



**Municipal Building**

**Minutes of the Burlington  
City Council Work Session  
425 S. Lexington Avenue, Burlington, NC  
5:00pm - Monday, April 4, 2022**

Mayor Jim Butler presided.

**Council Members Present:**

Mayor Jim Butler  
Mayor Pro Tem Harold Owen  
Council Member Robert Ward  
Council Member Kathy Hykes  
Council Member Ronnie Wall

**Council Members Absent:** None

**Staff Present:**

Interim City Manager, David Cheek  
City Attorney, David Huffman  
City Clerk, Beverly Smith

John Andoh, Amy Barber, Peter Bishop, Jaime Joyner, Nolan Kirkman, Tony Laws, Jamie Lawson, Morgan Lasater, Brian Long, Jay Mebane, Mike Nunn, Bob Patterson, Peggy Reece, Paige Shepard, Gary Smith, Brian Tennent, and Dave Wright

**Media:** Alamance News, Tomas Murawski

The meeting was called to order at 5:01pm.

**A) Moorefield Building – Concept Plan Discussion**

Assistant City Manager Nolan Kirkman introduced the item for discussion to seek more direction with the goal of gaining a clearer understanding of the vision that City Council has for the replacement structure for the Moorefield Building. He provided a brief overview of the history when acquired by the City in 2017. He reported a budget amendment was approved on February 1, 2022, to fund the demolition of the building and creating a new 2 story concept which has led to the procurement of Clearscapes Architect to assist in creating the concept(s).

Capital Projects Manager Fred Patrick provided an update of the demolition of the current building with a proposed timeline for building to be fully demolished by early May 2022.

Mon Peng Yueh, Principal of Clearscapes Architects, presented proposed plans for the concept of expansion of the Paramount Theater. She provided examples of estimated square footage, second story concept ideas, the need for means of egress, an elevator, and the types of uses allowable for the property.

Economic Development Director Peter Bishop spoke on the feedback from the Burlington Downtown Corporation and downtown merchants, the desire for the use of retail space, active business use on this corner lot, and potential for a business bureau within the building. He shared feedback on the type of event space and the desire for outdoor space with a rooftop option to add vibrancy to this space.

Recreation and Parks Director Tony Laws explained some areas of concern at the current space, the need for an inside corridor to avoid having to exit the building to move from the back to the front of the building, accessibility ramp, and the need for storage and rehearsal space.

Paramount Theater Director, Dave Wright was in attendance to report on the vision and needs for the theater. He provided examples of opportunities for use of the additional space, the attraction of more programming, electronic signage, and ways to design the facility to drive business to the downtown area.

Ms. Yueh confirmed architecturally that the building could be designed with a second story level and accommodate many of the visions and needs addressed.

Following a lengthy discussion, City Council consensus was to proceed with design plans based on the feedback received, making best use of this space, including a second story with a rooftop structure option, design the building proportional to the current Paramount building, and present a finalized plan for consideration at a future City Council Meeting.

## **B) Duke Energy Streetlight Update**

Transportation Engineering and Operations Manager, Brian Tennent reported on a defective glow from streetlights within the Burlington community that were recently converted over the past few years affecting approximately 5,000 streetlights.

Hank Henning, Local Government and Community Relations Manager, was in attendance and briefed City Council on the issues with the defective lights and how Duke Energy plans to remedy the replacement of these lights that cast a purple hue due to a manufacturing defect. He encouraged reporting the address of any lights with this defect to Duke Energy so they can be replaced as part of their initiative to do so.

Tracey Kendrick, Duke Energy, was in attendance and briefed Council on the avenues to remedy the issues that other cities are experiencing as well. He reported the LED streetlight replacement process is typically a 3–4-day turnaround to replace a defective light once its reported.

Mayor Butler thanked Duke Energy and City staff for the update. City staff will communicate with the public to get more information circulating on reporting defective LED lights to help expedite the replacement of the discolored lighting.

## **C) Downtown Lighting Update**

Transportation Engineering and Operations Manager, Brian Tennent reported on the evaluation of street and pedestrian level lighting in downtown Burlington. He presented feedback from field data collection on areas that have insufficient lighting levels, explained the options that may be available to improve

lighting, including the use of solar powered fixtures, and identified areas in the downtown area where additional lighting is proposed. He reported next steps include conducting a pilot study in this area.

Council Member Wall inquired about the timeline of a pilot study.

Assistant City Manager, Nolan Kirkman responded and encouraged minor tweaks to increase the wattage in the LED lighting with a pilot study before a more invasive and costly approach is considered to address the lighting options with the existing infrastructure.

Mr. Kendrick provided a brief overview of what's involved in a pilot study, the casting options with lighting, and proposed a three to six weeks timeline to conduct the study.

Following a brief discussion, City Council consensus was for Duke Energy to proceed with conducting a pilot study in the downtown Burlington area at the block of Front Street between Lexington Avenue and Spring Street to improve the lighting and safety in this area.

**D) Annexation Request – Voluntary Non-Contiguous**  
*Old Glencoe Road – PID 140418*

Principal Planner, Jamie Lawson gave a staff report on an application to annex into the City of Burlington for one parcel, which is non-contiguous to current City limits along the north side of Old Glencoe Road, approximately 2,000 feet west of NC Highway 62 North. She reported the applicant is seeking water and sewer associated with the voluntary annexation. She reported all relevant staff has been involved and confirm services can be provided, and City staff recommends approval of this request.

City Council consensus was to place an addition to the April 5, 2022, City Council Meeting adopting a Resolution to set a date of public hearing for April 19, 2022, City Council Meeting.

**E) Transdev Service Inc., for Link Transit Fixed Route and ADA Paratransit Services**

Director of Planning and Transportation Mike Nunn provided a brief overview of the proposal prepared by Transdev Services, Inc. He reported the City of Burlington received one proposal in response to an RFP, staff evaluated the proposal and determined that Transdev Services, Inc's proposal considered the most responsible and advantageous to the City's transit program.

Interim Transit Manager John Andoh was in attendance to present the proposal to City Council. He reported on the review of the Transdev proposal finding the hourly rate comparable to similar sized transit operations. He provided financial impact of the estimated costs for the time of FY 23 and FY 25 with the entire transit budget projected at \$428,093 in FY 23. He reported contributions will continue to be received by the Town of Gibsonville, Alamance County, and Alamance Community College to the operations of Link Transit. He explained the cost increase of approximately 17% is due to cost inflation to provide public transit services, the provision of competitive wages, and the cost of doing business post pandemic. He mentioned the costs appears to be reasonable when comparing to contracts recently procured.

Following a brief discussion, City Council consensus was to place an addition to the April 5, 2022, City Council agenda to consider approving the agreement with Transdev Services Inc.

## **F) Stormwater Drainage Policy – Proposed Revisions**

Stormwater Manager, Amy Barber provided a staff report on the request for changes to the City Council approved Drainage Policy which defines the percentage and cap of the private drainage assistance cost-share program. She reported on the policy that was adopted in 1991 and revised in August 1996 which allows residents to enter a cost share program to resolve and address drainage issues on private property. She defined the request by the Stormwater Division to increase the City's percent of participation from 50% to 80% and increase the cap from \$10,000 to \$20,000 per property.

Water Resources Director Bob Patterson explained the purpose of the update, explained the bidding process per property, and budgeting preparations as these projects are addressed.

Ms. Barber explained the policy revisions would assist current applicants to complete projects and address those financial needs and stormwater issues.

Mr. Patterson summarized the proposed language to allow for stream and/or riparian buffer improvements to the policy in the proposed revisions in addition to the cost share revisions.

Following brief discussion, City Council is asked to consider the proposed updates to the Stormwater Drainage Policy includes 1) increase the City participation and cap for each property from 50% City – 50% Resident to 80% City – 20% Resident, 2) increase the City's cap per property from \$10,000 to \$20,000, and 3) include language to allow the City to participate in the stabilization of streams by applying bioengineering solution.

Consensus was to place an addition to the April 5, 2022, City Council Meeting consent agenda for consideration to approve the proposed revisions.

## **G) Boards and Commissions Reports**

### **Planning & Zoning Commission: 2 Rezoning Applications:**

Planning and Transportation Director Mike Nunn provided a staff report on the following rezoning applications and provided a report on the Planning and Zoning Commission recommendations:

**ITEM 1: REZONING-22-002:** Ms. Amanda Hodierne, to present a request to rezone properties zoned Medium Density Residential (MDR) to be High Density Residential – Limited Use (HDR-LU), to exclusively allow for the following uses: Single-Family Detached, Community Garden, Park (public or private), Small Wireless Facility, Bed and Breakfast, and Utility, Minor. The properties are located east from the intersection of Lakeside Ave. and W. Old Glencoe Rd. on the south side of W. Old Glencoe Rd., addressed as 0 W. Old Glencoe Rd., and consisting of Alamance County Tax Identification Numbers 140023, 140253, and 140030.

Mr. Nunn reported at the March 28, 2022 meeting, Planning & Zoning Commission voted to recommend approval of this request (5 votes in favor and 2 votes against)

This item is scheduled for a public hearing at the May 3, 2022, City Council Meeting.

**ITEM 2: REZONING-22-001:** Mr. Alan Brown, to present a request to rezone properties zoned Medium Density Residential (MDR) to be General Business – Limited Use (GB-LU), to exclusively allow for the following uses: Self Service Storage, External Access and Self-Service Storage, Internal Access. The property is located at the terminus of Trail Two, south of the intersection of Lynnwood Dr. and Trail Two, addressed as 0 Moran St. and consists of Alamance County Tax Identification Number 174251.

Mr. Nunn reported at the March 28, 2022 meeting, Planning & Zoning Commission voted to recommend approval of this request (5 votes in favor and 2 votes against)

This item is scheduled for a public hearing at the April 19, 2022, City Council Meeting.

**H) City Manager Report**

Interim City Manager David Cheek stated there were no items to report at this time.

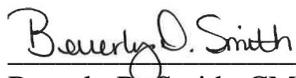
**I) Request for Closed Session – Pursuant to N.C.G.S. §143-318.11(a)(6) – Personnel Matter**

Mayor Butler called for a Closed Session pursuant to N.C.G.S. §143-318.11(a)(6) – Personnel Matter.

Council Member Hykes made a motion, seconded by Council Member Owen to enter closed session as requested at 6:52pm.

City Council returned to open session at 7:38pm.

With no further action, Council Member Wall made a motion, seconded by Council Member Hykes to adjourn at 7:40pm.



Beverly D. Smith, CMC, NCCMC, City Clerk

April 4, 2022 Work Session