the required time (unless, upon the written request of Seller, Escrow Agent can provide proof of its receipt of the Earnest Money by the required time). Buyer and Seller consent to the disclosure by the Escrow Agent, to the parties to this Agreement, the Broker(s) and any Buyer lender, of any material facts pertaining to the Earnest Money.

ANY EARNEST MONEY DEPOSITED BY BUYER IN A TRUST ACCOUNT MAY BE PLACED IN AN INTEREST BEARING TRUST ACCOUNT, AND: (check only ONE box)

ANY INTEREST EARNED THEREON SHALL BE APPLIED AS PART PAYMENT OF THE PURCHASE PRICE OF THE PROPERTY AT CLOSING, OR DISBURSED AS AGREED UPON UNDER THE PROVISIONS OF SECTION 10 HEREIN. (Buyer's Taxpayer Identification Number is: _____)

ANY INTEREST EARNED THEREON SHALL BELONG TO THE ACCOUNT HOLDER IN CONSIDERATION OF THE EXPENSES INCURRED BY MAINTAINING SUCH ACCOUNT AND RECORDS ASSOCIATED THEREWITH.

\$ N/A

(ii) Delivery of a promissory note secured by a deed of trust, said promissory note in the amount of _____ Dollars being payable over a term of _____ years, with an amortization period of _____ years, payable in monthly installments of principal, together with accrued interest on the outstanding principal balance at the rate of _____ percent (_____%) per annum in the amount of \$ _____, with the first principal payment beginning on the first day of the month next succeeding the date of Closing, or such other terms as may be set forth on Exhibit B. At any time, the promissory note may be prepaid in whole or in part without penalty and without further interest on the amounts prepaid from the date of such prepayment. (NOTE: In the event of Buyer's subsequent default upon a promissory note and deed of trust given hereunder, Seller's remedies may be limited to foreclosure of the Property. If the deed of trust given hereunder is subordinated to senior financing, the material terms of such financing must be set forth on Exhibit B. If such senior financing is subsequently foreclosed, the Seller may have no remedy to recover under the note.)

~~17,000.00~~
\$ 14,548

(iii) Cash, balance of Purchase Price, at Closing in the amount of FOURTEEN THOUSAND FIVE HUNDRED FORTY EIGHT Dollars.

Buyer, at Buyer's expense, shall be entitled to pursue qualification for and approval of any loan Buyer intends to obtain in connection with the transaction contemplated by this Agreement. (Note: Buyer's obligations under this Agreement are not conditioned upon obtaining or closing any loan. Therefore, Buyer is advised to consult with Buyer's lender prior to signing this offer to assure that the Examination Period allows sufficient time for Buyer's lender to provide Buyer sufficient information to decide whether to proceed with or terminate the transaction.)

(c) "Closing" shall mean the date of completion of the process detailed in Section 11 of this Agreement. Closing shall occur on or before N/A or 30 DAYS AFTER DUE DILIGENCE

Buyer shall pay recording costs, costs of any title search, title insurance, survey, the cost of any inspections or investigations undertaken by Buyer under this Agreement, charges required by an owners' association declaration to be paid by Buyer for Buyer's future use and enjoyment of the Property, including, without limitation, working capital contributions, membership fees, or charges for Buyer's use of the common elements and/or services provided to Buyer, any costs or charges for determining restrictive covenant compliance, and the following:

Each party shall pay its own attorney's fees.

Deferred/Rollback Taxes: Buyer intends to continue does not intend to continue the existing present use valuation property tax deferral(s) relating to the Property. In the event the Buyer intends to continue the existing present use valuation property tax deferral(s) relating to the Property, Buyer shall be responsible for making all necessary applications for continuation of the existing present use valuation property tax deferral(s) relating to the Property and shall be responsible for payment of any deferred/rollback taxes applicable to the Property.

If Buyer does not intend to continue the existing present use valuation property tax deferral(s) relating to the Property, Seller Buyer shall be responsible for payment of any deferred/rollback taxes applicable to the Property.

Section 4. Deliveries: Seller agrees to use best efforts to deliver to Buyer, as soon as reasonably possible after the Contract Date, copies of all material information relevant to the Property in the possession of Seller, including but not limited to: information regarding matters detailed on Form 502- Land Information Worksheet, title insurance policies (and copies of any documents referenced therein), surveys, soil test reports, environmental surveys or reports, site plans, civil drawings, building plans, maintenance records and copies of all presently effective warranties or service contracts related to the Property. Seller authorizes (1) any attorney presently or previously representing Seller to release and disclose any title insurance policy in such attorney's file to Buyer and both Buyer's and Seller's agents and attorneys; and (2) the Property's title insurer or its agent to release and disclose all materials in the Property's title insurer's (or title insurer's agent's) file to Buyer and both Buyer's and Seller's agents and attorneys. If Buyer does not consummate the Closing for any reason other than Seller default, then Buyer shall return to Seller all hard copy materials delivered by Seller to Buyer pursuant to this Section 4 (or Section 7, if applicable), if any, and shall, upon Seller's request, following release of the Earnest Money, provide to Seller copies of (subject to the ownership and copyright interests of the preparer thereof) any and all studies, reports, surveys and other information relating directly to the Property prepared by or at the request of Buyer, its employees and agents, without any warranty or representation by Buyer as to the contents, accuracy or correctness thereof. Notwithstanding the above provisions regarding delivery and return of information and documentation, should there exist a separate non-disclosure, confidentiality, or similar agreement between Buyer and Seller, the terms of which conflict with this provision insofar as delivery and return of information and documentation, then the terms of such non-disclosure, confidentiality, or similar agreement shall control as to the delivery and return of information and documentation.

Section 5. Evidence of Title: Seller agrees to convey fee simple insurable title to the Property without exception for mechanics' liens, free and clear of all liens, encumbrances and defects of title other than: (a) zoning ordinances affecting the Property, (b) Leases (as defined in Section 7, if applicable) and (c) specific instruments on the public record at the Contract Date agreed to by Buyer (not objected to by Buyer prior to the end of the Examination Period), which specific instruments shall be enumerated in the deed referenced in Section 11 (Items 5(a), 5(b) and 5(c) being collectively "Permitted Exceptions"); provided that Seller shall be required to satisfy, at or prior to Closing, any encumbrances that may be satisfied by the payment of a fixed sum of money, such as deeds of trust, mortgages or statutory liens. Seller shall not enter into or record any instrument that affects the Property after the Contract Date without the prior written consent of Buyer, which consent shall not be unreasonably withheld, conditioned or delayed.

Section 6. Conditions: This Agreement and the rights and obligations of the parties under this Agreement are hereby made expressly conditioned upon fulfillment (or waiver by Buyer, whether explicit or implied) of the following conditions:

(a) **Title Examination:** After the Contract Date, Buyer shall, at Buyer's expense, cause a title examination to be made of the Property before the end of the Examination Period. In the event that such title examination shall show that Seller's title is not fee simple insurable, subject only to Permitted Exceptions, then Buyer shall promptly notify Seller in writing of all such title defects and exceptions, in no case later than the end of the Examination Period, and Seller shall have thirty (30) days to cure said noticed defects. If Seller does not cure the defects or objections within thirty (30) days of notice thereof, then Buyer may terminate this Agreement and receive a return of Earnest Money (notwithstanding that the Examination Period may have expired). If Buyer is to purchase title insurance, the insuring company must be licensed to do business in the state in which the Property is located. Title to the Property must be insurable at regular rates, subject only to standard exceptions and Permitted Exceptions.

(b) **Same Condition:** If the Property is not in substantially the same condition at Closing as of the date of the offer, reasonable wear and tear excepted, then the Buyer may (i) terminate this Agreement and receive a return of the Earnest Money or (ii) proceed to Closing whereupon Buyer shall be entitled to receive, in addition to the Property, any of the Seller's insurance proceeds

- (d) **“Contract Date”** means the date this Agreement has been fully executed by both Buyer and Seller.
- (e) **“Examination Period”** shall mean the period beginning on the first day after the Contract Date and extending through 5:00pm (based upon time at the locale of the Property) on THIRTY DAYS AFTER CONTRACT DATE

TIME IS OF THE ESSENCE AS TO THE EXAMINATION PERIOD.

- (f) **“Broker(s)”** shall mean: N/A (“Listing Agency”),
 (“Listing Agent” – License # N/A)
- Acting as: Seller’s Agent; Dual Agent
 and N/A (“Selling Agency”),
 (“Selling Agent”- License # N/A)
- Acting as: Buyer’s Agent; Seller’s (Sub)Agent; Dual Agent

- (g) **“Seller’s Notice Address”** shall be as follows:
216 TATE AVENUE
MEBANE NC 27302
- e-mail address: 2P2M22@GMAIL.COM fax number: N/A
 except as same may be changed pursuant to Section 12.

- (h) **“Buyer’s Notice Address”** shall be as follows:
106 E. WASHINGTON STREET
MEBANE NC 27302
- e-mail address: BROWN@CITYOFMEBANE.COM fax number: N/A
 except as same may be changed pursuant to Section 12.

- (i) If this block is marked, additional terms of this Agreement are set forth on Exhibit B attached hereto and incorporated herein by reference. (Note: Under North Carolina law, real estate agents are not permitted to draft conditions or contingencies to this Agreement.)
- (j) If this block is marked, additional terms of this Agreement are set forth on the Additional Provisions Addendum (Form 581-T) attached hereto and incorporated herein by reference.
- (k) If this block is marked, additional terms of this Agreement are set forth on the Back Up Agreement Addendum (Form 581A-T) attached hereto and incorporated herein by reference.

Section 2. Sale of Property and Payment of Purchase Price: Seller agrees to sell and Buyer agrees to buy the Property for the Purchase Price.

Section 3. Proration of Expenses and Payment of Costs: Seller and Buyer agree that all property taxes (on a calendar year basis), leases, rents, mortgage payments and utilities or any other assumed liabilities as detailed on attached Exhibit B, and/or Exhibit C, as applicable, if any, shall be prorated as of the date of Closing. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller’s obligations under this Agreement, excise tax (revenue stamps), and other conveyance fees or taxes required by law, any fees required for confirming Seller’s account payment information on owners’ association dues or assessments for payment or proration; any fees imposed by an owners’ association and/or a management company as agent of the owners’ association in connection with the transaction contemplated by this Agreement other than those fees required to be paid by Buyer in this Section 3 below, and the following:

N/A

payable on account of the damage or destruction applicable to the Property.

(c) **Inspections:** Buyer, its agents or representatives, at Buyer's expense and at reasonable times during normal business hours, shall have the right to enter upon the Property for the purpose of investigating matters such as those detailed on Form 502- Land Information Worksheet, conducting timber cruises, and examining and surveying the Property; provided, however, that Buyer shall not conduct any invasive testing of any nature without the prior express written approval of Seller as to each specific invasive test intended to be conducted by Buyer. Buyer shall conduct all such on-site inspections, examinations, testing, timber cruises and surveying of the Property in a good and workmanlike manner, at Buyer's expense, shall repair any damage to the Property caused by Buyer's entry and on-site inspections and shall conduct same in a manner that does not unreasonably interfere with Seller's or any tenant's use and enjoyment of the Property. In that respect, Buyer shall make reasonable efforts to undertake on-site inspections outside of the hours Seller's or any tenant's business is open to the public. Buyer shall provide Seller or any tenant (as applicable) reasonable advance notice of and Buyer shall cause its agents or representatives and third party service providers (e.g. inspectors, surveyors, etc.) to give reasonable advance notice of any entry onto the Property. Buyer shall be obligated to observe and comply with any terms of any tenant lease which conditions access to such tenant's space at the Property. Upon Seller's request, Buyer shall provide to Seller evidence of general liability insurance. Buyer shall also have a right to review and inspect all contracts or other agreements affecting or related directly to the Property and shall be entitled to review such books and records of Seller that relate directly to the operation and maintenance of the Property, provided, however, that Buyer shall not disclose any information regarding this Property (or any tenant therein) unless required by law, and the same shall be regarded as confidential, to any person, except to its attorneys, accountants, lenders and other professional advisors, in which case Buyer shall obtain their agreement to maintain such confidentiality. Buyer assumes all responsibility for the acts of itself and its agents or representatives in exercising its rights under this Section 6(c) and agrees to indemnify and hold Seller harmless from any damages resulting therefrom. This indemnification obligation of Buyer shall survive the Closing or earlier termination of this Agreement. Except as provided in Section 6(a) above, Buyer shall have from the Contract Date through the end of the Examination Period to perform the above inspections, examinations and testing. **IF BUYER CHOOSES NOT TO PURCHASE THE PROPERTY, FOR ANY REASON OR NO REASON, AND PROVIDES WRITTEN NOTICE TO SELLER THEREOF PRIOR TO THE EXPIRATION OF THE EXAMINATION PERIOD, THEN THIS AGREEMENT SHALL TERMINATE, AND BUYER SHALL RECEIVE A RETURN OF THE EARNEST MONEY.**

Section 7. Leases (Check one of the following, as applicable):

If this box is checked, Seller affirmatively represents and warrants that there are no Leases (as hereinafter defined) affecting the Property.

If this box is checked, Seller discloses that there are one or more leases affecting the Property ("Leases"), and the following provisions are hereby made a part of this Agreement.

(a) A list of all Leases shall be set forth on Exhibit C. Seller represents and warrants that, as of the Contract Date, there are no other Leases, oral or written, recorded or not, nor any subleases affecting the Property, except as set forth on Exhibit C. Unless written consent is given by Buyer, Seller will not enter in to any Lease affecting the Property nor terminate any Lease in Exhibit C during the effectiveness of this Agreement. Buyer agrees to take no action which would affect any lease in Exhibit C prior to Closing;

(b) Seller shall deliver copies of any Leases to Buyer pursuant to Section 3 as if the Leases were listed therein;

(c) Seller represents and warrants that, as of the Contract Date, there are no current defaults (or any existing situation which, with the passage of time, or the giving of notice, or both, or at the election of either landlord or tenant could constitute a default) either by Seller, as landlord, or by any tenant under any Lease ("Lease Default"). In the event there is any Lease Default as of the Contract Date, Seller agrees to provide Buyer with a detailed description of the situation in accordance with Section 3. Seller agrees not to commit a Lease Default as Landlord after the Contract Date; and agrees further to notify Buyer immediately in the event a Lease Default arises or is claimed, asserted or threatened to be asserted by either Seller or a tenant under the Lease.

(d) During the Examination Period, Buyer and Seller shall cooperate in good faith to determine if any Lease shall be terminated prior to Closing or shall continue after Closing. As to any Lease determined to continue after Closing, Seller shall deliver an assignment of Seller's interest in such Lease to Buyer in form and content acceptable to Buyer (with tenant's written consent and acknowledgement, if required under the Lease). Seller agrees to deliver such assignment of Lease at or before Closing, with any security deposits held by Seller under any Leases to be transferred or credited to Buyer at or before Closing. The assignment shall provide: (i) that Seller shall defend, indemnify and hold Buyer harmless from claims, losses, damages and liabilities (including, without limitation, court costs and attorneys' fees) asserted against or incurred by Buyer which are caused by or the result of any default by Seller under any Lease prior to the date of Closing, and (ii) that Buyer shall defend, indemnify and hold Seller harmless

from claims, losses, damages and liabilities (including, without limitation, court costs and attorneys' fees) asserted against or incurred by Seller which are caused by or the result of any default by Buyer under any Lease after the date of Closing.

(e) Seller also agrees to work diligently to obtain any tenant signatures on any estoppel certificates in such form as Buyer may reasonably request and to work diligently to obtain any subordination, nondisturbance and attornment agreements in such form as Buyer may reasonably request.

Section 8. Environmental/Physical Aspects of Property: Seller represents and warrants that it has no actual knowledge of the presence or disposal, except as in accordance with applicable law, within any structures on the Property or on the Property of hazardous or toxic waste or substances, which are defined as those substances, materials, and wastes, including, but not limited to: those substances, materials and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 CFR Part 172.101) or by the Environmental Protection Agency as hazardous substances (40 CFR Part 302.4) and amendments thereto, or such substances, materials and wastes, which are or become regulated under any applicable local, state or federal law, including, without limitation, any material, waste or substance which is (i) petroleum, (ii) asbestos, (iii) polychlorinated biphenyls, (iv) designated as a Hazardous Substance pursuant to Section 311 of the Clean Water Act of 1977 (33 U.S.C. §1321) or listed pursuant to Section 307 of the Clean Water Act of 1977 (33 U.S.C. §1317), (v) defined as a hazardous waste pursuant to Section 1004 of the Resource Conservation and Recovery Act of 1976 (42 U.S.C. §6903) or (vi) defined as a hazardous substance pursuant to Section 101 of the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (42 U.S.C. §9601). Seller has no actual knowledge of any contamination of the Property from such substances as may have been disposed of or stored on neighboring tracts.

Section 9. Risk of Loss/Damage/Repair: Until Closing, the risk of loss or damage to the Property, except as otherwise provided herein, shall be borne by Seller. Except as to maintaining the Property in its same condition, Seller shall have no responsibility for the repair of the Property, including any improvements, unless the parties hereto agree in writing.

Section 10. Earnest Money Disbursement: In the event that any condition hereto is not satisfied, then the Earnest Money shall be refunded to Buyer. In the event of breach of this Agreement by Seller, the Earnest Money shall be refunded to Buyer upon Buyer's request, but such return shall not affect any other remedies available to Buyer for such breach. In the event of breach of this Agreement by Buyer, the Earnest Money shall be paid to Seller as liquidated damages and as Seller's sole and exclusive remedy for such breach, but without limiting Seller's rights under Section 6(c) or Section 22 of this Agreement. It is acknowledged by the parties that payment of the Earnest Money to Seller in the event of a breach of this Agreement by Buyer is compensatory and not punitive, such amount being a reasonable estimation of the actual loss that Seller would incur as a result of such breach. The payment of the Earnest Money to Seller shall not constitute a penalty or forfeiture but actual compensation for Seller's anticipated loss, both parties acknowledging the difficulty determining Seller's actual damages for such breach.

NOTE: In the event of a dispute between Seller and Buyer over the disposition of the Earnest Money held in escrow, a licensed real estate broker is required by state law (and Escrow Agent, if not a broker, hereby agrees) to retain the Earnest Money in the Escrow Agent's trust or escrow account until Escrow Agent has obtained a written release from the parties consenting to its disposition or until disbursement is ordered by a court of competent jurisdiction. Alternatively, if a broker or an attorney licensed to practice law in North Carolina is holding the Earnest Money, the broker or attorney may deposit the disputed monies with the appropriate clerk of court in accordance with the provisions of N.C.G.S. §93A- 12.

Seller and Buyer hereby agree and acknowledge that the Escrow Agent assumes no liability in connection with the holding of the Earnest Money pursuant hereto except for negligence or willful misconduct of Escrow Agent. Escrow Agent shall not be responsible for the validity, correctness or genuineness of any document or notice referred to under this Agreement. Seller and Buyer hereby agree to indemnify, protect, save and hold harmless Escrow Agent and its successors, assigns and agents pursuant to this Agreement, from any and all liabilities, obligations, losses, damages, claims, actions, suits, costs or expenses (including attorney fees) of whatsoever kind or nature imposed on, incurred by or asserted against Escrow Agent which in any way relate to or arise out of the execution and delivery of this Agreement and any action taken hereunder; provided, however, that Seller and Buyer shall have no such obligation to indemnify, save and hold harmless Escrow Agent for any liability incurred by, imposed upon or established against it as a result of Escrow Agent's negligence or willful misconduct.

Section 11. Closing: At or before Closing, Seller shall deliver to Buyer a special warranty deed unless otherwise specified on Exhibit B and other documents customarily executed or delivered by a seller in similar transactions, including without limitation, an owner's affidavit, lien waiver forms (and such other lien related documentation as shall permit the Property to be conveyed free and clear of any claim for mechanics' liens) and a non-foreign status affidavit (pursuant to the Foreign Investment in Real Property Tax Act), and Buyer shall cause to be delivered the funds necessary to pay to Seller the Purchase Price. The Closing shall be conducted by Buyer's attorney or handled in such other manner as the parties hereto may mutually agree in writing. Possession shall be delivered at Closing, unless otherwise agreed herein. The Purchase Price and other funds to be disbursed pursuant to this Agreement shall not be disbursed until the Buyer's attorney's (or other designated settlement agent's) receipt of authorization to disburse all necessary funds.

Section 12. Notices: Unless otherwise provided herein, all notices and other communications which may be or are required to be

Buyer Initials _____ Seller Initials P _____

given or made by any party to the other in connection herewith shall be in writing (which shall include electronic mail) and shall be deemed to have been properly given and received (i) on the date delivered in person or (ii) the date deposited in the United States mail, registered or certified, return receipt requested, to the addresses set out in Section 1(g) as to Seller, and in Section 1(h) as to Buyer, or at such other addresses as specified by written notice delivered in accordance herewith, (iii) at such time as the sender performs the final act to send such transmission, in a form capable of being processed by the receiving party's system, to any electronic mail address or facsimile number, if any, provided in Section 1(g) as to Seller, and in Section 1(h) as to Buyer or (iv) on the date deposited with a recognized overnight delivery service, addressed to the addresses set out in Section 1(g) as to Seller, and in Section 1(h) as to Buyer, or at such other addresses as specified by written notice delivered in accordance herewith. If a notice is sent by more than one method, it will be deemed received upon the earlier of the dates of receipt pursuant to this Section.

Section 13. Counterparts; Entire Agreement: This Agreement may be executed in one or more counterparts, which taken together, shall constitute one and the same original document. Copies of original signature pages of this Agreement may be exchanged via facsimile or e-mail, and any such copies shall constitute originals. This Agreement constitutes the sole and entire agreement among the parties hereto and no modification of this Agreement shall be binding unless in writing and signed by all parties hereto. The invalidity of one or more provisions of this Agreement shall not affect the validity of any other provisions hereof and this Agreement shall be construed and enforced as if such invalid provisions were not included.

Section 14. Enforceability: This Agreement shall become a contract when signed by both Buyer and Seller and such signing is communicated to both parties; it being expressly agreed that notice given in accordance with Section 12 is not required for effective communication for the purposes of this Section 14. The parties acknowledge and agree that: (i) the initials lines at the bottom of each page of this Agreement are merely evidence of their having reviewed the terms of each page, and (ii) the complete execution of such initials lines shall not be a condition of the effectiveness of this Agreement. This Agreement shall be binding upon and inure to the benefit of the parties, their heirs, successors and assigns and their personal representatives.

Section 15. Adverse Information and Compliance with Laws:

(a) **Seller Knowledge/Assessments:** Seller has no actual knowledge of (i) condemnation(s) affecting or contemplated with respect to the Property; (ii) actions, suits or proceedings pending or threatened against the Property; (iii) changes contemplated in any applicable laws, ordinances or restrictions affecting the Property; (iv) governmental special assessments, either pending or confirmed, for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, and no pending or confirmed owners' association special assessments or (v) any caves, mineshafts, tunnels, fissures, open or abandoned wells, gravesites, pet cemeteries, animal burial pits or landfill operations (past or present) located at the Property, except as follows (Insert "None" or the identification of any matters relating to (i) through (v) above, if any):

NONE

Note: For purposes of this Agreement: (i) a "special assessment" is defined as a charge against the Property by a governmental authority in addition to ad valorem taxes and recurring governmental service fees levied with such taxes, or by an owners' association in addition to any regular assessment (dues), either of which may be a lien against the Property; a special assessment may be either pending or confirmed; (ii) a "confirmed" special assessment is defined as an assessment that has been approved by a governmental agency or an owners' association for the purpose(s) stated, whether, at the time of Closing, it is payable in a lump sum or future installments; (iii) a "pending" special assessment is defined as an assessment that is under formal consideration by a governmental agency or an owners' association but which has not been approved prior to Closing. Seller shall pay, in full at Closing, all confirmed governmental or association special assessments, provided that the amount thereof can be reasonably determined or estimated. The payment of such determined or estimated amount shall be the final payment between Buyer and Seller as to any confirmed special assessments. If the amount of any special assessment cannot be reasonably determined or estimated, the special assessment shall be deemed a pending special assessment. Buyer shall take title subject to all pending special assessments disclosed by Seller herein, if any.

(b) **Compliance:** To Seller's actual knowledge, (i) Seller has complied with all applicable laws, ordinances, regulations, statutes, rules and restrictions pertaining to or affecting the Property; (ii) performance of the Agreement will not result in the breach of, constitute any default under or result in the imposition of any lien or encumbrance upon the Property under any agreement or other instrument to which Seller is a party or by which Seller or the Property is bound; and (iii) there are no legal actions, suits or other legal or administrative proceedings pending or threatened against the Property, and Seller is not aware of any facts which might result in any such action, suit or other proceeding.

(c) **Owners' Association:** If the Property is subject to regulation by an owners' association, Seller shall deliver the following information to Buyer pursuant to Section 4 as if the same were listed therein (or Seller shall state that Seller does not have same in their possession or that such item is not applicable): (i) the name of the owners' association; (ii) the amount of regular assessments (dues); (iii) the name, address and telephone number of the president of the owners' association or of the association manager or management company; (iv) the owners' association website address; (v) the Seller's statement of account; (vi) the master insurance

policy showing the coverage provided and the deductible amount; (vii) copies of any Declaration and/or Restrictive Covenants; (viii) the Rules and Regulations, (ix) the Articles of Incorporation and Bylaws of the owners' association; (x) the current financial statement and budget of the owners' association; (xi) the parking restrictions and information; and (xii) the architectural guidelines. Seller authorizes and directs any owners' association, any management company of the owners' association, any insurance company and any attorney who has previously represented the Seller to release to Buyer, Buyer's agents, representative, closing attorney or lender true and accurate copies of the foregoing items affecting the Property, including any amendments thereto.

Section 16. Survival of Representations and Warranties: All representations, warranties, covenants and agreements made by the parties hereto shall survive the Closing and delivery of the deed. Seller shall, at or within six (6) months after the Closing, and without further consideration, execute, acknowledge and deliver to Buyer such other documents and instruments, and take such other action as Buyer may reasonably request or as may be necessary to more effectively transfer to Buyer the Property described herein in accordance with this Agreement.

Section 17. Applicable Law: This Agreement shall be construed under the laws of the state in which the Property is located. This form has only been approved for use in North Carolina.

Section 18. Assignment: This Agreement is freely assignable unless otherwise expressly provided on Exhibit B.

Section 19. Tax-Deferred Exchange: In the event Buyer or Seller desires to effect a tax-deferred exchange in connection with the conveyance of the Property, Buyer and Seller agree to cooperate in effecting such exchange; provided, however, that the exchanging party shall be responsible for all additional costs associated with such exchange, and provided further, that a non-exchanging party shall not assume any additional liability with respect to such tax-deferred exchange. Seller and Buyer shall execute such additional documents, at no cost to the non-exchanging party, as shall be required to give effect to this provision.

Section 20. Memorandum of Contract: Upon request by either party, the parties hereto shall execute a memorandum of contract in recordable form setting forth such provisions hereof (other than the Purchase Price and other sums due) as either party may wish to incorporate. Such memorandum of contract shall contain a statement that it automatically terminates and the Property is released from any effect thereby as of a specific date to be stated in the memorandum (which specific date shall be no later than the date of Closing). The cost of recording such memorandum of contract shall be borne by the party requesting execution of same.

Section 21. Authority: Each signatory to this Agreement represents and warrants that he or she has full authority to sign this Agreement and such instruments as may be necessary to effectuate any transaction contemplated by this Agreement on behalf of the party for whom he or she signs and that his or her signature binds such party.

Section 22. Brokers: Except as expressly provided herein, Buyer and Seller agree to indemnify and hold each other harmless from any and all claims of brokers, consultants or real estate agents by, through or under the indemnifying party for fees or commissions arising out of the sale of the Property to Buyer. Buyer and Seller represent and warrant to each other that: (i) except as to the Brokers designated under Section 1(f) of this Agreement, they have not employed nor engaged any brokers, consultants or real estate agents to be involved in this transaction and (ii) that the compensation of the Brokers is established by and shall be governed by separate agreements entered into as amongst the Brokers, the Buyer and/or the Seller.

Section 23. Attorneys Fees: If legal proceedings are instituted to enforce any provision of this Agreement, the prevailing party in the proceeding shall be entitled to recover from the non-prevailing party reasonable attorneys fees and court costs incurred in connection with the proceeding.

THE NORTH CAROLINA ASSOCIATION OF REALTORS®, INC. AND THE NORTH CAROLINA BAR ASSOCIATION MAKE NO REPRESENTATION AS TO THE LEGAL VALIDITY OR ADEQUACY OF ANY PROVISION OF THIS FORM IN ANY SPECIFIC TRANSACTION. IF YOU DO NOT UNDERSTAND THIS FORM OR FEEL THAT IT DOES NOT PROVIDE FOR YOUR LEGAL NEEDS, YOU SHOULD CONSULT A NORTH CAROLINA REAL ESTATE ATTORNEY BEFORE YOU SIGN IT.

BUYER:

Individual

Date: _____

~~SELLER:~~ ARIL M. SWIPES

Individual

X Aril M. Swipes
Date: 3/28/24

Date: _____

Date: MARCH, 2024

Business Entity

CITY OF MERRANE

(Name of Entity)

Business Entity

(Name of Entity)

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

WIRE FRAUD WARNING

To Buyers: Before sending any wire, you should call the closing agent's office to verify the instructions. If you receive wiring instructions for a different bank, branch location, account name or account number, they should be presumed fraudulent. Do not send any funds and contact the closing agent's office immediately.

To Sellers: If your proceeds will be wired, it is recommended that you provide wiring instructions at closing in writing in the presence of the closing agent. If you are unable to attend closing, you may be required to send an original notarized directive to the closing agent's office containing the wiring instructions. This directive may be sent with the deed, lien waiver and tax forms if those documents are being prepared for you by the closing agent. At a minimum, you should call the closing agent's office to provide the wire instructions. The wire instructions should be verified over the telephone via a call to you initiated by the closing agent's office to ensure that they are not from a fraudulent source.

Whether you are a buyer or a seller, you should call the closing agent's office at a number that is independently obtained. To ensure that your contact is legitimate, you should not rely on a phone number in an email from the closing agent's office, your real estate agent or anyone else.

The undersigned hereby acknowledges receipt of the Earnest Money set forth herein and agrees to hold said Earnest Money in accordance with the terms hereof.

PITTMAN & STEELE, ATTORNEYS

(Name of Escrow Agent)

Date: _____

By: _____

Escrow Agent's contact/notice information is as follows:

e-mail address: _____ fax number: _____

except as same may be changed pursuant to Section 12.

EXHIBIT B
AGREEMENT IS SUBJECT TO CITY OF MERRANE APPROVAL AS
BY LAW PROVIDED.



NC CGIA, Maxar, Microsoft




CITY OF MEBANE
PROPOSED
PROPERTY ACQUISITION

DATE: 3/21/2024


DRAWN BY: RG

SCALE: 1 INCH = 200 FT

 City Limits

 Public Works & MACC

 City Owned Properties

 Property Lines

 Subject Property



AGENDA ITEM #12

Lebanon Road Sidewalk and Trail Connector – Change Order No. 1

Presenter

Mark Reich, AWCK, Inc.
Chuck Smith, Public Works Director
Daphna Schwartz, Finance Director

Public Hearing

Yes No

Summary

The Mebane City Council awarded a contract to Hollins Construction Services, Inc. in the amount of \$597,169.00 for the construction of a sidewalk and trail from Lake Michael Way to existing sidewalk west of Kayak Court on September 8, 2023. The contract is a unit price contract and significant undercut excavation is being required to construct the sidewalk and trail.

Background

The original construction contract included 3-line items, geotextile fabric, shallow undercut, and Class IV Subgrade Stabilization. The total amount of the 3-line items in the contract is \$14,460.00. Based on quantities installed to date and additional quantities required to construct the curb and gutter, sidewalk and trail is anticipated to be an additional \$100,000.

Financial Impact

No additional funds are available in the current budget line item and full funding of the Change Order is required from General Fund Balance.

Recommendation

Staff recommends that Council approve Change Order No. 1 in the amount of \$100,000 to Hollins Construction Services, Inc. to pay for the required undercutting and stabilization of the subgrade for the project and additional geotechnical engineering services and approve the related budget ordinance amendment.

Suggested Motion

Motion to approve Change Order No. 1 in the amount of \$100,000 to Hollins Construction Services, Inc. Motion to adopt a budget ordinance amendment appropriating \$100,000 from fund balance to contract line item.

Attachments

1. Change Order No. 1
2. FY 23-24 Budget Ordinance Amendment
3. Exhibit Map
4. PowerPoint

CHANGE ORDER # 1 to the contract between Hollins Construction Services, Inc. and the City of Mebane for the Lebanon Road Sidewalk and Trail Connector.

The purpose of this change order is to increase the contract amount due to significant overruns for undercutting and removal of unsuitable soils for the subject project.

Original Contract Amount:	\$	597,169.00
Net Change by previous Change Orders:	\$	0.00
Contract Amount prior to this Change Order:	\$	597,169.00
Amount of Change Order:	\$	100,000.00
Revised Contract Amount:	\$	697,169.00
Contract Time Extension (Days):		0
Revised Completion Date:		December 31, 2024

All other provisions of the original contract remain in effect.

This the _____ day of _____, 20____, at ____ o'clock am/pm.

Hollins Construction Services, Inc.

Contractor Name



Contractor Signature

Charles Smith

Department Head Name

Department Head Signature

Chris Rollins

City Manager Name

City Manager Signature

This document has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act

Daphna Schwartz

Finance Officer Name

Finance Officer Signature

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

City Attorney

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2023 as duly adopted on June 5, 2023, is hereby amended as follows:

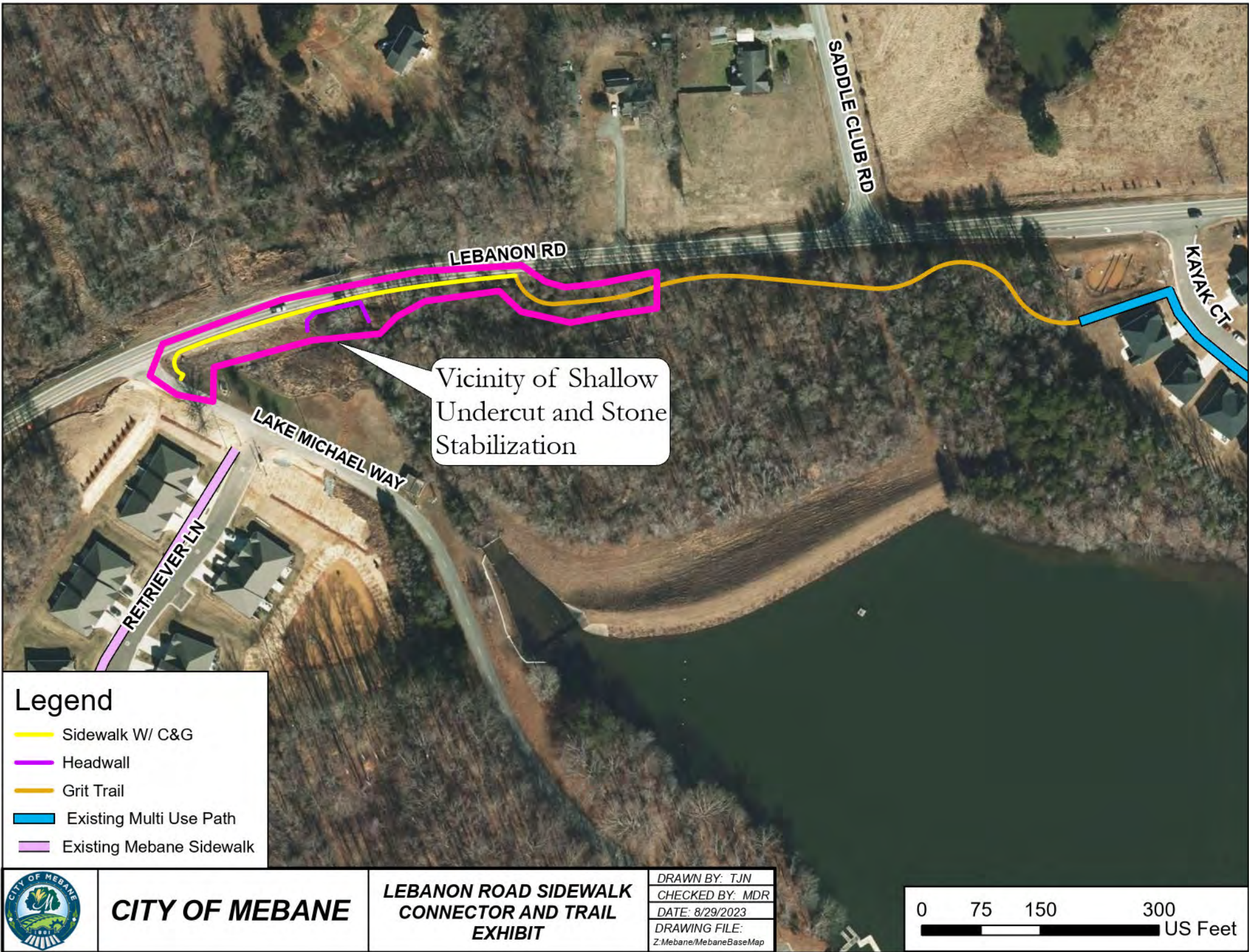
ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Recreation & Parks	\$ 3,763,497	\$ 100,000	\$ 3,863,497

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 5,786,231	\$ 100,000	\$ 5,886,231

This the 8th day of April, 2024.



Vicinity of Shallow Undercut and Stone Stabilization

Legend

- Sidewalk W/ C&G
- Headwall
- Grit Trail
- Existing Multi Use Path
- Existing Mebane Sidewalk



Mark Reich, Chuck Smith and Daphna Schwartz

Lebanon Road Sidewalk and Trail Connector Change Order No. 1



Executive Summary

- City Council awarded a contract to Hollins Construction Services, Inc. to construct a sidewalk and trail from Lake Michael Way to Kayak Ct. in the amount of \$597,169.
- Soft and unsuitable soils are being encountered from Lake Micheal Way along the shoulder of Lebanon Road and along the western portion of the trail to a culvert under Lebanon Road, west of Saddle Club Road.
- The depth of the unsuitable soil varies from 2-3 feet and the width varies from 5-10 feet .
- Geotextile fabric and geogrids are being installed to reduce the quantity of undercut. Suitable sand-rock and stone material are being installed to provide a suitable base material to support the sidewalk and trail.



Executive Summary

- Contract contained estimated quantities and unit prices for geotextile/geogrids, shallow undercut and class IV stabilization material. Total estimated amount in contract is \$14,460.
- Based on actual quantities for work completed to date, additional estimated quantities and geotechnical engineering services the additional cost is \$100,000.



Financial Impact

- Current Contract Amount is \$597,169.00.
- Change Order No. 1 in the amount of \$100,000 is recommended to cover the additional construction costs.
- Total Contract Amount with budget amendment is \$697,169.

Recommendations

- Staff recommends Council approve Change Order No. 1 to Hollins Construction Services, Inc. in the amount of \$100,000.
- Staff recommends Council adopt a budget amendment appropriating \$100,000 of fund balance to add to the \$597,169 contract amount.



Exhibit Map





QUESTIONS



AGENDA ITEM #13

Hiring Process for New City Manager

Meeting Date

April 8, 2024

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes No

Summary

The City Council must select a new manager as mandated by the City Charter and by state statute.

Background

Chris Rollins, the current City manager has given notice of his retirement, effective July 23, 2024. State law and the City Charter require the appointment of a manager by the City Council. The Council must decide on the selection process. The Council may adopt its own procedure, starting with a job description and direct that the same, once adopted, be posted on the various job posing sites, such as the NC League of Municipalities, etc. Thereafter, the Council would evaluate the applicants and meet in multiple closed sessions to discuss and make decisions. Generally, the final "x" number of applicants would be interviewed in closed sessions by the Council. A second option for the Council is the selection of an outside consultant to recommend a job description, hold the required public input sessions, post the position on known sites, help with the screening, interviewing, and evaluation of the applicants, meet with the Council to further evaluate applicants, and present the final evaluated applicants to the Council for consideration. This process would also require the Council to interview the final applicants in closed session(s). Under either process, the Council would need to vote on the employment of the new manager and the details of the compensation package. Both procedures will require multiple closed Council sessions.

Financial Impact

Assuming that the salary and benefits are consistent with the present City manager's compensation, the financial impact would be minimal on the City. Still, depending on the process selected, the Council will have considerable time invested. Using a consultant will have an expense of between \$30,000 and \$35,000. Without a consultant, the Council will have more personal time invested than if a consultant is utilized.

Recommendation

Staff makes no recommendation to the Council regarding the selection of the new manager as the decision is a policy decision.

Suggested Motion

FIRST ALTERNATIVE: I move that the Council adopt the job description attached and direct that staff advertise the same on the appropriate sites such as NC League of Municipalities and that the confidential applications, be sent to the City Attorney to then send to Council for consideration and evaluation.

SECOND ALTERNATIVE: I move that the Council employ Development Associates, LLC to undertake and manage the City manager selection process under a written agreement, in form and substance satisfactory to City staff, that the process begins immediately and that the present manager be authorized and directed to execute such agreement. I further move that the process be undertaken consistent with such agreement and as the law provides.

Attachments

1. Job Description
2. Draft Agreement- Mebane and Development Associates, LLC
3. Examples of Previous Ads published Mebane Chief of Police and Savannah City Manager

City Manager

General Statement of Duties

Serves as the chief executive officer of the City of Mebane.

Distinguishing Features of the Class

An employee in this class serves as the chief executive officer for the City of Mebane. Emphasis of the work is application of professional expertise and administering the day-to-day management of the City consistent with policies established by City Council and the City Charter, and in accordance with various City, State, and federal laws, regulations, and guidelines. The employee is expected to exercise a considerable degree of independence, initiative, and judgment the City's chief executive officer has overall responsibility for all City departments and administrative oversight of the Council-appointed position of City Attorney. The City Manager provides guidance and direction with visionary and innovative leadership, supervision and management of employees, and direction of the City's management team to coordinate its efforts toward achieving their departmental objectives. Major responsibilities include directing the development and administration of the City budget and capital programs, overseeing development, planning, and implementation of the strategic plans and setting goals and objectives to meet the operational needs of the City. This classification and employee are defined as an "at-will" position. Work is performed under the guidance of the City Council and is subject to evaluation on the basis of results achieved.

Illustrative Examples of Work:

- Attends Council meetings and presents information and recommendations deemed necessary or as requested by members of the Council
- Communicates orally, and in writing, with citizens, the press, the public, civic groups, and the City Council to resolve concerns and problems, and answer questions
- Reviews regular and comprehensive management reports from all departments
- Remains informed about issues discussed by boards and commissions
- Attends and participates in professional groups and committees
- Responds to and resolves difficult and sensitive employee, resident, and other stakeholder inquiries and complaints
- Administers and enforces the City Charter and is responsible for the operations of the City
- Meets with and advises the City Council on matters related to City operations and policies
- Plans, coordinates, and directs the operation of City departments and programs; evaluates organizational issues and problems and facilitates strategies to resolve issues
- Develops and proposes the City's annual operating budget for Council approval
- Maintains responsibility for intergovernmental relations with other governmental units and public and private organizations
- Provides overall organizational leadership and promotes the organizational values
- Ensures City work places are free of discrimination on the basis of race, color, creed, religion, gender, disability, sexual orientation, and all other legally required non-job related factors
- Creates systems to facilitate and ensure maximum productivity of employees
- Ensures accountability throughout the City organization

- Appoints all City officers (except those subject to Council appointment as outlined in the Charter); suspends or removes or otherwise disciplines employees as necessary
- Makes recommendations on personnel policies and assignments for efficient operation of the City government
- Oversees enforcement of all laws, provisions of the Charter, and acts of the Council subject to enforcement

Knowledge of:

- Complex public policy issues
- Intergovernmental relations
- Federal, state, regional and local jurisdictional partnerships
- Municipal financial management and fiscal policies

Ability to:

- Shape and implement policy direction
- Listen, facilitate, and synthesize multiple points of view
- Prepare and mentor managers to assume broader leadership roles
- Foster an organizational climate that attracts, retains and develops talent at all levels
- Communicate orally and in writing with all levels of City staff, City officials and citizens
- Manage, organize and direct the work of others and provide organizational leadership
- Build effective working relationships with City officials, coworkers, subordinates and the citizens

Physical Requirements

Most work is performed in an office setting. Must be able to physically perform the basic life operational functions of stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing and repetitive motions. Must have visual acuity to perform tasks requiring color, depth perception, and field of vision sufficient to perform tasks associated with the preparation and analysis of figures and data, operation of a computer, and extensive reading and writing, and operation of a motor vehicle.

Working Conditions

Most work is performed in an office setting with controlled environmental conditions.

Education and Experience:

Graduation from an accredited college or university with a Bachelor's degree, preferably in Public or Business Administration; a Master's Degree in a related field is highly desired; and, ten (10) or more years of progressively responsible experience in managing a municipal government as a City Manager or Assistant City Manager or Senior Executive.

Special Requirements

- Valid NC Driver's license
- Professional certification from the International City Management Association (ICMA) or other leading professional certification bodies is desired

- Completion of the Municipal/County Administration Course from the Institute of Government, UNC Chapel Hill, is desired

FLSA Status: Exempt-Executive

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Physical Requirements and Working Conditions section of this classification may vary from position to position and a more thorough description of these elements can be found in the employee's Position Description Questionnaire (PDQ). The City reserves the right to assign or otherwise modify the duties assigned to this classification.

April 2024

COVER LETTER INFORMATION:

Incorporation: As a predominantly female owned enterprise Developmental Associates is a *HUB certified* LLC (S) Corporation. ***We are the only local government search firm located in North Carolina.***

Lead Consultant: Stephen Straus, Ph.D.

April 1, 2024

Mayor Ed Hooks and the Mebane City Council
City of Mebane
106 E. Washington Street
Mebane, NC 27302

Dear Mayor Hooks and City Council Members:

Thank you for requesting our proposal for City Manager! We enjoyed working with you and your administrative team on the Police and Fire Chief processes, and would be delighted to do so again.

We think that our objective approach to assessment will provide you with a much firmer foundation for win-win decisions than the traditional search process. As a recent example, in 2021 we helped the Savannah City Council which has dealt with significant cleavages, to come to a unanimous vote to hire their new City Manager. We were able to achieve this outcome when the Council had fired two national search firms who had been unsuccessful in their efforts. <https://www.wtoc.com/2021/07/23/savannah-interim-city-manager-announces-resignation/#:~:text=SAVANNAH%2C%20Ga>. We have listed Savannah Mayor Johnson as one of our references.

As you review our proposal, you will note that Developmental Associates is not a traditional “headhunting” firm. Instead, we rely on more objective, systematic, and accurate methods to recruit, screen, and evaluate candidates that we call *Talent Identification and Assessment*. A recent article citing our work was published in *Supply and Demand Chain Magazine*.

<https://mail.google.com/mail/u/0/#inbox/FMfcgxwHNVvtbGIHfHMfNCGHBPqTDnG>

*In short, we provide you with much more detailed and in-depth information about the candidates than our competitors. **Our mission is to enable you to make the most informed decisions possible.***

Our approach has three goals with respect to recruitment, screening, and selection.

1. Recruit high quality and diverse candidates
2. Employ a multi-method screening approach to get you the best data on your top candidates
3. Apply skill-based assessments and Emotional Intelligence testing to provide you with a comprehensive assessment that goes beyond the traditional interview-only approach.

Goal #1: Recruit high quality and diverse candidates:

<ul style="list-style-type: none"> • We target individuals with whom we have worked directly. Having worked with thousands of managers through our consulting and training, we are well connected to leading local government candidates in the region. 	<ul style="list-style-type: none"> • We make individual contacts through social media. We maintain lists of hundreds of local government candidates that we can contact through email blasts, Facebook, and LinkedIn notices.
<ul style="list-style-type: none"> • We know how to make the best use of the most widely referenced professional journals and websites. We can enhance the information provided to those sites by relying on a comprehensive study of the position and the organization that enables us to craft attractive, realistic, and comprehensive postings. 	<ul style="list-style-type: none"> • We have established a national network through our contract with NEOGOV, the number one HR application to governments nationwide. This service enables us to provide recruitment and applicant tracking solutions on a national level.

OUTCOME: We have placed candidates with our North Carolina clients from a variety of locations, such as Georgia, California, Arizona, New York, Illinois, Florida, and Massachusetts. *Furthermore, no one knows North Carolina better than we do.*

Moreover, our success in hiring diverse candidates was on display this year in the following article by the *Raleigh News and Observer* about Durham City and County.

<https://www.newsobserver.com/news/local/counties/durham-county/article272513298.html#storylink=moresection>

We have helped Durham City and County hire women of color for the following positions:

- Durham City Manager
- Durham County Manager
- Durham County Attorney
- Durham Police Chief

Goal #2: Employ a multi-method screening approach to get you the best data on your top candidates:

<ul style="list-style-type: none"> We develop a customized application that candidates must complete on-line. This application would be tailored to the specific challenges facing the County. In comparison to the traditional cover letter and resume, we are then able to match candidates with the specific needs of the County. Moreover, we are then able to make “apples-to-apples” comparisons of candidates rather than trying to piece together disparate information from resumes that are each designed differently. 	<ul style="list-style-type: none"> We conduct intensive interviews with each of the top candidates (up to 15). We conduct these interviews using structured questions based on the needs of the County along with a detailed scoring system. The responses of each candidate are recorded and available to you for review.
<ul style="list-style-type: none"> We also administer on-line surveys requiring short essay answers from candidates. These questions generally focus on how candidates have managed more complex challenges and provides you with an early writing sample prior to further assessment. 	

OUTCOME: Many clients tell us that they based previous selection decisions on *less* information that we provide through our screening process.

Goal #3: Apply skill-based assessments and Emotional Intelligence testing to provide you with a comprehensive assessment that goes beyond the traditional interview-only approach.

<ul style="list-style-type: none"> Skill-based exercises are of greater validity (almost twice as accurate) than the traditional interview-driven approach Developmental Associates designs exercises that simulate the responsibilities of the position, such as making budget presentations, developing written project plans, facilitating staff meetings, conducting performance-based role plays, and resolving HR issues to directly observe the candidate skills that interviews cannot elicit. 	<ul style="list-style-type: none"> In addition to the skills-based assessments, we administer a psychological inventory called the Emotional Intelligence Inventory (EQi 2.0) – see page 10. This inventory, which is validated for employment, provides us with information on critical skills of the candidate, such as problem solving, assertiveness, interpersonal relations, and teamwork. This inventory is administered independent of the skills exercises; in other words, the psychologist administers the EQ without knowing the other assessment results.
--	---

OUTCOME: We provide you with the most in-depth and accurate information possible about the top candidates for this position to enable you to make the most informed decisions possible. It is **essential** to rely on three common and very comfortable methods as a part of the selection process: 1) reviews of resumes, 2) reference and background checks, and 3) interviews. ***Nevertheless, these are the three least accurate methods for determining the true competencies of candidates and they are the key methods used by our competition!*** One of many reasons for the limitations of these methods is that they rely mostly on indirect or inferential data. For example, resumes tell us what the candidate has done, but not how well he/she has performed. References rely on third-party observations that have often been shown to be unreliable and based more on familiarity than skills assessment. Interviews, when conducted in a systematic and behavioral-based fashion, can reveal certain key attributes: knowledge, verbal communication skills, and judgment (when situational questions are included). *Interviews, however, are not able to directly verify other critical skills, such as budget analysis, conflict resolution, project planning, meeting or group facilitation, leadership style, problem solving, writing, or even presentation skills. These competencies can be directly evaluated using skills-based exercises.*

Despite the limitations of interviews, they are an essential component of any process. Any Council, as in Mebane, will want to interview the top 2-3 candidates emerging from our skills-based process. **Other search firms only have expertise in recruitment and screening; they do not have a sophisticated approach to assessing candidates. Beware, particularly, of firms that only provide you with a stock set of interview questions.**

Instead, Developmental Associates will tailor the interview questions based on two factors:

- 1. What we have learned about the key challenges (in the job/organizational analysis) facing the next Mebane City Manager.*
- 2. The strengths and weaknesses we have learned about each finalist based on our skills-assessment and Emotional Intelligence testing.*

Moreover, we would provide guidance on best practices for conducting those interviews.

As you review our proposal, you will observe that our methods do not limit your discretion, instead, they enhance the quality of information you would have at your discretion in making screening, assessment and in final interview decisions.

Finally, let me share some data with you. ***Ninety-six percent (96.4%) of the over three hundred executives we have placed have either stayed in their position for a minimum of five years or have been promoted to a higher-level position.***

Thank you for considering our services. We would be pleased to partner with the Council to find an outstanding Mebane City Manager.

Sincerely,



Stephen K. Straus, Ph.D.
President - Developmental Associates, LLC

**PROPOSAL: CITY OF MEBANE
RECRUITMENT, SCREENING, AND SELECTION PROCESS:
FOR CITY MANAGER**

April 1, 2024

<u>SECTION I: PROPOSAL CONTENTS</u>	<u>PAGES</u>
A. Scope of Services	pages 6-9
• Emotional intelligence Factors	page 10
B. Proposed Fees for Services	page 11
<u>SECTION II: OVERVIEW OF FIRM</u>	
C. Organization and Staffing	<i>pages 12-13</i>
D. Qualifications and Experience	<i>page 14</i>
E. A New Approach to Executive Assessment	<i>pages 14-15</i>
F. References	<i>pages 16-17</i>

Sample Recruitment Brochure Included

HIRE WITH CONFIDENCE PLEDGE

If Developmental Associates is responsible for recruiting and screening candidates, we guarantee that the client will find a candidate that it can hire with confidence. If the selected candidate does not continue employment for at least *two years* of service, Developmental Associates pledges to provide all of the services originally agreed upon with the client for no additional charge other than expenses, such as conducting additional phone interviews and administering the Emotional Intelligence Inventory (EQi) to candidates approved by the client. Developmental Associates would continue to provide these services until the client selects a candidate it can "hire with confidence". Developmental Associates does not maintain this pledge if it is not responsible for the recruitment and screening for the position, nor if the client fails to secure final interviews, background investigations and final decision within 30 days of the completion of the skills-assessment process.

The information provided herein by Developmental Associates, LLC. is proprietary and confidential, offered to the recipient solely for the purpose of evaluating its service proposal. This information should not be disclosed to anyone outside the decision-making group without the company's prior authorization.

Submitted by: Stephen K Straus, President
Company: Developmental Associates, LLC
Phone/Fax: (919) 812-0132 (919) 929-6883
Email Address: skstraus@developmentalassociates.com

A.1: EMOTIONAL INTELLIGENCE FACTORS*

SELF-PERCEPTION REALM

EQ-i Scale	The EI Competency Assessed by the Scale
1. Emotional Self-Awareness	<i>Ability to be aware of and understand one's feelings and their impact</i>
2. Self-Regard	<i>Ability to respect and accept one's strengths and weaknesses</i>
3. Self-Actualization	<i>Ability to improve oneself and pursue meaningful objectives</i>

SELF-EXPRESSION REALM

EQ-i Scale	The EI Competency Assessed by the Scale
4. Emotional Expression	<i>Ability to express one's feeling verbally and non-verbally</i>
5. Independence	<i>Ability to be self-directed and free of emotional dependency on others</i>
6. Assertiveness	<i>Ability to express feelings, beliefs, and thoughts in a nondestructive way</i>

INTERPERSONAL REALM

EQ-i Scale	The EI Competency Assessed by the Scale
7. Interpersonal Relationships	<i>Ability to develop and maintain mutually satisfying relationships</i>
8. Empathy	<i>Ability to recognize, understand and appreciate the feelings of others</i>
9. Social Responsibility	<i>Ability to contribute to society, one's social group, and to the welfare of others</i>

DECISION MAKING REALM

EQ-i Scale	The EI Competency Assessed by the Scale
10. Impulse Control	<i>Ability to resist or delay and impulse, drive, or temptation to act</i>
11. Reality Testing	<i>Ability to remain objective by seeing things as they really are</i>
12. Problem Solving	<i>Ability to solve problems where emotions are involved</i>

STRESS-MANAGEMENT REALM

EQ-i Scale	The EI Competency Assessed by the Scale
13. Flexibility	<i>Ability to adapt one's feeling, thinking, and behavior to change</i>
14. Stress Tolerance	<i>Ability to effectively cope with stressful or difficult situations</i>
15. Optimism	<i>Ability to remain hopeful and resilient, despite setbacks</i>

EQ-i 2.0, Multi-Health Systems (2011), All Rights Reserved

Adapted from *The EQ Edge*

Steven J. Stein, Ph.D. and Howard E. Book. M.D.

Third Edition (2011)

B: PROPOSED FEES FOR THIS PROJECT

BASIC FEE	ADDITIONAL OPTIONS (Including Maximums)
\$24,500	<ul style="list-style-type: none">• EQi- Analysis @ \$350 per candidate (up to 5)• Coaching and Feedback @ \$350 for the successful candidate
MAXIMUM TOTAL FEE: \$26,250 does not include the following: <ul style="list-style-type: none">• Additional work requested by the client but not included in this proposal would be billed at \$250 per hour.• Background @ approximately \$2250 per candidate*• Coaching for internal candidates who apply but are not selected @\$350 each.• Out of pocket advertising fees (typically \$1,500-\$2,500)	

***This fee would be paid directly to Chief Tom Younce if the client wishes to use his services**

With our virtual process the client would have no other fees or expenses other than the expenses of bringing the finalists on site for final interviews.

Clients are expected to process billing for payment (net 30) at the conclusion of the skills-assessment process.

Litigation support, expert witness testimony, and depositions would be billed at an hourly rate of \$250.00 per hour unless Developmental Associates is responsible for losing a grievance or legal case. In that event, there would be no charge for litigation support.

II. OVERVIEW OF FIRM

C: ORGANIZATION AND STAFFING

Steve Straus would be the lead consultant on this project. He would team with Heather Lee, Martha Paige, and Holly Danford-Bishop. This team is diverse in race and gender. Moreover, our team is a mix of practitioners and academicians.

Steve Straus, Ph.D. is President and Founder of North Carolina-based Developmental Associates. He earned his Bachelors' Degree from the Wharton School of Business at the University of Pennsylvania, a Master of Public Administration from the University of North Carolina at Chapel Hill and a Ph.D. from Duke University in Political Science. Dr. Straus is a former Assistant City Manager in Southern Pines. Steve has been a long-time member and frequent presenter with the NC City and County Managers Association. For 26 years he has taught in the Master of Public Administrative Programs at NC State University and UNC Chapel Hill and has served on the faculty at the School of Government at UNC-Chapel Hill. He has published in the leading public sector journals.

Heather Lee, Ph.D. is a Partner with North Carolina-based Developmental Associates where she has worked since 2004. Heather earned an M.S. and a Ph.D. from North Carolina State University in Industrial/Organizational Psychology. Dr. Lee earned her undergraduate degree in Psychology with a minor in Social Work at Florida State University. Heather, a Certified Senior Professional in Human Resources (SPHR), is an organizational consultant specializing in the nonprofit, governmental, and educational sectors.

Heather has served as a faculty member and Manager at the NC Center for Women in Public Service as well as for the William Peace University Human Resources degree program. She is a former Vice-President for Human Resources with the NC Easter Seals Society. Heather has consulted extensively with local governments and is the co-designer of and a faculty member in the North Carolina Public Managers Program.

Martha Paige is the former Morrisville Town Manager. She also served as Assistant Winston-Salem Manager. She is so widely respected by her peers that she served as President of the NC City and County Managers Association.

Holly Danford-Bishop, Ph.D. would be the Project Manager. Holly has worked in various capacities with DA since 2013. As Project Manager, Holly works with employers and candidates to make sure their needs are met, questions answered, and excellent customer service is delivered on a consistent basis. She takes the lead in analyzing the qualifications of candidates during the screening processes.

ROLES IN THIS PROJECT

Lead consultant: Stephen K. Straus, Ph.d.

ROLE	PERSON(S) RESPONSIBLE
Job/Organizational Analysis	Martha Paige
Design of Job Ad	Heather Lee, Ph.D.
Candidate Recruitment	Martha Paige, Heather Lee, and Stephen Straus
Initial Candidate Screening	Holly Danford-Bishop, Ph.D. and Heather Lee
Secondary Candidate Screening	Holly Danford-Bishop and Martha Paige
Assessor Recruitment	Stephen Straus
Exercise Design	Derwick Paige and Andrea Surratt
Candidate Orientation	Stephen Straus
Assessor Training	Stephen Straus
Debrief with the City Council	Stephen Straus and Heather Lee
Initial Negotiation with Finalist	Heather Lee
Coaching of Successful Candidate	Heather Lee

CONFLICT OF INTEREST STATEMENT

We have no one on our staff who is associated with the City of Mebane

D: QUALIFICATIONS AND EXPERIENCE

Our Recent Clients

Local governments are quickly recognizing the benefits of the new approach offered by Developmental Associates. During the last five years we have either completed or are in the process of working with the following local governments and universities:

<ul style="list-style-type: none">• The City of Durham, North Carolina• Wake County, North Carolina• The City of Savannah, Georgia• The City of Williamsburg, Virginia• The City of Danville, Virginia• The City of Suffolk, Virginia• The Town of Blacksburg, Virginia• The City of Statesboro, Georgia• Southampton County, Virginia• The City of Greensboro, North Carolina• The City of Winston-Salem, North Carolina• The City of Fayetteville, North Carolina• The Town of Chapel Hill, North Carolina• The Town of Duck, North Carolina• The Town of Apex, North Carolina• The Town of Matthews, North Carolina• The Town of Garner, North Carolina• Durham County, North Carolina• Sampson County, North Carolina• The Town of Holly Springs, North Carolina• The Town of Wake Forest, North Carolina	<ul style="list-style-type: none">• Duke University• NC State University• East Carolina University• The Town of Wrightsville Beach, North Carolina• The Town of Morrisville, North Carolina• The Town of Zebulon, North Carolina• The Town of Waynesville, North Carolina• The University of North Carolina at Chapel Hill• UNC School for the Arts• The Town of Mills River, North Carolina• The City of Asheboro, North Carolina• The City of Isle of Palms, South Carolina• The City of Sanford, North Carolina• Cleveland County, North Carolina• Transylvania County, North Carolina• Cumberland County, North Carolina• The City of Wilson, North Carolina• The Town of Stallings, North Carolina• The University of North Carolina – Pembroke• UNC Charlotte• Cit of Lexington, North Carolina
---	---

E: A NEW APPROACH TO EXECUTIVE ASSESSMENT: TALENT IDENTIFICATION AND ASSESSMENT

Section II.B: A New Approach to Executive Assessment – Talent Identification and Assessment

These and many other clients are recognizing that Developmental Associates has developed a new, more thorough, accurate, and comprehensive model for executive processes – which we call Talent Identification and Assessment. The old “Search Model” makes three outdated assumptions as follows:

Outdated Search Model	Limitation	DA Talent Identification & Assessment Solution
<p>Recruitment Methods: Assumes that the search firm is in close contact with top candidates nationally that will only apply for the position if contacted by the firm.</p>	<p>This model fails to take into account the use of modern technology to recruit.</p> <p>Large national firms also tout their staff connections throughout the country claiming their consultants will share prospective candidates with one another – rather than competing with one another.</p>	<p>Developmental Associates uses multiple recruitment methods including targeting individuals, placing ads in leading professional websites and journals, relying extensively on social media, and connecting with our national network through NEOGOV – the leading public sector technology solution for recruitment and selection in the United States. Moreover, as a “boutique” firm our consultants all work together on each project.</p>
<p>Candidate Screening Other search firms often posture that they know how candidates are actually performing in their current position</p>	<p>That is a myth. Knowing a candidate, even befriending a candidate, does not mean that the search firm can actually assess that candidate’s performance in day-to-day activities. The search firm does not directly observe critical competencies, such how effectively the candidate deals with staff, plans, organizes, or deals with conflicts.</p>	<p>Developmental Associates uses an extensive, multi-method screening approach that provides you with a sounder understanding of the skills and competencies of each candidate. Because this process is standardized it enables fair comparisons across candidates.</p>
<p>Candidate Assessment: Presumes that candidates can be evaluated comprehensively through interviews.</p>	<p>Interviews are a necessary component of any selection process, but they are insufficient to assess overall executive competencies. Interviews when properly constructed and conducted, at best, can only directly determine how well the candidate can communicate, his/her knowledge, and judgment. The interview is too limited to assess other essential management and leadership skills, such as writing, developing budgets, problem solving, dealing with staff, managing projects, and so on. All that can be learned from the interview about these essential skills is what the candidates say they do.</p>	<p>We provide intensive assessment of candidate skills that other firms do not offer <i>before</i> the Council begins the interview process. This skill-assessment process enables you to directly observe the skills of candidates performing a variety of executive skills, such as managing staff, budgeting, dealing with the media, making presentations, facilitating staff meetings, and so on.</p>

F: REFERENCES

<p>Town of Chapel Hill Town Manager Chris Blue (919) 968-2743 cblue@townofchapelhill.org <i>DA has helped the Town hire several department head positions and also with succession planning. We recently work with the Town to hire Maurice Jones as Manager. We just completed a process in which we helped the Town Council hire a new Town Attorney.</i></p>	<p>Durham County County Manager Kim Sowell (919) 560-000 ksowell@dconc.gov Also feel free to contact any of the Commissioners such as Chair Howerton whose phone is (919) 560-0026. <i>We helped the County hire several staff including, most recently, the County Manager.</i></p>
<p>Wake County County Manager David Ellis David.Ellis@wakegov.com (919) 856-6160 <i>We worked with Mr. Ellis over the last twelve months to hire two Deputy Managers – the Chief Community Vitality Officer and the Chief Innovation and Information Officer as well as the Human Services Director.</i></p>	<p>Town of Apex HR Director Mary Beth Manville (919) 249-3420 marybeth.manville@apexnc.org <i>In 2021 we worked with the Town to hire Jason Armstrong, their first African American to hold that position in Apex. We have also helped hire the Assistant Town Manager, DEI Director, Water Resources Director, Deputy Police Chief, Fire Chief, Community Development Director, and Assistant Fire Chief.</i></p>
<p>City of Savannah Mayor Van Johnson MayorJohnson@savannahga.gov (912) 651-6444 HR Director Jeff Grant (912) 541-3218 jgrant01@savannahga.gov <i>We have partnered with the City of Savannah to hire their new City Manager. We also assessed candidates for Chief of Police, and helped hire its IT Director, Fire Chief, Assistant Chiefs of Police (2) and Assistant Fire Chief.</i></p>	<p>City of Danville, Virginia Manager Ken Larking klarking@danvilleva.gov (434) 799-5100 <i>DA worked with Mr. Larking to hire a Chief of Police in 2017 and a Fire Chief in 2019. We are currently working with Danville to hire an Economic Development Director, a Transit Director and a Planning Director.</i></p>
<p>City of Greensboro Deputy Manager Chris Wilson (336) 373-2002 christian.wilson@greensboro-nc.gov <i>DA has assisted in Greensboro in hiring several assistant managers, department directors and higher-level staff. We helped hire David Parrish as an Assistant and the Council valued his work enough to appoint him as Manager about three years ago.</i></p>	<p>City of Fayetteville Manager Doug Hewitt dhewett@ci.fay.nc.us (910) 309-0284 <i>DA assisted Fayetteville in hiring its Police Chief, Director of Engineering and Infrastructure, and a Human Relations Director. This year we helped them hire an Assistant City Manager and Economic and Community Development Director</i></p>

<p>City of Durham Wanda Page Wanda.page@durhamnc.gov (919) 560-4222 <i>DA assisted the City in hiring a Deputy Manager. We have also helped Durham hire other department directors, including two Chiefs of Police. We also worked with the City Council last year to select their Manager, Wanda Page.</i></p>	<p>City of Statesboro, Georgia Mayor Johnathan McCollar jonathan.mccollar@statesboroga.gov (912) 764-5468 <i>DA worked with the City of Statesboro to hire a Chief of Police in 2016 and to hire a City Manager in 2019. We also helped the City hire a Human Resources Director in 2019.</i></p>
<p>Town of Garner Interim Manager Jodie Miller (919) 218-3764 jmiller@garnernc.gov <i>We have also helped Garner hire the Police Chief, Assistant Manager, and Economic Development Director</i></p>	<p>Town of Morrisville Manager Brandon Zuidema (919) 463-6150 bzuidema@townofmorrisville.org <i>DA worked with a split Council to arrive at an enthusiastic and unanimous decision to hire its City Manager – Martha Paige in 2014. We have recently assisted Morrisville in hiring a Finance Director, Chief of Police, Fire Chief and two Assistant Town Managers.</i></p>
<p>Town of Duck Mayor Don Kingston don.kingston@townofduck.com (252) 255-1234 <i>DA worked with the Town of Duck to hire its Manager Drew Havens in 2021.</i></p>	<p>Town of Southern Pines Manager Reagan Parsons (910) 692-7021 Parsons@southernpines.net <i>We have worked with Reagan to hire a number of department directors and assistant managers.</i></p>
<p>City of Lexington, NC Mayor Jason Hayes MayorHayes@lexingtonnc.gov (336) 243-2489 ext. 2990 <i>We worked with the City to hire Johnnie Taylor as Lexington City Manager. Johnnie is the first African-American Lexington City Manager.</i></p>	<p>City of Winston-Salem Mayor Allen Joines allenj@cityofws.org (336) 727-2058 <i>We recently worked with Mayor Joines and the Council to hire Pat Pate as the new City Manager. We have also worked with Winston-Salem to hire a number of department heads including two police chiefs.</i></p>

The City of



Invites Your Interest in the Position of

CHIEF OF POLICE

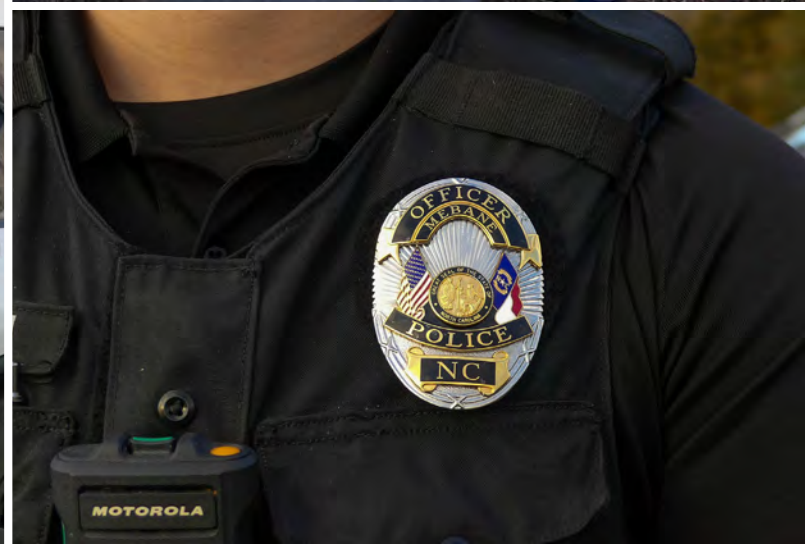


The growing City of Mebane, in central NC, seeks an experienced law enforcement professional to join its CALEA accredited police department as its next **Chief of Police (Chief)**.

The ideal candidate is one of high integrity with a track record of proactive, positive, and innovative leadership in community-oriented policing. The next **Chief** applies principles of diversity, inclusion, and belonging from program conception through decision-making and implementation. With excellent interpersonal skills, the desired **Chief** demonstrates ability to unite communities around common goals.

As the City continues to prepare for growth, the ideal candidate is a forward-thinking visionary. The next Chief will have the opportunity to facilitate the growth of the department to meet the current and future needs of the City, to include evaluating the adequacy of the physical location and resources. The **Chief** will create and sustain a positive working culture with high regard for employee morale, health, and wellness. The successful **Chief** will immerse him/herself in the historically low-crime rate community, becoming a trusted and respectful leader and holding him/herself and the department to high standards of excellence.

The next Chief applies principles of diversity, inclusion, and belonging from program conception through decision-making and implementation.



About the Community

Incorporated in 1881 as Mebanesville, the City's name was officially changed to Mebane in 1883. From a population of 218 in 1900 to nearly 18,500 today, and with expected growth in excess of 25,000 estimated by 2030, the City of Mebane's rich history as an industrial hub for tobacco, furniture, and apparel continues to propel the city forward. Located in Alamance and Orange Counties and near the capital city of Raleigh, Mebane is a short drive from the mountains to the west and the coast to the east.

Whether you are an outdoor enthusiast or an antique collector, there is much to discover in Mebane. Community members enjoy 310 acres of parks and many golf courses, annual events such as the Dogwood Festival, the popular Fourth of July parade and fireworks, and the magical Christmas parade. Mebane offers vast outdoor recreation opportunities including Lake Michael, a vibrant downtown with unique shops and galleries, and a number of antique merchants for the avid antique collector. Mebane enjoys a growing commercial private sector, amenities, and availability of two public school systems (Alamance Burlington School System and Orange County Schools), private schools, and public charter schools within and very close to Mebane. There are numerous established and new residential developments to call home in Mebane.

Historic landmarks such as the City's Public Library, and a refurbished, historic hosiery mill preserve the historical culture of the city. From 2010 – 2020, Mebane saw a 56.21% increase in its population. Demographically, the city's population is 60% White, 22% African American, 7% Hispanic or Latino, 5% Asian and nearly 8% other race. Mebane's median household income (as of 2021) was \$69,947. At 10%, Mebane's poverty rate is less than the state's poverty rate of 13.4%.

The City of Mebane community members enjoy a wide array of outdoor activities as well as annual parades, festivals and other events, as well as a growing commercial private sector.

Other amenities include:



More than 300 acres of parks, golf courses and other outdoor spaces . . .



a vibrant downtown with unique shops and galleries . . .



Lake Michael, a 60-acre lake with multiple fishing piers boat launch, picnic shelters, playgrounds, walking trails and more . . .



*and historical landmarks, such as the City's Public Library.
(Mebane Enterprise)*

About the Organization:

Operating under a Council-Manager form of government, the City Manager reports to the Mayor and five at-large Council members. Mebane's recent growth has increased demands on city services, the cost of which is reflected in the City's [FY 22-23 budget](#) of \$38.2M (General Fund budget of \$28.3M). The City's [long-range plans](#), which support the future growth of the City, include a comprehensive plans for land development, bicycle and pedestrian transportation, transportation, and a downtown vision plan.

About the Department and Position:

Recently receiving CALEA re-accreditation, the Mebane Police Department consists of 45 sworn positions across the following divisions: Administration, Patrol, Investigations, Vice/Narcotics, K-9s, School Resource Officers, and Animal Control. The department's communication and police dispatch operate through Alamance County's 911 communications system.

As a part of its dedication to community-oriented policing, the Mebane Police Department is involved in the following community programs, among others: National Night Out, Citizen's Police Academy, and Special Olympics.

Operating within a community-oriented policing framework, the Mebane Police Department works with the community to create communication bridges, avenues for information-sharing, and implements pro-active,

co-active policing to ensure the highest quality of life for the community. The department is committed to ensuring that the community has access to discussion forums, programs, and personnel to create strong, long-lasting partnerships that meet the needs of community members and visitors thus creating a great community in which to work and live.

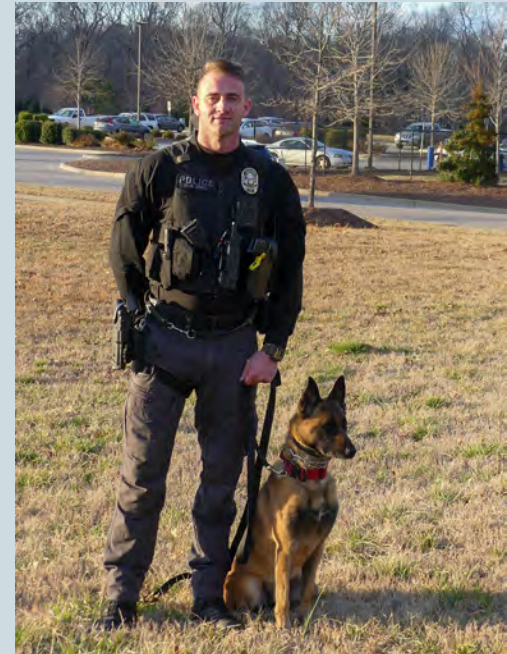
The K-9 Division is one of seven divisions that comprises the Mebane Police Department.



The department's operations division is its largest division, comprised of 30 Sworn Patrol Officers, 2 Police Canines, and 1 Sworn Traffic Enforcement Officer. The Patrol Division is made up of four teams working a twelve-hour rotating shift. Each patrol shift is supervised by a Sergeant and a Corporal. The Patrol Division is responsible for responding to all calls for service, crime prevention, traffic enforcement, motor vehicle collision investigations, and community engagement. The Traffic Enforcement Team is assigned to the Operations Division and their goal is to maintain the safety of the motoring public. Traffic Officers receive specialized training to better equip them for their assignment such as Lidar Operation, Accident Reconstruction, etc. To learn more about the department, click [here](#).

Reporting to the City Manager, the **Chief** manages the department's \$5.6M budget, a 6.3% increase from the FY 21-22 budget and oversees the department's personnel with 3 direct reports (the Assistant Chief and two Lieutenants).

The next **Chief** will be a strong collaborator — one who is accessible, present, and involved in the community. This professional will be creative in implementing community policing as a philosophy and emulating the principles of such personally. The ideal **Chief** will be recognized by peers as being a highly effective listener who will demonstrate empathy in their interactions with community members and stakeholders. Further, the **Chief's** leadership style will naturally inspire and empower others to unite around a collective vision. This **Chief** must function well in a fast-paced, ever-changing environment and make strategic and swift decisions to ensure the safety of all.



The **Chief** is responsible for overseeing all operational functions of the department, ensuring quality service delivery, while also implementing the long-term strategic vision of the department.

Additionally, the **Chief** works closely with the City Manager and other key stakeholders to ensure that the department's efforts align with the strategic priorities of the City.



Key Position Priorities:

- Ensure the department continues to be a fully engaged City and community partner – advocating for cohesion among officers both internally and externally in the community while nurturing the unity and trust within the community.
- Recruit and retain diversity among sworn and civilian staff while leveraging internal talent and closing gaps through engaging employees in training, development, and succession planning.
- Evaluate the department’s needs, current staffing, policing data, and service delivery practices in order to assess what alignment and changes, if any, are needed to initiate and implement best practices to meet strategic goals.
- Utilizing results and changes from a recent pay study, assess and advocate for short and long-term solutions to competitive pay and compression issues along with other work factors to improve morale, retention, and recruitment.
- Implement best practices to improve departmental processes and communication — establishing and upholding a culture of equity, transparency, and accountability.



Qualifications:

Requires a bachelor’s degree in criminal justice, public administration, or other relevant field, and 10 years of progressive law enforcement experience across functional areas such as patrol, internal affairs, administration, investigations, etc. to include 5 years at the command level and at least 5 years of budget development/management experience. Must possess current advanced NC LE certification or be eligible to acquire. A master’s degree and executive law enforcement training are preferred. Must have a valid NC driver’s license or the ability to obtain a valid NC driver’s license within 60 days of relocating to NC.

- **Transfers:** An officer holding probationary certification may not laterally transfer from one law enforcement agency to another. The probationary period must be completed in its entirety at the same agency. If an officer terminates employment with one agency before his or her year is up, then he or she must start a new probationary period at the new agency. In-state candidates with less than a three-year break in NC service may receive partial credit toward basic law enforcement training. Out-of-state transferees will be evaluated to determine the amount and quality of their training and experience. At a minimum, out-of-state candidates must have two years of full-time, sworn law enforcement experience and must have successfully completed a basic law enforcement training course accredited by the state from which they are transferring and cannot have a break in full-time service exceeding three years at the time of appointment. Individuals with Federal law enforcement officer certification who have not had a break in service exceeding three years at the time of appointment may receive partial credit toward NC basic law enforcement training. NC does recognize and give partial credit for military police (MP) training if the candidate has completed a formal military basic training program and been awarded a military police occupational specialty rating and has served as a military police officer for not less than two of the five years preceding the date of appointment.

The Successful Candidate is:

- skilled in developing trust among members of the community and the police department while leveraging opportunities for collaborative problem solving and partnerships;
- an individual with impeccable integrity and a proven record of consistency in managing both internal and external relationships to mitigate challenges and maximize opportunities;
- a leader who “walks the talk” on community-oriented policing strategies and initiatives both with staff and the community;
- experienced working in a council-manager form of government and has expert skills in navigating the complexities of varying roles (e.g. need for building relationships, educating Council, clear communication, ensuring mutual trust);
- skilled in leveraging internal talent while closing gaps through engaging employees in training, development, and succession planning to improve retention and prepare for upcoming retirements;
- able to demonstrate personal responsibility and leadership initiative that led to crime reduction and strong community relationships in current or past positions;
- experienced across functional areas such as accreditation, patrol, support investigations, crisis units, or other specialized units;
- consistently updating personal knowledge regarding public policy, public perception, and law enforcement trends and ensuring that knowledge is shared with stakeholders (e.g. Intelligence-Led Policing, Eight Can't Wait, 21st Century Policing, Community Engagement and Involvement, pilot programs for non-LE response teams, COVID-19, management of protests);
- skilled in budget development and management, policy development and application, progressive policing strategies and maintenance of effective service levels despite resource constraints;
- appreciative of the significance of diversity within all aspects of the department and community and has developed innovative solutions to attracting, retaining and promoting diversity, equity and inclusion;
- an outstanding communicator verbally and in writing with well-developed interpersonal skills and abilities; and,
- goal oriented, possessing high standards of self and others, thriving in a culture of high-performance expectations and personal accountability.



Salary and Benefits:

The hiring range for the position is \$99,754 - \$154,617, commensurate with education and experience. The City of Mebane offers a comprehensive benefits package that includes medical, dental, vision, State retirement, 401k retirement savings plan, and tax-free reimbursement accounts. The Police Chief is required to establish residency within the corporate limits of the City within a period of twelve (12) months from the date of employment.

To apply, please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Chief of Police – City of Mebane, NC** title. To learn more about the selection process, visit <https://developmentalassociates.com/client-openings> select “Client Openings” and scroll down to “Important Information for Applicants.” All applications must be submitted online via the Developmental Associates application portal – NOT the City Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters must be uploaded with the application. Applicants are encouraged to apply by February 27, 2023. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on March 27-28, 2023. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.

All *inquiries* should be emailed to hiring@developmentalassociates.com.



The City of Mebane is an Equal Opportunity Employer.



The recruitment and selection process is being managed by Developmental Associates, LLC



City of Savannah
Invites your interest in the position of
City Manager



The City of Savannah is seeking a passionate, equity, and social justice-oriented leader for their next **City Manager**. With the ability to lead talented and competent staff while working effectively within the Council-Manager form of government, this highly-skilled and motivated servant-leader will have outstanding interpersonal engagement, excellent fiscal management, and creative equity-focused economic development skills. The City Manager must have the ability to relate well in the community, build relationships, and have the ability to partner with an engaged Council.

The Community:

Savannah has a diverse economy consisting of manufacturing, one of the fastest growing seaports in the nation, tourism, regional medical services, and the military. Retail and service businesses are also important factors.

Savannah's warm weather allows participation in outdoor activities year-round. The city has more than 100 public recreational neighborhood parks, 13 swimming pools, more than 70 athletic fields, more than 75 basketball courts, 50 tennis courts, 2 public golf courses, and a marina. For boating, fishing, and swimming enthusiasts, Savannah offers marinas throughout the 420 miles of navigable waters and 87,000 acres of tidal marshland, as well as the Intercoastal Waterway. Tybee Island is Savannah's public beach and is located approximately 20 minutes east of the downtown area.



Accolades

- **Largest National Historic Landmark District**
- **One of "The World's 30 Friendliest Cities"** ¹
- **fifth "Best Small City in the United States"** ²
- **"one of the best employers and top local government in the State of Georgia."** ³
- **"top 10 Most Beautiful Places in America."** ⁴
- **"World's Top Ten Trendy Travel Hot Spots."** ⁵
- **"Top 10 U.S City to Visit."** ⁶
- **"Best Southern City" list** ⁷
- **"Top 25 Places to Live and Work."** ⁸

Savannah is a wonderful community for your next career move.

¹ Condé Nast Traveler's Reader's Choice Awards

² Condé Nast Traveler's Reader's Choice Awards

³ Forbes

⁴ USA Weekend Magazine

⁵ The New York Times

⁶ Conde Nast Traveler

⁷ Southern Living

⁸ Outlook Magazine

With its well-preserved history, fascinating architecture, natural beauty, unique squares and mild climate, Savannah is a splendid spot for sightseeing. We boast the nation's largest National Historic Landmark District. Savannah has been voted one of "The World's 30 Friendliest Cities" and the fifth "Best Small City in the United States" according to Condé Nast Traveler's Reader's Choice Awards. In 2019, Forbes named the City of Savannah as "one of the best employers and top local government in the State of Georgia." Savannah has earned its reputation and has received accolades: USA Weekend Magazine declared Savannah one of the "top 10 Most Beautiful Places in America." The New York Times named us one of the "World's Top Ten Trendy Travel Hot Spots." Conde Nast Traveler picked us as a "Top 10 U.S City to Visit." Southern Living placed us as second on its "Best Southern City" list. Outlook Magazine called us one of the "Top 25 Places to Live and Work." This is a wonderful community for your next career move.

With over 146,000 year-round residents, the population of Savannah also includes the students of four colleges and universities offering bachelor's, master's, and professional or doctoral degree programs: Georgia Southern University-Armstrong Campus, Savannah College of Art and Design (SCAD), Savannah State University, and South University. With six distinct historic districts, coastal beaches, and a globally recognized food and art scene, tourism is a major driver in the economy with over 14.5M visitors in 2018. Home to the Port of Savannah, nearby Fort Stewart – Hunter Air Base, International Paper, Gulfstream Aerospace, Titlemax, and others; Savannah's economy is diverse and robust.

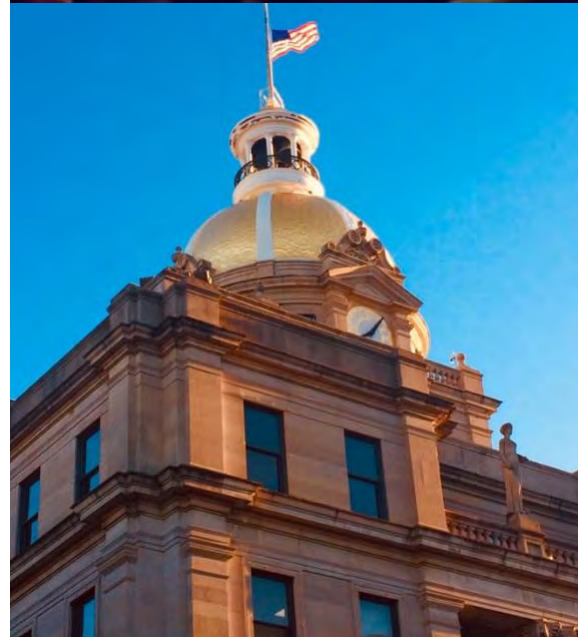
Organization Overview:

Under the City Charter the **City Manager** is the chief executive officer of the City and is responsible for implementing the policies of the City Council, directs business and administrative procedures, and appoints departmental officers. The City Council is composed of the Mayor and eight alderman who all serve concurrent four-year terms. This full-service municipality employs 2400 full-time workers across 26 departments and has a FY 2021 budget of \$414.5M and AA+ bond ratings.

The City is guided by its [six strategic priorities](#) which tie to a fact-based approach and the FY 2021 Budget. Additionally, there is a strong commitment to data and transparency as evidenced by best practice good government initiatives. View the [Mayor discussing](#) the importance of using data to yield results.

The next City Manager must maintain and enhance the quality of life desired by citizens while continuing to drive economic diversity, enhancing excellent local, and regional partnerships, proactively planning and managing infrastructure investment, improving safety, and encouraging citizen engagement. A track record of innovation delivering on strategic initiatives as well as increasing collaborations, effective governance, and service delivery is essential.

More information about the City can be found [here](https://www.savannahga.gov/) (or by copying and pasting <https://www.savannahga.gov/> into your browser).





Key priorities of the new Manager will include:

- responding proactively and creatively to the impacts of COVID-19 on the City of Savannah’s businesses, residents, and visitors, while evaluating and planning for post- COVID-19 service delivery;
- skillful application of equity and environmental sustainability lenses from project conception through decision-making and implementation while committing to a calm and professional leadership and management style that is inclusive and promotes the value of diversity, equity, and performance excellence.
- leading strategic and continued innovation in economic development, job development, affordable housing, infrastructure maintenance, and planning;
- conducting an organizational assessment to evaluate operations, staffing, and programs to ensure outstanding customer service, fiscal responsibility, and achievement of strategic objectives; and,
- strengthening of the Council/Manager model of government and finding effective ways to manage the City by balancing the relationships with and responsibilities of the elected body with the roles of a professional City Manager and staff.



Qualifications: The successful candidate will have a minimum of a master’s degree in public or business administration, or a comparable field with 10 years increasingly responsible professional experience in municipal management with at least five years at the level of assistant manager or manager in a comparably sized City. Must have a proven track record in leading with an equity and social justice philosophy, transparent public communication, effective intergovernmental relations, personal community engagement, leading cohesive and collaborative change, visionary leadership, and being adept at leading and implementing strategic planning to meet community goals. Work experience in a high-growth and diverse community is highly desirable. ICMA credentials or the ability to those credentials within a designated timeframe is preferred.

The successful candidate has a track record of success and is:

- an ethical leader who sets an example for all by being transparent and highly competent;
- a confident and trusting leader who allows department heads to exercise their expertise without undue oversight, but expects and model's accountability for results;
- a data-driven decision-maker who seeks information from multiple sources, using data as well as stakeholder input to educate decision-makers, stakeholders, and to reach conclusions;
- committed to open and transparent government by proactively seeking opportunities to communicate in multiple forums, encourage citizen input, publicize decisions and willingly respond to media when appropriate;
- committed to the value of citizen accessibility and is visible and engaged with residents and visitors alike through community involvement;
- skilled at diplomatically engaging with a diversity of stakeholders such as individual citizens, community groups, City Council members, employees, University and business leaders, regional, state, and federal authorities in order to leverage City opportunities and mitigate challenges;
- is knowledgeable about and an experienced innovator for equity and inclusion, affordable housing solutions, infrastructure management, green environmental approaches, technology innovation, community and social justice-focused public safety, comprehensive land use planning, strategic partnerships, and funding mechanisms to carry out objectives;
- able to effectively recruit, retain, manage, develop and engage talented staff to deliver excellent customer service to both internal and external customers;
- an advocate for building staff engagement and teambuilding through continuing education for staff and self to ensure effective training, development, and succession planning;
- an assertive consensus builder who is adept at constructively advising and providing guidance to an engaged City Council and staff to carry out City initiatives;
- a creative thinker in assessing ways to increase revenue and effectively manage expenses while delivering outstanding service;
- experienced in developing and managing annual general and capital budgets with an outstanding track record of fiscal responsibility; and,
- effectively networks with peers in neighboring communities and in municipalities throughout the state.





Salary and Benefits:

Starting salary and total compensation will be competitive and based on qualifications. In addition, the City offers a comprehensive benefits package including health insurance, retirement options and relocation expenses. More information about benefits can be found [here](#) (or by copying and pasting <https://www.savannahga.gov/DocumentCenter/View/17274/2020-Employee-Benefits-Guide?bidId=>).

To apply, go to

<https://agency.governmentjobs.com/developmentalassociates/default.cfm> and click on the – **City Manager – Savannah** link.

To learn more about the selection process, visit Client Openings (or copy and paste into your browser: <https://developmentalassociates.com/client-openings/>).

It is not sufficient to send only a resume. Resumes and cover letters should be uploaded with the application. **Interested applicants are strongly encouraged to apply by April 18th**. Application review by Council begins April 22, 2021.

Finalists will participate in virtual interviews and skill assessments on May 20-21, 2021. This requires about 3-4 hours of time, not including preparation. Interviews with the Leadership team will follow at a subsequent time. Applicants are encouraged to hold these dates should they be invited to participate.

All *inquiries* should be emailed to hr@developmentalassociates.com. Savannah is an Equal Opportunity Employer. Developmental Associates, LLC is managing the recruitment and selection process for this position.



Mebane Fire Dept. Monthly Report

	January	Year to Date	% Change from 2023
Structural Response			
Totals	37	37	37%
Average Personnel Per Response	9	9	
Average Volunteer Response	3	3	
Non Structural Responses			
Totals	89	89	56%
Total Fire Response	126	126	50%
Location (Year to Date)	North	South	
Total Number/Percentage	66/52%	60/48%	
	North	South	
Average Fire Response Time	6:06	6:47	
Percentage of Calls Inside City	56%	56%	
Percentage of Calls Outside City	29%	29%	
Percentage of Calls for Mutual Aid	15%	15%	
EMT Response	196	196	16%
Location (Year to Date)	North	South	
Total Number/ Percentage	95/48%	101/52%	
CPS Seats Checked	11	11	
Smoke Alarms Checked/Installed	12	12	
Station Tours/Programs	1	1	
# of Participants	10	10	
Events Conducted/Attended	1	1	
Views Of Fire Safety Facebook Post	772	772	

Mebane Fire Dept. Monthly Report

	February	Year to Date	% Change from 2023
Structural Response			
Totals	20	57	14%
Average Personnel Per Response	9	9	
Average Volunteer Response	2	2	
Non Structural Responses			
Totals	44	133	29%
Total Fire Response	64	190	24%
Location (Year to Date)	North	South	
Total Number/Percentage	96/51%	94/49%	
Average Fire Response Time	North 5:39	South 6:38	
Percentage of Calls Inside City	45%	53%	
Percentage of Calls Outside City	28%	28%	
Percentage of Calls for Mutual Aid	27%	19%	
EMT Response	165	361	11%
Location (Year to Date)	North	South	
Total Number/ Percentage	196/54%	164/46%	
CPS Seats Checked	16	27	
Smoke Alarms Checked/Installed	2	14	
Station Tours/Programs	1	2	
# of Participants	70	80	
Events Conducted/Attended	1	2	
Views Of Fire Safety Facebook Post	1685	2457	



The Planning Board meeting was held at the Glendel Stephenson Municipal Building located at 106 E. Washington Street, Mebane, NC 27302 and livestreamed via YouTube. The video can be accessed through the following link: <https://www.youtube.com/watch?v=-Aatw4kmNO8>.

Members Present:

Edward Tulauskas, Chair
Judy Taylor, Vice Chair
Colin Cannell
Kurt Pearson
Gale Pettiford
David Scott
Susan Semonite

Members Absent:

William Chapman
Keith Hoover

City Staff Present:

Ashley Ownbey, Development Director
Briana Perkins, City Planner
Rachel Gaffney, City Planner
Kirk Montgomery, IT Director

1. Call to Order

At 6:30 p.m. Chair Tulauskas called the meeting to order.

2. Approval of March 12, 2024, Meeting Minutes

Judy Taylor made a motion to approve the meeting minutes. Kurt Pearson seconded the motion, which passed unanimously.

3. City Council Actions Update

Ashley Ownbey informed the Board that the Mebane City Council approved the rezoning on S. Third Street, the updated Rules of Procedure, the Bicycle and Pedestrian Transportation Plan, and the Recreation and Parks Comprehensive Master Plan. She said that the rezoning request related to the Bowman Road Townhome project would be considered at the April meeting of the City Council due to an advertising error.

4. Request to modify the conditional zoning district, B-2(CD), of three lots, totaling +/- 6.19-acres and located at Wilson Road and Forest Oaks Lane (GPINs 9824046036, 9824049256, and 9824038914) to allow for a farm supplies and equipment retail use by Hendon Tiller Mebane 3.0, LLC.

Hendon Tiller Mebane 3.0, LLC is requesting approval to revise the conditions for the +/- 6.19-acre property located on Wilson Road and Forest Oaks Lane (GPINs 9824046036, 9824038914, 9824049256), zoned B-2 (CD) to allow for a farm supplies and equipment retail use. The requested conditions reflect that Wilson Road will no longer be extended and a traffic impact analysis was submitted to address the potential impacts of the proposed development without that connection. The property is located in Alamance County in the Mebane City Limits.



The revised site-specific plan and staff report are provided in the meeting agenda packet available [here](#).

Rachel Gaffney provided a more detailed overview and PowerPoint presentation of the request.

Nathan Duggins, attorney with Tuggle Duggins in Greensboro and representing Hendon Tiller Mebane 3.0, LLC introduced the team of Rynal Stephenson, traffic engineer, Mat Lowder, civil engineer, and Mark Tiller the property owner. Nathan Duggins stated that the request was brought back to the Planning Board since the proposed extension for Wilson Road could not be realized. He stated that a traffic impact analysis was completed as part of the original condition of the rezoning. He reported that a neighborhood meeting was held by Zoom, which had three attendees who lived in the neighborhood off Forest Oaks Lane. He said that the stormwater culvert was discussed along with the turn from Mebane Oaks Road onto Forest Oaks Lane. Nathan Duggins indicated that there had since been discussion with the North Carolina Department of Transportation (NCDOT) about making the turn safer. He said that discussion about truck traffic was also mentioned and said that trucks would typically come once a week using only the back entrance of the site.

Colin Cannell asked if the main difference without the original proposed connection to Mebane Oaks Road would be traffic. Nathan Duggins replied that yes since the hope was originally to extend Wilson Road to the traffic signal at the Walmart. Colin Cannell asked to be reminded of the new road improvements. Nathan Duggins commented on the minimal westbound left turn lane, the widening on both sides of Forest Oaks Lane, and requirements at the driveways.

Colin Cannell asked for clarification of the location of Drives 1, 2, and 3. Rynal Stephenson, traffic engineer with Ramey Kemp Associates, showed Drive 1 as the first driveway on Forest Oaks Lane, Drive 2 as the second driveway on Forest Oaks Lane, and Drive 3 connection to Wilson Road. Colin Cannell asked about the stop controls recommended by the TIA at the driveways. Rynal Stephenson replied the improvements include stop signs and stop bars. Colin Cannell commented that he was surprised that with the removal of the Wilson Road connection that more road improvements were not recommended. Rynal Stephenson explained that the land use does not generate heavy traffic, and the recent improvements to Mebane Oaks Road helped.

Susan Semonite asked if the widening of Forest Oaks Lane was the reason for the reduction in the curb and gutter. Rynal Stephenson said that there would be some curb and gutter associated with the widening for the turn lane and the new sidewalk.

David Scott asked if the curb and gutter was going to end at just past the second driveway off Forest Oaks Lane. Colin Cannell commented that the original curb and gutter went down the whole street. Mat Lowder, civil engineer with Bowman North Carolina Ltd., explained that improvements along the frontage of the site was the same as previously presented. The other side of Forest Oaks Lane had changed. He explained that the length of curb and gutter on the other side was shortened to



minimize the impact on neighbors. Mat Lowder said that the new plan includes curb and gutter to second driveway of the commercial neighbor and some additional pavement beyond the driveway.

Susan Semonite asked if there was just no hope at this time for the extension of Wilson Road. Mark Tiller, with Hendon Tiller Mebane 3.0, LLC, explained that he and his partners were in constant contact with the neighbor to the south. He explained that the neighbor's price was out of budget and talks had fallen through. Mark Tiller mentioned that with future development of neighboring properties, he hoped discussion of the road connection would resume.

Susan Semonite asked if the land was indeed developable. Mark Tiller replied that the land could be developed.

David Scott asked if a price point was provided. Mark Tiller replied that a price had been indicated about what the neighbor thought the land was worth, but never an exact amount to purchase.

Jared Schumann, of 3987 Forest Oaks Lane, asked if there were any proposed upgrades to the culvert under his driveway and asked how the 100-year stormwater pond discharged. Mat Lowder explained that they were asked to upgrade the typical 10-year pond to a 100-year which means it could handle a rain event that only comes every 100 years. He also provided that the pond would retain water from the surrounding properties as well as the site in question. Mat Lowder explained that there would be some discharge, but that the pond would discharge smaller amounts over a period of time. He also said that there were no current plans to upgrade the culverts.

Jared Schumann asked if there would be any improvements to the intersection of Mebane Oaks Road and Forest Oaks Lane since the current concrete island was not well marked. Nathan Duggins said that they were still talking to the NCDOT about making a safer turn onto Forest Oaks Lane. Rynal Stephenson also provided that they would mention the issue to NCDOT again to see if it would be improved.

Jared Schumann then asked if it was possible to get a concrete median on Forest Oaks Lane to prevent those turning from New Millennium Fitness from crossing the centerline. Rynal Stephenson replied that NCDOT would not support a median, and the road widening should help with that issue. Tom Boney Jr., of The Alamance News, asked who had jurisdiction over Wilson Road. Ashley Ownbey replied that Mebane Oaks Road and Forest Oaks Lane are maintained by the NCDOT and Wilson Road south of Forest Oaks Lane is maintained by the City.

Tom Boney Jr. asked about another development recently approved that showed the extension of Wilson Road. Ashley Ownbey replied that the project was the Deep River development on the corner of Mebane Oaks Road and Old Hillsborough Road. She said that the Deep River developers were responsible for the portion of Wilson Road within their property bounds as outlined in an adopted



small area plan. A gap will exist until development of surrounding properties occurs. Nathan Duggins provided that the small area plan shows Wilson Road eventually extending from Forest Oaks Lane to Old Hillsborough Road.

Tom Boney Jr. commented that from his understanding the adopted plan shows Wilson Road as a secondary road running parallel to Mebane Oaks Road. Ashley Ownbey replied that yes, the plan did show the future Wilson Road design. She provided that the plan was adopted back in 2007 and another development by Evolve was also contributing to connections shown in the adopted plan.

Tom Boney Jr. asked if there was an entrance that was removed. Nathan Duggins replied that the third entrance on Wilson Road was located in the same place as previously approved.

Judy Taylor made a motion to approve the request as follows:

Motion to approve the revised conditions of the B-2(CD) rezoning as presented.

Motion to find that the application is consistent with the objectives and goals in the City's 2017 Comprehensive Land Development Plan Mebane By Design. Specifically, the request:

- *Is for a property within the City's G-4 Secondary Growth Area and is generally commercial in nature (Mebane CLP, p. 66).*

David Scot seconded the motion, which passed unanimously.

Chairman Tulauskas noted that the request will go to the City Council on April 8, 2024, at 6:00 p.m.

5. New Business

Ashley Ownbey informed the Board of a pop-up event for the Orange County Short Range Transit Plan at the Downtown Mebane Eggstravaganza and Bunny Hop and a survey and website to for the plan update. She reported that the City offices will be closed Friday, March 29, 2024, and the next Planning Board meeting is scheduled for Monday, April 15, 2024. She also informed the Board that the City released a request for proposals to update the Comprehensive Land Development Plan and submissions were due by Monday, April 8, 2024.

6. Adjournment

Chair Tulauskas adjourned the meeting at approximately 7:15 p.m.