



Council Meeting Agenda

May 5, 2025

6:00 PM

1. Call to Order Mayor Ed Hooks
2. Invocation..... Pastor Jesse Alston, Kimes Chapel Church
3. Recognitions..... Mayor
 - a. Resolution of Recognition- Southeast Alamance High School Lady Stallions Basketball Team- 2025 NCHSAA 2A State Champions
 - b. 2025 Mebane Citizens Academy Graduates
 - c. Proclamation- 56th Annual Professional Municipal Clerks Week- May 4-10, 2025
 - d. Proclamation- National Police Week- May 11-17, 2025
 - e. Proclamation- National Public Works Week- May 18-24, 2025
4. Public Comments Mayor
5. Consent Agenda-
 - a. Approval of Minutes- April 7, 2025- Regular Meeting
 - b. Voluntary Contiguous Annexation Petition- Little Hammer, LLC-Mebane Village Townes
 - c. Third Quarter Cumulative Financial Report – July 1, 2024 – March 31, 2025
 - d. DMDC Third Quarter Report- April 2025
6. **Public Hearing-**
 - a. Rezoning- Chris Fuqua- +/- 7.28 acres on Gibson Road
from R-20, Residential District, to LM,
Light Manufacturing District..... Ashley Ownbey, Development Director
 - b. Downtown Social District Ordinance Amendments Lawson Brown, City Attorney
7. Update on Mebane 2045: Planning for a Charming Tomorrow Ms. Ownbey
8. FEMA Sewer Rehab BRIC Grant –
Designation of Applicant’s Agent Resolution Kyle Smith, Utilities Director
9. Downtown Exterior Improvement (DEIG) Grant Awards Ms. Ownbey
 - a. 111 North Third Street- Red Hill Investments, LLC
 - b. 118 West Clay Street- Adam Guttman
 - c. 111 North Fourth Street- Snap Dragon Development Group, LLC
10. City Manager’s Recommended Budget FY 2025-26 Richard White, City Manager
11. Adjournment Mayor



2025 NCHSAA 2A Girl’s Basketball State Champions



WHEREAS, on March 15, 2025, the Southeast Alamance High School Lady Stallions Basketball team won the NCHSAA 2A Basketball Championship with a 43-33 victory over North Wilkes; and

WHEREAS, this outstanding achievement marks the first state title for the Girl’s Basketball program and first State Championship EVER for Southeast Alamance High School; and

WHEREAS, Southeast Alamance, in only in its second year of existence, and with this Championship, ties the record for the quickest Girl’s basketball team to win a state title in North Carolina History after being established as a school; and

WHEREAS, the Lady Stallions finished the season as the Conference Champions and a 29-3 overall record.

WHEREAS, the Lady Stallions began the 2A East State Championship as the 12 seed in the tournament and defeated the #5, #4, #1, and #2, seeds in the tournament before ultimately defeating the #1 seed from the West in the Championship Game. All these victories took place on the road or at a natural site.

WHEREAS; the Lady Stallions finished with the 13th overall ranking in the State of North Carolina for all classes.

WHEREAS, the members of this team exhibited exceptional dedication, basketball skills, athleticism, teamwork and sportsmanship required to win a championship; and

WHEREAS; two players were named to the Region 7 all district teams, and were also recognized as the Most Outstanding player of the state tournament and also the MVP of the Championship game.

WHEREAS; six players were named to the Mid Carolina All Conference 1st and 2nd teams and Coach Amy Sarratt as the conference’s coach of the year.

WHEREAS; the Lady Stallions did not only excel on the court, but more importantly in the classroom with an average weighted GPA of 3.83.

WHEREAS, Head Coach Amy Sarratt and her assistant coaches provided outstanding leadership for the Lady Stallions; and

WHEREAS, the 2025 roster included the following players and coaches:

#3 – Shaniya Paylor	#13 Addison Reich	#21 Payden Davis	#25 Annaya McAdoo
#4 – Ciara Payton	#14 Madolyn Grubb	#22 Natalie Lopez	#40 Autumn Andrews
#5 Clara LaChapelle	#15 Neese McIver	#23 Ari Johnson	
#11 Kendal Pierce	#20 Chloe Torain	#24 Teran Caldwell	

Coaches

Head Coach: Amy Sarratt
Lloyd Church
Alyssa Jacobson

Administration

Principal: Eric Yarbrough
Athletic Director: BJ Condron

WHEREAS, these young athletes and their coaches represented Southeast Alamance High School, Alamance and Orange County and the City of Mebane with great character and class: and

NOW, THEREFORE, BE IT, RESOLVED, City of Mebane City Council hereby recognizes and commends the Southeast Alamance High School Girl’s Basketball team for winning the 2025 NCHSAA 2A Basketball State Championship.

Adopted this day, May 5, 2025.

Ed Hooks, Mayor



OFFICE OF THE MAYOR

PROCLAMATION

56th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK- May 4 - 10, 2025

WHEREAS, the Office of the Professional Municipal Clerk, a time-honored and vital part of local government, exists throughout the world, and

WHEREAS, the Office of the Professional Municipal Clerk is the oldest among public servants, and

WHEREAS, the Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels, and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, the Professional Municipal Clerk serves as the information center for local government and community functions.

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops, and the annual meetings of their state, provincial, county, and international professional organizations.

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, THEREFORE, I, Ed Hooks, Mayor of the City of Mebane, do recognize the week of May 4 through 10, 2025, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Stephanie Shaw, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Signed and sealed this day, the 5th day of May 2025.

Ed Hooks, Mayor
City of Mebane



OFFICE OF THE MAYOR

PROCLAMATION

National Police Week- May 11-17, 2025

WHEREAS, more than 800,000 law enforcement officers serve in communities across the United States, including the dedicated members of the City of Mebane.

WHEREAS, since the first recorded death in 1786, there are currently more than 24,000 law enforcement officers in the United States who have made the ultimate sacrifice and been killed in the line of duty. As of April 2025, our state has experienced 651 line-of-duty deaths (LODDs), according to the Officer Down Memorial Page (ODMP).

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 37th Candlelight Vigil on the evening of May 13, 2025.

WHEREAS, the Candlelight Vigil is part of National Police Week, which will be observed this year from May 11th to 17th.

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families, and U.S. flags should be flown at half-staff.

THEREFORE, BE IT RESOLVED that the City of Mebane will observe May 11-17, 2025, as National Police Week in Mebane and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Signed and sealed this 5th day of May 2025.

Ed Hooks, Mayor
City of Mebane



OFFICE OF THE MAYOR

PROCLAMATION

Public Works Week—May 18 - 24, 2025

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of the City of Mebane; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest of the citizens, civic leaders, and children in the City of Mebane to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association, be it now,

RESOLVED, I, Mayor Ed Hooks, do hereby designate the week of May 18–24, 2025, as

Public Works Week

I urge all citizens to join representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and recognize the substantial contributions they make to protecting our national health and safety and advancing the quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City.

Signed and sealed this 5th day of May 2025.

Ed Hooks, Mayor
City of Mebane



The Mebane City Council held its regular monthly meeting at 6:00 p.m., Monday, April 7, 2025, 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:

Preston Mitchell, Interim City Manager
Lawson Brown, City Attorney
Stephanie Shaw, City Clerk
Ashley Ownbey, Development Director
Kyle Smith, Utilities Director

Mayor Hooks called the meeting to order at 6:00 p.m. Pastor Chris Hill of Eastside Baptist Church gave the invocation.

Mayor Pro-Tem Bradley recognized retired Fire Captain Greg Massey for 36 years of service with the Mebane Fire Department, with 24 years being with the City of Mebane. He read aloud the following resolution of recognition. He was also presented with a brick sculpture of the city logo.

**RESOLUTION HONORING GREG MASSEY
ON THE OCCASION OF HIS RETIREMENT**

WHEREAS, Captain Greg Massey has dedicated 36 years of outstanding service to the Mebane Fire Department, beginning on February 2, 1989, as a volunteer firefighter and rising through the ranks with an extraordinary commitment to the safety and well-being of our community; and

WHEREAS, Captain Massey was hired as a full-time firefighter on November 12, 2001, served as Lieutenant of C-Shift in 2003, and in 2012 earned the position of Training Captain, becoming a vital leader who coordinated, supervised, and instructed both career and volunteer firefighters with dedication and expertise; and

WHEREAS, in 2015, Captain Massey championed the process of establishing the Mebane Fire Department as a Delivery Agency, a monumental achievement that allowed the department to conduct certification programs in-house, thereby enhancing the training and preparedness of our firefighters; and

WHEREAS, throughout his remarkable career, Captain Massey's excellence and dedication were recognized repeatedly, receiving the esteemed Gregg Hinson Firefighter of the Year Award in 1991, 1998, and again in 2020; and

WHEREAS, Captain Massey has continually advanced his expertise and professionalism by earning an Associate's Degree in Fire Protection Technology from Alamance Community College and completing the Fire & Rescue Management Institute Certificate through UNC-Charlotte, as well as achieving numerous advanced certifications, including Level III Instructor, Level III Fire Officer, Level III Fire Inspector, Level III Fire & Life Safety Educator, and Live Burn Instructor; and

WHEREAS, Captain Massey's leadership, knowledge, and unwavering commitment to the safety of the Mebane community have left an indelible mark on the Fire Department and the countless lives he has inspired and protected;

NOW, THEREFORE, BE IT RESOLVED, that we, the Mayor and City Council of Mebane, on behalf of the citizens of this great city, do hereby recognize and honor Captain Greg Massey for his exemplary service, dedication, and contributions to the Mebane Fire Department and the community. We offer best wishes for a long, happy, and healthy retirement.

Adopted this 7th day of April 2025.

Ed Hooks, Mayor

Mayor Hooks and the Mebane City Council recognized the brave individuals and first responders who responded to the March 7, 2025, incident at Lowe's Foods. These individuals demonstrated extraordinary courage and selflessness by intervening in a dangerous situation to help rescue someone from harm. This act, which risked their safety, exemplifies the best of our community spirit. Certificates were given to each.

Citizens/Store Patrons & Staff- John Harden, Christina Forrest, Joshua Castleberry, Nai Ah Htoo

First Responders-	<u>Police</u>	<u>Fire</u>
	Cory Harmon	Chris Sizemore
	Damian Wiggins	Hunter Milam
	Tyler Perry	Michael Wirbelauer
	Taylor Davis	Alex Hinson
		Patrick Loman

Mayor Hooks recognized four firefighters from C-Shift stationed at Mebane Fire Department Station #2 for their lifesaving actions and quick thinking during an emergency event on March 10, 2025. Their professionalism and training showcased their skills and dedication to saving others. Those recognized were Captain Troy Shaw, Engineer Dwayne Porter, Engineer Danny Mebane, and Firefighter Dawson Lea. Certificates were given to each.

Mayor Hooks issued Proclamations for the following:

- NCDOT Litter Sweep- April 12-16
- NCDOT Litter Sweep- April 12-16

During the Public Comment Period, Heather and Stephen Burek extended an emotional statement, thanking the firefighters recognized earlier for their quick lifesaving actions on March 10th, which resulted in Mr. Burek's survival of a heart attack. They also thanked the paramedics and doctors who transported and treated Mr. Burek. They concluded their statement by quoting Biblical scripture and again thanking the firefighters.

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

- a. Final Plat Approval- Tupelo Junction, Ph. 3
- b. Approval of Minutes
 - i. February 10, 2025 Regular Meeting
 - ii. March 3, 2025 Regular Meeting

Mr. Bradley made a motion, seconded by Mr. Ewing, to approve the Consent Agenda as presented.

A public hearing was held on a request from First Baptist Church of Mebane for approval to rezone one property totaling +/- 22.57 acres located at 940 Gibson Road from LM, Light Manufacturing, to O&I (CD), Office & Institutional Conditional District, for a daycare and future church facilities. The property is in the Mebane Extraterritorial Jurisdiction (ETJ) in the western part of Mebane in Alamance County. Annexation of the site is required before connection to City utilities. The property is currently vacant, and surrounding uses include other vacant parcels and single-family homes. The property lies within a G-4 Secondary Growth Strategy Area.

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

- +/- 21,955 square foot daycare building with fenced play area, parking lot, landscaping, and stormwater control measures.

- Consistent with the requirements of the Mebane Unified Development Ordinance, the applicant will construct a 5' wide sidewalk along the development's frontage on Gibson Road and along S. Third Street Extension to connect to the existing sidewalk network. The sidewalk will be constructed as the site is developed, with a sidewalk required for the initial daycare portion and then extended with future development of the site.
- The applicant plans to develop the remainder of the property for church facilities and requests no amendment to the conditional district be required. Future development will comply with City of Mebane standards and requirements.

A Traffic Impact Analysis (TIA) was required for the proposed development. Based on the TIA and reviews completed by the City of Mebane and the North Carolina Department of Transportation (NCDOT), the developer is responsible for the following improvements:

Gibson Road and Proposed Site Access:

- Construct a stop-controlled, full movement access with one ingress lane and two egress lanes consisting of exclusive left and right turn lanes per NCDOT requirements.
- Provide a minimum 100' internal protected stem (IPS).
- Construct a 100' northbound right turn taper on Gibson Road.

Cross-Access Connectivity:

Provision of cross access with the adjacent properties and street networks is encouraged to accommodate internal connectivity and improve distribution of existing and future traffic volumes on the adjacent public road network.

Stan Wheatly, spokesperson for First Baptist Church, stated that the reason for their rezoning request is because the proposed project is phased and rezoning the property seemed easier than coming back to the Council every single phase to request a special use permit.

There was discussion regarding a citizen's interest in future connectivity to the Governor's Green subdivision. However, that connection would not be possible because the church proposes a private drive into the daycare entrance.

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

Mr. Bradley made a motion, seconded by Ms. Burkholder, to approve the O&I(CD) 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 a property within the City's G-4 Secondary Growth Area and is in an area that is generally residential in nature (Mebane CLP, p. 66). The motion carried unanimously.

Mike Peters, a resident of the Villas on Fifth subdivision, stated that he was filling in as spokesperson for Franklin Lawson, their HOA President, who could not attend due to a family emergency. Mr. Peters expressed gratitude for Mebane's Police Chief, Mitch McKinney, and the Mebane Police Department. He requested that funds be committed to ensuring public safety for Mebane's citizens as a priority during the Council's budget reviews. He stated that ensuring funds for staffing and resources for the Police Department is imperative to keep the city great. He thanked the Council for their dedication and time managing the limited and valuable resources.

Mr. Brown presented a request from Daniel Johnson, President of D & L NC 119 Property Co., LLC, and owner of 2312 S NC 119 Highway, for annexation into the City and, by City policy, has signed an annexation agreement and a petition for annexation. Mr. White made a motion, seconded by Mr. Ewing, approving the acceptance of the petition for annexation and the annexation agreement

for the property at 2312 S NC 119 Highway but deferring annexation until the future per the City's policy and upon recordation of the signed annexation agreement and further moving that the City allows access to the City utility services per the Voluntary Annexation Policy. The motions carried unanimously.

Mr. Brown presented a request for the Council to make a recommendation to the Alamance County Board of Commissioners for an appointment to the Alamance County Library Committee. Mr. Brown explained that the Council's previously recommended appointment, Debra Kaufman, withdrew her application. Staff re-advertised the position vacancy and received four (4) eligible applications for the position: Shelbi Fanning, Al McArthur, Mandy Al-Bjaly, and Samantha Singer. Mr. Ewing made a motion, seconded by Ms. Hadley, to recommend Shelbi Fanning for appointment to the Alamance County Board of Commissioners to serve as a Mebane trustee on the Alamance County Library Committee. The motion carried unanimously.

Mr. Brown presented a request on behalf of NCDOT for the Council to adopt the Certification of Municipal Declaration to Enact Speed Limits and Request for Concurrence for Bowman Road (S.R. 1142). Mr. Brown explained that the new housing projects along Bowman Road have resulted in the need for speed limit ordinance changes, both inside and outside of the City of Mebane. Municipal certifications are required for speed zone changes (enactments and repeals) on any streets within a municipality that are also part of the State highway system (except interstates and other controlled access highways). The certifications must be certified under seal by the City Clerk after approval by the local governing body and cannot be changed or altered in any way once certified and sealed (resolutions are not acceptable). The process and authority of speed restrictions and regulating and policing traffic are pursuant to NCGS 20-141 and NCGS 143B-350(g). The adjustment of the speed limit along State Road 1142 west of the intersection with West Ten Road and east of Ben Wilson Road requires municipal action.

Mr. Bradley made a motion, seconded by Mr. Ewing, to approve the following:

REPEAL: 55 MPH ordinance for existing SR 1142 (Bowman Road)

APPROVAL: 45 MPH ordinance 1087487 on SR 1142 (Bowman Road)

By adoption of the Certification of Municipal Declaration to Enact Speed. The motion carried unanimously.

Laura Schaefer, Downtown Mebane Development Corporation (DMDC) Executive Director, presented an update on the Downtown Mebane Social District via PowerPoint. Ms. Schaefer shared that feedback from downtown merchants indicates that 61.9% strongly support and 23.8% support the continuation of the district. Additionally, the Mebane Police Department has reported no issues or concerns with the operation of the district and notes that it has caused no burden on law enforcement resources. The DMDC continues to assume responsibility for educational materials, branded beverage cups, and signage costs. The Public Works Department has not reported additional burdens, and no financial concerns have been raised during the trial period. The DMDC requested that the Council accept the update and set a date for a public hearing on May 5, 2025, to consider both the continuation and expansion of the district, including the proposed addition of Shuffle N Roll located at 204 N. Fifth Street.

Mr. Ewing made a motion, seconded by Mr. Bradley, to set a date for a public hearing to consider the district's continuation and expansion, including the proposed addition of 204 North Fifth Street. The motion carried unanimously.

Mr. Smith requested approval of a budget amendment and the amended Capital Project Ordinance (CPO) for the City of Mebane West Ten Road Connector Project. He explained that staff came before the Council in September of 2023 to establish a CPO and award an engineering contract for this project. It was temporarily put on hold just due to the development in the area, but now the city is ready to move forward with this project. The project will be a partnership with Orange County to provide the engineering and construction of approximately 2,000 linear feet of new 12” water main. This project will run a new water main along West Ten Road from the proposed Carolina Achieve project to the Buckhorn Industrial Parkway at the Buckhorn Business Center. The proposed water line will create a loop water system, eliminating two dead-end water mains along West Ten Road, improving water quality and fire flows in the area. The total estimated cost for the project is \$785,000. A CPO has been previously approved for engineering and surveying services in the amount of \$135,000. The remaining construction budget of \$650,000 will be split between Orange County and the City of Mebane at \$325,000 each. Mebane’s share of the budget (\$325,000) is proposed to be funded from the Utility Capital Reserve Fund.

Ms. Burkholder made a motion, seconded by Mr. Bradley, to approve the budget amendment and the amended CPO for the West Ten Road Connector Project. The motion carried unanimously.

**Capital Project Ordinance for the City of Mebane
West Ten Road Water Connector Project
Amendment One**

BE IT ORDAINED by the Governing Board of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is the design and construction of a water connector to be financed by the Utility Fund Balance, Utility Capital Reserve Fund, and the Orange County Government.

Section 2: The officers of this City are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are hereby appropriated for the project:

Appropriation	Project Budget
Engineering & Surveying Services	\$ 135,000
Construction	650,000
Total Appropriation	\$ 785,000

Section 4: The following revenues are anticipated to be available to complete the project:

Revenue	Project Budget
Utility Fund Appropriated Fund Balance	\$ 135,000
Utility Capital Reserve Fund	325,000
Orange County Government	325,000
Total Revenue	\$ 785,000

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the General Statutes of North Carolina.

Section 6: Funds may be advanced from the Utility Fund for the purpose of making payments as due.

Section 7: The Finance Officer is hereby directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 9: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer for direction in carrying out this project.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2024 as duly adopted on June 3, 2024, is hereby amended as follows:

ARTICLE I			
APPROPRIATIONS	Current Budget	Change	Revised Budget
Utility Capital Reserve Fund - Transfer to Capital Projects	\$ 7,012,136	\$325,000	\$ 7,337,136

ARTICLE II			
REVENUES	Current Budget	Change	Revised Budget
Utility Capital Reserve Fund - Appropriated Fund Balance	\$ 7,012,136	\$325,000	\$ 7,337,136

This the 7th day of April 2025.

The meeting adjourned at 7:15 p.m.

ATTEST:

Stephanie W. Shaw, City Clerk

Ed Hooks, Mayor



AGENDA ITEM #5B

Petition for Voluntary Contiguous Annexation- Little Hammer, LLC- Mebane Village Townes

Meeting Date

May 5, 2025

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes ☐ No ☒

Summary

Staff received a petition requesting voluntary contiguous annexation from Little Hammer, LLC.

Background

The applicant requests that the described property be annexed into Mebane's Corporate Limits. This is a contiguous annexation containing approximately +/- 10.29 acres located in Orange County on Supper Club Road. A sixty-nine (69) unit townhome development approved by the Council in September 2024 is planned for this property.

Financial Impact

The property will be added to the City's ad valorem tax base once it is annexed.

Recommendation

Staff recommends that the Council accept the petition, the Clerk's Certificate of Sufficiency, and a Resolution setting a public hearing date of June 2, 2025.

Suggested Motion

I move to accept the petition and the Clerk's Certificate of Sufficiency and to adopt a Resolution setting a public hearing date of June 2, 2025.

Attachments

1. Petition
2. Clerk's Certificate of Sufficiency
3. Map
4. Resolution



PETITION REQUESTING A CONTIGUOUS ANNEXATION

Annexation Process – Approximately a 2 Month Process

1st Month- Submit a Petition for Annexation to the City Council, the Clerk reports to City Council the Sufficiency of the Annexation and the City Council adopts a Resolution to set a Public Hearing

2nd Month- A Public Hearing is held and normally that same night, the City Council will adopt an Ordinance to set the effective date as the same or the Council will deny the request

Date: 4-21-2025

To the City Council of the City of Mebane:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Mebane.
2. The area to be annexed is contiguous to the City of Mebane and the boundaries of such territory are as follows:

Please include a Description of Boundaries Metes and Bounds Description on separate paper in WORD format.

3. We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in the termination of vested rights previously acquired for the property. *(If zoning vested rights are claimed, indicate below and attach proof).*

Name Individual or Company	Address	Vested Rights (Yes or No)	Signature	Print Name of Signatory
1. <i>Little Hammer LLC</i>	<i>211 and 215 Super Club</i>	<i>No</i>	<i>[Signature]</i>	<i>Thomas Whisenant</i>
2.				
3.				

- Municipality may wish to require metes and bounds description or map. (Provide 2 paper copies, an electronic copy and 3 mylars).
- This is one possible format for zoning vested rights declaration. This language may require modification to reflect the requirements of the municipal zoning vested rights ordinance, if any.

CERTIFICATE OF SUFFICIENCY

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

I, Stephanie W. Shaw, City Clerk, certify that I have investigated the petition attached hereto and have found that said petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Mebane, this 5th day of May 2025.



Stephanie W. Shaw
Stephanie W. Shaw, City Clerk

[illegible]

PRELIMINARY PLAT

NOT FOR RECORDATION, CONVEYANCE, OR SALES.
PROFESSIONAL LAND SURVEYOR .

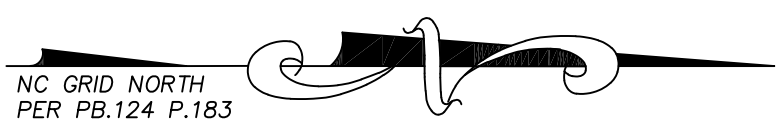
L-3939
REGISTRATION NUMBER

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 _____



HERITAGE DWELLINGS, LLC
DB:6706 P.1490
PIN:9825-43-5902

ASHBURY
OWNERS ASSOCIATION, INC.
DB.6643 P.1209
PB.118 P.180-183
PIN:9825-44-9123

LITTLE HAMMER, LLC
DB:6594 P.280
PIN:9825-53-0909
ZONING: R-8(CD)

KYLE LEE PRESTON SPRULL
AND RHONDA GAIL PRICE
DB.4415 P.475
PB.4 P.47
PIN: 9825433801
ZONING: R-20

BAKATSIAS PROPERTIES, LLC
DB:6422 P.577
PIN: 9825430533
ZONING: MOBILE HOME PARK

LITTLE HAMMER, LLC
DB.6778 P.1314
PB.124 P.183
PIN:9825-53-0799
ZONING: R-8(CD)

TOTAL ANNEXATION AREA=
10.29 ACRES
0.016 Sq. Miles
(0.26 ACRES WITHIN PUBLIC R/W)
(0.78 ACRES WITHIN UNOPENED R/W)

LINE	BEARING	LINE TABLE	DISTANCE
L1	S29.37.55"E		38.58
L2	S27.09.06"E		61.32
L3	S24.20.37"E		5.73
L4	S20.40.32"E		71.27
L5	S17.31.28"E		38.39
L6	S02.23.49"E		56.56

1. ALL DISTANCES ARE HORIZONTAL. GROUND DISTANCES UNLESS NOTED OTHERWISE NOTED.
2. SURVEY PERFORMED WITHOUT THE BENEFIT OF A TITLE. SURVEYOR HAS NO RECORD OF ANY PREVIOUS SURVEYS OR ANY EXISTING OTHER DOCUMENTS OF RECORD THAT AFFECT THIS PROPERTY.
3. NO ATTEMPT MADE TO LOCATE CENTREPOINTS, WELLS, HAZARDOUS MATERIALS SITES, UNDERGROUND UTILITIES, OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN AREAS BY COORDINATE COMPUTATION.
4. ALL AREAS BY COORDINATE COMPUTATION.
5. NEW IRRIGATION ROADS SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
6. PROPERTY LOCATED IN GALAHAD-MEANE RESERVOIR WATER SUPPLY (I) WATERSHED.

LEGEND

These standard symbols will be found in the drawing.

- UTILITY POLE..... ♂
EXISTING IRON ROD..... ●
PK NAIL..... ⚡
EXISTING IRON PIPE..... ○
1/2" IRON PIPE SET..... ⊗
STONE FOUND..... ■
CONCRETE MONUMENT..... □
COMPUTED POINT..... Δ

① PK NAIL IN
INTERSECTION OF
SUPER CLUB AND
US HWY 70.

GRAPHIC SCALE

FINAL PLATT

**CITY OF MEBANE
CORPORATE LIMITS**

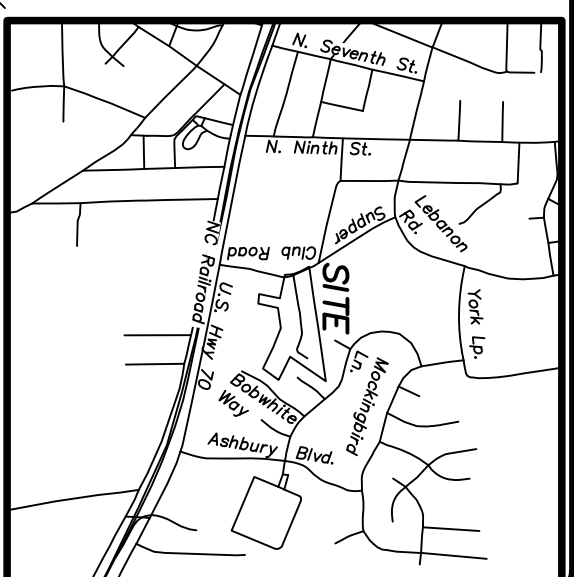
A CONTIGUOUS VOLUNTARY ANNEXATION

SCALE: 1" = 30'
EELS TOWNSHIP - ORANGE COUNTY, NC
DATE: APRIL 2, 2025

**R.S. JONES &
ASSOCIATES, INC.**
LAND SURVEYORS

LICENSE NO.: C-2565
201 WEST CLAY STREET MEBAHE, N.C.

201 WEST CLAY STREET MEBANE, N.C.
27302 PH. (919) 563-3623



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

Annexation No. 177

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 June 2, 2025.

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

Beginning at a point in the west R/W of S.R. 1304 AKA Supper Club Road; thence crossing said R/W
and with the northern property line of Carl W. Mayton and Little Hammer, LLC S78°12'32"E a
distance of 250.38' to a 5/8" rebar the northeast corner of Little Hammer, LLC; thence with Little
Hammer, LLC S11°29'20"W a distance of 220.23' to a 1/2" Iron Pipe, the Northwest corner of T&T
Landscaping, Inc.; thence with said T&T Landscaping, Inc.; S85°00'03"E a distance of 99.65' to a
1/2" Iron Pipe the southwest corner of T&T Landscaping, Inc.; thence with said T& Landscaping
Inc. N12°23'47"E a distance of 209.55' to a 5/8"rebar; thence N81°55'05"E a distance of 212.35'
to a 5/8"rebar; thence S68°24'58"E a distance of 210.62' to a 5/8"rebar; thence S64°01'54"E a
distance of 250.60' to a 5/8"rebar in the western property line of Lot D36 Section 10 of Ashbury
Crossing; thence with the western property lines of Lots D36-D32 of said Section 10 of Ashbury
Crossing N35°54'07"E a distance of 202.87' to a 3/4"Iron Pipe in the west property line of Lot D32
and south property line of Lot D14; thence with the south property lines of Lots D14-D12
N63°37'52"W a distance of 270.77' to a 3/4"Iron Pipe, the southwest corner of Lot D-12; thence
with the western property line of Lots D12-D5 N34°38'53"E a distance of 450.15' to a 1/2" Iron
Pipe, the northwest corner of Lot D5 in the southern line of Lot 68B of Ashbury Phase 2; thence
with the southern property lines of Lots 68B-63b and 60B-58B of said Ashbury Phase 2
S81°59'24"W a distance of 571.80' to a 1/2" Iron pipe the southeast corner of Ashbury Owners
Association; thence with said Ashbury Owners Association S81°13'18"W a distance of 278.62' to a
1/2" rebar the southeast corner of Heritage Dwellings, LLC; thence with said Heritage Dwellings,
LLC and crossing the R/W of said S.R. 1304 S81°53'03"W a distance of 355.78' to a point in the
western R/W of S.R. 1304; thence with the western R/W of said S.R. 1304 S29°37'55"E a distance
of 38.58'; S27°09'06"E a distance of 61.32'; S24°20'37"E a distance of 5.73'; S20°40'32"E a distance
of 71.27'; S11°31'28"E a distance of 38.39'; S02°23'49"E a distance of 56.56'; The place and point
of beginning, having an area of 10.29 Acres 0.0161 Square Miles as shown on plat by R.S. Jones &
Associates, Inc. entitled: "Final Plat: City of Mebane Corporate Limits Extension A Contiguous
Voluntary Annexation" Dated April 2, 2025

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



AGENDA ITEM #5c

Third Quarter Cumulative Financial Report – July 1, 2024 – March 31, 2025

Meeting Date

May 5, 2025

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes ☐ No ☒

Summary

Municipal finance officers in North Carolina must report financial information, including encumbrances, to the governing body throughout the fiscal year. The City of Mebane meets this requirement with quarterly reports.

Background

This report displays the cumulative results for the first and second quarters of the FY24-25 fiscal year.

General Fund: The City collected approximately 99% of property taxes as of the end of the third quarter. Sales tax collections are 51% of the budgeted amount and are coming in 3% higher than last fiscal year. Overall, the City has collected 86% of total budgeted revenues. The City has expended 60% of the total budgeted expenditures, however when encumbrances are included the percentage is 70%. The fund has \$4,192,292 of appropriated fund balance budgeted. The fund ended the third quarter at a surplus of \$5,887,235.

General Capital Reserve: Funds are transferred to the General Capital Reserve fund once per year after receiving all property taxes. The fund earned \$16,760 of investment earnings at the end of the third quarter.

Occupancy Tax: Occupancy tax revenues are remitted quarterly. The City has only received revenues for two quarters, which equals 76% of the budgeted revenues. The fund expenditures as of the end of the third quarter are approximately 56%.

Utility Fund: The City collected 75% of total budgeted charges for water and sewer services, as expected, and are higher than last year by 10%. Overall, the City has collected 80% of budgeted revenues. Expenditures are lower than expected at 63%, however when encumbrances are included the percentage is 72%. The fund has \$4,663,591 of appropriated fund balance budgeted. The fund ends the third quarter at a deficit of \$979,694. This is not unexpected as \$4.7 million in fund balance was used to balance the budget.

Utility Reserve Fund: The fund received 74% of the budgeted revenues and earned \$88,951 in investment earnings through the end of the third quarter. Transfers for the year were made to the WRRF Expansion Project fund in the amount of \$7,012,136. The fund has \$7,012,136 of appropriated fund balance

budgeted. The fund ends the third quarter with a deficit of \$4,341,841. This is expected as the plan was to use \$7,012,136 of fund balance for the WRRF Project.

Financial Impact

None.

Recommendation

That the Council accepts the report.

Suggested Motion

Motion to accept the Fiscal Year 2024-2025 Third Quarter Cumulative Financial Report.

Attachments

1. The Fiscal Year 2024-2025 Third Quarter Cumulative Financial Report

**General Fund
FY24-25
Third Quarter Cumulative Financial Report**

Revenue	Original Total Budget	Current Total Budget	YTD Activity	Percentage of Budget Remaining	YTD Activity & Encumbrances
3000 - Property Taxes	\$ 17,400,176	\$ 17,400,176	\$ 17,302,525	1%	\$ 17,302,525
3100 - Other Taxes and Licenses	900	900	-	100%	-
3215 - Restricted Federal Intergovernmental	-	-	9,413	N/A	9,413
3220 - Unrestricted State Intergovernmental	8,477,734	8,477,734	4,420,512	48%	4,420,512
3225 - Restricted State Intergovernmental	638,300	638,300	658,420	-3%	658,420
3230 - Unrestricted Local Intergovernmental	448,000	448,000	59,065	87%	59,065
3235 - Restricted Local Intergovernmental	350,150	350,150	308,748	12%	308,748
3400 - Permits and Fees	1,523,704	1,523,704	1,570,095	-3%	1,570,095
3500 - Sales and Services	840,136	840,136	622,078	26%	622,078
3700 - Investment earnings	172,000	172,000	531,459	-209%	531,459
3800 - Miscellaneous Revenues	61,016	761,016	1,119,879	-47%	1,119,879
8500 - Proceeds of Debt	360,084	1,704,984	1,184,984	30%	1,184,984
9000 - Appropriated Fund Balance	2,300,000	4,192,292	-		-
Total Revenue	\$ 32,572,200	\$ 36,509,392	\$ 27,787,179	24%	\$ 27,787,179
Expenditures					
4100 - City Council	74,781	74,781	50,920	32%	50,920
4200 - Administration	990,167	976,457	680,884	30%	720,134
4300- Human Resources	445,644	445,644	243,527	45%	313,821
4400 - Finance	678,093	773,593	615,353	20%	639,053
4800 - IT	1,715,953	1,970,460	1,198,719	39%	1,618,878
4900 - Economic Development	900,214	1,400,214	754,400	46%	890,000
5100 - Police	6,680,564	6,681,564	4,529,794	32%	4,679,196
5300 - Fire	4,995,471	6,548,322	4,149,153	37%	5,033,953
5400 - Planning	448,505	631,865	360,682	43%	484,491
5440 - Inspections	985,962	1,016,379	720,517	29%	752,273
5480 - Engineering	455,000	455,000	311,142	32%	455,000
5500 - Public Works	3,415,555	4,040,305	1,997,423	51%	2,206,048
5700 - Public Facilities	958,574	1,085,111	535,471	51%	778,181
5800 - Sanitation	2,001,909	2,077,096	1,069,126	49%	1,631,661
6200 - Recreation and Parks	2,973,274	3,589,024	2,096,705	42%	2,769,488
9000 - Non-Departmental	2,323,030	2,152,523	798,062	63%	829,948
9001 - Debt Service	2,529,504	2,591,054	1,788,066	31%	1,788,066
Total Expenditures	\$ 32,572,200	\$ 36,509,392	\$ 21,899,944	40%	\$ 25,641,111
General Fund Surplus (Deficit)	\$ -	\$ -	\$ 5,887,235		\$ 2,146,068

General Capital Reserve Fund
FY24-25
Third Quarter Cumulative Financial Report

Revenue	Original Total Budget	Current Total Budget	YTD Activity	Percentage of Budget Remaining	YTD Activity & Encumbrances
3700 - Investment earnings	\$ 5,000	\$ 5,000	\$ 16,760	-235%	\$ 5,516
8100- Transfers from Governmental Funds	910,864	910,864	-	100%	-
Total Revenue	915,864	915,864	16,760	98%	5,516
Expenditures					
8901 - General Capital Reserve	915,864	915,864	-	100%	-
General Capital Reserve Fund Surplus (Deficit)	-	-	16,760		5,516

Occupancy Tax FY24-25 Third Quarter Cumulative Financial Report

Revenue	Original Total Budget	Current Total Budget	YTD Activity	Percentage of Budget Remaining	YTD Activity & Encumbrances
3100 - Occupancy Taxes	\$ 158,550	\$ 158,550	\$ 121,165	24%	\$ 121,165
3700 - Investment earnings	-	-	220	0%	220
Total Revenue	\$ 158,550	\$ 158,550	\$ 121,165	24%	\$ 121,165
Expenditures					
4500 - Occupancy Tax Expenditures	158,550	158,550	88,470	44%	94,967
General Capital Reserve Fund Surplus (Deficit)	\$ -	\$ -	\$ 32,695		\$ 26,198

**Utility Fund
FY24-25
Third Quarter Cumulative Financial Report**

Revenue	Original Total Budget	Current Total Budget	YTD Activity	Percentage of Budget Remaining	YTD Activity & Encumbrances
3400 - Permits and Fees	\$ -	\$ -	\$ 86,000	0%	\$ 86,000
3700 - Investment earnings	100,000	100,000	168,087	-68%	\$ 168,087
3800 - Miscellaneous Revenues	-	100,000	238,787	-139%	\$ 238,787
5010 - Enterprise Charges for Services	10,198,957	10,198,957	7,664,033	25%	7,664,033
5020 - Enterprise Other Operating Revenues	621,040	621,040	447,118	28%	447,118
5500 - Nonoperating Revenues & Transfers	2,500	2,500	21,116	-	21,116
8150 - Transfers from Proprietary Funds	-	32,864	32,864	0%	32,864
8500 - Proceeds of Debt	758,750	758,750	758,750	0%	758,750
9000 - Appropriated Fund Balance	2,325,402	4,663,591	-	-	-
Total Revenue	\$ 14,006,649	\$ 16,477,702	\$ 9,416,755	43%	\$ 9,416,755
Expenditures					
8100 - Admin, Meters and Billing	2,023,616	2,023,616	1,161,840	43%	1,420,752
8200 - Utility Maintenance	5,795,618	6,441,536	3,227,163	50%	3,807,035
8280 - Engineering	293,000	293,000	192,912	34%	293,000
8300 - Water Resource Recovery Facility	2,537,388	2,694,326	1,418,035	47%	1,814,222
9300 - Utility Non-Departmental	3,357,027	5,025,224	4,396,499	13%	4,397,099
Total Expenditures	\$ 14,006,649	\$ 16,477,702	\$ 10,396,449	37%	\$ 11,732,108
Utility Fund Surplus (Deficit)	\$ -	\$ -	\$ (979,694)		\$ (2,315,353)

Utility Capital Reserve Fund
FY24-25
Third Quarter Cumulative Financial Report

Revenue	Original Total Budget	Current Total Budget	YTD Activity	Percentage of Budget Remaining	YTD Activity & Encumbrances
3700 - Investment earnings	40,000	40,000	88,951	-122%	88,951
5500 - Enterprise Nonoperating Revenues	3,472,000	3,472,000	2,581,344	26%	2,581,344
9000 - Appropriated Fund Balance	5,500,000	7,012,136			
Total Revenue	9,012,000	10,524,136	2,670,295	75%	2,670,295
Expenditures					
8900 - Utility Capital Reserve	3,512,000	3,512,000	-	100%	-
9000 - Transfers	5,500,000	7,012,136	7,012,136	0%	7,012,136
Total Expenditures	9,012,000	10,524,136	7,012,136	33%	7,012,136
Utility Capital Reserve Fund Surplus (Deficit)	-	-	(4,341,841)		(4,341,841)



Downtown Mebane Development Corporation

Quarterly Report: 3rd Quarter FY 24-25

Highlights of the Quarter

Organizational Structure and Development

- At the end of June, we will bid farewell to two of our founding board members, Barbara Guttman and Teresa Dallas, who have faithfully served since the board's inception. Their leadership, dedication, and commitment to the revitalization and growth of downtown Mebane have been instrumental in shaping the direction of our organization. We are deeply grateful for the time, energy, and passion they have poured into this work, and we thank them sincerely for their years of service.
- To maintain our NC Main Street accreditation, DMDC is required to complete annual training and reporting. Trainings attended this quarter included:
 - Promotion Workshop
 - NC Main Street Conference

Volunteer Hours Contributed this Quarter: 262

Committee Meetings Continued:

Community Engagement & Inclusivity | Small Business, Dining & Nightlife | Downtown Businesses | Public Arts | History

Branding & Marketing

- **Facebook:** 7,797 total followers
- **Instagram:** 1,097 total followers
- **E-Newsletter Subscribers:** 749 active subscribers

News, Initiatives, Events & Promotions

- **New Business Announcement**

- 126 W. Clay has reopened as Palato Gourmet
- 132 W. Clay Street is home to a new women's clothing boutique, Pink Lola.

- **NC Main Street Champion Recognition**

At the NC Main Street Conference in March, Aimee Krans was posthumously recognized as Mebane's 2024 NC Main Street Champion by the NC Main Street & Rural Planning Center. DMDC had the honor of nominating Aimee for her lasting contributions to Downtown Mebane.

Aimee was a dedicated advocate for downtown, working behind the scenes to support local businesses and strengthen the community. Her impact continues to be felt through her work, her family, and the downtown she helped shape. This recognition highlights the vital role that dedicated individuals like Aimee play in the success of our Main Street program and the ongoing revitalization of Downtown Mebane.

- **Supported Downtown Events**

- Mebane Night Market & St. Paddy's Day

- **AutumnFest Transition**

With the official dissolution of Destination Downtown, DMDC has been entrusted with continuing the annual AutumnFest event. We are honored to carry forward this beloved tradition and are already in the early planning stages for AutumnFest 2025, scheduled for October 4th. Our goal is to build on its success, bringing together local vendors, food trucks, entertainment, and family-friendly activities—to create an engaging experience for residents and visitors. We look forward to working with our downtown partners and the community to ensure that AutumnFest remains a signature event for Mebane.

Advocacy & Business Support

City Collaboration

- Worked with the City of Mebane to keep business and property owners informed about the Street Repaving Project.

Entrepreneurial & Property Assistance

- Assisted entrepreneurs looking to open businesses in Downtown Mebane and building owners seeking new tenants.

Nutcracker Stroll

We're excited to introduce Downtown Mebane's first-ever Nutcracker Stroll, a festive new event designed to enhance the holiday season, create traditions, and drive foot traffic to local businesses.

Throughout the season, (November 7 – December) beautiful nutcrackers—sponsored by local businesses and organizations—will be displayed across downtown, creating a charming and immersive holiday experience.

More than just a decorative attraction, the Nutcracker Stroll is about creating lasting traditions and special memories for both residents and visitors. Families can make an annual tradition of strolling downtown, discovering nutcrackers, snapping festive photos, and enjoying local shops, restaurants, and holiday events. A scavenger hunt and social media contests will add to the excitement, encouraging people to explore and engage with downtown in new ways.

We are grateful to our early sponsors for making this event possible:

- **State Farm**
- **Sweet Grace Market**
- **Delta Contracting**
- **Alamance Arts**
- **Chris Fuqua Towing/The Elegant Relic**
- **Katie Burkholder**
- **Greg Payne**
- **Cambro**

Their support is instrumental in bringing this holiday attraction to life while strengthening our efforts to make Downtown Mebane a vibrant holiday destination.

For more details, visit: <https://www.visitdowntownmebane.com/nutcrackerstroll>



AGENDA ITEM #6A

RZ 25-04

General Rezoning – Gibson Road
(GPIN 9805708809)

Presenter

Ashley Ownbey, Development Director

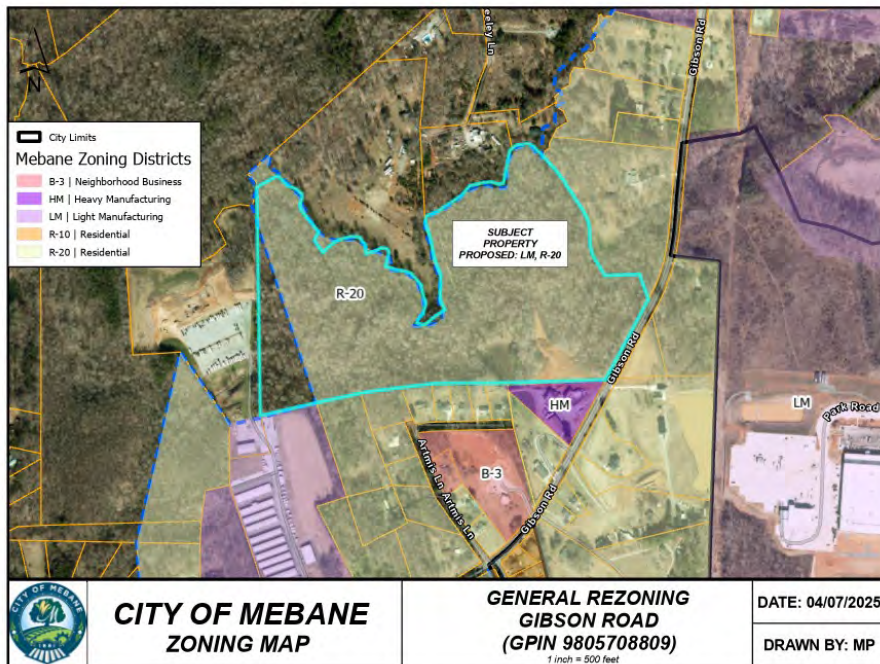
Applicant

Chris Fuqua
626 Gibson Road
Mebane, NC 27302

Public Hearing

Yes ☒ No ☐

Zoning Map



Property

Gibson Road
GPIN: 9805708809

Proposed Zoning

Split Zoning- LM and R-20

Current Zoning

R-20

Size

+/- 7.28-acre (of total 47.29-acre property)

Surrounding Zoning

R-20, HM, LM

Surrounding Land Uses

Automobile Towing & Storage, Vacant, Residential, Warehouse

Utilities

No

Floodplain

Yes

Watershed

No

City Limits

No

Summary

Chris Fuqua is requesting to rezone +/- 7.28 acres of the property located on Gibson Road (GPIN 9805708809) from R-20, Residential District, to LM, Light Manufacturing District. This would result in a split-zoned property with the front portion zoned as LM and the rear as R-20. The purpose of the rezoning request is to expand the property owner's existing automobile towing and storage business. The property is located within the Mebane Extraterritorial Jurisdiction (ETJ) in Alamance County.

The surrounding zoning in the area is largely R-20, with the exception of 601 Gibson Road. This property is owned by the applicant and is zoned HM, Heavy Manufacturing. To the north and west of the property, the parcels are within Alamance County's jurisdiction and have no zoning designation. Surrounding land uses include single-family homes on larger lots, automobile towing and storage, warehouses, and vacant land.

The subject property is in the Secondary Growth Area identified in *Mebane By Design*, the City's Comprehensive Land Development Plan. The proposed rezoning is consistent with the plan's guidance and will allow for an expansion of an existing nonresidential use along Gibson Road while maintaining the residential zoning for the remainder of the property.

A project report has not been provided for this general rezoning due to the simplicity of the request.

Financial Impact

N/A

Recommendation

The Planning staff has reviewed the request for harmony with the zoning of the surrounding area and consistency with the City's adopted plans and recommends approval. At their April 14 meeting, the Planning Board voted 7-0 to recommend approval of the rezoning request.

Suggested Motion

1. Motion to approve the LM 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 a property within the City's G-4 Secondary Growth Area and in an area that includes both residential and commercial uses (Mebane CLP, p. 66).

OR

3. Motion to **deny** the LM 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

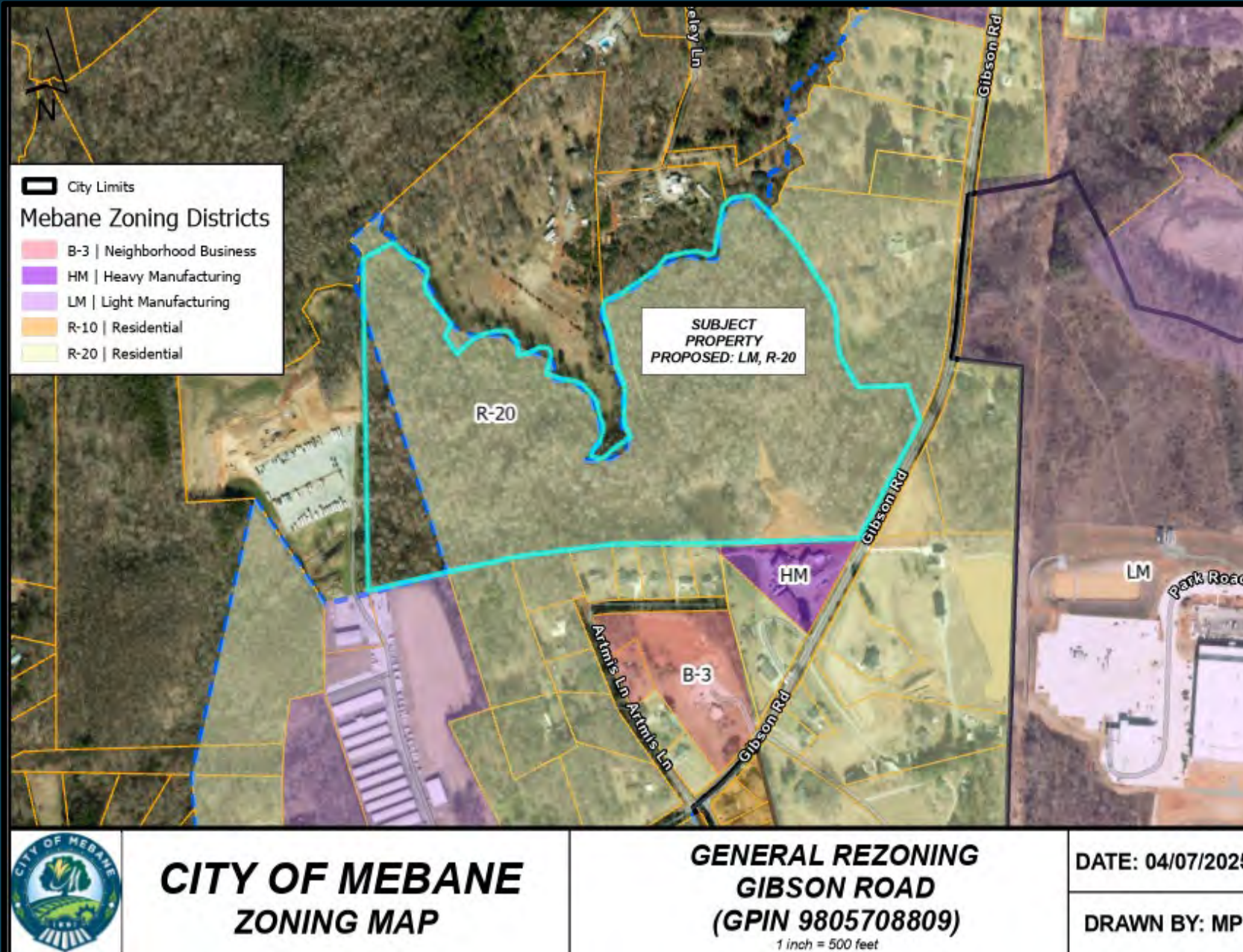
1. Preliminary Presentation Slides
2. Zoning Amendment Application
3. Zoning Map



Ashley Ownbey, Development Director

Request to Rezone: R-20 to LM
by Chris Fuqua





Gibson Road

General Zoning Request

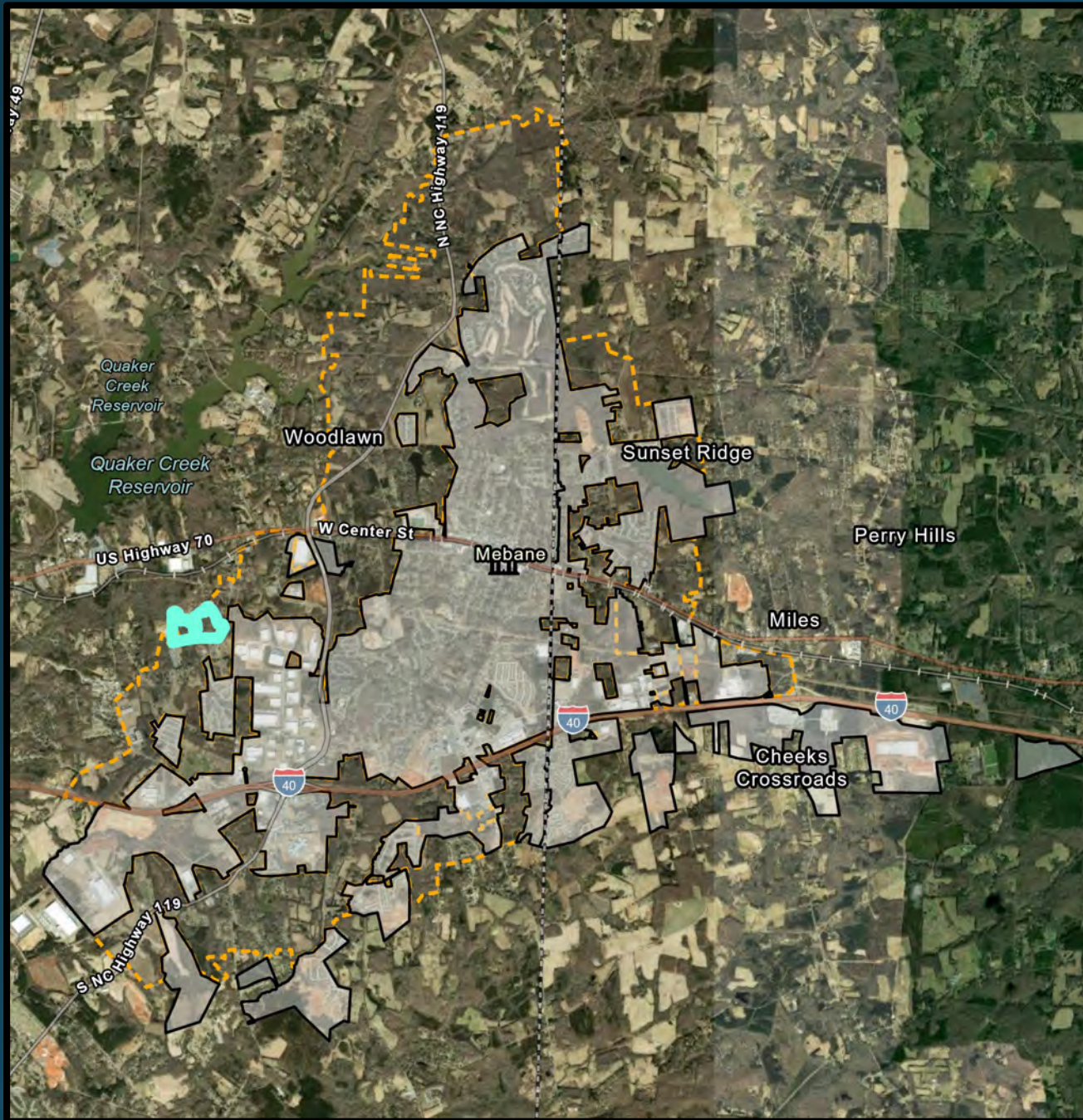
- Request by Chris Fuqua
- +/- 7.28-acre (of 47.29-acre property)
- Existing zoning: R-20
- Requested zoning: LM



Gibson Road

General Zoning Request

- Mebane Extraterritorial Jurisdiction
- Alamance County
- City utilities are not available.





Gibson Road

General Zoning Request

- Vacant, Forested
- Surrounding uses include:
 - Automobile Towing & Storage
 - Single-Family
 - Vacant
 - Warehouses





Gibson Road

General Zoning Request

Mebane By Design, G-4 Secondary Growth Strategy 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: Chris Frazier

Address of Applicant: 626 Gibson Rd Mebane NC 27302

Address and brief description of property to be rezoned: 160739

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

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

Yes ☐ Explain: _____ No ☒

Type of re-zoning requested: Light Manufacturing

Sketch attached: Yes ☐ No ☒

Reason for the requested re-zoning: Add to my ^{Parcel} 160768 for
Storage

Signed: Chris Frazier

Date: 3/17/25

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.

LINE TABLE																				BOUNDARY IS THE CENTERLINE OF THE MEANDERS OF McADAMS CREEK									
Line #	Bearing	Distance	Line #	Bearing	Distance	Line #	Bearing	Distance	Line #	Bearing	Distance	Line #	Bearing	Distance	Line #	Bearing	Distance	Line #	Bearing	Distance									
L-1	N 61°34'43" E	82.29'	L-11	S 33°28'20" E	84.60'	L-21	S 33°45'58" E	23.81'	L-33	N 68°59'35" E	30.17'	L-45	N 57°05'06" E	163.78'	L-50	N 76°42'54" E	26.26'	L-55	S 44°26'19" E	98.66'	L-59	S 26°07'19" E	65.03'						
L-2	N 67°33'12" E	47.29'	L-12	N 47°03'12" E	47.14'	L-22	S 17°17'19" W	81.50'	L-34	N 48°54'04" E	50.61'	L-46	N 44°06'12" E	73.27'	L-51	N 12°09'43" E	185.39'	L-56	S 40°52'33" E	101.74'	L-60	S 13°47'37" E	53.98'						
L-3	S 47°56'09" E	81.34'	L-13	N 50°11'40" E	52.92'	L-23	S 68°22'26" E	72.19'	L-35	N 56°57'08" E	75.87'	L-47	N 76°48'06" E	78.36'	L-52	N 48°28'51" E	48.32'	L-57	S 33°40'16" E	128.26'	L-61	S 01°24'09" E	99.58'						
L-4	S 66°08'06" E	49.10'	L-14	N 73°34'00" E	84.35'	L-24	S 84°07'07" E	39.17'	L-36	N 26°22'02" W	52.39'	L-48	N 86°13'37" E	45.41'	L-53	N 82°52'12" E	72.90'	L-58	S 32°45'31" E	118.96'	L-62	S 11°45'12" E	59.87'						
L-5	S 48°31'05" E	42.56'	L-15	S 85°38'56" E	50.56'	L-25	S 68°12'53" E	42.54'	L-37	N 04°35'03" W	43.85'	L-49	S 71°49'49" E	46.08'	L-54	S 57°31'36" E	26.86'												
L-6	S 01°37'57" W	34.48'	L-16	S 38°32'52" E	55.26'																								
L-7	S 28°51'36" W	24.94'	L-17	S 05°12'17" E	53.41'																								
L-8	S 09°01'16" E	36.70'	L-18	N 76°31'41" E	39.62'																								
L-9	S 37°27'50" E	158.26'	L-19	N 64°38'29" E	49.34'																								
L-10	S 24°51'13" W	52.11'	L-20	S 85°31'28" E	35.13'																								
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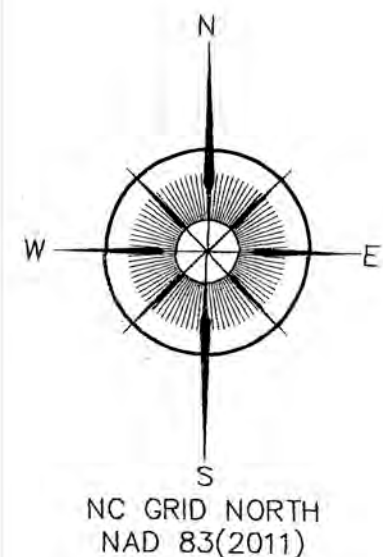


EXISTING #5 REBAR
BELOW GRADE
IN SAND BANK
N 851,494.79
E 1,906,738.04
NAD 83(2011)

The State Plane Coordinates for this site were produced with RTK GPS Observations, (Spectra Precision SP-80) and the Network Positional Accuracy of the RTK Derived Positional Information is 0.10'. Horizontal Positions are referenced to NAD 83 (2011). The Scale Factor is 0.9999793 and the Combined Grid Factor is 0.9999587.

LEGEND
Existing Iron Pipe ●
New Iron Pin ○
Mathematical Point x

MINIMUM
SETBACK
FRONT 30'
SIDE 10'
REAR 25'



McADAMS CREEK

DEED BOOK 4199 PAGE 666
DEED BOOK 4199 PAGE 666
DEED BOOK 4199 PAGE 666

BROKEN LINES NOT SURVEYED

PROPERTY LINE IS THE
CENTERLINE OF THE MEANDERS
OF McADAMS CREEK

TRACT ONE
40.01 ACRES±
REMAINING

NOTE: REMAINING TRACT 1
WAS SURVEYED ON
APRIL 06, 2021 AND
IS SHOWN AS PER
PLAT BOOK 82, PAGE 36

PROPERTY ZONING:
R-20 RESIDENTIAL

GPIN: 9805708809
PARCEL ID: 160739
OLD TAX ID: 10-14-26

TRACT TWO
7.28 ACRES±

47.64 AC± IN PIN No. 160739 EXISTING TRACT 1
- 7.28 AC± FROM PIN No. 160739 FOR NEW TRACT TWO
- 0.35 AC± FROM PIN No. 160739 DEDICATED TO PUBLIC R/W
= 40.01 AC± REMAINING IN PIN No. 160739 TRACT 1

WILLIAM CHRISTOPHER FUQUA
AND WIFE LUCINDA N. FUQUA
DEED REFERENCE
DEED BOOK 4176 PAGE 513

REFERENCE PLAT:
MANLEY C. HAYES HEIRS
PLAT BOOK 82, PAGE 36

LOT 1
PB 52
PG 104
PARCEL ID
160716

SOUTHSIDESTORAGE, LLC
DEED BOOK 986 PAGE 579
PLAT BOOK 53 PAGE 171
PARCEL ID 160733

CLYDE
DEGREFFENREIDT
HEIRS
DB 317 PG 389
FIRST TRACT
PARCEL ID
160733

JULENE C.
AND
CECIL J.
FULLER
DB 546
PG 307
PARCEL ID
160734

ARTIS LANE
PRIVATELY MAINTAINED

BLACKWELL DRIVE
PRIVATELY MAINTAINED

RICHARD GERALD BAILEY
AND WIFE
LINDA LEE BAILEY
DEED BOOK 662 PAGE 581
LOT 2, PLAT BOOK 30 PAGE 8
PARCEL ID 160767

WILLIAM CHRISTOPHER FUQUA
DEED BOOK 496 PAGE 672
LOT 1, PLAT BOOK 30 PAGE 8
PARCEL ID 160768

GIBSON ROAD
60' PUBLIC RIGHT OF WAY
NC SECONDARY ROAD 1940

FINAL PLAT
PAGE 2 OF 2
SUBDIVISION OF PROPERTY
PROPERTY OF

WILLIAM C. FUQUA AND WIFE LUCINDA N. FUQUA
MELVILLE TOWNSHIP ALAMANCE COUNTY NORTH CAROLINA

DATE 05/15/2023 SCALE 1" = 150'

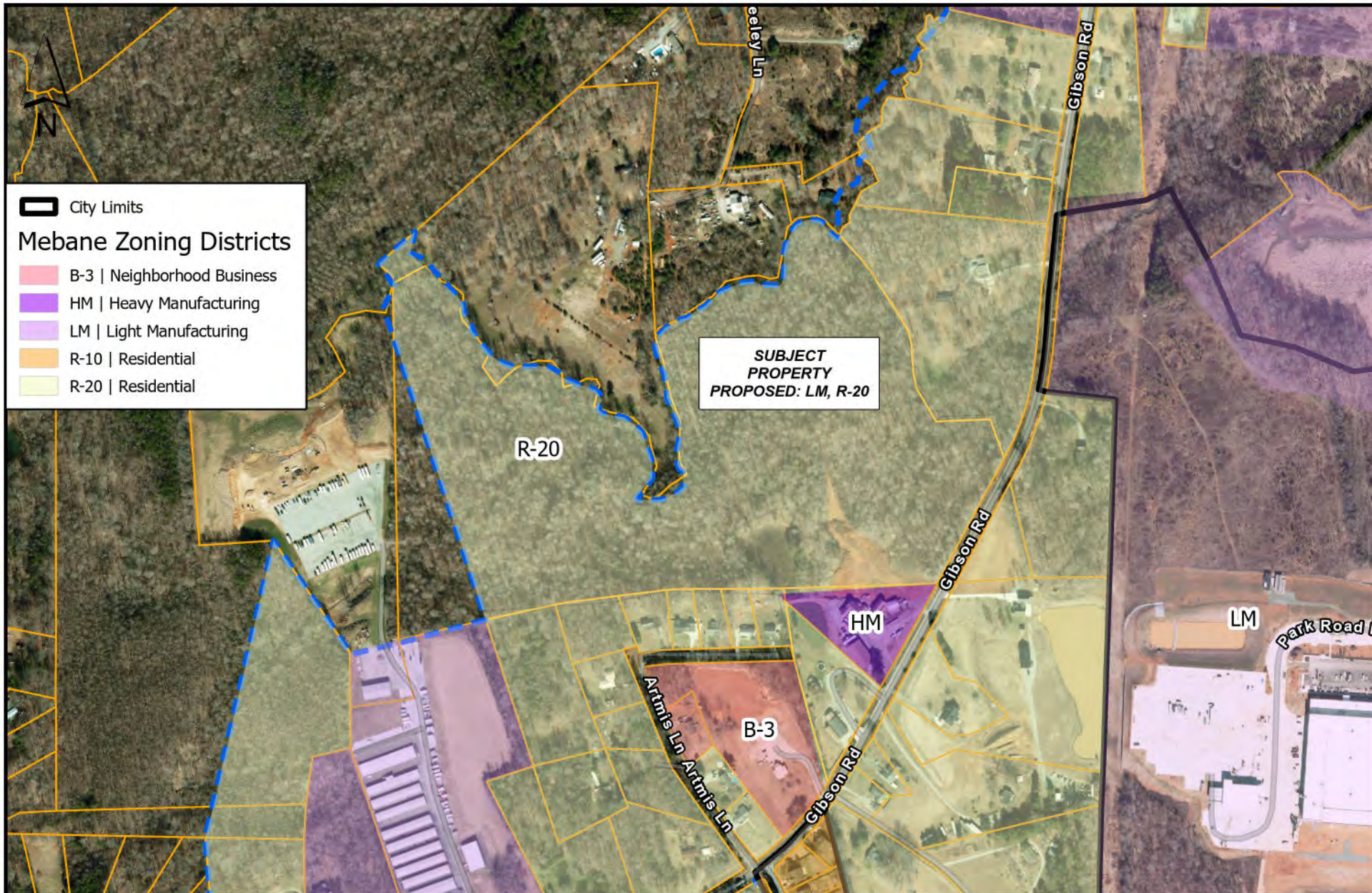
LANDMARK SURVEYING, INC. 109 E. HARDEN STREET GRAHAM, N.C. 27253
FIRM LICENSE # C-0862 TELEPHONE: 336-229-6275 EMAIL: dylandmark@triad.rr.com
FILE 230302 DISC G230302 SURVEY BY LRS DWG BY DMCP/GS APP'D BY DRY

ADJOINING LAND OWNER REFERENCE TABLE
'A' CHRISTINA I. CARMICHAEL DEED BOOK 2263 PAGE 732 LOT 5, PLAT BOOK 58 PAGE 138 PARCEL ID 160766
'B' KRISTINE L. STEISKAL DEED BOOK 2945 PAGE 848 LOT 4, PLAT BOOK 58 PAGE 138 PARCEL ID 160765
'C' RONALD Z. ARP AND WIFE RACHEL M. ARP DB 3716 PG 744 LOT 3, PB 58 PG 138 PARCEL ID 160738
'D' ROBERT GERARD LEFTWICH AND WIFE MONICA M. LEFTWICH DB 1162 PG 324 LOT 2, PB 58 PG 138 PARCEL ID 160737
'E' JERRY BARNWELL AND WIFE TENA BARNWELL DB 1824 PG 722 LOT 1, PB 58 PG 138 PARCEL ID 160736

LINE TABLE		
Line #	Bearing	Distance
L-1	S 28°23'53" W	68.19'

CURVE TABLE			
Curve #	Bearing	Chord	Radii Arc
C-1	S 27°53'37" W	53.31'	3027.45' 53.31'

PRELIMINARY
REVIEW COPY



CITY OF MEBANE

ZONING MAP

GENERAL REZONING
GIBSON ROAD
(GPIN 9805708809)

1 inch = 500 feet

DATE: 04/07/2025

DRAWN BY: MP



AGENDA ITEM #6B

Downtown Social District Ordinance Amendment

Meeting Date

May 5, 2025

Presenter

Laura Schaefer – Executive Director DMDC
Lawson Brown, City Attorney

Public Hearing

Yes ☒ No ☐

Summary

The Council will consider amending the ordinance to make the Social District permanent and enlarge it by including property located at 204 N. Fifth Street within its boundaries, as requested by the business *Shuffle N Roll*, with the property owner's consent, and the new pocket park once it is constructed.

Background

At the last Council meeting, the non-profit, Downtown Mebane Development Corporation (DMDC), which manages the Mebane Main Street Program, provided an update on the Downtown Mebane Social District following the completion of the one-year trial period authorized by the City Council. Feedback from downtown merchants indicates that 61.9% strongly support, with an additional 23.8% supporting the continuation of the district. Additionally, the Mebane Police Department has reported no issues or concerns with the operation of the district and notes that it has caused no burden on law enforcement resources. The Downtown Mebane Development Corporation (DMDC) requested that the Council:

1. Accept the update on the Downtown Social District.
2. Approve the continuation of the Downtown Social District on a permanent basis.
3. Consider including the property located at 204 N. Fifth Street within the boundaries of the Social District, as requested by the business *Shuffle N Roll*, with the property owner's consent and the inclusion of the new pocket park once it is constructed.

The Council directed staff to move forward with the necessary notice and ordinance amendments for the May 5th Council meeting.

Financial Impact

The DMDC continues to assume responsibility for educational materials, branded beverage cups, and signage costs. The Public Works department has not reported additional burdens or costs beyond those anticipated, and no financial concerns have been raised during the trial period.

Recommendation

The DMDC respectfully recommends that the Council:

1. Accept the update on the Downtown Social District.
2. Approve the continuation of the Downtown Social District on a permanent basis.

3. Including the property located at 204 N. Fifth Street within the boundaries of the Social District, as requested by the business *Shuffle N Roll*, with the property owner's agreement. Also, consider the inclusion of the new pocket park once it is constructed.

Suggested Motion

I move to accept the DMDC update and to adopt the ordinance amendments as presented to make the Social District permanent and enlarge it by including property located at 204 N. Fifth Street within its boundaries, as requested by the business *Shuffle N Roll*, with the property owner's consent, and the new pocket park once it is constructed.

Attachments

1. Proposed Amended Downtown Social District Ordinance with Map and Management Plan
2. Downtown Social District PowerPoint Presentation

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEBANE, ADDING CHAPTER 23, SOCIAL DISTRICT BY CREATING A NEW DOWNTOWN SOCIAL DISTRICT, OF THE CODE OF ORDINANCES OF THE CITY OF MEBANE, NORTH CAROLINA

WHEREAS, the North Carolina General Assembly enacted legislation in 2021 (North Carolina General Statute §18B-300.1) allowing municipalities to designate social districts within their jurisdiction to allow alcoholic beverages sold by licensed permittees to be consumed within the district, outside of the establishment where the beverage was purchased; and

WHEREAS, the City of Mebane believes that a social district is a valuable tool to increase economic activity and the vibrancy of downtown Mebane.

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

Section 1. A new Chapter 23 Downtown Social District, be created as follows:

DOWNTOWN SOCIAL DISTRICT

Sec. 23-1. Definitions

The following words, terms, and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context indicates a different meaning:

Customer means a person who lawfully purchases an alcoholic beverage from a permittee that is in the social district.

Liquor means "spirituous liquor," defined by G.S. §18B-101.

Malt Beverages means beer, lager, malt liquor, ale, etc., as defined by G.S. §18B-101.

Mixed-use Development means an integrated development containing both residential and nonresidential uses and adhering to a comprehensive plan and located on a single tract of land or on two or more parcels of land which may be separated only by a privately maintained street or other right-of-way, or which may be contained in a single building.

Multi-Tenant Establishment means a building or structure, or multiple buildings and structures on the same property or within the same planned development project, that may be subject to a common declaration of restrictive covenants administered by a common property owners' association provided that the same are under common ownership, control, or property owners' association governance, that contains or contains multiple businesses that sell food, goods, services, or a combination of food, goods, and services, which include or are connected by common areas. The term multi-tenant establishment consists of a mixed-use development.

Non-Permittee Business is a business located in a social district and does not hold any North Carolina Alcoholic Beverage Control Commission (ABC) permit.

Open Container means a container for one of the alcoholic beverages sold by a permittee whose container has a broken seal or a container other than the manufacturer's unopened original container.

Permittee means a person holding any of the following ABC permits:

- i. An on-premises malt beverage permit issued pursuant to G.S. §18B-1001(1).
- ii. An on-premises unfortified wine permit issued pursuant to G.S. §18B- 1001(3).
- iii. An on-premises fortified wine permit issued pursuant to G.S. §18B-1001(5).
- iv. A mixed beverages permit issued pursuant to G.S. §18B-1001(10).
- v. A wine shop permit issued pursuant to G.S. §18B-1001(16).
- vi. A distillery permit issued pursuant to G.S. §18B-1 100(5).

Public Street means any highway, road, street, avenue, boulevard, alley, parking lot, or another way within and under the control of the City or State and open to public use, including the sidewalks of any such street.

Person means an individual, firm, partnership, association, corporation, limited liability company, other organization or group, or other combination of individuals acting as a unit.

Premises means a fixed permanent establishment, including all areas inside or outside the licensed establishment, where the permittee has control through a lease, deed, or other legal processes.

Social District is defined as an outdoor area set by ordinance where alcoholic beverages sold by an establishment licensed for the sale of alcoholic beverages for on-premises consumption may be consumed in accordance with G.S. §18B-904.17 or other applicable State law. A social district may include both indoor and outdoor areas of businesses within the defined area during the days and hours established for the social district. A social district may include privately owned property, permittees, non-permittee businesses, multi-tenant establishments, public streets, crosswalks, or parking areas, whether or not the streets or parking areas are closed to vehicle traffic.

Wine means "fortified or unfortified wine," defined by G.S. §18B-101.

Sec. 23-2. Downtown Social District

- a. The social district established by the City Council pursuant to G.S. §18B-904.1 is described herein and shown on the attached map, showing the same, along with the days and hours of operation. To the extent required by applicable State law, any portion of a social district described within this Section that overlaps with premises subject to a permit for on-premises consumption of alcohol issued by the North Carolina Alcoholic Beverage Control Commission for a special event shall be suspended during the event to the extent the social district and the permitted premises are in conflict.

1. The days and hours of operation for this social district shall be Thursday to Sunday, from 11 a.m. to 10 p.m.

b. Sale of Open Containers of Alcoholic Beverages

It shall be unlawful for a permittee located in a social district to sell open containers of alcoholic beverages and allow customers to exit its licensed premises to the social district unless the permittee meets the following requirements:

1. The permittee is located in an ABC-approved and the City of Mebane- approved social district.
2. The permittee shall only sell an open container of an alcoholic beverage (malt beverage, fortified wine, or liquor) for consumption in the social district and off the premises of the permittee in a container that meets all of the following requirements:
 - a) The container clearly identifies the permittee from which the alcoholic beverage was purchased;
 - b) The container clearly displays a logo or some other mark that is unique to the social district in which it will be consumed;
 - c) The container is not comprised of glass;
 - d) The container displays, in no less than 12-point font, the statement, "Drink Responsibly- Be 21;" and
 - e) The container shall not hold more than 16 fluid ounces.
3. Nothing in this section shall be construed to authorize the sale and delivery of alcoholic beverage drinks in excess of the limitation set forth in G.S. § 18B- 1010.

c. Consumption in Public

Except as permitted herein, no person shall consume any beer, wine, or liquor or upon or within the limits of any public street or sidewalk in the city.

d. Possession of Open Container in Public

Except as permitted hereto, no person shall consume any beer, wine, or liquor within the limits of any public street or sidewalk in the City.

e. Container Disposal

It shall be unlawful for any person to drop, throw, cast, or deposit any used malt beverage, wine, or liquor container upon any public street or sidewalk or upon the private business premises of another without permission of the owner or person in control of such premises.

f. Responsibilities of Non-Permittee Businesses in Social Districts

Any non-permittee business that is part of the social district and allows customers to bring alcoholic beverages onto its premises is not responsible for enforcement of G.S. §18B but must comply with the following requirements:

1. Clearly, post signage at any exits that do not open to the social district indicating that alcoholic beverages may not be taken past that point,
2. Post the uniform signage provided to the non-permittee business indicating that customers may bring alcoholic beverages onto the premises of the non-permittee business during the days and hours that the social district is active; and
3. Allow law enforcement officers access to the areas of the premises accessible by customers during the days and hours the social district is active.

g. Requirements for Possession and Consumption of Open Containers of Alcoholic Beverages in the Social District.

Except where otherwise allowed by local ordinance, it shall be unlawful to possess or consume an open container of an alcoholic beverage in a social district during the hours established for the social district unless:

1. The alcoholic beverage is purchased from a permittee located in the social district;
2. The customer-purchased open container of alcoholic beverage is in a container meeting the requirements set forth in Sec. b, except for open containers sold by a permittee for consumption on the permittee's premises;
3. The person does not possess at one-time open containers of alcoholic beverages in the social district in excess of the number of alcoholic beverages that may be sold and delivered by a retail permittee as set forth in G.S. §18B-1010;
4. The person does not enter the premises of a non-permittee business in the social district with an open container of an alcoholic beverage unless the non-permitted business has displayed the uniform sign for the social district as herein provided; and
5. The person disposes of any open container of an alcoholic beverage purchased from a permittee in the person's possession prior to exiting the social district unless the person is reentering the licensed premises of the permittee where the alcoholic beverage was purchased.

Notwithstanding G.S. §18B-300 and G.S. §18B-301, a permittee or non-permittee business may allow a customer to possess and consume on the business's premises alcoholic beverages purchased from a permittee in the social district.

h. Multi-Tenant Establishments

Permittees and non-permittee businesses in a multi-tenant establishment located within a social district may participate in the social district regardless of whether the multi-tenant establishment has a common area entertainment ABC permit.

i. Consumption and Possession of Alcoholic Beverages On City Property Or Public Vehicular Areas.

Except as provided by this temporary downtown social district, it shall be unlawful for any pedestrian to consume malt beverages or unfortified wine, liquor, or mixed beverage on any City street, and it shall be unlawful for any person to possess an open container of malt beverages or unfortified wine or liquor on any property owned, occupied, or controlled by the City. It shall also be unlawful to possess malt beverages and unfortified wine, liquor, or mixed beverage on any street, alley, or parking lot which is temporarily closed to regular traffic for a special event unless the City Manager or designee approves the permit in accordance with the policies set forth in City Council's Special Event Policy closing the street, alley, or parking lot makes other provisions for the possession of malt beverages or unfortified wine. An open container is one whose seal has been broken or a container other than the manufacturer's unopened original container.

Notwithstanding the above, the provisions of this section shall not be applicable to any streets or sidewalks located within a social district during the hours of operation of the social district. The provisions of the section shall remain applicable for any property owned, occupied, or controlled by the City that is located within a social district unless that property has been designated by the City as eligible for the consumption of alcohol under the rules of the social district and applicable State law.

j. Exceptions

Any public, community-sponsored function or activity being conducted on public streets, alleys, or parking lots that are temporarily closed to regular traffic or other city-owned parks and facilities located within the Downtown Social District, as defined herein upon approval of a special events permit pursuant to City policies and all applicable ABC regulations.

Sec. 23-3. Enforcement

Any person who violates this Article, and any person who aids, abets, encourages, assists in, or contributes to such violation, shall be guilty of a misdemeanor as provided in G.S. § 14-4 and, upon conviction, shall be subject to a maximum fine of \$500.00 per occurrence, imprisonment, or both.

Sec. 23-4. Severability

If any provision of this section is declared invalid or unconstitutional for any reason, the remaining provisions shall be severable and shall continue in full force and effect.

Section 2. It is the intention of the City Council, and it is hereby ordained that the provisions of this ordinance shall become effective on June 28, 2024, and be made part of the Code of Ordinances, City of Mebane, North Carolina, and the section of this ordinance may be renumbered to accomplish such intention.

Section 3. To the extent that this Chapter conflicts with Section 22-1 (b) and (c), Chapter 23 shall control as to the defined social district only. Otherwise, Section 22-1 shall control.

~~Provisional Expiration. Unless extended by the Council, the provisions of this Ordinance shall expire on June 30, 2025.~~

~~Adopted this 6th day of May, 2024.~~

Amended this 5th day of May 2025.

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



E CENTER ST

Social District Management & Maintenance Plan

Public Waste Management:

- Department: Mebane Public Works
- Contact: Chuck Smith – Public Works Director & Leon Eakes – Sanitation Operations
Supervisor: 919-563-3401
- Schedule
 - Downtown public street receptacles are collected on Monday and Friday. Recycling receptacles are collected bi-weekly on Wednesday.
 - No increase in the current downtown collection schedule and operation is expected.

Note: Sanitation & Recycling receptacles will increase.

Security and Public Safety:

- Department: Mebane Police Department
- Contact: (919) 563-9031, or <https://cityofmebanenc.gov/contact/>
- Emergency Contact: 911
- Schedule:
 - Directed Patrols as needed in the in the downtown area (1 officer)
 - **NOTE:** Directed patrols will be implemented during the initial phase for the first few months to assess staffing requirements for the social district. These patrols will align with the operating hours of the district, allowing for a comprehensive analysis
 - Off-duty supplemental officers (1 officer): Extra duty assignment approved by the Chief of Police to work overtime shifts, as filled by off-duty officers, nights and weekends
 - **NOTE:** Supplemental officer assignments do not ensure full coverage for every timeslot, however, the Mebane Police Department is confident in its ability to secure supplemental support. Moreover, we will conduct an analysis of how the utilization of supplemental officers affects overtime budgets. If there are significant increases, we would request that the cost during peak hours be covered by business owners.

Downtown Management:

- Organization: Downtown Mebane Development Corporation (DMDC)
- Contact: Laura Schaefer – Executive Director mainstreet@cityofmebane.com
- Schedule:
 - Monday – Friday, DMDC Executive Director is on duty in the downtown.
 - Approach: Manage business participation, marketing, branding, and liaison between City Departments, Alcohol Law Enforcement (ALE), businesses, and residents

District Boundaries:

- See social district map

Update on the Downtown Social District



Purpose of the Presentation

- Provide year-end update on the social district trial
- Share merchant feedback
- Report public safety & operational observations
- Request continuation of the social district on a permanent basis
- Propose inclusion of 204 N Fifth Street in the district, as well as the new pocket park once constructed.



Background

- Social District ordinance adopted on May 6, 2024, for a one-year trial
- Ordinance became effective on June 28, 2024
- Modeled after successful social district programs in neighboring communities
- Supports the DMDC's vision of a vibrant, engaging downtown center
- Aligns with North Carolina legislation

Legislative Background:

- **NC House Bill 890 (Oct. 2021)** - Authorizes local governments to establish social districts
- **NC House Bill 211 (July 2022)** - Clarifies requirements, operations, rules for social districts



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. (Thursday – Sunday 11am – 10pm)
- ✓ 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.



Business & Property Owner Support

- DMDC surveyed downtown business owners, 21 responded.
- 61.9% Strongly Support the social district; 23.8% Support
- Majority report positive impact or no negative effects on business
- 45% have noticed increased foot traffic or customer engagement



Public Safety & Operational Impact Report

Public Safety:

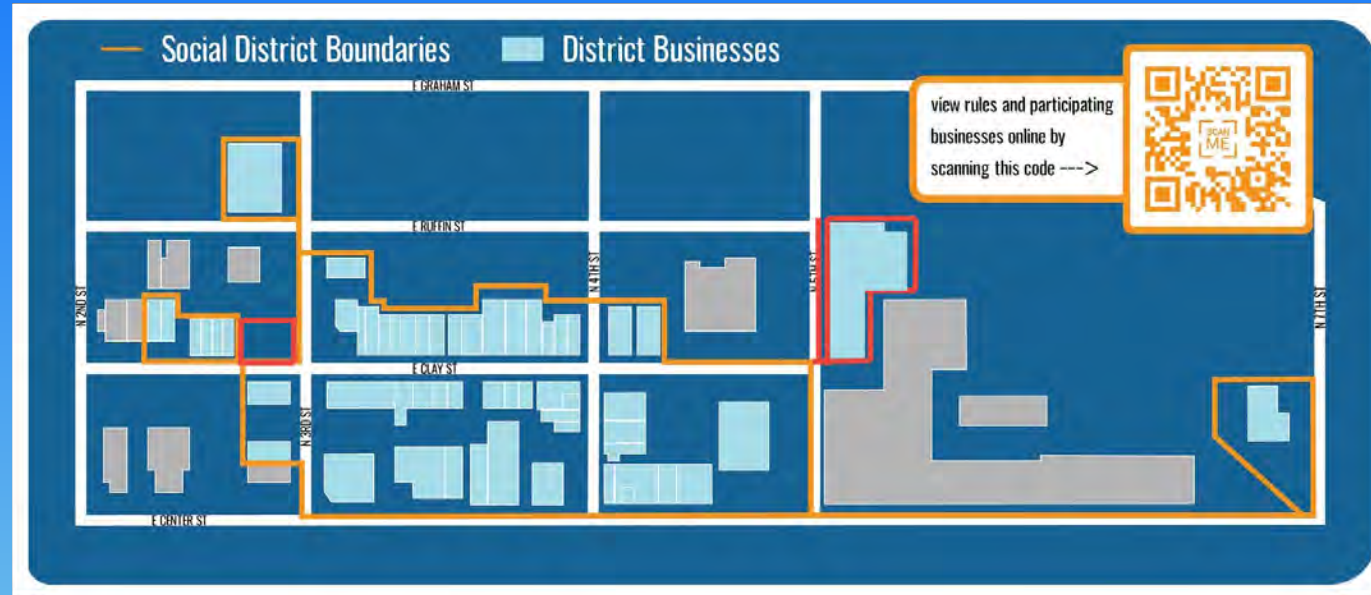
- no issues with the current district

Operational Impact:

- No unexpected city costs identified
- Public Works impact minimal and manageable
- Educational materials, signage, and branded cups funded by DMDC and participating businesses



Request for Expansion



DMDC requests that City Council consider the inclusion of the property located at parcel site address **204 N Fifth Street** within the boundaries of the Social District, as well as the new pocket park once constructed.

Business at this location: Shuffle N Roll

- Request initiated by the business owner; property owner is in agreement



Proposed Action for City Council

The Downtown Mebane Development Corporation (DMDC) respectfully requests that City Council:

- Accept the update on the Downtown Mebane Social District.
- Approve the continuation of the Downtown Mebane Social District on a permanent basis.
- Consider the inclusion of 204 N. Fifth Street within the Social District boundaries, as well as, the new pocket park once constructed.



Questions?





INFORMATIONAL ITEM

Update on Mebane 2045: Planning for a Charming Tomorrow

Meeting Date

May 5, 2025

Presenters

Ashley Ownbey, Development Director

Public Hearing

Yes ☐ No ☒

Summary

The City of Mebane has contracted with Green Heron Planning, LLC for updates to the comprehensive land development plan. The process to update the plan began in July 2024 and is known as Mebane 2045: Planning for a Charming Tomorrow. Staff would like to provide an update to the City Council ahead of the third public forum.

Background

In March 2024, the City issued a request for proposals and received five proposals. After review, City staff selected a project team led by Ben Hitchings of Green Heron Planning, LLC and Meg Nealon of Nealon Planning, PLLC. The planning project began in July 2024.

Community engagement is a critical part of Mebane 2045: Planning for a Charming Tomorrow. Since the process began:

- The City Council appointed a 14-person Community Advisory Committee in August 2024. This Committee has met four times – September 24, October 28, January 9, and April 8.
- We received more than 940 responses to the first survey released in the Fall of 2024.
- We hosted 60 attendees at the first public forum on November 19, 2024, and 45 attendees at the second public forum on February 27, 2025.
- We received more than 120 responses to the second survey and more than 45 responses to social media polls released as follow-up opportunities to the second public forum.
- The third public forum is scheduled for May 13, 2025, at the Mebane Arts and Community Center.

Documents and videos related to the community engagement along with draft reports are available on the City's website by visiting <https://cityofmebanenc.gov/mebane-2045/>.

Financial Impact

The City of Mebane already has a contract with Green Heron Planning, LLC for a budgeted amount.

Recommendation

This item is presented as information.

Attachments

1. N/A



AGENDA ITEM #8

FEMA Sewer Rehab BRIC Grant – Designation of Applicant’s Agent

Meeting Date

May 5, 2025

Presenter

Kyle Smith, PE- Utilities Director

Public Hearing

Yes ☐ No ☒

Summary

The City submitted a funding application through the 2022 FEMA BRIC Grant request and has been selected to receive funding. As part of the grant process, the City must execute the attached resolution designating a signing agent for Federal and State forms. We have received word that FEMA may be canceling some or all of this grant but the resolution is still needed to proceed in the interim.

Background

The City submitted for funding for the engineering and construction of approximately 16,800 feet of sewer line rehabilitation by CIPP lining and associated manhole rehab. This project is intended to cut down on the amount of inflow and infiltration (I&I) entering our collection system thus making it to the WRRF for treatment. In November 2023, Council approved a resolution designating Chris Rollins as the applicant’s agent. We are in need of updating this resolution and form designating Richard White as the applicant's agent.

Financial Impact

Total estimated cost for the project is \$3,150,000. The City of Mebane is selected to receive the BRIC grant and has been awarded \$2,250,000. A match of \$900,000 is required and has been funded by directed appropriations.

Recommendation

Staff recommends executing the form and resolution Designation of Applicant’s Agent and Applicant Assurances.

Attachments

1. Resolution Designation of Applicant’s Agent and Applicant Assurances
2. Designation of Applicant’s Agent and Applicant Assurances form
3. Project Area Maps



RESOLUTION

The Council hereby approves the North Carolina Division of Emergency Management- Designation of Applicant's Agent and Applicant Assurances form.

Adopted this the 5th day of May 2025.

Ed Hooks, Mayor

ATTEST:

Stephane W. Shaw, City Clerk

DESIGNATION OF APPLICANT'S AGENT AND APPLICANT ASSURANCES

ORGANIZATION NAME (HEREAFTER NAMED ORGANIZATION)

PRIMARY AGENT	SECONDARY AGENT
AGENT'S NAME	AGENT'S NAME
ORGANIZATION	ORGANIZATION
OFFICIAL POSITION	OFFICIAL POSITION
MAILING ADDRESS	MAILING ADDRESS
CITY ,STATE, ZIP	CITY ,STATE, ZIP
DAYTIME TELEPHONE	DAYTIME TELEPHONE
Email Address	Email Address
PAGER OR CELLULAR NUMBER	PAGER OR CELLULAR NUMBER

THE ABOVE PRIMARY AND SECONDARY AGENTS ARE HEREBY AUTHORIZED TO EXECUTE AND FILE APPLICATION FOR PUBLIC ASSISTANCE ON BEHALF OF THE ORGANIZATION FOR THE PURPOSE OF OBTAINING CERTAIN STATE AND FEDERAL FINANCIAL ASSISTANCE UNDER THE ROBERT T. STAFFORD DISASTER RELIEF & EMERGENCY ASSISTANCE ACT, (PUBLIC LAW 93-288 AS AMENDED) OR OTHERWISE AVAILABLE. THIS AGENT IS AUTHORIZED TO REPRESENT AND ACT FOR THE ORGANIZATION IN ALL DEALINGS WITH THE STATE OF NORTH CAROLINA AND THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR MATTERS PERTAINING TO SUCH DISASTER ASSISTANCE REQUIRED BY THE AGREEMENTS AND ASSURANCES PRINTED ON THE SECOND ATTACHED PAGE.

CHIEF FINANCIAL OFFICER	CERTIFYING OFFICIAL
NAME	OFFICIAL'S NAME
ORGANIZATION	ORGANIZATION
OFFICIAL POSITION	OFFICIAL POSITION
MAILING ADDRESS	MAILING ADDRESS
CITY ,STATE, ZIP	CITY ,STATE, ZIP
DAYTIME TELEPHONE	DAYTIME TELEPHONE
FACSIMILE NUMBER	FACSIMILE NUMBER
PAGER OR CELLULAR NUMBER	PAGER OR CELLULAR NUMBER

APPLICANT'S STATE COGNIZANT AGENCY FOR SINGLE AUDIT PURPOSES (IF A COGNIZANT AGENCY IS NOT ASSIGNED, PLEASE INDICATE):

APPLICANT'S FISCAL YEAR (FY) START

MONTH:

DAY:

APPLICANT'S FEDERAL EMPLOYER'S IDENTIFICATION NUMBER

-

APPLICANT'S STATE PAYEE IDENTIFICATION NUMBER

- -

CERTIFYING OFFICIAL'S SIGNATURE

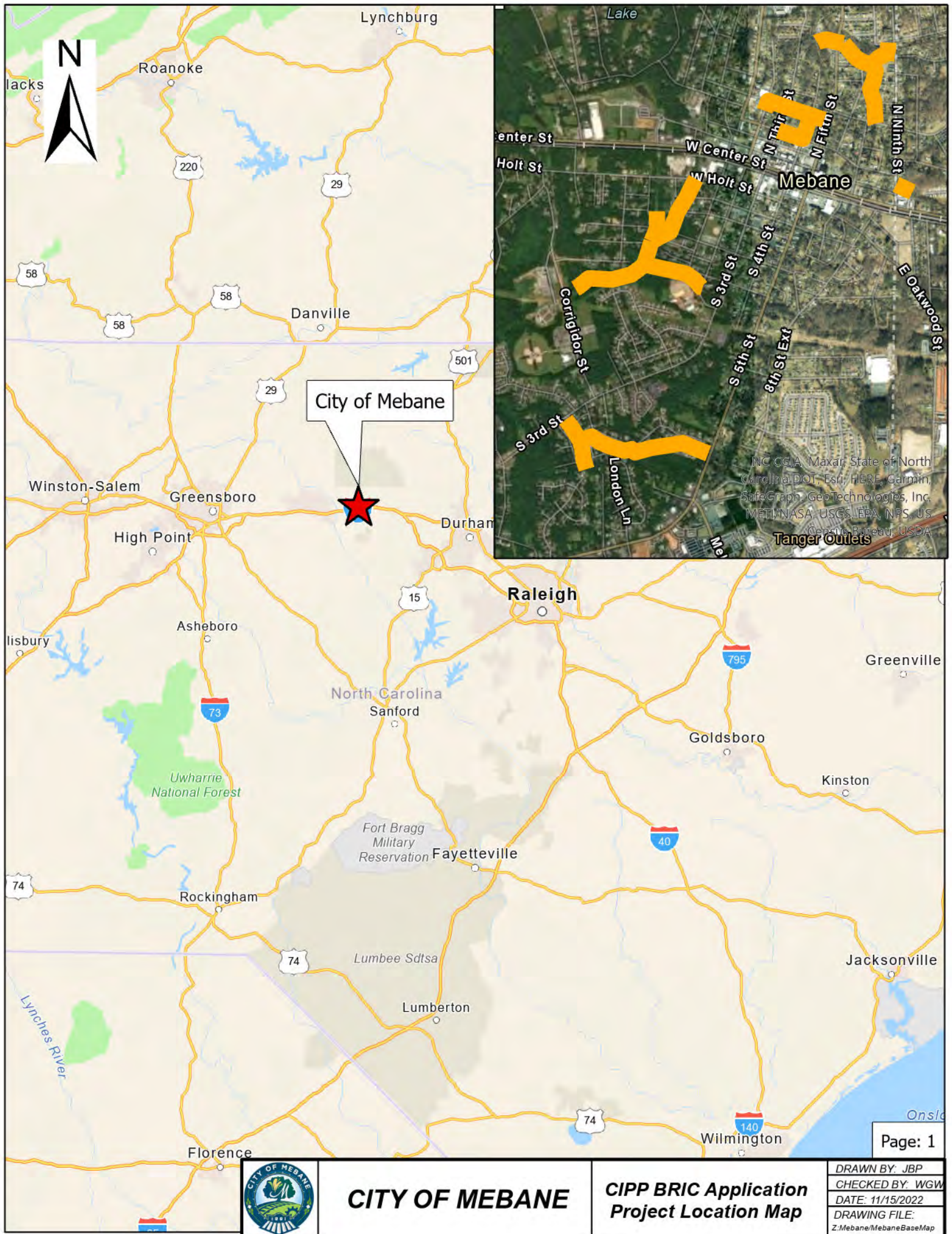
APPLICANT ASSURANCES

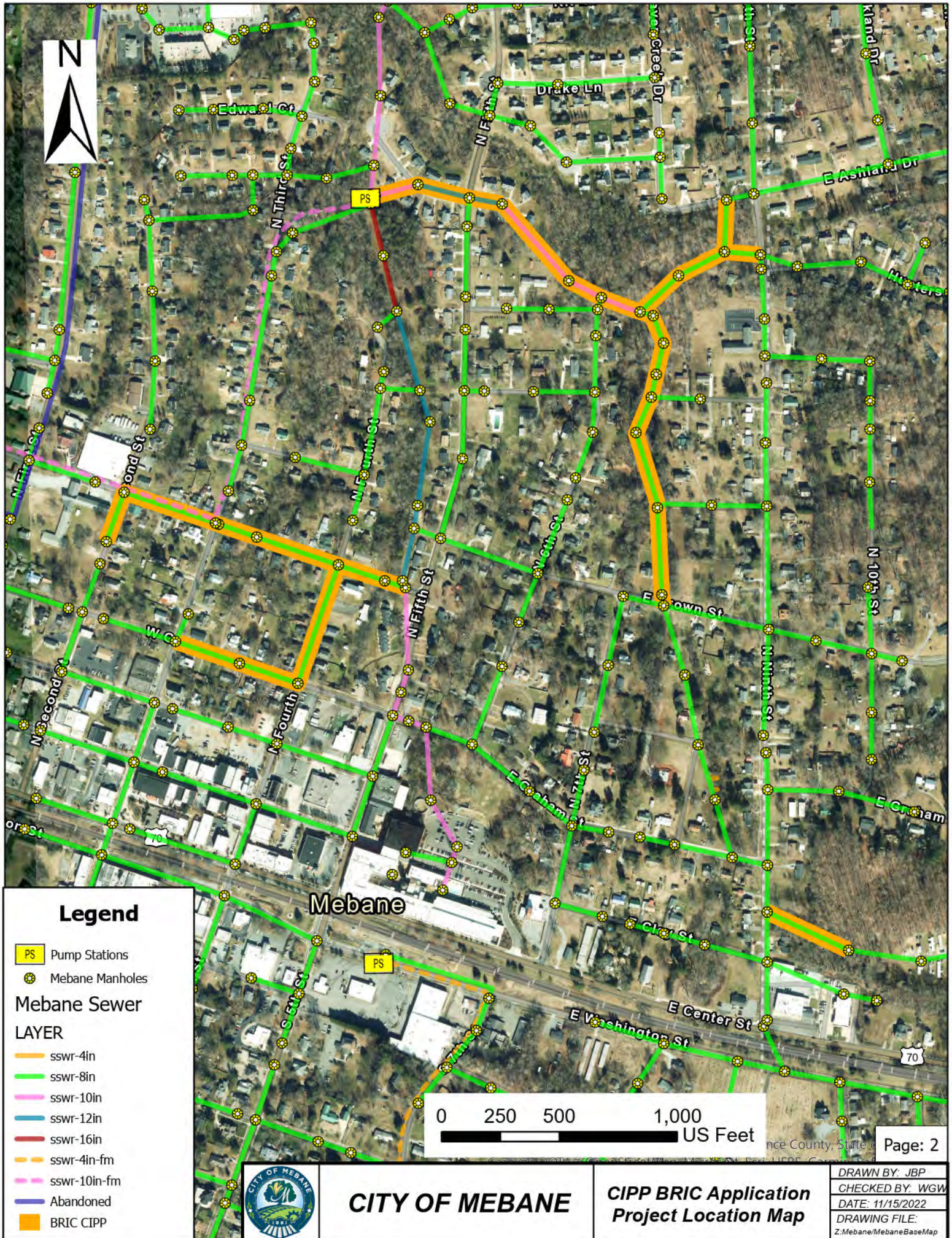
The applicant hereby assures and certifies that he will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally-assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that it is duly authorized pursuant to appropriate applicant authority and/or a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body and that the agents and officials designated herein are duly authorized under North Carolina law to act on behalf of the organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to the disaster assistance required by the agreements and assurances contained herein.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 12148, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act, as amended, 5 USC 1501 et. seq. and 7324 et. seq., which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, 29 U.S.C. Section 201 et seq., as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973, as amended, 42 U.S.C. 40001 et. seq.. Further, Sections 102 and 103 (42 U.S.C. 4012a and 4015) required, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. 306108 (former 16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 or 1974, 54 U.S.C. 312501 et. seq. (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.





Legend

- PS Pump Stations
- Mebane Manholes
- Mebane Sewer
- LAYER
 - sswr-4in
 - sswr-8in
 - sswr-10in
 - sswr-12in
 - sswr-16in
 - sswr-4in-fm
 - sswr-10in-fm
 - Abandoned
 - BRIC CIPP

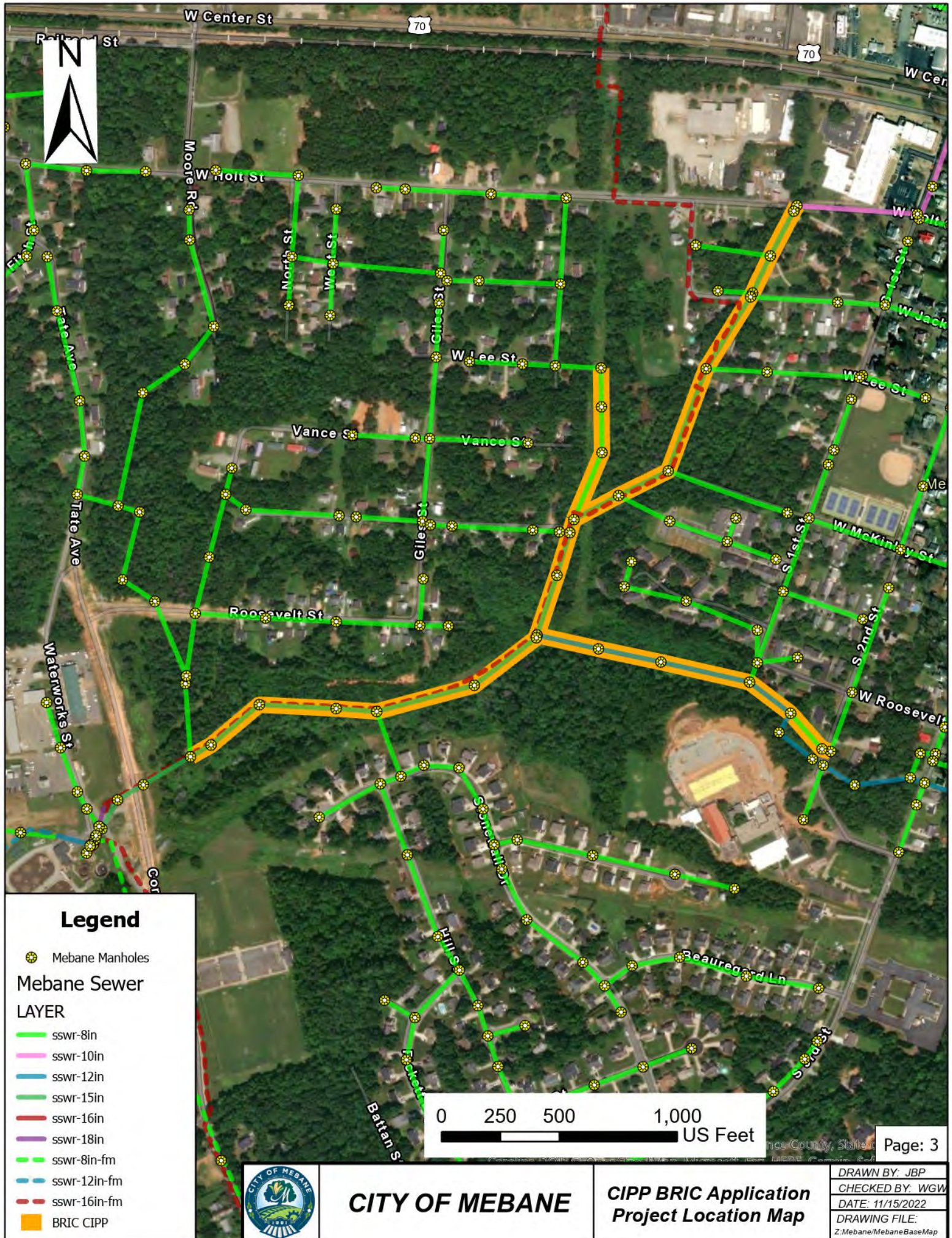
0 250 500 1,000 US Feet



CITY OF MEBANE

**CIPP BRIC Application
Project Location Map**

DRAWN BY: JBP
CHECKED BY: WGW
DATE: 11/15/2022
DRAWING FILE:
Z:\Mebane\MebaneBaseMap



Legend

● Mebane Manholes

Mebane Sewer

LAYER

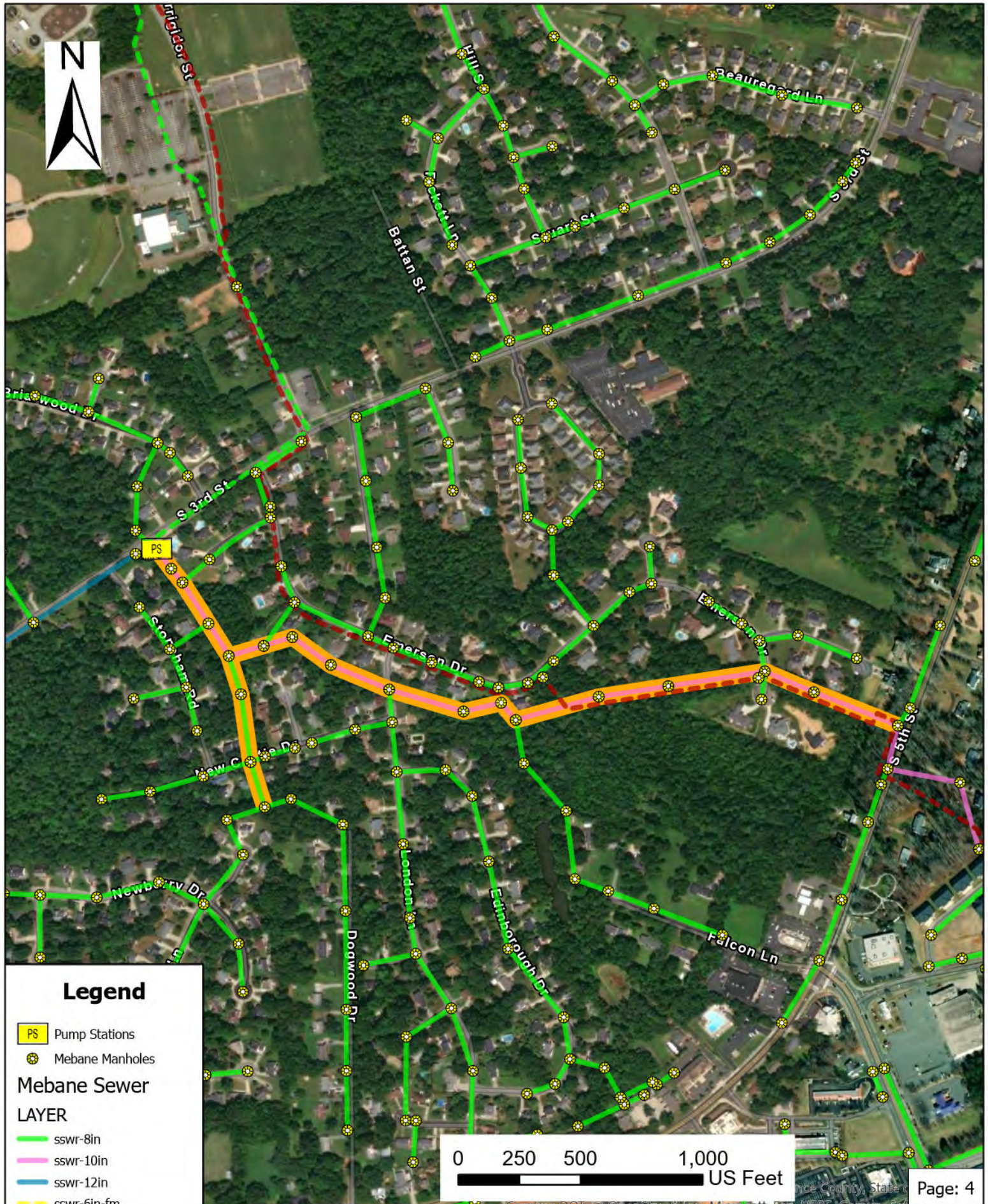
- sswr-8in
- sswr-10in
- sswr-12in
- sswr-15in
- sswr-16in
- sswr-18in
- sswr-8in-fm
- sswr-12in-fm
- sswr-16in-fm
- BRIC CIPP



CITY OF MEBANE

**CIPP BRIC Application
Project Location Map**

DRAWN BY: JBP
CHECKED BY: WGW
DATE: 11/15/2022
DRAWING FILE:
Z:Mebane/MebaneBaseMap



Legend

- PS Pump Stations
- Mebane Manholes
- Mebane Sewer**
- LAYER**
- sswr-8in
- sswr-10in
- sswr-12in
- sswr-6in-fm
- sswr-8in-fm
- sswr-16in-fm
- BRIC CIPP



CITY OF MEBANE

**CIPP BRIC Application
Project Location Map**

DRAWN BY: JBP
CHECKED BY: WGW
DATE: 11/15/2022
DRAWING FILE:
Z:\Mebane\MebaneBaseMap



AGENDA ITEM #9

DOWNTOWN EXTERIOR IMPROVEMENTS GRANT AWARDS

Meeting Date

May 5, 2025

Presenter

Ashley Ownbey, Development Director

Public Hearing

Yes ☐ No ☒

Summary

The City 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 and modified the eligibility criteria for the program on February 10, 2025. The approved budget for Fiscal Year 2024 – 2025 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.

The City Council has awarded four applicants a total of \$24,564.33 for qualifying requests, leaving \$25,435.67 in grant funds available for award. Applications are now being accepted and considered for award on an open basis.

The City has received three new complete applications for consideration at the May 5 meeting:

1. 111 North Third Street: \$10,000 to add an exterior stairwell to access the second floor
2. 118 West Clay Street: \$1,462.50 to repaint storefront, windows, and staircases
3. 111 North Fourth Street: \$3,223.25 to paint the building and add signage

Financial Impact

Qualifying requests total \$14,685.75, to be awarded at the City Council's discretion. If the candidate projects are awarded full grant funding, \$10,749.92 will remain in the DEIG pool, available to qualifying applicants on a first-come, first-serve basis and at the City Council's discretion.

Recommendation

DEIG awards are made at the City Council's discretion. All applications included are complete and meet the criteria established by the City Council.

Suggested Motions

Motion to award \$14,685.75 in Downtown Exterior Improvement Grants to the applicants for the project described in the applications.

Attachments

1. 111 North Third Street Application Package
2. 118 West Clay Street Application Package
3. 111 North Fourth Street Application Package

City of Mebane Downtown Exterior Improvements Grant Guidelines and Application

reet (?filter_categories)=318)

ry 11, 2025
323 KB

ownload (https://storage.googleapis.c

- ◇ Submit an application to the City of Mebane
- ◇ All projects must comply with the requirements of the City of Mebane's ordinances and NC State Building Codes.
- ◇ All rehabilitations on buildings will attempt, as feasible, to follow the "Secretary of the Interior's Standards for Rehabilitation" of commercial buildings (see attached).
- ◇ All applicants must obtain at least two cost estimates for labor and materials and provide copies of each quote attached to the application.
- ◇ All projects shall be delivered 12 months following award.

CITY OF MEBANE • 106 E. Washington St. • Mebane, NC 27302 • 919 563 9990
• cityofmebanenc.gov

Grant Application



Date of Application: April 1, 2025

APPLICANT INFORMATION

Property Owner Name	<u>Red Hill Investments LLC</u>
Business Owner Name (if different*)	<u>Carl & Barbara Guttman</u>
Business Name	<u>Melville Building</u>
Phone #	<u>336-213-7326</u>
Street Address of Property	<u>111 N Third St</u>
Applicant's Mailing Address	<u>3740 Phillips Chapel Rd, Haw River</u>

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

27258

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	<u>Vacant under renovation</u>
Proposed use of building:	<u>For lease, Possible Restaurant/Event space</u>
Business Name	

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:

Adding an exterior stairway from the second floor of the Melville Building on the side facing Veterans Park. This will increase occupancy on second floor

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.):

Making it more attractive for a possible restaurant below with event space for the restaurant. Stair way will be metal, as per blueprints and painted black.

nc.gov/documents/deig-grant-application/

Applicant Signature Barbara Guttman

Ashley Ownbey

From: Barbara Guttman <bcguttman@gmail.com>
Sent: Monday, March 31, 2025 5:46 PM
To: Planning Department
Subject: Face grant application- Melville
Attachments: apex_steel_quote_melville.pdf; Estimate_1163_from_Stegall_Metal_Worx_LLC.pdf; Grant app-1.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Ashley,

I have an actual blueprint that I can provide. I'm still working with Anna Wirth fine tuning materials before I apply for a building permit.

Please let me know if you need anything else for the face grant application.

Thanks,
Barbara





Stegall Metal Worx LLC
1335 Haywood st.
Haw River, NC 27258
+13366135716
stegallmetalworx@gmail.com

Estimate

ADDRESS

Barbara Guttman

ESTIMATE # 1163

DATE 01/27/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Fabricating and Welding	Exterior platform and stairs with handrail for 137 W clay St. This is just a rough estimate we would need to sit down and discuss more on some small details about who would do what work and some other small thanks it could be a little less depending on how much you'll take on yourself but this will give you a ballpark And if you do decide to move forward with us we would need partial payment to begin project.	1	32,000.00	32,000.00

Thanks for giving us the opportunity to quote this job we look forward to hearing from you either good or bad

SUBTOTAL	32,000.00
TAX	0.00
TOTAL	\$32,000.00

Accepted By

Accepted Date

If you would like to pay by credit card please inform us there will be a 3.5% charge added to the invoice.



301 Petfinder Lane
Raleigh, NC 27603

PROPOSAL & SCOPE STATEMENT



Phone: (919) 362-6611
Fax: (919) 362-6664

Quote # 12835

To: Barbara Guttman

Date: 1/15/2025

Job Name: Melville Exterior Stair

Location: 137 West Clay Street Mebane, NC 27302

Architects: flock design & architecture

Engineer: John Allred, PE

Drawing Sheets: A0.1, A0.3, A0.5, A1.0, A1.2, A2.0, S1.1, S1.2

(with revisions Dated 11/21/2024
& dates)

Fax:

Phn: (336) 213-7326

3 TONS This bid includes the fabrication and erection of structural and miscellaneous steel listed below per the drawings sheets identified by their numbers, revisions, and dates listed above.

Item #	Qty	Description	
1	6	HSS Columns S1.1	E
2	5	Landing Channels S1.1	E
3	1	Upper Landing Beam S1.1	E
4	4	Channel Stringers S1.1	E
5	1	Galvanized 1-1/4" x 3/16" 11W4 Grating Treads & Landing Grate A1.2	E
6	6	(2) HSS Rail w/3/4" Pickets & Grab Rail	E

Note: E = erect, FO = furnish only

Job Name:

Melville Exterior Stair

Quote # 12835

PROPOSAL

CLARIFICATIONS:

All steel listed on this proposal has one coat of red shop primer unless otherwise noted.

Shop Drawing Schedule is from date of Job approval 4 to 6 Weeks OFA and 4 to 6 Week Fab &

Deliver After Approval are returned.

Due to significant fluctuating steel prices Apex Steel Corp. will require that ALL shop drawing submittals be returned from approval/red-line no later than 14 business days from the receipt date.

PROJECT SPECIFIC EXCLUSIONS:

Any special primers, special paints, finish paints, and galvanizing unless otherwise noted for the materials listed above

Light gage metal framing, light gage attachments, light gage metal copings, and metal flashings.

Engineering services or stamp unless otherwise noted, testing, inspections, performance bonds or liquidated damages
Spec's & Schedules

The cutting and removal of the existing wall to make the pockets for the channel landing beams.

Any concrete footings

Labor performed before 7:00 AM, after 5:00 PM, weekends or holidays

Any awnings 19W4 Grating

Any and all finish paints or coatings.

Any and all other items not listed above on this proposal.

STANDARD EXCLUSIONS:

Anchor bolt templates

Grout and Grouting

Installation of anchor bolts, embedded materials, lintels, bollards or gate posts

Furnishing or installing anchors for other trades

Holes for other trades

Masonry ties

Temporary shoring

Demolition

Concrete in stair pans or landings

Metal studs, flashing, standing seam roofing, or metal stud welding

Repair of damaged fireproofing

Engineering services or stamp, testing, inspections, performance bonds or liquidated damages

Items, addendums or drawings not listed on this proposal

Setting leveling nuts to elevation

1) Initial: _____ I have read and fully understand all listed exclusions.

Job Name: Melville Exterior Stair

Quote # 12835

PROPOSAL

DUE TO UNSTABLE MILL INCREASES PRICE(VAILD 20 DAYS)

Sum-total:	\$27,019.18
Tax:	\$2,888.27
Labor to Install:	\$15,770.00
Lump sum total:	\$45,677.44

Authorized Signature: _____

3) Acceptance of Proposal -- The above prices, specifications and conditions are satisfactory and are hereby accepted. Apex Steel Corp is authorized to do the work as specified. Payment will be made as outlined above.

_____ A subcontract will follow this proposal acceptance.

_____ No subcontract will follow this proposal acceptance.

_____ A purchase order will follow this proposal acceptance.

_____ % retainage to be withheld on project.

Payment terms: 30 days _____ 10th _____ 25th _____ other _____

Billing Required by _____ of each month.

And agrees to pay a service charge of 1.5% per month (18% per annual) on all past due balances or contract terms

And agrees to pay for all charges incurred by those authorized to charge on this account

In the event any third parties are employed to collect any outstanding monies due by said business, the undersigned agrees to pay reasonable collection agency costs, including attorney fees, whether or not litigation has commenced, and all cost of litigation incurred.

Claims arising from invoices must be made within seven working days.

The undersigned represents that he/she has the authotity to execute this Proposal on behalf of the said business.

Name: _____

Date of acceptance: _____

Signature: _____

****EFFECTIVE May 22, 2018 - A 2.99% convenience fee will be charged to all MasterCard, Visa and Discover credit card payments – Excludes debit and Prepaid Cards**



"WE LIKE IT DIFFICULT!"

April 6, 2022

EXHIBIT A (with Proposal)

Valued Customer,

As we all are aware, steel prices have been on a steady increase since November of 2020. Just when we thought things were leveling off, they now have started to increase yet again over the last several weeks. Steel distributing warehouses are placing orders for future purchases, however the mills are telling the distributors the prices will be based on the time of pickup/delivery to the distributors.

There is nothing normal about the way businesses must change from the past when quotes/proposals were good for at least 30 days, that is no longer an option in today's market. This is not the way we would prefer to do business; however, we have no choice or other options at this point it is out of our control.

Apex Steel Corporation will do everything possible to help with the trying days/weeks/months ahead, however we must have the cooperation and understanding from you the valued customer. All our current pricing and estimates are carefully calculated by noting buy weights and buy costs.

We are asking that all future awarded LOI's and subcontracts include an escalating clause within the awarded documents. This clause will need to be reflected from the quoted date to the time the materials can be ordered. Apex Steel Corp. would like to be able to order as much material as feasible possible to avoid cost to the project owners. With the risk being extremely high on ordering materials prior to approval drawings, we ask that you expedite the approval drawing as soon as possible.

Also, shortages of certain materials are becoming an issue. We will work very hard to locate the current engineered noted materials on your project, however it may be required to reach out to your engineering team to offer other options on those certain materials, in which Apex Steel Corp. will contact you if this becomes a concern.

Apex Steel Corp. cannot be responsible for rising costs or lack of inventory of materials in this time of unpredictable circumstances. **We also ask that you include engineering concerns with the escalation clause.**

APEX STEEL CORP

301 Petfinder Lane

Raleigh, North Carolina 27603

Phone: (919) 362-6611 • Fax: (919) 362-6664

www.apexsteelcorp.com

April 6, 2022

Page 2

Please except this letter as notice that any proposals/quotes written prior to April 6, 2022, will need to be revised to reflect current price changes and to add price escalation and engineering clauses to any awarded projects, any Letter of Intent, subcontract and or any awarded documents.

We are truly sorry for any inconvenience with this matter, however as stated above it is out of our control, and Apex Steel Corp. will do whatever possible to help keep any cost down for you the valued customer and the project owners.

Please feel free to contact our Sr. Estimator Mike Burks for any questions or concerns regarding this matter.

*Sincerely,
Bridgette R. Burks
President/Controller*

APEX STEEL CORP

301 Petfinder Lane

Raleigh, North Carolina 27603

Phone: (919) 362-6611 • Fax: (919) 362-6664

www.apexsteelcorp.com

Date of Application: 4/10/25

APPLICANT INFORMATION

Property Owner Name	Adam Guttman
Business Owner Name (if different*)	Building Where Blackbird Tattoo is
Business Name	
Phone #	336-684-5639
Street Address of Property	118 W Clay St
Applicant's Mailing Address	3740 Phillips Chapel Rd

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

Haw River, NC
27258

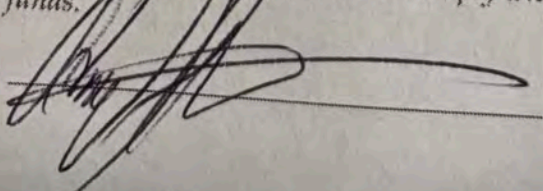
USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	Blackbird Tattoo, Down, Loft apt upstairs
Proposed use of building:	
Business Name	
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: Repaint windows, storefront and 2 metal exterior stairs black	
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: 4/10/25

Ashley Ownbey

From: Barbara Guttman <bcguttman@gmail.com>
Sent: Thursday, April 10, 2025 4:25 PM
To: Planning Department
Subject: Face Grant
Attachments: grant-application-adam-guttman.pdf; MC ROOFING INC - Estimate EST0073.pdf; Estimate_9228_from_JS_PRESSURE_CLEANING_PAINT_CO_INC.pdf; Estimate_9229_from_JS_PRESSURE_CLEANING_PAINT_CO_INC.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Ashley,

I'm submitting this face grant application for my son Adam Guttman for his building at 118 W Clay St, Mebane. The quotes are for painting the exterior of his building everywhere there is black paint (includes all windows, 2 exterior stairways and storefront).

JS Pressure Cleaning & Paint submitted 2 quotes (he quoted the 2 metal stairs separately) so added together they are \$5,584

The second quote says MC Roofing but is actually a quote for painting. The painter, ACM pressure washing and paint is the brother of MC Roofing and asked him to write the quote because he had the software to write the quote. His total for all the painting including both sets of stairs is \$2,925.00.

We've used both of these companies on other projects and they've both done a great job.

If you need anything else please let me know.

Thanks,
Barbara Guttman



MC ROOFING INC

125 Saint John St, Burlington
NORTH CAROLINA 27217
3363432724
ccipriano640@gmail.com

ESTIMATE

EST0073

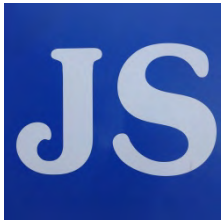
DATE

04/02/2025

TOTAL

USD \$2,925.00

DESCRIPTION	RATE	QTY	AMOUNT
118 W Clay St, MEBANE, NC 27302	\$0.00	1	\$0.00
Pressure wash	\$275.00	1	\$275.00
Paint windows and metal stairs that includes the front of the building	\$2,100.00	1	\$2,100.00
Materials	\$550.00	1	\$550.00
TOTAL			USD \$2,925.00

**JS PRESSURE CLEANING & PAINT CO. INC.**

PO BOX 1706
BURLINGTON, NC 27216
+13362295191
jspaintc@aol.com
jspressurecleaningandpaintcompanyinc.com

ADDRESS

BARBARA GUTTMAN
BARBARA GUTTMAN(RED HILL
INV)

Estimate 9228**DATE 03/31/2025**

ACTIVITY	QTY	RATE	AMOUNT
118 W CLAY ST MEBANE			
PRESSURE WASHING:PRESSURE WASHING BUILDING TRIM	1	750.00	750.00
PAINTING:EXTERIOR:EXTERIOR PREP & PAINT 9 WINDOWS, 3 DOOR OPENINGS, FRONT WOOD TRIM, PAINT 4 VENTS-LABOR	1	2,484.00	2,484.00
ESTIMATED MATERIAL AND EXPENSE +-	1	1,000.00	1,000.00
*NOTE-ESTIMATE ASSUMES 1 COAT OF PAINT. IF 2ND COAT NEEDED ADDITIONAL LABOR COST INCREASES BY \$1242.00. MATERIAL COST ALSO ADDITIONAL.			

1/3 DOWN PAYMENT REQUIRED BALANCE DUE UPON
COMPLETION. Please let us know if you have any questions. We
look forward to being at your service.

Thank you,

Johnny Pruitt Jr.
(336)229-5191

TOTAL	\$4,234.00
--------------	-------------------

Accepted By

Accepted Date



JS PRESSURE CLEANING & PAINT CO. INC.

PO BOX 1706
BURLINGTON, NC 27216
+13362295191
jspaintc@aol.com
jspressurecleaningandpaintcompanyinc.com

ADDRESS

BARBARA GUTTMAN
BARBARA GUTTMAN(RED HILL
INV)

Estimate 9229

DATE 03/31/2025

ACTIVITY	QTY	RATE	AMOUNT
118 W CLAY ST MEBANE			
PAINTING:EXTERIOR:EXTERIOR PREP & PAINT 2 SETS OF METAL STEPS & RAILS-LABOR	1	1,000.00	1,000.00
ESTIMATED MATERIAL AND EXPENSE +-	1	350.00	350.00

Please let us know if you have any questions. We look forward to
being at your service.

Thank you,

Johnny Pruitt Jr.
(336)229-5191

TOTAL \$1,350.00

Accepted By

Accepted Date

Grant Application



Date of Application: 4/24/2025

APPLICANT INFORMATION

Property Owner Name	MARCEL CASEY TRIENZO
Business Owner Name (if different*)	SWAP DRAGON DEVELOPMENT GROUP, LLC.
Business Name	
Phone #	919-602-4708
Street Address of Property	111 N. FOURTH ST.
Applicant's Mailing Address	444 FORDS ROAD, CHAPEL HILL, NC 27516

*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:	VACANT
Proposed use of building:	BARBER SHOP
Business Name	ENTHEOS BARBERING, LLC.
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: FRONT FACADE ONLY AT THIS TIME: 1.) PRESSURE WASH AND PAINT FRONT BRICK AND WOOD COLOR: BRICK BY SHERWIN WILLIAMS (LIGHT GRAY) 2.) INSTALL NEW "One-Element" ALUMINUM LETTERS PAINTED GLOSS BLACK	
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.): PAINTING = \$3,307.50 NEW ADDRESS SIGN = \$3,139 = TOTAL OF \$6,446.50	

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: Marcel Trienzo

Date: 4/24/2025

Aluminum

PVC Letters ¥ Wall Mounted ¥ Option A

- ¥ Cut PVC letters painted Black.
- ¥ Flush-mounted to wall.
- ¥ Non-Illuminated.
- ¥ Font: Campana Script
- ¥ Sign Area: 10.41 SF.



A Front View
Scale 3/8" = 1' For Production / Presentation



A Side View
Scale 1/4" = 1'



A Mockup
Scale 3/32" = 1'

PROJECT INFORMATION

Client:
One-Eleven
Street Address:
111 N. 4th St.
Mebane, NC
City & State:
City
S/C Name:
Jeff Smith
Date:
04/01/2025

Designer:
Jeff Smith
Project Manager:
Jeff Smith

REVISIONS

LANDLORD APPROVAL

☐ APPROVED
☐ APPROVED AS NOTED
☐ REVISE & RESUBMIT
NAME:
DATE:

CLIENT APPROVAL

☐ APPROVED
☐ APPROVED AS NOTED
☐ REVISE & RESUBMIT
NAME:
DATE:

McCorkle SIGN CO. INC.
1107 E. Gear Street Durham, NC 27701
FAMILY OWNED & OPERATED SINCE 1971

PHONE (919) 687 - 7080
FAX (919) 687 - 4996
Website : mccorklesigns.com
Email: mccorklesignman@aol.com

LISTED
MET
UL 48 Sign Shop
File Number:
E212409

PAGE SIZE: 8x11

Job #250623

1 of 3

ESTIMATE

Graphix Solution, Inc.
1094 Classic Rd
Apex, NC 27539

hello@graphixsolutionnc.com
+1 (919) 213-0371
www.graphixsolutionnc.com



Bill to

Marc DiRienzo
DiRienzo Builders, LLC
c/o Snapdragon Development Group
444 Ford Road
Chapel Hill, NC 27516

Ship to

Marc DiRienzo
DiRienzo Builders, LLC
c/o Snapdragon Development Group
444 Ford Road
Chapel Hill, NC 27516

Shipping info

Ship via: Installed

Estimate details

Estimate no.: 4428
Estimate date: 04/17/2025
Expiration date: 05/01/2025

P.O. Number: Pending

Sales Rep: SD

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Signs	Snapdragon Development Group Exterior Letterset // Option 1 - Acrylic ----- 18" (w) x 75+-" (h) // Overall Size Substrate: 1/2" Acrylic Laser Cut Painted PMS Black Hardware: Studs // 1" Spacers Mounting: Mechanical into Exterior Wall Surface	1	\$1,050.00	\$1,050.00
2.		Signs	Snapdragon Development Group Exterior Letterset // Option 2 - Aluminum (Recommended) ✓ ----- 18" (w) x 75+-" (h) // Overall Size Substrate: 1/2" Aluminum Laser Cut Painted PMS Black Hardware: Studs // 1" Spacers Mounting: Mechanical into Exterior Wall Surface	✓ 1	\$2,225.00	\$2,225.00
3.		Production Artwork Set Up Fee	Snapdragon Development Group Artwork Set Up Fee // Option 1 or 2 ----- Includes: Production File Set Up NOTE: Does Not Include In House Design Fee(s)	✓ 1	\$95.00	\$95.00
4.		Installation - One Installer	Snapdragon Development Group	✓ 1	\$600.00	\$600.00

Installation (Area 2 - Alamance) // Non-Lift Installation

111 TBD Street Address
Mebane NC

Includes:

- Trip Charge
- Installation of Proposed Letterset (Option 1 or 2)

NOT TO EXCEED AMOUNT

Subtotal	\$3,970.00
Sales tax	\$297.75
Total	\$4,267.75

Expiry date	05/01/2025
-------------	------------

Accepted date

Accepted by

ABOVE is a combined total that includes THE Acrylic Letters. The total cost of the Aluminum LETTERS is:

Line 2 - \$2,225.00

Line 3 - \$95.00

Line 4 - + \$600.00

2,920.00

7.5% sales tax 219.00

Total = \$3,139.00



More Expensive

PROPOSAL

250623-02

Date: 04/17/2025

Expires: 05/17/2025

Drawing Numbers:

Project: One-Eleven
111 N. 4th St.
Mebane, NC

Client: One-Eleven
111 N. 4th St.
Mebane, NC

Contact: Marc DiRienzo 919-602-4708 dbuilders12@gmail.com

We are pleased to offer this proposal for the following services at the above location.

Project Description:

Item Total:

Build and Install

One (1) set of individually stud mounted 2" deep aluminum letters.

A. Sign	\$2,500.00
B. Labor	\$900.00
C. Permits	\$400.00

Deposit Rate: 50%
Deposit: \$2,014.75

Subtotal: \$3,800.00
Tax: \$229.50
Total: \$4,029.50

TERMS: 50% deposit required:

Balance upon within 10 days of completion :

There will be a 3% service charge on all credit card payments.

Warranty: 2 year warranty on workmanship of signs.

LED Lighting - 5 year maintenance free on replacement parts and 3 years labor.

Neon and Neon Transformers have Zero Warranty.

If we remove any signs and are asked to store the signs we will only store them for 90 days before disposing of the signs.

Installation of signs directly to a wall (aka individually mounted) McCorkle Sign Co. **WILL NOT** be responsible for any damage done to the exterior or interior walls of the storefront such as sheetrock, etc. Materials damaged on the interior of the store are the sole responsibility of the customer to repair. When unforeseen obstructions occur, additional labor & material charges may apply.

Regular business hours and obstructions disclaimer

**All estimates, quotes and bids assume that work is being done during regular business hours, during a regular business week, and without obstructions preventing McCorkle Signs from being able to reach the workspace, unless otherwise noted. Trip charges, additional labor, and/or different rates will apply in the event that we are prevented from performing our duties with circumstances beyond our control or if any "after hours" requirements are necessary.

Electrical and packaging disclaimer

Salesperson: Jeffrey Smith

Buyer _____ Seller _____

Ashley Ownbey

From: DiRienzo Builders <dbuilders@bellsouth.net>
Sent: Friday, April 25, 2025 2:41 PM
To: Planning Department
Subject: Fwd: ROCKSOLID PAINTING LLC.719 HEBRON RD. Durham NC, 27704111 N. 4TH. ST. MEBANE EXTERIOR PAINT. \$ 3,307.50

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

Below is an email for the exterior painting quote for 111 N. 4th St. Please let me know if you would like them to format it differently or if this is OK?

Thank you very much,
Marc DiRienzo.

DiRienzo Builders, LLC
(C) 919-602-4708

Begin forwarded message:

From: carolina jimenez <caroljmzc53@yahoo.com>
Date: April 25, 2025 at 12:02:27 PM EDT
To: dirienzo.acct@gmail.com, DiRienzo Builders <dbuilders@bellsouth.net>
Subject: **ROCKSOLID PAINTING LLC.719 HEBRON RD. Durham NC, 27704111 N. 4TH. ST. MEBANE EXTERIOR PAINT. \$ 3,307.50**

ROCKSOLID PAINTING LLC.
719 HEBRON RD. Durham NC, 27704

111 N. 4TH. ST. MEBANE
EXTERIOR PAINT. \$ 3,307.50

[Sent from Yahoo Mail for iPhone](#)



PO Box 491, Durham, NC 27702
919-599-5994 | www.hansellpainting.com

RECIPIENT:

Marc DiRienzo

111 North 4th Street
Mebane, North Carolina 27302
Phone: 919-602-4708

Estimate #6152

Sent on 04/08/2025
Estimate written by: Travis Allen

Total \$3,600.00

Product/Service	Description	Total
Exterior Repaint	<p>Prepare and repaint the exterior facade of 111 N 4th Street</p> <ul style="list-style-type: none">- Include repainting the brick, wood trim around the windows, and the visible parts of the metal flashing on top of the building- Customer is responsible for making the work area safe regarding the power lines. The power lines are too close to the building for safe access and either need to be turned off or dropped since neither ladder, lift, nor scaffolding can be used in the existing conditions.- Customer is responsible for taking down the fabric awnings prior to the start of our work- Exclude the aluminum storefront/window elements <p>Procedures</p> <ul style="list-style-type: none">- Close off the side walk when working- Wash the exterior of the facade using Simple Green detergent and allow to dry for at least overnight- Mask off all glass as needed and cover the work area- Scrape off all loose paint- Sand all scraped areas- Sand all wood and metal that needs to be painted- Prime all bare wood with slow dry oil primer- Caulk and putty where needed- Paint all brick and trim with two coats of Sherwin-Williams SuperPaint exterior paint- Paint the metal flashing with two coats of Sherwin-Williams Pro Industrial Multi Surface Acrylic paint- Unmask and clean the work area	\$3,600.00*

* Non-taxable

Total \$3,600.00

INSURANCE

- Liability and worker's compensation insurance are carried through Crismond Insurance Group (919-870-1120). Certificates of statement are available upon request.

LIMITED WARRANTY

- Hansell Painting Co, warrants labor and materials for period of (2) years. If paint failure appears, we will supply labor and materials to correct the condition without cost. This warranty is in lieu of all other warranties, expressed or implied. Our responsibility is limited to correcting the condition as indicated above.

- This warranty excludes, and in no event will Hansell Painting Co., be responsible for consequential or incidental damages caused by accident or abuse, temperature changes, settlement or moisture; i.e., cracks caused by expansion and/or contraction. Cracks will be properly prepared as indicated at time of job, but will not be covered under this warranty. This warranty also excludes finishes on exterior hardwoods and porch floors.

WORK STANDARD



City of Mebane Budget Manual

CONSOLIDATED BUDGET FISCAL YEAR 2025-2026

Your Budget - Our Future

The City of Mebane's digital Budget Manual is accessible for you to view on-line, downloaded, or printed. Our on-line version provides ease of navigating to individual sections or viewing the entire budget.

To download a printable version, please click [here](#).

Budget Introduction

- [Budget Message](#)
- [Budget Development](#)

Overall Budget Summary

- [Budget Summary](#)
- [General Fund Revenues & Expenditures](#)
- [Utility Fund Revenues & Expenditures](#)
- [Special Revenue Fund - Occupancy Tax](#)
- [Capital Reserve Funds](#)
- [Debt Service Summaries](#)
- [Fee Schedule](#)

Capital Projects

- [Overview of the Capital Improvement Plan](#)
- [Proposed Capital Projects - General Fund](#)
- [Proposed Capital Projects - Utility Fund](#)

Department Summaries

- [City Council](#)
- [Administration](#)
- [Human Resources](#)
- [Finance](#)
- [Economic Development](#)
- [Information Technology](#)
- [Police](#)
- [Fire](#)
- [Planning & Community Development](#)
- [Inspections & Code Enforcement](#)
- [Public Works/Streets](#)
- [Public Facilities](#)
- [Sanitation](#)
- [Recreation & Parks](#)
- [Utility Administration & Operations](#)
- [Water Resource Recovery Facility](#)
- [Engineering General Fund](#)
- [Engineering Utility Fund](#)
- [Non-Departmental General Fund](#)
- [Non-Departmental Utility Fund](#)

Historical & Statistical Information

- [History of Mebane](#)
- [Historical Summary of Property Tax Information](#)
- [Utility Rate Comparison](#)
- [Summary of Full Time Positions](#)
- [Glossary of Terms Used](#)

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Budget Message

Formal Request to the Mayor & Members of the City Council
Presented May 5, 2025

To the Honorable Ed Hooks, Mayor Members of the Mebane City Council

I am submitting the recommended budget for the fiscal year beginning July 1, 2025 for your consideration. It has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act (N.C.G.S. 159-8(a)). The balanced budget identifies all revenue and expenditure estimates for Fiscal Year) 2025-2026 (FY25-26) per N.C.G.S. 159-8(b).

The development of the Fiscal Year 2025–2026 (FY25–26) budget is shaped by a range of important factors, including the condition of the national, state, and local economies, as well as the priorities and needs identified by the City Council, advisory boards and commissions, residents, and City staff.

As the national economy continues to experience uncertainty—marked by inflationary pressures, fluctuating interest rates, and broader fiscal policy shifts—local governments across North Carolina face increased challenges in service delivery and financial planning. Accordingly, this budget has been developed with a heightened awareness of these external risks and their potential implications at the local level.

Despite this uncertain environment, the proposed FY25–26 budget reflects careful analysis and thoughtful consideration. It aims to ensure that the City remains fiscally responsible while continuing to meet its obligations and advancing strategic goals.

City staff have worked diligently to prepare a proactive and balanced budget that provides for the continued delivery of high quality essential services, addresses community needs, and positions the City to respond effectively to future opportunities and challenges.

General Fund

The General Fund accounts for resources not required legally or by sound financial management to be accounted for in other funds. The General Fund includes services that rely on property tax and other tax dollars as its primary source of revenue. The FY25-26 budget includes a tax rate of \$.37 per \$100 assessed valuation. The recommendation for the FY25-26 budget for the General Fund totals \$37,522,278, which is 15.2 percent higher than the FY24-25 original budget, and 2.8 percent higher than the current (amended) FY24-25 budget as of April 29, 2025.

The FY24-25 original budget appropriated \$2,300,000 in fund balance, and the amended budget appropriated \$4,192,292 for carryforwards and purchase orders.

The FY25-26 Recommended Budget includes \$1,550,799 of fund balance appropriation which will be used to fund capital purchases and no operational costs.

General Fund Expenditures

Mebane's population continues to grow rapidly, with the 2020 Census showing a 56.21 percent increase in total population from 2010 to 2020. From 2020 to 2024, the population grew to 20,212 from 19,338 in 2023. The new growth brings about increasing demand on City services. To keep pace with this demand for current services and deliver new services, the City must provide the necessary resources in the budget. These resources include personnel, supplies, equipment, and investment in facilities and infrastructure, both old and new. The City of Mebane is dedicated to sound financial management and diligently evaluates all expenditures to maintain a responsible budget and to demonstrate good stewardship of public funds. The City's 16 General Fund departments and divisions can be grouped into six primary function areas. Approximately, forty-cents of every dollar spent in the General Fund goes toward public safety, which includes police and fire services.

General Fund Function per Property Tax Dollar

For each tax dollar the City receives, 40% is for public safety, 18% is for public works, 18% is for general government, 9% is for recreation and parks, 8% is for economic and physical development, and 7% is for debt.

General Fund Personnel Highlights

Department Heads requested five new positions and two reclassifications for the FY25- 26 Budget. The positions requested include one Human Resources Analyst, three Firefighters, and one Planning Technician. The reclassifications included one Information Technology Specialist to

Network Services Manager and one ___ to Assistant Fire Chief.

The City Manager has recommended funding one Human Resources Analyst and one Planning Technician as new positions, as well as the two reclassifications. Additional funding for part-time staff will be made available to the Fire Department if necessary. Funding is included to conduct a staffing study to determine staffing needs over the next five to ten years to assist with long range operational and capital planning efforts.. This budget also funds the Classification and Compensation study recommendations.

The budget includes a 3 percent cost-of-living increase , merit pay, and retirement. There is no change in the cost of medical insurance The premium for vision coverage increased 7.5 percent and the dental coverage increased seven percent.

The City of Mebane joined the retirement system in 2009 and has been paying a 10% retirement fee on all full-time salaries since that time to be included in the system. The current fiscal year (FY24-25) is the last year for this additional fee. The end of this expenditure has had a positive impact on the FY25-26 budget. The City will continue to make the required monthly employer contributions. The N.C. State Treasurer has not released the FY25-26 retirement rates. The estimated rates included in this budget are 14.95 percent for general employees and 16.54 percent for law enforcement officers.

General Fund Capital Highlights

The most significant General Fund capital expense in FY25-26 is the purchase of a Tiller Truck for the Fire Department. Since the truck will not be delivered until FY26-27, the debt payment will be budgeted in FY25-26. The list below contains of the significant capital projects that are included in the FY25-26 Recommended Budget. They are all related to General Fund activities and may be included in the General Fund budget or transferred to a capital project ordinance during the year. The plan is to issue \$461,858 of debt to purchase two of four police replacement vehicles and one new knuckle boom truck for the Public Works department. The other two police vehicles will be purchased as part of an effort to use cash for future police vehicle purchases .

- *Fire Department Tiller truck - \$2,700,000*
- *Four replacement police vehicles - \$353,715*
- *Cates Farm Park Phase II - \$350,000*
- *New knuckle boom truck for Public Works - \$285,000*
- *Library roof replacement - \$270,000*
- *Plymovent air quality system at Fire Station 2 and 3 - \$270,000*
- *Lighted Basketball court at the Mebane Arts and Community Center - \$200,000*
- *Municipal building plumbing repair - \$200,000*

Outside Agencies

Outside agencies provide essential services and an improved quality of life for Mebane residents. In the past, the General Fund paid these organizations' allocations, which the City Council granted. Due to the nature of the organizations, the Special Revenue Fund for Occupancy Tax will pay part of the allocations for specific agencies, as shown in the table below. The Downtown Mebane Development Corporation (DMDC), requested a funding increase to support new events and office expenses. The other agencies did not request an increase and are funded at current levels.

- The City has long funded the Mebane Historical Museum to operate the museum and maintain a cultural record of the City's history. The Alamance County Arts Council provides the City with Musical Chairs, art exhibits at the MACC, and public art sculptures. The Arts Council did not request an increase.
- The volunteer Train Group continues upgrading the Tommy Long Train Collection, a top-rated attraction.
- The Alamance County Transportation Authority (ACTA) provides medical and human service transportation to Mebane residents. .
- United Way provides 211 services to our citizens with emergency needs for housing, food, utilities, mental health issues, and other household needs. The Downtown Mebane Development Corporation's (DMDC) mission is to facilitate the revitalization and preservation of historic Downtown Mebane through an inclusive collaboration and partnership with greater Mebane. DMDC Corporation requested an \$18,600 increase

General Fund Revenues

Ad Valorem Taxes

Property taxes constitute 59.0% of the City's estimated revenues for FY25-26. The \$19,338,977 estimate includes real, personal (registered motor vehicle and non-registered motor vehicle, machinery, and equipment), and fire district taxes for the current year and prior year delinquent taxes expected to be collected and tax discounts for early payment. This is an 11.2% increase from FY24-25.

The City of Mebane is situated in both Alamance and Orange Counties. For the tax year 2025, Orange County has undergone a revaluation of the real property located within its boundaries. Orange and Alamance Counties are on a four-year revaluation cycle. Orange County's last revaluation was completed for the tax year 2021. The next revaluation for Alamance County will be in tax year 2027.

Each time a revaluation occurs, North Carolina State Statute requires local governments to calculate the revenue-neutral tax rate using a prescribed formula. The revenue-neutral tax rate is the rate the City would charge if the exact same amount of property tax revenue was budgeted in the

upcoming year as was budgeted in the current year, taking natural growth into consideration. Natural growth includes growth within the boundaries of the City as of the last revaluation, so annexations are not included in the calculation.

The revenue-neutral tax rate is based on the City's total appreciated property valuation, not the property of property owners. Therefore, if a taxpayer's property value increases more than the City's on a percentage basis, then the taxpayer's bill will increase if the revenue-neutral rate or a rate higher than revenue neutral is adopted.

The revenue-neutral tax rate for the City of Mebane is \$0.4039. This takes into account an average growth rate since the last revaluation in the tax year 2023 of 13.48%. However, the recommended tax rate for FY25-26 is \$.37 per \$100 assessed valuation which is the current tax rate.

The estimated total property tax valuation for the City is \$5,064,059,242. After adjusting for a collection rate of 99.8% for non-motor vehicle property taxes and 98.7% for motor vehicle property taxes, the estimated property tax revenue for the tax year 2025 using the revenue-neutral tax rate, is \$20,402,519. However, a 0.37 cent tax rate is recommended, which is estimated to yield \$18,690,977 after taking the collection rate into consideration. One cent on the tax rate equals \$505,162.

Local Option Sales Tax

Sales tax represents the City's second largest revenue source in the General Fund at an estimated \$6,900,000 (18.4%). The State of North Carolina collects and distributes sales tax to the local units on a proportional population basis in Alamance and Orange Counties. Sales tax revenues have increased approximately 2.7% for the distributions received for the period of July 1, 2024 through April 30, 2025. The City will receive the final distribution for the current fiscal year in September.

Fund Balance Appropriation

Fund balance is the amount of assets in excess of liabilities in a given fund. Five components of fund balance are essential to understand, especially when faced with challenges or opportunities that require an appropriation for fund balance. The City Council cannot use the non-spendable and restricted portion of the fund balance for appropriation. The City Council can use the unrestricted portion of the fund balance, which includes the committed, assigned, and unassigned portions of the fund balance, for appropriation. The total fund balance as of June 30, 2024 was \$22,229,630 with \$5,862,996 restricted, and \$14,066,634 unassigned. The current budget recommends a fund balance appropriation of \$1,550,799 to balance the budget for FY25-26. This amount meets all local government requirements set forth in N.C. General Statutes and is a lower amount when compared with the last five fiscal years.

The City evaluates all decisions to use fund balance carefully. Per the City's Fund Balance Policy, the unrestricted fund balance cannot fall below 33% of budgeted expenditures and transfers, which equals \$12,049,099 for FY24-25. The unrestricted fund balance is not expected to drop below this amount as of June 30, 2025.

Special Revenue Fund – Occupancy Tax

Mebane is part of the Alamance County Municipal Tourism Authority that includes Burlington, Graham, and Elon. Senate Bill 154, Session Law 2023-144 granted a levy of an occupancy tax at a rate of three percent (3%). The tax collection began on July 1, 2024 for FY24-25. Mebane collects this fee from accommodation retailers as defined in N.C.G.S 105-164.4. Two-thirds of these funds are used to promote travel and tourism in Mebane and the remaining third is used for tourism-related expenditures. Examples of these expenses that the fund support include advertisements and marketing in published materials, conducting market research, and engaging in promotional activities.

General Capital Reserve Fund

Beginning in FY23-24, the City Council voted to set aside the equivalent of two cents of collected property tax revenues for future projects, including a new Police Station, Fire Station 4, and recreation projects. The City Council created the General Capital Reserve Fund in FY23-24 to segregate the funds for these projects. Two cents of the FY24-25 expected property tax revenue equals \$910,864, the transfer amount to the General Capital Reserve Fund in the current budget recommendation. The FY25-26 expected two cent property tax revenue equals \$1,010,323. In the next fiscal year, City staff will work on a long-range financial plan that will incorporate these and other future capital projects.

Utility Fund

The City of Mebane operates one fund as an enterprise fund – the Utility Fund. Enterprise funds provide governmental services that can operate similarly to a business and are self-sufficient with user rates that generate all revenues to cover expenditures. The Utility Fund comprises all revenues and expenditures that result from the City's water and sewer utility operations. Customer fees generate enough income to support the fund .

Utility Fund Expenditures and Capital Highlights

The budget recommendation for the FY25-26 budget for the Utility Fund totals \$14,769,401, which is 5.4 percent higher than the FY24-25 original budget, and 11.6 percent lower than the current (amended) FY24-25 budget as of April 29, 2025. This increase is largely driven by the WRRF upgrade and expansion project interest payments.

Capital expenditures for the Recommended FY25-26 Budget equal \$400,440 which is less than the current (amended) FY24-25 Budget of \$1,697,816. The recommended budget includes a replacement pick-up truck (\$50,000), a crane replacement truck (\$125,000), as well as capital

costs related to the City's share of the Graham water and wastewater plants (\$225,440). No debt is planned in the recommended budget for the Utility Fund.

Utility Fund Personnel Highlights

Department Heads requested one new position for the FY25- 26 budget. One additional Utilities Maintenance Technician in the Utilities Maintenance Department. This position was not funded.

The budget includes a three percent cost-of-living increase , merit pay, benefits, and retirement.

Utility Revenue Funds

Projections for Utility Fund revenues rely on variables such as the size of the customer base and water usage. The FY25-26 Recommended Budget includes \$11.5 million in revenues from water and sewer charges, an increase of 11.6% over the amended budget. The revenue estimate includes new customer growth of approximately 400 residential units and a 10 percent rate increase for water and sewer. The increase will ensure that the fund can cover all debt and maintain the current system.

The average customer uses 5,000 gallons of water per month. The monthly increase for an average customer is \$8.60. The average customer's monthly bill is \$86.25, which will go up to \$94.85. Sales and services make up 77.8% of the Utility Fund revenues. Therefore, it is prudent to examine rates yearly to ensure they support operations and keep up with the capital needs of the utility system.

Fund Balance Appropriation

Enterprise funds such as the Utility Fund operate as a business-type activity and, therefore, do not have a fund balance. The City's fund balance policy states the goal for the Utility Fund is to have an unrestricted net position equal to or greater than 33 percent of annual budgeted expenditures and transfers. Unrestricted net position as of June 30, 2024 was \$6,199,548. The FY24-25 current (amended) budget requires a minimum net position of \$5,437,642. We do not expect the FY24-25 net position to fall below this minimum threshold by June 30, 2025. The City evaluates all decisions to use unrestricted net position carefully. The Recommended Budget includes an appropriation of \$2,361,062.

Utility Capital Reserve Fund

This fund accounts for system development fees per state statutes. The funds can only be used for capital projects or debt in the Utility Fund. The estimated revenues, including interest earnings for FY25-26 is \$2,837,714 based upon 400 residential units. Growth projections support this estimate.

Summary

While keeping a balance between maintaining current City programs and services with limited resources and uncertainty in the national economy, it is important to carefully evaluate all funding requests made by departments or external agencies. City staff carefully considered the impact of each request on the residents of the City and included the requests necessary to maintain the current level of operations before evaluating items for the expansion of services. The FY25-26 Budget is fiscally sound and addresses the top priority needs of the City while positioning Mebane to be financially sound in the future The City's sound financial practices and conservative budgeting approach have positioned it to continue delivering high-level services to Mebane's residents and remain a thriving and positively charming community.

I wish to express my gratitude to Assistant City Manager Preston Mitchell, Finance Director Daphna Schwartz, Utility Billing & Budget Accounting Supervisor Mary Reynolds, and Department Directors for their assistance in preparing this budget. I am also appreciative to the City Council for your feedback and direction.

Respectfully submitted,

Richard J. White III, ICMA-CM
City Manager

FY25-26 Consolidated Expenses

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Total Expenditures					
100 - General Fund	\$30,926,819	\$36,509,392	\$37,522,278	3%	\$1,012,886
214 - General Capital Reserve	–	\$0	\$0	–	\$0
217 - Occupancy Tax	–	\$158,550	\$226,000	43%	\$67,450
300 - Utility Fund	\$11,066,036	\$16,477,702	\$14,769,401	-10%	-\$1,708,301
390 - Utility Capital Reserve	–	\$7,337,136	\$0	-100%	-\$7,337,136
TOTAL EXPENDITURES TOTAL	\$41,992,855	\$60,482,780	\$52,517,679	-15%	-\$7,965,101
General Fund					
100 - Salaries and Wages - Benefited	\$9,458,129	\$10,654,863	\$11,643,068	9%	\$988,205
101 - Salaries and Wages - Non - Benefited	\$552,936	\$853,686	\$971,756	14%	\$118,070

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
110 - Fringe Benefits	\$4,274,718	\$5,144,353	\$4,505,647	-12%	-\$638,706
190 - Professional Services	\$1,284,966	\$1,659,073	\$1,619,288	-2%	-\$39,785
300 - Services and Contracts	\$4,966,573	\$7,283,320	\$6,844,196	-6%	-\$439,124
200 - Supplies and Materials	\$2,279,788	\$3,068,399	\$2,779,383	-9%	-\$289,016
680 - Other Contracts, Grants, Subsidies	\$137,233	\$202,520	\$201,250	-1%	-\$1,270
630 - Aid to other Governments	\$118,685	\$142,474	\$170,000	19%	\$27,526
700 - Capital Outlay	\$4,083,370	\$3,998,786	\$4,913,365	23%	\$914,579
800 - Debt Service	\$1,453,102	\$2,112,015	\$2,336,610	11%	\$224,595
801 - Debt Service Interest	\$195,831	\$479,039	\$527,392	10%	\$48,353
960 - Interfund Transfer to Governmental	\$2,121,486	\$910,864	\$1,010,323	11%	\$99,459
GENERAL FUND TOTAL	\$30,926,819	\$36,509,392	\$37,522,278	3%	\$1,012,886
Utility Fund					
100 - Salaries and Wages - Benefited	\$1,575,965	\$1,691,392	\$1,680,174	-1%	-\$11,218
101 - Salaries and Wages - Non - Benefited	\$50,893	\$76,133	\$44,234	-42%	-\$31,899
110 - Fringe Benefits	\$1,792,121	\$1,865,255	\$1,680,335	-10%	-\$184,920
190 - Professional Services	\$464,992	\$801,555	\$410,600	-49%	-\$390,955
300 - Services and Contracts	\$1,229,482	\$2,275,566	\$2,130,728	-6%	-\$144,838
200 - Supplies and Materials	\$2,460,840	\$3,077,361	\$3,406,609	11%	\$329,248
700 - Capital Outlay	\$814,351	\$1,697,816	\$400,440	-76%	-\$1,297,376
800 - Debt Service	\$1,287,140	\$1,686,062	\$1,695,255	1%	\$9,193
801 - Debt Service Interest	\$346,752	\$1,638,365	\$3,321,026	103%	\$1,682,661
960 - Interfund Transfer to Governmental	\$1,043,500	\$1,668,197	\$0	-100%	-\$1,668,197
UTILITY FUND TOTAL	\$11,066,036	\$16,477,702	\$14,769,401	-10%	-\$1,708,301

FY25-26 Consolidated Revenues by Fund

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED
	FY2024	FY2025	FY2026
Total Revenues			
100 - General Fund	\$32,178,857	\$36,509,392	\$37,522,278
214 - General Capital Reserve	\$849,162	\$915,864	\$1,030,323
217 - Occupancy Tax	–	\$158,550	\$226,000
300 - Utility Fund	\$14,501,182	\$16,477,702	\$14,769,401
390 - Utility Capital Reserve	\$2,166,503	\$10,849,136	\$2,837,714
TOTAL REVENUES TOTAL	\$49,695,704	\$64,910,644	\$56,385,716
General Fund			
100 - General Fund			
3013 - 2013 PROPERTY TAXES	-\$1,396	\$0	\$0
3015 - 2015 PROPERTY TAXES	-\$12	\$0	\$0
3017 - 2017 PROPERTY TAXES	\$3	\$0	\$0
3018 - 2018 Property Taxes	\$467	\$0	\$0
3019 - 2019 PROPERTY TAXES	\$205	\$0	\$0
3020 - 2020 PROPERTY TAXES	\$914	\$0	\$0
3021 - 2021 PROPERTY TAXES	\$1,432	\$0	\$0
3022 - 2022 PROPERTY TAXES	\$31,088	\$0	\$0
3023 - 2023 PROPERTY TAXES	\$14,846,513	\$18,000	\$0
3024 - 2024 PROPERTY TAXES	–	\$15,924,213	\$20,000
3069 - MOTOR VEHICLE PROPERTY TAXES	\$866,997	\$845,645	\$895,841
3070 - TAX DISCOUNTS	-\$45,087	-\$38,000	-\$45,000
3071 - TAX PENALTIES & INTEREST	\$63,985	\$60,000	\$75,000
3080 - FIRE DISTRICT TAXES - CURRENT YR	\$579,499	\$582,318	\$591,000
3081 - FIRE DISTRICT TAXES - PRIOR YEAR	\$3,604	\$6,000	\$4,000
3082 - FIRE DISTRICT TAXES - PENALTY & INT	\$5,227	\$2,000	\$3,000
3025 - 2025 PROPERTY TAXES	–	\$0	\$17,795,136
3090 - PRIVILEGE LICENSE FEES	\$965	\$900	\$900
3150 - FEDERAL EQUITABLE SHARING FUNDS	\$17,595	\$0	\$0
3205 - LOCAL OPTION SALES TAX	\$6,750,795	\$6,957,734	\$6,900,000
3210 - UTILITY FRANCHISE TAX	\$1,409,524	\$1,300,000	\$1,700,000
3211 - VIDEO PROGRAMMING SALES TAX	\$69,003	\$70,000	\$70,000
3212 - TELECOM SALES TAX	\$50,746	\$53,000	\$50,000
3213 - GROSS RECEIPTS TAX	\$383	\$0	\$1,000
3220 - BEER AND WINE TAX	\$94,035	\$82,000	\$95,000
3258 - SOLID WASTE DISPOSAL TAX	\$15,061	\$15,000	\$15,000

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 REQUESTED
	FY2024	FY2025	FY2026
3230 - POWELL BILL ALLOCATION	\$585,270	\$585,000	\$700,000
3252 - CONTROLLED SUBSTANCE TAX	\$847	\$1,300	\$1,000
3253 - STATE CONTRIBUTION TO FIRE RELIEF	\$60,340	\$52,000	\$60,000
3290 - ONE NC GRANT FUNDS	\$180,000	\$0	\$0
3308 - ALAMANCE BURLINGTON SCHOOL SYSTEM SCHOOL	\$300,000	\$300,000	\$300,000
3320 - EFLAND FIRE DISTRICT CONTRIBUTI	\$9,000	\$9,000	\$15,000
3321 - ORANGE COUNTY LIBRARY CONTRIBUT	\$700	\$700	\$700
3322 - ORANGE COUNTY RECREATION CONTRI	\$5,450	\$5,450	\$5,450
3352 - ABC DISTRIBUTION - LAW ENFORCEM	\$25,594	\$35,000	\$25,000
3301 - INTERGOVERNMENTAL - TAX SHARING	\$344,002	\$280,000	\$300,000
3351 - ABC DISTRIBUTION	\$108,654	\$136,000	\$100,000
3353 - ABC DISTRIBUTION - SURCHARGE	\$33,640	\$32,000	\$32,000
3440 - PLAN REVIEW FEES	\$77,672	\$227,405	\$212,655
3442 - PLANNING AND ZONING FEES	\$116,795	\$85,000	\$90,000
3445 - BUILDING PERMIT FEES	\$671,013	\$625,000	\$675,000
3450 - INSPECTIONS FEES	\$397,158	\$325,000	\$400,000
3451 - STREET & UTILITY INSPECTION FEE	\$35,328	\$205,799	\$214,655
3453 - FIRE PERMIT & INSPECTION FEES	\$37,051	\$40,000	\$40,000
3455 - STORMWATER CONTROL FEES	–	\$8,000	\$33,500
3459 - HOMEOWNER'S RECOVERY FUND FEES	\$293	\$3,500	\$500
3460 - COURT FEES	\$3,266	\$4,000	\$3,000
3454 - FALSE ALARM	–	\$0	\$7,500
3510 - ROOM/SHELTER RENTAL FEES	\$114,750	\$100,000	\$110,000
3511 - EVENT FEES	\$5,430	\$7,000	\$5,000
3512 - ATHLETIC FEES	\$41,235	\$40,000	\$40,000
3513 - CAMP FEES	\$13,505	\$15,000	\$15,000
3515 - RECREATION FEES OTHER	\$500	\$1,500	\$1,500
3558 - SANITATION USER FEES	\$582,124	\$596,636	\$613,384
3560 - CEMETERY PLOT SALES	\$35,250	\$33,000	\$33,000
3580 - CELLULAR RENTS	\$45,013	\$47,000	\$45,000
3710 - INTEREST EARNINGS	\$641,259	\$172,000	\$500,000
3802 - MISCELLANEOUS GRANTS	\$204,800	\$708,131	\$0
3810 - MISCELLANEOUS REVENUES	\$166,679	\$15,000	\$15,000
3811 - CONTRIBUTIONS & DONATIONS	\$11,157	\$5,000	\$9,500
3840 - SALE OF FIXED ASSETS	\$28,298	\$21,885	\$25,000
3845 - SALE OF MATERIALS	\$42,358	\$5,000	\$5,000
3850 - RENTAL INCOME	\$7,650	\$6,000	\$5,400
3860 - INSURANCE PROCEEDS	\$53,645	\$0	\$0
3880 - REVENUE IN LIEU	\$334,084	\$0	\$0
3980 - PROCEEDS FROM DEBT	\$2,097,500	\$1,704,984	\$3,161,858
3990 - APPROPRIATED FUND BALANCE	\$0	\$4,192,292	\$1,550,799
100 - GENERAL FUND TOTAL	\$32,178,857	\$36,509,392	\$37,522,278
GENERAL FUND TOTAL	\$32,178,857	\$36,509,392	\$37,522,278
Utility Fund			
300 - Utility Fund			
3710-000 - INTEREST EARNINGS	\$245,682	\$100,000	\$200,000
3391-000 - REVENUE SHARING CONTRA (NCCP)	-\$121,285	-\$102,000	-\$102,000
3802-000 - MISCELLANEOUS GRANTS	–	\$100,000	\$0
3812-000 - MISCELLANEOUS REVENUES	\$11,268	\$8,000	\$8,000
3820-000 - LATE FEES	\$78,416	\$60,000	\$67,000
3836-000 - FIRE FLOW TEST FEES	\$12,000	\$16,000	\$16,000
3841-000 - SALE OF FIXED ASSETS	\$2,852	\$2,500	\$2,500
3846-000 - SALE OF MATERIALS	\$146,685	\$175,000	\$175,000
3939-000 - TRANSFER FROM UTILITY CAPITAL RESERVE FUND	–	\$0	\$0
3980-000 - DEBT PROCEEDS	–	\$758,750	\$175,000
3990-000 - APPROPRIATED FUND BALANCE	–	\$4,663,591	\$2,361,062
3447-000 - ENGINEERING CONST INSP FEE	\$86,423	\$356,540	\$368,025
3448-820 - DEVELOPMENT FEES	\$47,260	\$0	\$0
3501-820 - WATER SALES	\$4,581,764	\$5,071,352	\$5,780,531
3503-820 - WATER TAPS	\$22,000	\$12,000	\$12,000
3509-820 - UNBILLED WATER RENTS	\$71,976	\$0	\$0
3830-820 - WATER RECONNECTIONS	\$2,800	\$1,700	\$3,000
3988-820 - CAPITAL CONTRIBUTIONS	\$1,692,765	\$0	\$0

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 REQUESTED
	FY2024	FY2025	FY2026
3502-830 - SEWER SALES	\$4,690,742	\$5,211,605	\$5,697,283
3504-830 - SEWER TAPS	\$7,000	\$6,000	\$6,000
3883-830 - INDUSTRIAL WASTE MONITORING FEE	–	\$3,800	\$0
3987-830 - CAPITAL CONTRIBUTIONS-SEWER	\$1,802,250	\$0	\$0
3974-351 - TRANSFER FROM ARP GRANT ORDINANCE REV. REPLACE.	\$1,120,584	\$32,864	\$0
300 - UTILITY FUND TOTAL	\$14,501,182	\$16,477,702	\$14,769,401
UTILITY FUND TOTAL	\$14,501,182	\$16,477,702	\$14,769,401

Budget Development

Steps on how a budget is developed and put into action.

The Budget Process

The annual operating budget provides a complete financial plan for the fiscal year, including estimates of anticipated revenues, debt proceeds, fund balances appropriated, and proposed appropriations for expenditures by fund. The City operates under an annual budget ordinance adopted by the City Council in accordance with the provisions of N.C.G.S. 159, also known as the Local Government Budget and Fiscal Control Act (LGBFCA). The City Council must adopt a balanced budget before the start of the fiscal year on July 1. The four phases of the budget development process are

- 1) preparation and requests;
- 2) adoption;
- 3) implementation; and
- 4) summary of transactions.

Step 1 - Preparation & Requests

Budget development commences with a collaborative kickoff meeting, uniting the City Manager, Finance Director, and Department Heads. This meeting serves as a platform for the Department Heads to receive the city's financial status and crucial instructions regarding submitting their requested budget, emphasizing their integral role in the process. Department Heads are responsible for estimating departmental expenditures and submitting their requests and proposed departmental budgets by early January.

During January and February, the City Manager, Assistant City Manager, Finance Director, and Human Resources Director meet with Department Heads to discuss their budget requests. During this time, the Finance Director develops revenue estimates and meets with the City Manager and Assistant City Manager to discuss budget priorities.

In February, a special project budget meeting is held to review upcoming large projects with the City Council. During March and April, Department Heads present their budget requests to the City Council, and the City Manager presents the budget status to receive feedback and direction. The Manager's Recommended Budget is presented to the City Council at their May meeting. Any direction the City Council provides is incorporated into the final budget presented to the City Council at its June meeting.

Step 2 - Adoption

At their June meeting, the City Council holds a public hearing on the budget and officially adopts it by approving a budget ordinance. The budget ordinance establishes the spending limits for each department in the upcoming fiscal year. The adopted budget document is a guide that provides the City Council and management staff with a mechanism for evaluating budgetary and organizational performance.

Step 3 - Implementation

Once the budget is adopted, departments can submit requisitions and obtain purchase orders from the Finance department. The purchase orders represent the amount each department spends for a specific item or service to perform city services. The implementation phase may include budget transfers and amendments throughout the fiscal year. Changes in revenues and expenditures can occur that require the budget to be amended or funds to be transferred between accounts to adjust to the changes. Transfers and amendments allow the City Council and the management staff to proactively address changes in the economy or take advantage of unforeseen opportunities. Budget transfers and amendments must adhere to the balanced budget requirements and impose no additional tax levy liability on citizens.

Step 4 - Summary of Transactions

The final phase of the budget process involves reporting on all financial transactions throughout the fiscal year and performing a financial audit. The Finance Director prepares quarterly reports throughout the fiscal year so that the City Council and management staff can monitor the City's expenditures and revenues. At the end of the year, the Finance Director is responsible for generating an end-of-year report that details the City's expenditures and revenues for each fund. This is done with the help of an independent auditor who annually reviews the City's finances to certify that the final reports accurately represent the City's financial condition. The Annual Financial Information Report (AFIR) must be submitted to the NC Department of State Treasurer on or before October 31 of the following fiscal year. Current and past annual reports are available for review at City Hall or online through the NC Department of State Treasurer website.

Budget Calendar

September 19, 2024	Budget Kick-Off; Departments begin developing budget requests
November 15, 2024	Capital Improvement Plan (CIP) requests due from Departments

December 2-13, 2024	Finance meets with Departments to review CIP requests
December 20, 2024	Operating budget, personnel requests, and fee schedule changes due
January 6-17, 2025	Finance reviews submitted requests. Meets with Departments as needed for review.
January 22, 2025 & January 29, 2025	Departments meet with the City Manager, Assistant City Manager, Finance Director and HR Director to review budget requests.
January 30, 2025	Half of Departments proposed budget presentations due
February 4, 2025	Half of Departments proposed budget presentations due
February 10-11, 2025	Departments proposed budget presentations review with City Manager, Assistant City Manager, Finance Director and HR Director.
February 27, 2025	City Council Budget Workshop
February 28, 2025	Finalized budget presentations from Departments due
March 13, 2025	Half of Departments present requests to Council
March 20, 2025	Half of Departments present requests to Council
April 10, 2025	City Council Budget Workshop
May 5, 2025	City Manager's Recommended Budget presented to Council
June 2, 2025	Anticipated budget approval.

Budget Summary

FY25-26

The City Council and Staff of the City of Mebane are proud to present the Fiscal Year 2025-2026 budget (FY25-26). This budget is intended to provide the services and quality of life that the residents of Mebane have come to expect and appreciate. Through the budget process, Council and Staff have worked together to ensure the goals of the community are met, while maintaining fiscal responsibility. We thank you for entrusting us with this responsibility and look forward to working together in the year to come.

As shown in the following table, the City of Mebane operates a General Fund, Utility Fund, Special Revenue Fund - Occupancy Tax, General Capital Reserve Fund, and Utility Capital Reserve Fund. The General Fund accounts for resources not required legally or by sound financial management to be account for in other funds, while the remaining funds are legally required to be used for a specific purpose.

TOTAL REVENUES	FY25-26 BUDGET	PERCENT OF BUDGET
GENERAL FUND	\$37,522,278	66.6%
GENERAL CAPITAL RESERVE FUND	\$1,030,323	1.8%
SPECIAL REVENUE FUND - OCCUPANCY TAX	\$226,000	.4%
UTILITY FUND	\$14,769,401	26.2%
UTILITY CAPITAL RESERVE FUND	\$2,837,714	5.0%
TOTAL	\$56,385,716	100%
TOTAL EXPENSES	FY25-26 BUDGET	PERCENT OF BUDGET
GENERAL FUND	\$37,522,278	71.5%
GENERAL CAPITAL RESERVE FUND	\$0	0%
SPECIAL REVENUE FUND - OCCUPANCY TAX	\$226,000	.4%
UTILITY FUND	\$14,769,401	28.1%
UTILITY CAPITAL RESERVE FUND	\$0	0%
TOTAL	\$52,517,679	100%

Budget Highlights

Ad Valorem Property Tax Rate

The budget includes a tax rate of \$.37 per \$100 assessed valuation.

Water & Sewer Rates

An increase of 10% is reflected in this budget. Proceeds from this increase are a condition of revenue bonds issued to the City.

FY 25-26 Proposed Rates	Per 1,000 Gallons
Inside Water	\$9.15
Inside Sewer	\$9.82
Outside Water	\$18.30
Outside Sewer	\$19.64

Personnel & Staffing

All full-time and regular part-time employees receive a 3% cost-of-living adjustment. The cost-of-living increase for FY24-25 was 4%. Merit pay is also included for all full-time employees. Additional staff was requested in Planning, Human Resources, the Fire Department, and Utilities Operations.

Health Insurance

There was no change in our cost of medical insurance. The premium for vision coverage increase 7.5% and dental increased 7.0%.

Retirement Rates

The N.C. State Treasurer has not released the FY25-26 retirement rates. The estimated rates included in this budget are 14.95% for general employees and 16.54% for Law Enforcement Officers. An update will be provided when accurate rates are available.

Recommended Budget

The FY25-26 budget totals \$37,522,278 for the General Fund and \$14,769,401 for the Utility Fund. The budget includes \$1,550,799 and \$2,361,062 of appropriated fund balance/net position for the General Fund and Utility Fund respectively.

General Fund

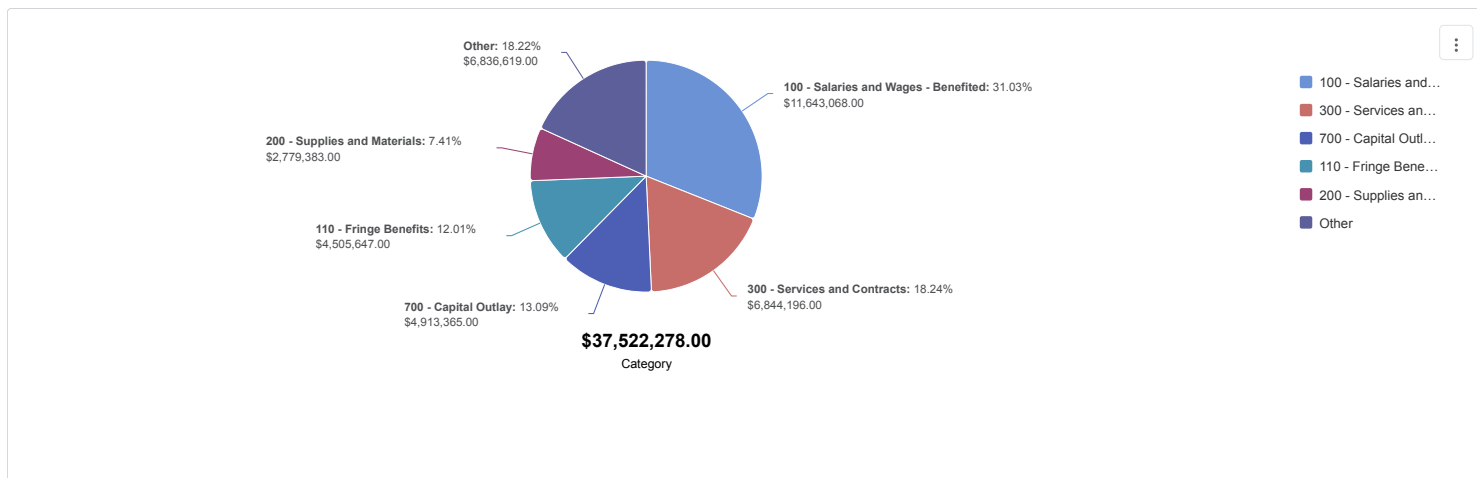
FY25-26

General Funds, also referred to as Governmental Funds, are used to account for the government, or operational functions of the 16 City departments. These departments provide services and resources to the community. Examples of these services include street maintenance, public safety (police and fire), administration staff, and recreation and parks.

General Fund Expenditures

By Type

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Total Expenditures	\$30,926,819	\$36,509,392	\$37,522,278	3%	\$1,012,886
General Fund					
100 - Salaries and Wages - Benefited	\$9,458,129	\$10,654,863	\$11,643,068	9%	\$988,205
101 - Salaries and Wages - Non - Benefited	\$552,936	\$853,686	\$971,756	14%	\$118,070
110 - Fringe Benefits	\$4,274,718	\$5,144,353	\$4,505,647	-12%	-\$638,706
190 - Professional Services	\$1,284,966	\$1,659,073	\$1,619,288	-2%	-\$39,785
300 - Services and Contracts	\$4,966,573	\$7,283,320	\$6,844,196	-6%	-\$439,124
200 - Supplies and Materials	\$2,279,788	\$3,068,399	\$2,779,383	-9%	-\$289,016
680 - Other Contracts, Grants, Subsidies	\$137,233	\$202,520	\$201,250	-1%	-\$1,270
630 - Aid to other Governments	\$118,685	\$142,474	\$170,000	19%	\$27,526
700 - Capital Outlay	\$4,083,370	\$3,998,786	\$4,913,365	23%	\$914,579
800 - Debt Service	\$1,453,102	\$2,112,015	\$2,336,610	11%	\$224,595
801 - Debt Service Interest	\$195,831	\$479,039	\$527,392	10%	\$48,353
960 - Interfund Transfer to Governmental	\$2,121,486	\$910,864	\$1,010,323	11%	\$99,459
GENERAL FUND TOTAL	\$30,926,819	\$36,509,392	\$37,522,278	3%	\$1,012,886



Data Updated: Apr 22, 2025, 3:21 PM

Department Budgets

FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED		
FY2024		FY2025		FY2026	% Change	FY26 Variance
Expenses						

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
City Council	\$61,930	\$74,781	\$84,647	13%	\$9,866
Administration	\$1,257,419	\$976,457	\$1,031,356	6%	\$54,899
Human Resources	–	\$445,644	\$600,046	35%	\$154,402
Finance	\$615,231	\$773,593	\$729,671	-6%	-\$43,922
IT	\$1,353,991	\$1,970,460	\$1,947,968	-1%	-\$22,492
Non-Departmental	\$2,027,480	\$1,241,659	\$1,474,537	19%	\$232,878
Economic Development	\$1,013,177	\$1,400,214	\$942,234	-33%	-\$457,980
Planning	\$355,318	\$631,865	\$537,514	-15%	-\$94,351
Inspections	\$858,402	\$1,016,379	\$1,121,879	10%	\$105,500
Engineering	\$445,500	\$455,000	\$476,000	5%	\$21,000
Police	\$5,878,793	\$6,681,564	\$7,052,289	6%	\$370,725
Fire	\$5,385,824	\$6,548,322	\$7,835,322	20%	\$1,287,000
Public Works	\$2,813,727	\$4,040,305	\$3,243,461	-20%	-\$796,844
Public Facilities	\$966,013	\$1,085,111	\$1,123,807	4%	\$38,696
Sanitation	\$2,291,625	\$2,077,096	\$2,201,230	6%	\$124,134
Recreation and Parks	\$3,106,915	\$3,589,024	\$3,245,992	-10%	-\$343,032
Debt Service	\$1,649,353	\$2,591,054	\$2,864,002	11%	\$272,948
Transfers and Other Uses	\$846,540	\$910,864	\$1,010,323	11%	\$99,459
EXPENSES TOTAL	\$30,927,239	\$36,509,392	\$37,522,278	3%	\$1,012,886

General Fund Department Budgets

[City Council](#)

[Administration](#)

[Human Resources](#)

[Finance](#)

[Information Technology \(IT\)](#)

[Non-Departmental](#)

[Economic Development](#)

[Planning](#)

[Inspections](#)

[Engineering](#)

[Police](#)

[Fire](#)

[Public Works](#)

[Public Facilities](#)

[Sanitation](#)

[Recreation and Parks](#)

Personnel Highlights

Department Heads requested five new positions and two reclassifications for the FY25- 26 budget. The positions requested include one Human Resources Analyst, three Firefighters, and one Planning Technician. The reclassifications included one Information Technology Specialist to Network Services Manager and one Assistant Fire Chief.

The City Manager has recommended funding one Human Resources Analyst and one Planning Technician as new positions, as well as the reclassifications of Network Services Manager and Assistant Fire Chief.

The budget includes a three percent increase in the cost of living, merit pay, and increases in benefits. The City of Mebane is required to contribute to the Local Government Employees' Retirement System. The City of Mebane joined the retirement system in 2009. The overall retirement costs have decreased by 10% because the fee required to join the Local Government Employees' Retirement System will be paid in full as of June 30, 2025. The City continues to make required employer contributions.

Department	FY2024	FY2025	FY2026
Number of Positions			
Administration	7	5	5
Finance	6	6	5.5
Fire	36	36	36
Human Resources	0	2	3
Inspections	7	7	7
IT	2	2	2
Planning	3	3	4
Police	50	50	50
Public Facilities	6	1	1
Public Works	14	18	18
Recreation and Parks	10	11	11
Sanitation	8	8	8
NUMBER OF POSITIONS	149	149	150.5

General Fund Revenues

Ad Valorem Taxes

Property taxes constitute 59.0% of the City's estimated revenues for FY25-26. The \$19,338,977 estimate includes real, personal (registered motor vehicle and non-registered motor vehicle, machinery, and equipment), and fire district taxes for the current year and prior year delinquent taxes expected to be collected and tax discounts for early payment.

The City of Mebane is situated in both Alamance and Orange Counties. For the tax year 2025, Orange County has undergone a revaluation of the real property located within its boundaries. Orange and Alamance Counties are on a four-year revaluation cycle. Orange County's last revaluation was completed for the tax year 2021. The next projected revaluation for Alamance County will be in tax year 2027.

Each time a revaluation occurs, North Carolina State Statute requires local governments to calculate the revenue-neutral tax rate using a prescribed formula. The revenue-neutral tax rate is the rate the City would charge if the exact same amount of property tax revenue was budgeted in the upcoming year as was budgeted in the current year, taking natural growth into consideration. Natural growth includes growth within the boundaries of the City as of the last revaluation, so annexations are not included in the calculation.

The revenue-neutral tax rate is based on the City's total appreciated property valuation, not the property of property owners. Therefore, if a taxpayer's property value increases more than the City's on a percentage basis, then the taxpayer's bill will increase if the revenue-neutral rate or a rate higher than revenue neutral is adopted. An example is provided.

Example of Revenue Neutral					
Year One:					
City A	Taxpayer 1	Taxpayer 2			
City Tax Valuation = \$10,000,000	Home Valuation = \$200,000	Home Valuation = \$200,000			
City Tax Rate = 0.30 per \$100					
City Revenue = \$30,000	Tax Bill = \$600	Tax Bill = \$600			
Year Two:					
City A	Taxpayer 1	Taxpayer 2			
City Natural Growth Rate = 6.0%	Home Valuation = \$200,000	Home Valuation = \$200,000			
City Tax Valuation = \$10,600,000					
(Increases 6% due to growth)					
City Tax Rate = 0.30 per \$100	Tax Bill = \$600	Tax Bill = \$600			
City Revenue = \$31,800					
Year Three:					
City A	Taxpayer 1	Taxpayer 2			
City Revaluation Year = \$15,900,000	Home Valuation = \$400,000	Home Valuation = \$250,000			
(Increases 50% due to revaluation)	(Increases 100% due to revaluation)	(Increases 25% due to revaluation)			
City Revenue Neutral Rate = 0.20 per \$100					
City Revenue = \$31,800	Tax Bill = \$800	Tax Bill = \$500			
The tax bill for Taxpayer 1 increased because the value of their home increased more (100%) than the City's value (50%). The tax bill for Taxpayer 2 went down because the value of their home increased (25%) less than the City's value (50%).					

The prescribed revenue neutral calculation that is provided by the Local Government Commission under direction of the State Treasurer is shown below. The revenue-neutral tax rate for the City of Mebane is \$0.4039. This takes into account an average growth rate since the last revaluation in the tax year 2023 of 13.48%. However, the recommended tax rate for FY25-26 is \$0.3700, which is the current tax rate.

Neutral Property Tax Increase (Decrease)						City of Mebane	
Revaluations as of:							
January 1, 2025 and 2023							
Fiscal year	Assessed Valuation as of June 30	Annexation (Deannexation)	Total Adjusted for Annexation or Deannexation	Valuation Increase (Decrease)	Percentage change		
2025-26	5,064,059,242	7,613,821	25-26 5,056,445,421				
			24-25 4,871,721,955				
2024-25	4,871,721,955	10,036,751	24-25 4,861,685,204	577,399,609	13.48%		
2023-24	4,284,285,595	2,516,472	23-24 4,281,769,123	4,281,769,123			
					13.48%	Average growth %	
						Doesn't include revaluation increase (decrease)	
Last year prior to revaluation						Tax rate	Estimated tax levy
2024-25	4,871,721,955			0.3700	18,025,371		
First year of revaluation						equivalent levy	
2025-26	5,064,059,242			0.3559	18,025,371		
Increase (decrease) tax rate for average growth rate						Revenue neutral tax rate, to be included in budget ordinance, adjusted for growth	
2025-26	5,064,059,242			0.4039	20,454,678		
Increase (Decrease) in Tax Levy							2,429,306
Average Percentage Increase (Decrease)							13.48%

The estimated total property tax valuation for the City is \$5,064,059,242. After adjusting for a collection rate of 99.8% for non-motor vehicle property taxes and 98.7% for motor vehicle property taxes, the estimated property tax revenue for the tax year 2025, using the revenue-neutral tax rate, is \$20,402,519. However, a 0.37 cent tax rate is recommended, which is estimated to yield \$18,690,977 after taking the collection rate into consideration. One cent on the tax rate equals

\$505,162. Beginning in FY23-24 two cents of the tax rate is set aside in the General Capital Fund Reserve for the construction of Fire Station 4, a new Police Facility, and at least one significant Recreation and Parks project.

Local Option Sales Tax

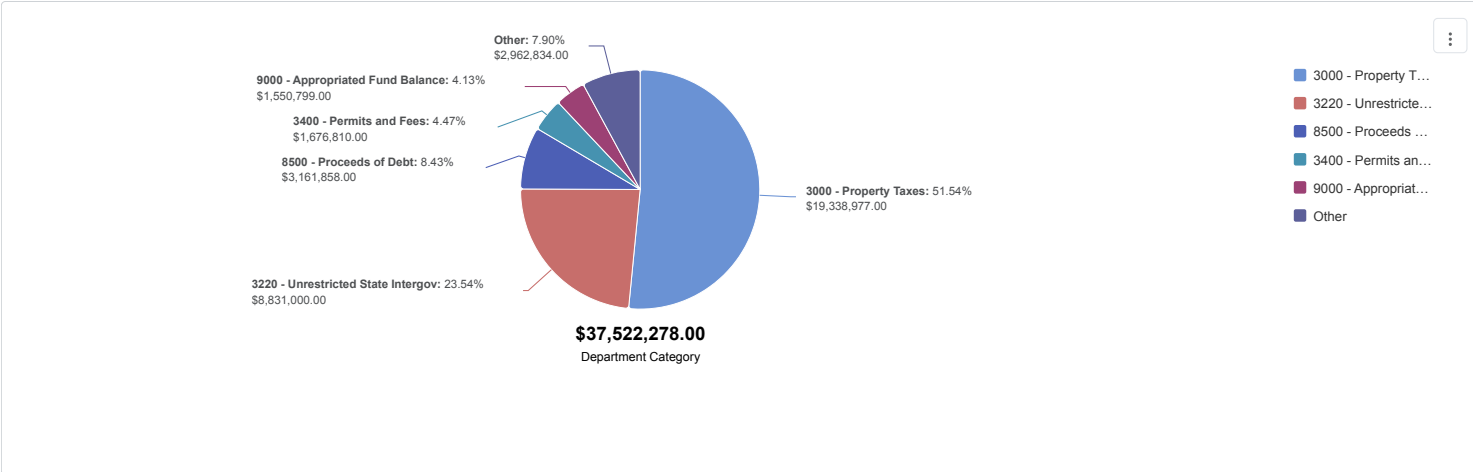
Sales tax represents the City's second largest revenue source in the General Fund at an estimated \$6,900,000 (18.4%). The State of North Carolina collects and distributes sales tax to the local units on a proportional population basis in Alamance and Orange Counties. Sales tax revenues have increased approximately 2.7% for the distributions received period of July 1, 2024 through April 30, 2025.

Fund Balance Appropriation

Fund balance is the amount of assets in excess of liabilities in a given fund. The five components of fund balance are essential to understand, especially when faced with challenges or opportunities that require an appropriation of fund balance. The City Council cannot use the non-spendable and restricted portion of the fund balance for appropriation. The City Council can use the unrestricted portion of the fund balance, which includes the committed, assigned, and unassigned portions of the fund balance, for appropriation. The total fund balance as of June 30, 2024 was \$22,229,630 with \$5,862,996 restricted, and \$8,384,096 unassigned. The current budget recommends a fund balance appropriation of \$1,542,799 to balance the budget for FY25-26. This amount meets all local government requirements set forth in NC General Statutes.

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 PROPOSED		% Change	FY26 Variance
	FY2024	FY2025	FY2026			
Revenues						
3000 - Property Taxes	\$16,353,439	\$17,400,176	\$19,338,977	10%	\$1,786,259	
3100 - Other Taxes and Licenses	\$965	\$900	\$900	-11%	-\$110	
3215 - Restricted Federal Intergov	\$17,595	\$0	\$0	-100%	-\$21,037	
3220 - Unrestricted State Intergov	\$8,389,548	\$8,477,734	\$8,831,000	80%	\$3,936,170	
3225 - Restricted State Intergov	\$826,457	\$638,300	\$761,000	16%	\$102,580	
3235 - Restricted Local Intergov	\$340,744	\$350,150	\$346,150	10%	\$31,252	
3230 - Unrestricted Local Intergov	\$486,296	\$448,000	\$432,000	631%	\$372,935	
3400 - Permits and Fees	\$1,338,575	\$1,523,704	\$1,676,810	-1%	-\$18,770	
3500 - Sales and Services	\$837,807	\$840,136	\$862,884	25%	\$172,210	
3700 - Investment earnings	\$641,259	\$172,000	\$500,000	–	\$500,000	
3800 - Miscellaneous Revenues	\$848,671	\$761,016	\$59,900	-96%	-\$1,288,939	
8500 - Proceeds of Debt	\$2,097,500	\$1,704,984	\$3,161,858	167%	\$1,976,874	
9000 - Appropriated Fund Balance	\$0	\$4,192,293	\$1,550,799	–	\$1,550,799	
REVENUES TOTAL	\$32,178,857	\$36,509,392	\$37,522,278	32%	\$9,100,223	

Revenues and Other Funding Sources



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Utility Fund

FY25-26

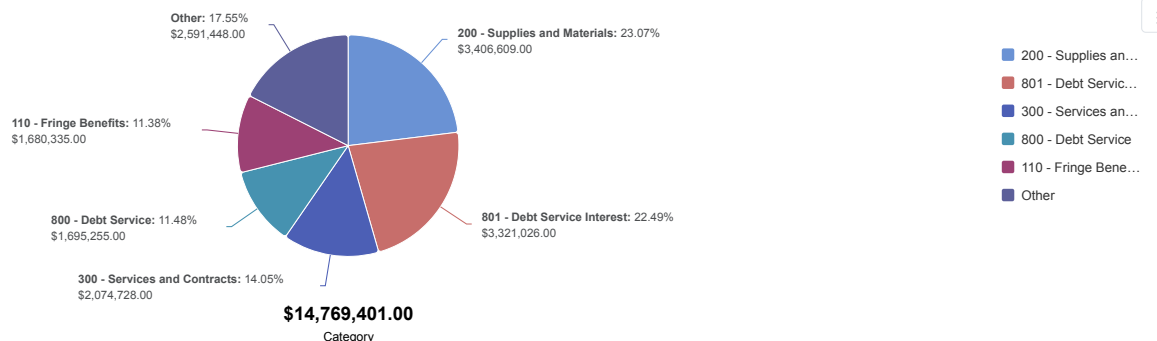
The City of Mebane operates one fund as an enterprise fund – the Utility Fund. Enterprise funds provide governmental services that can operate similarly to a business and are self-sufficient with user rates that generate all revenues to cover expenditures. The Utility Fund comprises all revenues and expenditures that result from the City's water and sewer utility operations. Customer fees generate enough income to support the fund entirely.

The FY25-26 Recommended Budget for the Utility Fund totals \$14,769,401, a 11.6 percent increase from the FY24-25 Amended Budget as of May 1, 2025, and a 5.4 percent increase from the FY24-25 Original Budget. This increase is largely driven by the WRRF upgrade and expansion project interest payments.

Utility Fund Expenditures

By Type

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Total Expenditures					
300 - Utility Fund	\$11,066,036	\$16,477,702	\$14,769,401	-12%	-\$1,708,301
TOTAL EXPENDITURES TOTAL	\$11,066,036	\$16,477,702	\$14,769,401	-12%	-\$1,708,301
Utility Fund					
100 - Salaries and Wages - Benefited	\$1,575,965	\$1,691,392	\$1,680,174	-1%	-\$11,218
101 - Salaries and Wages - Non - Benefited	\$50,893	\$76,133	\$44,234	-42%	-\$31,899
110 - Fringe Benefits	\$1,792,121	\$1,865,255	\$1,680,335	-11%	-\$184,920
190 - Professional Services	\$464,992	\$801,555	\$410,600	-49%	-\$390,955
300 - Services and Contracts	\$1,229,482	\$2,275,566	\$2,130,728	-6%	-\$144,838
200 - Supplies and Materials	\$2,460,840	\$3,077,361	\$3,406,609	11%	\$329,248
700 - Capital Outlay	\$814,351	\$1,697,816	\$400,440	-76%	-\$1,297,376
800 - Debt Service	\$1,287,140	\$1,686,062	\$1,695,255	1%	\$9,193
801 - Debt Service Interest	\$346,752	\$1,638,365	\$3,321,026	103%	\$1,682,661
960 - Interfund Transfer to Governmental	\$1,043,500	\$1,668,197	\$0	-100%	-\$1,668,197
UTILITY FUND TOTAL	\$11,066,036	\$16,477,702	\$14,769,401	-12%	-\$1,708,301



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Department Budgets

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Admin, Meters and Billing	\$1,534,211	\$2,205,336	\$1,894,838	-14%	-\$310,498
Utility Maintenance	\$4,195,463	\$6,259,816	\$4,909,065	-22%	-\$1,350,751
Utility Engineering	\$288,145	\$293,000	\$303,000	3%	\$10,000
Water Resource Recovery Facility	\$2,370,741	\$2,694,326	\$2,554,217	-5%	-\$140,109
Utility Non-Departmental	\$2,677,477	\$3,357,027	\$5,108,281	52%	\$1,751,254
Transfers and Other Uses	—	\$1,668,197	\$0	-100%	-\$1,668,197
EXPENSES TOTAL	\$11,066,036	\$16,477,702	\$14,769,401	-10%	-\$1,708,301

Utility Fund Department Budgets

Administration_&.Billing
 Utility_Maintenance
 Water_Resource_Recovery_Facility.
 Engineering
 Non_Departmental

Personnel Highlights

Department Heads requested one new position for the FY25- 26 budget. One additional Utilities Maintenance Technician in the Utilities Maintenance Department. This position was not funded.

The budget includes a three percent increase in the cost of living, merit pay, and increases in benefits. The City of Mebane is required to contribute to the Local Government Employees' Retirement System. The City of Mebane joined the retirement system in 2009. The overall retirement costs have decreased by 10% because the fee required to join the Local Government Employees' Retirement System will be paid in full as of June 30, 2025. The City continues to make required employer contributions.

Department	FY2024	FY2025	FY2026
Number of Positions			
Utility Maintenance	17	17	17
Water Resource Recovery Facility	7	7	7
Admin, Meters and Billing	1	1	0.5
NUMBER OF POSITIONS	25	25	24.5

*The Accounting Supervisor - Utilities is shared with the Finance Department and one half of the cost is allocated to the Utility Fund.

Utility Fund Revenues

Projections for Utility Fund revenues rely on variables such as the size of the customer base and water usage. The FY25-26 Recommended Budget includes \$11.5 million in revenues from water and sewer charges, an increase of 11.6% over the amended budget. The revenue estimate includes new customer growth of approximately 400 residential units and a 10 percent rate increase for water and sewer.

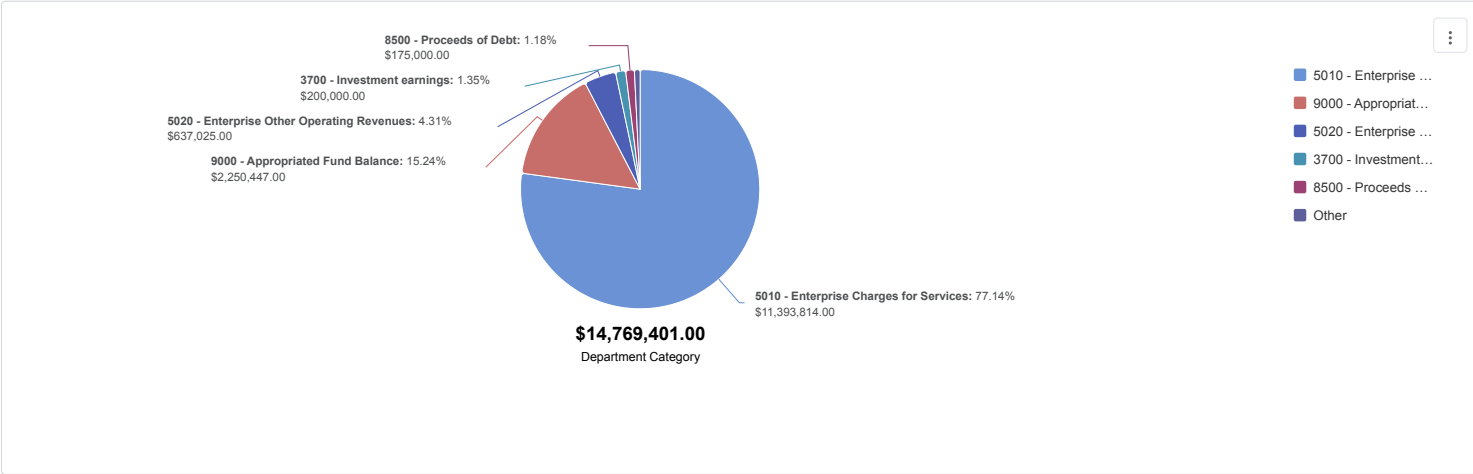
Water and Sewer Rates

Water and sewer make up 77.8% of the Utility Fund revenues. Therefore, it is prudent to examine rates yearly to ensure they support operations and keep up with the capital needs of the utility system. The Recommended Budget includes a ten percent increase in water and sewer fees. The increase will ensure the fund can cover all debt and maintain the current system. The average customer uses 5,000 gallons of water per month; therefore, the monthly increase for an average customer is \$8.60. The average customer's monthly bill is \$86.25, which will go up to \$94.85.

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Revenues					
5500 - Enterprise NonOperating Revenues	\$2,852	\$2,500	\$2,500	0%	\$0
5010 - Enterprise Charges for Services	\$9,252,197	\$10,198,957	\$11,393,814	-12%	-\$1,194,857
3400 - Permits and Fees	\$47,260	\$0	\$0	0%	\$0
5020 - Enterprise Other Operating Revenues	\$337,592	\$621,040	\$637,025	-2.6%	-\$15,985
3700 - Investment earnings	\$245,682	\$100,000	\$200,000	100%	\$100,000
3800 - Miscellaneous Revenues	—	\$100,000	\$0	-100%	-\$100,000
8500 - Proceeds of Debt	—	\$758,750	\$175,000	-77%	-\$583,750
5800 - Enterprise Transfers and Other Sources	\$3,495,015	\$32,864	\$0	-100%	-\$32,864
9000 - Appropriated Fund Balance	—	\$4,663,591	\$2,361,062	-49%	-\$2,302,529

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
REVENUES TOTAL	\$13,380,599	\$16,477,702	\$14,769,401	-10%	-1,708,301

Revenues and Other Funding Sources



Special Revenue Fund - Occupancy Tax

FY25-26

Mebane is part of the Alamance County Municipal Tourism Authority with the communities of Burlington, Graham, and Elon. Senate Bill 154, Session Law 2023-144 granted a levy of an occupancy tax at a rate of three percent (3%). Mebane collects this fee from accommodation retailers as defined in N.C.G.S 105-164.4. Two-thirds of these funds are used to promote travel and tourism in Mebane, and the remaining third is used for tourism-related expenditures.

Examples of related expenses the fund supports includes advertisements or marketing in published materials, conducting market research and engaging in promotional activities.

The tax collection began on July 1, 2024 for Fiscal Year 2024-2025.



Fiscal Year Expenses

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Occupancy Tax	–	\$158,550	\$226,000	43%	\$67,450
EXPENSES TOTAL	–	\$158,550	\$226,000	43%	\$67,450

Fiscal Year Revenues

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Revenues					
3100 - Other Taxes and Licenses	–	\$158,550	\$226,000	43%	\$67,450
REVENUES TOTAL	–	\$158,550	\$226,000	43%	\$67,450

Capital Reserve Funds

FY25-26

General Fund

Beginning in FY23-24, the City Council voted to set aside the equivalent of two cents of collected property tax revenues for future projects, including a new Police Station, Fire Station 4, and recreation projects. The Council created the General Capital Reserve Fund in FY23-24 to segregate the funds for these projects. Two cents of the FY24-25 expected property tax revenue equals \$910,864, the transfer amount to the General Capital Reserve Fund in the current budget recommendation. The FY25-26 expected property tax revenue, including interest, equals \$1,030,323.

General Capital Reserve Fund Revenues & Other Financing Sources					
	FY23-24 Actual*	FY24-25 Amended Budget	FY25-26 Recommended Budget	Percent Change	FY25-26 Variance
Transfer from General Fund	\$846,540	\$910,864	\$1,010,323	9.8%	\$99,459
Interest Earnings	\$2,622	\$5,000	\$20,000	75%	\$15,000
Total revenues	\$849,162	\$915,864	\$1,030,323	11.1%	\$114,459
Other financing sources (uses)					
Transfers out	\$0	\$0	\$0		\$0
Total revenues & other financing sources (uses)	\$849,162	\$915,864	\$1,030,323	11.1%	\$114,459

Utility Fund

This fund accounts for system development fees per state statutes. The funds can only be used for capital projects or debt in the Utility Fund. The estimated revenues, including interest earnings, for FY25-26 is \$2,837,714 based upon 400 residential units. Growth projections support this estimate.

Utility Capital Reserve Fund Revenues & Other Financing Sources					
	FY23-24 Actual	FY24-25 Amended Budget	FY25-26 Recommended Budget	Percent Change	FY25-26 Variance
System Development Fees	\$2,000,373	\$3,472,000	\$2,817,714	-23.2%	(\$654,286)
Interest Earnings	\$166,129	\$40,000	\$20,000	-50%	(\$20,000)
Appropriated Fund Balance	\$0	\$7,337,136	\$0	-100.0%	(\$7,337,136)
Total revenues and other financing sources	\$2,166,502	\$10,849,136	\$2,837,714	-282.3%	(\$8,011,422)
Other financing uses					
Transfers out (System Development Fees)	(\$199,177)	(\$7,012,136)	(\$0)	-100.0%	(\$5,500,000)

Total other financing uses	(\$199,177)	(\$7,012,136)	(\$0)	-100%	\$0
Total revenues & other financing sources (uses)	\$1,236,896	\$3,837,000	\$2,837,714	-35.2%	(\$999,286)

Debt Service Summary

FY25-26

The City of Mebane uses several debt mechanisms for debt financing, including revenue bonds and traditional lease-purchase or installment financing. The tool selected varies depending on the funding level needed, the terms offered, and current debt market conditions. The City does not currently have general obligation bonds. They require approval by voters and are backed by the City's taxing authority to repay the bonds. Revenue bonds pledge the revenue generated by specific enterprise (water and sewer) charges. The City's revenue bond credit rating is Aa3 (Moody's) and AA- (Standard & Poor's).



City of Mebane Budget - Debt Service Summary - Non-Vehicle FY25-26

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
FY20 Renegotiated Community (City) Park	8/21/2020	American National	\$ 4,664,000	\$ 2,720,667	\$ 388,667	\$ 65,175	\$ 453,842	Oct/April	2.45%	4/15/2032
FY14 Fire Station # 3	1/23/2014	BB&T	\$ 2,600,000	\$ 693,333	\$ 173,333	\$ 18,460	\$ 191,793	July/Jan	2.84%	6/30/2029
FY25 Lake Michael Dam Spillway Renovation	8/14/2024	Webster Bank	\$ 6,500,000	\$ 6,140,000	\$ 365,000	\$ 306,138	\$ 671,138	Dec/Jun	4.44%	2044
Total - General Fund			\$ 13,764,000	\$ 9,554,000	\$ 927,000	\$ 389,773	\$ 1,316,773			
FY14 Graham-Mebane Water Capacity Agreement	2/1/2014	Graham	\$ 2,548,070	\$ 1,274,040	\$ 127,403	\$ -	\$ 127,403	Annual	0.00%	9/1/2034
FY17 Graham-Mebane Sewer Capacity Agreement	5/1/2017	Graham	\$ 2,682,464	\$ 1,232,464	\$ 150,000	\$ -	\$ 150,000	Annual	0.00%	7/10/2036
FY10 Sewer E-SRF-T	10/30/2009	DENR-DWQ	\$ 96,113.00	\$ 19,223	\$ 4,806	\$ -	\$ 4,806	Annual	0.00%	5/1/2029
FY22 Revenue Bonds - Series 2021 (WRRF Renovation & GKN Pump Station Re-route)	9/22/2021	Truist	\$ 13,573,000	\$ 10,634,000	\$ 1,010,000	\$ 172,238	\$ 1,182,238	Aug/Feb	1.27% & 1.78%	8/1/2036
FY24 Revenue Bonds - Series 2023 (Elevated Water Tank)	10/12/2023	Capital One	\$ 5,773,000	\$ 5,541,000	\$ 191,000	\$ 247,129	\$ 438,129	August	4.46%	8/1/2043
FY25 Revenue Bonds - Series 2024* (WRRF Expansion)	10/30/2024	Bond Market	\$ 62,725,000	\$ 62,725,000	\$ -	\$ 2,870,850	\$ 2,870,850	Aug/Feb	5%	8/1/2049
Total - Utility Fund			\$ 87,397,647	\$ 80,151,687	\$ 1,365,806	\$ 3,290,217	\$ 4,646,022			
Total Combined			\$ 101,161,647	\$ 89,705,687	\$ 2,282,806	\$ 3,679,990	\$ 5,962,796			

* Interest only payment



City of Mebane
Budget - Debt Service Summary - Vehicles
FY25-26

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
FY17 Fire Truck	5/25/2017	PEMC	\$ 468,330	\$ 93,666	\$ 46,833	\$ -	\$ 46,833	Annual	0.000%	8/1/2026
FY20 Public Works Vehicles	2/28/2020	US Bank	\$ 430,500	\$ 43,050	\$ 43,050	\$ 293	\$ 43,343	Aug/Feb	1.363%	8/28/2025
FY22 Rolling Stock ¹	7/20/2021	Truist	\$ 1,365,000	\$ 390,006	\$ 277,666	\$ 3,432	\$ 281,098	July/Jan	1.070%	7/20/2026
FY23 Rolling Stock ²	8/5/2022	US Bank	\$ 916,006	\$ 475,110	\$ 185,755	\$ 13,043	\$ 198,798	Aug/Feb	2.000%	8/1/2027
FY24 Rolling Stock ³	8/18/2023	Atlantic Union Bank	\$ 2,097,500	\$ 1,468,250	\$ 419,500	\$ 68,381	\$ 487,881	Aug/Feb	4.950%	8/18/2028
FY25 Rolling Stock ⁴	3/1/2025	Truist	\$ 1,184,984	\$ 1,066,486	\$ 236,997	\$ 41,380	\$ 278,377	Sept/Mar	4.050%	9/1/2029
FY23 Fire Engine 4 ⁵	TBD	PEMC	\$ 520,000	\$ 520,000	\$ 104,000	\$ 3,141	\$ 107,141	Annual	1.000%	2035
FY26 Rolling Stock ⁶	TBD	TBD	\$ 461,858	\$ 461,858	\$ 92,372	\$ 11,375	\$ 103,747	TBD	4.000%	2030
Total - General Fund			\$ 7,444,178	\$ 4,518,425	\$ 1,406,173	\$ 141,046	\$ 1,547,218			
FY22 Rolling Stock ¹	7/20/2021	Truist	\$ 123,000	\$ 35,067	\$ 25,020	\$ 275	\$ 25,295	July/Jan	1.070%	7/20/2026
FY25 Rolling Stock ⁴	3/1/2025	Truist	\$ 758,750	\$ 682,875	\$ 151,750	\$ 26,496	\$ 178,246	Sept/Mar	4.050%	9/1/2029
FY26 Rolling Stock ⁶	TBD	TBD	\$ 175,000	\$ 175,000	\$ 35,000	\$ 4,310	\$ 39,310	TBD	4.000%	2030
Total Utility Fund			\$ 1,056,750	\$ 892,942	\$ 211,770	\$ 31,081	\$ 242,851			
Total - Combined			\$ 8,500,928	\$ 5,411,367	\$ 1,617,943	\$ 172,126	\$ 1,790,069			

1. Rolling Stock purchased: 1 fire engine, 1 garbage truck, 8 police vehicles, and 4 pick-up trucks
2. Rolling Stock purchased: 1 garbage truck, 1 leaf truck, 4 police vehicles, 2 fire vehicles, 1 inspections vehicle, 1 parks and recreation vehicle
3. Rolling Stock purchased: 1 fire engine, 1 garbage truck, 1 fire vehicle, 1 dump truck, 6 police vehicles, 1 ATV rescue vehicle, 1 mini excavator, 1 John Deere Gator, 2 Public Works pick-
4. Rolling Stock purchased: 3 police vehicles, 1 bucket truck, 1 utility backhoe, and 1 utility vac truck
5. Expected delivery is December 2025.
6. Estimated Debt

Mebane is a growing community which increases the demand for services. When a developers plans are accepted, the City may request infrastructure that is larger than necessary to accommodate the growth. The developer may request reimbursement for the cost of the oversizing, payable over a ten-year period. The table below represents current liabilities.

City of Mebane
Budget - Utility Oversizing Schedule
FY25-26

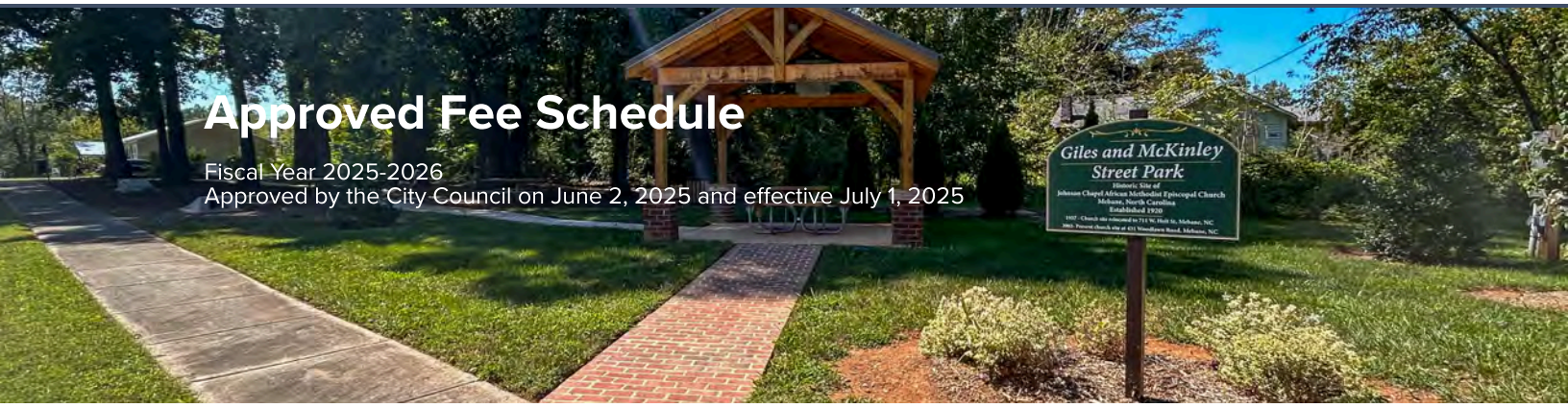
Description	Date	Developer	Oversizing Amount
Buckhorn Oversizing	FY25-26	Al Neyer	\$ 15,000.00 *
Tupelo Oversizing	FY26-27	Lebanon Road 3	\$ 62,175.00 *
Oakwood Oversizing	FY26-27	Meritage Homes	\$ 125,000.00 *
Cambridge Oversizing	FY27-28	Desco	\$ 25,000.00 *
Meadowstone Oversizing	FY27-28	Ben Wilson Road	\$ 10,000.00 *

* May be paid out over a 10 year period

Approved Fee Schedule

Fiscal Year 2025-2026

Approved by the City Council on June 2, 2025 and effective July 1, 2025





Fee Schedule

Adopted by the Mebane City Council on January 6, 2025
All fees effective January 7, 2025, unless otherwise noted

Contents

Administration	4
<i>Document Fees for Public Records</i>	4
<i>Cemetery</i>	4
Development Fees	4
<i>Engineering Construction Plan Review & Inspection Fees</i>	4
<i>Water & Sewer Rates</i>	5
<i>Schedule of Water & Sewer Tap Fees & Meter Charges</i>	6
<i>Water & Sewer System Development Fees†</i>	6
<i>Hydraulic System Modeling Fees</i>	7
<i>Hydrant Meter Deposit & Rental</i>	7
Finance	7
<i>Returned Payments</i>	7
<i>Privilege License</i>	7
Fire Inspection	8
<i>Fire Inspections & Permits</i>	8
<i>Hood and Ansul Systems</i>	8
<i>Entertainment</i>	9
<i>Fire Suppression Systems</i>	9
<i>Fire Alarm Systems</i>	9
<i>Flammable/Combustible Liquids Installation</i>	9
<i>Noncompliance with Fire Code</i>	9
<i>Recoupment Charges for False Alarms</i>	9
<i>Overcrowding</i>	9

Overview of the Capital Improvement Plan

[View our five-year Capital Improvement Plan](#)

The Capital Improvement Plan (CIP) is the planning mechanism by which the City Council allocates limited financial resources to implement long-term goals as defined in the Comprehensive Land Development Plan, Comprehensive Transportation Plan, Bicycle and Pedestrian Transportation Plan, Mebane Downtown Vision Plan, Recreation and Parks Master Plan, Long Range Utility Master Plan, and other similar planning documents. The purpose of the CIP is to forecast and match projected revenues and significant capital needs over five years. Capital planning is an important management tool that strengthens the linkage between community infrastructure needs and the City's financial capacity.

The CIP is a multi-year plan for significant capital expenditures such as the acquisition of land, construction, or considerable renovation of public facilities (i.e., buildings and parks), construction of new transportation infrastructure (i.e., roads, sidewalks, multi-use paths), expansion or significant renovation of water, wastewater, or stormwater infrastructure, capital equipment to support operations or any combination of the above. Projects eligible for inclusion in the CIP have assets greater than \$5,000 and a useful life of over three years.

When identifying new projects, the staff looks to the long-term priorities and direction set by the City Council and submits formal requests through the CIP process. A formal request includes a description of the project, the estimated cost, and an estimate of the recurring expenses associated with a completed project (i.e., additional staff, additional utilities, etc.). The formal request also includes alternative solutions, if any, and a statement on the effect on services and programs if the project does not receive funding.

Once adopted by the City Council, the CIP becomes a statement of City policy regarding the need, priority, timing, and funding of future capital projects. The Capital Improvement Plan is simply that – a plan. Projects and funding mechanisms are subject to change based on new or shifting service needs, unique financing opportunities, emergency needs, or other directives or priorities established by the City Council. Future needs and financial constraints may result in changes in priority over the next five years. Because priorities can change, projects included in outward planning years are not guaranteed funding. The CIP represents the City Administration and City Council's best judgment when adopting the Plan. Priorities established in the CIP subsequently guide decisions made by the City Administration and the various boards and commissions appointed by the City Council.

The CIP Process

As illustrated, the process for developing the CIP begins shortly after the beginning of a new fiscal year (July 1) as staff considers unmet capital needs in the recently adopted budget and other emerging needs. For each project, staff in the requesting department complete a CIP project request form and compile supporting documentation. All CIP project requests are due by the beginning of December of each year.



CIP Funding

The funding sources used to execute the Plan are as important as the capital projects in the Plan. The City of Mebane funds Capital Improvements using various sources broadly categorized as cash, grants, or debt financing. Cash, or pay-as-you-go (PAYGO), funds come from tax revenue, development-related fees, program fees, State revenue, and interest earnings. Some sources, such as State revenue from the Powell Bill and certain others, may only be spent to meet particular needs. Other revenue sources are unrestricted. Funding sources for the CIP include general fund revenue, utility fund revenue from user fees, water/sewer capital reserve fees, debt financing, grants, and reserves from prior years. See our glossary of terms for details on each type of financing.

Capital Improvement Plan Summary (CIP) - General Fund

FY26-30

CIP Expenditures by Department

General Fund

Departments Description	FY2026	FY2027	FY2028	FY2029	FY2030
Amount					
Fire	\$2,981,500	\$0	\$1,080,000	\$800,000	\$125,000
IT	\$8,500	\$0	\$0	\$0	\$17,000
Police	\$378,715	\$367,864	\$382,579	\$397,882	\$888,250
Public Facilities	\$482,250	\$20,000	\$40,000	\$40,000	\$20,000
Public Works	\$142,400	\$1,895,000	\$125,000	\$950,000	\$545,000
Recreation and Parks	\$635,000	\$61,000	\$125,000	\$0	\$0
Sanitation	\$285,000	\$570,000	\$565,000	\$380,000	\$500,000
AMOUNT	\$4,913,365	\$2,913,864	\$2,317,579	\$2,567,882	\$2,095,250

Fire Department Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030
Amount					
Administration Vehicle (Chief)	\$0	\$0	\$80,000	\$0	\$0
E1/E33 Engine	\$0	\$0	\$1,000,000	\$0	\$0
Fire Station 4 West Design (CPO)	\$0	\$0	\$0	\$0	\$125,000
Hurst SC 758 E3	\$11,500	\$0	\$0	\$0	\$0
Plymovent Exhaust Management System Station 2 & 3	\$270,000	\$0	\$0	\$0	\$0
Self Contained Breathing Apparatus (SCBA)	\$0	\$0	\$0	\$800,000	\$0
Tiller Truck	\$2,700,000	\$0	\$0	\$0	\$0
AMOUNT	\$2,981,500	\$0	\$1,080,000	\$800,000	\$125,000

IT Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
Front Copier at City Hall	\$8,500	\$0	\$0	\$0	\$0	\$0
IT Data Center	\$0	\$0	\$0	\$0	\$17,000	\$167,000
AMOUNT	\$8,500	\$0	\$0	\$0	\$17,000	\$167,000

Police Department Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
New Police Headquarters Construction	\$0	\$0	\$0	\$0	\$0	\$14,630,000
New Police Headquarters Design	\$0	\$0	\$0	\$0	\$888,250	\$0
Police Vehicles	\$353,715	\$367,864	\$382,579	\$397,882	\$0	\$0
Special Event Traffic Control Trailer	\$25,000	\$0	\$0	\$0	\$0	\$0
AMOUNT	\$378,715	\$367,864	\$382,579	\$397,882	\$888,250	\$14,630,000

Public Facilities Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
Add five parking spots to the Planning & Inspections lot.	\$12,250	\$0	\$0	\$0	\$0	\$0
City Hall HVAC Replacement	\$0	\$0	\$20,000	\$20,000	\$20,000	\$0
Mebane Library HVAC unit replacement	\$0	\$20,000	\$20,000	\$20,000	\$0	\$0
Mebane Library Roof Replacement	\$270,000	\$0	\$0	\$0	\$0	\$0
Municipal Building plumbing repairs	\$200,000	\$0	\$0	\$0	\$0	\$0
AMOUNT	\$482,250	\$20,000	\$40,000	\$40,000	\$20,000	\$0

Public Works Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
Knuckle boom truck	\$285,000	\$0	\$0	\$0	\$0	\$0
Rear Load Garbage Truck	\$0	\$0	\$450,000	\$0	\$0	\$0
SAN-008 Knuckle boom truck	\$0	\$0	\$580,000	\$0	\$0	\$0
SAN-063 - Leaf Vacuum Truck	\$0	\$285,000	\$0	\$0	\$0	\$0
Sanitation transfer station construction	\$0	\$0	\$0	\$0	\$500,000	\$0
Sanitation transfer station feasibility study and preliminary site plan	\$0	\$285,000	\$100,000	\$0	\$0	\$0
Side-load garbage truck	\$0	\$0	\$0	\$380,000	\$0	\$0
AMOUNT	\$285,000	\$570,000	\$1,130,000	\$380,000	\$500,000	\$0

Recreation & Parks Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
ATV Vehicle for Greenway and Cates Farm	\$20,000	\$0	\$0	\$0	\$0	\$0
Automatic Gate Locks	\$15,000	\$0	\$0	\$0	\$0	\$0
Basketball Court @ MAAC & lights	\$200,000	\$0	\$0	\$0	\$0	\$0
Cates Farm Park Playground Phase #2	\$350,000	\$0	\$0	\$0	\$0	\$0
Empty Values	\$0	\$0	\$0	\$0	\$0	\$0
MACC Baseball/Softball Scoreboard Replacements	\$0	\$45,000	\$0	\$0	\$0	\$0
Not in Proposal	\$0	\$0	\$0	\$0	\$0	\$0
Old Rec AC for the Gym	\$0	\$0	\$125,000	\$0	\$0	\$0
Panels at Pickleball Courts	\$20,000	\$0	\$0	\$0	\$0	\$0
Replacement Pedal Boats for Lake Michael	\$30,000	\$0	\$0	\$0	\$0	\$0
Replacement platform and stairs at MACC Playground	\$0	\$16,000	\$0	\$0	\$0	\$0
AMOUNT	\$635,000	\$61,000	\$125,000	\$0	\$0	\$0

Sanitation Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
Knuckle boom truck	\$285,000	\$0	\$0	\$0	\$0	\$0
Rear Load Garbage Truck	\$0	\$0	\$225,000	\$0	\$0	\$0
SAN-008 Knuckle boom truck	\$0	\$0	\$290,000	\$0	\$0	\$0
SAN-063 - Leaf Vacuum Truck	\$0	\$285,000	\$0	\$0	\$0	\$0
Sanitation transfer station construction	\$0	\$0	\$0	\$0	\$500,000	\$0
Sanitation transfer station feasibility study and preliminary site plan	\$0	\$285,000	\$50,000	\$0	\$0	\$0
Side-load garbage truck	\$0	\$0	\$0	\$380,000	\$0	\$0
AMOUNT	\$285,000	\$570,000	\$565,000	\$380,000	\$500,000	\$0

Capital Improvement Plan Summary (CIP) - Utility Fund

FY26-30

CIP Expenditures by Department

Utility Fund

Departments Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
Admin., Meters and Billing	\$0	\$190,000	\$190,000	\$200,000		\$200,000
Utility Maintenance	\$325,000	\$1,072,500	\$3,377,500	\$4,780,000		\$12,983,750
Water Resource Recovery Facility	\$75,440	\$565,750	\$23,575	\$59,800		\$0
AMOUNT	\$400,440	\$1,828,250	\$3,591,075	\$5,039,800		\$13,183,750

Utility Administration & Billing Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
Water Meters	\$0	\$190,000	\$190,000	\$200,000	\$200,000	\$0
AMOUNT	\$0	\$190,000	\$190,000	\$200,000	\$200,000	\$0

Utility Maintenance & Operations

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
50% Share of Capital Improvements @Graham Water Plant	\$150,000	\$240,000	\$25,000	\$1,000,000	\$9,110,750	\$0
Fieldstone Pump Station Rehab	\$0	\$0	\$0	\$1,000,000	\$0	\$0
GE Pump Station and Force Main	\$0	\$0	\$1,250,000	\$2,000,000	\$0	\$0
Gravelly Hill Force Main Reroute	\$0	\$0	\$0	\$0	\$798,000	\$0
Inflow and Infiltration	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$0
Jones Road Outfall	\$0	\$112,500	\$887,500	\$0	\$0	\$0
Mini-Excavator	\$0	\$120,000	\$0	\$0	\$0	\$0
N Regional 3rd Pump Permitting & Install	\$0	\$50,000	\$150,000	\$0	\$0	\$0
Pump & Line Upgrades	\$0	\$0	\$0	\$0	\$2,460,000	\$0
UT-72, 1,7,29,31 Pick-up Truck	\$175,000	\$50,000	\$65,000	\$80,000	\$65,000	\$0
Wal-Mart Pump Station Abandonment	\$0	\$0	\$500,000	\$0	\$0	\$0
Water Rehab	\$0	\$0	\$0	\$200,000	\$50,000	\$0
AMOUNT	\$325,000	\$1,072,500	\$3,377,500	\$4,780,000	\$12,983,750	\$0

Water Resource Recovery Facility Requests

Itemization Description	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Amount						
21.43% share of capital improvements @ Graham WRRF	\$75,440	\$465,750	\$23,575	\$59,800	\$0	\$0
Aqua guard influent screen Rehab	\$0	\$100,000	\$0	\$0	\$0	\$0
Empty Values	\$0	\$0	\$0	\$0	\$0	\$0
Not in Proposal	\$0	\$0	\$0	\$0	\$0	\$0
AMOUNT	\$75,440	\$565,750	\$23,575	\$59,800	\$0	\$0

City Council

FY25-26 Budget

Department Overview

The City of Mebane operates under the council-manager form of government. The Governing Board (Mayor and City Council) guide the city's growth and progress. The Mayor and City Council is responsible for setting policies, enacting local laws, and approving budgets.

The Mayor and City Council appoints a city manager to carry out the day-to-day administrative operations and implement council policies. Key focus areas for the Mayor and Council include infrastructure development, public services (e.g., water, sanitation, police, and fire safety), community development, and economic growth. Through thoughtful planning, financial oversight, and policy development, the Mayor and City Council ensures that Mebane remains a thriving and vibrant community for its residents.

The Mayor and City Council comprises six members serving four-year staggered terms. The terms are as follows: the Mayor and two Councilmembers serve four-year terms up for election in the same year, while three Councilmembers serve four-year terms beginning at the next election.

Scheduled meetings are held on the first Monday of each month. In the event that a regularly scheduled meeting falls on a City-observed holiday or a conflict arises, the meeting will be rescheduled typically for the second Monday of the month. Meetings begin at 6:00 p.m. and are held in the Council Chambers at the Glendel Stephenson Municipal Building which is located at 106 East Washington Street.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED		
		FY2024		FY2025	FY2026	% Change	FY26 Variance
Expenses							
Personnel		\$59,053		\$65,113	\$65,113	0%	\$0
Operating		\$2,877		\$9,668	\$19,534	102%	\$9,866
EXPENSES TOTAL		\$61,930		\$74,781	\$84,647	13%	\$9,866

Expenditures by Type



Data Updated: May 01, 2025, 7:53 PM

Administration

FY25-26

Department Overview

The City of Mebane Administration Department oversees the operations of all departments and services striving to efficiently and effectively maintain or improve the quality of life. Located at the Glendel Stephenson Municipal Building, the administration department comprises a city manager, assistant city manager, city attorney, city clerk, and public information officer. Together, they serve Mebane citizens & stakeholders and establish and maintain public/private sector partnerships. They also coordinate on behalf of the City in business matters with other agencies, organizations, and governments.

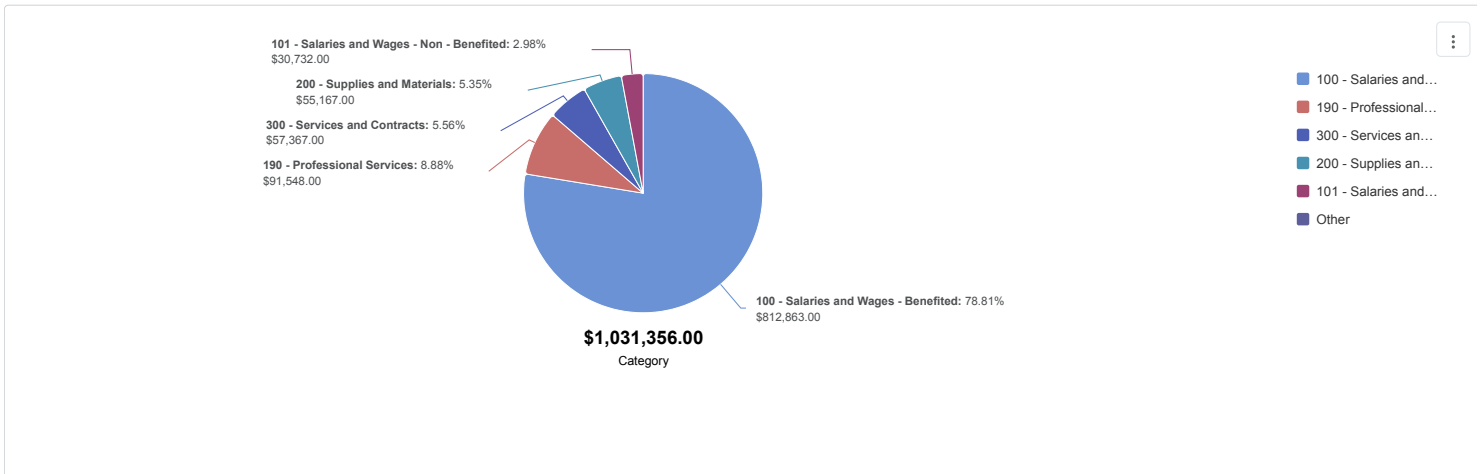
Serving as a point of contact for residents with administrative questions or concerns, the public information officer and city clerk are responsible for providing public information and ensuring transparency & accountability while ensuring that the City complies with all local, state, and federal laws/regulations. Serving the Mebane City Council, the administration department coordinates and provides information and recommendations on various matters and implements all the Mebane Governing Body's policies.

Budget Overview

Expenditures

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$1,001,597	\$807,787	\$827,274	2%	\$19,487
Operating	\$255,822	\$168,670	\$204,082	21%	\$35,412
EXPENSES TOTAL	\$1,257,419	\$976,457	\$1,031,356	6%	\$54,899

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Position	FY2024	FY2025	FY2026
Number of Positions			
Assistant City Manager	1	1	1
City Attorney	1	1	1
City Clerk	1	1	1
City Manager	1	1	1
Human Resources Consultant	1	0	0

Position	FY2024	FY2025	FY2026
Human Resources Director	1	0	0
Public Information Officer	1	1	1
NUMBER OF POSITIONS	7	5	5

Human Resources was moved to a stand alone department in FY24-25.

Human Resources

FY 25-26 Budget

Department Overview

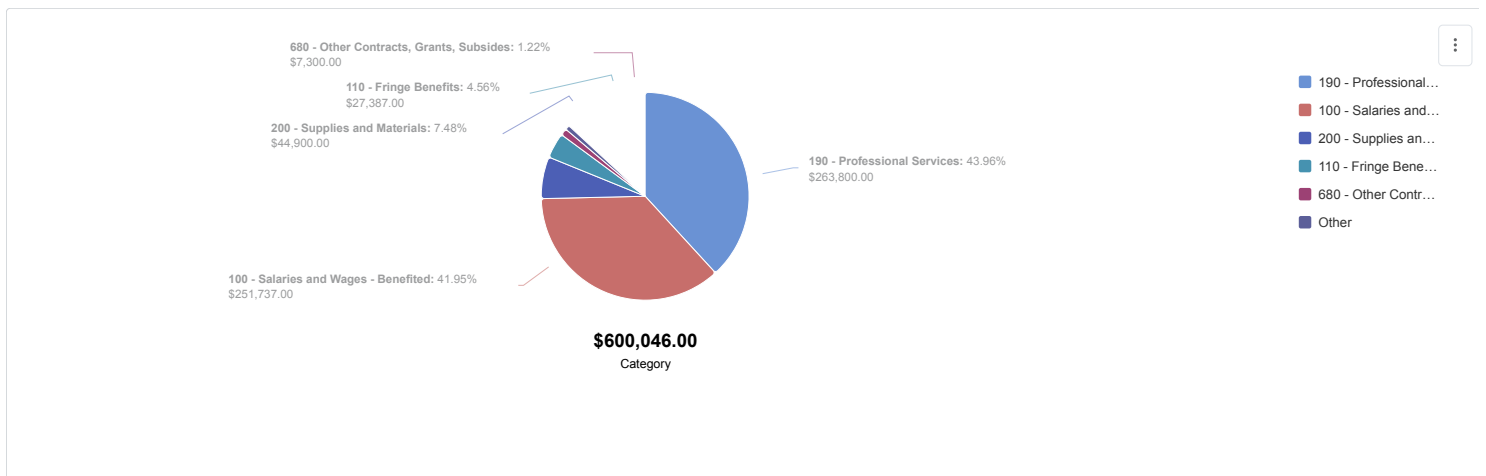
The Human Resources department is located in the Glendel Stephenson Municipal Building at 106 E Washington Street. The Human Resources department is responsible for providing the City of Mebane with well-trained, motivated employees and maximizing employee potential through proactive, quality employee relations and staff development. Each year, the Human Resources department conducts a Classification and Compensation Study to ensure employees are compensated fairly and equitably, leading to their retention in the competitive job market. The Human Resources department is also charged with policy review and revision, employee fringe benefit administration, and administering Mebane's Risk Management program, which is inclusive of safety initiatives to ensure employees and the public are safe and protected.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED	
	FY2024		FY2025		FY2026	% Change
Expenses						
Personnel	–		\$237,459		\$279,124	18%
Operating	–		\$208,185		\$320,922	54%
EXPENSES TOTAL	–		\$445,644		\$600,046	35%

Expenditures by Type



Data Updated: May 01, 2025, 7:53 PM

Full-Time Position Summary

Position	FY2025	FY2026
Number of Positions		
Human Resources Director	1	1
Human Resources Consultant	1	1
Human Resources Analyst	0	1
NUMBER OF POSITIONS	2	3

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Finance

FY25-26

Department Overview

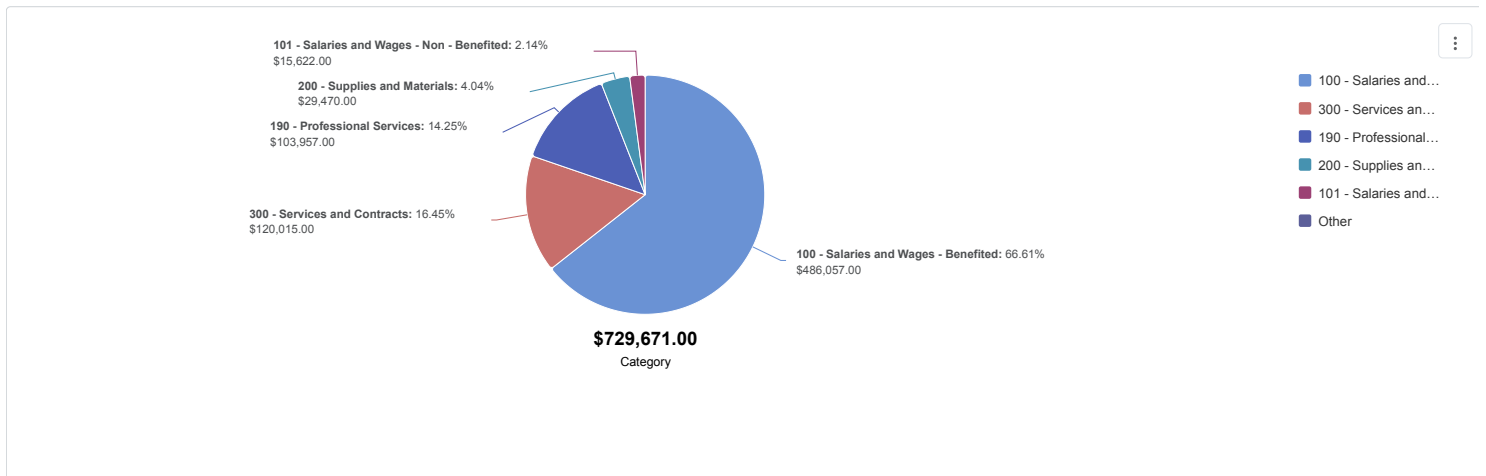
Located at the Glendel Stephenson Municipal Building, the Finance Department administers the financial affairs of the City including budget development and execution, cash management, accounting, debt administration, payroll, utility billing, and collection, accounts payable and receivable, purchasing, and the sale of surplus property.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$379,403	\$426,858	\$476,229	12%	\$49,371
Operating	\$235,828	\$346,735	\$253,442	-27%	-\$93,293
EXPENSES TOTAL	\$615,231	\$773,593	\$729,671	-6%	-\$43,922

Expenditures by Type



Position	FY2024	FY2025	FY2026
Number of Positions			
Customer Service Representative	1	1	1
Finance Director	1	1	1
Accounting Supervisor	1	1	0
Accounting Supervisor - Budget & Utilities	0	0	0.5
Accounting Technician I	1	1	1
Accountant	2	2	1
Accounting Supervisor - Payroll & Accounts Payable	0	0	1
NUMBER OF POSITIONS	6	6	5.5

*The Accounting Supervisor - Budget & Utilities is shared with Utilities Administration & Billing, making the General Fund contribution half.

Economic Development

FY25-26

Department Overview

The City of Mebane partners with the [Economic Development Partnership of North Carolina](#), the [Alamance County Area Chamber of Commerce](#), [Alamance County](#), and [Orange County Economic Development](#) to help companies discover the best solutions for start-up, relocation, or expansion.

Four economic development zones are available in Mebane. These zones add business value and improve business logistics for the growing regional and global marketplace in the Southeast.

- North Carolina Commerce Park (1,200 acres)
- North Carolina Industrial Center (900 acres)
- Buckhorn Economic Development Zone (1,100 acres)
- Carolina Central Industrial Center (91 acres)

There are a number of state, county, and city incentives designed to attract and retain quality job growth. The City of Mebane and Alamance and Orange counties offer various incentive packages designed around each project's particular needs, including:

- Cash grants based on new capital investment
- Start-up grants for initial development costs
- Performance-based incentives associated with jobs and expansion
- Infrastructure upgrades and extensions
- Fee waivers for site and building development costs

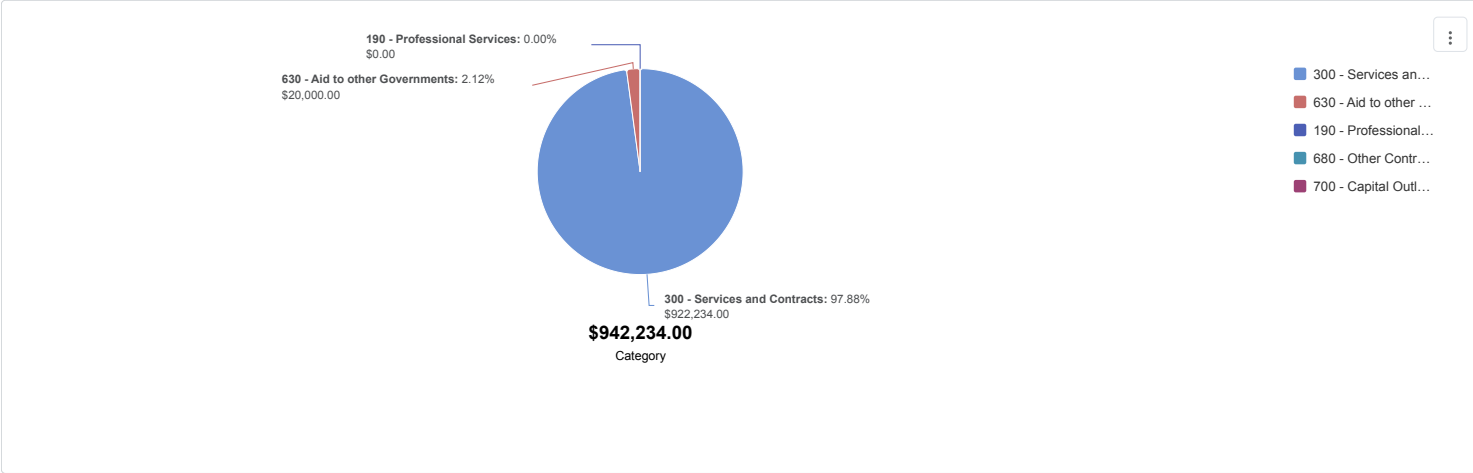
The annual budget for the incentives reflects the current commitments the City of Mebane has made, and does not reflect any commitments that could be approved in FY 25-26. Funding is released when the business or company has fulfilled various phases of the submitted plan, therefore funding may be carried from year-to-year to allow for the commitments to be met.

Budget Overview

Expenditures

	FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED	
	FY2024		FY2025		FY2026	% Change
Expenses						
Operating	\$1,013,177		\$1,400,214		\$942,234	-33%
EXPENSES TOTAL	\$1,013,177		\$1,400,214		\$942,234	-33%

Expenditures by Type



Current Incentives for FY 25-26

Economic Development Incentives & Waivers	
Company	Outstanding Incentive Amount
ABB	\$239,400
Medline	\$130,600
UPS	\$262,214
Chick-fil-A	\$78,000
Lotus Morris Too	\$120,000
Lotus Morris III	\$84,770
Sandvik	\$7,250
Total	\$922,234

Information Technology

FY25-26

Department Overview

The Information Technology (IT) Department, located in the Glendel Stephenson Municipal Building, ensures the city's technology infrastructure remains secure, efficient, and reliable.

The IT Department partners with Managed Service Providers (MSPs) to supplement staff, providing specialized expertise, system monitoring, Help Desk, and network security.

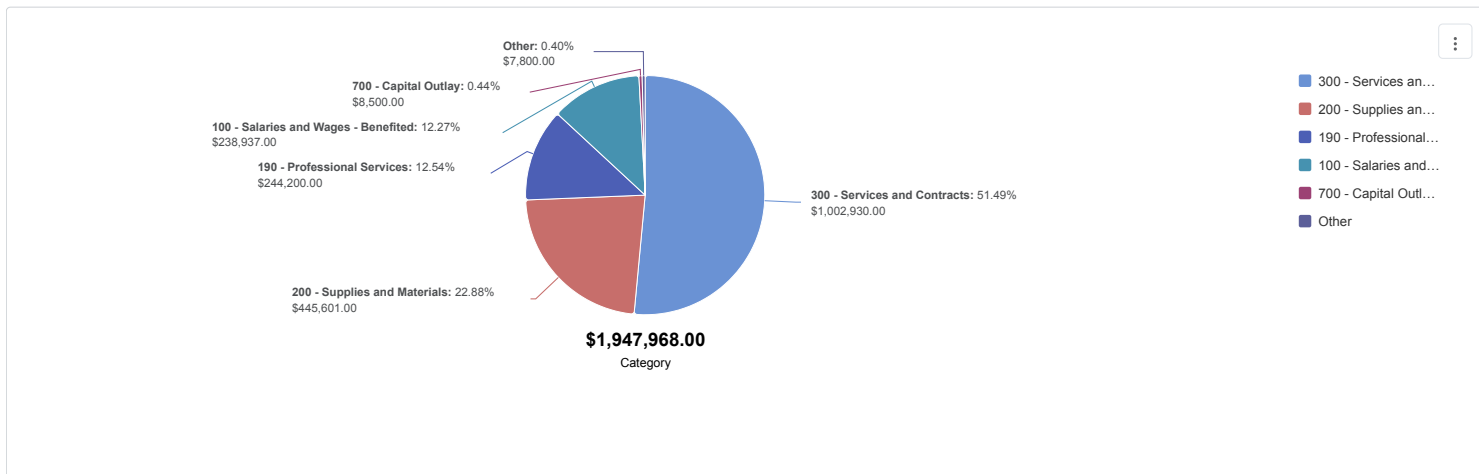
The consolidation of software packages will be a primary focus for the upcoming fiscal year.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$191,502	\$231,047	\$246,737	7%	\$15,690
Operating	\$1,008,237	\$1,615,026	\$1,692,731	5%	\$77,705
Capital	\$154,251	\$124,387	\$8,500	-93%	-\$115,887
EXPENSES TOTAL	\$1,353,991	\$1,970,460	\$1,947,968	-1%	-\$22,492

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Full-time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Information Technology Director	1	1	1
Information Technology Tech Specialist	1	1	0

Position	FY2024	FY2025	FY2026
Network Services Manager	0	0	1
NUMBER OF POSITIONS	2	2	2

Police

FY25-26

Department Overview

Located at 116 W. Center St. in Mebane, NC, the Mebane Police Department is committed to maintaining public safety and building strong community relationships. Our officers are dedicated to protecting life and property, preventing crime, and ensuring the safety and security of residents and visitors.

Guided by a comprehensive three-year strategic plan (2024-2027), the department is making excellent progress in the first year toward achieving its goals. This plan helps the department stay focused on proactive policing, leadership development, data-driven strategies, and community engagement. The department works closely with the community to address concerns, respond to emergencies, and participate in local events—fostering trust and cooperation through collaboration and communication.

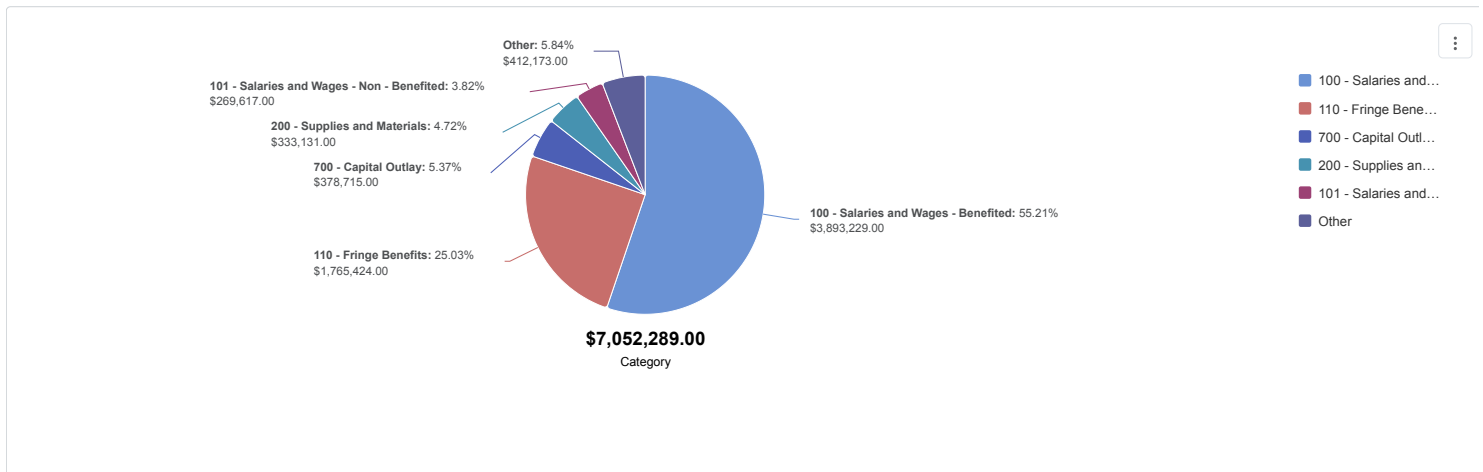
Our department emphasizes professional development and training, equipping officers with the skills needed to respond effectively to a wide range of situations. Through strategic initiatives and partnerships with local, state, and federal agencies, the department continually strives to enhance public safety and build lasting community trust. The department remains dedicated to serving the Mebane community with integrity, professionalism, with a commitment to continuous improvement.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$4,599,828	\$5,668,455	\$5,928,270	5%	\$259,815
Operating	\$837,432	\$773,025	\$745,304	-4%	-\$27,721
Capital	\$441,533	\$240,084	\$378,715	58%	\$138,631
EXPENSES TOTAL	\$5,878,793	\$6,681,564	\$7,052,289	6%	\$370,725

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Full-Time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Police Captain	0	2	2
Police Chief	1	1	1
School Resource Officer - ABSS	4	4	4
Assistant Police Chief	1	1	1
Police Accreditation Manager	1	1	1
SRO Lieutenant	0	1	1
Police Sergeant	4	6	6
Police Investigator	4	5	5
Evidence Technician	1	1	1
Community Service Officer	0	3	3
Police Officer	25	20	20
Administrative Support Specialist	2	2	2
SRO Sergeant	1	0	0
Police Lieutenant - Exempt	0	2	2
Police Lieutenant	2	1	1
Police Corporal	4	0	0
NUMBER OF POSITIONS	50	50	50

Fire Department

FY25-26

Department Overview

Founded in 1922, the Mebane Fire Department is an organization of dedicated professionals who are committed to serving the community by protecting life and property through prevention, education, and emergency medical and fire services. Operating out of three stations, the Department covers a 35 square-mile district with a population of nearly 25,000. Each of the three stations are strategically located in areas that provide the best coverage and response to the residents we serve.

The Department consists of 53 members, including 17 volunteers and 36 career employees who cover the department 24 hours a day, 7 days a week. Those members operate a total of 13 fire apparatus, including 3 engine-pumpers, 2 engine-tankers, 2 brush trucks, 1 utility rescue truck, a 100-foot aerial platform, and 5 support vehicles. There is also a paramedic from Alamance County EMS that is housed at Station 2.

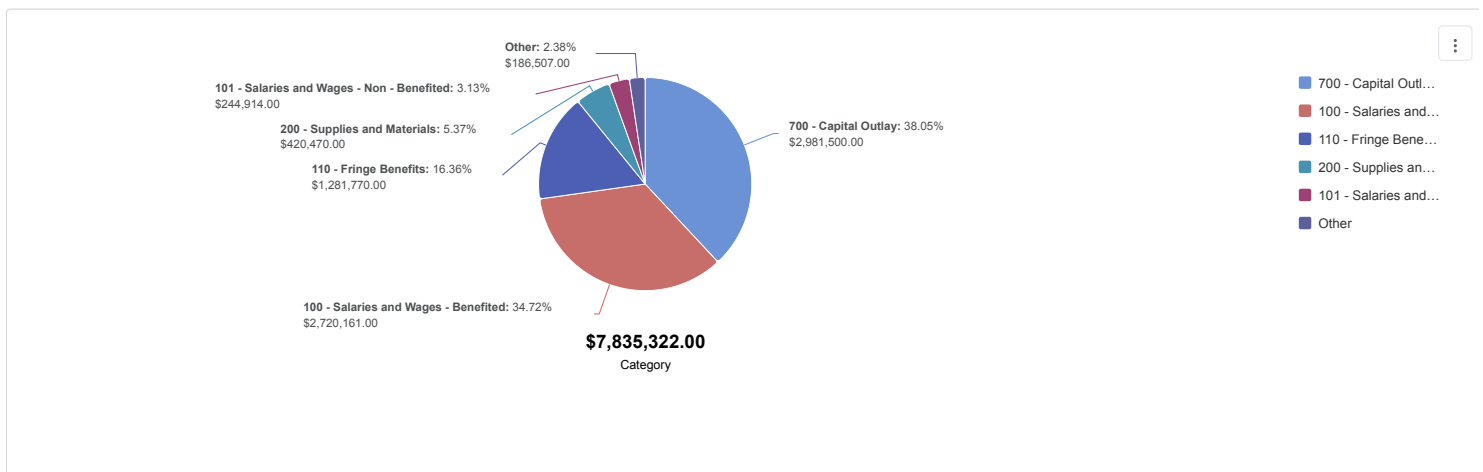
The Department serves both a city and rural fire district and carries a Fire Suppression rating (Insurance Services Organization, or ISO rating) of 2 inside the city and a 3 for the remaining rural district. This puts the Department as one of the highest-rated combination paid/volunteer departments in the State. The Department also has an automatic mutual aid agreement with both Alamance and Orange Counties.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED		FY25-26 REQUESTED		
		FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses						
Personnel		\$3,854,125	\$4,269,727	\$4,246,845	-1%	-\$22,882
Operating		\$730,907	\$715,127	\$606,977	-15%	-\$108,150
Capital		\$800,792	\$1,563,469	\$2,981,500	91%	\$1,418,031
EXPENSES TOTAL		\$5,385,824	\$6,548,322	\$7,835,322	20%	\$1,287,000

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Fees Collected

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 PROPOSED			
	FY2024	FY2025	FY2026	% Change	FY26 Variance	
Revenues						
FALSE ALARM	–	\$0	\$7,500	–	\$7,500	
STATE CONTRIBUTION TO FIRE RELIEF	\$60,340	\$52,000	\$60,000	15%	\$8,000	
EFLAND FIRE DISTRICT CONTRIBUTI	\$9,000	\$9,000	\$15,000	67%	\$6,000	
FIRE PERMIT & INSPECTION FEES	\$37,051	\$40,000	\$40,000	0%	\$0	
REVENUES TOTAL	\$106,391	\$101,000	\$122,500	21%	\$21,500	

Full-Time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Fire Lieutenant	6	9	10
Firefighter	11	5	4
Deputy Fire Marshal	1	1	0
Fire Captain/Shift	3	3	2
Fire Inspector	1	1	1
Fire Captain/Training	1	1	1
Administrative Support Specialist	1	1	1
Fire Marshal	0	0	1
Fire Life Safety Educator	1	1	1
Fire Engineer	10	13	13
Fire Chief	1	1	1
Assistant Fire Chief	0	0	1
NUMBER OF POSITIONS	36	36	36

Planning & Zoning

FY25-26

Department Overview

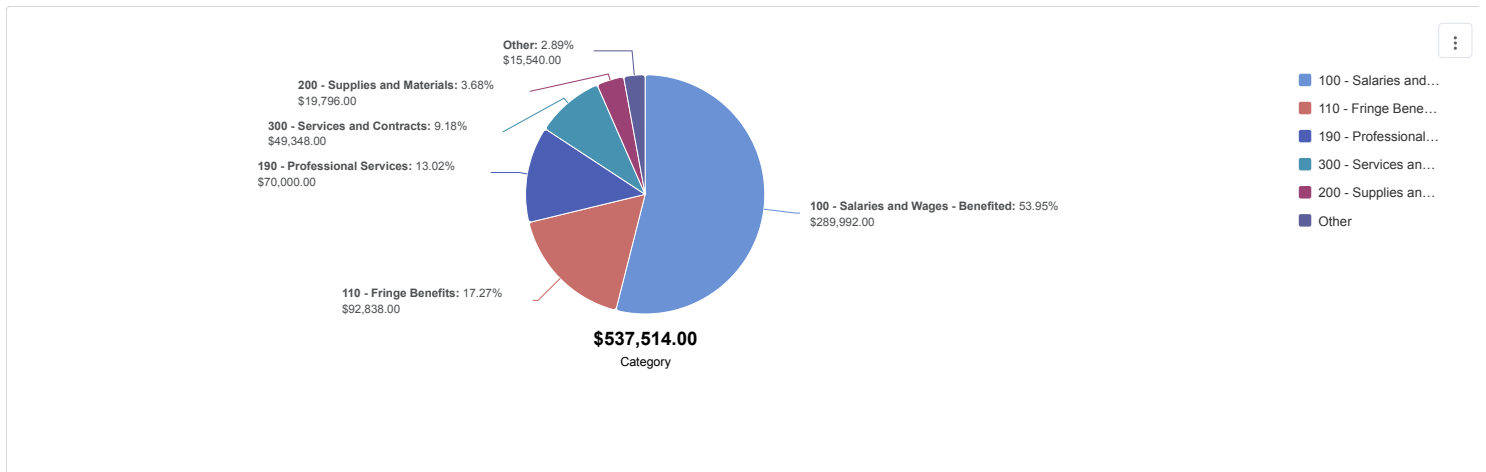
The Mebane Planning & Zoning Department is located at 102 South 5th Street. The Planning and Zoning Department is responsible for the review of new development in the City's planning jurisdiction to ensure its compliance with the Mebane Unified Development Ordinance and consistency with adopted long-range plans. Staff in the Planning and Zoning Department are responsible for various reviews, including zoning permits, site plans, rezoning requests, and subdivision plats, and for regular updates to development ordinances and planning documents. The Planning and Zoning Department administers meetings of the Mebane Technical Review Committee, the Mebane Planning Board, and the Mebane Bicycle and Pedestrian Advisory Commission.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$282,058	\$311,419	\$398,370	28%	\$86,951
Operating	\$73,260	\$320,446	\$139,144	-57%	-\$181,302
EXPENSES TOTAL	\$355,318	\$631,865	\$537,514	-15%	-\$94,351

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Fees Collected

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED	% Change	FY26 Variance
	FY2024	FY2025	FY2026		
Revenues					
PLAN REVIEW FEES	\$6,050	\$8,000	\$8,000	0%	\$0
PLANNING AND ZONING FEES	\$116,795	\$85,000	\$90,000	6%	\$5,000
STORMWATER CONTROL FEES	-	\$8,000	\$33,500	319%	\$25,500
REVENUES TOTAL	\$122,845	\$101,000	\$131,500	30%	\$30,500

Full-Time Position Summary

Planning & Zoning

Position	FY2024	FY2025	FY2026
Number of Positions			
Development Director	1	1	1
Planner	2	2	2
Planning Technician	0	0	1
NUMBER OF POSITIONS	3	3	4

Inspections

FY25-26

Department Overview

The Mebane Inspections Department is located at 102 South 5th Street. Mebane Inspections responds to the residents, contractors and designers who require our services in a timely and professional manner. The primary purpose of the department is to analyze applications for permits, determine associated costs, evaluate construction plans, records data on permits and inspections, and examine residential and commercial structures for adherence to state and local building codes. With a projected 400 new residential units planned for approval in FY25-26, the Inspections staff focuses upon having inspections for all trades, including building, electrical, plumbing and mechanical completed within a reasonable timeframe to ensure all certificates of occupancy can be issued.

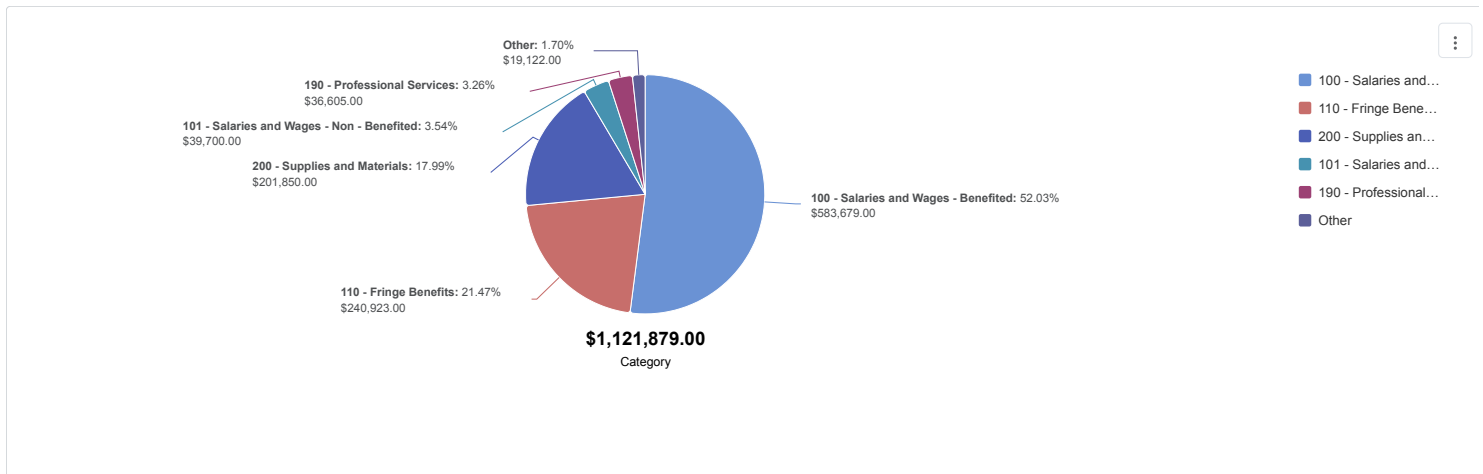
The Inspections Department is fully funded by fees charged for permits and inspections in accordance with North Carolina General Statutes.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED	
	FY2024		FY2025		FY2026	% Change
Expenses						FY26 Variance
Personnel	\$751,151		\$842,535		\$864,302	3%
Operating	\$79,737		\$142,498		\$257,577	81%
Capital	\$27,514		\$31,346		\$0	-100%
EXPENSES TOTAL	\$858,402		\$1,016,379		\$1,121,879	10%

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Fees Collected

	FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 PROPOSED	
	FY2024		FY2025		FY2026	% Change
Revenues						FY26 Variance
BUILDING PERMIT FEES	\$671,013		\$625,000		\$675,000	8%
INSPECTIONS FEES	\$397,158		\$325,000		\$400,000	23%

FY23-24 ACTUALS		FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
HOMEOWNER'S RECOVERY FUND FEES	\$293	\$3,500	\$500	-86%	-\$3,000
REVENUES TOTAL	\$1,068,464	\$953,500	\$1,075,500	13%	\$122,000

Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Code Enforcement Officer	1	1	1
Inspections Director	1	1	1
Building Inspector I	2	2	2
Building Inspector II	1	1	1
Permit Specialist	1	1	1
Plan Reviewer	1	1	1
NUMBER OF POSITIONS	7	7	7

Public Works - Streets, Fleet & Beautification

FY25-26

Department Overview

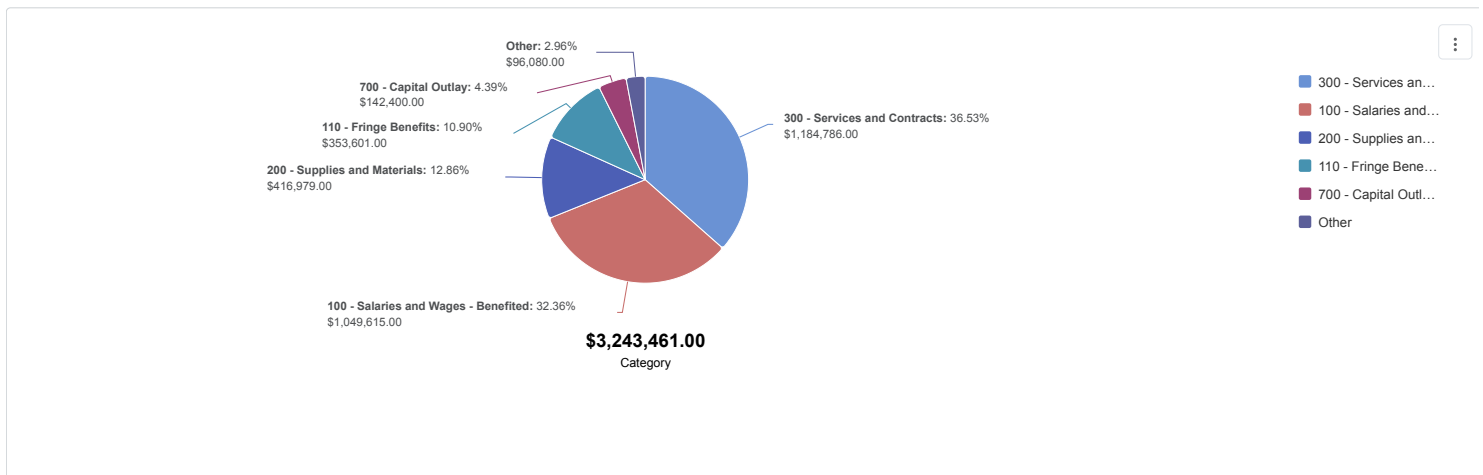
The Mebane Public Works Department located at the Public Works campus at 636 Corregidor Street. The Public Works division of Beautification, Street Maintenance, and Fleet Services operations includes eighteen full-time staff. This divisions provides many essential services to the residents of Mebane, including maintaining city streets, stormwater, city beautification, flower & decorative endeavors, and three cemeteries. In addition, this division operates the maintenance and repairs of the city departmental vehicles & equipment.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$816,758	\$1,488,719	\$1,459,296	-2%	-\$29,423
Operating	\$1,303,894	\$1,940,251	\$1,641,765	-15%	-\$298,486
Capital	\$693,075	\$611,335	\$142,400	-77%	-\$468,935
EXPENSES TOTAL	\$2,813,727	\$4,040,305	\$3,243,461	-20%	-\$796,844

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Fees Collected

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED	% Change	FY26 Variance
	FY2024	FY2025	FY2026		
Revenues					
CEMETERY PLOT SALES	\$35,250	\$33,000	\$33,000	0%	\$0
SALE OF MATERIALS	\$42,358	\$5,000	\$5,000	0%	\$0
REVENUES TOTAL	\$77,608	\$38,000	\$38,000	0%	\$0

Full-Time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Public Works Director	1	1	1
Streets Maintenance Supervisor	1	1	1
Beautification Supervisor	0	1	1
Automotive Mechanic	2	2	2
Maintenance Technician	4	2	2
Grounds Crew Supervisor	1	0	0
Public Works Crew Leader	0	1	1
Administrative Support Specialist	1	1	1
Automotive Mechanic Supervisor	1	1	1
Groundskeeper	0	4	4
Equipment Operator I	3	4	4
NUMBER OF POSITIONS	14	18	18

Public Works - Facilities Maintenance

FY25-26

Department Overview

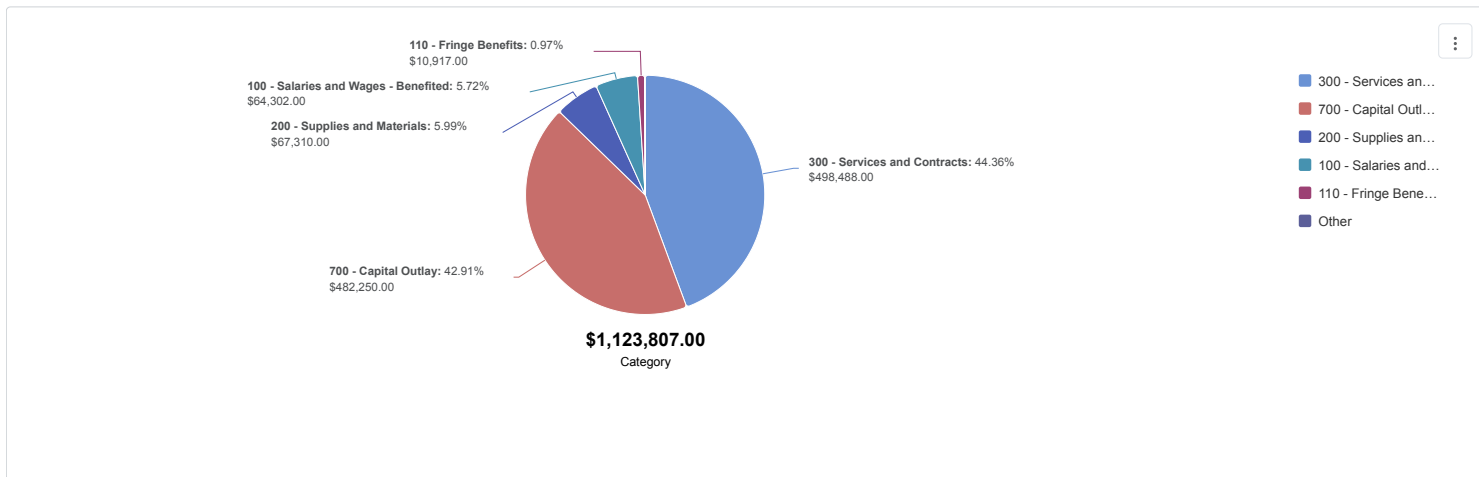
The Mebane Public Works Department located at the Public Works campus at 636 Corregidor Street. The Facilities Maintenance division comprises one employee who serves as the building maintenance coordinator. This position coordinates the maintenance and repair of the city's public buildings with the city staff to ensure the maintenance of all the city's department buildings.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$445,197	\$115,604	\$75,759	-34%	-\$39,845
Operating	\$443,300	\$891,007	\$565,798	-36%	-\$325,209
Capital	\$77,517	\$78,500	\$482,250	514%	\$403,750
EXPENSES TOTAL	\$966,013	\$1,085,111	\$1,123,807	4%	\$38,696

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Position	FY2024	FY2025	FY2026
Number of Positions			
Building Maintenance Coordinator	1	1	1
NUMBER OF POSITIONS	1	1	1

The following positions were removed from Public Facilities and moved to Streets in FY25.

- Equipment Operator 1 (1)
- Grounds Crew Supervisor (1)
- Groundskeepers (2)

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Public Works - Sanitation

FY25-26

Department Overview

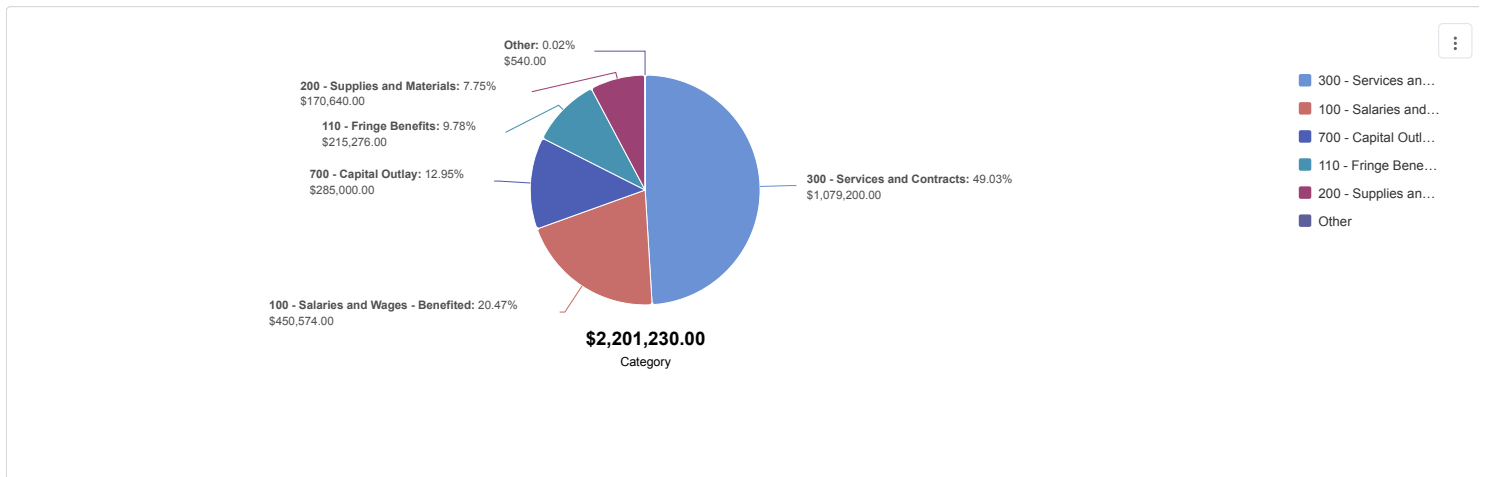
The Mebane Public Works Department located at the Public Works campus at 636 Corregidor Street. The Public Works Sanitation division includes eight staff members. This division oversees the recycling collection contract with GFL, provides many essential services to the residents of Mebane, including household garbage collection, bulk collection, vegetative collection, loose leaf collection, and coordination with GFL for recycling collection. In addition, Sanitation oversees the operation of the cardboard recycling center at the Mebane Arts and Community Center (MACC).

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$577,411	\$668,697	\$666,390	0%	-\$2,307
Operating	\$954,545	\$1,255,367	\$1,249,840	0%	-\$5,527
Capital	\$759,669	\$153,032	\$285,000	86%	\$131,968
EXPENSES TOTAL	\$2,291,625	\$2,077,096	\$2,201,230	6%	\$124,134

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Fees Collected

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Revenues					
SOLID WASTE DISPOSAL TAX	\$15,061	\$15,000	\$15,000	0%	\$0
SANITATION USER FEES	\$582,124	\$596,636	\$613,384	3%	\$16,748
REVENUES TOTAL	\$597,185	\$611,636	\$628,384	3%	\$16,748

Full-Time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Sanitation Equipment Operator	5	4	4
Sanitation Operation Supervisor	1	1	1
Sanitation Worker	2	1	1
Equipment Operator I	0	1	1
Sanitation Crew Leader	0	1	1
NUMBER OF POSITIONS	8	8	8

Recreation & Parks

FY25-26

Department Overview

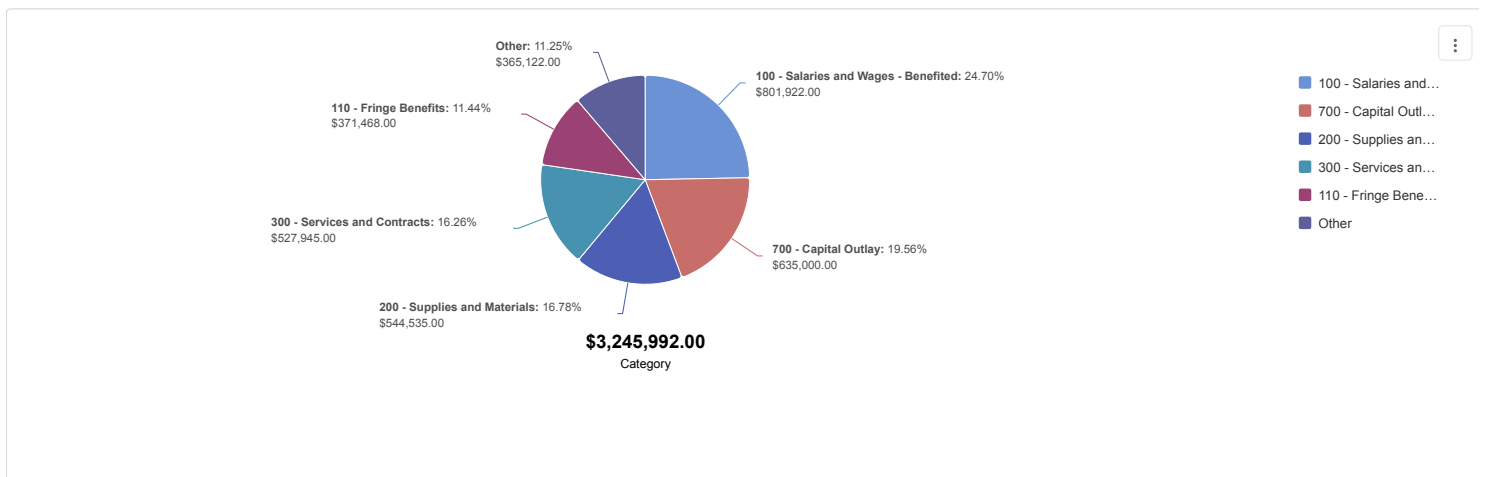
With our main offices located at the Mebane Arts and Community Center, it is the mission of the Mebane Recreation and Parks Department to provide exceptional parks and facilities, educational and diverse programs, and to enhance the quality of life for the residents of "positively charming" Mebane. The Recreation and Parks Department is proud to have over 350 acres of parkland in its eleven beautiful parks including a plethora of amenities that satisfy the community's needs. These amenities include twelve ballfields, nine tennis courts, six temporary outdoor pickleball courts, seven playgrounds, over five miles of trails and multi-use paths, four pocket parks, two recreation centers including the historical museum and train museum, and many other recreation opportunities within these parks.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$1,240,201	\$1,349,309	\$1,404,762	4%	\$55,453
Operating	\$737,696	\$1,043,082	\$1,206,230	16%	\$163,148
Capital	\$1,129,018	\$1,196,633	\$635,000	-47%	-\$561,633
EXPENSES TOTAL	\$3,106,915	\$3,589,024	\$3,245,992	-10%	-\$343,032

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Fees Collected

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Revenues					
ORANGE COUNTY RECREATION CONT	\$5,450	\$5,450	\$5,450	0%	\$0
FIELD, ROOM AND SHELTER RENTALS	\$114,750	\$100,000	\$110,000	10%	\$10,000
EVENT FEES	\$5,430	\$7,000	\$5,000	-29%	-\$2,000
ATHLETIC FEES	\$41,235	\$40,000	\$40,000	0%	\$0

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED			
	FY2024	FY2025	FY2026	% Change	FY26 Variance	
CAMP FEES	\$13,505	\$15,000	\$15,000	0%	\$0	
RECREATION FEES OTHER	\$500	\$1,500	\$1,500	0%	\$0	
DONATIONS - RECREATION	\$9,657	\$2,000	\$8,000	300%	\$6,000	
REVENUES TOTAL	\$190,527	\$170,950	\$184,950	8%	\$14,000	

Full-Time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Recreation Program Coordinator	1	2	2
Athletic Supervisor	0	1	1
Recreation & Parks Director	1	1	1
Parks Operations & Maintenance Supervisor	4	4	4
Arts & Community Center Supervisor	1	0	0
Recreation Superintendent	1	1	1
Athletics Supervisor	1	1	1
Parks Superintendent	1	1	1
NUMBER OF POSITIONS	10	11	11

Utilities Administration & Billing

FY25-26

Department Overview

Located at the Glendel Stephenson Municipal Building, the Utilities Administration & Billing department ensures all water, sewer, and trash collection services are billed accurately, handles resident inquiries about utilities, and assists customers with establishing and disconnecting water service. With the assistance of the Meter Reading Technicians, they also monitor usage for over 7,000 meters each month.

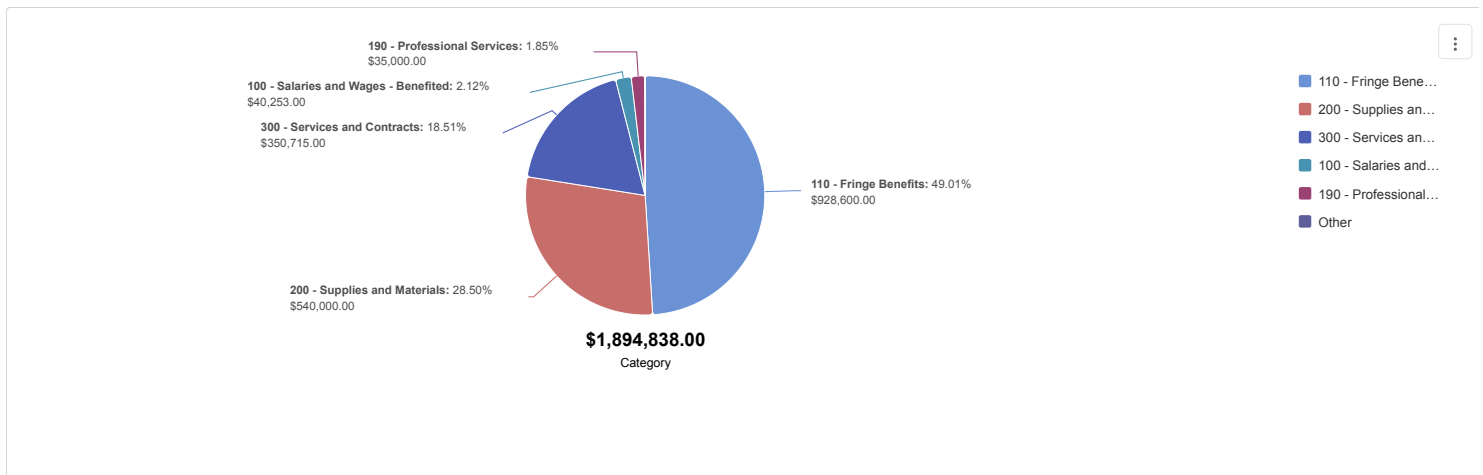
Support personnel for this department is supervised by the Finance Department, making the full-time impact half of one staff person. Services provided to the Utility Fund by the General Fund are charged to this department.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$1,002,481	\$999,477	\$969,123	-3%	-\$30,354
Operating	\$357,404	\$855,859	\$925,715	8%	\$69,856
Capital	\$174,326	\$350,000	\$0	-100%	-\$350,000
EXPENSES TOTAL	\$1,534,211	\$2,205,336	\$1,894,838	-14%	-\$310,498

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Fee Collected

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Revenues					
DEVELOPMENT FEES	\$47,260	\$0	\$0	-	\$0
WATER SALES	\$4,581,764	\$5,071,352	\$5,780,531	14%	\$709,179
WATER TAPS	\$22,000	\$12,000	\$12,000	0%	\$0

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 PROPOSED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
UNBILLED WATER RENTS	\$71,976	\$0	\$0	–	\$0
WATER RECONNECTIONS	\$2,800	\$1,700	\$3,000	76%	\$1,300
SEWER SALES	\$4,690,742	\$5,211,605	\$5,697,283	9%	\$485,678
SEWER TAPS	\$7,000	\$6,000	\$6,000	0%	\$0
INDUSTRIAL WASTE MONITORING FEE	–	\$3,800	\$0	-100%	-\$3,800
REVENUES TOTAL	\$9,423,542	\$10,306,457	\$11,498,814	12%	\$1,192,357

Position	FY2024	FY2025	FY2026
Number of Positions			
Utility Billing Supervisor	1	1	0
Accounting Supervisor - Budget & Utilities	0	0	0.5
NUMBER OF POSITIONS	1	1	0.5

*The Accounting Supervisor - Budget & Utilities is shared with Finance, making the Utility Fund contribution half.

Utility Maintenance

FY25-26

Department Overview

The Mebane Public Utilities Department is located at the Public Works campus at 636 Corregidor Street. With a staff of seventeen, Mebane Public Utilities staff maintain the collections and distribution systems consisting of many miles of gravity sewer, sewer force mains, water mains, sewer pump stations, manholes, elevated water storage tanks, fire hydrants, and water meters. The Public Utilities Department's mission is to provide the residents of Mebane with clean, safe, reliable water and to collect wastewater in a manner that protects the environment and public health.

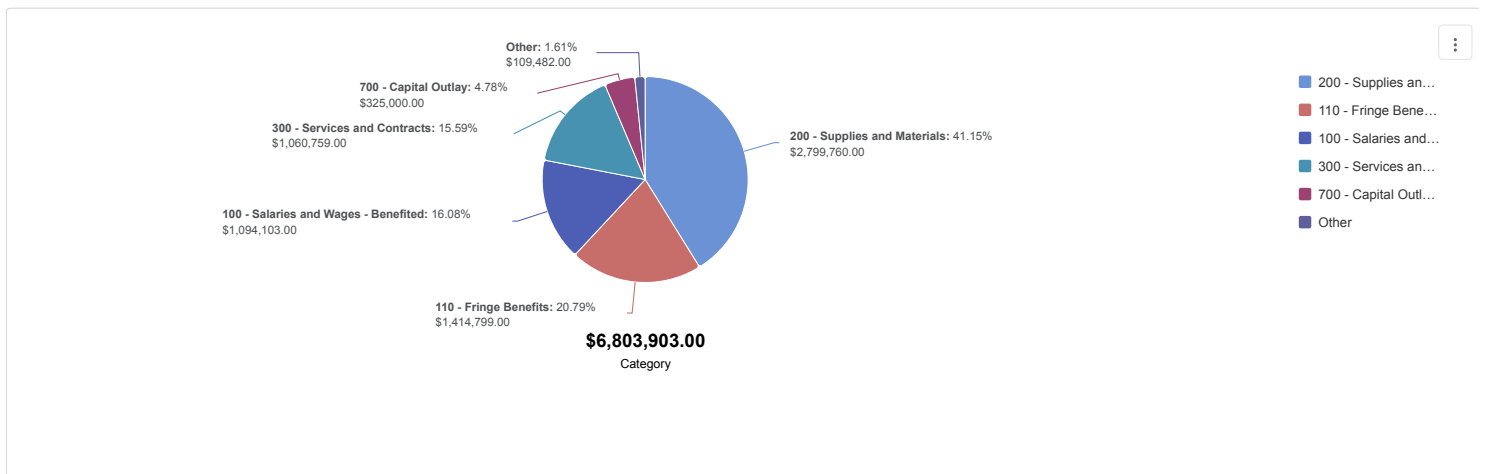
Mebane Public Utilities also coordinates with the Graham Mebane Water Treatment Plant (WTP) located at Graham Mebane Lake that serves as the water reservoir for both Cities. This facility is jointly owned by the Cities of Mebane and Graham. While operated by the City of Graham, the Mebane Public Utilities Department serves as the City of Mebane representative to this facility.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$1,485,518	\$1,676,470	\$1,544,261	-8%	-\$132,209
Operating	\$2,327,188	\$3,379,002	\$3,039,804	-10%	-\$339,198
Capital	\$382,757	\$1,204,344	\$325,000	-73%	-\$879,344
EXPENSES TOTAL	\$4,195,463	\$6,259,816	\$4,909,065	-22%	-\$1,350,751

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Full-Time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Utilities Director	1	1	1
Utilities Maintenance Crew Leader	2	0	0

Position	FY2024	FY2025	FY2026
Utilities System Mechanic I	2	2	2
Meter & Sampling Coordinator	0	1	1
Equipment Operator II	2	2	2
Meter Reader Technician	1	1	1
Utilities Maintenance Supervisor	0	2	2
Maintenance Technician	4	2	1
Utilities Location Technician	1	1	0
Utilities Maintenance Tech	0	1	2
Equipment Operator I	4	4	5
NUMBER OF POSITIONS	17	17	17

Water Resource Recovery Facility

FY25-26

Department Overview

The City of Mebane Water Resource Recovery Facility (WRRF) is committed to protecting the environment and preventing water pollution. This multi-stage process involves treating wastewater from homes, businesses, and industries to remove organic matter, solids, nutrients, harmful organisms, and other pollutants. The clean water is then released into Moadams Creek. To better serve the community, the City of Mebane has initiated an upgrade and expansion project to meet current and future environmental regulations and to increase the facility's capacity from 2.5 million to 4 million gallons per day with completion expected in early 2028. This facility is located at 635 Corregidor Street.

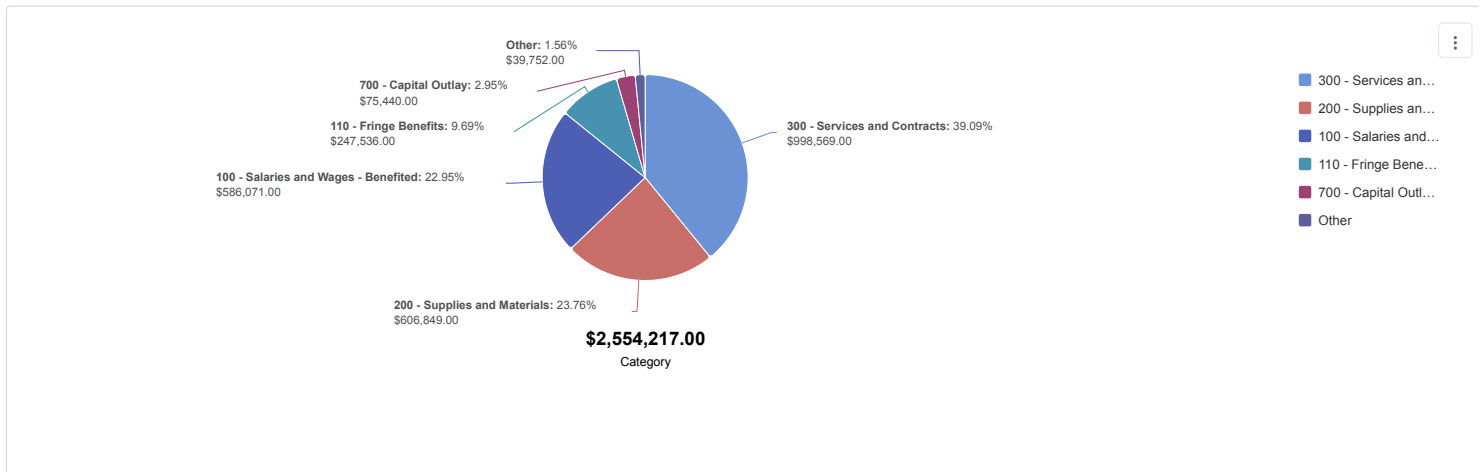
Mebane Water Resource Recovery Facility Department also coordinates with the Graham Mebane Waste Water Treatment Plant (WWTP) located at 1204 East Gilbreath Street where the City of Mebane has capacity ownership.

Budget Overview

Expenditures by Category

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$930,981	\$956,833	\$873,359	-9%	-\$83,474
Operating	\$1,182,492	\$1,594,021	\$1,605,418	1%	\$11,397
Capital	\$257,268	\$143,472	\$75,440	-47%	-\$68,032
EXPENSES TOTAL	\$2,370,741	\$2,694,326	\$2,554,217	-5%	-\$140,109

Expenditures by Type



Data Updated: Apr 29, 2025, 11:30 PM

Full-Time Position Summary

Position	FY2024	FY2025	FY2026
Number of Positions			
Wastewater Treatment Plant Operator	2	2	2
Utilities System Mechanic I	1	1	1

Position	FY2024	FY2025	FY2026
Wastewater Treatment Plant Director	1	1	1
Laboratory Technician	1	1	1
Laboratory Supervisor	1	1	1
Lead Wastewater Plant Operator	1	1	1
NUMBER OF POSITIONS	7	7	7

General Fund Engineering

FY25-26

Department Overview

Located in the Glendel Stephenson Municipal Building at 106 East Washington Street, the Engineering Department reviews construction plans and the related inspection of new private development. It also assists with the planning of public projects including sidewalks, greenways, water and sewer utilities, street repair and resurfacing, and other capital items. In addition, the department serves as the storm water administrator for the City addressing complaints, and annual reporting to the state.

Budget Overview

FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED	
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Engineering	\$445,500	\$455,000	\$476,000	5%	\$21,000
EXPENSES TOTAL	\$445,500	\$455,000	\$476,000	5%	\$21,000

Engineering service are contracted. All expenditures fall into the classification of Professional Services.

Utility Fund Engineering

FY25-26

Department Overview

Located in the Glendel Stephenson Municipal Building at 106 East Washington Street, the Engineering Department reviews construction plans and the related inspection of new private development. It also assists with the planning of public projects including sidewalks, greenways, water and sewer utilities, street repair and resurfacing, and other capital items. In addition, the department serves as the storm water administrator for the City addressing complaints, and annual reporting to the state.

Budget Overview

FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED		
	FY2024	FY2025		FY2026	% Change	FY26 Variance
Expenses						
Engineering	\$288,145	\$293,000		\$303,000	3%	\$10,000
EXPENSES TOTAL	\$288,145	\$293,000		\$303,000	3%	\$10,000

Engineering service are contracted. All expenditures fall into the classification of Professional Services.

General Fund Non-Departmental

FY25-26

Department Overview

The non-departmental items include anything that cannot be allocated to a specific department because they benefit all departments, such as property and liability insurance, or they support the city operations as a whole. These items also include funding for outside agencies like the Mebane Train Museum, Mebane Historical Museum, and the Alamance Arts Council. Transfers to other funds are also part of this budget .

Budget Overview

Expenditures

	FY23-24 ACTUALS	FY24-25 AMENDED	FY25-26 REQUESTED		
	FY2024	FY2025	FY2026	% Change	FY26 Variance
Expenses					
Personnel	\$87,499	\$170,173	\$182,000	7%	\$11,827
Operating	\$665,035	\$1,071,486	\$1,292,537	21%	\$221,051
Transfers	\$1,274,946	\$910,864	\$1,010,323	11%	\$99,459
EXPENSES TOTAL	\$2,027,480	\$2,152,523	\$2,484,860	15%	\$332,337



Utility Fund Non-Departmental

FY25-26 Budget

Department Overview

The non-departmental items include anything that cannot be allocated to a specific department within the Utility Fund because they benefit all departments. These items also include funding for outside services, debt service, and transfers to other funds or projects.

Budget Overview

Expenditures by Category

FY23-24 ACTUALS		FY24-25 AMENDED		FY25-26 REQUESTED		
	FY2024	FY2025		FY2026	% Change	FY26 Variance
Expenses						
Operating	\$85	\$32,600		\$92,000	182%	\$59,400
Debt Service	\$1,633,891	\$3,324,427		\$5,016,281	51%	\$1,691,854
Transfers	\$1,043,500	\$1,668,197		\$0	-100%	-\$1,668,197
EXPENSES TOTAL	\$2,677,477	\$5,025,224		\$5,108,281	2%	\$83,057



History of Mebane

The City of Mebane traces its beginnings to the early 19th century when a post office was established in 1809. The town was named for Brigadier General Alexander Mebane of the North Carolina Militia and a member of Congress in the 1790's. In 1855, the railroad arrived and Mebane was incorporated in 1881 as the Town of Mebanesville. The name was officially changed to Mebane in 1883. The charter was amended to the City of Mebane in February of 1987.

Also in 1881, Mebane's industrial growth began with establishment of the former White Furniture Company, followed by the Mebane Bedding Company (now Kingsdown) in 1904 and the Ridgeville Telephone Company (now MebTel Communications) in 1907. The first public water supply and wastewater treatment facilities were constructed in 1921, and Lake Michael was completed in 1953. Mebane no longer uses Lake Michael as its primary water source.

Mebane's first government meetings were held in a drugstore. Early government consisted of a Mayor and four Town Commissioners. Today, the main Municipal Building at 106 E. Washington Street houses the City Manager and Administrative offices as well as the City Council Chambers. In his Centennial History of Alamance County, which was published in 1949, Walter Whitaker writes that "Stephen A. White settled in 1854 in the village that was to become Mebane. Frank Mebane and Thomas B. Thompson built homes near the White place in the following year, and a number of other families began to move into the community from Hawfields".

The Town was granted a charter in the year 1881, and was then designated Mebanesville. Whitaker states that Stephen A. White became the first mayor of the Town in 1881. The first recorded town meeting was held on May 8, 1882 and was called by mayor-elect W.H. Lasley. The first board of town commissioners included S.A. White, W. O. Fowler, J.F. Trollinger, and D.A. White. D.A. White was the first secretary and treasurer.

Water and sewer facilities were placed in operation in Mebane during the year 1921. The first paving of streets, curbing and guttering was done in 1922, and the Town's first sidewalks were laid. It was during this same year that W. T. Dillard was authorized by the town commissioners to organize the first volunteer fire company. The industrial growth of Mebane began in 1881 with the organization of the White Furniture Company. Other industrial firms still in operation in Mebane today are devoted to the making of bed springs and mattresses, full fashioned and half hoses, and children's wearing apparel. The local tobacco market has been recognized for its importance to the area for approximately 25 years.

A look at the population figures of Mebane reveals a strong trend toward expansion and growth. In 1900 the census count was 218. An increase to 693 was noted in 1910. By 1920 this total had swelled to 1,351, and in 1930 it was tallied at 1,568. The official record in 1940 was 2,060, and in 1950 the number of people was set at 2,068. It should be noted that this figure is for the population dwellings inside the corporate limits of the Town, and does not include those persons residing in the rural areas. There has been a marked trend during the past ten years toward the construction of dwellings in the rural fringe areas just outside the Town limits. The Town of Mebane stands 678 feet above sea level. This places it at a higher altitude than either of the other cities of Alamance County. Average rainfall for the area is 45.98 inches.

Historical Summary of Property Tax Information

FY25-26



City of Mebane Historical Summary of Property Tax Information FY25-26

Measure	Fiscal Year				
	2021-2022	2022-2023	2023-2024*	2024-2025*	2025-2026*
Assessed Valuation	\$ 2,654,716,052	\$ 2,919,403,455	\$ 4,235,266,772	\$ 4,871,721,955	\$ 5,064,059,242
Property Tax Levy	\$ 12,477,165	\$ 13,721,187	\$ 15,670,487	\$ 16,218,953	\$ 18,737,019
Property Tax Rate	\$ 0.47	\$ 0.47	\$ 0.37	\$ 0.37	\$ 0.37
Amount Collected	\$ 12,460,266	\$ 13,652,870	\$ 15,590,894	\$ 16,137,858	\$ 18,690,977
Tax Collection Rate	99.9%	99.5%	99.5%	99.5%	99.8%

Note: Information for fiscal years prior to 2025 are from the City's audited Comprehensive Annual Financial Report.

*Information for fiscal year 2024-2025 and 2025-2026 is estimated.

Tax rates are expressed in dollars per \$100 of valuation.

Each 1 cent added to the tax rate generates approximately \$505,162.

The next revaluation for Orange County is January 1, 2029.

The next revaluation for Alamance County is January 1, 2027.

Utility Rate Comparison

FY25-26

During the budget process, water and sewer rates are reviewed to ensure the rates are sufficient for both operations of the Utility Fund departments and debt for the Utility Fund. This includes reaching out to neighboring communities to determine how the rates compare. The chart below shows the rates for water and sewer within city limits is lower than all but one neighboring community. The departments within the Utility Fund strive to continue providing exceptional service while maintaining fiscal responsibility.



Summary of Full Time Positions

FY25-26

Department	FY2024	FY2025	FY2026
Number of Positions			
Admin, Meters and Billing	1	1	0.5
Administration	7	5	5
Finance	6	6	5.5
Fire	36	36	36
Human Resources	0	2	3
Inspections	7	7	7
IT	2	2	2
Planning	3	3	4
Police	50	50	50
Public Facilities	6	1	1
Public Works	14	18	18
Recreation and Parks	10	11	11
Sanitation	8	8	8
Utility Maintenance	17	17	17
Water Resource Recovery Facility	7	7	7
NUMBER OF POSITIONS	174	174	175

Glossary of Terms Used in the Budget

Glossary

Ad Valorem Tax: A tax derived from an assessed value, such as the value of real or personal property, with a tax rate applied. The proposed tax rate for FY25-26 is \$.37 cents per \$100 of assessed value.

Annual Budget: A budget that is applied to a single fiscal year. The term is also used to describe the City's current budget.

Annual Comprehensive Financial Report: The official annual report of the City's financial condition for a particular fiscal year.

Appropriation: A sum of money or total of assets devoted to a special purpose.

Assessed Value: A government's valuation of real estate or other property as a basis for levying taxes. In North Carolina, counties assess the value of property.

Assets: Items the City owns.

Budget Amendment: A mechanism used to revise or adjust a budget after it has been approved, typically to reflect changes in circumstances or priorities during the fiscal year.

Business-Type Activities: Activities financed through fees charged to external parties.

Capital Assets: Assets with a life extending beyond the current year that are intended to continue to be used over time, such as land, buildings, vehicles, machinery, infrastructure like roads and bridges, and other equipment.

Capital Improvement Plan: A multi-year schedule of projects the City would like to accomplish for the benefit of residents. May span several years. The City's plan is five years.

Capital Reserve Fund: A fund that provides a mechanism for legally saving money to finance all or part of future infrastructure, equipment, or other capital requirements.

Cost of Living Adjustment: An increase in wages or benefits designed to counteract the effects of inflation, ensuring that individuals can maintain the standard of living as prices rise. The cost of living adjustment proposed for FY25-26 is 3%.

Debt Proceeds: The funds a borrower receives from a lender as part of a debt agreement.

Department: A division of the City that exists to perform specific tasks. Departments are designated based on needs of the community.

Expenditures: City purchases using revenue and/or borrowed funds.

Full-time Equivalent (FTE):
The representation of the total number of full-time employees within the workforce.

Fund: A fiscal and accounting entity with a self-balancing set of accounts that are segregated to carry on specific activities or attain particular objective in accordance with special regulations, restrictions, or limitations.

Fund Balance: The excess of a fund's assets over liabilities and reserves. Commonly referred to as the City's savings.

Fiscal Year (FY): The twelve months beginning July 1 and ending the following June 30. The fiscal year 2026 covers July 1, 2025 to June 30, 2026.

General Fund: The primary operating account of the City, accounting for all revenues and expenditures not specifically designated to other funds.

Local Option Sales Tax: Taxes levied on retail sales of tangible personal property with approval from the state. The current sales tax in Mebane is 6.75%, with 4.75% for the state and 2% for the county.

Merit Increase: A performance-based pay increase that rewards employees for good performance through reviews. The City uses a scaled merit increase system which allows for increases of 0-2.75%.

Occupancy Tax: A tax assessed on the gross receipts derived from the rental accommodations within the corporate limits of the City, which are subject to sales tax under NC General Statute 105-164.4(a)(3). The City levies a 3% occupancy tax.

Operating Budget: The financial plan for the day-to-day operations of the City.

Outside Agencies: Any organization that is not part of the City but supports the City's mission.

Personnel Request: A formal request from a department to reclassify or add positions.

Position: A specific role within the City.

Public Hearing: A formal open meeting where the public can express views and opinions on the proposed budget. The FY25-26 budget hearing is anticipated to take place on June 2, 2025 during the regular City Council meeting.

Rates: A fixed price paid or charged for something.

Reclassification: The process of changing the classification of an existing position due to significant change in duties, responsibilities, or scope.

Recommended Budget: A proposed plan for how to spend the City's money which is presented to the City Council by the City Manager. The outline of how much to allocate to personnel, operating, and capital costs is detailed in the budget.

Restricted Fund Balance: Resources within a fund that are subject to externally imposed constraints, meaning they can only be used for a specific purpose or time periods as determined by laws, and cannot be redirected.

Retirement Rate: The amount the City contributes to the Local Government Employees' Retirement System. The expected rate for FY25-26 for Law Enforcement Officers is 16.54% and General employees is 14.95%.

Special Revenue Fund: An account established to collect money that must be used for a specific purpose. The City established the Occupancy Tax Special Revenue Fund in FY24-25.

Unrestricted Fund Balance: The portion of a fund's resources that are not legally restricted for specific purposes and are available for general use.

Utility Fund: The fund established to provide water and sewer services, funded by rates and fees. Departments within the Utility Fund include Utilities Administration, Utilities Maintenance & Operations, Utilities Engineering, and the Water Resource Recover Facility.

Utility Oversizing: The establishment of an account where funds are set aside to reimburse developers for the costs of infrastructure that was built larger than necessary to accommodate future growth.



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=dVoRC76hkkI>.

Members Present:

Judy Taylor, Chair
Kurt Pearson, Vice Chair
Colin Cannell
William Chapman
David Scott
Susan Semonite
Edward Tulauskas

Members Absent:

Keith Hoover
Gale Pettiford

City Staff Present:

Ashley Ownbey, Development Director
Briana Perkins, City Planner
Mitchell Pinsky, City Planner
Kirk Montgomery, IT Director

1. Call to Order

At 6:30 p.m. Chair Taylor called the meeting to order.

2. Approval of March 10, 2025, Meeting Minutes

Susan Semonite made a motion to approve the meeting minutes. William Chapman seconded the motion, which passed unanimously.

3. City Council Actions Update

Ashley Ownbey informed the Board that the Mebane City Council unanimously approved the conditional rezoning for the First Baptist Church of Mebane.

4. Request to rezone the +/- 22.57-acre property located at 940 Gibson Road (GPIN 9804770720), from LM to O&I (CD) to allow for a daycare and future church by First Baptist Church of Mebane.

Chris Fuqua is requesting to rezone +/- 7.28 acres of the property located on Gibson Road (GPIN 9805708809) from R-20, Residential District, to LM, Light Manufacturing District. This would result in a split-zoned property with the front portion zoned as LM and the rear as R-20. The purpose of the rezoning request is to expand the property owner's existing automobile towing and storage business.

The staff report is provided in the meeting agenda packet available [here](#).

Mitchell Pinsky provided a more detailed overview and PowerPoint presentation of the request.



Michael Hudson, attorney representing Chris Fuqua, said that the property being rezoned would be for an extension of the current towing business already in operation next door. He said that eventually the intent is to have the whole property fenced with an 8-foot-tall fence to shield any towed vehicles from view. He also said that there was a dirt berm against Gibson Road that would provide a visual buffer. Mr. Hudson added that Mr. Fuqua's home is across the street and adjacent to the site of the Chick-Fil-A Distribution Center. He explained that the current towing business did not afford enough space, especially for larger trucks, and the additional property would allow the extra room to have a fenced storage area.

Colin Cannell asked if it was basically creating an impound lot. Michael Hudson replied yes that was correct.

Colin Cannell questioned if there would be any negative impacts to the creek on the site with the car storage. Ashley Ownbey replied that the request only addressed rezoning of the property, and any significant development of the site requires technical review by staff. She said that the only known development is a request to construct a pole barn on the site. Colin Cannell asked if the rezoning request had any restrictions on the use. Ashley Ownbey replied that there were no restrictions.

Colin Cannell asked if there was a specific reason for the split zoning instead of rezoning the whole property. Michael Hudson replied that the portion to be rezoned was all the area Mr. Fuqua requires for his business. He also said that most of the vehicles were just stored until the insurance companies pay and pick them up.

David Scott asked for clarity that the intent was for storing vehicles for a limited amount of time. Michael Hudson replied that yes, the cars would only be stored temporarily. He explained that normally the insurance company would pay off the totaled vehicle and tow it from the site. He also said that in a case that a vehicle is not removed by the insurance company, State law Mr. Fuqua to obtain title and sell the vehicle.

Susan Semonite asked if the storage was of mostly vehicles that had been in an accident as opposed to towing vehicles from a parking lot. Michael Hudson replied that there may be a situation to tow a vehicle from a parking lot. Chris Fuqua said that most of the vehicles would be moved within a week and are rotational. He said that sometimes his business has towed vehicles from Downtown Mebane and those vehicles are generally picked up on the same day.

David Scott made a motion to approve the request as follows:
Motion to approve the LM zoning 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 in an area that includes both residential and commercial uses (Mebane CLP, p. 66).*

William Chapman seconded the motion, which passed unanimously.

Chair Taylor noted that the request will go to the City Council on May 5, 2025.

5. Announcements

Ashley Ownbey informed the Board that City offices are closed on April 18 and that the Mebane 2045 Public Forum #3 is scheduled for May 13 at the Mebane Arts & Community Center from 6:00 to 8:00 p.m.

6. Adjournment

Chair Taylor adjourned the meeting at approximately 6:45 p.m.