



# Minutes of the Burlington City Council Work Session

Virtual Meeting  
5:00pm - Monday, June 14, 2021

[www.BurlingtonNC.gov/councilpackets](http://www.BurlingtonNC.gov/councilpackets)

Due to the Coronavirus Pandemic, this meeting was convened remotely using the Zoom Webinar platform.

### **Council Members Present:**

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

**Council Members Absent:** None

### **Staff Present:**

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

Scott Bibler, Peter Bishop, Michelle Horn, Eric Kerns, Nolan Kirkman, Morgan Lasater, Tony Laws, Jamie Lawson, Andy Lester, Jay Mebane, Mike Nunn, Conrad Olmedo, Bob Patterson, Peggy Reece, Louisa Sholar, and John Vernon.

**Presenters Present:** Ernie Boughman, Toole Design Group

**Media Present:** Tomas Murawski, Alamance News

### **A) RAISE Grant for Renew Maple Avenue Corridor Plan**

Principal Planner Andy Lester briefed City Council on the United States Department of Transportation federally administered RAISE (Rebuilding American Infrastructure with Sustainability and Equity Grant opportunity formally known as the BUILD grant. He reported the RAISE grant opportunity includes \$1 billion available nationwide with eligible projects receiving grant awards of up to \$25 million and since Burlington is in a 1) federally designated urbanized area with a population of less than 200,000 and 2) the Renew Maple Avenue Corridor Plan project is located in a rural area; Burlington is eligible for up to 100% RAISE Grant funding without a local match.

Mr. Lester reported in partnership with Toole Design Group reiterating that City staff would like to apply for the RAISE Grant. The application deadline is July 12, 2021 and is a continuation of ongoing efforts to secure grant monies in order to implement the Renew Maple Avenue Corridor Plan that was adopted by City Council on June 18, 2019. He noted the RAISE Grant is essentially the same grant opportunity as the prior BUILD Grant but with a new title. He reminded City Council that the city had previously pursued the BUILD Grant and City staff recommends adoption of a Resolution to allow submittal for the 2021 RAISE Grant.

Mr. Lester reported the pursuit of the RAISE grant represents a continuation of ongoing efforts to implement the Renew Maple Avenue Corridor Plan and the City's most recent effort at implementation of the Plan established the Maple Avenue Façade Grant program. He reported with \$100 thousand dollars allocated to the façade program, it is aimed at encouraging and assisting businesses and property owners within Maple Avenue Corridor to restore and improve the appearance of their storefronts. He reported the city has received fifteen letters of support from a spectrum of legislators, members of the business community, educational institutions, and community partners to pursue the grant and continue implementing the Renew Plan. He introduced Ernie Boughman in attendance to provide highlights of the updated RAISE application and respond to any City Council inquiries.

Toole Design Group, Ernie Boughman, was in attendance and shared an updated application project narrative. He reported the grant request is for \$24.9 million in FY 2021 RAISE grant funds and is the same project scope as requested for the BUILD Grant in 2017 for the Renew Maple Avenue Corridor. He reported the amount of the FY 2021 RAISE grant funds requested for Renew Maple Avenue is \$24.9 million, per the rural definition, a local math is not required nor is proposed.

City Council discussed the request for grant funds for the Renew Maple Avenue Plan and will consider adopting a Resolution of support at the June 15, 2021, City Council Meeting.

### **B) Annexation Requests**

Principal Planner Jamie Lawson provided an overview of the utility requests for water and/or sewer for the following non-contiguous voluntary annexation requests.

- *2272 Durham Street Extension – water and sewer*
- *O Melrose Drive – water and sewer*
- *2257 Melrose Drive – water and sewer*
- *1734 Sharpe Road - water only*

She reported City Manager has approved the requests per Section 40.40 of the City Code of Ordinances and each was certified by the City Clerk. She reported City staff recommends City Council defer the public hearing and consideration of the Applicant's petitions for annexation to a future time pursuant to N.C.G.S. 160D., Burlington City Code Section 40.40, and the terms of the Annexation Agreement executed by the applicants and the City and filed in the Alamance County Register of Deeds.

City Council consensus was to place an addition on the June 15, 2021, City Council Meeting agenda to defer as recommended.

### **C) Boards and Commissions Reports**

#### **Planning and Zoning Commission – 3 Items**

Planning Manager Conrad Olmedo provided an overview of the Planning and Zoning Commission meeting recommendations from the May 24, 2021, P&Z meeting.

Director of Planning and Transportation Mike Nunn provided an overview of the following zoning request:

- Request by Mr. Curtis Little to rezone from MDR Medium Density Residential to GB General Business. The properties are located on the southeast corner of the Maple Avenue and Hanford Road intersection, addressed as 2620 and 2604 Maple Ave., and are referenced as Alamance County tax identification numbers 132512, 132515, and 132511.

He reported staff recommends approval of the rezoning request and the Planning and Zoning Commission, at their May 24, 2021, meeting, voted to unanimously recommend approval of the request. He reported this request will hold a public hearing on July 20, 2021, for City Council consideration.

Principal Planner Jamie Lawson provided an overview of a request for the following proposed **Aurora Cotton Mills Finishing Plant** landmark designation.

- Request by Ms. Heather Fearnbach, of Fearnbach History Services, Inc., for a landmark designation of Aurora Cotton Mills Finishing Plant located on the southwest corner of the E. Webb Ave. and Johnson St. intersection, addressed as 741 E. Webb Ave., and referenced as Alamance County tax identification number 136857.

Ms. Lawson reported staff recommends approval of the proposed Aurora Cotton Mills Finishing Plant landmark designation. She informed Council the Historic Preservation Commission, at their May 11, 2021, meeting, and the Planning and Zoning Commission, at their May 24, 2021, meeting, voted to unanimously recommend approval of the request. She reported a public hearing will be held on July 20, 2021, for City Council consideration.

Ms. Lawson reported on the following request for text changes to **the Architectural and Historic Design Standards**:

- City Planning staff to present a request of text changes to the City of Burlington Architectural and Historic Design Standards to reflect compliance to North Carolina General Statutes Chapter 160-D requirements. These specific standards are applicable to properties located within the *Glencoe Mill Village* and *West Davis-Fountain Place* Local Historic Overlay (LHO) Zone Districts. These are text changes only to comply with language of the recently adopted NCGS 160-D requirements.

Ms. Lawson reported staff recommends approval of the proposed amendments to the Architectural and Historic Design Standards. The Historic Preservation Commission, at their May 11, 2021, meeting, voted to unanimously recommend approval of this request. The Planning and Zoning Commission, at their May 24, 2021, meeting, voted to unanimously recommend approval of the request.

### **Traffic Commission – 2 Items**

Transportation Engineering and Operations Manager, Brian Tennant reported on the following Traffic Commission recommendations that were unanimously approved by the Traffic Commission at their May 27, 2021, meeting.

- Install No Parking signs on Shaw Street from Gunn Street to Richmond Avenue
- Install a Stop Sign on Cottage Place at Berkley Road.

Mr. Tennant reported there were no comments received at the Traffic Commission Meeting, both amendments are supported, and City staff recommends adoption an Ordinance at the June 15, 2021, City Council Meeting.

### **D) City Manager Report**

Assistant City Manager Nolan Kirkman briefed City Council on the potential for funding through CDBG ARPA funds to allocate to the CTP (Construction Training Program).

Mayor Baltutis requested feedback from City staff on any Boards and Commissions that are City approved that are not currently being utilized such as a Bike Ped review committee with possibility of consolidating that board with Traffic Commission and any others that are not being enabled.

Public Information Specialist, John Vernon responded a review of boards and commission would be addressed and City Council will be updated.

Council Member Ward recommended City staff encourage the training from the UNC School of Government for current and new members to Boards and Commissions for additional support and guidance on those procedures.

Following a lengthy discussion between City staff and City Council consensus was to consider a slate for appointments at the June 15, 2021, City Council Meeting, and table any that need further discussion for future consideration of filling those seats.

Mayor Baltutis asked for a comprehensive report on the Church Street Corridor at a future Work Session to have discussion on making improvements to that corridor in future plans for our community to make that area safer for traffic and pedestrians. He commented on the National Opioid Crisis settlement allocation being issued to Alamance County and requested an analysis on how to help support the county health department in the use of those federal funds to help the residents in the Burlington community with the opioid crisis.

**Request for Closed Session:**

City Attorney David Huffman called for a Closed Session via Zoom pursuant to N.C.G.S. §143-318.11(a)(3) and (c) to consider and give instructions to legal counsel concerning the handling or settlement of claims and judicial actions:

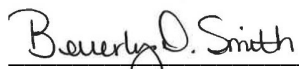
- Jennifer Marquis v. City of Burlington; Mackintosh on the Lake Community Association, Inc.; Mackintosh Development LLC; and Priestley Management Company, Inc.; Alamance County File No. 20 CvS 1689;
- Cindy Lackey and John Lackey v. City of Burlington; Alamance County Superior Court File No. 21 CvS 002;
- Sarah Lindley v. City of Burlington; Alamance County Superior Court File No. 20 CvS 1354.

Council Member Butler requested to include a personnel matter discussion in closed session pursuant to N.C.G.S. §143-318.11(a)(6).

Upon a motion by Council Member Butler, seconded by Council Member Ward, it was unanimously resolved to go into a Closed Session pursuant N.C.G.S. §143-318.11(a)(3) and (c) and N.C.G.S. 143-318.11(a)(6). **(6:08pm)** (*Recording omits closed session*)

Council Member Ward made a motion, seconded by Council Member Owen to return to open session. The motion carried unanimously. **(7:00pm)**

Council Member Ward made a motion, seconded by Council Member Butler, and it was unanimously resolved to adjourn at 7:01pm.



Beverly D. Smith, NCCMC, Interim City Clerk

June 14, 2021, Work Session