



Council In Person Meeting Agenda
May 3, 2021
6:00 p.m.

1. Call to Order and Invocation Mayor Ed Hooks
2. Public Comments Mayor
3. Burlington Animal Services Presentation Jessica Arias, CAWA
Animal Services Director, City of Burlington
4. Consent Agenda Mayor
 - a. Approval of Minutes-
 - i. March 9, 2021 Virtual Joint Meeting
 - ii. March 23, 2021 Virtual Budget Work Session
 - iii. April 5, 2021 Virtual Regular Meeting
 - iv. April 7, 2021 Virtual Continued Public Hearings
 - b. Petition for Voluntary Contiguous Annexation- RSolution Mebane, LLC
 - c. Alamance and Orange Counties Interlocal Agreement for Tax Collection
 - d. Quarterly Financial Report – March 2021
 - e. Final Plat- The Meadows, Ph. 3A
5. Public Hearings-
 - a. Economic Performance Agreement-
Lotus Bakeries Expansion Chris Rollins, City Manager
 - b. Conditional Rezoning –
Lot 8A Deerfield Crossing Cy Stober, Development Director
 - c. Conditional Rezoning – New ABC Store– Orange County Mr. Stober
 - d. Mebane UDO amendment to Article 7
“Subdivision Procedures and Design Standards” Mr. Stober
6. Resolution- Building Reuse Grant-
Lotus Bakeries Expansion Preston Mitchell, Assistant City Manager
7. City Manager’s Recommended Budget Mr. Rollins
8. Capital Project Ordinance Amendment-
WRRF Renovation Mr. Mitchell
Daphna Schwartz, Finance Director
Franz Holt, City Engineer
9. Capital Project Ordinance and Budget Amendment-
Cates Farm Park Ms. Schwartz
Aaron Davis, Recreation Director
10. Capital Project Ordinance and Budget Amendment-
WRRF 0.5 MGD Expansion Mr. Mitchell
Ms. Schwartz
Mr. Holt
11. REAC Selection Mayor
12. Adjournment Mayor



PLEASE TAKE NOTICE that the Mebane City Council's Regular Meeting is scheduled for Monday, May 3, 2021 at 6 p.m. in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 E. Washington Street, Mebane, NC 27302.

For people who plan to view the meeting, but not participate, the City provides a YouTube live stream by searching *City of Mebane* on YouTube or at the following link:

<https://www.youtube.com/channel/UCoL1RXdRDMzK98p53TMoqww>

For those without internet service, you can listen to the meeting by calling 919-304-9210, password 158962.

Access to the meeting is also available by the following three (3) options:

Option #1- Attend In Person

- Should you choose to attend in person, please be sure to wear a cloth mask over your nose and mouth, stay 6 feet apart from others in attendance and use the provided hand sanitizer upon entering the building. There will be limited seating in the Council Chambers. Overflow seating will be available if needed.

For people that do not plan to attend in person but would like to address the City Council during the Public Comment Period or the Public Hearing, see options below.

Option #2- Email Comments to be read aloud by Clerk

- Email comment to info@cityofmebane.com. Written comments must be received by **4pm Monday, May 3rd**.
- Messages must be labeled Public Comment or Public Hearing in the subject line and must contain commenter's name and address.
- Written comments will be read aloud by the City Clerk.

Option #3- Conference Telephone

- Email info@cityofmebane.com by **2:00pm on Monday, May 3rd** to comment during the Public Comment Period or during a Public Hearing.
- Emails must be labeled Public Comment or Public Hearing in the subject line and must contain commenter's name, address and **telephone number that you are using to call into the conference line for identification.**
- Upon the City's receipt of email, participants will be emailed a confirmation which will include the phone number and access code to use the night of the meeting.
- Callers will be held in queue and asked to mute their phones or speakers until they are called on to speak.
- Speakers will be called in the order in which their email was received.
- Public Comment Period callers will be asked to keep comments to a three-minute limit.
- Public Hearing callers will be asked to keep comments to a five-minute limit.
- Per authority of NCGS 143-318.17, if a person participating remotely willfully disrupts the Council meeting, then upon direction by the Mayor, such person may be removed from electronic participation, or his or her e-mail may not be read.



AGENDA ITEM # 3

BURLINGTON ANIMAL SERVICES FERAL CAT MANAGEMENT PROGRAM

Meeting Date

May 3, 2021

Presenter

Jessica Arias, CAWA
Animal Services Director, City of Burlington

Public Hearing

Yes No

Summary

Burlington Animal Services (BAS), through contractual agreement, manages the intake of City of Mebane animals that are delivered to their shelter by Mebane PD. This presentation will outline current and most common practices in the management of feral cats.

Background

BAS has changed its policy regarding feral cats. This policy change is consistent with all agencies who contract with BAS. The change in policy reduces the number of cats euthanized and aids in minimizing feral cat colony growth.

Financial Impact

The adoption of this policy has no financial impact on the City of Mebane contract with the City of Burlington.

Recommendation

The police department has reviewed the BAS policy regarding the management of feral cats. This policy is consistent with current animal control practices. Upon approval, the police department will amend its policy to align with those of the shelter.

Suggested Motion

Motion to approve the BAS policy for the management of feral cats.

Attachments

1. PowerPoint presentation.

BURLINGTON ANIMAL SERVICES

PROGRAM OVERVIEW & HIGHLIGHTS

May 3, 2021

Jessica Arias, CAWA
Animal Services Director



History

- Since the 1970's the City of Burlington has provided animal sheltering services for Alamance County
- 1990: Agreement between the County and Burlington for the construction and operation of the Burlington animal shelter intake facility.
- 2004: The County, Burlington and the Pet Adoption & Welfare Society (PAWS) financed the construction of the Pet Adoption Center
- 2005-2006: Agreement between the other municipalities within the County and Burlington to share in the annual operating costs of the Animal Shelter and Pet Adoption Center.
- 2016: Agreement between Burlington, the County and PAWS for the financing and construction of the joint Animal Services Center which included the construction of a new animal shelter facility and renovation of the Pet Adoption Center at 221 Stone Quarry Rd, Burlington.
- 2019: Agreement between Burlington, the County, the local government entities of Elon, Graham, Green Level, Haw River, Mebane, Ossipee, Swepsonville and Alamance (Village) to finance the operations of the Burlington Animal Services Pet Adoption & Resource Center.



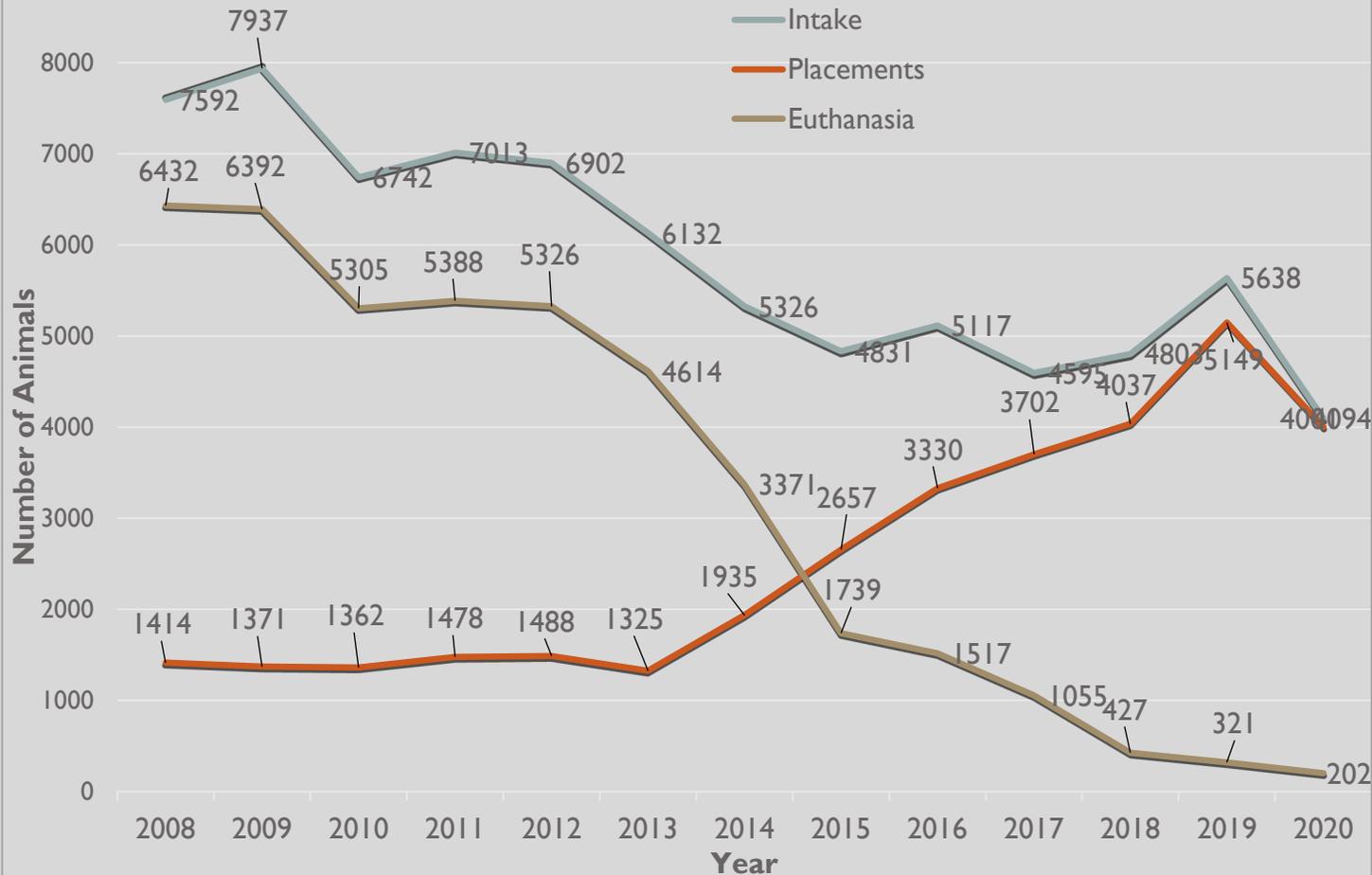


2019 Operations Agreement- Services

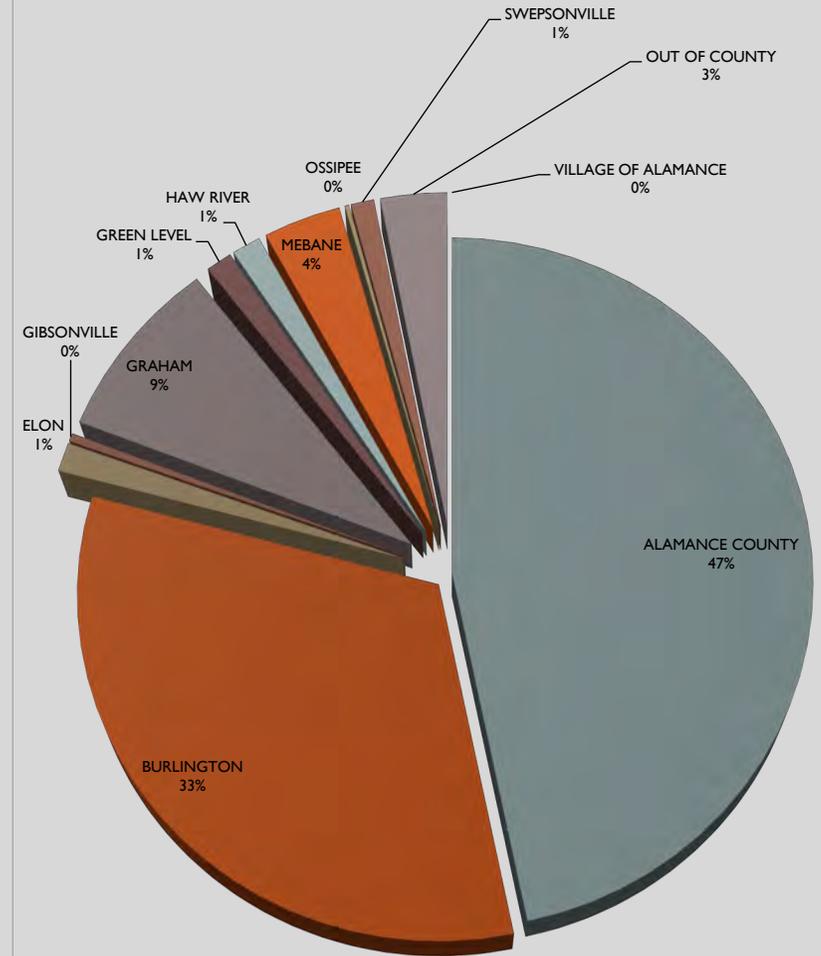
- The City of Burlington (COB) provides sheltering services that includes medical care for the animals (vaccinations, spay/neuter etc.) admitted. The program includes return to owner for lost pets and placement services.
- Burlington Animal Services (BAS) maintains standards, policies and procedures related to the admission and care of animals which are consistent with NC law as well as the most current industry standards and best practices. Entities agree to follow current BAS standards, policies and procedures for admission and care of the animals.
- Field services operations independent of sheltering services

Animal Admissions & Outcomes

2008 -2020 Intake and Outcomes



Intake by Jurisdiction- 2020





Animal Services- Community Centric Programming

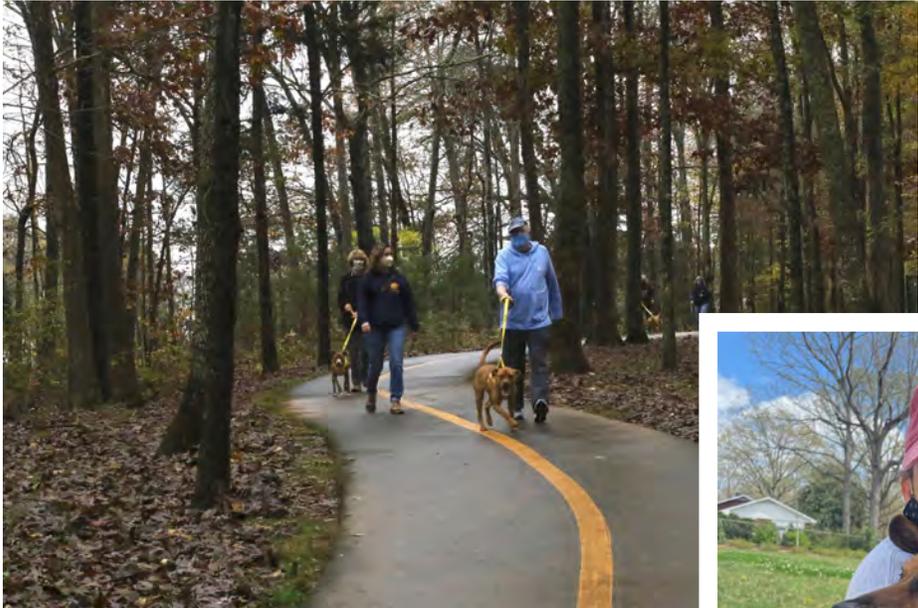
- Volunteering
- Pet Fostering
- Dog Day Out
- Hikes with Hounds
- Community Pet Help Support
- Spay & Neuter Clinic of Alamance County
- \$20 FIX Program
- Mighty Mousers Community Cat Program

Volunteering & Pet Fostering



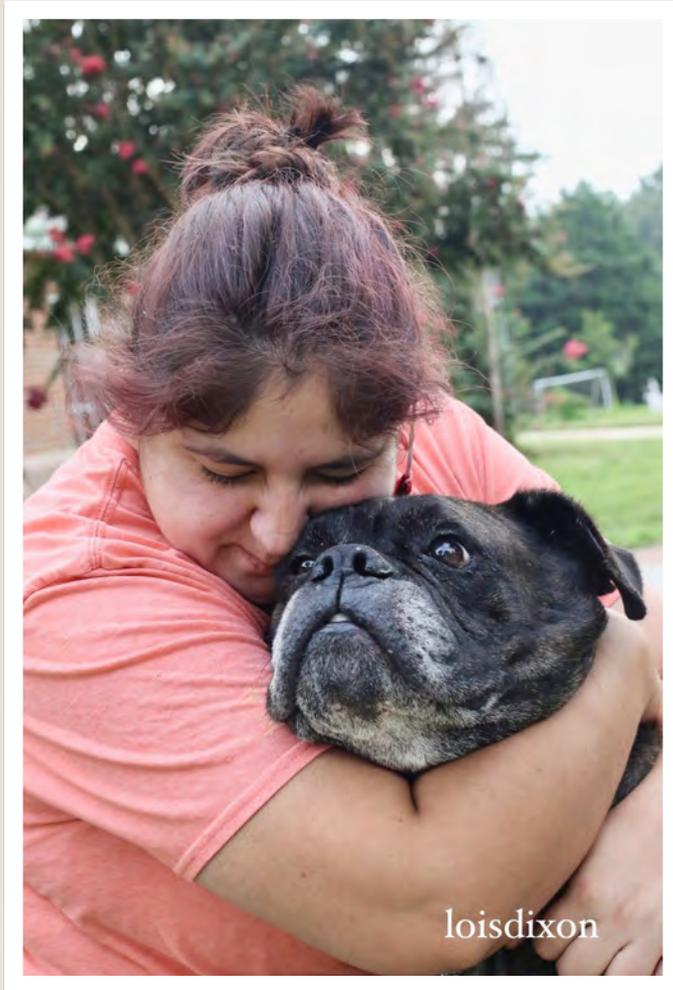
- Volunteers spend an average of **3500 hours per year** (excluding 2020 which was only 1500 hours due to covid related impacts) at Animal Services
- During 2020, more than **75%** of pets at BAS were in foster care at any given time and pets found a home while in **1356** foster care.

Dog Day Out & Hikes With Hounds



- **The Dog Day Out program** is a fun opportunity for residents to take a shelter dog out of the shelter and off campus for the day, or even for just a few hours. The dogs and participants alike benefit greatly from the exercise and activity. Participants often take dogs for a walk at a local park or around town.
- **Hikes With Hounds program** is done in partnership with the Burlington & Graham Parks and Recreation Departments. Groups of volunteer hikers pair up with shelter dogs for a fun day of hiking and exploring our wonderful local parks.
- These programs offer a fun recreational opportunity for participants while helping dogs to get adopted.

Community Pet Help Support



- Animal Services helps families with keeping their pets during hardships or emergency situations.
- Assistance with pet food, supplies, care and temporary housing are available to Alamance County pet owners that find themselves in need.
- Animal Services works with Alamance DSS, ACHD Environmental Health, Police & Fire Departments, Family Abuse Services and other agencies to provide safety net services for pets in our county.
- Funded through grants, donations & community partnerships.

The Spay & Neuter Clinic of Alamance County and the \$20 FIX Program



- The Spay & Neuter Clinic of Alamance County offers low- cost spay/ neuter and basic preventative wellness services.
- **16,617** pets have been sterilized at the clinic between 2010-2020
- The \$20 FIX program offers spay neuter services for pets based on family income. Families may qualify for free services or may pay a \$20 co-pay to have their pets spayed/neutered and vaccinated. The program is a partnership between BAS, Animalkind and PAWS.
- **2,268** pets have been sterilized though the \$20 FIX program between 2016-2020



Mighty Mousers: *More than TNR*

- A community partnership to **stabilize, reduce and manage the free roaming cat population** humanely, effectively and sustainably.
- **Reduced nuisance complaints** resulting from unwanted behaviors unsterilized cats engage in (yowling, fighting, spraying, etc.).
- **Promotes public health**—vaccinated and sterilized cats support healthier communities by preventing spread of diseases such as rabies.
- **Engages residents to be part of the solution** though education about effective, humane strategies for nuisance cat mitigation they can use, tools such as free humane cat deterrents and lease of traps for bringing cats for sterilization/vaccination.
- **Barn cat adoption program** for cats that cannot remain in their environment.
- **Increased support from the community**—increased support through donations, increased positive public opinion of all of our agencies, increased credibility/trust with community.

Where we were, where we are....

Year	Cats Admitted	Cats Euthanized or Died ⁽¹⁾	Cat death rate	Cats Saved	Cat Save Rate ⁽²⁾	
2013	3454	2994	91%	305	9%	
2014	2901	2397	83%	493	17%	< Initiated changes to adoption program, reducing barriers to adoption
2015	2457	1529	64%	877	36%	< First full year of changes to adoption programming that reduced barriers to adoption
2016	2683	1382	54%	1156	46%	
2017	2361	833	34%	1630	66%	< Began Mighty Mousers by adopting feral cats as barn cats
2018	2597	348	14%	2096	86%	< Modified field/sheltering practices for cats; continued to expand MM programming in the community; first year our agency achieved an overall 90% save rate; first year no cats were euthanized due to reasons attributed to behavior or feral status
2019	3438	242	7%	3190	93%	< 92% overall save rate
2020	2543	120	5%	2536	95%	< 94% overall save rate

1. The number of cats euthanized or died includes shelter euthanasia, owner surrender for euthanasia services, and died in care at the shelter, foster, etc.

2. Cat save rate is the number of cats adopted, returned to owner, or transferred to a rescue partner out of the total number of cat outcomes.

Mighty Mousers: Community Partnership



Animal Services + Citizens=
working together to solve problems and save
cats

- Residents receive counseling and education about how to employ effective strategies for cat nuisance mitigation.
- Humane cat deterrent devices and training on their use are provided at no cost to residents.
- Cat traps are leased to residents at no cost for those participating in the program. (A fully refundable \$40 deposit is required.)
- Any stray cat may qualify for the SNVR (Shelter, Neuter, Vaccinate, Return) element of the Mighty Mousers program regardless of behavior (cats may be either friendly/sociable or unfriendly/feral).
- Open to all Alamance county residents for cats residing in Alamance County.



Mighty Mousers: SNVR Procedures

- Cats are held for the state mandated 72-hour stray hold in accordance with BAS policies for stray animal holding to allow any potential owner of the cat an opportunity to identify and reclaim the cat.
- After the 72-hour state mandated hold period expires, each cat receives a basic physical examination, treatment for endo- and ectoparasites as appropriate, treatment for any minor illness, vaccination against rabies and FVRCP, sterilization and “ear-tipping” so that outdoor cats can be easily differentiated from other cats and recognized as being sterilized/vaccinated.
- All Mighty Mouser program cats are “ear-tipped” at the time of their sterilization surgery. This is a mandatory requirement. Finders that do not want the cat ear tipped may adopt the cat through the regular adoption process at the regular adoption fee.
- Finders/caretakers may adopt the cat for a fee of \$10.00 for one cat or \$10.00 for two cats.

Mighty Mousers: Alternatives



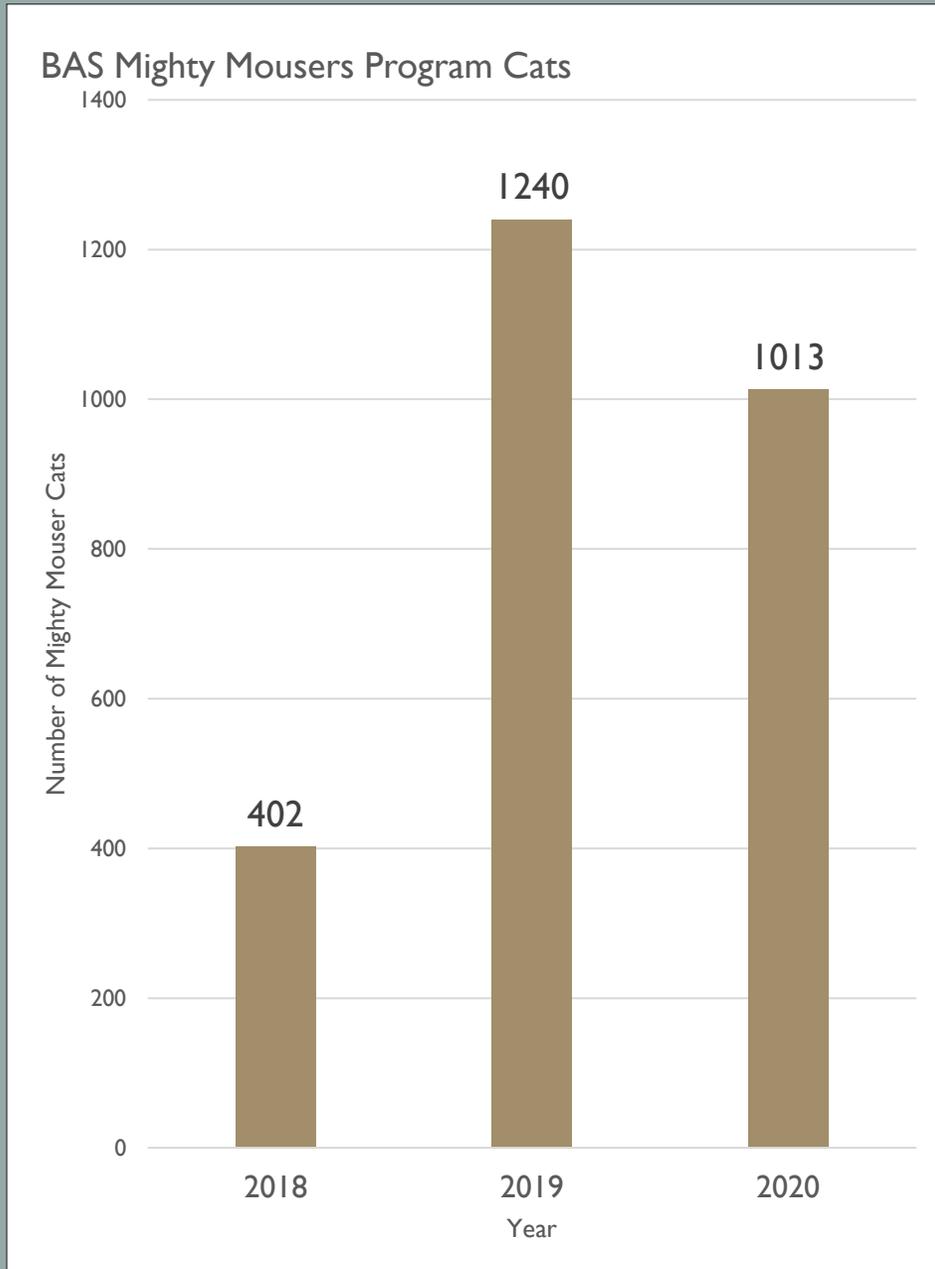
- Some cats cannot return to their source location and are kept at BAS or in a foster home until an adoptive home is identified.
- BAS's Mighty Mousers Program includes a Barn Cat Adoption element. This provides placement for both feral (unsocialized to people) and friendly cats that are used to living outdoors.
- Barn Cats must be three months of age and older and are sterilized and vaccinated prior to their adoption.



Mighty Mousers: Field Services Polices

- Healthy, stray and/or free-roaming cats are not removed from their environment and brought to the shelter, except when circumstances are unavoidable.
- Although Animal Services Officers (ASOs) do not trap healthy stray cats, they do utilize trapping in situations where there are concerns with public health and safety, such as a bite.
- ASOs may also trap neglected, diseased, or compromised cats to prevent further suffering and/or the spread of disease. Most cats can receive treatment at BAS and, if a caretaker is identified, may be adopted by the caretaker and returned to back to his/her environment.
- ASOs may assist elderly or disabled residents with trapping for those who wish to participate in the Mighty Mousers program.
- Trap leasing is an element of the Mighty Mousers program that provides residents with the tools they need when trapping stray cats in their neighborhoods for participation in the program.

3000+ cats spayed/neutered through the program since 2018



Marshall Tucker, BAS Mighty Mouser alumnus, barn manager, expert snake wrangler, and canned Friskies connoisseur

Changing norms

- Brochure with informational resources for residents dealing with nuisance issues: S.C.R.A.M. (English & Spanish)
- Brochure for Barn Cat Adopters includes informational resources for Barn Cats and acclimating cats to their new environment.
- <https://www.burlingtonnc.gov/1979/Community-Stray-Feral-Cats>
- Website includes dedicated page for Community Cats/ Mighty Mousers Program with informational resources.

A BETTER WAY

To prevent the futile process of trapping and euthanizing cats, we would like to provide you with resources to **control the cat population** in your area.

Getting feral cats **spayed/neutered and vaccinated** is essential, and we can provide you with the resources for these services at **very little cost**, and sometimes at **no cost at all**.

Having feral cats **spayed/neutered and vaccinated** stabilizes the cat population, **prevents** newborn litters of kittens, **supports** healthier communities and **reduces** unwanted behaviors such as spraying/markings, fighting and yowling.

Burlington Animal Services is available to assist you in any way we can to help reduce the overpopulation of cats in your area in a **humane and effective manner**. Please **email us** if you need help with outdoor cats or other animal needs.

animalservices@burlingtonnc.gov



DID YOU KNOW

If you see a cat with a “**tipped left ear**” (missing the tip of the left ear), this cat has been previously **trapped, neutered or spayed, and vaccinated**.

T N V R
Trap. Neuter. Vaccinate. Return.

BURLINGTON ANIMAL SERVICES
221 Stone Quarry Road, Burlington, NC
(336) 578-0343 www.burlingtonnc.gov/pets

Solutions for cats in rural areas & municipalities



BURLINGTON ANIMAL SERVICES

Barn, farm, or warehouse homes are needed to give feral cats a chance at life.

Although these independent-minded felines are not suitable indoor companions, these hard-working farmhands will happily tend to your rodent concerns and would be a great friend to your farm animals.

Each Mighty Mouser is spayed or neutered, vaccinated and ear-tipped.

THE CITY OF **BURLINGTON**
ANIMAL SERVICES
221 Stone Quarry Rd., Burlington, NC
336-578-0343 | petsupport@burlingtonnc.gov
www.burlingtonnc.gov/pets

Adopting A Mighty Mouser Barn Cat



DEAR RESIDENT:

We hope this brochure finds you well. We created it to help you with feral/ outdoor cats in your community.

Recently, several cats have been trapped in your residential area and brought to Burlington Animal Services. The City of Burlington's Animal Services Department handles animal sheltering services for all residents of Alamance County.



If you are missing a cat, please contact us immediately or check our website to see if we have it.
www.burlingtonnc.gov/pets

FERAL OR COMMUNITY CATS ARE UN-OWNED, OUTDOOR CATS THAT HAVE NOT BEEN SOCIALIZED WITH PEOPLE. CATCHING OTHERWISE HEALTHY FERAL CATS AND TURNING THEM OVER FOR EUTHANASIA IS AN ENDLESS AND COSTLY CYCLE.

ONCE CATS ARE REMOVED FROM AN AREA, OTHER CATS WILL MOVE IN TO TAKE ADVANTAGE OF THE NEWLY AVAILABLE RESOURCES. THESE CATS WILL THEN BREED AND PERPETUATE THE CYCLE OF CAT OVERPOPULATION.

EASY & EFFECTIVE SOLUTIONS TO CAT BEHAVIORS

If you are feeding outdoor cats, we ask that you consider the following:

- Even if you are leaving out food for one or two cats, you are likely attracting numerous cats to your area.
- If these cats are allowed to freely roam outdoors, they may be climbing on neighbors' cars, getting into their trash, digging in their gardens, or becoming a nuisance by roaming on their property.
- Often, frustrated neighbors will trap these cats and bring them to the shelter.
- Unfortunately, the majority of feral cats that enter Burlington Animal Services are held for 72 hours and then euthanized (put to death humanely).



If your neighbors are feeding outdoor cats, consider the following actions to help keep the cats away:

- Talk to your neighbor(s); if anyone is feeding cats outdoors, refer them to AS for resources on low-cost spay/neuter services.
- Place a tight lid on your trash can to ensure that cats are not getting into your trash to eat.
- Try natural cat deterrents, such as orange and lemon peels, coffee grounds, vinegar, tobacco, lavender oil, lemongrass, citronella, eucalyptus, or moth balls.
- Use plastic carpet runners or chicken wire set into the dirt to keep cats out of your garden.
- Set up a motion-activated water sprinker or ultrasonic device to keep cats out of your yard.
- Attach a car cover if cats are getting into your car.
- Visit www.burlingtonnc.gov/pets and see the Pet Help Resources tab for more ideas.

Feral, or community cats, are un-owned, outdoor cats that have not been socialized with people and are unsuitable for indoor living as a house pet. The outcome for most feral cats that end up in an animal shelter is grim. However, these felines make wonderful barn, farm or warehouse cats and fulfill an important job of helping to keep rodents away.

Feral cats are accustomed to independent, outdoor living. Some kitties may eventually become friendly and others may remain feral. After an initial adjustment period in their new homes, most will stay in place.



Adopting Mighty Mousers gives these cats a second chance at living out their lives in a productive manner versus facing unnecessary euthanasia. You'll enjoy watching the cats as well as having the satisfaction of giving them a much-needed home!

BAS Mighty Mouser cats receive the following:

- FVRCP vaccine
- Rabies Vaccine
- Spay/Neuter
- Flea/Tick Treatment
- Deworming
- Ear-tipped (this helps identify feral cats that are spayed/neutered)

Adopters agree to provide them with a barn, shed or suitable structure for shelter, and food to supplement what they catch.

Mighty Mouser/Barn Cat FAQ's:

What do I need to do to care for the cats? Provide them with shelter, food, water and long-term veterinary care as needed. Cats will need to be kept current on their Rabies vaccine, in accordance with NC rabies laws (<http://nc-burlington3.civicplus.com/977/Rabies-Microchip-Clinic>).

How long should I keep my new barn cat confined? We recommend enclosed confinement for the first couple of weeks to help your cat learn that the particular area is not only its new home but also its source for food, water and shelter. This can be a room in your barn or shed or in a large crate outfitted with a hiding place (a small travel crate works well).

Is it better to adopt one or multiple barn cats? Cats are social animals, and feral cats generally feel more comfortable among other cats. We strongly recommend that you adopt more than one. The \$10 adoption fee is the same whether you adopt one or two!

I already have cats living on my property. What's the difference? Unsterilized, free-roaming cats are primary contributors to the seasonal increase in cat reproduction that results in the flood of cats and kittens into shelters. Spaying or neutering those cats can help reduce the number entering the overburdened shelter. Adopting spayed/ neutered barn cats will not only drastically reduce the number of unwanted litters in our community, but will also eliminate nuisance behaviors such as spraying and their urge to roam or fight with other cats, as well as spreading diseases. If you have stray/ feral cats on your property or in your neighborhood, our Mighty Mousers program can help! Check out the Feral Cats tab on the BAS website (www.burlingtonnc.gov/1979/Community-Stray-Feral-Cats) for information on TNR resources.

Will the cats eat birds and other wildlife on my property? Studies show that the overwhelming cause of wildlife depletion is destruction of natural habitat due to man-made structures, chemical pollution, pesticides and drought—not feral cats. However, cats are opportunistic feeders. Providing them with a steady food source will reduce the effect they have on traditional prey. The benefit of having a Mighty Mouser on your farm is that not only do they help control small rodents such as mice, moles and other vermin that can contaminate livestock feed, they also help deter snakes. Without a food source of mice or moles, snakes are less likely to hang around. Additionally, there are no poisons for children and pets to get into and no need to set nasty traps.

Grants and Donations

- **\$82,000 Grant funding directly supporting the Mighty Mousers Program:**
 - Petco Love Foundation Grant
 - Best Friends Animal Society- Rachel Ray Save Them All Grant
 - Margaret T. Petrie Spaying and Neutering Foundation of Chapel Hill
 - Best Friends Animal Society COVID relief grant (partially used for Mighty Mousers)
 - Humane Society of the United States Spay Together grant
- **\$38,200 Grant funding supporting the Pet Help Support Program:**
 - Best Friends Animal Society-COVID Relief
 - Petsmart Charities- Preserving Families
 - Petfinder Foundation- COVID Relief
 - Hills- Disaster Relief
 - Maddie's Fund
 - American Society for Prevention of Cruelty to Animals (ASPCA)
- **\$150,000 donor funding supporting the \$20 FIX program**
 - Pet Adoption and Welfare Society (PAWS)

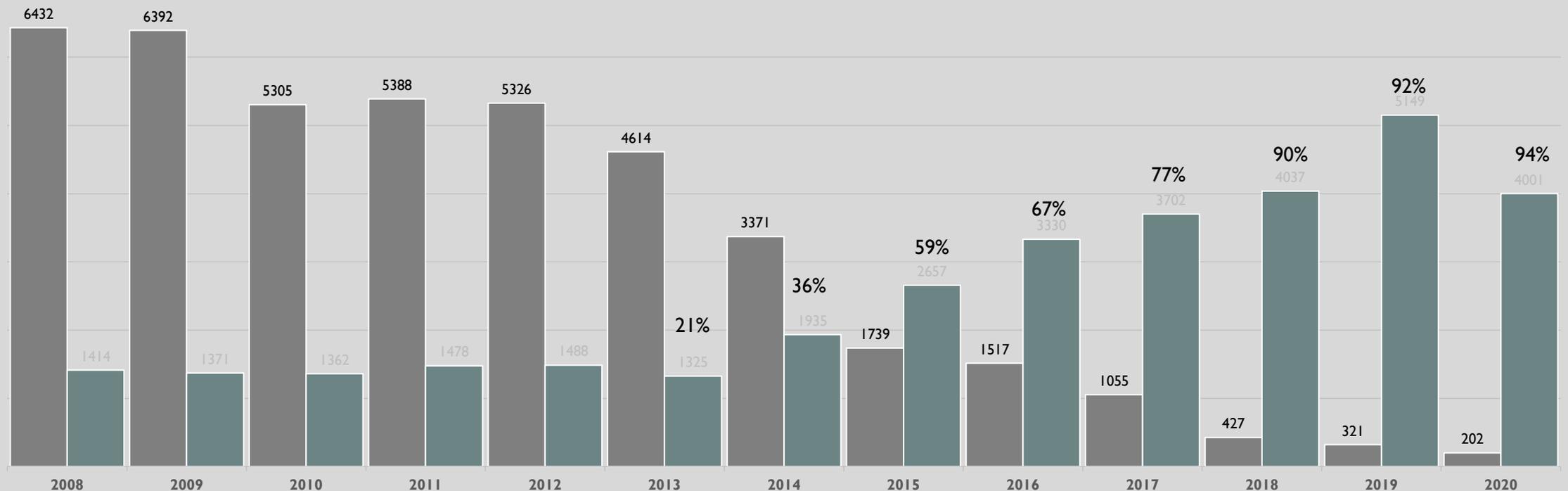
75% increase in grants and private donations received since 2017



Community Centric Programming + Best Practices= *lifesaving outcomes*

2008- 2020 Outcomes

■ Total Euthanasia ■ Positive Outcomes



Thank you!



Jessica Arias, CAWA

Animal Services Director, City of Burlington

jarias@burlingtonnc.gov

THE CITY OF
BURLINGTON
ANIMAL SERVICES





The Mebane City Council held its regular monthly meeting at 6:00 p.m., Monday, April 5, 2021. Due to public health concerns related to COVID-19, the meeting was held virtually via Zoom.

Council Present via Zoom:

Mayor Ed Hooks
Mayor Pro-Tem Jill Auditori
Councilmember Tim Bradley
Councilmember Patty Philipps
Councilmember Everette Greene
Councilmember Sean Ewing

City Staff Present via Zoom:

City Manager Chris Rollins
Assistant City Manager Preston Mitchell
City Attorney Lawson Brown
City Clerk Stephanie Shaw
Fire Chief Bob Louis
City Engineer Franz Holt
IT Director Kirk Montgomery

Mayor Hooks called the virtual meeting to order. Mr. Bradley gave the invocation.

Mr. Rollins stated that due to technical difficulties with the online application submission process for the Racial Equity Advisory Committee, Council's selection of those committee members will not take place until the May 3, 2021 Council Meeting. Mr. Rollins stated that staff delayed sending Council the applications for review until it was determined that all applications had been received. Staff is now confident that all submissions have been received and applications will be sent to Council for review.

Mayor Hooks proceeded with the Public Comment Period.

Catherine Matthews, 3818 Chestnut Ridge Church Road, Efland, NC joined the meeting via Zoom. She asked Council how they intend to respond to the President's Climate Agenda. She stated that one of Biden's goals is to conserve nearly a third of US land and ocean waters by 2030. She said currently only 12% of the Country's land and 26% of its oceans are protected. She thinks we need to look at our past in North Carolina (NC) to see how this national goal might be enacted. She continued by stating that twenty years ago, Governor Hunt declared that a million more acres in NC should be permanently set aside for parks, forest, natural areas, etc. before the end of 2010. The goal was to increase the scale of protected lands in NC to about 11% of the State's total land area; by the end of 2020 NC finally obtained that goal. NC's population continues to grow along with greater land development pressures for conversion of private farm lands and forest to intensive development with demands and impacts on limited water, consequences of changing climate, diminished food production, greater need for more outdoor recreational opportunities and environmental health security, 11% is simply not enough. She shared words from Biologist E.O. Wilson at Duke University that we must conserve a full 50% as species diversity is the foundation of a healthy planet. She said as a member of a voice for Efland/Orange she is holding Council responsible for behaving in an ecologically sane manner. She said they live there and stand for the land values they believe in and while they do not expect to deconstruct Medline, they do expect Medline to work with the NC Wildlife Federation to protect what may remain of the many acres destroyed. She continued by saying they would like any additional development proposed or planned in the Buckhorn area to stop.

Fionna Johann, 5016 Johann Lane, Mebane, NC joined the meeting via Zoom and shared the following comments:

I want to start by thanking our council members and staff for meeting with the Orange County board of commissioners in reference to the Buckhorn Area Plan in March. I am excited to see what kind of strategic planning will come from these two groups joining together to work on this important topic.

In regards to the Buckhorn Area Plan and I want to focus a bit on Gravelly Middle School. Gravelly Middle School serves Mebane residents who also live in Orange county, which is geographically half of Mebane. Gravelly Middle school currently serves 485 6-8 graders. Those middle schoolers are already surrounded on two sides by Medline and the highway. The Buckhorn Area Plan proposes surrounding the school and soccer fields by even more industrial builds. Every other

middle school in Orange County is surrounded by residential housing, other schools and nature. What message are we sending to our middle schoolers and their parents by surrounding their school by industrial development? What will that do to their mental and physical health?

We know that children benefit from being surrounded by nature. This isn't news to anyone, in fact in 2003 Nancy Wells an environmental psychologist and Gary Evans an environmental and developmental psychologist co-published the following findings, "In a rural setting, levels of nearby nature moderate the impact of stressful life events on the psychological well-being of children. Specifically, the impact of life stress was lower among children with high levels of nearby nature than among those with little nearby nature." (Wells, Evans, 2003) How can we know something and have it proven by science and still decide that industrial builds near a school are the good option?

Not only am I concerned for the children's mental health but also their physical health. The traffic on West Ten will turn to primarily 18 wheelers coming from Medline and the approved Al Neyer distribution center. Isn't that enough risk? Do we really need to add more 18 wheelers to the area and trust that it will just "work out?" There is the risk of accidents but let us not forget the emissions that will come from these vehicles as they break, park, iddle and start in an area so close to the school. Children participate in sports on the middle school complex and soccer fields, are we really okay with putting them in a situation of breathing in even more diesel fumes while breathing heavily for extended periods of time? At least now there are a lot of trees in the area to help absorb emissions, what happens when we cut down our nature provided filters to create even more air, sound and water pollution?

You all know I have multiple problems with the Buckhorn Area plan, but today I am focusing on the children that live here. We are hurting their futures in more ways than one by extending the industrial development area. They will lose nature around their school; in the area they live and also be more prone to long term mental and physical health problems if you continue to agree to rezoning in a historically rural residential and agricultural area. Let us live up to the expectations of our community and do better.

Beth Bronson, 1221 Buckhorn Road, Mebane, NC, joined the meeting via Zoom. She thanked Council for meeting with the Orange County Commissioners to discuss the Buckhorn Area Plan and the proposed future growth in western Orange County. She made brief comments regarding water and sewer capacity and questioned if the w/s capacity estimates include the developments on Bowman Road. She requested that Mebane consider slowing down on rezoning requests until a comprehensive plan has been curated for the economic development district and the surrounding rural environment, as well as the completion of an impact study for Gravelly Middle School and Seven Mile Creek. She said she looks forward to continued discussions between Mebane and Orange County and hearing more about the plan for more public engagement.

Tim Spruill, 3818 Chestnut Ridge Church Road, Efland, NC, joined the meeting via Zoom. He shared his concerns for the disappearance of the rural countryside in Orange County east of Mebane and the degradation of Seven Mile Creek which received damaged due to the recent development. He shared his desire for watershed protections. He shared a table regarding Seven Mile Creek, he went on to say that his concern is the planned development impacts on the creek, a High-Quality Water that also contributes to Hillsborough's public water supply (Lake Ben Johnston) and provides habitat for a multitude of invertebrate and vertebrate species, several of which are considered threatened or endangered. Large areas of impervious surface will almost surely cause an increase in biological impairment, a decrease in water quality, increase in flow magnitude and an increase in sediment loads, effectively creating a lifeless and ugly urban stream as urbanization increases. Even with only 10% of the watershed in impervious surface results in 25% degradation of biological community integrity, based on recent studies by many researchers over the past 20 years. Based on many recent studies, the maximum impervious areas spelled out by the State are too high to protect a High-Quality Water like Seven Mile Creek and will degrade water quality of Hillsborough's supply significantly. He shared a local map depicting good quality waters and impaired waters. He continued saying that without limiting the development of Mebane in this portion of Orange County in light of recent research concerning impervious surfaces and carefully adhering to and enforcing very stringent sustainable building practices pervious in place of impervious surfaces and limiting development to North of West Ten Road, Seven Mile Creek will wind up like the rest of the red urban streams and watersheds, a biological wasteland in an urban

environment, a loss of water quality and a lost opportunity to provide good varied environment for all residents of Orange County and Mebane. He requested that Council consider these concerns as they move forward.

Janine Zanin, 4601 Timberwood Trail, Efland, NC, joined the meeting via Zoom. She stated that she lives near Gravely Middle School where her daughter is a seventh grader. She said she has the good fortune of having Seven Mile Creek run through her back yard. She said the Buckhorn Area Plan is important to her and thanked Council because the first time she was heard regarding this plan was at a Mebane City Council meeting. She thanked Council for their leadership and for encouraging Orange County staff to pause and inform the Orange Commissioners about this plan as they had not yet heard about it and also for Mebane's continued advocacy for public engagement that was voiced during the joint meeting with the Orange County Commissioners. She encouraged Council to stay within the boundaries of the existing EDD. She said that she and her neighbors are all paying attention and they all share the same concerns as those that spoke before her. She requested moving forward that the Mebane Council not only see dollars when it comes to development in the Buckhorn area but that they will also see it as an area for schools, people, a place for natural habitat and water that the rest of the State actually relies on.

Patty O'Connor, 1011 Squires Road, Mebane, NC, joined the meeting via Zoom. She shared the following comments:

Thank you for hearing my comments this evening. They are in regard to the Buckhorn Area Plan.

The word plan, by definition, is "a detailed proposal for doing or achieving something." I find the BAP sorely lacking in *the details* for achieving the goals of the plan, which are economic development. It seems the plan thus far, has been:

- 1) Someone wants to sell a piece of property in the economic development area and requests a zoning change.
- 2) The Mebane City Council votes to change the zoning—most often from residential/AG to O/M or high density residential—and annexes the property.
- 3) The developers come in, submit their proposals and build their warehouses or housing developments.

Up to this point, there hasn't been a traffic study that included the Medline warehouse traffic, even though the project is closer to being completed than not, even though hundreds of car and truck trips will be made daily, even though the center sits on a 2-lane country road with multiple residences, an elementary school, a soccer field, 2 places of worship and a proposed ball field, and even though another large warehouse has been approved for a piece of land not even a quarter mile away from it.

As far as I know, there is no BAP plan for an environmental impact study (even though the parcels in the designated BAP are on or near protected water sheds and even though the amount of impervious surface put down could negatively impact both the streams and nearby well-users). There is no plan for residential impact studies unless it's mandated by some county ordinance, even though the impacts of living in a semi-industrial area could impact our home values.

This current procedure seems so backwards. A plan should *precede* a developer's request for a zoning change and that plan should include details (with community input) about what type of development is wanted and needed in the area, what the impacts of such development will be, both environmentally and socially, what development is acceptable for proximity to watersheds and rural dwellers, what is the appropriate amount of green space to be preserved for species preservation and biodiversity, and finally, include measures that will help to maintain the character and aesthetics of the community. If a *true plan* is in place, then only those developers who meet the criteria will be requesting approval for their projects. And if community involvement is solicited, the plan, even if not fully appreciated by all, won't be a surprise that creates disappointment, anxiety and anger.

I look forward to hearing about opportunities for community involvement. I ask that you please keep *all of Mebane* and the surrounding communities "Positively Charming."

Clerk Shaw concluded the Public Comment period, reading aloud of the following letter received via email from Andrea Riley of Efland, NC.

I've been lying awake at night wondering how on earth Orange County citizens are going to be able to protect their land and water resources. One possible solution would be to invite the inclusion of the town of Mebane into the Orange County Water and Sewer Management, Planning and Boundary Agreement, in order to meet the plan's stated goals:

1. To provide a comprehensive, county-wide system of service areas for future utility development, and interest areas for dealing with private water and wastewater system problems in areas without public water and sewer service.
2. To complement growth management objectives, land use plans and annexation plans in existing agreements, such as the Orange County-Chapel Hill-Carrboro Joint Planning Agreement and Joint Planning Area Land Use Plan.
3. To resolve in advance and preclude future conflicts about future service areas and annexation areas.
4. To provide for predictable long-range water and sewer capital improvement planning and financing.
5. To provide for limitations on water and sewer service in certain areas, as defined.

And while we're at it, why not begin to require permeable ground cover in all of our development projects in order to protect our water sources; and why not demand green design for all new buildings in order to protect our planet?

How can Orange County or Mebane plan effectively for the future management of water and sewer resources without planning together? And how can either entity plan for the needs of its citizens without including its citizens in the process of establishing those agreements?

What kind of development, and where it should be located, should be considered and discussed with all of the impacted groups of Orange County, the Mebane Planning Department, and Mebane City Council? Planning between Mebane and Orange County only makes sense for the decision-making process because of the interdependence of the water and sewer resources and the impact on all of Orange County's and Mebane's citizens. Oversight of the process of development in Mebane and Orange County should involve the Orange County Board of Commissioners, as well as all of Orange County's citizens, in order to assure for the best outcomes now and in the future.

Ms. Auditori requested to make comments regarding the Buckhorn Area Plan even though that item was not on the meeting agenda, however, several public comments were received this evening and have been received over the last few months. She said that Council has heard a very clear and collective message from the residents in the Buckhorn area so she feels it is time for Mebane to reconsider its participation in the Buckhorn Area Plan.

Mayor Hooks gave a brief overview of the Consent Agenda as follows:

- a. Approval of Minutes-
 - i. March 1, 2021 Virtual Regular Meeting
 - ii. March 3, 2021 Virtual Continued Public Hearings
- b. July 5, 2021 City Council Meeting Date Reschedule to July 12th
- c. Reapproval- Final Plat- Bowman Village, Ph. N1
- d. Budget Ordinance Amendment- Inspections & Planning Building Expansion

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

Item d.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year Beginning July 1, 2020 as duly adopted on June 1, 2020, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
GENERAL FUND			
Non-Departmental	\$ 4,401,699	\$ 213,000	\$ 4,614,699
CAPITAL FUND			
Inspections/Planning Building Expansion	-	213,000	213,000

ARTICLE II

APPROPRIATIONS	Current Budget	Change	Revised Budget
GENERAL CAPITAL FUND			
Appropriated Fund Balance	\$ 3,534,641	\$ 213,000	\$ 3,747,641
CAPITAL FUND			
Transfers From General Fund	\$ 679,676	\$ 213,000	\$ 892,676

This the 5th day of April, 2021.

A virtual Public Hearing was held on a request from BT-OH, LLC- United Parcel Services (UPS) for adoption of an Ordinance to Extend the Corporate Limits. Mr. Brown spoke concerning the request. He stated that the property is a voluntary contiguous annexation containing approximately 183.11 acres located in the North Carolina Commerce Park in Alamance County. Mike Fox representing the applicant, UPS, joined meeting via Zoom. He thanked Council and staff for efforts to enable UPS to building their facility in Mebane, Alamance County. No one from the public spoke concerning. Mr. Greene made a motion, seconded by Mr. Ewing, to continue the public hearing until Wednesday, April 7, 2021 at 6:00 p.m. The motion carried unanimously per a roll call vote.

A virtual Public Hearing was held on a request from Meritage Homes of the Carolinas for approval to conditionally rezone six (6) properties totaling +/- 133.9 acres located on Oakwood St Ext with frontages on E. Washington Street Ext. and Mattress Factory Road from M-1 (Heavy Manufacturing District) and R-20 (Residential District) to R-8(CD) and R-10 (CD) (Residential Conditional Zoning Districts) to allow for a residential cluster development of 134 townhomes 275 single-family homes, 409 dwellings total. Mr. Stober presented the request. The property is located in Orange County, with two parcels within City limits and 4 parcels in the ETJ. The property is within the City’s G-4 Secondary Growth Area and is generally residential in nature.

The proposed onsite amenities & dedications include the following:

- The construction of all internal roads with 5’ sidewalks.
- The construction of a clubhouse, pool, dog park, tot lot and turf play area to exclusively serve development residents to be maintained by the HOA.
- 5,360’ of a 10’-wide asphalt multi-use path through the development, running from Oakwood Street Ext. to E. Washington Street This includes the path along E. Oakwood Street Ext. required by the City’s adopted *Bicycle and Pedestrian Transportation Plan*.

Requested waivers:

- Townhome Lots, R-8 Zoning

UDO Requirement	Requested Wavier
30' front setback	20' front setback
85' minimum lot width	A minimum lot width of 21'
4,350 s.f. average lot size	A minimum lot size of 2,600 s.f.

- Single-Family Detached Lots, R-10 Zoning

UDO Requirement	Requested Wavier
30' front setback	25' front setback
25' rear setback	20' rear setback
10' side setback, 18' for corners	5' side setback, 13' for corners
70' minimum lot width	51' minimum lot width
25' rear setback	20' rear setback

- The UDO calculates that the applicant should provide 11.69 acres in public recreation area, valued at \$205,393. The applicant is proposing to dedicate the new multi-use path, 1.23 acres of public recreation area valued at an estimated construction cost of \$643,741.25, as an alternate to the payment-in-lieu. The multi-use path will be in the City's right of way and publicly maintained.
- The applicant is offering a donation to the City's Recreation and Parks Department of \$150,103 for use at the City's discretion. This payment, in combination with the multi-use path dedication, is being offered *in lieu* of the land dedication otherwise required by the Mebane UDO.

A Traffic Impact Analysis (TIA) was conducted. The improvements include:

- E Washington Street Site Access:
 - exclusive westbound left turn lane with 100' full storage and transitions along E Washington Street;
 - exclusive eastbound right turn lane with 100' full storage and appropriate deceleration taper along E Washington Street.
- Mattress Factory Road Site Access
 - exclusive northbound left turn lane with 100' full storage and transitions;
 - exclusive southbound right turn lane with 100' full storage and appropriate deceleration taper along Mattress Factory Road.
- Additional Offsite Road Improvements
 - NC 119 (Fifth Street) and US 70 (Center Street) intersection-re-stripe southbound approach to provide for extended left lane storage extending back to Clay Street.
 - NC 119 (Fifth Street) and East Washington Street intersection-revise pavement markings on the westbound approach to provide a combination thru-left turn lane and an exclusive right turn lane

The TIA was reviewed by the City and NCDOT and staff had no further comments on its recommendations. The Technical Review Committee (TRC) reviewed the site plan five (5) times and the applicant has revised the plan to reflect the comments.

Tim Smith, Senior Project Manager at Summit Design and Engineering Services, 320 Executive Court, Hillsborough, NC 27278 joined the meeting via Zoom and introduced Mike Owens.

Mike Owens, Vice President of Land Acquisition at Meritage Homes, joined the meeting via Zoom and briefly provided background information about the company Meritage Homes, its experience building energy efficient, high quality homes, and its work in North Carolina.

Mr. Smith provided a presentation of the rezoning request and site plan. During his presentation,

he gave an overview of the waiver requests, the open space and recreation space and the roadway improvements. He said to meet the required public recreation space requirement, the developer proposes to construct a multi-use path, combined with a fee in lieu payment of \$150,103. Additionally, he described the building commitments for the amenity center and home products. Mr. Smith noted that they hosted two neighborhood meetings the week prior to allow neighbors to ask questions about the project prior to the planning board meeting and another follow up meeting after the planning board meeting.

There was considerable discussion regarding the proposed multi-use path and the proposed payment in lieu. Mr. Smith clarified that on all streets through the development, the site plan shows 5-foot sidewalks on one side of the street and the 10-foot multi-use path on the other side of the street.

Ms. Philipps asked if the Orange County staff (Planning or School Board) attended the TRC meetings for this subdivision proposal. Mr. Stober replied, no. Ms. Philipps shared her concerns with how many school age children could potentially live in this subdivision and with Orange County Schools already looking for an elementary school site somewhere in the western portion of the County, so she was curious if the City had received any feedback from Orange County. Mr. Stober stated they were invited but no staff from Orange County Schools or Orange County Planning attended the TRC meetings.

Mr. Ewing asked how many folks attended the public meetings. Mr. Smith replied 3-4 in the first meeting and 1-2 in the following meeting.

Josh Reinke, TIA Engineer with Ramey Kemp, spoke to the recommended roadway improvements for the development. Details were provided in the TIA report.

No one from the public spoke. Ms. Philipps made a motion, seconded by Mr. Bradley, to continue the public hearing until Wednesday, April 7, 2021 at 6:00 p.m. The motion carried unanimously per a roll call vote.

Chief Louis presented a request for approval of the 2021 Mebane Fire Department Executive Board. Mr. Bradley requested that he be recused from this vote as he serves as Volunteer 1st Assistant Chief. Mr. Philipps made a motion, seconded by Mr. Ewing, to recuse Mr. Bradley. The motion carried unanimously. Ms. Philipps made a motion, seconded by Mr. Ewing, to approve the 2021 Mebane Fire Department Executive Board as presented. Ms. Philipps made a motion, seconded by Mr. Ewing, to bring Mr. Bradley back to the meeting. The motion carried unanimously.

Mr. Holt presented a request to accept the AWCK preliminary engineering report for the Water and Wastewater System Development Fee Analysis as required by HB- 436 and to post the report on the City of Mebane website for a period not shorter than 45 calendar days for public comment. The City of Mebane currently charges System Development Fees to new water and sewer customers to help cover a portion of the costs to provide treatment plant capacity and major capital in projects in the water and sewer system. The fees are based on a cost per gallon of capacity and then applied to the typical residential water user. Each municipal provider of water and sewer is required to conduct an analysis to charge such a fee. The City conducted a FY-21 Water and Wastewater System Development Fee Analysis in accordance with HB-436 which states System Development fees shall be reviewed at least every 5 years (previous review 2018). Based on the analysis conducted, the maximum water and sewer system development fee the City can charge for an equivalent residential user (ERU) is \$3,830. This is an increase of \$959 above the current fee of \$2,871. All other non-residential uses are a factor of the ERU fee based on meter size (as currently charged). Additionally, this analysis considers the impact of the number of bedrooms on water and sewer system capacity with recommended equitable fee charges (multipliers of the typical 3-bedroom unit fee) as well as the wastewater flow being tributary to either the WRRF or Graham WWTP. Mr. Bradley made a motion, seconded by Ms. Philipps, to accept the preliminary engineering report for the Water and Wastewater System Development Fee Analysis and to post on the City of Mebane website to allow for the required 45-day comment

period and to be reconsidered in June for establishment. The motion carried unanimously.

Mr. Greene shared the unfortunate news that lifelong Mebane resident Mr. Henry Riley passed away. Mr. Riley was a wonderful, kind and hardworking man. He will be greatly missed.

Council decided that the May 3, 2021 regular monthly meeting will be held in person.

Mr. Rollins reminded Council of the upcoming Budget Work Session to be held on April 13th at 4:00pm.

There being no further business the meeting adjourned at 7:56 p.m.

Ed Hooks Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



The Mebane City Council held a continued meeting at 6:00 p.m., Wednesday, April 7, 2021. The April 5, 2021 meeting was continued per G.S. 166A-19.24, which states that when a public body conducts a public hearing as a remote meeting, it must allow for written comments on the subject of the public hearing to be submitted between publication of any required notice and 24 hours after the public hearing. Due to public health concerns related to COVID-19, the meeting was held virtually via Zoom.

Council Present via Zoom:

Mayor Ed Hooks
Mayor Pro-Tem Jill Auditori
Councilmember Everette Greene
Councilmember Patty Philipps
Councilmember Sean Ewing
Councilmember Tim Bradley

City Staff Present via Zoom:

City Manager Chris Rollins
Assistant City Manager Preston Mitchell
City Attorney Lawson Brown
Development Director Cy Stober
City Clerk Stephanie Shaw

Mayor Hooks called the meeting to order. He then stated that a roll call vote needs to be taken on *Item 5. Mebane Fire Department 2021 Executive Board* previously voted on at the Monday, April 3, 2021 meeting. At that meeting the Council unanimously voted to approve Mr. Bradley's request to be recused. Also, at that meeting Council unanimously approved the 2021 Executive Board as presented. The roll call for that vote: Ayes- Mr. Ewing, Ms. Auditori, Ms. Philipps, Mr. Greene.

Mayor Hooks stated that the first item on the agenda for Council's vote is the continued public hearing on a request for the adoption of an Ordinance to Extend the Corporate Limits- BT-OH, LLC- United Parcel Service (UPS). No public comments were received concerning the matter. Mr. Bradley made a motion, seconded by Mr. Greene, to close the public hearing. The motion carried unanimously per a roll call vote. Mr. Bradley made a motion, seconded by Ms. Auditori, to adopt the Ordinance to Extend the Corporate Limits to include the 183.11 acres. The motion carried unanimously per a roll call vote.

Mayor Hooks stated that the second item on the agenda for Council's vote is the continued public hearing on a request from Meritage Homes of the Carolinas for approval to conditionally rezone six (6) properties totaling +/- 133.9 acres located on Oakwood St Ext with frontages on E. Washington Street Extension and Mattress Factory Road from M-1 (Heavy Manufacturing District) and R-20 (Residential District) to R-8(CD) and R-10 (CD) (Residential Conditional Zoning Districts) to allow for a residential cluster development of 134 townhomes 275 single-family homes, 409 dwellings total.

Tim Smith, Senior Project Manager at Summit Design and Engineering Services, 320 Executive Court, Hillsborough, NC 27278, gave an update regarding the discussion that took place at Monday's meeting regarding the combination of items to meet the public recreation space requirement being the dedication of the 10-foot-wide multi-use path as well as a pay-in-lieu fee offered of \$150,103.00. He said what Meritage would like to do now is provide sidewalks on both sides of the main street as discussed and shown on the plan, with one side being the 10-foot wide multi use path to be dedicated for public use, however now Meritage would like to go ahead and commit to paying full pay-in-lieu amount of \$205,318.00.

Ms. Auditori asked Mr. Smith to remind Council how much public space they are providing. Mr. Smith said on the open space side, they are providing 57.58 acres.

Mr. Bradley commented that the full payment-in-lieu is a gracious offer and a recognition that while the developer is providing the required sidewalks and multi-use path, they also recognize that the citizens that will be living in this development will also be utilizing City recreation services.

Due to internet difficulties, Councilmember Greene rejoined the meeting via telephone.

Mr. Bradley made a motion, seconded by Ms. Philipps, to close the public hearing.

Mr. Ewing referenced the Mebane Mill Loft Apartments regarding the fencing that was put in place to deter pedestrians from crossing the railroad tracks adjacent to the apartments. He cited his concerns with the possibility of residents from this development crossing the tracks. He asked if the developer has any plans in place to mitigate the danger as railroad tracks lie adjacent to the proposed project.

Mr. Smith stated that is a good point but the developer did not conduct any studies regarding that issue, nor do they have any plans in place. He said the planned multi-use path will stop at E. Washington Street and on the opposite side of the tracks, there is currently no other connectivity in that area for pedestrian access.

Mr. Rollins said just for information, the City would need to begin discussion with Norfolk Southern in order to have a fence installed in that area and it could take up to a year just to get permission to do so.

Mr. Bradley said questioned if fencing at the railroad tracks is even a developer issue as there are several residential neighborhoods that “dump onto” E. Washington Street with no fences in place. He said if folks tried to cross the tracks at this location, it would be almost impossible because of the thickness of the woods and the slope of the land.

Mr. Ewing again shared his concerns with the possibility that folks may try crossing the tracks in that area and requested that options be considered to reroute those folks. Mr. Rollins said it is fairly wooded but if Council thinks it is a concern, staff can begin discussions with Norfolk Southern with the understating that it would take quite some time for those discussions to take place. Mr. Greene felt Council and staff would need to discuss further before contacting the railroad.

Mayor Hooks called for a vote on the previous motion to close the public hearing. The motion carried unanimously per a roll call vote. Mr. Bradley made a motion, seconded by Ms. Auditori, to approve the R-8(CD) and R-10(CD) zoning as presented and finds that the application is consistent with the objectives and goals in the City’s 2017 Comprehensive Land Development Plan *Mebane By Design*. The request:

- Provides a multi-use path along its Oakwood Street frontage, as required by the City’s adopted *Bicycle and Pedestrian Transportation Plan*;
- Is for a property within the City’s G-4 Secondary Growth Area and is generally residential in nature (Mebane CLP, p.66);
- Provides a greenway connection to a different land use, consistent with Open Space and Natural Resource Protection Goal 4.2 (p. 17 & 89);
- Provides a greenway and open space in a developing area, connecting to other locations, consistent with Open Space and Natural Resource Protection Goal 4.3 (p. 17, 89, & 90); and

The motion carried unanimously per a roll call vote.

As an additional item, Council and staff discussed options on how the City could possibly move forward with allowing events in the downtown area and special events throughout the City with COVID restrictions still in place. Council stated that safety of the community is important and requested that staff handle the requests as they deem appropriate as they are received.

There being no further business, the meeting was adjourned at 6:34pm.

ATTEST:

Stephanie W. Shaw, City Clerk

Ed Hooks, Mayor



The Mebane City Council and the Orange County Commissioners met at 7:00 p.m., Tuesday, March 9, 2021 to discuss the Buckhorn Area Plan (BAP). Due to public health concerns related to COVID-19, the meeting was held virtually via Zoom.

Council Present via Zoom:

Mayor Ed Hooks
Mayor Pro-Tem Jill Auditori
Councilmember Tim Bradley
Councilmember Everette Greene
Councilmember Sean Ewing
Councilmember Patty Philipps

City Staff Present via Zoom

City Manager Chris Rollins
Assistant City Manager Preston Mitchell
Development Director Cy Stober
City Clerk Stephanie Shaw

County Commissioners Present via Zoom

Chair Renee Price
Vice Chair Jamezetta Bedford
Commissioner Amy Fowler
Commissioner Jean Hamilton
Commissioner Mark Dorosin
Commissioner Sally Greene
Commissioner Earl McKee

County Staff Present via Zoom:

Manager Bonnie Hammersley
Deputy County Manager Travis Myren
County Planner Craig Benedict
Clerk to the Board Laura Jensen

Chair Price called the Board of Commissioners meeting to order at 7:00pm. A roll call of the County Commissioners was called, all members were present. Mayor Hooks called City Council the meeting to order. A roll call of the Council was called, all members were present. Chair Price welcomed the City Council and requested that everyone briefly introduce themselves.

Mr. Stober presented the attached PowerPoint. He started the discussion with a brief history of the BAP project, stating that the project was a joint effort, jointly staffed and jointly funded by both the City and the County. The Piedmont Regional Council (PTRC) was selected as the consultant for the project. Mr. Stober stated that a website was dedicated to the project, providing more detail about the project and the process. The Buckhorn Area Plan is a technical study of future land use and potential utility services to identify properties that could be zoned for nonresidential purposes and best support economic development, while balancing the cost of utility service extensions. The recent annexation and rezoning of the Medline properties is what initially drove this process. These two properties are not addressed in the City's Land Use Plan, they are outside of the City's future growth area and comprehensive plan. Mr. Stober went on to explain that by State Law, the City is required to its plans into conformance with the actions of the Council. The Council acted to rezone and annex those Medline properties; those actions were the stimulus for staff to amend the City's plans. Staff saw the opportunity to address concerns for future land use in the area and potential other requests for municipal water and sewer access which would require annexations and possible rezoning.

Jesse Day, PTRC Planning Director, joined the meeting via Zoom. He continued with the PowerPoint presentation. Jesse Day explained the selection criteria listed in the PowerPoint. He said certain criteria added or took away points from the viability score. Findings of the study were presented in November, and sent to the City Council of Mebane in December. Growth Areas A and B were amended in the City of Mebane's Comprehensive Land Development Plan in December. Mr. Day said the Water Sewer Agreement needs to be looked at in a way that improves the ability to respond to development in this area.

Mr. Stober resumed the PowerPoint. He said no action was taken by the City of Mebane to adopt the Buckhorn Area Plan. Mr. Stober said the three properties brought into the City's Comprehensive Land Development Plan Future Growth area were the two Medline south properties and the 46 acres at the corner of West Ten Road and Buckhorn Rd, which were presented to the Mebane City Council for annexation and rezoning. He reiterated that state law required these changes.

The following discussion is an excerpt of the approved minutes of the Orange County Board of Commissioners as they were accurately prepared by a transcriptionist. Permission to use was given by the Orange County Clerk.

Councilmember Greene asked if the 40 acres at the corner of West Ten Road and Buckhorn Road were on the south or north side of the road.

Mr. Stober said it is the southeastern quadrant of the intersection, excluding the used car lot that has been present for many years.

Councilmember Greene asked if this area has water and sewer.

Mr. Stober said yes.

Councilmember Greene referred to the proposed new recreational area, and asked if the location of this area could be identified.

Mr. Stober said it is approximately 35 acres at the corner of West Ten Road and Bushy Cook Road. He said it was deeded to the Meridian Community Foundation, which intends to partner with Hillsborough Youth Athletics Association to develop new athletic fields.

Councilmember Greene asked for clarification on the location for the recreational area.

Mr. Stober said it is the triangular parcel at the east of Gravelly Hill Middle School. C

Councilmember Greene asked if it is known what is going on in Area A.

Mr. Stober said it has not been rezoned, but it has been reclassified in the Comprehensive Development Plan.

Commissioner Dorosin referred to the two Medline South properties and the 36-acre parcel, and asked if the city has already annexed those.

Mr. Stober said yes, annexation was required, and the public hearing was held prior to rezoning.

Commissioner Dorosin asked if these changes are present on the maps.

Mr. Stober said the maps have not been updated, but the properties are not incorporated into the City of Mebane.

Commissioner Fowler referred to the green parcels, to the left of Preston Loop, on slide 10, and asked if there is a reason why they are not in the Economic Development District (EDD).

Mr. Stober said the green areas are immediately actionable for economic development. He said the growth areas A-E are not immediately actionable, but have potential for growth.

Jesse Day said the areas west of A and B are already in the city's Comprehensive Land Development Plan.

Craig Benedict, Orange County Planning Director, said these areas are also in the county's economic development district (EDD). He said this is about 140 acres, and is where the Buckhorn flea market is located.

Commissioner Fowler said A-E are further in the future, as compared to the light green areas. She asked if there is a next step.

Mr. Stober said the city may put municipal utilities in area A, or it can do the same as what Medline did. He said these areas are deficient in being immediately accessible, unlike the teal properties. He said the two properties east of the middle school are not in the city's future growth area, and would not be addressed in the Comprehensive Area Plan. He said the one in C is.

Commissioner Fowler asked if there is a plan to address recreational areas, walking trails, sidewalks, etc.

Jesse Day said a site plan would be necessary. He said the state would determine the best way for trails to go through to connect with other trails.

Commissioner McKee asked for the two properties to be noted on the map by staff. He said he wanted to highlight properties that are already built out or will be built out, in addition to Medline.

Mr. Stober said the Neyer property was annexed and rezoned by the city.

Commissioner Hamilton expressed appreciation for the City of Mebane holding off with its

approval process so that the Board of Orange County Commissioners (BOCC) could see the plan. She said the study was a technical study, showing which lands could be developed, but is missing the impacts to the community. She said she wants to consider the costs to the community, not just the benefits. She said she would like to see sustainability and the environment reflected in the Buckhorn Area Plan. She said residents have expressed concerns about the full costs and benefits of going forward. She said everyone wants the best for the city and the county.

Councilmember Bradley, said when he first heard the plan, he thought it was a joint study with Orange County and reflected the long- range plan for Orange County. He said when the city held its public hearing, it realized the county had not given input. He said the city wants to work together to make plans that align with each entity's needs.

Chair Price asked if Mebane is seeking to be involved in economic development in properties adjacent to the city. She asked if there are property owners in these areas interested in selling.

Councilmember Bradley said there is some interest in Area A. He said both Mebane and Orange County have extended utility infrastructure, which helps people plan for the future. He said the city is ready for the next person who comes forward with land they wish to develop in the area.

Chair Price asked if the boundaries in the Buckhorn Area Plan are consistent with the Buckhorn EDD.

Craig Benedict said some parts of the B, C, D, and E are outside of the EDD. He said the process is to do a study, and then take action based on the study. He said Morinaga is one example of this happening in the past.

Commissioner Dorosin asked if the city desires to have the parcels be contiguous, and is that a factor for prioritizing certain parcels. He said the Orange County Comprehensive Plan will expire in 2030, and asked if there is a schedule for the next comprehensive plan.

Mayor Hooks said there is no intent to start at the city limits and move forward. He said the City was asked to provide water and sewer, and future growth will be hopscotched due to different needs and priorities of property owners. He said there is no intent to grow, and Mebane is responding to a development request.

Chris Rollins, Mebane City Manager, said there is some land in the back that would link to the City limits. He said the Buckhorn area is one of the hottest markets in the 1- 40/ 1- 85 corridor right now, and he would not be surprised to see site plans submitted in the next 3- 6 months. He said there is a rumor that Area B is already under contract for a housing development. He said the properties annexed in non- contiguous spots are due to requests by property owners.

Commissioner Dorosin said the utilities already run through the high priority areas, which makes sense why they are the focus.

Craig Benedict said the Comprehensive plan was completed in 2008, and is updated every 5- 8 years. He said staff is waiting on 2020 census results, which will be used to create a new comprehensive plan by looking at trends, population and growth. He said this new plan will require a lot of public input, and took 2 years last time it was updated. He said staff will go around the County explaining the trends to residents. He said the process will likely start early 2022.

Councilmember Greene asked if there has been any engagement, thus far, with residents on the comprehensive plan. He said the area will be developed by the time the plan is updated.

Chair Price said there has not been a lot of public engagement on new development plans. She said there has not been an open meeting in Orange County.

Jesse Day said there were mailings in the area for the November public involvement meeting with the City of Mebane and the meeting with Mebane, PTRC, and County Planning Department.

Commissioner Greene referred to an area on the map at the corner of Bowman Road, which is a housing development. She clarified that this was an annexed after a developer requested it to be so. Staff indicated yes.

Commissioner Greene asked if Mebane could create a plan, where it would refuse to annex areas not covered by infrastructure, if the land is not in the future growth plan for Mebane.

Chris Rollins said the land area, to which Commissioner Greene referred, is in the future growth plan for Mebane, and was there before the housing developer requested annexation.

Commissioner Greene said she is hearing concerns from residents south of Bowman Road that more annexations could happen in areas that are not in the future growth plan. She asked if Mebane has a response to requests for development in area B.

Chris Rollins said the request just came in today, and the city would have to evaluate it.

Commissioner Greene asked if this area is in Mebane's future plan for growth.

Jesse Day showed a map of the area in question.

Mr. Stober said Area B is not addressed in the comprehensive plan, with the exception of the two Medline South properties, which were the stimulus for this entire study.

Commissioner Greene asked if there is a limit to Mebane's annexation plans: a line beyond which Mebane will not annex.

Councilmember Bradley said there is not a rule for this, and if there had been, Medline would not have been possible. He said requests are considered on an individual basis.

Commissioner Greene said Medline is right near the highway, and is already completed. She said area B does not have water and sewer, and is not in the EDD. She asked if those facts would make a difference to Mebane.

Chris Rollins said the proposal in question does have access to water and sewer, along west 10 road. He said the City has been considering including area B in its long-range plan. He said residents in C, D, and E expressed great concern, and the City removed those from consideration. He said there are many developers interested in area B.

Commissioner Greene asked if area E is not of interest due to the difficulty of installing water and sewer.

Chris Rollins said there are no active developers interested in Area E, thus there is not a reason to consider that area at this time.

Councilmember Philipps said she is glad this conversation is taking place. She said residents in this area cannot vote in the City of Mebane, but she is interested in their needs as they are neighbors. She said she supports healthy development that improves the quality of life. She said there are many details that need to be ironed out, but there is not a lot of time to make decisions. She said some planning will need to be expedited.

Commissioner Bedford asked for clarification on Areas C and D.

Chris Rollins said the City is not actively talking to any developers for areas C and D.

Commissioner Bedford said there has not been a formal presentation to the BOCC, so it needs more time to consider the proposal. She said the more residential development that occurs; the more push back there will be against commercial development in areas C and D. She said she is concerned about the environmental concerns in Area D. She said areas B and C have more areas that are safer to develop. She said Area E already has sewer infrastructure, and a reserve of sewer capacity should be made in this area. She said given the middle school, maybe area C would be good for residential development. She said as residential growth continues, the County may ask the City to help identify an elementary school site.

Councilmember Ewing asked for the city and the county to have urgent dialogue to find a way forward. He said a comprehensive plan will take too long.

Commissioner McKee said he appreciates the discussion with the city, and said it is a bit overdue. He said the county went to Mebane for water and sewer for partnerships in order to secure Morinaga. He said several years ago, the county and city did not realize the development interest that would be coming. He said this interest has grown, and changed the perception of Orange County as being anti-business. He said the railroad and two major interstates are bound to attract attention.

Chair Price asked if Mebane would consider low-impact residential or mixed-use development in area C or D.

Chris Rollins said it is hard to answer and depends on sewer system. He said this area is on the far end of the sewer system, and housing uses much more sewer capacity than industry.

Commissioner Greene said she also greatly appreciated this conversation. She said she wants to

come to an agreement on overlapping lines, so residents have some certainty that areas beyond that line will not be considered for development.

Councilmember Bradley agreed with Commissioner Greene. He said things happen fast, and Mebane needs to have the plans in place soon, so it can respond.

Mayor Pro-Tem Auditori agreed with Councilmember Bradley, and wants to move forward together, recognizing the need for flexibility.

Mayor Hooks said the relationship between the city and the county has been a good one in previous partnerships. He said there is good communication between both planning departments.

Chair Price said she appreciated the conversation, and the two groups will meet again. She said staff will set up times for future meetings.

Mayor Hooks agreed, and thanked everyone for the meeting. A motion was made by Councilmember Greene, seconded by Councilmember Bradley, to adjourn the City Council meeting at 8:27 p. m. Motion carried unanimously per a roll call vote.

Attest: _____
Stephanie W. Shaw, City Clerk

Ed Hooks, Mayor

DRAFT



Buckhorn Area Plan

March 9, 2021 6pm

Joint Meeting of Mebane City Council
and Board of County Commissioners

PROJECT STAFF

City of Mebane

Cy Stober, AICP

Development Director
City of Mebane

Orange County

Craig Benedict, AICP

Planning and Inspections Director

Tom Altieri, AICP

Comprehensive Planning Supervisor

Tom Ten Eyck

Transportation/Land Use Planner II

Piedmont Triad Regional

Anna Hawryluk

Regional Planner

Malinda Ford

GIS Manager

Jesse Day, AICP

Regional Planning Director



- 6 PROJECT BACKGROUND**
- 6 PLAN NEED
- 8 HISTORY ON SEWER/WATER AGREEMENT
- 9 PREVIOUS RELEVANT PLANS
- 9 RELEVANT PLANS

- 11 AREA DESCRIPTION**
- 11 STUDY AREA
- 11 LAND USE
- 11 ENVIRONMENT
- 15 WATERSHEDS
- 15 INFRASTRUCTURE

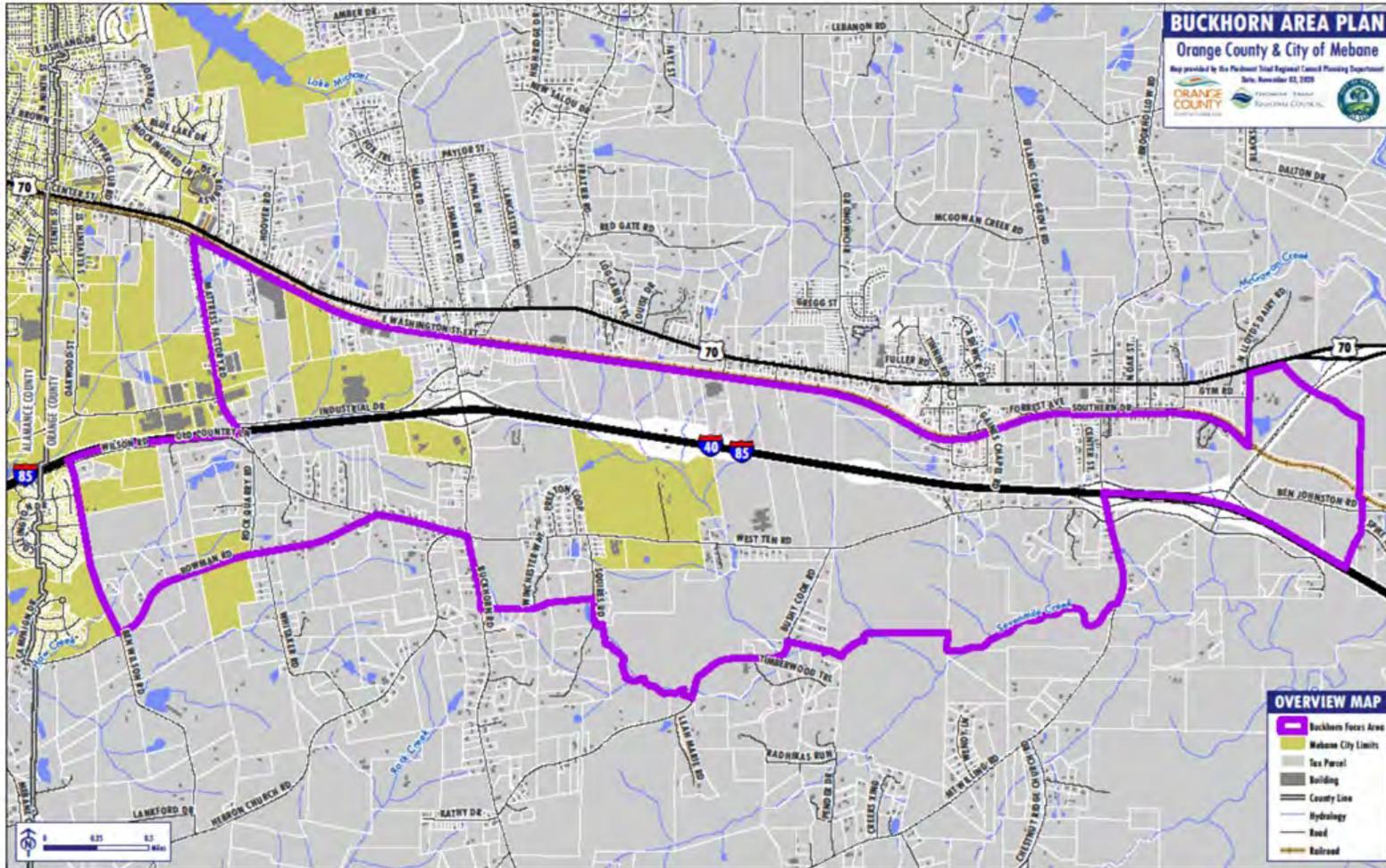
- 21 ECONOMIC DEVELOPMENT**
- 21 LOCATION
- 21 INDUSTRIAL AND COMMERCIAL POTENTIAL
- 23 PERFORMANCE BASED INCENTIVES
- 24 SMALL BUSINESS GRANT PROGRAM

- 25 PUBLIC INPUT**

- 27 PARCEL ANALYSIS**
- 27 METHODOLOGY
- 27 PARCEL ANALYSIS LAYERS

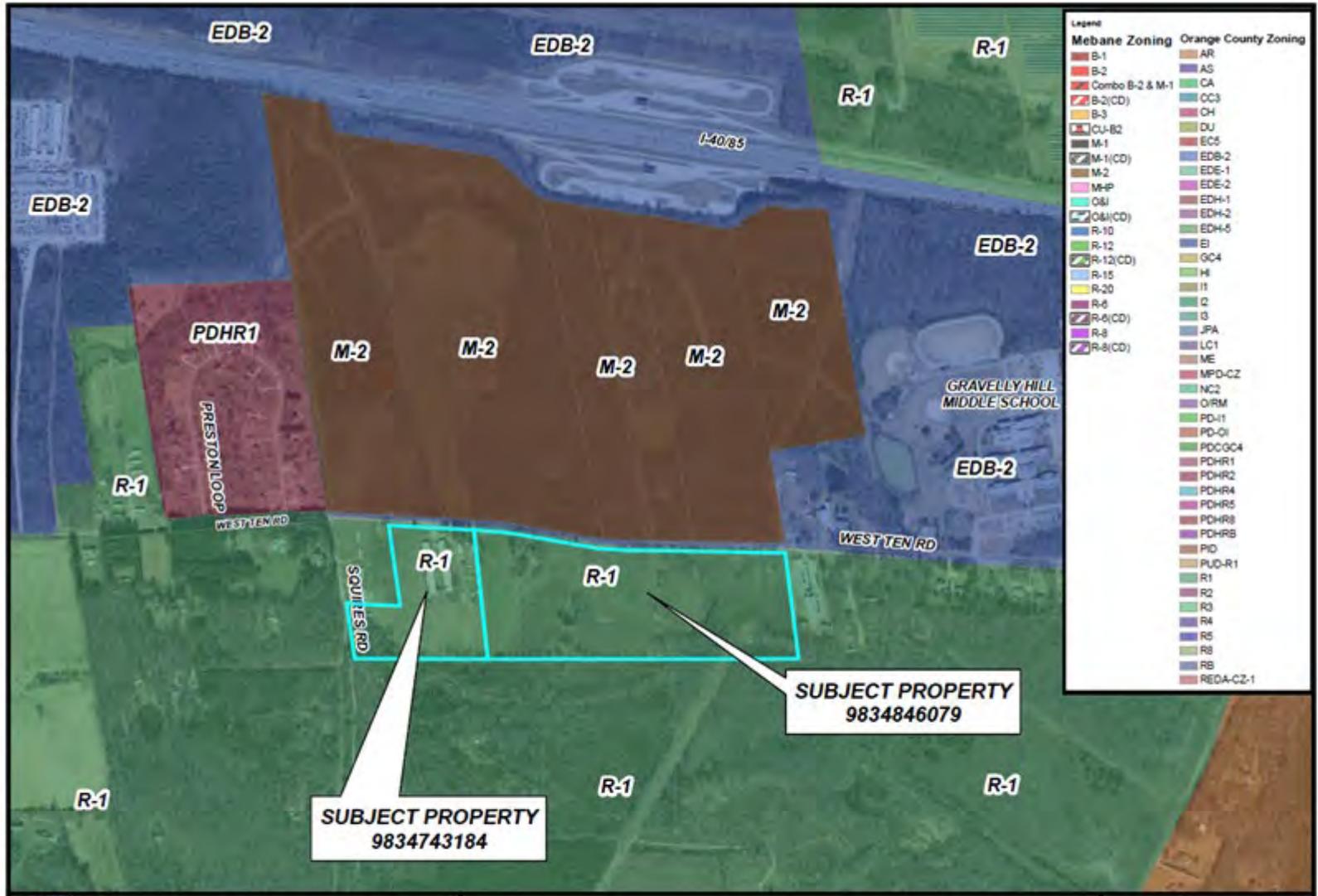
- 50 RECOMMENDATIONS**
- 50 1. LAND USE
- 64 2. WATER SEWER AGREEMENT EXTENSION
- 64 3. FUTURE LAND USE DISTRICTS
- 66 4. ORANGE COUNTY PLANNING ASPECTS

www.ptrc.org/Buckhorn



Buckhorn Area Plan

The BAP Is...	The BAP Is NOT...
An Analysis of a Potential Utility Service Area	A Rezoning Study
Action Required by State Law	A Study to Support Eminent Domain
An Expansion of the City's Future Growth Area	An Annexation Study



Buckhorn Area Plan

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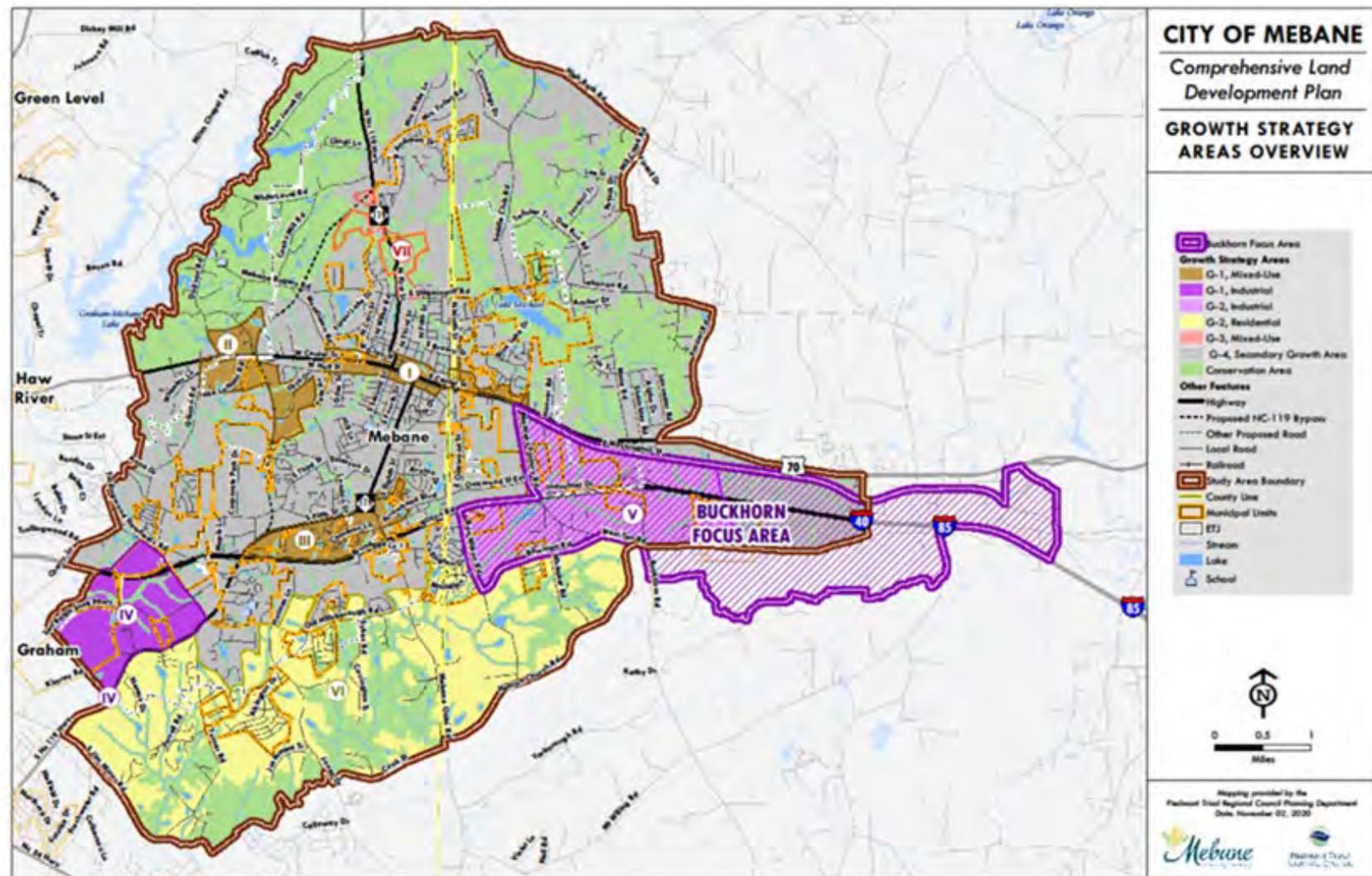
CITY OF MEBANE
ZONING MAP
1 inch = 800 feet

SUBJECT PROPERTIES
9834846079 & 9834743184

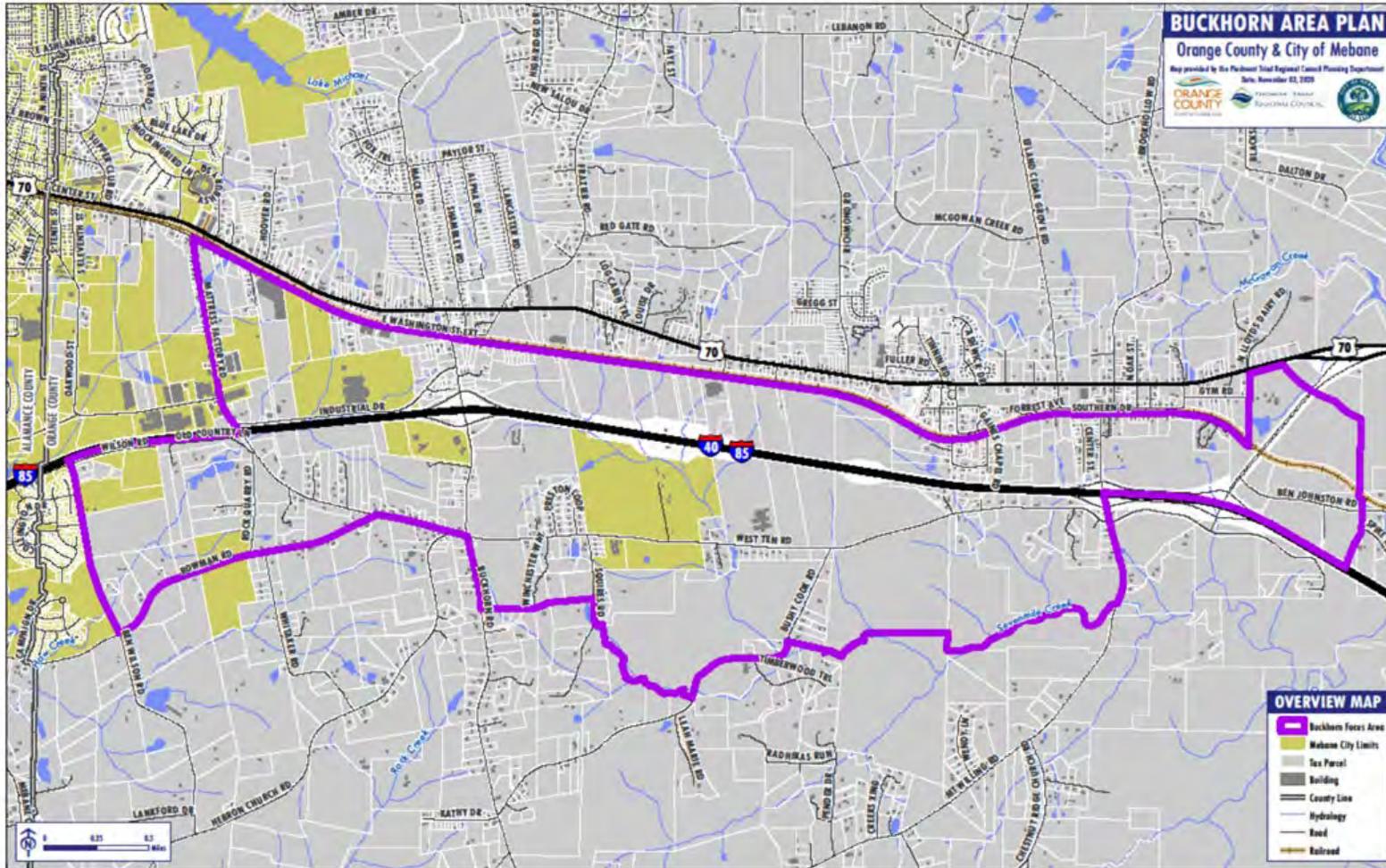
DATE: 11/1/2019

DRAWN BY: SKS

Buckhorn Area Plan



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Buckhorn Area Plan

History

- Joint Planning Effort Between Mebane and Orange County
- Piedmont Triad Regional Council was consultant and project lead
- Staff Meetings: Spring & Summer 2020
- 11/09 Planning Board Meeting
- 11/10 Public Meeting
- 12/07 City Council Public Hearing



Parcel Analysis Criteria

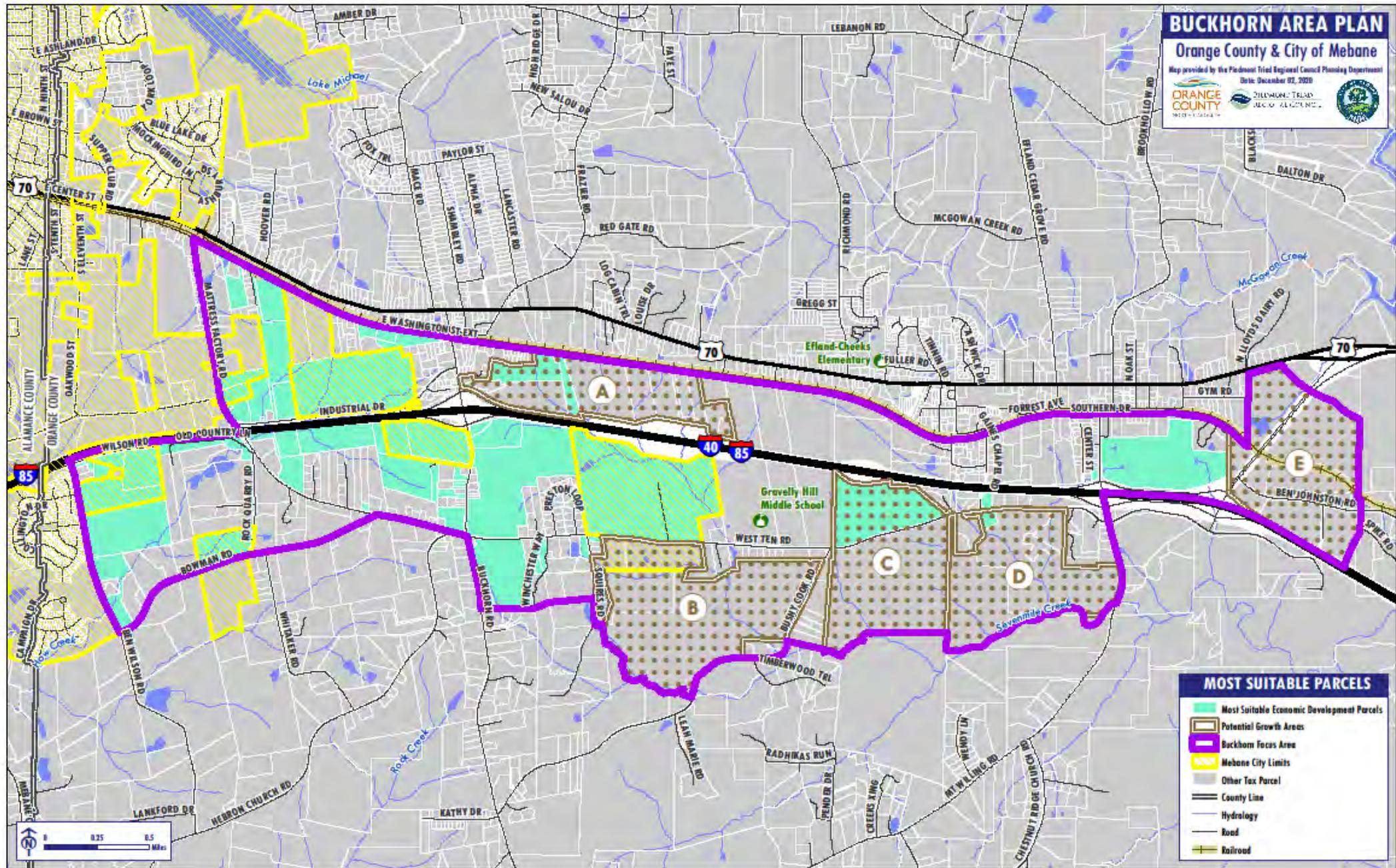
**Greater Buckhorn Economic Development District
Proposed Analysis Layers**

Constraint areas removed:
Floodzones
Wetlands

Layer	GIS	Criteria	Points
Developable Acres (Constraints removed, merged owners considered)	DevAcres	Under 2 Acres	-1
		2 to 19	1
		20 to 49	2
		50 to 99	3
		100 or More	4
Preservation Areas	VAD	Voluntary Ag District (entire parcel)	-1
	Consrv	Conservation Easement or Managed Area (partial)	-2
	NHEO	Natural Heritage Element Occurrence or Significant Natural Heritage Area (partial)	-1
Mean Slope (of parcels in study area, Mean = 5.71, SD=3.88)	Slope	< 6	1
		6 to 10	0
		> 10	-1
Watershed (critical areas already removed from study area)	WSWS	NSW II-P	-1
Sewer Infrastructure	Sewer	Available	4
		Potential to serve	2
		Unlikely to serve	0
Water Infrastructure	Water	Available	2
		Potential to serve	1
		Unlikely to serve	0
Interstate Access (Using driving distance to Interchange)	Int_Access	Within 1.5 Miles Driving Distance	2
Interstate Visibility	Int_Vis	Yes (Adjacent)	1
Roadway Access	Road_Access	Access to 2+ public roadways	3
		Access to 1 public roadway	1
Access to Existing Rail	Rail_Access	Yes	1

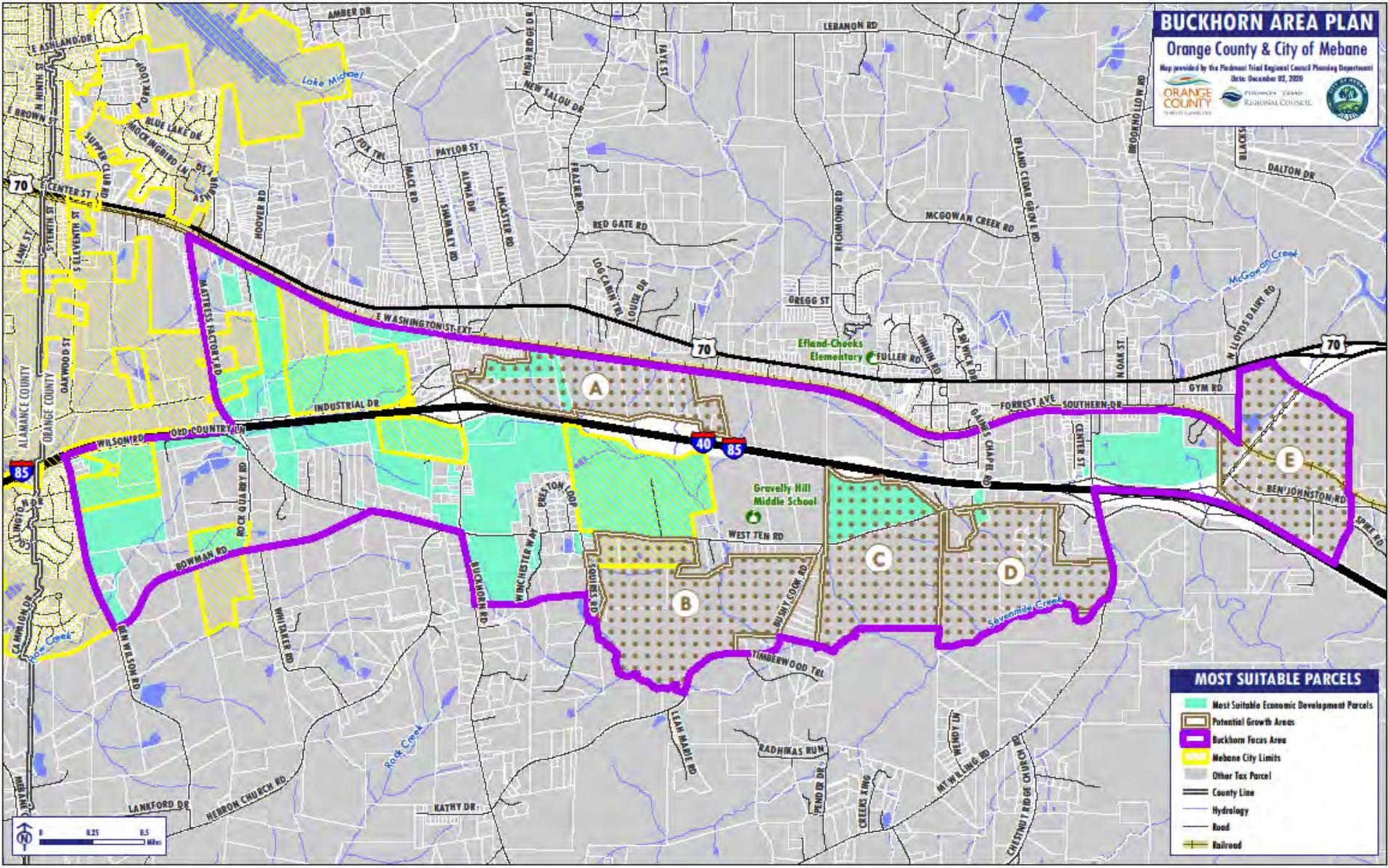
Selection Criteria

- Developable Acres
- Preservation Areas
- Mean Slope
- Watershed
- Sewer Infrastructure
- Water Infrastructure
- Interstate Access
- Interstate Visibility
- Roadway Access
- Access to Existing Rail





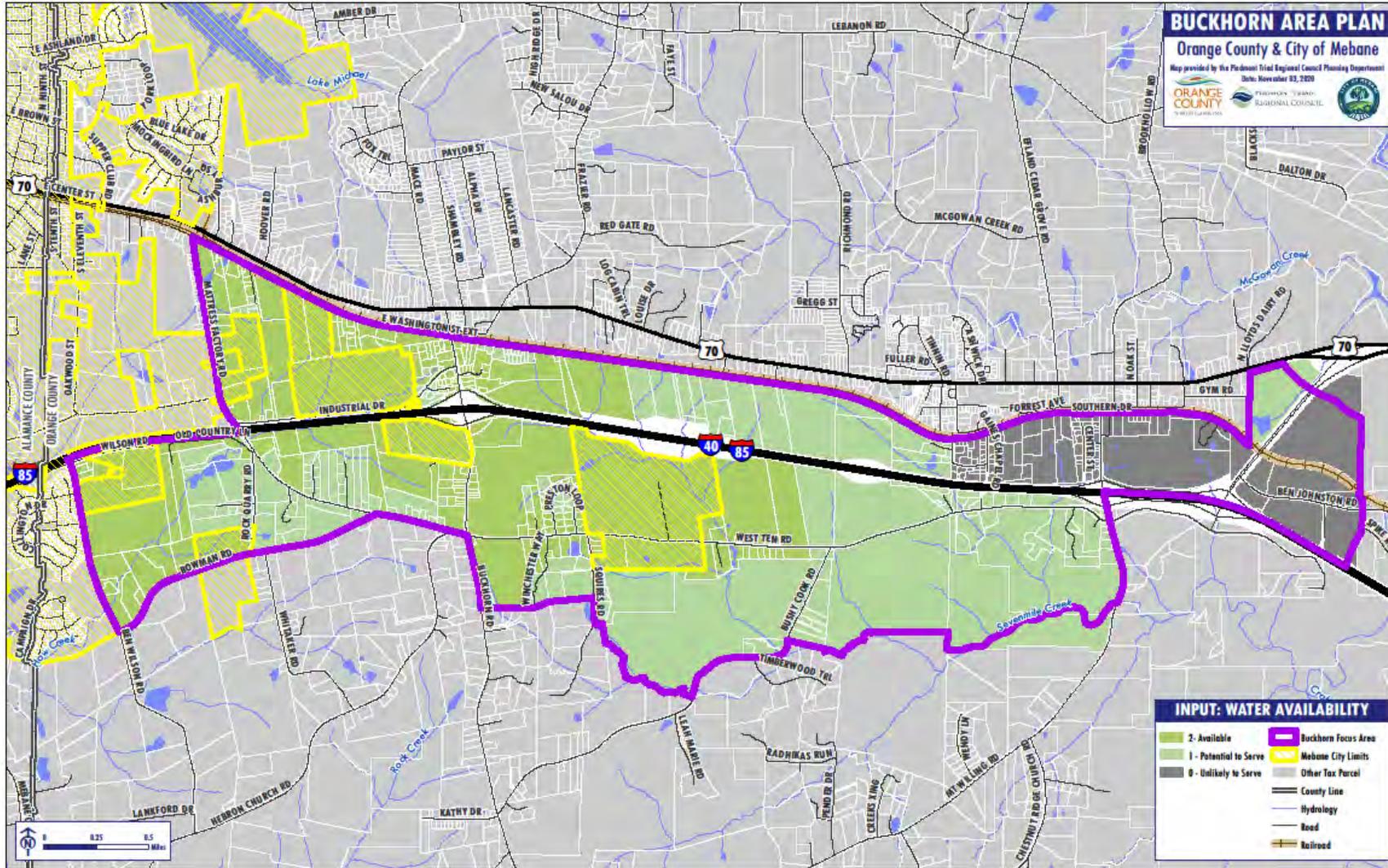
Findings



1. LAND USE

The areas defined as highly suitable parcels may be considered for manufacturing, wholesale distribution, and service uses. The other growth areas have elements in the plan to consider prior to development.

The Mebane Comprehensive Land Development Plan, Mebane By Design, is in the process of being amended to include priority growth area A and part of B. The amendment should refer directly to this plan, which shall serve as an appendix to the CLP and in revisions to the City's Future Growth Area and G-2 Industrial (V) Primary Growth Area.



2. WATER SEWER AGREEMENT EXTENSION

This area plan looks to update the Buckhorn Economic Development District (BEDD) plan, Efland Small Area plan, and the 2012 utility services agreement.

3. FUTURE LAND USE DISTRICT

Zoning Districts

It is recommended that the City of Mebane provide a development ordinance update to incorporate a new zoning district that encourages documented research, office and manufacturing facilities and also support walkability, mixing of uses and practical design that is compatible with the surrounding land uses.

- OFFICE AND RESEARCH (O-R)
 - Modeled after the 2020 Orange County UDO O/RM

New Recommended

- O-R
 - O-R USES: Allowable uses should include: Child Care Facilities, Schools, Libraries, Universities, Hotels, Motels, Offices and Personal Services, Warehouses, Wholesale Trade, Governmental Facilities, Winery, Light 65 Industrial (Assembly/Packaging), Parks, Botanical Gardens and Arboretums, Farmer's Markets, Hospitals, Health Services, Bus Shelter, Parcel Delivery Services, Clubs/Lodges, Community Center, Research and Manufacturing Facility, and Utilities.

Development Standards and Considerations

• Lighting

- All lighting should be located, angled, shielded, or limited in intensity so as to cast no direct light upon adjacent properties. Light pollution should be limited to preserve the nighttime environment.

• Trails

- The addition of trails and greenways should be encouraged where possible and connected to the Mountains to Sea Trail and the Gravelly Hill Middle School

• Buffers

- At least 100' should be accommodated for property developed adjacent to existing residential land use or residential zoning districts
- Appropriately protect residential areas from noise, light or other nuisances created by the new development for the residential district

• Transportation

- Should be minimized at Gravelly Hill Middle School, with attention to drop-off and pick-up hours
- Shared driveway requirement for contiguous non-residential land uses should be considered whenever feasible
- Freight and automobile traffic safety in the study area

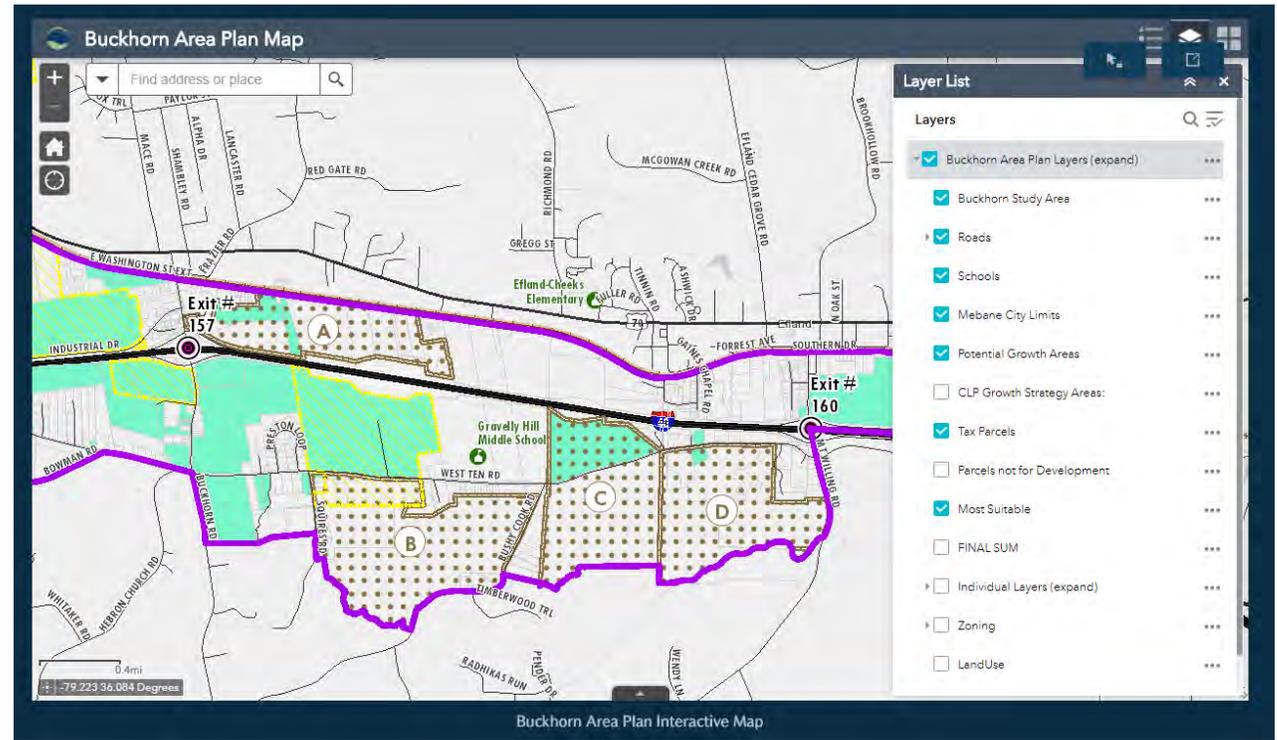
[Download the Plan | Draft 11/3/20](#)

Overview

The Buckhorn Area Plan is a technical study of future land use and potential utility services to identify properties that could be zoned for nonresidential purposes and best support economic development, while balancing the cost of utility service extensions. Recommendations in this plan include the expansion of manufacturing, wholesale, distribution, and service uses in the Buckhorn Area. With this expansion of the Buckhorn Economic Development District, the plan also recommends additional land use districts to incorporate a new zoning district that encourages documented research, office and manufacturing facilities and also support walkability, mixing of uses and practical design that is compatible with the surrounding land uses. A primary factor in developing many sites rely on the availability of water and sewer systems. An extension of the Utility Service Agreement is needed to provide the necessary utilities. Finally, Orange County should use this plan to help inform possible future planning initiatives.

Area Description

The study area for this plan was defined after significant consideration of existing land uses, environmental impacts, and economic potential. The City of Mebane and Orange County Planning, Administrative, Public Works, and Economic Development staff worked with PTRC to ensure parcels with the highest potential were included in the analysis. The boundaries for this plan focus area are the rail line to the North; Ben Wilson and Mattress Factory Road to the west, Mt Willing Road and parcels along the I-85 connector to the East; Bushy Cook Road and Seven Mile Creek to the South.



Comments

Note: Irrelevant or offensive content will be removed

Buckhorn Area Plan - Public Comments

Comments

Please provide your feedback to the Buckhorn Area Plan.

Contact Information

If you would like to be contacted by project staff, please provide your contact info below. This is optional. Your information will not be shared with any outside parties.

First Name

Last Name

Buckhorn Story Map

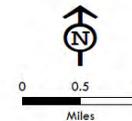
CITY OF MEBANE

Comprehensive Land Development Plan

GROWTH STRATEGY AREAS OVERVIEW

*Integrate with
Buckhorn Area Plan*

- Buckhorn Area Plan Layers**
- Areas to be added
 - Growth Strategy Areas**
 - G-1, Mixed-Use
 - G-1, Industrial
 - G-2, Industrial
 - G-2, Residential
 - G-3, Mixed-Use
 - G-4, Secondary Growth Area
 - Conservation Area
 - Other Features**
 - Highway
 - Proposed NC-119 Bypass
 - Other Proposed Road
 - Local Road
 - Railroad
 - Study Area Boundary
 - County Line
 - Municipal Limits
 - ETJ
 - Stream
 - Lake
 - School



Mapping provided by the
Piedmont Triad Regional Council Planning Department
Date: December 07, 2020



Buckhorn Area Plan

January 4, 2021:

Mebane City Council considered Buckhorn Area Plan

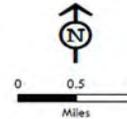
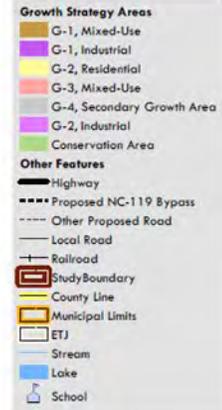


CITY OF MEBANE

Comprehensive Land Development Plan

GROWTH STRATEGY AREAS OVERVIEW

Post Adoption Amendment to Growth Area V



Mapping provided by the
Piedmont Triad Regional Council Planning Department
Date: December 18, 2020



Buckhorn Area Plan

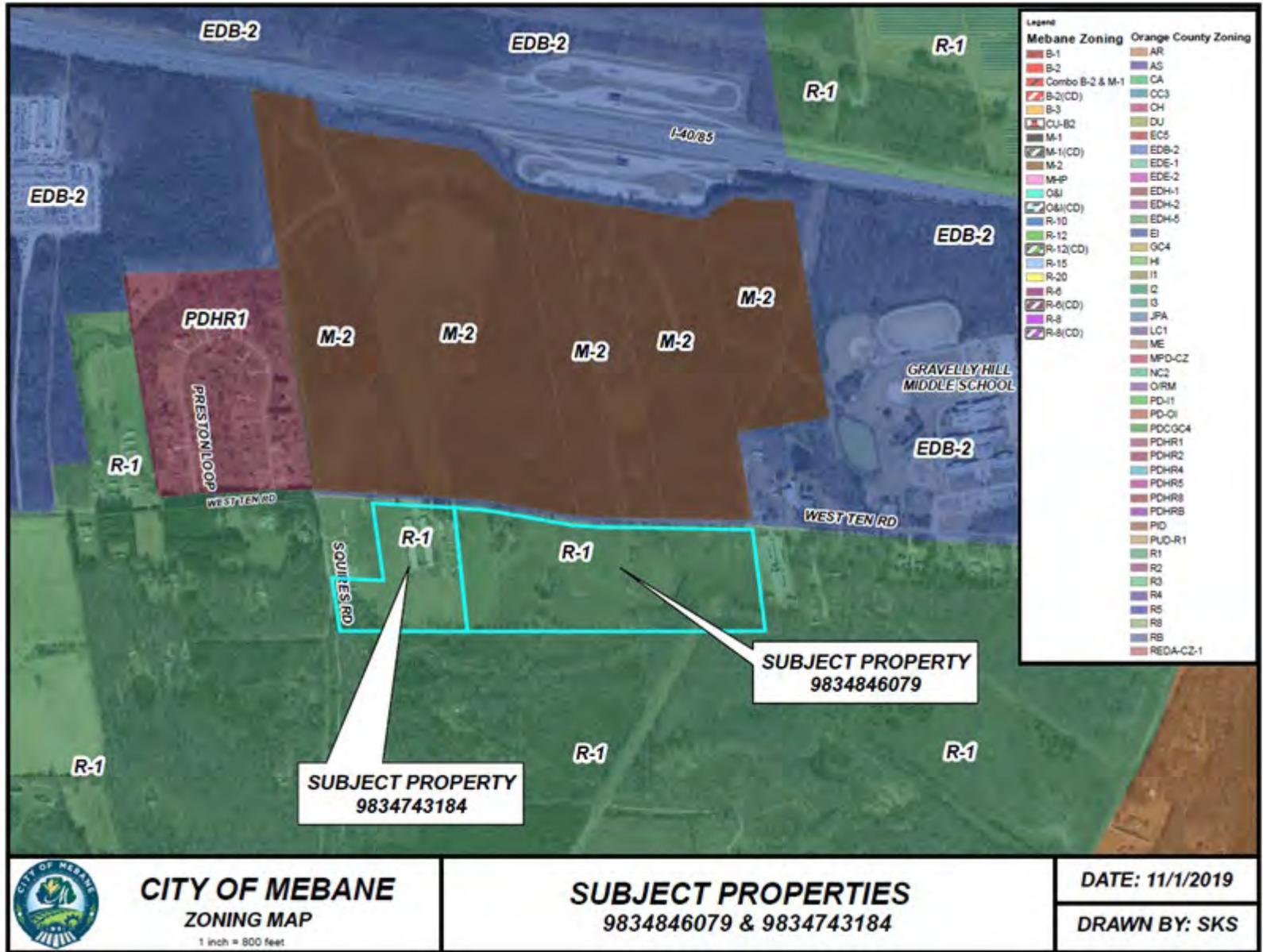
January 4, 2021:

Mebane City Council considered Buckhorn Area Plan

Buckhorn Area Plan not adopted

Mebane Comprehensive Land Development Plan amended

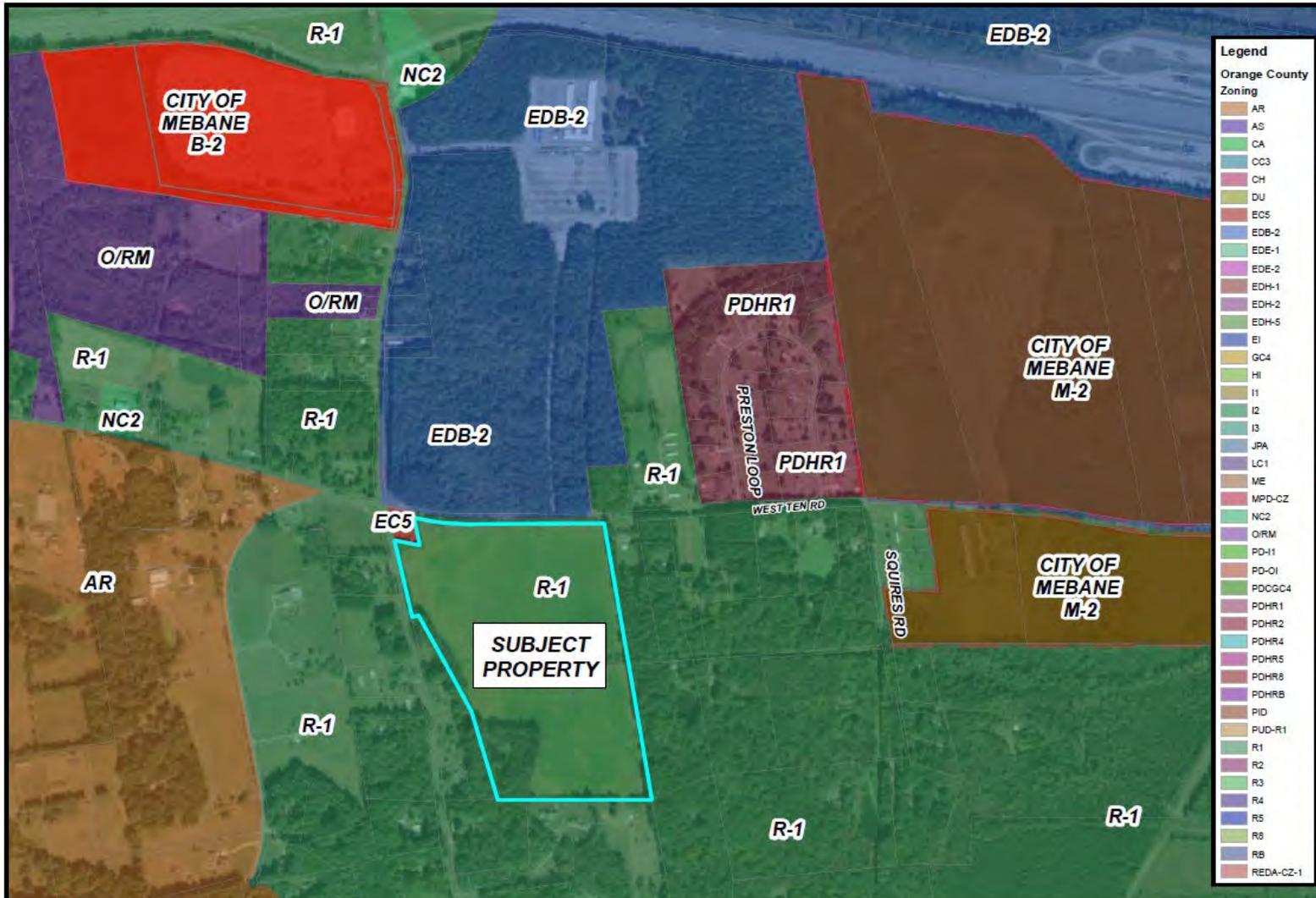




Buckhorn Area Plan

The BAP Is...	The BAP Is NOT...
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An Expansion of the City's Future Growth Area	An Annexation Study





CITY OF MEBANE
ZONING MAP
 1 inch = 800 feet

SUBJECT PROPERTY
WEST TEN INDUSTRIAL

DATE: 10/29/2020
 DRAWN BY: SKS

Buckhorn Area Plan

The BAP Is...	The BAP Is NOT...
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Thank You

www.ptrc.org/buckhorn

Contact Information:

Cy Stober, Development Director

919-563-9990

planning@cityofmebane.com



The Mebane City Council met for a Special Meeting at 4:00 p.m. on Tuesday, March 23, 2021 at the Mebane Arts & Community Center located at 633 Corregidor Street for the purpose of a budget work session.

Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Jill Auditori
Councilmember Everette Greene
Councilmember Patty Philipps
Councilmember Sean Ewing
Councilmember Tim Bradley

Also Present:

Chris Rollins, City Manager
Chris Rollins, Assistant City Manager
Lawson Brown, City Attorney
Daphna Schwartz, Finance Director
Beatrice Hunter, Human Resources Director
Aaron Davis, Recreation and Parks Director

Terrence Caldwell, Police Chief
Bob Louis, Fire Chief
Chuck Smith, Public Works Director
Kyle Smith, Utilities Director
Franz Holt, City Engineer
Dennis Hodge, WRRF Director
Cy Stober, Development Director
Kirk Montgomery, IT Director
Stephanie Shaw, City Clerk

The Budget Work Session meeting was livestreamed via YouTube. The video can be accessed through the following link: <https://www.youtube.com/watch?v=SjUSWgy8suk&t=1424s>

Mayor Hooks called the meeting to order at 4:00pm. Mr. Rollins covered a few housekeeping items. He then began the meeting with a PowerPoint presentation, first overviewing a summary of personnel requests.

Each Department Head presented their budget requests for FY 2021/2022 as shown on the attached PowerPoint, each overviewing the department's requests including current year highlights, personnel requests and capital improvement plan requests. There was discussion among Council and staff throughout the meeting. No formal action was taken.

There being no further business, the meeting was adjourned at 9:38pm.

ATTEST:

Ed Hooks, Mayor

Stephanie W. Shaw



FY22 CIP and Personnel Budget Requests

MARCH 23, 2021

Summary of Personnel Requests

General Fund						
Dept	Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs	Requested in FY21
Administration	Public Information Officer (PIO)	89,290.00	9,550.00	3,000.00	101,840.00	Yes
Administration	Human Resources Consultant	85,595.00	1,604.00	934.00	88,133.00	
Finance	Accounting Supervisor (restructure)	4,361.00	-	540.00	4,901.00	
Finance	Accounting Manager	97,741.00	2,700.00	780.00	101,221.00	Yes
Finance	Accounting Tech	56,166.00	2,000.00	-	58,166.00	Yes
Information Technology	Geographic Information System (GIS) Analyst	79,418.00	4,500.00	4,540.00	88,458.00	Yes
Police	Police Investigator	70,554.00	52,400.00	4,540.00	127,494.00	Yes
Police	Police Patrol (4 positions)	233,611.00	266,820.00	13,000.00	513,431.00	Yes
Fire	Fire Inspector I	70,554.00	6,500.00	640.00	77,694.00	Yes
Fire	Firefighters (6 positions)	202,455.00	79,800.00	300.00	282,555.00	Yes
Planning	Main Street Coordinator	96,978.00	4,750.00	8,540.00	110,268.00	Yes
Planning	Office Administrator	54,005.00	1,100.00	2,540.00	57,645.00	
Public Works	Maintenance Worker II	57,401.00	100.00	1,100.00	58,601.00	
Public Works	Streets Supervisor (restructure)	3,118.00	-	-	3,118.00	
Sanitation	Sanitation Operations Supervisor (restructure)	3,389.00	-	-	3,389.00	
Recreation & Parks	Parks Operations and Maintenance Supervisor (Trails)	62,363.00	35,000.00	2,250.00	99,613.00	
Recreation & Parks	Special Event and Marketing Specialist (restructure)	9,436.00	7,000.00	4,000.00	20,436.00	
General Fund Total		1,276,435.00	473,824.00	46,704.00	1,796,963.00	
Water & Sewer Fund						
Dept	Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs	
Utilities	Equipment Operator I	53,099.00	750.00	1,740.00	55,589.00	Yes
Utilities	Maintenance Crew Leader	70,407.00	35,750.00	4,740.00	110,897.00	Yes
Water & Sewer Fund Total		123,506.00	36,500.00	6,480.00	166,486.00	

Summary of CIP Requests

General Fund		
Department	Actual CIP Budget FY21	Requested CIP Budget FY22
Inspections	-	205,000
Police	-	1,834,020
Fire	-	1,325,000
Public Works*	1,074,159	435,000
Public Facilities	-	85,000
Sanitation	430,000	320,000
IT	-	257,000
Planning	-	187,100
Recreation & Parks	1,050,217	1,927,500
General Fund Total	2,554,376	6,575,620
* Street resurfacing has been moved to the operating budget for FY22.		
Water and Sewer Fund		
Department	Actual CIP Budget FY21	Requested CIP Budget FY22
WRRF	301,052	546,665
Utilities	1,075,000	3,123,500
Water and Sewer Fund Total	1,376,052	3,670,165

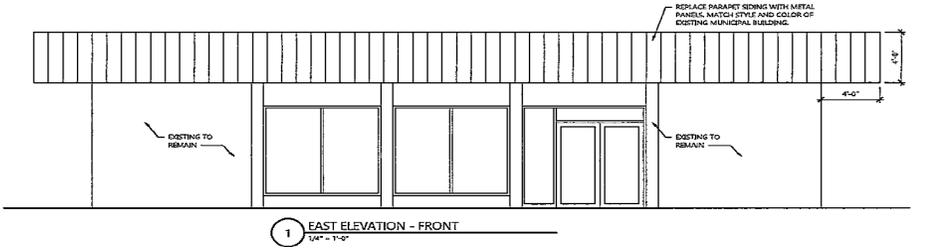
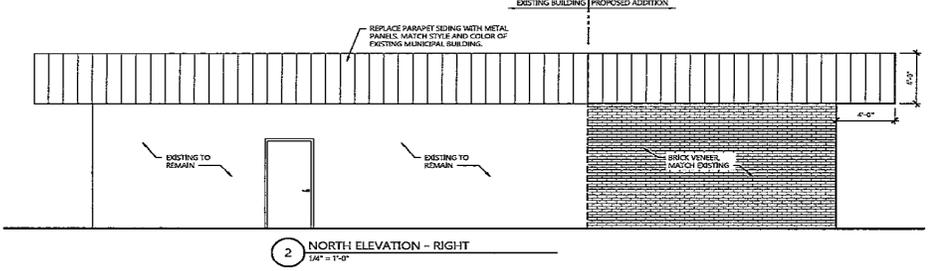
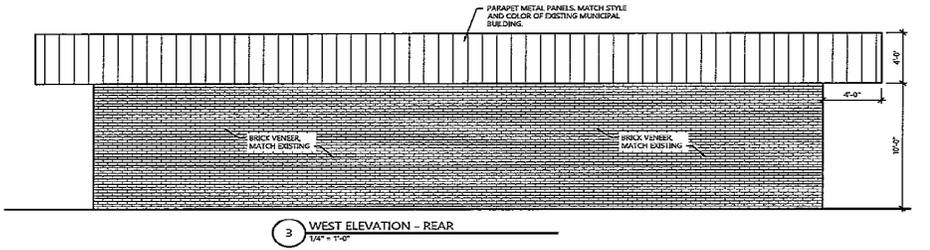
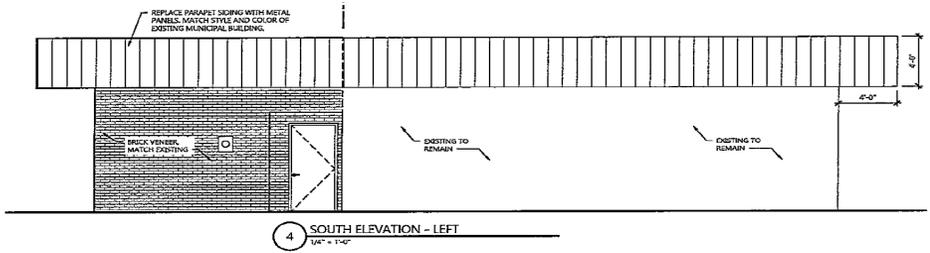
2021 / 2022 Planning/Inspections Expansion



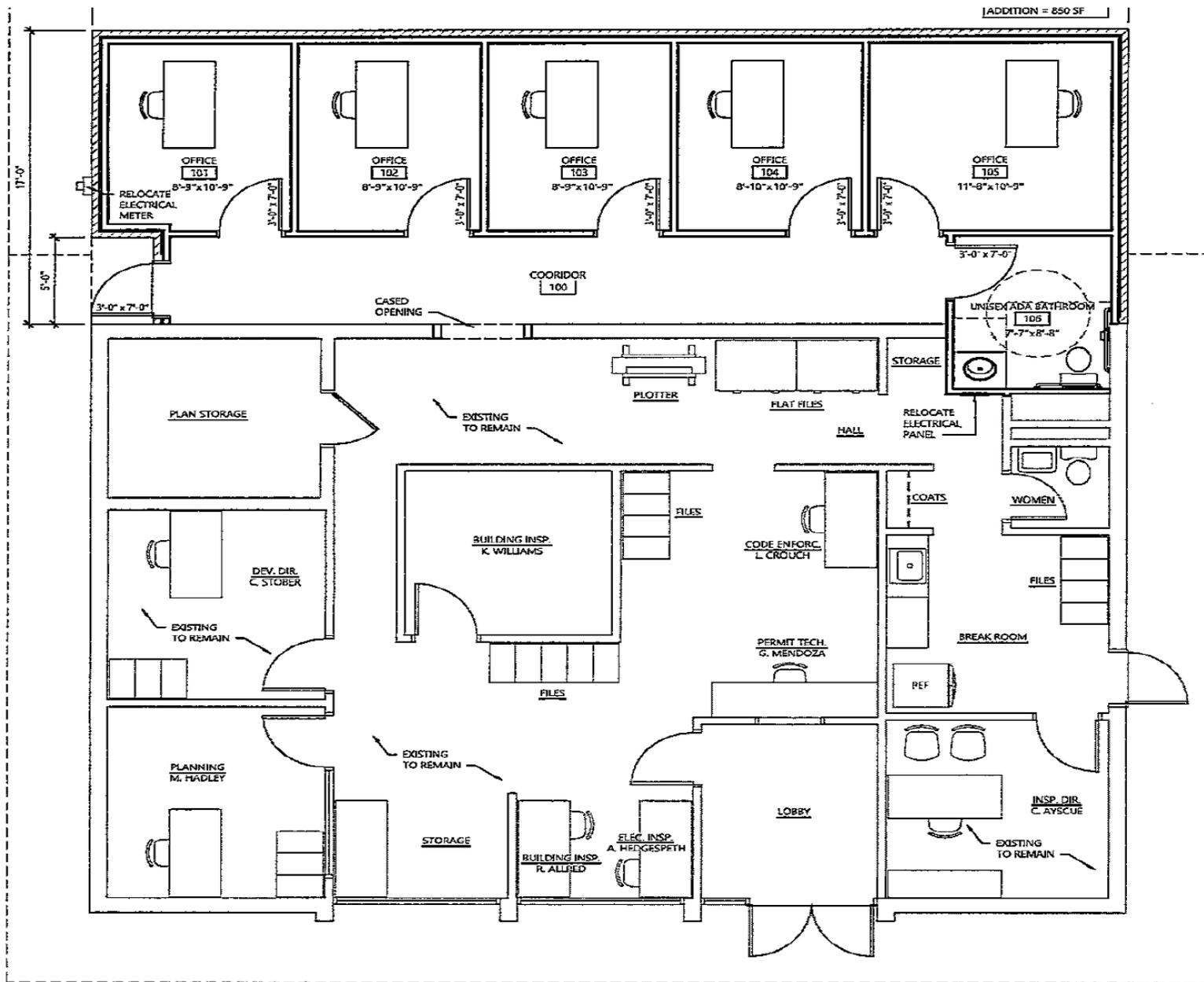
CIP Request

Capital Improvement Project	FY21 Total	FY22 Total
Expanded Building Design		205,000
Total CIP Requested		205,000

Addition Elevations Matching Existing Building



NOTE:
EXISTING PLAN DRAWINGS ARE BASED ON CURB-
SIDE SURVEYING, MEASUREMENTS AND
INFORMATION. ARCHITECT IS NOT RESPONSIBLE FOR
EXISTING CONDITIONS. ARCHITECT IS NOT
RESPONSIBLE FOR DISCREPANCIES. GC TO VERIFY ALL
EXISTING CONDITIONS PRIOR TO START OF WORK.



Budget Request Highlights

- Capital Requests
- Current Planning & Inspections Office
 - 1,700 s.f.
 - 9 employees
 - Max out area for storage in current building.
 - No other work areas for future employees.
 - Restrooms not ADA accessible

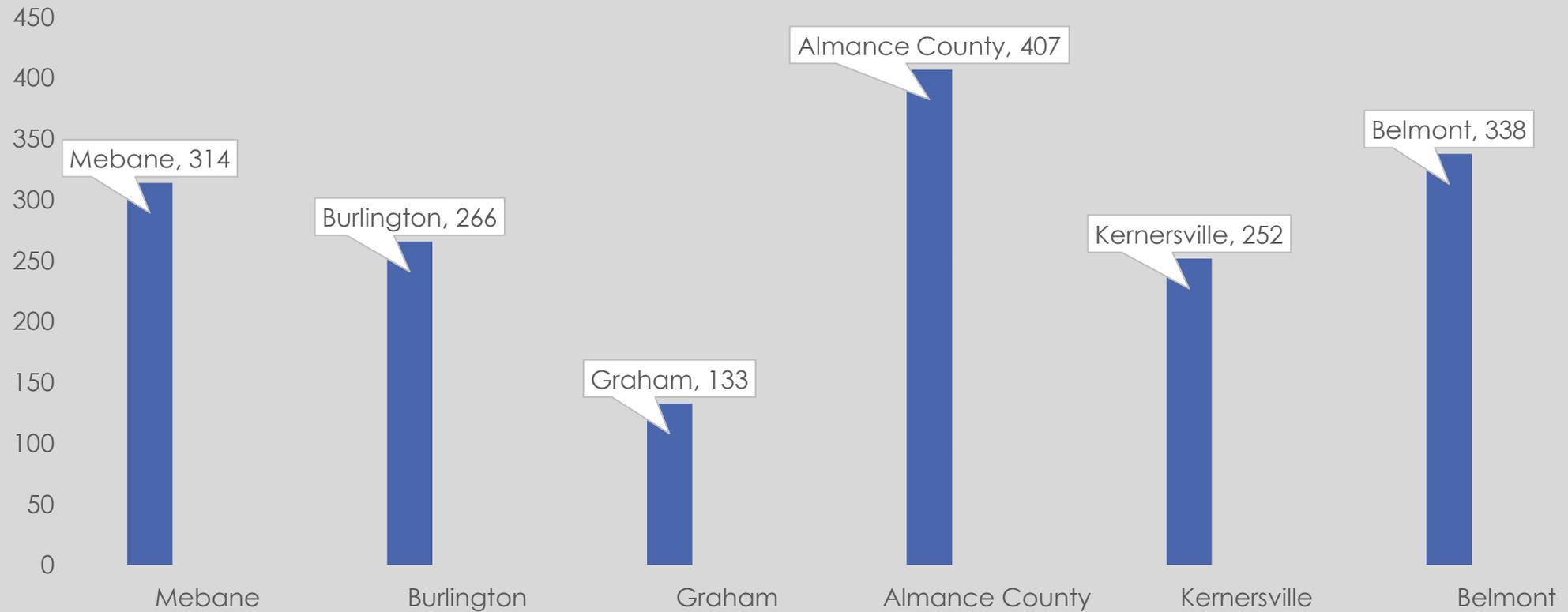
Existing Building Office and Storage



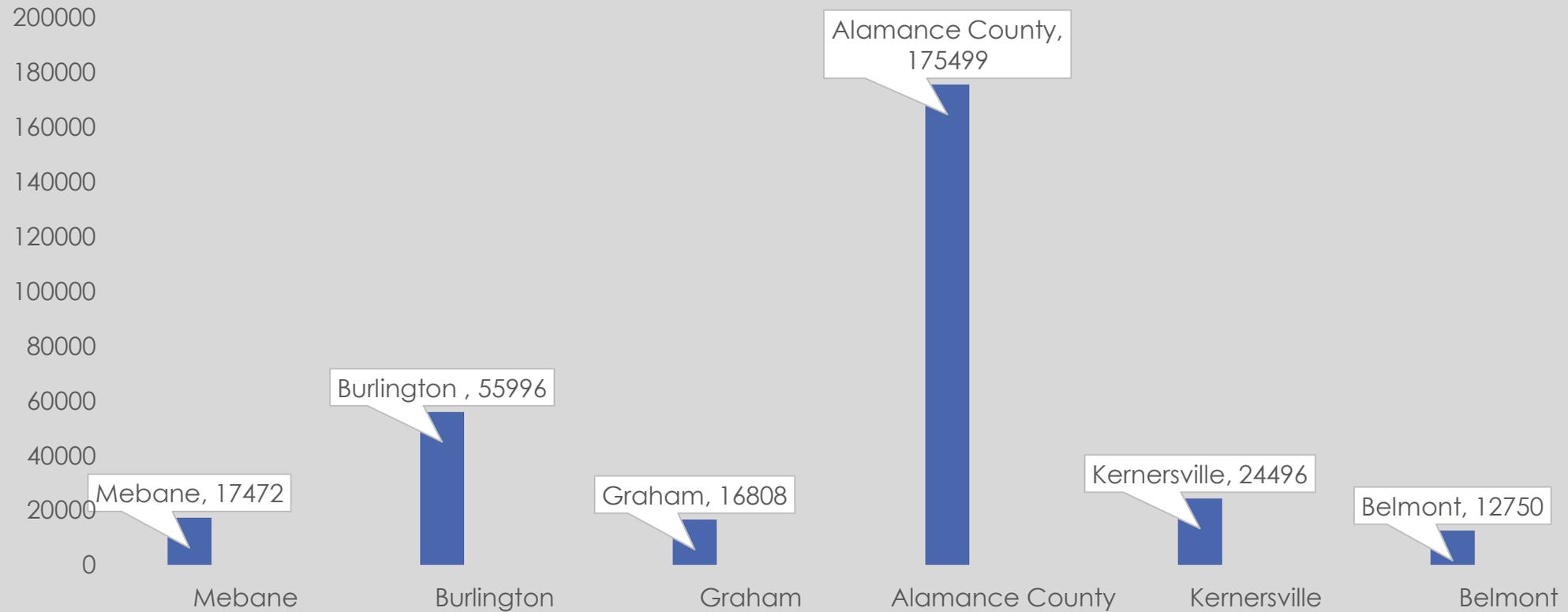
Continuation of Building Interior



Number of Single-Family Home Permits Issued in 2020



City Population



Conclusion



- Relieve overcrowding of employees in current building
- Add 5 new offices to help remove work stations that exist now.
- New offices will provide future staff with more space in one the most growing cities in the state.
- Repair existing sewer line.
- The new addition will make the Planning and Inspection building more ADA complaint.



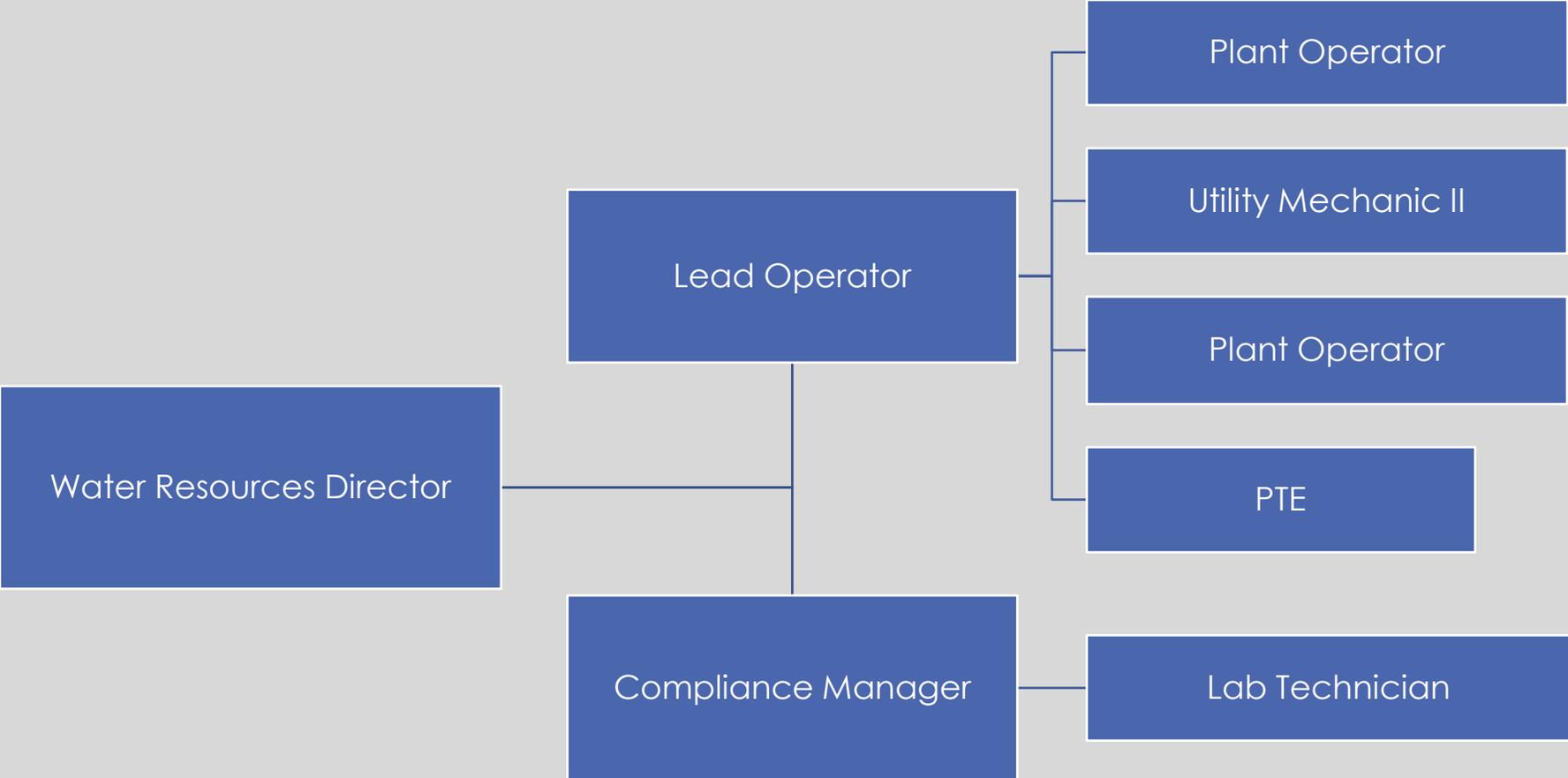
WATER RESOURCE RECOVERY FACILITY

Personnel & Capital 2021-2022

Current Year Highlights

- 2020 – Returned 623.7MG of clean water back to surface waters of NC
 - 1.705MGD avg (68.2% of 2.5MGD limit)
 - 59.5% (3,008lbs) of annual Phosphorus allocation discharged
 - 81.99% (32,981lbs) of annual Total Nitrogen allocation discharged
- 434.91 dry metric tons biosolids generated & sent for beneficial reuse
 - Compost rather than land application of Mebane biosolids
- Pandemic impacts
 - Platooning of staff & increase in janitorial services to meet protocols for COVID-19
 - SCADA & ability for automated, off-site control of plant vital

2020-21 Organizational Chart



Personnel Request – N/A

CIP Request

Capital Improvement Project	Total FY21	Total FY22
WRRF 0.5 MGD Expansion		400,000
Aeration Basin Electrical Upgrade		46,665
Capital Maintenance		100,000
	Approved	Requested
Totals	301,052	546,665

CIP Request Highlights



- Capital Outlay for Phase 1 of WRRF upgrade will define the capital outlay of 0.5 MGD and 1.0 MGD expansions
- Mebane's shared cost for flow allocation to Graham's WWTP
- Capital maintenance



City of Mebane

Wastewater Treatment Capacity

Wastewater Treatment Capacity

MEBANE WRRF

GRAHAM WWTP

2.5 MGD

TOTAL = 3.25 MGD

0.75 MGD

1.75 MGD

TRIBUTARY AVERAGE DAILY FLOW = 1.764 MGD

0.014 MGD

0.75 MGD

TOTAL REMAINING = 1.486 MGD

0.736 MGD

Wastewater Treatment Capacity (Continued)

Active Approved Development

MEBANE WRRF

RESIDENTIAL = 0.266 MGD

NON-RESIDENTIAL = 0.017 MGD

ORANGE COUNTY (RESERVE) = 0.056 MGD

TOTAL = 0.339 MGD

GRAHAM WWTP

RESIDENTIAL = 0.123 MGD

TRIBUTARY AVERAGE DAILY FLOW LESS APPROVED ACTIVE DEVELOPMENT

0.411 MGD

TOTAL REMAINING = 1.024 MGD

0.613 MGD

Wastewater Treatment Capacity (Continued)

Renovating WRRF

Phase 1 - (Nutrient Removal/Residuals Handling/Other Unit Processes)

- ▶ Headworks Expansion includes new equipment adjacent to existing with new screening/grit removal/flow measuring
- ▶ Full-Scale Mobile Organic Biofilm (MOB) Pilot with rotary drum screen to recycle mobile media (kenaf)
- ▶ Aerobic Stabilization at existing digesters with bubble diffused aeration and mixers to address odors
- ▶ Sludge Thickening Improvements including new rotary drum thickener
- ▶ Polymer Upgrade and Improvements to Secondary Clarifiers for enhanced settling and reliability
- ▶ Yard Piping/SCADA/Electrical Upgrades for new treatment equipment

Wastewater Treatment Capacity (Continued)

Rerouting Sewer Flow

MEBANE WRRF

0.200 MGD (+)

0.075 MGD (+)

0.686 MGD

PLANNED REROUTE OF GKN PUMP STATION

PLANNED REROUTE OF ARBOR CREEK PS

TOTAL REMAINING= 1.024 MGD

GRAHAM WWTP

(-) 0.200 MGD

(-) 0.075MGD

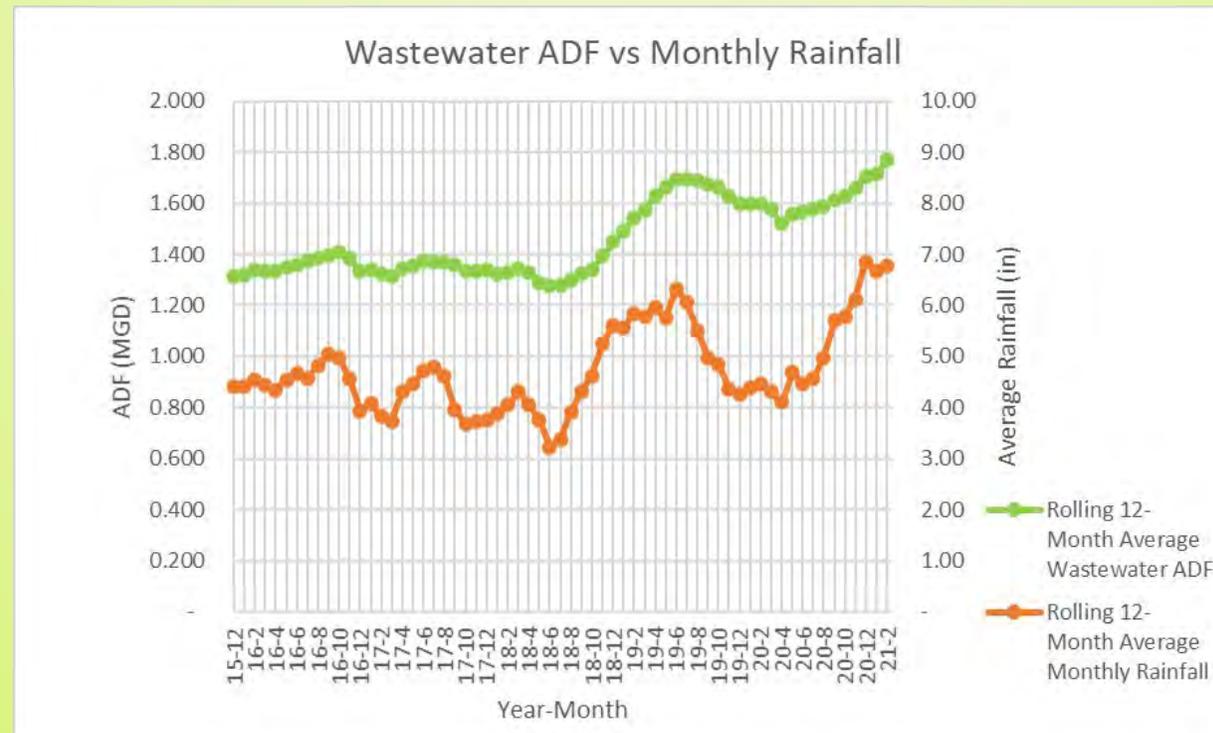
0.338 MGD

Wastewater Treatment Capacity (Continued)

Reduce Lost System Capacity

BY REDUCING I/I THROUGH POINT REPAIRS/PIPE LINING/MANHOLE REHAB.

3RD STREET PS SEWERSHED STUDY, 5TH STREET PS SEWERSHED STUDY
& WRRF SEWERSHED FLOW METERING



Wastewater Treatment Capacity (Continued)

Future Wastewater Treatment Capacity

MEBANE WRRF

2.50 MGD EXISTING

0.50 MGD Planned Expansion of Existing Plant

1.00 MGD Future Expansion

4.0 MGD

TOTAL = 4.75 MGD

GRAHAM WWTP

0.75 MGD

Wastewater Treatment Capacity (Continued)

Summary of Wastewater Treatment Capacity with Population Served and Planned Capital Projects in Recommended Year

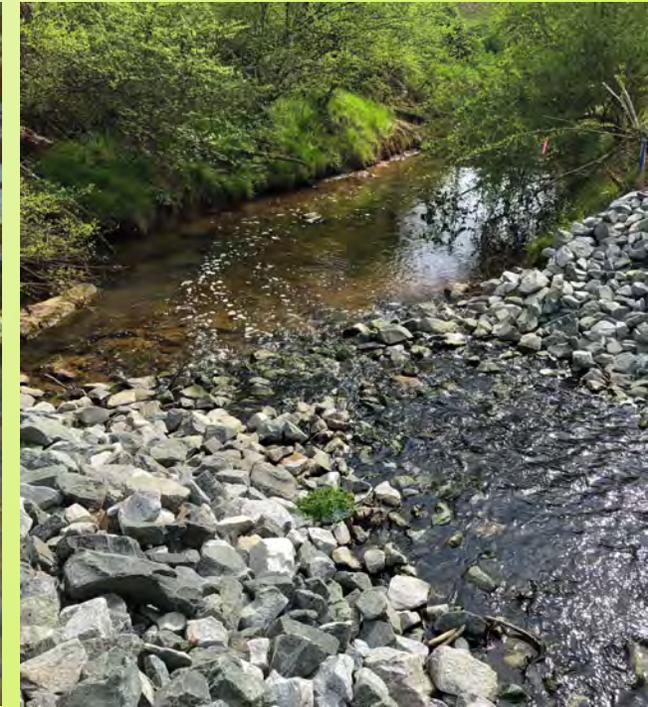
<u>Wastewater Treatment Capacity</u>	<u>Population Served</u>
• Potential Population served with reroutes/I&I/0.5 MGD Expansion	32,500 Yr. 2035
• Potential Population served Future 1 MGD Expansion	42,500

<u>Planned Capital Wastewater Projects</u>	<u>Recommended Year</u>
• GKN Pump Station Reroute	2022
• Start I/I reduction	2022
• Arbor Creek Pump Station Reroute	2025
• WRRF Expansion 2.5 to 3.0 mgd (3.25 to 3.75 total)	
NCDEQ 80% Capacity Rule (Report)	2022
NCDEQ 90% Capacity Rule (Permit for Expansion)	2024
• WRRF Expansion to 3.0 to 4.0 mgd (3.75 to 4.75 total)	
NCDEQ 80% Capacity (Report)	2028
NCDEQ 90% Capacity (Permit for Expansion)	2031

Plant expansion reports and permits are recommended 5 years in advance of required action in areas with high escalation of growth. **Having a permit in hand does not mean that it has to be constructed in that year (just ready if needed).** Recommend years for projects are based on approved and planned development with an annual growth rate of 4.38% per the adopted Comprehensive Land Development Plan.

Find the good & give it back

- Clean water & beneficial biosolids are reclaimed daily by Mebane WRRF
- We protect the environment by continually improving as operators and enhancing the operations at the WRRF





UTILITIES DEPARTMENT

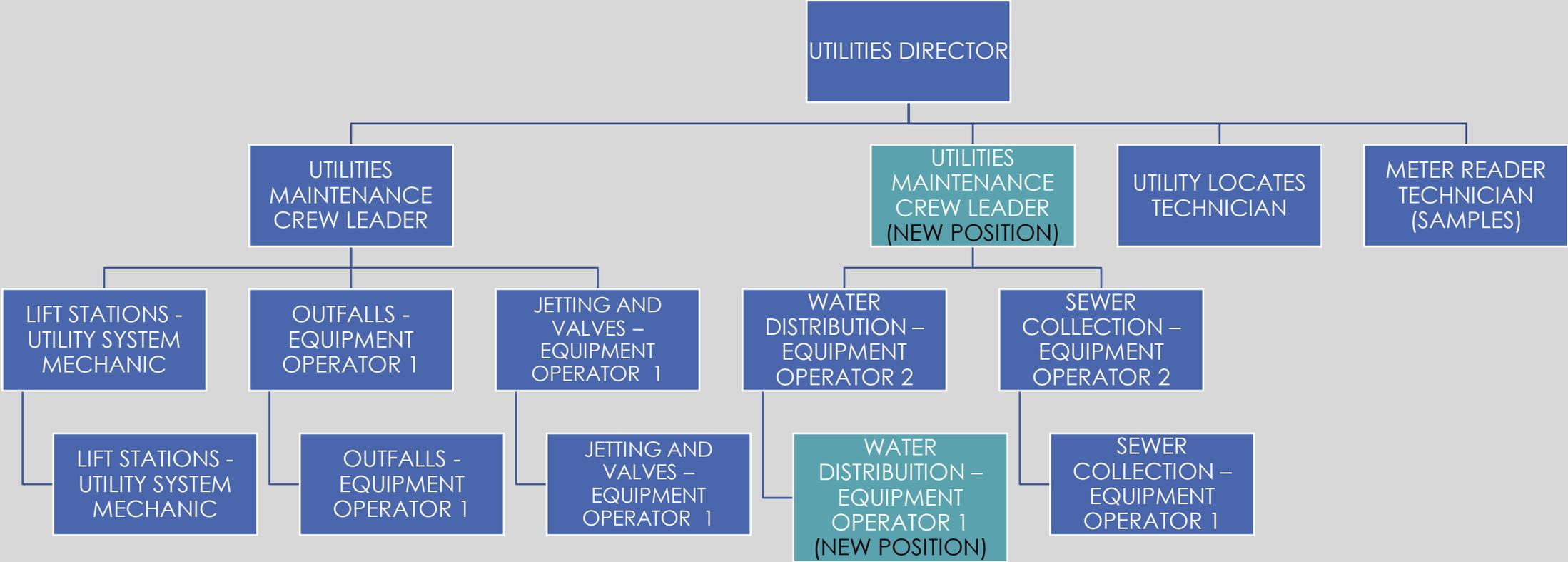
Personnel and Capital
Budget Request 2021-2022

Personnel Request

Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Equipment Operator I	53,099	750	1,740	55,589
Maintenance Crew Leader	70,407	35,750*	4,740	110,897
Total Requested New Positions	123,506	36,500	6,480	166,486

* Laptop and Vehicle

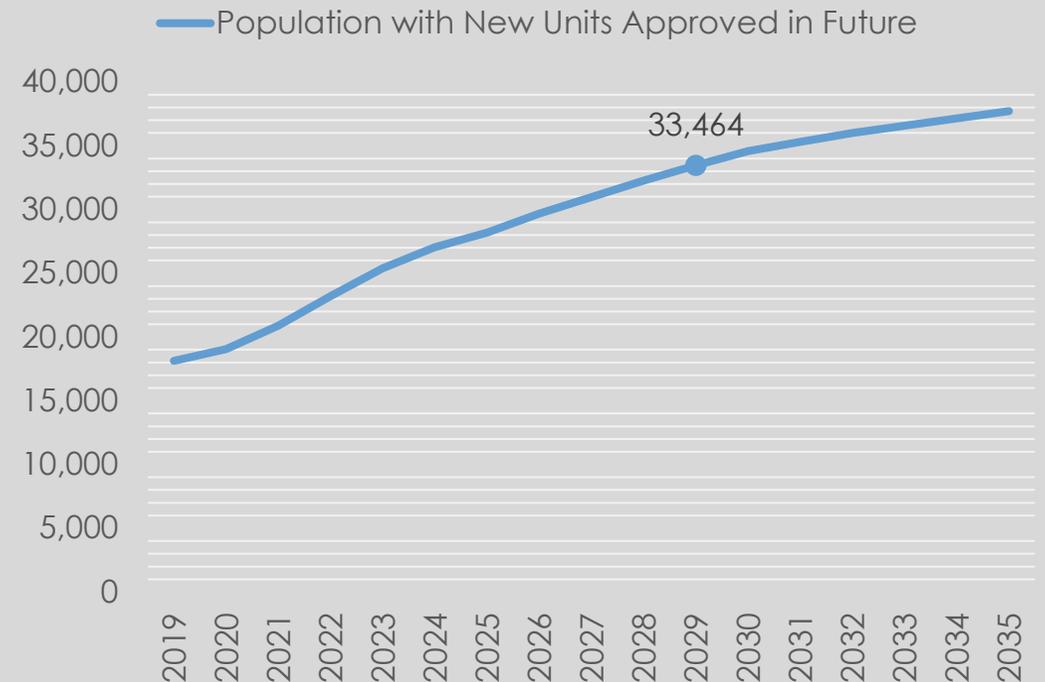
Utilities Department Organizational Chart



New Positions Justification

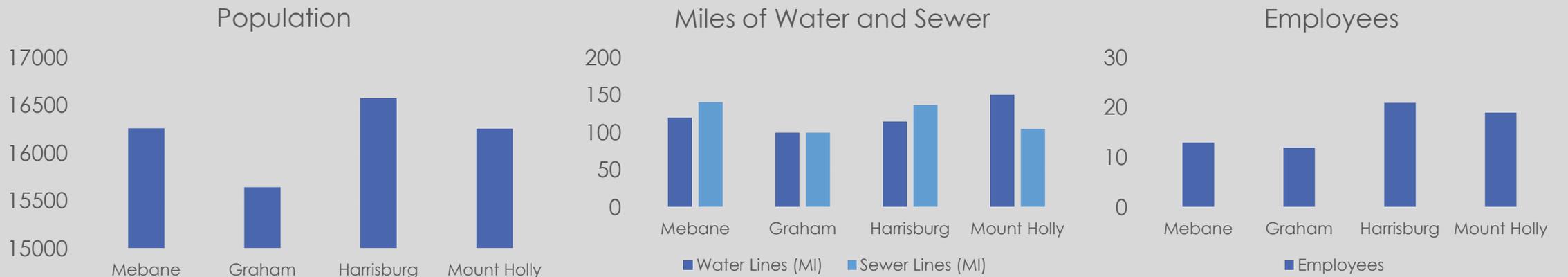
- Utility Maintenance Crew Leader
 - The Utilities Department is very busy and in need of additional supervision and management to ensure safety, efficiency, and productivity.
 - As the City grows, this position will assist in establishing hierarchy in the Department.
 - The creation of this position would allow for the Utilities Director to focus on more office work and allow for the existing Utilities Maintenance Crew Leader to focus on pump stations, outfalls, line cleaning, and valve exercising. This position would work with the day to day operations of the water and sewer maintenance crews.
- Equipment Operator 1
 - The Utilities Department is struggling to maintain in compliance with our Collections and Distribution system permits due to current growth and workload.
 - There are many cases due to workload, we have odd numbers of employees on each crew. The addition of an Equipment Operator 1 would help ensure we have 2 employees per crew for each maintenance task.

Population Projections



New Positions Justification

Municipality	Population	Miles of Water Mains	Miles of Sewer Mains	Number of Employees*
Mebane	16,262	124	146	13
Graham	15,645	100	100	12
Harrisburg	16,576	115	137	18
Mount Holly	16,257	151	105	19



* Indicates only employees working in sewer collections and water distribution departments.

CIP Request

Capital Improvement Project	Total FY21	Total FY22
Water Line Replacements		150,000
Meter Changeout	500,000	500,000
GKN Pump Station Re-Route Design	100,000	37,500
Inflow & Infiltration		1,700,000
Oversizing Reimbursements	175,000	286,000
Water R&M	100,000	150,000
Sewer R&M	100,000	150,000
Pump Station R&M	100,000	150,000
	Approved	Requested
Total	1,075,000	3,123,500

Budget Request Highlights



- Galvanized Water Line Replacements
 - Replacement of existing 2" galvanized water main on E McKinley Street with 8" ductile iron water main.
 - Estimated cost of \$150,000.
 - Existing water line is deteriorating having multiple leaks per year and provides no fire protection.
 - New line would decrease water loss, decrease repair costs, increase the level of service provided to the citizens along E McKinley Street.
- Meter Replacement Program
 - Asking for \$500,000 to continue meter replacements.
 - Approximately 75% complete in changing out the system with approximately 1,135 meters left to be changed.
 - Changed out approximately 3,400 meters in last 3 years.
 - Looking to Change out approximately 1,100 residential meters and several large meters next year.
 - New meters provide better metering accuracy and less personnel time reading meters.

Budget Request Highlights



- GKN Pump Station Re-Route Design
 - \$37,500 for completion of survey, design, easements and permitting to re-route the existing force main to the outfall serving the NCCP which flows to Graham.
 - Re-routes flows to the City of Graham freeing up 250,000 GPD of sewer capacity at the Fieldstone Pump Station and at the WRRF.
 - Starts using a portion of the 0.75 MGD allocation.
 - Allows for additional future development within the Fieldstone sewer sheds.
- Inflow and Infiltration (I&I) Project
 - Flow monitoring of the WRRF Outfall.
 - CIPP lining and manhole rehab on 5th Street outfall.
 - \$1,700,000 for CIPP lining and manhole rehab.
 - Possible elimination of 5th Street Pump Station.
- Water and Sewer Oversizing Reimbursement
 - \$286,000 for water and sewer oversizing at proposed developments to ensure ability to serve future projects.
 - Bowman Village, Cambridge Park, Tupelo Junction, Villas on 5th, Meadows, Mebane Towne Center and Havenstone

Budget Request Highlights

- Water, Sewer, and Pump Station Contingencies
 - \$150,000 For Water Distribution Major Repairs.
 - \$150,000 For Collections System Major Repairs
 - \$150,000 For Pump Station Major Repairs.
- NCDOT Utility Relocation Projects
 - Carry forward \$57,000 for I-5711 (Mebane Oaks Road) Widening Utility Relocations.
 - Carry forward \$48,000 for NC 119 Utility Relocations Project.
- Pickup Truck for New Utility Maintenance Crew Leader Position
 - Replace Truck 9 – 1991 Ford F-250 with 130,000 Miles
 - Used as a spare truck
 - Replace with ½ Ton Ex. Cab - \$30,000



Capital Improvement Plan Update 2022 - 2026

CITY OF MEBANE

CIP UPDATE 2022-2026

Utilities

PROJECT TITLE	PRE-2022	2022	2023	2024	2025	2026	TOTAL
Water Line Replacements	-	\$150,000	\$123,000	\$195,000	-	-	\$468,000
Meter Changeout	\$1,505,540	\$500,000	-	-	-	-	\$2,005,540
GKN Pump Station Re-route	\$100,000	\$37,500	\$1,362,500	-	-	-	\$1,500,000
Inflow & Infiltration	\$55,391	\$1,700,000	\$1,450,000	\$1,940,000	\$550,000	\$500,000	\$6,195,391
Mebane Oaks Utility Relocations	-	\$57,000	-	-	-	-	\$57,000
119 Utility Relocations	-	\$48,000	-	-	-	-	\$48,000
Oversizing Reimbursements	\$715,399	\$286,000	-	-	-	-	\$1,001,399
Sewer Equipment Replacement	-	-	\$110,000	\$70,000	\$450,000	-	\$630,000
Elevated Storage Tank	-	-	\$300,000	\$2,200,000	-	-	\$2,500,000
Arbor Creek Outfall	-	-	-	\$62,500	\$637,500	-	\$700,000
Old Hillsborough Rd Water	-	-	-	-	\$525,000	-	\$525,000
Third St Outfall	-	-	-	-	\$650,000	-	\$650,000
Gravelly Hill Force Main Re-route	-	-	-	-	\$479,500	-	\$479,500
Hwy 70 Water Main	-	-	-	-	-	\$710,000	\$710,000
St. Andrews Water Connector	-	-	-	-	-	\$700,000	\$700,000
Wal-Mart PS Abandonment	-	-	-	-	-	\$500,000	\$500,000
Water R&M	\$100,000	\$150,000	\$150,000	\$160,000	\$160,000	\$170,000	\$890,000
Sewer R&M	\$100,000	\$150,000	\$150,000	\$160,000	\$160,000	\$170,000	\$890,000
Pump Station R&M	\$100,000	\$150,000	\$150,000	\$160,000	\$160,000	\$170,000	\$890,000
TOTALS	\$2,676,330	\$3,228,500	\$3,795,500	\$4,947,500	\$3,772,000	\$2,920,000	\$21,339,830



Wrap Up & Questions

- Mebane is a growing City and the Utilities Department needs to grow with the City.
- Looking for 2 positions to help the City Grow.
- Adding Capital to perform system maintenance and needed repairs/replacements.
- Questions?



POLICE DEPARTMENT

Budget Request 2021-2022

MEBANE POLICE DEPARTMENT



116 WEST CENTER STREET • MEBANE, NC 27302 • OFFICE: (919) 563-9031 • FAX: (919) 563-9649

CHIEF T. E. CALDWELL



ASSISTANT CHIEF
T. A. BYRD

LIEUTENANT
A. T. COLE

LIEUTENANT
J. L. RICHARDSON

SERGEANT
R. A. COOK

SERGEANT
T. M. CROWDER

SERGEANT
P. J. DAVIS

SERGEANT
D. A. ROSECRANS

SERGEANT
C. W. SNELL

CORPORAL
J. E. FRANKLIN

CORPORAL
D. J. NIELSEN

CORPORAL
L. E. UNDERWOOD

CORPORAL
R. D. WARD



DETECTIVE
T. K. BERRY

DETECTIVE
N. F. DICKENS

DETECTIVE
M. R. HOLUB

OFFICER
G. M. BURNETTE

OFFICER
E. C. CHERRY

OFFICER
M. R. DIMAS

OFFICER
D. A. DODSON

OFFICER
R. D. FOSTER

OFFICER
S. R. JONES

OFFICER
K. A. KIMREY

OFFICER
J. S. LOPEZ

OFFICER
S. N. MCCORMICK



OFFICER
J. B. MOODY

OFFICER
J. T. PETERSEN

OFFICER
B. J. SESSOMS

OFFICER
J. P. SHUMATE

OFFICER
R. S. SUITT

OFFICER
J. C. WRIGHTENBERRY

K. D. BOWERS

O. H. BROWN

L. P. CURRIE

C. B. HUDSON

2021

"IN PARTNERSHIP WITH THE COMMUNITY"

WWW.CITYOFMEBANE.COM/CITY_HALL/DEPARTMENTS/POLICE

Ready To Protect, Proud To Serve...

- Committed to providing the best law enforcement services available
- Our agency ensures quality service
- Our success is achieved by the department and the community working hand-in-hand

Personnel Request FY 2021-22

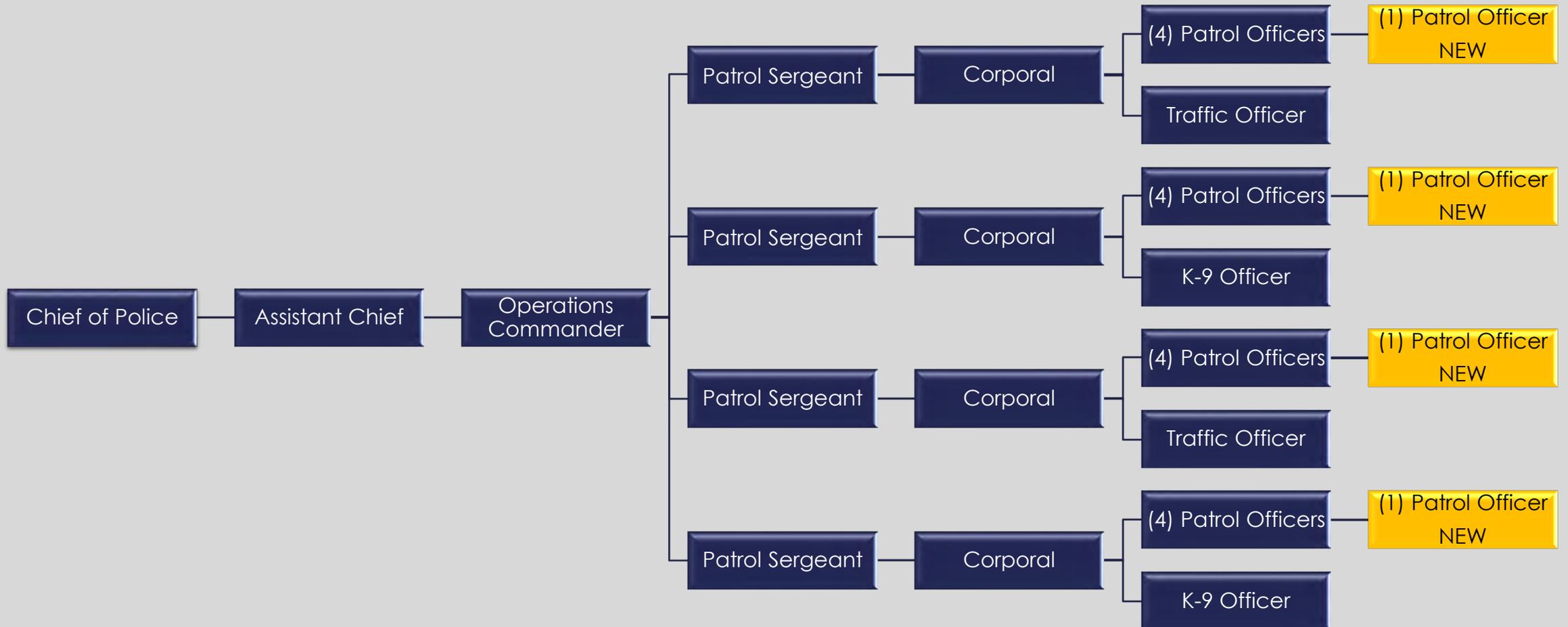
Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Police Investigator	70,554	52,400	4,540	127,494
Police Patrol (4 positions)	233,611	266,820	13,000	513,431
Total Requested New Positions	304,165	319,220*	17,540	640,925

* 5 – Vehicles, Uniforms, and Mobile Computers

CIP FY 2021-22

Capital Improvement Project	Total FY21	Total FY22
New Police Facility - Land/Planning & Engineering		1,750,000
Computer Replacements		25,220
Motorola Radio Update		58,800
	Approved	Requested
Total	-	1,834,020

Operations



Operations

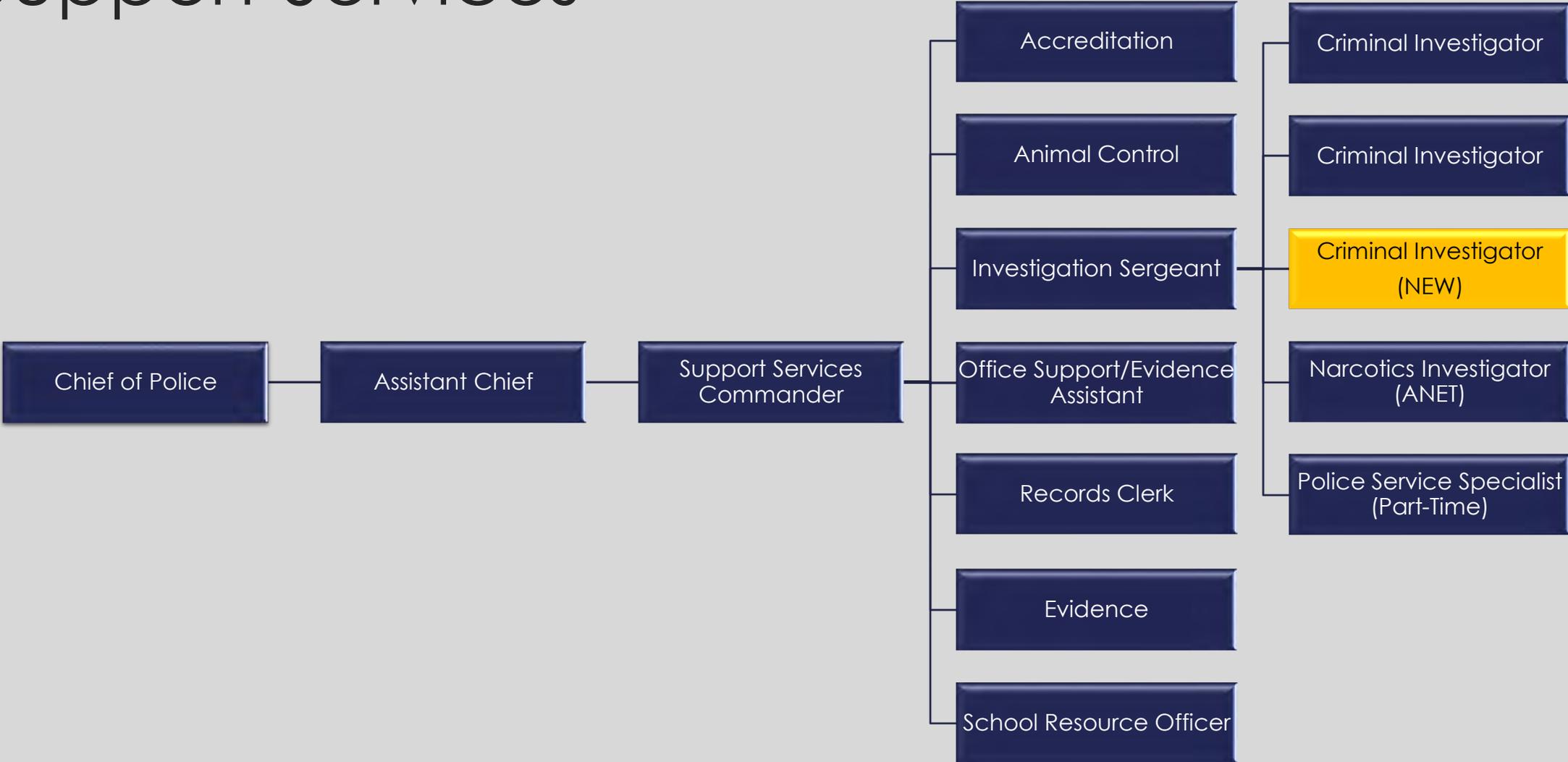
Division: Operations Division – Patrol

Personnel Request(s): Four (4) New Police Officers

Justification:

- ❖ Continued Increase in Calls For Service {COVID}
- ❖ Time Allocation
- ❖ Continued Increase in Crime
- ❖ Continuous Enhancement of the Departmental Philosophy – Community Policing

Support Services



Support Services

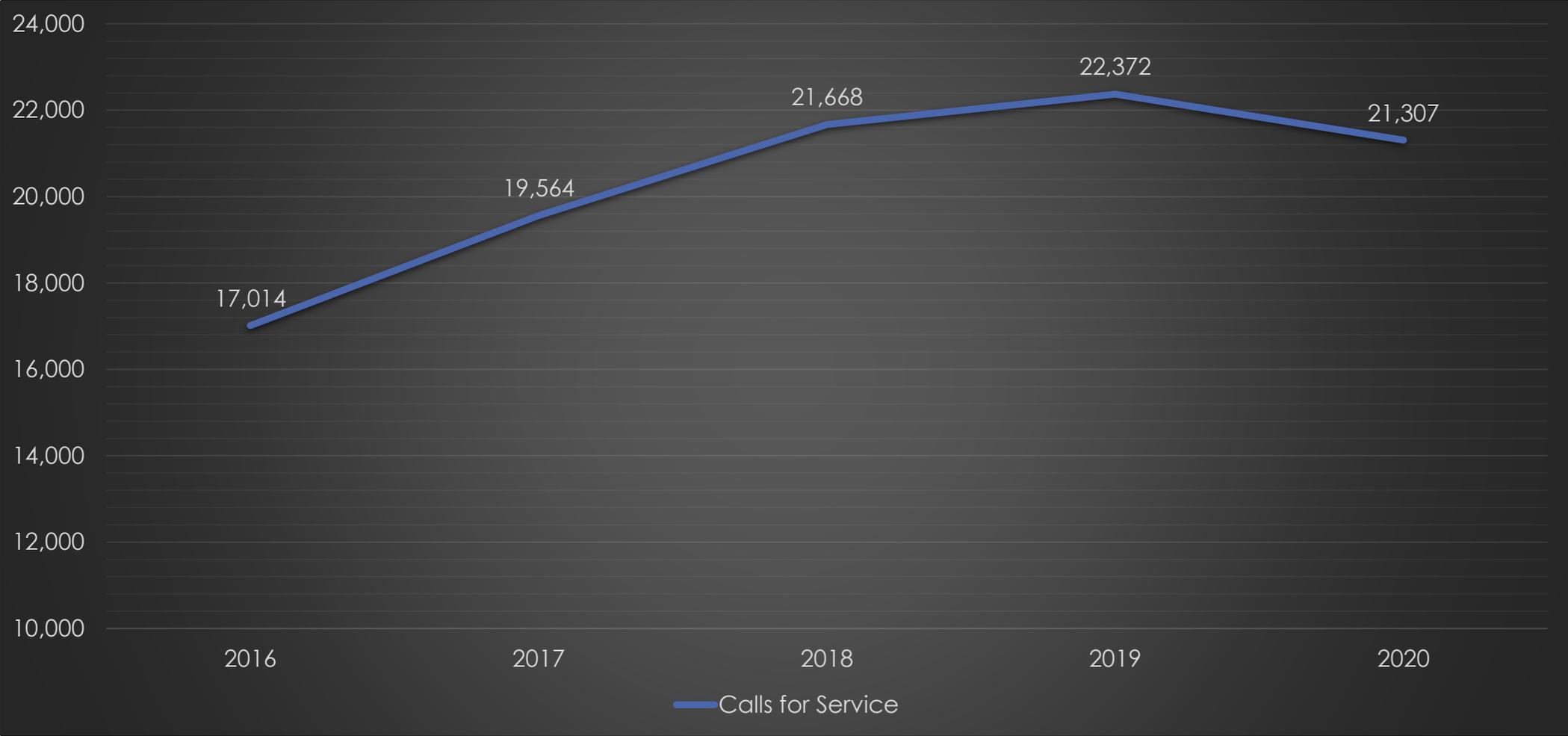
Division: Criminal Investigations Division

Personnel Request(s): One (1) New Criminal Investigator

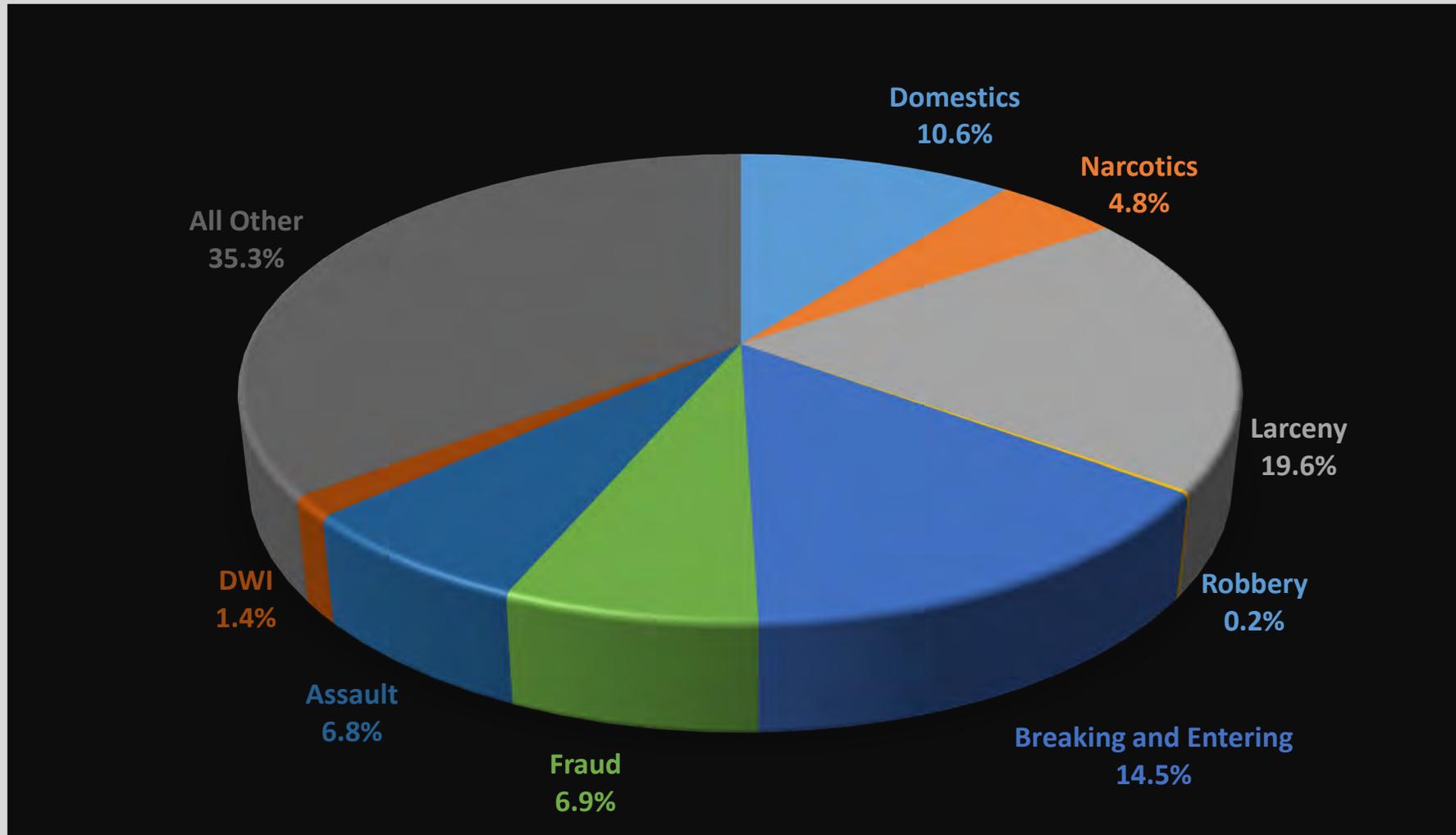
Justification:

- ❖ Increased Workload
- ❖ Diminished Supervisory Capacity
- ❖ Need for Specialized Investigative Approaches
 - Retail Theft
 - Fraud
 - Identity Theft
 - Organized Crime
- ❖ Continuous Rise in Property Crimes

Calls for Service

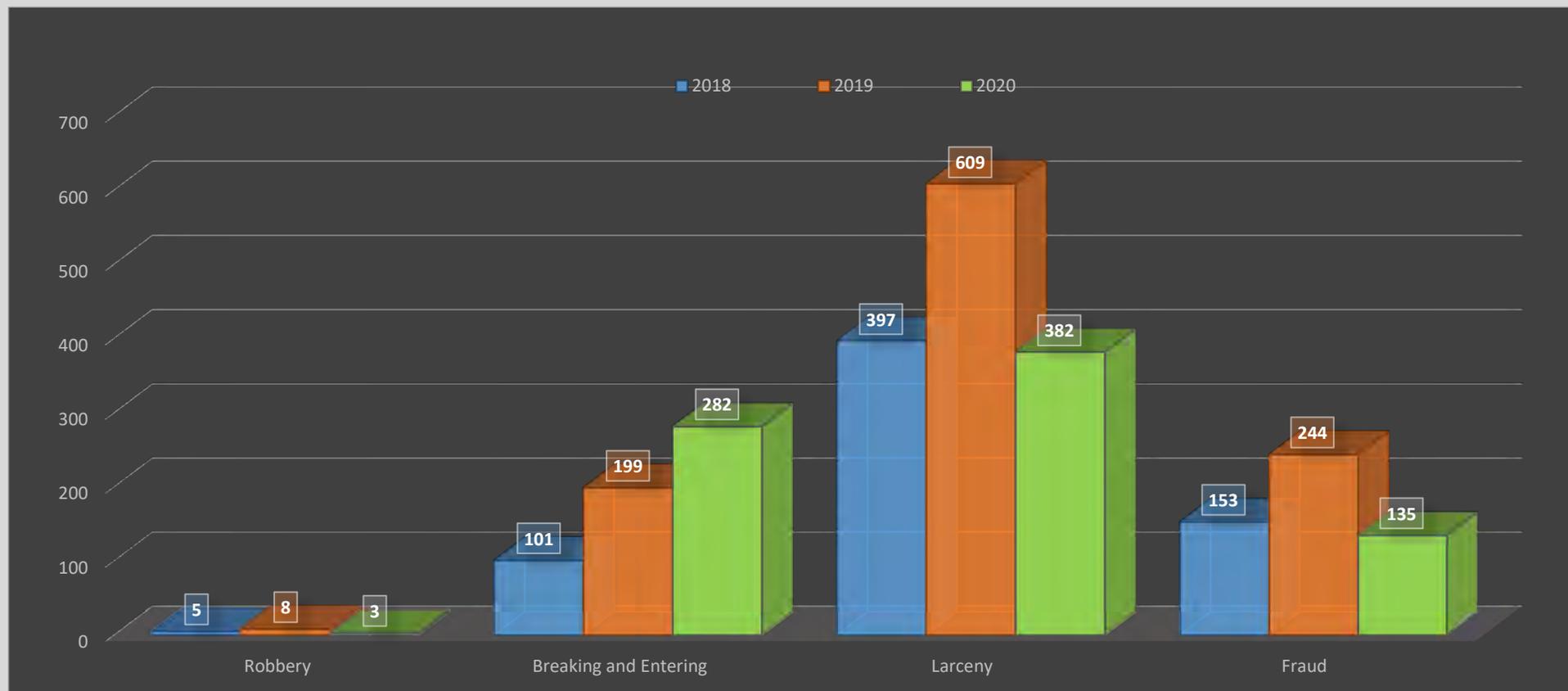


2020 Reported Incidents



➤ Property crimes makeup 41% of our reported incidents in 2020

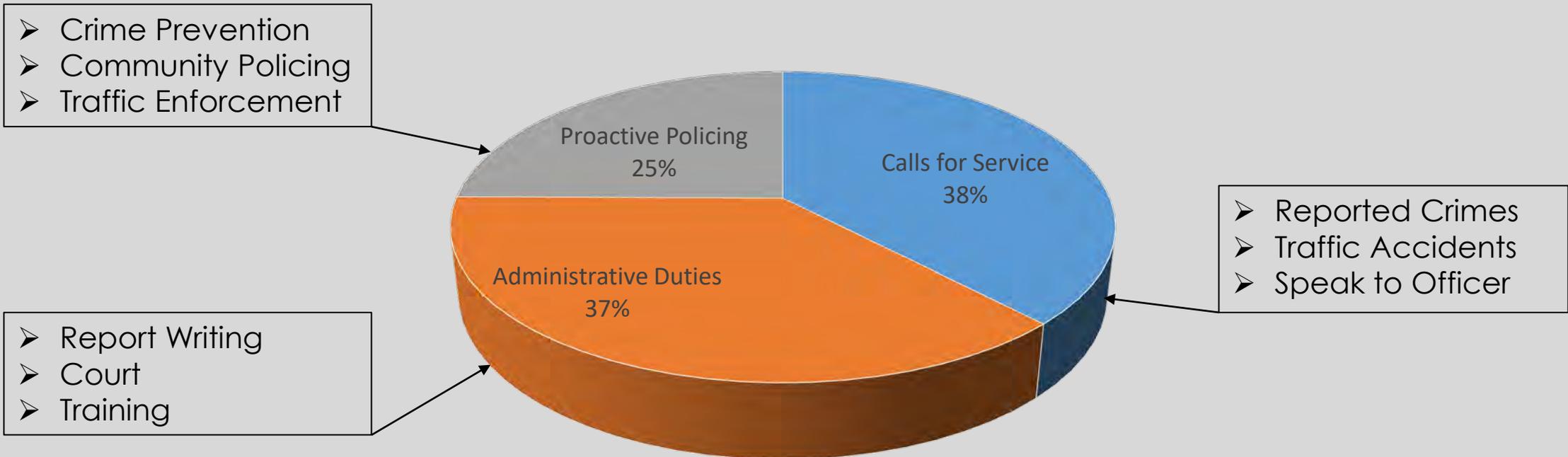
3-Yr Comparison



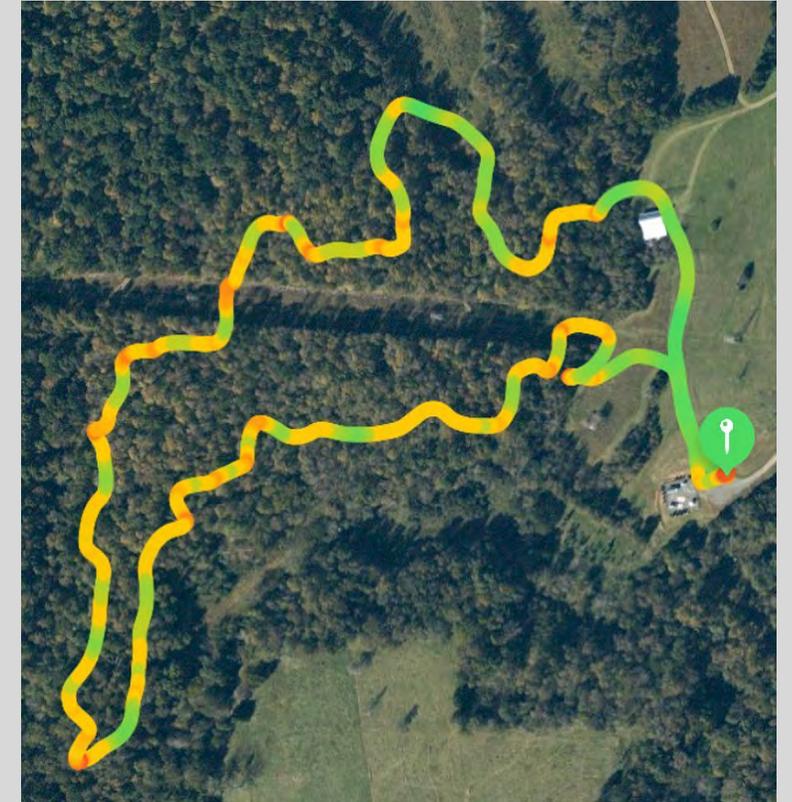
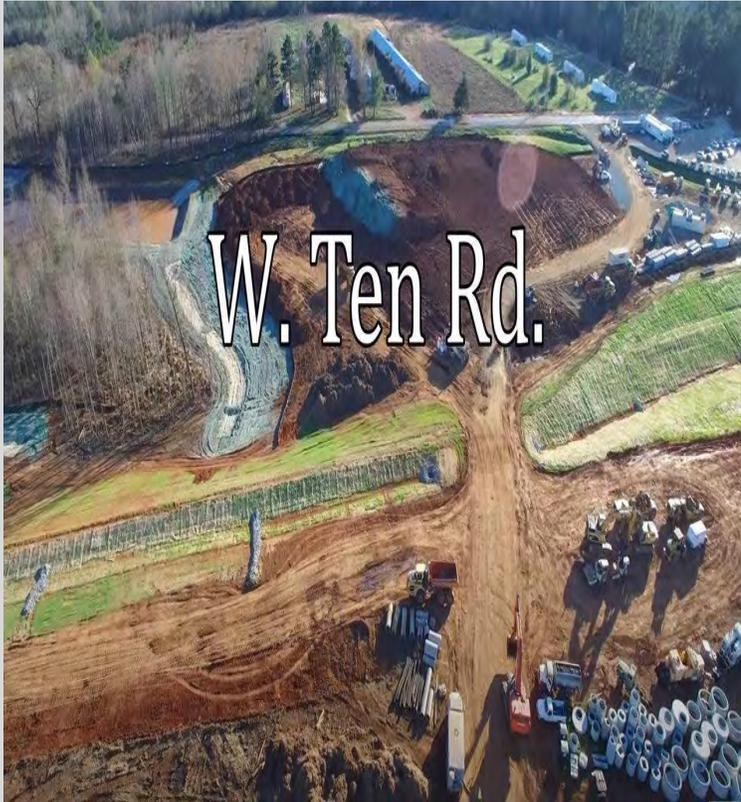
- Breaking and Entering – 179.2% Increase since 2018
- Larceny –3.8% Decrease since 2018
- Fraud –11.8% Decrease since 2018

Patrol Officer Workload Analysis Per Hour

- ❑ International Association of Chiefs of Police: The most common “best practices” is to allocate resources as follows:
 - ✓ (1/3) of each hour to be allocated to calls for service
 - ✓ (1/3) of each hour to be allocated for administrative duties
 - ✓ (1/3) of each hour to be allocated for proactive policing



Additional Considerations



- Unprecedented Growth
- Expansion of Service Area
- Increase in Motor Vehicle Traffic
- Community Expectations

Community Policing

- Medicine Drop Box
- "R-U-OK" Program
- Project Safe Neighborhood
- Street Safe
- Car Show
- Crafts at Mebane Ridge Assisted Living
- Trunk or Treat
- Bike Rodeo
- Fishing Rodeo
- Senior Citizens Prom
- Little Library
- Food Drive
- Carol w/ a Cop

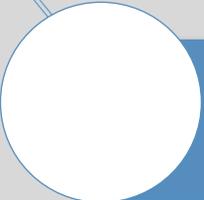


- Christmas Cheer
- Easter Egg Hunt
- Meals on Wheels
- High Ten Tuesday at Elementary Schools
- National Night Out
- Special Olympics Torch Run
- Special Olympics Spaghetti Fundraiser
- No Shave Fundraiser
- Dogwood Festival
- 4th of July Fireworks
- Christmas Parade
- Shop With A Cop

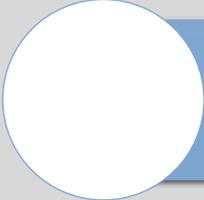
Budget Request Highlights

- Personnel Request: Police Officer (4) / Criminal Investigator (1) – \$640,925
- Computer Replacement – \$25,220
- Radio Programming Upgrade- \$58,800
- Police Facility - \$1,750,000

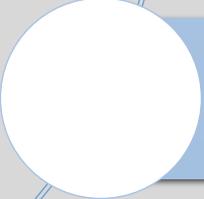
Planned Accomplishments



Reimagining police services (C.O.P. and Citizen's Police Academy)...



Ensure effective policing by addressing community priorities...



Continuous evaluation of operations to ensure implementation of best practices in police services...

Continuing Challenges and Concerns



Reduce crime through education, prevention, identification and apprehension of criminal offenders...

Aligning staffing levels with the unprecedented growth of the city...

Increased gang presence...

Increased narcotics trafficking...

Interstate 85/40 (Criminal activity from adjoining jurisdictions)

The members of the Police Department thank you for your unwavering support and vigilance that has helped distinguish Mebane as one of the greatest places to live, work, and visit. Collaborative relationships, coupled with high standards of excellence and integrity in policing, have kept our community strong. It is with gratitude and pride that we present to you the 2021-22 Budget Request.





MEBANE FIRE DEPARTMENT

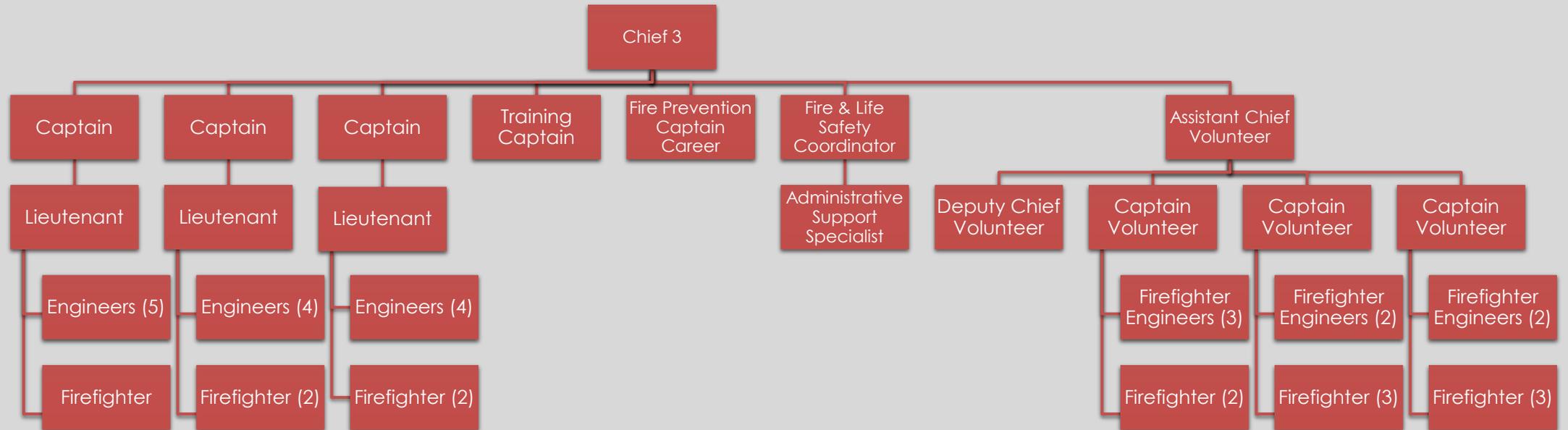
CIP and Staffing Request 2021-2022

Personnel Request

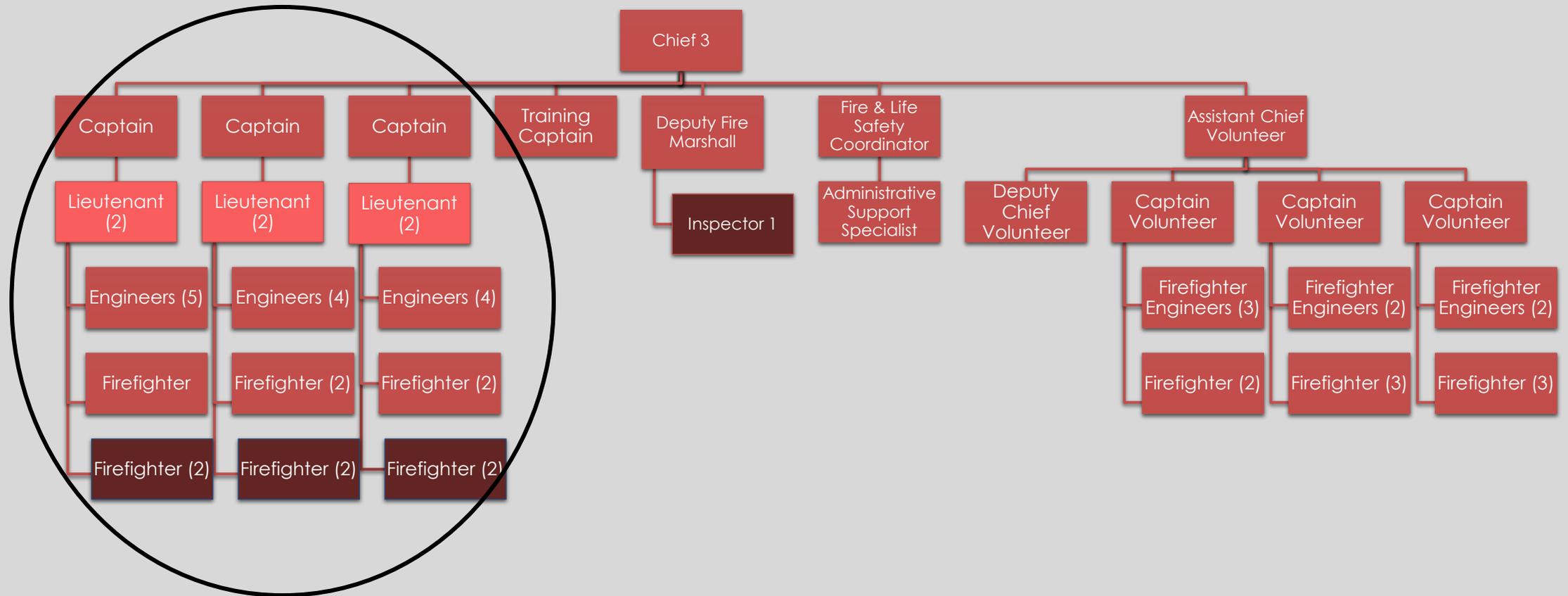
Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Fire Inspector I	70,554	6,500	640	77,694
Firefighters (6 positions) hire Jan. 1	202,455	79,800*	300	282,555
Total Requested New Positions	273,009	86,300	940	360,249

* 6 Motorola portable radios, body armor and helmets, uniforms, boots, helmets and turnout gear

2020-2021 Organizational Chart

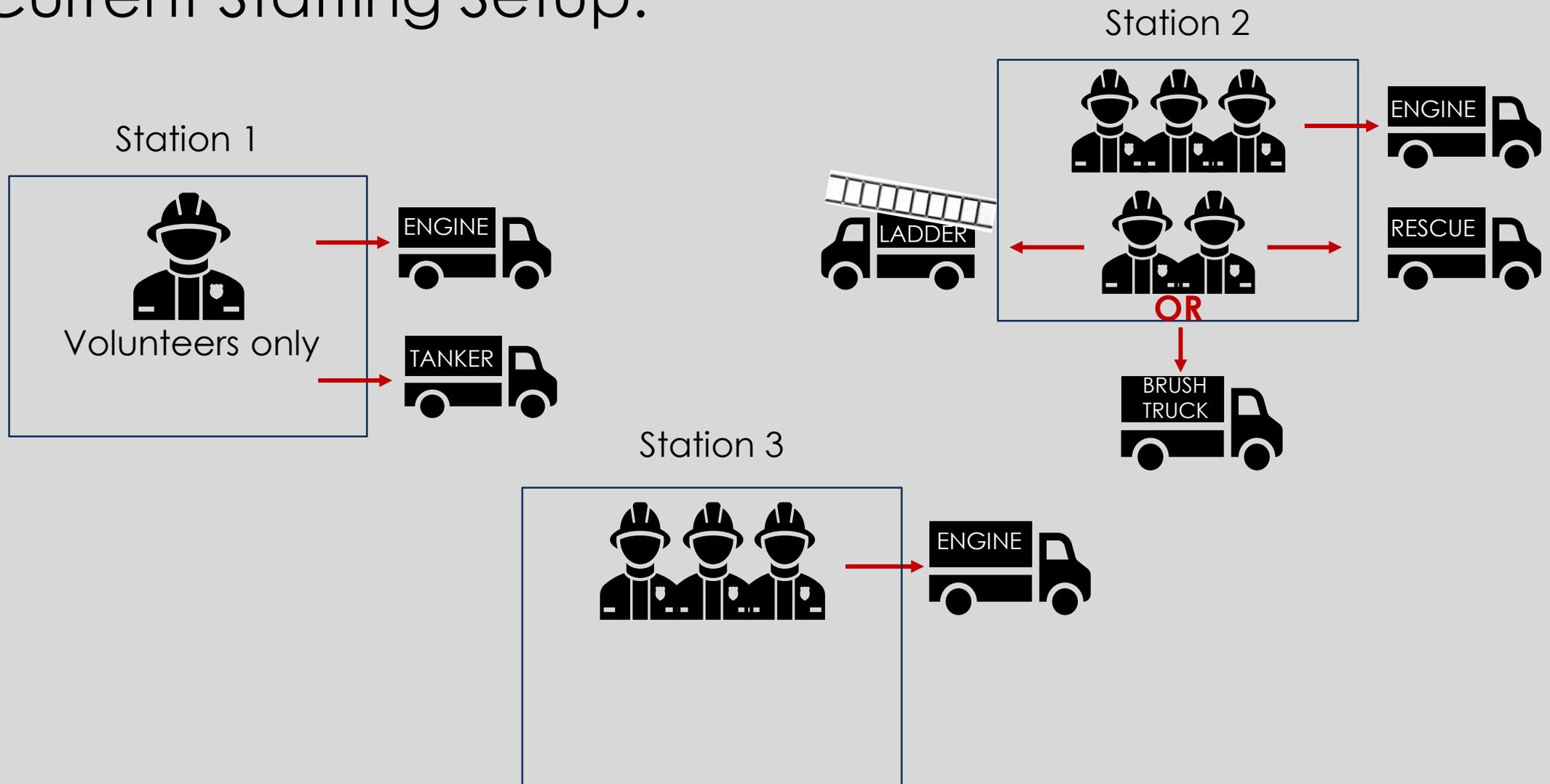


2021-2022 Organizational Chart with Requested Positions

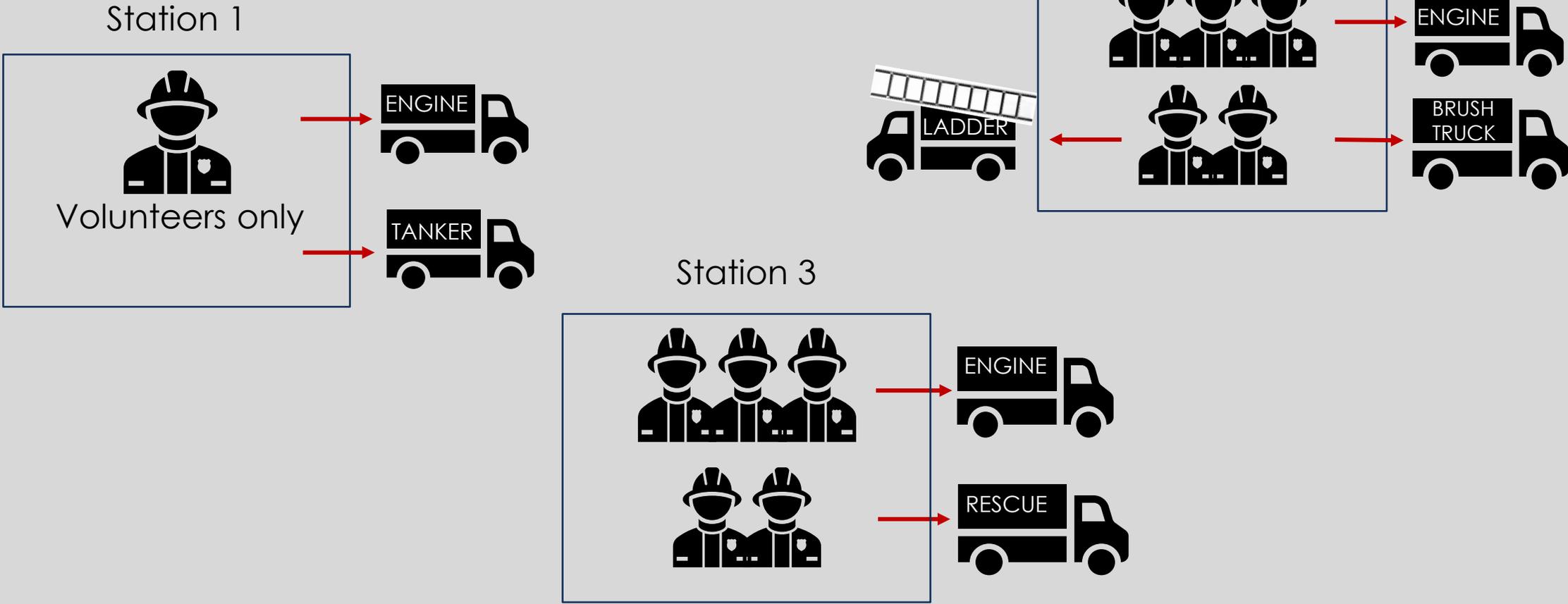


 *Dark red boxes indicate requested positions

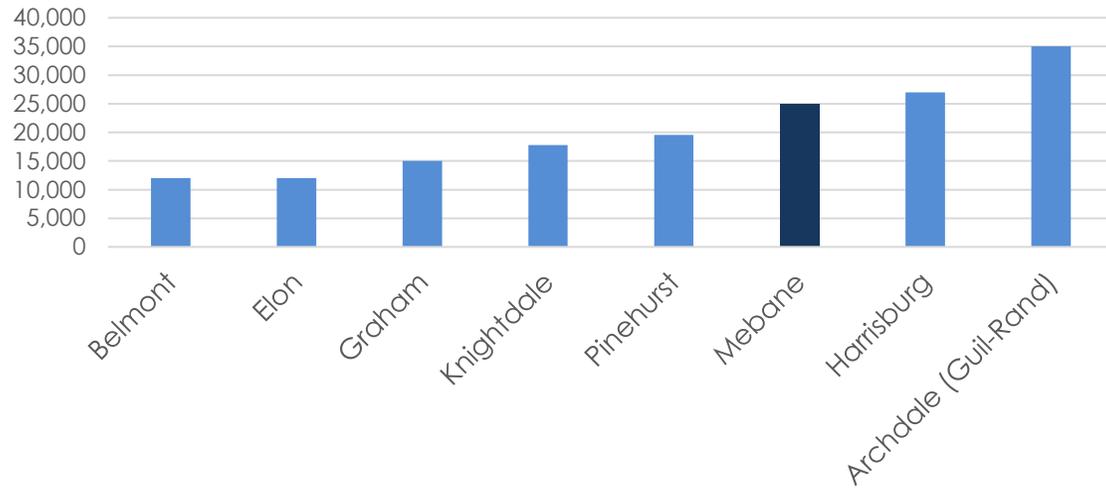
Current Staffing Setup:



Proposed New Staffing: Increased Coverage



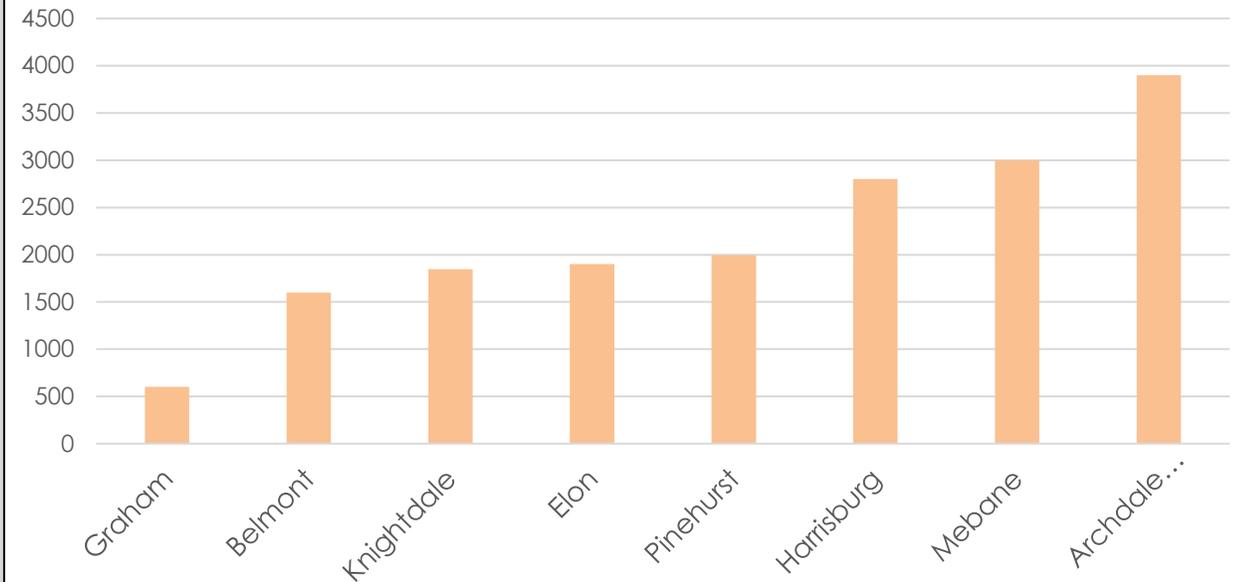
Population - 2019



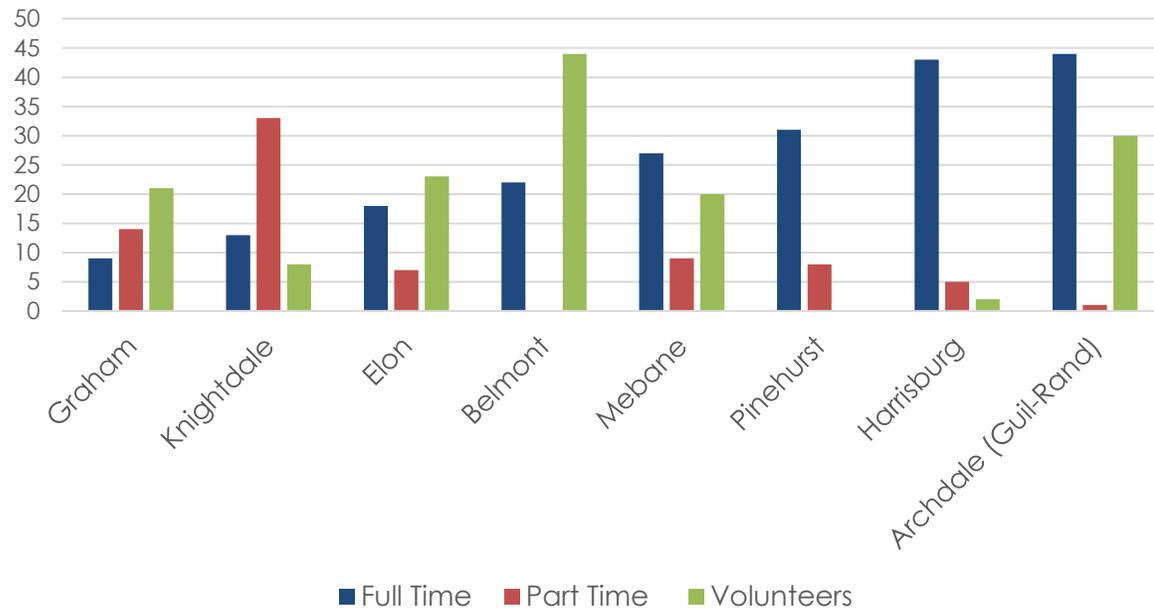
Despite Mebane being fifth in population in this study, we are third in call volume. Only falling short of departments that are covering a higher population than Mebane.

We know due to the approved housing in Mebane that the population here is growing exponentially. With this prediction in growth, and our current call volume, we can only expect our call volume to continue to increase.

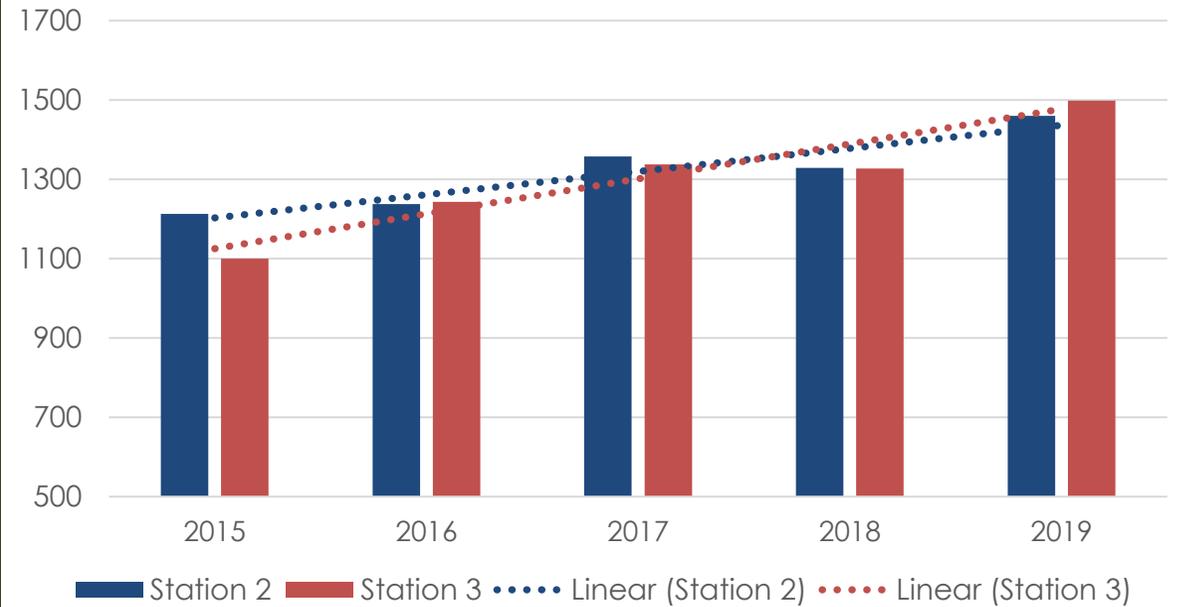
Call Volume - 2019



2019 Staffing: FT, PT, Vol. per Department



2019 MFD Calls by Station per year



- Mebane falls sixth in our current staffing, despite being third in call volume. As the population and industry increase, our staffing must do the same. We must prepare for the influx of citizens to the district in order to continue providing the best service.

- We have seen a steady rise in call volume over the past five years. Station 3 is currently running 1,500 calls a year on one engine. As the majority of our commercial expansion is happening in the southern district, we need to move the ladder truck and a crew to Station 3.

CIP Request

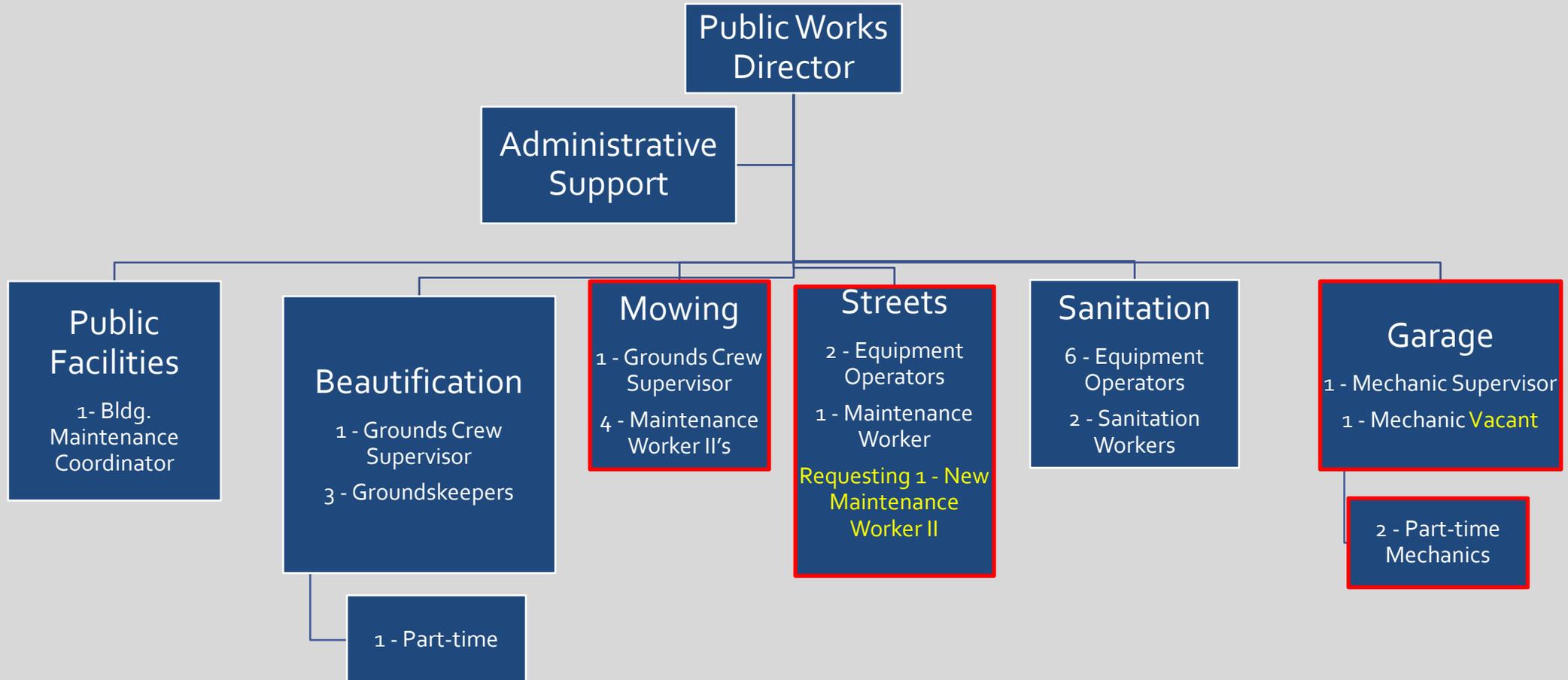
Capital Improvement Project	FY21 Total	FY22 Total
Classroom @ Training tower		275,000
New Station 4 land/ design west		500,000
Replace engine		550,000
	Approved	Requested
Total	0.00	1,325,000



PUBLIC WORKS

Budget Request 2021-2022

2021-2022 Organizational Chart



Personnel Request

Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Maintenance Worker II	57,401	100	1,100	58,601
Streets Supervisor (restructure)	3,118	-	-	3,118
Total Requested New Positions	60,519	100	1,100	61,719

CIP Request

Capital Improvement Project	FY 21 Total	FY 22 total
Fieldale Road Improvements		365,000
Equipment Shed		70,000
	Approved	Requested
Total	1,074,159	435,000

Maintenance Worker II Street Division Justification

- Additional member of the Streets department crew;
- Crew must 'borrow' other staff for most projects,
- Allow Streets Division to handle multiple jobs – utilize a 2 +2 structure when needed (2 Operators to 2 Workers);
- Less dependance on outside contractors;
- Increase sidewalk and curb & gutter repairs by division.

Budget Request Highlights for FY 21-22

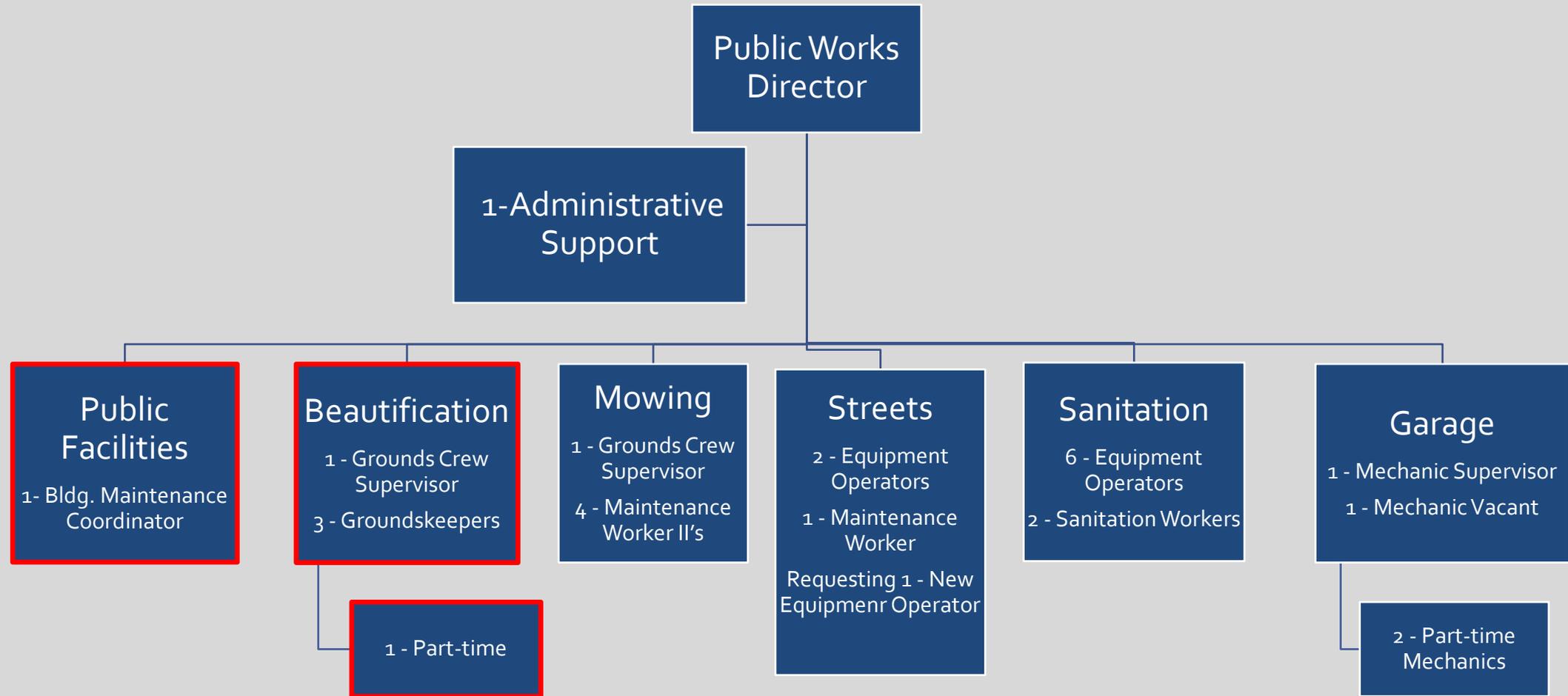
- Capital Improvement Plan
 - Fieldale Road Widening - \$365,000
 - Equipment Shed - \$80,000



PUBLIC FACILITIES

Budget Request 2021-2022

2020-2021 ORGANIZATION CHART



Personnel Request- n/a

CIP Request

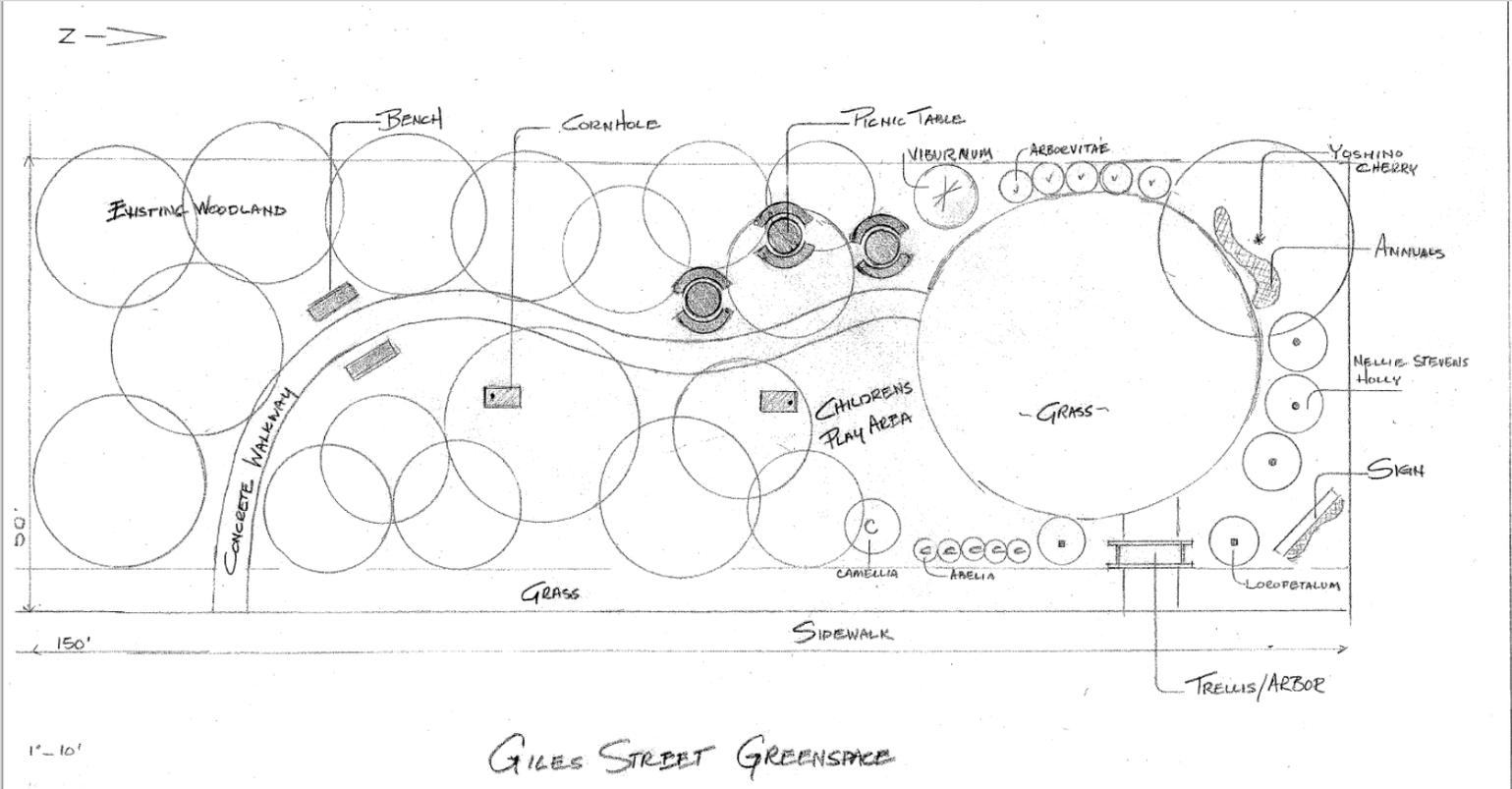
Capital Improvement Project	FY 21 Total	FY22 Total
Railroad Fence		70,000
Giles Pocket Park		15,000
	Approved	Requested
Total	0.00	85,000



Giles Pocket Park



Giles Pocket Park

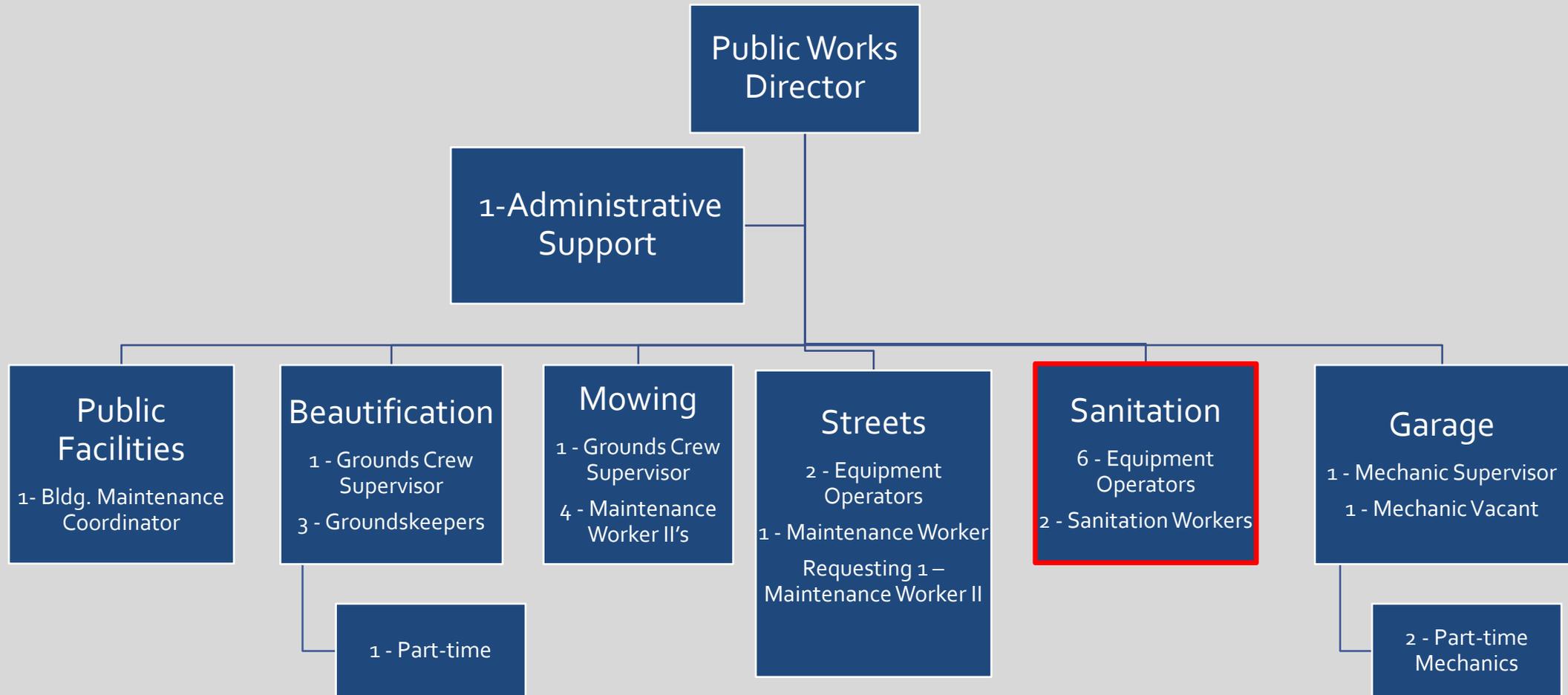




SANITATION

Budget Request 2021-2022

2021-2022 ORGANIZATION CHART



Personnel Request -

Position	Benefits	Costs	Annual Costs	Total FY22 Costs
Sanitation Operations Supervisor (restructure)	3,389	-	-	3,389
Total Requested New Positions	3,389	-	-	3,389

Personnel Request – n/a

CIP Request

Capital Improvement Project	FY21 Total	FY22 Total
Sidearm Automated Garbage Truck		320,000
	Approved	Requested
Total	430,000	320,000





INFORMATION TECHNOLOGY

Budget Request 2021-2022

Current Year Highlights

- COVID-19 remote setup
- Security upgrades for network
- Mobile Device Management (MDM)
- Storage Area Network (SAN) upgrade
- Website Project upgrade
- Laserfiche Document Management
 - Scanning Project
- PD Server Room upgrade
- Parks Wi-Fi
- Backup network connection for the Police Department, MACC, Public Works and the Fire stations
- System Monitoring
- Single Sign on of devices



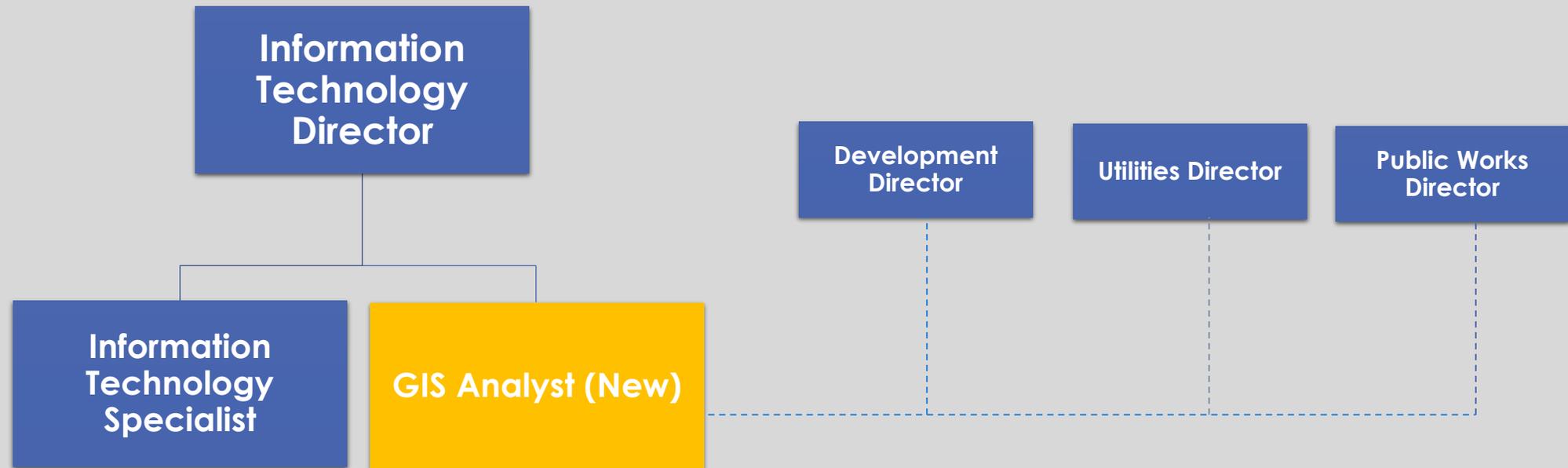
Personnel Request FY 2021-22

Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Geographic Information System (GIS) Analyst	79,418	4,500	4,540	88,458
Total Requested New Positions	79,418	4,500	4,540	88,458

Outsourcing Cost

GIS Services	1 Day a Week	2 Days a Week
Annual Direct Labor Cost and Services	\$ 39,340	\$ 73,706
Per month cost for year 1 of contract:	\$ 3,278	\$ 6,142
Number of hours per month - GIS II	34.67	69.33
Number of hours per month - GIS Manager	1.5	3
Hourly rate for GIS II	\$ 89.98	\$ 84.23
Hourly rate for GIS Manager	101.97	96.87

2021-22 Organizational Chart Information Technology Department

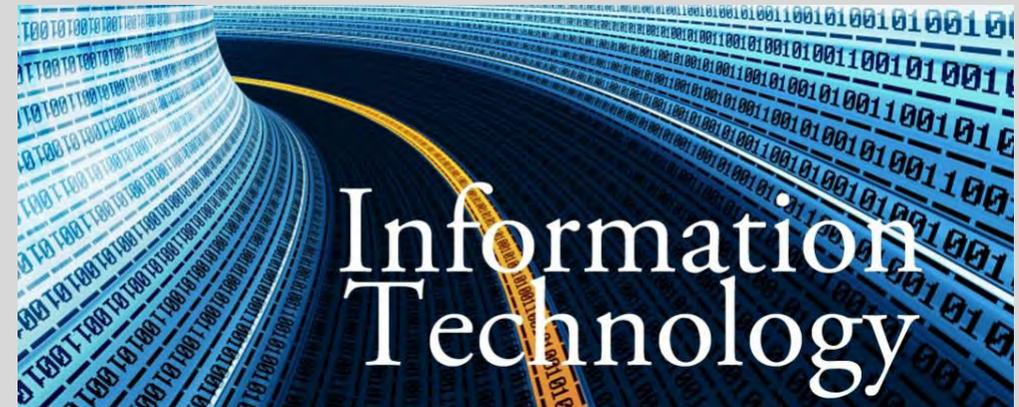


CIP Request FY 2021-22

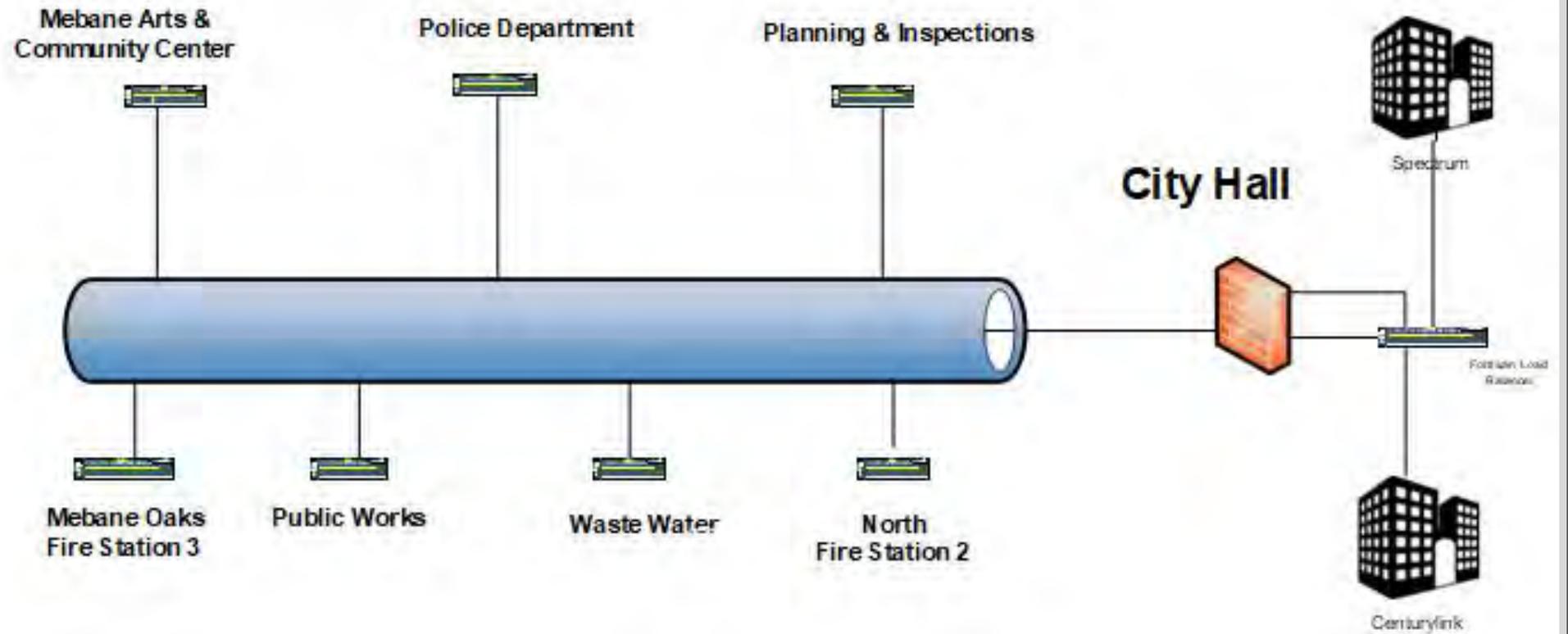
Capital Improvement Plan	Total FY21	Total FY222
Network Firewall Replacement		122,000
Server Room Security		25,000
Replace Servers		50,000
Council Chambers Streaming Upgrade		60,000
	Approved	Requested
Total		257,000

Budget Request Highlights

- **GIS Analyst**
- **Network infrastructure Upgrade**
 - Firewalls
 - Switches
- **Server Upgrades**
 - Replacing servers
- **Securing our data closets and network infrastructure**
 - Physical security
- **Camera upgrades for City Hall**
 - Replace analog cameras with Digital
- **Council Chamber AV Upgrade**



City of Mebane Network

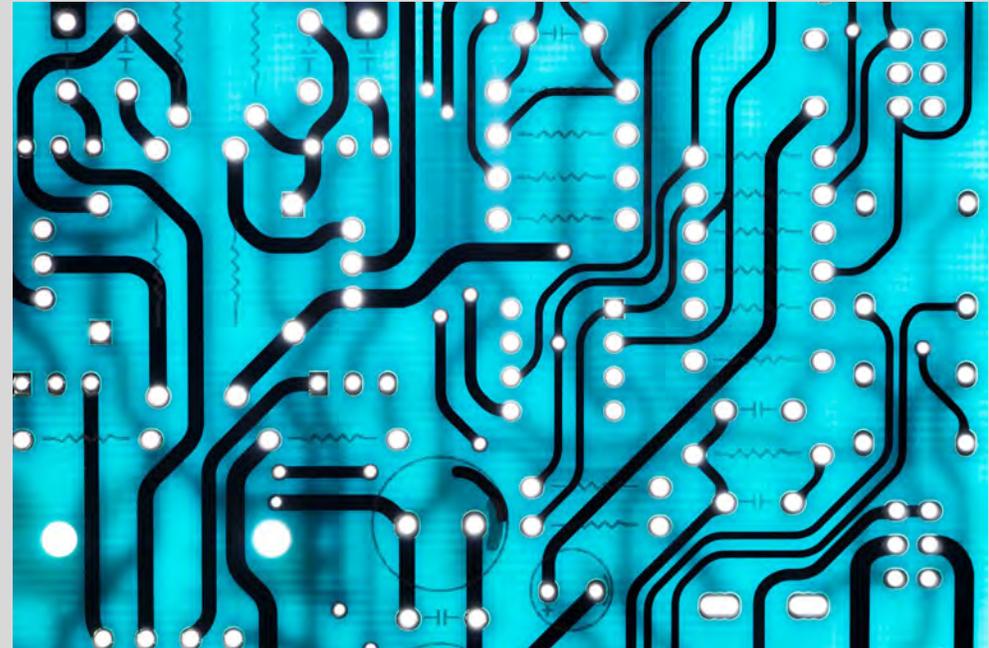


Planned Accomplishments and Continuing Challenges

- Laserfiche Document Management
- Website Upgrade
- Infrastructure Upgrades
- Ransomware – cybersecurity
- Employee Training

Wrap Up & Questions

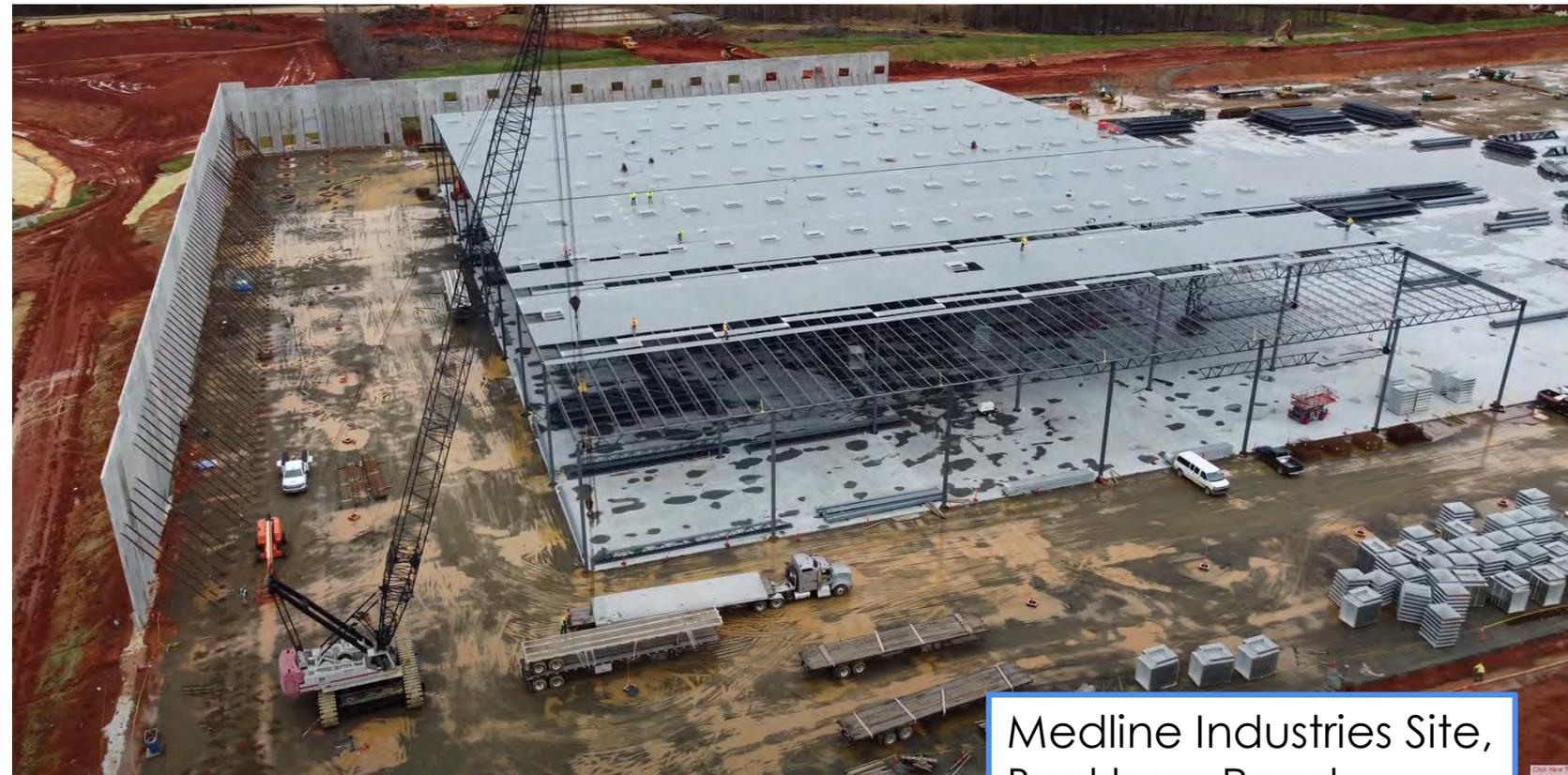
- This is a transition year with new personnel.
- Continuing existing projects and starting new ones.
- New Infrastructure is needed.
- We will continue with additional monitoring of existing equipment and enhance the use of our systems and applications.
- Questions





PLANNING

Budget Request 2021 - 2022

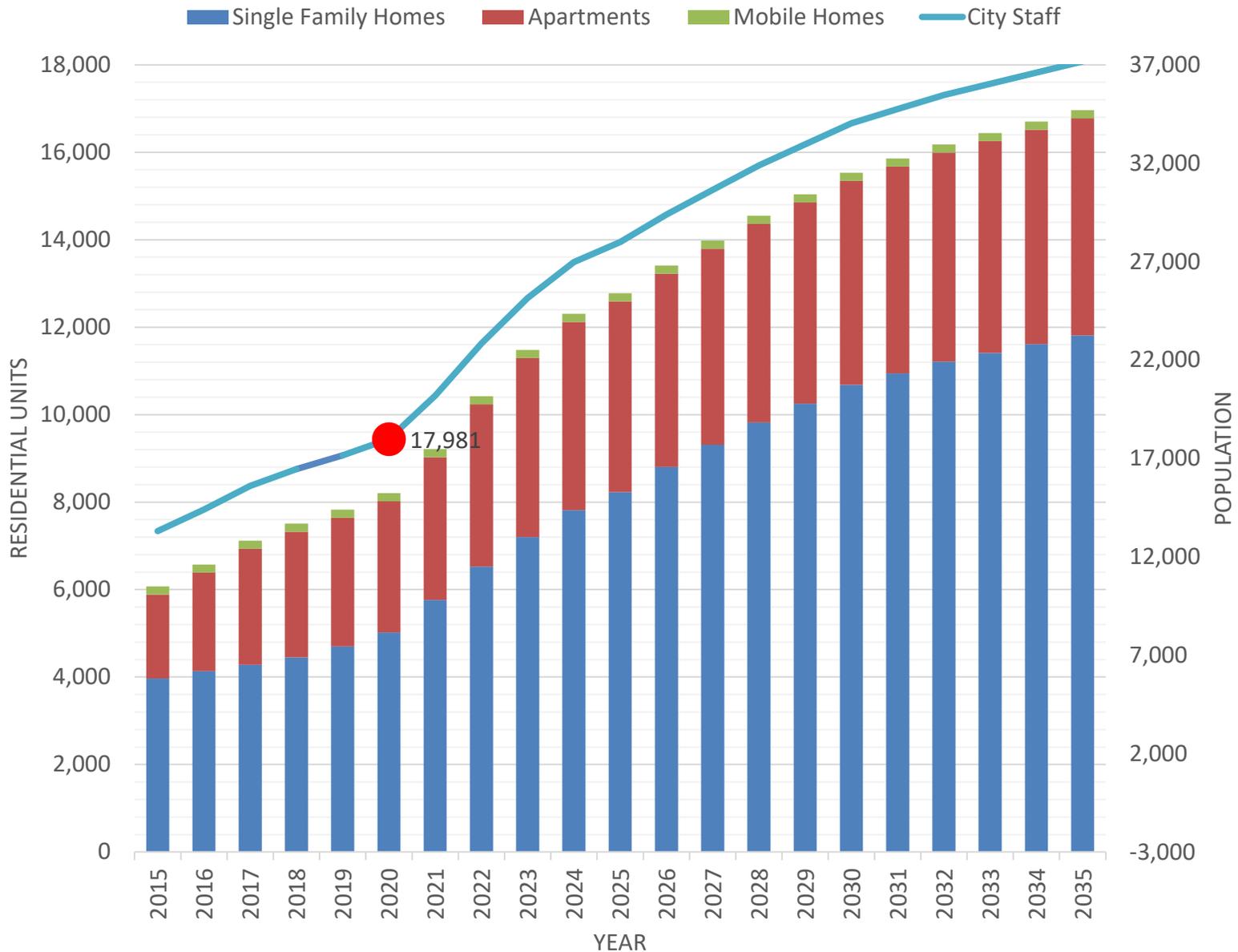


Medline Industries Site,
Buckhorn Road

2020 Highlights

- Permitted 325 new SF homes
 - ~250 in 2019
- Reviewed 565 Zoning Permits
 - 411 in 2019
- Collected >\$124,000 in new permit & review fees to date
- Annexed 167.8 ac on 8 parcels
- ABB, Chick-fil-A, Medline, & UPS Industrial Sites Approved
- Worked toward goals and objectives of *Mebane By Design*

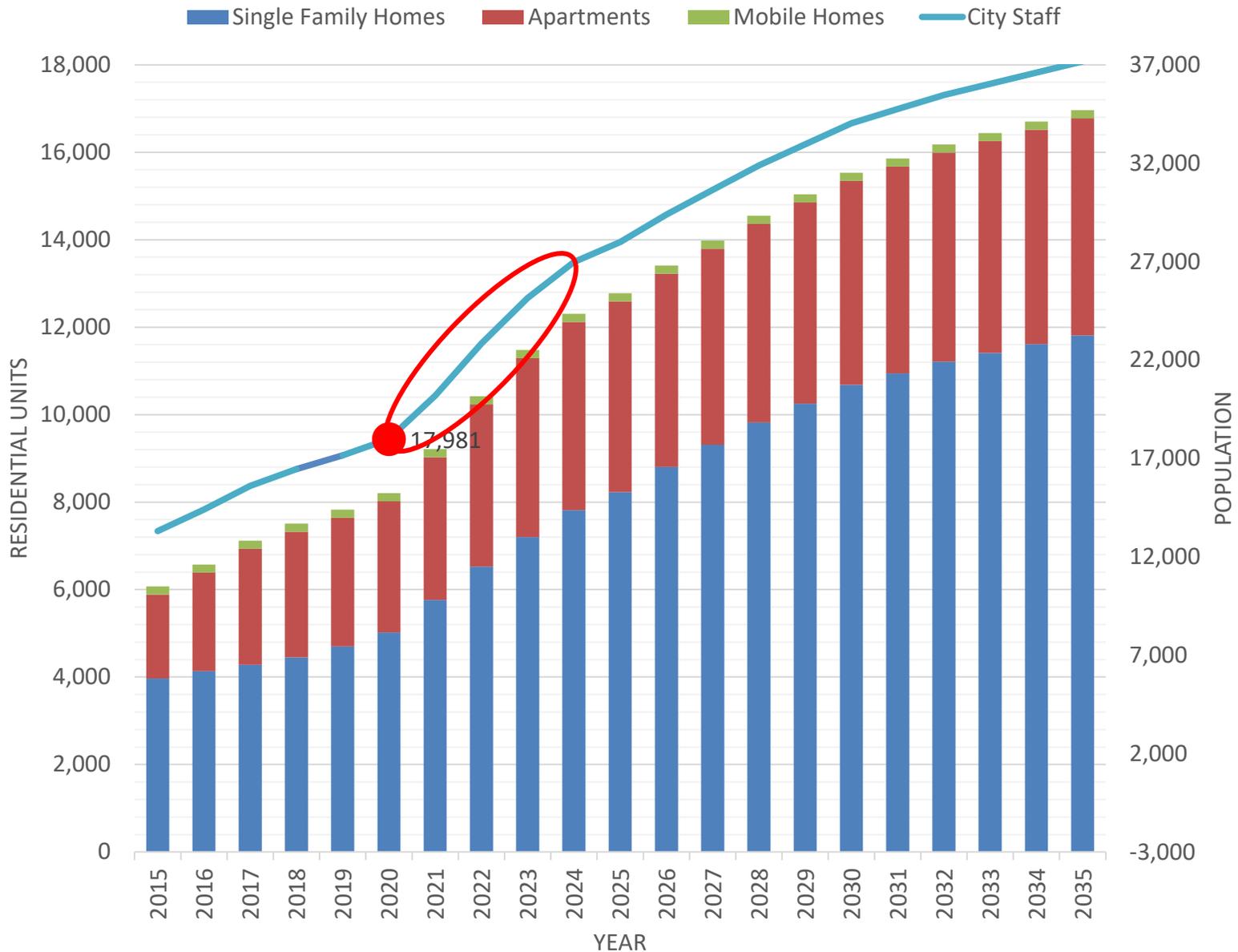
Population and Residential Unit Projections



Responding to Growth, Planning for Prosperity

- **Approved New Projects:**
 - Tupelo Junction (181 homes)
 - 9 non-residential rezonings
 - Bradford Academy SUP
- **386+ New Residential Lots**
 - Cambridge Park
 - Havenstone
 - Magnolia Glen
 - The Meadows
 - Mebane Towne Center
 - The Retreat
 - Townes at Oakwood Square
 - Villas on Fifth
- **585 Enforcement Actions**

Population and Residential Unit Projections



Responding to Growth, Planning for Prosperity

FY22 Forecast

- Residential and industrial development
 - 1000+ new homes
 - NCCP & BEDD projects
- 550+ new homes anticipated in 2021
 - 325 new homes built, 2020
- Continued growth of City & its programs
 - Downtown
 - New Sign article

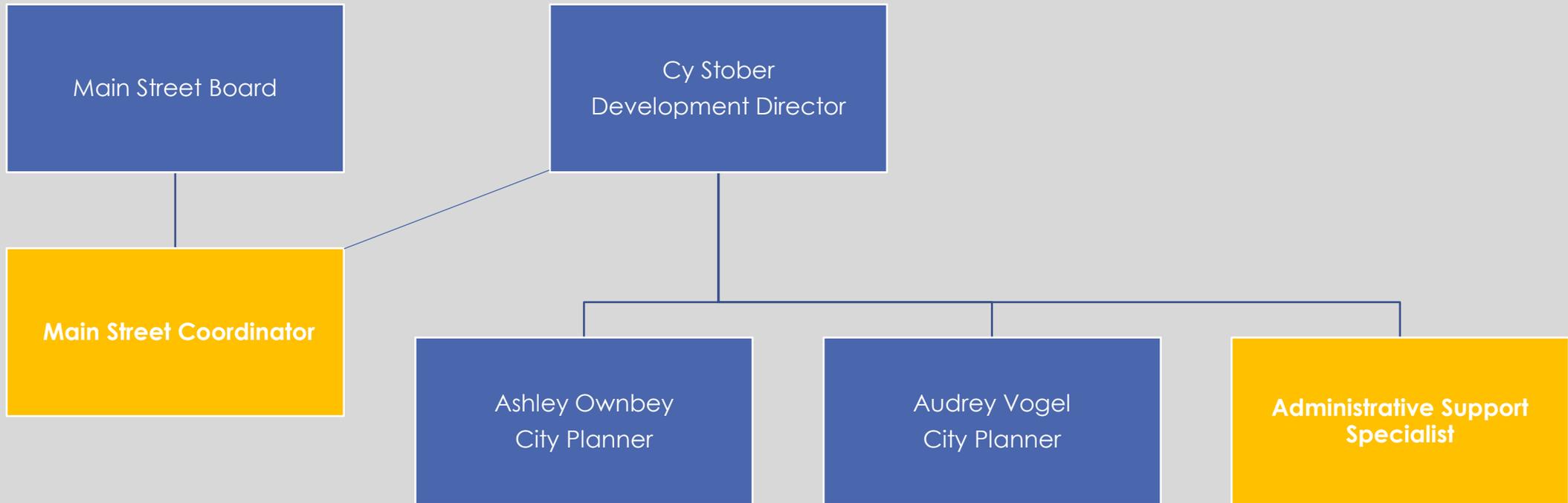
Personnel Request

Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Main Street Coordinator	96,978	4,750	8,540	110,268
Office Administrator	54,005	1,100	2,540	57,645
Total Requested New Positions	150,983	5,850	11,080	167,913

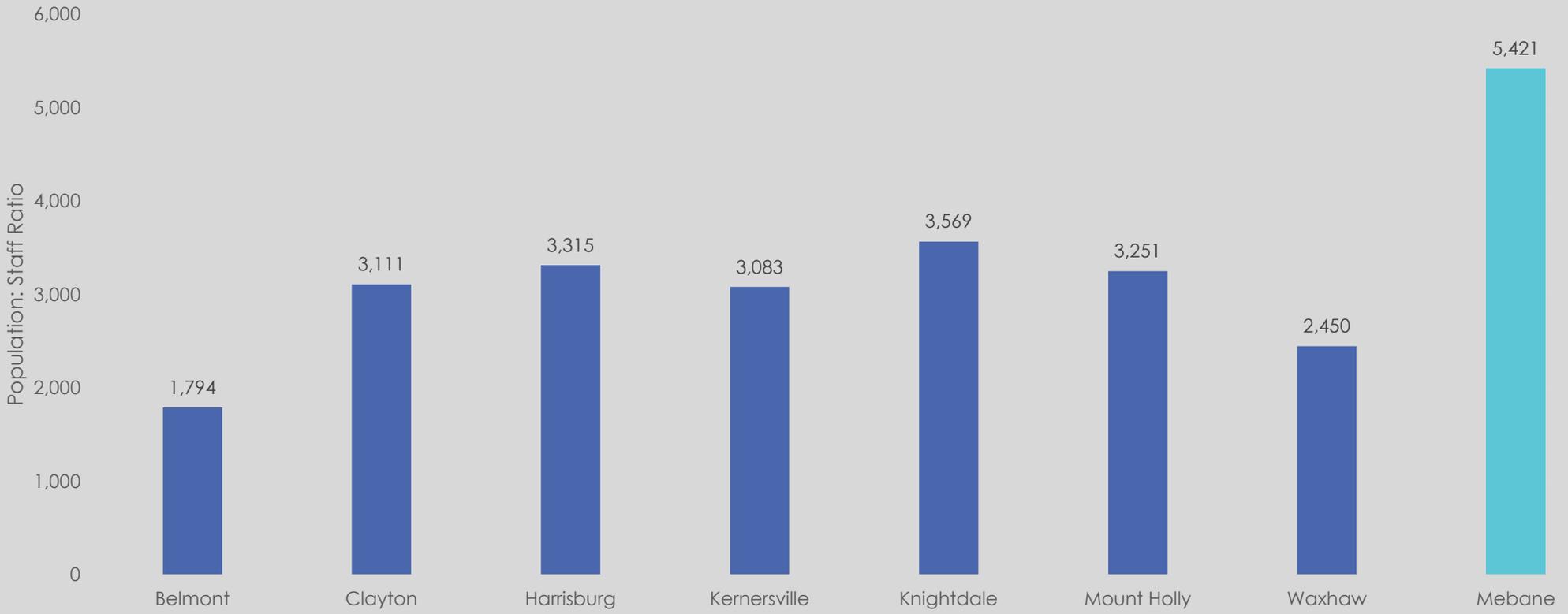
CIP Request

Capital Improvement Project	Total FY21	Total FY22
S 4th Street Sidewalk		84,900
Crawford Street Sidewalk		20,000
3rd - 5th Connector-Design		20,000
S 1st Street Sidewalk		62,200
	Approved	Requested
Total	-	187,100

2021-22 Organizational Chart

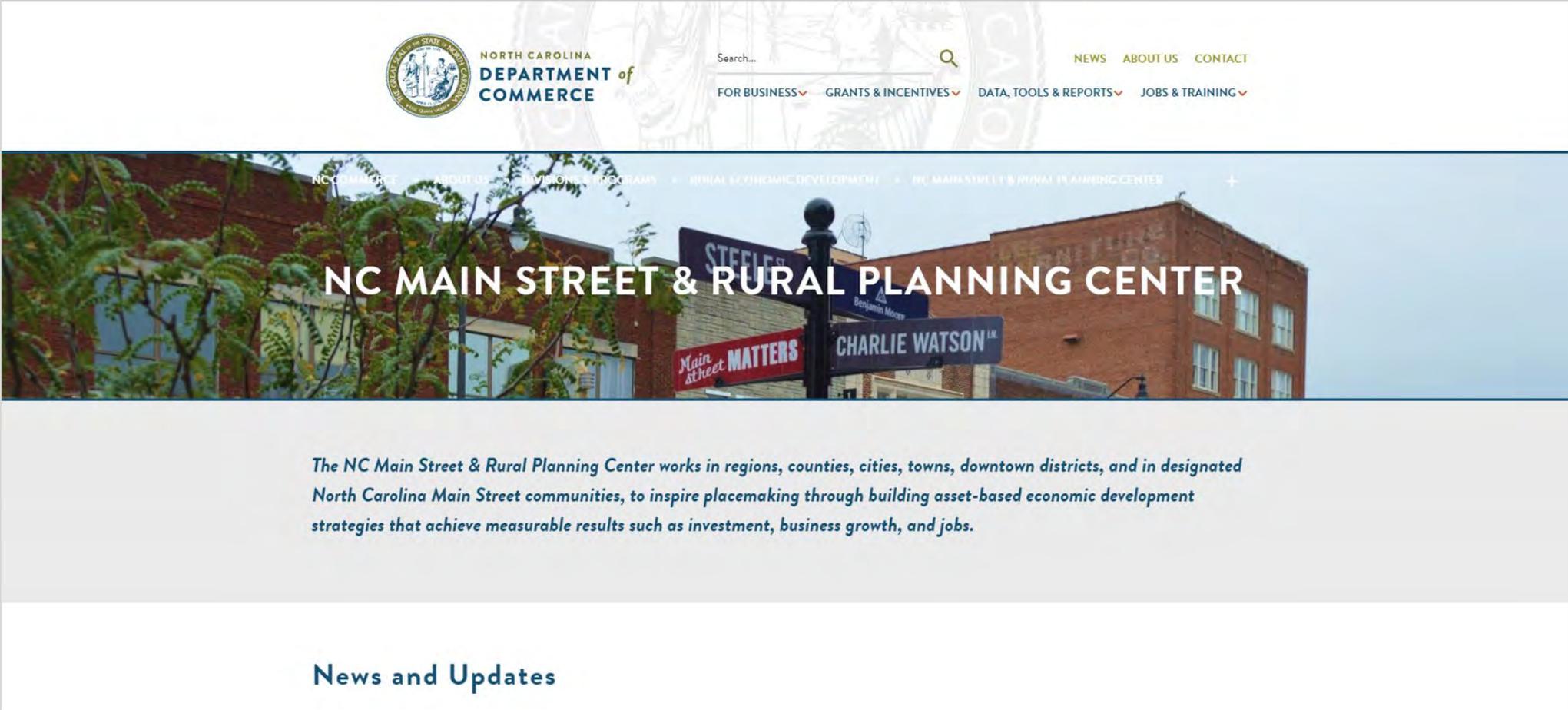


Planning & Development Service Demand



Staff	7	8	5	8	5	5	7	3
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Main Street Coordinator



The screenshot shows the top portion of a website. At the top left is the North Carolina Department of Commerce logo, featuring the state seal and the text "NORTH CAROLINA DEPARTMENT of COMMERCE". To the right is a search bar with a magnifying glass icon and the text "Search...". Further right are navigation links: "NEWS", "ABOUT US", and "CONTACT". Below these are dropdown menus for "FOR BUSINESS", "GRANTS & INCENTIVES", "DATA, TOOLS & REPORTS", and "JOBS & TRAINING". A secondary navigation bar below the header contains links for "NCCOMMERCET", "ABOUT US", "ECONOMIC PROGRAMS", "RURAL ECONOMIC DEVELOPMENT", and "NC MAIN STREET & RURAL PLANNING CENTER". The main visual is a photograph of a street corner with brick buildings and street signs for "STEELES", "Main Street MATTERS", and "CHARLIE WATSON". Overlaid on the photo is the text "NC MAIN STREET & RURAL PLANNING CENTER". Below the photo is a paragraph of text describing the center's mission. At the bottom of the screenshot is a white box with the text "News and Updates".

NORTH CAROLINA DEPARTMENT of COMMERCE

Search...

NEWS ABOUT US CONTACT

FOR BUSINESS GRANTS & INCENTIVES DATA, TOOLS & REPORTS JOBS & TRAINING

NCCOMMERCET ABOUT US ECONOMIC PROGRAMS RURAL ECONOMIC DEVELOPMENT NC MAIN STREET & RURAL PLANNING CENTER

NC MAIN STREET & RURAL PLANNING CENTER

The NC Main Street & Rural Planning Center works in regions, counties, cities, towns, downtown districts, and in designated North Carolina Main Street communities, to inspire placemaking through building asset-based economic development strategies that achieve measurable results such as investment, business growth, and jobs.

News and Updates



Main Street Coordinator

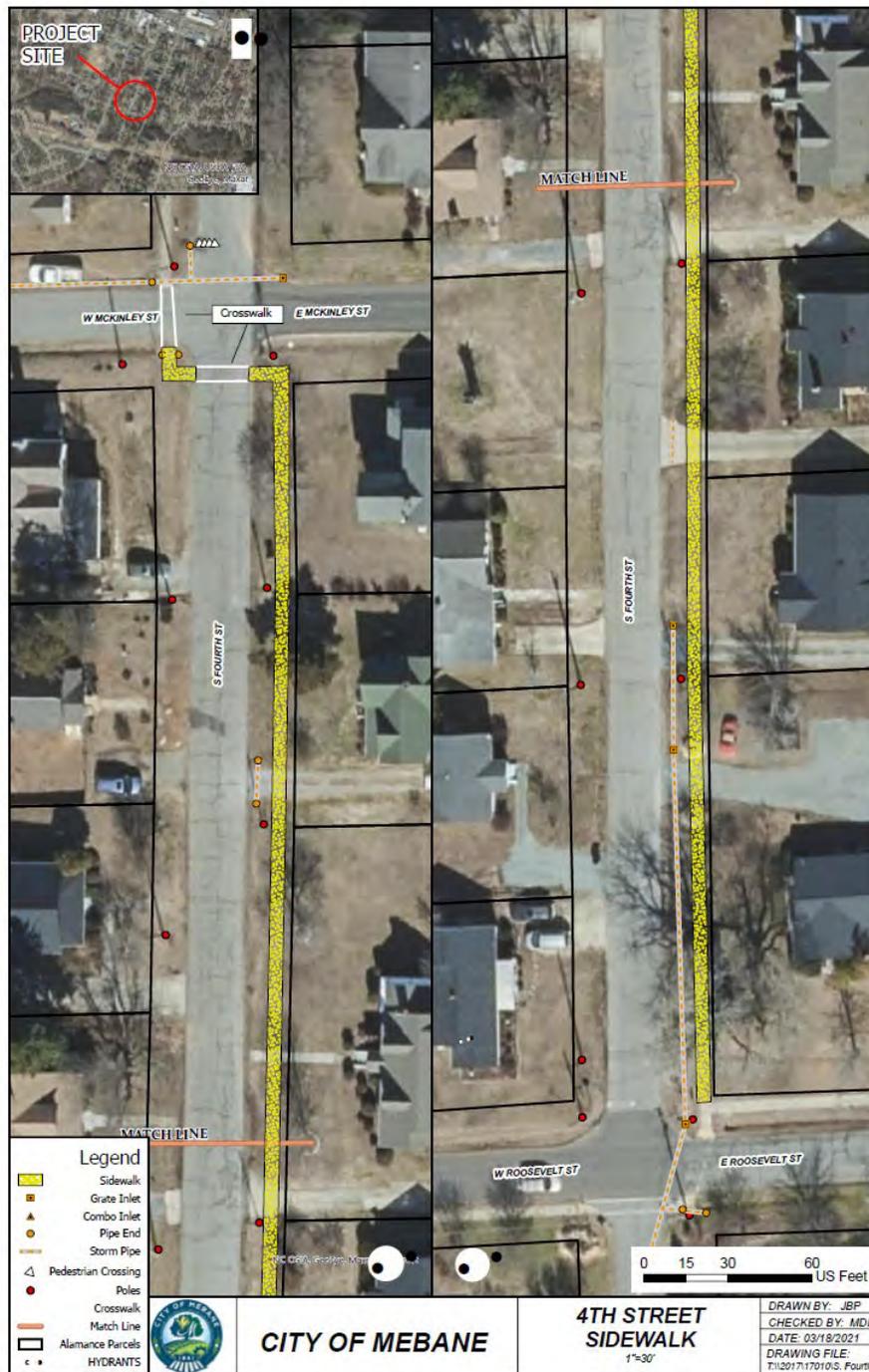
Will serve as City's dedicated staff to fulfill Main Street requirements (20 hrs/week)

Implement the Main Street 4-Point Approach:

- Promotion
- Economic Vitality
- Organization
- Design

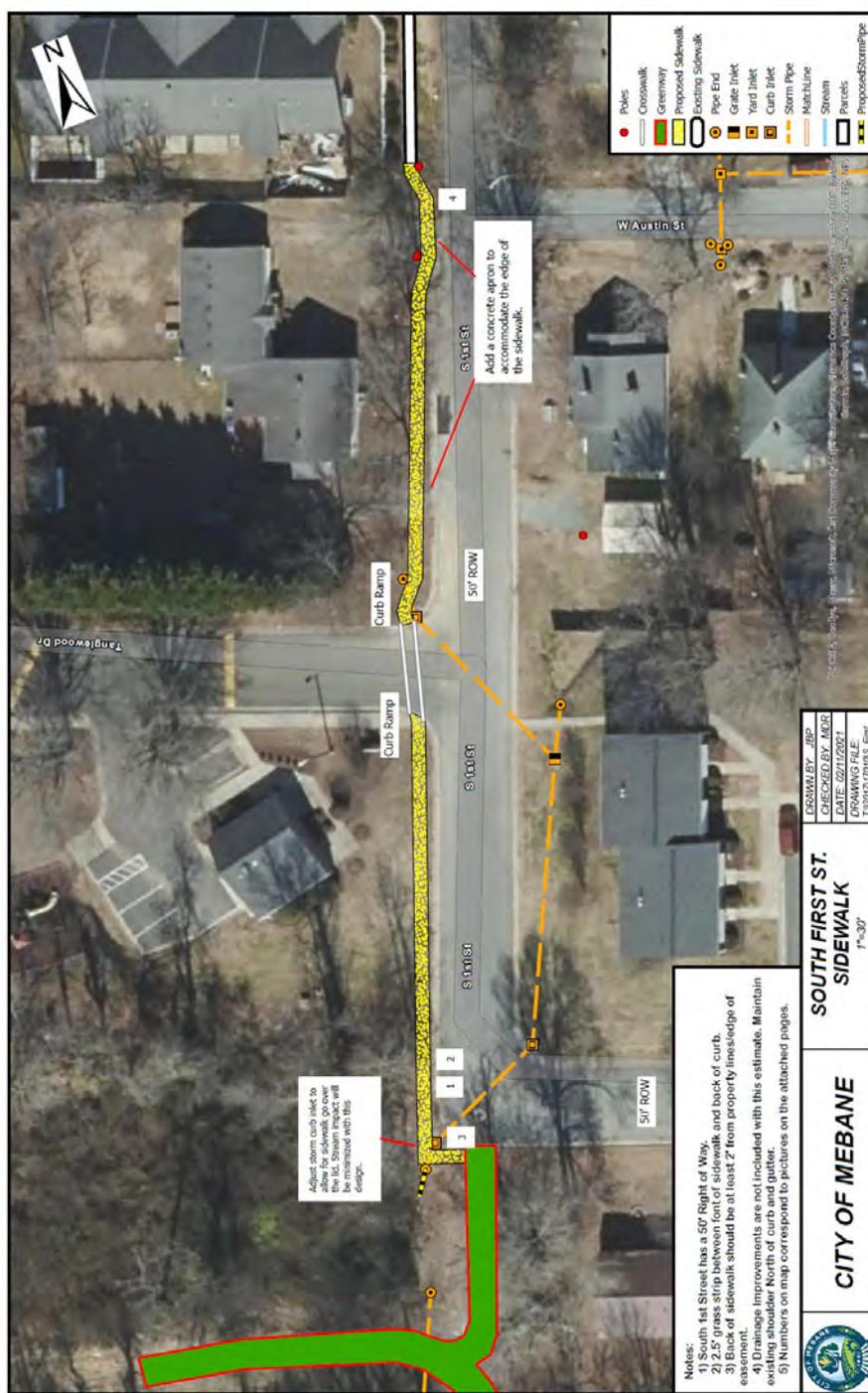
Coordination of downtown and City Park events

Promotion of municipal events and activities



Capital Requests

- South 4th Street Sidewalk
 - Addresses gap in existing sidewalk network and provides neighborhood connection to S. Mebane ES
- Design/Build Project
- \$84,900

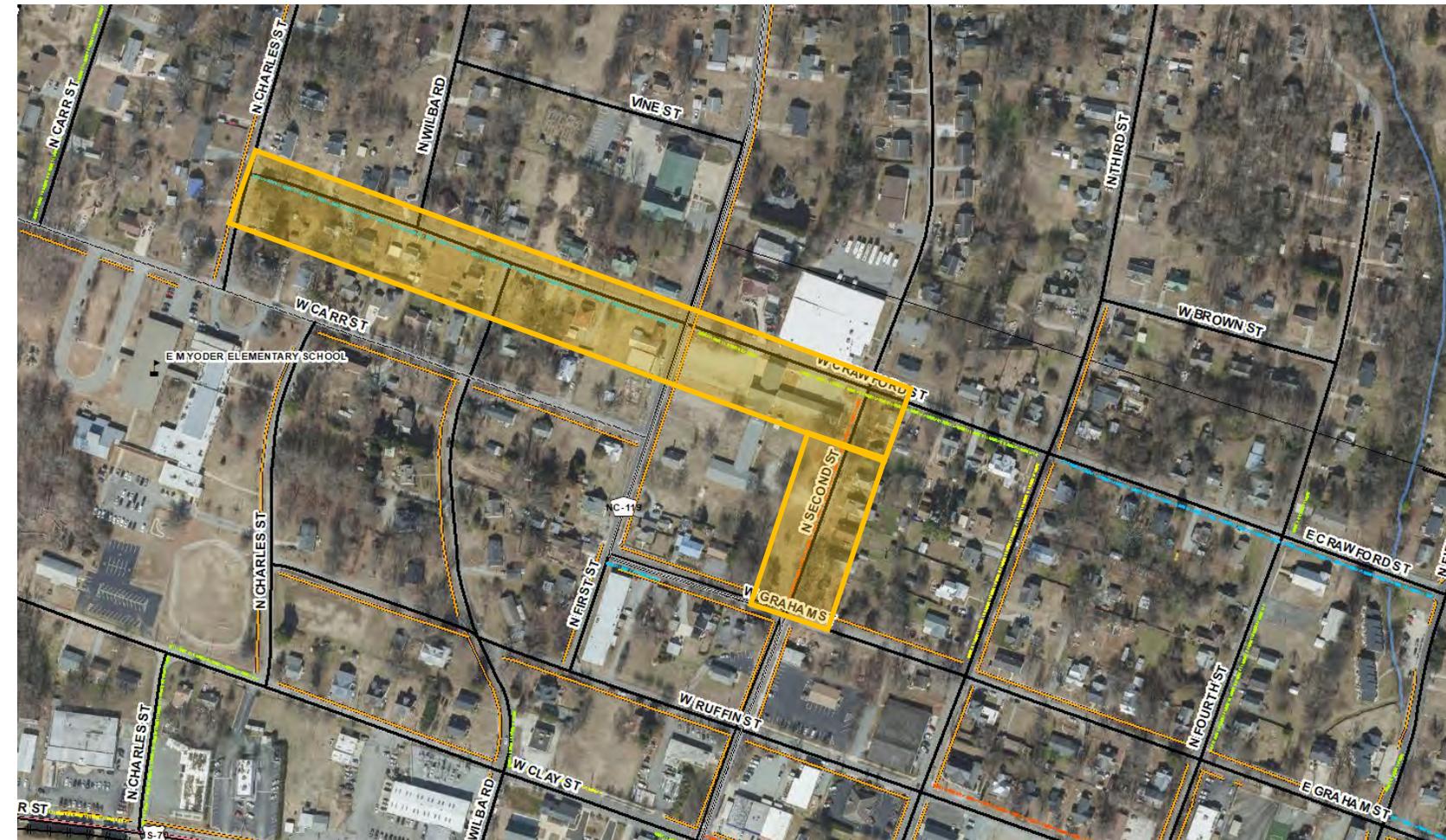


Capital Requests

- South 1st Street Sidewalk
 - Addresses gap in existing sidewalk network and provides neighborhood connection to S. Mebane ES & Greenway
 - Can be bid w/greenway
- Design/Build Project
- \$62,200

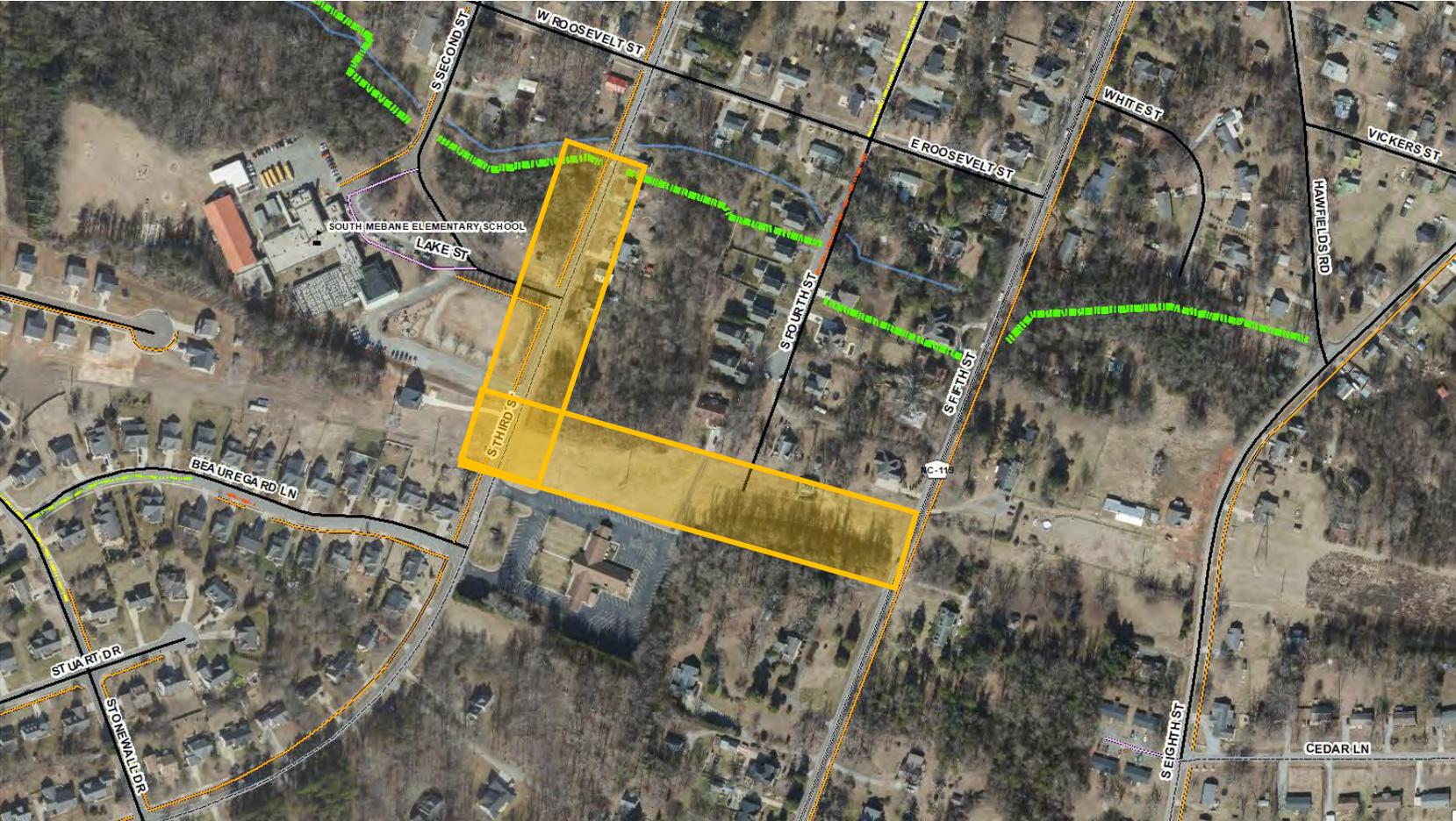
Capital Requests

- West Crawford Street
 - Connects North 2nd Street to E.M. Yoder Elementary School
- Design Project
- \$20,000



Capital Requests

- S. 3rd – 5th Street Greenway
 - Connects S. Fifth Street to S. Third Street & South Mebane Elementary School
- Design Projects
- \$20,000





Recreation and Parks

Budget Request 2021-2022



**WE ARE
PASSIONATE**

**WE ARE
CONFIDENT**

**WE ARE
SELF LESS**

**WE ARE
STRONG**

**WE ARE
DRIVEN**



**WE ARE
ESSENTIAL**

**WE ARE... MEBANE
RECREATION
& PARKS**



YES.....WE ARE ESSENTIAL

COVID 19 taught us how to re-think how to do things, but also reminded us how important we are to our community.



We found ways to change and adapt to the COVID-19 way!
We are doing more NOW than EVER!



Personnel Request FY 2021-22

Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Parks Operations and Maintenance Supervisor (Trails)	62,363	35,000*	2,250	99,613
Special Event and Marketing Specialist (restructure)	9,436	7,000	4,000	20,436
Total Requested New Positions	71,799	42,000	6,250	120,049

- The Special Events and Marketing Specialist would be a NEW position but would take the place of the Administrative Assistant position previously utilized at the MACC front desk.
 - The Recreation and Parks Department plans to staff the front desk at the MACC with a combination of F/T Leaders that would include the Special Event & Marketing Specialist.
- The Parks Operations and Maintenance Supervisor would be a new addition to the department, to help with the on going need to increase the standards for esthetically pleasing parks and increase in park land.

* Vehicle



Special Events & Marketing Specialist

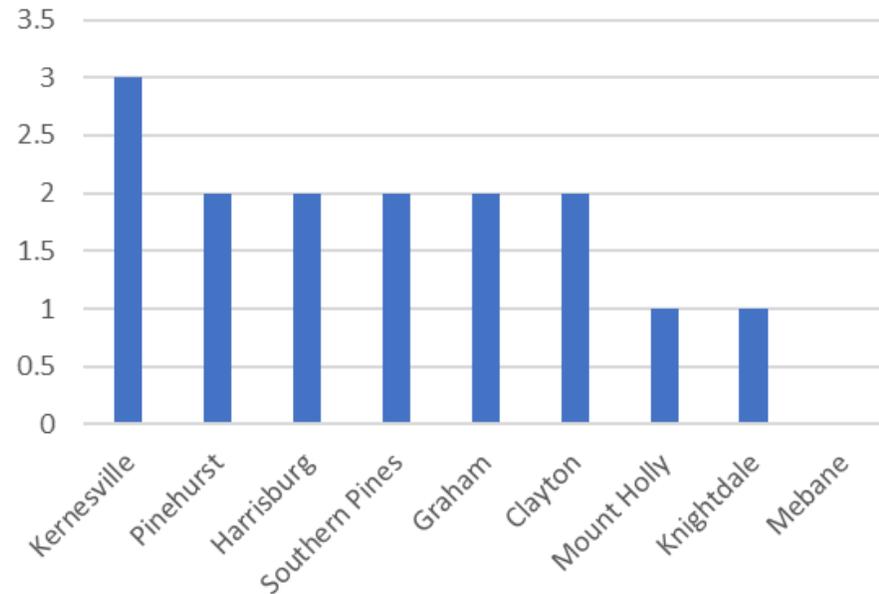
- Opportunity to add programs for the citizens of all ages
- More virtual program options if COVID stays longer than expected
- Eliminate the contracted PIO position
- More time dedicated to special event planning
- More time for Director to supervise, give support, manage projects, fundraise, write grants, etc...



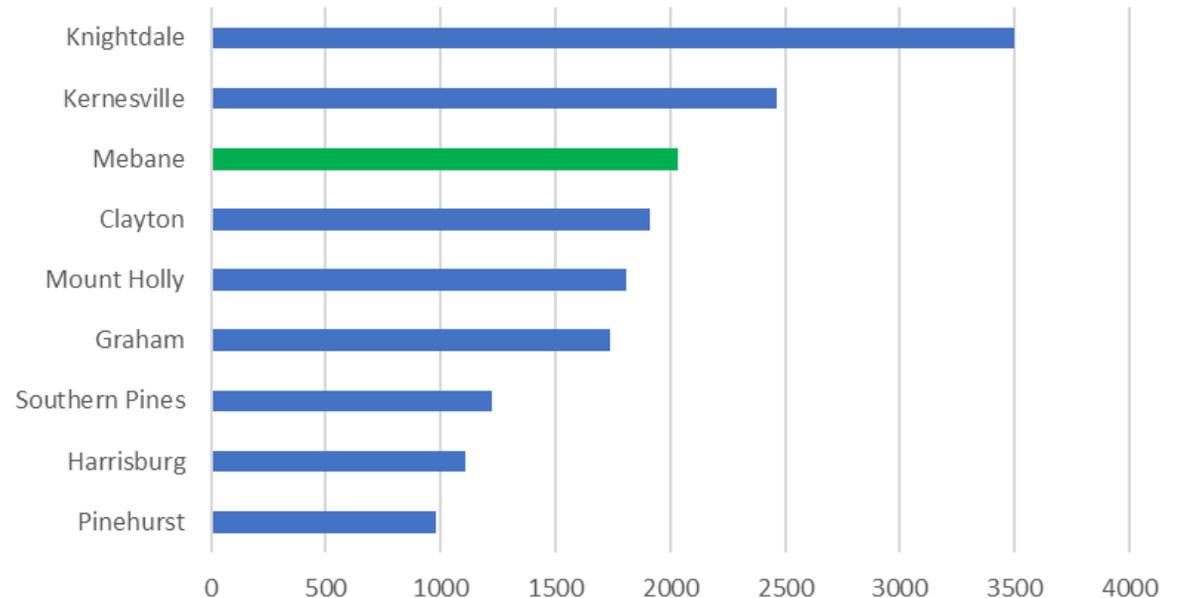
Special Events & Marketing Specialist

Municipality	Pop 2010	Pop Est. 2019	Programmer	Marketin	Facilities/Aquaatics/Lak	Athletic	Maintenanace	Admin	Direct	Total	Special + Marketing	Staff/Pop
Southern Pines	12,334	14,657	2	0	0	1	6	2	1	12	2	1221.416667
Graham	14,153	15,646	1	1	2	1	3	0	1	9	2	1738.444444
Mount Holly	13,656	16,257	1	0	1	3	3	0	1	9	1	1806.333333
Mebane	11,393	16,262	0	0	1	2	4	0	1	8	0	2032.75
Harrisburg	11,526	16,576	1	1	0	1	9	1	2	15	2	1105.066667
Pinehurst	13,124	16,620	2	0	1	1	12	0	1	17	2	977.6470588
Knightdale	11,401	17,483	1	0	0	2	0	1	1	5	1	3496.6
Kernesville	23,123	24,660	2	1	0	1	4	1	1	10	3	2466
Clayton	16,116	24,887	2	0	0	2	7	1	1	13	2	1914.384615

Special Events & Marketing Specialist



Leaders / Population



Parks & Operations Maintenance Supervisor

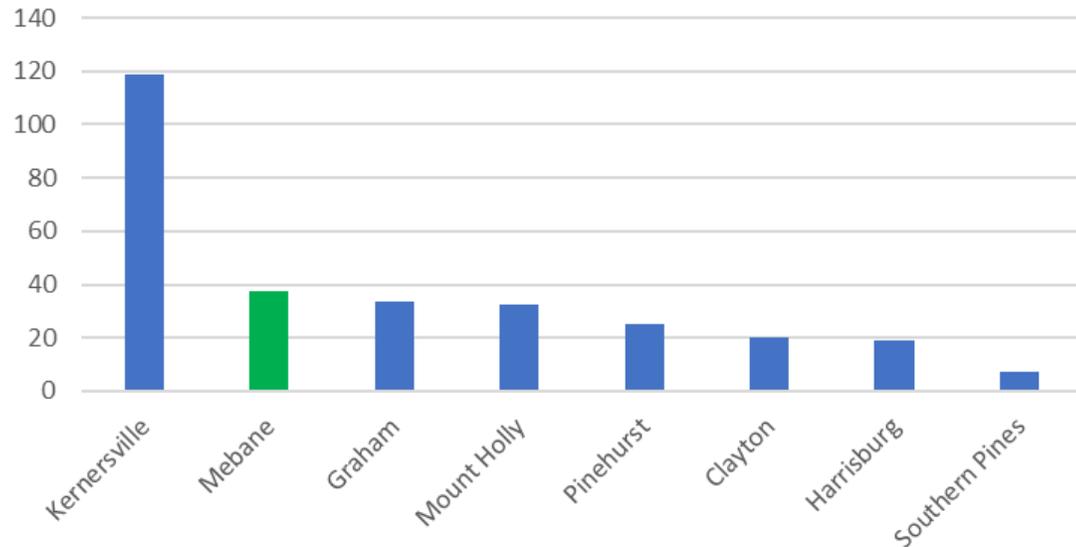
- The addition of Cates Farm Park has added a large amount of extra work on our crew, now is the time to get ahead of maintenance for the future.
- We want excellence not only for our new parks, but for all our parks.
- Our current leaders are being asked to do more than they ever have.
- The standard for excellence is higher than it has ever been.
- New Subdivisions are asking more and more for the city to maintain their community parks. To offer more public spaces, we will need to increase our leader quantity.



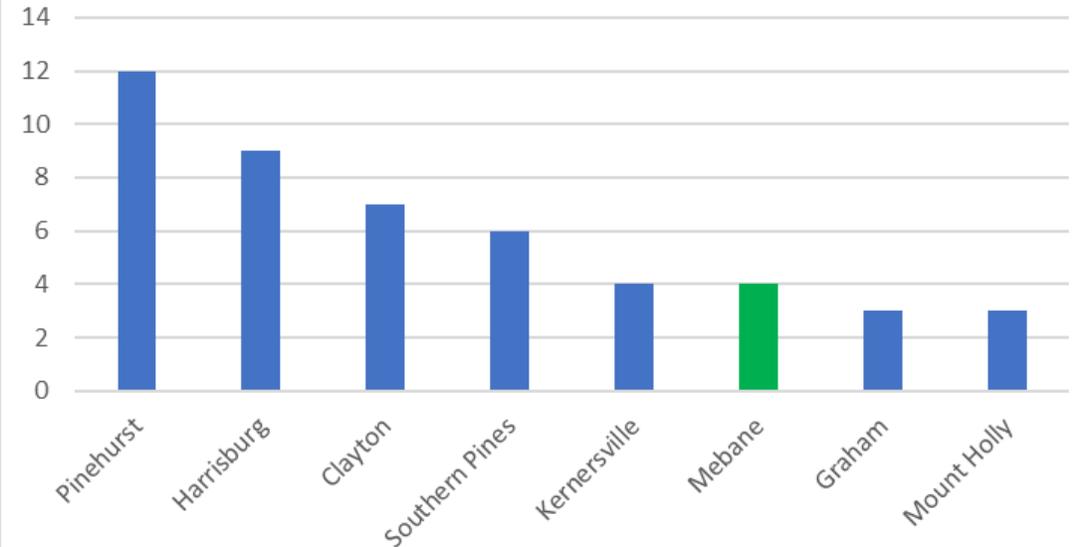
Parks & Operations Maintenance Supervisor

Municipality	Population 201	Population Est. 201	Total Park Acreage	Total Buildings	Miles of Trails/Greenways	Total Full Time Maint Employees	Acres per F/T Employees
Southern Pines	12334	14657	44.25	10	0	6	7.375
Graham	14153	15646	100	4	1.5	3	33.33333333
Mount Holly	13656	16257	98.2	2	4.8	3	32.73333333
Mebane	11393	16262	150	5	5.05 +	4	37.5
Harrisburg	11526	16576	170	0	5	9	18.88888889
Pinehurst	13124	16620	304	2	10.3	12	25.33333333
Kernersville	23123	24660	476	2	1.5	4	119
Clayton	16116	24887	140	4	10	7	20

Acres per F/T Employees



Total Full Time Maint Employees



2021-22 Organizational Chart Recreation & Parks



CIP 21-22 Budget Request Summary

Capital Improvement Project	Total FY21	Total FY22
Lebanon Rd./Lake Michael Connector		225,000
Youth/Walker & Old Rec Updates		1,195,000
Lake Michael Pier Replacemnt		75,000
MACC Baseball/Softball Updates		80,000
Cameras for Ball Fields		30,000
Blue Lights for Parks		25,000
Recreation & Parks Master Plan		100,000
Christmas Decorations		50,000
Fairway Mower		37,500
Ampitheater @ Community Park		110,000
	Approved	Requested
Total	1,050,217	1,927,500



Lake Michael Park Updates



Connectors to Subdivisions - \$225,000



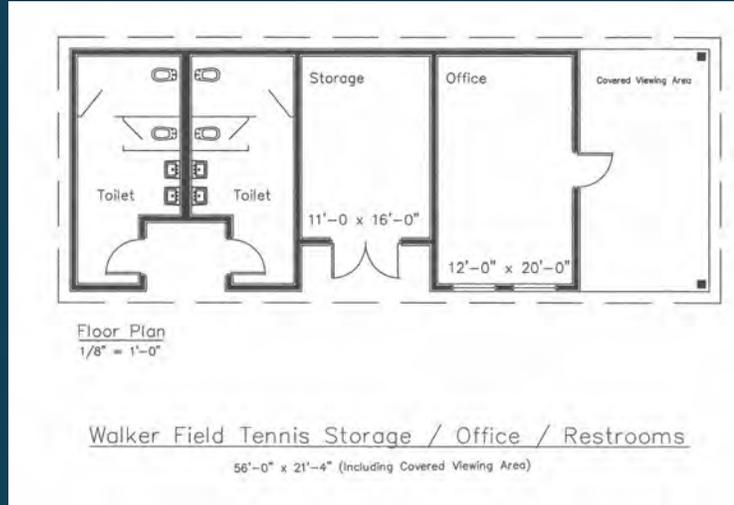
Lake Michael Dam Upgrades - \$TBA



Fishing Pier Replacements - \$75,000



Walker and Youth Field & Old Rec Complex

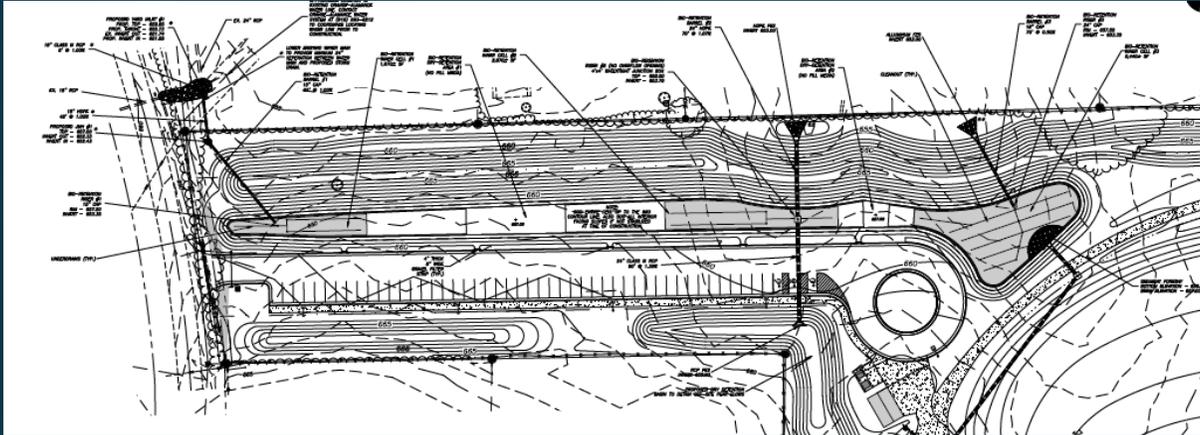


- Basketball Court - \$70,000
- Pickleball Courts (2) - \$30,000
- Playground + Shade - \$80,000
- Basketball Parking - \$75,000
- Tennis Parking - \$50,000
- Volleyball Courts - \$30,000
- Stormwater Mgt. - \$50,000
- Tennis Building - \$260,000
- New Lights - \$500,000
- Regrading Open Space - \$50,000

Overall Project Cost:
\$1,195,000



Community Park Parking Lot Expansion



Back Entrance - \$300,000

- Paving - \$200,000
- Curb & Gutter - \$100,000
- 50 spaces

Gravel Lot - \$50,000

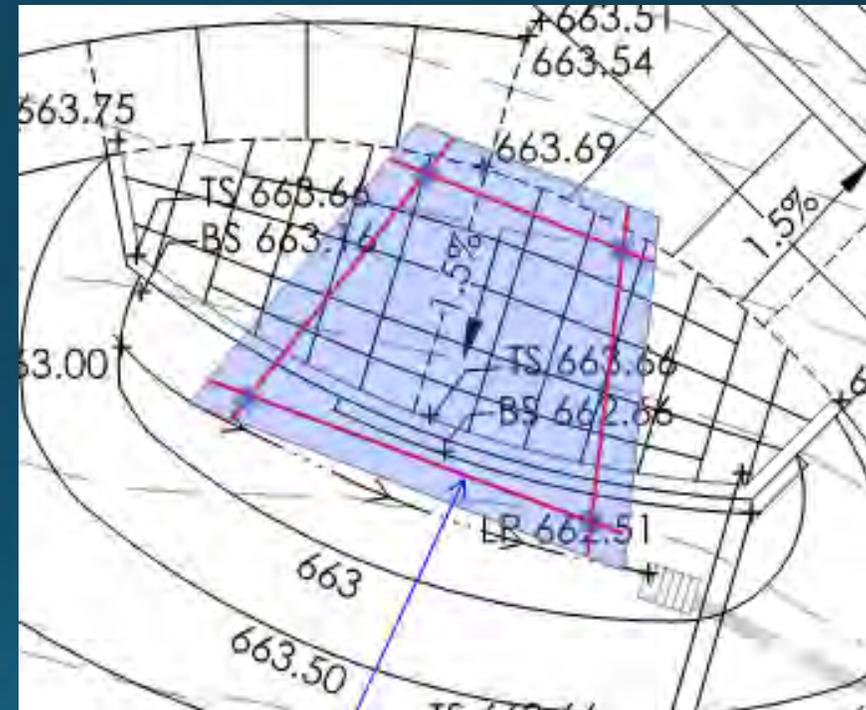
- 30 spaces

Overflow Grass Lot - \$300,000

- Paving - \$245,000
- Curb & Gutter - \$55,000
- 250 spaces



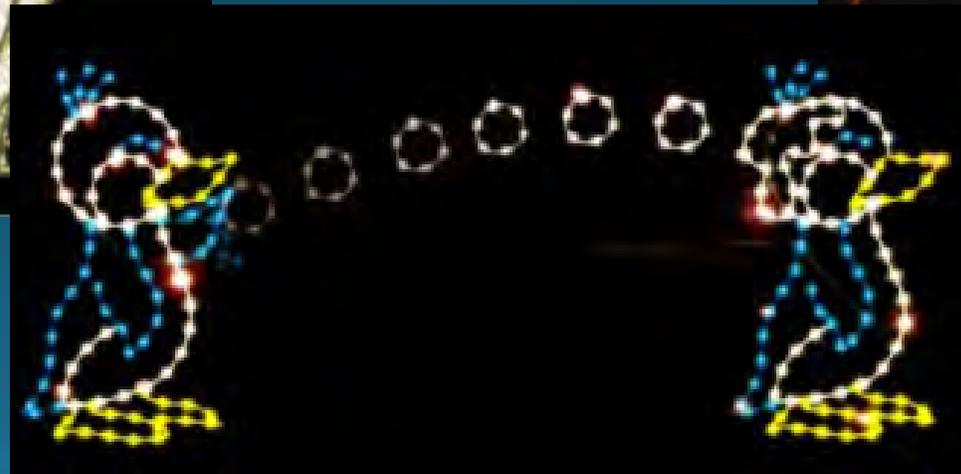
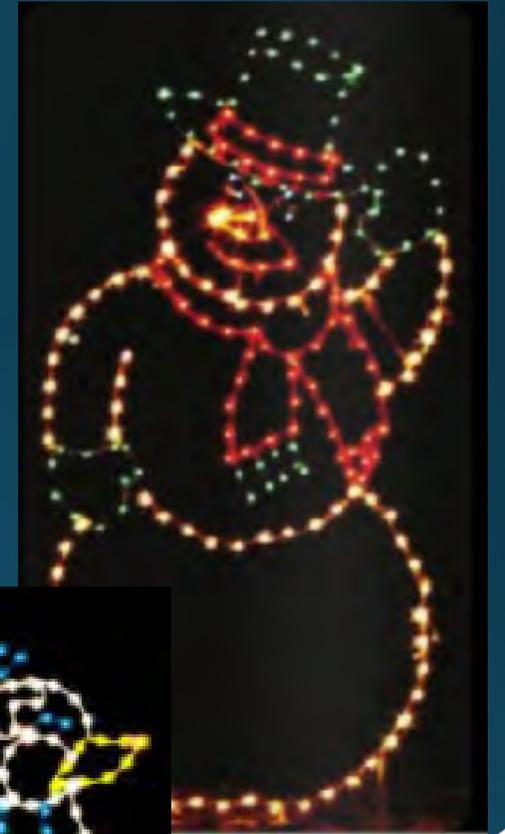
Community Park Amphitheater - \$110,000



We have leads on a potential sponsor for ½ the costs.



Christmas Decoration Additions - \$50,000



CIP – Equipment Proposals



Fairway Mower for Ballfields - \$37,500



Maintenance Truck for potential New Hire - \$35,000



Quality of Life Is Important

- Our goal is to increase the quality of life for all citizens
- We cannot please everyone, but every addition to our department will bring more smiles to a large percentage of our population
- WE CARE A LOT & WE WANT TO MAKE A DIFFERENCE
- We Need You to...
 - Challenge US, Believe in US, and continue to Support US

THANK YOU!



Future CIP Proposed Projects

Capital Improvement Project	FY22-23	FY23-24	FY24-25	FY25-26
MACC/Old Rec Repave	325,000			
Lake Michael Trail Extension	444,113			
Lake Michael Dam Repairs (Phase #3)	2,000,000			
Community Park Woodlawn Entrance		350,000		
Senior Game Commons Area		100,000		
Community Park Health Pavillion			2,500,000	
MACC Red Cross Updates & Pool				5,000,000
Park South of 40/85				10,000,000
	Requested	Requested	Requested	Requested
Total	2,769,113	450,000	2,500,000	15,000,000





Wrap Up & Questions

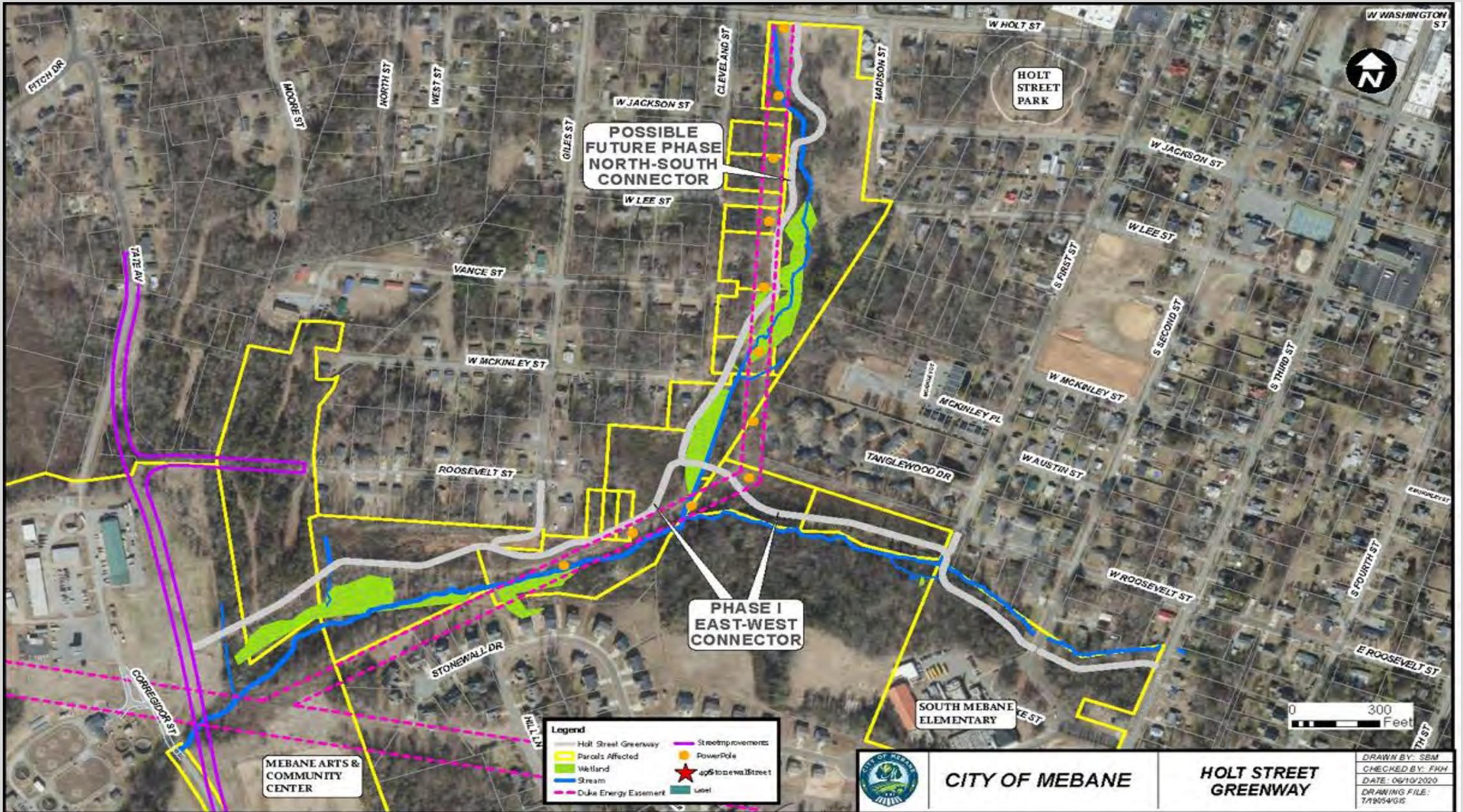
- We are Growing quickly; we need more qualified and quality leaders to help us continue excellence for our citizens.
- We are reaching the point where many of our facilities are 30+ years old and older. It is time to update, replace, fix those facilities.
- What's next? The greatest thing about being on City Council is that you all get to shape our future. I challenge you to think hard about what is the most important to you and what you think is the most important to our citizens.
- Passion Drives Purpose.....We are Ready and willing to tackle anything.
- Our mission always comes first!
- Questions?



Holt Street Greenway - Schedule

Grading & Erosion Control	\$426,600
Culvert crossing in lieu of bridge	\$60,000
18-inch storm drain piping	\$15,000
ABC and Asphalt Surface	\$237,000
Boardwalk	\$100,000
<u>Contingency</u>	<u>\$61,400</u>
Total	\$900,000

- Revise plans and bid specs April 25
- Staff reviews plans April 28
- Bid the project April 30
- Pre-bid meeting May 17
- Receive bids June 21
- Make Award Recommendation June 28
- Possible Council Award July 12



CITY OF MEBANE

HOLT STREET GREENWAY

DRAWN BY: SBM
 CHECKED BY: FHM
 DATE: 06/10/2020
 DRAWING FILE: 171954/GIS



FINANCE

Budget Request 2021-2022

Current Year Highlights



- Clean audit & GFOA Award
- Adapting to working remotely
- Meter changeout and customer relations
- Settling into Tyler
- Change in department leadership

Personnel Request FY 2021-22

Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Accounting Manager	97,741	2,700	780	101,221
Accountant Reclassification to Accounting Supervisor	4,361	-	540	4,901
Accounting Tech	56,166	2,000	-	58,166
Total Requested New Positions	158,268	4,700	1,320	164,288

CIP Request FY 2021-22 – n/a

Finance Department Trends 2016-2020



**15% more
employees
citywide**



**21% more
utility
accounts**



**17% more
vendor
payments
issued**



**14% more
revenues to
account for**



Improve the customer experience by opening up Waterscope, improving and expanding online forms, and activating an electronic notification system.



Gain operational efficiencies for all town departments through process improvements, financial analysis and reporting, and performance management.



Update and modernize policies.

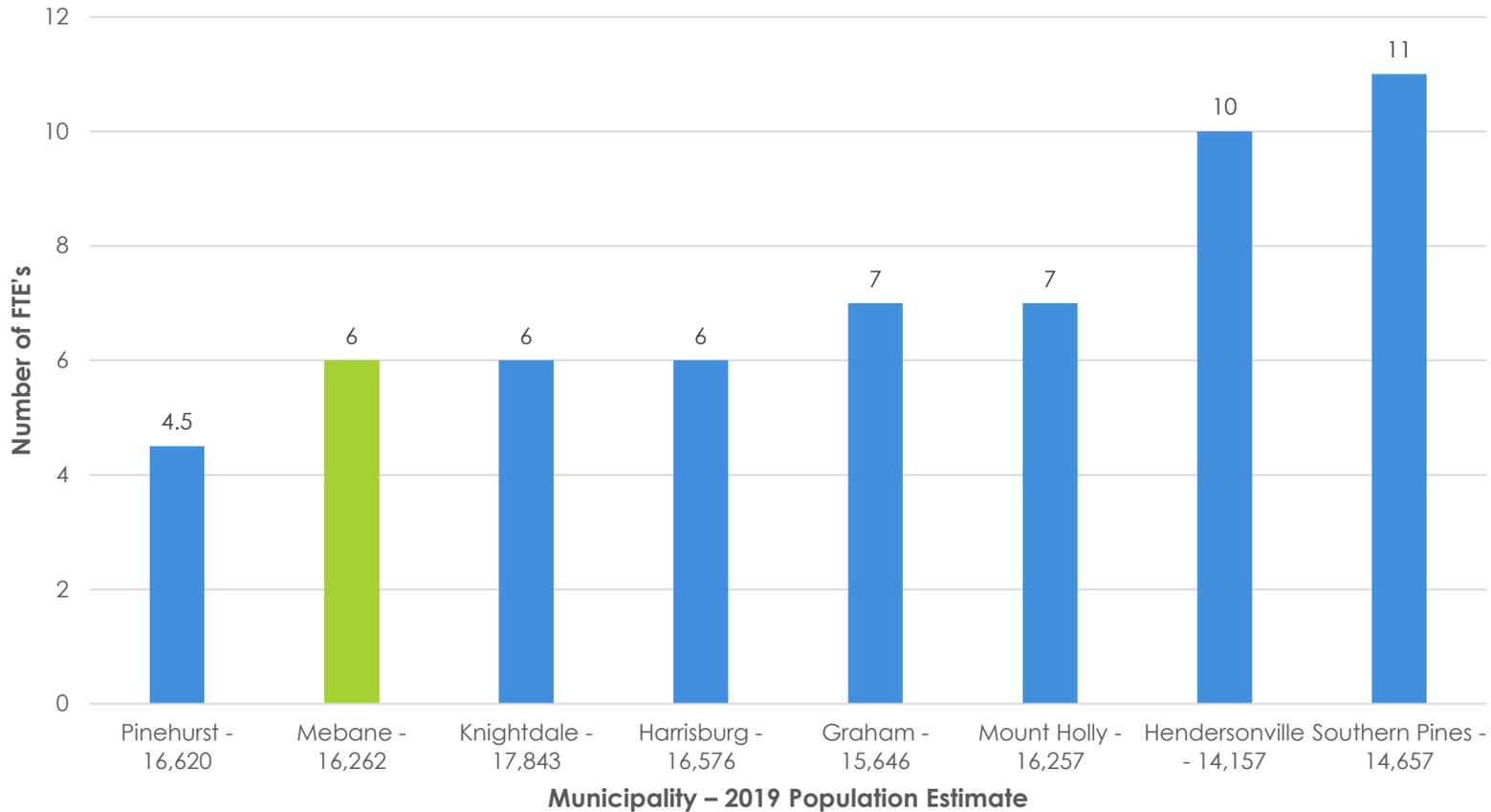


Develop Standard Operating Procedures for all processes within the Finance Department to ensure operations continue uninterrupted and all deadlines are met regardless of circumstances.

Finance Department Goals

- Consistently provide accurate and timely financial information
- Focus on process improvement with an emphasis on resiliency and sustainably
- Provide excellent customer service to internal and external customers

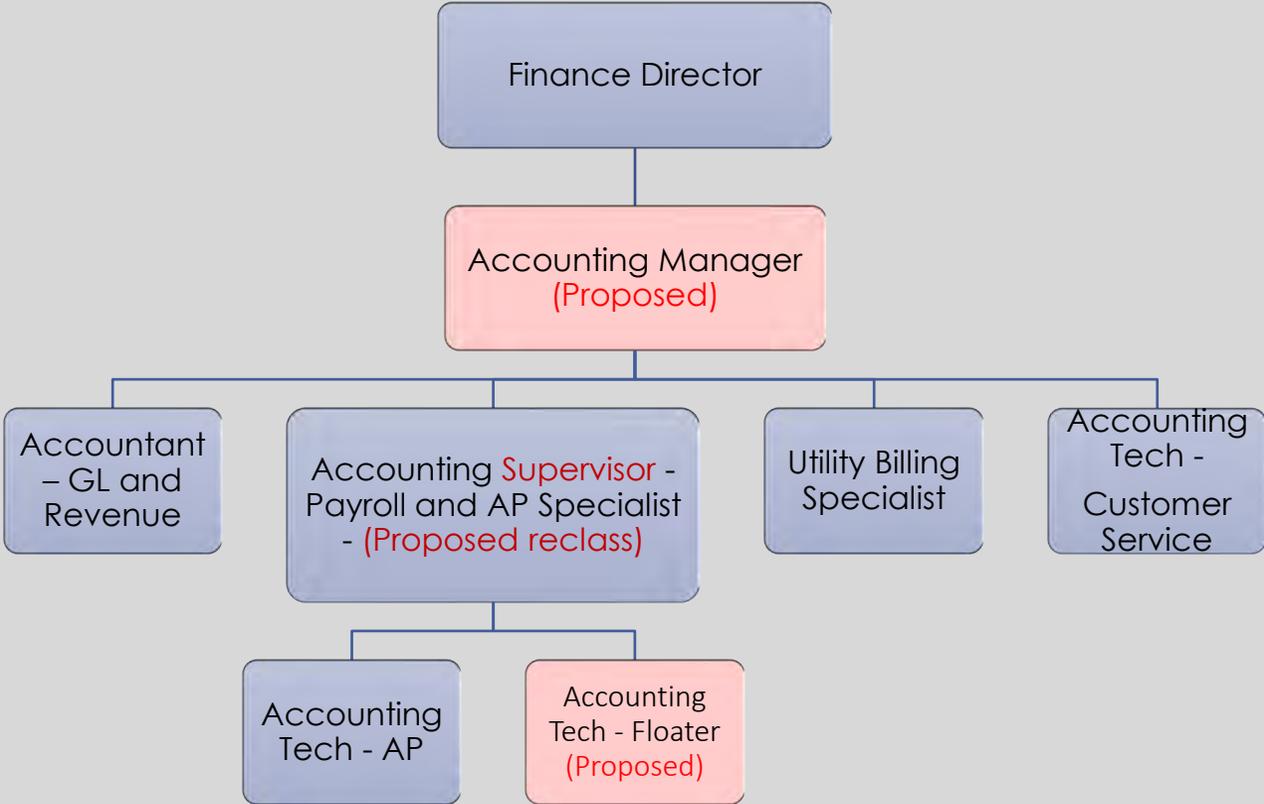
Accounting & Utility Billing Full Time Equivalents



Staffing Comparisons

- Pinehurst and Knightdale do not have utilities.
- Pinehurst finance staff is requesting a Financial Services Supervisor in the FY22 budget.
- The last time the finance department added a position was in FY18.

2021-22 Organizational Chart – Finance





Questions?



ADMINISTRATION

Budget Request 2021-2022



Leading by Serving

- Our goal is to carry out the Council's plan for Mebane's future.
- We strive to provide guidance through collaboration and service to our employees.



Current Year Highlights

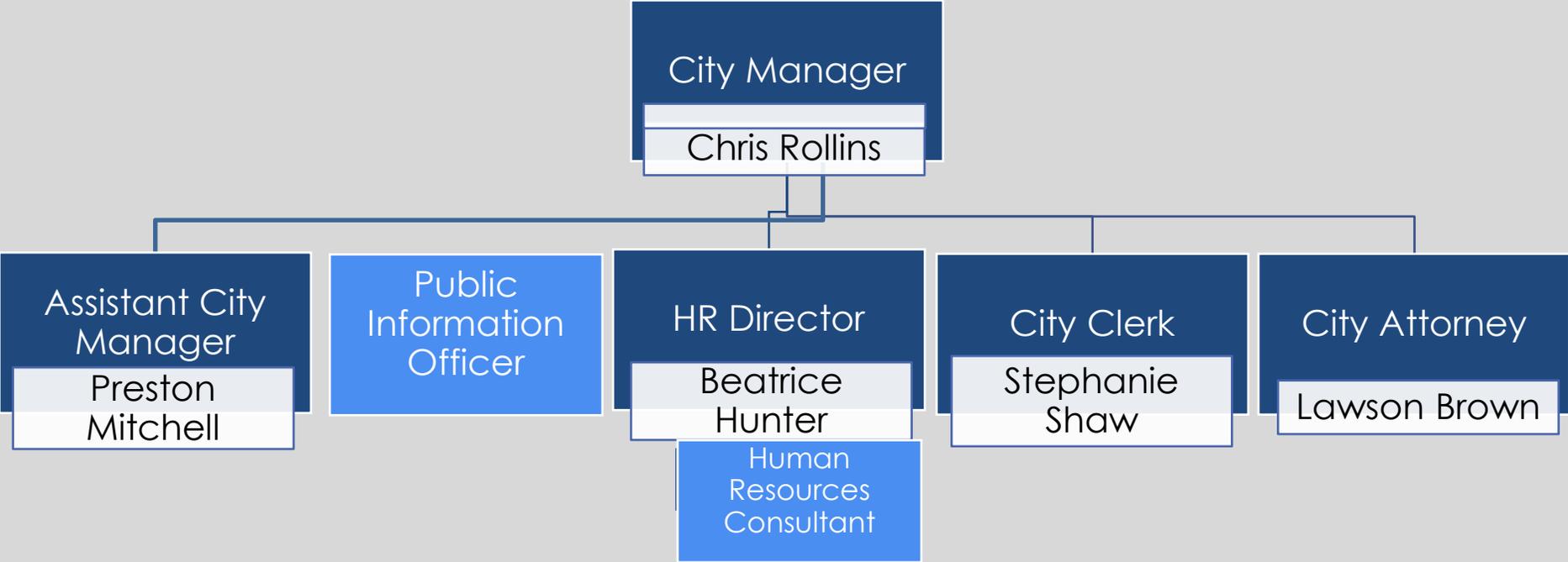
- Navigating COVID-19 Pandemic
- Onboarding of New Department Heads
- NCDOL Safety Award Recognition
- Buckhorn Area Plan update – ongoing
- Development boom within COVID-19 Pandemic
- Chick-Fil-A, UPS
- Orange County collaboration – Economic Development
- Appointment of City Manager Chris Rollins
- Retirement of City Manager David Cheek

Personnel Request

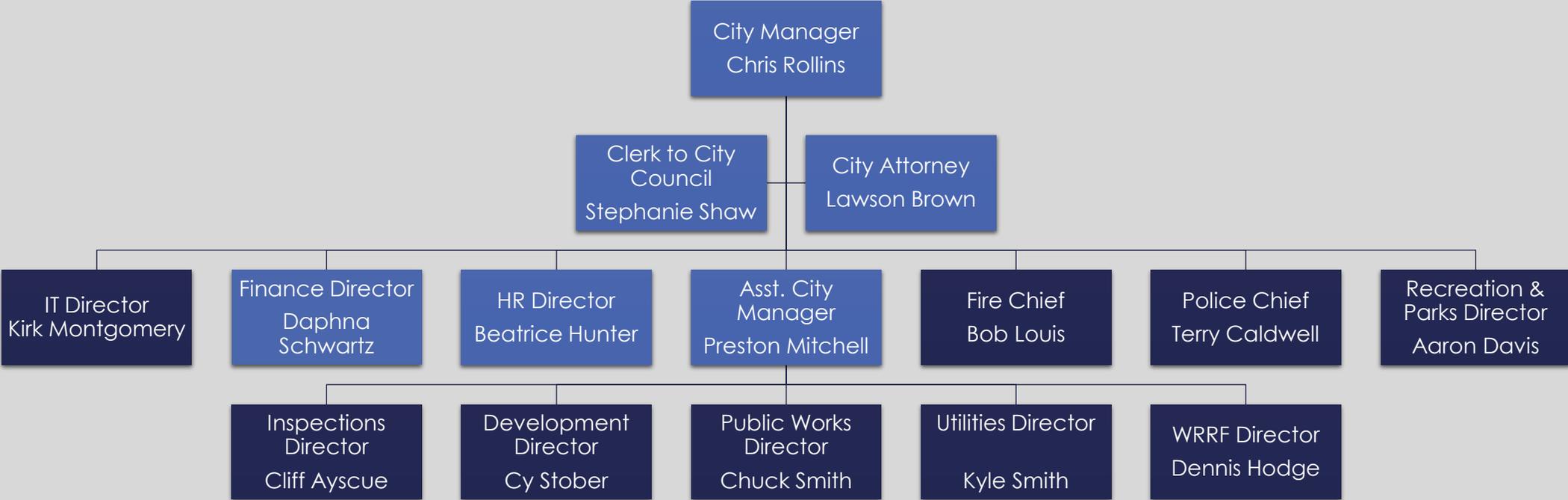
Position	Salary & Benefits	One Time Costs	Annual Costs	Total FY22 Costs
Public Information Officer (PIO)	89,290	9,550	3,000	101,840
Human Resources Consultant	85,595	1,604	934	88,133
Total Requested New Positions	174,885	11,154	3,934	189,973

CIP Request – n/a

2021-22 Organizational Chart



2021-22 Leadership Team



Public Information Officer

Need highly independent, self-motivated individual

- Community Engagement
- Tell Our Story & Control/Complement the Narrative
- Accuracy & Consistency
- Information Dissemination Opportunities via Coordination and Collaboration between our City Departments and Stakeholders/Partners
- “Push” Mebane Brand/Marketing
- Utilize Traditional & Newer Methods of Connecting with Citizens
- Partnership Opportunities with Existing Media



Human Resources Consultant

Future Focused Mebane: Mebane Challenges Met with Mebane Solutions

Position allows for us to meet the demands of our growing city and Council initiatives

- 15% personnel growth citywide from 2016-2020.
- HR Department of one for nearly 11 years, since 2010.
- Improved and increased human resources offerings across all functional areas.
- Positive impact to internal and external stakeholders in the HR functional area of Diversity and Inclusion.
- HR assignment of staff liaison to Council-appointed Racial Equity Advisory Committee.
- Implement and fully maximize purchased Tyler modules for Employee Self Service, Training and Development, Compliance and Reporting.
- This request is for ½ FTE, not to exceed \$34,000 plus benefits. Funding for part-time staff in the amount of \$20k is budgeted.



Planned Accomplishments and Continuing Challenges

- Workforce Planning: Becoming an employer of choice in our region while simultaneously preparing for staff and city growth and the next phase of Baby Boomer retirements
- Arrange funding for WRRF Expansion/Capacity projects
- Work with Orange County to collaboratively complete Buckhorn ED Zone plan
- Planning for implementation of CPL Space Needs study maintenance and new construction endeavors
- Response to COVID-19 Pandemic vaccine implementation and Stimulus funding opportunities



Wrap Up & Questions

- The Administration Department thanks the Mayor and City Council for its input and support.
- Ensuring Mebane Challenges are met with Mebane Solutions.
- Further Questions?



AGENDA ITEM #4B

Petition for Voluntary
Contiguous Annexation-
RSolution Mebane, LLC

Meeting Date

May 3, 2021

Presenter

Lawson Brown, City Attorney

Public Hearing

Yes No

Summary

Staff received a petition requesting voluntary contiguous annexation from RSolution Mebane, LLC. for two parcels located in Alamance County on Hwy 119 South.

Background

The applicant is requesting that the described property be annexed into Mebane's Corporate Limits. This is a contiguous annexation containing approximately +/- .837 acres.

Financial Impact

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

Recommendation

Staff recommends the Council's acceptance of the petition, the Clerk's Certificate of Sufficiency and to adopt a Resolution setting a date of public hearing for June 7, 2021.

Suggested Motion

I make a motion to accept the petition, the Clerk's Certificate of Sufficiency and to adopt a Resolution setting a date of public hearing for June 7, 2021.

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: 3/8/2021

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) on a separate paper.*

****3.** We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or or G.S. 159A-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 a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

Name	Address	Do you declare vested rights (Yes or No)	Signature
1. Resolution Mebane, LLC	9109 Watson Road 4 th Floor	Yes	 Bill Appelbaum
William Appelbaum	St. Louis, MO 63126		
2.			
3.			

*Municipality may wish to require metes and bounds description or map. (Provide 2 paper copies, an electronic copy and 3 mylars)

Debra

3-16-2021

Debra

CERTIFICATE OF SUFFICIENCY

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

I, Stephanie W. Shaw, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact 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 3rd day of May, 2021.



Stephanie W. Shaw
Stephanie W. Shaw, City Clerk

SURVEY AND ACCURACY

I, JOHN W. WILLIS, JR., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION: (DEED DESCRIPTION RECORDED IN BOOK 3953, PAGE 190 AND DEED BOOK 332, PAGE 581, AND IN PLAT BOOK 68, PAGE 376); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION (AS SHOWN ON MAP); THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER, AND SEAL THIS 5TH DAY OF APRIL, A.D. 2021.

JOHN W. WILLIS, JR.
LICENSE NUMBER L-4522

CERTIFICATE OF G.S. 47-30(F)(11)

I, JOHN W. WILLIS, JR., PROFESSIONAL LAND SURVEYOR, PLS NO. L-4522, CERTIFY THAT THIS IS OF A SURVEY THAT:

F11(C) THAT THE SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET; FOR THE PURPOSES OF THIS SUBSECTION, AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

F11(D) THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

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

JOHN W. WILLIS, JR. PLS L-4522

DATE

PLANNING DIRECTOR CERTIFICATION

THIS TRACT OF LAND IS WITHIN THE CITY OF MEBANE JURISDICTION. NO APPROVAL IS REQUIRED OF THE PLANNING BOARD OR CITY COUNCIL UNDER SECTIONS 50.2(C) OF THE CODE OF ORDINANCES.

PLANNING DIRECTOR

DATE

LEGEND

- EXISTING IRON PIPE/ROD
- ⊙ NEW IRON PIPE
- UTILITY POLE
- ☀ LAMP
- GUY WIRE
- ⊙ SHRUB
- ELECTRIC BOX
- ⊙ GAS VALVE
- CATCH BASIN
- ▭ GRATE INLET
- ⊞ TELEPHONE PEDESTAL

ABBREVIATIONS

- IP = EXISTING IRON PIPE/PIN
- IR = EXISTING IRON ROD
- NIP = NEW IRON PIPE
- ECM = EXISTING CONCRETE MONUMENT
- EPK = EXISTING P-K NAIL
- NPK = NEW PK NAIL SET
- R/W = RIGHT OF WAY
- P/L = PROPERTY LINE
- AG = ABOVE GROUND
- BG = BELOW GROUND
- FL = FLUSH WITH GROUND

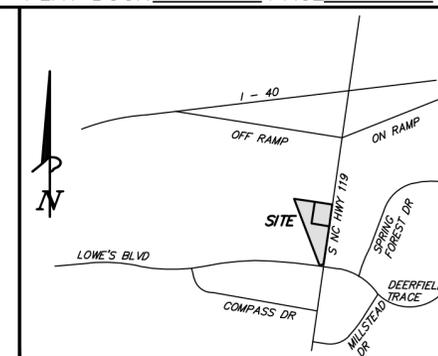
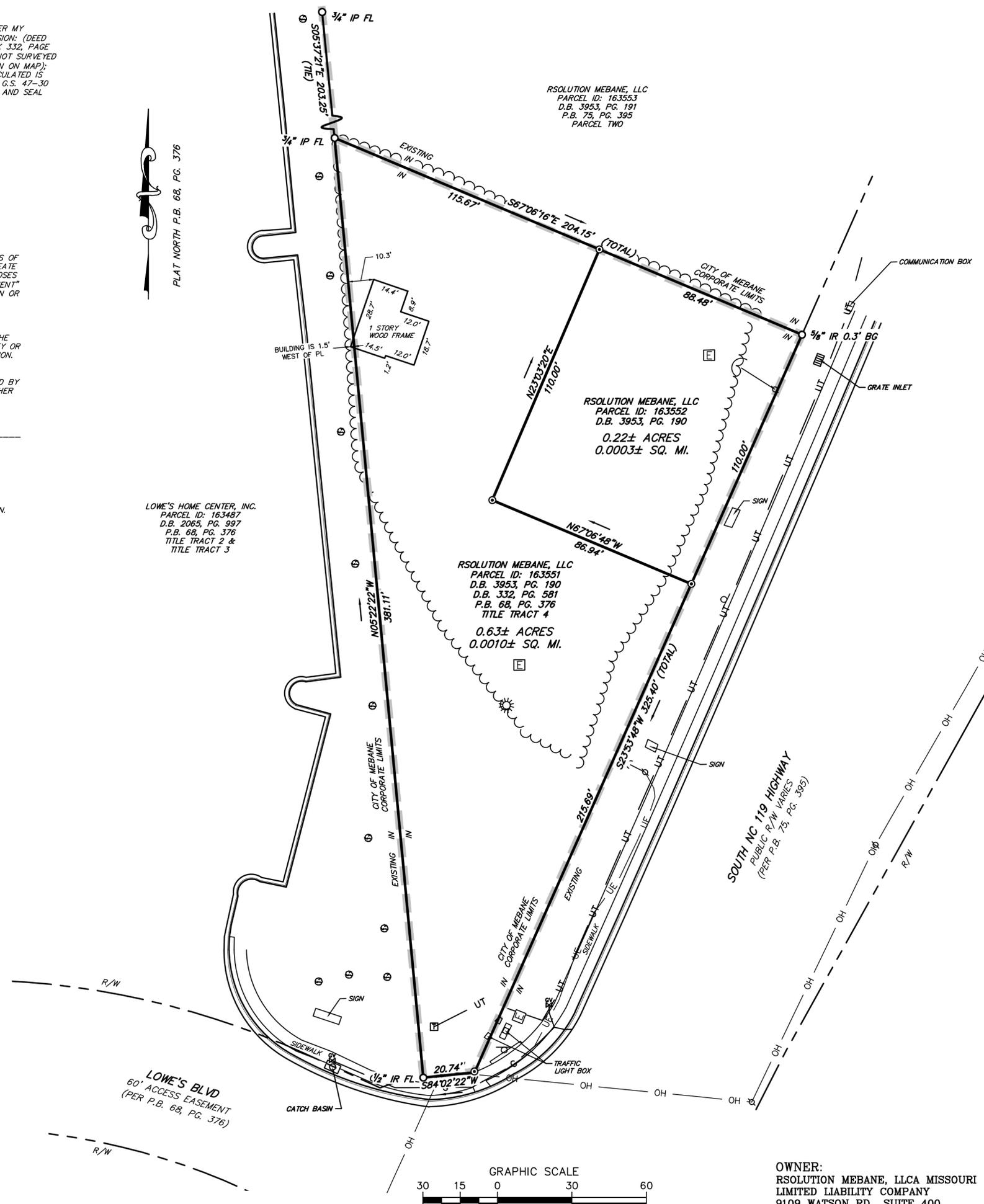
ADJOINER LINE	---	---
UTILITY EASEMENT	— ESMT —	---
FENCE LINE	— X —	— X —
LINE SURVEYED	=====	---
CURB & GUTTER	=====	---
RIGHT OF WAY	-----	---
CORPORATE LIMITS	-----	---
WOODS LINE	~~~~~	---
UNDERGROUND TELEPHONE	— UT —	---
UNDERGROUND GAS LINE	— G —	---
OVERHEAD UTILITY	— OH —	---
UNDERGROUND ELECTRIC	— UE —	---

LOWE'S HOME CENTER, INC.
PARCEL ID: 163487
D.B. 2065, PG. 997
P.B. 68, PG. 376
TITLE TRACT 2 & TITLE TRACT 3

RESOLUTION MEBANE, LLC
PARCEL ID: 163553
D.B. 3953, PG. 191
P.B. 75, PG. 395
PARCEL TWO

RESOLUTION MEBANE, LLC
PARCEL ID: 163552
D.B. 3953, PG. 190
0.22± ACRES
0.0003± SQ. MI.

RESOLUTION MEBANE, LLC
PARCEL ID: 163551
D.B. 3953, PG. 190
D.B. 332, PG. 581
P.B. 68, PG. 376
TITLE TRACT 4
0.63± ACRES
0.0010± SQ. MI.



VICINITY MAP
Not to scale

GENERAL NOTES

- 1) THIS SURVEY IS TO ANNEX PARCEL ID'S: 161551 AND 161552 INTO THE CITY OF MEBANE, NORTH CAROLINA.
- 2) FLOOD CERTIFICATION: THE SUBJECT PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SCALED FROM MAPS FURNISHED BY NORTH CAROLINA FLOOD PLAIN MAPPING PROGRAM DATED JUNE 18, 2007, SUBJECT TO VERIFICATION BY DETAILED FLOOD MAP STUDY. SEE COMMUNITY PANEL NO. 3710788500L.
- 3) ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS NOTED OTHERWISE.
- 4) IRON PIPES AT ALL CORNERS UNLESS OTHERWISE NOTED.
- 5) METHOD OF COMPUTATION IS BY COORDINATE CALCULATION.
- 6) THE PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY PRIOR TO THE DATE OF THIS MAP WHICH WERE NOT APPARENT AT THE TIME OF MY INSPECTION AND MIGHT OTHERWISE BE DISCLOSED BY AN ATTORNEY'S TITLE OPINION WHICH AS OF DATE SHOWN HEREON HAS NOT BEEN SUPPLIED TO DAVIS-MARTIN-POWELL ENGINEERS & SURVEYORS. THERE MAY BE EASEMENTS OR OTHER MATTERS OF RECORD AFFECTING THIS PROPERTY NOT SHOWN HEREON.
- 7) TOTAL AREA TO BE ANNEXED: 0.85± ACRES; 0.0013± SQ. MI.

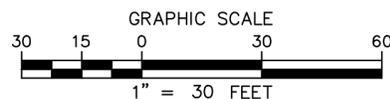
PRELIMINARY PLAT
Not for Recordation, Conveyance, or Sales

**CITY OF MEBANE CONTIGUOUS
VOLUNTARY CORPORATE LIMITS
EXTENSION PLAT FOR
DEVINDRA PATEL
PROPERTY OF
RESOLUTION MEBANE, LLC**
PARCEL ID'S: 163551 & 161552
DEED BOOK 3953, PAGE 190
DEED BOOK 332, PAGE 581
PLAT BOOK 68, PAGE 376
TITLE TRACT 4

**SOUTH NC HIGHWAY 119
MEBANE, NORTH CAROLINA
MELVILLE TOWNSHIP, ALAMANCE COUNTY**

PREPARED BY
DAVIS • MARTIN • POWELL
ENGINEERS & SURVEYORS **dmp**
6415 OLD PLANK RD, HIGH POINT, NC 27265
(336) 886-4821 | WWW.DMP-INC.COM | LICENSE: F-0245
DATE: 4/5/21 SCALE: 1" = 30' PROJECT: 210069
SURVEYED BY: JB DRAWN BY: SKM CHECKED BY: JWW

OWNER:
RESOLUTION MEBANE, LLC A MISSOURI
LIMITED LIABILITY COMPANY
9109 WATSON RD., SUITE 400
ST. LOUIS, MISSOURI, 63126



DRAWING NAME: P:\2021\210069\Survey\210069_Survey.dwg - 18x24_SURV - 4/26/2021 2:12:20 PM

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

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 Mebane Municipal Building at 6:00 p.m. on June 7, 2021.

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

PARCEL ONE:

Beginning at the Grantor's Northern property corner and being a common corner
with the Heirs of Ernest Strayhorn, now or formerly, and Luihn Four, Inc., now or
formerly; thence in a Southeasterly direction along and with the Northeastern
property line, being a common line with Luihn Four, Inc., now or formerly, a
distance of 100.49' to its point of intersection with the new proposed
Northwestern point of intersection with the new proposed Northwestern Right of
Way of NC 119, said point lying 60' Northwesterly of and normal to Survey
Station 18+96.48. Thence along and with the new proposed Right of Way Line
for Project U-3109A in a Southwesterly direction a distance of 110.01' to the
point of intersection with the Grantor's new Southern property corner, being a
common property corner with the Heirs of Ernest Strayhorn, now or formerly.
Thence in a Northwesterly direction along and with the Grantor's Southwestern
property line, being a common property line with the Heirs of Ernest Strayhorn,
now or formerly, a distance of 101.78' to the Grantor's Western property corner,
being a common corner with the Heirs of Ernest Strayhorn, now or formerly.
Thence a Northeasterly direction along and with the Grantor's Northwestern
property line, being a common property line with the Heirs of Ernest Strayhorn,
now or formerly a distance of 110.00' to the point and place of beginning. (Tax
Parcel #163552, approx.. 0.255 acres)

PARCEL TWO:

Point of beginning being N 79°24'59.4" W, 62.450 feet from -L- Sta 18+00;
thence to a point on a bearing of N 65°40'55.9" W, 101.504 feet; thence to a
point on a bearing of N 24°19'4.1" E, 110.000 feet; thence to a point on a bearing
of N 65°59'25.6" W, 104.704 feet; thence to a point on a bearing of S 05°25'38.4"
E, 358.350 feet; thence to a point on a bearing of N 85°17'42.3" E, 34.453 feet;
thence to a point on a bearing of N 23°47'14.7" E, 184.990 feet; returning to the
point and place of beginning. Having an area of approximately 0.582 acres.
(Tax Parcel #163551)

See Deed Book 3953 at Page 190 of the Alamance County Registry.

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

Ed Hooks, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



AGENDA ITEM #4C

Alamance and Orange Counties Interlocal Agreement for Tax Collection

Meeting Date

May 3, 2021

Presenter

Daphna Schwartz, Finance Director

Public Hearing

Yes No

Summary

The current Interlocal Agreements for Tax Collection with Alamance and Orange counties are expiring, and new agreements are being brought forward for consideration.

Background

In 2016, Council entered into 5-year agreements with Alamance and Orange Counties to act as the tax administrator for Mebane in return for a 0.5% fee of collections for collection services. Both agreements expire as of June 30, 2021.

These agreements have worked well over the past 5-years and, staff would like to continue this arrangement. The City paid \$53,396 to both counties for collection services in FY2020. As of April 28, 2021, the City has paid \$54,464 in collection fees for FY22. In return, the City avoids having to process tax bills and individual receipts and maintain tax billing software.

Financial Impact

Collection fees are based on the amount of tax collected. Therefore, collection fees are estimated to go up every year. The estimated county collection fees for FY22 are \$61,218.

Recommendation

Approve both Interlocal Agreements for Tax Collection.

Suggested Motion

Approve both Interlocal Agreements for Tax Collection.

Attachments

1. Alamance County Interlocal Agreement for Tax Collection
2. Orange County Interlocal Agreement for Tax Collection

NORTH CAROLINA

ALAMANCE COUNTY

INTERLOCAL AGREEMENT for TAX COLLECTION

This is an interlocal cooperation agreement (hereinafter called the "Interlocal Agreement") made this the _____ day of _____, 2021, and effective as of the 1st day of July, 2021, by and between the City of Mebane, a municipal corporation in the State of North Carolina (hereinafter called the "CITY,") and Alamance County, North Carolina, a political subdivision of the State of North Carolina (hereinafter called the "COUNTY"), and also collectively referred to as the "Parties."

WITNESSETH

WHEREAS, the CITY and COUNTY have determined that it is in the public benefit and interest to enter into an Interlocal Agreement for Tax Collection to provide for the listing, billing and collection by the COUNTY of ad valorem taxes and related charges which are due to the CITY; and

WHEREAS, the parties have agreed that the negotiated payment set forth herein is in the best interests of their citizens; and

WHEREAS, the North Carolina General Statutes in Chapter 160A, Article 20, provide that units of local government may enter into agreements in order to execute an undertaking providing for the continual exercise by one unit of any power, function or right, including the collection of taxes; and

WHEREAS, the CITY and the COUNTY agree this Interlocal Agreement shall continue for five (5) years, from July 1, 2021 to June 30, 2026, unless terminated pursuant to the terms herein; and

WHEREAS, the governing bodies of the CITY and COUNTY have ratified this Interlocal Agreement by Resolutions being recorded in their respective minutes; and

THEREFORE, in consideration of the mutual covenants, terms and conditions contained in this Interlocal Agreement herein accruing to the benefit of each of the respective parties hereto and other good and valuable consideration, receipt and sufficiency of which is acknowledged by the CITY and the COUNTY, the parties agree as follows:

1. COUNTY Billing and Collection of CITY Taxes.

The COUNTY shall provide collection of CITY ad valorem taxes and related charges on behalf of the CITY, including current or delinquent taxes due to the CITY, beginning July 1, 2021, for the 2021-2022 fiscal year.

2. Term of Agreement.

This Interlocal Agreement shall continue for five (5) years, from July 1, 2021 to June 30, 2026, unless terminated pursuant to the terms herein.

3. Compliance.

The COUNTY will comply with all applicable tax collection laws of North Carolina, including those contained in Subchapter II of Chapter 105 of the General Statutes of North Carolina, and all administrative mandates issued by the State of North Carolina.

4. Records and Accounts.

(a) The COUNTY shall be responsible for maintaining, in an on-line environment, all ad valorem tax records, auto privilege tax records and other related charges, including amounts paid and unpaid, in the same manner as COUNTY records are maintained.

(b) The CITY will provide the COUNTY with all necessary information for transfer for all funds due the CITY, the COUNTY will properly account and distribute such funds by check or other mutually agreed-upon method, on a monthly basis and notify the CITY Finance Director by 10:00 a.m. on the first business day of each month on amounts to be transferred.

(c) The COUNTY shall provide the CITY with all necessary and required reports in such format and detail to enable the CITY to prepare and record the necessary financial transactions. Such reports shall be mutually agreed upon by the CITY and COUNTY Finance Directors.

(d) The COUNTY shall provide the CITY'S Internal and External Auditors, during regular business hours, access to the CITY Tax Receivables' daily cash transactions, and other records pertaining thereto to the fullest extent practicable.

(e) The CITY shall provide the COUNTY Tax Collection Office with access, to the extent legally allowable, into any of the CITY'S records systems that the CITY deems to be beneficial in the collection of CITY Taxes.

5. Pro Rata Payments.

The COUNTY shall distribute part payments received from CITY taxpayers on a proportionate basis between taxes owed the COUNTY and the CITY, such distribution to be the basis of respective tax rates, after all interest and penalties are first paid.

6. Costs for Billing and Collection.

The COUNTY shall incur all costs for preparing, printing, billing and collections the CITY tax bills, including follow-up notices.

7. Annual Payment to COUNTY.

The annual fee for collection services for each fiscal year shall be a flat amount (equivalent to approximately 0.5% of the current Fiscal Year collections) payable by May 31 of that fiscal year.

8. Termination.

This Interlocal Agreement may be terminated by either party by providing twelve (12) months notice prior to the start of the next fiscal year. Upon notice of termination of the Interlocal Agreement, the COUNTY shall deliver to the CITY all tax records, in a customary electronic data format, or in whatever form held in its hands, pertaining to its listing, billing, and collecting, consistency of the tax bills, tax scrolls, and other related records by February 1 of the fiscal year in

which the termination shall be effective. The COUNTY shall continue to collect current and delinquent taxes through June 30 of the fiscal year in which the termination shall be effective. Upon termination of the Interlocal Agreement the COUNTY shall provide a full accounting to the CITY of the status of all tax collections. After June 30 of the fiscal year in which the termination becomes effective, the COUNTY shall not be further obligated either as to current or delinquent taxes due to the CITY.

9. Entire Agreement.

This Interlocal Agreement, including all exhibits or attachments if any, sets forth the entire Agreement between the Parties regarding the services and matters set forth herein. All prior conversations or writings between the Parties hereto or their representatives on this subject matter are merged within and extinguished. This Interlocal Agreement shall not be modified or amended except by a written instrument executed by duly authorized representatives of the Parties herein.

10. Notice.

Notice under this Interlocal Agreement shall be deemed sufficient upon the mailing to the parties by certified or registered mail at the following locations:

Alamance County
County Manager
124 West Elm Street
Graham, NC 27253

City of Mebane
City Clerk
106 E. Washington Street
Mebane, NC 27302

IN WITNESS THEREOF, the parties have executed this Interlocal Agreement in their respective names and titles, by their proper officials, all by the authority of appropriate resolutions of the governing bodies of each of the taxing units, duly adopted, as of the day and year first written above.

ATTEST:

ALAMANCE COUNTY

By: _____
Clerk to Board

By: _____
County Manager

THIS INSTRUMENT HAS BEEN PREAUDITED
IN THE MANNER REQUIRED BY THE LOCAL
GOVERNMENT BUDGET AND FISCAL
CONTROL ACT.

By: _____
County Finance Director

ATTEST:

THE CITY OF MEBANE

By: _____ By: _____
City Clerk Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY.

By:
City Attorney

NORTH CAROLINA

ORANGE COUNTY

INTERLOCAL AGREEMENT for TAX COLLECTION

This is an interlocal cooperation agreement (hereinafter called the "Interlocal Agreement") made this the _____ day of _____, 2021, and effective as of the 1st day of July, 2021, by and between the City of Mebane, a municipal corporation in the State of North Carolina (hereinafter called the "CITY,") and Orange County, North Carolina, a political subdivision of the State of North Carolina (hereinafter called the "COUNTY"), and also collectively referred to as the "Parties."

WITNESSETH

WHEREAS, the CITY and COUNTY have determined that it is in the public benefit and interest to enter into an Interlocal Agreement for Tax Collection to provide for the listing, billing and collection by the COUNTY of ad valorem taxes and related charges which are due to the CITY for properties in said COUNTY; and

WHEREAS, the parties have agreed that the negotiated payment set forth herein is in the best interests of their citizens; and

WHEREAS, the North Carolina General Statutes in Chapter 160A, Article 20, provide that units of local government may enter into agreements in order to execute an undertaking providing for the continual exercise by one unit of any power, function or right, including the collection of taxes; and

WHEREAS, the CITY and the COUNTY entered into an Interlocal Agreement for Tax Collection on June 6, 2016 effective July 1, 2016 to June 30, 2021; and

WHEREAS, the CITY and the COUNTY have determined it is in the public benefit and interest for the COUNTY to continue to provide for the listing, billing, and collection of ad valorem taxes and related charges due to the CITY under the terms set forth herein; and

WHEREAS, the CITY and the COUNTY agree this Interlocal Agreement shall continue for five (5) years, from July 1, 2021 to June 30, 2026, unless terminated pursuant to the terms herein; and

WHEREAS, the governing bodies of the CITY and COUNTY have ratified this Interlocal Agreement by record in their respective minutes; and

THEREFORE, in consideration of the mutual covenants, terms and conditions contained in this Interlocal Agreement herein accruing to the benefit of each of the respective parties hereto and other good and valuable consideration, receipt and sufficiency of which is acknowledged by the CITY and the COUNTY, the parties agree as follows:

1. COUNTY Billing and Collection of CITY Taxes.

The COUNTY shall provide collection of CITY ad valorem taxes and directly related charges on behalf of the CITY beginning July 1, 2021, for the 2021-2022 fiscal year. The CITY shall maintain all responsibility for CITY property taxes prior to 2016.

2. Term of Agreement.

This Interlocal Agreement shall continue for five (5) years, from July 1, 2021 to June 30, 2026, unless terminated pursuant to the terms herein.

3. Compliance.

The COUNTY will comply with all applicable tax collection laws of North Carolina, including those contained in Subchapter II of Chapter 105 of the General Statutes of North Carolina, and all administrative mandates issued by the State of North Carolina.

4. Absolute Authority

Except as expressly provided herein The Orange County Board of Commissioners shall have the sole and absolute authority to make any and all elections, determinations and decisions for the COUNTY and CITY that the governing bodies of the COUNTY and CITY are authorized to make pursuant to Articles 21, 26, 27 and 28 of Chapter 105 of the North Carolina General Statutes.

5. Records and Accounts.

(a) The COUNTY shall be responsible for maintaining, in an on-line environment, all ad valorem tax records, auto privilege tax records and other related charges, including amounts paid and unpaid, in the same manner as COUNTY records are maintained.

(b) The CITY will provide the COUNTY with all necessary information for transfer for all funds due the CITY, the COUNTY will properly account and distribute such funds by check or other mutually agreed-upon method, on a monthly basis and notify the CITY Finance Director by 10:00 a.m. on the first business day of each month on amounts to be transferred.

(c) The COUNTY'S annual audit will include an audit of the tax collection system. Upon completion of such audit the COUNTY will provide CITY with a separate report containing the CITY'S tax levy and collection information to include the auditor's opinion. Any special audit requests shall be directed to the COUNTY Finance Officer and shall be paid for by the requesting unit through a supplemental billing directed by the COUNTY to the requesting unit.

(d) The COUNTY shall provide the CITY'S Internal and External Auditors, during regular business hours, access to the CITY Tax Receivables' daily cash transactions, and other records pertaining thereto to the fullest extent practicable.

(e) The CITY shall provide the COUNTY Tax Collection Office with access, to the extent legally allowable, into any of the CITY'S records systems that the CITY deems to be beneficial in the collection of CITY Taxes.

6. Pro Rata Payments.

The COUNTY shall distribute part payments received from CITY taxpayers on a proportionate basis between taxes owed the COUNTY and the CITY, such distribution to be the basis of respective tax rates, after all interest and penalties are first paid.

7. Costs for Billing and Collection.

The COUNTY shall incur all costs for preparing, printing, billing and collections the CITY tax bills, including follow-up notices.

8. Payment to COUNTY.

- (a) The fee for collection services shall be equivalent to 0.5% of collections payable within 30 days of receipt of quarterly billing from the County.
- (b) CITY will pay a yearly support and maintenance cost which will be approved by the Manager of each jurisdiction no later than November 30th of each year.
- (c) Each year the CITY and COUNTY will convene prior to November 15th to review prior year expenditures and coming year estimates for expenditures in preparing cost projections for yearly maintenance costs for the next fiscal year. This information will then be brought forward to each jurisdiction for review.

9. Termination.

This Interlocal Agreement may be terminated by either party by providing six (6) months' notice prior to the start of the next fiscal year. Upon notice of termination of the Interlocal Agreement, the COUNTY shall deliver to the CITY all tax records, in a customary electronic data format, or in whatever form held in its hands, pertaining to its listing, billing, and collecting, consistency of the tax bills, tax scrolls, and other related records by February 1 of the fiscal year in which the termination shall be effective. The COUNTY shall continue to collect current and delinquent taxes through June 30 of the fiscal year in which the termination shall be effective. Upon termination of the Interlocal Agreement the COUNTY shall provide a full accounting to the CITY of the status of all tax collections. After June 30 of the fiscal year in which the termination becomes effective, the COUNTY shall not be further obligated either as to current or delinquent taxes due to the CITY.

10. Entire Agreement.

This Interlocal Agreement, including all exhibits or attachments if any, sets forth the entire Agreement between the Parties regarding the services and matters set forth herein. All prior conversations or writings between the Parties hereto or their representatives on this subject matter are merged within and extinguished. This Interlocal Agreement shall not be modified or amended except by a written instrument executed by duly authorized representatives of the Parties herein.

11. Notice.

Notice under this Interlocal Agreement shall be deemed sufficient upon the mailing to the parties by certified or registered mail at the following locations:

Orange County
County Manager
200 S. Cameron St.
Hillsborough, NC 27278

City of Mebane
City Manager
106 E. Washington St
Mebane, NC 27302

IN WITNESS THEREOF, the parties have executed this Interlocal Agreement in their respective names and titles, by their proper officials, all by the authority of appropriate resolutions of the governing bodies of each of the taxing units, duly adopted, as of the day and year first written above.

ORANGE COUNTY

CITY OF MEBANE

ATTEST:

ATTEST:

By: _____
Laura Jensen, Clerk to Board

By: _____
Stephanie Shaw, City Clerk

By: _____
Bonnie Hammersley, County
Manager

By: _____
Chris Rollins, City Manager

By: _____
Ed Hooks, Mayor
CITY OF MEBANE

THIS INSTRUMENT HAS BEEN
PREAUDITED IN THE MANNER
REQUIRED BY THE LOCAL
GOVERNMENT BUDGET AND
FISCAL CONTROL ACT.

THIS INSTRUMENT HAS BEEN
PREAUDITED IN THE MANNER
REQUIRED BY THE LOCAL
GOVERNMENT BUDGET AND
FISCAL CONTROL ACT.

By: _____
Gary Donaldson, County Finance
Director

By: _____
Daphna Schwartz, City Finance Director

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: _____
Anne Marie Tosco, County Staff
Attorney

By: _____
Lawson Brown, City Attorney



AGENDA ITEM #4D

Quarterly Report –
March 2021

Meeting Date

May 3, 2021

Presenter

Finance Director

Public Hearing

Yes No

Summary

Municipal finance officers in North Carolina are required to 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 third quarter of the fiscal year for the period that ended March 31, 2021.

Property tax collections at March 31 are 2.1% higher than last year, and sales tax collections have grown 8.3% over the prior 12 months, showing no negative effects of Covid-19. Expenditures and encumbrances to date are in line with budgeted amounts.

Financial Impact

None.

Recommendation

That the Council accept the report.

Suggested Motion

Motion to accept the report.

Attachments

1. March 31, 2020 Financial Report



Mebane, NC

Income Statement Account Summary

For Fiscal: 2020-2021 Period Ending: 03/31/2021

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining	
Fund: 100 - General Fund							
Revenue							
GovType: 3000 - Property Taxes							
100-3011-000	2011 PROPERTY TAXES	0.00	0.00	0.00	130.22	130.22	-130.22
100-3012-000	2012 PROPERTY TAXES	0.00	0.00	0.00	267.32	267.32	-267.32
100-3013-000	2013 PROPERTY TAXES	0.00	0.00	112.62	210.46	210.46	-210.46
100-3014-000	2014 PROPERTY TAXES	0.00	0.00	149.20	251.20	251.20	-251.20
100-3015-000	2015 PROPERTY TAXES	0.00	0.00	138.86	498.80	498.80	-498.80
100-3016-000	2016 PROPERTY TAXES	0.00	0.00	176.16	279.97	279.97	-279.97
100-3017-000	2017 PROPERTY TAXES	0.00	0.00	145.28	379.39	379.39	-379.39
100-3018-000	2018 PROPERTY TAXES	0.00	0.00	566.36	16,793.23	16,793.23	-16,793.23
100-3019-000	2019 PROPERTY TAXES	25,000.00	25,000.00	2,457.48	14,417.45	14,417.45	10,582.55
100-3020-000	2020 PROPERTY TAXES	10,303,912.00	10,303,912.00	85,993.69	10,290,104.38	10,290,104.38	13,807.62
100-3069-000	MOTOR VEHICLE PROPERTY TAXES	700,000.00	700,000.00	115,069.75	529,713.13	529,713.13	170,286.87
100-3070-000	TAX DISCOUNTS	-32,000.00	-32,000.00	2.58	-30,257.38	-30,257.38	-1,742.62
100-3071-000	TAX PENALTIES & INTEREST	40,000.00	40,000.00	4,768.43	26,307.76	26,307.76	13,692.24
100-3080-000	FIRE DISTRICT TAXES - CURRENT YR	456,000.00	456,000.00	15,357.48	435,610.03	435,610.03	20,389.97
100-3081-000	FIRE DISTRICT TAXES - PRIOR YEAR	0.00	0.00	361.69	16,581.23	16,581.23	-16,581.23
100-3082-000	FIRE DISTRICT TAXES - PENALTY & INT	0.00	0.00	33.36	982.54	982.54	-982.54
	GovType: 3000 - Property Taxes Total:	11,492,912.00	11,492,912.00	225,332.94	11,302,269.73	11,302,269.73	190,642.27
GovType: 3100 - Other Taxes and Licenses							
100-3090-000	PRIVILEGE LICENSE FEES	1,000.00	1,000.00	0.00	30.00	30.00	970.00
	GovType: 3100 - Other Taxes and Licenses Total:	1,000.00	1,000.00	0.00	30.00	30.00	970.00
GovType: 3215 - Restricted Federal Intergov							
100-3150-510	FEDERAL EQUITABLE SHARING FUNDS	0.00	0.00	0.00	3,715.27	3,715.27	-3,715.27
100-3161-000	CARES ACT AWARD	0.00	0.00	0.00	171,217.00	171,217.00	-171,217.00
100-3254-550	NC DOT REIMB GRANT	0.00	40,000.00	0.00	0.00	0.00	40,000.00
	GovType: 3215 - Restricted Federal Intergov Total:	0.00	40,000.00	0.00	174,932.27	174,932.27	-134,932.27
GovType: 3220 - Unrestricted State Intergov							
100-3205-000	LOCAL OPTION SALES TAX	3,190,243.00	3,460,843.00	406,946.90	2,087,397.66	2,087,397.66	1,373,445.34
100-3210-000	UTILITY FRANCHISE TAX	1,200,000.00	1,200,000.00	263,183.10	581,796.28	581,796.28	618,203.72
100-3211-000	VIDEO PROGRAMMING SALES TAX	62,000.00	62,000.00	15,081.98	32,121.41	32,121.41	29,878.59
100-3212-000	TELECOM SALES TAX	89,000.00	89,000.00	19,732.84	53,217.59	53,217.59	35,782.41
100-3220-000	BEER AND WINE TAX	58,000.00	58,000.00	0.00	0.00	0.00	58,000.00
100-3258-580	SOLID WASTE DISPOSAL TAX	10,000.00	10,000.00	0.00	5,355.62	5,355.62	4,644.38
	GovType: 3220 - Unrestricted State Intergov Total:	4,609,243.00	4,879,843.00	704,944.82	2,759,888.56	2,759,888.56	2,119,954.44
GovType: 3225 - Restricted State Intergov							
100-3230-000	POWELL BILL ALLOCATION	365,000.00	365,000.00	0.00	354,268.01	354,268.01	10,731.99
100-3252-510	CONTROLLED SUBSTANCE TAX	0.00	0.00	52.08	691.97	691.97	-691.97
100-3253-530	STATE CONTRIBUTION TO FIRE RELIEF	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00
	GovType: 3225 - Restricted State Intergov Total:	400,000.00	400,000.00	52.08	354,959.98	354,959.98	45,040.02
GovType: 3230 - Unrestricted Local Intergov							
100-3301-000	INTERGOVERNMENTAL - TAX SHARING	130,000.00	130,000.00	107,970.80	107,970.80	107,970.80	22,029.20
100-3351-000	ABC DISTRIBUTION	99,000.00	99,000.00	39,164.00	78,616.00	78,616.00	20,384.00
100-3353-000	ABC DISTRIBUTION - SURCHARGE	12,000.00	12,000.00	5,386.00	10,089.00	10,089.00	1,911.00
	GovType: 3230 - Unrestricted Local Intergov Total:	241,000.00	241,000.00	152,520.80	196,675.80	196,675.80	44,324.20
GovType: 3235 - Restricted Local Intergov							
100-3320-530	EFLAND FIRE DISTRICT CONTRIBUTI	9,000.00	9,000.00	0.00	9,000.00	9,000.00	0.00
100-3321-000	ORANGE COUNTY LIBRARY CONTRIBUT	700.00	700.00	0.00	700.00	700.00	0.00
100-3322-620	ORANGE COUNTY RECREATION CONTRI	5,450.00	5,450.00	0.00	5,450.00	5,450.00	0.00

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100-3352-510	ABC DISTRIBUTION - LAW ENFORCEM	20,000.00	20,000.00	9,359.00	19,200.00	19,200.00	800.00
	GovType: 3235 - Restricted Local Intergov Total:	35,150.00	35,150.00	9,359.00	34,350.00	34,350.00	800.00
	GovType: 3400 - Permits and Fees						
100-3440-540	PLAN REVIEW FEES	13,178.00	13,178.00	1,250.00	8,375.00	8,375.00	4,803.00
100-3440-548	ENGINEERING CONST INSP FEES	68,575.00	68,575.00	31,069.00	70,095.80	70,095.80	-1,520.80
100-3442-540	PLANNING AND ZONING FEES	86,418.00	86,418.00	7,050.00	71,495.00	71,495.00	14,923.00
100-3445-544	BUILDING PERMIT FEES	510,956.00	510,956.00	78,889.00	507,094.00	507,094.00	3,862.00
100-3450-544	INSPECTIONS FEES	38,456.00	139,947.00	83,468.00	312,853.00	312,853.00	-172,906.00
100-3451-550	STREET & UTILITY INSPECTION FEE	51,324.00	51,324.00	7,818.00	60,714.00	60,714.00	-9,390.00
100-3453-530	FIRE PERMIT & INSPECTION FEES	4,000.00	4,000.00	300.00	5,100.00	5,100.00	-1,100.00
100-3455-540	STORMWATER CONTROL FEES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
100-3459-544	HOMEOWNER'S RECOVERY FUND FEES	2,400.00	2,400.00	45.00	272.00	272.00	2,128.00
100-3460-510	COURT FEES	4,000.00	4,000.00	213.30	2,369.91	2,369.91	1,630.09
	GovType: 3400 - Permits and Fees Total:	780,307.00	881,798.00	210,102.30	1,038,368.71	1,038,368.71	-156,570.71
	GovType: 3500 - Sales and Services						
100-3510-620	FIELD, ROOM AND SHELTER RENTALS	0.00	0.00	0.00	21,647.50	21,647.50	-21,647.50
100-3512-620	ATHLETIC FEES	0.00	0.00	0.00	12,970.00	12,970.00	-12,970.00
100-3515-620	RECREATION FEES OTHER	80,000.00	80,000.00	0.00	2,590.00	2,590.00	77,410.00
100-3558-580	SANITATION USER FEES	465,000.00	465,000.00	41,800.00	367,656.00	367,656.00	97,344.00
100-3560-550	CEMETERY PLOT SALES	20,000.00	20,000.00	2,500.00	24,750.00	24,750.00	-4,750.00
100-3580-000	CELLULAR RENTS	60,000.00	60,000.00	6,644.00	49,511.00	49,511.00	10,489.00
	GovType: 3500 - Sales and Services Total:	625,000.00	625,000.00	50,944.00	479,124.50	479,124.50	145,875.50
	GovType: 3700 - Investment earnings						
100-3710-000	INTEREST EARNINGS	20,000.00	20,000.00	0.00	21.95	21.95	19,978.05
	GovType: 3700 - Investment earnings Total:	20,000.00	20,000.00	0.00	21.95	21.95	19,978.05
	GovType: 3800 - Miscellaneous Revenues						
100-3802-000	MISCELLANEOUS GRANTS	0.00	0.00	2,400.00	4,800.00	4,800.00	-4,800.00
100-3810-000	MISCELLANEOUS REVENUES	15,000.00	15,000.00	643.24	29,518.28	29,518.28	-14,518.28
100-3811-000	CONTRIBUTIONS & DONATIONS	2,000.00	2,000.00	0.00	3,070.00	3,070.00	-1,070.00
100-3811-620	DONATIONS - RECREATION	0.00	0.00	0.00	570.00	570.00	-570.00
100-3840-000	SALE OF FIXED ASSETS	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
100-3845-550	SALE OF MATERIALS	5,000.00	5,000.00	0.00	13,362.00	13,362.00	-8,362.00
100-3850-000	RENTAL INCOME	600.00	600.00	0.00	0.00	0.00	600.00
100-3860-000	INSURANCE PROCEEDS	0.00	0.00	9,578.60	23,646.00	23,646.00	-23,646.00
100-3880-000	REVENUE IN LIEU	0.00	0.00	0.00	2,800.05	2,800.05	-2,800.05
	GovType: 3800 - Miscellaneous Revenues Total:	47,600.00	47,600.00	12,621.84	77,766.33	77,766.33	-30,166.33
	GovType: 8500 - Proceeds of Debt						
100-3980-000	PROCEEDS OF DEBT	1,939,070.00	1,939,070.00	0.00	430,500.00	430,500.00	1,508,570.00
	GovType: 8500 - Proceeds of Debt Total:	1,939,070.00	1,939,070.00	0.00	430,500.00	430,500.00	1,508,570.00
	GovType: 9000 - Appropriated Fund Balance						
100-3990-000	APPROPRIATED FUND BALANCE	1,823,718.00	3,747,641.00	0.00	0.00	0.00	3,747,641.00
	GovType: 9000 - Appropriated Fund Balance Total:	1,823,718.00	3,747,641.00	0.00	0.00	0.00	3,747,641.00
	Revenue Total:	22,015,000.00	24,351,014.00	1,365,877.78	16,848,887.83	16,848,887.83	7,502,126.17
	Expense						
	Department: 4100 - City Council						
100-4100-020	SALARIES & WAGES	0.00	0.00	0.00	-4,541.67	-4,541.67	4,541.67
100-4100-030	PART-TIME SALARIES	54,500.00	54,500.00	4,541.67	40,875.03	40,875.03	13,624.97
100-4100-050	FICA	4,170.00	4,170.00	347.46	3,127.14	3,127.14	1,042.86
100-4100-060	GROUP INSURANCE CONTRIBUTION	1,575.00	1,575.00	23.50	211.57	211.57	1,363.43
100-4100-140	SCHOOLS & CONFERENCES	4,500.00	4,500.00	0.00	217.27	217.27	4,282.73
100-4100-330	DEPARTMENTAL SUPPLIES	1,350.00	1,350.00	0.00	217.00	217.00	1,133.00
100-4100-530	DUES & SUBSCRIPTIONS	17,444.00	17,444.00	0.00	17,898.82	17,898.82	-454.82
	Department: 4100 - City Council Total:	83,539.00	83,539.00	4,912.63	58,005.16	58,005.16	25,533.84
	Department: 4200 - Administration						
100-4200-020	SALARIES & WAGES	865,864.00	865,864.00	47,644.42	580,887.89	580,887.89	284,976.11
100-4200-030	PART-TIME SALARIES	12,840.00	12,840.00	0.00	0.00	0.00	12,840.00

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100-4200-039	LONGEVITY CONTRIBUTION	26,366.00	26,366.00	0.00	25,007.75	25,007.75	1,358.25
100-4200-045	CAR ALLOWANCE	0.00	0.00	141.23	141.23	141.23	-141.23
100-4200-046	CELL PHONE STIPEND	2,160.00	2,160.00	45.00	1,035.00	1,035.00	1,125.00
100-4200-050	FICA	60,703.00	60,703.00	3,575.51	39,187.01	39,187.01	21,515.99
100-4200-060	GROUP INSURANCE CONTRIBUTION	59,329.00	59,329.00	3,530.09	33,512.67	33,512.67	25,816.33
100-4200-070	RETIREMENT CONTRIBUTION	184,245.00	184,245.00	9,829.28	118,853.28	118,853.28	65,391.72
100-4200-071	401K CONTRIBUTION	44,612.00	44,612.00	2,379.96	27,527.55	27,527.55	17,084.45
100-4200-099	INDIRECT TO WATER (CONTRA)	-279,709.00	-279,709.00	0.00	-155,301.00	-155,301.00	-124,408.00
100-4200-100	PROFESSIONAL SERVICES	146,735.00	141,735.00	1,030.00	83,758.53	125,399.13	16,335.87
100-4200-110	TELEPHONE & POSTAGE	2,400.00	2,400.00	177.84	883.79	1,172.47	1,227.53
100-4200-140	SCHOOLS & CONFERENCES	6,501.00	6,501.00	0.00	5,086.65	5,586.65	914.35
100-4200-170	VEHICLE MAINTENANCE & REPAIRS	0.00	0.00	0.00	55.98	55.98	-55.98
100-4200-260	ADVERTISING	2,000.00	2,000.00	672.56	3,058.53	3,058.53	-1,058.53
100-4200-310	VEHICLE FUEL	0.00	0.00	0.00	84.85	175.00	-175.00
100-4200-330	DEPARTMENTAL SUPPLIES	12,450.00	12,450.00	826.43	9,330.03	12,682.48	-232.48
100-4200-340	TECHNOLOGY SERVICES & SUPPLIES	4,604.00	4,604.00	0.00	4,034.81	4,034.81	569.19
100-4200-390	SMALL EQUIPMENT	0.00	0.00	169.00	617.90	617.90	-617.90
100-4200-450	MISC CONTRACTED SERVICES	7,700.00	7,700.00	143.00	4,089.21	4,089.21	3,610.79
100-4200-530	DUES & SUBSCRIPTIONS	4,900.00	4,900.00	0.00	2,843.88	2,843.88	2,056.12
	Department: 4200 - Administration Total:	1,163,700.00	1,158,700.00	70,164.32	784,695.54	830,567.42	328,132.58
Department: 4400 - Finance							
100-4400-020	SALARIES & WAGES	323,451.00	323,451.00	24,216.70	247,143.75	247,143.75	76,307.25
100-4400-030	PART-TIME SALARIES	11,460.00	11,460.00	0.00	0.00	0.00	11,460.00
100-4400-039	LONGEVITY CONTRIBUTION	9,068.00	9,068.00	0.00	8,934.14	8,934.14	133.86
100-4400-046	CELL PHONE STIPEND	540.00	540.00	45.00	405.00	405.00	135.00
100-4400-050	FICA	26,356.00	26,356.00	1,735.54	19,834.81	19,834.81	6,521.19
100-4400-060	GROUP INSURANCE CONTRIBUTION	57,173.00	57,173.00	4,220.35	31,795.01	31,795.01	25,377.99
100-4400-070	RETIREMENT CONTRIBUTION	71,032.00	71,032.00	5,000.74	55,291.37	55,291.37	15,740.63
100-4400-071	401K CONTRIBUTION	16,626.00	16,626.00	1,210.82	12,941.08	12,941.08	3,684.92
100-4400-099	INDIRECT TO UTILITY (CONTRA)	-168,770.00	-168,770.00	0.00	-93,480.00	-93,480.00	-75,290.00
100-4400-100	PROFESSIONAL SERVICES	67,000.00	67,000.00	0.00	63,392.75	63,392.75	3,607.25
100-4400-110	TELEPHONE & POSTAGE	20,000.00	20,000.00	1,581.44	14,702.45	15,479.57	4,520.43
100-4400-140	SCHOOLS & CONFERENCES	8,600.00	8,600.00	0.00	222.94	222.94	8,377.06
100-4400-160	EQUIPMENT MAINTENANCE & REPAIRS	500.00	500.00	0.00	568.75	568.75	-68.75
100-4400-260	ADVERTISING	1,000.00	1,000.00	0.00	1,027.15	1,027.15	-27.15
100-4400-270	TAX COLLECTION FEE	88,390.00	88,390.00	4,653.28	69,982.01	69,982.01	18,407.99
100-4400-330	DEPARTMENTAL SUPPLIES	20,000.00	20,000.00	859.22	5,532.70	7,063.42	12,936.58
100-4400-340	TECHNOLOGY SERVICES & SUPPLIES	32,020.00	32,020.00	1,562.00	14,133.07	15,182.07	16,837.93
100-4400-390	SMALL EQUIPMENT	7,400.00	7,400.00	0.00	321.69	321.69	7,078.31
100-4400-450	MISC CONTRACTED SERVICES	10,500.00	10,500.00	175.00	6,474.64	6,474.64	4,025.36
100-4400-530	DUES & SUBSCRIPTIONS	2,040.00	2,040.00	0.00	686.00	686.00	1,354.00
	Department: 4400 - Finance Total:	604,386.00	604,386.00	45,260.09	459,909.31	463,266.15	141,119.85
Department: 4800 - IT							
100-4800-020	SALARIES & WAGES	163,627.00	163,627.00	12,130.88	98,317.21	98,317.21	65,309.79
100-4800-030	PART-TIME SALARIES	0.00	0.00	1,425.00	5,887.50	5,887.50	-5,887.50
100-4800-039	LONGEVITY CONTRIBUTION	4,691.00	4,691.00	0.00	5,453.02	5,453.02	-762.02
100-4800-046	CELL PHONE STIPEND	1,080.00	1,080.00	90.00	495.00	495.00	585.00
100-4800-050	FICA	12,959.00	12,959.00	1,027.33	8,594.14	8,594.14	4,364.86
100-4800-060	GROUP INSURANCE CONTRIBUTION	21,335.00	21,335.00	1,415.13	11,278.08	11,278.08	10,056.92
100-4800-070	RETIREMENT CONTRIBUTION	34,757.00	34,757.00	2,505.02	22,281.78	22,281.78	12,475.22
100-4800-071	401K CONTRIBUTION	8,416.00	8,416.00	606.56	5,122.57	5,122.57	3,293.43
100-4800-099	INDIRECT TO UTILITY (CONTRA)	-74,004.00	-74,004.00	0.00	-34,224.00	-34,224.00	-39,780.00
100-4800-100	PROFESSIONAL SERVICES	15,000.00	40,000.00	6,862.50	6,862.50	16,729.50	23,270.50
100-4800-110	TELEPHONE AND POSTAGE	1,000.00	1,000.00	155.49	1,072.98	1,072.98	-72.98
100-4800-140	SCHOOLS & CONFERENCES	4,350.00	4,350.00	0.00	3,796.84	3,796.84	553.16
100-4800-160	EQUIPMENT MAINTENANCE & REPAIRS	3,500.00	3,500.00	0.00	1,407.98	1,407.98	2,092.02
100-4800-330	DEPARTMENTAL SUPPLIES	1,000.00	1,000.00	0.00	3,027.57	3,027.57	-2,027.57
100-4800-340	TECHNOLOGY SERVICES & SUPPLIES	3,000.00	52,996.00	-5,575.10	1,421.81	27,417.81	25,578.19
100-4800-341	TWC TELECOMMUNICATIONS	54,744.00	54,744.00	11,417.26	32,177.98	43,146.36	11,597.64

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100-4800-350	SOFTWARE LICENSING AND MAINT	14,100.00	14,100.00	1,063.18	2,967.28	5,966.50	8,133.50
100-4800-390	SMALL EQUIPMENT	21,300.00	21,300.00	2,071.00	3,156.32	17,916.13	3,383.87
100-4800-450	MISC CONTRACTED SERVICES	118,920.00	118,920.00	17,028.78	94,280.23	121,621.24	-2,701.24
100-4800-750	CAPITAL OUTLAY - EQUIPMENT	0.00	22,000.00	0.00	0.00	0.00	22,000.00
Department: 4800 - IT Total:		409,775.00	506,771.00	52,223.03	273,376.79	365,308.21	141,462.79
Department: 4900 - Economic Development							
100-4900-100	PROFESSIONAL SERVICES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
100-4900-455	INDUSTRIAL DEVELOPMENT	991,800.00	966,800.00	0.00	420,000.00	420,000.00	546,800.00
100-4900-684	ALAMANCE COUNTY CHAMBER OF CO...	20,000.00	20,000.00	0.00	15,000.00	20,000.00	0.00
Department: 4900 - Economic Development Total:		1,021,800.00	996,800.00	0.00	435,000.00	440,000.00	556,800.00
Department: 5100 - Police							
100-5100-020	SALARIES & WAGES	2,202,560.00	2,202,560.00	150,244.63	1,526,331.49	1,526,331.49	676,228.51
100-5100-030	PART-TIME SALARIES	27,000.00	27,000.00	1,836.00	18,108.00	18,108.00	8,892.00
100-5100-035	OVERTIME SALARIES	20,000.00	20,000.00	877.98	14,387.16	14,387.16	5,612.84
100-5100-038	TEMPORARY SALARIES	13,000.00	13,000.00	4,992.00	14,928.00	14,928.00	-1,928.00
100-5100-039	LONGEVITY CONTRIBUTION	49,131.00	49,131.00	0.00	45,888.30	45,888.30	3,242.70
100-5100-044	LEO SEPARATION ALLOWANCE	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00
100-5100-050	FICA	176,844.00	176,844.00	11,770.61	127,049.60	127,049.60	49,794.40
100-5100-060	GROUP INSURANCE CONTRIBUTION	368,024.00	368,024.00	25,645.18	236,981.11	236,981.11	131,042.89
100-5100-070	RETIREMENT CONTRIBUTION	30,473.00	30,473.00	2,796.50	28,645.44	28,645.44	1,827.56
100-5100-071	401K CONTRIBUTION	113,584.00	113,584.00	7,722.78	78,737.84	78,737.84	34,846.16
100-5100-072	LEO RETIREMENT CONTRIBUTION	447,075.00	447,075.00	29,359.62	326,592.52	326,592.52	120,482.48
100-5100-100	PROFESSIONAL SERVICES	100,523.00	100,523.00	433.20	2,601.24	2,601.24	97,921.76
100-5100-110	TELEPHONE & POSTAGE	39,269.00	39,269.00	2,950.96	19,702.66	22,026.79	17,242.21
100-5100-130	UTILITIES	12,600.00	12,600.00	1,096.27	7,456.22	7,456.22	5,143.78
100-5100-140	SCHOOLS & CONFERENCES	27,000.00	27,000.00	0.00	7,631.81	14,392.70	12,607.30
100-5100-150	BUILDING & GROUNDS MAINTENANCE	16,000.00	16,000.00	668.19	2,464.19	8,983.69	7,016.31
100-5100-170	VEHICLE MAINTENANCE & REPAIRS	76,183.00	78,051.00	6,649.85	55,968.33	67,900.31	10,150.69
100-5100-310	VEHICLE FUEL	75,000.00	75,000.00	5,747.73	40,849.45	73,000.00	2,000.00
100-5100-330	DEPARTMENTAL SUPPLIES	79,217.00	81,760.00	943.83	25,335.76	42,363.41	39,396.59
100-5100-340	TECHNOLOGY SERVICES & SUPPLIES	88,803.00	89,691.00	4,077.50	50,712.98	72,153.57	17,537.43
100-5100-360	UNIFORMS & ACCESSORIES	40,030.00	50,771.00	3,581.21	32,964.84	50,371.74	399.26
100-5100-370	FEDERAL EQUITABLE SHARING EXPEN	0.00	20,396.00	0.00	0.00	9,446.00	10,950.00
100-5100-450	MISC CONTRACTED SERVICES	45,695.00	45,695.00	1,309.04	27,579.62	30,169.76	15,525.24
100-5100-451	VICE INVESTIGATIONS	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
100-5100-530	DUES & SUBSCRIPTIONS	3,000.00	3,000.00	75.00	1,250.00	1,250.00	1,750.00
100-5100-683	PET ADOPTION CENTER SUBSIDY	75,870.00	75,870.00	0.00	72,259.00	72,259.00	3,611.00
100-5100-740	CAPITAL OUTLAY - VEHICLES	178,524.00	188,612.00	0.00	191,996.94	191,996.94	-3,384.94
100-5100-743	CAPITAL OUTLAY - ASSET FORFEITURE	0.00	37,786.00	0.00	0.00	37,786.00	0.00
Department: 5100 - Police Total:		4,350,405.00	4,434,715.00	262,778.08	2,956,422.50	3,121,806.83	1,312,908.17
Department: 5300 - Fire							
100-5300-020	SALARIES & WAGES	1,529,391.00	1,512,391.00	130,302.03	1,130,143.30	1,130,143.30	382,247.70
100-5300-030	PART-TIME SALARIES	60,000.00	60,000.00	1,782.00	28,869.75	28,869.75	31,130.25
100-5300-035	OVERTIME SALARIES	60,000.00	60,000.00	7,013.76	58,618.19	58,618.19	1,381.81
100-5300-039	LONGEVITY CONTRIBUTION	39,239.00	39,239.00	0.00	35,719.88	35,719.88	3,519.12
100-5300-041	VOLUNTEER REIMBURSEMENTS	25,000.00	25,000.00	0.00	7,499.33	7,499.33	17,500.67
100-5300-046	CELL PHONE STIPEND	3,780.00	3,780.00	225.00	2,070.00	2,070.00	1,710.00
100-5300-050	FICA	131,382.00	131,382.00	10,432.13	99,155.94	99,155.94	32,226.06
100-5300-060	GROUP INSURANCE CONTRIBUTION	260,727.00	260,727.00	20,049.65	178,521.24	178,521.24	82,205.76
100-5300-061	FRATERNAL INSURANCE CONTRIBUTIO	6,000.00	6,000.00	40.00	4,240.00	4,240.00	1,760.00
100-5300-070	RETIREMENT CONTRIBUTION	336,312.00	336,312.00	27,571.24	263,925.07	263,925.07	72,386.93
100-5300-071	401K CONTRIBUTION	81,431.00	81,431.00	6,875.45	61,670.50	61,670.50	19,760.50
100-5300-072	FIRE RETIREMENT CONTRIBUTION	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00
100-5300-095	PENSION EXPENSE	48,000.00	48,000.00	0.00	0.00	0.00	48,000.00
100-5300-100	PROFESSIONAL SERVICES	14,735.00	11,735.00	0.00	9,206.00	9,206.00	2,529.00
100-5300-110	TELEPHONE & POSTAGE	16,080.00	16,080.00	1,760.65	12,031.46	13,316.68	2,763.32
100-5300-130	UTILITIES	30,000.00	30,000.00	4,257.63	22,369.82	22,369.82	7,630.18
100-5300-140	SCHOOLS & CONFERENCES	20,000.00	15,000.00	634.63	7,711.81	9,211.81	5,788.19

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100-5300-150	BUILDING & GROUNDS MAINTENANCE	21,700.00	21,700.00	2,396.22	15,489.97	16,317.69	5,382.31
100-5300-160	EQUIPMENT MAINTENANCE & REPAIRS	8,000.00	8,000.00	240.00	4,012.26	4,012.26	3,987.74
100-5300-170	VEHICLE MAINTENANCE & REPAIRS	50,000.00	81,000.00	2,517.03	50,483.03	68,205.03	12,794.97
100-5300-310	VEHICLE FUEL	29,000.00	29,000.00	2,178.60	14,868.53	28,126.24	873.76
100-5300-330	DEPARTMENTAL SUPPLIES	40,000.00	36,420.00	8,576.29	22,798.44	25,436.85	10,983.15
100-5300-333	EMT EQUIPMENT	9,000.00	9,000.00	1,342.25	7,820.04	7,820.04	1,179.96
100-5300-340	TECHNOLOGY SERVICES & SUPPLIES	5,950.00	22,950.00	64.16	3,257.55	3,257.55	19,692.45
100-5300-360	UNIFORMS & ACCESSORIES	66,780.00	66,780.00	20,985.65	32,359.02	62,120.43	4,659.57
100-5300-390	SMALL EQUIPMENT	17,222.00	35,314.00	2,180.00	30,590.32	33,215.32	2,098.68
100-5300-450	MISC CONTRACTED SERVICES	25,580.00	25,580.00	2,104.27	14,795.21	17,486.75	8,093.25
100-5300-530	DUES & SUBSCRIPTIONS	10,715.00	11,515.00	233.00	10,635.66	10,635.66	879.34
100-5300-540	PROPERTY & LIABILITY INSURANCE	0.00	0.00	-64.16	0.00	0.00	0.00
100-5300-570	CHRISTMAS PARTY	4,200.00	0.00	0.00	0.00	0.00	0.00
Department: 5300 - Fire Total:		2,954,224.00	2,988,336.00	253,697.48	2,132,862.32	2,205,171.33	783,164.67
Department: 5400 - Planning							
100-5400-020	SALARIES & WAGES	236,947.00	236,947.00	14,143.44	124,478.12	124,478.12	112,468.88
100-5400-035	OVERTIME SALARIES	5,000.00	5,000.00	-360.00	0.00	0.00	5,000.00
100-5400-039	LONGEVITY CONTRIBUTION	4,666.00	4,666.00	0.00	1,815.73	1,815.73	2,850.27
100-5400-046	CELL PHONE STIPEND	540.00	540.00	450.00	810.00	810.00	-270.00
100-5400-050	FICA	18,907.00	18,907.00	1,034.67	9,632.21	9,632.21	9,274.79
100-5400-060	GROUP INSURANCE CONTRIBUTION	27,149.00	27,149.00	2,094.92	17,460.86	17,460.86	9,688.14
100-5400-070	RETIREMENT CONTRIBUTION	50,926.00	50,926.00	2,920.62	27,127.45	27,127.45	23,798.55
100-5400-071	401K CONTRIBUTION	12,331.00	12,331.00	707.18	6,477.63	6,477.63	5,853.37
100-5400-099	UTILITY CONTRA	0.00	0.00	0.00	-15,023.00	-15,023.00	15,023.00
100-5400-100	PROFESSIONAL SERVICES	135,200.00	152,787.00	99.90	42,543.38	69,585.98	83,201.02
100-5400-110	TELEPHONE & POSTAGE	7,630.00	7,630.00	583.48	3,821.80	4,509.23	3,120.77
100-5400-140	SCHOOLS & CONFERENCES	7,000.00	6,000.00	0.00	721.69	1,721.69	4,278.31
100-5400-150	BUILDING & GROUNDS MAINTENANCE	850.00	1,850.00	173.18	679.80	1,020.50	829.50
100-5400-260	ADVERTISING	12,500.00	12,500.00	1,611.63	7,269.44	7,269.44	5,230.56
100-5400-330	DEPARTMENTAL SUPPLIES	19,800.00	19,800.00	129.26	5,082.84	5,582.84	14,217.16
100-5400-340	TECHNOLOGY SERVICES & SUPPLIES	9,708.00	43,154.00	0.00	10,909.94	12,924.93	30,229.07
100-5400-360	UNIFORMS & ACCESSORIES	500.00	500.00	0.00	0.00	0.00	500.00
100-5400-450	MISC CONTRACTED SERVICES	4,015.00	4,015.00	0.00	4,353.52	4,651.02	-636.02
100-5400-530	DUES & SUBSCRIPTIONS	7,995.00	7,995.00	0.00	1,146.00	1,146.00	6,849.00
Department: 5400 - Planning Total:		561,664.00	612,697.00	23,588.28	249,307.41	281,190.63	331,506.37
Department: 5410 - Downtown Promotion and Development							
100-5410-030	PART-TIME SALARIES	0.00	30,000.00	0.00	0.00	0.00	30,000.00
100-5410-265	SOCIAL MEDIA & MARKETING	0.00	0.00	0.00	2,985.00	2,985.00	-2,985.00
Department: 5410 - Downtown Promotion and Development Total:		0.00	30,000.00	0.00	2,985.00	2,985.00	27,015.00
Department: 5440 - Inspections							
100-5440-020	SALARIES & WAGES	366,410.00	366,410.00	22,715.36	220,363.31	220,363.31	146,046.69
100-5440-030	PART-TIME SALARIES	5,000.00	5,000.00	2,065.50	21,754.75	21,754.75	-16,754.75
100-5440-035	OVERTIME SALARIES	5,000.00	5,000.00	95.96	590.26	590.26	4,409.74
100-5440-039	LONGEVITY CONTRIBUTION	5,792.00	5,792.00	0.00	5,734.41	5,734.41	57.59
100-5440-046	CELL PHONE STIPEND	2,660.00	2,660.00	135.00	1,215.00	1,215.00	1,445.00
100-5440-050	FICA	29,824.00	29,824.00	1,739.65	18,483.26	18,483.26	11,340.74
100-5440-060	GROUP INSURANCE CONTRIBUTION	56,900.00	56,900.00	3,484.06	31,978.20	31,978.20	24,921.80
100-5440-070	RETIREMENT CONTRIBUTION	77,893.00	77,893.00	4,691.95	49,203.17	49,203.17	28,689.83
100-5440-071	401K CONTRIBUTION	18,860.00	18,860.00	1,136.07	11,326.96	11,326.96	7,533.04
100-5440-099	INDIRECT TO UTILITY CONTRA	-13,578.00	-13,578.00	0.00	-7,362.00	-7,362.00	-6,216.00
100-5440-110	TELEPHONE AND POSTAGE	1,000.00	1,000.00	165.40	784.51	1,300.00	-300.00
100-5440-140	SCHOOLS & CONFERENCES	6,100.00	6,100.00	134.30	5,616.38	6,616.38	-516.38
100-5440-170	VEHICLE MAINT AND REPAIRS	3,400.00	3,400.00	276.69	1,272.75	1,742.75	1,657.25
100-5440-310	VEHICLE FUEL	3,500.00	3,500.00	365.77	2,370.20	3,200.00	300.00
100-5440-330	DEPARTMENTAL SUPPLIES	3,000.00	3,000.00	176.39	2,589.41	3,089.41	-89.41
100-5440-340	TECHNOLOGY SERVICES & SUPPLIES	11,400.00	11,400.00	0.00	246.92	246.92	11,153.08
100-5440-360	UNIFORMS AND ACCESSORIES	1,000.00	1,000.00	0.00	547.16	547.16	452.84
100-5440-450	MISC CONTRACTED SERVICES	22,700.00	22,700.00	107.20	2,394.22	6,514.22	16,185.78

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100-5440-530	DUES & SUBSCRIPTIONS	500.00	500.00	0.00	135.00	135.00	365.00
100-5440-730	CAPITAL OUTLAY - OTHER	11,344.00	11,344.00	0.00	11,344.00	11,344.00	0.00
100-5440-740	CAPITAL OUTLAY - VEHICLES	0.00	24,999.00	0.00	23,948.72	23,948.72	1,050.28
Department: 5440 - Inspections Total:		618,705.00	643,704.00	37,289.30	404,536.59	411,971.88	231,732.12
Department: 5480 - Engineering							
100-5480-101	PROFESSIONAL SERVICES - POWELL BILL	75,000.00	80,000.00	0.00	55,357.62	80,000.00	0.00
100-5480-102	CITY ENGINEER	120,000.00	90,000.00	0.00	40,767.00	90,000.00	0.00
100-5480-103	TECHNICAL REVIEW	41,000.00	31,000.00	0.00	12,816.25	31,000.00	0.00
100-5480-104	CONSTRUCTION INSPECTION	73,000.00	108,000.00	0.00	67,913.66	108,000.00	0.00
100-5480-105	MISC ENGINEERING SERVICES	51,500.00	51,500.00	0.00	42,762.54	51,500.00	0.00
100-5480-106	STORMWATER ENGINEERING	70,000.00	70,000.00	0.00	46,903.00	70,000.00	0.00
Department: 5480 - Engineering Total:		430,500.00	430,500.00	0.00	266,520.07	430,500.00	0.00
Department: 5500 - Public Works							
100-5500-020	SALARIES & WAGES	574,748.00	564,148.00	36,734.68	356,824.20	356,824.20	207,323.80
100-5500-030	PART-TIME SALARIES	28,920.00	28,920.00	0.00	8,019.99	8,019.99	20,900.01
100-5500-035	OVERTIME SALARIES	20,000.00	20,000.00	1,120.97	9,667.02	9,667.02	10,332.98
100-5500-039	LONGEVITY CONTRIBUTION	13,031.00	13,031.00	0.00	12,426.44	12,426.44	604.56
100-5500-046	CELL PHONE STIPEND	2,280.00	2,280.00	90.00	450.00	450.00	1,830.00
100-5500-050	FICA	48,882.00	48,882.00	2,890.08	30,617.69	30,617.69	18,264.31
100-5500-060	GROUP INSURANCE CONTRIBUTION	121,545.00	121,545.00	8,257.50	68,564.90	68,564.90	52,980.10
100-5500-070	RETIREMENT CONTRIBUTION	125,507.00	125,507.00	7,392.95	78,773.05	78,773.05	46,733.95
100-5500-071	401K CONTRIBUTION	30,389.00	30,389.00	1,790.06	18,452.06	18,452.06	11,936.94
100-5500-099	INDIRECT TO UTILITY (CONTRA)	-67,429.00	-67,429.00	0.00	-39,092.00	-39,092.00	-28,337.00
100-5500-110	TELEPHONE & POSTAGE	11,850.00	11,850.00	578.71	3,925.75	4,677.36	7,172.64
100-5500-130	UTILITIES	194,320.00	194,320.00	15,636.91	99,903.08	99,903.08	94,416.92
100-5500-140	SCHOOLS & CONFERENCES	2,000.00	2,000.00	-400.00	-400.00	-400.00	2,400.00
100-5500-150	BUILDING & GROUNDS MAINTENANCE	25,000.00	26,952.00	2,040.96	23,345.05	26,947.30	4.70
100-5500-151	SIDEWALK MAINTENANCE & REPAIR	91,500.00	68,232.00	268.60	31,159.70	31,159.70	37,072.30
100-5500-152	STORM SEWER & DRIVEWAY PIPE MAI	30,500.00	30,500.00	4,400.00	7,667.55	16,969.55	13,530.45
100-5500-153	STREET MAINTENANCE & REPAIR	76,100.00	448,726.00	9,320.60	43,143.06	165,204.63	283,521.37
100-5500-160	EQUIPMENT MAINTENANCE & REPAIRS	17,300.00	17,300.00	118.72	4,390.44	12,318.73	4,981.27
100-5500-170	VEHICLE MAINTENANCE & REPAIRS	29,500.00	29,500.00	2,790.30	12,512.77	19,236.93	10,263.07
100-5500-310	VEHICLE FUEL	35,000.00	35,000.00	2,545.24	13,222.68	26,453.49	8,546.51
100-5500-330	DEPARTMENTAL SUPPLIES	34,500.00	34,500.00	2,307.19	26,722.31	44,909.67	-10,409.67
100-5500-340	TECHNOLOGY SERVICES & SUPPLES	21,350.00	33,949.00	1,276.00	23,952.01	27,295.25	6,653.75
100-5500-360	UNIFORMS & ACCESSORIES	22,400.00	22,400.00	1,437.85	9,596.06	13,136.56	9,263.44
100-5500-450	MISC CONTRACTED SERVICES	13,250.00	53,250.00	1,115.20	9,495.87	13,656.87	39,593.13
100-5500-530	DUES & SUBSCRIPTIONS	2,170.00	2,170.00	0.00	0.00	0.00	2,170.00
100-5500-730	CAPITAL OUTLAY - OTHER	70,000.00	150,000.00	0.00	0.00	0.00	150,000.00
100-5500-740	CAPITAL OUTLAY - VEHICLES	0.00	120,000.00	0.00	0.00	119,564.92	435.08
100-5500-750	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	0.00	8,419.93	8,419.93	-8,419.93
Department: 5500 - Public Works Total:		1,574,613.00	2,167,922.00	101,712.52	861,759.61	1,174,157.32	993,764.68
Department: 5700 - Public Facilities							
100-5700-020	SALARIES & WAGES	214,318.00	214,318.00	8,847.29	114,913.52	114,913.52	99,404.48
100-5700-030	PART-TIME SALARIES	30,920.00	30,920.00	2,230.74	19,624.14	19,624.14	11,295.86
100-5700-035	OVERTIME SALARIES	2,000.00	2,000.00	0.00	232.68	232.68	1,767.32
100-5700-039	LONGEVITY CONTRIBUTION	5,149.00	5,149.00	0.00	4,782.76	4,782.76	366.24
100-5700-046	CELL PHONE STIPEND	1,080.00	1,080.00	45.00	405.00	405.00	675.00
100-5700-050	FICA	19,390.00	19,390.00	846.17	11,318.23	11,318.23	8,071.77
100-5700-060	GROUP INSURANCE CONTRIBUTION	44,100.00	44,100.00	2,076.68	25,236.64	25,236.64	18,863.36
100-5700-070	RETIREMENT CONTRIBUTION	49,285.00	49,285.00	1,817.68	26,447.45	26,447.45	22,837.55
100-5700-071	401K CONTRIBUTION	11,073.00	11,073.00	440.12	6,164.61	6,164.61	4,908.39
100-5700-099	UTILITY CONTRA	-15,022.00	-15,022.00	0.00	-8,564.00	-8,564.00	-6,458.00
100-5700-100	PROFESSIONAL SERVICES	110,000.00	110,000.00	16,923.00	29,487.00	118,440.00	-8,440.00
100-5700-130	UTILITIES	26,000.00	25,500.00	3,064.56	14,610.59	14,610.59	10,889.41
100-5700-150	BUILDING MAINTENANCE	29,200.00	29,400.00	1,238.00	24,137.89	29,389.87	10.13
100-5700-154	LAKE & MARINA MAINT & OPERATION	60,000.00	60,000.00	4,179.29	37,624.07	37,624.07	22,375.93
100-5700-155	LIBRARY MAINT & REPAIRS	97,800.00	106,300.00	5,767.86	52,891.25	58,459.50	47,840.50

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100-5700-156	GROUNDS MAINTENANCE	47,000.00	46,800.00	1,636.79	13,119.50	37,910.19	8,889.81
100-5700-310	VEHICLE FUEL	300.00	800.00	172.77	658.01	1,021.07	-221.07
100-5700-330	DEPARTMENTAL SUPPLIES	10,500.00	10,500.00	1,114.48	3,387.07	4,190.23	6,309.77
100-5700-335	SIGNAGE AND BRANDING	0.00	48,106.00	0.00	0.00	0.00	48,106.00
100-5700-340	TECHNOLOGY SERVICES & SUPPLIES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
100-5700-360	UNIFORMS AND ACCESSORIES	200.00	200.00	0.00	200.00	200.00	0.00
100-5700-374	CORONAVIRUS RELIEF FUNDS	0.00	178,225.00	0.00	19,805.98	19,877.98	158,347.02
100-5700-400	FACILITY RENTAL	4,800.00	4,800.00	0.00	4,800.00	4,800.00	0.00
100-5700-450	MISC CONTRACTED SERVICES	56,500.00	56,500.00	1,340.00	24,252.88	44,142.88	12,357.12
Department: 5700 - Public Facilities Total:		806,593.00	1,041,424.00	51,740.43	425,535.27	571,227.41	470,196.59
Department: 5800 - Sanitation							
100-5800-020	SALARIES & WAGES	328,675.00	328,675.00	19,570.86	201,802.71	201,802.71	126,872.29
100-5800-035	OVERTIME SALARIES	1,000.00	1,000.00	0.00	100.88	100.88	899.12
100-5800-039	LONGEVITY CONTRIBUTION	5,330.00	5,330.00	0.00	5,251.53	5,251.53	78.47
100-5800-050	FICA	25,627.00	25,627.00	1,479.69	16,557.77	16,557.77	9,069.23
100-5800-060	GROUP INSURANCE CONTRIBUTION	77,599.00	77,599.00	4,799.41	47,842.97	47,842.97	29,756.03
100-5800-070	RETIREMENT CONTRIBUTION	69,178.00	69,178.00	4,041.38	45,030.51	45,030.51	24,147.49
100-5800-071	401K CONTRIBUTION	16,750.00	16,750.00	978.53	10,640.58	10,640.58	6,109.42
100-5800-110	TELEPHONE AND POSTAGE	3,400.00	3,400.00	190.05	1,748.46	1,748.46	1,651.54
100-5800-160	EQUIPMENT MAINTENANCE & REPAIRS	2,000.00	2,000.00	0.00	1,312.02	1,610.48	389.52
100-5800-170	VEHICLE MAINTENANCE & REPAIRS	135,000.00	171,000.00	13,479.24	96,152.15	155,409.54	15,590.46
100-5800-310	VEHICLE FUEL	70,000.00	70,000.00	4,802.64	38,079.35	65,500.00	4,500.00
100-5800-330	DEPARTMENTAL SUPPLIES	11,200.00	11,200.00	125.46	1,402.24	1,402.24	9,797.76
100-5800-331	ROLL-OUT GARBAGE CANS	25,000.00	25,000.00	0.00	21,989.00	25,575.00	-575.00
100-5800-360	UNIFORMS	8,000.00	8,000.00	699.98	5,137.05	8,000.00	0.00
100-5800-420	LANDFILL TIPPING FEES	498,000.00	492,000.00	60,095.46	325,194.15	446,000.00	46,000.00
100-5800-450	MISC CONTRACTED SERVICES	10,000.00	0.00	0.00	0.00	0.00	0.00
Department: 5800 - Sanitation Total:		1,286,759.00	1,306,759.00	110,262.70	818,241.37	1,032,472.67	274,286.33
Department: 6200 - Recreation and Parks							
100-6200-020	SALARIES & WAGES	527,802.00	482,802.00	33,869.04	334,397.92	334,397.92	148,404.08
100-6200-030	PART-TIME SALARIES	108,000.00	113,000.00	3,668.50	41,318.63	41,318.63	71,681.37
100-6200-039	LONGEVITY CONTRIBUTION	14,511.00	14,511.00	0.00	14,499.95	14,499.95	11.05
100-6200-045	CAR ALLOWANCE	0.00	1,000.00	0.00	0.00	0.00	1,000.00
100-6200-046	CELL PHONE STIPEND	540.00	540.00	45.00	405.00	405.00	135.00
100-6200-050	FICA	49,716.00	49,716.00	2,862.22	31,209.52	31,209.52	18,506.48
100-6200-060	GROUP INSURANCE CONTRIBUTION	97,932.00	97,932.00	5,558.27	52,043.10	52,043.10	45,888.90
100-6200-070	RETIREMENT CONTRIBUTION	103,548.00	103,548.00	6,993.98	75,941.50	75,941.50	27,606.50
100-6200-071	401K CONTRIBUTION	26,492.00	26,492.00	1,693.44	17,662.60	17,662.60	8,829.40
100-6200-110	TELEPHONE & POSTAGE	17,000.00	17,000.00	1,387.84	10,649.28	12,073.20	4,926.80
100-6200-130	UTILITIES	104,000.00	104,000.00	9,999.83	48,386.26	48,386.26	55,613.74
100-6200-131	BALLFIELD LIGHTS	34,250.00	34,250.00	1,021.10	12,441.44	12,441.44	21,808.56
100-6200-140	SCHOOLS & CONFERENCES	9,250.00	4,250.00	0.00	850.41	850.41	3,399.59
100-6200-150	BUILDING & GROUNDS MAINTENANCE	160,750.00	378,067.00	6,884.38	153,940.76	235,483.45	142,583.55
100-6200-160	EQUIPMENT MAINTENANCE & REPAIRS	17,900.00	17,900.00	855.66	3,471.64	3,471.64	14,428.36
100-6200-170	VEHICLE MAINTENANCE & REPAIRS	12,750.00	11,750.00	844.14	4,223.91	4,606.76	7,143.24
100-6200-265	SOCIAL MEDIA AND MARKETING	37,525.00	37,525.00	1,350.00	18,810.38	24,545.38	12,979.62
100-6200-310	VEHICLE FUEL	15,800.00	15,800.00	1,455.78	7,102.25	12,340.97	3,459.03
100-6200-330	DEPARTMENTAL SUPPLIES	46,000.00	51,000.00	2,376.77	25,113.07	40,994.54	10,005.46
100-6200-332	ATHLETIC UNIFORMS & EQUIPMENT	40,000.00	40,000.00	0.00	11,172.36	17,457.36	22,542.64
100-6200-340	TECHNOLOGY SERVICES & SUPPLIES	13,200.00	15,200.00	0.00	12,535.87	14,535.87	664.13
100-6200-360	UNIFORMS & ACCESSORIES	5,300.00	8,300.00	94.99	1,684.57	4,357.57	3,942.43
100-6200-390	SMALL EQUIPMENT	7,999.00	7,999.00	0.00	1,592.58	1,592.58	6,406.42
100-6200-450	MISC CONTRACTED SERVICES	62,500.00	62,500.00	3,369.75	24,494.76	37,383.00	25,117.00
100-6200-530	DUES & SUBSCRIPTIONS	2,000.00	2,000.00	0.00	543.30	543.30	1,456.70
100-6200-570	SPECIAL ACTIVITIES	67,700.00	40,700.00	0.00	16,698.34	26,906.85	13,793.15
100-6200-571	SUMMER CAMPS	9,300.00	9,300.00	0.00	0.00	0.00	9,300.00
100-6200-572	SPORTS HALL OF FAME GALA	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
100-6200-710	CAPITAL OUTLAY - LAND	0.00	535,000.00	0.00	0.00	0.00	535,000.00
100-6200-721	CAPITAL OUTLAY - MACC RENOVATIO	68,400.00	68,400.00	0.00	7,950.00	7,950.00	60,450.00

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100-6200-730	CAPITAL OUTLAY - OTHER	33,000.00	176,500.00	11,364.00	48,553.00	158,258.00	18,242.00
100-6200-737	CAPITAL - FIRST STREET POCKET P	0.00	107,080.00	0.00	18,550.95	29,413.50	77,666.50
100-6200-739	CAPITAL OUTLAY - LAKE MICHAEL	10,500.00	10,500.00	0.00	0.00	10,227.00	273.00
100-6200-750	CAPITAL OUTLAY - EQUIPMENT	43,000.00	75,500.00	0.00	74,147.97	74,147.97	1,352.03
Department: 6200 - Recreation and Parks Total:		1,756,665.00	2,730,062.00	95,694.69	1,070,391.32	1,345,445.27	1,384,616.73
Department: 9000 - Non-Departmental							
100-9000-060	GROUP INSURANCE CONTRIBUTION	140,804.00	140,804.00	11,432.53	92,611.54	92,611.54	48,192.46
100-9000-070	RETIREMENT CONTRIBUTION	133,965.00	133,965.00	0.00	0.00	0.00	133,965.00
100-9000-080	UNEMPLOYMENT INSURANCE CONTRIBU	20,000.00	20,000.00	0.00	1,480.43	1,480.43	18,519.57
100-9000-332	WEBSITE HOSTING	5,000.00	5,000.00	0.00	4,200.00	4,200.00	800.00
100-9000-334	TRAIN COLLECTION EXPENSES	0.00	10,027.00	0.00	0.00	0.00	10,027.00
100-9000-450	MISC CONTRACTED SERVICES	0.00	0.00	0.00	5,164.00	5,164.00	-5,164.00
100-9000-540	PROPERTY & GENERAL LIABILITY IN	460,000.00	460,000.00	0.00	281,811.66	347,494.41	112,505.59
100-9000-680	ALAMANCE COUNTY ARTS COUNCIL SU	10,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00
100-9000-681	ACTA SUBSIDY	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00
100-9000-682	MEBANE HISTORICAL MUSEUM SUBSID	38,540.00	38,540.00	0.00	28,905.00	38,540.00	0.00
100-9000-684	ALAMANCE COUNTY CHAMBER OF CO...	0.00	0.00	0.00	2,500.00	2,500.00	-2,500.00
100-9000-685	UNITED WAY DONATION	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
Department: 9000 - Non-Departmental Total:		817,309.00	827,336.00	11,432.53	426,672.63	501,990.38	325,345.62
Department: 9001 - Debt Service							
100-9001-810	PRINCIPAL - 2008 ISSUE (REC & C	213,334.00	213,334.00	0.00	106,666.67	106,666.67	106,667.33
100-9001-818	PRINCIPAL - FIRE STATION BB&T	173,334.00	173,334.00	0.00	173,333.34	173,333.34	0.66
100-9001-819	PRINCIPAL - FIRE STATION PEMC	140,889.00	140,889.00	0.00	140,888.88	140,888.88	0.12
100-9001-820	PRINCIPAL - NEW PARK	388,667.00	388,667.00	0.00	194,333.33	194,333.33	194,333.67
100-9001-821	PRINCIPAL - FIRE TRUCK 2017	46,833.00	46,833.00	0.00	46,833.00	46,833.00	0.00
100-9001-822	PRINCIPAL - FIRE RADIOS	86,375.00	86,375.00	0.00	43,187.30	43,187.30	43,187.70
100-9001-823	PRINCIPAL - POLICE VEHICLES 2019	53,294.00	53,294.00	0.00	26,646.80	26,646.80	26,647.20
100-9001-824	PRINCIPAL - POLICE RADIOS 2019 Firstb...	93,800.00	93,800.00	0.00	46,900.00	46,900.00	46,900.00
100-9001-825	PRINCIPAL - TRAIL PROJECT	51,500.00	51,500.00	0.00	0.00	0.00	51,500.00
100-9001-826	PRINCIPAL - NEW PW TRUCKS	86,000.00	86,000.00	0.00	43,050.00	43,050.00	42,950.00
100-9001-827	PRINCIPAL - PARK PROJECTS	72,500.00	72,500.00	0.00	0.00	0.00	72,500.00
100-9001-850	INTEREST - 2008 ISSUE (REC & CI	20,651.00	20,651.00	0.00	11,261.94	11,261.94	9,389.06
100-9001-858	INTEREST - FIRE STATION BB&T	43,074.00	43,074.00	0.00	43,073.33	43,073.33	0.67
100-9001-859	INTEREST - NEW PARK	149,566.00	149,566.00	0.00	71,003.63	71,003.63	78,562.37
100-9001-861	INTEREST - FIRE RADIOS	3,596.00	3,596.00	0.00	1,997.41	1,997.41	1,598.59
100-9001-862	INTEREST - POLICE VEHICLES 2019	5,229.00	5,229.00	0.00	2,795.78	2,795.78	2,433.22
100-9001-863	INTEREST - POLICE RADIOS 2019	9,341.00	9,341.00	0.00	5,067.49	5,067.49	4,273.51
100-9001-864	INTEREST - TRAILS PROJECT	20,600.00	20,600.00	0.00	0.00	0.00	20,600.00
100-9001-865	INTEREST - NEW PW TRUCKS	16,340.00	16,340.00	0.00	2,933.86	2,933.86	13,406.14
100-9001-866	INTEREST - PARK PROJECTS	24,740.00	24,740.00	0.00	0.00	0.00	24,740.00
Department: 9001 - Debt Service Total:		1,699,663.00	1,699,663.00	0.00	959,972.76	959,972.76	739,690.24
Department: 9002 - Transfers and Other Uses							
100-9002-917	TRANSFER TO CAPITAL FUND	1,874,700.00	2,087,700.00	0.00	0.00	0.00	2,087,700.00
Department: 9002 - Transfers and Other Uses Total:		1,874,700.00	2,087,700.00	0.00	0.00	0.00	2,087,700.00
Expense Total:		22,015,000.00	24,351,014.00	1,120,756.08	12,586,193.65	14,196,038.42	10,154,975.58
Fund: 100 - General Fund Surplus (Deficit):		0.00	0.00	245,121.70	4,262,694.18	2,652,849.41	-2,652,849.41
Fund: 300 - Utility Fund							
Revenue							
GovType: 3400 - Permits and Fees							
300-3448-820	DEVELOPMENT FEES	86,180.00	113,129.00	1,000.00	154,900.00	154,900.00	-41,771.00
GovType: 3400 - Permits and Fees Total:		86,180.00	113,129.00	1,000.00	154,900.00	154,900.00	-41,771.00
GovType: 3700 - Investment earnings							
300-3710-000	INTEREST EARNINGS	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
GovType: 3700 - Investment earnings Total:		30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
GovType: 5010 - Enterprise Charges for Services							
300-3391-000	REVENUE SHARING CONTRA (NCCP)	-81,000.00	-81,000.00	0.00	-44,469.40	-44,469.40	-36,530.60
300-3501-820	WATER SALES	3,009,000.00	3,009,000.00	202,870.67	2,488,741.41	2,488,741.41	520,258.59

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
300-3502-830	SEWER SALES	2,907,000.00	2,907,000.00	225,882.88	2,562,308.04	2,562,308.04	344,691.96
300-3503-820	WATER TAPS	9,600.00	9,600.00	9,600.00	20,802.00	20,802.00	-11,202.00
300-3504-830	SEWER TAPS	8,000.00	8,000.00	3,000.00	8,000.00	8,000.00	0.00
GovType: 5010 - Enterprise Charges for Services Total:		5,852,600.00	5,852,600.00	441,353.55	5,035,382.05	5,035,382.05	817,217.95
GovType: 5020 - Enterprise Other Operating Revenues							
300-3447-000	ENGINEERING CONST INSP FEE	267,855.00	267,855.00	18,679.50	159,469.35	159,469.35	108,385.65
300-3812-000	MISCELLANEOUS REVENUES	10,000.00	10,000.00	100.00	4,704.93	4,704.93	5,295.07
300-3820-000	LATE FEES	50,000.00	50,000.00	2,690.00	35,320.00	35,320.00	14,680.00
300-3830-820	WATER RECONNECTIONS	9,550.00	9,550.00	100.00	5,400.00	5,400.00	4,150.00
300-3832-830	ORANGE COUNTY CAPACITY RESERVATI	50,000.00	50,000.00	0.00	50,000.00	50,000.00	0.00
300-3836-000	FIRE FLOW TEST FEES	8,000.00	8,000.00	4,650.00	13,600.00	13,600.00	-5,600.00
300-3846-000	SALE OF MATERIALS	175,000.00	175,000.00	21,630.00	163,767.40	163,767.40	11,232.60
300-3883-830	INDUSTRIAL WASTE MONITORING FEE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
GovType: 5020 - Enterprise Other Operating Revenues Total:		574,405.00	574,405.00	47,849.50	432,261.68	432,261.68	142,143.32
GovType: 5500 - Enterprise NonOperating Revenues							
300-3307-000	ALAMANCE COUNTY ECON DEV CONTRI	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00
300-3841-000	SALE OF FIXED ASSETS	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
GovType: 5500 - Enterprise NonOperating Revenues Total:		102,500.00	102,500.00	0.00	0.00	0.00	102,500.00
GovType: 9000 - Appropriated Fund Balance							
300-3990-000	APPROPRIATED FUND BALANCE	1,900,315.00	2,168,819.00	0.00	0.00	0.00	2,168,819.00
GovType: 9000 - Appropriated Fund Balance Total:		1,900,315.00	2,168,819.00	0.00	0.00	0.00	2,168,819.00
Revenue Total:		8,546,000.00	8,841,453.00	490,203.05	5,622,543.73	5,622,543.73	3,218,909.27

Expense

Department: 8100 - Admin, Meters and Billing

300-8100-020	SALARIES & WAGES	173,429.00	173,429.00	3,234.62	30,728.89	30,728.89	142,700.11
300-8100-039	LONGEVITY CONTRIBUTION	1,748.00	1,748.00	0.00	420.50	420.50	1,327.50
300-8100-050	FICA	13,401.00	13,401.00	195.18	2,036.23	2,036.23	11,364.77
300-8100-060	GROUP INSURANCE CONTRIBUTION	9,364.00	9,364.00	688.19	6,193.71	6,193.71	3,170.29
300-8100-070	RETIREMENT CONTRIBUTION	36,174.00	36,174.00	667.94	6,766.23	6,766.23	29,407.77
300-8100-071	401K CONTRIBUTION	8,758.00	8,758.00	161.74	1,617.40	1,617.40	7,140.60
300-8100-099	INDIRECT TO UTILITY (CONTRA)	618,512.00	618,512.00	0.00	353,046.00	353,046.00	265,466.00
300-8100-100	PROFESSIONAL SERVICES	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00
300-8100-110	TELEPHONE & POSTAGE	28,200.00	28,200.00	2,100.66	16,443.95	25,000.00	3,200.00
300-8100-120	BANK CHARGES	49,500.00	49,500.00	5,664.55	45,200.67	45,200.67	4,299.33
300-8100-160	EQUIPMENT MAINTENANCE & REPAIRS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
300-8100-330	DEPARTMENTAL SUPPLIES & METERS	1,000.00	1,000.00	0.00	51.90	51.90	948.10
300-8100-340	TECHNOLOGY SERVICES & SUPPLIES	8,800.00	8,800.00	0.00	5,446.27	5,446.27	3,353.73
300-8100-450	MISC CONTRACTED SERVICES	78,900.00	90,773.00	6,565.79	49,990.90	93,372.50	-2,599.50
300-8100-730	CAPITAL OUTLAY - OTHER	255,370.00	255,370.00	1,205.00	254,191.13	256,578.13	-1,208.13
Department: 8100 - Admin, Meters and Billing Total:		1,289,656.00	1,301,529.00	20,483.67	772,133.78	826,458.43	475,070.57

Department: 8200 - Utility Maintenance

300-8200-020	SALARIES & WAGES	570,645.00	570,645.00	44,480.96	419,206.07	419,206.07	151,438.93
300-8200-030	PART-TIME SALARIES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
300-8200-035	OVERTIME SALARIES	40,000.00	40,000.00	3,508.01	25,308.76	25,308.76	14,691.24
300-8200-039	LONGEVITY CONTRIBUTION	12,638.00	12,638.00	0.00	12,499.10	12,499.10	138.90
300-8200-045	CAR ALLOWANCE	3,672.00	3,672.00	282.46	2,824.60	2,824.60	847.40
300-8200-046	CELL PHONE STIPEND	540.00	540.00	0.00	0.00	0.00	540.00
300-8200-050	FICA	48,385.00	48,385.00	3,605.55	36,237.28	36,237.28	12,147.72
300-8200-060	GROUP INSURANCE CONTRIBUTION	116,770.00	116,770.00	8,914.36	80,229.24	80,229.24	36,540.76
300-8200-070	RETIREMENT CONTRIBUTION	129,741.00	129,741.00	9,900.44	98,975.75	98,975.75	30,765.25
300-8200-071	401K CONTRIBUTION	31,414.00	31,414.00	2,397.21	23,340.26	23,340.26	8,073.74
300-8200-100	PROFESSIONAL SERVICES	130,000.00	169,280.00	0.00	11,846.00	76,000.86	93,279.14
300-8200-110	TELEPHONE & POSTAGE	20,000.00	20,000.00	1,004.13	13,050.07	13,226.20	6,773.80
300-8200-130	UTILITIES	85,600.00	85,600.00	11,083.90	65,907.15	65,907.15	19,692.85
300-8200-140	SCHOOLS & CONFERENCES	7,000.00	7,000.00	135.00	2,247.89	2,247.89	4,752.11
300-8200-150	BUILDING & GROUNDS MAINTENANCE	12,000.00	12,000.00	1,337.59	4,266.67	5,686.67	6,313.33
300-8200-153	STREET MAINTENANCE - UTILITY RE	25,000.00	25,000.00	0.00	6,407.89	10,000.00	15,000.00

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
300-8200-157	FIRE HYDRANT MAINTENANCE & REPA	43,000.00	43,000.00	0.00	14,927.48	34,902.48	8,097.52
300-8200-160	EQUIPMENT MAINTENANCE & REPAIRS	102,000.00	107,467.00	654.87	58,412.69	94,954.93	12,512.07
300-8200-170	VEHICLE MAINTENANCE & REPAIRS	30,000.00	30,000.00	274.51	15,319.50	17,951.30	12,048.70
300-8200-260	ADVERTISING	500.00	500.00	0.00	0.00	0.00	500.00
300-8200-310	VEHICLE FUEL	25,000.00	25,000.00	1,073.09	5,386.14	11,760.76	13,239.24
300-8200-330	DEPARTMENTAL SUPPLIES	130,000.00	130,000.00	6,639.51	73,903.70	127,542.10	2,457.90
300-8200-332	CHEMICALS	95,000.00	95,000.00	12,954.00	80,478.00	95,000.00	0.00
300-8200-340	TECHNOLOGY SERVICES & SUPPLIES	22,725.00	22,725.00	0.00	17,654.77	17,654.77	5,070.23
300-8200-360	UNIFORMS & ACCESSORIES	15,700.00	15,700.00	1,296.07	10,153.66	13,900.00	1,800.00
300-8200-390	SMALL EQUIPMENT	2,500.00	2,500.00	0.00	2,139.48	2,139.48	360.52
300-8200-430	GRAHAM SEWER SERVICES	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00
300-8200-450	MISC CONTRACTED SERVICES	169,700.00	169,700.00	17,007.78	59,675.87	79,188.77	90,511.23
300-8200-480	PURCHASE OF WATER	780,000.00	780,000.00	73,252.26	507,098.28	507,098.28	272,901.72
300-8200-530	DUES & SUBSCRIPTIONS	16,325.00	16,325.00	0.00	11,255.32	11,255.32	5,069.68
300-8200-730	CAPITAL OUTLAY - OTHER	425,000.00	473,131.00	0.00	4,455.60	52,586.35	420,544.65
300-8200-736	US 119 UTILITY RELOCATION PROJE	105,000.00	155,000.00	0.00	0.00	0.00	155,000.00
300-8200-750	CAPITAL OUTLAY - EQUIPMENT	34,900.00	34,900.00	0.00	34,475.00	34,475.00	425.00
Department: 8200 - Utility Maintenance Total:		3,255,755.00	3,398,633.00	199,801.70	1,697,682.22	1,972,099.37	1,426,533.63
Department: 8280 - Engineering							
300-8280-102	CITY ENGINEER	21,500.00	47,500.00	0.00	40,005.00	47,500.00	0.00
300-8280-103	TECHNICAL REVIEW	27,500.00	27,500.00	0.00	11,922.00	27,500.00	0.00
300-8280-104	CONSTRUCTION INSPECTION	150,000.00	114,000.00	0.00	56,077.56	114,000.00	0.00
300-8280-105	MISC ENGINEERING SERVICES	101,000.00	111,000.00	0.00	23,348.75	111,000.00	0.00
Department: 8280 - Engineering Total:		300,000.00	300,000.00	0.00	131,353.31	300,000.00	0.00
Department: 8300 - Water Resource Recovery Facility							
300-8300-020	SALARIES & WAGES	542,099.00	542,099.00	34,028.26	322,542.26	322,542.26	219,556.74
300-8300-030	PART-TIME SALARIES	10,000.00	10,000.00	900.80	7,366.64	7,366.64	2,633.36
300-8300-035	OVERTIME SALARIES	18,920.00	18,920.00	25.13	6,288.96	6,288.96	12,631.04
300-8300-039	LONGEVITY CONTRIBUTION	13,364.00	13,364.00	0.00	12,725.53	12,725.53	638.47
300-8300-045	CAR ALLOWANCE	3,672.00	3,672.00	282.46	2,824.60	2,824.60	847.40
300-8300-046	CELL PHONE STIPEND	1,080.00	1,080.00	90.00	810.00	810.00	270.00
300-8300-050	FICA	45,069.00	45,069.00	2,510.71	26,578.48	26,578.48	18,490.52
300-8300-060	GROUP INSURANCE CONTRIBUTION	76,078.00	76,078.00	4,908.59	44,200.55	44,200.55	31,877.45
300-8300-070	RETIREMENT CONTRIBUTION	118,610.00	118,610.00	7,032.03	74,174.70	74,174.70	44,435.30
300-8300-071	401K CONTRIBUTION	28,719.00	28,719.00	1,702.69	17,323.87	17,323.87	11,395.13
300-8300-100	PROFESSIONAL SERVICES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
300-8300-110	TELEPHONE & POSTAGE	6,276.00	6,276.00	939.19	5,293.31	5,701.45	574.55
300-8300-130	UTILITIES	169,500.00	169,500.00	12,874.57	108,053.37	108,053.37	61,446.63
300-8300-140	SCHOOLS & CONFERENCES	3,900.00	3,900.00	0.00	635.00	635.00	3,265.00
300-8300-150	BUILDINGS & GROUNDS MAINTENANCE	4,750.00	7,750.00	40.00	4,953.98	4,993.98	2,756.02
300-8300-160	EQUIPMENT MAINTENANCE & REPAIRS	147,585.00	139,585.00	4,878.99	44,472.60	69,595.60	69,989.40
300-8300-170	VEHICLE MAINTENANCE & REPAIRS	975.00	975.00	85.00	456.92	956.92	18.08
300-8300-260	ADVERTISING	100.00	100.00	0.00	27.67	27.67	72.33
300-8300-310	VEHICLE FUEL	3,500.00	3,500.00	216.36	1,239.19	1,516.35	1,983.65
300-8300-330	DEPARTMENTAL SUPPLIES	42,785.00	42,785.00	3,141.18	23,462.27	35,656.82	7,128.18
300-8300-332	CHEMICALS	88,615.00	110,615.00	5,620.39	74,519.67	82,980.37	27,634.63
300-8300-340	TECHNOLOGY SERVICES & SUPPLIES	2,504.00	2,504.00	0.00	1,257.00	1,257.00	1,247.00
300-8300-350	SOFTWARE LICENSING	1,400.00	1,400.00	0.00	0.00	0.00	1,400.00
300-8300-360	UNIFORMS & ACCESSORIES	4,500.00	4,500.00	271.41	2,167.09	4,502.47	-2.47
300-8300-390	SMALL EQUIPMENT	4,000.00	17,150.00	633.80	2,607.74	2,607.74	14,542.26
300-8300-450	MISC CONTRACTED SERVICES	451,450.00	451,450.00	77,756.47	310,540.38	442,736.63	8,713.37
300-8300-452	LABORATORY SERVICES	31,445.00	31,445.00	1,935.00	16,370.00	27,459.00	3,986.00
300-8300-454	SCADA SERVICES	15,750.00	27,750.00	3,225.54	18,579.28	18,925.54	8,824.46
300-8300-530	DUES & SUBSCRIPTIONS	12,537.00	12,537.00	0.00	12,091.83	12,091.83	445.17
300-8300-730	CAPITAL OUTLAY - OTHER	125,000.00	173,552.00	0.00	64,375.00	92,326.75	81,225.25
300-8300-750	CAPITAL OUTLAY - EQUIPMENT	105,500.00	105,500.00	0.00	5,415.00	10,731.75	94,768.25
Department: 8300 - Water Resource Recovery Facility Total:		2,089,683.00	2,180,385.00	163,098.57	1,211,352.89	1,437,591.83	742,793.17

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Department: 9300 - Utility Non-Departmental						
300-9300-540	PROPERTY & LIABILTY INSURANCE	61,980.00	61,980.00	0.00	0.00	61,980.00
300-9300-833	PRINCIPAL - 2007 ISSUE (SE PUMP	133,334.00	133,334.00	0.00	66,666.67	66,667.33
300-9300-834	PRINCIPAL - 2009 ISSUE (9TH ST.	4,806.00	4,806.00	0.00	0.00	4,806.00
300-9300-835	PRINCIPAL - WATER UPGRADE/EXENS	293,000.00	293,000.00	0.00	293,000.00	0.00
300-9300-836	WATER PLANT CAPACITY PAYMENT	127,403.00	127,403.00	0.00	127,403.00	0.00
300-9300-837	PRINCIPAL - GRAHAM SEWER CAPACI	200,000.00	200,000.00	0.00	200,000.00	0.00
300-9300-838	PRINCIPAL - WRRF UPGRADE FY19	187,000.00	187,000.00	0.00	0.00	187,000.00
300-9300-881	INTEREST - WATER UPGRADE/EXPANS	82,199.00	82,199.00	0.00	82,199.00	0.00
300-9300-883	INTEREST - 2007 ISSUE (SE PUMP	8,984.00	8,984.00	0.00	5,133.33	3,850.67
300-9300-885	INTEREST - WRRF UPGRADE FY19	112,200.00	112,200.00	0.00	0.00	112,200.00
300-9300-912	TRANSFER TO CAPITAL PROJECT FUN	400,000.00	450,000.00	0.00	0.00	450,000.00
Department: 9300 - Utility Non-Departmental Total:		1,610,906.00	1,660,906.00	0.00	774,402.00	886,504.00
Expense Total:		8,546,000.00	8,841,453.00	383,383.94	4,586,924.20	3,530,901.37
Fund: 300 - Utility Fund Surplus (Deficit):		0.00	0.00	106,819.11	1,035,619.53	-311,992.10
Report Surplus (Deficit):		0.00	0.00	351,940.81	5,298,313.71	2,964,841.51

Group Summary

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 100 - General Fund						
Revenue						
GovType: 3000 - Property Taxes						
	11,492,912.00	11,492,912.00	225,332.94	11,302,269.73	11,302,269.73	190,642.27
GovType: 3000 - Property Taxes Total:	11,492,912.00	11,492,912.00	225,332.94	11,302,269.73	11,302,269.73	190,642.27
GovType: 3100 - Other Taxes and Licenses						
	1,000.00	1,000.00	0.00	30.00	30.00	970.00
GovType: 3100 - Other Taxes and Licenses Total:	1,000.00	1,000.00	0.00	30.00	30.00	970.00
GovType: 3215 - Restricted Federal Intergov						
	0.00	40,000.00	0.00	174,932.27	174,932.27	-134,932.27
GovType: 3215 - Restricted Federal Intergov Total:	0.00	40,000.00	0.00	174,932.27	174,932.27	-134,932.27
GovType: 3220 - Unrestricted State Intergov						
	4,609,243.00	4,879,843.00	704,944.82	2,759,888.56	2,759,888.56	2,119,954.44
GovType: 3220 - Unrestricted State Intergov Total:	4,609,243.00	4,879,843.00	704,944.82	2,759,888.56	2,759,888.56	2,119,954.44
GovType: 3225 - Restricted State Intergov						
	400,000.00	400,000.00	52.08	354,959.98	354,959.98	45,040.02
GovType: 3225 - Restricted State Intergov Total:	400,000.00	400,000.00	52.08	354,959.98	354,959.98	45,040.02
GovType: 3230 - Unrestricted Local Intergov						
	241,000.00	241,000.00	152,520.80	196,675.80	196,675.80	44,324.20
GovType: 3230 - Unrestricted Local Intergov Total:	241,000.00	241,000.00	152,520.80	196,675.80	196,675.80	44,324.20
GovType: 3235 - Restricted Local Intergov						
	35,150.00	35,150.00	9,359.00	34,350.00	34,350.00	800.00
GovType: 3235 - Restricted Local Intergov Total:	35,150.00	35,150.00	9,359.00	34,350.00	34,350.00	800.00
GovType: 3400 - Permits and Fees						
	780,307.00	881,798.00	210,102.30	1,038,368.71	1,038,368.71	-156,570.71
GovType: 3400 - Permits and Fees Total:	780,307.00	881,798.00	210,102.30	1,038,368.71	1,038,368.71	-156,570.71
GovType: 3500 - Sales and Services						
	625,000.00	625,000.00	50,944.00	479,124.50	479,124.50	145,875.50
GovType: 3500 - Sales and Services Total:	625,000.00	625,000.00	50,944.00	479,124.50	479,124.50	145,875.50
GovType: 3700 - Investment earnings						
	20,000.00	20,000.00	0.00	21.95	21.95	19,978.05
GovType: 3700 - Investment earnings Total:	20,000.00	20,000.00	0.00	21.95	21.95	19,978.05
GovType: 3800 - Miscellaneous Revenues						
	47,600.00	47,600.00	12,621.84	77,766.33	77,766.33	-30,166.33
GovType: 3800 - Miscellaneous Revenues Total:	47,600.00	47,600.00	12,621.84	77,766.33	77,766.33	-30,166.33
GovType: 8500 - Proceeds of Debt						
	1,939,070.00	1,939,070.00	0.00	430,500.00	430,500.00	1,508,570.00
GovType: 8500 - Proceeds of Debt Total:	1,939,070.00	1,939,070.00	0.00	430,500.00	430,500.00	1,508,570.00
GovType: 9000 - Appropriated Fund Balance						
	1,823,718.00	3,747,641.00	0.00	0.00	0.00	3,747,641.00
GovType: 9000 - Appropriated Fund Balance Total:	1,823,718.00	3,747,641.00	0.00	0.00	0.00	3,747,641.00
Revenue Total:	22,015,000.00	24,351,014.00	1,365,877.78	16,848,887.83	16,848,887.83	7,502,126.17
Expense						
4100 - City Council	83,539.00	83,539.00	4,912.63	58,005.16	58,005.16	25,533.84
4200 - Administration	1,163,700.00	1,158,700.00	70,164.32	784,695.54	830,567.42	328,132.58
4400 - Finance	604,386.00	604,386.00	45,260.09	459,909.31	463,266.15	141,119.85
4800 - IT	409,775.00	506,771.00	52,223.03	273,376.79	365,308.21	141,462.79
4900 - Economic Development	1,021,800.00	996,800.00	0.00	435,000.00	440,000.00	556,800.00
5100 - Police	4,350,405.00	4,434,715.00	262,778.08	2,956,422.50	3,121,806.83	1,312,908.17
5300 - Fire	2,954,224.00	2,988,336.00	253,697.48	2,132,862.32	2,205,171.33	783,164.67
5400 - Planning	561,664.00	612,697.00	23,588.28	249,307.41	281,190.63	331,506.37
5410 - Downtown Promotion and Development	0.00	30,000.00	0.00	2,985.00	2,985.00	27,015.00
5440 - Inspections	618,705.00	643,704.00	37,289.30	404,536.59	411,971.88	231,732.12

Income Statement

For Fiscal: 2020-2021 Period Ending: 03/31/2021

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
5480 - Engineering	430,500.00	430,500.00	0.00	266,520.07	430,500.00	0.00
5500 - Public Works	1,574,613.00	2,167,922.00	101,712.52	861,759.61	1,174,157.32	993,764.68
5700 - Public Facilities	806,593.00	1,041,424.00	51,740.43	425,535.27	571,227.41	470,196.59
5800 - Sanitation	1,286,759.00	1,306,759.00	110,262.70	818,241.37	1,032,472.67	274,286.33
6200 - Recreation and Parks	1,756,665.00	2,730,062.00	95,694.69	1,070,391.32	1,345,445.27	1,384,616.73
9000 - Non-Departmental	817,309.00	827,336.00	11,432.53	426,672.63	501,990.38	325,345.62
9001 - Debt Service	1,699,663.00	1,699,663.00	0.00	959,972.76	959,972.76	739,690.24
9002 - Transfers and Other Uses	1,874,700.00	2,087,700.00	0.00	0.00	0.00	2,087,700.00
Expense Total:	22,015,000.00	24,351,014.00	1,120,756.08	12,586,193.65	14,196,038.42	10,154,975.58
Fund: 100 - General Fund Surplus (Deficit):	0.00	0.00	245,121.70	4,262,694.18	2,652,849.41	-2,652,849.41
Fund: 300 - Utility Fund						
Revenue						
GovType: 3400 - Permits and Fees						
	86,180.00	113,129.00	1,000.00	154,900.00	154,900.00	-41,771.00
GovType: 3400 - Permits and Fees Total:	86,180.00	113,129.00	1,000.00	154,900.00	154,900.00	-41,771.00
GovType: 3700 - Investment earnings						
	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
GovType: 3700 - Investment earnings Total:	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
GovType: 5010 - Enterprise Charges for Services						
	5,852,600.00	5,852,600.00	441,353.55	5,035,382.05	5,035,382.05	817,217.95
GovType: 5010 - Enterprise Charges for Services Total:	5,852,600.00	5,852,600.00	441,353.55	5,035,382.05	5,035,382.05	817,217.95
GovType: 5020 - Enterprise Other Operating Revenues						
	574,405.00	574,405.00	47,849.50	432,261.68	432,261.68	142,143.32
GovType: 5020 - Enterprise Other Operating Revenues Total:	574,405.00	574,405.00	47,849.50	432,261.68	432,261.68	142,143.32
GovType: 5500 - Enterprise NonOperating Revenues						
	102,500.00	102,500.00	0.00	0.00	0.00	102,500.00
GovType: 5500 - Enterprise NonOperating Revenues Total:	102,500.00	102,500.00	0.00	0.00	0.00	102,500.00
GovType: 9000 - Appropriated Fund Balance						
	1,900,315.00	2,168,819.00	0.00	0.00	0.00	2,168,819.00
GovType: 9000 - Appropriated Fund Balance Total:	1,900,315.00	2,168,819.00	0.00	0.00	0.00	2,168,819.00
Revenue Total:	8,546,000.00	8,841,453.00	490,203.05	5,622,543.73	5,622,543.73	3,218,909.27
Expense						
8100 - Admin, Meters and Billing	1,289,656.00	1,301,529.00	20,483.67	772,133.78	826,458.43	475,070.57
8200 - Utility Maintenance	3,255,755.00	3,398,633.00	199,801.70	1,697,682.22	1,972,099.37	1,426,533.63
8280 - Engineering	300,000.00	300,000.00	0.00	131,353.31	300,000.00	0.00
8300 - Water Resource Recovery Facility	2,089,683.00	2,180,385.00	163,098.57	1,211,352.89	1,437,591.83	742,793.17
9300 - Utility Non-Departmental	1,610,906.00	1,660,906.00	0.00	774,402.00	774,402.00	886,504.00
Expense Total:	8,546,000.00	8,841,453.00	383,383.94	4,586,924.20	5,310,551.63	3,530,901.37
Fund: 300 - Utility Fund Surplus (Deficit):	0.00	0.00	106,819.11	1,035,619.53	311,992.10	-311,992.10
Total Surplus (Deficit):	0.00	0.00	351,940.81	5,298,313.71	2,964,841.51	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
100 - General Fund	0.00	0.00	245,121.70	4,262,694.18	2,652,849.41	-2,652,849.41
300 - Utility Fund	0.00	0.00	106,819.11	1,035,619.53	311,992.10	-311,992.10
Total Surplus (Deficit):	0.00	0.00	351,940.81	5,298,313.71	2,964,841.51	



AGENDA ITEM #4E

Final Plat for the Major Subdivision
"The Meadows, Phase 3A"

Presenter

Cy Stober, Development Director

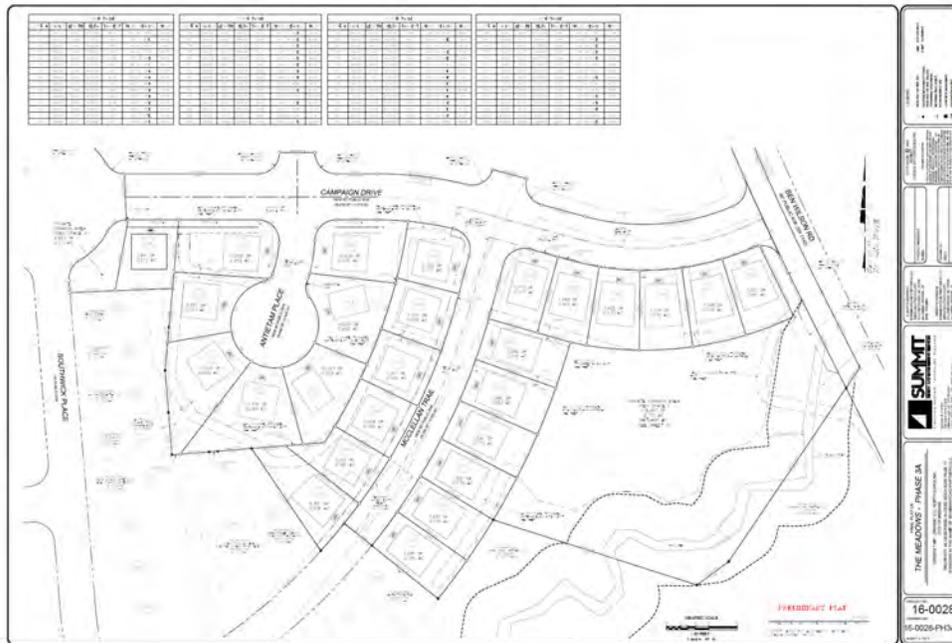
Applicant

Bowman Road Partners, LLC
320 Executive Court
Hillsborough, NC 27278

Public Hearing

Yes No

Final Plat



Property

The Meadows (Townhomes), Mebane, Orange Co.
GPIN 9824338178

Proposed Zoning

N/A

Current Zoning

R-12

Size

+/- 10/277 ac

Surrounding Zoning

R-12 & AR (Orange Co.)

Surrounding Land Uses

Vacant, Single-Family Residential

Utilities

Provided by Developer

Floodplain

No

Watershed

No

City Limits

Yes

Summary

Bowman Road Partners, LLC, is requesting approval of the Final Plat for the major subdivision “The Meadows, Phase 3A” (approved by the Mebane City Council for rezoning to R-12 and a special use as a Planned Unit Development 02/01/2016). This Final Plat is for a +/-10.277-acre area and will create 26 single-family lots totaling +/-5.064 acres; +/-2.822 ac of open space and recreation area that will largely be for a constructed wetland; and +/-2.391 ac of public right of way.

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

Financial Impact

The developer has extended utilities at his own expense. The action will generate 55 new residential lots within the City of Mebane that generate tax revenues and require municipal services.

Recommendation

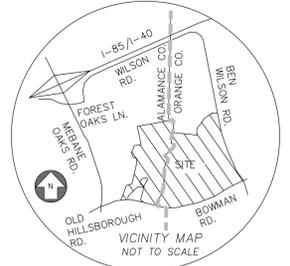
Staff recommends approval of the Final Plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat



CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

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

DATE _____ CITY CLERK _____

STATE OF NORTH CAROLINA ORANGE COUNTY

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

REVIEW OFFICER _____ DATE OF CERTIFICATION _____
ORANGE COUNTY LAND RECORDS/DIS

CERTIFICATE OF PRELIMINARY MAJOR SUBDIVISION PLAT APPROVAL

I HEREBY CERTIFY THAT THE CITY OF MEBANE PLANNING BOARD APPROVED ON THE DAY OF _____ THE PRELIMINARY PLAT OF SUBDIVISION AS SHOWN ON THIS PLAT. PRELIMINARY PLAT APPROVAL IS VALID FOR A PERIOD OF 12 MONTHS FROM THE ABOVE DATE OR AS ESTABLISHED UNDER THE VESTED RIGHTS PROCEDURES, IF APPLICABLE.

PLANNING DIRECTOR _____ DATE _____

CERTIFICATE OF OWNERSHIP AND DEDICATION

THIS CERTIFIES THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE PROPERTY SHOWN ON THIS MAP, HAVING ACQUIRED TITLE TO IT BY DEED(S) RECORDED IN THE ALAMANCE/ORANGE COUNTY, NORTH CAROLINA REGISTER OF DEEDS OTHERWISE AS SHOWN BELOW AND THAT BY DEED(S) OF THIS PLAT OR MAP FOR APPROVAL I/AE DO DEDICATE TO THE CITY OF MEBANE FOR PUBLIC USE ALL STREETS, EASEMENTS, RIGHTS-OF-WAY AND PARKS SHOWN THEREON FOR ALL LAWS PURPOSES TO WHICH THE CITY MAY DEVOTE OR ALLOW THE SAME TO BE USED AND UPON ACCEPTANCE THEREOF AND IN ACCORDANCE WITH ALL CITY POLICIES, ORDINANCES AND REGULATIONS OR CONDITIONS OF THE CITY OF MEBANE FOR THE BENEFIT OF THE PUBLIC, THIS DEDICATION SHALL BE IRREVOCABLE. ALSO, ALL PRIVATE STREETS SHOWN ON THIS MAP, IF ANY, ARE TO BE AVAILABLE FOR PUBLIC USE.

PROVIDED, HOWEVER, THE "COMMON ELEMENTS" SHOWN HEREON EXPRESSLY ARE NOT DEDICATED HEREBY FOR PUBLIC USE, BUT ARE TO BE CONVEYED BY _____ TO _____ HOMEOWNERS ASSOCIATION, INC. FOR THE USE AND ENJOYMENT OF THE MEMBERS THEREOF PURSUANT TO THE TERMS OF THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR _____ RECORDED IN BOOK _____ PAGE _____ COUNTY RECORDS, THE TERMS AND PROVISIONS OF WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE.

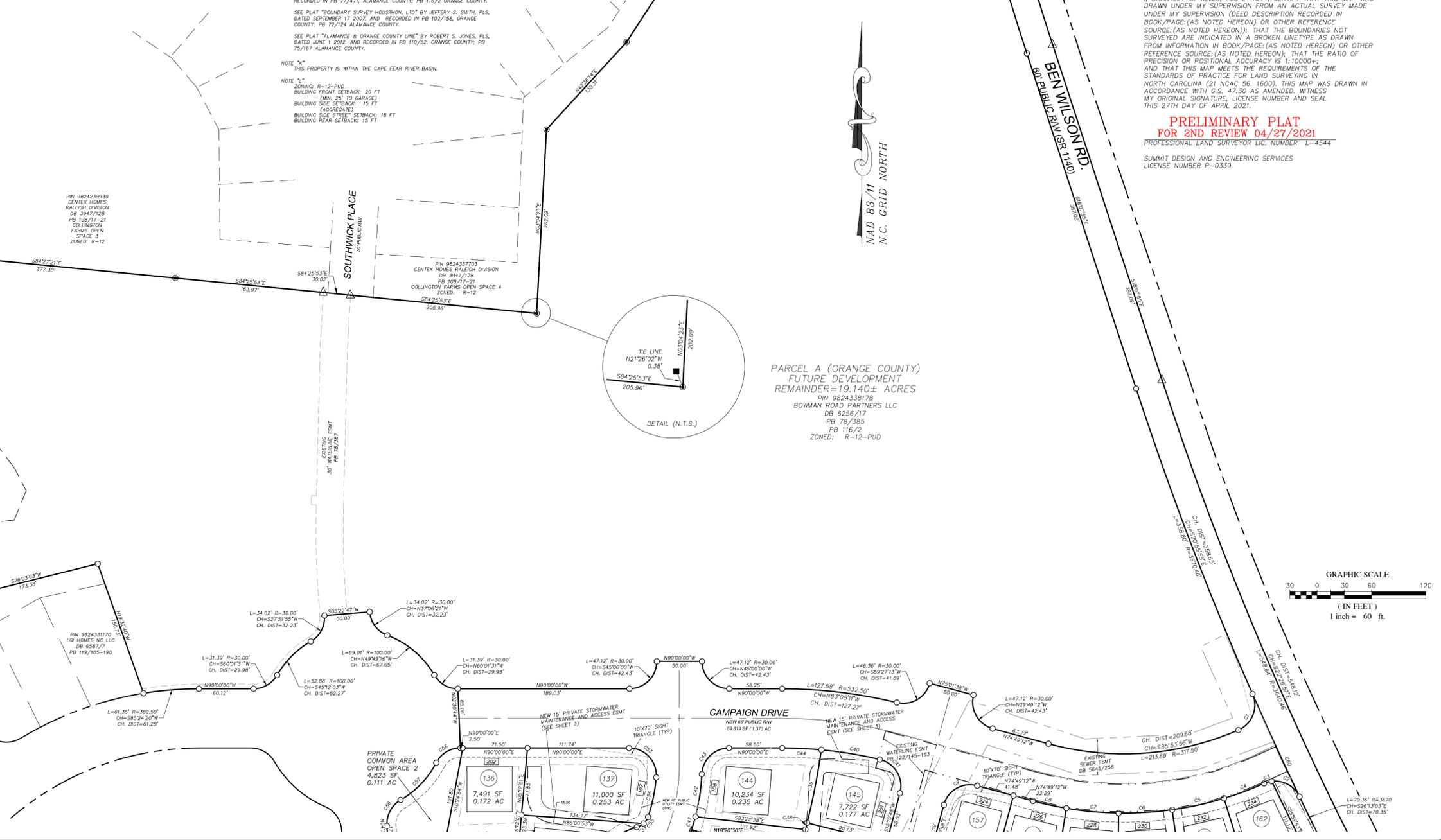
BY THE RECORDATION OF THIS PLAT, HEREBY GIVES, GRANTS AND CONVEYS TO A UTILITY AND THE CITY OF MEBANE, THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, RIGHTS-OF-WAY AND EASEMENTS TO MAINTAIN AND SERVICE, THEIR RESPECTIVE WIRES, LINES, CONDUITS, AND PIPES IN THEIR PRESENT LOCATIONS WITHIN THE "COMMON ELEMENTS" AS SHOWN HEREON TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND UPON SAID "COMMON ELEMENTS" FOR THE PURPOSE OF MAINTAINING AND SERVING WIRES, LINES, CONDUITS, AND PIPES.

BOOK NUMBER _____ PAGE NUMBER _____
SIGNATURE(S) _____
_____, COUNTY, NORTH CAROLINA

I CERTIFY THAT THE FOLLOWING PERSON(S) PERSONALLY APPEARED BEFORE ME THIS DAY, EACH ACKNOWLEDGING TO ME THAT HE OR SHE SIGNED THE FOREGOING DOCUMENT:

NAME(S) OF PRINCIPAL(S) _____
DATE: _____
OFFICIAL SIGNATURE OF NOTARY _____

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



SITE SUMMARY

PHASE 3A TOTAL AREA = 10.277 ACRES
26 LOTS TOTAL = 5.064 ACRES
2 OPEN SPACE = 2.822 ACRES
R/W DEDICATION = 2.391 ACRES
OWNER: BOWMAN ROAD PARTNERS LLC
REFERENCES: DB 6256/17
PB 78/385
PB 116/2

DESCRIPTION	UNITS	TOTAL ACRES
PARCEL AREA		10.277
LOTS	26	5.064
OPEN SPACE = (OS)	2	2.822
ROADS:		
CAMPAIGN DR	R.O.W.-1	1.373
MCCLELLAN TR	R.O.W.-2	0.583
ANTIETAM PL	R.O.W.-2	0.435
TOTAL DEDICATED TO PUBLIC RW		2.391

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

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

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

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

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

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

NOTE "G"
PORTIONS OF THIS PROPERTY IS LOCATED IN A HAZARDOUS FLOOD ZONE AS SHOWN ON FEMA FIRM NUMBER 1708240K, EFFECTIVE DATE 2/2/2007. FLOOD ZONES OR BASE FLOOD ELEVATIONS WERE NOT INVESTIGATED DURING THIS SURVEY.

NOTE "H"
NO NC85 MONUMENTS WERE FOUND WITHIN 2000' OF THIS SITE.

NOTE "I"
SEE PLAT "FINAL PLAT OF THE MEADOWS - PHASE 2A" BY THOMAS TELLUP, PLS DATED OCTOBER 22, 2019, AND RECORDED IN PB 121/113-17, ORANGE COUNTY.

SEE PLAT "FINAL PLAT OF THE MEADOWS - PHASE 1C" BY BRANTLEY W. WELLS, PLS DATED JANUARY 31, 2019, AND RECORDED IN PB 119/185, ORANGE COUNTY.

SEE PLAT "FINAL PLAT OF CORRECTION FOR LOT 87-100 & OPEN SPACE 1C" "THE MEADOWS - PHASE 1A" BY BRANTLEY W. WELLS, PLS, DATED OCTOBER 19, 2017, AND RECORDED IN PB 78/481, ALAMANCE COUNTY AND RECORDED IN PB 117/182, ORANGE COUNTY BY BRANTLEY W. WELLS, PLS, DATED OCTOBER 18, 2017.

SEE PLAT "FINAL PLAT - BOUNDARY SUBDIVISION SURVEY FOR THE MEADOWS" BY WILLIAM H. MCCARTHY, JR., PLS, DATED JULY 6, 2016, AND RECORDED IN PB 77/471, ALAMANCE COUNTY; PB 116/2, ORANGE COUNTY.

SEE PLAT "BOUNDARY SURVEY HOUSTON, LTD" BY JEFFERY S. SMITH, PLS, DATED SEPTEMBER 17, 2007, AND RECORDED IN PB 102/158, ORANGE COUNTY; PB 72/124, ALAMANCE COUNTY.

SEE PLAT "ALAMANCE & ORANGE COUNTY LINE" BY ROBERT S. JONES, PLS, DATED JUNE 1, 2012, AND RECORDED IN PB 110/52, ORANGE COUNTY; PB 75/167, ALAMANCE COUNTY.

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

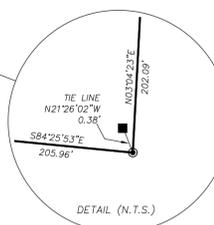
NOTE "L"
ZONING: R-12-PUD
BUILDING FRONT SETBACK: 30 FT
(MIN. 25' TO GARAGES)
BUILDING SIDE SETBACK: 15 FT
(ADJACENT)
BUILDING SIDE STREET SETBACK: 18 FT
BUILDING REAR SETBACK: 15 FT

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

NOTE "N"
SEE CITY OF MEBANE PLANNING DEPARTMENT FOR APPROVED SOIL AND EROSION CONTROL PLAN.

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

PARCEL A (ORANGE COUNTY)
FUTURE DEVELOPMENT
REMAINDER=19.140± ACRES
BOWMAN ROAD PARTNERS LLC
DB 6256/17
PB 78/385
PB 116/2
ZONED: R-12-PUD



CERTIFICATE OF OF SURVEY AND ACCURACY

I, BRANTLEY W. WELLS, PLS, L-4544, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6627, PAGE 2024, ETC.) (OTHER); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ PAGE _____; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH NC85 47-30 AS AMENDED; WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 27TH DAY OF APRIL, A.D., 2021.

SURVEYOR _____
REGISTRATION NUMBER _____

CERTIFICATE OF PURPOSE OF PLAT

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

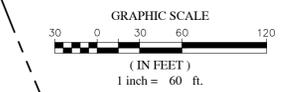
SURVEYOR _____
DATE _____

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

G.S. 47-30 (F)(1)(A). THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
I, BRANTLEY W. WELLS, PLS L-4544, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK/PAGE; (AS NOTED HEREON) OR OTHER REFERENCE SOURCE; (AS NOTED HEREON)); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED IN A BROKEN LINE TYPE AS DRAWN FROM INFORMATION IN BOOK/PAGE; (AS NOTED HEREON) OR OTHER REFERENCE SOURCE; (AS NOTED HEREON); THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:10,000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600). THIS MAP WAS DRAWN IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 27TH DAY OF APRIL 2021.

PRELIMINARY PLAT FOR 2ND REVIEW 04/27/2021
PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544

SUMMIT DESIGN AND ENGINEERING SERVICES
LICENSE NUMBER P-0339



LEGEND:

- IRON ROD OR PIPE SET
- EXISTING MONUMENT FOUND
- IRON ROD OR PIPE UNLESS OTHERWISE DESCRIBED
- NO MONUMENT SET
- CONCRETE MONUMENT
- EXISTING IRON PIPE
- R/W

COPYRIGHT © 2021 SUMMIT DESIGN AND ENGINEERING
DRAWING ALTERNATION
IT IS A VIOLATION OF LAW FOR ANY PERSON TO REPRODUCE, TRANSMIT, COPY, OR OTHERWISE TO ALTER ANY TITLE OR LAND SURVEYOR'S DOCUMENT WITHOUT THE WRITTEN CONSENT OF THE SURVEYOR. ANY ALTERATION OF THE DOCUMENT WITHOUT THE WRITTEN CONSENT OF THE SURVEYOR IS UNLAWFUL.

PROJECT MANAGER
BWW

CREATED BY
RAH

CLIENT'S ADDRESS:
BOWMAN ROAD PARTNERS LLC
HILLSBOROUGH, NC 27278
c/o JAMES PARKER, JR.

OWNER'S ADDRESS:
BOWMAN ROAD PARTNERS LLC
320 EXECUTIVE COURT
HILLSBOROUGH, NC 27278
JAMES PARKER, JR.
(919) 792-3885

SUMMIT DESIGN AND ENGINEERING SERVICES
Creatively Inspired • Technically Executed

License # P-0339
320 Executive Court
Hillsborough, NC 27278-8551
www.summitdase.com Fax: (919) 792-6266

FINAL PLAT OF THE MEADOWS - PHASE 3A

CHEEKS TWP, ORANGE CO., NORTH CAROLINA
CITY OF MEBANE
PROPERTY AS DESCRIBED IN DEED BOOK 6256 PAGE 17
STANDING IN THE NAME OF BOWMAN ROAD PARTNERS LLC

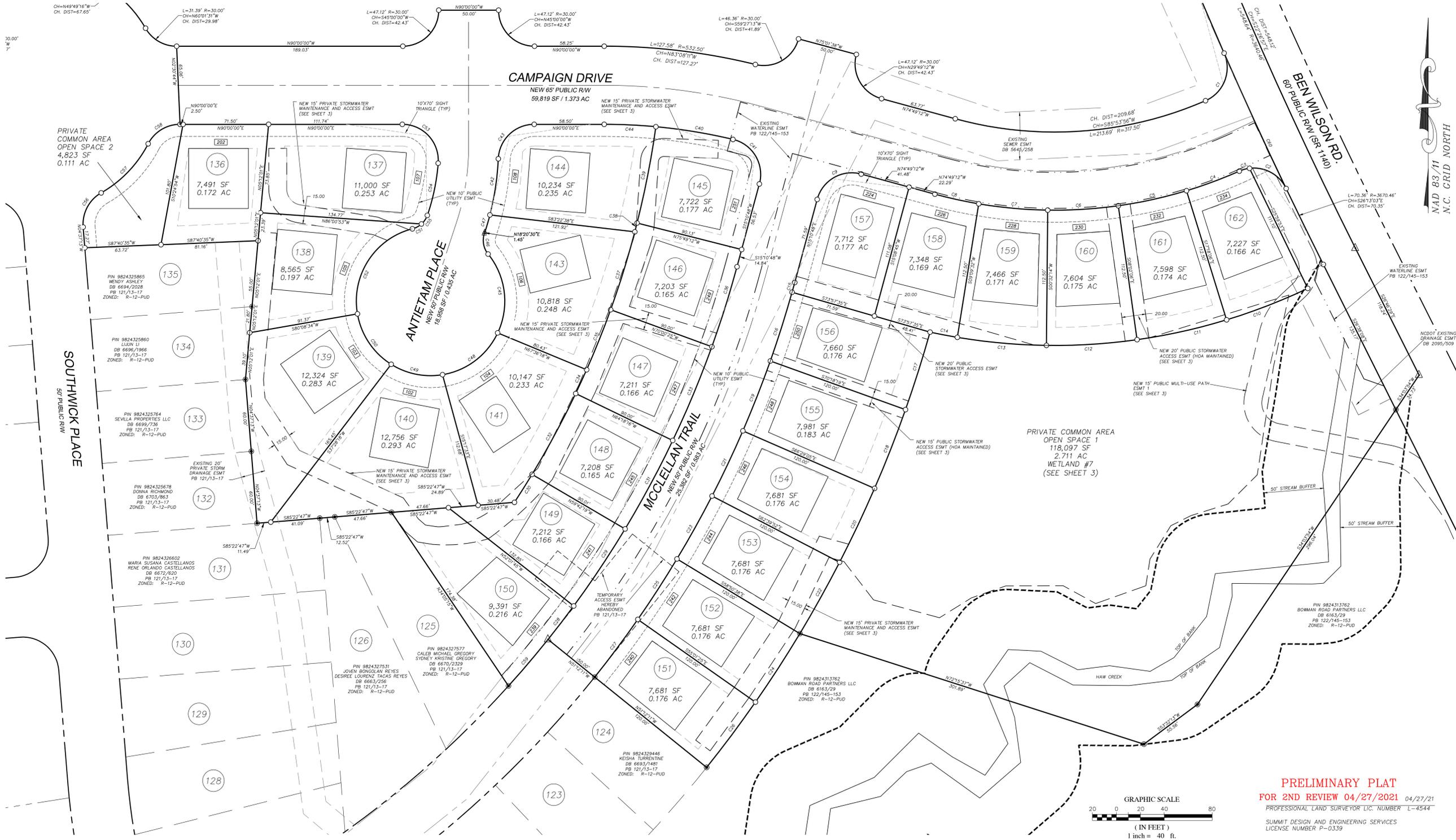
PROJECT NO. **16-0028**
DRAWING NO. **16-0028-PH3A**
SHEET 1 OF 3

CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C1	30.00'	47.31'	90°21'00"	30.18'	S21° 26' 33"W	42.56'
C2	30.00'	37.24'	71°07'51"	21.45'	S61° 14' 01"E	34.90'
C3	30.00'	8.89'	16°58'58"	4.48'	S74° 42' 34"W	8.86'
C4	382.50'	47.04'	7°02'45"	23.55'	S69° 44' 27"W	47.01'
C5	382.50'	58.44'	8°45'16"	29.28'	N77° 38' 28"E	58.39'
C6	382.50'	59.17'	8°51'49"	29.65'	S86° 27' 01"W	59.11'
C7	382.50'	57.90'	8°40'24"	29.01'	S84° 46' 53"E	57.85'
C8	382.50'	37.55'	5°37'29"	18.79'	S77° 37' 56"E	37.54'
C9	30.00'	47.12'	90°00'00"	30.00'	N60° 10' 48"E	42.43'
C10	495.00'	72.82'	8°25'45"	36.48'	N68° 55' 15"E	72.76'
C11	495.00'	76.64'	8°52'15"	38.40'	N77° 34' 15"E	76.56'
C12	495.00'	76.00'	8°47'51"	38.08'	N86° 24' 18"E	75.93'
C13	495.00'	74.83'	8°39'42"	37.49'	S84° 51' 56"E	74.76'
C14	495.00'	23.18'	2°41'00"	11.59'	S79° 11' 35"E	23.18'
C15	900.00'	8.41'	0°32'08"	4.21'	N15° 26' 52"E	8.41'

CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C16	900.00'	60.01'	3°49'12"	30.01'	N17° 37' 32"E	59.99'
C17	1020.00'	67.66'	3°48'02"	33.84'	N17° 39' 15"E	67.65'
C18	1020.00'	70.51'	3°57'39"	35.27'	N21° 32' 05"E	70.50'
C19	900.00'	62.51'	3°58'46"	31.27'	N21° 31' 32"E	62.50'
C20	1020.00'	68.01'	3°49'14"	34.02'	N25° 25' 32"E	68.00'
C21	900.00'	60.01'	3°49'14"	30.02'	N25° 25' 32"E	60.00'
C22	1020.00'	68.01'	3°49'14"	34.02'	N29° 14' 45"E	68.00'
C23	900.00'	60.01'	3°49'14"	30.02'	N29° 14' 45"E	60.00'
C24	1020.00'	68.01'	3°49'14"	34.02'	S33° 03' 59"W	68.00'
C25	900.00'	60.01'	3°49'14"	30.02'	N33° 03' 59"E	60.00'
C26	1020.00'	68.01'	3°49'14"	34.02'	S36° 53' 12"W	68.00'
C27	900.00'	60.01'	3°49'14"	30.02'	N36° 53' 12"E	60.00'
C28	850.00'	35.11'	2°22'00"	17.56'	S37° 36' 49"W	35.11'
C29	850.00'	77.19'	5°12'11"	38.62'	S33° 49' 43"W	77.16'
C30	760.00'	27.60'	2°04'51"	13.80'	N32° 22' 41"E	27.60'

CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C31	850.00'	83.70'	5°38'32"	41.89'	S28° 24' 22"W	83.67'
C32	760.00'	76.48'	5°45'56"	38.27'	N28° 27' 17"E	76.45'
C33	850.00'	84.60'	5°42'09"	42.33'	S22° 44' 02"W	84.56'
C34	760.00'	21.82'	1°38'43"	10.91'	N24° 44' 58"E	21.82'
C35	760.00'	53.82'	4°03'26"	26.92'	N21° 53' 53"E	53.81'
C36	850.00'	69.76'	4°42'09"	34.90'	S17° 51' 53"W	69.74'
C37	760.00'	67.90'	5°07'07"	33.97'	N17° 18' 37"E	67.87'
C38	760.00'	7.57'	0°34'15"	3.79'	N14° 27' 56"E	7.57'
C39	760.00'	81.65'	6°09'20"	40.86'	N11° 06' 09"E	81.61'
C40	467.50'	65.34'	8°00'27"	32.72'	S80° 41' 31"E	65.28'
C41	30.00'	48.10'	91°52'06"	30.99'	S30° 45' 15"E	43.11'
C42	225.00'	47.29'	12°02'36"	23.73'	N08° 33' 32"E	47.21'
C43	30.00'	45.79'	87°27'41"	28.70'	N46° 16' 10"E	41.48'
C44	467.50'	43.28'	5°18'15"	21.66'	S87° 20' 52"E	43.26'
C45	62.00'	69.67'	64°23'14"	39.03'	N06° 57' 09"W	66.06'

CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C46	18.00'	18.03'	57°22'58"	9.85'	N10° 27' 17"W	17.28'
C47	225.00'	14.77'	3°45'40"	7.39'	N16° 27' 40"E	14.77'
C48	62.00'	60.02'	55°28'06"	32.60'	N52° 58' 31"E	57.71'
C49	62.00'	44.70'	41°18'46"	23.37'	S78° 38' 02"E	43.74'
C50	62.00'	52.07'	48°07'14"	27.68'	S33° 55' 02"E	50.55'
C51	18.00'	8.68'	27°38'03"	4.43'	S62° 00' 35"W	8.60'
C52	62.00'	92.72'	85°41'02"	57.50'	S32° 59' 05"W	84.32'
C53	30.00'	49.46'	94°28'04"	32.44'	S42° 45' 58"E	44.05'
C54	175.00'	44.45'	14°33'12"	22.35'	S11° 44' 32"W	44.33'
C55	18.00'	8.76'	27°52'51"	4.47'	S34° 15' 08"W	8.67'
C56	30.00'	34.02'	64°58'16"	19.10'	N27° 51' 55"E	32.23'
C57	100.00'	57.45'	32°54'50"	29.54'	N43° 53' 38"E	56.66'
C58	30.00'	32.76'	62°33'47"	18.23'	N58° 43' 06"E	31.15'
C59	850.00'	50.92'	3°25'57"	25.47'	S40° 30' 48"W	50.92'
C60	3670.46'	124.02'	1°56'09"	62.01'	S24° 42' 01"E	124.01'



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- EXISTING IRON PIPE
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 CO: JAMES PARKER, JR.
 (919) 732-3885

OWNER'S ADDRESS:
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PROJECT MANAGER:
 BMMW

CREATED BY:
 RAH

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FINAL PLAT OF
THE MEADOWS - PHASE 3A
 CHEEK'S TWP., ORANGE CO., NORTH CAROLINA
 CITY OF MEDIANE
 PROPERTY AS DESCRIBED IN DEED BOOK 6258 PAGE 17
 STANDING IN THE NAME OF BOWMAN ROAD PARTNERS LLC

PROJECT NO.
16-0028

DRAWING NO.
16-0028-PH3A

SHEET 2 OF 3

PRELIMINARY PLAT
FOR 2ND REVIEW 04/27/2021 04/27/21
 PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544
 SUMMIT DESIGN AND ENGINEERING SERVICES
 LICENSE NUMBER P-0339

CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
SDC100	382.50'	10.00'	1°29'53"	5.00'	N82° 46' 02"E	10.00'
SDC101	382.50'	10.00'	1°29'53"	5.00'	N81° 16' 09"E	10.00'
SDC102	1020.00'	51.17'	2°52'27"	25.59'	N24° 57' 09"E	51.16'
SDC103	1020.00'	63.07'	3°32'35"	31.55'	N21° 44' 37"E	63.06'
SDC104	900.00'	8.29'	0°31'39"	4.14'	N19° 47' 58"E	8.29'
SDC105	900.00'	6.71'	0°25'39"	3.36'	N19° 19' 19"E	6.71'
SDC106	1020.00'	53.85'	3°01'29"	26.93'	N17° 37' 02"E	53.84'
SDC107	900.00'	6.25'	0°23'52"	3.13'	N16° 18' 24"E	6.25'
SDC108	900.00'	8.41'	0°32'08"	4.21'	N15° 26' 52"E	8.41'
SDC109	495.00'	9.91'	1°08'49"	4.95'	S88° 37' 22"E	9.91'
SDC110	495.00'	66.00'	7°38'24"	33.05'	N86° 59' 01"E	65.95'
SDC111	850.00'	11.93'	0°48'16"	5.97'	N19° 28' 49"E	11.93'
SDC112	850.00'	3.08'	0°12'28"	1.54'	N19° 59' 11"E	3.08'
SDC113	307.08'	73.19'	1°39'22"	36.77'	N47° 13' 50"E	73.02'
SDC114	128.66'	46.78'	2°05'02"	23.65'	N84° 21' 39"E	46.53'

CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
SDC115	20.81'	5.58'	15°21'21"	2.81'	S89° 17' 45"E	5.56'
SDC116	71.06'	37.75'	30°26'14"	19.33'	N60° 51' 29"E	37.31'
SDC117	78.26'	16.49'	12°04'18"	8.27'	N09° 50' 30"E	16.46'
SDC118	19.40'	28.69'	84°43'57"	17.70'	S49° 33' 28"W	26.15'
SDC119	4.40'	6.22'	81°00'23"	3.76'	S51° 25' 15"W	5.72'
SDC120	93.26'	20.07'	12°19'42"	10.07'	N09° 58' 12"E	20.03'
SDC121	62.00'	20.22'	18°41'05"	10.20'	S63° 50' 21"W	20.13'
SDC122	28.52'	40.01'	80°22'49"	24.09'	S40° 23' 10"E	36.80'
SDC123	13.52'	18.89'	80°04'13"	11.36'	S40° 18' 37"E	17.39'
SDC124	62.00'	2.86'	2°38'43"	1.43'	S74° 30' 15"W	2.86'

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL100	112.53'	S08°02'06"E
SDL101	122.26'	N73°03'11"E
SDL102	61.17'	S12°07'40"W
SDL103	90.80'	S08°34'50"W
SDL104	34.46'	S45°13'47"W
SDL105	32.51'	S72°40'03"W
SDL106	18.73'	S63°24'45"W
SDL107	32.76'	S32°07'45"W
SDL108	22.47'	S08°49'44"W
SDL109	44.48'	S70°36'38"W
SDL110	30.84'	N61°17'10"W
SDL111	48.09'	S89°48'35"W
SDL113	30.47'	S70°48'13"W
SDL114	31.23'	S58°13'37"W
SDL115	57.13'	N74°56'20"W

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL116	40.30'	N37°45'59"W
SDL117	12.98'	N74°39'35"W
SDL118	65.39'	S25°42'46"W
SDL119	69.64'	S33°41'30"W
SDL120	54.61'	S36°18'32"W
SDL121	15.00'	N53°41'28"W
SDL122	54.26'	N36°18'32"E
SDL123	68.25'	N33°41'30"E
SDL124	76.84'	N25°42'46"E
SDL125	25.48'	S74°39'35"E
SDL126	120.01'	N70°42'38"W
SDL127	120.00'	S70°42'38"E
SDL128	120.04'	N73°57'35"W
SDL129	5.34'	N15°10'48"E
SDL130	207.07'	S73°57'35"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL131	112.53'	N08°02'06"W
SDL132	76.41'	N73°02'29"W
SDL133	61.48'	S22°07'15"W
SDL134	81.12'	S26°18'31"W
SDL135	12.89'	N81°14'12"W
SDL136	13.90'	N49°08'55"W
SDL137	19.24'	N35°52'17"W
SDL138	95.77'	N65°29'09"W
SDL139	52.22'	N33°29'49"W
SDL140	50.13'	N04°37'13"W
SDL141	16.27'	N05°12'01"E
SDL142	21.80'	N05°12'01"E
SDL143	55.00'	N05°12'01"E
SDL144	7.63'	N05°12'01"E
SDL145	15.00'	S84°47'59"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL146	122.23'	N05°12'01"E
SDL147	15.44'	S04°37'13"E
SDL148	52.12'	N33°29'49"W
SDL149	95.43'	N65°29'09"W
SDL150	21.46'	N35°52'17"W
SDL151	7.84'	N49°08'55"W
SDL152	8.54'	N81°14'12"W
SDL153	16.22'	S83°01'35"W
SDL154	42.07'	S47°44'36"W
SDL155	77.97'	S26°18'53"W
SDL156	67.52'	S22°07'15"W
SDL157	61.20'	S18°55'58"W
SDL158	51.08'	S03°48'21"W
SDL159	45.10'	N88°04'33"W
SDL160	15.00'	N01°55'27"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL161	45.10'	S88°04'33"E
SDL162	50.48'	N03°48'21"E
SDL163	54.03'	N18°55'58"E
SDL164	76.19'	N73°02'29"W
SDL165	12.93'	N67°59'11"W
SDL166	64.13'	N81°05'12"W
SDL167	33.80'	N00°01'14"W
SDL168	15.00'	N89°58'46"E
SDL169	33.77'	S00°01'14"E
SDL170	65.78'	S81°05'12"E
SDL171	28.08'	S67°59'11"E

CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
SC200	30.00'	21.62'	41°17'35"	11.30'	N71° 20' 25"W	21.16'
SC201	32.50'	41.65'	73°25'40"	24.24'	N10° 31' 43"E	38.86'
SC202	42.50'	25.27'	34°04'12"	13.02'	S30° 12' 27"W	24.90'
SC203	17.50'	28.19'	92°16'48"	18.21'	S32° 58' 03"E	25.24'
SC204	32.50'	52.34'	92°16'48"	33.82'	S32° 58' 03"E	46.87'
SC205	57.50'	34.19'	34°04'12"	17.62'	S30° 12' 27"W	33.69'
SC206	17.50'	22.43'	73°25'40"	13.05'	N10° 31' 43"E	20.92'
SC207	30.00'	2.52'	4°48'45"	1.26'	S85° 36' 26"W	2.52'
SC208	30.00'	13.10'	25°01'31"	6.66'	N38° 10' 52"W	13.00'

LINE TABLE		
LINE #	LENGTH	DIRECTION
SL200	69.55'	N26°11'07"W
SL202	54.21'	N13°10'21"E
SL203	81.01'	N79°06'28"W
SL204	16.32'	S34°03'54"W
SL205	74.59'	N79°06'28"W
SL206	54.21'	N13°10'21"E
SL207	14.33'	N47°14'33"E
SL208	84.47'	N26°11'07"W
SL209	32.56'	S34°03'54"W

LINE TABLE		
LINE #	LENGTH	DIRECTION
SL200	69.55'	N26°11'07"W
SL202	54.21'	N13°10'21"E
SL203	81.01'	N79°06'28"W
SL204	16.32'	S34°03'54"W
SL205	74.59'	N79°06'28"W
SL206	54.21'	N13°10'21"E
SL207	14.33'	N47°14'33"E
SL208	84.47'	N26°11'07"W
SL209	32.56'	S34°03'54"W

LEGEND:

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OWNER'S ADDRESS:
 BOWMAN ROAD PARTNERS LLC
 HILLSBOROUGH, NC 27278
 CO: JAMES PARKER, JR.
 (919) 732-8885

PROJECT MANAGER:
 BWW

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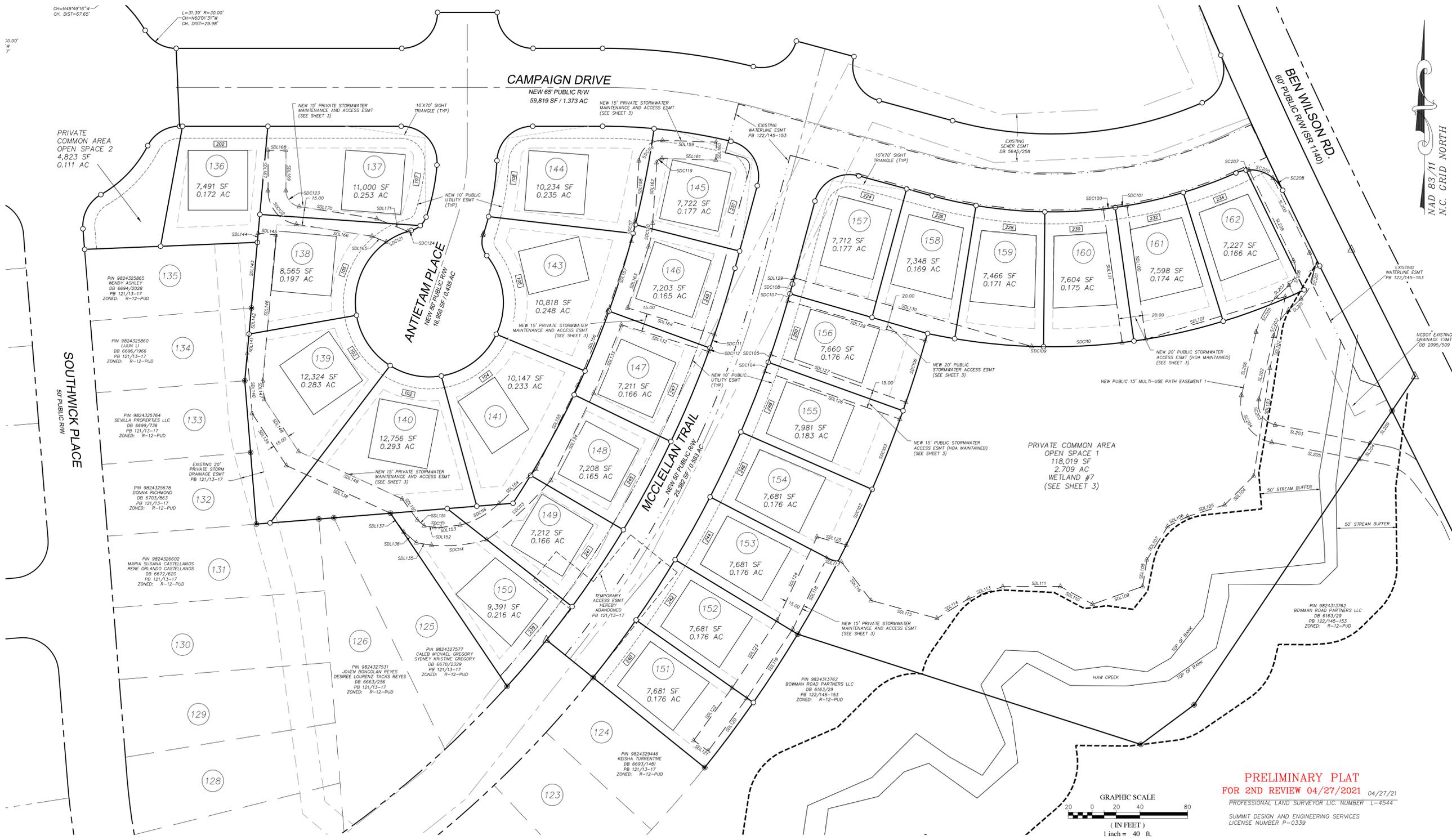
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FINAL PLAN OF
THE MEADOWS - PHASE 3A
 CHEEK'S TWP., ORANGE CO., NORTH CAROLINA
 CITY OF MEGANE
 PROPERTY AS DESCRIBED IN DEED BOOK 6256 PAGE 17
 STANDING IN THE NAME OF BOWMAN ROAD PARTNERS LLC

PROJECT NO.
16-0028

DRAWING NO.
16-0028-PH3A

SHEET 3 OF 3



PRELIMINARY PLAT
 FOR 2ND REVIEW 04/27/2021 04/27/21
 PROFESSIONAL LAND SURVEYOR LIC. NUMBER L-4544
 SUMMIT DESIGN AND ENGINEERING SERVICES
 LICENSE NUMBER P-0339



AGENDA ITEM #5A

Economic Incentive Agreement for Lotus Bakeries

Presenter

Chris Rollins, City Manager
Mac Williams, Alamance Chamber President

Public Hearing

Yes No

Summary

The City Council will consider a performance agreement with Lotus Bakeries US LLC a US and Lotus Bakeries US MFG, LLC. The company is considering a second expansion at their existing facility in the North Carolina Industrial Center (NCIC) in the City of Mebane. The Company is evaluating whether it should increase its investment at the Mebane, North Carolina facility to support increased demand of its product instead of investing in one of its other global facilities.

Background

The Company has completed the original project and hired 63 full time employees and their building and equipment is on the Alamance County tax scrolls for \$44,471,513. The Company is considering new investment in real property and personal property investment for a total investment of \$60,000,000. The project will add 86 new jobs with a competitive average wage of \$43,510. The City of Mebane's proposed incentive package for Lotus Bakeries amounts to \$600,000 included in cash grants and a maximum waiver of our building permit and inspections ion fees of \$100,000. The first payment will be made one year after a final certificate of occupancy has been issued for a maximum of \$120,000 and additional payments made on subsequent one-year anniversaries in accordance with the performance agreement.

The economic development project has been a cooperative effort between the City of Mebane, the Alamance Chamber, and the State of North Carolina. Alamance County is not offering an incentive grant for this expansion. The City of Mebane is also applying for a Rural Building Reuse Program grant, as one part of the overall incentive package, which amounts to \$475,000 with a local match of 5% if approved. The local match will be met by the proposed local incentives within this incentive package.

The Council approved the original agreement with Lotus at the October 3, 2016. The original investment proposed by the company totaled \$55,300,000 with 60 jobs. In September 2018, the original agreement was amended to add a building addition with more equipment totaling a new investment of \$17,400,000 and no additional jobs are proposed. The Company has completed the original projects and hired 63 full time employees and their building and equipment is on the Alamance County tax scrolls for \$44,471,513.

Financial Impact

This economic development project is estimated to generate a net positive cash flow of \$1.4 million in property taxes over the next ten years. The City will also receive sales tax from the construction and the

indirect benefits of 86 new jobs with an estimated annual full-time payroll of over \$3.5 million. The maximum incentive payout, including cash grants and waived fees, amounts to \$700,000.

Recommendation

Staff recommends approval of the agreement.

Suggested Motion

I move for approval of the performance agreement based upon findings that the company will be expanding and add \$60,000,000 to the tax base, create 86 new jobs, and generally benefit the City's taxpayers.

Attachments

1. Economic Incentive Agreement

STATE OF NORTH CAROLINA

COUNTY OF ALAMANCE

AGREEMENT

This AGREEMENT, made and entered into this ____ day of _____, 2021 by and between LOTUS BAKERIES US, LLC and Lotus Bakeries US MANUFACTURING, LLC, each corporation authorized to do business in North Carolina, (hereinafter sometimes referred to as the “Company”), and the CITY OF MEBANE, a North Carolina municipal corporation (hereinafter sometimes referred to as “Mebane”).

RECITALS:

- A. The Company has a manufacturing facility in Mebane, Alamance County, and is considering expansion of its manufacturing facility (hereinafter “Facility”) in the North Carolina Industrial Center (hereinafter sometimes referred to as “NCIC”), and will construct an expansion of its building and install machinery and equipment with said Facility to be in service no later than December 31, 2023 (“Completion Date”), and to be located within the corporate limits of Mebane, Alamance County, North Carolina.
- B. The Company has previously received economic incentives from Alamance County and Mebane as evidenced by an agreement dated September 13, 2019. The Company was considering expanding its facility in either Belgium or Mebane, prior to this Agreement.
- C. The Facility will involve new capital investment (including, building, machinery and equipment) of approximately Sixty Million Dollars (\$60,000,000.00), over and above the existing Mebane facility.
- D. The Facility will create Eighty-Six (86) full-time employment positions with average salaries of Forty-Three Thousand Five Hundred Ten Dollars (\$43,510.00) as a group.
- E. Some elements of said job creation and investment may be made by an affiliated entity or successors to the Company, but for the purposes of this Agreement, shall be deemed to have been made by the Company.
- F. It is contemplated that the Facility will be located upon property upon which or through which Mebane may need to construct, install, maintain and operate water and sewer utilities and transportation routes to serve other properties.
- G. Mebane finds that in order to aid and encourage the construction of the Facility and installation of the machinery and equipment in the NCIC, it is necessary and desirable to

assist and reimburse the Company for a portion of its facility, construction costs and new equipment costs.

- H. Pursuant to G.S. Section 160A-20.1, 158-7.1, and 158-7.2, as construed by the North Carolina Supreme Court in its opinion in Maready v. The City of Winston-Salem, et al, 342 N.C. 708 (1996), Mebane may enter into an agreement with the Company in connection therewith.
- I. Mebane finds that reimbursing the Company for a portion of its construction and equipment costs serves a public purpose and will increase the taxable property base for the Mebane and help create not less than Eighty-Six (86) new New Positions by the Completion Date, all of which will result in an added and valued benefit to the taxpayers of the Mebane.
- J. The City is granting to the Company the grant described herein, to be used by the Company to defray capital expenditures by the Company in connection with the Facility and in that way (1) contribution will become a permanent part of the Company's working capital (in the form of the capital assets acquired or received by the Company), (2) the capital assets acquired or received by the Company with the proceeds of the grant will be employed by the Company to generate additional income, and (3) it is foreseeable that the Company will benefit from the incentives in an amount commensurate with their value.

NOW, THEREFORE, in consideration of the mutual provisions and covenants herein, and other good and valuable consideration which the parties hereby acknowledge, The Company and Mebane agree as follows:

- 1. To assist the Company in its site acquisition, Facility construction, and machinery and equipment installations, and subject to the requirements hereinafter set forth, Mebane agrees to award an Incentive Grant to the Company for a portion of said construction and installation costs in the amount Six Hundred Thousand Dollars (\$600,000.00), the ("Incentive Funds"). In performance of all activities involved in this site acquisition and Facility construction, as well as in the machinery installation, the Company shall have full discretion to make all decisions regarding such improvements and contracting and purchasing without the joinder or approval of Mebane except for the requirements set forth in Paragraph 8 below. These payments of cash grants from Mebane to the Company shall be made as follows:
 - a. A first payment of One Hundred Twenty Thousand Dollars (\$120,000.00) shall be paid by Mebane to the Company once the Facility has received its final certificate of occupancy, and the Company has certified to Mebane that Eighty-Six (86) New Positions have been filled at the Facility, provided, however, that all property tax liabilities on the above referenced Facility and machinery and equipment (in the above agreed amount) shall have been paid by the Company for the fiscal year in

which the certificate of occupancy has been issued. In the event that there are any outstanding property tax liabilities on the above referenced Facility and machinery and equipment at the time such payment contemplated herein is due, such payment shall be delayed until the date that is ten (10) days after such outstanding property tax liabilities have been paid.

- b. Four (4) additional payments of One Hundred Twenty Thousand Dollars (\$ 120,000.00) shall be paid by Mebane, annually to the Company on the anniversary date of the first payment in (a) above provided that there are no outstanding property tax liabilities on the above referenced Facility and machinery and equipment. In the event that there are any outstanding property tax liabilities on the above referenced Facility and machinery and equipment at the time such payment contemplated herein is due, such payment shall be delayed until the date that is thirty (30) days after such outstanding property tax liabilities have been paid.
- c. All payments provided for in subparagraphs (a) and (b) shall be made no later than Thirty (30) calendar days after satisfaction of the requirements described in the subparagraphs. Any payment due hereunder shall be adjusted so that the total payments to the Company shall not exceed one percent (1.0%) times the annual taxable value of the property (excluding land, but expressly including all improvements located thereon) maintained by the Company for ad valorem tax purposes during the year period beginning at the issuance of Certificate of Occupancy. All payments are subject to the requirement that not less than eighty percent (80%) of the New Positions (“**Agreed Minimum Number of New Positions**”) shall be maintained by the Company at the Facility during the period of years of the first payment.
- d. In the event of the Company's failure to create Eighty-Six (86) New Positions and/or invest \$60,000,000.00 by the Completion Date (measured by the increase in ad valorem tax value from the present ad valorem tax value), Mebane shall grant a reasonable extension of time to the Company to meet the job and investment criteria in this Agreement or otherwise agree to such other performance criteria that equate to a similar economic and fiscal return to Mebane. In such case, the cash grant payments shall be pro-rated, using the actual number of New Positions as the numerator and the Eighty-Six (86) New Positions as the denominator. Provided however, no inventive grant payments will be made if the total number of New Positions do not equal the Agreed Minimum Number of New Positions.
- e. In the event that the Company fails to make the full investment of \$60,000,000.00 by the Completion Date as it may be extended, the cash grant payments will be pro-rated using the \$60,000,000.00 as the denominator and the taxable value as the numerator, which in turn shall be multiplied times that cash grant for the applicable fiscal year of Mebane, however, the denominator may be modified pursuant to the terms of this Agreement.

- f. In the case of the facts in “d” or “e” above, necessitating a prorating, the New Positions required and the capital investment shall each count for Fifty percent (50%) of the incentive grant amounts. By way of example, assume the following:

Actual New Positions	60
Projected New Positions	86
Percentage of Total	69.77%
Times Fifty Percent	34.89%

Actual Investment	\$48,390,000.00
Projected Investment	\$60,000,000.00
Percentage of Total	80.65%
Times Fifty Percent	40.33%

Addition of New Positions percentage and investment percentage equals Seventy-Five and Twenty-Two Hundredths Percent (75.22%) times the Incentive Grants provided for herein.

- g. Mebane agrees to waive building permit and inspection fees, up to the amount of One Hundred Thousand Dollars (\$100,000.00).
- h. Mebane further agrees to serve as the administrator of a N.C. Department of Commerce Building Reuse Grant and shall apply for such Building Reuse Grant valued up to \$475,000.00. Because the Building Re-Use Grant requires a match of five percent (5%) from the City, any such fee or match from Mebane shall be deducted from the Incentives Funds provided for herein.
- i. For the purpose, the “**New Positions**” are those persons employed by the Company or by one or more Company affiliate(s) at the Facility on a full-time basis; i.e., at least thirty-five (35) hours per week, who as a group have an average salary at least equal to Forty-Three Thousand Five Hundred Ten Dollars (\$43,510.00) as determined by reference to the North Carolina withholding tax forms (NCUI-101) filed with respect to such persons.
2. Notwithstanding anything contained herein to the contrary, the parties hereto covenant and agree that the City fee waivers and the Incentive Funds (collectively, "Incentives") are a material consideration in the Company's decision to expand the Facility in Mebane, Alamance County, North Carolina, that the Company would not have expanded its Facility in Mebane, Alamance County, North Carolina without the Incentives and that the Company will be substantially harmed in the event that Mebane’s obligations are not satisfied as provided herein.

3. During the performance of the Agreement, the Company agrees to allow representatives of Mebane to enter upon its property during normal business hours upon forty-eight hours prior notice for the purpose of confirming the new construction and the purchase of new equipment has occurred. To the extent allowed by applicable law, Mebane covenants and agrees to protect, and not use or disclose, any of the Company's confidential or proprietary information.
4. If prior to Mebane expending monies, for any reason whatsoever the Company chooses not to make the above referenced investments and to cancel this Agreement, it may do so by providing written notice. Upon such notification, this Agreement shall be cancelled and all of its terms and conditions shall become void. If, however, the Company chooses not to make the above referenced investment and Mebane has expended funds, the Company shall be liable for a return or pay-back of the government funds expended.
5. The Company agrees, upon request of Mebane, to make full and accurate accounting to Mebane of all expenditures and construction and acquisition of equipment referenced above as required by this Agreement upon completion of total investment and the granting of the Final Certificate of Occupancy. The Company shall make such accounting as is necessary to verify construction and purchase of equipment and after such construction and purchase of equipment has been verified, the Company shall have no further obligations to account to the City for any other expenses incurred. The parties understand that the Incentive Grant amounts are based upon the taxable value of the invested amounts as determined by law.
6. The Company shall observe all federal, state and local laws, rules and regulations governing labor and employment and shall not discriminate against any person on the grounds of race, color, national origin, sex, age, or disability in the administration of this Agreement nor shall any person be excluded from participation in, or be denied the benefits of, any project constructed under this Agreement on the grounds of race, color, national origin, sex, age, or disability.
7. Mebane binds itself, its successors, assigns, and legal representatives to other parties hereto and those parties' successors, assigns, and legal representatives, in respect to covenants, agreements, and obligations contained herein. No party to this Agreement shall assign the Agreement or any of the obligations or rights described herein without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Agreement. The Company may assign this Agreement to a subsidiary, parent or affiliated company, with the written consent of the Mebane which shall not be unreasonably conditioned, delayed or withheld.
8. This Agreement may be modified only by a written agreement executed which must be approved by all parties hereto. The contractual commitments provided for herein and made by the parties hereto shall be deemed to continue into the future, survive and

remain binding upon future elected and appointed officials to the full extent permitted under applicable law. This Agreement may be executed in counterparts separately with the resultant executed counterparts forming a single Agreement.

9. In the event of such cancellation of the Agreement described above, Mebane shall have no further obligations to make any further payments as called for in this Agreement.
10. The parties and each person executing this Agreement on behalf thereof represent and warrant that they have the full right and authority to enter into this Agreement, which is binding, and to sign on behalf of the party indicated, and are acting on behalf of themselves, the constituent members and the successors and assigns of each of them. The parties agree to reasonably assist one another and cooperate in the defense (should any defense ever be necessary) of this Agreement and/or the incentives granted hereunder, so as to support and in no way undercut the same. In the event that any of the incentives or other assignments of Mebane are determined to be invalid, Mebane agrees that it will, to the fullest extent permitted by law, provide the Company with any permitted incentives of substantial equal value pursuant to one more or more replacement incentive grant programs.
11. No provision of this Agreement may be invalidated, except by the Superior Court of Alamance County which shall have sole jurisdiction over any disputes which arise under this Agreement or otherwise regarding the parties hereto, and further, venue shall be proper and shall lie exclusively in the Superior Court of Alamance County, North Carolina.

If any such court holds any provision of this Agreement, invalid or unenforceable, then:
 - a. Such holdings shall not invalidate or render unenforceable any other provision of this Agreement;
 - b. Such provision shall be construed as closely as possible to the Party's Original intent in order to render such provision valid or enforceable, as applicable; and
 - c. The remaining terms here, together with such reconstructive provision, shall constitute the parties' entire agreement hereof.
12. This Agreement sets forth the entire agreement between Mebane and the Company and supersedes any and all other agreements on this subject between parties.
13. In the event that, prior to completion of the Facility, Mebane expends funds for any of the incentives provided for in this Agreement whether for fee waivers or cash grants, and the Company elects to cancel the Agreement or does not comply with its obligations to construct the Facility, the Company agrees to fully reimburse Mebane for any amounts expended by them through the date of such cancellation the Company shall reimburse Mebane within thirty (30) days of written demand. In the event that Company fails to repay such amounts, Mebane may recover the funds advanced under this Agreement plus all the costs of collection, including without limitation reasonable attorney fees.

14. Company acknowledges that Mebane is a governmental entity, and validity of this Agreement is based upon the availability of public funding under the authority of its statutory mandate. Subject to the provisions of Section 10, in the event that public funds are unavailable for the performance of Mebane's obligations under this Agreement, then this Agreement shall remain in full effect, provided, however, that the payment obligations of Mebane shall be temporarily suspended, without penalty to Mebane, immediately upon written notice to Company of the unavailability of public funds. At such time as such public funds are again available, the payment obligations of Mebane hereunder shall be deemed reinstated without necessity of further written agreement. It is expressly agreed that Mebane shall not activate this "unavailability" provision for their convenience or to circumvent the requirements of this Agreement, but only as an emergency fiscal measure during a substantial financial crisis. In either event, Mebane agrees that it will use best efforts to replace, through other sources available to them under law, funds due to the Company, as soon as practical. In the event of a change in a Mebane's statutory authority, mandate and/or mandated functions by State and/or Federal legislative or regulatory action, which adversely affects Mebane's authority to continue its obligations under this Agreement, then this Agreement shall be suspended without penalty to Mebane upon written notice to Company of such limitations or change in Mebane's legal authority.
15. Company agrees that upon written request of Mebane that Company will grant to Mebane, free of charge, easements that are, in the Company's sole discretion, reasonable and necessary for water and/or sewer utilities and for transportation services (including without limitation temporary construction and/or drainage easements) that serve the Facility and its property. The easements shall be in mutually agreeable form and substance consistent with Mebane's standard form agreements. Any such easements shall be located in areas of Company's property which will not unreasonably interfere with Company's intended use of Company's Facility. The Company commits that it will favorably consider, on a case-by-case basis, any requests from Mebane for similar easements to serve adjoining properties provided that such requested easements will not have a detrimental impact upon the Company's property or Facility operations.
16. At or prior to the execution of this agreement, Company shall provide to Mebane a current certificate of incumbency, a resolution of the Company evidencing the Company's authority to execute this Agreement, the Certificates of Good Standing from the appropriate government offices and such other documents as Mebane may reasonably request.
17. As required by G.S. Section 158-7.1 (d2) (2), if the Company elects to assign its rights in whole or in part, to a third-party purchaser of the real or personal property which is the basis of this Agreement, the third party shall be bound by this Agreement and shall execute an assignment confirming that it is a bound by the terms of this Agreement, including without limitation, the obligations if a default occurs. No such assignment shall relieve Company of any of its obligations hereunder.

Company agrees to maintain the Agreed Minimum Number of New Positions at the Facility for the term during which the Company may receive Mebane's payments of Incentive Grant Funds as referred to in section 1(b) of this Agreement. Failure of the Company to do so, is a default and breach of this Agreement, requiring the Company to return the Incentive Grant Funds paid and relieving Mebane of making any additional Incentive Grant Fund payments.

19. Notwithstanding anything to the contrary stated herein the obligations of Mebane shall cease and terminate at the seven-year anniversary of this Agreement, April 5, 2027 regardless of the status of the Company's investment or employment.

20. Any notices required by this Agreement shall be mailed to the following persons:

If to Mebane:

City of Mebane
Attn: Chris Rollins, Manager
106 E. Washington Street
Mebane, 27302

With Copy to:

The Vernon Law Firm
Attn: E. Lawson Brown, Jr.
P.O. Drawer 2958
Burlington, NC 27216-2958

If to Company:

Lotus Bakeries US LLC
Attn: Plant Director
2010 Park Center Drive
NC 27302 Mebane, United States

(Signatures on Next Page)

IN WITNESS WHEREOF, the parties hereto have made and executed this agreement as of the day and year first above written.

“MEBANE”

CITY OF MEBANE

A municipal corporation of the State of North Carolina

By: _____
Ed Hooks,
Mayor, City of Mebane

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Daphna Schwartz, Mebane Finance Director

Date

Approved as to Legal Form and Sufficiency

E. Lawson Brown, Jr., Mebane City Attorney

(Signatures appear on Next Page)

IN WITNESS WHEREOF, the parties hereto have made and executed this agreement as of the day and year first above written.

LOTUS BAKERIES US, LLC

By: _____ (SEAL)

Name: _____

Title: _____

LOTUS BAKERIES MANUFACTURING US, LLC

By: _____ (SEAL)

Name: _____

Title: _____

DRAFT



AGENDA ITEM #5B

RZ 21-04

Conditional Rezoning –
Lot 8A Deerfield Crossing

Presenter

Cy Stober, Development Director

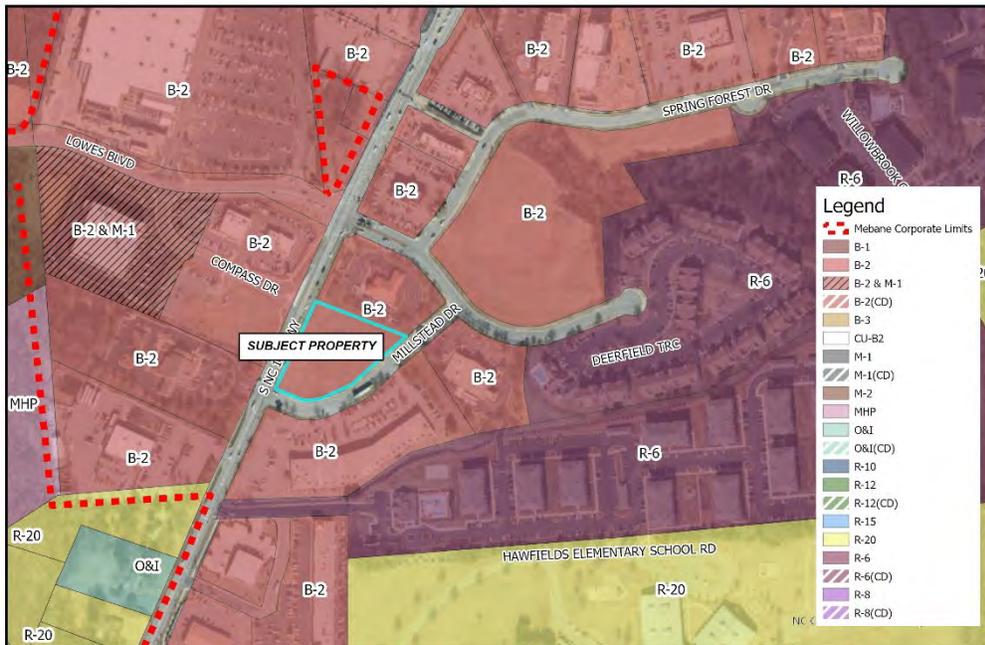
Applicant

Evans Street Four, LLC
c/o Meda Williams
27 Annette Drive
Suite 107
Benson, NC 27504

Public Hearing

Yes No

Zoning Map



Property

S NC Hwy 119 and
Millstead Drive

Alamance County
GPIN 9814121597

Proposed Zoning

B-2(CD)

Current Zoning

B-2

Size

+/- 1.48 Acres

Surrounding Zoning

B-2, R-6, R-20,
O&I, B-2 & M-1
(CD)

Surrounding Land Uses

Commercial
Residential, Office,
Shopping Center

Utilities

Present

Floodplain

No

Watershed

No

City Limits

Yes



CITY OF MEBANE
ZONING MAP

SUBJECT PROPERTY
LOT 8A DEERFIELD CROSSING

1 Inch = 300 feet

DATE: 03/29/2021

DRAWN BY: AO

Summary

Evans Street Four, LLC, is requesting a rezoning from B-2 (General Business) to B-2(CD) (General Business, Conditional District) to allow for a multi-tenant, neighborhood shopping center complying with development standards identified in the Mebane UDO 4-7.8.1 and allowing for the following otherwise restricted use: restaurant (with drive-through). The applicant is requesting one additional waiver: to allow for more than one sign per wall, as specified in the submitted plans.

The Technical Review Committee (TRC) reviewed the site plan and the applicant has revised the plan two (2) times to reflect the comments. The TRC has no outstanding concerns with the attached site plans.

Financial Impact

N/A, though development of the property will enhance its assessed tax value.

Recommendation

At its April 12, 2021, meeting, the Mebane Planning Board voted (4 – 1) to approve the rezoning request as presented. Lori Oakley voted in opposition of the requested waivers for the signs but stated she had no opposition to the request for the restricted use.

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.

The Technical Review Committee (TRC) has reviewed the site plan and the applicant has revised the plan two (2) times to reflect the comments.

Suggested Motion

1. Motion to approve the B-2(CD) zoning as presented.
2. Motion to find that **the application is consistent** with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*. The request:
 - Is for a property within the City's G-4 Secondary Growth Area and is "...generally residential and commercial in nature..." (Mebane CLP, p.66); and
 - Satisfies Growth Management Goal 1.6: "Require that commercial development be pedestrian-friendly, supporting walking between differing land uses while also reducing parking requirements." (pp.17, 84)
3. Motion to **deny** the B-2(CD) rezoning as presented due to a lack of
 - a. Harmony with the surrounding zoning

OR

 - b. Consistency with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design* or any of the City's other adopted plans.

Attachments

1. Zoning Amendment Application
2. Zoning Map
3. Site Plan
4. Planning Project Report
5. Technical Memorandum – City Engineering Review



APPLICATION FOR A ZONING AMENDMENT

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

Name of Applicant: Evans Street Four, LLC c/o Meda Williams

Address of Applicant: 27 Annette Drive, Suite 107, Benson NC 27504

Address and brief description of property to be rezoned: Lot 8A, Deerfield Crossing

Millstead Drive at the corner of Millstead and Hwy 119

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

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

Yes Explain: _____ No

Type of re-zoning requested: B-2 (CD)

Sketch attached: Yes No

Reason for the requested re-zoning: To allow for the use of a Neighborhood Shopping Center

with drive-thru and variance for building signs as shown on plans.

Signed: Meda Williams

Date: 3/23/21

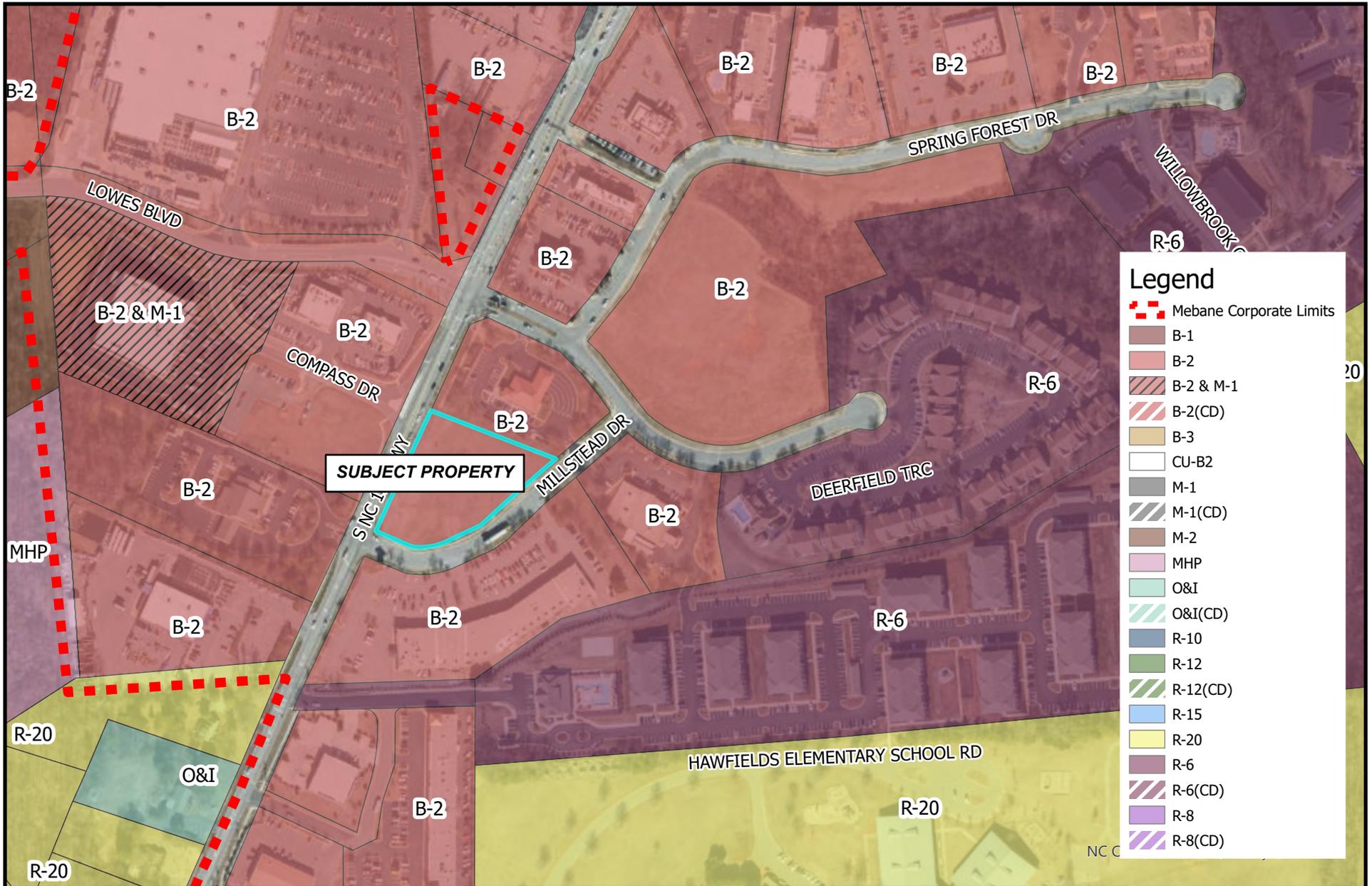
Action by Planning Board: _____

Public Hearing Date: _____ Action: _____

Zoning Map Corrected: _____

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

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



Legend	
	Mebane Corporate Limits
	B-1
	B-2
	B-2 & M-1
	B-2(CD)
	B-3
	CU-B2
	M-1
	M-1(CD)
	M-2
	MHP
	O&I
	O&I(CD)
	R-10
	R-12
	R-12(CD)
	R-15
	R-20
	R-6
	R-6(CD)
	R-8
	R-8(CD)



**CITY OF MEBANE
ZONING MAP**

**SUBJECT PROPERTY
LOT 8A DEERFIELD CROSSING**

1 inch = 300 feet

DATE: 03/29/2021

DRAWN BY: AO

SITE PLAN & CONDITIONAL REZONING PLAN FOR

LOT 8A DEERFIELD CROSSING

MILLSTEAD DR., MEBANE NORTH CAROLINA

ECE LEGEND	
NEW	EXISTING
PROPERTY LINE (P/L)	---
ADJACENT PROPERTY LINE	---
EASEMENT (ESMT)	---
SETBACK (S/B)	---
RIGHT-OF-WAY (R/W)	---
CENTERLINES (C/L)	---
CURB & GUTTER	---
EDGE OF PAVEMENT (EOP)	---
SIDEWALK	---
CREEK	---
CATCH BASIN (CB)	OR
YARD INLET (YI)	OR
STORM DRAINAGE JUNCTION BOX (JB)	OR
CURB INLET (CI)	OR
SANITARY SEWER MANHOLE (MH)	OR
SANITARY SEWER CLEANOUT (CO)	OR
METER BOX	OR
VALVE	OR
FIRE HYDRANT (FH)	OR
FIRE DEPARTMENT CONNECTION (FDC)	OR
LIGHT POLE (LP)	OR
UTILITY POLE (PP) & GUY WIRE	OR
CABLE TV LINE	OR
ELECTRIC LINE & TRANSFORMER	OR
FIBER OPTIC CABLE	OR
GAS LINE	OR
OVERHEAD UTILITY LINE	OR
SANITARY SEWER (SS)	OR
STORM DRAIN PIPE (SD)	OR
TELEPHONE	OR
WATER LINE (WL)	OR
GRADE CONTOUR	OR
FINISHED GRADE SPOT ELEVATION	OR
CLEARING LIMIT/TREE LINE	OR
LIMITS OF DISTURBANCE	OR
DITCH OR SWALE FLOWLINE	OR
TREE PROTECTION FENCE (TPF)	OR
SILT FENCE (SF)	OR
FENCE	OR
RIP RAP APRON	OR
CHECK DAM	OR
SEDIMENT FENCE OUTLET	OR
INLET PROTECTION	OR
CONCRETE MONUMENT / STONE FOUND	OR
	EXISTING IRON PIPE (EIP)
	EXISTING IRON ROD (EIR)
	IRON PIPE SET (IPS)
	PK NAIL SET (PKS)
	COMPUTED POINT (CP)



INDEX OF DRAWINGS:

- C1.0 COVER SHEET
- C2.0 EXISTING CONDITIONS & DEMOLITION PLAN
- C3.0 SITE PLAN
- C4.0 GRADING & STORM DRAINAGE PLAN
- C5.0 UTILITY PLAN
- C6.0 LIGHTING PLAN
- C7.0 LANDSCAPE PLAN
- ELEVATIONS WITH SIGN DETAILS
- COLOR ELEVATIONS

PROJECT INFORMATION & NOTES:

SITE ADDRESS: LOT 8A, DEERFIELD CROSSING, MILLSTEAD DRIVE, MEBANE, NC 27302

COUNTY: ALAMANCE

TOWNSHIP: MELVILLE

PIN#: 9814-12-1597

PARCEL ID#: 163546

OLD TAX ID#: 10-170-B

DEED REF#: BK: 4003, PG: 0641

PLAT REF#: BK: 068, PG: 0197

ZONING CODE: B-2 EXISTING, B-2 (CD) PROPOSED

ADJACENT ZONES: B-2 (ALL ADJACENT PROPERTIES)

SIZE: 1.53 ACRES (67,766 SF) BY SURVEY
1.48 ACRES (64,486 SF) AFTER R/W DEDICATION

RIVER BASIN: CAPE FEAR RIVER BASIN

WATERSHED: NO OVERLAY

SOILS: CU2 - CULLEN-URBAN LAND COMPLEX - GROUP B

FEMA: MAP PANEL #3710081-000K, EFFECTIVE 11/17/17
NO FLOOD HAZARDS PRESENT

CURRENT USE: VACANT COMMERCIAL LAND

PROPOSED USE: NEIGHBORHOOD SHOPPING CENTER WITH DRIVE-THRU

PROPOSED FOOTPRINT: 6,900 SF MEASURED TO OUTSIDE WALL

FRONT YARD SETBACK: 40' MINIMUM

SIDE YARD SETBACK: 0' MINIMUM

REAR YARD SETBACK: 30' MINIMUM

BUILDING HEIGHT: 70' MAXIMUM

OPEN SPACE & FLOOR AREA RATIO:
MAXIMUM FAR: 0.30 (19,346 SF BASED ON LOT AREA OF 64,486 SF)
PROPOSED FAR: 0.11 (6,900 SF BUILDING)
REQUIRED OPEN SPACE: 12,897 SF (20% OF 64,486 SF)
PROPOSED OPEN SPACE: 28,950 SF OR 41.79%
(ALL AREAS VEGETATIVE NON-IMPERVIOUS SURFACES)

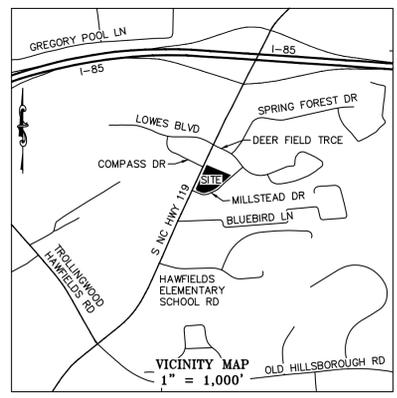
LANDSCAPE & BUFFERING:
NORTH BUFFER: 20' TYPE "C" (PROPOSED)
STREETSCAPE: 10' STREETSCAPE, STARTS AFTER EASEMENTS (PROPOSED)

PARKING CALCULATIONS:
RESTAURANT (2,100 SF) 1/4 SEATS (56 SEATS ASSUMED) + 2/3 EMPLOYEES (9 EMPLOYEES ASSUMED) = 20
OFFICE OR RETAIL (4,800 SF) 1/225 SF (AVERAGE OF OFFICE REQUIREMENT AND RETAIL REQUIREMENT) = 21 SPACES
TOTAL HANDICAP SPACES REQUIRED = 2
HANDICAP VAN SPACES REQUIRED = 1

PARKING PROVIDED:
STANDARD 9'X19' PARKING SPACE = 45
9'X19' HANDICAP VAN SPACE = 2
TOTAL ALL PARKING SPACES = 47

AREA OF DISTURBANCE: TO BE DETERMINED WITH EROSION CONTROL PLAN SUBMITTAL

NCDEQ EROSION CONTROL PLAN REVIEW AND PERMIT REQUIRED PRIOR TO LAND DISTURBANCE.



CIVIL ENGINEER:
CHARLES P. KOCH P.E.
EARTHCENTRIC ENGINEERING, INC.
204 WEST CLAY STREET
MEBANE, NC 27302
PHONE: 919-563-9041
FAX: 919-304-3234
PHIL.KOCH@EARTHCENTRIC.COM

SURVEYOR:
ROBERT S. JONES (L-3939)
ROBERT S. JONES & ASSOCIATES INC. (C-2565)
201 WEST CLAY STREET
MEBANE, NC 27302
PHONE: 919-563-3623
FAX: 919-563-0086
BOBBYJ@RSJONESANDASSOCIATES.COM

ARCHITECT:
PLAGEMAN ARCHITECTURE
408 SOUTH SPRING STREET
BURLINGTON, NC 27215
PHONE: 336-226-3933

OWNER/DEVELOPER:
MEDA T. WILLIAMS
EVANS STREET FOUR, LLC
27 ANNETTE DRIVE
SUITE 107
BENSON, NC 27504
MEDA@TILGHMANANDCO.COM

CALL BEFORE YOU DIG... IT'S THE LAW.
CALL N.C. ONE-CALL(1-800-632-4949)
FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST
2 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.
NORTH CAROLINA GENERAL STATUTE 87-102

APPROVAL STAMP

REV.	DATE	DESCRIPTION
1	05/01/21	PER CITY COMMENTS
2	03/25/21	PER CITY COMMENTS

DATE: DECEMBER 23, 2020

HORIZONTAL SCALE: 1"=150'

VERTICAL SCALE: N/A

PROJECT MANAGER: CPK

DRAWN BY: CPK

PROJECT NO: 19-254

DRAWING NAME: 19-054 WORKING

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SHEET NO.

C1.0

PRELIMINARY SITE PLAN

EarthCentric Engineering, Inc.
License # C-2638

204 W. Clay Street
Mebane, NC 27302
Phone: (919) 563-9041
Fax: (919) 304-3234
E-Mail: Phil.Koch@EarthCentric.com

PRELIMINARY NOT FOR CONSTRUCTION

PRINCIPAL ENGINEER
PHIL KOCH - NCPE #22634

LOT 8A DEERFIELD CROSSING
MILLSTEAD DR., MEBANE NORTH CAROLINA

COVER SHEET



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COVER SHEET

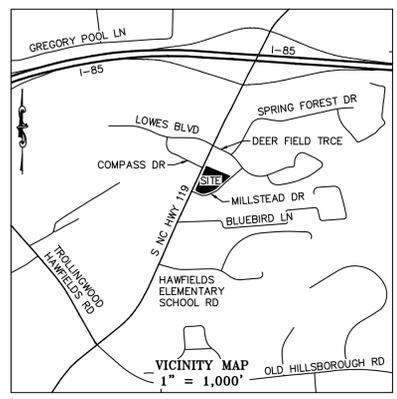
REV.	DATE	DESCRIPTION	BY
1	03/01/21	PER CITY COMMENTS	SCS
2	03/25/21	PER CITY COMMENTS	SCS

DATE: DECEMBER 23, 2020
HORIZONTAL SCALE: 1"=20'
VERTICAL SCALE: N/A
PROJECT MANAGER: CPK
DRAWN BY: CPK
PROJECT NO: 19-254
DRAWING NAME: 19-054 WORKING

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SHEET NO.
C1.1
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TOTAL ALL PARKING SPACES = 47

AREA OF DISTURBANCE: TO BE DETERMINED WITH EROSION CONTROL PLAN SUBMITTAL
NDCOE EROSION CONTROL PLAN REVIEW AND PERMIT REQUIRED PRIOR TO LAND DISTURBANCE.

PROPOSED IMPERVIOUS SURFACE		
LOT AREA AFTER R/W DEDICATION	64,486	SF
ROOF	7,000	SF
PARKING	26,859	SF
SIDEWALK	6,318	SF
TOTAL IMPERVIOUS AREA	40,177	SF
	62.30	%

ECE GENERAL NOTES:

- EXISTING BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM SURVEY DATA SUPPLIED BY R. S. JONES AND ASSOCIATES, INC.
 - WORK WITHIN PUBLIC RIGHT-OF-WAYS SHALL BE IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL REQUIREMENTS, NOTIFICATIONS, STANDARDS AND POLICIES.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR TRAFFIC CONTROL MEASURES FOR ALL WORK W/IN PUBLIC R/W PER THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS AND THE N.C. SUPPLEMENT TO THE MUTCD, AND LOCAL INSPECTORS DIRECTION.
 - ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT PLANS AND/OR SPECIFICATIONS, LOCAL STANDARD DETAILS AND CONSTRUCTION STANDARDS, STATE CONSTRUCTION STANDARDS, AND OTHER APPLICABLE CONTRACT DOCUMENTS.
 - CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING ALL APPROPRIATE PARTIES AND ASSURING THAT UTILITIES ARE LOCATED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. CALL NC ONE CALL (PREVIOUSLY ULOCO) AT 1-800-632-4949 FOR UTILITY LOCATING SERVICES 48 HOURS PRIOR TO COMMENCEMENT OF ANY WORK. CONTRACTOR SHALL VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
 - UNDERGROUND UTILITIES SHOWN USING BEST AVAILABLE INFORMATION. ALL LOCATIONS SHALL BE CONSIDERED APPROXIMATE ONLY. THERE MAY BE MORE UNDERGROUND UTILITIES THAN ARE SHOWN HEREON. CONTRACTOR SHALL FIELD LOCATE ALL UTILITIES PRIOR TO ANY EXCAVATIONS.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL DEMOLITION AND CONSTRUCTION ACTIVITIES.
 - ALL CLEARING, GRUBBING AND UNSUITABLE FILL MATERIAL SHALL BE DISPOSED OF LEGALLY.
 - ALL PAVEMENT, CURB, STORM DRAINAGE PIPE, AND STRUCTURES TO BE REMOVED SHALL BE HAULED OFFSITE AND DISPOSED OF LEGALLY.
 - SIGNAGE SHALL BE LOCATED AS SHOWN. SIGNAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH LOCAL STANDARDS.
 - SITE LIGHTING SHALL AS SHOWN, AND SHALL BE SUFFICIENT TO PROPERLY ILLUMINATE THE SITE IN ACCORDANCE WITH LOCAL STANDARDS.
 - LANDSCAPING SHALL BE INSTALLED IN THE PROVIDED YARDS, IN ACCORDANCE WITH LOCAL STANDARDS.
 - NO SIGHT OBSTRUCTING OR PARTIALLY OBSTRUCTING WALL, FENCE, FOLIAGE, BERMING, PARKED VEHICLES OR SIGNS BEHIND THE HEIGHT OF TWENTY-FOUR (24) INCHES AND EIGHT (8) FEET ABOVE THE CURB LINE ELEVATION, OR NEAREST TRAVELED WAY. IF NO CURBING EXISTS, SHALL BE PLACED WITHIN A SIGHT TRIANGLE OF A PUBLIC STREET, PRIVATE STREET OR DRIVEWAY CONTAINED ON THE PROPERTY OR ON AN ADJOINING PROPERTY.
- CONTRACTOR SHALL NOT MAKE ANY MODIFICATIONS TO THE APPROVED DRAWINGS WITHOUT PRIOR APPROVAL OF BOTH THE DESIGN ENGINEER AND LOCAL INSPECTOR.**

ECE GRADING & STORM DRAINAGE NOTES:

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL CONSTRUCTION STANDARDS, SPECIFICATIONS, AND PROCEDURES AND THE NCDENR'S SEDIMENTATION AND EROSION CONTROL STANDARDS, SPECS., AND PROCEDURES.
- CONTRACTOR SHALL VERIFY THAT ALL APPLICABLE STATE AND LOCAL PERMITS REQUIRED FOR THE COMMENCEMENT OF GRADING OPERATIONS HAVE BEEN OBTAINED PRIOR TO START OF GRADING.
- CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL EXISTING UTILITIES PRIOR TO THE BEGINNING OF DEMOLITION AND/OR CONSTRUCTION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL CONSTRUCTION ACTIVITIES.
- ALL STORMWATER MANAGEMENT FACILITIES SHALL BE DESIGNED AND CONSTRUCTED TO MEET ALL STATE AND LOCAL REQUIREMENTS, INCLUDING THE STATE STANDARDS FOR WATER QUALITY AND DETENTION FACILITIES (CURRENT EDITION).
- EROSION CONTROL MEASURES ARE PERFORMANCE BASED AND SHALL BE PROVIDED PER THE EROSION CONTROL PLANS AND AS NEEDED TO PROTECT ADJACENT PROPERTIES.
- CONTRACTOR SHALL PROVIDE ALL STAKING, FLAGGING AND/OR FENCING NECESSARY TO PROVIDE PROPER PROTECTION OF ANY STREAM BUFFERS & OTHER WATER FEATURES.

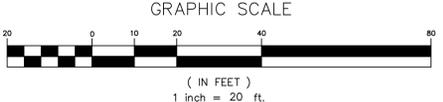
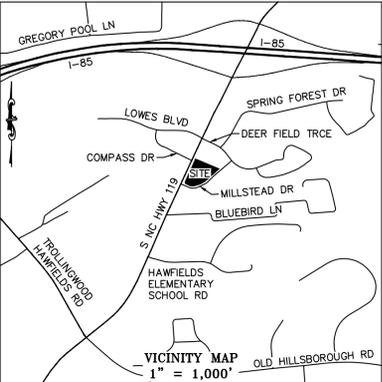
CITY OF MEBANE GENERAL NOTES:

- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT PLANS AND/OR SPECIFICATIONS, CITY OF MEBANE STANDARD DETAILS AND CONSTRUCTION STANDARDS, STATE CONSTRUCTION STANDARDS, OSHA REGULATIONS AND OTHER APPLICABLE CONTRACT DOCUMENTS.
- A COPY OF THE CONSTRUCTION DRAWINGS BEARING THE APPROVAL STAMP FROM THE CITY OF MEBANE SHALL ALWAYS BE ON SITE AND AVAILABLE.
- MATERIAL SUBMITTALS TO BE APPROVED BY THE CITY OF MEBANE PRIOR TO ORDERING MATERIAL.
- MODIFICATION TO THE APPROVED DRAWINGS SHALL NOT BE MADE WITHOUT THE WRITTEN APPROVAL OF THE DESIGN ENGINEER AND THE CITY OF MEBANE.
- PRIOR TO CONSTRUCTION, ALL NECESSARY PERMITS TO COMPLETE THE CONSTRUCTION SHOULD BE ACQUIRED AND FOLLOWED.
- PRIOR TO STARTING CONSTRUCTION, THE GENERAL CONTRACTOR SHALL HOLD A PRE-CONSTRUCTION CONFERENCE WITH THE CITY OF MEBANE, OWNER/REP, PLANNING, EROSION CONTROL, GEOTECHNICAL ENGINEER, ALL SUB-CONTRACTORS, AND ENGINEER/REP.
- GEOTECHNICAL SPREADSHEET TO BE PROVIDED TO THE CITY PRIOR TO PRE-CONSTRUCTION MEETING FOR REVIEW. SPREADSHEET TO ACCOMPANY GEOTECHNICAL REPORTS.
- ALL SOIL WITHIN THE RIGHT OF WAY AND PUBLIC EASEMENTS SHALL BE COMPACTED TO CITY OF MEBANE SPECIFICATIONS. CITY REPRESENTATIVE TO BE NOTIFIED 24 HOURS IN ADVANCE AND GIVEN THE OPPORTUNITY TO BE PRESENT DURING GEOTECH TESTING.
- ALL UTILITY SEPARATIONS SHALL MEET THE REQUIREMENTS AS STATED IN THE CITY OF MEBANE CONSTRUCTION DOCUMENTS CHECKLIST. ALL UTILITY SEPARATIONS TO BE FIELD VERIFIED DURING INSTALLATION AND AS-INSTALLED SEPARATION LABELED ON AS-BUILT DRAWINGS. CONTRACTOR SHALL PROVIDE DESIGN ENGINEER VERIFICATION OF AS-INSTALLED SEPARATIONS TO BE INCLUDED ON AS-BUILT DRAWINGS SUBMITTED TO STATE.
- ALL WATER MAIN TO INCLUDE TWO FORMS OF RESTRAINT (MEGA-LUGS AND BLOCKING) AND CONFORM TO THE DISTANCES STATED IN DETAIL W-26.
- TESTING PROCEDURES PER CITY OF MEBANE STANDARDS AS FOLLOWS: WATER LINE - PRESSURE TEST, CHLORINATE, BAC-T. SANITARY SEWER - PRESSURE TEST, VACUUM TEST MANHOLES, MANDREL VIDEO. STORM SEWER - VIDEO. CONCRETE COLUMNS EVERY 30 YARDS. ROADWAY - DENSITY AND PROOF ROLL. ASPHALT - CORES FOR BINDER, NUCLEAR DENSITY GAUGE TESTS ON FINAL LIFT.
- FOR ALL PROJECTS WHERE THE FINAL LIFT OF ASPHALT IS NOT ANTICIPATED PRIOR TO THE ONSET OF WINTER, ALL MANHOLES AND VALVE BOXES ARE TO BE ADJUSTED FLUSH WITH THE BINDER COURSE. THE FINAL ADJUSTMENT TO FINISH GRADE WILL NOT BE DONE UNTIL IMMEDIATELY PRIOR TO THE PLACEMENT OF THE FINAL LIFT OF SURFACE COURSE.
- CLASS III RCP SHALL HAVE A MINIMUM OF 3' OF COVER WITHIN THE ROW PER NCDOT REQUIREMENTS, WHERE 3' OF COVER IS NOT PROVIDED, CLASS IV RCP.
- ALL DRAINAGE SWALES SHALL HAVE A MINIMUM OF 1% SLOPE.
- ALL THIRD-PARTY UTILITIES TO ACQUIRE AN ENCROACHMENT AGREEMENT WITH THE CITY OF MEBANE PRIOR TO STARTING INSTALLATION.
- BORROW PIT LOCATIONS TO BE SURVEYED FOR IN FIELD VERIFICATION AND BE IDENTIFIED ON THE PLAT.
- UNDER ABSOLUTELY NO CIRCUMSTANCES SHALL ANY UNMANNED EXCAVATION BE LEFT OPEN OR UNPROTECTED DURING NON-WORKING HOURS. UTILIZE SIGNS, BARRICADES, ETC. TO ENSURE THE SAFETY OF THE GENERAL PUBLIC.
- WHEN STAKING WATER LINE, CURB RADIUS POINTS SHOULD ALSO BE STAKED TO ENSURE VALVES ARE PLACED OUTSIDE OF CURB LINE AND HANDICAP RAMP TRUNCATED DOMES.
- CONTRACTOR RESPONSIBLE FOR NOTIFYING THE CITY OF MEBANE AND THE DESIGN ENGINEER PRIOR TO TESTING WATER AND SEWER LINES TO COORDINATE SCHEDULING SINCE DESIGN ENGINEER WILL BE CERTIFYING AND MAY WANT TO WITNESS TESTING.
- CONTRACTOR TO SCHEDULE PUNCH LIST WALK THROUGH AFTER BINDER LIFT OF ASPHALT HAS BEEN INSTALLED.

ECE LEGEND

	NEW	EXISTING
PROPERTY LINE (P/L)	---	---
ADJACENT PROPERTY LINE	---	---
EASEMENT (ESMT)	---	---
SETBACK (S/B)	---	---
RIGHT-OF-WAY (R/W)	---	---
CENTERLINES (C/L)	---	---
CURB & GUTTER	---	---
EDGE OF PAVEMENT (EOP)	---	---
SIDEWALK	---	---
CREEK	---	---
CATCH BASIN (CB)	OR	OR
YARD INLET (YI)	OR	OR
STORM DRAINAGE JUNCTION BOX (JB)	OR	OR
CURB INLET (CI)	OR	OR
SANITARY SEWER MANHOLE (MH)	OR	OR
SANITARY SEWER CLEANOUT (CO)	OR	OR
METER BOX	OR	OR
VALVE	OR	OR
FIRE HYDRANT (FH)	OR	OR
FIRE DEPARTMENT CONNECTION (FDC)	OR	OR
LIGHT POLE (LP)	OR	OR
UTILITY POLE (PP) & GUY WIRE	OR	OR
CABLE TV LINE	OR	OR
ELECTRIC LINE & TRANSFORMER	OR	OR
FIBER OPTIC CABLE	OR	OR
GAS LINE	OR	OR
OVERHEAD UTILITY LINE	OR	OR
SANITARY SEWER (SS)	OR	OR
STORM DRAIN PIPE (SD)	OR	OR
TELEPHONE	OR	OR
WATER LINE (WL)	OR	OR
GRADE CONTOUR	OR	OR
FINISHED GRADE SPOT ELEVATION	OR	OR
CLEARING LIMIT/TREE LINE	OR	OR
LIMITS OF DISTURBANCE	OR	OR
DITCH OR SWALE FLOWLINE	OR	OR
TREE PROTECTION FENCE (TPF)	OR	OR
SILT FENCE (SF)	OR	OR
FENCE	OR	OR
RIP RAP APRON	OR	OR
CHECK DAM	OR	OR
SEDIMENT FENCE OUTLET	OR	OR
INLET PROTECTION	OR	OR
CONCRETE MONUMENT / STONE FOUND	OR	OR
EXISTING IRON PIPE (EIP)	OR	OR
EXISTING IRON ROD (EIR)	OR	OR
IRON PIPE SET (IPS)	OR	OR
PK NAIL SET (PKS)	OR	OR
COMPUTED POINT (CP)	OR	OR

CALL BEFORE YOU DIG... IT'S THE LAW. CALL N.C. ONE-CALL 811 (1-800-632-4949) FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST 3 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING. NORTH CAROLINA GENERAL STATUTE ARTICLE 8A, 87-122



EarthCentric Engineering, Inc.
License # C-2638
204 W. Clay Street
Mebane, NC 27302
Phone: (919) 563-9041
Fax: (919) 304-9234
E-Mail: Phil.Koehn@EarthCentric.com

PRELIMINARY NOT FOR CONSTRUCTION
PRINCIPAL ENGINEER
PHIL KOCH - NCPE #22634

LOT 8A DEERFIELD CROSSING
MILLSTEAD DR., MEBANE NORTH CAROLINA
EXISTING CONDITIONS & DEMOLITION PLAN

REV.	DATE	DESCRIPTION	BY	SCS
1	03/01/21	PER CITY COMMENTS		SCS
2	03/25/21	PER CITY COMMENTS		SCS

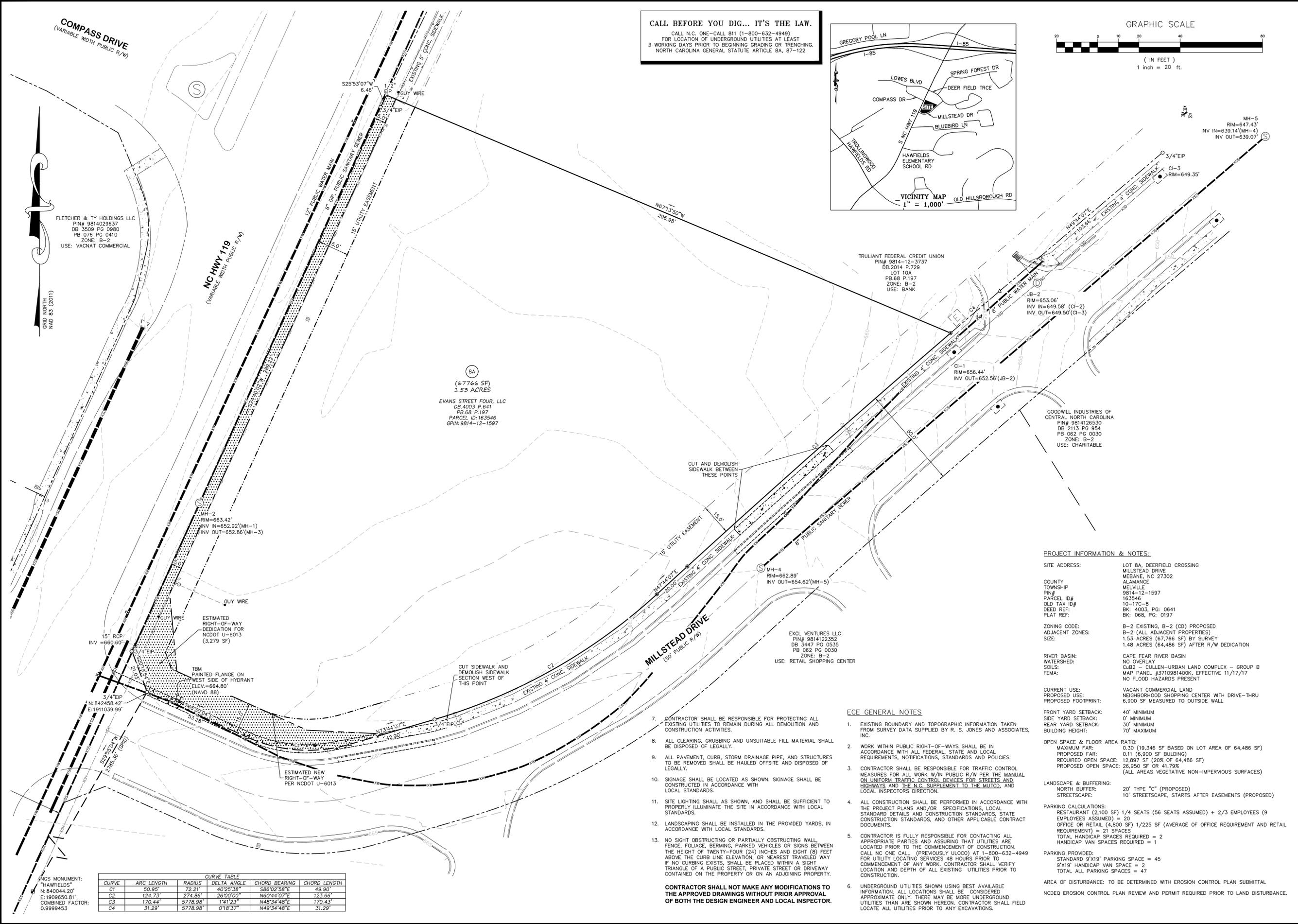
DATE: DECEMBER 23, 2020
HORIZONTAL SCALE: 1"=20'
VERTICAL SCALE: N/A
PROJECT MANAGER: CPK
DRAWN BY: CPK
PROJECT NO: 19-054
DRAWING NAME: 19-054 WORKING

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SHEET NO. C2.0

PRELIMINARY SITE PLAN



COMPASS DRIVE
(VARIABLE WIDTH PUBLIC R/W)

FLETCHER & TY HOLDINGS LLC
PIN# 9814029637
DB 3509 PG 0960
PB 076 PG 0410
ZONE: B-2
USE: VACNAT COMMERCIAL

NC HWY 119
(VARIABLE WIDTH PUBLIC R/W)

(67766 SF)
1.53 ACRES
EVANS STREET FOUR, LLC
DB 4003 P 641
PB 68 P 197
PARCEL ID: 163546
GPN: 9814-12-1597

TRULIANT FEDERAL CREDIT UNION
PIN# 9814-12-3737
DB 2014 P 729
LOT 10A
PB 68 P 197
ZONE: B-2
USE: BANK

GOODWILL INDUSTRIES OF
CENTRAL NORTH CAROLINA
PIN# 9814126530
DB 2113 PG 954
PB 062 PG 0030
ZONE: B-2
USE: CHARITABLE

EXL VENTURES LLC
PIN# 9814122352
DB 3447 PG 0535
PB 062 PG 0030
ZONE: B-2
USE: RETAIL SHOPPING CENTER

PROJECT INFORMATION & NOTES:

SITE ADDRESS: LOT 8A, DEERFIELD CROSSING
MILLSTEAD DRIVE
MEBANE, NC 27302

COUNTY: ALAMANCE
TOWNSHIP: MELVILLE
PIN#: 9814-12-1597
PARCEL ID#: 163546
OLD TAX ID#: 10-17C-8
DEED REF.: BK: 4003, PG: 0641
PLAT REF.: BK: 068, PG: 0197

ZONING CODE: B-2 EXISTING, B-2 (CD) PROPOSED
ADJACENT ZONES: B-2 (ALL ADJACENT PROPERTIES)
SIZE: 1.53 ACRES (67,766 SF) BY SURVEY
1.48 ACRES (64,486 SF) AFTER R/W DEDICATION

RIVER BASIN: CAPE FEAR RIVER BASIN
WATERSHED: NO OVERLAY
SOILS: CuB2 - CULLEN-URBAN LAND COMPLEX - GROUP B
MAP PANEL #3710981400K, EFFECTIVE 11/17/17
FEMA: NO FLOOD HAZARDS PRESENT

CURRENT USE: VACANT COMMERCIAL LAND
PROPOSED USE: NEIGHBORHOOD SHOPPING CENTER WITH DRIVE-THRU
PROPOSED FOOTPRINT: 6,900 SF MEASURED TO OUTSIDE WALL

FRONT YARD SETBACK: 40' MINIMUM
SIDE YARD SETBACK: 0' MINIMUM
REAR YARD SETBACK: 30' MINIMUM
BUILDING HEIGHT: 70' MAXIMUM

OPEN SPACE & FLOOR AREA RATIO:
MAXIMUM FAR: 0.30 (19,346 SF BASED ON LOT AREA OF 64,486 SF)
PROPOSED FAR: 0.11 (6,900 SF BUILDING)
REQUIRED OPEN SPACE: 12,897 SF (20% OF 64,486 SF)
PROPOSED OPEN SPACE: 26,950 SF OR 41.79%
(ALL AREAS VEGETATIVE NON-IMPERVIOUS SURFACES)

LANDSCAPE & BUFFERING:
NORTH BUFFER: 20' TYPE "C" (PROPOSED)
STREETSCAPE: 10' STREETSCAPE, STARTS AFTER EASEMENTS (PROPOSED)

PARKING CALCULATIONS:
RESTAURANT (2,100 SF) 1/4 SEATS (56 SEATS ASSUMED) + 2/3 EMPLOYEES (9 EMPLOYEES ASSUMED) = 20
OFFICE OR RETAIL (4,800 SF) 1/225 SF (AVERAGE OF OFFICE REQUIREMENT AND RETAIL REQUIREMENT) = 21 SPACES
TOTAL HANDICAP SPACES REQUIRED = 2
HANDICAP VAN SPACES REQUIRED = 1

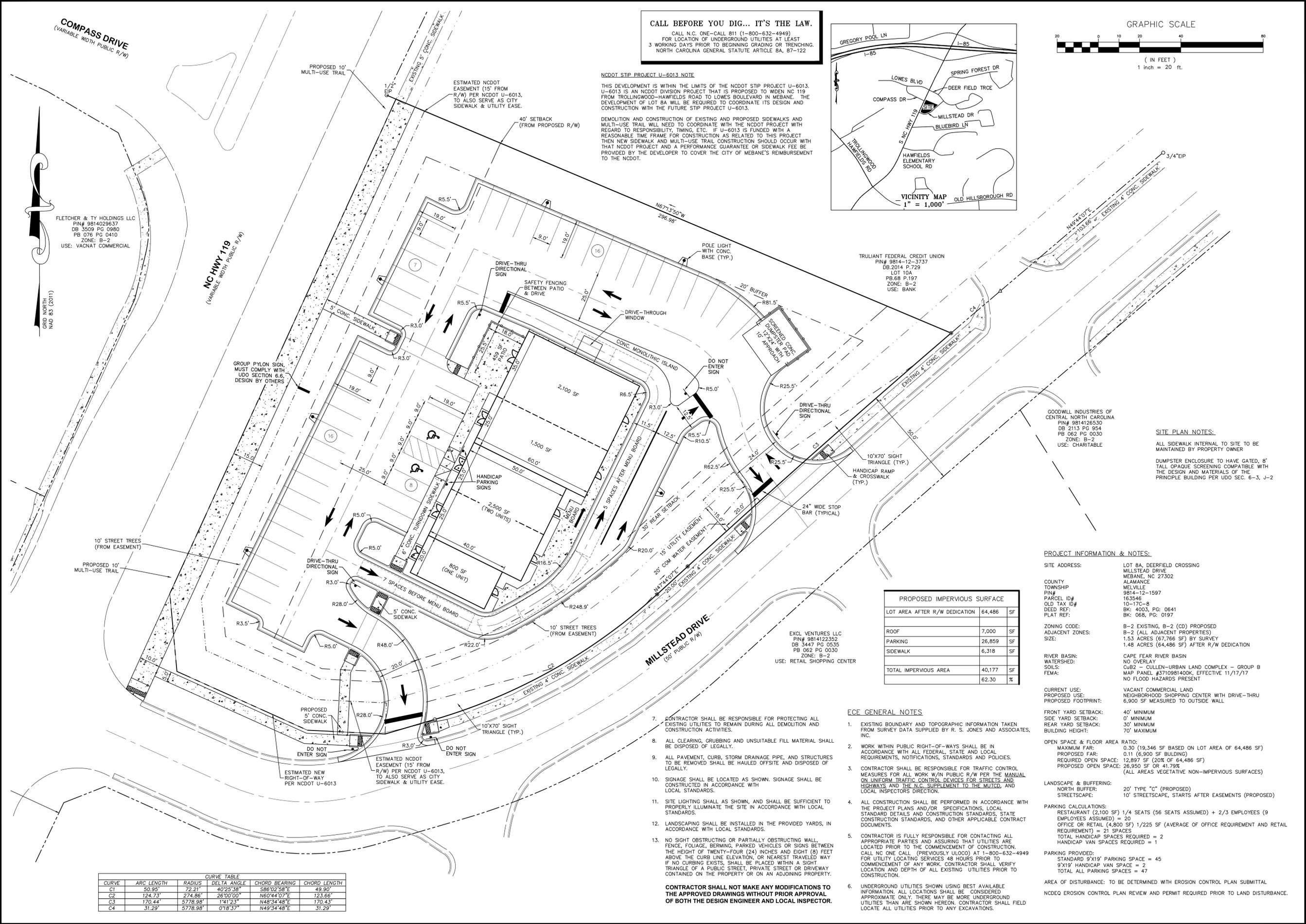
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AREA OF DISTURBANCE: TO BE DETERMINED WITH EROSION CONTROL PLAN SUBMITTAL
NCDOT EROSION CONTROL PLAN REVIEW AND PERMIT REQUIRED PRIOR TO LAND DISTURBANCE.

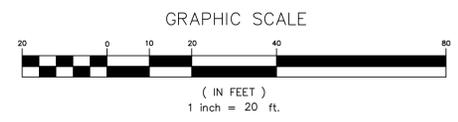
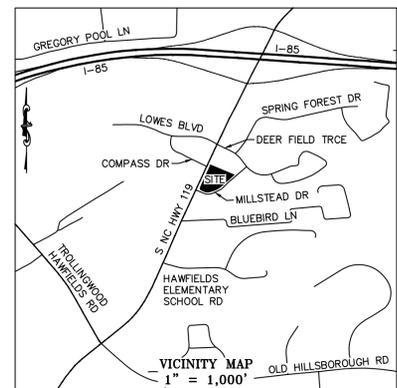
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CONTRACTOR SHALL NOT MAKE ANY MODIFICATIONS TO THE APPROVED DRAWINGS WITHOUT PRIOR APPROVAL OF BOTH THE DESIGN ENGINEER AND LOCAL INSPECTOR.

CURVE TABLE					
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	50.95'	72.21'	40°23'38"	S86°02'58"E	49.90'
C2	124.73'	274.86'	26°00'00"	N60°44'07"E	123.66'
C3	170.44'	5778.98'	1°41'23"	N48°34'48"E	170.43'
C4	31.29'	5778.98'	0°18'37"	N49°34'48"E	31.29'



CALL BEFORE YOU DIG... IT'S THE LAW.
 CALL N.C. ONE-CALL 811 (1-800-632-4949)
 FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST
 3 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.
 NORTH CAROLINA GENERAL STATUTE ARTICLE 8A, 87-122



NCDOT STIP PROJECT U-6013 NOTE
 THIS DEVELOPMENT IS WITHIN THE LIMITS OF THE NCDOT STIP PROJECT U-6013. U-6013 IS AN NCDOT DIVISION PROJECT THAT IS PROPOSED TO WIDEN NC 119 FROM TROLLINGWOOD-HAWFIELDS ROAD TO LOWES BOULEVARD IN MEBANE. THE DEVELOPMENT OF LOT 8A WILL BE REQUIRED TO COORDINATE ITS DESIGN AND CONSTRUCTION WITH THE FUTURE STIP PROJECT U-6013.
 DEMOLITION AND CONSTRUCTION OF EXISTING AND PROPOSED SIDEWALKS AND MULTI-USE TRAIL WILL NEED TO COORDINATE WITH THE NCDOT PROJECT WITH REGARD TO RESPONSIBILITY, TIMING, ETC. IF U-6013 IS FUNDED WITH A REASONABLE TIME FRAME FOR CONSTRUCTION AS RELATED TO THIS PROJECT THEN NEW SIDEWALK AND MULTI-USE TRAIL CONSTRUCTION SHOULD OCCUR WITH THAT NCDOT PROJECT AND A PERFORMANCE GUARANTEE OR SIDEWALK FEE BE PROVIDED BY THE DEVELOPER TO COVER THE CITY OF MEBANE'S REIMBURSEMENT TO THE NCDOT.

FLETCHER & TY HOLDINGS LLC
 PIN# 9814029637
 DB 3509 PG 0960
 PB 076 PG 0410
 ZONE: B-2
 USE: VACNAT COMMERCIAL

NC HWY 119
 (VARIABLE WIDTH PUBLIC R/W)

TRULIANT FEDERAL CREDIT UNION
 PIN# 9814-12-3737
 DB 2014 P.729
 LOT 10A
 PB.68 P.197
 ZONE: B-2
 USE: BANK

GOODWILL INDUSTRIES OF
 CENTRAL NORTH CAROLINA
 PIN# 9814126530
 DB 2113 PG 954
 PB 062 PG 0030
 ZONE: B-2
 USE: CHARITABLE

EXL VENTURES LLC
 PIN# 9814122352
 DB 3447 PG 0535
 PB 062 PG 0030
 ZONE: B-2
 USE: RETAIL SHOPPING CENTER

SITE PLAN NOTES:
 ALL SIDEWALK INTERNAL TO SITE TO BE MAINTAINED BY PROPERTY OWNER
 DUMPSTER ENCLOSURE TO HAVE GATED, 8' TALL OPAQUE SCREENING COMPATIBLE WITH THE DESIGN AND MATERIALS OF THE PRINCIPLE BUILDING PER UDO SEC. 6-3, J-2

PROPOSED IMPERVIOUS SURFACE	
LOT AREA AFTER R/W DEDICATION	64,486 SF
ROOF	7,000 SF
PARKING	26,859 SF
SIDEWALK	6,318 SF
TOTAL IMPERVIOUS AREA	40,177 SF
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 MEBANE, NC 27302
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TOWNSHIP: MELVILLE
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PARCEL ID#: 163546
OLD TAX ID#: 10-17C-8
DEED REF.: BK: 4003, PG: 0641
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WATERSHED: NO OVERLAY
SOILS: CuB2 - CULLEN-URBAN LAND COMPLEX - GROUP B
MAP PANEL: #3710981400K, EFFECTIVE 11/17/17
FEMA: NO FLOOD HAZARDS PRESENT
CURRENT USE: VACANT COMMERCIAL LAND
PROPOSED USE: NEIGHBORHOOD SHOPPING CENTER WITH DRIVE-THRU
PROPOSED FOOTPRINT: 6,900 SF MEASURED TO OUTSIDE WALL
FRONT YARD SETBACK: 40' MINIMUM
SIDE YARD SETBACK: 0' MINIMUM
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BUILDING HEIGHT: 70' MAXIMUM
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 PROPOSED FAR: 0.11 (6,900 SF BUILDING)
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- CONTRACTOR SHALL BE RESPONSIBLE FOR TRAFFIC CONTROL MEASURES FOR ALL WORK W/IN PUBLIC R/W PER THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS AND THE N.C. SUPPLEMENT TO THE MUTCD, AND LOCAL INSPECTORS DIRECTION.
- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT PLANS AND/OR SPECIFICATIONS, LOCAL STANDARD DETAILS AND CONSTRUCTION STANDARDS, STATE CONSTRUCTION STANDARDS, AND OTHER APPLICABLE CONTRACT DOCUMENTS.
- CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING ALL APPROPRIATE PARTIES AND ASSURING THAT UTILITIES ARE LOCATED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. CALL NC ONE CALL (PREVIOUSLY ULOCO) AT 1-800-632-4949 FOR UTILITY LOCATING SERVICES 48 HOURS PRIOR TO COMMENCEMENT OF ANY WORK. CONTRACTOR SHALL VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
- UNDERGROUND UTILITIES SHOWN USING BEST AVAILABLE INFORMATION. ALL LOCATIONS SHALL BE CONSIDERED APPROXIMATE ONLY. THERE MAY BE MORE UNDERGROUND UTILITIES THAN ARE SHOWN HEREON. CONTRACTOR SHALL FIELD LOCATE ALL UTILITIES PRIOR TO ANY EXCAVATIONS.

CONTRACTOR SHALL NOT MAKE ANY MODIFICATIONS TO THE APPROVED DRAWINGS WITHOUT PRIOR APPROVAL OF BOTH THE DESIGN ENGINEER AND LOCAL INSPECTOR.

CURVE TABLE					
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	50.95'	72.21'	40°23'38"	S86°02'58"E	49.90'
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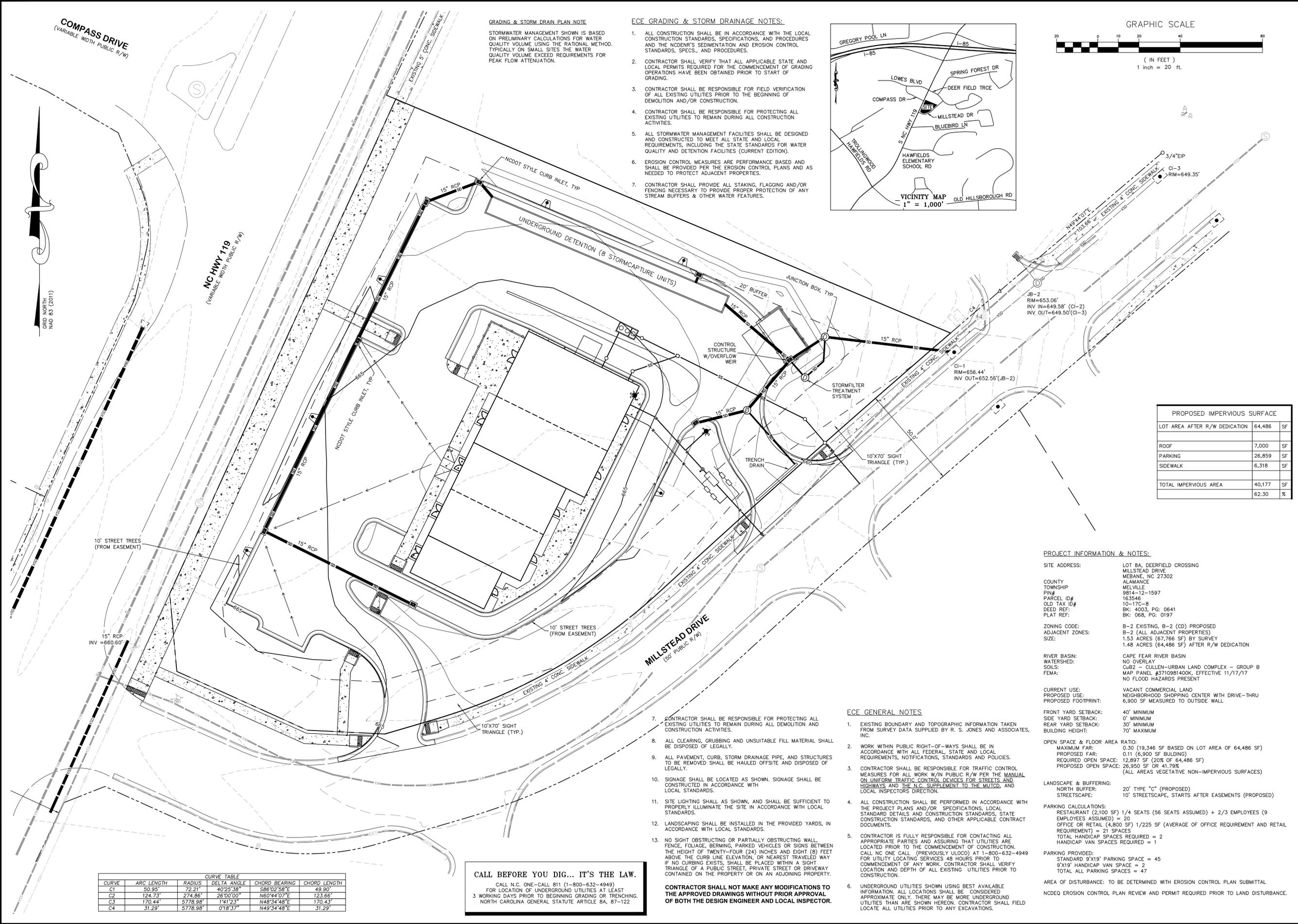
PRELIMINARY NOT FOR CONSTRUCTION
 PRINCIPAL ENGINEER
 PHIL KOCH - NCPE #22634

LOT 8A DEERFIELD CROSSING
 MILLSTEAD DR., MEBANE NORTH CAROLINA
SITE PLAN

REV.	DATE	DESCRIPTION	BY	CS
1	05/01/21	PER CITY COMMENTS	SCS	SCS
2	03/25/21	PER CITY COMMENTS	SCS	SCS

DATE: DECEMBER 23, 2020
 HORIZONTAL SCALE: 1"=20'
 VERTICAL SCALE: NA
 PROJECT MANAGER: CPK
 DRAWN BY: CPK
 PROJECT NO: 19-254
 DRAWING NAME: 19-054 WORKING

SHEET NO. C3.0
 PRELIMINARY SITE PLAN



COMPASS DRIVE
(VARIABLE WIDTH PUBLIC R/W)

NC HWY 119
(VARIABLE WIDTH PUBLIC R/W)

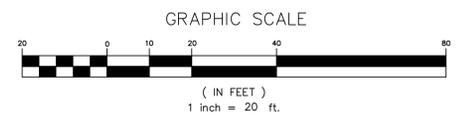
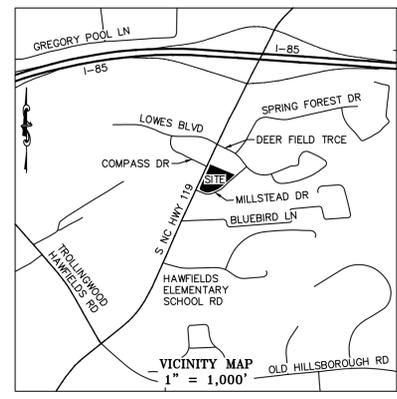
MILLSTEAD DRIVE
(50' PUBLIC R/W)

GRADING & STORM DRAIN PLAN NOTE

STORMWATER MANAGEMENT SHOWN IS BASED ON PRELIMINARY CALCULATIONS FOR WATER QUALITY VOLUME USING THE RATIONAL METHOD. TYPICALLY ON SMALL SITES THE WATER QUALITY VOLUME EXCEED REQUIREMENTS FOR PEAK FLOW ATTENUATION.

ECE GRADING & STORM DRAINAGE NOTES:

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL CONSTRUCTION STANDARDS, SPECIFICATIONS, AND PROCEDURES AND THE NCDENR'S SEDIMENTATION AND EROSION CONTROL STANDARDS, SPECS., AND PROCEDURES.
2. CONTRACTOR SHALL VERIFY THAT ALL APPLICABLE STATE AND LOCAL PERMITS REQUIRED FOR THE COMMENCEMENT OF GRADING OPERATIONS HAVE BEEN OBTAINED PRIOR TO START OF GRADING.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL EXISTING UTILITIES PRIOR TO THE BEGINNING OF DEMOLITION AND/OR CONSTRUCTION.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL CONSTRUCTION ACTIVITIES.
5. ALL STORMWATER MANAGEMENT FACILITIES SHALL BE DESIGNED AND CONSTRUCTED TO MEET ALL STATE AND LOCAL REQUIREMENTS, INCLUDING THE STATE STANDARDS FOR WATER QUALITY AND DETENTION FACILITIES (CURRENT EDITION).
6. EROSION CONTROL MEASURES ARE PERFORMANCE BASED AND SHALL BE PROVIDED PER THE EROSION CONTROL PLANS AND AS NEEDED TO PROTECT ADJACENT PROPERTIES.
7. CONTRACTOR SHALL PROVIDE ALL STAKING, FLAGGING AND/OR FENCING NECESSARY TO PROVIDE PROPER PROTECTION OF ANY STREAM BUFFERS & OTHER WATER FEATURES.



PROPOSED IMPERVIOUS SURFACE	
LOT AREA AFTER R/W DEDICATION	64,486 SF
ROOF	7,000 SF
PARKING	26,859 SF
SIDEWALK	6,318 SF
TOTAL IMPERVIOUS AREA	40,177 SF
	62.30 %

PROJECT INFORMATION & NOTES:

SITE ADDRESS: LOT 8A, DEERFIELD CROSSING
MILLSTEAD DRIVE
MEBANE, NC 27302

COUNTY: ALAMANCE
TOWNSHIP: MELVILLE
PIN#: 9814-12-1597
PARCEL ID#: 163546
OLD TAX ID#: 10-17C-8
DEED REF.: BK: 4003, PG: 0641
PLAT REF.: BK: 068, PG: 0197

ZONING CODE: B-2 EXISTING, B-2 (CD) PROPOSED
ADJACENT ZONES: B-2 (ALL ADJACENT PROPERTIES)
SIZE: 1.53 ACRES (67,766 SF) BY SURVEY
1.48 ACRES (64,486 SF) AFTER R/W DEDICATION

RIVER BASIN: CAPE FEAR RIVER BASIN
WATERSHED: NO OVERLAY
SOILS: CuB2 - CULLEN-URBAN LAND COMPLEX - GROUP B
FEMA: MAP PANEL #3710981400K, EFFECTIVE 11/17/17
NO FLOOD HAZARDS PRESENT

CURRENT USE: VACANT COMMERCIAL LAND
PROPOSED USE: NEIGHBORHOOD SHOPPING CENTER WITH DRIVE-THRU
PROPOSED FOOTPRINT: 6,900 SF MEASURED TO OUTSIDE WALL

FRONT YARD SETBACK: 40' MINIMUM
SIDE YARD SETBACK: 0' MINIMUM
REAR YARD SETBACK: 30' MINIMUM
BUILDING HEIGHT: 70' MAXIMUM

OPEN SPACE & FLOOR AREA RATIO:
MAXIMUM FAR: 0.30 (19,346 SF BASED ON LOT AREA OF 64,486 SF)
PROPOSED FAR: 0.11 (6,900 SF BUILDING)
REQUIRED OPEN SPACE: 12,897 SF (20% OF 64,486 SF)
PROPOSED OPEN SPACE: 26,950 SF OR 41.79%
(ALL AREAS VEGETATIVE NON-IMPERVIOUS SURFACES)

LANDSCAPE & BUFFERING:
NORTH BUFFER: 20' TYPE "C" (PROPOSED)
STREETSCAPE: 10' STREETSCAPE, STARTS AFTER EASEMENTS (PROPOSED)

PARKING CALCULATIONS:
RESTAURANT (2,100 SF) 1/4 SEATS (56 SEATS ASSUMED) + 2/3 EMPLOYEES (9 EMPLOYEES ASSUMED) = 20
OFFICE OR RETAIL (4,800 SF) 1/225 SF (AVERAGE OF OFFICE REQUIREMENT AND RETAIL REQUIREMENT) = 21 SPACES
TOTAL HANDICAP SPACES REQUIRED = 2
HANDICAP VAN SPACES REQUIRED = 1

PARKING PROVIDED:
STANDARD 5'X18' PARKING SPACE = 45
5'X18' HANDICAP VAN SPACE = 2
TOTAL ALL PARKING SPACES = 47

AREA OF DISTURBANCE: TO BE DETERMINED WITH EROSION CONTROL PLAN SUBMITTAL
NCDEQ EROSION CONTROL PLAN REVIEW AND PERMIT REQUIRED PRIOR TO LAND DISTURBANCE.

10' STREET TREES (FROM EASEMENT)

10' STREET TREES (FROM EASEMENT)

10'X70' SIGHT TRIANGLE (TYP.)

10'X70' SIGHT TRIANGLE (TYP.)

CURVE TABLE					
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
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FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST 3 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.
NORTH CAROLINA GENERAL STATUTE ARTICLE 8A, 87-122

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PRELIMINARY NOT FOR CONSTRUCTION

PRINCIPAL ENGINEER
PHIL KOECH - NCPE #22634

LOT 8A DEERFIELD CROSSING
MILLSTEAD DR., MEBANE NORTH CAROLINA

GRADING & STORM DRAINAGE PLAN

REV.	DATE	DESCRIPTION	BY	SCS
1	05/01/21	PER CITY COMMENTS	SCS	
2	03/25/21	PER CITY COMMENTS	SCS	

DATE: DECEMBER 23, 2020
HORIZONTAL SCALE: 1"=20'
VERTICAL SCALE: NA
PROJECT MANAGER: CPK
DRAWN BY: CPK
PROJECT NO: 19-254
DRAWING NAME: 19-054 WORKING

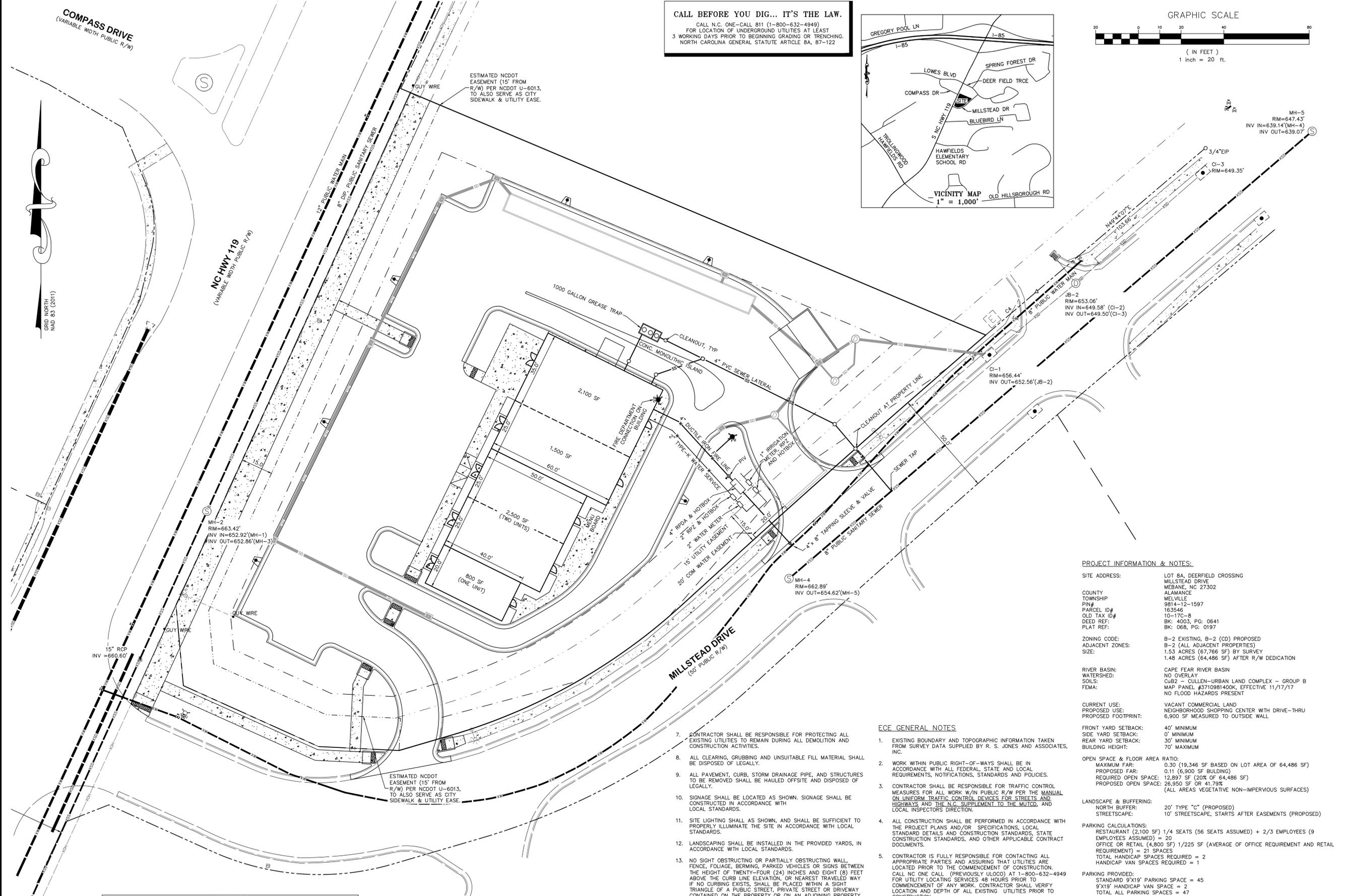
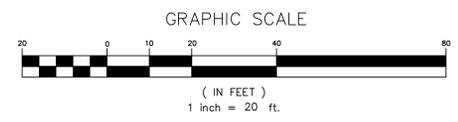
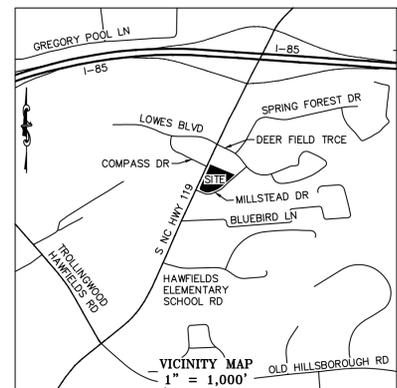
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SHEET NO. C4.0

PRELIMINARY SITE PLAN

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EarthCentric Engineering, Inc. License # C-2638 204 W. Clay Street Mebane, NC 27302 Phone: (919) 563-9041 Fax: (919) 304-9234 E-Mail: Phil.Koch@EarthCentric.com

PRELIMINARY NOT FOR CONSTRUCTION PRINCIPAL ENGINEER PHIL KOCH - NCPPE #22634

LOT 8A DEERFIELD CROSSING MILLSTEAD DR., MEBANE NORTH CAROLINA UTILITY PLAN

PROJECT INFORMATION & NOTES: SITE ADDRESS: LOT 8A, DEERFIELD CROSSING MEBANE, NC 27302 COUNTY: ALAMANCE TOWNSHIP: MELVILLE PARCEL ID#: 163546 OLD TAX ID#: 10-17C-8 DEED REF: BK: 4003, PG: 0641 PLAT REF: BK: 068, PG: 0197 ZONING CODE: B-2 EXISTING, B-2 (CD) PROPOSED ADJACENT ZONES: B-2 (ALL ADJACENT PROPERTIES) SIZE: 1.53 ACRES (67,766 SF) BY SURVEY 1.48 ACRES (64,486 SF) AFTER R/W DEDICATION RIVER BASIN: CAPE FEAR RIVER BASIN WATERSHED: NO OVERLAY SOILS: CuB2 - CULLEN-URBAN LAND COMPLEX - GROUP B MAP PANEL #3710981400K, EFFECTIVE 11/17/17 FEMA: NO FLOOD HAZARDS PRESENT CURRENT USE: VACANT COMMERCIAL LAND PROPOSED USE: NEIGHBORHOOD SHOPPING CENTER WITH DRIVE-THRU PROPOSED FOOTPRINT: 6,900 SF MEASURED TO OUTSIDE WALL FRONT YARD SETBACK: 40' MINIMUM SIDE YARD SETBACK: 0' MINIMUM REAR YARD SETBACK: 30' MINIMUM BUILDING HEIGHT: 70' MAXIMUM OPEN SPACE & FLOOR AREA RATIO: MAXIMUM FAR: 0.30 (19,346 SF BASED ON LOT AREA OF 64,486 SF) PROPOSED FAR: 0.11 (6,900 SF BUILDING) REQUIRED OPEN SPACE: 12,897 SF (20% OF 64,486 SF) PROPOSED OPEN SPACE: 26,950 SF OR 41.79% (ALL AREAS VEGETATIVE NON-IMPERVIOUS SURFACES) LANDSCAPE & BUFFERING: NORTH BUFFER: 20' TYPE "C" (PROPOSED) STREETScape: 10' STREETScape, STARTS AFTER EASEMENTS (PROPOSED) PARKING CALCULATIONS: RESTAURANT (2,100 SF) 1/4 SEATS (56 SEATS ASSUMED) + 2/3 EMPLOYEES (9 EMPLOYEES ASSUMED) = 20 OFFICE OR RETAIL (4,800 SF) 1/225 SF (AVERAGE OF OFFICE REQUIREMENT AND RETAIL REQUIREMENT) = 21 SPACES TOTAL HANDICAP SPACES REQUIRED = 2 HANDICAP VAN SPACES REQUIRED = 1 PARKING PROVIDED: STANDARD 9'X19' PARKING SPACE = 45 8'X19' HANDICAP VAN SPACE = 2 TOTAL ALL PARKING SPACES = 47 AREA OF DISTURBANCE: TO BE DETERMINED WITH EROSION CONTROL PLAN SUBMITTAL NCDEQ EROSION CONTROL PLAN REVIEW AND PERMIT REQUIRED PRIOR TO LAND DISTURBANCE.

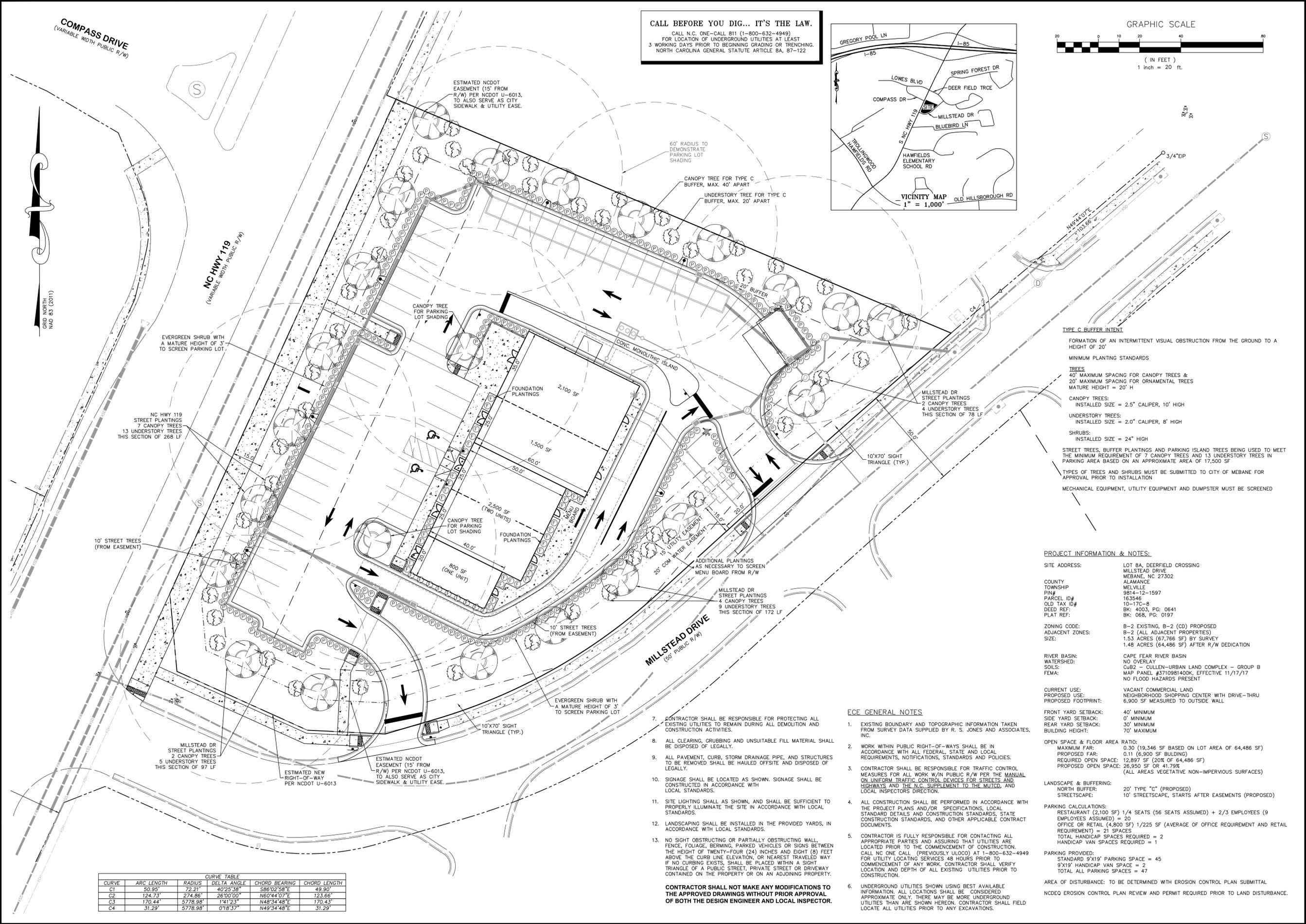
REV.	DATE	DESCRIPTION	BY
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DATE: DECEMBER 23, 2020 HORIZONTAL SCALE: 1"=20' VERTICAL SCALE: N/A PROJECT MANAGER: CPK DRAWN BY: CPK PROJECT NO: 19-054 DRAWING NAME: 19-054 WORKING

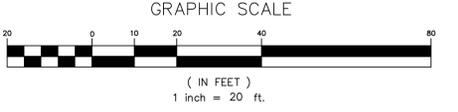
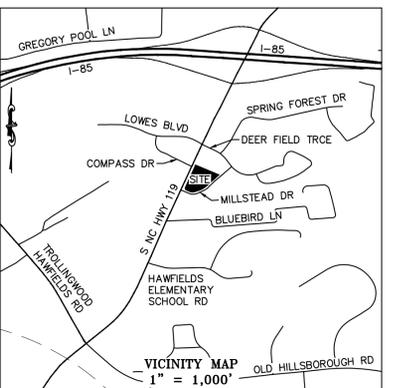
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- 7. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL DEMOLITION AND CONSTRUCTION ACTIVITIES.
 - 8. ALL CLEARING, GRUBBING AND UNSUITABLE FILL MATERIAL SHALL BE DISPOSED OF LEGALLY.
 - 9. ALL PAVEMENT, CURB, STORM DRAINAGE PIPE, AND STRUCTURES TO BE REMOVED SHALL BE HAULED OFFSITE AND DISPOSED OF LEGALLY.
 - 10. SIGNAGE SHALL BE LOCATED AS SHOWN. SIGNAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH LOCAL STANDARDS.
 - 11. SITE LIGHTING SHALL AS SHOWN, AND SHALL BE SUFFICIENT TO PROPERLY ILLUMINATE THE SITE IN ACCORDANCE WITH LOCAL STANDARDS.
 - 12. LANDSCAPING SHALL BE INSTALLED IN THE PROVIDED YARDS, IN ACCORDANCE WITH LOCAL STANDARDS.
 - 13. NO SIGHT OBSTRUCTING OR PARTIALLY OBSTRUCTING WALL, FENCE, FOLIAGE, BERING, PARKED VEHICLES OR SIGNS BETWEEN THE HEIGHT OF TWENTY-FOUR (24) INCHES AND EIGHT (8) FEET ABOVE THE CURB LINE ELEVATION, OR NEAREST TRAVELED WAY, IF NO CURBING EXISTS, SHALL BE PLACED WITHIN A SIGHT TRIANGLE OF A PUBLIC STREET, PRIVATE STREET OR DRIVEWAY CONTAINED ON THE PROPERTY OR ON AN ADJOINING PROPERTY.
- CONTRACTOR SHALL NOT MAKE ANY MODIFICATIONS TO THE APPROVED DRAWINGS WITHOUT PRIOR APPROVAL OF BOTH THE DESIGN ENGINEER AND LOCAL INSPECTOR.

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
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TYPE C BUFFER INTENT
 FORMATION OF AN INTERMITTENT VISUAL OBSTRUCTION FROM THE GROUND TO A HEIGHT OF 20'
 MINIMUM PLANTING STANDARDS
TREES
 40' MAXIMUM SPACING FOR CANOPY TREES & 20' MAXIMUM SPACING FOR ORNAMENTAL TREES
 MATURE HEIGHT = 20' H
CANOPY TREES:
 INSTALLED SIZE = 2.5" CALIPER, 10' HIGH
UNDERSTORY TREES:
 INSTALLED SIZE = 2.0" CALIPER, 8' HIGH
SHRUBS:
 INSTALLED SIZE = 24" HIGH
 STREET TREES, BUFFER PLANTINGS AND PARKING ISLAND TREES BEING USED TO MEET THE MINIMUM REQUIREMENT OF 7 CANOPY TREES AND 13 UNDERSTORY TREES IN PARKING AREA BASED ON AN APPROXIMATE AREA OF 17,500 SF
 TYPES OF TREES AND SHRUBS MUST BE SUBMITTED TO CITY OF MEBANE FOR APPROVAL PRIOR TO INSTALLATION
 MECHANICAL EQUIPMENT, UTILITY EQUIPMENT AND DUMPSTER MUST BE SCREENED

PROJECT INFORMATION & NOTES:
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 COUNTY: ALAMANCE
 TOWNSHIP: MELVILLE
 PARCEL ID#: 163546
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 WATERSHED: NO OVERLAY
 SOILS: CuB2 - CULLEN-URBAN LAND COMPLEX - GROUP B
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 PROPOSED FOOTPRINT: 6,900 SF MEASURED TO OUTSIDE WALL
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PRELIMINARY NOT FOR CONSTRUCTION

PRINCIPAL ENGINEER
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LOT 8A DEERFIELD CROSSING
 MILLSTEAD DR., MEBANE NORTH CAROLINA
LANDSCAPE PLAN

REV.	DATE	DESCRIPTION	BY	SCS
1	03/01/21	PER CITY COMMENTS	SCS	
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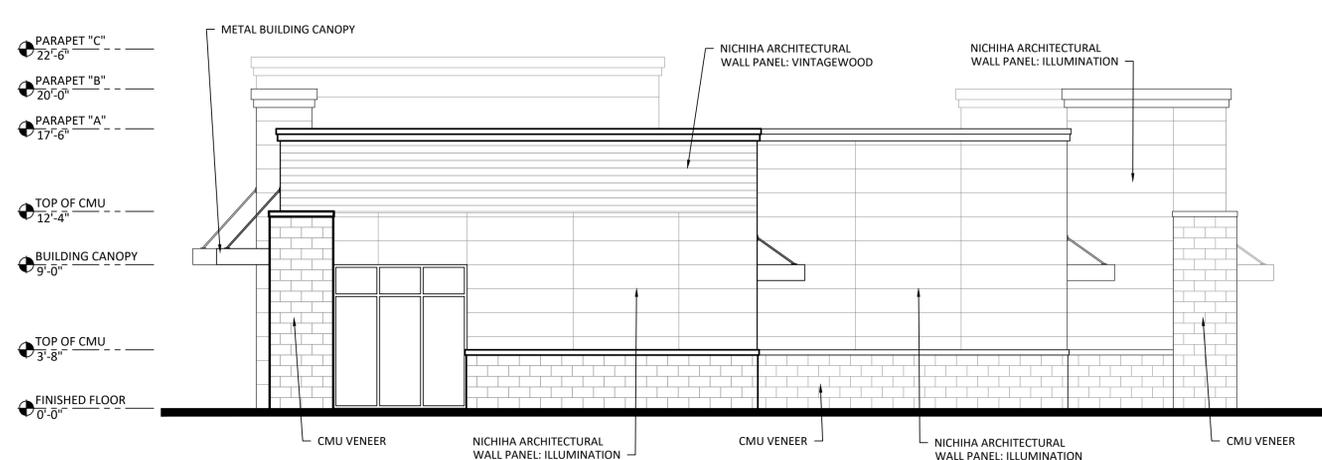
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 PROJECT NO: 19-054
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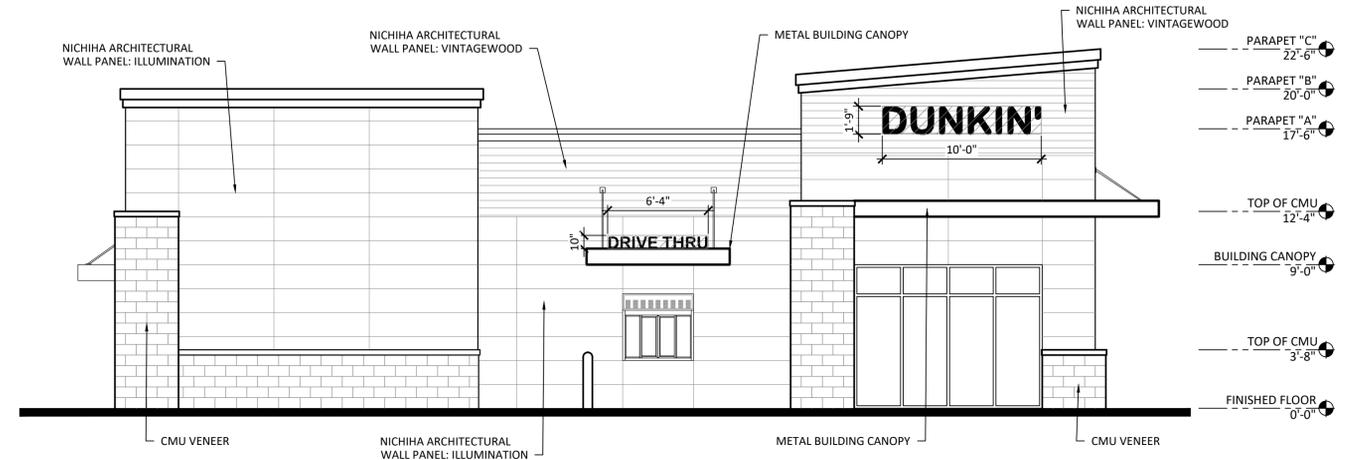
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SHEET NO. C7.0

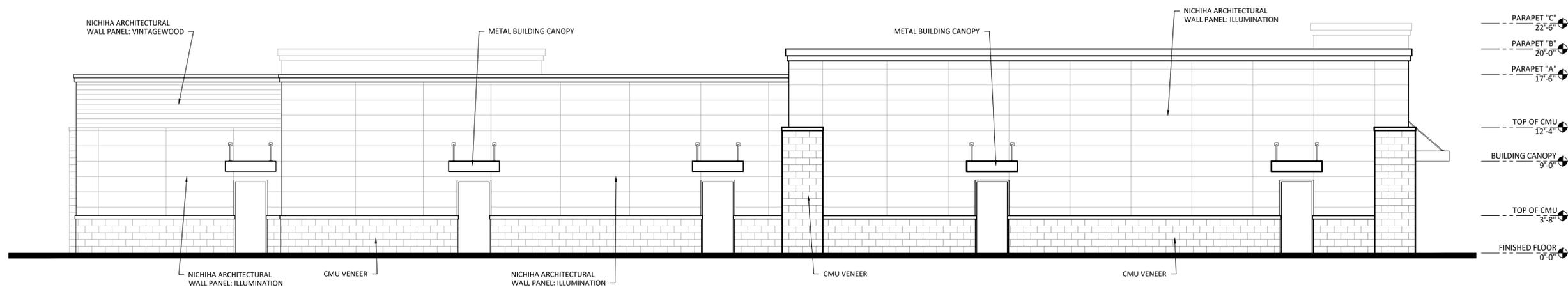
PRELIMINARY SITE PLAN



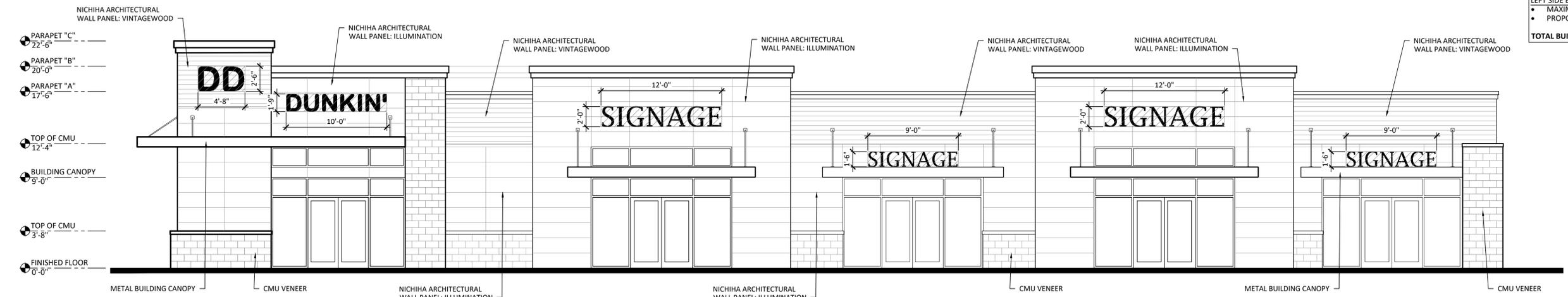
RIGHT SIDE ELEVATION



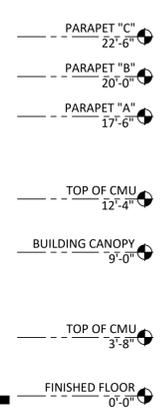
LEFT SIDE ELEVATION



REAR ELEVATION



FRONT ELEVATION



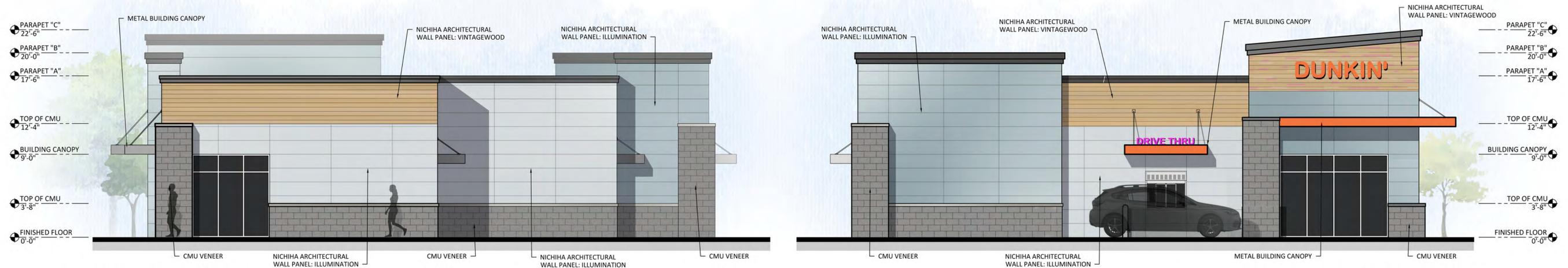
BUILDING WALL SIGNAGE	
FRONT ELEVATION:	
• MAXIMUM ALLOWABLE SIGN AREA:	160 SQ.FT.
• PROPOSED BUILDING SIGNAGE:	104.2 SQ.FT.
LEFT SIDE ELEVATION:	
• MAXIMUM ALLOWABLE SIGN AREA:	62 SQ.FT.
• PROPOSED BUILDING SIGNAGE:	22.8 SQ.FT.
TOTAL BUILDING WALL SIGNAGE:	127 SQ.FT.

MEBANE RETAIL CENTER
HWY 119 DEVELOPMENT, MEBANE, NC

DATE: 02/26/2021
PA2038



Plageman Architecture
plagemanarchitecture.com



RIGHT SIDE ELEVATION

LEFT SIDE ELEVATION



REAR ELEVATION



FRONT ELEVATION

MEBANE RETAIL CENTER
HWY 119 DEVELOPMENT, MEBANE, NC

DATE: 02/26/2021
PA2038



Plageman Architecture
plagemanarchitecture.com

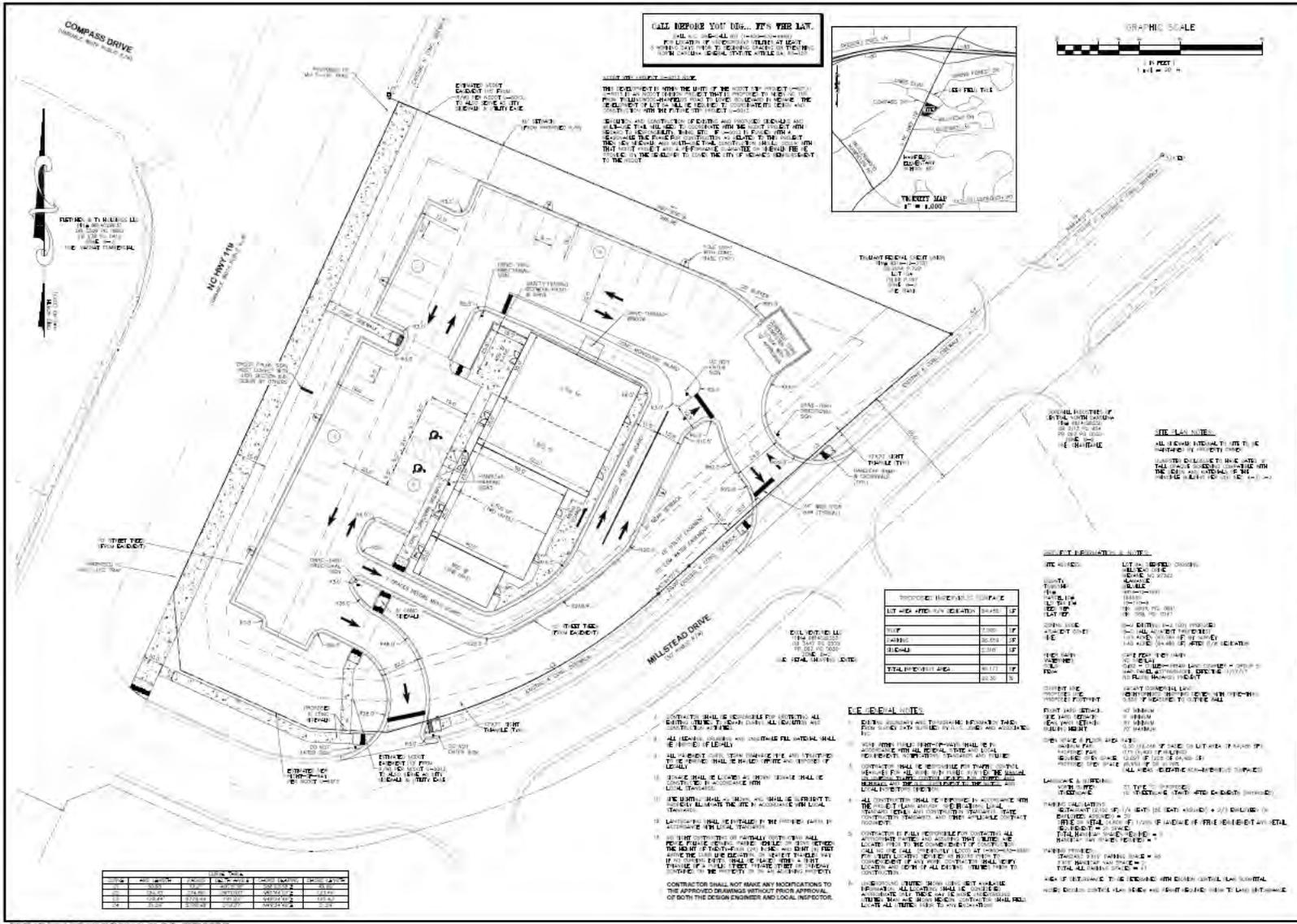


PLANNING PROJECT REPORT

DATE	03/30/2021
PROJECT NAME	Lot 8A Deerfield Crossing
PROJECT NUMBER	RZ 21-04
APPLICANT	Evans Street Four, LLC c/o Meda Williams 27 Annette Drive Suite 107 Benson, NC 27504

CONTENTS

PROJECT NAME & APPLICANT	PAGE 1
ZONING REPORT	PAGE 3
LAND USE REPORT	PAGE 5
UTILITIES REPORT	PAGE 7
STAFF ZONING REQUEST RECOMMENDATION	PAGE 8



CALL BEFORE YOU DIG... IT'S THE LAW.
 ALL CONTRACTORS SHALL CALL 811 AT LEAST 48 HOURS BEFORE ANY EXCAVATION OR DRILLING TO LOCATE ALL UTILITIES TO BE AVOIDED OR PROTECTED BY THE PROJECT.



NOTICE TO CONTRACTORS
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MEBANE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MEBANE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MEBANE.

EarthCentric Engineering, Inc.
 License # C-2638
 2014 W. Oak Street
 Mebane, NC 27309
 Phone: (919) 569-9041
 Fax: (919) 569-9258
 E-Mail: info@earthcentric.com

**PRELIMINARY
 NOT FOR
 CONSTRUCTION**

**LOT 1A DEERFIELD CROSSING
 MILLSTEAD DR., MEBANE NORTH CAROLINA
 SITE PLAN**

SITE PLAN NOTE
 ALL RECORD DRAWINGS SHALL BE MAINTAINED ON SITE THROUGHOUT CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MEBANE.

PROPOSED IMPROVED SURFACE	AREA (SQ. FT.)	PERCENT (%)
ASPH/CON	10,000	10.0
CONCRETE	20,000	20.0
GRAVEL	10,000	10.0
TOTAL IMPROVED AREA	40,000	40.0

ITEM	DESCRIPTION	QUANTITY	UNIT
1	ASPH/CON	10,000	SQ. FT.
2	CONCRETE	20,000	SQ. FT.
3	GRAVEL	10,000	SQ. FT.
4	TOTAL IMPROVED AREA	40,000	SQ. FT.

- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MEBANE.
- ALL RECORD DRAWINGS SHALL BE MAINTAINED ON SITE THROUGHOUT CONSTRUCTION.
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NO.	DATE	DESCRIPTION	BY	CHKD.
1	01/15/2024	ISSUED FOR PERMIT	JSM	JSM
2	01/20/2024	REVISION 1	JSM	JSM
3	01/25/2024	REVISION 2	JSM	JSM
4	02/01/2024	REVISION 3	JSM	JSM

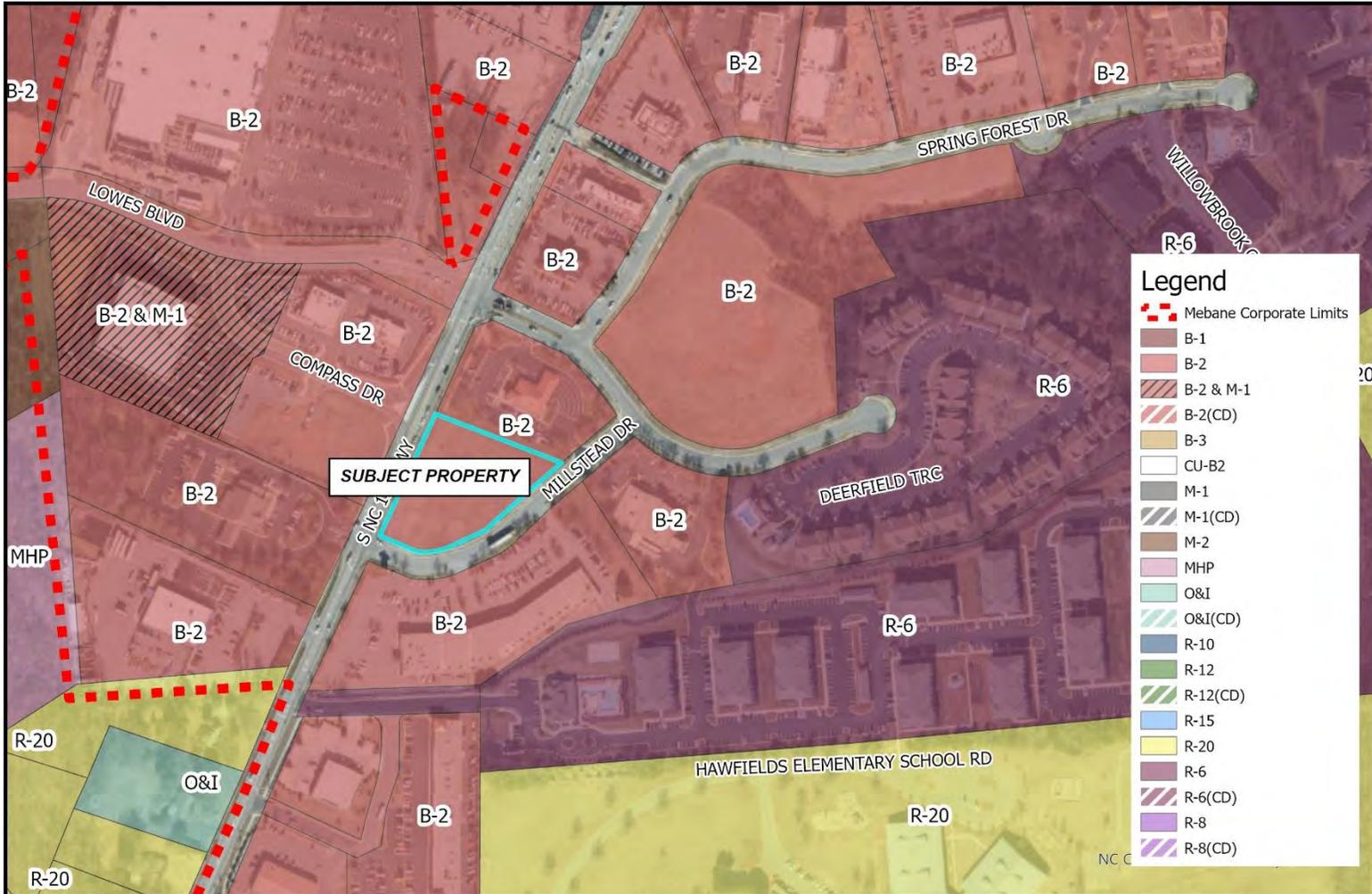
NO.	DATE	DESCRIPTION	BY	CHKD.
1	01/15/2024	ISSUED FOR PERMIT	JSM	JSM
2	01/20/2024	REVISION 1	JSM	JSM
3	01/25/2024	REVISION 2	JSM	JSM
4	02/01/2024	REVISION 3	JSM	JSM

SHEET NO.
C3.0



ZONING REPORT

EXISTING ZONE	B-2 (General Business)
REQUESTED ACTION	Rezoning to B-2(CD)
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
CURRENT LAND USE	Vacant
PARCEL SIZE	+/-1.48 ac, after right-of-way dedication per NCDOT U-6013
PROPERTY OWNERS	Northeast Properties, LLC P.O. Box 1685 Jacksonville, NC 28541 GPIN 9814121597
LEGAL DESCRIPTION	The applicant proposes to rezone +/- 1.48 acres from B-2 (General Business District) to B-2 (CD) (General Business, Conditional District) to allow for a multi-tenant, neighborhood shopping center complying with development standards identified in the Mebane UDO, Section 4-7.8.1 and allowing for the following otherwise restricted use: restaurant (with drive-through).
AREA ZONING & DISTRICTS	Surrounding properties are primarily zoned B-2 (General Business District) and R-6 (Residential District). Traveling south on NC 119, the zoning diversifies and includes R-20 (Residential District) and O&I (Office and Institutional District).
SITE HISTORY	The lot is part of the Deerfield Crossing development, which was originally platted in 1996. Lot 8A resulted from a 2003 recombination of original lots 8, 9, and 10. The lot is currently vacant.
STAFF ANALYSIS	
CITY LIMITS?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED USE BY-RIGHT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SPECIAL USE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
EXISTING UTILITIES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
POTENTIAL IMPACT OF PROPOSED ZONE	The property is already zoned B-2. The site-specific zoning and restriction of uses on the property is to allow for a use otherwise prohibited in the development standards for a neighborhood shopping center. The use – a restaurant with drive-through – is allowed by-right in the B-2 zoning district. The impact is not anticipated to be more significant than the restaurant with drive-through use being the primary use of the site.



**CITY OF MEBANE
ZONING MAP**

**SUBJECT PROPERTY
LOT 8A DEERFIELD CROSSING**

1 inch = 300 feet

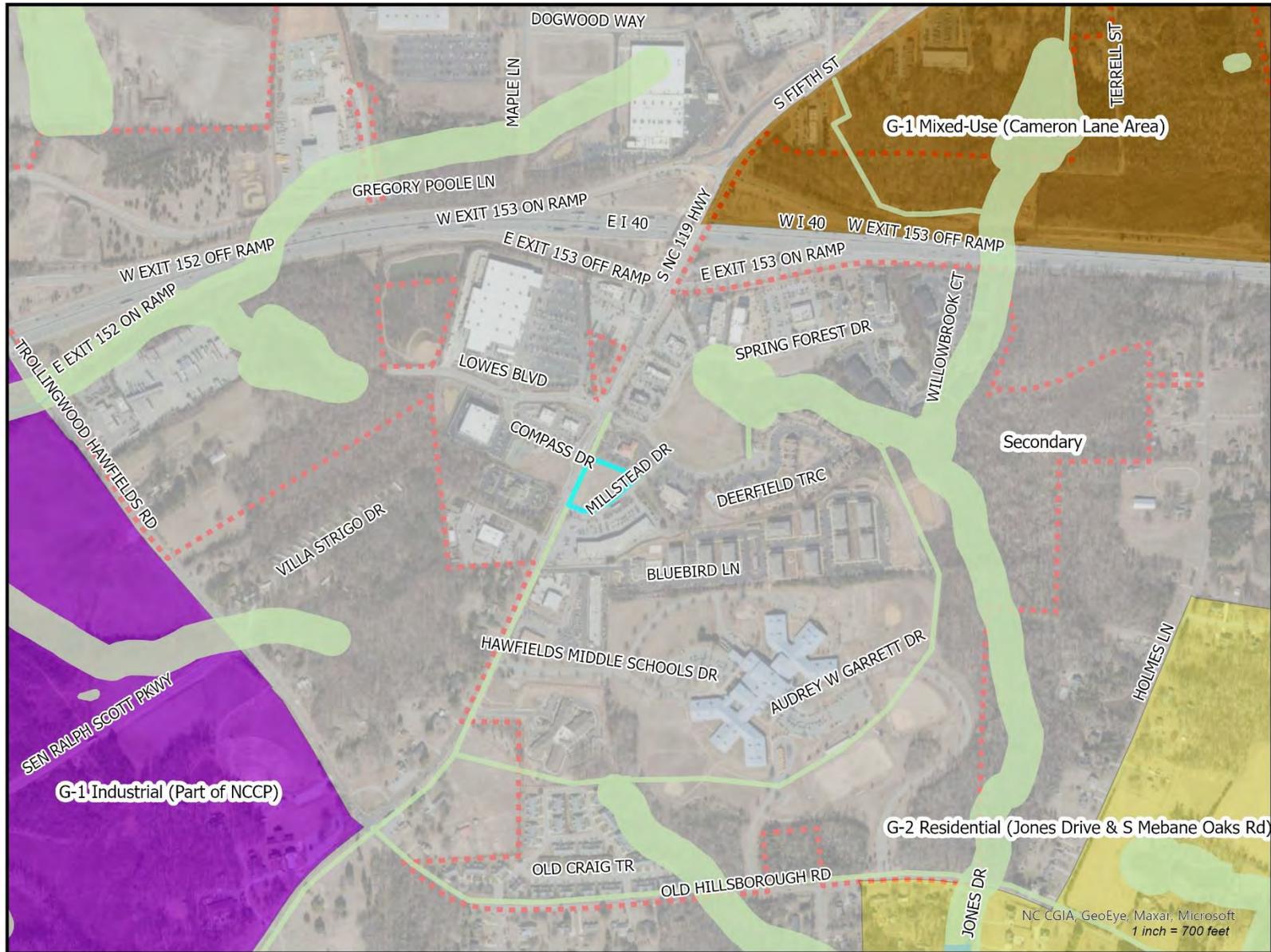
DATE: 03/29/2021

DRAWN BY: AO



LAND USE REPORT

EXISTING LAND USE	Vacant
PROPOSED LAND USE & REQUESTED ACTION	The applicant is requesting a conditional rezoning to allow for a multi-tenant, neighborhood shopping center complying with development standards identified in the Mebane UDO, Section 4-7.8.1 and allowing for the following otherwise restricted use: restaurant (with drive-through). The other uses prohibited for a neighborhood shopping center would be restricted from use on this property. The submitted site plan and architectural drawings will apply to the property.
PROPOSED ZONING	B-2(CD)
PARCEL SIZE	+/-1.48 ac
AREA LAND USE	Most of the immediately surrounding properties have commercial uses. One bank neighbors the property and another is across NC 119. Millstead Drive, which is proposed to provide access to the site, also provides access to Kingsdown Common shopping center, the Goodwill Store, and the Deerfield Crossing Apartment Homes. The area is more mixed in its uses. Two other apartment complexes are in the area – Spring Forest at Deerfield and 119 South Apartments. Several restaurants are north of the subject property. Properties south of the site include an assisted living facility, Hawfields Middle School, and Audrey W. Garrett Elementary School.
ONSITE AMENITIES & DEDICATIONS	The applicant will construct a 10' multi-use path, consistent with recommendations of the City's <i>Bicycle and Pedestrian Transportation Plan</i> . The applicant is providing a bike rack.
WAIVER REQUESTED	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
DESCRIPTION OF REQUESTED WAIVER(S)	The applicant is requesting to have multiple wall signs per façade. All proposed signs otherwise meet the City's UDO standards. The applicant is seeking acceptance of sign dimensions as presented, which appear to conform to current standards.
CONSISTENCY WITH <i>MEBANE BY DESIGN</i> STRATEGY	
LAND USE GROWTH STRATEGY DESIGNATION(S)	G-4 Secondary Growth Area
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES SUPPORTED	GROWTH MANAGEMENT 1.6 Require that commercial development be pedestrian-friendly, supporting walking between differing land uses while also reducing parking requirements.
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES <u>NOT</u> SUPPORTED	





UTILITIES REPORT

AVAILABLE UTILITIES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED UTILITY NEEDS	Per the memorandum from City Engineer Franz Holt, the project is estimated to require 2,720 gallons per day of water and sewer service. Water and sewer will be supplied from existing 8" public water and sewer mains along Millstead Drive. A grease trap will intercept the site's restaurant waste.
UTILITIES PROVIDED BY APPLICANT	Applicant has pledged to provide all on-site utilities, as described in the Technical Memorandum.
MUNICIPAL CAPACITY TO ABSORB PROJECT	The City has adequate water & sewer supply to meet the domestic and fire flow demands of the project.
CONSISTENCY WITH MEBANE LONG RANGE UTILITY PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADEQUATE STORMWATER CONTROL?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
INNOVATIVE STORMWATER MANAGEMENT?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

TRANSPORTATION NETWORK STATUS

CURRENT CONDITIONS	NC 119 is a two-lane minor arterial with an average daily traffic volume of 22,000 trips between the I-40/I-85 Interchange and the intersection at Trollingwood-Hawfields Road. This section of NC 119 operates at a Level of Service F and has a poor safety score. Between 2015 and 2019, 12 crashes occurred at the intersection of NC 119 and Millstead Drive, with one resulting in serious injury. Millstead Drive is a City-maintained street with no active traffic counts. STIP Project U-6013 proposes to widen NC 119 from Trollingwood-Hawfields Road to Lowes Boulevard. The City recently adopted the Lowes Boulevard Corridor Plan to improve future traffic flow in the area.
TRAFFIC IMPACT ANALYSIS REQUIRED?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
DESCRIPTION OR RECOMMENDED IMPROVEMENTS	A driveway and vehicular use area complying with the City's UDO standards for drive-through restaurants has been provided.
CONSISTENCY WITH THE MEBANE BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
MULTIMODAL IMPROVEMENTS PROVIDED BY APPLICANT?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

DESCRIPTION OF MULTIMODAL IMPROVEMENTS	The applicant will construct a 10' multi-use path, consistent with recommendations of the <i>Bicycle and Pedestrian Transportation Plan</i> . Additionally, the applicant will provide sidewalk connections to the site from existing and proposed sidewalk and paths. The applicant is providing a bike rack.
--	--



STAFF RECOMMENDATION

STAFF ZONING RECOMMENDATION APPROVE DISAPPROVE

STAFF SPECIAL USE FINDING CONSISTENT NOT CONSISTENT.....WITH *MEBANE BY DESIGN*

RATIONALE

The proposed development “Lot 8A Deerfield Crossing” is consistent with the guidance provided within *Mebane By Design*, the Mebane Comprehensive Land Development Plan. In particular, it meets the description and goals of the Secondary Growth Area and is consistent with Growth Management Goal 1.6. The project will provide a multi-tenant, neighborhood shopping center in harmony with surrounding general business uses.



Technical Memorandum

To: Ashley Ownbey, Planner

From: Franz Holt, P.E. City Engineer

Cc: Phil Koch, P.E. Project Engineer

Subject: Lot 8A Deerfield Crossing

Date: April 6, 2021

The City Engineering Dept. has reviewed the Preliminary Site plans for Lot 8A Deerfield Crossing on Millstead Drive dated March 25, 2021 as submitted by EarthCentric Engineering, Inc. and comments are as follows:

A. General

The project is sited on previously recorded Lot 8A, Deerfield Crossing – 1.53 acres. One building is proposed which includes a 2,100 square feet restaurant with drive through and 4,800 square feet of Office/Retail.

Site access will be from Millstead Drive, a City of Mebane Street. Two connections are proposed the first being exit only near NC Hwy. 119 South and the second being full access directly across from the shopping center driveway across Millstead Drive.

A 10' multi-use path is planned to be constructed along the NC Hwy. 119 frontage. The path will be installed by either the developer or NCDOT Depending on the timing of NCDOT STIP Project U-6103. Regardless, the developer will be responsible for the cost to construct or reimburse the City's costs if a NCDOT project.

B. Availability of city water and sewer

In regard to the Preliminary Site plans and in accordance with paragraph 7-4.3 A.3.a. in the UDO, this memo is provided to indicate that the preliminary water and sewer system layout has been reviewed and found acceptable meeting City standards based on the following:

1. Water system- Water service will be provided from an existing City of Mebane 8-inch water main in Millstead Drive. Proposed are a 4-inch fire service and 2-inch domestic service to serve the building and an additional 1" irrigation service. The estimated daily water use for this project is 2,720 gallons (100 gallons/day per 1,000 sq. ft. x 4,800 sq. ft. = 480 gallons/day and 56 seat restaurant at 40 gallons/day per seat = 2,240 gallons/day). The City has adequate water capacity available to meet the site fire demand and domestic use.
2. Sanitary Sewer system- Sewer service is provided from an existing 8-inch public sewer main along Millstead Drive. One sewer tap is proposed to serve the restaurant with grease trap and office/retail. The estimated daily sewer use for this project is 2,720 gallons (100 gallons/day per 1,000 sq. ft. x 4,800 sq. ft. = 480 gallons/day and 56 seat restaurant at 40 gallons/day per seat = 2,240 gallons/day). The City has adequate sewer capacity available in downstream pump stations and at the Water Resource and Recovery Facility to meet this use.



C. Watershed Overlay District and Phase II Storm water Requirements

1. Watershed Overlay District requirements are provided under Sec. 5.2 of the UDO. These requirements in the UDO are for the Back-Creek Watershed, which includes the Graham-Mebane Lake. The propose site is tributary to Haw Creek, a Class V watershed and the Watershed Overlay District requirements do not apply to this project. This type of watershed classification (Class V) does not have density restrictions or built upon restrictions as required for the Graham-Mebane Lake watershed.
2. Phase II Stormwater Post Construction Ordinance
Sec. 5.4 in the UDO provides standards for Stormwater Management and 5.4.F requires compliance with the Mebane Post Construction Runoff Ordinance (which is a stand-alone ordinance titled the Phase II Stormwater Post Construction Ordinance (SPCO). The standards in the UDO are general standards as the Ordinance itself provides detailed standards.

The SPCO does apply to this project as more than one acre of land will be disturbed and the new built upon area will be more than 24% of the site. The proposed engineered storm water management plan includes an under pavement device which will capture a majority of the site for treatment and 10 year detention.

D. Storm Drainage System

Sec. 5-4. D. in the UDO provides requirements for storm drainage systems. The preliminary site plans include a preliminary piping layout that indicates certain pipe locations, inlets, and discharge points. Stormwater flows from these pipes will be transported to stormwater management device and then discharge to the drainage system in Millstead Drive.

E. Driveway Connections and Traffic Impact Analysis

1. Driveway Connections.
The project proposes two driveway connections to Millstead Drive. One connection is egress only with the other being ingress/egress. Driveway spacing from intersections with NC Hwy. 119 South and Deerfield Trace appears appropriate. In addition, the connections are directly across from driveways serving the adjacent shopping center (Kingsdown Commons).



2. Traffic Impact – A TIA was not required for this project.

F. Construction Plan Submittal

Sec. 7-6.7.A. in the UDO indicates that construction plans for all street facilities, including water and sewer facilities, shall be submitted following preliminary plat or site plan approval; therefore, construction plans are not required as a part of the site plan review. A utility plan is provided which shows the proposed water and sewer services, storm drainage piping, and stormwater management devices indicating that the project is feasible for utility service and providing stormwater management. Appendix E which is included in the UDO is a Construction Document checklist which is to be provided at such time as construction plans are submitted after Site Plan approval.

Based on city engineering review of the referenced site plans, it is my opinion they are in substantial compliance with the UDO except as indicated herein.



AGENDA ITEM #5C

RZ 21-03

Conditional Rezoning –
ABC - Mebane

Presenter

Cy Stober, Development Director

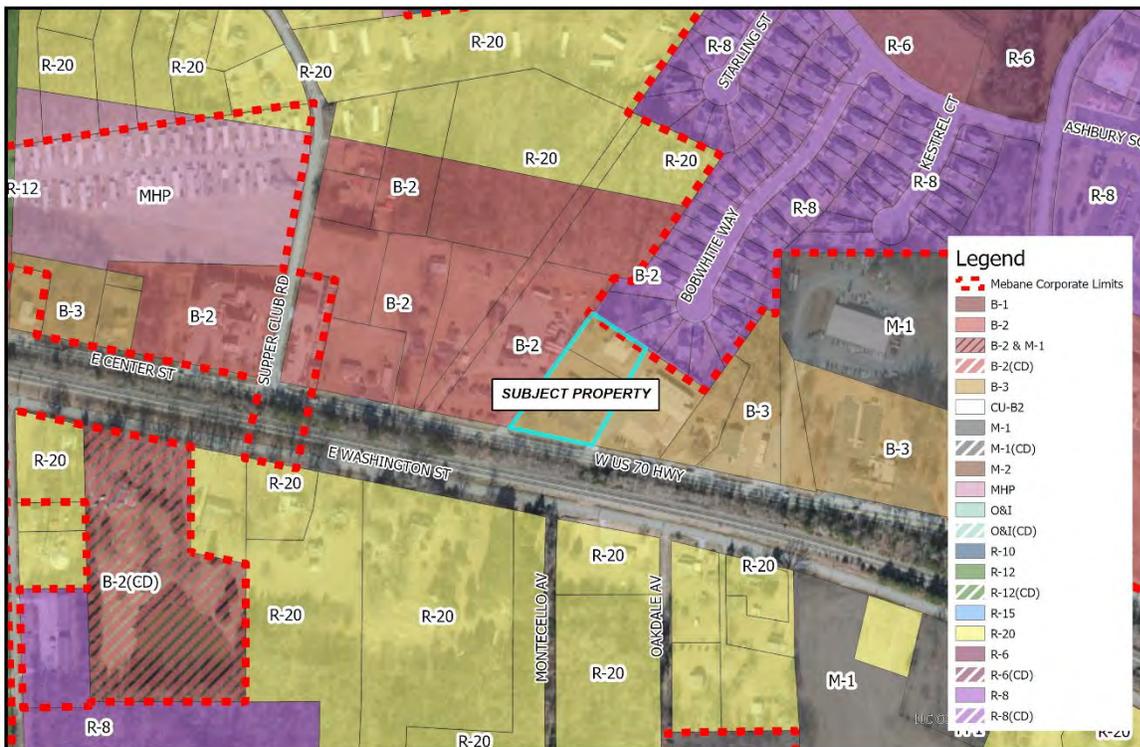
Applicant

Orange County Alcoholic Beverage Control Board
c/o Tony DuBois
601 Valley Forge Road
Hillsborough, NC 27278

Public Hearing

Yes No

Zoning Map



Property

7713 US 70 W
Orange County
GPIN
9825532037

Proposed Zoning

B-2(CD)

Current Zoning

B-3

Size

+/- 1.32 Acres

Surrounding Zoning

B-3, B-2, R-8,
R-20, M-1

Surrounding Land Uses

Commercial,
Residential

Utilities

Present

Floodplain

No

Watershed

No

City Limits

No

	CITY OF MEBANE ZONING MAP	SUBJECT PROPERTY ABC - MEBANE <small>1 inch = 300 feet</small>	DATE: 03/30/2021
			DRAWN BY: AO

Summary

The Orange County Alcoholic Beverage Control Board, c/o Tony DuBois, is requesting a rezoning from B-3 (Neighborhood Business) to B-2(CD) (General Business, Conditional District) to allow for redevelopment, expansion, and improvement of an existing, nonconforming use.

Financial Impact

N/A, though development of the property will enhance its assessed tax value.

Recommendation

At its April 12, 2021, meeting, the Mebane Planning Board voted unanimously (5 – 0) to recommend approval of the request as presented.

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.

Requested waivers:

- The City’s adopted plans recommend a 10’ shared-use path along the property’s road frontage, and the applicant is requesting to construct a 5’ public sidewalk along the US 70 road frontage and dedicate a 14’ public easement adjacent to the existing right-of-way.
- The UDO requires a parking stall length of 19’, and the applicant is requesting a parking stall length of 18.5’.

The Technical Review Committee (TRC) reviewed the site plan and the applicant has revised the plan two (2) times to reflect the comments. The TRC has no outstanding concerns with the attached site plans.

Suggested Motion

1. Motion to approve the B-2(CD) zoning as presented.
2. Motion to find that **the application is consistent** with the objectives and goals in the City’s 2017 Comprehensive Land Development Plan *Mebane By Design*. The request:
 - Is for a property within the City’s G-1 Downtown Mixed-Use Primary Growth Area, which is intended to “...support this central business district containing a mix of stores, restaurants, old industrial, institutional and residential land uses ...” (Mebane CLP, p.72); and
 - Satisfies Growth Management Goal 1.1: “Encourage a variety of uses in growth strategy areas and in the downtown, promote/encourage a village concept that supports compact and walkable environments.” (pp.17, 82)
 - Satisfies Growth Management Goal 1.6: “Require that commercial development be pedestrian-friendly, supporting walking between differing land uses while also reducing parking requirements.” (pp.17, 84)

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

OR

 - b. Consistency with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design* or any of the City's other adopted plans.

Attachments

1. Zoning Amendment Application
2. Zoning Map
3. Site Plan
4. Planning Project Report
5. Technical Memorandum – City Engineering Review



APPLICATION FOR A ZONING AMENDMENT

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

Name of Applicant: ABC of Orange County, NC attn: Tony DuBois

Address of Applicant: 601 Valley Forge Road, Hillsborough, NC 27278

Address and brief description of property to be rezoned: ABC Store of Mebane
7713 US-70, Mebane, NC 27302

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

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

Yes ___ Explain: _____ No X

Type of re-zoning requested: Conditional rezoning B-3 to B-2(CD)

Sketch attached: Yes X No _____

Reason for the requested re-zoning: Replacement of existing ABC store with new,
ABC store on same lot.

Allowed uses proposed:

- ABC Store (packaged liquor)
- All uses allowed in B-3 zoning district

Signed: 

Date: 3-25-2021

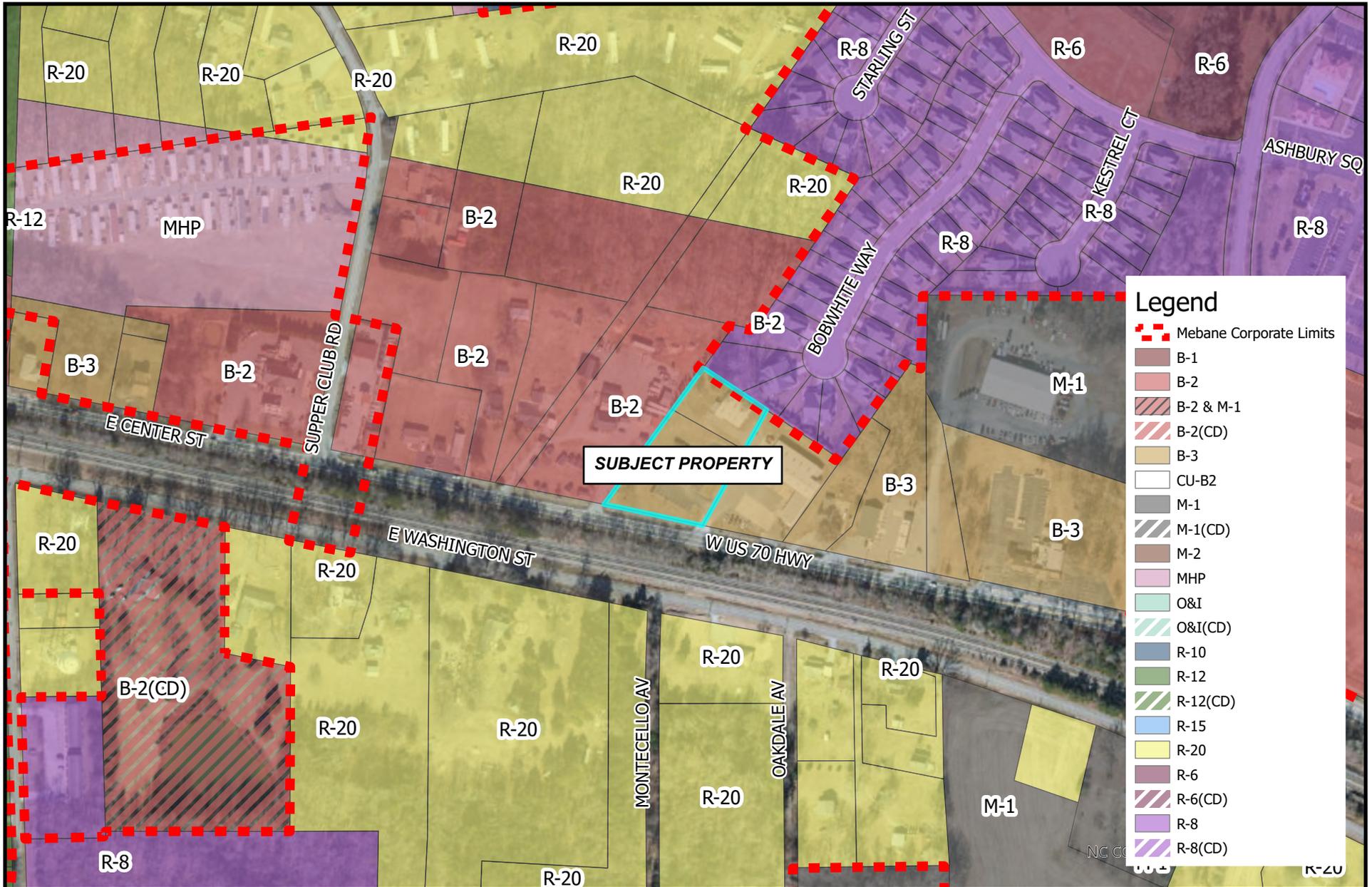
Action by Planning Board: _____

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. \$200.00 Fee to cover administrative costs.
4. The information is due 15 working days prior to the Planning Board meeting. The Planning Board meets the 2nd Monday of each month at 6:30 p.m. Then the request goes to the City Council for a Public Hearing the following month. The City Council meets the 1st Monday of each month at 6:00 p.m.



SUBJECT PROPERTY



**CITY OF MEBANE
ZONING MAP**

**SUBJECT PROPERTY
ABC - MEBANE**

1 inch = 300 feet

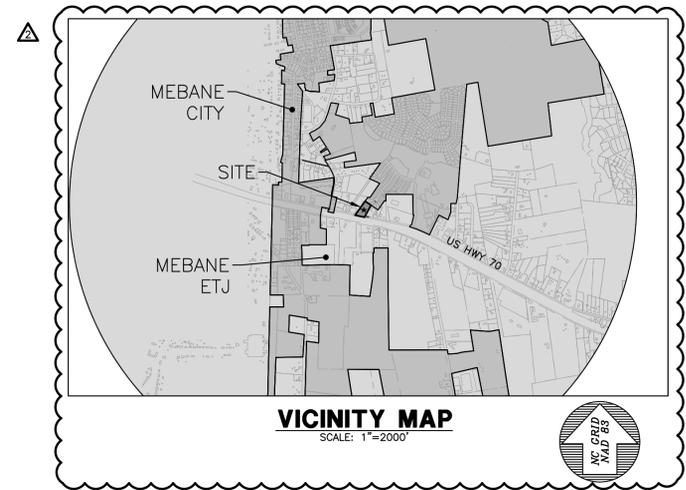
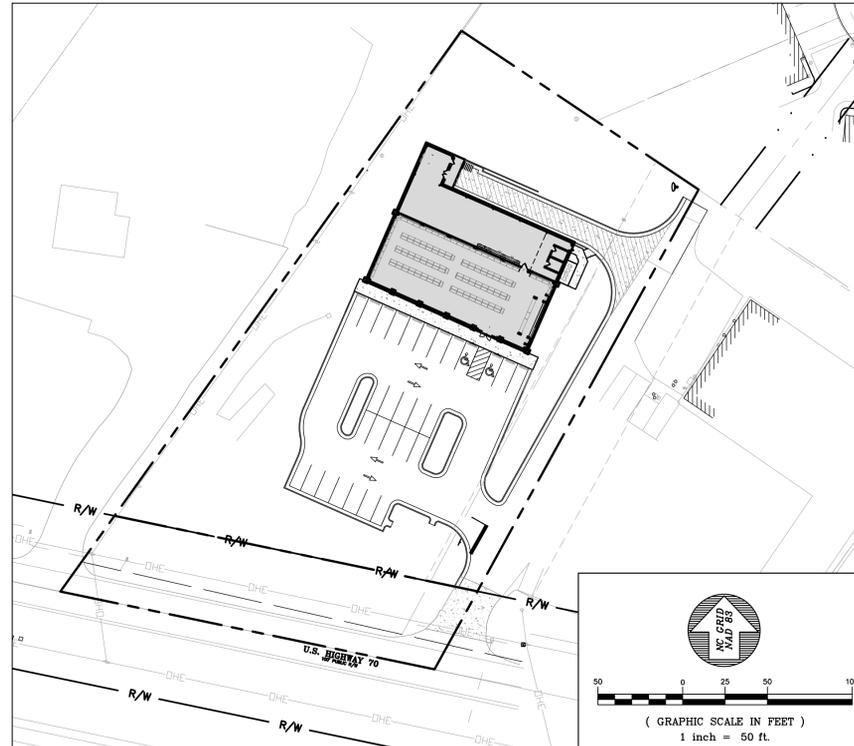
DATE: 03/30/2021

DRAWN BY: AO

PRELIMINARY SITE PLAN DRAWINGS

FOR ABC-MEBANE

7713 US-70 W
MEBANE, NORTH CAROLINA



DRAWING LIST

SHEET	DRAWING TITLE	LATEST ISSUE DATE
G0001	COVER	02 APR 21
C0101	PRELIMINARY EXISTING CONDITIONS/DEMOLITION PLAN	02 APR 21
C1001	PRELIMINARY SITE PLAN	02 APR 21
C1101	PRELIMINARY UTILITY PLAN	02 APR 21
C1201	PRELIMINARY GRADING & DRAINAGE PLAN	02 APR 21
C1301	PRELIMINARY EROSION CONTROL PLAN	02 APR 21
C5001	PRELIMINARY SITE DETAILS	02 APR 21
L-100	LANDSCAPE PLAN & DETAILS	02 APR 21
A-101	FLOOR PLAN	02 APR 21
A-201	EXTERIOR ELEVATIONS	02 APR 21
A-701	PERSPECTIVES	02 APR 21

BALLENTINE ASSOCIATES, P.A.
 221 PROVIDENCE ROAD, CHAPEL HILL, NC 27514
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NOT FOR CONSTRUCTION
 029127
 GEORGE J. REBECK
 ENGINEER

DATE	REVISIONS
03/25/21	MISC. PARKING REVISIONS
04/02/21	TRC REVIEW COMMENTS

OWNER INFORMATION
 TONY DUBOIS
 601 VALLEY FORGE ROAD
 HILLSBOROUGH, NC 27278
OWNERS REPRESENTATIVE:
 TONY DUBOIS
 PH: (919) 732-3432
 FAX: N/A
 EMAIL: tdubois@tonyandbob.com

DATE	ISSUED
03/19/21	SITE PLAN TO MEBANE TRC
03/25/21	SITE PLAN TO MEBANE TRC
04/02/21	SITE PLAN TO MEBANE TRC

ABC-MEBANE
 MEBANE, NORTH CAROLINA
SITE PLAN DRAWINGS

JOB NUMBER: 120016.00
 DATE: 11 MAR 21
 SCALE: AS NOTED
 DRAWN BY: SRH/AA
 REVIEWED BY: GJR

SHEET
G0001

**REVIEW DRAWING
 NOT FOR CONSTRUCTION**

SITE PLANNING / CIVIL ENGINEERING:

BALLENTINE ASSOCIATES, P.A.
 221 PROVIDENCE ROAD, CHAPEL HILL, N.C. 27514
 (919) 929-0481 (919) 489-4789

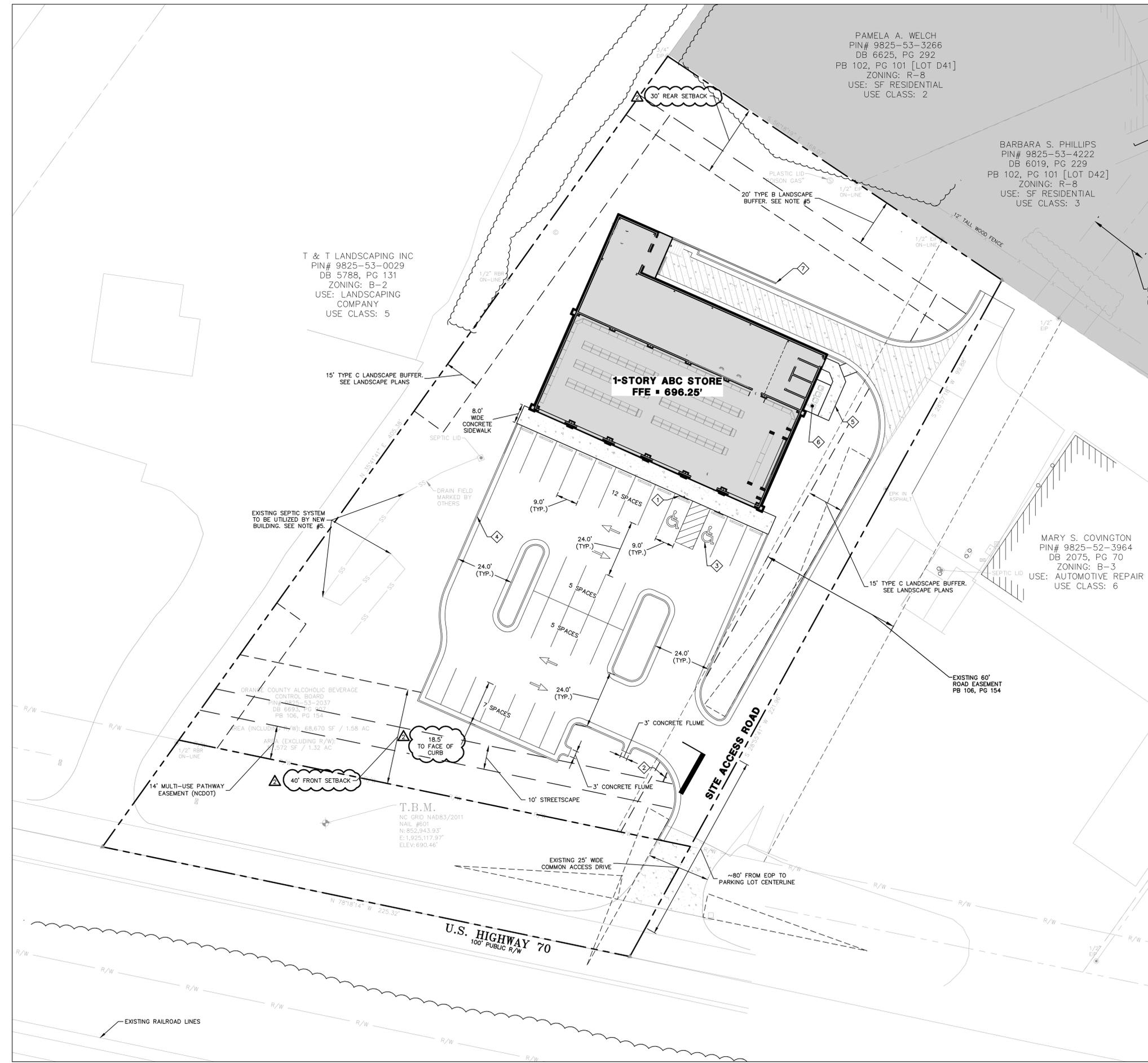
MASTER PLANNING / ARCHITECTURE:

1771 ARCHITECTURAL STUDIO

LANDSCAPE ARCHITECTURE / APPROVAL COORDINATION:

Village Green Land Design
 1149 EXECUTIVE CIRCLE
 CARY, NC 27511
 P:919.624.4468

N:\Projects\120016.00 ABC-Mebane\1_Dwg\B-Model\Final_G0001-Cover-ABC-Mebane.dwg, 4/2/2021, 2:10:30 PM, shahen



- ### NOTES
- ALL WORK SHALL COMPLY WITH APPLICABLE PROVISIONS OF THE CITY OF MEBANE UDO AND WITH CONDITIONS OF REZONING APPROVAL.
 - SITE ACCESS SHALL BE FROM A COMMON ACCESS DRIVE, WHICH CONNECTS TO US 70 AT AN EXISTING DRIVEWAY CONNECTION.
 - ALL DIMENSIONS SHOWN ARE MEASURED FROM THE FACE OF CURB.
 - ALL SIDEWALK IS 5' WIDE UNLESS OTHERWISE NOTED.
 - BUFFER CANNOT BE PLANTED IN AREA OF EXISTING SEPTIC SYSTEM.
 - LIGHTING PLAN WILL BE SUBMITTED WITH CONSTRUCTION DRAWINGS AND BE IN COMPLIANCE WITH SECTION 6-5 OF THE MEBANE UDO.

SITE DATA TABLE

PROJECT NAME:	ABC MEBANE
PROPERTY ADDRESS:	7713 US-70, MEBANE, NC 27302
CURRENT LAND OWNER:	TONY DUBOIS
PIN NUMBER:	9825 53 2037
DEED REFERENCE:	D.B. 6693, PG. 0907
CURRENT USE:	COMMERCIAL
PROPOSED USE:	COMMERCIAL
EXISTING ZONING:	B-3
PROPOSED ZONING:	B-2 (CD)
WATERSHED OVERLAY:	HAW CREEK UNPROTECTED AREA
TOTAL AREA OF TRACT:	1.576 AC. (68,669 SF) REDUCED: 1.322 AC. (57,572 SF)
LANDSCAPE BUFFERS:	SIDE BUFFER = 15 FT. REAR BUFFER = 20 FT.
BUILDING SETBACKS:	FRONT OF LOT = 40 FT. BACK OF LOT = 30 FT.
NEW BUILDING SF:	APPROXIMATELY 6,659 S.F. STORE: 4,319 S.F. WAREHOUSE: 2,340 S.F.
VEHICULAR PARKING SUMMARY:	REQUIRED: 22 SPACES PROVIDED: 29 SPACES** **INCLUDING ACCESSIBLE PARKING SPACES
ACCESSIBLE PARKING SUMMARY:	REQUIRED: 2 SPACES PROVIDED: 2 SPACES
IMPERVIOUS COVER:	EXISTING: 31,139 SF PROPOSED: 30,917 SF NET REDUCTION: 222 SF

DRAWING LEGEND

SYMBOL/ABBREVIATION	EXISTING	PROPOSED	DESCRIPTION
— OHE —	---	---	OVERHEAD ELECTRIC LINE
— SIG —	---	---	OVERHEAD TRAFFIC SIGNAL LINE
---	---	---	PROPERTY LINE
---	---	---	RIGHT-OF-WAY LINE
---	---	---	ADJOINER PROPERTY LINE
---	---	---	EASEMENT LINE
---	---	---	NC DOT R/W
---	---	---	SETBACK LINE
---	---	---	BUFFER LINE
---	---	---	TREE LINE
---	---	---	MEBANE CORPORATE LIMITS

- ### PLAN KEY NOTES
- A1 C5001 HS-1 STANDARD ACCESSIBLE PARKING SIGN
 - B2 C5001 STOP SIGN
 - C2 C5001 HANDICAP PARKING SPACE STRIPING (TYP.)
 - A5 C5001 30" CONCRETE CURB AND GUTTER (TYP.)
 - B3 C5001 5' WIDE CONCRETE SIDEWALK (TYP. UNLESS OTHERWISE NOTED)
 - B3 C5001 ROLL CART CONCRETE PAD & ENCLOSURE (SEE ARCH PLANS FOR ENCLOSURE DETAILS)
 - B3 C5001 CAST-IN-PLACE RETAINING WALL

PAVING LEGEND

A3 C5001	STANDARD-DUTY ASPHALT
A3 C5001	HEAVY-DUTY CONCRETE

PRELIMINARY SITE PLAN

(GRAPHIC SCALE IN FEET)
1 inch = 20 ft.

**REVIEW DRAWING
NOT FOR CONSTRUCTION**

BALLENTINE ASSOCIATES, P.A.
CORPORATE SEAL
C328
SOUTH CAROLINA
Chapel Hill

NOT FOR CONSTRUCTION
ENGINEER
GEORGE J. REYNOLDS

DATE	REVISIONS
03/25/21	MISC. PARKING REVISIONS
04/02/21	TRC REVIEW COMMENTS

OWNER INFORMATION
TONY DUBOIS
601 VALLEY FORGE ROAD
HILLSBOROUGH, NC 27278
OWNERS REPRESENTATIVE:
TONY DUBOIS
PH: (919) 732-3432
FAX: N/A
EMAIL: tony@duboisinc.com

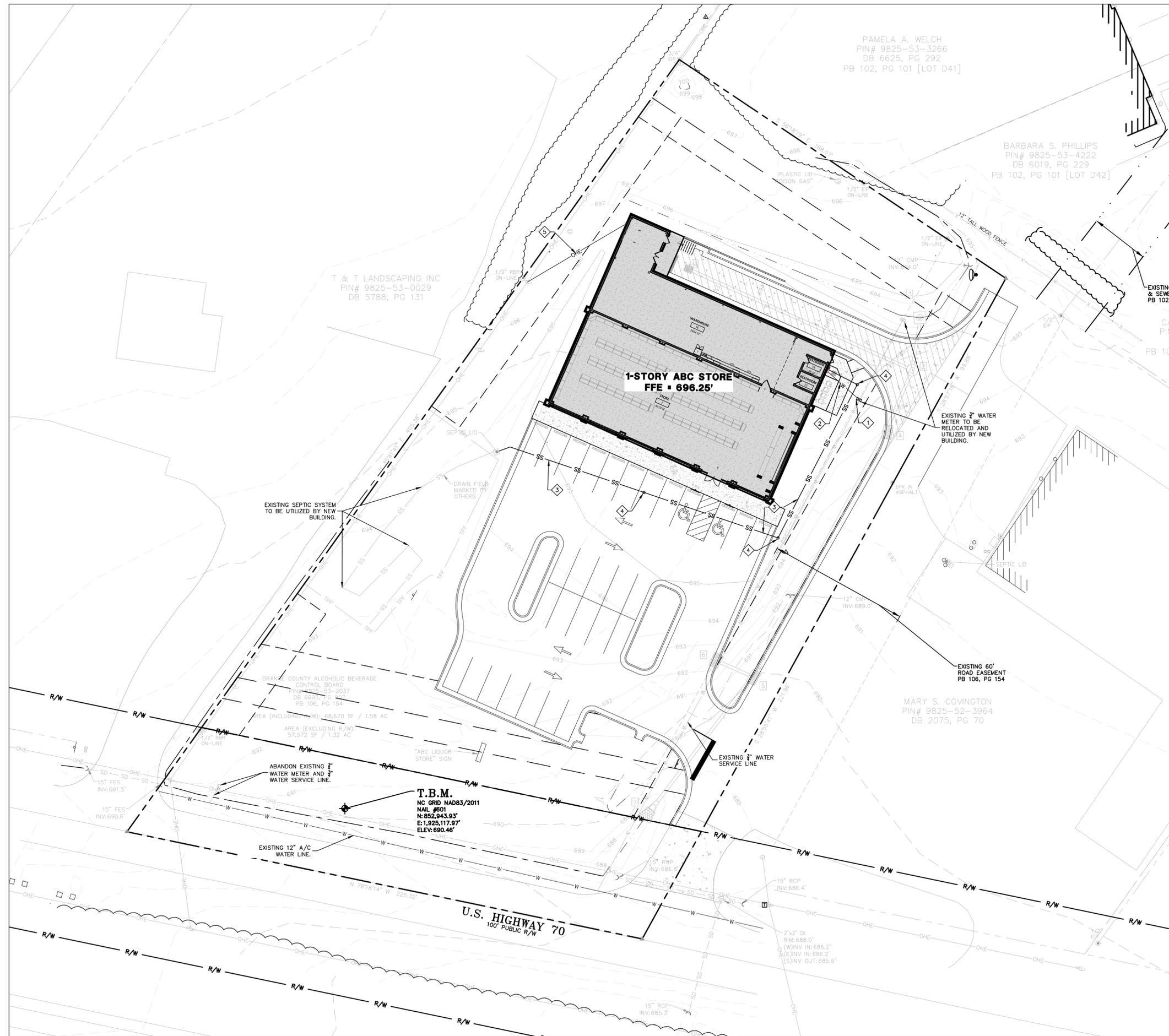
DATE	ISSUED
03/19/21	SITE PLAN TO MEBANE TRC
03/25/21	SITE PLAN TO MEBANE TRC
04/02/21	SITE PLAN TO MEBANE TRC

ABC-MEBANE
MEBANE, NORTH CAROLINA
SITE PLAN DRAWINGS

JOB NUMBER: 120016.00
DATE: 11 MAR 21
SCALE: AS NOTED
DRAWN BY: SRH/AA
REVIEWED BY: GJR

**SHEET
C1001**

N:\Projects\120016.00 ABC-Mebane\1_Dwg\Bldg\Site\C1001-Site-ABC-Mebane.dwg, 4/2/2021, 2:10:52 PM, shramm



- ### UTILITY NOTES
- THE PROPOSED BUILDING WILL UTILIZE THE EXISTING SEPTIC SYSTEM, PERMIT NUMBER XS20-0453.
 - WATER SERVICES SHOWN ARE PRELIMINARY. SIZING TO BE FINALIZED WITH CONSTRUCTION DRAWINGS.
 - ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH OAW'S STANDARDS AND SPECIFICATIONS, TOWN OF MEBANE DESIGN GUIDELINES, AND OTHER APPLICABLE UTILITY PROVIDER STANDARDS AND SPECIFICATIONS.
 - ALL NEW UTILITY LINES SHALL BE PLACED UNDERGROUND.
 - THE LOCATION OF THE EXISTING UTILITIES SHOWN SHALL BE CONSIDERED APPROXIMATE. CONTRACTOR SHALL LOCATE ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION (PRIVATE AND PUBLIC) AND PROTECT ALL EXISTING UTILITIES DURING CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR CONFLICTS PRIOR TO BEGINNING CONSTRUCTION.
 - WATER (OAW'S):
 - CONTACT: FAYE METCALF - (919) 563-6212
 - MINIMUM UTILITY VERTICAL SEPARATION DISTANCES:
 - SANITARY SEWER MAINS AND STORM SEWER - 24"
 - SANITARY SEWER MAINS AND WATER - 18"
 - STORM SEWER AND WATER - 18"
 - ALL SANITARY SEWER SERVICE LINE SHALL BE SCH. 40 PVC.
 - OTHER UTILITY PROVIDER CONTACTS:
 - DUKE ENERGY: SHANE SMITH - (919) 678-3385
 - PSNC ENERGY: BRIAN SMITH - (919) 598-7454
 - SPECTRUM: GEORGE STOTLER - (919) 427-5506
 - AT&T: GRANT SMITH - (919) 788-2768

DRAWING LEGEND

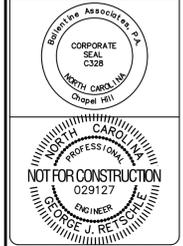
EXISTING	PROPOSED	DESCRIPTION
⊗	⊗	WATER METER VAULT
— W —	— W —	WATER LINE
— G —	— G —	GAS LINE
— SS —	— SS —	SANITARY SEWER LINE
— T —	— T —	TELECOMMUNICATIONS LINE
— OHE —	— OHE —	OVERHEAD ELECTRIC LINE
— UE —	— UE —	UNDERGROUND ELECTRIC LINE
— SD —	— SD —	STORM DRAIN PIPE/STRUCTURE
	○	SEWER CLEANOUT

- ### PLAN KEY NOTES
- 1" DOMESTIC WATER METER
 - 1" DOMESTIC WATER WATER SERVICE
 - 4" SCH. 40 PVC SANITARY SEWER SERVICE LINE
 - SANITARY SEWER CLEANOUT (TYP.)
 - OVERHEAD ELECTRIC

REVISIONS

DATE	REVISIONS
03/25/21	MISC. PARKING REVISIONS
04/02/21	TRC REVIEW COMMENTS

BALLENTINE ASSOCIATES, P.A.
 1000 W. MARKET STREET, SUITE 200
 CHAPEL HILL, NC 27514
 (919) 999-0404
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OWNER INFORMATION

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 601 VALLEY FORGE ROAD
 HILLSBOROUGH, NC 27278
 OWNERS REPRESENTATIVE:
 TONY DUBOIS
 PH: (919) 732-3432
 FAX: N/A
 EMAIL: tony@duboisnc.com

ISSUED

DATE	ISSUED
03/19/21	SITE PLAN TO MEBANE TRC
03/25/21	SITE PLAN TO MEBANE TRC
04/02/21	SITE PLAN TO MEBANE TRC

ABC-MEBANE

MEBANE, NORTH CAROLINA

SITE PLAN DRAWINGS

JOB NUMBER: 120016.00
 DATE: 11 MAR 21
 SCALE: AS NOTED
 DRAWN BY: SRH/AA
 REVIEWED BY: GJR

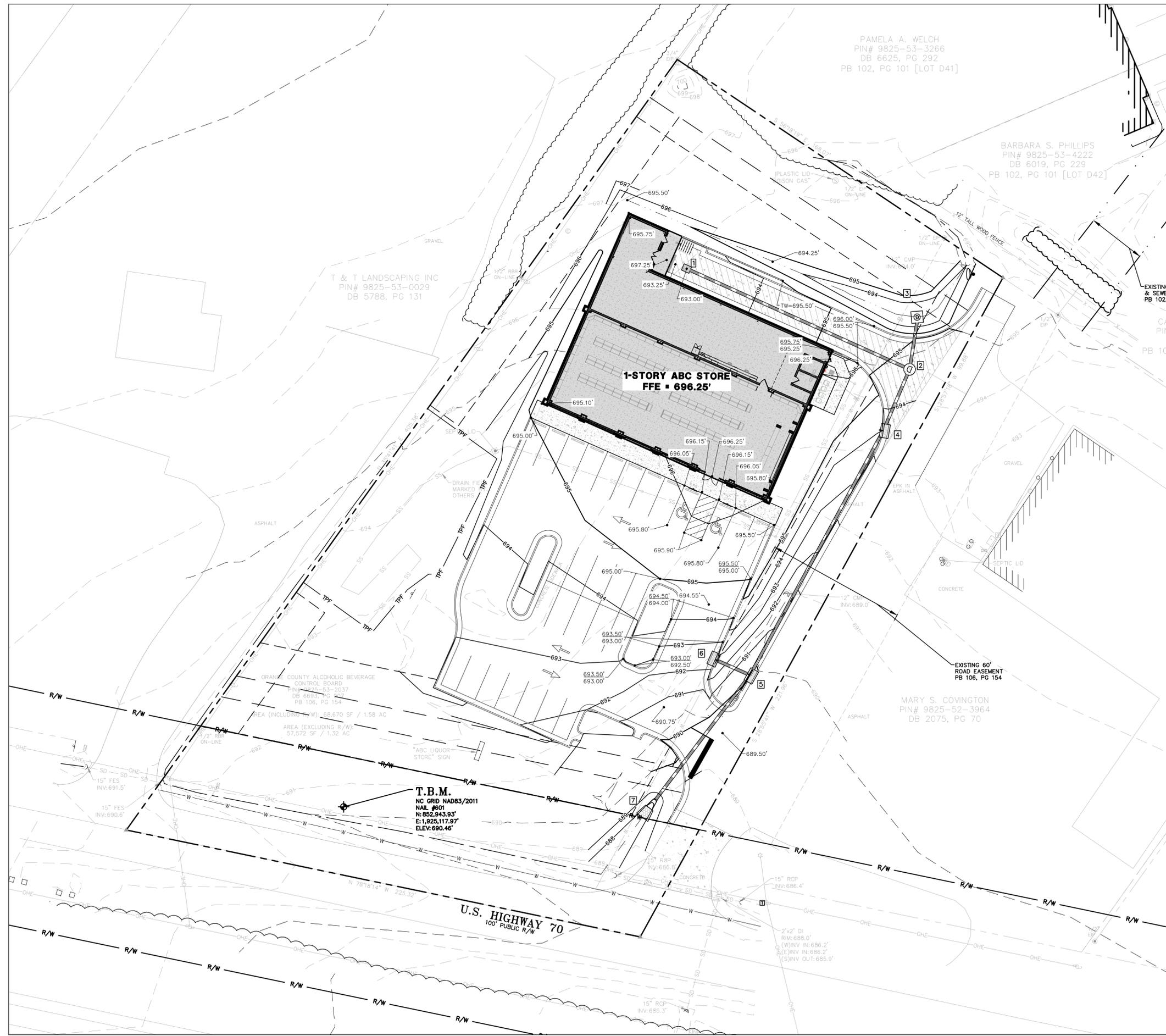
SHEET C1101

PRELIMINARY UTILITY PLAN

(GRAPHIC SCALE IN FEET)
 1 inch = 20 ft.

REVIEW DRAWING NOT FOR CONSTRUCTION

N:\Projects\120016.00 ABC-Mebane\1_Dwg\Bldg\Utility\ABC-Mebane.dwg 4/22/21 2:19:03 PM aharrh



STORMWATER MANAGEMENT NOTES

- THIS PROJECT WILL MEET THE CITY OF MEBANE'S STORMWATER MANAGEMENT REQUIREMENTS BY REDUCING THE TOTAL AMOUNT OF IMPERVIOUS COVER ON THE SITE.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE NCEM, NCDOT AND TOWN OF MEBANE STANDARDS AND SPECIFICATIONS.
- CONTRACTOR SHALL HAVE NORTH CAROLINA ONE CALL (1-800-632-4949). LOCATE ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION. CONTRACTOR SHALL VERIFY THE DEPTH AND LOCATION OF ALL EXISTING UTILITIES AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR CONFLICTS PRIOR TO BEGINNING CONSTRUCTION.
- ALL STORM DRAINAGE PIPING WITH INSIDE DIAMETER OF 15 INCHES AND LARGER SHALL BE CLASS III RCP.
- THIS PLAN IS DIAGRAMMATIC AND REPRESENTS THE APPROXIMATE LOCATION OF UTILITIES UNLESS SPECIFICALLY DIMENSIONED. THE CONTRACTOR SHALL COORDINATE THE ACTUAL LOCATION OF UTILITIES TO AVOID CONFLICTS AND MEET MINIMUM SIZE, SLOPE, AND CODE REQUIREMENTS.
- ALL SIDEWALKS SHALL BE CONSTRUCTED SUCH THAT THE LONGITUDINAL SLOPE DOES NOT EXCEED 5% AND THE CROSS-SLOPE DOES NOT EXCEED 2%. IF THERE ARE ANY DISCREPANCIES, NOTIFY THE ENGINEER.
- NO PART OF ANY ACCESSIBLE PARKING SPACE OR ADJACENT ACCESSIBLE AISLE SHALL SLOPE GREATER THAN 2% IN ANY DIRECTION. IF THERE ARE ANY DISCREPANCIES, NOTIFY THE ENGINEER.
- THESE NOTES APPLY TO ALL GRADING AND DRAINAGE SHEETS.

DRAWING LEGEND

SYMBOL/ABBREVIATION	EXISTING	PROPOSED	DESCRIPTION
			CATCH BASIN / CURB INLET
			DROP INLET
			STORM DRAINAGE MANHOLE
			OVERHEAD ELECTRIC
			RAISED TOP YARD INLET
			STORM DRAINAGE LINE
			MINOR CONTOUR
			MAJOR CONTOUR
			SPOT ELEVATION
			TOP OF CURB
			BOTTOM OF CURB
			RIPRAP APRON
			FLARED END SECTION
			DITCH CENTER LINE
			STREAM BUFFER
			LIMITS OF DISTURBANCE
			TREE LINE
			TREE PROTECTION

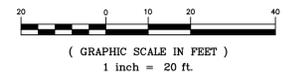
PIPE TABLE

US STR	DS STR	DIAMETER (IN)	MATERIAL	US INV. ELEV. (FT)	DS INV. ELEV. (FT)	LENGTH (FT)	SLOPE (FT/FT)
1	2	15	RCP	690.75	689.90	105	0.0081
2	4	15	RCP	689.70	689.40	29	0.0105
3	2	15	RCP	690.10	689.90	22	0.0092
4	5	15	RCP	689.20	688.20	119	0.0084
5	7	15	RCP	688.00	687.50	67	0.0075
6	5	15	RCP	689.00	688.40	16	0.0367

STRUCTURE TABLE

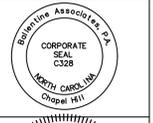
STR. ID	RIM ELEV. (FT)	STRUCTURE TYPE
1	692.69	DI
2	692.24	JB
3	693.00	RTM
4	693.50	CB
5	692.00	CB
6	692.40	CB
7	689.44	FES

PRELIMINARY GRADING & DRAINAGE PLAN



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NOT FOR CONSTRUCTION
 029127
 ENGINEER
 GEORGE J. REYNOLDS

DATE	REVISIONS
03/19/21	MISC. PARKING REVISIONS
04/02/21	TRC REVIEW COMMENTS

OWNER INFORMATION
 TONY DUBOIS
 601 VALLEY FORGE ROAD
 HILLSBOROUGH, NC 27278
OWNERS REPRESENTATIVE:
 TONY DUBOIS
 PH: (919) 732-3432
 FAX: N/A
 EMAIL: tony@duboisinc.com

DATE	ISSUED
03/19/21	SITE PLAN TO MEBANE TRC
03/25/21	SITE PLAN TO MEBANE TRC
04/02/21	SITE PLAN TO MEBANE TRC

ABC-MEBANE
 MEBANE, NORTH CAROLINA
SITE PLAN DRAWINGS

JOB NUMBER: 120016.00
 DATE: 11 MAR 21
 SCALE: AS NOTED
 DRAWN BY: SRH/AA
 REVIEWED BY: GJR

SHEET C1201

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PAMELA A. WELCH
 PIN# 9825-53-3266
 DB 6625, PG 292
 PB 102, PG 101 [LOT D41]

BARBARA S. PHILLIPS
 PIN# 9825-53-4222
 DB 6019, PG 229
 PB 102, PG 101 [LOT D42]

T & T LANDSCAPING INC
 PIN# 9825-53-0029
 DB 5788, PG 131

ORANGE COUNTY ALCOHOLIC BEVERAGE
 CONTROL BOARD
 PIN# 9825-53-2037
 DB 6693, PG 907
 PB 106, PG 154
 AREA (INCLUDING R/W): 68,670 SF / 1.58 AC
 AREA (EXCLUDING R/W):
 57,572 SF / 1.32 AC

MARY S. COVINGTON
 PIN# 9825-52-3964
 DB 2075, PG 70

U.S. HIGHWAY 70
 100' PUBLIC R/W

EROSION CONTROL NOTES

- PRELIMINARY EROSION CONTROL PLAN SHOWN. FINAL EROSION CONTROL PLAN TO BE SUBMITTED WITH CONSTRUCTION DRAWINGS.

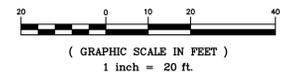
DRAWING LEGEND

SYMBOL/ABBREVIATION	EXISTING	PROPOSED	DESCRIPTION
-570-	-570-	-570-	MAJOR CONTOUR
-572-	-572-	-572-	MINOR CONTOUR
---	---	---	PROPERTY LINE
---	---	---	RIGHT-OF-WAY LINE
---	---	---	FENCE LINE
X	X	X	OVERHEAD ELECTRIC LINE
W	W	W	WATER LINE
SS	SS	SS	SANITARY SEWER LINE
SD	SD	SD	STORM SEWER LINE/STRUCTURE
G	G	G	GAS LINE
TC	TC	TC	TELECOMMUNICATIONS LINE
TOB	TOB	TOB	TOP OF BANK
---	---	---	LIMITS OF DISTURBANCE
---	---	---	TEMPORARY SILT FENCE OUTLET
SF	SF	SF	TEMPORARY SILT FENCE
TPF	TPF	TPF	TEMPORARY TREE PROTECTION FENCE
X	X	X	TEMPORARY CONSTRUCTION FENCE
---	---	---	TEMPORARY CONSTRUCTION ENTRANCE
---	---	---	TREELINE

PLAN KEY NOTES

- | DETAIL REFERENCE | # | PLAN KEY NOTES |
|------------------|---|--|
| A5
C5301 | 1 | TEMPORARY SILT FENCE (TYP.) |
| C5
C5301 | 2 | TEMPORARY SILT FENCE STONE OUTLET (TYP.) |
| A3
C5301 | 3 | TEMPORARY TREE PROTECTION FENCE (TYP.) |
| C2
C5301 | 4 | TEMPORARY STOCKPILE AREA |
| A2
C5301 | 5 | CONCRETE WASHOUT AREA |
| C3
C5301 | 6 | TEMPORARY CONSTRUCTION ENTRANCE |

PRELIMINARY EROSION CONTROL PLAN



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NOT FOR CONSTRUCTION
 ENGINEER
 GEORGE J. REYNOLDS

DATE	REVISIONS
03/25/21	MISC. PARKING REVISIONS
04/02/21	TRC REVIEW COMMENTS

OWNER INFORMATION
 TONY DUBOIS
 601 VALLEY FORGE ROAD
 HILLSBOROUGH, NC 27278
OWNERS REPRESENTATIVE:
 TONY DUBOIS
 PH. (919) 732-3432
 FAX N/A
 EMAIL: tony@duboisinc.com

DATE	ISSUED
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03/25/21	SITE PLAN TO MEBANE TRC
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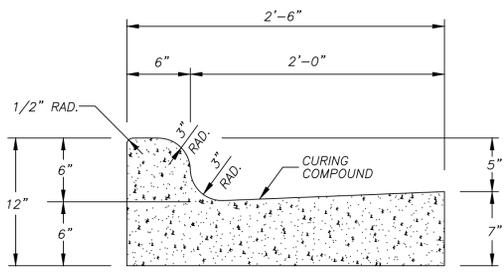
ABC-MEBANE
 MEBANE, NORTH CAROLINA
SITE PLAN DRAWINGS

JOB NUMBER: 120016.00
 DATE: 11 MAR 21
 SCALE: AS NOTED
 DRAWN BY: SRH/AA
 REVIEWED BY: GJR

SHEET C1301

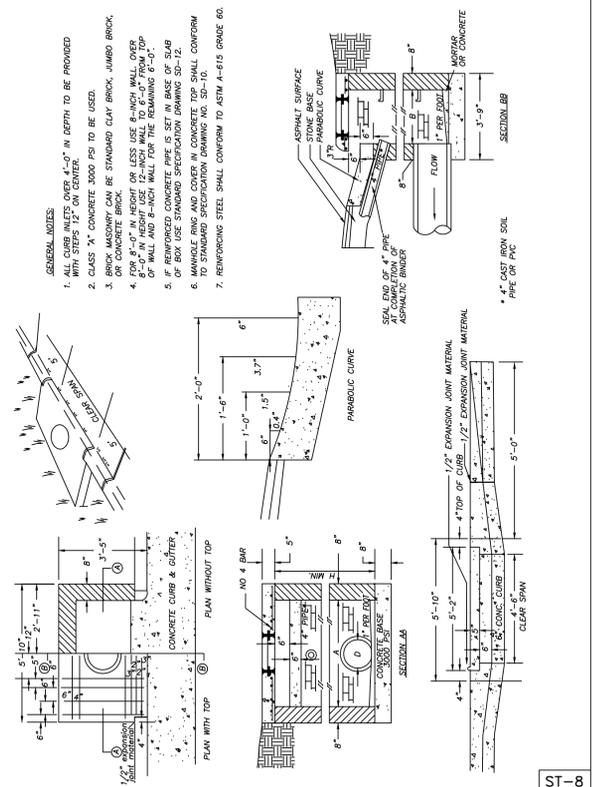
REVIEW DRAWING NOT FOR CONSTRUCTION

N:\Projects\120016.00 ABC-Mebane\1_Dwg\Baldwin\Final\C1301-Erosion-ABC-Mebane.dwg, 4/2/2021, 12:25:59 PM, shaman

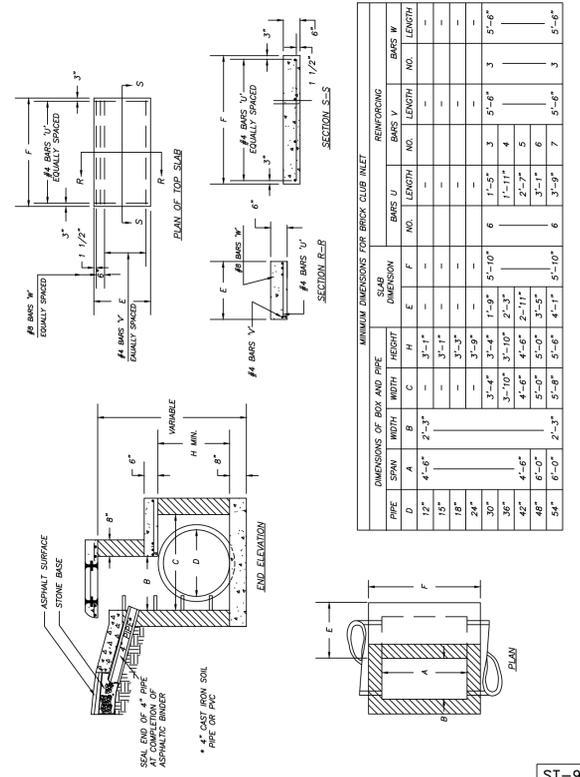


- NOTES:**
- 3,000 PSI CONCRETE CURB.
 - EXPANSION JOINT EVERY 90' AND CONTRACTION JOINT EVERY 10'.
 - PROVIDE SEALANT OVER EXPANSION JOINTS AS PER NCDOT STANDARD SPECIFICATIONS.

CITY OF MEBANE STANDARD
30" STANDARD CURB
SCALE: N.T.S. DATE: 2/3/2020 DRAWN BY: WDF

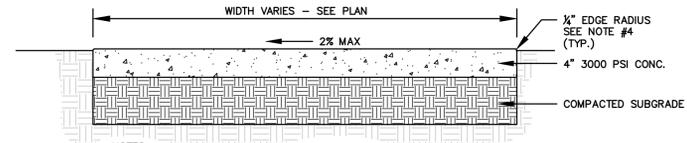


CITY OF MEBANE STANDARD
CURB INLET DETAILS
SCALE: N.T.S. DATE: 2/3/2020 DRAWN BY: WDF



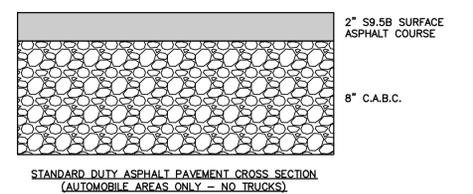
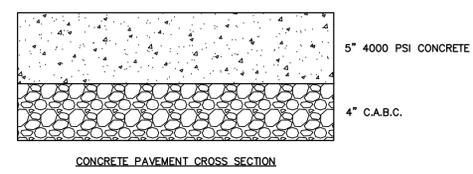
CITY OF MEBANE STANDARD
CURB INLET DETAILS
SCALE: N.T.S. DATE: 2/3/2020 DRAWN BY: WDF

A5 NCDOT CONCRETE CURB & GUTTER
C5001 SCALE: N.T.S.



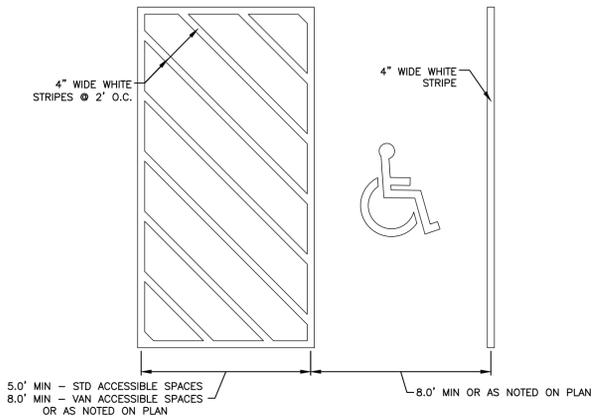
- NOTES:**
- ALL CONCRETE MIN. 3000 PSI.
 - EXPANSION JOINTS 50' APART MAX.
 - CONTROL JOINT EVERY 5 FEET.
 - ALL SIDEWALKS SHALL BE CONSTRUCTED WITH TOOLED 1/4" EDGE RADIUS.

B3 CONCRETE SIDEWALK
C5001 SCALE: N.T.S.

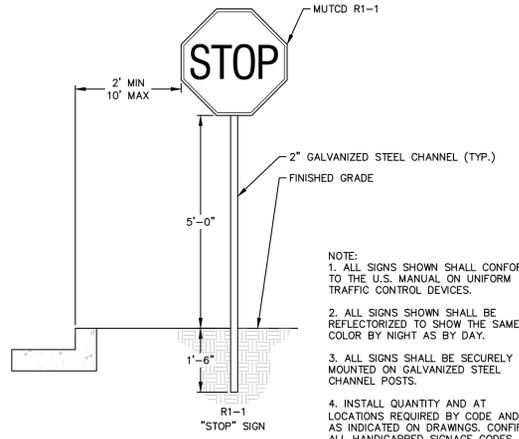


- NOTES:** ASPHALT PAVEMENT SECTIONS ARE BASED UPON RECOMMENDATIONS PROVIDED IN A SUBSURFACE INVESTIGATION AND REPORT PROVIDED BY GEOTECHNOLOGIES, INC., DATED 2 DEC 2020

A3 PAVEMENT SECTIONS
C5001 SCALE: N.T.S.

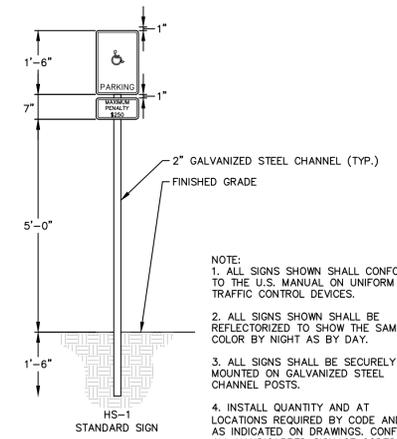


C2 HANDICAP PARKING SPACE STRIPING
C5001 SCALE: N.T.S.



- NOTE:**
- ALL SIGNS SHOWN SHALL CONFORM TO THE U.S. MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
 - ALL SIGNS SHOWN SHALL BE REFLECTORIZED TO SHOW THE SAME COLOR BY NIGHT AS BY DAY.
 - ALL SIGNS SHALL BE SECURELY MOUNTED ON GALVANIZED STEEL CHANNEL POSTS.
 - INSTALL QUANTITY AND AT LOCATIONS REQUIRED BY CODE AND/OR AS INDICATED ON DRAWINGS. CONFIRM ALL HANDICAPPED SIGNAGE CODES.

B2 STOP SIGN
C5001 SCALE: N.T.S.



- NOTE:**
- ALL SIGNS SHOWN SHALL CONFORM TO THE U.S. MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
 - ALL SIGNS SHOWN SHALL BE REFLECTORIZED TO SHOW THE SAME COLOR BY NIGHT AS BY DAY.
 - ALL SIGNS SHALL BE SECURELY MOUNTED ON GALVANIZED STEEL CHANNEL POSTS.
 - INSTALL QUANTITY AND AT LOCATIONS REQUIRED BY CODE AND/OR AS INDICATED ON DRAWINGS. CONFIRM ALL HANDICAPPED SIGNAGE CODES.

A2 HANDICAP SIGN
C5001 SCALE: N.T.S.

PRELIMINARY SITE DETAILS
REVIEW DRAWING
NOT FOR CONSTRUCTION

BALLENTINE ASSOCIATES, P.A.
CORPORATE SEA
SHERIDAN, NC 27278

NOT FOR CONSTRUCTION
ENGINEER
GEOFFREY J. REYNOLDS

DATE	REVISIONS
03/25/21	MISC. PARKING REVISIONS
04/02/21	TRC REVIEW COMMENTS

OWNER INFORMATION
TONY DUBOIS
601 VALLEY FORGE ROAD
HILLSBOROUGH, NC 27278

DATE	ISSUED
03/19/21	SITE PLAN TO MEBANE TRC
03/25/21	SITE PLAN TO MEBANE TRC
04/02/21	SITE PLAN TO MEBANE TRC

ABC-MEBANE
MEBANE, NORTH CAROLINA
SITE PLAN DRAWINGS

JOB NUMBER: 120016.00
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SCALE: AS NOTED
DRAWN BY: SRH/AA
REVIEWED BY: GJR

SHEET
C5001

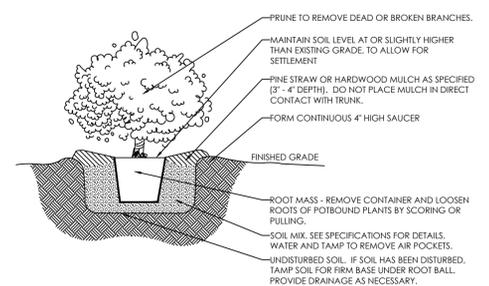
BARBARA S
PIN# 9825-
DB 6019,
PB 102, PG 11

T & T LANDSCAPING INC
PIN# 9825-53-0029
DB 5788, PG 131

1-STORY ABC STORE
FFE = 696.25'

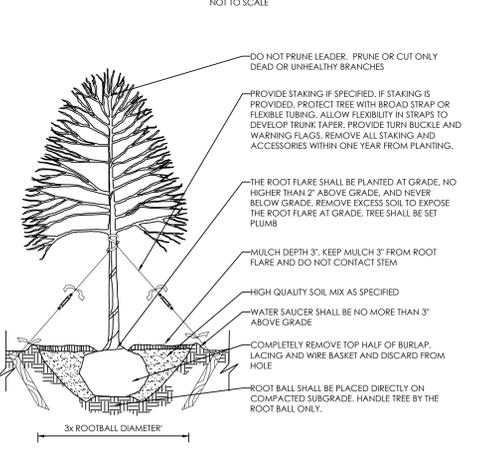
NOTE: CONTRACTOR SHALL FIELD LOCATE AND MARK LOCATIONS OF EXISTING WATER AND SEWER SERVICE LINES, STORM DRAINAGE PIPE AND ANY 'DRY' UTILITIES NOT PREVIOUSLY LOCATED THAT ARE TO REMAIN AND SERVE THE NEW BUILDING. PROPOSED TREES AND SHRUBS IN EAST BUFFER AND PARKING LOT SHALL BE PLANTED A MINIMUM OF 4' FROM THESE EXISTING SERVICES.

MARY S. COVINGTON
PIN# 9825-52-3964
DB 2075, PG 70



- NOTES:
1. ALL TECHNICAL SPECIFICATIONS AND GENERAL CONDITIONS APPLY.
 2. REMOVE ALL TAGS, TWINE OR OTHER NON-BIODEGRADABLE MATERIALS ATTACHED TO PLANT OR ROOT MASS.

SHRUB PLANTING



DECIDUOUS TREE PLANTING



LANDSCAPE PLANTING NOTES

1. ALL TECHNICAL SPECIFICATIONS AND GENERAL CONDITIONS APPLY. ALL GENERAL NOTES AND GENERAL CONSTRUCTION NOTES APPLY.
2. THE CONTRACTOR IS RESPONSIBLE FOR ALL QUANTITY TAKE-OFFS AND VERIFICATION OF MATERIALS AS SHOWN ON THESE PLANS AND IN WRITTEN SPECIFICATIONS. THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES PRIOR TO FINAL BIDDING OR INSTALLATION.
3. THE CONTRACTOR SHALL VERIFY LOCATIONS OF EXISTING AND PROPOSED UNDERGROUND UTILITIES PRIOR TO THE INSTALLATION OF ANY PLANT MATERIAL.
4. ALL LANDSCAPE MATERIALS SHALL CONFORM TO THE ACCEPTED STANDARDS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN, INCLUDING THE AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1).
5. PRIOR TO THE END OF EACH WORKING DAY, THE CONTRACTOR SHALL PROPERLY BACKFILL ALL PLANT MATERIAL THAT HAS BEEN PLACED IN PREPARED HOLES; AND PROPERLY WATER AND MULCH ALL PREPARED GROUNDCOVER, PERENNIAL AND ANNUAL BEDS.
6. ALL TREES AND SHRUBS SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING INSTALLATION.
7. ALL ROOT BALLS REMOVED FROM CONTAINERS SHALL BE SCARIFIED BY HAND PRIOR TO PLACEMENT AND BACK FILLING WITH PREPARED SOILS. HAND TOOLS ARE NOT TO BE USED TO SCARIFY ROOT BALLS.
8. ALL ROPE AND WRAPPING TWINE SHALL BE CUT AND REMOVED FROM AROUND THE UPPER PARTS OF THE ROOT BALL. METAL BASKET WIRES AND BURLAP SHALL BE PULLED BACK AND TUCKED UNDER THE EDGES OF THE SAUCER RINGS ON ALL TREES AND LARGE SHRUBS. ALL SYNTHETIC BURLAP SHALL BE REMOVED FROM PLANT BALLS PRIOR TO BACKFILLING.
9. ALL PLANTING AREAS SHALL BE EDGED WITH SMOOTH, CONTINUOUS CURVES. PINE STRAW MULCH, IF SPECIFIED, SHALL BE ROLLED AND TUCKED ALONG PLANT BED EDGE.
10. ALL PLANT BEDS ALONG BUILDING FOUNDATION SHALL BE 30\"/>

PLANTING CALCULATIONS

- PROJECT BOUNDARY BUFFER REQUIREMENTS
- NORTH - 20' TYPE B SEMI-OPAQUE LANDSCAPE BUFFER (CLASS 6 RETAIL STORE VS CLASS 2 SINGLE FAMILY RESIDENTIAL). REQUIRED 50' BUFFER CAN BE REDUCED TO 15' WIDTH DUE TO SMALL LOT (LESS THAN 2 ACRES). 20' WIDTH PROVIDED.
- WEST - 15' TYPE C AESTHETIC LANDSCAPE BUFFER (CLASS 6 RETAIL STORE VS CLASS 5 LANDSCAPE SUPPLY). REQUIRED 20' BUFFER CAN BE REDUCED TO 15' WIDTH DUE TO SMALL LOT (LESS THAN 2 ACRES). 15' WIDTH PROVIDED.
- EAST - 15' TYPE C AESTHETIC LANDSCAPE BUFFER (CLASS 6 RETAIL STORE VS CLASS 6 RETAIL STORE). REQUIRED 20' BUFFER CAN BE REDUCED TO 15' WIDTH DUE TO SMALL LOT (LESS THAN 2 ACRES). 15' WIDTH PROVIDED.
- PROJECT FRONTAGE ALONG US 70 TO STREETScape REQUIRED PER PRE-APPLICATION MEETING WITH PLANNING STAFF
- CANOPY TREES SHALL BE 2.5\"/>

LANDSCAPE SCHEDULE

KEY	QTY.	BOTANICAL NAME	COMMON NAME	CAL.	CONT.	SIZE	REMARKS
CANOPY TREES							
ACBU	5	Acer buergerianum 'ABIR'	Streetwise Trident Maple	2.5\"/>			

PLAN REVISIONS

#	DATE	REVISION	BY



KNOW WHAT'S BELOW
ALWAYS CALL 811
BEFORE YOU DIG
It's fast. It's free. It's the law.

PROJECT:

SITE PLAN DRAWINGS

ORANGE COUNTY
ABC BOARD
7713 US-70,
MEBANE, NC 27302

PROJECT #: 120016.00
DRAWN BY: TMB
REVIEWED BY: TMB
1ST SUBMITTAL: MARCH 19, 2021
SCALE: AS NOTED

PRELIMINARY NOT FOR CONSTRUCTION

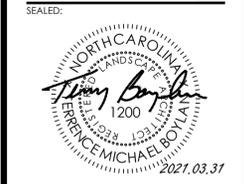
PREPARED FOR:

MEBANE ABC STORE
MEBANE, NC

PREPARED BY:

Village Green Land Design

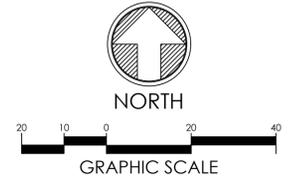
1149 EXECUTIVE CIRCLE
CARY, NC 27511
P:919.624.4468

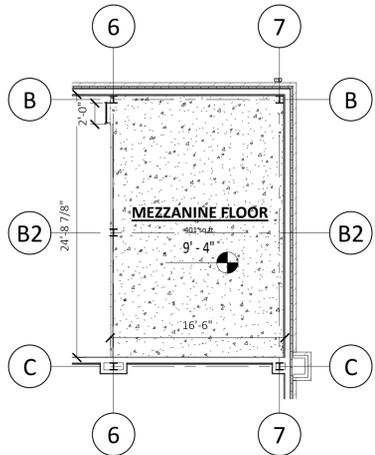


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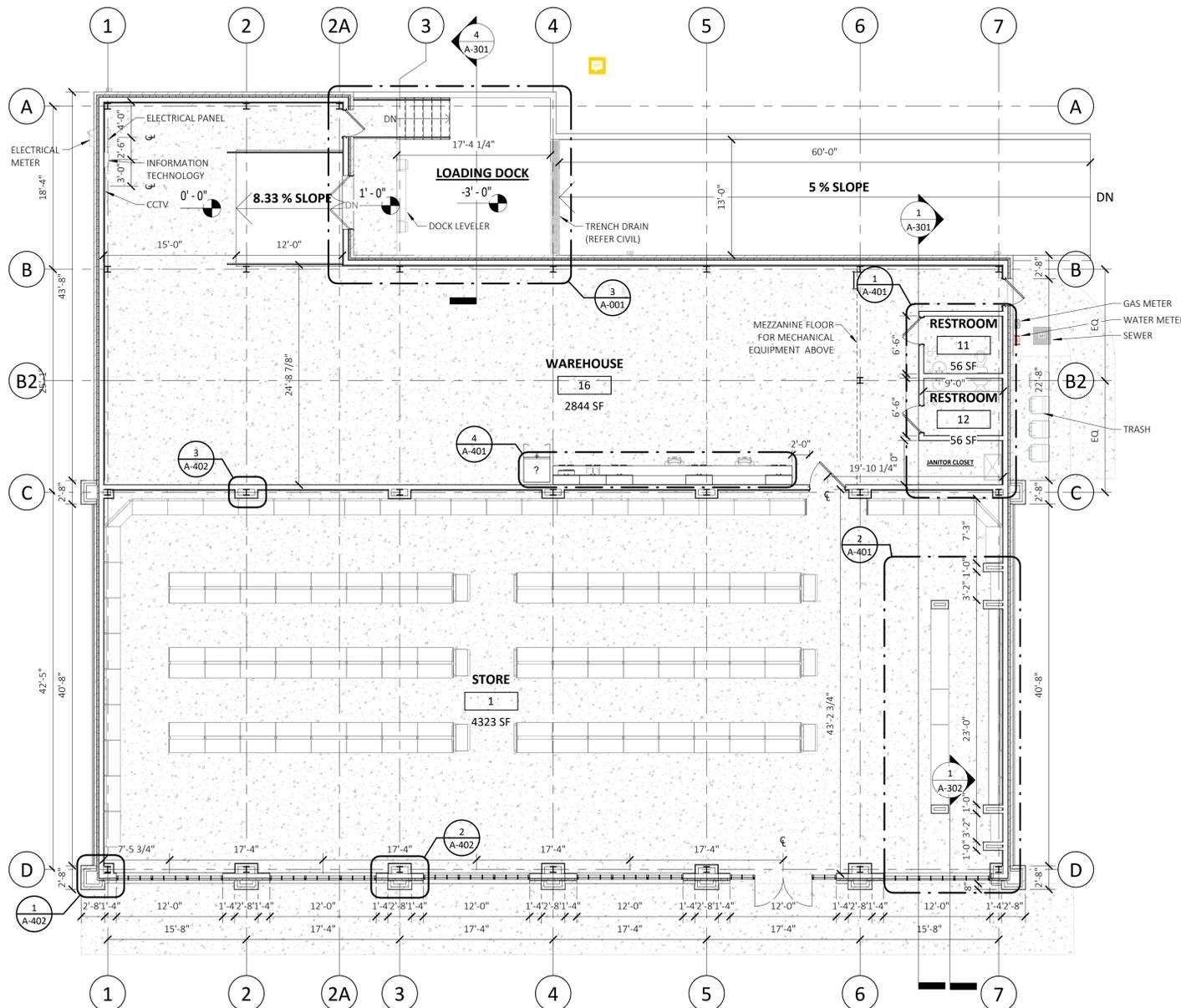
LANDSCAPE PLAN

L-100





1 MEZZANINE FLOOR
1/8" = 1'-0"



2 1ST FLOOR
1/8" = 1'-0"

GENERAL PARTITION NOTES:

- UNLESS OTHERWISE NOTED PROVIDE THE FOLLOWING GYPSUM BOARD PRODUCTS:
 - PROVIDE TYPE-X RATED PRODUCTS WHERE FIRE RATED WALLS ARE INDICATED.
 - ENTRIES AND CORRIDORS TO RECEIVE ABUSE & IMPACT RESISTANT GYPSUM WALL BOARD, UNBO.
 - PROVIDE FIBERGLASS REINFORCED MOISTURE RESISTANT GYPSUM WALL BOARD IN ALL EQUIPMENT ROOMS, RESTROOMS, KITCHENS AND OTHER WET AREAS PROVIDE FIBERGLASS REINFORCED MOISTURE RESISTANT WALL BOARD IN ALL OTHER AREAS WITHIN 8'-0" OF WATER SOURCE.
- G.C. TO PROVIDE WATERPROOFING ON ALL KITCHEN, RESTROOM AND BAR AREA WALLS PROVIDE LATCRETE 9235 WATER-PROOFING ASSEMBLY AT ALL WALLS TO 3'-0" AFF AND EXTEND A MIN OF 1'-0" ON TO SLAB.
- ALL INTERIOR METAL STUDS ARE 20 GA, (30 MILS) MINIMUM WITH MAXIMUM SPACING OF 16" O.C. UNLESS NOTED OTHERWISE.
- G.C. TO PROVIDE BLOCKING IN WALLS FOR FOOD SERVICE EQUIPMENT, GRAB BARS, TV'S, CABINETS, ETC. COORDINATE WITH FOOD SERVICE DRAWINGS FOR EQUIPMENT/SHELVING LOCATIONS. SEE CONCEALED BLOCKING DETAILS SHEET.
- ALL GYPSUM BOARD SURFACES IN THE FRONT OF HOUSE AREAS TO HAVE A LEVEL-4 FINISH PER GYPSUM ASSOCIATION STANDARD GA-214 UNLESS OTHERWISE NOTED IN THE DRAWINGS, ALL OTHER GYPSUM BOARD SURFACES TO HAVE LEVEL-3 FINISH.
- WHERE SOUND ATTENUATION (ACOUSTIC) BATTS ARE INDICATED, PROVIDE OWENS CORNING, ECO-TOUCH SOUND ATTENUATION BATTS @ 3.5" THICKNESS.
- SEE DETAILS 2 & 3 FOR TYPICAL PARTITION DETAILS EXTEND GYPSUM BOARD AND/OR WALL SHEATHING TO A MINIMUM OF 6" ABOVE CEILING HEIGHTS FOR ALL INTERIOR PARTITIONS UNLESS PARTITION IS INDICATED TO EXTEND TO THE UNDERSIDE OF STRUCTURE.
- WHERE THE INTERIOR DESIGN SET CALLS FOR A WOOD FINISH ON THE WALL, SUBSTITUTE 5/8" FRP PLYWOOD FOR GYPSUM BOARD.
- PROVIDE GALVANIZED METAL CORNER-BEADS AT ALL OUTSIDE CORNERS OF PARTITIONS WHERE GYPSUM BOARD WALLS ARE PAINTED OR COVERED WITH A VINYL OR FABRIC WALL COVERING. PROVIDE GALVANIZED METAL J-BEADS AT ALL GYPSUM WALL BOARD TERMINATIONS TO A DIFFERENT MATERIAL.
- ALL CORRIDOR AND FIRE RATED PARTITIONS SHALL EXTEND TO THE UNDERSIDE OF THE STRUCTURE ABOVE, UNO.
- PROVIDE DEFLECTION TRACKS AT TOP OF ALL NON-LOADED BEARING STUD WALLS EXTENDING TO THE UNDERSIDE OF STRUCTURE ABOVE, UNO.
- PROVIDE CONCRETE BACKER BOARD IN LIEU OF GYPSUM WALL BOARD WHERE TILE FINISH IS INDICATED.
- ALL FIRE WALLS SHALL BE PLACARD OR STENCILED ON BOTH SIDES WITH THE PHRASE "FIRE WALL" PER IBC SECTION 703.7.1 THE LETTERS SHALL BE RED IN COLOR LOCATED IN THE CONCEALED SPACE ABOVE A CEILING.
- SEE METAL STUD FRAMING SCHEDULE FOR INTERIOR PARTITION REQUIREMENTS.
- MOISTURE RESISTANT GYPSUM WALL BOARD SHALL BE UTILIZED IN ALL AREAS WHERE GYPSUM WALL BOARD IS TO BE DIRECTLY ADHERED TO CONCRETE OR MASONRY SURFACES IN INTERIOR APPLICATIONS. SUBSTRATE SHALL BE CLEANED AS REQUIRED AND FREE OF DUST AND MOISTURE PRIOR TO ADHESION AND FINISHING.

PARTITION INSTALLATION NOTES:

- PROVIDE WATER-PROOFING AS INDICATED IN THE GENERAL PARTITION NOTES. ITEM #3. PROVIDE 5/8" CEMENT BOARD TO 2" ABOVE SLAB.
- FULL HEIGHT PARTITION. EXTEND TO THE UNDERSIDE OF DECK.
- SEE FOOD SERVICE SET FOR CONCEALED WALL BACKING AND BLOCKING.

LAYOUT AND DIMENSIONING CONVENTIONS:

'LIGHT FIXTURE' OR 'FIXTURE' IS USED GENERICALLY BELOW. WHILE THE DESCRIPTIONS BELOW SPECIFICALLY REFER TO LIGHT FIXTURES THEY ARE ALSO APPLICABLE TO HVAC GRILLES, SPEAKERS, SPRINKLER HEADS, OR OTHER CEILING MOUNTED ITEMS.

1ST RULE OF LIGHT FIXTURE LAYOUT: IF IT 'LOOKS LIKE' THE LIGHT FIXTURE IS CENTERED BETWEEN SOMETHING (INCLUDING OTHER DIMENSIONED FIXTURES) OR OVER SOMETHING, AND NO OTHER DIMENSIONAL INFORMATION IS PROVIDED, IT IS.

2ND RULE OF LIGHT FIXTURE LAYOUT (AND SOFFITS TOO!): OFTEN IN A SYMMETRICAL ROOM, CEILING INFORMATION WILL BE SPLIT-UP BETWEEN THE TWO SIDES OF A ROOM ALONG ITS AXIS. TYPICALLY THIS SPLIT WILL MEAN THAT HALF THE ROOM WILL HAVE VERTICAL DIMENSIONS AND THE OTHER HALF WILL HAVE HORIZONTAL DIMENSIONS. USE EACH SIDE OF THE ROOM'S DIMENSIONS FOR THE OTHER SIDE OF THE ROOM. OCCASIONALLY DUPLICATE INFORMATION IS ON BOTH SIDES OF THE ROOM TO PROVIDE CLARITY.

3RD RULE OF LIGHT FIXTURE LAYOUT: IF THERE ARE A SERIES OF LIGHT FIXTURES LOCATED ALONG THE SAME CENTERLINE BUT DO NOT HAVE AN 'ON-CENTER' SPACING DIMENSION, THESE FIXTURES ARE EQUALLY SPACED.
IF THE END FIXTURES ARE LOCATED (TYPICALLY OFF WALL OR SOFFIT) THE REMAINING FIXTURES WILL BE SPACED EQUALLY BETWEEN THEM. BE AWARE: OFTEN THE MIDDLE FIXTURE IS LOCATED CENTERED WITHIN THE ROOM, CENTERED WITHIN A RAISED PORTION OF THE CEILING, IN SUCH CASES, LOCATE THE REMAINING FIXTURES EQUALLY BETWEEN THE FIXED END AND MIDDLE FIXTURES.

IF A TYPICAL DIMENSION IS PROVIDED, U.N.O. THE REMAINING FIXTURES ALONG THE CENTERLINE ARE SPACED THE SAME AS THE TYPICAL.

IN CASES WHERE THE LIGHT FIXTURES ARE LOCATED TYPICALLY BUT THERE ARE ADDITIONAL ITEMS THAT 'LOOK' CENTERED BETWEEN THE MAIN LAYOUT PATTERN, THAT ITEM IS CENTERED BETWEEN TYPICALLY DIMENSIONED FIXTURES.

4TH RULE OF LIGHT FIXTURE LAYOUT: DIMENSIONED FIXTURES WITHIN A ROOM THAT ARE NOT LOCATED 'WITHIN' THE ROOM ARE CENTERED WITHIN THE ROOM AS A GROUP, OR A PARTIAL GROUP. DEPENDING ON WHAT DIMENSIONS ARE GIVEN AND OMITTED.

5TH RULE OF LIGHT FIXTURE LAYOUT: WALL SCONES WILL BE LOCATED IN ELEVATIONS, BOTH MOUNTING HEIGHTS AND PLAN LOCATION, OR WILL BE LOCATED WITH THE INTERIOR DESIGN DOCUMENT SET.

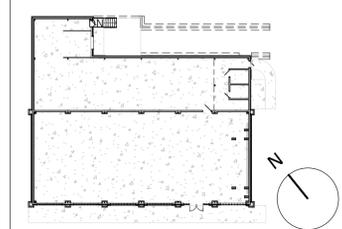
GENERAL NOTES:

- ALL TRADES SHALL REVIEW ALL SHEETS IN CONSTRUCTION DOCUMENT SET FOR COORDINATION PURPOSES.
- DO NOT SCALE DRAWINGS. IF QUESTION, OBTAIN CLARIFICATION FROM ARCHITECT. IF DIMENSION SHOWN DIFFERS FROM FIELD, G.C. TO NOTIFY ARCHITECT FOR RESOLUTION PRIOR TO ANY WORK IN THE AREA. IF ARCHITECT IS NOT NOTIFIED, THE G.C. ASSUMES RESPONSIBILITY FOR ANY PROBLEMS RELATED TO INCORRECT DIMENSIONS.
- DIMENSIONS ARE FROM FACE OF EXISTING WALL TO FACE OF STUD UNLESS NOTED OTHERWISE. ALIGNMENT INDICATIONS SHALL BE FINISHED SURFACE TO FINISHED SURFACE. FACE OF STUD DIMENSIONS SHALL BE MEASURED FROM THE FACE OF STUD OF ASSEMBLY, FIXTURE, OR DEVICE. ALL DIMENSIONS MARKED CLEAR SHALL BE MAINTAINED CLEAR BETWEEN FINISHED SURFACES.
- PENETRATION OF PARTITIONS FOR MECHANICAL SYSTEMS SHALL BE PROPERLY SEALED PER UL REQUIREMENTS. PENETRATIONS WITHIN RATED PARTITION ASSEMBLIES SHALL PROVIDE FOR REQUIRED DAMPENING DEVICES, SLEEVES, AND FIRE PROOFING TO MAINTAIN APPROVED RATING.
- TO START CONSTRUCTION, G.C. TO FIELD VERIFY ALL DIMENSIONS AND NOTIFY ARCHITECT OF ANY DISCREPANCIES.
- PENETRATION OF FIRE RATED PARTITIONS AND HORIZONTAL ASSEMBLIES SHALL COMPLY WITH UL TESTED ASSEMBLIES. G.C. TO ENSURE FIRE RATED ASSEMBLIES TO RETAIN FIRE RATING INTEGRITY DURING CONSTRUCTION.
- CONTRACTOR SHALL PROVIDE AND LOCATE ACCESS PANELS IN WALL & CEILING CONSTRUCTION AS REQUIRED TO PROVIDE ACCESS TO MECHANICAL FIRE SPRINKLER, PLUMBING, AND ELECTRICAL WORK. CONTRACTOR TO SUBMIT A PLAN OF ALL PROPOSED ACCESS PANEL LOCATIONS TO ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
- CONTRACTOR TO PROVIDE BLOCKING, AND NAILERS AS REQUIRED TO SUPPORT ALL NEW WORK, INCLUDING ITEMS TO BE PROVIDED AND INSTALLED BY OWNER.
- ALL CORRIDOR AND FIRE RATED PARTITIONS SHALL EXTEND TO UNDERSIDE OF STRUCTURE ABOVE, U.N.O.
- PROVIDE DEFLECTION TRACKS AT THE TOP OF ALL NON LOADING BEARING STUD WALLS EXTENDING TO UNDERSIDE OF STRUCTURE ABOVE. U.N.O.
- ALL EQUIPMENT LISTED IN SCHEDULE ON THIS SHEET ARE APPROVED AND INSTALLED BY CLIENT/OWNER. G.C. TO PROVIDE SYSTEM REQUIREMENTS FOR EQUIPMENT TO FUNCTION ACCORDING TO MANUFACTURE GUIDELINES.

CONSTRUCTION KEY NOTES:

- INFILL OPENING WITH CONSTRUCTION TO MATCH PARTITION COMPOSITION TO MATCH FIRE RATED QUALITY AND UL DESIGN OF ASSEMBLY.
- EXISTING DOORS ARE NOT MEANT FOR EGRESS AND TO BE PUT IN PERMANENT LOCK POSITION. REMOVE HANDLES ON INTERIOR AND EXTERIOR SO NOT TO INDICATE AND EXIT. IF HANDSET IS INTEGRATED TO FRAME AND CANNOT BE REMOVED THEN A SIGN MUST BE PLACED VISIBLE TO OCCUPANTS/PUBLIC TO DESCRIBE AS SUCH.
- MEZZANINE TO BE USED FOR MECHANICAL EQUIPMENT WITH SPIRAL DUCTING.
- ELECTRICAL TO RUN INSIDE METAL CONDUITS EXPOSED ON THE INTERIOR OF THE BUILDING.

KEY PLAN:



1771 ARCHITECTURAL STUDIO, LLC
25484 Point Lookout Rd - Unit 303
Leonardtown, MD 20659
240-309-4119
1771arch.com

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PRELIMINARY NOT FOR CONSTRUCTION

PROJECT DIRECTORY
CLIENT
Orange County ABC
c/o Tony DuBois
601 Valley Forge Road
Hillsborough, NC 27278

GENERAL CONTRACTOR
N/A

STRUCTURAL ENGINEER
(919) 957-5100
FDR Engineers
2012 T.W. Alexander Drive, Suite 11C,
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CIVIL ENGINEER (919) 929-0481
Ballantine Associates, PA
221 Providence Rd, Chapel Hill, NC
27514

MEP (919) 771-1916
Ben Burke Design Group
3305-109 Durham Drive
Raleigh, NC 27603
Ben Burke (919) 618-0717

NO	DATE	REVISIONS
A		

ABC - Mebane
7713 US Hwy 70
Mebane, NC 27302

ARCHITECT OF RECORD
BRIAN T. SHEPARD, AIA, NCARB, LEED
PROJECT MANAGER
JACLYN L. VALINO, ASSOC. AIA
DRAWN BY VV FIRST ISSUE DATE 02/26/2021

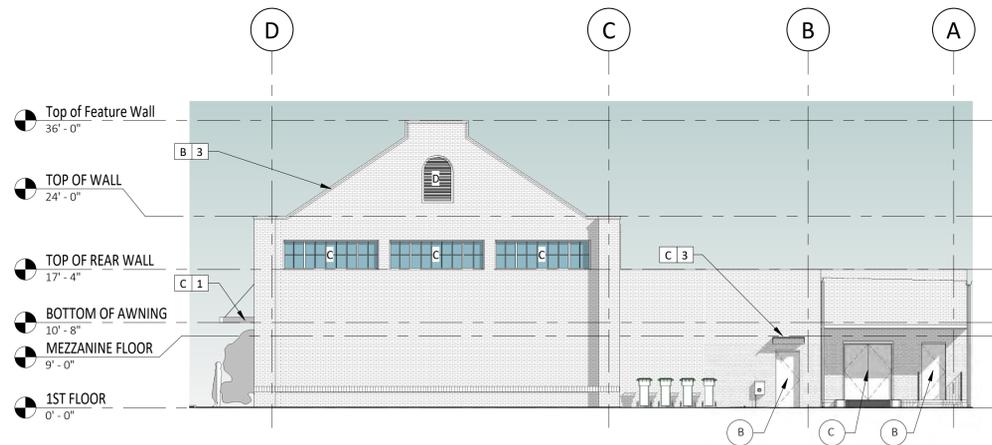
FLOOR PLAN

PROJECT NO.
20-2220.001

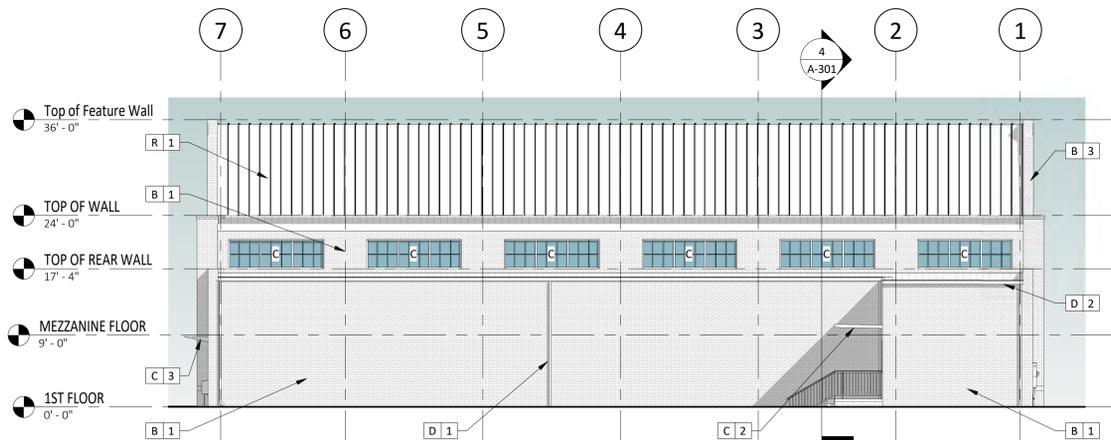
SHEET NO.
A-101



1 FRONT ELEVATION
3/16" = 1'-0"



2 RIGHT ELEVATION
3/32" = 1'-0"



4 REAR ELEVATION
3/32" = 1'-0"

- GENERAL NOTES:**
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FINISH KEY

B 1	RECLAIMED BRICKS STANDARD SIZE RUNNING BOND
B 2	RECLAIMED BRICKS STANDARD SIZE HEADER COURSE
B 3	RECLAIMED BRICKS STANDARD SIZE HEADER COURSE
C 1	STEEL PAINTED SOLAR SHADE CANOPIES FINISH - BLACK
C 2	STEEL PAINTED CANOPY - LOADING DOCK FINISH - BLACK
C 3	STEEL PAINTED CANOPY - WAREHOUSE ENTRY FINISH - BLACK
D 1	DOWNTAPE SPOUTS FINISH - BLACK
D 2	GUTTER FINISH - BLACK
G 1	STOREFRONT GLASS FINISH - BLACK MULLIONS
R 1	STANDING SEAM METAL ROOF FINISH - BLACK

DOOR TYPES

UNIT	SIZE	LOCATION	DESCRIPTION
A	72" x 96"	MAIN ENTRY	DOUBLE DOOR STOREFRONT, BLACK
B	36" x 84"	WAREHOUSE ENTRY	SINGLE DOOR, METAL CLAD, BLACK
C	72" x 84"	LOADING DOCK DOUBLE DOORS	DOUBLE DOOR, METAL CLAD, BLACK

WINDOW TYPES

UNIT	SIZE	LOCATION	DESCRIPTION
A	12'-0" X 8'-0"	FRONT ELEVATION	36-LITE STOREFRONT
B	12'-0" X 4'-0"	FRONT ELEVATION	18-LITE STOREFRONT
C	12'-0" X 3'-8"	FRONT, RIGHT, BACK ELEVATION	18-LITE STOREFRONT
D	4'-0" X 6'-0"	RIGHT, LEFT ELEVATION	GABLE VENT

KEY PLAN:



1771 ARCHITECTURAL STUDIO, LLC
25484 Point Lookout Rd - Unit 303
Leonardtown, MD 20659
240-309-4119
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CLIENT
Orange County ABC
c/o Tony DuBois
601 Valley Forge Road
Hillsborough, NC 27278

GENERAL CONTRACTOR
N/A

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3305-109 Durham Drive
Raleigh, NC 27603
Ben Burke (919) 618-0717

BY: _____ DATE: _____

REVISIONS

NO	DESCRIPTION
A	

ABC - Mebane
7713 US Hwy 70
Mebane, NC 27302

ARCHITECT OF RECORD
BRIAN T. SHEPARD, AIA, NCARB, LEED

PROJECT MANAGER
JACLYN L. VALINO, ASSOC. AIA.

DRAWN BY
VV

FIRST ISSUE DATE
mm/dd/yyyy

EXTERIOR ELEVATIONS

PROJECT NO.
20-2220.001

SHEET NO.
A-201

FRONT RIGHT VIEW



REAR RIGHT VIEW



FRONT LEFT VIEW



REAR LEFT VIEW



ARCHITECTURAL STUDIO

1771 ARCHITECTURAL STUDIO, LLC
 25484 Point Lookout Rd - Unit 303
 Leonardtown, MD 20659
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 NOT FOR
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 c/o Tony DuBois
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 Hillsborough, NC 27278

GENERAL CONTRACTOR
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NO	REVISIONS	DATE	BY

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 7713 US Hwy 70
 Mebane, NC 27302

ARCHITECT OF RECORD
 BRIAN T. SHEPARD, AIA, NCARB, LEED

PROJECT MANAGER
 JACLYN L. VALINO, ASSOC. AIA

DRAWN BY FIRST ISSUE DATE
 VV 02/27/21

PERSPECTIVES

PROJECT NO.
 20-2220.001

SHEET NO.
 A-701

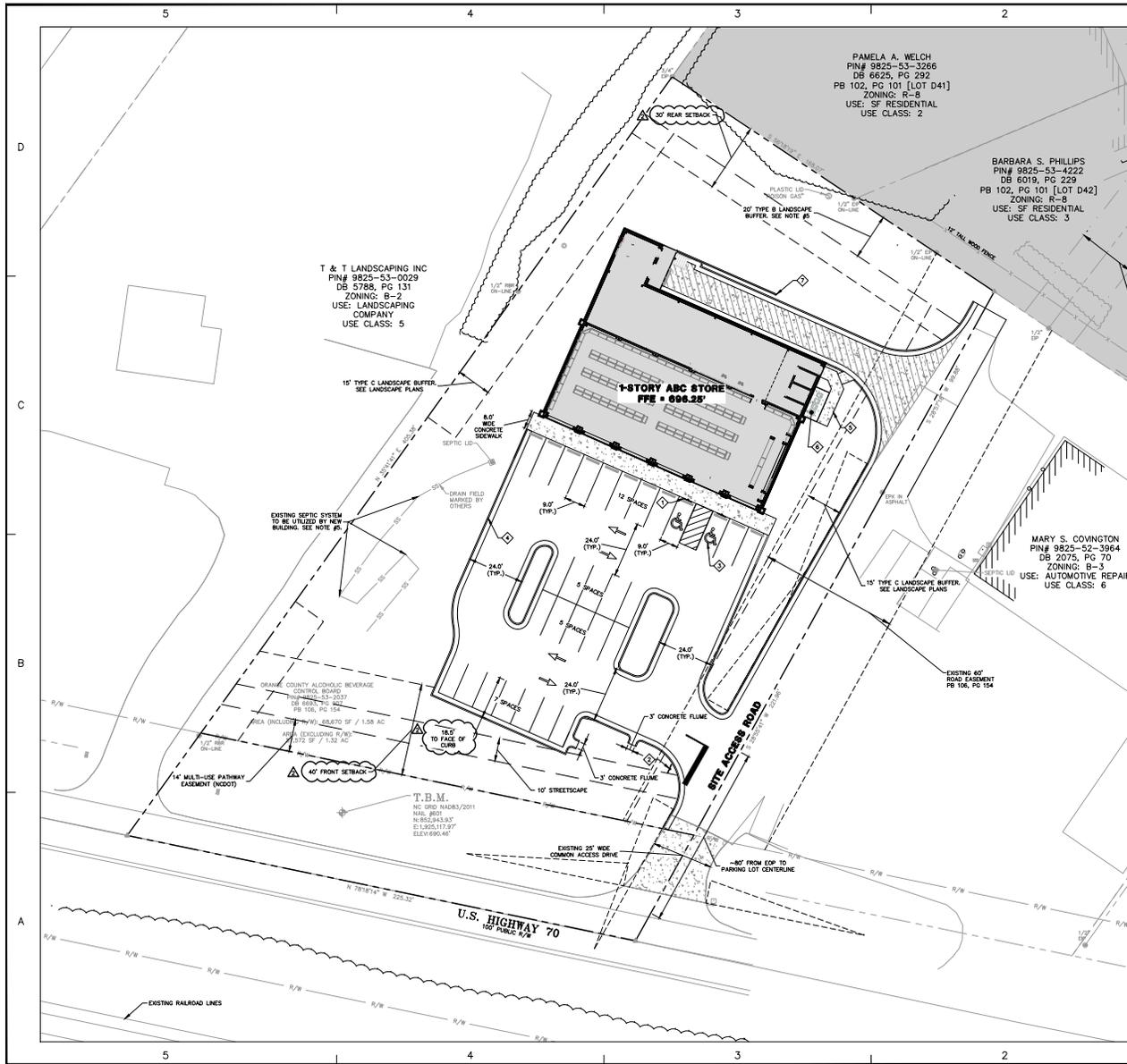


PLANNING PROJECT REPORT

DATE	03/30/2021
PROJECT NAME	ABC - Mebane
PROJECT NUMBER	RZ 21-03
APPLICANT	Orange County Alcoholic Beverage Control Board c/o Tony DuBois 601 Valley Forge Road Hillsborough, NC 27278

CONTENTS

PROJECT NAME & APPLICANT	PAGE 1
ZONING REPORT	PAGE 3
LAND USE REPORT	PAGE 5
UTILITIES REPORT	PAGE 8
STAFF ZONING REQUEST RECOMMENDATION	PAGE 9



- NOTES**
1. ALL WORK SHALL COMPLY WITH APPLICABLE PROVISIONS OF THE CITY OF MEBANE UDO AND WITH CONDITIONS OF ZONING APPROVAL.
 2. SITE ACCESS SHALL BE FROM A COMMON ACCESS DRIVE, WHICH CONNECTS TO US 70 AT AN EXISTING DRIVEWAY CONNECTION.
 3. ALL DIMENSIONS SHOWN ARE MEASURED FROM THE FACE OF CURB.
 4. ALL SIDEWALK IS 5' WIDE UNLESS OTHERWISE NOTED.
 5. BUFFER CANNOT BE PLANTED IN AREA OF EXISTING SEPTIC SYSTEM.
 6. LIGHTING PLAN WILL BE SUBMITTED WITH CONSTRUCTION DRAWINGS AND IN COMPLIANCE WITH SECTION 6-5 OF THE MEBANE UDO.

SITE DATA TABLE

PROJECT NAME:	ABC MEBANE
PROPERTY ADDRESS:	7713 US-70, MEBANE, NC 27302
CURRENT LAND OWNER:	TONY DABROS
PERM NUMBER:	9825 53 2037
DEED REFERENCE:	D.A. 6683, PG. 0607
CURRENT USE:	COMMERCIAL
PROPOSED USE:	COMMERCIAL
EXISTING ZONING:	B-3
PROPOSED ZONING:	B-2 (CO)
WATERSHED OVERLAY:	HAW CREEK UNPROTECTED AREA
TOTAL AREA OF TRACT:	1.576 AC. (68,669 SF) REDUCED: 1.322 AC. (57,572 SF)
LANDSCAPE BUFFERS:	SIDE BUFFER = 15 FT. REAR BUFFER = 20 FT.
BUILDING SETBACKS:	FRONT OF LOT = 40 FT. BACK OF LOT = 30 FT.
NEW BUILDING SF:	APPROXIMATELY 6,829 SF, STORE: 4,293 SF
VEHICULAR PARKING SUMMARY:	REQUIRED: 29 SPACES PROVIDED: 29 SPACES** **INCLUDING ACCESSIBLE PARKING SPACES
ACCESSIBLE PARKING SUMMARY:	REQUIRED: 2 SPACES PROVIDED: 2 SPACES
IMPERVIOUS COVER:	EXISTING: 31,138 SF PROPOSED: 30,879 SF NET REDUCTION: 222 SF

DRAWING LEGEND

SYMBOL/ABBREVIATION	EXISTING	PROPOSED	DESCRIPTION
—O—	---	---	OVERHEAD ELECTRIC LINE
—S—	---	---	OVERHEAD TRAFFIC SIGNAL LINE
---	---	---	PROPERTY LINE
---	---	---	RIGHT-OF-WAY LINE
---	---	---	ADJACENT PROPERTY LINE
---	---	---	EASEMENT LINE
---	---	---	NCDOT R/W
---	---	---	SETBACK LINE
---	---	---	BUFFER LINE
---	---	---	TREE LINE
---	---	---	MEBANE CORPORATE LIMITS

- PLAN KEY NOTES**
- HS-1 STANDARD ACCESSIBLE PARKING SIGN
 - STOP SIGN
 - HANDICAP PARKING SPACE STRIP (TYP.)
 - 30" CONCRETE CURB AND GUTTER (TYP.)
 - 5' WIDE CONCRETE SIDEWALK (TYP. UNLESS OTHERWISE NOTED)
 - WELL GART CONCRETE PAD & ENCLOSURE (SEE ARCH PLANS FOR ENCLOSURE DETAILS)
 - CAST-IN-PLACE RETAINING WALL
- PAVING LEGEND**
- STANDARD-DUTY ASPHALT
 - HEAVY-DUTY CONCRETE

PRELIMINARY SITE PLAN

11 MAR 21

1" = 50 FT.

REVIEW DRAWING NOT FOR CONSTRUCTION

BALLENTINE ASSOCIATES P.A.

ABC-MEBANE

MEBANE, NORTH CAROLINA

SITE PLAN DRAWINGS

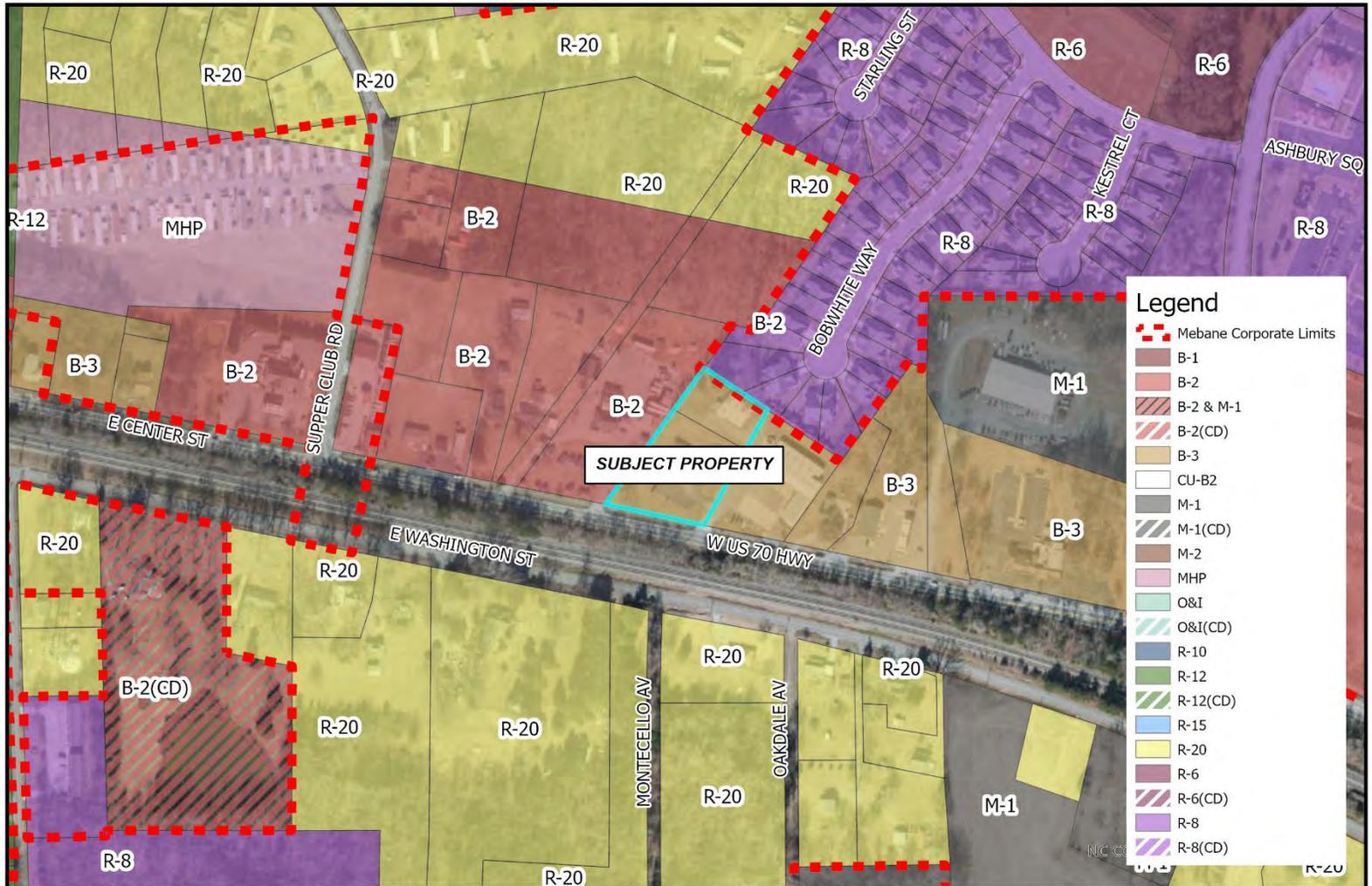
C1001

JOB NUMBER: 120016.00
DATE: 11 MAR 21
SCALE: AS NOTED
DRAWN BY: SPH/JAA
REVIEWED BY: GJR



ZONING REPORT

EXISTING ZONE	B-3 (Neighborhood Business District)
REQUESTED ACTION	Rezoning to B-2(CD) (General Business, Conditional District)
CONDITIONAL ZONE?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
CURRENT LAND USE	ABC Store, Vacant Building
PARCEL SIZE	+/- 1.32 ac
PROPERTY OWNERS	Orange County Alcoholic Beverage Control Board c/o Tony DuBois 601 Valley Forge Road Hillsborough, NC 27278 PIN 9825532037
LEGAL DESCRIPTION	The applicant proposes to rezone +/- 1.32 acres from B-3 (Neighborhood Business District) to B-2 (CD) (General Business, Conditional District) to allow for redevelopment, expansion, and improvement of an existing nonconforming use. Properties east of the site are zoned B-3 (Neighborhood Business District). Properties west of the site are zoned B-2 (General Business District). North of the site is a portion of the Ashbury subdivision, which is zoned R-8 (Residential District) and has a Special Use Permit for a Planned Unit Development. Properties to the south and across the railroad tracks are zoned R-20 (Residential District).
AREA ZONING & DISTRICTS	Two structures currently exist – the one-story ABC Store with paved parking lot fronting US 70 to its rear and a one-story metal building with gravel access. In December 2020, the Orange County ABC Board purchased the +/- 0.43 ac. property with metal building. The two lots were recombined in January 2021.
SITE HISTORY	A recent rezoning request for the northern part of the property was denied. On February 3, 2020, the Mebane City Council denied a request to rezone the +/- 0.43 ac. property with metal building from B-3 (Neighborhood Business District) to M-1 (Heavy Manufacturing, Conditional District). The request was denied because of disharmony with the surrounding area and property size limitations for the proposed use, which was Equipment Rental and Leasing.
STAFF ANALYSIS	
CITY LIMITS?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PROPOSED USE BY-RIGHT?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SPECIAL USE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
EXISTING UTILITIES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
POTENTIAL IMPACT OF PROPOSED ZONE	The proposed redevelopment will be an improvement to the existing site conditions, including the demolition of an unused building. The applicant is proposing to restrict uses in the conditional district to align with those currently expected in the B-3 zoning district.



**CITY OF MEBANE
ZONING MAP**

**SUBJECT PROPERTY
ABC - MEBANE**

1 inch = 300 feet

DATE: 03/30/2021

DRAWN BY: AO



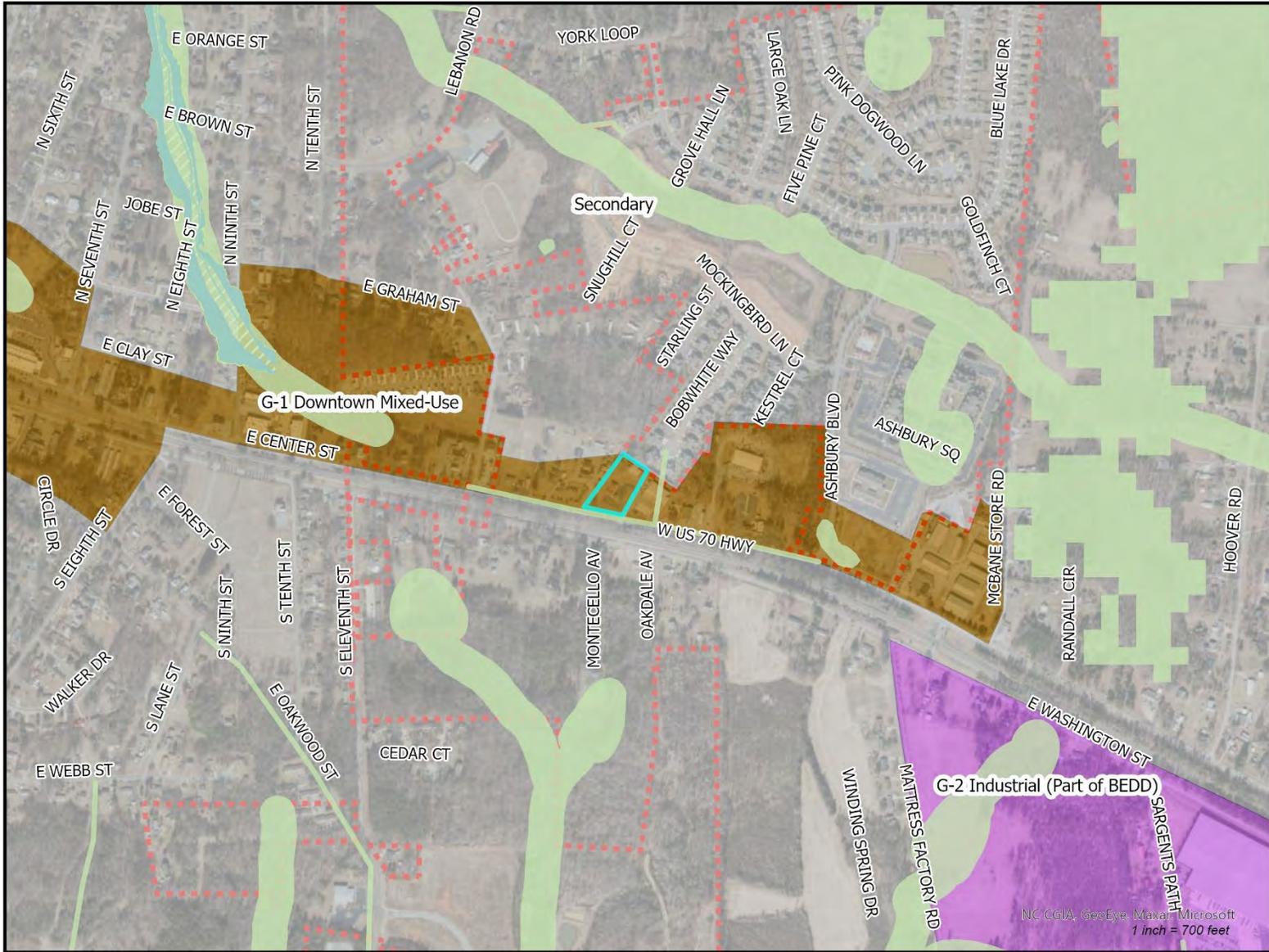
LAND USE REPORT

EXISTING LAND USE	ABC Store, Vacant Building
PROPOSED LAND USE & REQUESTED ACTION	The applicant proposes to rezone +/- 1.32 acres from B-3 (Neighborhood Business District) to B-2 (CD) (General Business, Conditional District) to allow for redevelopment, expansion, and improvement of the existing ABC Store, which is a nonconforming use in the current B-3 zoning district. The conditional district would restrict uses to ABC Store (packaged liquor) and those allowed in the B-3 zoning district. The site plan and architectural drawings provided in the packet will be required for any development of this site.
PROPOSED ZONING	B-2(CD)
PARCEL SIZE	+/- 1.32 ac
AREA LAND USE	Surrounding properties that front US 70 support various businesses, including convenience stores, gas companies, landscaping services, and a tire shop. Single-family residential is located behind the property and across the railroad tracks.
ONSITE AMENITIES & DEDICATIONS	N/A
WAIVER REQUESTED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF REQUESTED WAIVER(S)	<p>The City's <i>Bicycle and Pedestrian Transportation Plan</i> and <i>2040 Comprehensive Transportation Plan</i> both recommend realization of a shared-use path on the northern side of US 70 at this location. The developer is proposing to construct a 5' public sidewalk along the US 70 road frontage. A 14' public easement adjacent to the existing right-of-way will be provided if existing right-of-way cannot accommodate the proposed sidewalk.</p> <p>The Mebane UDO requires a parking stall length of 19'. The applicant is requesting a parking stall length of 18.5' (measured from the end-of-stall to face-of-curb).</p>



CONSISTENCY WITH *MEBANE BY DESIGN* STRATEGY

LAND USE GROWTH STRATEGY DESIGNATION(S)	G-1 Downtown Mixed-Use Primary Growth Area
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES SUPPORTED	<p>GROWTH MANAGEMENT 1.1 Encourage a variety of uses in growth strategy areas and in the downtown, promote/encourage a village concept that supports compact and walkable environments.</p> <p>GROWTH MANAGEMENT 1.6 Require that commercial development be pedestrian-friendly, supporting walking between differing land uses while also reducing parking requirements.</p>
<i>MEBANE BY DESIGN</i> GOALS & OBJECTIVES <u>NOT</u> SUPPORTED	





UTILITIES REPORT

AVAILABLE UTILITIES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PROPOSED UTILITY NEEDS	Water service will be provided by Orange-Alamance Water System, Inc. Septic system authorization has been issued by the Orange County Health Department, Environmental Health Division.
UTILITIES PROVIDED BY APPLICANT	N/A
MUNICIPAL CAPACITY TO ABSORB PROJECT	N/A
CONSISTENCY WITH MEBANE LONG RANGE UTILITY PLAN?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A
ADEQUATE STORMWATER CONTROL?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Stormwater controls are not needed due to no increase in the onsite impervious surface. A net reduction of 222 s.f. of impervious cover is proposed.
INNOVATIVE STORMWATER MANAGEMENT?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A

TRANSPORTATION NETWORK STATUS

CURRENT CONDITIONS	<p>US 70 is a two-lane minor arterial with an average daily traffic volume of 9,600 trips between Supper Club Road and Hoover Road. This section of US 70 operates at a Level of Service D and has a moderate safety score.</p> <p>A US 70 shared-use path from N Ninth Street to Ashbury Road is recommended in the City's <i>Bicycle and Pedestrian Transportation Plan</i> and <i>2040 Comprehensive Transportation Plan</i>, including at this location. The project was submitted by the City to the Burlington Graham Metropolitan Planning Organization for prioritization and funding by the NCDOT Strategic Prioritization Office in its sixth round of awards (SPOT 6.0). Award of funds is estimated to be determined in 2022.</p>
TRAFFIC IMPACT ANALYSIS REQUIRED?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
DESCRIPTION OR RECOMMENDED IMPROVEMENTS	The driveway to the parking lot does not meet NCDOT's recommended distance of 100' from the intersection of the Site Access Road and US 70. NCDOT has accepted the proposed 80' driveway due to grading and stormwater concerns associated with shifting the driveway and the amount of internal stacking allowed by the parking lot design.
CONSISTENCY WITH THE MEBANE BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
MULTIMODAL IMPROVEMENTS PROVIDED BY APPLICANT?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
DESCRIPTION OF MULTIMODAL IMPROVEMENTS	The applicant is proposing to construct a 5' public sidewalk along the US 70 road frontage.



STAFF RECOMMENDATION

STAFF ZONING RECOMMENDATION APPROVE DISAPPROVE

STAFF SPECIAL USE FINDING CONSISTENT NOT CONSISTENT.....WITH *MEBANE BY DESIGN*

RATIONALE

The proposed development “ABC - Mebane” is consistent with the guidance provided within *Mebane By Design*, the Mebane Comprehensive Land Development Plan. In particular, it meets the description and goals of the G-1 Downtown Mixed-Use Primary Growth Area and is consistent with Growth Management Goal 1.1. The applicant is proposing to construct a 5’ concrete sidewalk along the US 70 road frontage, which is inconsistent with the shared-use path recommended in the City’s *Bicycle and Pedestrian Transportation Plan* and *2040 Comprehensive Transportation Plan*. The project will provide an improved ABC Store in harmony with surrounding commercial uses.



Technical Memorandum

To: Ashley Ownbey, Planner

From: Franz Holt, P.E. City Engineer

Cc: George Retschle, P.E. Project Engineer

Subject: ABC Mebane

Date: April 27, 2021

The City Engineering Dept. has reviewed the Preliminary Site plans for ABC Mebane located on Hwy. 70 in Orange County dated April 2, 2021 as submitted by Ballentine Associates, P.A. and comments are as follows:

A. General

The project is sited on approximately 1.576 acres and includes the demolition of the existing ABC store and adjacent Metal Building to allow for the construction of a new 6,659 square foot ABC store with storage.

A 5' public sidewalk is to be constructed along Hwy. 70 road frontage. A 14' public easement adjacent to the existing right-of-way will be provided to allow for a possible future multi-use path.

As the project proposes to have a net reduction in impervious surface no engineered storm water controls are required for the new ABC store.

B. Availability of city water and sewer

In regard to the Preliminary Site plans and in accordance with paragraph 7-4.3 A.3.a. in the UDO, this memo is provided to indicate that the preliminary water and sewer system layout has been reviewed and found acceptable meeting City standards based on the following:

1. Water system- Water service will be provided by Orange-Alamance Water System, Inc. through a relocated service which currently serves the existing facility.
2. Sanitary Sewer system – Existing septic system authorization has been authorized by the Orange County Health Department Environmental Health Division.

C. Watershed Overlay District and Phase II Storm water Requirements

1. Watershed Overlay District requirements are provided under Sec. 5.2 of the UDO. These requirements in the UDO are for the Back-Creek Watershed, which includes the Graham-Mebane Lake. The propose site is tributary to Haw Creek, a Class V watershed and the Watershed Overlay District requirements do not apply to this project. This type of watershed classification (Class V) does not have density restrictions or built upon restrictions as required for the Graham-Mebane Lake watershed.



2. Phase II Stormwater Post Construction Ordinance

Sec. 5.4 in the UDO provides standards for Stormwater Management and 5.4.F requires compliance with the Mebane Post Construction Runoff Ordinance (which is a stand-alone ordinance titled the Phase II Stormwater Post Construction Ordinance (SPCO)). The standards in the UDO are general standards as the Ordinance itself provides detailed standards.

The SPCO does apply to this project as more than one acre of land will be disturbed. However, the low density option will apply due to a reduction in net impervious surface. As such, no new engineered stormwater controls will be required.

D. Storm Drainage System

Sec. 5-4. D. in the UDO provides requirements for storm drainage systems. The preliminary site plans include a preliminary piping layout that indicates certain pipe locations, inlets, and discharge points.

E. Driveway Connections and Traffic Impact Analysis

1. Driveway Connections.

Site access will be from the existing access drive that connects to Hwy. 70. The location of the parking lot drive connection has been reduced to one ingress/egress point instead of two for customers. All customers will now turn left into the site closer to Hwy. 70. However, there is limited traffic on the access drive which makes this less likely to be an issue than if the access drive were a thru street. In addition, the proposed changes are acceptable to NCDOT.

2. Traffic Impact Analysis – A TIA was not required for this project.

F. Construction Plan Submittal

Sec. 7-6.7.A. in the UDO indicates that construction plans for all street facilities, including water and sewer facilities, shall be submitted following preliminary plat or site plan approval; therefore, construction plans are not required as a part of the site plan review. Appendix E which is included in the UDO is a Construction Document checklist which is to be provided at such time as construction plans are submitted after Site Plan approval.

Based on city engineering review of the referenced site plans, it is my opinion they are in substantial compliance with the UDO except as indicated herein.



AGENDA ITEM #5D

Comprehensive Amendments to the Unified Development Ordinance

Presenter

Cy Stober, Development Director

Public Hearing

Yes No

Summary

The City Council shall consider proposed amendments to Articles 2, 3, 5, 7, 8, 9, 10, and 12 of the Unified Development Ordinance (UDO) to respond to a) 160D statutory amendments, adopted into law by the NC General Assembly in 2019, b) environmental amendments to Article 5 that reflect statutory requirements for stormwater management of development in the Falls Lake watershed and the Upper Eno River Water Supply (II) Watershed; and c) enhancement of Article 7 to consider multiple modes of transportation rather than only automobiles.

Background

In July 2019, the North Carolina General Assembly adopted the new Chapter 160D of the North Carolina General Statutes, established under [Session Law 2019-111](#)¹. 160D consolidates current city- and county-enabling statutes for development regulations into a single, unified chapter and organizes these statutes into a more logical, coherent structure. The new legislation does not make major policy changes or shift the scope of authority granted to local governments, but it provides several clarifying amendments and consensus reforms that must be incorporated into local development regulations. Local governments shall adopt the necessary ordinance amendments to comply with Chapter 160D have by July 1, 2021. At that date, the rules and procedures of Chapter 160D will apply regardless of if the local ordinance has been updated.²

The State's objectives for creating Chapter 160D include consolidating and improving the organization rules for all local jurisdictions under one chapter heading (previously Chapters 153A and 160A), clarifying specific areas of authority for local governments where uncertainty has existed, and modernizing the tools for development regulation based on newer best practices. Further information is available through the UNC School of Government, including a checklist of changes, which is provided as an attachment and a series of free online modules available [at this link](#).

The proposed amendments to Section 5 are necessary updates to the City's UDO to address State regulations applying to the Falls Lake watershed and the Upper Eno River Water Supply (II) Watershed. In 2020, the City annexed and zoned property in these co-located watersheds, applying the appropriate State

¹ Session Law 2019-111, <https://www.ncleg.gov/BillLookup/2019/S355>

² Chapter 160D: A New Land Use Law for North Carolina, Adam Lovelady, David W. Owens, Ben Hitchings. UNC School of Government. <https://www.sog.unc.edu/resources/microsites/planning-and-development-regulation/ch-160d-2019>

requirements for nutrient management and impervious cover. The language in the proposed amendments integrates the State's model ordinance language into the City's UDO to ensure that all development in this area is reflected in our local standards as well as in general statute.

Further amendments to Article 5 integrate adopted language for environmental regulations from the City Ordinance into the UDO; the impact on development is neutral. The City of Mebane has required stormwater management since it was designated a Phase 2 community under the US Environmental Protection Agency's National Pollutant Discharge Elimination System. As such, it requires onsite management of stormwater flows during and after new development projects. The proposed language in Section 2 and 3 of Article 5 achieves this integration with no alterations to the adopted municipal language. The situation is the same for the integration of the Jordan Lake Buffer Rules featured in Article 5, Section 6, which was already adopted by the City following the adoption of the Jordan Lake Rules into law in 2009.

Finally, thirteen (13) edits to the subdivision standards in Article 7 have been proposed to include language to ensure subdivisions accommodate pedestrians and bicycles in addition to automobiles. The proposed amendments are in regard to design goals of a subdivision. No amendments to subdivision design standards are proposed.

A summary is provided that describes the proposed changes in each Article and Section of the UDO. Detailed text amendment changes to the UDO are available upon request.

Financial Impact

N/A

Staff Recommendation

The Mebane Planning Board voted unanimously (5 – 0) at their April 12, 2021, meeting to recommend adoption of the drafted amendments, as presented.

Staff recommends that the public hearing be continued to the June 7 City Council meeting for further review of the proposed amendments. Staff recommends approval of the proposed amendments as presented.

Suggested Motion

Motion to continue the public hearing to the June 7 meeting for further review, questions, and discussion.

Attachments

1. **Summary of proposed text amendments to the Unified Development Ordinance**
2. **G.S. Chapter 160D Checklist of Changes to Local Ordinances, Policies, and Practices.** *David W. Owens and Adam S. Lovelady, August 2020, School of Government. The University of North Carolina at Chapel Hill.*
<https://www.sog.unc.edu/sites/www.sog.unc.edu/files/160D%20Checklist%20Aug%202020%20update.pdf>



**SUMMARY OF PROPOSED
MEBANE UNIFIED DEVELOPMENT ORDINANCE AMENDMENTS
APRIL/MAY 2021**

[LINK TO FULL UDO TEXT WITH INLINE CHANGES HERE](#)

ARTICLE 2

- Update all statutory references to be current with 160D
- Revision to conflict of interest/impartial decisionmaker language
- Clarification to parliamentary procedures
- Clarification of required public notification policies for public evidentiary hearings
- Simplification and clarification of special use criteria and review procedures
- Update of Vested Rights law
- Update of Development Agreement law

ARTICLE 3

- Explicit exemption of *bona fide* farms, per general statute
- Elimination of the printed map maintenance and damage language

ARTICLE 5

- Update to all internal formatting and references to reflect amendment impacts on organization
- Integration of City's adopted Stormwater Management ordinance (Section 2; relocated from Section 4)
- Integration of City's adopted Phase 2 Stormwater New Development Regulations (Section 3)
- Integration of the Upper Eno River Water Supply (II) Watershed into the City's Watershed Overlay District Regulations (Section 4)
- Adoption of the Falls Lake Watershed Stormwater Regulations For New Development (Section 5)
- Integration of City's adopted Jordan Lake Riparian Buffer Regulations (Section 6)

ARTICLE 7

- Inclusion of multimodal language to accommodate non-automotive transportation considerations
- Update all statutory references to be current with 160D
- Provide clarity regarding sureties/performance guarantees





ARTICLE 8

- Update all statutory references to be current with 160D
- Update to Variance section to recognize ADA accommodations as a hardship

ARTICLE 9

- Cleaning up internal references and grammatical errors

ARTICLE 10

- Update all statutory references to be current with 160D
- Clarity regarding sign conformity needs following government condemnations

ARTICLE 12

- Update all statutory references to be current with 160D
- Update definitions to be current with 160D and statutory environmental regulations
- Staff inclusion of several terms that definitions are needed for (“Place of Worship”, “Right Of Way”, “School”)





G.S. Chapter 160D Checklist of Changes to Local Ordinances, Policies, and Practices

August 2020 Update

This checklist outlines provisions in the new Chapter 160D of the North Carolina General Statutes (hereinafter G.S.) as well as related statutory changes that will be incorporated into Chapter 160D. The changes to the statutes affect the language of local ordinances, the options for local decision processes, and the administrative practices related to development regulations.

This checklist is one piece of a larger set of resources and training materials, including an explanatory book, *Chapter 160D: A New Land Use Law for North Carolina*. Each item on this checklist is described more thoroughly in those additional resources. Section headers in this checklist note the corresponding chapter and section of the Chapter 160D book [in brackets]. Check nc160D.sog.unc.edu for additional resources and training.

The checklist has specific notations, which are accompanied by specific icons, as follows:

- Denotes legislative changes for which local governments **must** take action (statutory citations are in parentheses) (Many changes may already be reflected in the local ordinance. If so, no additional change is necessary for the ordinance.)
- Denotes permissive legislative changes for which local governments **may** take action
- △ Denotes notable legislative changes that do not require local action but of which local governments must **be aware**

Session Law 2020-25 (S.B. 720) amended Chapter 160D to incorporate other legislative changes from 2019 and make technical corrections. Those changes are noted in this updated checklist with new language underlined and cut language shown with strikethrough. Notably, S.L. 2020-25 altered the effective date of Chapter 160D. All powers and actions authorized under Chapter 160D are available as of June 19, 2020 (local ordinances may be updated and made effective immediately), but local governments have until July 1, 2021, to update local ordinances and policies to comply with the requirements of Chapter 160D. For that reason, the asterisks from the original checklist are removed. For the time before a local government amends its ordinances to comply with Chapter 160D, the rules and requirements of Chapter 160A (for municipalities) or Chapter 153A (for counties) will effectively remain controlling for that local government.

~~*For items noted with an asterisk, local governments do not have authority for the change until January 1, 2021, unless legislation authorizes earlier effectiveness. Noted changes may be incorporated into ordinances and policies, but they must not be effective until 2021. All other changes may be adopted and effective immediately.~~

I. Terminology and Citations [Chapter 1, Section III]

- Must** update any references to provisions in G.S. Chapter 160A or 153A to indicate relevant provisions in Chapter 160D. (See appendixes B and C in the Chapter 160D book.)
- Must** align ordinance terminology with Chapter 160D terminology for *conditional zoning* and *special use permits*; must delete use of the terms *conditional use permit*, *special exception*, *conditional use district zoning*, and *special use district zoning*. (See G.S. 160D-102.)
- Must** ensure that ordinance definitions for the following terms are not inconsistent with definitions provided in state law and regulation: *building*, *dwelling*, *dwelling unit*, *bedroom*, and *sleeping unit*. (G.S. 160D-706; S.L. 2019-111, § 1.17.)
- May** align ordinance terminology with Chapter 160D terminology, including for the following terms: *administrative decision*, *administrative hearing*, *determination*, *developer*, *development*, *development approval*, *development regulation*, *dwelling*, *evidentiary hearing*, *legislative decision*, *legislative hearing*, *planning and development regulation jurisdiction*, and *quasi-judicial decision*. (G.S. 160D-102.)

II. Geographic Jurisdiction [Chapter 2, Section I]

- For extension of extraterritorial jurisdiction (ETJ), a municipality **must** provide mailed notice thirty days prior to ETJ hearing; municipality **may** hold one hearing (with single mailed notice) regarding ETJ and initial zoning amendment. (G.S. 160D-202(d).)
- Municipality **may** hold hearings in anticipation of change in jurisdiction. (G.S. 160D-204.)
- For a parcel in two jurisdictions, the owner and the jurisdictions **may** agree for development regulations from one jurisdiction to apply to the entire parcel. (G.S. 160D-203.)
- In ETJ, the county **may** elect to exercise development regulations that the municipality is not exercising. (G.S. 160D-202(b).)
- For counties, the county **may** apply zoning and subdivision regulations to all or part of the county's planning and development regulation jurisdiction. Cities with zoning must apply zoning jurisdiction-wide. (G.S. 160D-201; S.L. 2020-25.)

III. Boards [Chapter 2, Section II]

A. In General

- Must** adopt broadened conflict-of-interest standards for governing and advisory boards. (G.S. 160D-109.)
- Must** keep minutes of proceedings of each board. (G.S. 160D-308.)
- Must** have each board member take an oath of office before starting his or her duties. (G.S. 160D-309.)

- Must** update ETJ population estimate, at least with each decennial census (also calculation for proportional representation is simplified and process for appointment is clarified). (G.S. 160D-307.)
- Must** provide proportional representation for ETJ on preservation commission if any districts or landmarks are designated in the ETJ. (G.S. 160D-307.)
- May** have detailed rules of procedure for each board; **may** be adopted by governing board; if not, then **may** be adopted by individual board; if adopted, **must** maintain board rules of procedure (by clerk or other officer as set by ordinance) and **must** post board rules of procedure to website, if the jurisdiction has a website. (G.S. 160D-308.)
- May** establish reasonable procedures to solicit, review, and make appointments; governing board typically makes appointments but may delegate that appointment-making authority. (G.S. 160D-310.)
- May** establish additional advisory boards related to development regulations. (G.S. 160D-306.)

B. Planning Board

- May** assign to planning board the coordination of citizen engagement for planning. (G.S. 160D-301.)
- May** assign planning board to serve as preliminary forum for review and comment on quasi-judicial decisions, provided that no part of the preliminary forum or recommendation may be used as a basis for the deciding board. (G.S. 160D-301.)

C. Board of Adjustment

- May** assign board of adjustment to hear and decide matters under any development regulation, not just zoning. (G.S. 160D-302.)
- May** assign duties of housing appeals board to board of adjustment. (G.S. 160D-305.)

IV. Land Use Administration [Chapter 2, Section III]

A. In General

- Must** incorporate new staff conflict-of-interest standards into ordinance or policy. (G.S. 160D-109.)
- Must** maintain in paper or digital format current and prior zoning maps for public inspection. (G.S. 160D-105.)
- Must** maintain in paper or digital format any state or federal agency maps incorporated by reference into the zoning map. (G.S. 160D-105.)

- **May** enact ordinances, procedures, and fee schedules relating to administration and enforcement of development regulations. (G.S. 160D-402(b).)
- **May** charge reasonable fees for support, administration, and implementation of development regulation; **must** use any such fees for that purpose, not for other purposes. (G.S. 160D-402(d).)

B. Enforcement

- **Must** issue notices of violation (NOVs) in conformance with statutory procedures (must deliver to permittee and landowner if different; may deliver to occupant or person undertaking the activity; delivery by hand, email, or first-class mail; may be posted onsite; administrator to certify NOV for the file.) (G.S. 160D-404(a).)
- If inspecting, **must** enter the premises during reasonable hours and upon presenting credentials; **must** have consent of premises owner or an administrative search warrant to inspect areas not open to the public. (G.S. 160D-403(e).)
- For revocation of development approval, **must** follow the same process as was used for the approval. (G.S. 160D-403(f).)
- **May** perform inspections for other development approvals to ensure compliance with state law, local law, and the terms of the approval; **must** perform (or contract for) inspections for building permits. (G.S. 160D-1113; -403(e).)
- **May** perform inspections for general code compliance and enforcement (inspections unrelated to a development approval). (G.S. 160D-402(b).)
- **May** require a certificate of compliance or occupancy to confirm that permitted work complies with applicable laws and terms of the permit; still **must** require certificate of occupancy for work requiring a building permit. (G.S. 160D-403(g).)
- **May** issue stop-work orders for illegal or dangerous work or activity, whether related to a permit or not. (G.S. 160D-404(b).)
- **May** continue to use general enforcement methods, including civil penalties, fines, court ordered actions, and criminal prosecution. (G.S. 160D-404(c).)
- △ **Be aware** that a local government must bring a court action in advance of the applicable five- and seven-year statutes of limitation. (G.S. 1-51 and -49; established prior to Chapter 160D.)
- △ **Be aware** that a local government must comply with existing rules for uses that were previously nonconforming situations. If a use loses its nonconforming status, by amortization or change of use or otherwise, the local government must bring an enforcement action within ten years of the loss of nonconforming status. (160D-1405(c1); established prior to Chapter 160D.)

V. Substance of Zoning Ordinance [Chapter 3, Section I]

- Must** maintain current and prior zoning maps for public inspection (local government clerk or other office may be the responsible office); **may** adopt and maintain in paper or digital format. (G.S. 160D-105.)
- Must** eliminate conditional use district zoning; existing conditional use district zoning converts to conditional district ~~on January 1, 2021~~ upon adoption of updated local ordinances or July 1, 2021. (G.S. 160D-703; S.L. 2020-25; S.L. 2019-111, § 2.9(b).)
- Must not set a minimum square footage for structures subject to the One- and Two-Family Residential Building Code.** (G.S. 160D-703; S.L. 2019-174.)
- May** incorporate maps officially adopted by state or federal agencies (such as flood-insurance rate maps (FIRMs)) into the zoning map; **may** incorporate *the most recent officially adopted version* of such maps so that there is no need for ordinance amendment for subsequent map updates; **must** maintain current effective map for public inspection; **may** maintain in paper or digital format. (G.S. 160D-105.)
- May** require certain dedications and performance guarantees for zoning approvals to the same extent as for subdivision approvals. (G.S. 160D-702.)
- May** use form-based codes. (G.S. 160D-703(a)(3).)
- May** allow administrative minor modification of conditional zoning, special use permits, and other development approvals; if allowed, **must** define “minor modification” by ordinance, **must** not include modification of use or density, and major modifications **must** follow standard approval process. (G.S. 160D-403(d), -703(b), -705(c).)
- May** apply zoning standards jurisdiction-wide, not just on a zoning district by zoning district basis. (G.S. 160D-703(d).)
- May** regulate development over navigable waters, including floating homes. (G.S. 160D-702(a).)

VI. Substance of Other Development Ordinances [Chapter 3, Section II]

- Must** conform subdivision performance guarantee requirements with statutory standards. (G.S. 160D-804.1; S.L. 2020-25; S.L. 2019-79 (S.B. 313), ~~to be incorporated into G.S. Chapter 160D-~~)
- Must** conform subdivision procedures for expedited review of certain minor subdivisions. (G.S. 160D-802, established prior to G.S. Chapter 160D.)
- Must not require a developer, as a condition to subdivision approval, to bury a power line existing above ground and outside of property to be subdivided.** (G.S. 160D-804; S.L. 2019-174.)

- Must** exempt farm use on bona fide farm in ETJ from city zoning to the same extent it would be exempt from county zoning; Chapter 160D clarifies that other municipal development regulations may still apply. (G.S. 160D-903(c).)
- Must** not exclude manufactured homes based on the age of the home. (G.S. 160D-910.)
- Must** follow standardized process for housing code enforcement to determine owner’s abandonment of intent to repair and need for demolition. (G.S. 160D-1203(6).)
- May** adopt moratoria for development regulations (subject to limitation on residential uses); moratoria do not affect rights established by permit choice rule. (G.S. 160D-107.)
- Municipalities may petition court to appoint a receiver for vacant structures. (160D-1130.)

A. Historic Preservation

- Must** follow standard quasi-judicial procedures for preservation certificates of appropriateness. (G.S. 160D-947(c).)
- Must** frame preservation district provisions as “standards” rather than “guidelines.” (G.S. 160D-947(c).)
- May** choose for appeals of preservation commission decisions to go to board of adjustment. Default rule is that preservation appeals go directly to superior court rather than to board of adjustment. (G.S. 160D-947(e).)

B. Development Agreements

- Must** process a development agreement as a legislative decision. (G.S. 160D-105.)
- Must** have a local government as a party to a development agreement (a water and sewer authority may enter an agreement as a party, but not independently). (G.S. 160D-1001(b).)
- May** consider a development agreement concurrently with a rezoning, subdivision, or site plan; **may** consider a development agreement in conjunction with a conditional zoning that incorporates the development agreement. (G.S. 160D-1001(d).)
- May** address fewer topics in development agreement content (list of mandated topics is shortened). (G.S. 160D-1006.)
- May** mutually agree with a developer for the developer to provide public improvements beyond what could have been required, provided such conditions are included in the development agreement. (G.S. 160D-1006(d).)
- May** include penalties for breach of a development agreement in the agreement or in the ordinance setting the procedures for development agreements; either party may bring legal action seeking an

injunction to enforce a development agreement. (G.S. 160D-1008.)

VII. Comprehensive Plan [Chapter 4, Section I]

- Must** adopt a comprehensive plan or land-use plan by July 1, 2022, to maintain zoning (no need to re-adopt a reasonably recent plan). (G.S. 160D-501(a).)
- Must** adopt a plan or a plan update following the procedures used for a legislative decision. (G.S. 160D-501(c).)
- Must** reasonably maintain a plan. (G.S. 160D-501(a).)
- May** coordinate a comprehensive plan with other required plans, such as Coastal Area Management Act (CAMA) plans. (G.S. 160D-501(a).)
- May** coordinate with other local governments, state agencies, or regional agencies on planning processes. (G.S. 160D-503(a).)

VIII. Legislative Decisions [Chapter 4, Section II]

A. Notice

- Must** follow applicable procedures for legislative decisions under any development regulation authorized under Chapter 160D, not just zoning; **must** adopt any development regulation by ordinance, not by resolution. (G.S. 160D-601.)
- For zoning map amendments, **must** provide notice not only to immediate neighbors but also to properties separated from the subject property by street, railroad, or other transportation corridor. (G.S. 160D-602.)
- For zoning map amendments, **must** provide posted notice during the time period running from twenty-five days prior to the hearing until ten days prior to the hearing. (G.S. 160D-602(c).)
- For extension of ETJ, **may** use single mailed notice for ETJ and zoning-map amendment pursuant to statutory procedures. (G.S. 160D-202.)
- For zoning map amendments, **may** require applicant to notify neighbors and hold a community meeting and **may** require report on the neighborhood communication as part of the application materials. (G.S. 160D-602(e).)

B. Planning Board Comment

- Must** refer zoning amendments to the planning board for review and comment; **must** not have governing board handle planning board duty to review and comment on zoning amendments. (G.S. 160D-604(c), (e).)

- Must** have planning board consider any plan adopted according to G.S. 160D-501 when making a comment on plan consistency. (G.S. 160D-604(d).)
- May** refer development regulation amendments (other than zoning) to the planning board for review and comment. (G.S. 160D-604(c).)

C. Plan Consistency

- When adopting an amendment to the zoning ordinance, **must** adopt a brief statement describing whether the action is consistent or inconsistent with approved plans. (G.S. 160D-605(a).) *(This eliminates the 2017 requirement that statements take one of three particular forms.)*
 - May** adopt plan consistency statement when acting upon the zoning amendment or as a separate motion. (G.S. 160D-605(a).)
 - May** meet the requirement for plan consistency even without formal adoption of a written statement if the minutes of the governing board meeting reflect that the board was fully aware of and considered the plan. (G.S. 160D-605(a).)
 - May** concurrently consider a comprehensive plan amendment and a zoning amendment; must not require a separate application or fee for plan amendment. (G.S. 160D-605(a).)
- Must** note on the applicable future land use map when a zoning map amendment is approved that is not consistent with the map; the future land use map is deemed amended when an inconsistent rezoning is approved. (G.S. 160D-605(a).) *(This clarifies that a rezoning inconsistent with a plan does not amend the text of the plan, but it does amend the future land use map.)*
- For a future land use map that is deemed amended, if it is a CAMA plan, then such amendment is not effective until it goes through the CAMA plan-amendment process. (G.S. 160D-501.)
- Must** adopt a statement of reasonableness for zoning *map* amendments; for such statements, **may** consider factors noted in the statutes; **may** adopt a statement of reasonableness for zoning *text* amendments. (G.S. 160D-605(b).)
 - May** consider and approve a statement of reasonableness and a plan consistency statement as a single, combined statement. (G.S. 160D-605(c).)

D. Voting

- Must** permit adoption of a legislative decision for development regulation on first reading by simple majority; no need for two-thirds majority on first reading, as was required for cities under prior law. (G.S. 160A-75; S.L. 2019-111, § 2.5(n).)

E. Certain Legislative Decisions

- Must** prohibit third-party down-zonings; **may** process down-zonings initiated by the local government or landowner (G.S. 160D-601; S.L. 2019-111, Pt. I.)
- Must** obtain applicant's/landowner's written consent to conditions related to a conditional zoning approval to ensure enforceability. (G.S. 160D-703(b); S.L. 2019-111, Pt. I.)
- May** use purely legislative conditional zoning and/or quasi-judicial special use permitting; **must** not use combined legislative and quasi-judicial process, such as conditional use district zoning. (G.S. 160D-102.)
- With applicant's written consent, **may** agree to conditional zoning conditions that go beyond the basic zoning authority to address additional fees, design requirements, and other development considerations. (G.S. 160D-703(b); S.L. 2019-111, Pt. I.)
- May** allow administrative minor modification of conditional zoning, special use permits, and other development approvals; if allowed, **must** define "minor modification: by ordinance, **must** not include modification of use or density, and major modifications **must** follow standard approval process. (G.S. 160D-403(d), -703(b), -705(c).)

IX. Quasi-Judicial Decisions [Chapter 4, Section III]

A. Procedures

- Must** follow statutory procedures for all quasi-judicial development decisions, including variances, special use permits, certificates of appropriateness, and appeals of administrative determinations. (G.S. 160D-102(28).)
- Must** hold an evidentiary hearing to gather competent, material, and substantial evidence to establish the facts of the case; the evidentiary hearing **must** have testimony under oath; **must** establish written findings of fact and conclusions of law. (G.S. 160D-406.)
- Board chair **must** rule at the evidentiary hearing on objections to inclusion or exclusion of administrative material; such ruling **may** be appealed to the full board. (G.S. 160D-406(d).)
- Must** allow parties with standing to participate fully in the evidentiary hearing, including presenting evidence, cross-examining witnesses, objecting to evidence, and making legal arguments; **may** allow non-parties to present competent, material, and substantial evidence that is not repetitive. (G.S. 160D-406(d).)
- May** continue an evidentiary hearing without additional notice if the time, date, and place of the continued hearing is announced at a duly noticed hearing that has been convened; if quorum is not present at a meeting, the evidentiary hearing is automatically continued to the next regular meeting of the board with no notice. (G.S. 160D-406(b).)

- **May** distribute meeting packet to board members in advance of the evidentiary hearing; if this is done, then **must** distribute the same materials to the applicant and landowner at the same time; **must** present such administrative materials at the hearing and make them part of the hearing record. (G.S. 160D-406(c).)
- **May** have the planning board serve as a preliminary forum for review in quasi-judicial decisions; if this is done, the planning board must not conduct a formal evidentiary hearing, but must conduct an informal preliminary discussion of the application; the forum and recommendation must not be used as the basis for the decision by the board—the decision must still be based on evidence presented at the evidentiary hearing. (G.S. 160D-301.)
- **May** require recordation of special use permits with the register of deeds. (G.S. 160D-705(c).)
- △ **Be aware** that the definition of *close family relationship* as used for conflicts of interest includes spouse, parent, child, brother, sister, grandparent, or grandchild (including step, half, and in-law relationships). (G.S. 160D-109(f).)
- △ **Be aware** that even if there is no objection before the board, opinion testimony from a lay witness shall not be considered competent evidence for technical matters such as property value and traffic impacts. (S.L. 2019-111, § 1.9.)

B. Certain Quasi-Judicial Decisions

- **Must** not impose conditions on special use permits that the local government does not otherwise have statutory authority to impose. (G.S. 160D-705(c); S.L. 2019-111, Pt. I.)
- **Must** obtain applicant's/landowner's written consent to conditions related to a special use permit to ensure enforceability. (G.S. 160D-1402(k); G.S. 160D-1403.2; S.L. 2019-111, Pt. I.)
- **Must** set a thirty-day period to file an appeal of any administrative determination under a development regulation; **must** presume that if notice of determination is sent by mail, it is received on the third business day after it is sent. (G.S. 160D-405(c).)
- **May** adjust variance standards to provide for reasonable accommodation under the federal Fair Housing Act. (G.S. 160D-705(c).)
- **May** use purely legislative conditional zoning and/or quasi-judicial special use permitting; **must** not use combined legislative and quasi-judicial process, such as conditional use district zoning. (G.S. 160D-102.)
- **May** allow administrative minor modification of conditional zoning, special use permits, and other development approvals; if allowed, **must** define "minor modification" by ordinance, **must** not include modification of use or density, and major modifications **must** follow standard approval process. (G.S. 160D-403(d), -703(b), -705(c).)

X. Administrative Decisions [Chapter 4, Section IV]

A. Development Approvals

- Must** provide development approvals in writing; **may** provide in print or electronic form; if electronic form is used, then it **must** be protected from further editing. (G.S. 160D-403(a).)
- Must** provide that applications for development approvals must be made by a person with a property interest in the property or a contract to purchase the property. (G.S. 160D-403(a).)
- Must** provide that development approvals run with the land. (G.S. 160D-104.)
- For revocation of development approval, **must** follow the same process as was used for the approval. (G.S. 160D-403(f).)
- May** require community notice or informational meetings as part of the decision-making process for administrative development approvals (quasi-judicial and legislative decisions already had notice and hearing requirements). (G.S. 160D-403(h).)
- May** set expiration of development approvals if work is not substantially commenced; default rule is twelve months, unless altered by state or local rule. (G.S. 160D-403(c).) Building permits expire after six months, as under prior law (no change to building permits). (G.S. 160D-1111.)
- May** extend expiration for development approvals for which construction is commenced and then is discontinued; default rule is that such approvals are valid for 24 months after discontinuation. (G.S. 160D-108(d).) Building permits for which work has been discontinued expire after twelve months, as under prior law (no change to building permits). (G.S. 160D-1111.) ~~**May** set expiration of development approvals if work is discontinued; default rule is twelve months, unless altered by state or local rule. (G.S. 160D-403(c).) **Be aware** that legislation will clarify the provisions on duration of development approvals. (G.S. 160D-403(c); S.L. 2019-111, § 1.3.)~~
- May** authorize administrative staff to approve minor modifications of development approvals and conditional-zoning approvals; if this is done, then **must** define “minor modifications” by ordinance and **must** not include modification of permitted use or density of development; major modifications **must** go through full applicable approval process. (G.S. 160D-403(d); -703(b); -705(c).)

B. Determinations

- Must** provide written notice of determination by personal delivery, electronic mail, or first-class mail to the property owner and party seeking determination, if different from the owner. (G.S. 160D-403(b).)
- May** designate an official to make determinations for a particular development regulation. (G.S. 160D-403(b).)

- **May** require owner to post notice of determination on the site for ten days; if such is not required, then owner has option to post on the site to establish constructive notice. (G.S. 160D-403(b).)

C. Appeals of Administrative Decisions

- **Must** allow administrative decisions of any development regulations (not just zoning) to be appealed to the board of adjustment, unless provided otherwise by statute or ordinance. (Appeals relating to erosion and sedimentation control, stormwater control, or building code and housing code violations are not made to the board of adjustment unless specified by local ordinance.) (G.S. 160D-405.)
- **Must** set a thirty-day period to file an appeal of any administrative determination under a development regulation; must presume that if notice of determination is sent by mail, it is received on the third business day after it is sent. (G.S. 160D-405(c).)
- **Must** require the official who made the decision (or his or her successor if the official is no longer employed) to appear as a witness in the appeal. (G.S. 160D-406.)
- **Must** pause enforcement actions, including fines, during the appeal. (G.S. 160D-405.)
- **May** assign the duty of hearing appeals to another board (other than the board of adjustment); if this is done, such board must follow quasi-judicial procedures. (G.S. 160D-405.)
- **May** designate that appeals be filed with the local government clerk *or* another official. (G.S. 160D-405.)

XI. Vested Rights and Permit Choice [Chapter 5, Section I]

A. Vested Rights

- **Must** recognize that building permits are valid for six months, as under prior law. (G.S. 160D-1111 ~~G.S. 160D-108(d)(1).~~)
- **Must** recognize the default rule that development approvals/permits are valid for twelve months, unless altered by statute or extended by local rule ~~adjusted by statute or local rule~~. (G.S. 160D-108(d)(2).)
- **Must** identify site-specific vesting plans (formerly site-specific development plans) with vesting for two to five years, as under prior law, except for specified exceptions. (G.S. 160D-108.1 ~~G.S. 160D-108(d)(3); 108(f).~~)
- **Must** recognize multi-phase developments—long-term projects of at least 25 acres—with vesting up to seven years, except for specified exceptions (160D-108(c)(~~d~~)(4); -108(f).) (The previously authorized phased-development plan is obsolete and should be deleted from ordinance.)
- **May** provide for administrative determination of vested rights and for appeal to the board of adjustment. (G.S. 160D-108(h)(~~e~~), -405.)

- △ **Be aware** that a person claiming vested rights may bring an original civil action in court, skipping administrative determination and board of adjustment consideration. (G.S. 160D-108(h); 160D-405(c).)
- △ **Be aware** that vested rights run with the land, except for state-permitted outdoor advertising permits that run with the owner of the permit. (G.S. 160D-108(i)(g); S.L. 2019-111, Pt. I.)

B. Permit Choice

- **Must** not make an applicant wait for final action on the proposed change before proceeding if the applicant elected determination under prior rules. (G.S. 143-755; G.S. 160D-108(b).)
- △ **Be aware** that if a local development regulation changes after an application is submitted, the applicant may choose the version of the rule that applies; but **may** require the applicant to comply with new rules if the applicant delays the application for six months. (G.S. 143-755; G.S. 160D-108(b); S.L. 2019-111, Pt. I.)
- △ **Be aware** that an application for one development permit triggers permit choice for permits under any development regulation; such permit choice is valid for eighteen months after approval of the initial application. (G.S. 143-755; G.S. 160D-108(b); S.L. 2019-111, Pt. I.)

XII. Judicial Review [Chapter 5., Section II]

A. Declaratory Judgments

- △ **Be aware** that an individual may bring a declaratory judgment action to challenge legislative zoning decisions, vested rights claims, and challenges to land use authority related to administrative decisions, subject to specified procedures. (G.S. 160D-1401; G.S. 160D-1403.1)
- △ **Be aware** that other civil actions may be authorized—G.S. Chapter 160D does not limit availability of other actions. (G.S. 160D-1404.)

B. Appeals of Quasi-Judicial Decisions

- **Must** update ordinance to address appeals of certificates of appropriateness for historic landmarks and historic districts; default rule is that such appeals go straight to court; local government may opt for such appeals to go to the board of adjustment, as under prior statutes. (G.S. 160D-947.)
- **Must** provide that appeals of certificates of appropriateness must be filed within thirty days after the decision is effective or written notice is provided, the same as for appeals of other quasi-judicial decisions. (G.S. 160D-947; -1405.)
- △ **Be aware** that on appeal a party may request a stay of the approval or enforcement action. (G.S. 160D-1402(e).)

- △ **Be aware** that a local government may seek a stay in favor of itself (to prevent development under an approval). (G.S. 160D-1402(e).)
- △ **Be aware** that if, in the absence of a stay, an applicant proceeds with development, the person does so at his or her own risk. (G.S. 160D-1402(l).)
- △ **Be aware** that on appeal, the superior court now must allow for supplementing the record on questions of standing, conflicts of interest, constitutional violations, or actions in excess of statutory authority. (G.S. 160D-1402; S.L. 2019-111, § 1.9.)
- △ **Be aware** that even if there is no objection before the board, opinion testimony from a lay witness shall not be considered competent evidence for technical matters such as property value and traffic impacts. (G.S. 160D-1402; S.L. 2019-111, § 1.9.)
- △ **Be aware** of specific judicial instructions for decisions of appeals of quasi-judicial decisions. (G.S. 160D-1402(k); S.L. 2019-111, § 1.9.)

C. Subdivision Decisions

- **May** establish a rule that administrative subdivision decisions are appealed to the board of adjustment. (G.S. 160D-1405.)
- △ **Be aware** that appeals of administrative subdivision decisions may be appealed directly to superior court. (G.S. 160D-1403.)
- △ **Be aware** that quasi-judicial subdivision decisions are appealed to superior court in the nature of certiorari. (G.S. 160D-1402.)

D. Attorneys' Fees

- △ **Be aware** that a court *shall* award attorneys' fees if the court finds that a city or county violated a statute or case law setting forth unambiguous limits on its authority. (G.S. 6-21.7; S.L. 2019-111, Pt. I.)
- △ **Be aware** that a court *shall* award attorneys' fees if the court finds that a local government took action inconsistent with, or in violation of, the permit choice ~~and vested rights~~ statutes. (G.S. 6-21.7; S.L. 2019-111, Pt. I.)
- △ **Be aware** that a court *may* award attorneys' fees in other matters of local government litigation. (G.S. 6-21.7; S.L. 2019-111, Pt. I.)

E. Additional Judicial Rules

- △ **Be aware** that a court may join a civil action challenging an ordinance with an appeal in the nature of certiorari. (G.S. 160D-1402(m).)

- △ **Be aware** that a local government **must** not assert the defense of estoppel to enforce conditions to which an applicant did not consent in writing. (G.S. 160D-1403.2; S.L. 2020-25; S.L. 2019-111, Pt. I.)

- △ **Be aware** that an action is not rendered moot if the party loses the relevant property interest as a result of the local government action being appealed, subject to applicable case law limits. (G.S. 160D-1402(j1); S.L. 2019-111, Pt. I.)



AGENDA ITEM #6

State of North Carolina Rural Building Reuse Program Local Government Resolution

Meeting Date

May 3, 2021

Presenter

Preston Mitchell, Assistant City Manager
Mac Williams, Alamance Chamber of Commerce
President

Public Hearing

Yes No

Summary

The City Council will consider a resolution for the submission of a Rural Building Reuse program grant to the State of NC for Lotus Bakeries US LLC a US and Lotus Bakeries US MFG, LLC. The building reuse program is part of the overall State and Local incentive package and requires a local match of 5%. The Company is considering new investment in real property and personal property investment for a total investment of \$60,000,000. The project will add 86 new jobs with a competitive average wage of \$43,510.

Background

The economic development project has been a cooperative effort between the City of Mebane and the Alamance Chamber. Lotus Bakeries US LLC is considering an expansion of their facility with an investment of \$60,000,000. The City of Mebane's application for Rural Building Reuse Program grant, as one part of the overall incentive package, amounts to \$500,000 with a local match of 5%. The local match will be met by the additional local incentives within the overall incentive package. (The State program would fund \$475,000 and the City's 5% local match would be \$25,000).

Financial Impact

This program grant will require a 5% local match to the \$500,000 grant amount requested. The local match will be met by the additional local incentives within the overall incentive package.

Recommendation

Staff recommends approval of the resolution.

Suggested Motion

I move for approval of the resolution to be adopted by the governing board to apply for the State of NC Building Reuse Program grant for Lotus Bakeries US LLC.

Attachments

1. Rural Building Reuse Program Resolution



City of Mebane Resolution
Application for NC Department of Commerce
Lotus Bakeries US, LLC and Lotus Bakeries US Manufacturing, LLC

WHEREAS, Mebane City Council has indicated its desire to assist in economic development efforts for business and industry within Mebane; and,

WHEREAS, the Council fully supports the proposed project by Lotus Bakeries US, LLC and Lotus Bakeries US Manufacturing, LLC which will result in the expansion of an existing facility located in Mebane's North Carolina Industrial Center and will create a minimum of (86) new positions for Mebane; and,

WHEREAS, the Council desires to pursue a formal application for Building Reuse funds in the amount of \$475,000 from the NC Department of Commerce; and,

WHEREAS, the Council certifies it will provide the 5% match required through Mebane's additional local incentives package and will meet all other requirements of the North Carolina Department of Commerce,

NOW, THEREFORE BE IT RESOLVED, by the Mebane City Council, that the City of Mebane is authorized to submit a formal application to the North Carolina Department of Commerce in order to provide assistance to benefit Lotus Bakeries US, LLC and Lotus Bakeries US Manufacturing, LLC.

That this Resolution shall take effect immediately upon its adoption.

Adopted this the 3rd day of May, 2021 in Mebane, North Carolina.

Ed Hook, Mayor

ATTEST:

Stephanie W. Shaw, City Clerk



City of Mebane Fiscal Year 2021-2022
Budget

Budget Message Section



TABLE OF CONTENTS

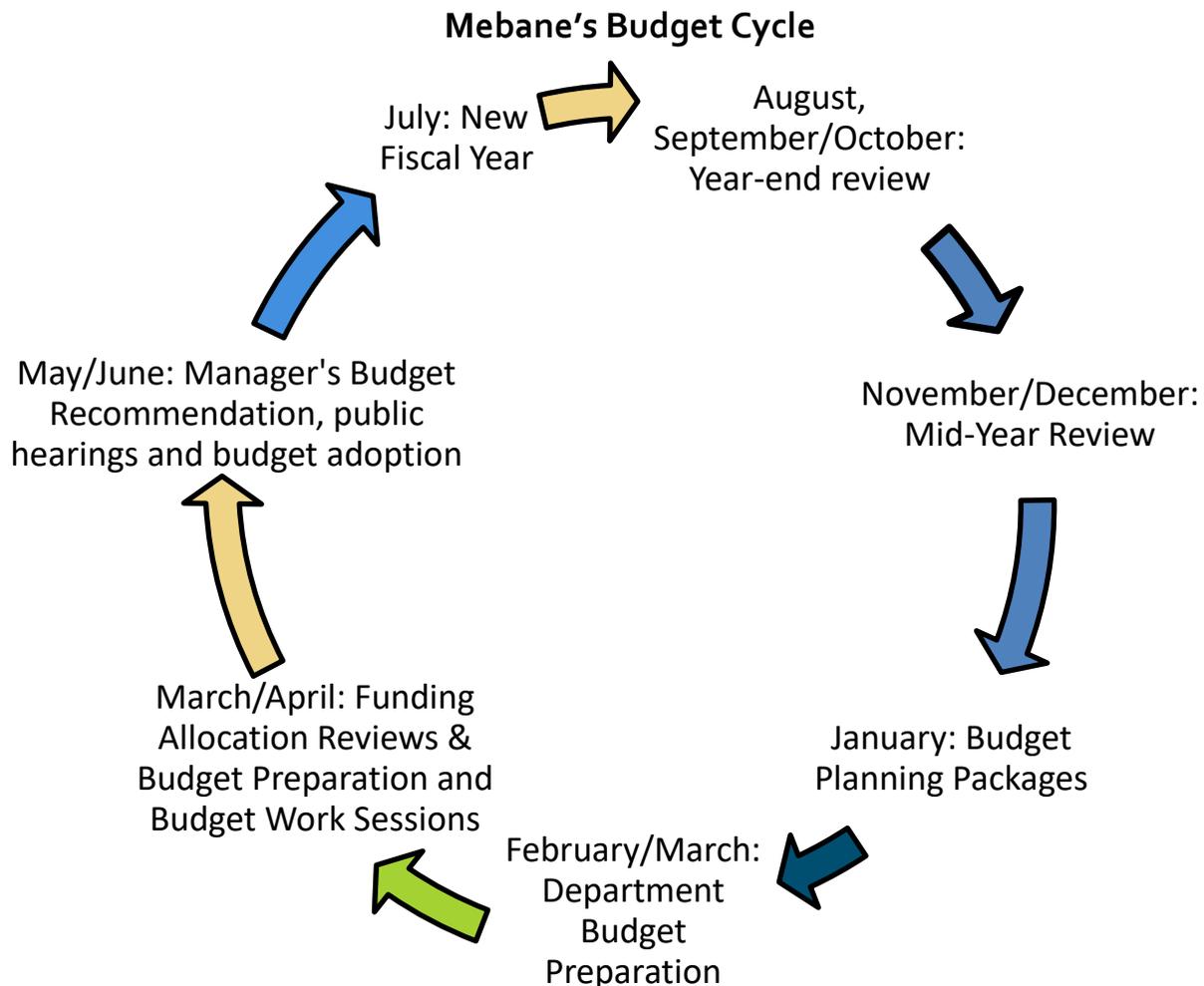
Budget Message Section	1
Table of Contents.....	2
Budget Development.....	3
Budget Calendar	4
Budget Message	5
Revenue Neutral Memorandum.....	17
Budget Summary Section	20
Budget Highlights.....	21
City-Wide Summary.....	22
Fee Schedule.....	26
Annual Operating Capital Outlay.....	44
Debt Schedule.....	46
Historical Summary of Property Tax Information.....	48
Utility Rates Information Comparison.....	49
Summary of Full-Time Positions.....	50
Budget Section	54
General Fund Department Budget.....	55
Water & Sewer Fund Department Budget.....	71
Utility Capital Reserve Fund.....	76
FY 2022 – 2026 Capital Improvement Plan.....	77
Appendix A: General Fund Departments Line-Item	A-1
Appendix B: Water & Sewer Fund Departments Line-Item	B-1
Appendix C: Utility Capital Reserve Fund Line-Item	C-1
Budget Ordinance (to be provided on June 7, 2021)	D-1



BUDGET DEVELOPMENT

Budgeting is a year-round activity in most municipalities. We are either preparing to start a new budget, analyzing, generating reports and amending the current budget or reporting on the most recent budget year. Most of the time we are doing all these activities simultaneously. Preparations for the FY21-22 budget began in January 2021 with the budget kick-off which included instructions to department heads regarding how to submit budget requests and an overview of the budget calendar. In February, department heads submitted their budget requests and in March each department head met with the Manager, Assistant Manager, Finance Director, HR Director and finance staff to review their requests.

The first budget work session on March 23 allowed department heads to present their personnel and capital requests directly to the City Council. The second budget work session held on April 13, focused on the operating budget and provided more details on personnel and capital requests. The City Manager will present his recommended budget to the City Council on May 3. On June 7, a public hearing will be held as required by General Statute 159.12 (b). Also, on June 7, the Council will meet again and possibly approve the FY21-22 budget.





BUDGET CALENDAR

January 15, 2021	Personnel and Capital Requests Due from Department Heads
February 19, 2021	Department Budget Worksheets Due from Department Heads
March 1-10, 2021	Department Meetings with the City Manager
March 23, 2021	First Budget Work Session
April 13, 2021	Second Budget Work Session
May 3, 2021	Manager's Recommended Budget
June 7, 2021	Public Hearing and Budget Adoption



BUDGET MESSAGE

May 3, 2021

Mayor and City Councilmembers
City of Mebane, North Carolina

Dear Mayor and Councilmembers,

This time last year the future was uncertain, and the fiscal year (FY) 20-21 budget reflected the times. The FY20-21 budget was conservative and focused on continuing projects that were already started, taking care of current employees, but not adding to the workforce, and not raising taxes or utility rates. This approach to the COVID pandemic put the City in a good position to face revenue decreases that were forecasted for local governments not only statewide, but nationwide.

Fortunately, Mebane is not like most municipalities. The City is uniquely located between two metropolitan areas, the Triangle and the Triad. Mebane has and continues to lead the area in industrial recruitment and new homebuilding. In FY19-20, 504 building permits were issued, as of the writing of this message, 600 building permits have been issued thus far in FY20-21. This trend is expected to continue as we are growing like other fringe cities in the Triangle. The trend of increased retail spending is expected to continue and grow stronger as the population of Mebane grows. Economic development continues to be strong as evidenced by continued interest in local industrial sites. The residential and industrial sector continues to demonstrate growth, with the latter potentially increasing explicitly beyond the number and size of recent years. Interest in the commercial and downtown sector could result in these categories of development creating stand-alone projects versus recent mixed used approaches.

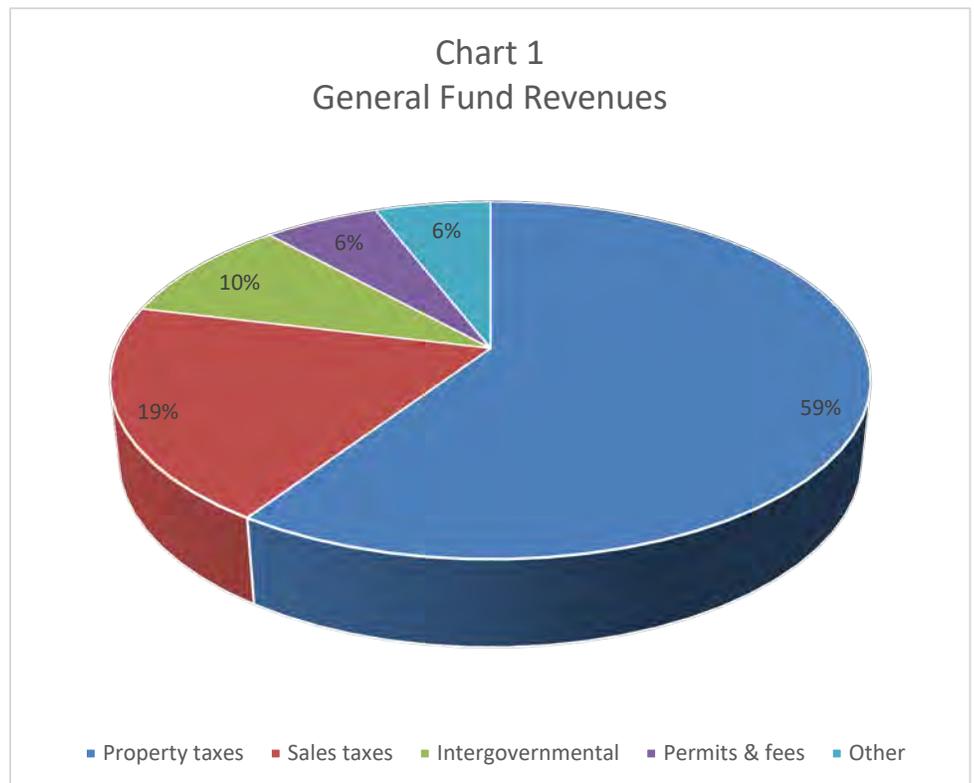
Figures reveal the COVID-19 Pandemic economic impact of 2020 and first quarter of 2021 was not as extensive within the Burlington Metro area because of Mebane's continued construction growth (and Lab Corp's COVID testing expansion). Therefore, Mebane was less impacted financially by the pandemic as revenues have continued to come in strong throughout FY20-21 and are expected to exceed budgeted revenues by approximately \$900,000. However, the City was impacted by the pandemic since FY20-21 was a "hold the line" year, and as a result no positions were added, and capital purchases and new projects were delayed. As many individuals can relate, Mebane lost a year regarding those specific needs. Therefore, it is very important that FY21-22 be a year to take great strides forward by adding positions in both the General and Water & Sewer Fund along with restarting capital purchases and capital projects.

General Fund Overview

The General Fund is used to account for our general government resources which are not legally required to be accounted for in another fund. In the 2018-2019 budget a separate capital fund was created to account for large capital items. The FY21-22 budget will merge these capital items back into the General Fund. The FY21-22 recommended General Fund budget totals \$25,445,340, a 1.7% increase over the FY20-21 revised budget. The supporting revenues are estimated to be \$22,131,296, an 18.6% increase over the FY20-21 revised budget. This increase is due to growth, the Orange County revaluation, and proposing to maintain the current \$0.47 tax rate. The budget is balanced by appropriating fund balance of \$1,950,000 and debt proceeds of \$1,364,044. In this revaluation year for Orange County, the revenue-neutral property tax rate is \$.4692/\$100, less than an eighth of a cent decrease from last year's \$.47 tax rate. Please see the Orange County Revaluation Revenue Neutral Memo on page 17 for further details. Maintaining the current tax rate of \$.47/\$100, will allow Mebane to hire the new positions and expend capital needed this year so we can continue to provide excellent service and amenities to our growing population.

Revenues & Other Financing Sources

The General Fund's primary sources of revenue include property taxes, sales taxes, intergovernmental revenues, and permits and fees. Property and sales taxes make up approximately 79% of all revenues. This year, we are predicting an increase in total revenues due to the resurgence of the economy, full built-out growth beginning to be listed upon property tax listings, the Orange County revaluation and maintaining the current tax rate at \$.47/\$100. Mebane also expects to receive a building re-use grant in the amount of \$480,000 for Universal Preserv-A-Chem, which accounts for the increase in the miscellaneous revenue line. Additionally, the planning fees and fire inspection fees for buildings contain increases (see the Fee Schedule on page 26 of the Budget Summary Section). The following table compares General Fund revenues for the three years from 2020 to 2022. It is important to note, appropriated fund balance has decreased by 56% from the revised FY20-21 budget and includes some funding for items not completed within the current FY. Debt proceeds have decreased as well and will be used to fund eight police vehicles (\$461,756), composing five for new hires and three replacements, a side-arm garbage truck (\$320,000), and a



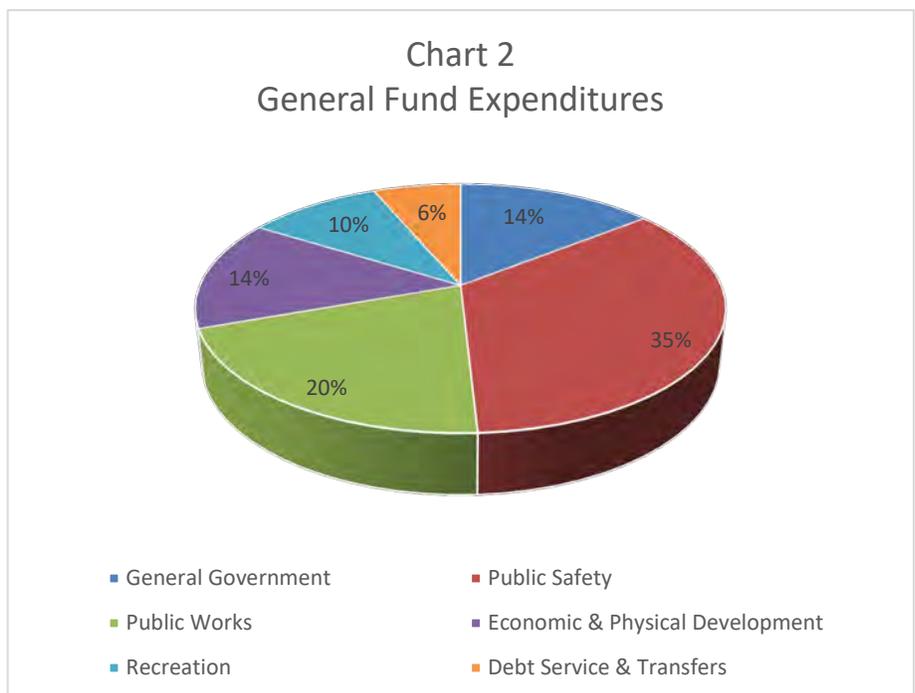
fire engine (\$582,288). It is important to note, only \$430,500 of the budgeted debt proceeds in FY20-21 were issued. A swap loader truck and brush truck were purchased. The remaining debt proceeds were for the Holt Street Greenway, Lake Michael Dam and Cates Farm Park, which have all been delayed.

Table 1

General Fund Revenues	2020 Actual	2021 Orig Budget	2021 Revised Budget	2022 Projected	% Change
Revenues					
Property taxes.....	\$ 11,375,989	\$ 11,492,912	\$ 11,492,912	\$ 13,092,594	13.9%
Sales taxes.....	3,574,012	3,190,243	3,460,843	4,302,700	24.3%
Privilege licenses.....	955	1,000	1,000	1,000	0.0%
Unrestricted intergovernmental.....	1,834,820	1,638,000	1,638,000	1,635,100	-0.2%
Restricted intergovernmental.....	829,221	457,150	497,150	466,550	-6.2%
Permits & fees.....	811,186	881,798	881,798	1,335,652	51.5%
Sales & services.....	630,808	625,000	625,000	750,100	20.0%
Investment earnings.....	153,113	20,000	20,000	20,000	0.0%
Miscellaneous.....	449,237	47,600	47,600	527,600	1008.4%
Total revenues.....	<u>19,659,341</u>	<u>18,353,703</u>	<u>18,664,303</u>	<u>22,131,296</u>	18.6%
Other financing sources					
Debt proceeds.....	-	1,939,070	1,939,070	1,364,044	-29.7%
Appropriated fund balance.....	-	2,072,527	4,427,317	1,950,000	-56.0%
Total other financing sources.....	-	<u>4,011,597</u>	<u>6,366,387</u>	<u>3,314,044</u>	-47.9%
Total revenues & other financing sources...	<u>\$ 19,659,341</u>	<u>\$ 22,365,300</u>	<u>\$ 25,030,690</u>	<u>\$ 25,445,340</u>	1.7%

Expenditures & Other Financing Uses

General Fund budget requests this year were extensive, primarily due to FY20-21 being a lost year (regarding personnel, capital, and new projects) and growth. Staff are beginning to experience the strain of keeping up with our quickly expanding City. Department heads requested a total of 21 full-time positions and four restructures to existing positions. To fund all these positions without using fund balance the tax rate would need to be raised over \$.03 cents to account for the \$789,207 shortfall, as one penny on the tax rate is estimated to bring in \$244,980. For example, a home with an assessed value



of \$200,000 has a current property tax bill of \$940; if the rate is raised \$.03 cents, the bill will go up to \$1,000. Therefore, my recommendation is to fund ten full-time positions and three restructures with no tax increase and by using fund balance of \$1,950,000 as shown in Table 2. For more details, please see page 50 in the Budget Summary Section.

Table 2

Department	Personnel Request	Position	Total Salary & Benefits	Computer, Phone, Radio	Car, etc.	Other Costs	Total Per Position	No. Requested	Total Budget Request
Requested and Recommended Positions									
Administration	New	Public Information Officer (PIO)	88,907	9,550	-	3,000	101,457	1	101,457
Administration	New	Human Resources Consultant*	67,769	1,604	-	434	69,807	1	69,807
Finance	New	Accountant **	85,211	2,200	-	740	88,151	1	88,151
Finance	Restructure	Accounting Supervisor	4,360	540	-	-	4,900	1	4,900
Police	New	Police Investigator	70,171	3,540	45,200	8,200	127,111	1	127,111
Police	New	Police Patrol***	31,922	2,000	59,508	18,000	111,430	4	445,722
Fire	New	Fire Inspector I	70,171	2,640	-	4,500	77,311	1	77,311
Public Works	new	Maintenance Worker II	57,018	-	-	1,200	58,218	1	58,218
Public Works	Restructure	Streets Supervisor	3,117	-	-	-	3,117	1	3,117
Sanitation	Restructure	Sanitation Operations Supervisor	2,710	-	-	-	2,710	1	2,710
Total Requested and Recommended Positions			481,356	22,074	104,708	36,074	644,212	13.0	978,504
Requested positions not recommended									
Finance	New	Accounting Manager	97,358	2,700	-	780	100,838	1	100,838
Finance	New	Accounting Tech	55,784	1,500	-	500	57,784	1	57,784
Information Technology	New	Geographic Information System (GIS) Analyst	78,767	4,500	-	4,540	87,807	1	87,807
Fire	New	Firefighters (6 months)	34,637	-	-	13,400	48,037	6	288,224
Planning	New	Main Street Coordinator	89,634	2,740	-	8,050	100,424	1	100,424
Planning	New	Office Administrator	30,823	2,740	-	900	34,463	1	34,463
Recreation & Parks	New	Parks Operations and Maintenance Supervisor (Trails)	61,981	1,500	30,000	5,750	99,231	1	99,231
Recreation & Parks	Restructure	Special Event and Marketing Specialist	9,436	8,000	-	3,000	20,436	1	20,436
Total Requested positions not recommended			458,420	23,680	30,000	36,920	549,020	13	789,207

* HR Consultant Salary is reduced by the FY21 Administration budget for part-time salaries (\$12,840).

**Accountant is recommended in place of the Accounting Manager.

***Police Patrol reflect start dates as of January 1, 2022.

Department heads also submitted significant and multiple capital requests that indicate end of life equipment, vehicles needing replacement, and aging infrastructure requiring substantial repair, as well as the need for a new Police Station and an additional Fire Station. To fund all these requests, except the new stations, we would need to increase the property tax a minimum of \$1,520,000. With one penny on the tax rate estimated to bring in \$244,980 the tax rate would have to increase by 6.2 cents to meet the rest of the requests.

To keep the tax rate at 47 cents, I am recommending that \$1,520,000 in non-personnel requests be delayed, and to fund the remaining \$3,756,779 of requests with revenues, appropriated fund balance of \$1,950,000, and debt proceeds in the amount of \$1,364,044. The debt proceeds will fund all vehicle purchases which include eight police vehicles (five for new hires and three replacements) for \$461,756, one side-arm garbage truck for \$320,000, and a fire engine for \$582,288. Interest rates are still low and, in a year, when the City is catching up for a lost year regarding capital, it makes sense to take advantage of the current market environment. The stations requested in the budget will also need to be funded with debt proceeds. Since the sites for these stations have yet to be identified, and because both projects will span over multiple budget years, I am not recommending funding them through the yearly budget ordinance. Both projects should be accounted for in a multi-year Capital Project Ordinance and therefore, staff will bring these

projects to Council for approval during the FY21-22 budget year once potential sites are determined. This is also the case for the Holt Street Greenway project. A full list of requests is shown in Table 3.

Appropriating \$1,950,000 in fund balance may take the fund balance below the minimum policy threshold of 50% of expenditures. Based on a worst-case scenario, the fund balance percentage could reach 37% by June 30, 2022. As previously discussed, this recommendation is a result of trying to recapture the lost year of personnel, capital, and new projects. Also, our typical General Fund – Fund Balance end of year appropriation typically is lower than originally budgeted. However, this is well above the statutory requirement of 8% and still leaves the City in a stable financial position. Additionally, rating agencies require a fund balance between 15% and 30% of expenditures to receive a top rating. Chart 3 shows this expected impact on the fund balance as a percentage of total expenditures.

Chart 3

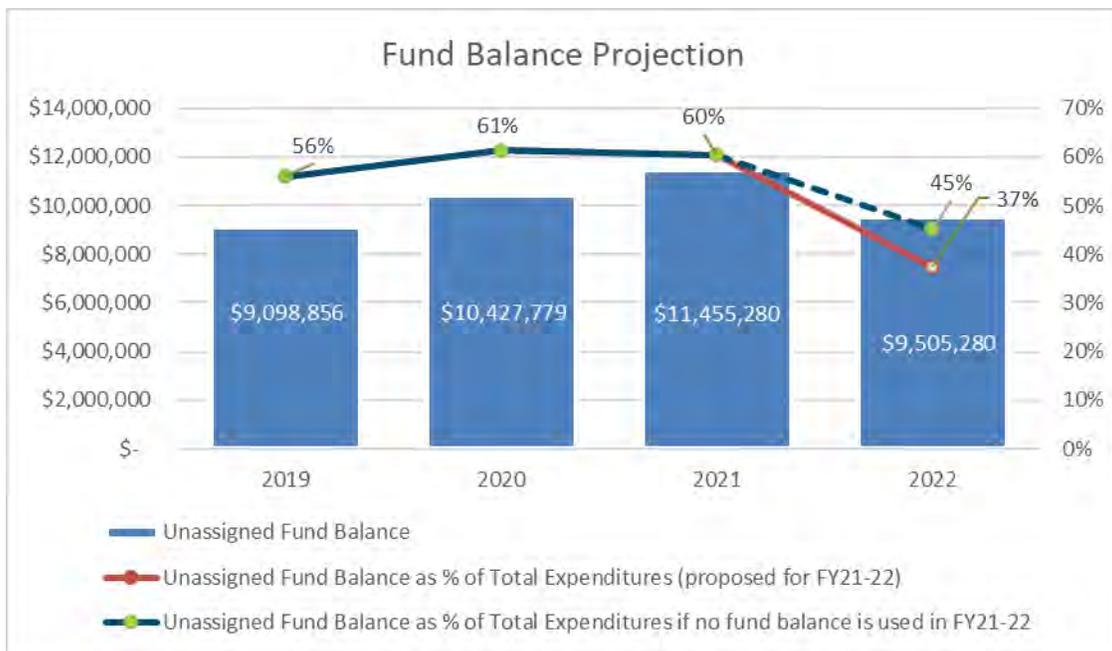


Table 3

Requests Included in the Manager's Budget		Requests Not Included in the Manager's Budget	
Police Equipment	\$ 84,020	Classroom @ Training Tower	\$ 275,000
Police Vehicles (5 new hires, 3 replacement)	461,756	Fieldale Rd. Widening & Resurfacing	365,000
Police radio upgrades	58,800	Pickleball courts (2)	30,000
New Fire Engine	582,288	Playground and shade	80,000
Hurst Tool	10,950	Basketball Parking	75,000
Public Works Equipment Shed	70,000	Tennis Parking	50,000
Public Works fence and gate relocation	150,000	Volleyball Courts	30,000
Public Works mower, paint stripping equipment & p	35,000	Stormwater Management	50,000
Railroad Fence	70,000	Lake Michael pier replacement	75,000
Sidearm automated garbage truck	320,000	Tennis Building	170,000
Servers	50,000	Regrading Open Space	50,000
Firewall replacement and switches	122,000	Macc Baseball/Softball Updates	80,000
Card readers and cameras for server room security	25,000	Cameras for Ball Fields	30,000
Police Department IT Connection	22,000	Christmas Decorations	50,000
Human Resources Benefit Software	16,000	Amphitheater @ Community Park	110,000
Tyler Time & Attendance Software	15,939	Total	\$ 1,520,000
		Requests recommended for Capital Project Ordinances in FY22 *	
Council Chambers AV upgrade	60,000	New Police Station	\$ 16,500,000
S 4th Street Sidewalk	84,900	New Fire Station	4,500,000
Crawford St. Sidewalk	20,000	Holt Street Greenway	900,000
Third-Fifth St. Connector	20,000	Total	\$ 21,900,000
S 1st Street Sidewalk	62,200	*Capital Project Ordinances will be brought to the Council for approval in FY22 as this action is separate from the annual budget ordinance.	
Lebanon Rd./Lake Michael Connector	165,000		
Parking lot camera Phase 3	15,000		
Recreation and Parks Master Plan	100,000		
Ball field Landscaping	12,500		
Ball field painting and fence upgrades	10,000		
Recreation and Parks Small Projects	42,926		
Two electronic score tables for MACC 1 and 2	27,000		
Basketball court	70,000		
New Lights	186,000		
Lake Michael swing sets	35,000		
Blue Lights for Parks	25,000		
Fairway Mower	37,500		
Façade Grant	50,000		
Giles Pocket Park	15,000		
Street Resurfacing	625,000		
Total	\$ 3,756,779		

Table 4, shown below, lists the General Fund expenditures by type and compares the 2021-2022 Recommended Budget to the 2020-2021 Revised Budget. The 6.5% increase in personnel is due to a 2% cost of living adjustment, merit increases, a 1.2% increase in the retirement rate, and the addition of nine new positions and four restructures. The 5.4% increase in operating expenditure is due to a combination of growth and repairs & maintenance. The 18.9% decrease in capital between the FY20-21 revised budget and the FY21-22 recommended budget is due to increase in the FY20-21 budget to purchase 7.8 acres of land contiguous to the new Community Park for \$535,000. After adjusting for this unexpected item, the capital budget is decreasing by 5.4% (\$163,318) from the FY20-21 revised budget. The General Fund Department Budget Summary starts on page 56 of the Budget Section and provides detailed descriptions of each department's supporting revenues, recommended budget, and budget highlights. Appendix A provides line-item details.

Table 4

General Fund Expenditures by Type	2020 Actual	2021 Budget	2021 Revised Budget	Manager's Recommended	% Change
Personnel.....	\$ 9,588,495	\$ 11,548,267	\$ 11,511,667	\$ 12,264,488	6.5%
Operating.....	\$ 6,380,392	\$ 7,077,602	\$ 8,124,263	\$ 8,564,071	5.4%
Capital.....	\$ 1,572,926	\$ 2,039,768	\$ 3,695,097	\$ 2,996,779	-18.9%
Debt Service.....	1,536,937	1,699,663	1,699,663	1,620,002	-4.7%
Transfers.....	-	-	-	-	N/A
Totals.....	<u>\$ 19,078,750</u>	<u>\$ 22,365,300</u>	<u>\$ 25,030,690</u>	<u>\$ 25,445,340</u>	1.7%

Outside Agencies

Outside agencies are a minor part of the budget appropriations; however, these agencies provide essential services and quality of life value for the citizens of Mebane.

- The Mebane Historical Museum has long been funded by the City to operate the museum and keep a cultural record of the City's history. A 3% increase is included in the budget.
- The Alamance County Arts Council provides the City with several performances each year as well as public art sculptures. The Council requested the same amount as last year.
- The volunteer Train Group continues upgrading the Tommy Long Train Collection and has become a top-rated attraction. No increase was requested this year.
- The Alamance County Transportation Authority (ACTA) provides medical and human service transportation to Mebane residents. They offered a wealth of data supporting their request that shows increasing service provision to Mebane residents. ACTA did not request an increase this year.
- Finally, United Way provides 211 services to our citizens who have emergency needs for housing, food, utilities, mental health issues, and other household needs. The 211 service, which connects people with these needs to appropriate agencies for assistance, is being widely used during the coronavirus crisis. The agency requested \$5,000, which I am recommending.

Table 5

Agency	FY 21 Revised Budget	FY22 Requested	FY22 Recommended
Mebane Historical Museum Subsidy.....	\$ 38,540	\$ 38,540	\$ 38,540
Tommy Long Train Display.....	10,027	10,000	10,000
Alamance County Arts Council.....	10,000	10,000	10,000
ACTA Subsidy.....	6,500	6,500	6,500
United Way 211.....	2,500	5,000	5,000
Total.....	<u>\$ 67,567</u>	<u>\$ 70,040</u>	<u>\$ 70,040</u>

The Utility Fund

The Utility Fund is an enterprise fund designed to be a self-supporting operation that sells water & sewer services to the public for a fee. Utility operations are budgeted across two funds which are the annual enterprise fund, and capital reserve fund. The capital reserve fund accounts for the new system development fees instituted three years ago. The recommended budget for the enterprise fund for FY2022

is \$10,378,152, a 12.2% increase over the 2020-2021 revised budget, primarily due to a 10% increase in water and sewer rates. The recommended budget for the capital reserve fund is \$1,109,500, a 70% increase over the 2020-2021 revised budget due to increasing construction cost estimates.

Table 6

Water and Sewer Fund	2020 Actual	2021 Orig Budget	2021 Revised Budget	2022 Projected	% Change
Revenues					
Sales and Services.....	\$ 6,094,286	\$6,046,729	\$ 6,046,729	\$ 7,585,200	25.4%
Connection Fees.....	-	-	-	-	N/A
Intergovernmental.....	265,028	336,855	336,855	250,545	(25.6%)
Permits and Fees.....	159,837	71,550	71,550	78,500	9.7%
Investment Earnings.....	79,501	30,000	30,000	20,000	(33.3%)
Miscellaneous.....	<u>202,073</u>	<u>187,500</u>	<u>187,500</u>	<u>187,500</u>	0.0%
Total revenues.....	<u>6,800,725</u>	<u>6,672,634</u>	<u>6,672,634</u>	<u>8,121,745</u>	21.7%
Other financing sources					
Transfers in	527,920	175,000	175,000	500,000	185.7%
Debt proceeds	-	-	-	123,000	N/A
Appropriated fund balance.....	-	<u>1,973,366</u>	<u>2,403,420</u>	<u>1,633,407</u>	(32.0%)
Total revenues & other financing sources.....	<u>\$ 7,328,645</u>	<u>\$8,821,000</u>	<u>\$ 9,251,054</u>	<u>\$ 10,378,152</u>	12.2%

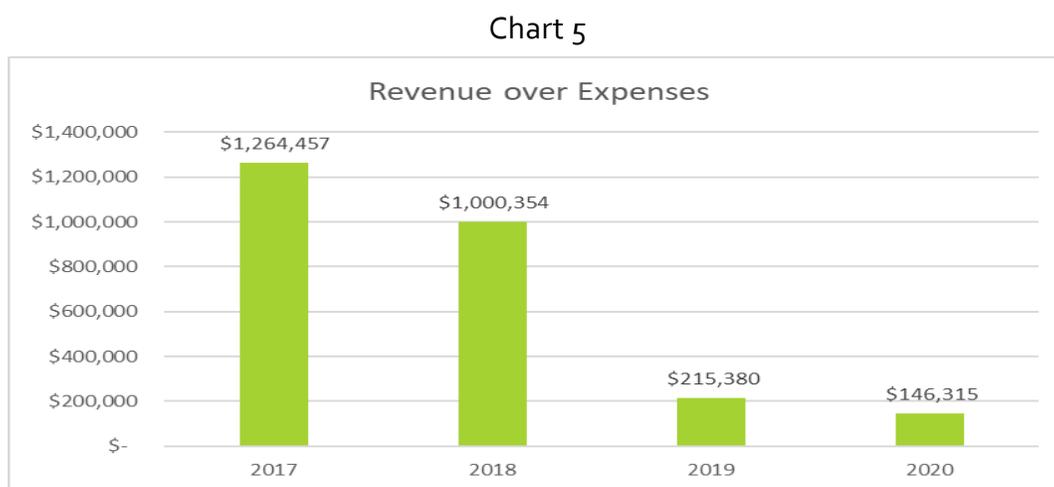
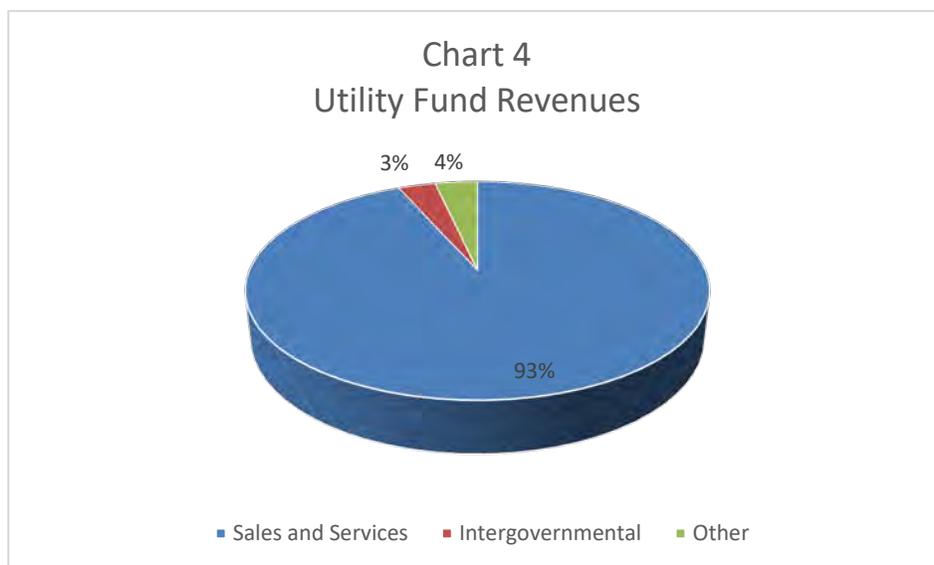
Revenues & Other Financing Sources

The Utility Funds' primary sources of revenue include water & sewer sales, system development fees, reconnection fees, and intergovernmental revenue. We are currently working on revising our system development fees, however, the current fees are reflected in the FY21-22 budget. Total revenues are estimated to grow by \$1,449,111 (21.7%) over this year. System development fees are providing \$457,000 in new revenue. Appropriated fund balance totals \$1,633,407, a reduction of \$770,013 (47.1%) in the projected use of fund balance from last fiscal year. The proposed fee schedule can be found in the Budget Summary Section on page 26.

Proposed Fee Increase

Background

The recommended budget includes the previously discussed 10% rate increase on water and sewer. As you may recall, the City completed a Water and Sewer Rate Analysis in 2018 that suggested a 5-year graduated increase in rates to offset rising maintenance costs and anticipated infrastructure expansion costs associated with the Long-Range Utility Plan (LRUP). The City also completed a system development fee analysis to replace the previous water & sewer connection fees collected by the City, per state law requirements. The City implemented the system development fees and a 5% water and sewer rate increase in 2019. The City did not implement the second or third year of the 5-year scheduled increases in water and sewer rates in budget years 2019-2020 or 2020-2021 due to the COVID pandemic. Therefore, the Utility Fund's excess revenues over expenses declined substantially as seen in Chart 4 below.



Water Resource and Recovery Facility (WRRF)

During this past year, estimates of the cost of the Water Resource and Recovery Facility (WRRF) renovation increased substantially. With the \$7.35 million renovation set to begin this fall, and the \$9.29 million 0.5 million gallon per day expansion set to begin in FY22-23, rates need to be raised for the next several years.

Previous methodology used to determine the rate increase included (1) the costs of water production and distribution; (2) sewer collection and treatment; and (3) capital costs of the Long-Range Utility Plan. However, the necessity of the forthcoming WRRF renovation resulted in the need of a designated utility rate increase in FY 21-22 and 22-23. With the addition of the increased cost for the WRRF renovation and two future expansions, the phased rate increases, coupled with the use of system development fees, should reset the Utility Fund’s imbalance and start building needed reserves.

The combination of phased rate increase, along with improving operational efficiency, reducing water loss, and reducing inflow and infiltration, will support growth and provide funds for debt service on the WRRF related projects discussed at the April 2021 budget work session.

Table 7

Water & Sewer Rates	FY21	Proposed FY22
Inside water (per 1,000 gallon)	\$6.11	\$6.72
Inside sewer (per 1,000 gallon)	\$6.56	\$7.22
Outside water (per 1,000 gallon)	\$12.22	\$13.44
Outside sewer (per 1,000 gallon)	\$13.12	\$14.43

Utility Capital Reserve Fund

This fund is used to account for system development fees. The estimated revenues for FY21-22 are \$1,109,500 which is an increase of 70% over the FY21 revised budget. Growth projections support this estimate. I recommend transferring \$500,000 from this fund to the Utility Fund to support capital expenditures. Actual revenues transferred to the Utility Fund in FY20 was \$527,920.

Table 8

Utility Capital Reserve Fund	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Revenues						
System Development Fees.....	\$ 902,521	\$ 650,000	\$ 650,000	\$ 872,796	\$ 1,107,000	70.3%
Interest Earnings.....	9,701	2,500	2,500	-	2,500	0.0%
Total revenues.....	912,222	652,500	652,500	872,796	1,109,500	70.0%
Other financing sources						
Transfers in.....	-	-	-	-	-	N/A
Appropriated fund balance.....	-	-	-	-	-	N/A
Total revenues & other financing sources.....	912,222	652,500	652,500	872,796	1,109,500	70.0%
Expenditures						
Transfers Out.....	\$ 527,920	\$ 175,000	\$ 175,000	\$ 175,000	\$ 500,000	185.7%
Utility Capital Reserve.....	-	477,500	477,500	477,500	609,500	27.6%
Total Expenditures.....	527,920	652,500	652,500	652,500	1,109,500	

Expenditures & Other Financing Uses Budget Overview

The combined budget for the Utility Fund, is proposed at \$10,378,152, a 12.2% increase from the 2020-2021 revised budget.

Table 9

Expenditure Type	2020 Actual	2021 Budget	2021 Revised Budget	Manager's Recommended	% Change
Personnel.....	\$ 2,316,312	\$ 2,677,802	\$ 2,677,802	\$ 3,044,962	13.7%
Operating.....	\$ 3,181,177	\$ 3,268,502	\$ 3,367,272	\$ 4,143,171	23.0%
Capital.....	\$ 1,511,395	\$ 1,725,770	\$ 2,057,054	\$ 1,558,983	-24.2%
Debt Service.....	851,748	1,148,926	1,148,926	1,631,036	42.0%
Totals.....	<u>\$ 7,860,632</u>	<u>\$ 8,821,000</u>	<u>\$ 9,251,054</u>	<u>\$ 10,378,152</u>	12.2%

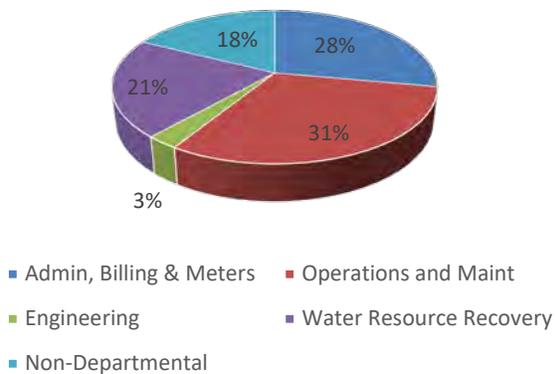
Personnel costs are increasing by 13.70%, due to the 2% cost of living adjustment, merit increases, a 1.2% increase in the retirement rate as well as two new positions. There were only two positions requested. Detailed information regarding the positions can be found on page 50 of the Budget Summary Section.

Table 10

Department	Personnel Request	Position	Total Salary & Benefits	Computer, Phone, Radio	Car, etc.	Other Costs	Total Per Position	No. Requested	Total Budget Request
Requested and Recommended Positions									
Utilities	New	Equipment Operator I	52,717	500		1,990	55,207	1	55,207
Utilities	New	Maintenance Crew Leader	70,024	2,500	32,000	5,990	110,514	1	110,514
Total Requested and Recommended Positions			122,741	3,000	32,000	7,980	165,721	2	165,721

The budget also includes \$708,191 in administrative cost allocations for General Fund staff time spent on management, contract review, capital planning, purchasing, and accounting for utility projects and functions. The retirement contribution rates to N.C. Local Government Retirement System continues to increase to sustain the health of the statewide system, according to the State Treasurer. For group insurance benefits, we are proposing the same coverage levels as in 2020-2021.

Chart 6
Utility Fund Expenditures



There is a 23.0% increase in operating costs and a similar decrease in capital costs. This is due to moving the budget for repairs and maintenance (\$742,500) to the operating line. The 2021-2022 budget will get the meter replacement project completed for residential meters.

All departmental requests were funded except the request for \$1,700,000 for inflow & infiltration work. I hope to propose the use of Mebane’s share of the American Rescue Plan allocation for this important infrastructure project. The list

of requests is in Table 11. A summary of departmental budgets can be found on page 72 in the Budget Section and the line-item budget can be found in Appendix B.

Table 11

Requests Included in the Manager's Budget		Requests Not Included in the Manager's Budget	
WRRF Repairs & Maintenance	\$ 100,000	Inflow & Infiltration	\$ 1,700,000
Aeration Basin Electrical Upgrade	46,665		
Meter changeout	500,000		
New Meters	200,000		
Water line replacements	150,000		
GKN Pump Station re-route and re-design	62,500		
Pick-up Trucks (3 replacement, 1 for new hire)	123,000		
SCADA for Lake Michael & Richmond Hill PS	16,600		
Graham Water Plant Capital	131,000		
John Deere Gator	20,000		
Graham Waste Water Plant Capital	48,218		
Oversizing Reimbursements	286,000		
Water repairs and maintenance	150,000		
Sewer repairs and maintenance	150,000		
Pump station repairs and maintenance	150,000		
Rte.119 and Mebane Oaks Rd. utility relocations	105,000		
Total	\$ 2,238,983	Total	\$ 1,700,000

Debt service will increase 42% due to financing the pick-up trucks for the utility department (three replacement and one for the new Crew Leader) as well as the beginning of debt service payments on the WRRF renovation project.

Conclusion

The City of Mebane continues its efforts to provide efficient and effective government services for its residents. The City has weathered the pandemic well and is ready to set the foundation for a prosperous future and prepare for our population growth that is coming within the next decade.

As required by N.C. general statutes, please accept this document as my recommendation for the FY2021-2022 Budget and FY2022-26 Capital Improvement Plan located on page 78. I am proposing that you set a public hearing at our regular meeting on June 7, 2021 to consider the budget ordinance that will guide the City over the next fiscal year, while setting a five-year plan for major capital outlays.

Respectfully submitted,

Chris Rollins
City Manager

Daphna Schwartz
Finance Director



REVENUE NEUTRAL MEMO

To: Chris Rollins, City Manager
From: Daphna Schwartz, Finance Director
Date: April 27, 2021

The City of Mebane annual budget's largest revenue source is property tax. Alamance and Orange Counties are responsible for valuing property. The City contracts with the Counties to bill and collect property taxes. At least every eight years, a county must revalue property. 2021 is a revaluation year for Orange County. Below is a discussion about the effects of the revaluation and related matters.

Revaluation

Counties must conduct reappraisals of real property at least every eight years. Orange County is currently using a four-year cycle (2013, 2017, 2021). Notices of the new values were mailed out in January of 2021; appeals are on-going, and the County is still trying to get information from non-listers. Early indications from the tax department were that Mebane area properties would see an increase. The most recent numbers from the County still support this expectation.

The Tax Rate

Below you will find the revenue neutral tax rate calculation for the City's based on the 4-year revaluation cycle using the template produced by the NC State Treasurer's office. As you can see, the natural growth rate generated from the 4-year cycle is 4.13%. When calculating the assessed value as of June 30, 2022, \$103,233,000 was deducted for new growth per Mebane's Orange County tax scroll.

Under the bold line in the calculation shown below, the rate produced without considering the natural growth rate would produce a tax rate of \$.45. This is not the revenue neutral tax rate. The revenue neutral tax rate is \$.4692, which considers the 4.13% natural growth rate. Since the revenue neutral rate for the City's 2021-2022 budget is \$.4692 which is less than a tenth of a percent. Therefore, it makes sense to keep the tax rate at \$.47 cents/\$100.

Neutral Property Tax Increase (Decrease)				City of Mebane			
Revaluations as of:							
January 1, 2021 and 2017							
Fiscal year		Assessed Valuation as of June 30	Annexation (Deannexation)		Total Adjusted for Annexation or Deannexation	Valuation Increase (Decrease)	Percentage change
2021-22		2,503,084,598	-	21-22	2,503,084,598		
				20-21	2,399,883,214		
	Revaluation						
2020-21	1/1/2021	2,399,883,214	13,771,788	20-21	2,386,111,426	90,887,232	3.96%
				19-20	2,295,224,194		
2019-20		2,295,224,194	2,768,881	19-20	2,292,455,313	110,579,274	5.07%
				18-19	2,181,876,039		
2018-19		2,181,876,039		18-19	2,181,876,039	71,203,014	3.37%
				17-18	2,110,673,025		
2017-18	Revaluation 1/1/2017	2,110,673,025					4.13%
							Average growth %
							Doesn't include revaluation increase (decrease)
Last year prior to revaluation						Tax rate	Estimated tax levy
2020-21		2,399,883,214				0.004700	112,795
First year of revaluation						Tax rate to produce equivalent levy	
2021-22		2,503,084,598				0.0045	112,795
Increase (decrease) tax rate for average growth rate						Revenue neutral tax rate, to be included in budget ordinance, adjusted for growth	
2021-22		2,503,084,598				0.004692	117,457
					Increase (Decrease) in Tax Levy		4,663
					Average Percentage Increase (Decrease)		4.13%

General Information on the Revenue Neutral Tax Calculation

When there is a revaluation, the unit of government must include a revenue neutral rate in their budget message. This rate does not have to be adopted, but it must be presented. The State Treasurer's office has created a template to use in calculating a revenue neutral rate. The calculation generates a natural growth percentage based on the annual growth each year over the time period from the last revaluation. The way the revenue neutral calculation works generates a tax rate that will give the government the revenue that correlates to the natural growth. In theory, the rate is fair to all in that the government gets some new revenue, but taxpayers in whole are only paying what they would have if it had not been a revaluation year. Even if revaluation results in no net gain, there will be taxpayers that will have increased values and taxpayers that have decreased values – everyone will not go up or down the at the exact same percentage. In other words, a revenue neutral rate will result in more taxes for some, pretty much the same taxes for some and less taxes for some.

Since the revenue neutral calculation is comparing the revaluation to the prior year, it would not calculate correctly if new growth were not removed from the calculation. For example, if a tract of land were purchased in December of 2019 it would be part of the January 1, 2020 valuation. Let us assume there were no structures on the land and the valuation on January 1, 2020 was \$100,000. The owner of the land would owe property taxes of \$470 in 2020 with a \$.47 tax rate. During calendar year 2020, the owner of the land builds a house on the land that is completed before the end of the calendar year. On January 1, 2021, the revaluation year, the land is revalued at \$104,000 and the house is valued at \$300,000. So, if the tax rate remains at \$.47, the owner will owe \$1,898.80; \$488.80 for the land and \$1,410 for the house.

This is a revaluation year, so the revenue neutral tax rate needs to be calculated. For the land, the revenue neutral rate is \$.4519, since that is the rate that will compute a \$470 tax bill for the land: the same tax bill as 2020. However, the house did not exist on January 1, 2020, so it was not included in the tax revenue for the City in 2020, so it needs to be eliminated from the revenue neutral calculation.

The revenue neutral calculation does not factor real growth or decline in the revaluation year. The assumption is that the average growth is more accurate than what occurs in one year. In a decline year, this is a help to the government unit in justifying a higher rate; but in a growth year, the revenue neutral calculation can hurt the government in that it creates less revenue than would have been generated if the growth were fully realized. In years other than revaluation years, growth and losses are incorporated into the budget process. The revenue generated from the tax levy is included in the revenue projections, which are then paired with the expenditure requests. At that point, the revenues and expenditures are adjusted until a balanced budget is achieved. In many budgets, the tax rate remains unchanged from year to year and the ups and downs of changes in the tax base are used or absorbed by the expenditures. The real growth or decline is a large factor of the annual budget process.

BUDGET SUMMARY SECTION





BUDGET HIGHLIGHTS

- The City-Wide FY21-22 recommended budget is \$35,823,492 which is a 4.5% increase as compared to the current revised FY20-21 budget of \$34,281,744. This is primarily due to debt service in the Water & Sewer fund increasing due to the WRRF renovation project.
- The Fiscal Year 21-22 was prepared with the tax rate of \$.47 per \$100 assessed valuation. The revenue neutral rate is \$.4692.
- The Fiscal Year 21-22 budget reflects a 10% increase to both water and sewer rates. This is to fund the WRRF expansion.
- The Fiscal Year 21-22 expenditures include funding for a total of 156 full-time positions in both funds.
- The Fiscal Year 21-22 includes a 2% cost of living adjustment for all full-time employees and regular part-time employees. Merit pay is also included for full-time employees.
- A summary breakdown of the Fiscal Year 2021-2022 budget is as follows:

General Fund Budget	\$25,445,340
Water & Sewer Fund Budget	\$10,378,152
Utility Capital Reserve Fund Budget	\$ 1,109,500
Total	\$36,932,992
Less Interfund payments and transfers	\$ 1,208,191

- The Fee Schedule is in the Budget Summary Section on page 26.



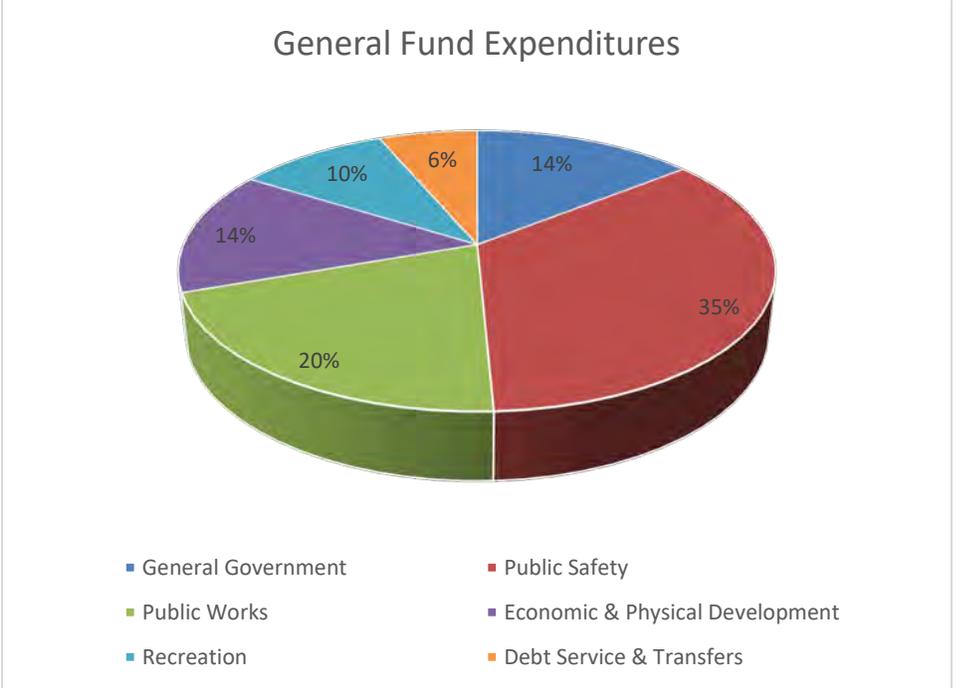
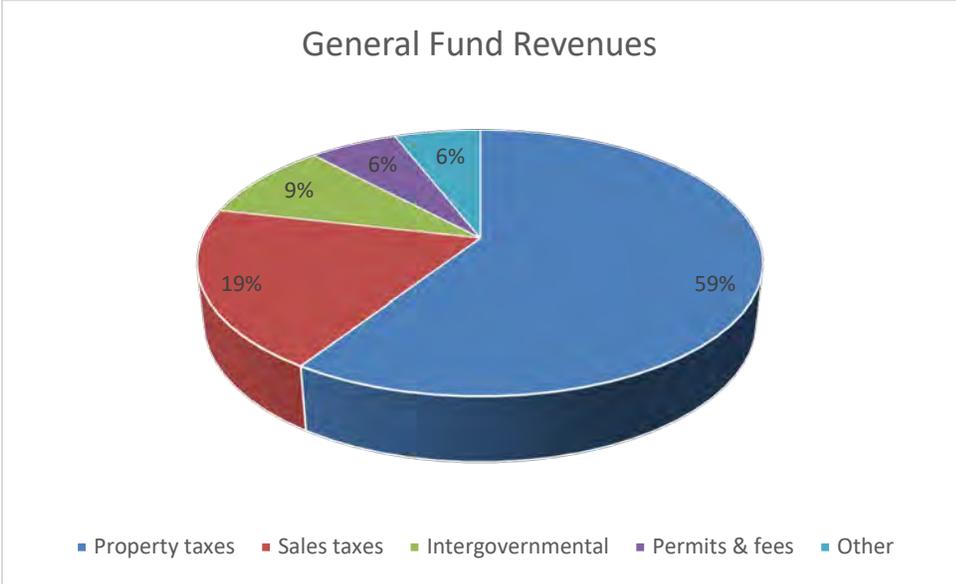
CITY-WIDE SUMMARY

General Fund

General Fund Revenues	2020 Actual	2021 Orig Budget	2021 Revised Budget	2021 Estimate	2022 Projected	% Change
Revenues						
Property taxes.....	\$ 11,375,989	\$ 11,492,912	\$ 11,492,912	\$ 11,611,665	\$ 13,092,594	13.9%
Sales taxes.....	3,574,012	3,190,243	3,460,843	3,752,700	4,302,700	24.3%
Privilege licenses.....	955	1,000	1,000	1,000	1,000	0.0%
Unrestricted intergovernmental.....	1,834,820	1,638,000	1,638,000	1,624,512	1,635,100	-0.2%
Restricted intergovernmental.....	829,221	457,150	497,150	624,042	466,550	-6.2%
Permits & fees.....	811,186	881,798	881,798	1,238,048	1,335,652	51.5%
Sales & services.....	630,808	625,000	625,000	600,000	750,100	20.0%
Investment earnings.....	153,113	20,000	20,000	30,000	20,000	0.0%
Miscellaneous.....	449,237	47,600	47,600	86,624	527,600	1008.4%
Total revenues.....	19,659,341	18,353,703	18,664,303	19,568,591	22,131,296	18.6%
Other financing sources						
Debt proceeds.....	-	1,939,070	1,939,070	430,500	1,364,044	-29.7%
Appropriated fund balance.....	-	2,072,527	4,427,317	-	1,950,000	-56.0%
Total other financing sources.....	-	4,011,597	6,366,387	430,500	3,314,044	-47.9%
Total revenues & other financing sources...	\$ 19,659,341	\$ 22,365,300	\$ 25,030,690	\$ 19,999,091	\$ 25,445,340	1.7%

General Fund Expenditures by Function	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Government.....	\$ 2,265,261	\$ 3,078,709	\$ 3,180,732	\$ 2,416,175	\$ 3,639,890	14.4%
Public Safety.....	6,977,429	7,304,629	7,423,051	7,195,640	8,896,471	19.8%
Public Works.....	4,623,728	5,167,965	6,020,264	3,384,356	5,355,060	-11.0%
Economic & Physical Development.....	2,180,768	2,632,669	2,926,701	2,329,746	3,455,894	18.1%
Recreation.....	1,494,627	2,481,665	3,780,279	2,249,453	2,478,023	-34.4%
Debt Service & Transfers.....	1,536,937	1,699,663	1,699,663	1,396,220	1,620,002	-4.7%
Total.....	\$ 19,078,750	\$ 22,365,300	\$ 25,030,690	\$ 18,971,590	\$ 25,445,340	1.7%

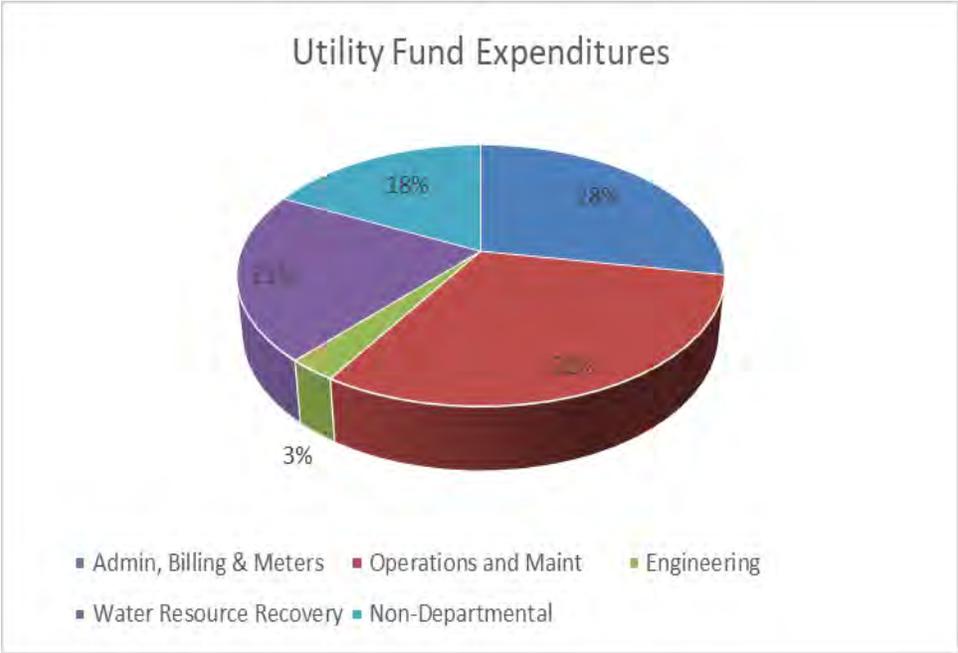
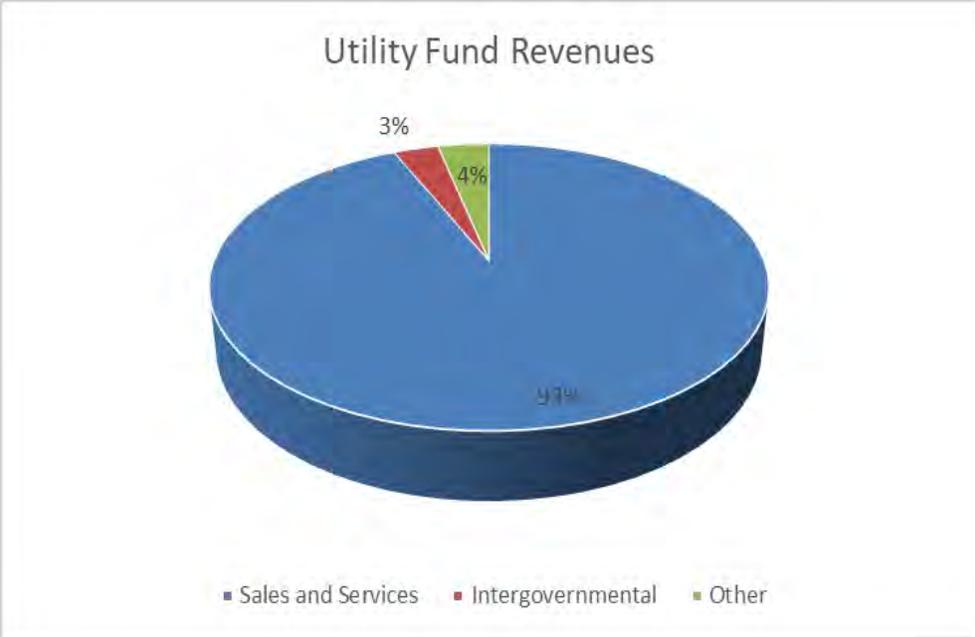
General Fund Expenditures by Type	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 9,588,495	\$ 11,548,267	\$ 11,511,667	\$ 10,415,721	\$ 12,264,488	6.5%
Operating.....	\$ 6,380,392	\$ 7,077,602	\$ 8,124,263	\$ 5,883,036	\$ 8,564,071	5.4%
Capital.....	\$ 1,572,926	\$ 2,039,768	\$ 3,695,097	\$ 1,276,613	\$ 2,996,779	-18.9%
Debt Service.....	1,536,937	1,699,663	1,699,663	1,396,220	1,620,002	-4.7%
Totals.....	\$ 19,078,750	\$ 22,365,300	\$ 25,030,690	\$ 18,971,590	\$ 25,445,340	1.7%





Water & Sewer Fund

Water and Sewer Fund	2020 Actual	2021 Orig Budget	2021 Revised Budget	2021 Estimate	2022 Projected	% Change
Revenues						
Sales and Services.....	\$ 6,094,286	\$ 6,046,729	\$ 6,046,729	\$ 6,505,000	\$ 7,585,200	25.4%
Connection Fees.....	-	-	-	-	-	N/A
Intergovernmental.....	265,028	336,855	336,855	229,095	250,545	(25.6%)
Permits and Fees.....	159,837	71,550	71,550	80,000	78,500	9.7%
Investment Earnings.....	79,501	30,000	30,000	35,000	20,000	(33.3%)
Miscellaneous.....	202,073	187,500	187,500	192,000	187,500	0.0%
Total revenues.....	<u>6,800,725</u>	<u>6,672,634</u>	<u>6,672,634</u>	<u>7,041,095</u>	<u>8,121,745</u>	21.7%
Other financing sources						
Transfers in	527,920	175,000	175,000	-	500,000	185.7%
Debt proceeds	-	-	-	-	123,000	N/A
Appropriated fund balance.....	-	1,973,366	2,403,420	-	1,633,407	(32.0%)
Total revenues & other financing sources.....	<u>\$ 7,328,645</u>	<u>\$ 8,821,000</u>	<u>\$ 9,251,054</u>	<u>\$ 7,041,095</u>	<u>\$ 10,378,152</u>	12.2%
Expenditures by Function						
	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Admin, Billing & Meters.....	\$ 2,354,396	\$ 1,964,656	\$ 2,111,130	\$ 1,124,643	\$ 1,866,589	-11.6%
Operations and Maint.....	2,833,111	3,255,755	3,448,633	2,635,969	4,240,479	23.0%
Engineering.....	178,965	300,000	300,000	285,000	285,000	-5.0%
Water Resource Recovery.....	1,631,301	2,089,683	2,180,385	1,849,553	2,163,048	-0.8%
Non-Departmental.....	862,859	1,210,906	1,210,906	911,726	1,823,036	50.6%
Totals.....	<u>\$ 7,860,632</u>	<u>\$ 8,821,000</u>	<u>\$ 9,251,054</u>	<u>\$ 6,806,891</u>	<u>\$ 10,378,152</u>	12.2%
Expenditure Type						
	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 2,316,312	\$ 2,677,802	\$ 2,677,802	\$ 2,331,679	\$ 3,044,962	13.7%
Operating.....	\$ 3,181,177	\$ 3,268,502	\$ 3,367,272	\$ 3,098,903	\$ 4,143,171	23.0%
Capital.....	\$ 1,511,395	\$ 1,725,770	\$ 2,057,054	\$ 526,583	\$ 1,558,983	-24.2%
Debt Service.....	851,748	1,148,926	1,148,926	849,726	1,631,036	42.0%
Totals.....	<u>\$ 7,860,632</u>	<u>\$ 8,821,000</u>	<u>\$ 9,251,054</u>	<u>\$ 6,806,891</u>	<u>\$ 10,378,152</u>	12.2%



FY21-22 PROPOSED FEE SCHEDULE (CHANGES ARE IN RED)

City of Mebane Fee Schedule - Effective July 1, 2021

Contents

Administration	Copies, sale of Mebane brand items
Cemetery	Plots and staking, memorials
Finance	NSF Fees, ABC Permits
Development Fees	Tap fees, system development fees, water rates
Planning and Inspections	Zoning and plan review fees, construction permits, inspection fees
Fire	Inspections, false alarms, overcrowding
Police	False alarms, document fees
Recreation	Facility rental and activity fees
Water Resource Recovery Facility	Water testing and analysis fees

Administration

**Fee Schedule
Effective July 1, 2021**

Schedule Subject to Change Upon Approval by City Council

Document Fees for Public Records

Paper copies cost per page	\$0.10	CD copies (audio minutes request)	No charge
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Cemetery

**Fee Schedule
Effective July 1, 2021**

Schedule Subject to Change Upon Approval by City Council

Mebane Memorial Garden		Oakwood Cemetery	
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Cost per Grave - Inside City	\$1,000	Cost per Grave - Inside City	\$200
Cost per Grave - Outside City	\$1,500	Cost per Grave - Outside City	\$400
Cremation/Urn Section per Grave - Inside City	\$500	Transfer of Ownership	No Charge
Cremation/Urn Section per Grave - Outside City	\$750	Internment, disinternment, and removal charge	No Charge
Transfer of Ownership	No Charge	Grave Marker Permit Fees	No Charge
Internment, disinternment, and removal charge	No Charge	Marker Installation Fees	No Charge
Grave Marker Permit Fees	No Charge	Street Washing	\$75hr 2hr min
Marker Installation Fees	No Charge		
Street Washing	\$75hr 2hr min		

Memorials

Memorial Bench	\$500	Memorial Brick	\$75
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Privilege License

Privilege Licenses were eliminated by the legislature as of 07-01-15, with the exception of articles 15 and 16 regarding ABC licenses and section 39 regarding peddlers.

Returned Payment Fee

Charge for processing returned checks or returned electronic payments	\$	25
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Fee Schedule

Effective July 1, 2021

Development Fees

Schedule Subject to Change Upon Approval by City Council

Engineering Construction Plan Review and Inspection Fees

Public/Private Streets & Alleys		Public/Private Storm Sewer Lines	
Review/Inspection Certifying acceptance of street - per centerline foot of street	\$3	Review/Inspect/Certify per centerline foot in public right of way/easement	\$2
Driveway inspections within the street right-of-way per driveway	\$100	Review/Inspection per centerline foot in private drainage easement (residential)	\$1
Sidewalks			
Sidewalk Inspection/Certifying in street right of way (when installed with driveway)	\$100	Review/Inspection/Certifying of public sidewalk/multi-usepath/in street right of way or easement per centerline foot	\$1
Water and Sewer Lines Requiring Permit		Water & Sewer Services	
Review/Inspection/Permitting/ Certifying per centerline foot of water	\$2.50	Main line tap inspection to the right of way for single family property line	\$100, water, \$100 sewer
Review/Inspection/Permitting/ Certifying per centerline foot of sewer	\$2.50	Main line tap inspection to the building for multi-family/commercial/industrial	\$500, water, \$500 sewer
Sewer Pump Stations requiring Permits		Stormwater Management	
Plan Review	\$5,000	Overall plan review for compliance	\$2,500
Inspection	\$5,000	Review/Inspection per device	\$1,500
Driveway Pipe Installation			
		12-inch RCP	\$15 per lf
		15-inch RCP	\$18 per lf
		18-inch RCP	\$22 per lf

Water & Sewer Rates

Inside water (per 1,000 gallon)	\$6.72	Deposit sewer (outside city limits)	\$150
Inside sewer (per 1,000 gallon)	\$7.22	Meter re-read with no city error (per re-read)	\$10
Outside water (per 1,000 gallon)	\$13.44	Cutoff List Fee	\$50
Outside sewer (per 1,000 gallon)	\$14.43	Late Fee (added each month after the 20th)	\$10
Metered sewer users not using Mebane water (Multiple of the inside rate)	3.25	Return Check Fee	\$25
Unmetered residential sewer users- (inside city limits)	\$57.30	Users Fee - Trash & Recycle pick-up (per month)	\$8
Unmetered residential sewer users- (outside city limits)	\$70.11	Additional Trash Receptacle	\$65
Deposit water (inside city limits)	\$75	Water Shortage Resposne Plan - Excess Users Charge (per event for violation)	\$100
Deposit sewer (inside city limits)	\$75		
Deposit water (outside city limits)	\$150		

Schedule of Water and Sewer Tappage Fees and Meter Charges

Tap Size	Water Tappage Fee		Sewer Tappage Fee		Meter Charge
	Inside City Limits	Outside City Limits	Inside City Limits	Outside City Limits	
¾" Water	\$800	\$1,600			\$500
1" Water	\$1,000	\$2,000			\$1,000
4" Sewer			\$1,000	\$2,000	

Note: Additional \$500 charge for road bores and pavement cuts.

Please contact Public Works for meter charge larger than 1".

Water & Sewer System Development Fees†

Customer Type	Equivalent Residential Unit‡	Water Fee	Sewer Fee	Total Fee
Single Family Dwelling Unit (3/4" Meter)	1	\$721	\$2,150	\$2,871
Multi-Family Dwelling Unit (1 and 2 Bedrooms)	0.67	\$481	\$1,433	\$1,914
Multi-Family Dwelling Unit (3+ Bedrooms)	1	\$721	\$2,150	\$2,871
All Other Zoning Categories/Uses - 3/4" Meter	1	\$721	\$2,150	\$2,871
All Other Zoning Categories/Uses - 1" Meter	1.67	\$1,202	\$3,583	\$4,785
All Zoning Categories/Uses - 1.5" Meter	3.33	\$2,404	\$7,166	\$9,570
All Zoning Categories/Uses - 2" Meter	5.33	\$3,846	\$11,465	\$15,311
All Zoning Categories/Uses - 3" Meter	11.67	\$8,413	\$25,080	\$33,493
All Zoning Categories/Uses - 4" Meter	21	\$15,144	\$45,143	\$60,287
All Zoning Categories/Uses - 6" Meter	43.33	\$31,250	\$93,152	\$124,402

†Applicable System Development Fee(s) for development requiring smaller or larger water meters will be calculated on a project specific basis using rates and methodology identified in the City's System Development Fee Analysis.

‡Equivalent Residential Unit is approximate multiplier adapted from AWWA Manual of Water Supply Practices-M1, *Principles of Water Rates, Fees, and Charges*.

Any item not included in the above schedule shall be referred to the Utility Director for a specific price determination. See policy for additional information.

Hydraulic System Modeling Fees

Fire Flow Test Fee	\$1,200 for all requested fire flow test and re-test
Fire Flow Modeling Fee	\$1,200 for flow test, \$500 for first hydrant, and \$250 for each additional

Fire flow modeling is to be completed for all new hydrants in the City of Mebane's water system. Fees are based on the number of new hydrants to be installed. Extensive modeling may require additional modeling fees. See policy for additional information

Hydrant Meter Deposit

3/4" Meter	\$500
1" Meter	\$700
3" Meter	\$1,500

Fee Schedule

Effective July 1, 2021

Planning Fees

Schedule Subject to Change Upon Approval by City Council

Planning & Zoning			
Zoning Verification	\$25	Zoning Permit	\$50
Zoning Reinspection (no charge for 1st inspection)	\$50/visit	Plot Review > 3 Submittals	\$100/submittal
Rezoning Application	\$300 per property	City Right of Way or Easement Encroachment Agreement	\$100
Special Use Permit Application	\$400 per property	Water Supply Watershed Review (N/A current residential)	\$50 per property
Zoning Variance/Appeal Application - Residential	\$300	Floodplain Development Permit	\$300
Zoning Variance/Appeal Application - Non-Residential	\$400	Buffer Authorization Permit	\$300
		Subdivision Exempt	\$0
Technical Review Committee - Site Plan Review	\$300 + Lot Fee	Subdivision, Recombination & Easements	\$50
Site Plan Lot Fee, Site <2 acres	\$0/lot	Subdivision Plat Fee - 1 to 5 Lots	\$50 + \$25/lot
Site Plan Lot Fee, Site 2 - 10 acres	\$25/lot	Subdivision Plat Fee - 6 or More Lots	\$300 + \$25/lot
Site Plan Lot Fee, Site >10 acres	\$50/lot	Plat Review for >3 ReSubmittals	\$100/submittal
Storm water Control Facilities - Permit Application & Plan Review per facility-project	\$500 + \$500/Primary Stormwater Control Measure	Construction Plan Review, Residential	\$50/ lot
Storm water Control Facilities - Annual Inspection in water supply watershed (20 yr)	\$5000-\$10,000	Construction Plan Review, Non-Residential	\$300/lot
Wireless Communication Facilities - up to 25 facilities (see UDO Section 4-7.9E & F)	\$100/ 1-5 facilities	\$50/ Facilities 6 - 25	\$500/engineer review

Fee Schedule			
Inspection Fees		Effective July 1, 2021	
<i>Schedule Subject to Change Upon Approval by City Council</i>			
Sign Permit Fees			
Minimum Permit Fee	\$60	Greater than 300 sq. ft.	\$110
100-300 sq. ft.	\$80		
Building Permits		Other Types of Construction	
Minimum	\$60	Modular Construction	Cost of Construction (plus Trades)
\$5,000 to \$20,000	\$75	Manufacturing Housing - single	\$100 plus trades
\$20,001 to \$50,000	\$5 per \$1,000	Manufacturing Housing-double	\$125 plus trades
\$50,001 to \$500,000	\$175 plus \$5 per \$1,000	Manufacturing Housing-triple	\$150 plus trades
Greater than \$500,001	\$1,300 plus \$4.00 per \$1,000	Construction Trailers	\$50
Homeowner Recovery Fee	\$10	Travel Trailers & Recreational Vehicles	\$50
Decks with pour Footings	\$100	Insulation - Residential	\$50 one trip
		Insulation - Commercial	\$100 for trip
		Accessory Structures (Screened Porches, Roofs, Covered Decks)	Cost of Construction (plus Trades)
		Decks, Trellises, Pergolas	Cost of Construction (plus Trades)
		Swimming Pools	\$100
New construction, alterations, additions and renovations will be calculated on \$70 a sqft to determine value to price permit			
** Work commencing prior to obtaining the necessary permits are subject to double permit fees .			
** All re-inspection fees shall be paid prior to the next inspection.			

Other Services

Administrative Fees (Amending Information on Permit)	\$50	Commercial Plan Review	
Extra Building Permit Card, Duplicate Certificate of Occupancy	\$10	Less Than 4,000 s.f.	\$125
Stocking Permit	\$50	4,000 to 50,000 s.f.	\$200
Onsite Inspections (Walk Through)	\$50	Greater than 50,000 s.f.	\$300
Temporary Certificate of Occupancy	\$50	Day Care, ABC License Inspection	
Business Occupancy	\$100	First Inspection	\$100
		Each Additional Inspection	\$50

Demolition Permit

Less than \$1,000	Minimum Fee = \$70		
\$1,000 or more	Minimum Fee plus-\$2 per \$1,000		

** Electrical, mechanical, and plumbing must get separate permits.

Plumbing Permits

First fixture, including sewer, pits, interceptors or sewer lifts	\$60	Minimum Permit Fee	\$60
Additional fixture per fixture	\$6	Re-Inspection Fee	\$50
Sewer service	\$50		
Water service	\$50		

** The fees prescribed above shall apply to all old work as well as new and to inspections made necessary by moving any house from one location to another or by raising the house and shall apply when it is necessary for any reason to re-rough or replace any fixture or water heater.

** If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.

** All Re-Inspection fees must be paid for before the next inspection is done.

Electrical Permits

	Residential	Commercial
Up to 200 amps	\$80	\$100
201-400 amps	\$90	\$120
Greater than 400 amps	\$110	\$130 + .40 Per Additional Amp
Underground Inspections	\$50	\$50
Additions & Alterations (Based on # boxes added or removed)	First 10 = \$60, Each Additional 10 = \$3	First 10 = \$100, Each Additional 10
** If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.		
** All Re-Inspection fees must be paid for before the next inspection is done.		

Other Electrical

Minimum Permit Fee	\$60	Solar Installations	\$75
Temporary Power	\$50	HVAC Change Outs	\$75
Saw Service	\$50	Swimming Pools	\$125
Motors up to 4 h.p.	\$20	Motors greater than 4 h.p.	\$20 plus \$.20/h.p.
Low Voltage Residential	\$50	Low Voltage Commercial	\$100

Mechanical Permits

Minimum Permit Fee	\$60
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Residential

First HVAC Unit	\$75
Each additional HVAC Unit	\$50

Commercial	
Heat Only	1st - \$100, 2nd - \$50
Cooling Ony	1st - \$100, 2nd - \$50
Heating & Cooling	1st - \$100, 2nd - \$50
Refrigeration System - Walk-in Cooler or Unit	\$100 First Unit, \$50 Each Additional Unit

Boilers & Chillers	
Up to 150,000 BTU	\$100
Greater than 150,000 BTU	\$225
Commercial Hood	\$80
Gas Logs	\$50
Gas Piping	\$50
Ductwork Inspection	\$50
Fireplaces	\$50

Fee Schedule

Fire Inspection Fees

Effective July 1, 2021

Schedule Subject to Change Upon Approval by City Council

Fire Inspections - Buildings			
0 - 2,500 Square Feet	\$60	10,001 - 50,000 Square Feet	\$200
2501 - 5,000 Square Feet	\$125	50,001 - 100,000 Square Feet	\$250
5,001 - 7,500 Square Feet	\$150	Greater than 100,000 Square Feet	\$350
7,501 - 10,000	\$175		

Fire Inspections - Other

Airport/Heliports	\$50	Organic Coatings	\$50
Bowling Pin Refinishing	\$50	Ovens	\$50
Bowling Alley Refinishing	\$50	Pipelines Flammable/Combustible	\$50
Cellulose Nitrate Motion Picture	\$50	Pulverized Particles (Dust)	\$50
Cellulose Nitrate Plastic (Pryoxlyn)	\$50	Repair Garages	\$50
Combustible Fibers	\$50	Tank Vehicle Flammable/Combustible	\$50
Compressed Gases	\$50	Tire Rebuilding Plants	\$50
Crude Oil Production	\$50	Wrecking Yards/Junk Yards/Waste Handling	\$50
Cryogenic Fluids	\$50	Welding/Cutting	\$50
Dry Cleaning Plants (NEW)	\$50	Match Manufacturing	\$50
Flammable Finishes Paint Booths	\$50	Radioactive Materials Storage/Handling	\$100
Fruit Ripening Processes	\$50	Hood Systems Extinguishment	\$100
Fumigation/Thermal Insecticide Fogging	\$50	Ansul Test & Inspection	\$50
High Pile Storage Facilities	\$50	Fire Suppression Systems:	
Liquified Natural Gas 100-500 Gal.	\$50	1 riser	\$150
500-2,000 Gallons	\$50	2 risers	\$300
2,000-30,000 Gallons	\$50	3 or more risers	\$500
Liquified Petroleum Gas	\$50	Fire Alarm Systems:	
Lumber Storage	\$50	1 - 30,000 Sq. ft.	\$150
Magnesium	\$50	30,001 - 80,000 Sq. ft.	\$300
Mechanical Refrigeration	\$50	80,001 Sq. ft and above	\$500
Motion Picture Projection	\$50	Explosives	\$100
Tents	\$50	Return Inspection Fee	\$100
Canopies more than 400 Sq. ft.	\$50		
Fireworks	\$50		

Flammable/Combustible Liquids Installation

Above Ground	\$100	Return Inspection Fee	\$100
Additional Tank	\$50	Removal	\$100
Return Inspection Fee	\$100	Additional Tank	\$50
Underground	\$100	Upgrade Piping	\$50
Additional Tank	\$50	Return Inspection Fee	\$100

**Explosive/Blasting Agents & Ammunition permits will be issued with a valid certificate of insurance stating they are covered for \$1,000,000 of general liability insurance.

Noncompliance w/Fire Code Fee (per Code of Ordinances Article III, Chapter 16, Section 16-65)

1st Re-inspection	\$100	3rd Re-inspection	\$300
2nd Re-inspection	\$200		

Recoupment Charge for False Alarms (per Code of Ordinance Article VI, Chapter 6, Section 6-164)

5 or more in 1 year	\$100	More than 2 in a 7 day period	\$300
2 in a 24 hour period	\$300		

Overcrowding

\$100	per person over posted occupancy certificate
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Fee Schedule

Police

Effective July 1, 2021

Schedule Subject to Change Upon Approval by City Council

Background and Document Fees

Precious Metals Background Investigation	\$38	Taxi Driver Application	\$10
Precious Metals Background Investigation - Required Photograph	\$10	Accident Report	\$1

Recoupment for False Alarms

5 or more in 1 year	\$100
2 in a 24 hour period	\$100
More than 2 in a 7 day period	\$100

Fee Schedule

Recreation and Parks

Effective July 1, 2021

Schedule Subject to Change Upon Approval by City Council

Athletics

Camp Fees	Resident	Non-Resident
Basketball Camp	\$45	\$55
Football Camp	\$35	\$45
Lacrosse Camp	\$15	\$15
Tennis Camp	\$35	\$45
Athletic Fees	Resident	Non-Resident
First Child	\$15	\$40
Second Child	\$10	\$35
Third Child	\$5	\$30
Lacrosse Program	\$25	\$25
Middle & High School Tennis Program	\$15	\$40
Adult Tennis Mebane City Tournament	\$15	N/A
Mebane Adult Volleyball League Team Fee	\$200	\$200

Facilities

Walker & Youth Field & Equipment Rentals

Per Hour	\$15	Non-Resident Churches Per Hour (Non-Tournament)	\$15
		Resident Churches Per Weekend (Non-Tournament)/Hour	\$10
Lights per day per field	\$25	Non-Profit Organizations Per Weekend	\$125
		For Profit Organizations Per Weekend	\$250

Walker Field Tennis Court Rentals (Mebane Courts on 2nd Street)

Per Hour 3 Courts	\$15	Tourney Rental 1 Day	\$100
Per Hour All Courts	\$25	Tourney Rental 2 Days	\$175
		Tourney Rental 3 Days	\$225

Mebane Community Park Rentals

Per Hour Per Field - Resident	\$25	Tourney Rental 1 Field/Day	\$200
Non-Resident Per Field Per Hour	\$40	Tourney Rental Both Fields/Day	\$400
Lights per Day	\$25	Tourney Rental Weekend/Field	\$600

Lake Michael Rentals & Fees

John-boat Rental Per Person	\$7/hr or \$15/Day	Single Kayak Rental	\$10/hr
Launch of Boat	\$0	Double Kayak Rental	\$15/hour
Fishing	\$0	Canoe Rental	\$15/hour
Paddle Boat	\$5/hour	Shelter Fee (4-hour block)	\$25
Trail Rental for 5K Race	\$400		

Corrigidor Drive Athletic Complex Rentals

Per Hour Per Field	\$15	Tournament Rental Per Field/day	\$100
Lights per day	\$25	Construction of new lines	\$100
Non-Residents Per Hour Per Field	\$25		

Old Rec Center

	Resident	Non-Resident
Old Rec. Center Basketball Court (Gym) per hour	\$25	\$25

Old Rec Center Tennis Court Rentals

Per Hour All Courts	\$15	Tourney Rental 1 Day	\$75
		Tourney Rental 2 Days	\$125
		Tourney Rental 3 Days	\$175

Arts & Community Center

Multi-Purpose Room Rental (Including Stage) - For Profit (per event)	\$1,000	Community Meeting Room (Full Area) (per use up to 5 hrs.)	\$150
Multi-Purpose Room Rental (1/2 Area) - Non-Profit (per hr.)	\$50	Community Meeting Room (Full Area) (per hr. over 5 hrs.)	\$25
Multi-Purpose Room (Full Area)- Non-Profit(up to 5hrs.)	\$300	Civic Meeting Room (1/2 Area) (per use up to 5 hrs.)	\$75
Multi-Purpose Room Rental (Full Area) - Non-Profit (per hr. over 5 hrs.)	\$80	Civic Meeting Room (1/2 Area) (per hr. over 5 hrs.)	\$20
Multi-Purpose Room Rental - Kitchen Use (per use)	\$40	Civic Meeting Room (Full Area) (per use up to 5 hrs.)	\$100
Community Meeting Room (1/2 Area) (per use up to 5 hrs.)	\$100	Civic Meeting Room (Full Area) (per hr. over 5 hrs.)	\$25
Community Meeting Room (1/2 Area) (per hr. over 5 hrs.)	\$20		

Additional Items for Facility Rentals

Scoreboard Use per hour (w/staff)	\$5	Paint Field/Application	\$25
Staff Supervision per hour	\$15	Chalk Field/Application	\$10
New Lines Set Up Fee	\$100	Field Crew Prep per Hour	\$15
Lights per Day	\$25		

Athletic Uniform Sponsorships

Baseball Team	\$300	Baseball League	\$5,000
Softball Team	\$300	Softball League	\$4,000
T-Ball Team	\$300	T-ball League	\$3,000
Basketball Team	\$200	Basketball League	\$5,000
Football Team	\$2,500	Football League	\$7,500
Tennis League	\$1,000	Lacrosse League	\$750

Summer Sports Camp T-Shirt Sponsors

Basketball Camp	\$1,500	Football Camp	\$1,000
Lacrosse Camp	\$500	Tennis Camp	\$500

Program/Special Event Sponsorship

Clay Street After Work Concert Series

Clay St After Work Concert Series - Presenting Sponsor - Limit 1	\$2,500
Clay St After Work Concert Series - Stage Sponsor - Unlimited	\$1,000
Clay St After Work Concert Series - Single Concert - Unlimited	\$500

Mebane 4th of July Celebration

Mebane 4th of July Celebration - Band & Presenting Sponsor - Limit 1	\$4,000
Mebane 4th of July Celebration - Food and Beverage Sponsor - Limit 1	\$1,000 or In Kind
Mebane 4th of July Celebration - Outdoor Sponsorships - Unlimited	\$500

Mebane Sports Hall of Fame

Mebane Sports Hall of Fame - Presenting Sponsor - Limit 1	\$2,500
Mebane Sports Hall of Fame - Stage Sponsor - Limit 4	\$1,000

Mebane Farmers Market

Mebane Farmers Market Sponsor - Limit 5	\$1,000
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Mebane Christmas Parade

Mebane Christmas Parade - Presenting Sponsor - Limit 1	\$5,000
Mebane Christmas Parade - Route Sponsor - Unlimited	\$500

Move in the Park

Movie in the Park Sponsorship - Limit 1 / Movie	\$500
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Athletic Celebrations

Baseball/Softball Opening Night Celebration - Limit 2	\$500 or In Kind
Mid Season Madness Basketball Celebration - Limit 2	\$500 or In Kind
Grow Golf Now Season Sponsor (2 per year)	\$1,500

Park, Facility & Trail Sponsorships

Coming Soon in 2022	
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Fee Schedule

Water Resources Recovery Facility

Effective July 1, 2021

Schedule Subject to Change Upon Approval by City Council

Wastewater Treatment Plant Analytical Costs

pH	\$5	Cadmium (Cd)	\$10
Biochemical Oxygen Demand	\$14	Chromium (Cr)	\$10
Total Suspended Solids (TSS)	\$8	Copper (Cu)	\$10
Ammonia Nitrogen as Nitrogen (NH3-N)	\$10	Lead (Pb)	\$10
Total Phosphorus (TP)	\$8	Nickel (Ni)	\$10
Chemical Oxygen Demand (COD)	\$11	Zinc (Zn)	\$10
Oil & Grease (O&G)	\$50	Aluminum (Al)	\$10
Mercury (Hg)	\$15	Fluoride	\$10

Wastewater Treatment Plant Sampling Cost

Sampling Technician	\$19.50 per hour (\$58.50 per event)	Program Administration	\$60 per hour (\$90 per event)
Pretreatment Coordinator	\$22 per hour (\$66 per event)	Sampler Rental	\$60 per day

Surcharges

Parameter Base Conc.	(mg/l)	Cost per Pound
BOD5	>250	\$0.25
COD	>750	\$0.09
TSS	>250	\$0.34
NH3 as N	>15	\$0.85
Phosphorus	>7	\$0.66
Oil & Grease	>100	\$0.25



ANNUAL OPERATING CAPITAL OUTLAY

General Fund

Requests Included in the Manager's Budget		Requests Not Included in the Manager's Budget	
Police Equipment	\$ 84,020	Classroom @ Training Tower	\$ 275,000
Police Vehicles (5 new hires, 3 replacement)	461,756	Fieldale Rd. Widening & Resurfacing	365,000
Police radio upgrades	58,800	Pickleball courts (2)	30,000
New Fire Engine	582,288	Playground and shade	80,000
Hurst Tool	10,950	Basketball Parking	75,000
Public Works Equipment Shed	70,000	Tennis Parking	50,000
Public Works fence and gate relocation	150,000	Volleyball Courts	30,000
Public Works mower, paint stripping equipment & p	35,000	Stormwater Management	50,000
Railroad Fence	70,000	Lake Michael pier replacement	75,000
Sidearm automated garbage truck	320,000	Tennis Building	170,000
Servers	50,000	Regrading Open Space	50,000
Firewall replacement and switches	122,000	Macc Baseball/Softball Updates	80,000
Card readers and cameras for server room security	25,000	Cameras for Ball Fields	30,000
Police Department IT Connection	22,000	Christmas Decorations	50,000
Human Resources Benefit Software	16,000	Amphitheater @ Community Park	110,000
Tyler Time & Attendance Software	15,939	Total	\$ 1,520,000
		Requests recommended for Capital Project Ordinances in FY22 *	
Council Chambers AV upgrade	60,000	New Police Station	\$ 16,500,000
S 4th Street Sidewalk	84,900	New Fire Station	4,500,000
Crawford St. Sidewalk	20,000	Holt Street Greenway	900,000
Third-Fifth St. Connector	20,000	Total	\$ 21,900,000
S 1st Street Sidewalk	62,200		
Lebanon Rd./Lake Michael Connector	165,000	*Capital Project Ordinances will be brought to the Council for approval in FY22 as this action is separate from the annual budget ordinance.	
Parking lot camera Phase 3	15,000		
Recreation and Parks Master Plan	100,000		
Ball field Landscaping	12,500		
Ball field painting and fence upgrades	10,000		
Recreation and Parks Small Projects	42,926		
Two electronic score tables for MACC 1 and 2	27,000		
Basketball court	70,000		
New Lights	186,000		
Lake Michael swing sets	35,000		
Blue Lights for Parks	25,000		
Fairway Mower	37,500		
Façade Grant	50,000		
Giles Pocket Park	15,000		
Street Resurfacing	625,000		
Total	\$ 3,756,779		



Water & Sewer Fund

Requests Included in the Manager's Budget		Requests Not Included in the Manager's Budget	
WRRF Repairs & Maintenance	\$ 100,000	Inflow & Infiltration	\$ 1,700,000
Aeration Basin Electrical Upgrade	46,665		
Meter changeout	500,000		
New Meters	200,000		
Water line replacements	150,000		
GKN Pump Station re-route and re-design	62,500		
Pick-up Trucks (3 replacement, 1 for new hire)	123,000		
SCADA for Lake Michael & Richmond Hill PS	16,600		
Graham Water Plant Capital	131,000		
John Deere Gator	20,000		
Graham Waste Water Plant Capital	48,218		
Oversizing Reimbursements	286,000		
Water repairs and maintenance	150,000		
Sewer repairs and maintenance	150,000		
Pump station repairs and maintenance	150,000		
Rte.119 and Mebane Oaks Rd. utility relocations	105,000		
Total	\$ 2,238,983	Total	\$ 1,700,000



DEBT SCHEDULE

City of Mebane											
Budget - Debt Service Summary											
2021-2022											
Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date	
2020 Renegotiated Community (City) Park	8/21/2020	American National	\$ 4,664,000	\$ 4,275,333	\$ 388,667	\$ 103,793	\$ 492,460	Oct/April	2.45%	4/15/2032	
2014 Fire Station # 3	1/23/2014	BB&T	\$ 2,600,000	\$ 1,386,667	\$ 173,333	\$ 38,151	\$ 211,484	July/Jan	2.84%	6/30/2029	
2008 City Hall and Recreation Center	6/27/2008	Bank of America	\$ 3,200,000	\$ 426,667	\$ 213,333	\$ 13,141	\$ 226,475	Dec/June	3.52%	6/27/2023	
Total - General Fund			\$ 10,464,000	\$ 6,088,667	\$ 775,333	\$ 155,085	\$ 930,419				
Graham-Mebane Sewer Capacity Agreement	5/1/2017	Graham	\$ 2,682,464	\$ 1,882,464	\$ 200,000	\$ -	\$ 200,000	Annual	0.00%	7/10/2036	
Graham-Mebane Water Capacity Agreement	2/1/2014	Graham	\$ 2,548,070	\$ 1,783,652	\$ 127,403	\$ -	\$ 127,403	Annual	0.00%	9/1/2034	
2014 G-M Water Plant Upgrade & Sewer Line Ext.	5/19/2014	Carolina Bank	\$ 4,668,000	\$ 3,015,000	\$ 302,000	\$ 74,464	\$ 376,464	July/Jan	2.60%	7/15/2029	
2009 Sewer E-SRF-T	10/30/2009	DENR-DWQ	\$ 96,113.00	\$ 38,445	\$ 4,806	\$ -	\$ 4,806	Annual	0.00%	5/1/2029	
2008 Sewer Pump Stations	5/24/2007	BB&T	\$ 2,000,000	\$ 1,333,333	\$ 133,333	\$ 3,850	\$ 137,183	Nov/May	3.85%	5/24/2022	
Total - Combined Enterprise Fund			\$ 11,994,647	\$ 8,052,894	\$ 767,542	\$ 78,314	\$ 845,856				
Total 2021-2022 Debt Service					\$ 1,542,875	\$ 233,400	\$ 1,776,275				
Proposed FY22 Debt*											
WRRF Renovation	TBD	TBD	\$ 7,350,000	\$ 7,350,000	\$ 735,000	\$ 181,188	\$ 916,188	TBD	Est. 4%	2031	
Total Current and Proposed Debt					\$ 2,277,875	\$ 414,588	\$ 2,692,463				

*Proposed debt shows the estimated yearly payment over the life of the debt. Payments may vary year to year due to timing and debt structuring.

City of Mebane
Budget - Debt Service Summary - Vehicles
2021-2022

Description	Origination Date	Lender	Original Amount	Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2020 Public Works Vehicles	2/28/2020	US Bank	\$ 430,500	\$ 387,450	\$ 86,100	\$ 4,988	\$ 91,088	Aug/Feb	1.363%	8/28/2025
2019 Police Vehicles	4/16/2019	First Bank	\$ 266,468	\$ 159,881	\$ 53,294	\$ 3,835	\$ 57,128	Oct/April	2.580%	4/16/2024
2019 Police Radios	5/9/2019	First Bank	\$ 469,000	\$ 234,500	\$ 93,800	\$ 6,468	\$ 100,268	Nov/May	3.020%	11/9/2023
2018 Fire Radios	4/27/2018	BB&T	\$ 431,873	\$ 129,562	\$ 86,375	\$ 1,997	\$ 88,372	Oct/April	1.850%	6/30/2023
2017 Fire Truck	5/25/2017	PEMC REDLG	\$ 468,330	\$ 280,998	\$ 46,833	\$ -	\$ 46,833	Annual	0.000%	8/1/2026
2014 Fire Trucks and Station 3 Equipment	1/23/2014	PEMC	\$ 1,268,000	\$ 281,778	\$ 140,889	\$ -	\$ 140,889	Annual	0.00%	1/6/2023
Total - General Fund			\$ 3,334,171	\$ 1,474,169	\$ 507,290	\$ 17,288	\$ 524,578			
Proposed FY22 Debt General Fund*										
2021 Fire Truck	TBD	TBD	\$ 582,288	\$ 582,288	\$ 58,288	\$ 7,842	\$ 66,130	TBD	2.500%	2031
2021 Police Vehicles	TBD	TBD	\$ 461,756	\$ 461,756	\$ 46,176	\$ 6,584	\$ 52,760	TBD	2.500%	2031
Side-Arm Garbage Truck	TBD	TBD	\$ 320,000	\$ 320,000	\$ 32,000	\$ 4,563	\$ 36,563	TBD	2.500%	2031
Total Proposed Debt			\$ 1,364,044	\$ 1,364,044	\$ 136,464	\$ 18,989	\$ 155,453			
Total Current and Proposed General Fund Debt			\$ 4,698,215	\$ 2,838,213	\$ 643,754	\$ 36,277	\$ 680,031			
No Current Enterprise Fund Debt										
Proposed FY22 Debt Utility Fund*										
2021 Pick-Up Trucks	TBD	TBD	\$ 123,000	\$ 123,000	\$ 32,000	\$ 4,563	\$ 36,563	TBD	2.500%	2026
Total - Current and Proposed Utility Fund Debt			\$ 123,000	\$ 123,000	\$ 32,000	\$ 4,563	\$ 36,563			
Total - Combined			\$ 8,032,386	\$ 4,312,381	\$ 1,151,044	\$ 53,565	\$ 1,204,609			
Total 2020-2021 Current Debt Service					\$ 507,290	\$ 17,288	\$ 524,578			
Total 2020-2021 Current and Proposed Debt Service					\$ 1,658,334	\$ 70,853	\$ 1,729,187			

*Proposed debt shows the estimated yearly payment over the life of the debt. Payments may vary year to year due to timing and debt structuring.



HISTORICAL SUMMARY OF PROPERTY TAX INFORMATION

City of Mebane					
Budget - Historical Summary of Property Tax Information					
2021 - 2022					
Measure	Fiscal Year				
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021*
Assessed Valuation	\$ 1,919,098,280	\$ 2,110,673,025	\$ 2,181,876,039	\$ 2,295,224,194	\$ 2,399,883,214
Property Tax Levy	\$ 9,288,710	\$ 9,815,332	\$ 10,383,208	\$ 10,854,564	\$ 11,279,451
Property Tax Rate	\$ 0.49	\$ 0.47	\$ 0.47	\$ 0.47	\$ 0.47
Amount Collected (Budgeted)	\$ 9,244,828	\$ 9,785,748	\$ 10,326,956	\$ 10,817,844	\$ 11,248,912
Tax Collection Rate	99.5%	99.7%	99.5%	99.7%	99.7%
Notes:	Information for fiscal years prior to 2021 are from the City's audited Comprehensive Annual Financial Report.				
	*Information for fiscal year 2021 is a budget estimate.				
	Tax rates are expressed in dollars per \$100 of valuation.				
	Each 1 cent added to the tax rate generates approximately \$244,980.				



UTILITY RATES INFORMATION COMPARISON

City of Mebane											
Local Utility Comparison											
Inside City limits Residential Rate											
Service Provider	Water Bill (6,000 gal)	Sewer Bill (6,000 gal)	Combined Bill (6,000 gal)								
Burlington	\$ 25.20	\$ 30.96	\$ 56.16								
Graham	\$ 28.86	\$ 35.82	\$ 64.68								
Mebane current	\$ 36.66	\$ 39.36	\$ 76.02								
Mebane proposed	\$ 40.32	\$ 43.32	\$ 83.64								
Elon	\$ 33.36	\$ 61.56	\$ 94.92								
Gibsonville	\$ 28.32	\$ 72.44	\$ 100.76								
Alamance (Village)	\$ 51.20	\$ 58.50	\$ 109.70								
Haw River	\$ 42.00	\$ 70.26	\$ 112.26								
Sweptonville	\$ 61.34	\$ 61.34	\$ 122.68								
Durham	\$ 63.12	\$ 87.12	\$ 150.24								
Green Level	\$ 56.94	\$ 116.76	\$ 173.70								
OWASA	\$ 111.36	\$ 118.74	\$ 230.10								
Hillsborough	\$ 138.90	\$ 205.38	\$ 344.28								
Orange-Alamance	\$ 34.08	N/A									
Ossipee	\$ 69.68	N/A									
Notes:											
Information from the January 1, 2021 Rate Dashboards of the UNC School of Government Environmental Finance Center, or from the website of each unit of government or directly from the unit of government.											
Orange-Alamance and Ossipee do not provide sewer service.											
5,000 gallons a month is considered an average statewide residential user; Mebane residents average closer to 5,800 gallons a month; 6,000 gallons have been used for this comparison.											
Service Provider	Service Population	Average Household Size	Poverty Rate	Median Household Income	Water as a % of M	Sewer as a % of MH	Combined as a % of MH	Operating Ratio	# of Accounts	System Operating Revenues	
Alamance (Village)	1,100	2.48	35.00%	\$ 77,000	0.07%	0.08%	0.14%	0.68	450	\$ 348,161	
Haw River	2,421	2.60	6.59%	\$ 40,560	0.10%	0.17%	0.28%	0.92	995	\$ 2,002,545	
Graham	14,308	2.30	25.88%	\$ 36,310	0.08%	0.10%	0.18%	1.00	5,474	\$ 7,040,864	
Mebane	15,284	2.59	11.18%	\$ 64,726	0.06%	0.06%	0.12%	1.06	5,524	\$ 7,644,617	
OWASA	83,300	2.45	19.49%	\$ 73,614	0.15%	0.16%	0.31%	1.08	21,000	\$ 36,306,194	
Elon	11,400	2.40	22.66%	\$ 65,313	0.05%	0.09%	0.15%	1.10	2,730	\$ 3,786,957	
Sweptonville	2,145	2.44	2.74%	\$ 64,559	0.10%	0.10%	0.19%	1.12	1,145	\$ 1,192,390	
Durham	262,725	2.36	15.88%	\$ 58,905	0.11%	0.15%	0.26%	1.13	88,716	\$ 103,000,000	
Burlington	52,034	2.37	20.33%	\$ 43,225	0.06%	0.07%	0.13%	1.15	23,900	\$ 30,034,324	
Gibsonville	7,129	2.86	10.84%	\$ 66,761	0.04%	0.11%	0.15%	1.17	3,974	\$ 3,753,789	
Hillsborough	16,697	2.46	12.18%	\$ 64,598	0.22%	0.32%	0.53%	1.34	6,422	\$ 10,722,494	
Orange-Alamance	8,943	2.49	13.70%	\$ 71,723	0.05%	N/A	0.05%	unknown	3,604	unknown	
Ossipee	2,390	2.62	9.11%	\$ 47,500	0.15%	N/A	0.15%	0.81	159	\$ 105,917	
Green Level	No data was provided.										
Information from the January 1, 2021 Rate Dashboards of the UNC School of Government Environmental Finance Center.											



SUMMARY OF FULL-TIME POSITIONS

General Fund

Department	Personnel Request	Position	Total Salary & Benefits	Computer, Phone, Radio	Car, etc.	Other Costs	Total Per Position	No. Requested	Total Budget Request
Requested and Recommended Positions									
Administration	New	Public Information Officer (PIO)	88,907	9,550	-	3,000	101,457	1	101,457
Administration	New	Human Resources Consultant*	67,769	1,604	-	434	69,807	1	69,807
Finance	New	Accountant **	85,211	2,200	-	740	88,151	1	88,151
Finance	Restructure	Accounting Supervisor	4,360	540	-	-	4,900	1	4,900
Police	New	Police Investigator	70,171	3,540	45,200	8,200	127,111	1	127,111
Police	New	Police Patrol***	31,922	2,000	59,508	18,000	111,430	4	445,722
Fire	New	Fire Inspector I	70,171	2,640	-	4,500	77,311	1	77,311
Public Works	new	Maintenance Worker II	57,018	-	-	1,200	58,218	1	58,218
Public Works	Restructure	Streets Supervisor	3,117	-	-	-	3,117	1	3,117
Sanitation	Restructure	Sanitation Operations Supervisor	2,710	-	-	-	2,710	1	2,710
Total Requested and Recommended Positions			481,356	22,074	104,708	36,074	644,212	13.0	978,504
Requested positions not recommended									
Finance	New	Accounting Manager	97,358	2,700	-	780	100,838	1	100,838
Finance	New	Accounting Tech	55,784	1,500	-	500	57,784	1	57,784
Information Technology	New	Geographic Information System (GIS) Analyst	78,767	4,500	-	4,540	87,807	1	87,807
Fire	New	Firefighters (6 months)	34,637	-	-	13,400	48,037	6	288,224
Planning	New	Main Street Coordinator	89,634	2,740	-	8,050	100,424	1	100,424
Planning	New	Office Administrator	30,823	2,740	-	900	34,463	1	34,463
Recreation & Parks	New	Parks Operations and Maintenance Supervisor (Trails)	61,981	1,500	30,000	5,750	99,231	1	99,231
Recreation & Parks	Restructure	Special Event and Marketing Specialist	9,436	8,000	-	3,000	20,436	1	20,436
Total Requested positions not recommended			458,420	23,680	30,000	36,920	549,020	13	789,207

* HR Consultant Salary is reduced by the FY21 Administration budget for part-time salaries (\$12,840).

**Accountant is recommended in place of the Accounting Manager.

***Police Patrol reflect start dates as of January 1, 2022.

Water & Sewer Fund

Department	Personnel Request	Position	Total Salary & Benefits	Computer, Phone, Radio	Car, etc.	Other Costs	Total Per Position	No. Requested	Total Budget Request
Requested and Recommended Positions									
Utilities	New	Equipment Operator I	52,717	500	-	1,990	55,207	1	55,207
Utilities	New	Maintenance Crew Leader	70,024	2,500	32,000	5,990	110,514	1	110,514
Total Requested and Recommended Positions			122,741	3,000	32,000	7,980	165,721	2	165,721



City of Mebane		
Budget - Summary of Full-Time Positions		
2021-2022		
	Current	Proposed
General Fund	2020-2021	2021-2022
Administration		
City Manager	1	1
Assistant City Manager	1	1
City Attorney	1	1
City Clerk	1	1
Public Information Officer	0	1
Human Resources Director	1	1
Human Resources Consultant	0	1
	<u>5</u>	<u>7</u>
Finance		
Finance Director	1	1
Accountant	1	2
Accounting Payroll/Specialist	1	0
Accounting Supervisor	0	1
Accounting Technician	2	2
	<u>5</u>	<u>6</u>
Information Technology		
Information Technology Director	1	1
Information Technology Specialist	1	1
	<u>2</u>	<u>2</u>
Police Administration		
Police Chief	1	1
Assistant Police Chief	1	1
Police Lieutenant	2	2
Police Sergeant	5	5
Police Corporal	4	4
Police Investigator	3	4
Police Officer K-9	1	1
Police Officer	18	22

	Police Cadet	2	2
	Police Accreditation Manager	1	1
	Administrative Support Specialist	2	2
	Evidence Technician	1	1
		<u>41</u>	<u>46</u>
Fire			
	Fire Chief	1	1
	Deputy Fire Marshal	1	1
	Fire Captain/Training	1	1
	Fire Captain/Shift	3	3
	Fire Inspector I	0	1
	Fire Lieutenant	5	5
	Fire Engineer	9	9
	Firefighter	7	7
	Fire Safety Educator	1	1
	Administrative Support Specialist	1	1
		<u>29</u>	<u>30</u>
Planning			
	Development Director	1	1
	Planner	2	2
		<u>3</u>	<u>3</u>
Inspections			
	Inspections Director	1	1
	Building Inspector II	1	1
	Building Inspector I	2	2
	Permit Specialist	1	1
	Code Enforcement Officer	1	1
		<u>6</u>	<u>6</u>
Public Works			
	Public Works Director	1	1
	Streets Supervisor	0	1
	Administrative Support Specialist	1	1
	Automotive Mechanic Supervisor	1	1
	Automotive Mechanic	1	1
	Ground Crew Supervisor	1	1
	Maintenance Worker II	5	5
		<u>10</u>	<u>11</u>
Public Facilities			
	Grounds Crew Supervisor	1	1
	Groundskeeper	3	3
	Building Maintenance Coordinator	1	1

		<u>5</u>	<u>5</u>
Sanitation			
	Sanitation Supervisor	0	1
	Sanitation Equipment Operator	6	5
	Sanitation Worker	2	2
		<u>8</u>	<u>8</u>
Recreation & Parks			
	Recreation & Parks Director	1	1
	Athletic Director	1	1
	Parks Operations & Maintenance Supervisor	3	3
	Recreation Athletic Program Coordinator	1	1
	Arts & Community Center Supervisor	1	1
	Office Assistant	1	1
	Groundskeeper	1	1
		<u>9</u>	<u>9</u>
General Fund Total		123	133
		Current	Proposed
		2020-	2021-
		2021	2022
Water & Sewer Fund			
Utility Administration & Billing			
	Utility Billing & Collections Specialist	1	1
Utility Operations & Maintenance			
	Utilities Director	1	1
	Utilities Mechanic I	2	2
	Utilities Maintenance Crew Leader	1	2
	Meter Reader Technician	1	1
	Equipment Operator II	2	2
	Equipment Operator I	4	5
	Maintenance Worker II	1	1
	Utilities Location Technician	1	1
		<u>13</u>	<u>15</u>
Water Resources Recovery Facility			
	Wastewater Treatment Plant Director	1	1
	Lead Wastewater Plant Operator	1	1
	Compliance Manager	1	1
	Laboratory Technician	1	1
	Wastewater Treatment Plant Operator	2	2
	Utility System Mechanic I	1	1
		<u>7</u>	<u>7</u>
Water & Sewer Fund Total		21	23
City of Mebane Total		144	156

BUDGET SECTION



GENERAL FUND DEPARTMENT BUDGET

GENERAL FUND

CITY COUNCIL

FY22 Manager's Recommended Budget City Council

The City Council is the governing body of the City of Mebane, and consists of the mayor and five other councilmembers.

The City Council's budget includes a 2% COLA and stipend for each member along with budget for supplies, dues and meeting expenses, with a slight increase in dues and subscriptions for 2022.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues..	\$ 82,395	\$ 83,539	\$ 83,539	\$ 79,011	\$ 85,390	2.2%
Totals.....	<u>\$ 82,395</u>	<u>\$ 83,539</u>	<u>\$ 83,539</u>	<u>\$ 79,011</u>	<u>\$ 85,390</u>	2.2%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 63,477	\$ 60,245	\$ 60,245	\$ 60,245	\$ 61,442	2.0%
Operating.....	18,918	23,294	23,294	18,766	23,948	2.8%
Capital.....	-	-	-	-	-	NA
Totals.....	<u>\$ 82,395</u>	<u>\$ 83,539</u>	<u>\$ 83,539</u>	<u>\$ 79,011</u>	<u>\$ 85,390</u>	2.2%

ADMINISTRATION

FY22 Manager's Recommended Budget Administration

Administration includes the City Manager and Assistant Manager, City Clerk, City Attorney and Human Resources.

The personnel budget for Administration includes an allowance for a 2% cost of living increase, an increase in the retirement contribution rate, and the addition of the Public Information Officer and HR Consultant positions netted with an allocation (\$305,344) of administrative costs to the Utility Fund for the administrative staff's time spent on utility-related projects and administrative support. The operating budget includes continued funding for risk management, safety initiatives and employee benefits administration along with costs associated with the two added positions, the new diversity and inclusion initiative, and an increase in various line items. Capital is requested for HR benefit software.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 850,174	\$ 1,163,700	\$ 1,158,700	\$ 952,770	\$ 1,157,512	(0.1%)
Totals.....	<u>\$ 850,174</u>	<u>\$ 1,163,700</u>	<u>\$ 1,158,700</u>	<u>\$ 952,770</u>	<u>\$ 1,157,512</u>	(0.1%)

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 678,558	\$ 976,410	\$ 976,410	\$ 797,411	\$ 939,198	(3.8%)
Operating.....	171,616	187,290	182,290	155,359	202,314	11.0%
Capital.....	-	-	-	-	16,000	N/A
Totals.....	<u>\$ 850,174</u>	<u>\$ 1,163,700</u>	<u>\$ 1,158,700</u>	<u>\$ 952,770</u>	<u>\$ 1,157,512</u>	(0.1%)

FINANCE

FY22 Manager's Recommended Budget Finance

The Finance Department consists of five employees responsible for all revenue collections and financial reporting for the City. One position, the Utility Billing & Collections Specialist, is funded by the Utility Fund.

The 2022 personnel budget includes a 2% allowance for a cost of living, an increase in the retirement rate, as well as a reclassification of one Accountant position and the addition of an Accountant position netted with an allocation (\$206,196) of administrative costs to the Utility Fund for the Finance staff's time spent on utility-related projects and administrative support. The operating budget includes the continued contract with Alamance and Orange Counties for tax collection (which increases as taxes increase) and reflects various rate increases to other line items. The capital request is for time and attendance software to make the payroll process more efficient and paperless.

	2020	2021	2021 Revised	2021	Manager's	%
Revenues	Actual	Budget	Budget	Estimated	Recommended	Change
General Revenues.....	\$ 491,000	\$ 604,386	\$ 604,386	\$ 539,025	\$ 732,375	21.2%
Totals.....	\$ 491,000	\$ 604,386	\$ 604,386	\$ 539,025	\$ 732,375	21.2%
	2020	2021	2021 Revised	2021	Manager's	%
Expenditures	Actual	Budget	Budget	Estimated	Recommended	Change
Personnel.....	\$ 279,101	\$ 346,936	\$ 346,936	\$ 321,452	\$ 434,060	25.1%
Operating.....	211,899	257,450	257,450	217,573	282,376	9.7%
Capital.....	-	-	-	-	15,939	N/A
Totals.....	\$ 491,000	\$ 604,386	\$ 604,386	\$ 539,025	\$ 732,375	21.2%

INFORMATION TECHNOLOGY

FY22 Manager's Recommended Budget Information Technology (IT)

The IT Department has two employees and is responsible for management and maintenance of the citywide network of servers, computers and peripherals.

The 2022 budget includes a 2% cost of living adjustment, an increase in the retirement rate netted with an allocation (\$79,942) of administrative costs to the Utility Fund for the IT staff's time spent on utility-related projects and administrative support. The operating budget for 2022 provides for the continuation of work to secure the city's growing network, including firewalls, backups and other disaster recovery measures, along with cybercrime measures and consolidating backup charges from other departments into the IT budget. As the number of users in the network increases, so do annual charges and backup fees. The capital line includes servers \$50,000, firewall replacement \$122,000, card readers and cameras \$25,000 and police department IT connection \$22,000.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues...	\$269,855	\$ 409,775	\$ 506,771	\$ 306,976	\$ 758,084	49.6%
Totals.....	<u>\$269,855</u>	<u>\$ 409,775</u>	<u>\$ 506,771</u>	<u>\$ 306,976</u>	<u>\$ 758,084</u>	49.6%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$103,025	\$ 172,861	\$ 172,861	\$ 145,238	\$ 181,064	4.7%
Operating.....	161,790	236,914	311,910	139,738	298,020	(4.5%)
Capital.....	<u>5,040</u>	<u>-</u>	<u>22,000</u>	<u>22,000</u>	<u>279,000</u>	1168.2%
Totals.....	<u>\$269,855</u>	<u>\$ 409,775</u>	<u>\$ 506,771</u>	<u>\$ 306,976</u>	<u>\$ 758,084</u>	49.6%

ECONOMIC DEVELOPMENT

FY22 Manager's Recommended Budget

Economic Development

The Economic Development division provides for the City's efforts to attract desirable new businesses, industries and jobs.

Incentive payments are triggered by request of companies when they successfully achieve the level of investment and jobs creation specified in their agreements with the City. Aided by revenue sharing with our partners Alamance County, Orange County and the City of Graham, the 2022 budget for Economic Development provides for the continuation of existing agreements like Cambro (\$135,000), Morinaga (\$144,000), Lidl (\$225,000), Lotus (\$273,400), Universal Preserv-A-Chem (\$505,000), Airgas (\$94,000) and ABB (\$239,400).

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 516,446	\$ 1,021,800	\$ 996,800	\$ 890,445	\$ 1,215,800	22.0%
Grants/Intergov.....	180,000	-	-	-	480,000	N/A
Totals.....	\$ 696,446	\$ 1,021,800	\$ 996,800	\$ 890,445	\$ 1,695,800	70.1%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Operating.....	696,446	1,021,800	996,800	890,445	1,695,800	70.1%
Capital.....	-	-	-	-	-	N/A
Totals.....	\$ 696,446	\$ 1,021,800	\$ 996,800	\$ 890,445	\$ 1,695,800	70.1%

POLICE

FY22 Manager's Recommended Budget

Police

The Police Department includes the Police Chief and sworn law enforcement officers who, along with their support staff, maintain the safety and peace of the community.

The Police personnel budget for 2022 includes a 2% cost of living adjustment, an increase in the retirement rate, one new investigator and four new patrol positions. The patrol positions are budgeted to start on January 1, 2022. Operating cost increases are primarily due to equipment for the five new positions. The increase in capital costs is due to the purchase of three replacement vehicles and five new vehicles for the new positions.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 3,896,455	\$ 4,350,405	\$ 4,414,319	\$ 4,191,255	\$ 4,589,580	4.0%
Grants/Intergov.....	93,033	-	20,396	82,310	24,400	19.6%
Proceeds from Debt.	-	-	-	-	461,756	N/A
Totals.....	\$ 3,989,488	\$ 4,350,405	\$ 4,434,715	\$ 4,273,565	\$ 5,075,736	14.5%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	2022 Manager's	% Change
Personnel.....	\$ 3,149,666	\$ 3,487,691	\$ 3,487,691	\$ 3,370,132	\$ 3,747,316	7.4%
Operating.....	602,725	684,190	720,626	711,436	782,644	8.6%
Capital.....	237,097	178,524	226,398	191,997	545,776	141.1%
Totals.....	\$ 3,989,488	\$ 4,350,405	\$ 4,434,715	\$ 4,273,565	\$ 5,075,736	14.5%

FIRE

FY22 Manager's Recommended Budget

Fire

The Fire Department coordinates career and volunteer staff at three stations for providing suppression and life safety services to the City, including first responder services.

The Fire personnel budget for 2022 includes a 2% cost of living adjustment, an increase in the retirement rate, and one new investigator position. Operating cost increases are primarily due to radio upgrades. The capital costs are for an eDraulic Hurst tool (Jaws of Life) and a fire engine.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 2,449,483	\$ 2,450,224	\$ 2,484,336	\$ 2,419,801	\$ 2,607,476	6.4%
Debt Proceeds.....	\$ -	\$ -	\$ -	\$ -	\$ 582,288	N/A
Grants/Intergov.....	55,087	44,000	44,000	44,000	44,000	0.0%
Permits/Inspections.....	4,450	4,000	4,000	5,100	5,000	25.0%
Fire District Taxes.....	<u>478,922</u>	<u>456,000</u>	<u>456,000</u>	<u>453,174</u>	<u>523,170</u>	14.7%
Totals.....	<u>\$ 2,987,941</u>	<u>\$ 2,954,224</u>	<u>\$ 2,988,336</u>	<u>\$ 2,922,075</u>	<u>\$ 3,761,934</u>	27.3%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 2,446,590	\$ 2,585,262	\$ 2,568,262	\$ 2,517,901	\$ 2,734,507	5.8%
Operating.....	391,695	368,962	420,074	404,174	434,189	17.7%
Capital.....	<u>149,656</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>593,238</u>	N/A
Totals.....	<u>\$ 2,987,941</u>	<u>\$ 2,954,224</u>	<u>\$ 2,988,336</u>	<u>\$ 2,922,075</u>	<u>\$ 3,761,934</u>	27.3%

PLANNING

FY22 Manager's Recommended Budget Planning

The Planning Department provides long- and short-range planning and review, to provide for the orderly and safe growth of the City.

The Planning personnel budget for 2022 includes a 2% cost of living adjustment, and an increase in the retirement rate. Operating decreases in 2022 are due to carryover and one time expenses in the 2021 budget. No capital was requested.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 451,807	\$ 475,246	\$ 486,279	\$ 351,445	\$ 381,770	(21.5%)
Grants/Intergov.....	-	-	40,000	-	-	(100.0%)
Permits & Fees.....	117,260	86,418	86,418	91,425	151,352	75.1%
Totals.....	\$ 569,067	\$ 561,664	\$ 612,697	\$ 442,870	\$ 533,122	(13.0%)

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$230,629	\$356,466	\$ 356,466	\$ 261,547	\$ 364,405	2.2%
Operating.....	85,125	205,198	256,231	181,323	168,717	(34.2%)
Capital.....	253,313	-	-	-	-	N/A
Totals.....	\$ 569,067	\$ 561,664	\$ 612,697	\$ 442,870	\$ 533,122	(13.0%)

DOWNTOWN DEVELOPMENT

The Downtown Development Department provides support to the North Carolina Main Street - Downtown Associate Community program. This department was established in fiscal year 2021.

Operating increases reflect the Main Street Coordinator position being moved from personnel to operating (\$60,000), a facade and art grant program (\$50,000), graphic design and printing services (\$10,000), on-call engineering and design services (\$10,000), billboard campaign (\$11,000), conference and training (\$5,000), and additional services necessary for continued participation in the Main Street program.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ -	\$ -	\$ 30,000	\$ 15,000	\$ 151,810	406.0%
Grants/Intergov.....	-	-	-	-	-	N/A
Totals.....	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ 15,000</u>	<u>\$ 151,810</u>	406.0%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ -	\$ -	\$ 30,000	\$ 15,000	\$ -	(100.0%)
Operating.....	-	-	-	-	151,810	N/A
Capital.....	-	-	-	-	-	N/A
Totals.....	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 30,000</u>	<u>\$ 15,000</u>	<u>\$ 151,810</u>	406.0%

INSPECTIONS

FY22 Manager's Recommended Budget Inspections

The Inspections Department provides permitting and code enforcement for safe growth of the City.

The Personnel budget for 2022 includes a 2% cost of living adjustment and a rate increase for retirement. The Operating budget for 2022 includes an increase for staff training and vehicle maintenance. No capital outlay is requested.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ (163,097)	\$ 168,705	\$ 205,801	\$ (356,212)	\$ (214,378)	(204.2%)
Permits & Fees.....	<u>600,524</u>	<u>450,000</u>	<u>650,903</u>	<u>907,143</u>	<u>844,040</u>	29.7%
Totals.....	<u>\$ 437,427</u>	<u>\$ 618,705</u>	<u>\$ 856,704</u>	<u>\$ 550,931</u>	<u>\$ 629,662</u>	(26.5%)

Expenditures*	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	2022 Manager's	% Change
Personnel.....	\$ 407,858	\$ 554,761	\$ 554,761	\$ 482,437	\$ 569,162	2.6%
Operating.....	29,569	52,600	52,600	33,201	60,500	15.0%
Capital.....	-	11,344	249,343	35,293	-	(100.0%)
Totals.....	<u>\$ 437,427</u>	<u>\$ 618,705</u>	<u>\$ 856,704</u>	<u>\$ 550,931</u>	<u>\$ 629,662</u>	(26.5%)

*Expenditures do not reflect indirect administrative costs of the department.

ENGINEERING

FY22 Manager's Recommended Budget

Engineering

The Engineering Department consolidates the costs of the General Fund's plan review, construction review, technical review and other engineering services required to provide for the orderly and safe growth of the City. The services include technical review, construction inspections, stormwater engineering, as well as our City Engineer's various services.

The Operating budget for 2022 will remain relatively the same as 2021.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 393,217	\$ 310,601	\$ 310,601	\$ 208,767	\$ 169,540	(45.4%)
Permits & Fees.....	<u>84,611</u>	<u>119,899</u>	<u>119,899</u>	<u>221,733</u>	<u>275,960</u>	130.2%
Totals.....	<u>\$ 477,828</u>	<u>\$ 430,500</u>	<u>\$ 430,500</u>	<u>\$ 430,500</u>	<u>\$ 445,500</u>	3.5%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Operating.....	477,828	430,500	430,500	430,500	445,500	3.5%
Capital.....	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
Totals.....	<u>\$ 477,828</u>	<u>\$ 430,500</u>	<u>\$ 430,500</u>	<u>\$ 430,500</u>	<u>\$ 445,500</u>	3.5%

PUBLIC WORKS

FY22 Manager's Recommended Budget

Public Works

The Public Works Department manages and maintains the City's streets, sidewalks, drainage systems and cemeteries, including infrastructure maintenance, landscaping and emergency/inclement weather response.

increase due to the addition of a Public Works Maintenance Worker II position and the reclassification of a position to Public Works Streets Supervisor as well as a 2% cost of living increase and an increase in the retirement rate. Operating expenses in 2022 reflect an overall decrease due to one time expenses in 2021 such as additional street repaving and the purchase of a dual wall tank. Capital funding in 2022 includes the relocation of the public works fence and gate \$150,000, a shed \$70,000, a mower, paint stripping machine and pipe laser \$35,000, the S. 4th Street sidewalk \$84,900, S. 1st Street sidewalk \$62,200, and design for the Crawford St. sidewalk and Third-Fifth St. connector for \$20,000 each.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues....	\$ 2,274,813	\$ 2,484,613	\$ 3,077,922	\$ 959,221	\$ 2,342,106	(23.9%)
Grants/Intergov.....	360,334	365,000	365,000	360,334	365,000	0.0%
Permits & Fees.....	29,000	20,000	20,000	21,000	20,000	0.0%
Totals.....	<u>\$ 2,664,147</u>	<u>\$ 2,869,613</u>	<u>\$ 3,462,922</u>	<u>\$ 1,340,555</u>	<u>\$ 2,727,106</u>	(21.2%)

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	2022 Manager's	% Change
Personnel.....	\$ 685,473	\$ 897,873	\$ 887,273	\$ 731,204	\$ 1,001,989	12.9%
Operating.....	1,588,206	1,206,740	1,610,649	489,351	1,283,017	(20.3%)
Capital.....	390,468	765,000	965,000	120,000	442,100	(54.2%)
Totals.....	<u>\$ 2,664,147</u>	<u>\$ 2,869,613</u>	<u>\$ 3,462,922</u>	<u>\$ 1,340,555</u>	<u>\$ 2,727,106</u>	(21.2%)

PUBLIC FACILITIES

FY22 Manager's Recommended Budget

Public Facilities

The Public Facilities budget provides for citywide maintenance and upkeep of City property including the Mebane Library, City Hall, cemeteries, and the Veteran's Garden.

The 2022 personnel budget includes a 2% cost of living adjustment and an increase in the retirement rate. The 2022 operating budget is decreasing overall due to the one-time cost of a space study and CARES Act funding in the 2021 budget. The capital request is to build Giles Pocket Park \$15,000 and install a railroad fence \$70,000.

	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Revenues						
General Revenues.....	\$ 883,134	\$ 1,011,593	\$ 1,250,583	\$ 652,213	\$ 868,478	(30.6%)
Grants/Intergov.....	-	-	-	178,225	-	N/A
Totals.....	<u>\$ 883,134</u>	<u>\$ 1,011,593</u>	<u>\$ 1,250,583</u>	<u>\$ 830,438</u>	<u>\$ 868,478</u>	(30.6%)

	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Expenditures						
Personnel.....	\$ 311,378	\$ 362,293	\$ 362,293	\$ 362,293	\$ 387,578	7.0%
Operating.....	360,644	444,300	679,131	468,145	395,900	(41.7%)
Capital.....	<u>211,112</u>	<u>205,000</u>	<u>209,159</u>	<u>-</u>	<u>85,000</u>	(59.4%)
Totals.....	<u>\$ 883,134</u>	<u>\$ 1,011,593</u>	<u>\$ 1,250,583</u>	<u>\$ 830,438</u>	<u>\$ 868,478</u>	(30.6%)

SANITATION

FY22 Manager's Recommended Budget

Sanitation

The Sanitation division provides for weekly garbage, recycling and yard waste pickup for residents within the City.

Sanitation's personnel budget provides for a 2% cost of living adjustment and an increase in the retirement rates as well as the reclassification of a position to a Sanitation Operations Supervisor. The operating budget increase is largely due to the increase in tipping fees due to growth and vehicle maintenance. Capital outlay includes a side-arm garbage truck \$320,000.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 598,133	\$ 811,759	\$ 831,759	\$ 733,363	\$ 849,377	2.1%
Debt Proceeds.....	\$ -	\$ -	\$ -	\$ -	\$ 320,000	N/A
Grants/Intergov.....	10,481	10,000	10,000	10,000	10,000	0.0%
Sales & Service.....	467,833	465,000	465,000	470,000	580,100	24.8%
Totals.....	<u>\$ 1,076,447</u>	<u>\$ 1,286,759</u>	<u>\$ 1,306,759</u>	<u>\$ 1,213,363</u>	<u>\$ 1,759,477</u>	34.6%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 427,211	\$ 524,159	\$ 524,159	\$ 460,363	\$ 543,777	3.7%
Operating.....	638,009	762,600	782,600	753,000	895,700	14.5%
Capital.....	11,227	-	-	-	320,000	N/A
Totals.....	<u>\$ 1,076,447</u>	<u>\$ 1,286,759</u>	<u>\$ 1,306,759</u>	<u>\$ 1,213,363</u>	<u>\$ 1,759,477</u>	34.6%

RECREATION & PARKS

FY22 Manager's Recommended Budget

Recreation

The Recreation Department provides cultural and recreational opportunities to the residents of the City, including programming and maintenance at the athletic parks, two recreation centers, Lake Michael, Cates Farm and pocket parks throughout the city.

The 2022 personnel budget includes increases in part-time salaries, a 2% cost of living adjustment and a rate increase for retirement. Operations has decreased primarily due to net changes in building and grounds maintenance and schools and conferences. Capital has a net decrease due to the purchase of land included in the 2021 budget and smaller capital outlay items included in the 2022 budget such as ball field landscaping, cameras, and scoreboards.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 1,415,039	\$2,396,215	\$ 3,694,829	\$2,194,003	\$ 2,392,573	(35.2%)
Grants/Intergov.....	-	5,450	5,450	5,450	5,450	0.0%
Sales & Service.....	79,588	80,000	80,000	50,000	80,000	0.0%
Totals.....	<u>\$ 1,494,627</u>	<u>\$2,481,665</u>	<u>\$ 3,780,279</u>	<u>\$2,249,453</u>	<u>\$ 2,478,023</u>	(34.4%)

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 703,227	\$ 928,541	\$ 889,541	\$ 767,066	\$ 970,361	9.1%
Operating.....	476,387	673,224	867,541	575,064	866,736	(0.1%)
Capital.....	<u>315,013</u>	<u>879,900</u>	<u>2,023,197</u>	<u>907,323</u>	<u>640,926</u>	(68.3%)
Totals.....	<u>\$ 1,494,627</u>	<u>\$2,481,665</u>	<u>\$ 3,780,279</u>	<u>\$2,249,453</u>	<u>\$ 2,478,023</u>	(34.4%)

NON-DEPARTMENTAL

FY22 Manager's Recommended Budget

Non-Departmental

The Non-Departmental division includes general government expenditures that are not specific to any one functional area. Included in this department are group insurance contributions, outside agencies, property and liability insurance, unemployment insurance, debt payments (both principal and interest), and interfund transfers.

Personnel costs for Non-Departmental include retiree health and unemployment benefits, with the increase reflecting both rate changes and anticipated retirements in 2022. Continuing operating costs include allocations to nonprofits with slight increases in the allocation to United Way and the Mebane Historical Museum. New debt includes a fire engine, police vehicles, and a side-arm garbage truck.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
General Revenues.....	\$ 2,108,774	\$ 2,516,972	\$ 2,526,999	\$ 1,934,613	\$ 2,526,531	(0.0%)
Totals.....	<u>\$ 2,108,774</u>	<u>\$ 2,516,972</u>	<u>\$ 2,526,999</u>	<u>\$ 1,934,613</u>	<u>\$ 2,526,531</u>	(0.0%)

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 102,302	\$ 294,769	\$ 294,769	\$ 123,432	\$ 329,629	11.8%
Operating.....	469,535	522,540	532,567	414,961	576,900	8.3%
Debt Service.....	1,536,937	1,699,663	1,699,663	1,396,220	1,620,002	(4.7%)
Transfers.....	-	-	-	-	-	N/A
Totals.....	<u>\$ 2,108,774</u>	<u>\$ 2,516,972</u>	<u>\$ 2,526,999</u>	<u>\$ 1,934,613</u>	<u>\$ 2,526,531</u>	(0.0%)

WATER & SEWER FUND DEPARTMENT BUDGET

UTILITY ADMINISTRATION

FY22 Manager's Recommended Budget

Utility Administration

The Utility Administration division includes billing and collections costs, the allocation of administrative costs from the General Fund and replacement and repair of new meters and the extension of other utility infrastructure.

The Personnel budget includes a 2% cost of living allowance, an increase in the retirement rate, and a continued allocation (\$708,191) of administrative costs to the Utility Fund for administrative staff's time spent on utility-related projects and administrative support. Operating expenses are increasing with growing fees for credit cards and online services as more customers choose online services. The capital budget includes new meters \$200,000 for growth, and the meter replacement program \$500,000.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Utility Revenues.....	\$ 2,354,396	\$ 1,964,656	\$ 2,111,130	\$ 1,124,643	\$ 1,866,589	(11.6%)
Totals.....	\$ 2,354,396	\$ 1,964,656	\$ 2,111,130	\$ 1,124,643	\$ 1,866,589	(11.6%)

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 677,261	\$ 861,386	\$ 861,386	\$ 684,694	\$ 961,389	11.6%
Operating.....	677,744	172,900	184,773	187,216	205,200	11.1%
Capital.....	999,391	930,370	1,064,971	252,733	700,000	(34.3%)
Totals.....	\$ 2,354,396	\$ 1,964,656	\$ 2,111,130	\$ 1,124,643	\$ 1,866,589	(11.6%)

UTILITY OPERATIONS & MAINTENANCE

Utility Operations and Maintenance monitors all pump stations and provides maintenance for the water and sewer systems, including installation of new service and coordinating with Finance for cutoffs for nonpayment.

The personnel budget for 2022 includes a 2% allowance for cost of living increases and a rise in the City's retirement rate, as well as two new positions, Equipment Operator I and Maintenance Crew Leader. The Operating budget has a large increase and capital has a large decrease due to moving the infrastructure repairs and maintenance budget from the capital line to the operating line. Capital spending includes four pick-up trucks (three replacement and one for the new Crew Leader) \$123,000, Graham water plant capital \$131,000, water line replacements \$150,000, a John Deere gator \$20,000, oversized reimbursements \$286,000, GKN reroute \$37,500, and SCADA for Lake Michael and Richmond Hill pump stations \$16,600.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Utility Revenues..	\$ 2,833,111	\$ 3,255,755	\$ 3,448,633	\$ 2,635,969	\$ 4,240,479	23.0%
Totals.....	<u>\$ 2,833,111</u>	<u>\$ 3,255,755</u>	<u>\$ 3,448,633</u>	<u>\$ 2,635,969</u>	<u>\$ 4,240,479</u>	23.0%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 933,976	\$ 958,805	\$ 958,805	\$ 942,188	\$ 1,182,934	23.4%
Operating.....	1,493,522	1,732,050	1,776,797	1,534,306	2,293,445	29.1%
Capital.....	405,613	564,900	713,031	159,475	764,100	7.2%
Totals.....	<u>\$ 2,833,111</u>	<u>\$ 3,255,755</u>	<u>\$ 3,448,633</u>	<u>\$ 2,635,969</u>	<u>\$ 4,240,479</u>	23.0%

UTILITY ENGINEERING

FY22 Manager's Recommended Budget

Utility Engineering

The Utility Engineering division consolidates the cost of the City Engineer for utility-related projects including design, review, testing and administrative functions like attending Council meetings.

Technical review and construction inspection on development projects account for a majority of the engineering costs.

	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Revenues						
Utility Revenues.....	\$ 178,965	\$300,000	\$ 300,000	\$285,000	\$ 285,000	(5.0%)
Totals.....	\$ 178,965	\$300,000	\$ 300,000	\$285,000	\$ 285,000	(5.0%)
Expenditures						
Personnel.....	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Operating.....	178,965	300,000	300,000	285,000	285,000	(5.0%)
Capital.....	-	-	-	-	-	N/A
Totals.....	\$ 178,965	\$300,000	\$ 300,000	\$285,000	\$ 285,000	(5.0%)

WATER RESOURCE RECOVERY FACILITY (WRRF)

FY22 Manager's Recommended Budget Water Resources Recovery Facility (WRRF)

This division operates and maintains the WRRF in order to remove nutrients from the city's wastewater to return it to the environment.

The WRRF budget for 2022 includes a 2% allowance for cost of living increases and an increase in the retirement rate. Costs associated with an increased flow load to the plant and supervisory control and data acquisition (SCADA) services \$31,315, and repairs and maintenance moving from the capital line to the operating line \$100,000 account for the increase in the operating line. Capital costs for 2022 are shared costs for upgrades to Graham's Water Plant \$48,218 and an aeration basin electrical upgrade \$46,665.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Utility Revenues.....	\$ 1,631,301	\$ 2,089,683	\$ 2,180,385	\$ 1,849,553	\$ 2,163,048	(0.8%)
Totals.....	\$ 1,631,301	\$ 2,089,683	\$ 2,180,385	\$ 1,849,553	\$ 2,163,048	(0.8%)

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ 705,075	\$ 857,611	\$ 857,611	\$ 704,797	\$ 900,639	5.0%
Operating.....	819,835	1,001,572	1,043,722	1,030,381	1,167,526	11.9%
Capital.....	106,391	230,500	279,052	114,375	94,883	(66.0%)
Totals.....	\$ 1,631,301	\$ 2,089,683	\$ 2,180,385	\$ 1,849,553	\$ 2,163,048	(0.8%)

UTILITY NON-DEPARTMENTAL

FY22 Manager's Recommended Budget Utility Non-Departmental

The Non-Departmental division includes debt service, liability insurance and transfers.

The Non-Departmental budget for 2022 includes closing costs for financing in the operating line and new debt service for the WRRF renovation project and for three replacement and one new pick-up truck in the debt service line.

Revenues	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Utility Revenues.....	\$ 862,859	\$1,210,906	\$ 1,210,906	\$ 911,726	\$ 1,823,036	50.6%
Totals.....	\$ 862,859	\$1,210,906	\$ 1,210,906	\$ 911,726	\$ 1,823,036	50.6%

Expenditures	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	Manager's Recommended	% Change
Personnel.....	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Operating.....	11,111	61,980	61,980	62,000	192,000	209.8%
Capital.....	-	-	-	-	-	N/A
Debt Service.....	851,748	1,148,926	1,148,926	849,726	1,631,036	42.0%
Transfers.....	-	-	-	-	-	N/A
Total.....	\$ 862,859	\$1,210,906	\$ 1,210,906	\$ 911,726	\$ 1,823,036	50.6%

UTILITY CAPITAL RESERVE FUND BUDGET

City of Mebane
 FY22 Manager's Recommended Budget
Utility Capital Reserve Fund

The Utility Capital Reserve Fund is used to account for system development fees. The budget for FY22 proposes to transfer \$500,000 to the Utility Fund for capital expenditures.

	2020 Actual	2021 Budget	2021 Revised Budget	2021 Estimated	2022 Manager's Recommended	% Change
Revenues						
System Development Fees.....	\$ 902,521	\$ 650,000	\$ 650,000	\$ 872,796	\$ 1,107,000	70.3%
Interest Earnings.....	9,701	2,500	2,500	-	2,500	0.0%
Total revenues.....	912,222	652,500	652,500	872,796	1,109,500	70.0%
Other financing sources						
Transfers in.....	-	-	-	-	-	N/A
Appropriated fund balance.....	-	-	-	-	-	N/A
Total revenues & other financing sources.....	912,222	652,500	652,500	872,796	1,109,500	70.0%
Expenditures						
Transfers Out.....	\$ 527,920	\$ 175,000	\$ 175,000	\$ 175,000	\$ 500,000	185.7%
Utility Capital Reserve.....	-	477,500	477,500	477,500	609,500	27.6%
Total Expenditures.....	527,920	652,500	652,500	652,500	1,109,500	

FY 2022 – 2026 Capital Improvement Plan



2022 – 2026 CAPITAL IMPROVEMENT PLAN

May 3, 2021

Mayor and City Councilmembers
City of Mebane, North Carolina

Dear Mayor and Councilmembers,

The Capital Improvement Plan (CIP) for 2022-2026 is a robust appraisal of the significant needs requested by the City's department heads for the next five years. While this document is annually adopted as part of the budget process, it serves as guide that is annually adjusted as financial/economic considerations dictate. As highlighted in the budget message for 21-2022, the next five years will be pivotal in carrying out the vision of the City Council.

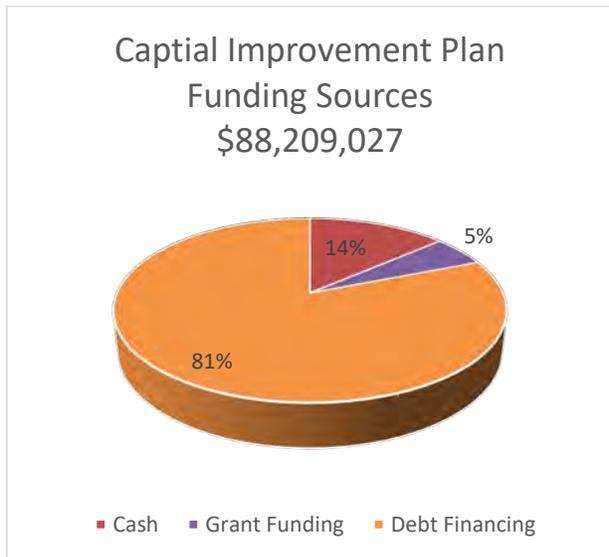
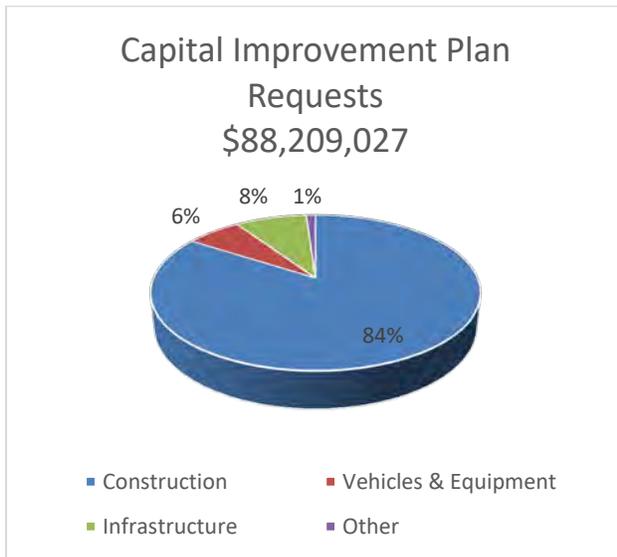
OVERVIEW

The plan identifies needs in the amount of \$88.2 million, with General Fund needs of \$60.3 million and Utility Fund needs of \$27.9 million. Over \$12.0 million of the projects will be funded by general fund revenues and utility fund revenues (12.9%). Most of the remaining \$76.2 million in projects will be funded by some sort of financing which might include a bond referendum, a limited obligation bond, or installment purchase agreements (bank loans). The grant funding represents what the City is expecting to receive from the American Rescue Plan. The City will be unable to fund these kinds of projected needs at the current tax rate. Staff is presently examining a variety of approaches and funding methods for debt financing to allow for the debt financing row of Table 1 to be economically feasible. Eventually, the City may have to consider different avenues than we have recently pursued in the past such as revenue bonds for water & sewer projects and limited obligation bonds for general fund projects. The primary security for revenue bonds is the revenue generated by the water & sewer fund. This allows for multiple projects to be funded concurrently without leveraging capital assets Limited obligation bonds is a form of installment financing that is advantageous when the borrowing amount exceeds \$10,000,000 in one calendar year.

Table 1

General & Utility Fund CIP Summary FY22-26

<u>Project Budget</u>	<u>Total</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
General Fund.....	\$ 60,317,527	\$ 5,174,144	\$ 25,313,613	\$ 2,713,957	\$ 9,774,813	\$ 17,341,000
Utility Fund.....	27,891,500	1,246,500	14,485,500	6,127,500	3,452,000	2,580,000
Total.....	\$ 88,209,027	\$ 6,420,644	\$ 39,799,113	\$ 8,841,457	\$ 13,226,813	\$ 19,921,000
Funding Source						
Cash.....	\$ 11,969,983	\$ 2,683,600	\$ 4,309,113	\$ 1,831,457	\$ 2,434,813	\$ 711,000
Grant Funding.....	4,760,000	-	3,150,000	1,610,000	-	-
Debt Financing.....	71,479,044	3,737,044	32,340,000	5,400,000	10,792,000	19,210,000
Total.....	\$ 88,209,027	\$ 6,420,644	\$ 39,799,113	\$ 8,841,457	\$ 13,226,813	\$ 19,921,000

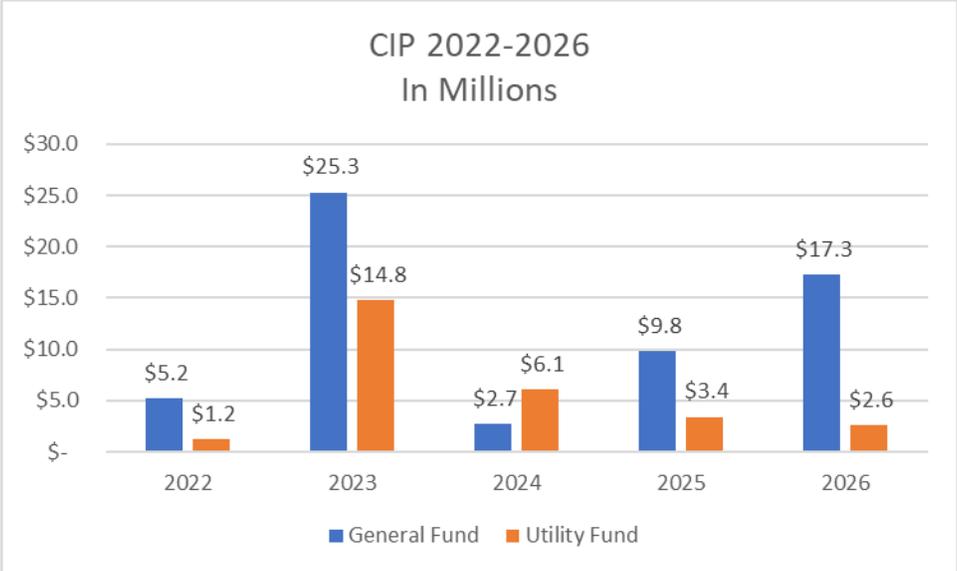


The CIP for 2022-2026 is composed of various projects with significant details to provide the reader with a basis for decision-making. Each department head completed a CIP Project Worksheet for any qualifying capital improvement. A capital improvement for the purpose of this plan, is defined as any expenditure for vehicles, equipment, buildings, infrastructure, and land acquisition, in which the cost exceeds \$100,000 and the estimated useful life is greater than 1 year. Summary schedules of the total CIP for 2022-2026 are provided in Appendix A.

THE CIP AS A PLANNING TOOL

The 5-Year CIP is a planning tool designed to aid the City Council in building, acquiring and replacing the City’s capital assets. The plan is updated annually to ensure that it is based on the most accurate information available and is reflective of the current and projected economic environment. Adoption of the 5-Year CIP by the City Council does not constitute a commitment to fund an item. Rather, adoption signifies an intention to pursue the projects during the ensuing years. The theme of the project remains the focus so specifics will and can be adjusted, for example the incorporation of technological improvements. Especially for the requested facilities, the adoption of the CIP allows both the Council and staff to thoughtfully plan for the

projects leading up to a planned year of design followed by construction, along with the appropriate financing.



THE CURRENT YEAR OF THE CIP – 2021-2022

MANAGER RECOMMENDATION – 2021-2022

For the first year of this plan (2021-2022), the capital funding requests over \$100,000 submitted by department heads total \$8.6 million, including \$5.6 million in needs for the General Fund and \$3.0 million in Utility Fund requests. Included in the 2021-2022 recommended budget is \$3.3 million of these requested needs. Additionally, in FY21-22, staff plans to request that Council establish three new capital project ordinances for a new police station (\$16.5 million), Fire Station 4 (\$4.5 million), and the Holt Street Greenway (\$900,000). Furthermore, staff plans to request the Council approve using the American Rescue Plan funding to address inflow and infiltration projects, \$1.7 million of which were requested but not funded in FY22. If the requests are approved, only \$445,000 of the \$8.6 million in requests will remain unfunded. The \$445,000 consists of a tennis building (\$170,000), and a classroom at the Training Tower (\$275,000). The training tower was moved to FY22-23, and the tennis building was moved to FY23-24 in the CIP. A better understanding of Youth Walker Park future plans, that will be a component of the of Recreation & Parks Master Plan Update, needs to be achieved before new permanent construction of a tennis building is authorized. A site plan for the Public Works Complex is currently being planned and needs to be completed before the construction of the latter occurs to ensure the WRRF future expansions have sufficient space.

GENERAL FUND

The following General Fund table shows the recommended CIP and indicates which items were requested in FY21-22 by the department head and moved to FY22-23 or FY23-24.

General Fund Recommended CIP Budget- Detailed List - CIP 2022-2026

Capital Outlay	Total	2022	2023	2024	2025	2026
Information Technology						
Network Firewall Replacement.....	\$ 122,000	\$ 122,000	\$ -	\$ -	\$ -	\$ -
Fiber Infrastructure.....	400,000	-	100,000	100,000	100,000	100,000
Police						
Police Station.....	16,500,000	1,750,000	14,750,000	-	-	-
Police Vehicles.....	461,756	461,756	-	-	-	-
Fire						
Classroom at Training Tower*.....	275,000	-	275,000	-	-	-
Station 4.....	4,500,000	500,000	4,000,000	-	-	-
Station 5.....	5,500,000	-	-	500,000	5,000,000	-
Replace Fire Engine.....	2,362,288	582,288	580,000	1,200,000	-	-
Replace Aerial Truck.....	1,800,000	-	-	-	-	1,800,000
Planning						
BPAC Sidewalks and Trails.....	3,316,370	187,100	659,500	183,957	1,844,813	441,000
Holt Street Greenway.....	900,000	900,000	-	-	-	-
Public Works - Sanitation						
Automated Garbage Truck.....	650,000	320,000	-	-	330,000	-
Rear Load Garbage Truck.....	180,000	-	180,000	-	-	-
Recreation & Parks						
Lebanon Rd./Lake Michael Connector.....	165,000	165,000	-	-	-	-
Youth/Walker Field Lighting.....	186,000	186,000	-	-	-	-
Tennis Building w/ Bathrooms*.....	170,000	-	-	170,000	-	-
MACC/Old Rec Repave.....	325,000	-	325,000	-	-	-
Lake Michael Trail Extension.....	444,113	-	444,113	-	-	-
Lake Michael Dam Repairs (Phase #3).....	4,000,000	-	4,000,000	-	-	-
Community Park Back Entrance.....	350,000	-	-	350,000	-	-
Amphitheater @ Community Park.....	110,000	-	-	110,000	-	-
Senior Game Commons Area.....	100,000	-	-	100,000	-	-
Community Park Health Pavilion.....	2,500,000	-	-	-	2,500,000	-
MACC Red Cross Updates & Pool.....	5,000,000	-	-	-	-	5,000,000
Park South of 40/85.....	10,000,000	-	-	-	-	10,000,000
Total.....	\$ 60,317,527	\$ 5,174,144	\$ 25,313,613	\$ 2,713,957	\$ 9,774,813	\$ 17,341,000
Funding Sources						
Cash.....	\$ 7,953,483	\$ 1,560,100	\$ 2,563,613	\$ 1,013,957	\$ 2,274,813	\$ 541,000
Debt.....	52,364,044	3,614,044	22,750,000	1,700,000	7,500,000	16,800,000
Total.....	\$ 60,317,527	\$ 5,174,144	\$ 25,313,613	\$ 2,713,957	\$ 9,774,813	\$ 17,341,000

* Department requested in FY22, moved to FY23 or FY24.

UTILITY FUND

Utility Fund Recommended CIP Budget - Detailed List - CIP 2022-2026

Project Budget	Total	2022	2023	2024	2025	2026
Water Distribution						
Water Line Repair and Maintenance.....	\$ 790,000	\$ 150,000	\$ 150,000	\$ 160,000	\$ 160,000	\$ 170,000
Water Line Replacements.....	468,000	150,000	123,000	195,000	-	-
Elevated Storage Tank.....	4,000,000	-	300,000	3,700,000	-	-
Old Hillsborough Road Loop.....	525,000	-	-	-	525,000	-
Gravelly Hill Force Main.....	479,500	-	-	-	479,500	-
Highway 70 Water Main.....	710,000	-	-	-	-	710,000
Vehicles.....	123,000	123,000	-	-	-	-
St Andrews Water Connector.....	700,000	-	-	-	-	700,000
Sewer Mains						
Sewer Equipment Replacement.....	630,000	-	110,000	70,000	450,000	-
Inflow & Infiltration - 5th Street Outfall and Manhole Rehab*.....	1,700,000	-	1,700,000	-	-	-
Inflow & Infiltration - 3rd Street Outfall and Manhole Rehab.....	1,450,000	-	1,450,000	-	-	-
Inflow & Infiltration - WRRF Outfall and Manhole Rehab.....	1,940,000	-	-	1,940,000	-	-
Inflow & Infiltration - Other.....	1,050,000	-	-	-	550,000	500,000
Sewer Lift Stations						
Arbor Creek Outfall - Design and Construction.....	700,000	-	-	62,500	637,500	-
GKN Pump Station Re-Route.....	1,400,000	37,500	1,362,500	-	-	-
Third Street Outfall.....	650,000	-	-	-	650,000	-
Walmart Pump Station Decommissioning.....	500,000	-	-	-	-	500,000
Oversize Reimbursements	286,000	286,000	-	-	-	-
Meters						
Meter Changeout Project.....	500,000	500,000	-	-	-	-
Water Resource Recovery Facility						
WRRF Expansion Project - 0.5 MGD	9,290,000	-	9,290,000	-	-	-
Total.....	\$ 27,891,500	\$ 1,246,500	\$ 14,485,500	\$ 6,127,500	\$ 3,452,000	\$ 2,580,000
Funding Source						
Debt.....	\$ 19,115,000	\$ 123,000	\$ 9,590,000	\$ 3,700,000	\$ 3,292,000	\$ 2,410,000
Grants.....	4,760,000	-	3,150,000	1,610,000	-	-
Cash.....	4,016,500	1,123,500	1,745,500	817,500	160,000	170,000
Total.....	\$ 27,891,500	\$ 1,246,500	\$ 14,485,500	\$ 6,127,500	\$ 3,452,000	\$ 2,580,000

* Department requested in FY22, moved to FY23.

CONCLUSION

The CIP is a plan designed to address our capital improvement listings and has been prepared with the goals of the City Council in mind. Mebane is growing and must plan for more residents, industries, and commercial businesses in a Positively Charming and financially thoughtful way.

Respectfully submitted,

Chris Rollins
City Manager

Daphna Schwartz
Finance Director

Appendix A: General Fund Departments



Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
General Fund						
Council						
Salaries & Wages	\$ 4,542	\$ -	\$ -	\$ -	N/A	Payroll accrual in FY20, now booked to PT Salaries.
Part-Time Salaries	54,500	54,500	54,500	55,612	2.0%	
FICA	4,170	4,170	4,170	4,255	2.0%	
Group Insurance Contribution	265	1,575	1,575	1,575	0.0%	
Subtotal Salaries	63,477	60,245	60,245	61,442	0	
Schools & Conferences	1,333	4,500	4,500	4,500	0.0%	
Departmental Supplies	320	1,350	1,350	1,350	0.0%	
Technology Supplies Equip				-	N/A	
Dues & Subscriptions	17,265	17,444	17,444	18,098	3.7%	All dues have increased: NC League of Municipalities \$345, PTRC \$100, and NC School of Government \$99.
Subtotal Operating	18,918	23,294	23,294	23,948	2.8%	
Total Council	\$ 82,395	\$ 83,539	\$ 83,539	\$ 85,390	2.2%	
Administration						
Salaries & Wages	670,685	865,864	865,864	853,279	(1.5%)	Includes HR Consultant at \$43,905 and Public Information Officer at \$60,000 coupled with the retirement of the City Manager and a new Assistant City Manager
Part-time Salaries	-	12,840	12,840	-	(100.0%)	Part time salary budget in FY21 was used to offset the addition of the HR Consultant
Longevity Contribution	29,431	26,366	26,366	19,239	(27.0%)	FY22 budget decrease is due to the retirement of a long-term employee.
Car Allowance	-	-	-	3,672	N/A	Assistant City Manager
Cell Phone Stipend	1,980	2,160	2,160	1,620	(25.0%)	
FICA	47,052	60,703	60,703	65,176	7.4%	
Group Insurance Contribution	44,976	59,329	59,329	77,391	30.4%	Increase due to two new employees.
Retirement Contribution	135,273	184,245	184,245	181,052	(1.7%)	
401K Retirement Contribution	33,578	44,612	44,612	43,112	(3.4%)	
Utility Contra	(284,417)	(279,709)	(279,709)	(305,344)	9.2%	
Subtotal Salaries	678,558	976,410	976,410	939,198	-3.8%	
Professional Services	127,553	146,735	141,735	137,272	(3.1%)	
Telephone & Postage	1,185	2,400	2,400	2,380	(0.8%)	
Schools & Conferences	3,940	6,501	6,501	12,107	86.2%	ICMA and City County Management Conferences \$3,756; NCSHRM & NCIPMA Conferences \$1,700
Vehicle Maintenance & Repairs	149	-	-	350	N/A	
Advertising	1,885	2,000	2,000	2,500	25.0%	Projected increase in public hearings
Vehicle Fuel	154	-	-	350	N/A	
Departmental Supplies	15,800	12,450	12,450	20,100	61.4%	Increases: Marketing materials \$700, Employment ads \$1,500, supplies for new hires
Train Collection Expenses		-	-	-	N/A	
Technology Services & Supplies	3,487	4,604	4,604	12,868	179.5%	5% increase in Microsoft 365 licenses, computers and licenses for new hires
Wellness Program Expenses	-	-	-	-	N/A	
Small Equipment	4,592	-	-	-	N/A	
Misc. Contracted Services	9,492	7,700	7,700	8,700	13.0%	Election expenses increased \$1,000
Dues & Subscriptions	3,379	4,900	4,900	5,687	16.1%	Local HR Association membership for new hire \$125, National HR Association \$114, Risk Management Association \$50
Subtotal Operating	171,616	187,290	182,290	202,314	11.0%	
Capital Outlay - Other Improvements	-	-	-	16,000	N/A	HR Benefits Software
Capital Outlay - Vehicles				-		
Capital Outlay - Equipment				-		
Subtotal Capital	-	-	-	16,000	N/A	
Total Administration	\$ 850,174	\$ 1,163,700	\$ 1,158,700	\$ 1,157,512	-0.1%	

Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Finance						
Salaries & Wages	296,453	323,451	323,451	408,628	26.3%	Accountant position: \$56,744 and Accounting Supervisor reclassification \$3,210
Part-Time Salaries	-	11,460	11,460	11,517	0.5%	
Longevity Contribution	8,129	9,068	9,068	6,936	(23.5%)	Long-time employee retired.
Cell Phone Stipend	90	540	540	1,080	100.0%	Cell stipend for Accounting Supervisor
FICA	22,507	26,356	26,356	32,671	24.0%	
Group Insurance Contribution	43,162	57,173	57,173	67,828	18.6%	Increase due to a new employee.
Retirement Contribution	59,071	71,032	71,032	90,814	27.8%	
401K Retirement Contribution	14,779	16,626	16,626	20,782	25.0%	
Utility Contra	(165,090)	(168,770)	(168,770)	(206,196)	22.2%	
Subtotal Personnel	279,101	346,936	346,936	434,060	25.1%	
Professional Services	66,780	67,000	67,000	72,000	7.5%	Audit and actuary increases
Telephone & Postage	19,028	20,000	20,000	22,200	11.0%	Additional customers & phone rate increase
Schools & Conferences	1,424	8,600	8,600	11,696	36.0%	Additional Tyler Training for new employees
Equipment Maintenance & Repairs		500	500	500	0.0%	
Advertising	203	1,000	1,000	1,000	0.0%	
Tax Collection Fee	76,497	88,390	88,390	94,850	7.3%	
Departmental Supplies	7,656	20,000	20,000	21,100	5.5%	
Technology Services & Supplies	28,343	32,020	32,020	36,660	14.5%	Computer for the new hire
Small Equipment	1,630	7,400	7,400	7,612	2.9%	
Misc. Contracted Services	10,098	10,500	10,500	11,651	11.0%	Shred Event
Dues & Subscriptions	240	2,040	2,040	3,107	52.3%	GFOA rate increase, NCACPA \$255 and AICPA \$425, APA \$297
Subtotal Operating	211,899	257,450	257,450	282,376	9.7%	
Capital Outlay - Other Improvements	-	-	-	15,939	N/A	Tyler Time and Attendance Module
Subtotal Capital	-	-	-	15,939	N/A	
Total Finance	\$ 491,000	\$ 604,386	\$ 604,386	\$ 732,375	21.2%	
Information Technology (IT)						
Salaries & Wages	98,101	163,627	163,627	166,823	2.0%	
Part-Time Salaries	9,075	-	-	5,126	N/A	
Longevity Contribution	2,473	4,691	4,691	5,834	24.4%	Additional employee eligible
Cell Phone Stipend	405	1,080	1,080	1,080	0.0%	
FICA	8,332	12,959	12,959	13,600	4.9%	
Group Insurance Contribution	8,682	21,335	21,335	22,178	4.0%	
Retirement Contribution	19,323	34,757	34,757	37,731	8.6%	
401K Retirement Contribution	4,776	8,416	8,416	8,634	2.6%	
Utility Contra	(48,142)	(74,004)	(74,004)	(79,942)	8.0%	
Subtotal Personnel	103,025	172,861	172,861	181,064	4.7%	
Professional Services	-	15,000	40,000	52,500	31.3%	Laserfiche consultant, special projects consultant and GIS
Telephone and Postage	456	1,000	1,000	1,000	0.0%	
Schools and Conferences	1,034	4,350	4,350	7,200	65.5%	NCLGISA Conference for 2 employees \$2,400, Active Directory and Cybersecurity Training for IT Specialist \$2,800, Management Training for IT Director \$2,000
Equipment Maintenance & Repairs	4,212	3,500	3,500	5,000	42.9%	Labor & equipment for new hardware upgrade
Departmental Supplies	553	1,000	1,000	1,500	50.0%	Additional supplies are needed to run the department. FY21 budget includes Laserfiche Document Management System and SANS at \$50,000 total.
Technology Supplies and Services	10,000	3,000	52,996	26,886	(49.3%)	
TWC Telecommunications	43,393	54,744	54,744	54,769	0.0%	
Software Licensing and Maint	2,100	14,100	14,100	13,245	(6.1%)	
Small Equipment	3,513	21,300	21,300	10,600	(50.2%)	FY21 budget includes \$5,000 for new computers and UPS for backup servers \$2,500
Misc. Contracted Services	96,469	118,920	118,920	125,320	5.4%	
Dues & Subscriptions	60	-	-	-	N/A	
Subtotal Operating	161,790	236,914	311,910	298,020	-4.5%	
Capital Outlay - Other	5,040	-	-	-	N/A	
Capital Outlay - Equipment	-	-	22,000	279,000	1168.2%	FY22 budget includes \$22,000 for Police IT Connection, \$50,000 Fire Department upgrade, \$122,000 Network Firewalls and Routers, \$25,000 server room security and \$60,000 AV upgrade in Council Chambers
Subtotal Capital	5,040	-	22,000	279,000	1168.2%	
Total IT	269,855	409,775	506,771	758,084	49.6%	
Economic Development						
Professional Services	-	10,000	10,000	60,000	500.0%	Signage for industrial parks
Industrial Development	676,446	991,800	966,800	1,615,800	67.1%	State Building Reuse Grant \$480,000
Alamance County Chamber of Commerce	20,000	20,000	20,000	20,000	0.0%	
Subtotal Operating	696,446	1,021,800	996,800	1,695,800	70.1%	
Subtotal Capital	-	-	-	-	N/A	
Total Econ Dev't	\$ 696,446	\$ 1,021,800	\$ 996,800	\$ 1,695,800	70.1%	

Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Police						
Salaries & Wages	2,008,615	2,202,560	2,202,560	2,358,382	7.1%	Additional Police Investigator \$45,673 and 6 months of 4 police patrol positions at \$41,426
Part-time Salaries	22,100	27,000	27,000	27,678	2.5%	
Overtime Salaries	15,927	20,000	20,000	20,100	0.5%	
Temporary Salaries	48,724	13,000	13,000	13,000	0.0%	
Longevity Contribution	44,380	49,131	49,131	55,630	13.2%	Increase in tenure.
LEO Separation Allowance	-	40,000	40,000	47,934	19.8%	Increase due to retirements.
FICA	159,202	176,844	176,844	188,327	6.5%	
Group Insurance Contribution	335,443	368,024	368,024	393,151	6.8%	
Retirement Contribution	33,737	30,473	30,473	38,089	25.0%	Increase in retirement rate.
401K Retirement Contribution	100,717	113,584	113,584	121,698	7.1%	
LEO Retirement Contribution	380,821	447,075	447,075	483,327	8.1%	
Subtotal Personnel	3,149,666	3,487,691	3,487,691	3,747,316	7.4%	
Professional Services	118,797	100,523	100,523	100,523	0.0%	
Telephone & Postage	26,411	39,269	39,269	46,768	19.1%	Recurring cost of additional 19 Jetpacks from the previous fiscal year.
Utilities	11,294	12,600	12,600	13,230	5.0%	
Schools & Conferences	9,292	27,000	27,000	28,000	3.7%	
Building & Grounds Maintenance	8,009	16,000	16,000	16,000	0.0%	
Vehicle Maintenance & Repairs	75,139	76,183	78,051	78,051	0.0%	
Vehicle Fuel	74,436	75,000	75,000	100,000	33.3%	Fuel has increased due to additional vehicles for new hires.
Departmental Supplies	42,543	79,217	81,760	89,760	9.8%	
Technology Services & Supplies	60,682	88,803	89,691	93,233	3.9%	
Uniforms & Accessories	34,561	40,030	50,771	66,018	30.0%	Increase is due to uniforms for new hires.
Federal Equitable Sharing Expense	37,589	-	20,396	20,396	0.0%	
Misc. Contracted Services	21,402	45,695	45,695	46,795	2.4%	
Vice Investigations	-	5,000	5,000	5,000	0.0%	
Dues & Subscriptions	2,055	3,000	3,000	3,000	0.0%	
Pet Adoption Center Subsidy	80,390	75,870	75,870	75,870	0.0%	
Subtotal Operating	602,725	684,190	720,626	782,644	8.6%	
Capital Outlay - Other	-	-	-	142,820	N/A	Equipment for new hires \$84,020 and radio upgrades \$58,800
Capital Outlay - Vehicles	191,157	178,524	188,612	461,756	144.8%	Eight vehicles: Five vehicles for new hires and three replacement vehicles.
Capital Outlay - Federal Equitable	45,940	-	37,786	-	(100.0%)	
Subtotal Capital	237,097	178,524	226,398	604,576	167.0%	
Total Police	\$ 3,989,488	\$ 4,350,405	\$ 4,434,715	\$ 5,134,536	15.8%	
Fire						
Salaries & Wages	1,463,124	1,529,391	1,512,391	1,607,605	6.3%	Additional Fire Inspector at \$45,673.
Part-time Salaries & Wages	42,498	60,000	60,000	61,506	2.5%	
Overtime Salaries	71,734	60,000	60,000	60,300	0.5%	
Longevity Contribution	36,428	39,239	39,239	45,808	16.7%	Increasing tenure.
Volunteer Reimbursements	26,478	25,000	25,000	25,000	0.0%	
Cell Phone Stipend	3,420	3,780	3,780	4,320	14.3%	New position cell stipend.
FICA	124,472	131,382	131,382	136,074	3.6%	
Group Insurance Contribution	244,407	260,727	260,727	274,738	5.4%	
Fraternal Insurance Contribution	5,165	6,000	6,000	6,000	0.0%	
Retirement Contribution	304,392	336,312	336,312	375,281	11.6%	Increase in the retirement rate, plus the new position.
401K Retirement Contribution	74,385	81,431	81,431	85,876	5.5%	
Fire Retirement Contribution	4,000	4,000	4,000	4,000	0.0%	
Pension Expense	46,087	48,000	48,000	48,000	0.0%	
Subtotal Personnel	2,446,590	2,585,262	2,568,262	2,734,507	6.5%	
Professional Services	12,741	14,735	14,735	14,735	0.0%	
Telephone & Postage	16,325	16,080	16,080	17,320	7.7%	
Utilities	29,081	30,000	30,000	29,850	(0.5%)	
Schools & Conferences	15,240	20,000	20,000	20,000	0.0%	
Building & Grounds Maintenance	41,043	21,700	21,700	18,200	(16.1%)	FY21 budget had ceiling fans and hood compliance costs of \$8,200.
Equipment Maintenance & Repairs	16,336	8,000	8,000	8,000	0.0%	
Vehicle Maintenance & Repairs	54,990	50,000	73,000	73,350	0.5%	
Vehicle Fuel	27,394	29,000	29,000	29,000	0.0%	
Departmental Supplies	36,377	40,000	37,220	36,000	(3.3%)	
EMT Equipment	8,257	9,000	9,000	9,400	4.4%	
Technology Services & Supplies	7,675	5,950	22,950	6,750	(70.6%)	FY21 budget was increased by \$17,000 to cover one-time scanning costs.
Uniforms & Accessories	65,610	66,780	66,780	57,500	(13.9%)	FY21 included Phase I Turnout Gear.
Small Equipment	28,752	17,222	35,314	67,684	91.7%	FY22 includes mandatory upgrades for the radio system at \$54,000
Misc. Contracted Services	18,156	25,580	25,580	31,485	23.1%	FY22 includes an increase in footage of hose at \$6,000.
Dues & Subscriptions	9,994	10,715	10,715	10,715	0.0%	
Christmas Party	3,724	4,200	-	4,200	N/A	
Subtotal Operating	391,695	368,962	420,074	434,189	3.4%	
Capital Outlay - Vehicles	127,368	-	-	582,288	N/A	New Engine
Capital Outlay - Machinery & Equipment	22,289	-	-	10,950	N/A	Hurst Tool (Jaws of Life)
Subtotal Capital	149,656	-	-	593,238	N/A	
Total Fire	\$ 2,987,941	\$ 2,954,224	\$ 2,988,336	\$ 3,761,934	25.9%	

Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Planning						
Salaries & Wages	181,017	236,947	236,947	241,498	1.9%	
Part-time Salaries	-	-	-	25,534	N/A	
Overtime wages	4,653	5,000	5,000	5,025	0.5%	
Longevity Contribution	3,937	4,666	4,666	4,738	1.5%	
Cell Phone Stipend	90	540	540	1,080	100.0%	Additional employee is receiving a stipend.
FICA	14,103	18,907	18,907	21,230	12.3%	
Group Insurance Contribution	18,092	27,149	27,149	28,628	5.4%	
Retirement Contribution	35,360	50,926	50,926	52,775	3.6%	
401K Retirement Contribution	8,893	12,331	12,331	12,563	1.9%	
Utility Contra	(35,516)	-	-	(28,666)	N/A	
Subtotal Personnel	230,629	356,466	356,466	364,405	2.2%	
Professional Services	29,108	135,200	152,787	115,700	(24.3%)	Decrease is due to the completion of several projects in FY21 such as Orange Co. Buckhorn, Lowes Blvd and scanning services.
Telephone & Postage	5,086	7,630	7,630	5,430	(28.8%)	Verizon charges have decreased.
Schools & Conferences	4,374	7,000	6,000	6,000	0.0%	
Building & Grounds Maintenance	945	850	1,850	1,300	(29.7%)	Warren Hay project completed.
Advertising	8,432	12,500	12,500	11,000	(12.0%)	UDO and Bike/Ped advertising expenses are expected to decrease.
Departmental Supplies	4,171	19,800	19,800	9,900	(50.0%)	New file archives at \$10,000 were budgeted in FY21. FY21 included \$30,000 in GIS funding that has been moved to the IT budget.
Technology Services & Supplies	17,084	9,708	43,154	4,800	(88.9%)	
Uniforms & Accessories	573	500	500	500	0.0%	
Misc. Contracted Services	7,444	4,015	4,015	5,217	29.9%	Increase in the janitorial costs for the expanded building. Two additional memberships for APA/AICP \$1,084 and NCAPA dues \$450
Dues & Subscriptions	7,884	7,995	7,995	8,870	10.9%	
Subtotal Operating	85,125	205,198	256,231	168,717	-34.2%	
Capital Outlay - Other Expenditures	253,313	-	-	-	N/A	
Subtotal Capital	253,313	-	-	-	N/A	
Total Planning	\$ 569,067	\$ 561,664	\$ 612,697	\$ 533,122	-13.0%	
Downtown Development						
Salaries & Wages	-	-	30,000	-	(100.0%)	Budget was moved to professional services.
Subtotal Personnel	-	-	30,000	-	-100.0%	
Professional Services	-	-	-	80,000	N/A	Main Street Coordinator \$60,000, graphic design and printing services \$10,000 and on call engineering \$10,000
Telephone & Postage	-	-	-	1,810	N/A	
Schools & Conferences	-	-	-	5,000	N/A	Maint Street Conference and Maint Street Trainings
Advertising	-	-	-	11,000	N/A	Billboard Campaign with \$6,000 grant
Departmental Supplies	-	-	-	3,000	N/A	Office supplies
Uniforms & Accessories	-	-	-	500	N/A	
Downtown Façade City Grant	-	-	-	50,000	N/A	
Dues & Subscriptions	-	-	-	500	N/A	
Subtotal Operating	-	-	-	151,810	N/A	
Subtotal Capital	-	-	-	-	N/A	
Total Downtown Development	\$ -	\$ -	\$ 30,000	\$ 151,810	406.0%	
Inspections						
Salaries & Wages	275,931	366,410	366,410	372,422	1.6%	
Part-time Salaries	7338	5,000	5,000	5,126	2.5%	
Overtime wages	3,673	5,000	5,000	5,025	0.5%	
Longevity Contribution	4,942	5,792	5,792	5,964	3.0%	
Cell Phone Stipend	1,215	2,660	2,660	2,660	0.0%	
FICA	20,593	29,824	29,824	29,723	(0.3%)	
Group Insurance Contribution	42,261	56,900	56,900	59,277	4.2%	
Retirement Contribution	54,595	77,893	77,893	83,781	7.6%	
401K Retirement Contribution	13,788	18,860	18,860	19,172	1.7%	
Utility Contra	-16,478	(13,578)	(13,578)	(13,988)	3.0%	
Subtotal Personnel	407,858	554,761	554,761	569,162	2.6%	
Professional Services	522	-	-	3,000	N/A	
Telephone & Postage	1,270	1,000	1,000	1,080	8.0%	
Schools & Conferences	5,635	6,100	6,100	8,750	43.4%	New code books at \$2,400
Vehicle Maintenance & Repairs	2,250	3,400	3,400	4,100	20.6%	Vehicles are getting older and costs are increasing.
Vehicle Fuel	3,028	3,500	3,500	3,500	0.0%	
Departmental Supplies	3,241	3,000	3,000	3,650	21.7%	New flashlights
Technology Services & Supplies	10,356	11,400	11,400	11,400	0.0%	
Uniforms & Accessories	830	1,000	1,000	1,300	30.0%	Code enforcement uniforms.
Misc. Contracted Services	2,212	22,700	22,700	23,120	1.9%	
Dues & Subscriptions	225	500	500	600	20.0%	Adding two memberships.
Subtotal Operating	29,569	52,600	52,600	60,500	15.0%	
Capital Outlay - Other Expenditures	-	11,344	11,344	-	(100.0%)	
Capital Outlay - Buildings	-	-	213,000	-	(100.0%)	FY21 Building Expansion
Capital Outlay - Vehicles	-	-	24,999	-	(100.0%)	
Subtotal Capital	-	11,344	249,343	-	-100.0%	
Total Inspections	\$ 437,427	\$ 618,705	\$ 856,704	\$ 629,662	-26.5%	

Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Engineering						
Professional Services - Powell Bill	112,967	75,000	80,000	\$ 95,000	18.8%	Anticipated increase in paving.
City Engineer	107,011	120,000	90,000	90,000	0.0%	
Technical Review	41,884	41,000	31,000	31,000	0.0%	
Construction Inspection	64,459	73,000	108,000	108,000	0.0%	
Misc. Engineering Services	151,507	51,500	51,500	51,500	0.0%	
Stormwater Engineering	-	70,000	70,000	70,000	0.0%	
Subtotal Operating	477,828	430,500	430,500	445,500	3.5%	
Total Engineering - General Fund	\$ 477,828	\$ 430,500	\$ 430,500	\$ 445,500	3.5%	
Public Works						
Salaries & Wages	446,914	574,748	564,148	\$ 638,379	13.2%	Increase due to a new position: Maintenance Worker II \$35,000
Part-time Salaries	16,946	28,920	28,920	37,031	28.0%	Increase in part-time hours
Overtime Wages	15,027	20,000	20,000	21,100	5.5%	
Longevity Contribution	11,442	13,031	13,031	11,030	(15.4%)	Decrease due to a long tenured employee retiring.
Cell Phone Stipend	585	2,280	2,280	2,280	0.0%	
Fica	37,170	48,882	48,882	54,127	10.7%	
Group Insurance Contribution	92,960	121,545	121,545	132,020	8.6%	
Retirement Contribution	88,651	125,507	125,507	146,545	16.8%	Increase in retirement rate and new hire.
401K Retirement Contribution	22,218	30,389	30,389	33,534	10.3%	
Utility Contra	(46,440)	(67,429)	(67,429)	(74,056)	9.8%	
Subtotal Personnel	685,473	897,873	887,273	1,001,989	12.9%	
Professional Services	2,521	-	-	-	N/A	
Professional Services II	-	-	-	-	N/A	
Telephone & Postage	6,563	11,850	11,850	11,900	0.4%	
Utilities	164,990	194,320	194,320	188,645	(2.9%)	
Schools & Conferences	1,697	2,000	2,000	2,000	0.0%	
Building & Grounds Maintenance	18,679	25,000	26,952	36,200	34.3%	Tree trimming budget increase of \$5,000 and electrical maintenance increased \$4,000
Sidewalk Maintenance & Repair	51,602	91,500	68,232	91,500	34.1%	Restored to original FY21 budget.
Storm Sewer & Driveway Pipe Maintenance	12,127	30,500	30,500	30,500	0.0%	
Street Maintenance & Repair	1,220,897	676,100	1,048,726	716,306	(31.7%)	All street maintenance and repair has been moved to this line item. It was previously in the capital fund.
Equipment Maintenance & Rep	9,437	17,300	17,300	17,300	0.0%	
Vehicle Maintenance & Repair	13,849	29,500	29,500	34,300	16.3%	Aging fleet.
Vehicle Fuel	21,219	35,000	35,000	35,000	0.0%	
Departmental Supplies	29,066	34,500	34,500	38,600	11.9%	Increases in several supply lines.
Technology Services & Supplies	14,966	21,350	33,949	33,000	(2.8%)	
Uniforms & Accessories	13,521	22,400	22,400	23,600	5.4%	
Small Equipment	-	-	-	-	N/A	
Misc. Contracted Services	7,072	13,250	53,250	21,996	(58.7%)	FY21 includes \$40,000 for moving a fuel tank (DOT reimbursed)
Dues & Subscriptions	-	2,170	2,170	2,170	0.0%	
Subtotal Operating	1,588,206	1,206,740	1,610,649	1,283,017	-20.3%	
Capital Outlay - Other Improvements	-	335,000	415,000	407,100	(1.9%)	Improvements include an equipment shed \$70,000, fence & gate relocation \$150,000, S. 4th Street sidewalk \$84,900, S. 1st Street sidewalk \$62,000, and design for the Crawford St. sidewalk, and Third-Fifth St. connector for \$20,000 each.
Capital Outlay - Vehicles	361,041	430,000	550,000	-	(100.0%)	
Capital Outlay - Equipment	29,427	-	-	35,000	N/A	Mower, paint stripping equipment and pipe laser
Subtotal Capital	390,468	765,000	965,000	442,100	-54.2%	
Total Public Works	\$ 2,664,147	\$ 2,869,613	\$ 3,462,922	\$ 2,727,106	-21.2%	
Public Facilities						
Salaries & Wages	187,483	214,318	214,318	219,305	2.3%	
Part-time Salaries & Wages	24,207	30,920	30,920	31,696	2.5%	
Overtime Wages	758	2,000	2,000	2,010	0.5%	
Longevity Contribution	7,474	5,149	5,149	5,240	1.8%	
Cell Phone Stipend	585	1,080	1,080	1,080	0.0%	
FICA	16,829	19,390	19,390	20,457	5.5%	
Group Insurance Contribution	42,190	44,100	44,100	45,008	2.1%	
Retirement Contribution	37,200	49,285	49,285	53,447	4.4%	
401K Retirement Contribution	9,314	11,073	11,073	11,335	2.4%	
Utility Contra	(14,662)	(15,022)	(15,022)	-	(100.0%)	
Subtotal Personnel	311,378	362,293	362,293	387,578	7.0%	
Professional Services	-	110,000	110,000	10,000	(90.9%)	FY21 budget had the City-wide space study at \$110,000
Utilities	20,690	26,000	25,500	26,000	2.0%	
Building Maintenance	21,986	29,200	29,400	29,200	(0.7%)	
Lake & Marina Maint & Ops	65,975	60,000	60,000	63,000	5.0%	
Library Maint & Repairs	85,245	97,800	106,300	90,000	(15.3%)	FY21 budget had a privacy fence replacement at \$6,200 and the cost of painting the 2nd floor at \$8,500
Grounds Maintenance	41,917	47,000	46,800	50,000	6.8%	
Vehicle Fuel	458	300	800	900	12.5%	Increasing fuel costs
Departmental Supplies	14,237	10,500	10,500	15,000	42.9%	Increase for Christmas Decorations \$4,500
Signage and Branding	46,833	-	48,106	48,100	(0.0%)	
Technology Supplies and Services	-	2,000	2,000	2,000	0.0%	
Uniforms and Accessories	395	200	200	400	100.0%	Replacement uniforms
CARES Act Coronavirus Relief Funds	18,245	-	178,225	-	(100.0%)	
Facility Rental	4,800	4,800	4,800	4,800	0.0%	
Misc. Contracted Services	39,863	56,500	56,500	56,500	0.0%	
Subtotal Operating	360,644	444,300	679,131	395,900	-41.7%	
Capital Outlay - Land	193,022	-	-	-	N/A	
Capital Outlay - Building	-	-	-	-	N/A	
Capital Outlay - Other Improvements	-	205,000	209,159	85,000	(59.4%)	Railroad fence \$70,000 and Giles Pocket Park \$15,000
Capital Outlay - Equipment	-	-	-	-		
Capital Outlay - Art	18,090	-	-	-		
Subtotal Capital	211,112	205,000	209,159	85,000	-59.4%	
Total Public Facilities	\$ 883,134	\$ 1,011,593	\$ 1,250,583	\$ 868,478	-30.6%	

Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Sanitation						
Salaries & Wages	269,212	328,675	328,675	337,046	2.5%	
Overtime Wages	558	1,000	1,000	1,005	0.5%	
Longevity Contribution	5,149	5,330	5,330	5,901	10.7%	Increase in tenure
FICA	20,659	25,627	25,627	26,312	2.7%	
Group Insurance Contribution	65,168	77,599	77,599	81,168	4.6%	
Retirement Contribution	53,078	69,178	69,178	75,153	8.6%	
401K Retirement Contribution	13,387	16,750	16,750	17,192	2.6%	
Subtotal Personnel	427,211	524,159	524,159	543,777	3.7%	
Telephone and Postage	2,819	3,400	3,400	3,400	0.0%	
Equipment Maintenance & Repairs	118	2,000	2,000	2,000	0.0%	
Vehicle Maintenance & Repairs	106,636	135,000	171,000	191,500	12.0%	Increase is due to refurbishing an arm truck for \$25,000
Vehicle Fuel	65,060	70,000	70,000	70,000	0.0%	
Departmental Supplies	3,325	11,200	11,200	17,600	57.1%	Increase is due to replacing the liners in downtown cans and replacing cans for \$5,000
Roll-out Garbage Cans	20,738	25,000	25,000	32,000	28.0%	Increase is due to growth
Uniforms	8,154	8,000	8,000	8,500	6.3%	
Landfill Tipping Fees	424,008	498,000	492,000	554,000	12.6%	Increase is due to growth FY21 budget was transferred to vehicle maintenance. The increase is due to E-waste Disposal \$6,000
Misc. Contracted Services	7,151	10,000	-	16,000	N/A	
Dues & Subscriptions	-	-	-	700	N/A	
Subtotal Operating	638,009	762,600	782,600	895,700	14.5%	
Capital Outlay - Other Improvements	11,227	-	-	-	N/A	
Capital Outlay - Vehicles	-	-	-	320,000	N/A	Side-Arm Garbage Truck
Subtotal Capital	11,227	-	-	320,000	N/A	
Total Sanitation	1,076,447	1,286,759	1,306,759	1,759,477	34.6%	
Recreation						
Salaries & Wages	420,531	527,802	482,802	536,890	11.2%	FY21 vacant position is why FY21 revised budget is lower than FY22 recommended.
Part Time Salaries & Wages	59,869	108,000	113,000	110,711	(2.0%)	
Longevity Contribution	12,446	14,511	14,511	15,885	9.5%	
Car Allowance	-	-	1,000	3,672	267.2%	
Cell Phone Stipend	495	540	540	540	0.0%	
FICA	37,778	49,716	49,716	50,757	2.1%	
Group Insurance Contribution	67,305	97,932	97,932	103,292	5.5%	
Retirement Contribution	83,846	103,548	103,548	120,899	16.8%	Increases in the retirement rate
401K Retirement Contribution	20,957	26,492	26,492	27,715	4.6%	
Subtotal Personnel	703,227	928,541	889,541	970,361	9.1%	
Professional Services	18,078	-	-	100,000	N/A	
Telephone & Postage	13,333	17,000	17,000	18,250	7.4%	
Utilities	67,835	104,000	104,000	104,500	0.5%	
Ballfield Lights	18,986	34,250	34,250	35,250	2.9%	
Schools & Conferences	2,915	9,250	4,250	12,000	182.4%	Increase due to conferences for recently hired staff \$3,000, and CPR/First Aid Training for part-time leaders \$1,000
Building & Grounds Maintenance	149,585	160,750	378,067	188,500	(50.1%)	FY21 has \$166,000 for Community Park Lights
Equipment Maintenance & Repairs	6,595	17,900	17,900	18,500	3.4%	
Vehicle Maintenance & Repairs	3,512	12,750	11,750	12,750	8.5%	
Social Media and Marketing	5,629	37,525	37,525	21,500	(42.7%)	Contracted PIO was removed from the budget \$20,000
Vehicle Fuel	8,011	15,800	15,800	12,650	(19.9%)	FY22 Director will receive a car allowance
Departmental Supplies	31,121	46,000	51,000	38,000	(25.5%)	FY21 included supplies for a new hire \$6,000, and Lake Michael supplies \$2,000
Athletic Uniforms & Equipment	20,760	40,000	40,000	52,450	31.1%	FY22 includes an increase of \$19,000 for jerseys and equipment for multiple sports
Technology Services & Supplies	19,530	13,200	15,200	18,000	18.4%	FY22 - increase for key fobs for MACC offices \$3,500
Uniforms & Accessories	4,017	5,300	8,300	5,800	(30.1%)	FY21 includes one-time purchases
Small Equipment	18,639	7,999	7,999	39,600	395.1%	FY22 includes \$5,000 for canoes and kayaks, \$5,000 for MACC chairs, \$7,350 for an X Mark push mower and accessories, and \$14,000 john boats
Misc. Contracted Services	45,528	62,500	62,500	65,500	4.8%	
Dues & Subscriptions	1,896	2,000	2,000	14,236	611.8%	Increase is due to Civic Rec Annual Subscription \$4,500, live streaming subscription for cameras \$2,500, YouTube TV for MACC \$1,000, Adobe \$1,670 and various other subscriptions to social media platforms
Special Activities	32,364	67,700	40,700	89,250	119.3%	Increase due to new programs such as Movies in the Park, classes, Esports \$10,000, Joedell Thompson Event \$4,000, Halloween Event \$3,000
Summer Camps	8,053	9,300	9,300	10,000	7.5%	
Sports Hall of Fame Gala	-	10,000	10,000	10,000	0.0%	
Subtotal Operating	476,387	673,224	867,541	866,736	-0.1%	
Capital Outlay - Land	-	-	535,000	-	(100.0%)	
Capital Outlay - City Park Project	118,981	-	-	-	N/A	Project completed in FY20
Capital Outlay - MACC Renovation	15,219	68,400	68,400	70,000	2.3%	Parking lot camera Phase 3 \$15,000, ball field landscaping \$12,500, ball field painting and fence upgrades \$10,000, fix gym doors \$8,000, laser level ball fields \$7,000, batting cages and bullpens \$6,500, ball field sound system \$6,000, and ball field tables and benches \$5,000
Capital Outlay - Other Improvements	109,135	33,000	176,500	27,000	(84.7%)	Two electronic score tables for MACC 1 and 2
Capital - Fifth Street Pocket Park	-	-	-	-	N/A	
Capital - First St Pocket Park	13,697	-	107,080	-	(100.0%)	
Capital Outlay - Cates Farm Park	3,500	375,000	680,961	15,000	(97.8%)	Cates Farm Project will be moved to a Capital Project Ordinance \$680,961, Trail benches \$5,000, garbage cans \$5,000 and extra signs \$5,000
Capital Outlay - Vehicles	-	-	-	-	N/A	
Capital Outlay - Machinery & Equipment	17,632	43,000	75,500	37,500	(50.3%)	Fairway mower
Capital Outlay - Lebanon Rd./Lake Michael Connector	7,760	-	-	165,000	N/A	
Capital Outlay - Youth/Walker & Old Rec Updates	-	-	-	256,000	N/A	Basket ball court \$70,000 and field lighting \$186,000
Capital Outlay - Blue Lights for Parks	-	-	-	25,000	N/A	Lake Michael, Cates Farm & Community Park
Capital Outlay - Holt Street Greenway	29,089	-	19,256	-	(100.0%)	A Capital Project Ordinance will be created in FY22.
Capital Outlay - Lake Michael	-	360,500	360,500	45,426	(87.4%)	FY22 Swing sets \$35,000 and new windows \$10,426, FY21 Lake Michael Dam project on hold
Subtotal Capital	315,013	879,900	2,023,197	640,926	-68.3%	
Total Recreation	\$ 1,494,627	\$ 2,481,665	\$ 3,780,279	\$ 2,478,023	-34.4%	

Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Non-Departmental						
Group Insurance Contribution	99,023	140,804	140,804	209,629	48.9%	Estimated rate increase and four new retirees
Salaries for potential retirement	-	133,965	133,965	100,000	(25.4%)	Estimate for FY22
Unemployment Insurance Contribution	3,279	20,000	20,000	20,000	0.0%	
Subtotal Personnel	102,302	294,769	294,769	329,629	11.8%	
Website Hosting	5,190	5,000	5,000	5,000	0.0%	
Train Collection Expenses	5,259	-	10,027	10,000	(0.3%)	
Property & General Liability Insurance	403,986	460,000	460,000	500,700	8.8%	
Alamance County Arts Council Subsidy	10,000	10,000	10,000	10,000	0.0%	
ACTA Subsidy	6,500	6,500	6,500	6,500	0.0%	
Mebane Historical Museum Subsidy	37,600	38,540	38,540	39,700	3.0%	
United Way	1,000	2,500	2,500	5,000	100.0%	Increase requested
Subtotal Operating	469,535	522,540	532,567	576,900	8.3%	
Principal - 2008 Issue (Rec & City Hall)	213,333	213,334	213,334	213,334	0.0%	
Principal - 2004 Issue (Library)	76,224	-	-	-	N/A	
Principal - Fire Station BB&T	173,333	173,334	173,334	173,334	0.0%	
Principal - Fire Station PEMC	140,889	140,889	140,889	140,889	0.0%	
Principal - New Park	388,667	388,667	388,667	388,667	0.0%	
Principal - Fire Truck	46,833	46,833	46,833	101,833	117.4%	FY22 includes new debt for a Fire Engine
Principal - Fire Radios	86,375	86,375	86,375	86,375	0.0%	
Principal - Police Vehicles	53,294	53,294	53,294	99,470	86.6%	FY22 includes new debt for eight new vehicles
Principal - Police Radios	93,800	93,800	93,800	93,800	0.0%	
Principal - Trail	-	51,500	51,500	-	(100.0%)	No debt was issued in FY21
Principal - New PW Vehicles	-	86,000	86,000	118,100	37.3%	FY22 includes new debt for a side-arm garbage truck
Principal - Parks Projects	-	72,500	72,500	-	(100.0%)	No debt was issued in FY21
Interest - 2008 Issue (Rec & City Hall)	28,156	20,651	20,651	13,142	(36.4%)	
Interest - 2004 Issue (Library)	1,401	-	-	-	N/A	
Interest - Fire Station BB&T	47,996	43,074	43,074	38,151	(11.4%)	
Interest - New Park	162,608	149,566	149,566	103,794	(30.6%)	
Interest - Fire Truck	-	3,596	3,596	9,841	173.7%	FY22 includes new debt for a Fire Engine
Interest - Fire Radios	5,193	5,229	5,229	3,835	(26.7%)	
Interest - Police Vehicles	6,623	9,341	9,341	13,053	39.7%	FY22 includes new debt for eight new vehicles
Interest - Trail	-	20,600	20,600	-	(100.0%)	
Interest - New PW Vehicles	-	16,340	16,340	9,551	(41.5%)	
Interest - Parks Projects	-	24,740	24,740	12,833	(48.1%)	
Interest - Police Radios	12,212	-	-	-	N/A	
Subtotal Debt Service	1,536,937	1,699,663	1,699,663	1,620,002	-4.7%	
Transfer to Capital Fund	-	-	-	-	N/A	Capital Fund will close out at the end of FY21.
Subtotal Transfers Out	-	-	-	-	N/A	
Total Nondepartmental	\$ 2,108,774	\$ 2,516,972	\$ 2,526,999	\$ 2,526,531	0.0%	
Total General Fund Expenses	\$ 19,078,750	\$ 22,365,300	\$ 25,030,690	\$ 25,386,540	1.4%	
Personnel	9,588,495	11,548,267	11,481,667	12,264,488	6.8%	
Operating	6,380,392	7,077,602	8,124,263	8,564,071	5.4%	
Capital	1,572,926	2,039,768	3,695,097	2,937,979	(20.5%)	
Debt Service	1,536,937	1,699,663	1,699,663	1,620,002	(4.7%)	
Transfers	-	-	-	-	N/A	Capital Fund will close out at the end of FY21.
Total General Fund	19,078,750	22,365,300	25,000,690	25,386,540	1.5%	

APPENDIX B: WATER & SEWER FUND DEPARTMENTS



Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Water and Sewer Fund						
Billing and Metering						
Salaries & Wages	44,867	173,429	173,429	181,022	4.4%	
Longevity Contribution	412	1,748	1,748	1,756	0.5%	
FICA	2,575	13,401	13,401	13,450	0.4%	
Group Insurance Contribution	8,526	9,364	9,364	9,763	4.3%	
Retirement Contribution	8,080	36,174	36,174	38,416	6.2%	
401K Retirement Contribution	2,056	8,758	8,758	8,791	0.4%	
Indirect Contra	610,745	618,512	618,512	708,191	14.5%	Charge from General Fund for administrative overhead
Subtotal Personnel	677,261	861,386	861,386	961,389	11.6%	
Professional Services	48,983	4,500	4,500	-	(100.0%)	
Construction Inspection	8,744	-	-	-	N/A	
Telephone & Postage	23,613	28,200	28,200	28,000	(0.7%)	
Bank Charges	55,004	49,500	49,500	75,000	51.5%	Increase is due to more customers using online payment options
Equipment Maintenance & Repairs	-	2,000	2,000	2,000	0.0%	
Departmental Supplies & Meters	461,847	1,000	1,000	1,000	0.0%	
Technology Services & Supplies	1,920	8,800	8,800	9,900	12.5%	
Misc. Contracted Services	77,783	78,900	90,773	89,300	(1.6%)	
Over - Short	(150)	-	-	-	N/A	
Subtotal Operating	677,744	172,900	184,773	205,200	11.1%	
Capital Outlay - Other	999,391	930,370	1,064,971	700,000	(34.3%)	Meter changeout program \$500,000 and new meters \$200,000
Subtotal Capital	999,391	930,370	1,064,971	700,000	-34.3%	
Total Billing & Metering	\$ 2,354,396	\$ 1,964,656	\$ 2,111,130	\$ 1,866,589	-11.6%	
Utility Maintenance						
Salaries & Wages	594,987	570,645	570,645	720,860	26.3%	Increase due to two new positions: Equipment Operator I \$33,152 and Maintenance Crew Leader \$46,020
Part-time Salaries & Wages	-	5,000	5,000	5,100	2.0%	Decreased due to new positions
Overtime Salaries	32,737	40,000	40,000	49,000	22.5%	Increase due to new positions
Longevity Contribution	12,231	12,638	12,638	14,885	17.8%	Increase due to new positions
Car Allowance	1,130	3,672	3,672	3,672	0.0%	
Cell Phone Stipend	90	540	540	540	0.0%	
FICA	44,025	48,385	48,385	55,703	15.1%	Increase due to new positions
Group Insurance Contribution	106,586	116,770	116,770	139,040	19.1%	Increase due to new positions and expected rate increase
Retirement Contribution	113,599	129,741	129,741	157,982	21.8%	Increase due to new positions and rate increase
401K Retirement Contribution	28,591	31,414	31,414	36,152	15.1%	Increase due to new positions
Subtotal Personnel	933,976	958,805	958,805	1,182,934	23.4%	
Professional Services	69,062	130,000	169,280	130,000	(23.2%)	FY21 increased for engineering study
Telephone & Postage	23,161	20,000	20,000	14,180	(29.1%)	Decrease due to elimination of phone lines (SCADA)
Utilities	88,696	85,600	85,600	100,600	17.5%	Rate increases
Schools & Conferences	5,405	7,000	7,000	6,000	(14.3%)	
Building & Grounds Maintenance	1,840	12,000	12,000	7,500	(37.5%)	FY21 included a shed
Street Maintenance & Repair	15,864	25,000	25,000	25,000	0.0%	
Fire Hydrant Maintenance & Repair	35,052	43,000	43,000	42,000	(2.3%)	
Equipment Maintenance & Repairs	124,018	102,000	107,467	102,000	(5.1%)	
Vehicle Maintenance & Repairs	19,069	30,000	30,000	30,500	1.7%	
Infrastructure - Maintenance & Repairs	-	-	-	555,000	N/A	Line and pump station maintenance & repair \$450,000, and utility relocations \$105,000
Advertising	64	500	500	500	0.0%	
Vehicle Fuel	10,558	25,000	25,000	22,500	(10.0%)	
Departmental Supplies	110,486	130,000	130,000	139,800	7.5%	
Chemicals	95,100	95,000	95,000	130,000	36.8%	Additional chemicals needed at Cambridge and West Ten
Technology Services and Supplies	2,088	22,725	22,725	23,000	1.2%	
Uniforms & Accessories	13,947	15,700	15,700	19,700	25.5%	Increased for new hires
Small Equipment	3,843	2,500	2,500	1,500	(40.0%)	In FY21 a walk behind saw was purchased
Graham Sewer Services	6,012	20,000	20,000	20,000	0.0%	
Contracted Services	76,881	169,700	169,700	128,100	(24.5%)	FY21 had one time expenses of \$60,000
Purchase of Water	780,621	780,000	780,000	780,000	0.0%	
Dues & Subscriptions	11,755	16,325	16,325	15,565	(4.7%)	
Subtotal Operating	1,493,522	1,732,050	1,776,797	2,293,445	29.1%	
Capital Outlay - Other Improvements	242,332	425,000	473,131	604,500	27.8%	FY22 Water Plant Capital \$131,000 and oversize reimbursements \$186,000, water line replacement \$150,000, and GKN reroute \$37,500
Capital Outlay - 119 Bypass Relocations	-	105,000	155,000	-	(100.0%)	
Capital Outlay - Arbor Creek Outfall	-	-	50,000	-		Arbor Creek Outfall
Capital Outlay - Vehicles	-	-	-	123,000	N/A	Three replacement vehicles and one new vehicle for the new Crew Leader
Capital Outlay - Equipment	163,281	34,900	34,900	36,600	4.9%	SCADA for Lake Michael and Richmond Hill Pump Stations \$16,600, and John Deere Gator \$20,000
Subtotal Capital	405,613	564,900	713,031	764,100	7.2%	
Total Utility Maintenance	\$ 2,833,111	\$ 3,255,755	\$ 3,448,633	\$ 4,240,479	23.0%	

Description	FY20 Actuals	FY 21 Original Budget	FY21 Revised Budget	FY22 Recommended Budget	% Change from FY21 Revised Budget	Variance Explanations
Engineering						
City Engineer	38,267	21,500	47,500	94,000	97.9%	Increase due to water and sewer planning meetings, construction plan review and preliminary site plan review
Technical Review	26,608	27,500	27,500	28,000	1.8%	
Construction Inspection	55,507	150,000	114,000	130,000	14.0%	Increase due to services inspection and testing
Misc. Engineering Services	58,583	101,000	111,000	33,000	(70.3%)	Expenditures for FY22 will primarily be construction inspection and city engineer work.
Subtotal Operating	178,965	300,000	300,000	285,000	-5.0%	
Total Engineering	\$ 178,965	\$ 300,000	\$ 300,000	\$ 285,000	-5.0%	
Water Resources Recovery Facility (WRRF)						
Salaries & Wages	459,904	542,099	542,099	570,390	5.2%	
Part-Time Salaries	10,167	10,000	10,000	12,240	22.4%	
Overtime Salaries	10,354	18,920	18,920	18,920	0.0%	
Longevity Contribution	10,858	13,364	13,364	13,618	1.9%	
Car Allowance	3,531	3,672	3,672	3,672	0.0%	
Cell Phone Stipend	990	1,080	1,080	1,080	0.0%	
FICA	34,074	45,069	45,069	45,382	0.7%	
Group Insurance Contribution	62,688	76,078	76,078	79,341	4.3%	
Retirement Contribution	90,365	118,610	118,610	126,946	7.0%	
401K Retirement Contribution	22,144	28,719	28,719	29,050	1.2%	
Subtotal Personnel	705,075	857,611	857,611	900,639	5.0%	
Professional Services	5,199	10,000	10,000	10,000	0.0%	
Telephone & Postage	5,378	6,276	6,276	7,671	22.2%	Fats, oil & grease mailing \$1,750
Utilities	162,853	169,500	169,500	178,980	5.6%	
Schools & Conferences	3,712	3,900	3,900	3,200	(17.9%)	Decrease in the number of classes for FY21
Buildings & Grounds Maintenance	7,523	4,750	7,750	7,775	0.3%	
Equipment Maintenance & Repairs	50,453	147,585	139,585	188,800	35.3%	Additional \$100,000 for maintenance needs
Vehicle Maintenance & repair	338	975	975	950	(2.6%)	
Advertising	30	100	100	100	0.0%	
Vehicle Fuel	2,620	3,500	3,500	3,100	(11.4%)	
Departmental Supplies	36,813	42,785	42,785	41,740	(2.4%)	
Chemicals	82,754	88,615	110,615	95,000	(14.1%)	FY21 budget has chemicals for dewatering challenge \$14,048
Technology Supplies & Services	10,960	2,504	2,504	2,300	(8.1%)	
Software License-Utility Cloud	1,257	1,400	1,400	1,400	0.0%	
Uniforms & Accessories	4,063	4,500	4,500	4,400	(2.2%)	
Small Equipment	17,546	4,000	17,150	16,800	(2.0%)	
Contracted Services	379,335	451,450	451,450	530,520	17.5%	Estimated 10-12% organic load increase \$78,000
Laboratory Services	28,177	31,445	31,445	31,100	(1.1%)	
SCADA Services	8,207	15,750	27,750	31,200	12.4%	Additional SCADA service and equipment
Dues & Subscriptions	12,617	12,537	12,537	12,490	(0.4%)	
Subtotal Operating	819,835	1,001,572	1,043,722	1,167,526	11.9%	
Capital Outlay - Other Improvements	79,329	125,000	173,552	94,883	(45.3%)	Graham waste water treatment plant improvements \$94,883 and aeration basin electrical upgrade \$46,665
Capital Outlay - Vehicles	27,062	-	-	-	N/A	
Capital Outlay - Equipment	-	105,500	105,500	-	(100.0%)	
Subtotal Capital	106,391	230,500	279,052	94,883	-66.0%	
Total WRRF	\$ 1,631,301	\$ 2,089,683	\$ 2,180,385	\$ 2,163,048	-0.8%	
Non-Departmental						
Professional Services	-	-	-	130,000	N/A	Closing costs on 0.5 MGD Expansion financing
Property & Liability Insurance	11,111	61,980	61,980	62,000	0.0%	
Subtotal Operating	11,111	61,980	61,980	192,000	209.8%	
Principal - 2007 Issue (SE Pump Station)	133,333	133,334	133,334	133,334	0.0%	
Principal - 2009 Issue (9th St. Sewer)	4,806	4,806	4,806	4,806	0.0%	
Principal - Water Upgrade/Extension	286,000	293,000	293,000	302,000	3.1%	
Water Plant Capacity Payment	127,403	127,403	127,403	127,403	0.0%	
Sewer Capacity Payment	200,000	200,000	200,000	200,000	0.0%	
Principal - WRRF Upgrade FY19	-	187,000	187,000	620,000	231.6%	Increase due to debt payments for the WRRF Renovation Debt for three replacement trucks and one for the new Crew Leader
Principal - Trucks	-	-	-	12,300	N/A	
Interest - Water Upgrade/Expansion	86,605	82,199	82,199	74,464	(9.4%)	
Interest - 2007 Issue (SE Pump Station)	13,601	8,984	8,984	3,850	(57.1%)	
Interest - WRRF Upgrade FY19	-	112,200	112,200	151,125	34.7%	Increase due to debt payments for the WRRF Renovation Debt for three replacement trucks and one for the new Crew Leader
Interest - Trucks	-	-	-	1,754	N/A	
Subtotal Debt	851,748	1,148,926	1,148,926	1,631,036	42.0%	
Transfer to Capital Project Fund	-	-	-	-	N/A	Project fund eliminated
Subtotal Transfers	-	-	-	-	N/A	
Total Non-Departmental	862,859	1,210,906	1,210,906	1,823,036	50.6%	
Utility Fund Total	7,860,632	8,821,000	9,251,054	10,378,152	12.2%	
Salaries & Benefits	2,316,312	2,677,802	2,677,802	3,044,962	13.7%	
Operations	3,181,177	3,268,502	3,367,272	4,143,171	23.0%	
Capital Outlay	1,511,395	1,725,770	2,057,054	1,558,983	(24.2%)	Maintenance and repair items were moved to operating
Debt	851,748	1,148,926	1,148,926	1,631,036	42.0%	
Transfers	-	-	-	-	N/A	
Total Water and Sewer Fund	7,860,632	8,821,000	9,251,054	10,378,152	12.2%	

APPENDIX C: UTILITY CAPITAL RESERVE FUND



<i>Description</i>	<i>FY20 Actuals</i>	<i>FY 21 Original Budget</i>	<i>FY21 Revised Budget</i>	<i>FY22 Recommended Budget</i>	<i>% Change from FY21 Revised Budget</i>	<i>Variance Explanations</i>
Capital Reserve Fund						
System Development Fees - Water	238,192	250,000	250,000	290,000	16.0%	Increase expected due to growth.
System Development Fees - Sewer	664,329	400,000	400,000	817,000	104.3%	Increase expected due to growth.
Interest Earnings	9,701	2,500	2,500	2,500	0.0%	
Total Revenues	\$ 912,222	\$ 652,500	\$ 652,500	\$ 1,109,500	70.0%	

Budget Ordinance
(to be provided on June 7, 2021)





AGENDA ITEM #8

Capital Project Ordinance Amendment- WRRF Renovation

Meeting Date

May 3, 2021

Presenter

Preston Mitchell, Assistant City Manager
Daphna Schwartz, Finance Director
Franz Holt, AWCK Engineer Consultant

Public Hearing

Yes No

Summary

This agenda item provides an update on the WRRF renovation project and a corresponding capital project ordinance amendment.

Background

The improvements proposed as part of the Water Resource Recovery Facility renovation project are part of the City's plan to replace aging equipment and improve unit process operation while ensuring that the proposed upgrades conform with the future desire to increase permitted capacity from 2.5 to 3.0 million gallons per day (MGD). The elements of the renovation project are:

- **Headworks Expansion.** Addition of a single, parallel channel with a capacity of 8 MGD to function as the primary influent channel. The headworks channel will include a mechanical screen and vortex grit removal.
- **Aerobic Stabilization.** The aging mixer/aerators will be replaced with coarse bubble diffused aeration and mixers. Air will be provided by three outdoor blowers.
- **Solids Thickening.** A second, 200 gpm rotary drum thickener will be installed in parallel to the existing unit.
- **Polymer Upgrade.** A second polymer feed system will be installed parallel to the existing unit.
- **Secondary Clarifier Improvements.** To enhance performance of the clarifiers, energy dissipating inlets, flocculating feed-wells and density current baffles will be installed in each secondary clarifier.
- **Electrical Upgrades.** A new electrical building will be included to support the new treatment equipment.

The improvement to the aerobic stabilization process includes procurement of preselected geared centrifugal blowers as manufactured by Innovair®, which will reduce the anticipated project cost compared to alternative blower options.

Financial Impact

On April 1, 2019, a Capital Project was approved by Council and funded \$583,000 for design and related costs. It is now time to amend the budget to include the estimated costs to complete the project. The total

project is estimated to cost of approximately \$7,350,000. This total includes a reimbursement to the City of \$583,000.

Staff will come before the Council at a future meeting with a recommended funding vehicle. Currently staff is estimating a 10-year term with a 4% interest-rate requiring a yearly payment of \$912,353.

Recommendation

Staff recommends that City Council approve the capital project amendment.

Suggested Motion

Move to approve the capital project amendment.

Attachments

1. Capital Project Ordinance Amendment – WRRF Renovation

BE IT ORDAINED by the Council of the City of Mebane that the Capital Project Ordinance for the Water Resource Recovery Facility (WRRF) Renovation, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
WRRF RENOVATION CAPITAL PROJECT FUND			
Professional Services	\$27,000	\$173,000	\$200,000
Construction Administration	0	530,000	530,000
Construction	0	6,084,176	6,084,176
Design and Engineering	530,000	0	530,000
Contingency	<u>26,000</u>	<u>-26,000</u>	<u>0</u>
Total	\$580,000	\$6,761,176	\$7,344,176

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
WRRF RENOVATION CAPITAL PROJECT FUND			
Debt Proceeds	\$ 0	\$ 6,761,176	\$ 6,761,176
Appropriated Fund Balance	<u>\$583,000</u>	<u>0</u>	<u>\$583,000</u>
Total	\$583,000	\$6,761,176	\$7,344,176

This the 3rd day of May 2021.



AGENDA ITEM #9

Capital Project Ordinance & Budget Amendment- Cates Farm Park

Meeting Date

May 3, 2021

Presenter

Daphna Schwartz, Finance Director
Aaron Davis, Recreation & Parks Director

Public Hearing

Yes No

Summary

The purpose of this agenda item is to request a capital project ordinance be established for the Cates Farm Park project.

Background

The Cates Farm Park project has been ongoing for several years. The design of the trails was completed in FY19-20 and plans were made to start construction in the current fiscal year. Unfortunately, Duke Energy will be doing extensive work on a transmission line near the property which has caused a delay in starting this project. Since this project has been ongoing for a couple of fiscal years and will likely span over at least two more, it is best to establish a capital project ordinance for this project.

Financial Impact

The current budget has appropriated \$680,961 for the project which includes a \$250,000 donation from Impact Alamance. This amount will be moved to a capital project ordinance to account for all project expenditures. This budget will remain in place until the project is completed and will not need to be re-budgeted each year in the annual budget ordinance.

Recommendation

Staff recommends that City Council approve the capital project ordinance.

Suggested Motion

Move to approve the capital project ordinance and Budget Ordinance Amendment.

Attachments

1. Budget Ordinance Amendment
2. Capital Project Ordinance – Cates Farm Park

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year Beginning July 1, 2020 as duly adopted on May 3, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
CAPITAL FUND FOR GENERAL FUND			
Capital Outlay – Cates Farm Park	\$ 680,961	(\$ 680,961)	\$ 0

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
CAPITAL FUND FOR GENERAL FUND			
Transfer from General Fund	\$ 2,087,700	(\$ 680,961)	\$ 1,406,739

This the 3rd day of May, 2021.

**Capital Project Ordinance for the City of Mebane
Cates Farm Park**

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 Cates Farm Park to be financed by the City of Mebane General Fund revenue and the \$250,000 donation from Impact Alamance.

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:

	Project Budget
Design, Engineering & Construction	\$ 680,961

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

	Project Budget
Transfer from General Fund	\$ 680,961

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 General 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.

This is the 3rd day of May, 2021.



AGENDA ITEM #10

Capital Project Ordinance and Budget Ordinance Amendment- WRRF 0.5 MGD Expansion

Meeting Date

May 3, 2021

Presenter

Preston Mitchell, Assistant City Manager

Daphna Schwartz, Finance Director

Franz Holt, AWCK Engineer Consultant

Public Hearing

Yes No

Summary

This agenda item provides updated information on the WRRF 0.5 MGD Expansion and related costs.

Background

Expansion of the WRRF from its current permitted capacity of 2.5 MGD to 3.0 MGD is anticipated to be achieved through the use of Nuvoda's Mobile Organic Bed (MOB™) system. This system is expected to allow expansion to 3.0 MGD without the construction of additional secondary treatment basins, and a full-scale pilot study is underway to provide data to confirm that, but assuming that proves successful, a second parallel unit will be installed to provide redundancy.

While still to be determined, further improvements would be required to the secondary treatment process in addition to the MOB™ system. An improved aeration system would be added, along with new return activated sludge (RAS) pumps.

The expansion project is also expected to require the installation of flow equalization to reduce the high influent flow to avoid hydraulically overloading the WRRF. Based on current understanding of wet-weather flow, a 1 MG tank, and associated pump station is anticipated to be required for the flow equalization system.

To protect the site from flooding from Moadams Creek a flood wall will be constructed between the WRRF and the creek, along with associated storm-water pumping.

Financial Impact

To begin the design and engineering phase and provide for professional services that may be required, staff is requesting to establish a Capital Project Ordinance at an initial amount of \$925,000 with a transfer from the Utility Fund to accommodate the design and engineering (\$900,000), and professional services (\$25,000). An amendment to the project budget will be requested when estimates for carrying out the construction are updated. At this time, the preliminary engineering report prepared in 2019, estimates the total project will cost \$9,290,000. Enactment of the attached capital project ordinance would establish the capital project at an initial amount of \$925,000.

Staff will come before the Council at a future meeting with a recommended funding vehicle. Staff recommends reimbursing the City for the \$925,000 with loan proceeds. Assuming the loan will be for the current estimated project cost of \$9,290,000, yearly debt payments over 20 years may range from \$514,808 to \$624,434 depending on the funding source.

Recommendation

Staff recommends that City Council establish the capital project ordinance and approve the budget amendment for the design and engineering of the WRRF .05 MGD Expansion.

Suggested Motion

Move to enact the capital project ordinance and approve the Budget Ordinance Amendment to transfer \$925,000 from the Utility Fund for design and engineering of the WRRF .05 MGD Expansion.

Attachments

1. Capital Project Ordinance – WRRF 0.5 MGD Expansion
2. Budget Ordinance Amendment

**Capital Project Ordinance for the City of Mebane
Water Resource Recovery Facility 0.5 Million Gallons per Day (MGD) Expansion**

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 Water Resource Recovery Facility 0.5 MGD Expansion to be financed by Utility Fund reserves and a State Revolving Fund or Revenue Bonds.

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:

	Project Budget	
Design & Engineering	\$	900,000
Contingency		<u>25,000</u>
	\$	925,000

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

	Project Budget	
Transfer from Utility Fund	\$	925,000

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 Water and Sewer 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.

This is the 3rd day of May, 2021.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year Beginning July 1, 2020 as duly adopted on May 3, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
UTILITY FUND			
Transfer to Capital Project Ordinance Fund	\$ 0	\$ 925,000	\$ 925,000

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
UTILITY FUND			
Appropriated Fund Balance	\$ 2,168,819	\$ 925,000	\$ 3,093,819

This the 3rd day of May, 2021.

Mebane Fire Dept. Monthly Report

	March	Year to Date	% Change from 2020
Structural Response			
Totals	32	94	75%
Average Personnel Per Response	10	11	
Average Volunteer Response	2	3	
Non Structural Responses			
Totals	63	163	-1%
Total Fire Response	95	257	17%
Location (Year to Date)	North	South	
Total Number/Percentage	123/48%	134/52%	
Average Fire Response Time	4:48	5:29	
Percentage of Calls Inside City	62%	56%	
Percentage of Calls Outside City	21%	26%	
Percentage of Calls for Mutual Aid	17%	18%	
EMT Response	145	405	-7%
Location (Year to Date)	North	South	
Total Number/ Percentage	206/51%	199/49%	
CPS Seats Checked	9	25	
Views on Fire Safety Facebook Posts	736	1239	
Smoke Alarms Checked/Installed	16	18	
Station Tours/Programs	1	1	
# of Participants	2	2	
Events Conducted/Attended	0	1	



**Planning Board
Minutes to the Meeting**

April 12, 2021
6:30 p.m.

The Planning Board meeting was held virtually and livestreamed via YouTube. The video can be accessed through the following link: https://www.youtube.com/watch?v=vNm0D7Mm_jl

Members Present Via Zoom: Keith Hoover, Lori Oakley, Kurt Pearson, Vice Chairman Judy Taylor, Larry Teague, and Chairman Edward Tulauskas

Also Present: Audrey Vogel, Planner; Cy Stober, Development Director; Ashley Ownbey, Planner; Kirk Montgomery, IT Director

1. Call to Order

At 6:30 p.m. Chairman Edward Tulauskas called the meeting to order.

2. Approval of March 8, 2021 Minutes

Lori Oakley made a motion to approve the minutes from the March 8, 2021 meeting. Judy Taylor seconded the motion, which passed unanimously.

3. City Council Actions Update

This agenda item was discussed at the end of the meeting. At that time Cy Stober, Development Director, provided an update on the City Council's recent action regarding Oakwood Subdivision rezoning request. The City Council unanimously approved the rezoning request at the April 7th public hearing.

4. Request to rezone the +/- 1.32-acre property located at 7713 US 70 (GPIN 9825532037) from B-3 to B-2 (CD) to allow for redevelopment and improvement of an existing nonconforming use by the Orange County Alcoholic Beverage Control Board c/o Tony DuBois

Staff presented the above application from Orange County Alcoholic Beverage Control Board. Two waivers are requested:

- The City's adopted plans recommend a 10' shared-use path along the property's road frontage, and the applicant is requesting to construct a 5' public sidewalk along the US 70 road frontage. A 14' public easement adjacent to the existing right-of-way will be provided if existing right-of-way cannot accommodate the proposed sidewalk.
- The UDO requires a parking stall length of 19', and the applicant is requesting a parking stall length of 18.5'.



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. The Technical Review Committee (TRC) has reviewed the site plan and the applicant has revised the plan to reflect the comments.

Ashley Ownbey provided a brief overview and PowerPoint of the request.

George Retschle, PE of Ballentine Associates, PA 221 Providence Road, Chapel Hill, NC 27514 presented on the behalf of the applicant and answered questions from the Planning Board. Mr. Retschle elaborated on the rezoning request and ABC Store site plan.

Larry Teague asked for clarification about the proposed sidewalk and multiuse path easement. Mr. Retschle clarified that a 5' concrete sidewalk would be provided in addition to a 14' easement dedication for a 10' multiuse path to be constructed in the future. Kurt Pearson asked who would construct the path in the future. Cy Stober responded that it would be the City's responsibility to enhance the sidewalk to a multi-use path in the future. Lori Oakley clarified that the "waiver request" for the multiuse path was not needed as the requirements would be satisfied by the sidewalk and easement. Cy Stober concurred.

Chairman Edward Tulauskas asked if there were any public comments. Audrey Vogel indicated that there were not any participants registered to speak and no written comments were received.

Lori Oakley commented that as a neighbor and resident of the Ashbury subdivision she was happy to see an updated ABC store similar to the one in Hillsborough being proposed. She added that the existing building on the back site is not aesthetically pleasing and that she is pleased with the new building and buffer being proposed. She also added that she supported the waiver request to reduce impervious coverage.

George Retschle responded that the proposed building will not be exactly the same as the Hillsborough ABC store, but it is the quality and the same architect.

Kurt Pearson noted that he was surprised that the adjoining neighbors have not spoken out about the rezoning request, recalling the previous rezoning request for the same site. He noted that there were previous concerns about nighttime activity and safety. Judy Taylor commented that the previous request was for a U-Haul rental center that had nighttime hours. Ms. Taylor noted that those concerns would not be as relevant for the proposed ABC Store use. Lori Oakley added that they may see neighbors commenting at the City Council hearing.



Judy Taylor made a motion to approve the B-2 CD rezoning request as presented and to find that the application is consistent with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*. Larry Teague seconded the motion. on. The motion passed unanimously per a roll call vote. Chairman Tulauskas indicated that the request will go before the Mebane City Council on Monday, May 3rd at 6:00 pm.

5. Request to rezone the +/- 1.48-acre property located at S NC 119 Hwy and Millstead Drive (GPIN 9814121597) from B-2 to B-2 (CD) to allow for a multi-tenant, neighborhood shopping center with drive-through restaurant by Evans Street Four, LLC, c/o Meda Williams

Staff presented the above application from Evans Street Four, LLC. 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. The Technical Review Committee (TRC) has reviewed the site plan and the applicant has revised the plan to reflect the comments.

Ashley Ownbey provided a brief overview and PowerPoint of the request.

Phil Koch at EarthCentric Engineering Inc., 204 West Clay Street, Mebane, NC 27302, presented on the behalf of the applicant and answered questions from the Planning Board. Mr. Koch elaborated on the rezoning request and site plan.

Lori Oakley asked about the sign waiver request. Shawn Sidener at EarthCentric Engineering Inc. responded that it was his understanding that the dimensions of one of the wall signs may exceed the maximum allowable sign area.

Kurt Pearson made a motion to approve the B-2 CD rezoning request as presented and to find that the application is consistent with the objectives and goals in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*. Judy Taylor seconded the motion. on. The motion passed per a roll call vote (4-1). Lori Oakley voted in favor of the B-2 CD rezoning but was not in favor the requested sign waiver. Chairman Tulauskas indicated that the request will go before the Mebane City Council on Monday, May 3rd at 6:00 pm.

6. Comprehensive text amendments to the Mebane Unified Development Ordinance per North Carolina General Statute 160D and State environmental regulations.

Cy Stober provided a presentation of the proposed comprehensive text amendments to the Mebane Unified Development Ordinance. The amendments include:

- Updates to Articles 2, 3, 7, 8, 9, 10, and 12 to comply with 160D statutory amendments
- Revisions to Article 5 "Overlay, Environmental, and Special Purpose Regulations" to reflect the Falls Lake Nutrient Management Strategy, the Upper Eno River Water Supply (II)



Watershed and import the City's Stormwater and Stream Buffer regulations from the City Ordinance

- Update to Article 7 "Subdivision Procedures and Design Standards" to accommodate multimodal transportation

Kurt Pearson thanked City staff for their work in delivering the required amendments. Larry Teague and Lori Oakley echoed Mr. Pearson's remarks. Cy Stober recognized Lawson Brown and Josh Johnson for their hard work on the UDO revisions.

Kurt Pearson made a motion to approve the amendments to the City of Mebane Unified Development Ordinance as presented, finding that the amendments are consistent with the objectives and policies for growth and development in the Comprehensive Land Development Plan Mebane By Design, and are mostly required by State law. Lori Oakley seconded the motion. The motion passed unanimously per a roll call vote.

Cy Stober commented that Staff is revisiting other areas of the UDO for revisions and will be in communication about that.

7. New Business

- (a) Cy Stober noted that the application for available planning board positions will be open in early May. The terms for 5 members of the planning board are soon to expire should they want to apply to be reappointed at the July City Council meeting. He noted that there is one ETJ position open that will require appointment from the Alamance County Board of Commissioners
- (b) Cy Stober announced that board member Mr. Thomas Vinson has retired and stepped down from the Planning Board. Mr. Stober shared remarks of appreciation for his service to the City of Mebane.
- (c) Mr. Sober also noted that the May 3rd City Council meeting will be held in-person. He noted that it is up to further discussion for how the Planning Board will proceed with their next meeting.

Kurt Pearson added that he would prefer to meet in person. He also asked about the progress of the London Ln stoplight project. Cy Stober provided an update on the project, noting that it would be completed this year. Cy Stober also provided an update on the Mebane Oaks Road widening project.

8. Adjournment

There being no further business, the meeting was adjourned at 7:35 p.m.