



**MINUTES OF THE BURLINGTON
CITY COUNCIL MEETING
Tuesday, June 4, 2019**

The City Council of the City of Burlington held a regularly scheduled meeting in the Council Chamber, Municipal Building, 425 South Lexington Avenue, Burlington, NC, 27215, on June 4, 2019 at 7:00 p.m.

Mayor Ian Baltutis presided.

Council Members Present:

Mayor Ian Baltutis
Mayor Pro Tem Kathy Hykes
Council Member Robert Ward
Council Member James Butler
Council Member Harold Owen

Staff Present:

City Manager Hardin Watkins
City Attorney David Huffman
Interim City Clerk Beverly Smith

Council Members Absent: None

CALL TO ORDER: Mayor Ian Baltutis

INVOCATION: Council Member James Butler

INVITATION TO COUNCIL: Amateur Radio Club Annual Field Day – Mr. Christopher Tate

PRESENTATIONS: Minetree Pyne Historic Preservation Awards
Molly Whitlach, Chair of the Historic Preservation Commission

INVITATION: Burlington Royals 2019 Season Update
Fan Fest - June 21, 2019 - Celebrates Renovated Burlington Athletic Stadium
Mikie Morrison, General Manager

CODE OF ETHICS DISCLOSING CONFLICTS OF INTEREST: Interim City Clerk, Beverly Smith
There were no conflicts reported.

APPROVAL OF MINUTES: March 4, 2019 – Work Session

Upon a motion by Council Member Ward, seconded by Council Member Butler, it was resolved unanimously to approve the foregoing minutes.

ADDITION TO CONSENT AGENDA:

- **Item C:** Set a Date of Public Hearing - Renew Maple Avenue Corridor Plan

Upon a motion by Mayor Pro Tem Hykes, seconded by Council Member Butler, it was resolved to unanimously approve the addition of Item C to the Consent Agenda.

ADOPTION OF AGENDA

Upon a motion by Council Member Butler, seconded by Council Member Ward, it was resolved unanimously to adopt the agenda with the addition of Item C to the Consent Agenda.

CONSENT AGENDA:

- A. To adopt a Resolution setting a date of public hearing for June 18, 2019, to consider the 3530 Harris Road Contiguous Voluntary Annexation.

Resolution #19-09

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

WHEREAS, a petition requesting annexation of the contiguous 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 Burlington, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Municipal Building at **7:00pm on June 18th, 2019**.

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

3530 Harris Road Contiguous Voluntary Annexation

Tract One: That certain tract or parcel of land located in Boone Station Township, Alamance County, North Carolina, referenced as GeoPIN number 8843942434 and Alamance County tax parcel Map Block Lot 3-23-30J, adjoining the 60 foot right of way of Harris Road, Lot 2 as shown on the plat hereinafter referenced, Lake Mackintosh, and the lands of William S. Novak & Cindy H. Novak (see deed in Book 3204, at Page 593 of the Alamance County Registry), and being more particularly described as follows:

BEING ALL OF LOT ONE (1), containing 0.73 acres, more or less, of which 0.22 acres lie within the 60 foot right of way of Harris Road, as shown on that certain plat prepared by Carolina Cornerstone Surveying & Land Design, James H. Lowe, Professional Land Surveyor, dated May 28, 2019, entitled "Property of Wilson Homes Inc.," File No. 180117D, which plat is duly recorded in Plat Book 80, at Page 154 of the Alamance County Registry, and to which plat reference is hereby made for a more complete description.

Tract Two: That certain tract or parcel of land located in Boone Station Township, Alamance County, North Carolina, referenced as GeoPIN number 8843944426 and Alamance County tax parcel Map Block Lot 3-23-30H, adjoining the 60 foot right of way of Harris Road, Lot 1 as shown on the plat hereinafter referenced, Lake Mackintosh, and the lands of the City of Burlington (see deed in Book 424, at Page 639 of the Alamance County Registry), and being more particularly described as follows:

BEING ALL OF LOT TWO (2), containing 0.29 acres, more or less, of which 0.09 acres lie within the 60 foot right of way of Harris Road, as shown on that certain plat prepared by Carolina Cornerstone Surveying & Land Design, James H. Lowe, Professional Land Surveyor, dated May 28, 2019, entitled "Property of Wilson Homes Inc.," File No. 180117D, which plat is duly

recorded in Plat Book 80, at Page 154 of the Alamance County Registry, and to which plat reference is hereby made for a more complete description.

Section 3. Notice of the public hearing shall be published in the Times-News, a newspaper having general circulation in the City of Burlington, at least 10 days prior to the date of public hearing.

- B.** To adopt a banking resolution with American National Bank authorizing the City Manager, Director of Finance & Risk Management and the Accounting/Treasury Manager as signers on the account.
- C.** To set a date of public hearing for June 18, 2019 to receive community input on the draft Renew Maple Avenue Corridor Plan.

Upon a motion by Mayor Pro Tem Hykes, seconded by Council Member Owen, it was resolved unanimously to approve the foregoing Consent Agenda.

PUBLIC HEARINGS:

ITEM 1 : 2019-2020 Fiscal Year Budget – Community Development Budget

Mayor Baltutis announced a public hearing has been set to consider adoption of the proposed Fiscal Year 2019-2020 Budget including changes in Inspection Fees and Water and Sewer rates and the adoption of the Grant Project Ordinance for the Community Development Budget.

City Manager Hardin Watkins shared the following highlights of the proposed 2019-2020 Fiscal Year City Budget.

Challenges & Opportunities:

- Balancing with no property tax rate increase while maintaining the same level of service for citizens
- Inflation is always a concern
- Increasing costs of personnel expenses (health insurance, merit increases, retirement system)
- Proactively maintaining City facilities, replacing aging fleet and equipment (big ticket items).
- Sales tax growth and reliability is strong for FY 19-20

Additional Challenges & Opportunities:

- Provision for merit-based pay adjustments
- Implementation of year 3/3 pay and classification plan from PTRC
- Increase in Building Permit Rates to offset annual costs of SmartGov software – service improvement (\$70,000)
- New Positions:
 - ✓ **Sanitation** – Sanitation Equipment Operator III
 - ✓ **Recreation** – Recreation Horticulture Specialist
 - ✓ **Economic Development** – Economic Development Project Manager

Highlights of the General Fund Budget:

- Proposed Budget of \$59,297,140
- No property tax increase – keep the same rate of \$.5973 per \$100 valuation
- Funding increase for health insurance \$400,000

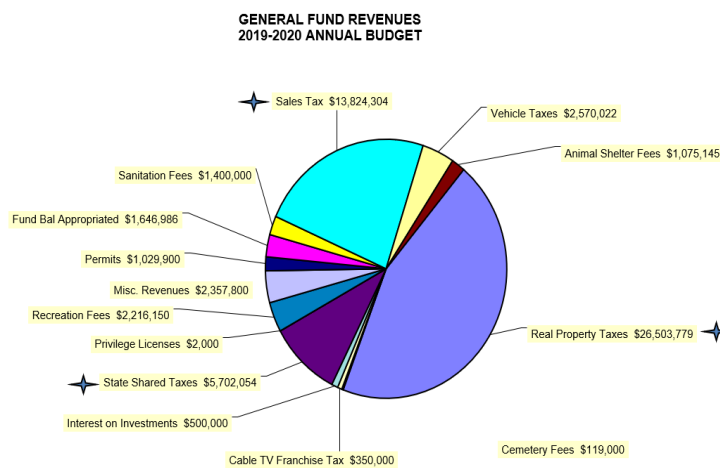
- Mandated retirement system increases \$331,000
- Merit salary adjustment (2%)
- 3 new positions
- Capital replacement and improvement program
- Link Transit subsidy increase – end of state grant \$154,000

Snapshot of revenues and expenditures for the FY 19-20 Budget:

Revenues:

- Growth in projected Property Tax revenue due to new development
- Growth in projected Sales Tax revenues due to consumer activity
- Building permit revenues rising with economy + fee increase to offset SmartGov software

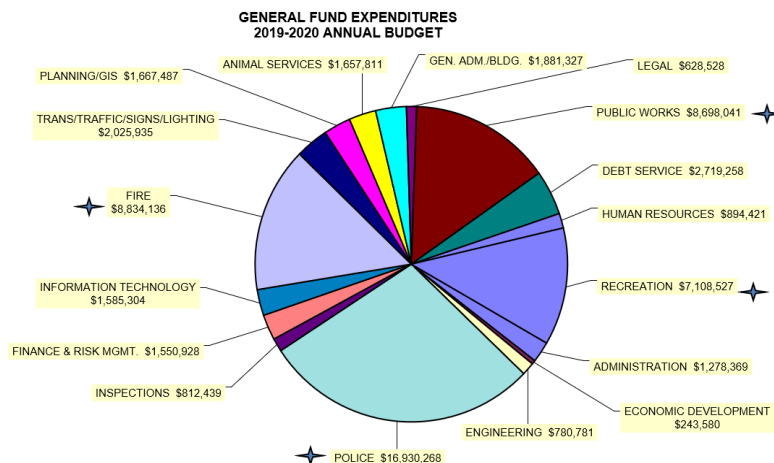
GENERAL FUND REVENUES



Expenditures:

- All departments asked to submit limited growth budget. Minimal new items/programs and were asked to show offsetting cuts or revenue enhancement.
- Notable increases: new positions, merit-based pay adjustments (2%), health insurance funding, mandated retirement contribution increase, maintenance and service contracts, OPEB funding and utilities.

GENERAL FUND EXPENDITURES



Major infrastructure and Capital projects in General Fund 2:

- Rear load (small) garbage truck \$100,000
- Sideloader truck \$300,000
- Fire Truck (50%) \$275,000
- 14 Police cars \$627,732
- Computer hardware \$428,000
- Greensboro fiber connection \$250,000
- Burlington Athletic Stadium regrade-outfield \$235,000
- Fairchild Community Center – new roof \$210,000

City Manager Watkins explained the following sources which total the proposed General Fund Budget, in the amount of \$59,297,140, Council is being asked to consider.

GENERAL FUND BUDGET FY 19-20

CITY OF BURLINGTON 2019-2020 ANNUAL BUDGET GENERAL FUND - REVENUES			CITY OF BURLINGTON 2019-2020 ANNUAL BUDGET GENERAL FUND - EXPENDITURES		
SOURCE	AMOUNT	PERCENT	DEPARTMENT	AMOUNT	PERCENT
Real Property Taxes	\$26,503,779	44.7%	Administration	\$ 1,278,369	2.2%
Vehicle Taxes	2,570,022	4.3%	Economic Development	243,580	0.4%
State Shared Taxes	5,702,054	9.6%	Finance & Risk Management	1,550,928	2.6%
Cable TV Franchise Tax	350,000	0.6%	Information Technology	1,585,304	2.7%
Sales Tax	13,824,304	23.3%	Legal	628,528	1.1%
Interest on Investments	500,000	0.8%	Human Resources	894,421	1.5%
Privilege Licenses	2,000	0.0%	Planning/Gis	1,667,487	2.8%
Permits	1,029,900	1.7%	Engineering	780,781	1.3%
Sanitation Fees	1,400,000	2.4%	General Admin/Building	1,881,327	3.2%
Animal Shelter Fees	1,075,145	1.8%	Police	16,930,268	28.5%
Recreation Fees	2,216,150	3.7%	Animal Services	1,657,811	2.8%
Miscellaneous Revenues	2,357,800	4.0%	Fire	8,834,136	14.9%
Cemetery Fees	119,000	0.2%	Public Works	8,698,041	14.7%
Fund Balance Appropriated	1,646,986	2.8%	Inspections	812,439	1.4%
			Trans/Traffic/Signs/Lighting	2,025,935	3.4%
			Recreation	7,108,527	12.0%
			Debt Service	2,719,258	4.6%
Total General Fund	\$59,297,140	100.0%	Total General Fund	\$59,297,140	100.0%

Water Resources Fund Services:

City Manager Watkins provided an overview of the Water Resources Fund including the following services and shared details of proposed Water Resources budget for FY 2019-2020:

- Water and Sewer Repair and Construction
- Water and Sewer Plants and Facilities
- Laboratories
- Composting
- Customer Service/Billing
- Debt Service

Water Resources Fund Budget:

- Proposed Budget of \$20,618,899
- Proposed Budget includes a 2% increase in water and sewer rates to offset inflation and allow continued attention on capital improvements
- Average residential customer increase of 90 cents per month using 5,000 gallons of water and sewer monthly
- Proposed Budget contains funding for employee health insurance, OPEB funding, and mandated retirement contribution increase

Water Resources Fund - Key Expenditures:

- Capital requests funded at 100%
- Funding to begin the transition to automated meter reading – major effort
- Water and Sewer Master Plan
- Water line replacements (Greeson Road – TA Truck Stop and S. Church Street)
- Little Alamance Creek 21” sewer interceptor rehab
- Design work for structural repairs and roof – Ed Thomas Water Plant
- Health insurance increase
- Provision for merit and pay plan study salary adjustment

Planned major improvements:

- *Initiate radio meter read conversion (\$1,500,000)
- *Greeson Rd (TA truckstop) waterline replacement (\$600,000)
- *Little Alamance Creek 21” sewer interceptor rehab (\$600,000)
- Inflow & infiltration reduction (\$400,000)
- 2” water line replacements (\$275,000)
- Replace sodium hypochlorite tanks (\$320,000)
- Reroof various buildings (\$392,000)
- Patch & resurface roads at plants (\$600,000)
- Replace Zimpro boiler, cooling fan, pump & motor (\$172,500)

Water Resources Fund Budget FY 19-20

WATER RESOURCES FUND BUDGET FY 19-20

CITY OF BURLINGTON 2019-2020 ANNUAL BUDGET WATER RESOURCES FUND - REVENUES			CITY OF BURLINGTON 2019-2020 ANNUAL BUDGET WATER RESOURCES FUND - EXPENDITURES		
SOURCE	AMOUNT	PERCENT	DEPARTMENT	AMOUNT	PERCENT
Water Rents	\$11,523,699	37.6%	W & S Bldg Admin & Services	\$ 4,951,775	16.2%
Sewer Rents	16,368,248	53.5%	W & S Customer Service	2,104,169	6.9%
Water Sales - Greensboro	1,983,452	6.5%	W & S Line Supervision	397,142	1.3%
Water & Sewer Taps	175,000	0.6%	Water Line Maint/Repair	1,063,675	3.5%
Industrial Surcharges	50,000	0.2%	Water Line Svc & Constr	2,717,836	8.9%
Miscellaneous Revenues	64,120	0.2%	Sewer Line Maint/Repair	910,357	3.0%
Water & Sewer Unit Dev Fees	70,000	0.2%	Sewer Line Svc & Constr	1,532,615	5.0%
Interest Income	156,380	0.5%	W & S Plants & Facilities Supv.	1,022,491	3.3%
Interest Subsidy Payments	228,000	0.7%	Water Sources Protection	298,745	1.0%
Fund Balance Appropriated	-	0.0%	Ed Thomas Water Plant	2,409,777	7.9%
Total Water Resources Fund	\$30,618,899	100.0%	Mackintosh Water Plant	2,082,663	6.8%
			S. Burlington Waste Treat	2,765,861	9.0%
			E. Burlington Waste Treat	2,861,689	9.3%
			Laboratories	586,114	1.9%
			Composting	318,967	1.0%
			Plants Maintenance	720,245	2.4%
			Lakes And Marinas	704,396	2.3%
			Debt Service	3,176,382	10.4%
			Total Water Resources Fund	\$30,618,899	100.0%

Emphasis in Water Resources Fund:

Commitment to: maintain and improve infrastructure to provide safe and clean drinking water, effectively treat wastewater, promote economic development, and improve quality of life.

Water and Sewer Rates for typical utility service bill based on 2,500 gallons per month for Low Volume User:

	<u>Current</u>	<u>Proposed 19-20</u>
Water	\$ 10.15	\$ 10.35
Sewer	12.45	12.70
<u>Stormwater</u>	5.00	5.00
Solid Waste / Recycling	<u>6.00</u>	<u>6.00</u>
TOTAL MONTHLY BILL	\$ 33.60	\$ 34.05
COST PER DAY	\$ 1.12	\$ 1.14

Water and Sewer Rates for typical utility service bill based on 5,000 gallons per month for Average User:

	<u>Current</u>	<u>Proposed 19-20</u>
Water	\$ 20.30	\$ 20.70
Sewer	24.90	25.40
<u>Stormwater</u>	5.00	5.00
Solid Waste / Recycling	<u>6.00</u>	<u>6.00</u>
TOTAL MONTHLY BILL	\$ 56.20	\$ 57.10
COST PER DAY	\$ 1.87	\$ 1.90

Transportation Fund:

City Manager Watkins gave an overview and shared highlights of the proposed Transportation Fund budget.

- Link Transit start date – June 6, 2016
- Major success with 250,000+ riders
- Goal: Clean – Safe – On Time
- Funding of \$407,814 for operations from General Fund
- One-time capital expense of \$250,000 (sidewalks and shelters)
- Proposed Budget of: \$2,162,821
- Federal Funding: 80% for capital items, 50% for operations

Stormwater Fund:

City Manager Watkins gave an overview and shared highlights of the Stormwater Fund proposed budget.

The following is proposed for FY 19-20:

- No change in rates
- Rate \$5.00 per month per 22,500 customers
- Proposed Budget of \$1,148,049

Stormwater Fund Highlights:

- Continuing to develop, implement, enforce program to reduce the discharge of pollutants
- Mapping the City's storm drainage system to aid the Illicit Discharge, Detection and Elimination program
- Public education and outreach program
- Assist residents with drainage/flooding problems

City Manager Watkins shared the City's long-term fundamentals such as beginning OPEB contributions, talking about financial sustainability with all departments, new pay plan components developed in conjunction with PTRC recommendations and capital improvement planning. He explained how the City is trying to find ways to establish other target reserves to find ways to fund other projects we have coming up in the future.

City Manager Watkins thanked the budget team of Peggy Reece, Nolan Kirkman, Rachel Kelly and Chad Slaughter as well as finance staff and all the City's department heads for their role in the development of the FY 19-20 proposed budget. He thanked the elected officials for their support and guidance and asked for any questions or concerns from Council.

The public hearing was held, and no comments were made.

Upon a motion by Council Member Ward, seconded by Council Member Butler, it was resolved unanimously to close the public hearing.

Council Member Owen thanked the public and commended the efforts of City staff in the creation of the proposed budget. He expressed appreciation to businesses in the City that support the tax base and sales tax. He recognized state elected officials for their support in closely working with the City of Burlington to make this community prosperous. He urged citizens to take part and give input at future meetings and participate in these discussions where projects require substantial capital investment.

Council Member Butler commented how fortunate the City has been without a tax increase for over twelve years and continue to have economic growth and commended staff for the budget preparations. He mentioned the importance of public private partnerships and how fortunate the City is for the legislators in our district that are very mindful of how fragile municipalities can be and commented it's all a relationship-based, cognitive-driven, disciplined approach, that we must be mindful of every day.

Mayor Pro Tem Hykes commented on public engagement and suggested more public participation in the future and expressed how helpful it is to hear from citizens.

Mayor Pro Tem Hykes motioned to adopt the following 2019-2020 FY Budget Ordinance including Inspection Fees, Water and Sewer Rates, and the Grant Project Ordinance for the 2019-2020 Community Development Program.

Ordinance #19-08

Budget appropriation ordinance establishing a tax rate of \$.5973 per \$100 valuation on a total estimated valuation of \$4,939,981,928, with an estimated 97.3% collection of the levy. Five thousand, six hundred fifty-seven hundred-thousandths cents (\$.05746) per \$100 of the \$.5973 per \$100 valuation represents a debt service reserve.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON:

Sec. 1. That the following amounts are hereby appropriated for the operation of City Government and its activities for the fiscal year beginning July 1, 2019, and ending on June 30, 2020.

SUMMARY OF GENERAL FUND BUDGET

EXPENDITURES:	
Public Administration	\$ 1,278,369
Economic Development	\$ 243,580
Finance/Risk Management Department	1,550,928
Information Technology Department	1,585,304
Legal Department	628,528
Human Resources	894,421
Planning/GIS Division	1,667,487
Engineering	780,781
General Administration/Building	1,881,327
Police Department	16,930,268
Animal Services	1,657,811
Fire Department	8,834,136
Public Works	8,698,041
Inspections	812,439
Trans/Traffic/Signs/Lighting	2,025,935
Recreation Department	7,108,527
Debt Service	2,719,258
TOTAL GENERAL FUND EXPENDITURES	<u>\$ 59,297,140</u>

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REVENUES:

Ad valorem Taxes - Current Year	\$ 28,663,761
- Prior Year	410,040
State Reimbursements	-
State Shared Taxes	5,648,000
Local Option Sales Tax	13,824,304
Cable TV Franchise Tax	350,000
Investment Earnings	500,000
Privilege Licenses	2,000
ABC Net Revenues	300,000
Water & Sewer Admin. Cost	-
Permits	1,029,900
Reimbursement Costs - GIS Cities	93,000
Animal Shelter Fees	1,075,145
Sanitation Fees	1,400,000
Recreational User Fees	2,216,150
Cemetery Fees	119,000
Miscellaneous Revenues	2,018,854
Appropriated Fund Balance	1,636,986
Restricted Fund Balance Appropriated	10,000
TOTAL GENERAL FUND REVENUES	\$ 59,297,140

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SUMMARY OF WATER RESOURCES FUND BUDGET

EXPENDITURES:

Water & Sewer-Bldgs.-Admin. Serv.	\$ 4,951,775
Water & Sewer-Customer Services	2,101,169
Water & Sewer Line Supervision	397,142

Water Line Maint. & Repair	1,063,675
Water Line Service & Construction	2,717,836
Sewer Line Maint. & Repair	910,357
Sewer Line Service & Construction	1,532,615
W & S Plants & Facilities Supv	1,022,491
Water Sources Protection	298,745
Ed Thomas Water Plant	2,409,777
Mackintosh Water Plant	2,082,663
S. Burlington Waste Treatment Plant	2,765,861
E. Burlington Waste Treatment Plant	2,861,689
Laboratories - Water & Sewer	586,114
Compost Facility	318,967
Plants Maintenance - Water & Sewer	720,245
Lakes and Marinas	701,396
Debt Service	3,176,382
TOTAL WATER RESOURCES FUND EXPENDITURES	\$ 30,618,899

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REVENUES:

Water Rents	\$ 11,523,699
Sewer Rents	16,368,248
Water Sales - Greensboro	1,983,452
Interest Earnings	156,380
Water Taps	150,000
Sewer Taps	25,000
Industrial Surcharges	50,000
Unit Development Fees	70,000
Compost Sales & Delivery	11,500

Water & Sewer Capital Reserve	-
Water & Swer Assessmt & Conn Fees	-
Miscellaneous	52,620
Interest Subsidy Payments	228,000
Fund Balance	-
TOTAL WATER RESOURCES FUND REVENUES	\$ 30,618,899

SUMMARY OF STORMWATER FUND BUDGET

EXPENDITURES:

Stormwater	\$ 1,148,049
TOTAL STORMWATER EXPENDITURES	\$ 1,148,049

REVENUES:

Stormwater Fees	\$ 1,148,049
Appropriated Fund Balance	\$ -
TOTAL STORMWATER REVENUES	\$ 1,148,049

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SUMMARY OF FUNDS

	<u>REVENUES</u>	<u>EXPENDITURES</u>
General Fund	\$ 59,297,140	\$ 59,297,140
Water Resources Fund	30,618,899	30,618,899
Stormwater Fund	1,148,049	1,148,049
TOTAL OPERATING FUNDS	\$ 91,064,088	\$ 91,064,088

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CAPITAL PROJECTS & OTHER SPECIAL FUNDS

	<u>REVENUES</u>	<u>EXPENDITURES</u>
Municipal Service District	\$ 275,000	275,000
Guilford-Mackintosh	189,600	189,600
Rental Rehab Loan Program*	100,205	100,205
Rehab Loans	75,000	75,000
Home Program*	536,011	536,011
Rico	79,940	79,940
Controlled Substance	55,460	55,460

MPO - Transportation	510,095	510,095
Public Transportation	2,162,821	2,162,821
General Capital Reserve	200,000	200,000
Water Capital Reserve	354,289	354,289
Sewer Capital Reserve	354,289	354,289
TOTAL PROJECTS & OTHER SPECIAL FUNDS	\$ 4,892,710	\$ 4,892,710

Sec. 2. There is hereby levied the following rates of tax on each One Hundred (\$100.00) Dollars valuation of taxable property as listed for taxes as of January 1, 2018 for property tax as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations:

General Fund (general expenses incidental to proper government of the City):

0.540730	- Operations
<u>0.056570</u>	- Debt Service
0.597300	

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Such rates of tax are based on an estimated assessed valuation of property, for purposes of taxation, of four billion, nine hundred thirty-nine million, nine hundred eighty-one thousand, nine hundred twenty-eight dollars (\$4,939,981,928) at an estimated rate of collection of ninety-seven and three tenths percent (97.3%) for real property and ninety-seven percent (97%) for vehicles.

Sec. 3. That anticipated revenue from North Carolina Gasoline Tax rebate "Powell Bill Funds", in the sum of one million four hundred twenty-eight thousand dollars (\$1,428,000) will be appropriated in the Street, Traffic Control, Street Signs - Markings, Street Cleaning, Engineering, and Administration Accounts of the Budget.

Sec. 4. An additional rate of seventeen cents (\$.17) per \$100 assessed valuation is levied on the property falling within the Special Taxing District for downtown development. (Downtown Corporation)

Sec. 5. Copies of this Ordinance shall be furnished to the Budget Officer and the Finance Director to be kept on file by them for their direction in the disbursement of City funds.

Sec. 6. That this Ordinance shall take effect upon passage.

*These are last years amounts. FY19-20 amounts are not available as of today's date.

Ordinance #19-09

GRANT PROJECT ORDINANCE
2019-2020 COMMUNITY DEVELOPMENT PROGRAM

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

Sec. 1. The project authorized is the Community Development Program for fiscal year 2019-2020 by the City of Burlington, North Carolina.

Sec. 2. The officials of the City of Burlington are hereby directed to proceed with this program within the terms of the various grants and agreements with the Department of Housing and Urban Development.

Sec. 3. The following revenue is anticipated to be available to the City to complete the project:

55404020-32023 2019-2020 Federal Grant	<u>\$465,963</u>
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Sec. 4. The following amounts are appropriated for the project:

55446020-40200 Personnel Services	\$ 25,420
55446020-40500 Fica Taxes	3,221
55446020-40600 Group Insurance	7,145
55446020-40700 Retirement	3,157
55446020-40800 401k	2,105
55446020-41100 Telephone	500
55446020-41400 Travel/Meetings	10,000
55446020-41408 CDBG Week	1,500
55446020-41900 Professional Services	30,000
55446020-43100 Automotive	500
55446020-43300 Departmental Supplies	1,500
55446020-45300 Dues & Subscriptions	2,000
55446020-46030 Fair Housing Activities	1,000
55446020-56051 Allied Churches Serenity	25,000
55446020-56052 Burl Development Corp	10,500
55446020-56061 North Park Library	10,000
55446020-56062 North Park Dev Ph2B	110,330
55446020-56063 Relocation	5,000
55446020-56064 Residential Treatment Svc	10,500
55446020-56067 Ralph Scott Lifeservices	32,585
55446020-56072 Yth Ctr CityGate D Svcs	10,000
55446020-56073 Exchange Club Family Ctr	9,000
55446020-56076 Dream Ctr Bldg Upgrds	55,000
55446020-56079 Vaughn St Sidewalk	90,000
55446020-56080 Creative Dir Wrkfrce Devl	10,000
	<u>\$465,963</u>

- Sec. 5. The Finance Director shall report on the financial status of this project as directed by the City Council and will inform the Council of any unusual occurrences.
- Sec. 6. Copies of this Grant Ordinance shall be made available to the Budget Officer and the Finance Director for direction in carrying out this project.
- Sec. 7. That this ordinance shall take effect upon passage.

The foregoing Ordinance was seconded by Council Member Butler, after full discussion, the same was voted upon and declared duly adopted, no amendments have been offered and consent having been given to place the same upon its immediate passage. Council Members voting in favor of the motion were Baltutis, Hykes, Butler, Ward and Owen.

ITEM 2: REZONING ST. MARKS CHURCH ROAD

Mayor Baltutis announced a public hearing has been set to consider an application to rezone from R-15 Residential District to CR Conditional Residential District for the use of a church with future phased expansions. The property is located at 1230 St. Marks Church Road, referenced as Alamance County tax identification numbers 106999, 106994, 107065, 107067, 107069, 107073, 107068, 107071 and 107070.

Interim Planning Director Mike Nunn provided an overview of the application to rezone. He stated on October 18, 2000, St. Marks Church was issued a Special Use Permit by the City of Burlington Board of Adjustment for the use of a church with the construction of a new sanctuary. He reported the Planning and Zoning Commission recommend unanimously to approve the request. He stated the request is compatible with the Comprehensive Land Use Plan.

Architect, Mr. Stephen Troutman, of Equip Studio, Inc. presented the project plans developed and asked for any questions or comments.

Mayor Baltutis commented on the development of the Unified Development Ordinance the City hopes to adopt and asked City staff to address any of the standards in the UDO that may affect this development.

Mr. Mike Nunn responded the applicant and developer are aware of the UDO standards and any of the development requirements involved will be coordinated with those standards.

Council Member Butler stated he attends St. Marks Church but does not have a conflict of interest in consideration for the rezoning request.

The public hearing was held, and no comments were made.

Mayor Pro Tem Hykes commented she was pleased to see the parking issue addressed in Phase 2.

Mayor Pro Tem Hykes moved the following Ordinance be adopted to rezone from R-15 Residential District to CR Conditional District. The property is located at 1230 St. Marks Church Road, referenced as

Alamance County tax parcel identification numbers 106999, 106994, 107065, 107067, 107069, 107073, 107068, 107071, and 107070.

The motion is based upon the consistency of the proposed rezoning with the Comprehensive Plan, in that:

- The Future Land Use Map in Section 4 “Land Use” of the Comprehensive Plan calls for this area to have traditional residential and suburban residential uses
- The request is in a zoning district that allows religious institutions by Special Use Permit or through Conditional Zoning
- The development incorporates requirements identified in both the Greenways & Bikeways Plan (Map 3.4A Comprehensive Network (Northwest Burlington)) and the Pedestrian Master Plan (Map 3.4 – Pedestrian Network Recommendation Map, Southwest Grid)

This action is reasonable and in the public interest in that:

- The Comprehensive Plan calls for residential uses in the area and this use was approved by a Special Use Permit in 2000, making it a compatible use in the area
- The request is compatible with the existing zoning in the area
- Connections will be made to the existing pedestrian/greenways network

Ordinance #19-10

ORDINANCE TO AMEND OFFICIAL ZONING MAP (Rezone properties located on 1230 St. Marks Church Road)

BE IT ORDAINED by the City Council of the City of Burlington, North Carolina:

Section 1. That the official zoning map, an element of the Burlington Zoning Ordinance, and the Comprehensive Land Use Plan are hereby amended by rezoning from R-15 Residential District to CR Conditional Residential District for the use a church with future phased expansions, subject to the conditional uses with limitations as set forth in Sections 2, 3 and 4 of this Ordinance. The area is described as follows:

The property is located at 1230 St. Marks Church Road, referenced as Alamance County tax identification numbers 106999, 106994, 107065, 107067, 107069, 107073, 107068, 107071 and 107070.

Section 2. That the rezoning from R-15 Residential to CR-Conditional Residential to allow the use a church with future phased expansions is hereby authorized subject to the following Use and Development Conditions:

Use Conditions

1. Church facility (primary use); with weekday Preschool component (currently 9:00am- 12:00pm). Both are existing uses (no change requested).

Development Conditions

Phase 1

1. The Peeler Street multi-use path will be installed as part of Phase 1, and will be required with the completion of any portion of the Phase 1 developments shown on the Concept Phasing plans.

2. The proposed (2) parking expansion areas adjacent to Garden Road shall be allowed within the Willow Oak Drive setbacks, provided the edge of any new pavement along Willow Oak Drive will not encroach closer to the road than adjacent existing parking areas. Fully engineered Civil drawings will also be submitted for TRC approval prior to installation of these parking areas.
3. Proposed Phase 1 parking expansion areas off Garden Road will include adequate landscaping buffer to neighboring properties, as required by TRC.
4. Proposed Signage: 1 wall sign (St. Mark's Church logo - Proposed total wall area = 25 SF; Proposed actual logo surface area = 9 SF); and 2 total directional entrance signs (building entrance lettering over entry canopies) - 1 at the main/east entry fronting Willow Oak Drive, and 1 at the west entry fronting St. Mark's Church Road.
5. No new identification (ground mounted) signage is requested for Phase 1.
6. The existing tree line buffer - originally stipulated with the Special Use Permit previously approved in 2000 - will remain undisturbed between St. Mark's Church parcel 106994 and neighboring parcels 106989, 106990, and 106992.
7. The proposed 1-story building additions for Phase 1 are planned not to exceed 28'-0" in total height.

Phase 2

8. The St. Mark's Church Road multi-use path will be installed on the west side of the road as part of Phase 2 and will be required with the completion of any portion of the Phase 2 developments shown on the Concept Phasing Plans.
9. Prior to the installation of the East Campus walkway hardscape with landscaping accents, the abandonment of the Willow Oak Drive public right-of-way must be requested and approved by City Council per state statutes.
10. Public right-of-way abandonment at Willow Oak Drive will only be considered as part of Phase 2, and if pursued by St. Mark's Church (the Owner), the following conditions as requested by the City will also be met:
 - 2-way traffic flow - 20' minimum width, edge of pavement to edge of pavement;
 - No parking along drive aisle so public access vehicles are not impeded, and signage;
 - Private drive delineated with parking aisles/curb and private drive sign;
 - Drive cannot be enclosed or gated;
 - No vertical deflections (speed bumps/humps)
 - Expansion of utility easement, 60' centered on existing water line, 30' centered on existing sewer line - proposed buildings (regardless of phasing) cannot impede this easement;
 - City not responsible for any infrastructure in the utility easement - repair costs are responsibility of Owner;
 - Maintenance / care of road shall be suitable for emergency vehicles.
11. Proposed Phase 2 parking expansion areas off Peeler Street will include adequate landscaping buffer to neighboring properties, as required by TRC.
12. Proposed Signage: A new identification (ground mounted) sign with SMC logo and service times (bulletin board type) would be proposed off the west side of Willow Oak Drive, set back from the Garden Road intersection. This would serve as the primary identification sign for the east side of campus, fronting on Willow Oak Drive. A new identification (ground mounted) sign of similar design (bulletin board type) would also be proposed off the east side of St. Mark's Church Road,

and would serve as the primary identification sign for the west side of campus, fronting on St. Mark's Church Road.

13. The (2) total ground-mounted identification signs would only be considered as part of Phase 2, and would replace any existing ground-mounted signs in their respective proposed locations.
14. Proposed size for the (2) ground-mounted identification signs (bulletin board type) is not to exceed 70 SF each.
15. Proposed Signage: New site directional signage would be proposed to replace existing site directional signage, to accompany the Phase 2 building expansion. These would be small ground-mounted signs near hardscape areas to direct the public to various building entrances / portions of campus.
16. Proposed Signage: With the Phase 2 building additions, a new wall sign would be proposed on the north elevation fronting Garden Road. This would serve as the primary identification sign for the north campus area, fronting toward Garden Road.
17. The basis of design for this Phase 2 wall sign would be the St. Mark's Church logo and identification text, and though the building design is not detailed at this time, the proposed size for this sign is not to exceed 70 SF.
18. The existing tree line buffer - originally stipulated with the Special Use Permit previously approved in 2000 - will remain undisturbed between St. Mark's Church parcel 106994 and neighboring parcels 106989, 106990, and 106992.
19. Any building additions for Phase 2 are proposed not to exceed 2 stories and 42'-0" in total height.

Section 3. This property will be perpetually bound to the uses authorized and subject to such conditions as imposed including site plans and other submissions, unless subsequently changed or amended as provided for in the City of Burlington Zoning Ordinance.

Section 4. Any violations or failure to accept any conditions and use limitations imposed herein shall be subject to the remedies provided in the City of Burlington Code of Ordinances and Zoning Ordinance.

Section 5. That all ordinances or parts of ordinances inconsistent or in conflict with this ordinance are hereby repealed.

Section 6. That this ordinance shall take effect upon passage.

The foregoing ordinance was seconded by Council Member Ward, and after full discussion, the same was voted upon and declared duly adopted, no amendments having been offered and consent having been given to place the same upon its immediate passage. Councilmembers voting in favor of the motion to adopt the foregoing ordinance were Baltutis, Hykes, Ward, Butler and Owen.

NEW BUSINESS:

ITEM 3 – Temporary Street Closing Request – Alzheimer's Foundation Walk

Mayor Baltutis announced a request has been made to consider temporarily closing the following streets on Saturday, September 14, 2019 from 9:00am until 12 noon during the Annual Walk to End Alzheimer's fundraisers, contingent upon meeting the requirements of the Special Events Application Permit process.

- East Front Street from South Spring Street to South Worth Street
- South Main Street from East Front Street to Davis Street

Event organizer Kimberly Blanchard provided an overview of the event plans and thanked the City for allowing them to host this event in the downtown area in support of the Alzheimer's Association's annual fundraising event.

Upon a motion by Council Member Butler, seconded by Mayor Pro Tem Hykes, it was resolved unanimously to approve the request for the temporary street closure.

ITEM 4 – Community Development Program 2019-2020 Annual Action Plan

Mayor Baltutis announced City Council will consider approving the Community Development Program 2019-2020 Annual Action Plan.

Community Development Administrator Sonye Randolph reported on the Community Development Block Grant (CDBG) Programs funds for the program year 2019-2020 for consideration to submit to HUD for approval. She reported the final allocation amount is \$465,963. She stated there was an increase in the amount of \$66,321 versus what was estimated.

Ms. Randolph reported project from the 2017-2018 fiscal year ran under budget by \$21,467.87, thus, this amount was added to the next fiscal year as well. She stated the difference of \$66,321 and the \$21,467.87 (\$87,788.87) was allocated as follows:

- \$5,048 Administration (based on 20% cap established by HUD)
- \$22,700 Public Services (based on 15% cap established by HUD; distributed evenly between 6 public services programs; one public service recipient did not turn in audited financial statement by the deadline and was not funded)
- \$60,040.87 Public Facilities/Infrastructure (Vaughn St. Sidewalk Project).

Upon a motion Mayor Pro Tem Hykes, seconded by Council Member Butler, it was resolved unanimously to approve the Community Development Program 2019-2020 Annual Action Plan.

PUBLIC COMMENT PERIOD

There were no public comments.

CITY COUNCIL COMMENTS

Council Member Butler recognized a special guest in the audience, the City's former Mayor, Mr. Ronnie Wall.

Mayor Baltutis announced Ronnie Wall was recently awarded the Lifetime Achievement Membership from the North Carolina League of Municipalities.

Mayor Baltutis announced the upcoming events:

- City Park has Carousel & Carvings in town to pack up the carousel to restore in Marion, Ohio.
- Link Transit is having fare-free week until June 7th.
- June 6, 2019 – Link Transit will celebrate its birthday with several rider events and cake at the Front Street hub. He mentioned the service has recently expanded on the Orange Line at the Salvation Army Boy's Club.
- Adoption Center is promoting a pet adoption special for any dog or cat for \$20.
- Annual Amateur Radio Show June 22nd at 2pm until June 23rd until 2pm.

Council Member Ward mentioned his service on a Salvation Army Advisory Board and shared appreciation on behalf of the Board for the extended service of Link Transit in the location near the Boys Club.

Council Member Owen commented to Mr. Ronnie Wall in reference to public transportation and remarked the City is still under \$419,000.

Council Member Butler mentioned PART is expanding services from Alamance County to Chapel Hill.

City Manager Watkins expressed appreciation to Cheryl Brown, Interim Human Resources Director, for her service in helping the City, providing a steady hand and advise.

ADJOURN

Upon a motion by Mayor Pro Tem Hykes, seconded by Council Member Butler, it was resolved unanimously to adjourned at 8:09pm.

Beverly D. Smith

Beverly D. Smith, Interim City Clerk