



Municipal Building

**Minutes of the Burlington
City Council Work Session
425 S. Lexington Avenue, Burlington, NC
5:00pm - Monday, June 6, 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

Amy Barber, Peter Bishop, Nolan Kirkman, Tony Laws, Jamie Lawson, Todd Lambert, Morgan Lasater, Brian Long, Jay Mebane, Mike Nunn, Conrad Olmedo, Bob Patterson, Peggy Reece, Paige Shepard, Gary Smith, Brian Tennent, and Russell Williams

Media: Alamance News, Tomas Murawski

Mayor Butler called the meeting to order at 5:05pm.

A) Stormwater Fee Structure Implementation Strategy

Water Resources Director Bob Patterson gave an in-depth explanation of the proposed implementation of an impervious based stormwater fee and projected revenue as requested by City Council at the May 2, 2022, Work Session following the project presentation by Raftelis. At the May 2, 2022, Work Session, Raftelis presented a project update that including the following overviews:

- Recommended Equivalent Residential Unit (ERU) for single family and non-single family residential properties.
- The rate model and impact analysis tool developed by Raftelis and WK Dickson.
- Projected cost of proposed Level of Service and implementation

Mr. Patterson explained the purpose of the project including flood control and water quality improvement efforts, improved equity for fees more closely related to impact and fees charged on a parcel basis. He provided a timeline for implementation including public outreach beginning around June 2022 ongoing with a new fee structure adoption in July 2023. He defined ERU- “Equivalent Residential Unit” – Average impervious surface area of a single-family residential (SFR) parcel) and provided four options for implementation strategies, revenue generated, and sample monthly fees for City Council to consider.

Following discussion, City Council consensus was to proceed with implementation strategy of 100-ERU Cap – 5 Year Phase-In as baseline, 5 year revenue - \$15.8M, 63 NSFR properties, Fee Cap =\$700/month, Reach LOS B in 2027, Water Resources to move forward with outreach to communicate with those impacted, and bring back preliminary information to update City Council at a future meeting to share feedback on these efforts and consider if adjustments need to be made.

B) FY21-22 Surplus Fund Allocations

Interim City Manager David Cheek presented on a \$10.5 million budget windfall created by ARPA funding during 2022. He explained the city received \$11.5 million from the American Rescue Plan Act (ARPA). During the pandemic, the city spent \$1.0 million on unbudgeted supplies and equipment and \$10.5 million for already-budgeted salaries and benefits of essential employees. As a result, a windfall surplus of \$10.5 million has been created in the General Fund.

Mr. Cheek explained three potential projects to start a conversation and recommended using \$3M to create a funding pool for economic development projects, allocating \$4.5M for a proposed expansion of the Paramount Theater and \$3M for upgrades at the Burlington Alamance Airport. He noted how these projects were guided by the following principles: *Transformative, Investment, Leverage* and these recommendations were determined by the Budget Committee and several key staff members giving a starting point of discussion and projects for City Council to consider.

Burlington-Alamance Airport Authority, Executive Director, Dan Danieley was in attendance and briefed City Council on some insight into the airports new master plan.

Mr. Cheek mentioned some other items including a prospective new headquarters for the police department, a rec center in the western part of the city, and some other retreat initiatives that council had previously discussed.

City Council discussed the proposed projects, potentially allocating a portion of these surplus funds to establish an Economic Development Fund for staff to begin developing parameters and policy for focused project plans, earmark a portion to the downtown area for infrastructure projects and streetscapes, as well as potentially setting aside a portion of the funding, within the economic development fund, for the Burlington-Alamance Airport. It was recommended to remove the Paramount Expansion project and find another project in the comprehensive plan to reallocate the \$4.5M since Council has already approved funding for that project and consider projects in less affluent opportunity zones in the Burlington community.

Mr. Cheek expressed appreciation for the suggestions and direction. City staff will present more in-depth comprehensive plans that covers the allocation of these surplus funds in future updates to City Council.

C) Downtown Street Lighting Update

Transportation Engineering and Operations Manager, Brian Tennent updated Council on the improvements to downtown lighting increasing the wattage for better visibility. He asked for City Council's feedback and direction on converting the remaining streetlights to 220 watts following observation of the area in phase one of the implementation. He reported there are approximately 170

existing streetlights downtown that could be converted to 220 watts, this conversion can be absorbed in the existing Street Lighting budget. He explained City staff are also working on a plan to upgrade the lighting in the municipal parking lots. The municipal parking lot conversion would require a budget amendment later in 2022 once cost is determined with Duke Energy.

Following the update, City Council consensus was to proceed with the updated lighting as suggested and include the municipal parking lot lighting in the upgrades.

D) Advisory Boards & Commission Appointments

Public Information Specialist John Vernon opened the discussion for the selection process for the Advisory Boards and Commission for the appointments with terms that expire on June 30, 2022.

City Council discussed the number of applicants received, any attendance issues of the current boards and commissions members, status of regular meeting occurrence, and the timeframe for additional applicants to express interest.

City Council will continue reviewing the applications received, encouraged anyone interested in applying to do so as soon as possible, and will have another discussion for consideration of appointments at the June 21, 2022, City Council Meeting.

E) Boards and Commissions Reports

Planning & Zoning Commission: 2 Rezoning Applications:

Planning Director Jamie Lawson provided a staff report on the following rezoning applications and provided a report on the Planning and Zoning Commission recommendations:

ITEM 1: REZONING-22-0005: A request to rezone properties zoned General Business (GB) and Medium Density Residential (MDR) to be rezoned to General Business – Limited Use (GB-LU). The properties are located on the westerly side of Alamance Road north from the intersection of Alamance Road and Bonnie Lane and on the north side of Bonnie Lane, west from the intersection of Alamance Road and Bonnie Lane, addressed as 2771 and 2779 Alamance Rd and 2229 Bonnie Lane, and consisting of Alamance County Tax Identification Numbers 120489, 120486, and 171551.

Ms. Lawson reported at the May 23, 2022 meeting, the Planning & Zoning Commission voted to unanimously recommend approval of this request (7 votes in favor). She reported City staff recommends approval. This item is scheduled for a public hearing at the June 21, 2022, City Council Meeting.

ITEM 2: REZONING-22-0006: A request to rezone properties zoned Light Industrial (LI), General Business (GB), and High Density Residential (HDR) to be rezoned to Light Industrial – Limited Use (LI-LU). The properties are located on the northwest corner of the intersection of Williamson St. and E. Webb Ave., addressed as 1535 E. Webb Ave. and 0 Williamson St., and consisting of Alamance County Tax Identification Numbers 134158 and 133832.

Ms. Lawson reported at the May 23, 2022 meeting, the Planning & Zoning Commission voted to unanimously recommend approval of this request (7 votes in favor). She reported staff recommends approval. This item is scheduled for a public hearing at the June 21, 2022, City Council Meeting.

Unified Development Ordinance – UDOTA-3-22

Assistant City Manager, Nolan Kirkman shared community outreach efforts by City staff to help educate and communicate how to interpret the city's Unified Development Ordinance and use the SmartGov permit application portal to conduct business with city staff. He noted this is the eighth round of amendments to the City's UDO since it was adopted in 2019. He commented on the dedicated work prepared by City staff, credited Planning staff, Jamie Lawson and Conrad Olmedo, on the focused attention to identifying these text amendments based on feedback received over a period of time.

Ms. Lawson reported the amendments to the Unified Development Ordinance were presented at the May 23, 2022 meeting, the Planning & Zoning Commission voted to recommend approval of this request (6 votes in favor and 1 vote against). She reported City staff recommends approval.

Mr. Chad Meadows, CodeWright Planners, was in attendance to present on the Unified Development Ordinance Text Amendments for UDOTA 3-22 which included 54 areas of revision. He summarized the following amendments organized into 3 blocks:

- Community Prosperity – procedures, districts, uses
- Community Prosperity – standards
- Increasing Precision and Clarity

Following discussion, City Council consensus was to consider the proposed amendments, postponing the Historic Preservation Commission membership to the next quarterly amendment update. This item is scheduled for a public hearing at the June 21, 2022, City Council Meeting.

F) City Manager Report

Interim City Manager David Cheek had no items to report.

Council Member Wall inquired about discussion of a turf field at Springwood Park at the August Work Session.

Council Member Ward suggested summer attire for the remaining City Council Work Sessions.

Mayor Butler shared recent meetings including David Cheek, David Huffman, and other city staff. He reported Kyle Bridges informed them recently that representatives Budd, Byrd, Tillis have agreed jointly and issued a letter to the Department of Defense requesting a briefing at City Hall on the Western Electric Property.

G) Adjourn

The meeting adjourned at 7:31pm.



Beverly D. Smith, CMC, NCCMC, City Clerk

June 6, 2022, Work Session