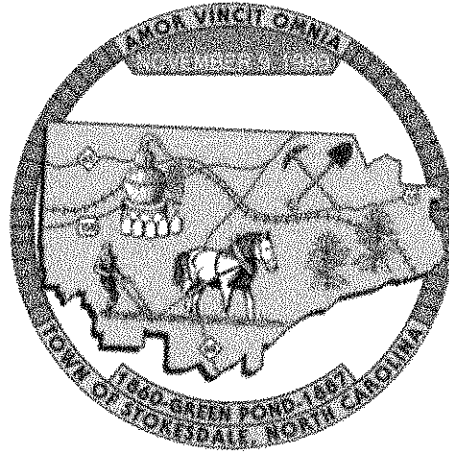


TOWN OF STOKESDALE NORTH CAROLINA



AGENDA PACKET

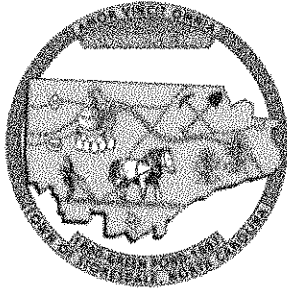
REGULAR TOWN COUNCIL MEETING

STOKESDALE TOWN HALL BUILDING

**8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357**

FEBRUARY 08, 2024

7:00 PM



AGENDA
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
FEBRUARY 08, 2024 AT 7:00 PM

AVAILABLE VENUES TO WATCH/ATTEND:

- a) Attend in Person at Stokesdale Town Hall in Council Chambers at 7:00 PM
 - b) View Live Stream on Town of Stokesdale's YouTube Channel at 7:00 PM:
https://www.youtube.com/channel/UC1tJH7T0Q_56F_EDH6wljiA/live
 - c) View & Participate (Citizen Comments) Virtually via Zoom at 7:00 PM:
<https://us02web.zoom.us/j/89343466064?pwd=UHH2VDAxL05vZS9YU3NKbkxDb2ZZdz09>
Meeting ID: 893 4346 6064 - Passcode: 961615 - One-Tap Mobile: 1-646-876-9923
-

- 01. Call to Order, Pledge of Allegiance, and Invocation.
- 02. Recognition of James Reed (Troop 600) for Eagle Scout Project.
- 03. Review and Adopt the Agenda: February 08, 2024.
- 04. Review and Adopt the following Minutes:
 - a) August 10, 2023, Regular Town Council Meeting
 - b) August 10, 2023, Closed Session Meeting
 - c) December 14, 2023, Closed Session Meeting
 - d) January 11, 2024, Regular Town Council Meeting
- 05. Public Safety Reports:
 - a) Stokesdale Fire Department
 - b) Guilford County Sheriff's Office
- 06. Administrative Reports:
 - a) Administrative: Town Clerk Robbie Lee Wagoner II
 - b) Planning Board: Town Clerk Robbie Lee Wagoner II
 - c) Property Committee: Councilman Jim Rigsbee
 - d) Town Park Improvement Committee: Committee Chairman Tee Stephenson

07. Financial Reports: Town Finance/Budget Officer Kimberly Thacker
 - a) Financial Report: Town of Stokesdale General Fund
 - b) Financial Report: Town of Stokesdale Water Enterprise Fund
08. Citizen's Comments from the Floor (3-Minute Limit per Speaker).

OLD BUSINESS:

09. Consideration of Upgrading the Lights on the Preexisting Light Poles located throughout the Town Park. (Continued from January 11, 2024, regular Town Council meeting)

NEW BUSINESS:

10. Consideration of 2024 Town of Stokesdale Special Called Town Council Meeting Schedule (Budget Workshops For Fiscal Year 2024-2025 Budget).
11. Discussion of \$175,000 in funds granted to the Town from the Regional Economic Development Reserve portion of the FY23-24 North Carolina State Budget.
12. Consideration to authorize the Stokesdale Town Park Improvement Committee to prepare a Request for Proposal / Request for Qualifications for Lighting at the Stokesdale Town Park Soccer Fields.
13. Discussion of the installation of fencing around the Stokesdale Town Park Soccer Fields.
14. Consideration to authorize the Stokesdale Town Park Improvement Committee to purchase accessories for the Stokesdale Town Park.
15. Consideration of cost estimates to pump the septic tank located at the Stokesdale Town Park.
16. Discussion of University of North Carolina's School of Government On-Demand Planning Board Training Session requirement for Stokesdale Town Planning Board members.
17. Discussion of appointment of Stokesdale Town Clerk as Special Voting Member for the Town of Stokesdale to the Technical Coordinating Committee (TCC).
18. Consideration of proposed Thoroughfare and Collectors Street Plan as prepared and adopted by the Greensboro Urban Area Metropolitan Planning Organization (GUAMPO).

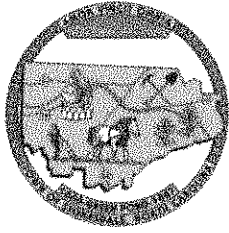
19. Consideration of cost estimates for Radar Speed Sign.
20. Consideration to modify turf grass maintenance contract for athletic fields.
21. Discussion of Social Media Policy for the Town of Stokesdale.
22. Citizen's Comments from the Floor (3-Minute Limit per Speaker).
23. Council Comments.

ANNOUNCEMENTS:

24. Council Announcements:
 - a) The next regular Town of Stokesdale Town Planning Board meeting is scheduled for Thursday, February 22, 2024, at 7:00 PM inside the Stokesdale Town Hall Council Chambers.
 - b) The next regular Town of Stokesdale Town Council meeting is scheduled for Thursday, March 14, 2024, at 7:00 PM inside the Stokesdale Town Hall Council Chambers.

ADJOURNMENT:

25. Adjournment of Meeting.



**MINUTES
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
AUGUST 10, 2023 AT 7:00 PM**

In attendance: Mayor Michael E. Crawford; Mayor Pro Tem Derek Foy; Councilman Jimmy Landreth; Councilman Tim Jones; Councilman Jim Rigsbee; Town Attorney Charles H. Winfree; and Town Clerk Robbie Lee Wagoner II.

1. Call to Order, Pledge of Allegiance, and Invocation.

Mayor Crawford called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Former Member of Congress Mark Walker delivered the opening invocation.

2. Review and Adopt the Agenda.

Councilman Tim Jones requested the addition of agenda item #15B, quote from A&D Enterprises. He also requested that agenda item #9 be moved to agenda item #4B

Mayor Pro Tem Foy made a **Motion** to adopt the agenda as amended. Councilman Jimmy Landreth seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

IMMEDIATE BUSINESS:

- 3. Discussion and possible vote for a Resolution in Opposition to Commercial Gaming and or Casinos.**
- 4. Discussion and possible vote for a Resolution Opposing the Development of a Casino in Rockingham County Adjacent to the Town of Stokesdale Without a Vote of Approval by the Voters of Rockingham County by Local Referendum.**

Councilman Tim Jones opened the discussion by addressing the proposal for a casino in Rockingham County and his opposition due to his concerns for the citizens of Stokesdale.

Councilman Jones then introduced Former Congressman Mark Walker to speak at the podium. Mr. Walker then expressed his opposition to legislation that would allow a casino in Rockingham County.

Councilman Jones then introduced Ronda Raindenbo, 171 Carefree Lane, Stokesdale, NC (Rockingham County) - to speak at the podium in regard to the casino. Ms. Raindenbo spoke on behalf of Camp Carefree and expressed her opposition to the casino.

Councilman Jones stated that he spoke with Sheriff Sam Page, staff showed a video of Sheriff Page speaking at the Summerfield Town Council meeting on August 08, 2023.

Councilman Jones made a Motion to approve the resolution (noted below) (A Resolution Opposing the Development of a Casino in Rockingham County Adjacent to the Town of Stokesdale Without a Vote of Approval by the Voters of Rockingham County by Local Referendum). Councilman Jimmy Landreth seconded the motion.

Mayor Crawford read the following Resolution for the record:

R-2023-07

A RESOLUTION OPPOSING THE DEVELOPMENT OF A GAMING CASINO IN ROCKINGHAM COUNTY ADJACENT TO THE TOWN OF STOKESDALE WITHOUT A VOTE OF APPROVAL BY THE VOTERS OF ROCKINGHAM COUNTY BY LOCAL REFERENDUM

WHEREAS, the Town of Stokesdale's town limits lie within Guilford County less than 4 miles from a proposed gaming casino with a Stokesdale mailing address in southern Rockingham county;

WHEREAS, Rockingham County is served by an elected Board of County Commissioners comprised of five members: the honorable Chairman Mark Richardson, the honorable Commissioner Charlie Hall, the honorable Commissioner Kevin Berger, the honorable Commissioner Don Powell, and the honorable Commissioner Houston Barrow;

WHEREAS, a large casino gaming operation would not be consistent with previous and current highway commercial land use in the immediate area nor the surrounding area including the adjacent Town of Stokesdale located just to the south in Guilford County NC;

WHEREAS, the Rockingham County Sheriff Sam Page is strongly opposed to a large casino gaming operation in Rockingham County and public safety is a great concern;

WHEREAS, in Earl Ginols and David Mustard's "Casinos, Crime, and Community Costs", evidence is cited that FBI statistics show that an average county of a population of 100,000 people implies significant increases in major crimes where casino and gaming operations are present;

WHEREAS, that despite potential short term and unsustainable positive socio-economic benefits to host economies, the long term costs to the area have not been fully captured or even researched. Citing a study from the National Association of Realtors performed for Springfield, MA; home values in a proximity of 10 miles or less from a casino were expected to decrease between 4 and 10%. Additionally, the study references that pathological gambling could result in social costs of \$8.4 million per year and additional foreclosures in the area could produce costs of \$5 million per year. These items do not include increased direct governmental costs such as additional police, fire, and medical presence due to the gaming operation;

WHEREAS, due to the close proximity of gaming and casino operations in Danville, VA and other areas, over time the gaming casino will become less of a destination location due to market saturation and will become an increasing drain to the local economy by recycling local money rather than importing money from individuals living outside of the community.

NOW, THEREFORE, BE IT RESOLVED THAT: the Town of Stokesdale desires to support the Citizens of the unincorporated communities of Ellisboro, Huntsville, and Stokesdale in Rockingham County, and Rockingham County Sheriff, Sam Page in their opposition to a large casino gaming operation less than 4 miles from the Town of Stokesdale.

Adopted this the 10th day of August, 2023.

Councilman Jones then expressed his support of the proposed resolution.

Councilman Jim Rigsbee expressed his concerns with the casino and support of the proposed resolution.

Councilman Landreth expressed his opposition to a casino and support of the proposed resolution.

Mayor Pro Tem Foy then expressed his opposition to a casino and support of the proposed resolution.

Mayor Crawford expressed his opposition to a casino and support of the proposed resolution.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

Councilman Jones made a **Motion** that Town Clerk Robbie Lee Wagoner II mail the approved resolution (A Resolution Opposing the Development of a Casino in Rockingham County Adjacent to the Town of Stokesdale Without a Vote of Approval by the Voters of Rockingham County by Local Referendum) to the Clerk of the Rockingham County officials, to state legislature, and post immediately on the Town's website and Facebook page.

Mayor Pro Tem Foy asked for a friendly **Amendment** that a resolution be mailed to Senator Phil Berger. Councilman Jones accepted the amendment.

Councilman Rigsbee asked for a friendly **Amendment** that the Clerk email the resolutions in addition to mailing. Councilman Jones accepted the amendment.

Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

Councilman Jones made a **Motion** to approve the resolution (noted below) (A Resolution For The Granting Of Local Referendum Authority Regarding Casino And Gaming Legislation For Non-Tribal Lands In NC).

Mayor Crawford read the following resolution:

R-2023-08

**A RESOLUTION REQUESTING FOR THE GRANTING OF LOCAL REFERENDUM AUTHORITY
REGARDING CASINO AND GAMING LEGISLATION FOR
NON-TRIBAL LANDS IN NORTH CAROLINA**

WHEREAS, it is known the North Carolina General Assembly (“NCGA” or “Legislature”) is considering rural tourism legislation to expand casino and gaming beyond non-tribal lands in North Carolina, specifically within three counties, one of which borders northwest Guilford County; and,

WHEREAS, the Town of Stokesdale recognizes the Legislature’s support of rural tourism and related incentives, but is concerned about media reports of substantial early NCGA support of broader legislation that would allow casinos, entertainment districts, and Class III gaming activities on non-tribal lands without local buy-in; and,

WHEREAS, it is presumed that, even if General Statutes do not specifically allow referendums for gaming-related issues, the Legislature has the power to grant County’s or City/Town jurisdictions the authority to decide such important issues by a direct vote of the people most affected; and,

WHEREAS, legalization of casino and Class III gaming is being considered outside of metro areas specifically for Rockingham, Nash, and Anson counties, and significant public sentiment in Rockingham County suggests that North Carolinians want a voice in their rural communities regarding casinos and gaming activities.

NOW, THEREFORE, BE IT RESOLVED THAT: the Town Council on behalf of the Town of Stokesdale, North Carolina, supports granting North Carolina citizens the option of local referendums in relation to specific locations for casinos, entertainment districts, and Class III gaming activities on non-tribal lands in North Carolina.

Adopted this the 10th day of August, 2023.

Councilman Landreth seconded the motion.

Both Councilman Rigsbee and Councilman Jones spoke in support of this resolution.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

4B. Citizen’s Comments from the Floor (3-Minute Limit per Speaker).

Citizen Name: **Doug Isley**

- Address: 1790 Flat Rock Road, Reidsville, NC
- Comment: Thanked Council. Spoke on his opposition of Casino in Rockingham County.

Citizen Name: **Bill Gobel**

- Address: 1402 Westridge Road, Greensboro, NC 27416
- Comment: Will email council with answers to questions from the last meeting. Spoke on problems with politicians and casinos.

Citizen Name: **John Blust**

- Address: 5630 David Christian Place, Greensboro, NC
- Comment: Spoke on problem with politicians working for the citizens.

Citizen Name: **Michael Logan**

- Address: Guilford County Board of Education Member
- Comment: Spoke on issues in Guilford County schools.

Citizen Name: **Teresa Barryman**

- Address: Summerfield, NC
- Comment: Thanked Council for adopting resolution opposing casino.

Citizen Name: **Austin Tucker**

- Address: Rockingham County
- Comment: Spoke on opposition of Casino.

Mayor Crawford called for a 5-minute recess at 8:08 PM. Mayor Crawford called the meeting back to order at 8:18 PM.

ADMINISTRATIVE:

5. Review and Adopt the Minutes:

a) November 10, 2022, Regular Town Council Meeting

Mayor Crawford made a **Motion** to adopt the minutes for the November 10, 2022, Regular Town Council Meeting. Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

Councilman Jones made a **Motion** to defer approval of all the closed session minutes on the agenda to the next regular Town Council meeting. Councilman Landreth seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

b) November 10, 2022, Closed Session (Deferred per motion above to next regular meeting.)

c) November 29, 2022, Special Called Town Council Meeting

Mayor Crawford made a **Motion** to adopt the minutes for the November 29, 2022, Special Called Town Council Meeting. Councilman Landreth seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

d) November 29, 2022, Closed Session (Deferred per motion above to next regular meeting.)

e) December 08, 2022, Regular Town Council Meeting

Mayor Crawford made a **Motion** to adopt the minutes for the December 08, 2022, Regular Town Council Meeting. Councilman Landreth seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

f) December 08, 2022, Closed Session (Deferred per motion above to next regular meeting.)

g) July 13, 2023, Regular Town Council Meeting

Mayor Crawford made a **Motion** to adopt the minutes for the July 13, 2023, Regular Town Council Meeting. Councilman Landreth seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

h) July 13, 2023, Closed Session (Deferred per motion above to next regular meeting.)

6. Public Safety Reports:

a) Stokesdale Fire Department

Stokesdale Fire Chief Todd Gauldin presented the Stokesdale Fire Department report.

b) Guilford County Sheriff's Office

Mayor Crawford read the report provided by the Guilford County Sheriff's Office.

7. Administrative Reports:

a) Administrative Report: Robbie Lee Wagoner II (Town Clerk)

Town Clerk Robbie Lee Wagoner II presented the administrative report.

b) Planning Board: Justin Snyder (Guilford County Planning and Development)

Justin Snyder with Guilford County Planning and Development deferred his comments to the public hearings later in the meeting.

c) Events Committee: Derek Foy (Mayor Pro Tem)

Mayor Pro Tem Foy announced the Town's Christmas Parade on December 9, 2023.

d) Property Committee: Jim Rigsbee (Councilman)

No report presented.

e) Town Park Improvement Committee: Tee Stephenson (Committee Chairman)

Committee Chairman Tee Stephenson presented the Town Park Improvement Committee report.

8. Financial Reports:

a) Finance Report: Kimberly Thacker (Town Finance Officer/Budget Officer)

In the absence of Town Finance Officer/Budget Officer Kimberly Thacker, Town Clerk Robbie Lee Wagoner II presented the financial report for the Town's General Fund and the Town's Water Enterprise Fund.

9. Citizen's Comments from the Floor (3-Minute Limit per Speaker).

Agenda Item #9 was relocated to Agenda Item #4B.

PUBLIC HEARINGS:

10. REZONING CASE 23-07-PLBD-00054, 8107 HAW RIVER RD FROM CZ-HB (CONDITIONAL HIGHWAY BUSINESS) TO CZ-HB AMENDED (AMENDED CONDITIONAL HIGHWAY BUSINESS)

Located on the south side of Haw River Road (SR 2028), 330 feet west of the intersection of Haw River Road with NC Highway 68 N, Guilford County Tax Parcel 163617, this is a request to rezone the subject properties, which contains a total of 0.99 acres from CZ-HB (Conditional Highway Business) to CZ-HB Amended (Amended Conditional Highway Business). The Stokesdale Town Council will have the final authority to approve or deny the request.

Mayor Crawford opened the public hearing at 8:45 PM.

Justin Snyder, Guilford County Planner, introduced rezoning case 23-07-PLBD-00054 by reading the staff report. Staff and Planning Board recommends approval of this request.

Speakers In Favor:

- Speaker Name: **Bill Grecco**
 - Address: PO Box 347, Oak Ridge, NC
 - Comment: Thanked Staff. Explained reasoning for uses to be amended. He noted that staff and Planning Board both recommends approval.

Speakers In Opposition:

- None opposed.

Mayor Crawford declared the public hearing closed at 8:52 PM.

Mayor Pro Tem Foy made a **Motion** to approve rezoning case 23-07-PLBD-00054 for property located at 8107 Haw River Road, rezone from CZ-HB (Conditional Highway Business) to CZ-HB Amended (Amended Conditional Highway Business) to include automobile repairs and tires sales and with the following conditions agreed upon in the application submitted and based upon recommendation for approval by Staff and Planning Board.

1. All applicable Scenic Corridor guidelines as outlined and specified in the Town of Stokesdale Future Land Use Plan and/or the Town of Stokesdale Development Ordinance shall be followed when developing this site.
2. Any Site Plan submittals that include new building construction shall include front, back and side building elevations to ensure compliance with the Scenic Corridor Guidelines.
3. Landscaping planting rates along Haw River Road (SR #2028) shall be greater than or equal to existing landscaping planting rates along Haw River Road at Arbor Run Subdivision.

4. No uses or businesses shall be open or operate 24 hours a day.
5. A Master Sign Plan shall be submitted to the Town of Stokesdale for review and approval. All signs on the property shall follow the approved plan in order to provide uniform signage for the entire property and to ensure compatibility in scale, size, material and character.
6. All illuminated signs must be lighted internally or lighted by top mounted lights pointed down. No sign may be illuminated by fixtures not shielded from upward transmission of light. Lights that flash, pulse, rotate, move or simulate motion are not permitted.
7. All outdoor light fixtures shall be shielded to prevent light trespass on adjacent properties or upward transmission of light, with the exception of those lights necessary for safety and security.

Councilman Landreth seconded the motion.

Councilman Jones asked for a friendly **Amendment** to include that this rezoning is consistent with the Stokesdale land use plan. Mayor Pro Tem Foy and Councilman Landreth accepted this amendment.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

11. REZONING CASE 23-07-PLBD-00055, 8200 STOKESDALE ST AND 8320 LOYOLA ST FROM LO (LIMITED OFFICE) AND RS-30 (SINGLE FAMILY RESIDENTIAL) TO CZ-GB (CONDITIONAL GENERAL BUSINESS)

Located on the east side of Stokesdale Street (SR 2049), at the intersection of Stokesdale Street with US Highway 158, Guilford County Tax Parcels 162231 and 162232, this is a request to rezone the subject properties, which contains a total of 0.87 acres from LO (Limited Office) and RS-30 (Single Family Residential) to CZ-GB (Conditional General Business). The Stokesdale Town Council will have the final authority to approve or deny the request.

Mayor Crawford opened the public hearing at 8:54 PM.

Justin Snyder, Guilford County Planner introduced rezoning case 23-07-PLBD-00055 by reading the staff report. He added that this property is located in the Town core which is in compliance with the Stokesdale Land Use Plan.

Speakers In Favor:

- Speaker Name: **Bill Grecco**
 - Address: PO Box 347, Oak Ridge, NC
 - Comment: Thanked staff. Mr. Grecco explained his client's rationale in selecting uses being requested for this site. He added that his client met with Stokesdale

United Methodist Church and Friends Of Stokesdale to inform them of this request. He noted that it is a small site and meets land use plan criteria. He noted Staff and Planning Board is in favor.

Councilman Jones asked what kind of barrier would be required between this site and Stokesdale United Methodist Church. Mr. Snyder stated that without knowing the specific use a definite answer would be difficult. He noted that if the use is a Code 3 which is the same as the code for the church, it would be a type D buffer and a five (5) foot buffer would be required. Mr. Snyder pointed out that this request is conditional zoning and that Council can assign a buffer requirement that they feel appropriate.

Councilman Landreth questioned condition #3 that no use or business operate 24 hours a day. Mr. Grecco explained that in some areas it might be appropriate for a business to operate 24 hours, however, it is not appropriate in Stokesdale and so they included that as a condition. He offered an amendment that the hours be limited to 6:00 AM to 11:00 PM.

Council, Staff and Mr. Grecco continued to discuss an appropriate buffer such as additional trees or fencing. The Town Attorney reminded Council that the Developer must agree to any conditions placed on the rezoning. Mr. Grecco offered to add a condition #7 to plant double the required vegetation. Council accepted the hours of operation 6 am to 11 pm and double the required vegetation for the required buffer.

Speakers In Opposition:

- Speaker Name: Mrs. McGee
 - Address: Stokesdale
 - Comment: Mrs. McGee stated that the church is in the process of deciding how to best use the property between the church and this site. She then asked how to get Loyola Street cleaned up. She stated that Loyola was not closed and is still a NCDOT street. Councilman Jones stated that staff is trying to determine the status of that road with NCDOT. No determination was able to be made at this meeting. Staff will follow up with NCDOT.
- Speaker Name: Bernadien Privette
 - Address: 562 Mt Zion Church Road
 - Comment: Former owner of this parcel of land. Forced to sell the land. She expressed the importance of funeral home across the street from the parcel. She spoke of the importance of this corner and hopes that it will be viable. She stated that she was told that a part of this road is private and part still a public road.

Mayor Crawford declared the public hearing closed at 9:22PM.

Councilman Rigsbee made a **Motion** to approve the rezoning request in case 23-07-PLBD-00055 property located at 8200 Stokesdale Street and 8320 Loyola Drive from LO (Limited Office) and RS-30 (Single family Residential) to CZ-GB (Conditional General Business) with the following conditions as amended:

- Condition 3: Amendment: Hours of operation will be from 6:00am to 11:00pm.
- Additional - Offering of Condition 7: Planting rates shall be doubled to what is required on property bordering church property.

1. All applicable Scenic Corridor guidelines as outlined and specified in the Town of Stokesdale Future Land Use Plan and/or the Town of Stokesdale Development Ordinance shall be followed when developing this site.

2. Any Site Plan submittals that include new building construction shall include front, back and side building elevations to ensure compliance with the Scenic Corridor Guidelines.

3. **Hours of operation will be from 6:00am to 11:00pm.**

4. A Master Sign Plan shall be submitted to the Town of Stokesdale for review and approval. All signs on the property shall follow the approved plan in order to provide uniform signage for the entire property and to ensure compatibility in scale, size, material and character.

5. All illuminated signs must be lighted internally or lighted by top mounted lights pointed down. No sign may be illuminated by fixtures not shielded from upward transmission of light. Lights that flash, pulse, rotate, move or simulate motion are not permitted.

6. All outdoor light fixtures shall be shielded to prevent light trespass on adjacent property or upward transmission of light, with the exception of those lights necessary for safety and security.

7. **Planting rates shall be doubled to what is required on property bordering church property.**

Councilman Rigsbee added that he finds it to be consistent with Stokesdale Land Use Plan.

Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

OLD BUSINESS:

12. **Consideration of Ordinance Making Appropriations for the Funding of the Stokesdale Water Line Extension to Add System Redundancy Capital Project Ordinance Fund.**

Town Clerk Wagoner explained the need for this project ordinance.

Mayor Crawford made a **Motion** to approve the following Project Ordinance No. O-2023-06 (Ordinance Making Appropriations for the Funding of the Stokesdale Water Line Extension to Add System Redundancy Capital Project Ordinance Fund).

ORDINANCE NO. O-2023-06

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE FUNDING OF THE
STOKESDALE WATER LINE EXTENTION TO ADD SYSTEM REDUNDANCY
CAPITAL PROJECT ORDINANCE FUND**

BE IT HEREBY ORDAINED by the Town Council of the Town of Stokesdale, 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 for the Town of Stokesdale's Municipal Water System for water line extensions to add system redundancy.

Section 2: The revenues for the above-mentioned improvements shall be **established** as follows:

Account Number	Account Name	Total Budget
R-002000	Guilford County Contract # 90004963 American Rescue Plan Act 2021 Coronavirus State and Local Fiscal Recovery Fund	\$366,400.00

Section 3: That expenditures for the above-mentioned improvements **appropriated** as follows:

Account Number	Account Name	Total Budget
E-002000	1. Alternatives Analysis	\$4,100.00
	2. Preliminary Engineering	\$59,660.00
	(Hazen)	
	Survey (Stewart)	\$129,440.00
	Geotechnical (S&ME)	\$23,800.00
	3. Detailed Design	\$69,500.00
	4. Permitting	\$18,000.00
	5. Easement Acquisition	\$6,000.00
	Assistance (Hazen)	
	Easement Exhibits	
	(Stewart)	
	6. Bid Phase Services	\$18,100.00
	7. Project Management,	\$23,200.00
	Workshops and Meetings	\$14,600.00

	8. Funding Collaboration and Support	
	Total Contract Value	\$366,400.00

Section 4: The Town Finance Officer/Budget Officer is hereby authorized to maintain, within the capital project fund, sufficient and specific detailed accounting records to satisfy the disclosure requirements of all contractual agreements, if applicable.

Section 5: Funds may be advanced from the Water Enterprise Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 6: The Town Finance Officer/Budget Officer is directed to report, on a quarterly basis, on the financial status of each project element in **Section 2** and **Section 3** as mentioned above. Furthermore, the Town Finance Officer/Budget Officer is instructed to include a detailed analysis of past and future revenues and expenses during each annual budget submission made to the Town Council over the life of the project.

Section 7: This Capital Project Ordinance shall be entered into the minutes of the Town Council after adoption. Copies thereof shall be filed with the Town Finance Officer/Budget Officer and Town Clerk to the Town Council.

Adopted this 10th day of August, 2023.

Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

13. Consideration of Proposals to Prepare and Stain the Two Picnic Shelters located at the Stokesdale Town Park.

Councilman Rigsbee reported on the need to paint or stain the picnic shelters and noted two proposals that we have received:

Excelsior Professional Painting, \$7,600.00
CertaPro Painters \$4,147.00

Councilman Rigsbee stated that after a review of both proposals he had questions about the types of stains used and the need for a third quote due to the cost difference between the two quotes received. After a brief discussion, by consensus of Council, Staff was asked to clarify the type of stain quoted by CertaPro and to obtain a third quote and bring this item back to Council next month. No formal action taken.

NEW BUSINESS:

14. Consideration of a Resolution Consenting to the Addition of Peony Drive in the Treeline Trails Subdivision to the Secondary Road Maintenance System of NC.

Town Clerk Wagoner pointed out that Peony Drive is already a part of the State System and this is for a small portion approximately .48 miles.

Mayor Pro Tem Foy made a **Motion** to adopt the following Resolution No. R-2023-09 (A Resolution Consenting to the Addition of Peony Drive in the Treeline Trails Subdivision to the Secondary Road Maintenance System of NC).

R-2023-09

**A RESOLUTION CONSENTING TO THE ADDITION OF
PEONY DRIVE WITHIN THE TREELINE TRAILS SUBDIVISION
TO THE SECONDARY ROAD MAINTENANCE SYSTEM OF
THE STATE OF NORTH CAROLINA**

WHEREAS, the North Carolina Department of Transportation has declared through its Secondary Road Addition Investigation Reports (File G-33-23) dated June 02, 2023 of said street, a portion of Peony Drive (0.48 miles), meets the minimum requirements for addition into the Secondary Road System of the State of North Carolina; and

WHEREAS, the cognizant District Engineer of the North Carolina Department of Transportation does recommend the addition of a portion of Peony Drive (0.48 miles) to the Secondary Road System of the State of North Carolina.

NOW, THEREFOR BE IT HEREBY RESOLVED THAT: The Town Council on behalf of the Town of Stokesdale, North Carolina does herewith, after due consideration and deliberation and without any objections being heard, concur and consent to the addition of a portion of Peony Drive (0.48 miles) to the Secondary Road System of the State of North Carolina to the same degree and measure to which property owners have petitioned said Department of Transportation of the State of North Carolina, and to the same degree and measure to which the said Department of Transportation does now recommend acceptance into the said Secondary Road System of the State of North Carolina.

Adopted this the 10th day of August, 2023.

Councilman Jones seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

15. Consideration of Purchasing Speed Bumps to be Installed on the Roadway leading into the Stokesdale Town Park.

Councilman Rigsbee stated that this is in response to feedback from citizens concerned about speeding in and out of the park. He and Mayor Pro Tem Foy have discussed purchasing speed bumps for the entrance to the park. He presented a quote from Traffic Safety Store and noted the locations for each speed bump.

Councilman Rigsbee made a **Motion** to purchase 9 rubber speed bumps with 18 inch galvanized steel spikes and six end caps not to exceed \$2,000.

Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

15B. Consideration of Proposal to repair water leak on Vaughn Street.

Councilman Jones explained that we had a request for a new tap on Vaughn Street. Yates Construction notified us that due to shortage of staff they could not install this tap. Our current contract with A&D does not allow for this type of work; therefore, this is here for consideration by Council.

Councilman Jones made a **Motion** to accept proposal provided by A&D Enterprises for a new tap on Vaughn Street at a cost of \$3,000.00 dated 7-31-2023.

Councilman Rigsbee seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

16. Citizen's Comments from the Floor (3-Minute Limit per Speaker).

No comments from the floor.

17. Closed Session in accordance with § 143-318.11 (Closed Sessions).

(a) **Permitted Purposes.** It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required.

(3) **To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.** General policy matters may not be discussed in a closed session, and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.

Mayor Crawford made a **Motion** to enter into closed session in accordance with NC General Statutes 143-318.11 (a) (3) for the purpose of consulting with the Town Attorney.

Mayor Pro Tem foy seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

The Town Council entered into closed session at 10:11 PM.

Mayor Crawford made a **Motion** to enter back into open session. Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	Y	Mayor Pro Tem Foy	Y
Councilman Landreth	Y	Councilman Rigsbee	Y
Councilman Jones	Y		

Motion carried. (5-0).

The Town Council entered into open session at 11:14 PM.

18. Council Comments.

Mayor Pro Tem Foy thanked Council and Staff for their effort's tonight.

Councilman Landreth thanked Staff for putting all this information together.

Councilman Jones spoke on the Casino and his objections to having one here.

ANNOUNCEMENTS:

19. Council Announcements:

- a) The Town of Stokesdale Town Planning Board meeting scheduled for Thursday, August 24, 2023, at 7:00 PM inside the Town Hall Council Chambers, located at 8325 Angel-Pardue Road, Stokesdale, NC 27357, has been cancelled.
- b) The Town of Stokesdale Town Council will hold a regular meeting on Thursday, September 14, 2023, at 7:00 PM inside the Town Hall Council Chambers, located at 8325 Angel-Pardue Road, Stokesdale, NC 27357.

ADJOURNMENT:

20. Adjournment of Meeting.

Councilman Landreth made a Motion to adjourn the meeting. Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	Y	Mayor Pro Tem Foy	Y
Councilman Landreth	Y	Councilman Rigsbee	Y
Councilman Jones	Y		

Motion carried (5-0).

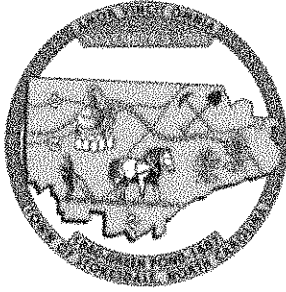
Being no further business to come before the Town Council, the meeting was adjourned at 11:18pm.

Approved: _____

Michael E. Crawford, Mayor

ATTEST:

Robbie Lee Wagoner, II, Town Clerk



MINUTES
TOWN OF STOKESDALE
REGULAR TOWN COUNCIL MEETING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
JANUARY 11, 2024 AT 7:00 PM

In attendance: Mayor Michael E. Crawford; Mayor Pro Tem Derek Foy; Councilman Jim Rigsbee; Councilman Jimmy Landreth; Councilman Tim Jones; Town Attorney Charles H. Winfree; and Town Clerk Robbie Lee Wagoner II.

01. Call to Order, Pledge of Allegiance, and Invocation.

Mayor Crawford called the meeting to order at 7:03 PM.

Mayor Crawford led the Pledge of Allegiance.

Councilman Jones delivered the opening invocation.

Mayor Crawford recognized Boy Scout Troop 139 from Oak Ridge, North Carolina who were present in the Council Chambers.

02. Review and Adopt the Agenda: January 11, 2024

Mayor Crawford requested an **Amendment** to add agenda item number 12a (Discussion of Agreement for the Maintenance of the Soccer Fields at the Town Park).

Mayor Pro Tem Foy made a **Motion** to adopt the agenda as amended.

Councilman Landreth **seconded** the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

03. Review and Adopt the following Minutes:

a) June 08, 2023, Regular Town Council Meeting

Mayor Crawford made a **Motion** to adopt the minutes, as written, from the June 08, 2023, Regular Town Council Meeting.

Mayor Pro Tem Foy **seconded** the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

b) June 14, 2023, Special Called Town Council Meeting (Budget Workshop)

Mayor Crawford made a **Motion** to adopt the minutes, as written, from the June 14, 2023, Special Called Town Council Meeting (Budget Workshop).

Councilman Landreth **seconded** the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

c) June 21, 2023, Special Called Town Council Meeting

Mayor Crawford made a **Motion** to adopt the minutes, as written, from the June 21, 2023, Special Called Town Council Meeting.

Councilman Landreth **seconded** the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

d) December 14, 2023, Regular Town Council Meeting

Mayor Crawford made a **Motion** to adopt the minutes, as written, from the December 14, 2023, Regular Town Council Meeting.

Councilman Jones **seconded** the motion.

Councilman Jones stated that he would be voting no because he was not present at the December 14, 2023, Regular Town Council Meeting.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	NO		

Motion carried (4-1).

04. Public Safety Reports:

a) Stokesdale Fire Department

Stokesdale Fire Chief Todd Gauldin presented the Stokesdale Fire Department report.

b) Guilford County Sheriff's Office

Town Clerk Wagoner read the report provided by the Guilford County Sheriff's Office.

05. Administrative Reports:

a) Administrative: Town Clerk Robbie Lee Wagoner II

Town Clerk Wagoner presented the Administrative Report.

b) Planning Board: Town Clerk Robbie Lee Wagoner II

Town Clerk Wagoner presented the Planning Board report.

c) Property Committee: Councilman Jim Rigsbee

Councilman Rigsbee presented the Property Committee report.

d) Town Park Improvement Committee: Committee Chairman Tee Stephenson

Committee Chairman Tee Stephenson presented the Town Park Improvement Committee report.

06. Financial Reports: Town Clerk Robbie Lee Wagoner II

a) Financial Report: Town of Stokesdale General Fund

Town Clerk Wagoner presented the financial report for the Town's General Fund.

b) Financial Report: Town of Stokesdale Water Enterprise Fund

Town Clerk Wagoner presented the financial report for the Town's Water Enterprise Fund.

07. Citizen's Comments from the Floor (3-Minute Limit per Speaker).

Citizen Name: Robert G. "Bob" Whetstone

- Address: 7663 Anthony Road, Kernersville, North Carolina 27284
- Comment: Introduced himself to the Town Council as the manager of the Forbis & Dick Funeral Home in Stokesdale.

Citizen Name: Michael Logan

- Address: 5202 Rambling Road, Greensboro, North Carolina 27409
- Comment: Introduced himself to the Town Council as their Guilford County School Board Representative and provided a brief update on the schools located in Northwest Guilford County.

NEW BUSINESS:

08. Presentation by Sebastian King regarding Lobbying Services.

Sebastian King presented the details of his lobbying services to the Town Council.

09. Council Discussion with Guilford County Commissioner Pat Tillman.

Pat Tillman introduced himself to the Town Council as one of their representatives on the Guilford County Board of County Commissioners. Pat Tillman presented answers to any questions brought forward by members of the Town Council. Pat Tillman advised the Town Council to collaborate with him in requesting grant funding from the state budget. Councilman Landreth requested Pat Tillman's assistance with receiving grant funding to improve parking at the Town Park, to install fencing around the soccer fields at the Town Park, and to install additional security cameras at the Town Park.

Mayor Crawford called for a five (5) minute recess at 8:23 PM.

Mayor Crawford called the meeting back to order at 8:35 PM.

10. Consideration of Health Insurance Coverage Renewal for Full-Time Town Employees.

Mayor Pro Tem Foy made a **Motion** that the Town pay \$7,911.11 (90%) annually towards the 2024 health insurance premiums of all full-time town employees.

Councilman Rigsbee **seconded** the motion.

Councilman Jones requested that the Town pay 80% of the 2024 health insurance premiums of all full-time employees, with the remaining 20% being paid by the full-time employees themselves.

Mayor Pro Tem Foy **withdrew** his original motion.

Mayor Pro Tem Foy made a **Motion** that the Town pay 85% towards the 2024 health insurance premiums of all full-time town employees, with the total cost not to exceed \$10,000.00 in the 2024 calendar year.

Councilman Landreth **seconded** the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

11. Consideration of Installing Light Poles near the Basketball and Pickleball Courts.

Mayor Pro Tem Foy made a **Motion** to proceed with the installation of 2 light poles near the basketball and pickleball courts at the Town Park, with the one-time boring cost not to exceed \$1,500.00 and with the selection of 130-watt bulbs to be installed on each light pole.

Councilman Landreth **seconded** the motion.

Councilman Landreth requested an **amendment** to the motion. This amendment being that the costs associated with the installation of the 2 light poles be paid using grant funding from the Town's ARPA fund account.

Mayor Pro Tem Foy **accepted** Councilman Landreth's amendment to the motion.

Councilman Jones requested an **amendment** to the motion. This amendment being that the motion reference the Town of Stokesdale Memorandum written to the Stokesdale

Town Council from Robbie Lee Wagoner II, Town Clerk, on Tuesday, January 09, 2024, regarding the installation of light poles near the basketball and pickleball courts.

Mayor Pro Tem Foy and Councilman Landreth accepted Councilman Jones' amendment to the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

12. Consideration of Upgrading the Lights on the Preexisting Light Poles located throughout the Town Park.

Councilman Jones made a Motion to continue this agenda item to the regular Town Council meeting in February 2024.

Councilman Landreth seconded the motion.

Town Staff was instructed to contact Duke Energy and request that the non-functioning lights be replaced with functioning lights.

Mayor Crawford	YES	Mayor Pro Tem Foy	NO
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (4-1).

12a. Discussion of Agreement for the Maintenance of the Soccer Fields at the Town Park.

Councilman Jones made a Motion to authorize Town Staff to pursue a new contract with Mr. Hunter of Hunter Enterprises, with that new contract not to exceed the current contract amount of \$12,000.00, that current contract being the one dated from April 12, 2023, until December 13, 2023. By extension, to authorize Town Attorney Winfree to draft said contract and to authorize Mayor Crawford to sign said contract being that all aforementioned parameters are met.

Councilman Landreth seconded the motion.

Town Attorney Winfree advised that an amendment be made to the motion. This amendment being that, in the interim, the motion allows for the current contract with

Mr. Hunter of Hunter Enterprises to be extended through February of 2024, until the new contract can be drafted and authorized.

Councilman Jones and Councilman Landreth **accepted** the advice provided by Town Attorney Winfree, thus amending the original motion to allow for the current contract with Mr. Hunter of Hunter Enterprises to be extended through February of 2024, until the new contract can be drafted and authorized.

Councilman Rigsbee requested that an **amendment** be made to the motion. This amendment being that the new contract with Mr. Hunter of Hunter Enterprises contain a termination of convenience clause, meaning that either party could terminate the agreement without cause at any time upon giving a 30-day prior written notice to the other party. Also, Councilman Rigsbee requested that the new contract with Mr. Hunter of Hunter Enterprises contain language specifying that Mr. Hunter is responsible for the prompt removal of cut (dry) grass from the soccer fields.

Councilman Jones **rejected** the amendment requested by Councilman Rigsbee.

Councilman Rigsbee **withdrew** his requested amendment.

Councilman Rigsbee requested that an **amendment** be made to the motion. This amendment being that the new contract with Mr. Hunter of Hunter Enterprises contain a termination of convenience clause, meaning that either party could terminate the agreement without cause at any time upon giving a 30-day prior written notice to the other party.

Councilman Rigsbee **withdrew** his requested amendment.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	NO
Councilman Jones	YES		

Motion carried (4-1).

13. Citizen's Comments from the Floor (3-Minute Limit per Speaker).

Citizen Name: Michelle Bardsley

- Address: 3 Wildrose Court, Greensboro, North Carolina 27410
- Comment: Introduced herself to the Town Council as a current candidate for North Carolina House of Representatives District 62.

Citizen Name: Dewaye Dalton

- Address: 8300 Zebedee Lane, Stokesdale, North Carolina 27357
- Comment: Provided recommendations on how to resolve the issue of the cut (dry) grass that is being left behind on the soccer fields after mowing.

14. Council Comments.

Mayor Crawford: Read the 3 Council Announcements listed under agenda item number 15.

Mayor Pro Tem Foy: Asked for continue prayer, comfort and peace for the family and friends of Seargent Nix of the Greensboro Police Department.

Councilman Landreth: Stated that he is praying for the loved ones of Seargent Nix of the Greensboro Police Department. Expressed his appreciation to the local officials that attended the meeting and spoke with the Town Council.

Councilman Rigsbee: Expressed his gratitude to all the local representatives that attended the meeting and spoke with the Town Council.

Councilman Jones: Expressed his gratitude to all of those who participated in the meeting, especially the 6 remaining audience members. Urged citizens to use cation in light of the death of Seargent Nix of the Greensboro Police Department.

ANNOUNCEMENTS:

15. Council Announcements:

- a) The Stokesdale Town Hall Building will be closed on Monday, January 15, 2024, in observance of Martin Luther King, Jr.'s Birthday.
- b) The next regular Town of Stokesdale Town Planning Board meeting is scheduled for Thursday, January 25, 2024, at 7:00 PM inside the Town Hall Council Chambers.
- c) The next regular Town of Stokesdale Town Council meeting is scheduled for Thursday, February 08, 2024, at 7:00 PM inside the Town Hall Council Chambers.

ADJOURNMENT:

16. Adjournment of Meeting.

Councilman Landreth made a Motion to adjourn at **9:46 PM**.

Mayor Pro Tem Foy seconded the motion.

Mayor Crawford	YES	Mayor Pro Tem Foy	YES
Councilman Landreth	YES	Councilman Rigsbee	YES
Councilman Jones	YES		

Motion carried (5-0).

Being no further business to come before the Town Council, the meeting was adjourned at **9:46 PM.**

Approved: _____

Michael E. Crawford, Mayor

ATTEST:

Robbie Lee Wagoner II, Town Clerk

Robbie Lee Wagoner II

From: Ryan Seals <rseals@guilfordcountync.gov>
Sent: Thursday, February 1, 2024 10:50 AM
To: Robbie Lee Wagoner II
Subject: January 2024 Stokesdale Crime Stats















For the month of January, the sheriff's office responded to a total of **155** calls for service in Stokesdale town limits, resulting in **8** formal case reports.

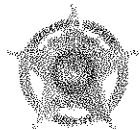
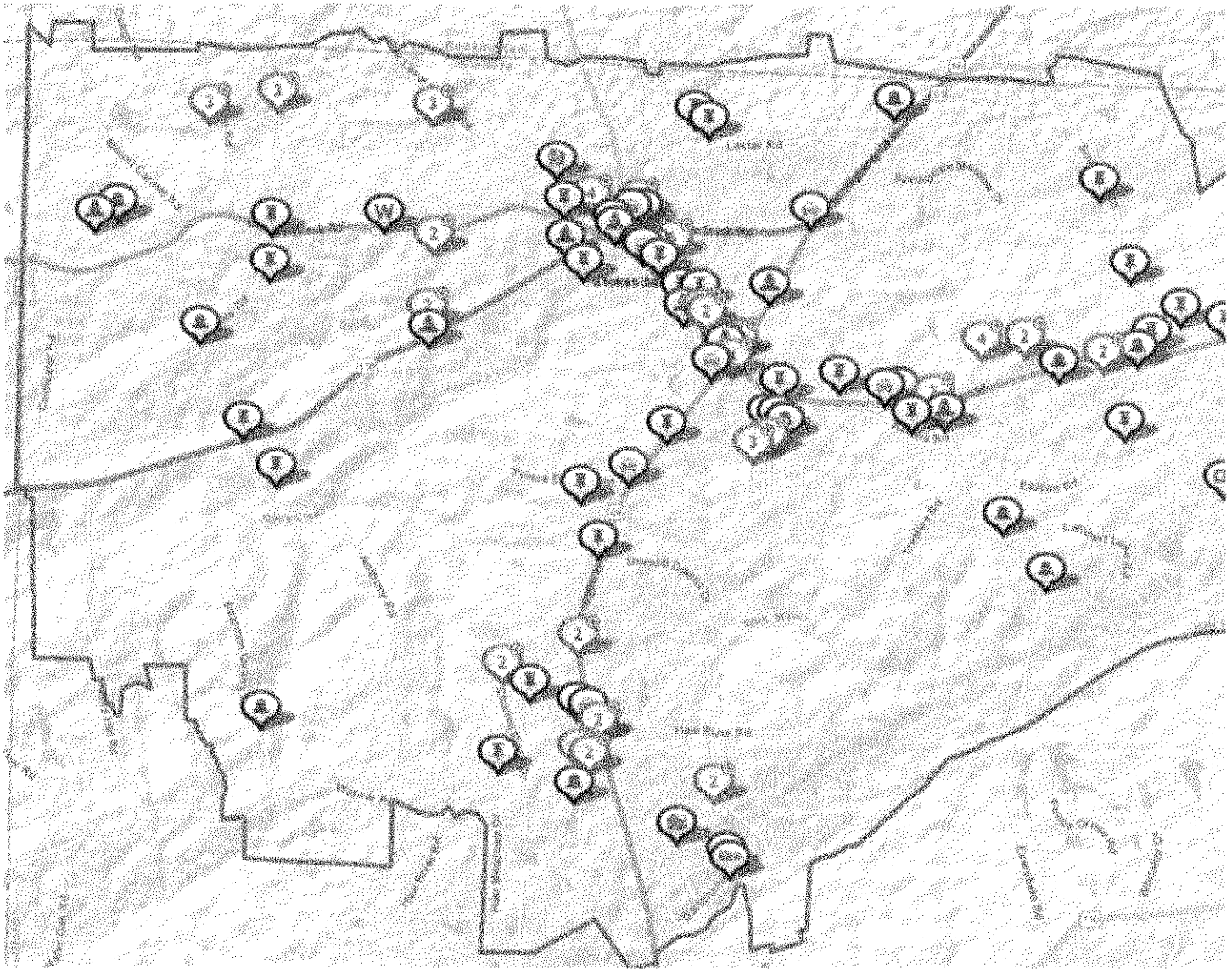
Of note:

- On 1/12, detectives with the Guilford County and Rockingham County Sheriff's Offices executed a search warrant in Rockingham County related to a December residential break-in on Hutchens Road. It resulted in the recovery of more than \$6,000 in stolen property. A 43-year-old male was arrested and charged with three counts of Felony Breaking and Entering, two counts of Felony Larceny after Breaking and Entering, one count of Felony Larceny, and one count of Misdemeanor Injury to Real Property.
- On 1/22, a truck was stolen of the lot of Priority One Auto Sales at 8030 US 158. The case remains under investigation.

Calls by type:

- *This is type of call upon initial dispatch, call nature often was changed after further investigation upon deputy arrival.*
- *Numbers denoted on the map indicate multiple calls for service at the same location.*

 BURGLARY - RESIDENTIAL	1	 MOTOR VEHICLE THEFT	1
 DISTURBANCE	2	 ACCIDENT	1
 ALARM	28	 OTHER	76
 ASSAULT	2	 SUSPICIOUS	15
 DOMESTIC	3	 THEFT	2
 WEAPONS OFFENSE	1	 TRAFFIC	20
 WARRANT	1		
 FRAUD	2		



Sergeant Ryan Seals

District I

Guilford County Sheriff's Office

7504 Summerfield Road, Summerfield, NC 27358

336-641-2303 | m: 336-382-8877

rseals@guilfordcountync.gov | www.guilfordcountysheriff.com



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Town of Stokesdale
Balance Sheet
Jan-24

	Total	Interest %	Mature Date
ASSETS			
Current Assets			
Bank Accounts			
American Rescue Plan Act (ARPA) - Fidelity Bank	351,691.92	0.00%	
Bank of Oak Ridge Checking (Money Market)	23,746.93	1.4900%	
Bank of Oak Ridge-CDARS			
CDAR - Acct #1028153712	51,357.44	4.16241%	11/29/2024
CDAR- Acct#1026843118	177,536.73	3.6816%	2/29/2024
CDAR- Acct#1028430228	325,989.81	3.9223%	1/22/2026
CDAR - Acct #1026772164	144,823.69	3.6816%	2/8/2024
CDAR - Acct# 1026843126	279,671.40	3.6816%	2/29/2024
CDAR - Acct# 1026849388	289,421.20	3.6816%	2/29/2024
CDAR - Acct# 1026872924	446,276.13	3.6816%	3/7/2024
CDAR- Acct# 1026970586	653,544.85	3.6816%	3/28/2024
CDAR - Acct#1026970594	55,363.36	3.6816%	3/28/2024
CDAR - Acct#1028153704	46,878.02	4.16241%	11/29/2024
CDAR-Acct# 1026456246	184,782.93	3.92228%	11/7/2024
Total Bank of Oak Ridge-CDARS	\$ 2,655,645.56		
Fidelity Bank - 002762	332,889.53	0.05%	
Petty Cash	150.00	0.00%	
Total Bank Accounts	\$ 3,364,123.94		
Accounts Receivable			
Salary & F.I.C.A. Due from Water Enterprise	525.54		
Expenses due from Water Enterprise	16.98	Certified (signed) mail for Winston Salem Check &	
Due to GF from GC Grant \$3.1M	0.00	Form 1099 for Gary Matchunis	
Sales Tax 2022-2023	2,028.15		
Water Enterprise Reimbursement	10,953.64		
Total Accounts Receivable	\$ 13,524.31		
Total Current Assets	\$ 3,377,648.25		
TOTAL ASSETS	\$ 3,377,648.25		
LIABILITIES			
Other Current Liabilities			
American Rescue Plan Act (ARPA) \$725,475	351,691.92		
Small Town Development \$50K	-		
Total Other Current Liabilities	\$ 351,691.92		
Total Current Liabilities			
Total Liabilities	\$ 351,691.92		
EQUITY			
Open Balance Equity	2,973,023.42		
Reserved for Specific Purpose (Public Safety)	23,500.00		
Stabilization by State Statute	96,663.00		
Net Revenue	-67,230.09		
Total Equity	\$ 3,025,956.33		
TOTAL LIABILITIES AND EQUITY	\$ 3,377,648.25		

Town of Stokesdale
Budget vs. Actuals: Budget 2024 - FY24 P&L

Jan-24

	Total			
	Actual	Budget	over Budget	% of Budget
Section A: Income				
Beer & Wine Excise Tax		24,000.00	-24,000.00	0.00%
Contributions & Donations - Parade	5,215.00	3,000.00	2,215.00	173.83%
Greensboro-Jamestown Profit Share	269.00	23,000.00	-22,731.00	1.17%
Investment Earnings	56,558.90	85,000.00	-28,441.10	66.54%
Miscellaneous	11.00	1,000.00	-989.00	1.10%
Plan Review Inspection Fee		5,000.00	-5,000.00	0.00%
Planning & Zoning Fees	2,569.79	20,000.00	-17,430.21	12.85%
State Collected Revenues (Utilities)	64,623.52	295,000.00	-230,376.48	21.91%
Town Hall & Park Facility Rentals	590.00	3,000.00	-2,410.00	19.67%
Total Income from Outside Sources	\$ 129,837.21	\$ 459,000.00	\$ 329,162.79	28.29%
Undesignated Funds	50,000.00	50,000.00		
Reserved Funds				
Total Income	\$ 179,837.21	\$ 509,000.00	\$ 329,162.79	35.33%
Section B: Expenses				
10000 - Capital Outlays			0.00	
10100 - Park Investment	50,000.00	50,000.00	0.00	100.00%
Total 10000 - Capital Outlays	\$ 50,000.00	\$ 50,000.00	\$ 0.00	100.00%
20000 - Cultural & Recreational			0.00	
20100 - Events Fund/Community Day	4,001.58	5,500.00	-1,498.42	72.76%
20300 - Park Electrical, Repairs, Cleaning, Lighting	4,433.08	7,000.00	-2,566.92	63.33%
Total 20000 - Cultural & Recreational	\$ 8,434.66	\$ 12,500.00	\$ 4,065.34	67.48%
30000 - Economic & Physical Development			0.00	
Planning & Zoning			0.00	
30100 - Advertising - Planning & Zoning	1,769.44	6,500.00	-4,730.56	27.22%
30200 - Planning Fees - Planning & Zoning	12,500.00	25,000.00	-12,500.00	50.00%
Total Planning & Zoning	\$ 14,269.44	\$ 31,500.00	\$ 17,230.56	45.30%
Total 30000 - Economic & Physical Development	\$ 14,269.44	\$ 31,500.00	\$ 17,230.56	45.30%

General Fund

Budget vs Actual

January 2024

40000 - General Administrative Expense

40100 - Administrative Expenses, & Fees, Education	2,565.79	7,000.00	-4,434.21	0.00	36.65%
40200 - Advertising (not zoning related)	120.00	1,000.00	-880.00		12.00%
40300 - Membership & Dues	9,514.31	10,000.00	-485.69		95.14%
40350 - Code Book/Development Ordinance		30,700.00	-30,700.00		0.00%
40400 - Travel & Conferences for Staff/Council	2,887.85	2,950.06	-62.21		97.89%
40500 - Town Hall Repairs & Maintenance	1,075.84	20,000.00	-18,924.16		5.38%
40600 - Office Equipment Purchase/Repair	2,284.86	7,000.00	-4,715.14		32.84%
40700 - Housekeeping, Printing, Office Supplies & Software	13,438.89	25,000.00	-11,561.11		53.76%
40800 - Postage	1.83	2,000.00	-1,998.17		0.09%
40801 - Elections		4,000.00	-4,000.00		0.00%
40900 - Insurance, Bonding, Workers Comp	9,017.73	10,000.00	-982.27		90.18%
41000 - Lawn/Outdoor Maintenance	20,000.00	42,300.00	-22,300.00		47.28%
70100 - Town Hall Electricity	6,181.39	14,000.00	-7,818.61		44.15%
70200 - Internet/Phone	5,951.05	10,001.88	-4,050.83		59.50%
70300 - Security/Alarm	876.00	3,500.00	-2,624.00		25.03%
70400 - IT Security & Website Design	7,476.93	9,600.00	-2,123.07		77.88%

Total 40000 - General Administrative Expense

60000 - Legal & Professional Services

60200 - Audit	10,625.00	12,000.00	-1,375.00	0.00	88.54%
60300 - Legal & Professional - Attorney	8,260.00	45,000.00	-36,740.00		13.91%

Total 60000 - Legal & Professional Services

80000 - Payroll Expenses

80100 - F.I.C.A.	9,432.10	18,600.29	-9,168.19	0.00	50.71%
80200 - Mileage Reimbursement	428.38	500.00	-71.62		85.68%
80300 - Payroll Processing Fees	1,711.34	2,700.00	-988.66		63.38%
80400 - Town Hall Staff Salaries	102,784.14	208,341.00	-105,556.86		49.33%
80500 - Health Insurance	3,383.25	16,800.00	-13,416.75		20.14%
80501 - Dental Insurance	175.40	480.00	-304.60		36.54%
80502 - Vision Insurance	55.40	144.00	-88.60		38.47%
80503 - ST Disability	109.20	252.00	-142.80		43.33%
80504 - State Retirement	8,316.93	17,024.34	-8,707.41		48.85%
80600 - Stipends-Council Expense	21,839.60	34,800.00	-12,960.40		62.76%

Total 80000 - Payroll Expenses

90000 - Public Safety

\$	148,235.74	\$	299,641.63	\$	151,405.89	49.47%
					0.00	

**General Fund
Budget vs Actual**

January 2024

90050 - Public Safety	834.00	1,000.00	-166.00	83.40%
90100 - Fire Inspections & Investigations	1,599.00	10,000.00	-8,401.00	15.99%
90200 - Guilford County / Animal Control Service	9,366.00	20,635.00	-11,269.00	45.39%
Total 90000 - Public Safety	11,799.00	31,635.00	19,836.00	37.30%
Total GF Operating Expenses	331,016.31	681,328.57	350,312.26	48.58%
Net Operating Revenue	-\$	172,328.57	21,149.47	87.73%
Other Revenue				

Section C: Reduction in GF Expenses from WE Fund Reimbursement

40500 - Town Hall Repairs & Maintenance	493.81	-9,180.00	-8,686.19	
40600 - Office Equipment Purchase/Repair	1,048.75	-3,213.00	-2,164.25	
40700 - Housekeeping, Printing, Office Supplies & Software	6,168.45	-11,475.00	-5,306.55	
40900 - Insurance, Bonding, Workers Comp	4,139.14	-4,590.00	-450.86	
70100 - Town Hall Electricity	2,837.26	-6,426.00	-3,588.74	
70200 - Internet/Phone	2,731.53	-4,590.86	-1,859.33	
70300 - Security/Alarm	402.08	-1,606.50	-1,204.42	
70400 - IT Security & Website Design	3,431.91	-4,406.40	-974.49	
60200 - Audit	4,876.88	-5,508.00	-631.13	
80100 - F.I.C.A.	4,329.33	-8,537.53	-4,208.20	
80300 - Payroll Processing Fees	785.51	-1,239.30	-453.79	
80400 - Town Hall Staff Salaries	47,177.92	-95,828.52	-48,450.60	
80500 - Health Insurance (Benefits)	1,708.97	-8,113.28	-6,404.31	
80501 - State Retirement	3,817.47	-7,814.17	-3,996.70	
Total Reduction GF Expenses from WE Reimbursement	83,949.01	-172,328.57	-88,379.56	-48.71%
Net Other Revenue	\$	509,000.00	425,050.99	16.49%

General Fund
Checks-Debits-Deposits
January 2024

General Fund
Checks/Debits/Deposits
Jan-24

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount	Balance
Beginning Balance							359,701.75
01/03/2024	Expenditure		Blue Cross & Blue Shield	BCBS Monthly Premiums	R	-713.50	358,988.25
01/04/2024	Check	50053	Tim Jones	Tim Jones - Net Pay	R	-234.43	358,753.82
01/05/2024	Expenditure		NCLM	Dental/Vision/Disability - Employee/Employer	R	-206.00	358,547.82
01/05/2024	Expenditure		ADP Payroll	ADP Payroll Fees	R	-98.39	358,449.43
01/08/2024	Bill Payment (Check)	6490	Hunter Enterprises	Quarterly Contract	R	-3,000.00	355,449.43
01/08/2024	Bill Payment (Check)	6486	Charles Winfree	Attny Fees	R	-570.00	354,879.43
01/08/2024	Bill Payment (Check)	6493	Ms. Whitney Woody	Monthly Cleaning Fees	R	-480.00	354,399.43
01/08/2024	Bill Payment (Check)	6471	ASCAP		R	-434.00	353,965.43
01/08/2024	Bill Payment (Check)		Kallam Exterminators, Inc.	Monthly Exterminating Fee	R	-40.00	353,925.43
01/08/2024	Bill Payment (Check)	6491	JNA Signs		R	-26.11	353,899.32
01/08/2024	Bill Payment (Check)	6487	CJ Builders, Inc.	Voided	R	0.00	353,899.32
01/08/2024	Bill Payment (Check)	6494	Total Computer Solutions	Kim's Computer and monthly contract fee	R	-2,372.93	351,526.39
01/08/2024	Bill Payment (Check)	6495	Excellence Lawncare & Landscaping	Monthly Lawncare	R	-2,000.00	349,526.39
01/08/2024	Expenditure		NC Assoc. of Municipal Clerks Extra Duty	Retirement payment for the month of January	R	-2,878.05	346,648.34
01/08/2024	Bill Payment (Check)	6488	Solutions/Seacoast Business Funding	Christmas Parade Security	R	-1,068.00	345,580.34
01/08/2024	Bill Payment (Check)	6489	Guliford County Finance Department	Fire Inspections for 1st qtr FY24	R	-1,470.00	344,110.34
01/10/2024	Payment		Water Enterprise Account	Gary Matchunis - Net Pay	R	225.42	344,335.76
01/10/2024	Payment		Water Enterprise Account	Gary Matchunis -FICA	R	23.74	344,359.50
01/10/2024	Payment		Water Enterprise Account	TOS - FICA for Gary Matchunis	R	23.74	344,383.24
01/10/2024	Payment		Water Enterprise Account	Gary Matchunis -FICA	R	18.68	344,401.92
01/10/2024	Payment		Water Enterprise Account	TOS - FICA for Gary Matchunis	R	18.67	344,420.59

General Fund
Checks-Debits-Deposits
January 2024

01/10/2024	Payment	Water Enterprise Account	Gary Matchunis - FICA	R	18.67	344,439.26
01/10/2024	Payment	Water Enterprise Account	TOS - FICA for Gary Matchunis	R	18.67	344,457.93
01/10/2024	Payment	Water Enterprise Account	Gary Matchunis - FICA	R	18.67	344,476.60
01/10/2024	Payment	Water Enterprise Account	TOS - FICA for Gary Matchunis	R	18.67	344,495.27
01/10/2024	Payment	Water Enterprise Account	Gary Matchunis - Net Pay	R	225.43	344,720.70
01/10/2024	Expenditure	Water Enterprise Account	Payment split per CC	R	-2,437.65	342,283.05
01/10/2024	Deposit	Water Enterprise Account	Attny Fees reimbursed by WE paid by GF	R	4,037.98	346,321.03
01/10/2024	Payment	Water Enterprise Account	Shared Overhead Reimbursement Oct	R	13,153.76	359,474.79
01/10/2024	Payment	Water Enterprise Account	Shared Overhead Reimbursement Nov	R	12,851.87	372,326.66
01/10/2024	Payment	Water Enterprise Account	Gary Matchunis - Net Pay	R	286.57	372,613.23
01/10/2024	Payment	Water Enterprise Account	Gary Matchunis - Net Pay	R	225.43	372,838.66
01/11/2024	Expenditure	ADP Payroll	Staff/Council/Employer - FICA - Fed - NC	R	-2,236.59	370,602.07
01/11/2024	Expenditure	ADP Payroll	Staff/Council - Net Pay	R	-6,627.68	363,974.39
01/19/2024	Expenditure	ADP Payroll	ADP Payroll Fees	R	-98.39	363,876.00
01/25/2024	Expenditure	ADP Payroll	Staff/Council - Net Pay	R	-6,561.75	367,314.25
01/25/2024	Expenditure		Fed - NC - FICA - Employee/Employer PO Bond - Kimberly	R	-2,239.94	355,074.31
01/26/2024	Bill Payment (Check)	6503 N.C. Interlocal Risk Management Agency	Thacker/Finance/Budget Officer 07/01/2023- 07/01/2024		-244.33	354,829.98
01/26/2024	Bill Payment (Check)	6497 Charles Winfree	Attny Fees		-770.00	354,059.98
01/26/2024	Bill Payment (Check)	6499 Duke Energy	Animal Control 2ndqtr FY24 - Planning & Zoning (pmnt 1) FY24		-1,426.02	352,633.96
01/26/2024	Bill Payment (Check)	6500 Guilford County	Annual Dues through 3/31/2025		-210.00	335,240.96
01/26/2024	Bill Payment (Check)	6501 Finance Department of Municipal Clks	Monthly Exterminating Fee		-40.00	335,200.96
01/26/2024	Bill Payment (Check)	6502 Kalliam Exterminators, Inc.	Office Supplies		-161.89	335,039.07
01/26/2024	Bill Payment (Check)	6498 ChemSource Direct	Office Supplies		-179.70	334,859.37
01/26/2024	Bill Payment (Check)	6496 AED Brands	ACH Payment FIDELITY BANK ONLINE ACH Payment FIDELITY BANK ONLINE PAY 775	R	-54.88	334,804.49
01/29/2024	Expenditure					

General Fund

Checks-Debits-Deposits

January 2024

01/30/2024	Check	50055	Tim Jones	Tim Jones - Net Pay	R	-234.43	334,570.06
01/30/2024	Check	50054	Tim Jones	Tim Jones - Net Pay	R	-234.43	334,335.63
01/31/2024	Deposit			Accr Earning Pymt Added to Accou			
01/31/2024	Bill Payment (Check)	6504	Ms. Whitney Woody	Accr Earning Pymt Added to Account	R	15.17	334,350.80
01/31/2024	Bill Payment (Check)	6505	Spectrum Business	Monthly Cleaning Fees		-480.00	333,870.80
				101366301		-821.37	333,049.43
				ACH Payment ADP PAYROLL FEES			
				ADP ACH Payment ADP PAYROLL			
01/31/2024	Expenditure		ADP Payroll	FEES ADP FEES XXXXXXXXX7284	R	-159.90	332,889.53
						<u>\$26,812.22</u>	

<i>Grants/Restricted Funds</i>	<i>ARPA</i>	<i>Guilford County ARPA Grant</i>	<i>NC House Bill 1163</i>	<i>NC Div of Water Infrastructure Grant</i>	<i>Small Town Development Grant</i>
	\$ 725,475.00	\$ 3,113,038.00	\$ 1,154,081.75	\$ 400,000.00	\$ 50,000.00
<i>Expenditures</i>	<i>ARPA</i>	<i>Guilford County ARPA Grant</i>	<i>NC House Bill 1163</i>	<i>NC Div of Water Infrastructure Grant</i>	<i>Small Town Development Grant</i>
Hawkins Landscape Architecture	\$ 2,010.00				
FEI Civil Engineers and Land Surveys	\$ 7,100.00				
(Park) Pickleball/Basketball	\$ 247,836.00				\$ 50,000.00
(Park) Playground equipment	\$ 81,692.83				
A&D Enterprises, Inc.			\$ 19,546.06		
Kennerly Engineering & Design, Inc.			\$ 18,000.00		
Baseball/Softball Lights at Community Park (8401 Capri Drive, Stokesdale)	\$ 50,000.00				
Charles Winfree (Attorney)	\$ 2,474.50	\$ 4,037.98			
Hazen & Sawyer (Engineering Study)		\$ 366,400.00			
Greensboro Engineering PLLC (Stokesdale Soccer Field Lighting)	\$10,000.00				
Balance Available by Special Revenue Fund: Expenditures TBD	\$ 324,361.67	\$ 2,742,600.02	\$ 1,116,535.69	\$ 400,000.00	\$ -

Water Enterprise Account
Balance Sheet
Jan-24

	Total	Interest %	Mature Date
ASSETS			
Current Assets			
Bank Accounts			
Bank Of Oak Ridge CDARS			
CDAR - Acct# 1028153682	258,220.53	4.16241%	11/29/2024
CDAR - Acct# 1028083196	77,078.54	3.92228%	11/14/2024
CDAR - Acct# 1027147832	120,279.81	3.68160%	5/2/2024
CDAR - Acct# 1028153739	62,891.07	4.16241%	11/29/2024
Total Bank Of Oak Ridge CDARS	\$ 518,469.95		
Capital Reserve Fund - CRF (0345)	102,867.98	0.05%	
Fidelity-Water Enterprise (0504)	1,393,301.39	0.05%	
NCCMT	559,884.14		
Regular Savings (0403)	45,066.86	0.02%	
Total Bank Accounts	\$ 2,619,590.32		
Total Current Assets	\$ 2,619,590.32		
Accounts Receivable			
AR- Water Sales	25,077.44	Includes November billing	
Active - 90+Days Past Due	0.00	0 Account	
Inactive - 90+Days Past Due	6,115.64	25 Accounts	
Total AR- Water Sales	31,193.08		
HB 1163 from General Fund	33,596.06		
Sales Tax Refund 2023-2024	87.42		
Total Accounts Receivable	\$ 64,876.56		
Other Current Assets			
Special Revenue Funds			
Guilford County ARPA \$3.1M	2,513,038.00		
Total Special Revenue Funds	\$ 2,513,038.00		
Prepaid Expenses	-33,596.06		
Total Prepaid Expenses	-\$33,596.06		
Contra Expense Accounts			
Allowance for Doubtful Accounts	-6115.64		
Total Contra Expense Accounts	-\$ 6,115.64		
Total Other Current Assets	\$ 2,473,326.30		
TOTAL ASSETS	\$ 5,157,793.18		
LIABILITIES			
Accounts Payable			
Water Reimbursement due to General Fund	10,953.64		
Expenses paid by GF due to GF	16.98	Certified (signed) mail for WS check &	
Payroll due to General Fund Account	525.54	Form 1099 for Gary Matchunis	
Total Accounts Payable	\$ 11,496.16		
Other Current Liabilities			
Water Deposits Refundable	38,333.70		
Capital Reserve Fund - SDF Fees (Restricted)	102,867.98		
Guilford County ARPA \$3.1M	3,083,600.37		
Total Other Current Liabilities	\$ 3,224,802.05		
Total Current Liabilities	\$ 3,236,298.21		
TOTAL LIABILITIES	\$ 3,236,298.21		

Water Enterprise Account - Town of Stokesdale
Budget vs. Actuals: Budget 2024 - FY24 P&L

Jan-24

	Total		
	Actual	Budget	over Budget
			% of Budget
Section A: Income			
Damage Penalties/Meter Reading		1,000.00	-1,000.00
Investment Income	27,452.44	30,000.00	-2,547.56
Taps & Connection Fee	28,400.00	20,000.00	8,400.00
Water Capacity Fees	27,000.00	60,000.00	-33,000.00
Water Sales	394,198.42	640,000.00	-245,801.58
Late Fees	939.24	1,000.00	-60.76
Transfer from Fund Balance			
Transfer from Capital Reserve Fund		128,000.00	
Total Income	\$ 477,990.10	\$ 880,000.00	\$ 402,009.90
			54.32%
Section B: Expenses			
11000- Water Purchase	121,258.44	225,000.00	-103,741.56
11001 - One Time Capacity Fee	128,000.00	128,000.00	
Total Water Purchase	\$ 249,258.44	\$ 353,000.00	\$ 103,741.56
			70.61%
Expenses			
12000 - Administrative			
12001 - Bond & Insurance		1,000.00	-1,000.00
12002 - Contract Operation	32,783.75	110,000.00	-77,216.25
12003 -Engineering Consultation Fees		50,000.00	-50,000.00
12004 - Dues/Subscriptions/Office Supplies	2,657.21	6,500.95	-3,843.74
12005 - ORC Gary Matchunis	8,000.00	16,000.00	-8,000.00
12006 - Postage	3,515.73	6,000.00	-2,484.27
12008 - F.I.C.A. Expense	304.90	765.00	-460.10
12009 - Mileage Reimbursement	831.68	2,000.00	-1,168.32
12010 - Salaries	3,985.90	10,000.00	-6,014.10
Total 12000 - Administrative & Payroll Expenses	\$ 52,079.17	\$ 202,265.95	\$ 150,186.78
			25.75%
13000 - Repairs & Maintenance			
13002 - Chemicals	581.00	700.00	-119.00
13003 - Chlorinator Maintenance		4,000.00	-4,000.00
			83.00%
			0.00%

Water Enterprise
Budget vs Actual

January 2024

Electricity Chlorinator Utilities	355.23	650.00	-294.77	54.65%
13006 - Marking Water Lines 811	209.20	1,000.00	-790.80	20.92%
13007 - Supplies/Water Hydrant Maintenance		5,000.00	-5,000.00	0.00%
13008 - Water Line/Meter Installation/Gen Repair	110.93	15,000.00	-14,889.07	0.74%
13009 - Water Tank Maintenance		1,000.00	-1,000.00	0.00%
13010 - Water Testing	2,581.40	4,000.00	-1,418.60	64.54%
Total 13000 - Repairs & Maintenance	\$ 3,837.76	\$ 31,350.00	\$ 27,512.24	12.24%
14000 - Water Capital			0.00	
14002 - Transfer to Capital Reserve Fund (CRF)	27,000.00	50,000.00	-33,000.00	45.00%
Total 14000 - Water Capital	\$ 27,000.00	\$ 50,000.00	\$ 33,000.00	45.00%
16000 - Meters			0.00	
16001 - Electronic Water Meters Changeout		25,000.00	-25,000.00	0.00%
16002 - Electronic Water Meters New Construction	1,134.31	20,000.00	-18,865.69	5.67%
Total 16000 - Meters	\$ 1,134.31	\$ 45,000.00	\$ 43,865.69	2.52%
17000 - Contingency Appropriations		16,055.49	-16,055.49	0.00%
Total Expenses	\$ 333,309.68	\$ 707,671.44	\$ 374,361.76	47.10%
Net Operating Income				
15000 - Over Head Reimbursement Expense to General Fund		172,328.56	\$ 27,848.14	83.96%
15001 - Office Equipment Purchase/Repair	1,048.75	3,213.00	-2,164.25	32.64%
15002 - Housekeeping, Printing, Office Supplies, & Software	6,168.45	11,475.00	-5,306.55	53.76%
15003 - Insurance, Bonding, Workers Comp	4,139.14	4,590.00	-450.86	90.18%
15004 - Town Hall Repairs & Maintenance	493.81	9,180.00	-8,686.19	5.38%
15005 - Audit				
15006 - Town Hall Electricity	4,876.88	5,508.00	-631.12	88.54%
15007 - Internet/Phone	2,837.26	6,426.00	-3,588.74	44.15%
15008 - Security/Alarm	2,731.53	4,590.86	-1,859.33	59.50%
15009 - IT Security & Website Design	402.08	1,606.50	-1,204.42	25.03%
15010 - F.I.C.A	3,431.91	4,406.40	-974.49	77.88%
15011 - Payroll Processing Fees	4,329.33	8,537.53	-4,208.20	50.71%
15012 - Town Hall Salaries	785.51	1,239.30	-453.79	63.38%
15013 - Health Insurance (Benefits)	47,177.92	95,628.52	-48,450.60	49.33%
15014 - State Retirement	1,708.97	8,113.28	-6,404.31	21.06%
Total 15000 - Over Head Reimbursement Expense to General Fund	\$ 83,949.01	172,328.56	-88,379.55	48.71%
Net Income	\$ 60,731.41	\$ 0.00	\$ 60,731.41	

Water Enterprise
Checks/Debits/Deposits
January 2024

Water Enterprise Account
Checks/Debits/Deposits
Jan-24

Date	n Type	Num	Name	Memo/Description	Clr	Amount	Balance
Beginning Balance							1,395,381.75
01/03/2024	Deposit				R	4,932.39	1,400,314.14
01/03/2024	Deposit		Keystone Group	Keystone Group, Inc	R	2,400.00	1,402,714.14
01/03/2024	Deposit		Wolfe Construction Inc.	Wolfe Construction, Inc	R	1,200.00	1,403,914.14
01/04/2024	Deposit				R	165.68	1,404,079.82
01/04/2024	Deposit				R	4,601.39	1,408,681.21
01/05/2024	Deposit				R	333.14	1,409,014.35
	Payment						
01/08/2024	(Check)	5931	Lydia R Whittington	8413 Shilling St	R	-131.54	1,408,882.81
	Payment						
01/08/2024	(Check)	5930	Keystone Group		R	-28.11	1,408,854.70
01/08/2024	Deposit				R	50.00	1,408,904.70
	Payment						
01/08/2024	(Check)	5928	Gary Matchunis		R	-137.88	1,408,766.82
	Payment						
01/08/2024	(Check)	5927	Chris Clement Home Builders Inc		R	-8.30	1,408,758.52
01/08/2024	Deposit				R	480.15	1,409,238.67
	Payment						
01/08/2024	(Check)	5932	Mercedes I Gray	7700-A Notees Lane	R	-175.00	1,409,063.67
	Payment						
01/08/2024	(Check)	5933	NCRWA		R	-310.00	1,408,753.67
	Payment						
01/08/2024	(Check)	5934	Water Works Metrology		R	-1,210.87	1,407,542.80
	Payment						
01/08/2024	(Check)	5935	Hazen and Sawyer		R	-12,979.65	1,394,563.15
	Payment						
01/08/2024	(Check)	5936	Town of Stokesdale		R	-31,165.97	1,363,397.18
01/08/2024	Deposit				R	3,880.41	1,367,277.59
	Payment						
01/08/2024	(Check)	5929	Heritage Home of the Carolinas LLC	5201 Logos Dr Lot 29	R	-18.40	1,367,259.19

Water Enterprise

Checks/Debits/Deposits

January 2024 Payment

01/09/2024 (Check)

Payment

01/09/2024 (Check)

01/09/2024 Deposit

01/09/2024 Deposit

01/09/2024 Deposit

01/10/2024 Deposit

01/10/2024 Deposit

01/11/2024 Deposit

01/11/2024 Deposit

01/12/2024 Deposit

01/12/2024 Deposit

01/16/2024 Deposit

01/16/2024 Deposit

01/16/2024 Deposit

01/16/2024 Deposit

01/16/2024 Deposit

01/16/2024 Deposit

01/17/2024 Deposit

01/18/2024 Deposit

01/18/2024 Deposit

01/18/2024 Deposit

01/18/2024 Deposit

01/22/2024 Deposit

01/22/2024 Deposit

01/22/2024 Deposit

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01/22/2024 Deposit

01/23/2024 Deposit

01/23/2024 Deposit

01/24/2024 Deposit

01/24/2024 Deposit

01/24/2024 Deposit

01/25/2024 Deposit

01/25/2024 Deposit

01/26/2024 Payment

(Check)

Energy United

City of Winston Salem Water

CJ Builders, Inc.

CJ Builders, Inc.

RS Dezern Construction

RS Dezern Construction

R.S. Dezern Construction, Inc.

R.S. Dezern Construction, Inc.

North Carolina 811, Inc.

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5941

-58.39

1,367,200.80

-17,250.13

1,349,950.67

10,534.31

1,360,484.98

95.31

1,360,580.29

3,112.09

1,363,692.38

195.77

1,363,888.15

83.83

1,363,971.98

130.76

1,364,102.74

354.55

1,364,457.29

417.38

1,364,874.67

31.13

1,364,905.80

352.69

1,365,258.49

36.56

1,365,295.05

171.82

1,365,466.87

462.09

1,365,928.96

1,200.00

1,367,128.96

226.43

1,367,355.39

1,190.82

1,368,546.21

574.06

1,369,120.27

1,200.00

1,370,320.27

1,200.00

1,371,520.27

67.44

1,371,587.71

34.95

1,371,622.66

569.34

1,372,192.00

100.92

1,372,292.92

333.98

1,372,626.90

240.76

1,372,867.66

1,720.13

1,374,587.79

327.41

1,374,915.20

288.69

1,375,203.89

50.00

1,375,253.89

871.32

1,376,125.21

437.42

1,376,562.63

1,056.82

1,377,619.45

-25.00

1,377,594.45

Robbie Lee Wagoner II

From: Duke Energy <alerts@duke-energyalert.com>
Sent: Wednesday, January 17, 2024 10:34 PM
To: Robbie Lee Wagoner II
Subject: Completion: Light repair request complete



Outdoor Light Repair Complete

The outdoor light repair you recently reported on 01/16 has been completed. Thank you for reporting this outage in your community.

Address on Light Reported: 8329 Angel-Pardue Rd, Stokesdale, NC

Problem Type: Complete

Pole Number: N/A

Work Order: 52339855

To report another outdoor light outage, visit our [outdoor lighting repair map](#). For questions, please call us at **800.769.3766**.

Please do not reply to this message. Replies to this message are routed to an unmonitored mailbox.

BUILDING A SMARTER ENERGY FUTURE



[Privacy Policy](#) | [duke-energy.com](#)

Duke Energy | 525 South Church Street | Charlotte, NC 28203

Robbie Lee Wagoner II

From: Duke Energy <alerts@duke-energyalert.com>
Sent: Sunday, January 28, 2024 4:44 PM
To: Robbie Lee Wagoner II
Subject: Completion: Light repair request complete



Outdoor Light Repair Complete

The outdoor light repair you recently reported on 01/24 has been completed. Thank you for reporting this outage in your community.

Address on Light Reported: 8329 Angel-Pardue Rd, Stokesdale, NC

Problem Type: Complete

Pole Number: 1LXG70

Work Order: 52440457

To report another outdoor light outage, visit our [outdoor lighting repair map](#). For questions, please call us at **800.769.3766**.

Please do not reply to this message. Replies to this message are routed to an unmonitored mailbox.

BUILDING A SMARTER ENERGY FUTURE



Privacy Policy | [duke-energy.com](#)

Duke Energy | 525 South Church Street | Charlotte, NC 28202



TOWN OF STOKESDALE



SPECIAL CALLED TOWN COUNCIL MEETING SCHEDULE
BUDGET WORKSHOPS FOR FISCAL YEAR 2024 - 2025 BUDGET

Meeting Day: Tuesday

Meeting Time: 7:00 PM

Meeting Location: Stokesdale Town Hall
(8325 Angel-Pardue Road, Stokesdale, NC 27357)

Meeting Dates:

March 05, 2024

April 02, 2024

May 07, 2024

June 04, 2024

Approved: _____

Attest:

Michael E. Crawford, Mayor

Robbie Lee Wagoner II, Town Clerk

North Carolina General Assembly

**Joint Conference Committee Report on the
Current Operations Appropriations Act of 2023**

House Bill 259

September 20, 2023

Robbie Lee Wagoner II

From: Jordan, Cole <cole.jordan@osbm.nc.gov>
Sent: Tuesday, December 5, 2023 6:30 PM
To: Robbie Lee Wagoner II
Subject: State Grant - Next Steps to Receive your grant funding

Robbie Wagoner,

Your organization, **Town of Stokesdale**, has received a state grant in the recent budget bill. You can find it listed in the [2023 Appropriations Act](#) and/or the [Committee Report](#).

Grantee Legal Name: Town of Stokesdale

Grant Amount (FY23-24): \$175,000.00

Grant ID: 12102

Grant Funding Source: Regional Economic Development Reserve

Grant Description:

Provides a directed grant to the Town of Stokesdale for vehicles, athletic facility upgrades, and related equipment.

The Office of State Budget and Management is the administering agency for your grant. There are five required documents we will need from you before we can administer your grant funds.

Required Documents:

1. Office of the State Controller's Substitute [W-9 Form](#)
2. [Vendor Electronic Payment Form](#)
 - **Include supporting document** verifying the account number provided on Vendor Electronic Payment Form (i.e. voided check, bank statement, letter from bank)
 - **IF you received a grant from the state before and plan to change your banking information, be sure to correctly fill out your Prior Financial Information**
3. Conflict of Interest Policy
 - Copy of your organization's Conflict of Interest Policy (see [G.S. 143C-6-23.\(b\)](#)).
 - Here is a [sample policy you can download](#) and use if your organization does not have one.
4. [No Overdue Tax Form](#)
 - Sworn statement that your organization does not have overdue tax debts (see [G.S. 143C-6-23.\(b\)](#)).
5. [Scope of Work](#) outlining what will be accomplished with grant funds.
 - [Scope of Work Examples:](#)
 - [State Capital Infrastructure Fund \(SCIF\) Grant.](#)
 - Grant Description: Provides a grant to "Example" City for capital improvements or equipment
 - [Directed Grant](#)
 - Grant Description: Provides a directed grant to "Example" Non-Profit.
 - [Scope of Work with Sub-Recipients](#)
 - Grant Description: Provides a directed grant to "Example" County.

Please submit the required forms using your grant's secure upload link:

<https://bit.ly/OSBMTownofStokesdale>

-If the link does not work by clicking on it, please copy and paste it into your web browser.

Once all documents are received and approved, OSBM will prepare a grant agreement for grant recipients to sign before disbursing funds.

We are holding two training webinars in December to review our grant process and we will open it up to a Q&A session at the end. You can register for the training below:

- [Register Here: Thursday, December 7th at 10:00am](#)

Please visit our website for additional helpful information on our grants process and Frequently Asked Questions:

<https://www.osbm.nc.gov/stewardship-services/directed-grants/osbm-administered-grants>

Best,

OSBM Grants Team

Grants Team

NC Office of State Budget and Management

NCGrants@osbm.nc.gov



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RECEIVED

JAN 24 2023

213727

Statement		DATE <u>1/24/24</u>	TERMS
TO <u>Stokesdale Town Hall</u>			
<u>Soccer Field Sprinkler Tank F97 3,150 gals</u>			
IN ACCOUNT WITH <u>Wilson Pumping</u>			
<u>Stokesdale, NC</u>			
OFFICE <u>[REDACTED]</u> cell <u>[REDACTED]</u>			
<p><u>Quote to Pump Tank</u></p> <p><u>for Town pump</u></p> <p style="text-align: center;"> \$ 700 <u>Total</u> </p>			
CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT

005812

01-11

Wilson Pumping Service

Deputy Clerk

From: Megan Deitz [REDACTED]
Sent: Monday, January 22, 2024 4:55 PM
To: Deputy Clerk
Subject: Transous Pricing

Hello!

I wanted to follow up our phone conversation with our pricing to pump out the 3,150 gallon tank for your city.

If it is exposed it would be:
 $\$1,137.50 + \$150.00 = \$1,287$

If it is a tank that we have to dig it would be"
 $\$1,487.50 + \$150.00 = \$1,637.50$

We have a dispatch fee of \$150.00 for any job over 30 miles from our dispatch location which is Lexington.

If you have any questions, please let me know!

Thank you!
Megan
Office Manager
[REDACTED]

Transou's Plumbing
& Septic Services

Deputy Clerk

From: Gann Brothers [REDACTED]
Sent: Wednesday, January 24, 2024 3:51 PM
To: Deputy Clerk
Subject: Re: You've received a new message from your website

The cost of pumping is \$800. If the tank isn't exposed and is over 24" deep then we would bring a small tractor to dig it which would cost an additional \$125.00. If you would like me to schedule a time please let me know.

Thanks,
Zac

On Wed, Jan 24, 2024 at 9:57 AM Email Form Submission <newmessage@my-site.email> wrote:
The below information was sent from this page of your website:
<http://www.gannbrothersseptic.com/>

Title: "Send Us a Message"

Your Name:
Mason Winfree

Your Email Address:
deputyclerk@stokesdale.org

Your Phone Number:
336-644-4011

Your Message:

I am Mason Winfree, the Deputy Town Clerk for the Town of Stokesdale. Town Council is looking to get the septic tank pumped at Stokesdale Town Park. It is a 3,150 gallon tank. Would you please send me a quote for how much it would cost to get the tank pumped? I am not sure if the tank is exposed or not. Could you send me a quote for if it is exposed and if it is not exposed? Thank you.

Gann Brothers Septic
Tank Services

Deputy Clerk

From: [REDACTED]
Sent: Thursday, January 25, 2024 8:46 AM
To: Deputy Clerk
Subject: Town Park Septic Tank Pumping

Good morning,
The cost to pump out the septic tank at the town park in Stokedale would cost \$1000.00. The cost is the same whether it is already dug out or not.

Please let us know if you have any further questions.

Thank you,
Lori Wagner
Mueller Septic Services
Office Manager
[REDACTED]

Mueller Septic Services

From: Inserra, Alycia Grace <aginserra@sog.unc.edu>
Sent: Thursday, February 1, 2024 9:27 AM
To: Robbie Lee Wagoner II
Subject: Re: Issues With On-Demand Board Training Library

Robbie,
Thank you for this feedback. I don't expect the Regional Board Workshops to be recorded. We are working, though, on replacing the e-learning library.
Please let me know if you need anything else.
Thanks again for your patience.
Best, Alycia

From: Robbie Lee Wagoner II <rwagoner@stokesdale.org>
Date: Wednesday, January 31, 2024 at 4:11 PM
To: Inserra, Alycia Grace <aginserra@sog.unc.edu>, SOG Registrar <registrar@sog.unc.edu>
Subject: RE: Issues With On-Demand Board Training Library

You don't often get email from rwagoner@stokesdale.org. [Learn why this is important](#)
Alycia,

Good afternoon. Thank you so much for your prompt response, I greatly appreciate it.

Because the Town of Stokesdale requires all newly appointed Planning Board members to complete the (now unavailable) self-paced On-Demand Planning Board Training Session that has been created by the UNC SOG, the completion of this session was often sporadic and only occurred whenever a new member was appointed to the Planning Board.

I see that the new Regional Board Workshops will be occurring in April and May. Will these workshops be recorded and placed online? Ideally, I would like for our newly appointed Planning Board members to have the ability to access this information on a self-paced basis and any time throughout the year.

Again, thank you and I look forward to continuing this conversation with you soon.

Best,

Robbie Lee Wagoner II
Town Clerk
Town of Stokesdale

Post Office Box 465
8325 Angel-Pardue Road
Stokesdale, NC 27357



(336) 643-4011
rwagoner@stokesdale.org
www.stokesdale.org

From: Inserra, Alycia Grace <aginserra@sog.unc.edu>
Sent: Tuesday, January 30, 2024 11:21 AM
To: SOG Registrar <registrar@sog.unc.edu>
Cc: Robbie Lee Wagoner II <rwagoner@stokesdale.org>
Subject: Re: Issues With On-Demand Board Training Library

Robbie,
Thanks for reaching out. I believe you're trying to access the outdated Planning and Development Regulation E-Learning Library. Unfortunately, that is no longer available. We are in the process of re-recording them but don't yet have a publication date. I spoke to Adam Lovelady, who suggested we refer you and others to the following trainings in the meantime:

<https://www.sog.unc.edu/courses/regional-board-workshop>

Please let me know if you have any other questions or if I can help with anything else.
Best, Alycia

From: SOG Registrar <registrar@sog.unc.edu>
Date: Tuesday, January 30, 2024 at 8:32 AM
To: Inserra, Alycia Grace <aginserra@sog.unc.edu>
Subject: FW: Issues With On-Demand Board Training Library

Hi Alycia: Is this training still available? Thanks.

Dale R. Zuckert
Assistant Registrar
UNC School of Government
Knapp Building CB# 3330
Chapel Hill, NC 27599
919.966.4414

From: Robbie Lee Wagoner II <rwagoner@stokesdale.org>
Sent: Monday, January 29, 2024 4:16 PM
To: SOG Registrar <registrar@sog.unc.edu>
Subject: Issues With On-Demand Board Training Library

 You don't often get email from rwagoner@stokesdale.org. [Learn why this is important](#)

Greetings,

Good afternoon, I hope this email finds you safe and well. My name is Robbie, and I am the Town Clerk for the Town of Stokesdale, North Carolina.

The Town of Stokesdale requires all newly appointed Planning Board members to complete the self-paced On-Demand Planning Board Training Session that has been created by the UNC SOG.

In the past, I have asked newly appointed members to use the following hyperlink and password to complete the required session:

Hyperlink: <https://www.sog.unc.edu/resources/microsites/on-demand-board-training-library>

Password: [REDACTED]

Until very recently, none of our newly appointed members have had any issues with this process. However, our most recently appointed member has informed me that, upon entering this session, she is met with an error message stating that "Adobe Connect is expired."

I am not sure of the root cause of this issue. Could it be that the Town of Stokesdale needs to purchase a new access to this session from the UNC SOG? Or could it be a technical issue?

Your assistance in this matter would be greatly appreciated.

Thank you for your time and I look forward to hearing from you soon.

Best,

Robbie Lee Wagoner II

Town Clerk

Town of Stokesdale

Post Office Box 465
8325 Angel-Pardue Road
Stokesdale, NC 27357



(336) 643-4011
rwagoner@stokesdale.org
www.stokesdale.org

Robbie Lee Wagoner II

From: Sarah Tibbetts <Clerk@summerfieldnc.gov>
Sent: Thursday, February 1, 2024 2:10 PM
To: Robbie Lee Wagoner II; Sandra Smith
Subject: RE: Does Your Town Require Planning Board Members To Be Trained?

We don't require training however it's highly recommended, we use PTRC.

Sarah Tibbetts, Town Clerk
Town of Summerfield | POB 970 or 4117 Oak Ridge Rd, Summerfield, NC 27358
ph: 336-643-8655 | www.summerfieldnc.gov

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From: Robbie Lee Wagoner II <rwagoner@stokesdale.org>
Sent: Thursday, February 1, 2024 2:07 PM
To: Sarah Tibbetts <Clerk@summerfieldnc.gov>; Sandra Smith <ssmith@oakridgenc.com>
Subject: Does Your Town Require Planning Board Members To Be Trained?

Sarah & Sandra,

Good afternoon, I hope this email finds both of you safe and well!

Since 2019, the Town of Stokesdale requires all newly appointed Planning Board members to complete the self-paced On-Demand Planning Board Training Session that has been created by the UNC SOG. This training must be successfully completed before the newly appointed Planning Board member could take any action in a meeting.

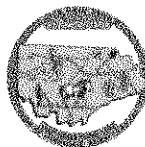
However, this particular training module has been recently discontinued by the UNC SOG, and there does not appear to be a viable replacement option at this time.

With that being said, I was wondering if the Town of Summerfield or the Town of Oak Ridge require Planning Board members to be trained. And, if so, what does this training consist of?

Thank you both so much and I look forward to hearing from both of you soon!

Best,

Robbie Lee Wagoner II
Town Clerk
Town of Stokesdale



Robbie Lee Wagoner II

From: Sandra Smith <ssmith@oakridgenc.com>
Sent: Thursday, February 1, 2024 2:52 PM
To: Sarah Tibbetts; Robbie Lee Wagoner II
Subject: RE: Does Your Town Require Planning Board Members To Be Trained?

Hey guys,

We don't require training, but we try to take advantage of it when it is offered. I have recently done an orientation for our new Town Council and Historic Preservation Commission members, and I'm planning to try to do something for BOA and P&Z in the next few months, as well as a refresher for our more seasoned members. We have also taken advantage of PTRC training sessions in the past.



Sandra B. Smith, NCCMC, CMC
Asst. Town Manager/Town Clerk
Town of Oak Ridge
8315 Linville Road/P.O. Box 374
Oak Ridge, NC 27310
(336) 644-7009
www.oakridgenc.com

From: Sarah Tibbetts <Clerk@summerfieldnc.gov>
Sent: Thursday, February 1, 2024 2:13 PM
To: Robbie Lee Wagoner II <rwagoner@stokesdale.org>; Sandra Smith <ssmith@oakridgenc.com>
Subject: RE: Does Your Town Require Planning Board Members To Be Trained?

I would suggest reaching out to them and see what they offer for non-members.

Sarah Tibbetts, Town Clerk
Town of Summerfield | POB 970 or 4117 Oak Ridge Rd, Summerfield, NC 27358
ph: 336-643-8655 | www.summerfieldnc.gov

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From: Robbie Lee Wagoner II <rwagoner@stokesdale.org>
Sent: Thursday, February 1, 2024 2:12 PM
To: Sarah Tibbetts <Clerk@summerfieldnc.gov>; Sandra Smith <ssmith@oakridgenc.com>
Subject: RE: Does Your Town Require Planning Board Members To Be Trained?

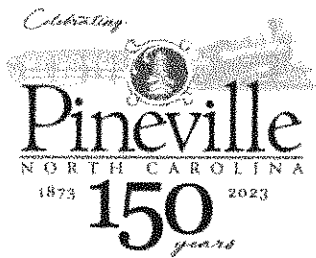
Sarah,

Thank you! Could you please send me a link to the Planning Board training that is offered by the PTRC? Unfortunately, the Town of Stokesdale is not an active member of the PTRC at this time.

Robbie Lee Wagoner II

From: Lisa Snyder <LSnyder@pinevillenc.gov>
Sent: Thursday, February 1, 2024 4:21 PM
To: Robbie Lee Wagoner II
Subject: RE: Required Training For Planning Board Members

I have been here three years and we do not require any training by our Planning Board. I give the new members their oaths, however.



Lisa Snyder, CMC
Town Clerk
Phone 704-889-2361
lsnyder@pinevillenc.gov
P O Box 249
505 Main St.
Pineville, NC 28134
(704) 889-2361



From: rwagoner@stokesdale.org <clerks@listserv.unc.edu>
Sent: Thursday, February 1, 2024 4:19 PM
To: City and County Clerks <clerks@listserv.unc.edu>
Subject: [clerks] Required Training For Planning Board Members

Good afternoon, everyone!

Since 2019, the Town of Stokesdale's Town Council has required all newly appointed Stokesdale Town Planning Board members to complete the self-paced On-Demand Planning Board Training Session that was created by the University of North Carolina's School of Government (UNC SOG).

In fact, this specific training session must be successfully completed before any newly appointed Stokesdale Town Planning Board member can serve at a Stokesdale Town Planning Board meeting.

However, I have just been informed that the "outdated" Planning and Development Regulation E-Learning Library is no longer available, and there does not appear to be a viable replacement option at this time.

With that being said, I was wondering if any other municipalities require their Planning Board members to successfully complete any training. If so, what does this training consist of and can it be completed on an "on-demand" basis?

Thank you all for your time!

Robbie Lee Wagoner II

From: Barbie Bruce, NCCMC, CMC <bbruce@waxhaw.com>
Sent: Thursday, February 1, 2024 4:32 PM
To: Robbie Lee Wagoner II
Subject: RE: Required Training For Planning Board Members

Hi Robbie,

Waxhaw Planning Board members are not required to attend the UNC SOG training. However, they do go through a quasi-judicial process with our Town Attorney every year as a refresher to ensure they are handling quasi-judicial proceedings correctly.

Hope this helps!



BARBIE BRUCE, NCCMC, CMC TOWN CLERK

Town of Waxhaw
1150 N. Broome St., PO Box 6
Waxhaw, NC. 28173
office 704.843.2195 x 238
fax 704.843.2196
email bbruce@waxhaw.com
Visit us at www.waxhaw.com



♻ Please consider the environment before printing this email.

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From: rwagoner@stokesdale.org <clerks@listserv.unc.edu>
Sent: Thursday, February 1, 2024 4:19 PM
To: City and County Clerks <clerks@listserv.unc.edu>
Subject: [clerks] Required Training For Planning Board Members

Good afternoon, everyone!

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Thank you all for your time!

Robbie Lee Wagoner II
Town Clerk
Town of Stokesdale

Post Office Box 465
8325 Angel-Pardue Road
Stokesdale, NC 27357



(336) 643-4011
rwagoner@stokesdale.org
www.stokesdale.org

<p>---

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<p>or send a blank email to leave-44170801-96751280.3fc1251e44ccebb2bbf53367cab6eff0@listserv.unc.edu

Robbie Lee Wagoner II

From: Lord, Angela <Angela.Lord@greensboro-nc.gov>
Sent: Thursday, February 1, 2024 4:30 PM
To: Robbie Lee Wagoner II
Cc: Kirkman, Mike
Subject: RE: Required Training For Planning Board Members

Hey Robbie,

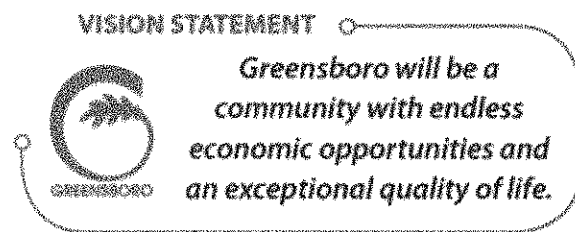
Our Planning and Zoning staff liaison conducts training to newly appointed members.

I have tagged Mike, Planning Manager, on this email, so maybe he or someone from his team can share what and how they conduct training.

Mike – I would really appreciate any information you can share with my friend!

Thank you,

Angela Lord, MMC, NCCMC
City Clerk
City Clerk's Office
300 W Washington Street
P O Box 3136
Greensboro, NC 27402-3136
Office: 336-373-2396
Fax: 336-574-4003
angela.lord@greensboro-nc.gov



From: rwagoner@stokesdale.org <clerks@listserv.unc.edu>
Sent: Thursday, February 1, 2024 4:19 PM
To: City and County Clerks <clerks@listserv.unc.edu>
Subject: [clerks] Required Training For Planning Board Members

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Good afternoon, everyone!

Since 2019, the Town of Stokesdale's Town Council has required all newly appointed Stokesdale Town Planning Board members to complete the self-paced On-Demand Planning Board Training Session that was created by the University of North Carolina's School of Government (UNC SOG).

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Thank you all for your time!

Robbie Lee Wagoner II
Town Clerk
Town of Stokesdale

Post Office Box 465
8325 Angel-Pardue Road
Stokesdale, NC 27357



(336) 643-4011
rwagoner@stokesdale.org
www.stokesdale.org

<p>---

<p>You are currently subscribed to clerks as: angela.lord@greensboro-nc.gov.

<p>To unsubscribe click here: https://lists.unc.edu/u?id=88161100.3c7da51a634262b2e13bf277d8f608a0&n=T&l=clerks&o=44170801 .YzJI OmdyZ WVuc2Jvcu9uYzpjOm86M2RmMzE0ZjlxZWY4ODAwMzc2NDhlOWExNmFmNjgxOGQ6NjphNmIxOmY2ZTdmNTcyNWJiNjdjNWZhZWY3Mjg4OGIxOTdlMWJjNDNmNWE0YzRIYjA3NTEwOWI5MzAzYjZiODdkMjU5ZDI6dDpU;

<p>(It may be necessary to cut and paste the above URL if the line is broken)

<p>or send a blank email to leave-44170801-88161100.3c7da51a634262b2e13bf277d8f608a0@listserv.unc.edu

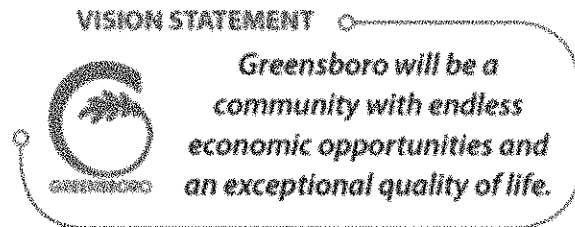
Robbie Lee Wagoner II

From: Kirkman, Mike <Michael.Kirkman@greensboro-nc.gov>
Sent: Thursday, February 1, 2024 4:46 PM
To: Lord, Angela; Robbie Lee Wagoner II
Cc: Carter, Lucas
Subject: RE: Required Training For Planning Board Members

Good afternoon Robbie. We have basically created our own training materials that are a blend of information from the School of Government, our Planning and Zoning Commission Rules and Procedures and some best practices information. I am copying my colleague Luke Carter who can provide you copies of the types of things we reviewing with new Planning and Zoning Commission members if that will be helpful to you in identifying your own materials for training in absence of the older School of Government training modules.

Thanks,
Mike Kirkman

Mike Kirkman, AICP, CZO, Zoning Administrator
Planning
City of Greensboro
Phone: 336-373-4649 Fax: 336-412-6315
P.O. Box 3136 Greensboro, NC 27402-3136
www.greensboro-nc.gov



From: Lord, Angela <Angela.Lord@greensboro-nc.gov>
Sent: Thursday, February 1, 2024 4:30 PM
To: Robbie Lee Wagoner II <rwagoner@stokesdale.org>
Cc: Kirkman, Mike <Michael.Kirkman@greensboro-nc.gov>
Subject: RE: Required Training For Planning Board Members

Hey Robbie,

Our Planning and Zoning staff liaison conducts training to newly appointed members.

I have tagged Mike, Planning Manager, on this email, so maybe he or someone from his team can share what and how they conduct training.

Mike – I would really appreciate any information you can share with my friend!

Thank you,

Angela Lord, MMC, NCCMC
City Clerk

Robbie Lee Wagoner II

From: Carter, Lucas <Lucas.Carter@greensboro-nc.gov>
Sent: Friday, February 2, 2024 11:18 AM
To: Kirkman, Mike; Lord, Angela; Robbie Lee Wagoner II
Subject: RE: Required Training For Planning Board Members
Attachments: Rezoning_Conditions_Done_Right.pdf;
Just_Say_No_The_Denial_of_a_Rezoning_Petition.pdf; Contract Zoning.pdf;
Considerations_for_Legislative_Development_Decisions.pdf

Robbie,

I hope you are doing well. Please find the training materials that we use to train Planning and Zoning Commission members for the City of Greensboro.

Greensboro's Planning and Zoning Commission does not hear Special Use Permits or Variance (quasi-judicial) requests. The NC School of Government, <https://canons.sog.unc.edu/>, have more blog posts on quasi-judicial hearings that will be helpful if your board hears these cases.

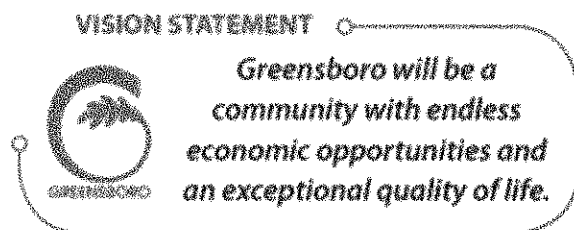
The rest of our training materials are specific to Greensboro including a list of helpful websites and materials that discuss the types of requests they will hear. We also provide discussion questions for determining if a request is supported by the Greensboro Comprehensive Plan.

Please let me know if you have any questions.

Thank you,

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Please take the time to take our customer service survey. Your feedback is appreciated. Thank you!



From: Kirkman, Mike <Michael.Kirkman@greensboro-nc.gov>
Sent: Thursday, February 1, 2024 4:46 PM



Coates' Canons Blog: Rezoning Conditions Done Right

By David Owens

Article: <https://canons.sog.unc.edu/rezoning-conditions-done-right/>

This entry was posted on July 13, 2011 and is filed under Land Use & Code Enforcement

A developer proposes rezoning a parcel from a low density residential zone to a commercial zoning district. The neighbors would be satisfied with some of the uses allowed in the more intensive district, but are wary about others. The staff has several concerns about traffic flow and setbacks that are not addressed in the development standards in the proposed new zoning district. All of these are items that could be resolved with conditions on the approval. Is there a way these considerations be incorporated into the rezoning decision?

As we saw in a **previous post**, there are serious legal problems if a city or county attempts to limit the range of uses allowed or attempts to impose site-specific restrictions when considering a rezoning to a conventional zoning district. In North Carolina there are two ways to get around this problem.

Before looking at those two options, a little background on the different types of districts is a useful starting point. As different adoption procedures must be followed depending upon which type of district is involved, it is vitally important that landowners, neighbors, staff, planning boards, and elected official understand these differences. This can be especially confusing because the two options used to impose site specific conditions—conditional use district zoning and conditional zoning—sound alike but have significantly different adoption procedures.

Traditional zoning districts cannot be used if site specific conditions are needed at the rezoning stage. The most common type of zoning district is the *conventional* district, such as single family residential, highway commercial, or light industrial. Conventional zoning districts (also sometimes termed "general use districts" or "base districts") are those with a variety of permitted land uses in each district. Conventional zoning districts may also include some uses allowed only by special or conditional use permits. Many zoning ordinances also include *overlay* zoning districts. These are special zones in which requirements are imposed in addition to the basic or underlying zoning district requirements. In some instances overlay districts may relieve the property of a requirement in the underlying conventional district. Typical overlay districts include floodplain districts, historic districts, airport districts, and highway corridor districts. A third type of district included in many zoning ordinances is a *floating district*. These are districts that are defined in the text of the ordinance but are applied or mapped only upon petition. The most common example is a planned unit development (PUD) district, which often requires an overall concept plan for development of the entire tract prior to rezoning. A key limitation on all of these districts is that the standards and conditions must be uniform for all property placed in that district. Site specific variation in the standards is not allowed.

If site specific conditions are to be imposed on a rezoning, a special type of district must be used. North Carolina law (unlike some other states) allows the use of two types of zoning districts that apply site-specific development standards—conditional use districts and conditional zoning. A city or county zoning ordinance can include either or both of these tools.

Conditional use district (CUD) zones involve a two-step process. First, a landowner requests that property be placed in a new zoning district that has no permitted uses, only special or conditional uses. No new use of land may be undertaken within the district unless a special or conditional use permit is secured (some ordinances call these "special use districts" which is just another term for "conditional use districts;" there is no legal difference between the two). Second, the landowner applies for a conditional use permit to authorize a particular development. The zoning ordinance text usually creates one conditional use district to correspond with each conventional zoning district, such as an R-5 district and an R-5-CU district. In the conditional use district all of the permitted uses in the conventional district are converted to special or conditional uses in the parallel conditional use district.



Conditional use district zoning was pioneered by Greensboro in 1972, was later authorized by local legislation for about twenty local governments, and in 1985 was incorporated into G.S. 153A-342 and 160A-382. In *Chrismon v. Guilford County*, 322 N.C. 611, 370 S.E.2d 579 (1988), the court approved the use of conditional use districts and ruled that the zoning enabling statutes provided adequate statutory authority for conditional use district zoning even before this specific authorization was adopted.

The critical defining characteristic of conditional use district zoning is that it requires two legally separate decisions—the decision to rezone into a conditional use district and the decision on a conditional use permit. The rezoning decision must meet all of the statutory requirements for legislative decisions and the permit decision must meet all of the constitutional requirements for quasi-judicial decisions. *Village Creek Property Owners' Ass'n, Inc. v. Town of Edenton*, 135 N.C. App. 482, 520 S.E.2d 793 (1999). The legislative decision about rezoning is based on a consideration of the policy question of whether some limited alternative use is appropriate for the site, and the subsequent quasi-judicial decision on the conditional use permit is based on whether the particular application meets the standards set in the first decision. If the petition for the rezoning is denied, the board does not decide the permit application, as the rezoning is necessary to create the eligibility for the special or conditional use permit. *Coucoulas/Knight Props. v. Town of Hillsborough*, 199 N.C. App. 455, 683 S.E.2d 228 (2009), *aff'd per curiam*, 364 N.C. 127, 691 S.E.2d 441 (2010).

Over time, many local governments concluded that while this tool added needed flexibility, its application was problematic. The principal problems stem from the requirement to observe the more restrictive quasi-judicial procedures for the conditional use permit while considering the legislative rezoning. This limits contact and discussion with any affected parties outside of the hearing and requires that there be substantial, competent, material evidence in the record to support findings for the permit decision. This formal, legalistic process was seen by some local governments as unduly restricting the informal discussions and negotiations that are often involved in rezoning decisions.

So an alternative developed—purely legislative *conditional zoning*. Charlotte led the way with use of this tool and a number of the state's larger cities began using this tool in the 1990s. This alternative eliminates the conditional use permit and incorporates all of the site-specific standards directly into the zoning district regulations. The court held conditional zoning was allowed by the zoning statutes and was constitutionally permissible in two cases from Charlotte. *Summers v. City of Charlotte*, 149 N.C. App. 509, 562 S.E.2d 18, *review denied*, 355 N.C. 758, 566 S.E.2d 482 (2002); *Massey v. City of Charlotte*, 145 N.C. App. 345, 550 S.E.2d 838, *review denied*, 354 N.C. 219, 554 S.E.2d 342 (2001). In 2005 the General Assembly amended G.S. 160A-382(a) and 153A-342(a) to explicitly authorize city and county use of conditional zoning.

A standard practice in North Carolina cities and counties using conditional zoning is to amend the ordinance text to create a set of conditional zoning districts to correspond with each conventional zoning district (though such parallel districts are not legally required). However, rather than requiring that all uses secure a conditional use permit, as is done with conditional use district zoning, individualized conditions and site plan provisions are incorporated (usually by reference) into the zoning district requirements. In most instances, the provisions in the conditional district are more stringent than those in the corresponding conventional districts. The conditional district may, for example, have a much narrower list of permitted uses and may increase the buffering requirements to provide additional protection to neighboring uses. In the absence of a local ordinance provision to the contrary, it is however legally permissible to tailor standards that are less restrictive than those in the corresponding conventional district. *Rakestraw v. Town of Knightdale*, 188 N.C. App. 129, 136, 654 S.E.2d 825, 830, *review denied*, 362 N.C. 237, 659 S.E.2d 739 (2008). In *Sapp v. Yadkin County*, ____ N.C. App. ____, 704 S.E.2d 909 (2011), the court held there was no requirement that the conditional zoning district standards incorporate the conditional use permit standards from the parallel conventional zoning district.

The use of both conditional use district zoning and conditional zoning is now commonplace in North Carolina. Despite the complexity of the process, a **2006 SOG survey** indicated that conditional use districts were being used by about 40% of the state's cities and counties. A third of the responding cities and a quarter of the responding counties were using purely legislative conditional zoning. These tools are not only on the books, they are actively used. Asked about the types of rezonings they had made over the past year, North Carolina cities and counties **reported** in 2006 that over a third of all rezonings included site specific conditions. The responding cities and counties reported consideration of 3,029 rezoning petitions. Fifty-seven percent were for rezonings to conventional districts, 21 percent to conditional use districts, and 15 percent to conditional districts. The use of conditions in rezonings is particularly common in more populous cities. Cities with populations over 25,000 reported over half of their rezoning petitions were for conditional or conditional use district



rezonings.

State law imposes some limits on how conditional use district and conditional zoning may be used. Land may be placed in a conditional use district or conditional district only upon petition of all of the owners of the land to be included. G.S. 160A-382(c) and 153A-342(c) provide that specific conditions may be suggested by the owner or the government, but only those conditions mutually acceptable to both the owner and the government may be incorporated into the ordinance or individual permit involved. These statutes also provide that any conditions or site specific standards imposed are limited to those that address the conformance of the development and use of the site to city or county ordinances and officially adopted plans and those that address the impacts reasonably expected to be generated from the development or use of the site.

Conditional use districts and conditional zoning provide important opportunities to carefully tailor regulations to address the interests of the landowner, the neighbors, and the public. In the example we began with, these special zoning districts can be used to limit the range of permitted uses on the property and to require a particular traffic design, neither of which can be done with a rezoning to a conventional zoning district. This often allows a developer to proceed with a project in a way that addresses site specific concerns of the neighbors and the local government. Conditional use districts and conditional zoning is complicated, so care is needed in their application. This is especially the case when a quasi-judicial conditional use permit is part of the mix. And a good land use plan is vital for establishing a context for framing appropriate conditions, avoiding ad hocery run amuck. But if proper care is exercised, these are an increasingly important and useful zoning tools.

Links

- sogpubs.unc.edu/electronicversions/pdfs/ss23.pdf
- sogpubs.unc.edu/electronicversions/pdfs/ss24.pdf



Coates' Canons Blog: Just Say No: The Denial of a Rezoning Petition

By Richard Ducker

Article: <https://canons.sog.unc.edu/just-say-no-the-denial-of-a-rezoning-petition/>

This entry was posted on November 18, 2009 and is filed under Land Use & Code Enforcement

The proposed rezoning makes poor planning sense. The neighbors oppose it. The petitioner is unpopular. So the governing board votes down the proposal. How may the petitioner challenge this action (or lack of action)? If adoption of a zoning amendment is a legislative action, then how can a petitioner challenge the refusal of the governing board to act? Or, alternatively, is a refusal to rezone subject to the same judicial review considerations as a challenge to a zoning amendment actually adopted? The answers to these questions under North Carolina law are just now beginning to emerge.

In a number of states (other than North Carolina) the general rule is that the petitioner whose rezoning petition is denied and who seeks judicial review must bring a declaratory judgment action concerning the preexisting zoning classification that was sought to be changed. In other words the petitioner must demonstrate that the existing zoning is invalid in order to prove that the denial of the proposed zoning is invalid. As practical matter, however, such actions often allow some consideration of the uses that the petitioner could make of the property if it were to be rezoned as proposed. But even if this were the law in North Carolina, few challenges to the denial of a proposed rezoning would ever be brought. Such a challenge would have to be filed within a mere 60 days after the existing zoning was originally adopted.

In North Carolina the validity of a denial of a proposed rezoning may be tested in a declaratory action focusing on the denial itself. This result would appear to favor the disappointed petitioner since the petitioner generally does not need to prove the existing zoning is invalid. But appearances may be deceiving. In *Sherrill v. Town of Wrightsville Beach*, 81 N.C. App. 369, 344 S.E.2d 357 (1986), the North Carolina Court of Appeals declared that for the court to find in favor of a disappointed petitioner would require the petitioner "to meet an extraordinarily high burden of showing the invalidity of the refusal of the Board to amend the zoning ordinance" and that in order for such a refusal to be constitutionally invalid as a violation of substantive due process, "the governmental body could have had no legitimate reason for its decision."

Without citing *Sherrill* the Court of Appeals in the case of *Ashby v. Town of Cary*, 161 N.C. app. 499, 588 S.E.2d 572 (2003), concluded that a refusal to rezone, like the adoption of a rezoning, would be upheld so long as the decision was neither arbitrary nor capricious. Furthermore, the court declared that it was not free to substitute its opinion for that of the legislative body so long as there is "some plausible basis" for the conclusions reached by that body and that a reviewing court was not free to "interfere with or control a municipality's zoning power or direct zoning ordinances to be repealed, enacted, or amended."

However, these standards that appear to defer to the judgment of the governing board seemed less obvious in the recent Court of Appeals case of *Coucoulas/Knight Properties, LLC v. Town of Hillsborough*, ___ N.C. App. ___, 683 S.E.2d 228 (2009). In a 2-1 decision the Court of Appeals dismissed a series of claims by a developer that Hillsborough's refusal to rezone his land to a special Entrance Special Use District violated the owner's constitutional right of equal protection. The owner alleged that the rezoning proposal was turned down despite the fact that other similar development projects involving rezoning to this district had been adopted. But the court pointed out that the owner's project differed in various respects from those for which a rezoning was adopted. The owner also claimed that remarks made by several governing board members in open session showed that they were not impartial and that the board's decision was arbitrary and capricious. The Court of Appeals disagreed, noting that its task was not "to comb through the record for comments reflecting disagreements, mistakes, or misunderstandings."

Hillsborough also was the first appellate rezoning denial case involving the interpretation of G.S. 160A-383. That statute provides in part that "(w)hen adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted



plan that is applicable, and briefly explaining why the board considers the action taken to be reasonable and in the public interest." It further provides that such a statement "is not subject to judicial review." The Hillsborough board of commissioners adopted a consistency statement, which provided that the developer's rezoning request was consistent with its comprehensive plan. The developer argued that adoption of the statement implied that the proposed rezoning could not validly be denied. However, the court rejected the argument, pointing out that there was no evidence that denying the rezoning and maintaining the status quo was necessarily inconsistent with the comprehensive plan either.

So where do we stand? Perhaps a half-dozen North Carolina appellate court cases have involved challenges to the denial of a proposed rezoning. The plaintiffs, typically owners or potential developers of the subject property, have so far lost every case. After all, it is not all that difficult for a local government to find some plausible basis for refusing to rezone. The requirement that a plan-consistency statement must be adopted by the local government to justify the rejection as well as the adoption of a proposed zoning amendment may not be as potent a tool for a disappointed rezoning petitioner as first thought. The Hillsborough case demonstrates that a positive plan-consistency statement for a proposed rezoning may not necessarily require that the proposed rezoning be adopted and need not mean that the denial of a rezoning must be invalidated. Hillsborough is the first indication in North Carolina case law that the existing zoning may be relevant in evaluating the legal defensibility of a decision not to rezone. The case is on appeal to the North Carolina Supreme Court.

One important but unresolved matter is whether a local government may by ordinance establish a process that allows it to halt the rezoning process before the matter ever comes to a governing board vote. For example, may a governing board refuse to schedule a public hearing on a proposal that it believes has no chance of being adopted? Is such a "decision" subject to the same form of judicial review as a zoning amendment defeated in a formal vote? Only future litigation or legislation will tell.

Contract Zoning

David W. Owens

April, 2014

Case summary(ies)

Unlike conditional zoning, contract zoning is illegal in North Carolina. It is also illegal to place property in a conventional zoning district based upon a representation that the land will be devoted to a particular project.

Summary:

Contract Zoning

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April 2014

Unlike conditional zoning, contract zoning is illegal in North Carolina. It is also illegal to place property in a conventional zoning district based upon a representation that the land will be devoted to a particular project.

Contract Zoning

In the classic contract zoning situation, the local government and the landowner enter into a written agreement (sometimes recorded as a deed restriction) that if the government rezones the property to a specified new zoning district, the owner will carry out a particular use and accept specified limits or conditions on that use. While a North Carolina case has yet to involve this situation directly, in *Chrismon v. Guilford County*, the court held true contract zoning impermissible:

Illegal contract zoning properly connotes a transaction wherein both the landowner who is seeking a certain zoning action and the zoning authority itself undertake reciprocal obligations in the context of a bilateral contract. . . . [C]ontract zoning of this type is objectionable primarily because it represents an abandonment on the part of the zoning authority of its duty to exercise independent judgment in making zoning decisions.[1]

In *Hall v. City of Durham*, the court provided further elaboration on the contract zoning definition:

A typical example of such reciprocal assurances occurs when the applicant assures the city council that the property will be used only for a specified purpose and no other, and the city council, in consideration of such assurance, agrees to rezone the property in question and not to alter the zoning for a specified period of time thereafter.[2]

This definition raises the question of whether a rezoning to a general use district that is based on a specific proposal rather than all permitted uses is indeed contract zoning. The *Blades* court termed such a decision contract zoning, but the *Chrismon* court emphasized the necessity of a reciprocal agreement in order to have a contract. An element of reciprocity was not clearly present in the *Allred* and *Blades* cases.[3] The *Hall* decision resolved this question. The court there ruled that the practice was not contract zoning but was nonetheless illegal. When rezonings to general use districts are involved, all potential uses in the new district must be fully considered for the rezoning to be valid.

Failure to Consider All Permissible Uses

A rezoning to a conventional zoning district that is based on a single project rather than on all permissible uses in the new zoning district is invalid.

Two cases from the early 1970s established this principle of North Carolina zoning law. Both cases arose in Raleigh and both invalidated rezonings that allowed multifamily development in single-family residential neighborhoods. These early cases termed this practice contract zoning. The court has since dropped this characterization but has retained the result—the practice remains illegal in North Carolina.

In *Allred v. City of Raleigh*,^[4] a 9.26-acre tract was rezoned from R-4 to R-10 to allow for the construction of twin high-rise apartment towers in what had been a single-family residential area. Two previous applications for similar rezonings of this site had been denied. Consideration of the rezoning petition that was approved included extensive discussion of the particular project proposed. The planning commission report on the project noted that the particular proposal was for “very attractive” buildings of “outstanding architectural” quality.^[5] However, it recommended denial because of the proposal’s inconsistency with the comprehensive plan and because of opposition from the neighborhood. After a detailed discussion of the project, in which a prominent member of the General Assembly represented the developer, the city council voted to rezone the parcel in order to “afford the community the opportunity of this splendid development.”^[6] The trial court and the court of appeals upheld the rezoning. However, the supreme court concluded that the rezoning was based on the specific plans of the applicant, had not considered all possible uses to which the property could be devoted under the new zoning, and was thus invalid. Writing for a unanimous court, Chief Justice Bobbitt held:

... [N]otwithstanding the motivation of the City Council may be laudable, any action of the City Council that disregards the fundamental concepts of zoning as set forth in the enabling legislation may be arbitrary and capricious.

In our view, and we so hold, the zoning of the property may be changed from R-4 to R-10 only if and when its location and the surrounding circumstances are such that the property should be made available for all uses permitted in an R-10 district. Rezoning on consideration of assurances that a particular tract or parcel will be developed in accordance with restricted approved plans is not a permissible ground for placing the property in a zone where restrictions of the nature prescribed are not otherwise required or contemplated. Rezoning must be effected by the exercise of legislative power rather than by special arrangements with the owner of a particular tract or parcel of land.^[7]

Blades v. City of Raleigh^[8] presented a similar situation leading to the same result. In this instance a 5-acre tract was rezoned from R-4 to R-6 to allow the construction of twenty “ultra luxurious town-houses” (the existing R-4 zoning allowed only single-family residences). A site plan of the proposed development was presented at the rezoning hearing, and a representative of the owner explicitly noted that other permitted uses in the proposed R-6 district (e.g., a sanatorium, a hospital, or a rest home) would not be “proper development.” Even though the Raleigh City Council had previously adopted a resolution that rezonings were not to be based on a specific use or plan, the court concluded, “[I]t is quite apparent that the amending ordinance was adopted solely because the applicant convinced the Council that it would use the property for the construction of town houses as specifically described. Nevertheless, the adoption of the ordinance, if it be valid, would permit use of this property for any other purpose permitted in an R-6 district.”^[9] Thus the court again unanimously invalidated the rezoning. This rule has subsequently been followed in North Carolina.^[10]

In response to these cases, a number of zoning ordinances were amended in the 1970s and 1980s to explicitly forbid presentations on specific projects when petitions for rezoning to a new, general use district are being considered.

A number of cities and counties, however, sought to retain the ability to evaluate rezoning proposals on the basis of the particular project motivating the rezoning petition, even when the rezoning proposed was to a conventional zoning district. Durham, for example, secured local legislation authorizing site plans to be submitted with rezoning petitions.^[11] The court, however, continued to apply the *Blades* and *Allred* rule that a conventional rezoning must consider all of the potential uses allowed by the new zone. The court in *Hall v. City of Durham*^[12] ruled that although a site plan may be submitted, its submission does not remove the requirement that all potential uses in a new general zoning district be fully considered. Hall involved the rezoning of a 12.9-acre tract from a single-family residential district to a commercial district to accommodate construction of a four-building commercial complex with an outdoor lumberyard and a parking area. A detailed site plan submitted with the rezoning petition included the physical layout of the development, a proposed donation of adjacent property to a conservation group, and detailed restrictions on development, including a landscaped buffer, a limit on the height to which lumber would be stacked, and a constraint on the color of the buildings. Most of these detailed conditions had resulted from extensive negotiations with neighboring property owners. The city council based the rezoning on this carefully negotiated project but without considering all of the other possible uses in the new zoning district. The planning commission staff had recommended against the rezoning, noting that some of the twelve other uses permitted in the new district would not be compatible with the surrounding neighborhood. The court agreed and invalidated the rezoning.

The fact that specific plans are presented to the governing board, however, does not in and of itself invalidate a rezoning, so long as the record is clear that all permissible uses are considered. In *Kerik v. Davidson County*,^[13] the petitioner for a 140-acre rezoning sent the governing board several memos while the petition was under review outlining the proposed uses of the property if rezoned, describing various conditions to be placed on the property, describing proposed utility service, setting out an intent to donate park land to the county, and noting the alternative plans for the site if not rezoned. The court held that this provision of information did not invalidate the rezoning, as the record revealed the board received a list of permitted uses in the proposed districts and discussed their potential impact (and the record reflected that the planning board had similar information and discussion). Similarly, in *Musi v. Town of Shallotte*,^[14] the court held that the fact that the town council was aware of a specific plan to build multifamily condominiums on the site of a proposed rezoning did not in and of itself indicate that the council was unaware of other uses that could be undertaken under the new zoning. The court noted that the range of uses allowed in the new town zoning district were similar to those allowed in the prior county zoning (albeit at a higher density), and each council member testified in depositions that they had considered the full range of permitted uses at the time of the rezoning.

Also, a mere allegation that a particular use and not all permissible uses were considered is inadequate to invalidate a rezoning. This is illustrated by *Graham v. City of Raleigh*,^[15] where a rezoning from residential to office and institutional use was upheld over a contract zoning challenge. The governing board and the planning board had met nine times to discuss the zoning of the site, and the record demonstrated "clearly that the circumstances and conditions concerning the questioned zone change were peculiarly within the knowledge of the city council and that they considered all permissible uses available in the Office and Institution I and III districts in enacting the questioned ordinance."^[16]

When a specific development proposal has motivated a rezoning request, many local governments explicitly note in the hearing record the full range of uses that would be allowed in a new zoning district. This is often done in a staff report that is presented to the governing board prior to a vote on the rezoning. It is not uncommon for the list to be read aloud at the hearing, along with a statement

that any of the permitted uses (in addition to any specific project that has been mentioned) would be allowed if the property was rezoned. Such a recitation is sufficient to avoid invalidation of a rezoning on the basis that all potential permitted uses were not considered prior to action.

For additional legal analysis, see:

David W. Owens, *Land Use Law in North Carolina* (2ed. 2011)

– 322 N.C. 611, 635, 370 S.E.2d 579, 593 (1988). Most states have held such bilateral agreements illegal.

– 323 N.C. 293, 299, 372 S.E.2d 564, 568 (1988). In the example provided by the court, the attempt to limit the discretion of future boards with a binding agreement not to change the zoning is particularly troublesome. However, the owner and local government can accomplish much the same through use of either a site specific development plan vested right or a development agreement. Both are based on the ordinance in effect at the time of the agreement but vest the right to rely on that ordinance for an extended time into the future.

– This fact produced a split on the court in *Chrismon and Hall*. The dissenters would have held that a rezoning based on a specific proposal was illegal contract zoning whether or not there was a reciprocal agreement.

– 277 N.C. 530, 178 S.E.2d 432 (1971).

– *Id.* at 536–37, 178 S.E.2d at 435 (quoting planning commission report).

– *Id.* at 539, 178 S.E.2d at 437 (quoting council meeting minutes).

– *Id.* at 545, 178 S.E.2d at 440–41. The owner of the site subject to the litigation in *Allred* was subsequently successful in having the site rezoned from R-4 to R-10. In this later, successful rezoning the applicant presented a professional traffic analysis, a study of the compatibility of the rezoning with the thoroughfare, and a land use study. The applicant and the staff studiously avoided reference to a particular project and instead focused on all permitted uses. A protest petition was filed, but the rezoning was unanimously adopted. Single-story attached housing was eventually built on the site.

– 280 N.C. 531, 187 S.E.2d 35 (1972).

– *Id.* at 550, 187 S.E.2d at 46. Luxury single-family homes were eventually constructed on this site. *See also* *Godfrey v. Union County Bd. of Comm’rs*, 61 N.C. App. 100, 300 S.E.2d 273 (1983) (invalidating rezoning of 17.45 acres from single-family residential to heavy-industrial use to allow owner to relocate his grain-bin operation).

– *In Alderman v. Chatham County*, 89 N.C. App. 610, 366 S.E.2d 885, *review denied*, 323 N.C. 171, 373 S.E.2d 103 (1988), a 14.2-acre rezoning from a residential-agricultural district to a mobile home

district was invalidated because only the density of the development according to a restricted plan submitted by the owner, rather than all the uses permitted in the new district, was considered by the governing board. The court of appeals noted that a rezoning was invalid if it was "accomplished as a direct consequence of the conditions agreed to by the applicant rather than as a valid exercise of the county's legislative discretion." *Id.* at 619, 366 S.E.2d at 891. In several cases the courts have also held that it is improper to grant summary judgment when an allegation has been made that a rezoning decision was based on a single proposed project. *Nelson v. City of Burlington*, 80 N.C. App. 285, 341 S.E.2d 739 (1986); *Willis v. Union County*, 77 N.C. App. 407, 335 S.E.2d 76 (1985); *Rose v. Guilford County*, 60 N.C. App. 170, 298 S.E.2d 200 (1982).

iii. See, e.g., 1975 N.C. Sess. Laws ch. 671, § 92 (Durham city). Chapter 950 of the 1989 N.C. Session Laws (1990 Sess.) extended this authority to Durham County. The submission of a development plan when a petition for a rezoning is made is at the option of the landowner. The Durham ordinance also requires submission of a traffic impact analysis when a development plan is submitted in certain zoning districts. Durham, N.C., City Code § 24-22(4)(a) (1998). Other similar local legislation includes 1989 N.C. Sess. Laws ch. 430 (Knightdale), ch. 611 (Zebulon). Other local governments have also adopted ordinance provisions that allow site plans to be submitted with rezoning proposals. In these instances the applicant may submit a "simple sketch plan," analogous to the sketch plan used in many subdivision ordinances, for staff review and comment before making a formal petition for rezoning.

iv. 323 N.C. 293, 372 S.E.2d 564 (1988).

v. 145 N.C. App. 222, 551 S.E.2d 186 (2001). See also *Childress v. Yadkin County*, 186 N.C. App. 30, 650 S.E.2d 55, 64 (2007) (discussion at hearing by petitioner as to uses of the property if rezoned not per se violation).

vi. 200 N.C. App. 379, 684 S.E.2d 892 (2009).

vii. 55 N.C. App. 107, 284 S.E.2d 742 (1981), *review denied*, 305 N.C. 299, 290 S.E.2d 702 (1982).

viii. *Id.* at 111, 284 S.E.2d at 745. See also *Dale v. Town of Columbus*, 101 N.C. App. 335, 399 S.E.2d 350 (1991).

Related statutes or bills:

Contract Zoning: Rezoning: Permissible Uses
Topics - Local and State Government
Planning and Development Regulation

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Coates' Canons Blog: Considerations for Legislative Development Decisions

By Adam Lovelady

Article: <https://canons.sog.unc.edu/considerations-for-legislative-development-decisions/>

This entry was posted on October 07, 2021 and is filed under Constitutional & Statutory Limitations, Land Use & Code Enforcement, Legislative Decisions, Zoning

A property owner has requested for the local government to rezone her property to allow for significant new development. This could bring substantial new investments, business, and residents. But it could also change the character of the place, burden public infrastructure, and alter neighborhood demographics. Should the local government approve the rezoning?

In general, legislative decisions such as zoning map amendments are left to the discretion of the governing board. Local elected officials may take in public opinion, technical analysis, and political judgment about what is in the best interest of the community. Some considerations are good and even required—planning board recommendation and comprehensive plan consistency, for example. Other considerations are off limits. Governing board members must not base decisions on the race, ethnicity, or religion of the applicant, landowner, or future tenants of the property.

This blog outlines those good and necessary considerations for legislative development decisions. A separate blog highlights the topics that are out of bounds.

Note that while some of these rules and concepts apply to other types of decisions, this discussion is focused on *legislative* development decisions. For an explanation of the types of development decisions, check out this blog.

General Considerations

A proposal to rezone property or amend the zoning ordinance raises many important and appropriate issues and concerns. What are the land use impacts of this development for the individual property owner? The neighboring property owners? The broader community? The local government? If approved, what will this mean for economic development and environmental impacts, property rights and social equity, infrastructure and opportunity, and the community's vision for its future. Each of these are legitimate considerations for legislative zoning amendments.

Statutory Purposes and Considerations

General Statute 160D-701 sets forth the statutory purposes authorizing land use zoning regulation. To start, zoning regulations "shall be made in accordance with a comprehensive plan and shall be designed to promote the public health, safety, and general welfare." The state law expands on that broad notion to set forth additional public purposes for zoning: to prevent overcrowding, to reduce congestion in the streets, to provide safety from fire and dangers and to ensure efficient and adequate public facilities and services. Under the authorizing state law, zoning regulations must be made with reasonable consideration of the following, among other things:

- "the character of the district and its peculiar suitability for particular uses"
- "a view to conserving the value of buildings"
- "and encouraging the most appropriate use of land"

Consideration of the Comprehensive Plan

A comprehensive or land use plan is a vision for the community based on careful analysis of existing conditions, robust community engagement, and strategic prioritization by the local government leaders. Under G.S. 160D-501, North Carolina local government must have a comprehensive plan or land use plan that is reasonably up-to-date as a condition of having and enforcing zoning. It is appropriate—even required—for the governing board to consider the applicable plans when it considers an amendment to the development regulations. If there is a request to rezone land on the edge of town



for a medium-density residential development, how does that align with the policies and priorities identified by the community in the comprehensive plan? Is the site identified for infrastructure investment and residential development? Or, is the area identified to be maintained for low-density, agricultural uses? The community's adopted vision should be considered when deciding about amendments to the development regulations.

For amendments to the zoning regulations, state law requires consideration of the comprehensive or land use plan. G.S. 160D-605 requires that the governing board must approve a statement describing whether and how an action is consistent or inconsistent with the applicable plan. While the comprehensive plan or land use plan is not binding—the governing board may adopt a rezoning even if that action is inconsistent with the applicable plans. But, there is a procedural requirement to consider the applicable plans in the process. While consideration of the comprehensive plan is not required under state law for other legislative actions, such consideration is still appropriate and recommended for other legislative development matters such as adoption or amendment of the subdivision ordinance, minimum housing code, or other development regulations.

For more detail, check out this 160D Guidance Document on Plan Consistency Statements.

Recommendations from Staff and Planning Board

A governing board can and should consider the recommendations of the planning board and local government staff when deciding on a rezoning or text amendment. General Statute 160D-604 specifically requires that amendments to the zoning ordinance (text or rezoning) must be referred to the planning board for review and comment. Other development ordinances (subdivision, minimum housing, etc.) *must* be submitted for planning board review for initial adoption and *may* be submitted for planning board review for subsequent amendments. When reviewing proposed legislative actions, the planning board considers plan consistency, among other things.

Typically, a local government provides for careful staff review of a proposal prior to it going to the planning board and governing board. The local government staff review may include technical analysis of the range of permitted uses and adequacy of public infrastructure and services, policy analysis of the extent to which a proposal aligns with adopted plans and policies, and fiscal analysis of the projected financial impacts of a proposed development or ordinance amendment, and other analyses as required by the local government policies.

As with the comprehensive plan, recommendations are not binding. A governing board may take action despite the recommendations from staff and boards. But, if a community finds that the governing board frequently takes action in contrast to the plans and recommendations, that may be an indication the community needs to update the plans or reconsider the expectations of review by the planning board and staff.

Consideration of All Uses

When it comes to a conventional rezoning—shifting from one standard zoning district to another standard zoning district—the governing board must consider the full range of uses permitted in the proposed district (See *Hall v. Durham*, 323 N.C. 293 (1988)). If the rezoning is approved, then the property owner will have rights to proceed with any of the allowed uses, so the governing board must give consideration to those uses. This is true even if the developer shows illustrative plans for what they hope to build. For example, if a developer seeks rezoning to the general Highway Commercial zoning district, the developer may indicate in the application materials or hearing that they plan to build a gas station and convenience store. If the rezoning is approved, though, the developer could move forward with a truck stop, big box store, storage facility, or any other uses permitted in the district.

For a conventional rezoning, the question is this: Would this zoning district *and the full range of the allowable uses* be appropriate in this location? (Not this: Would the specific proposed use and development be appropriate in this location?) In contrast, conditional zoning and special use permits are appropriately focused on a specific proposal and the approval may be conditioned on a particular site plan.

Conditions, When Appropriate

Conditional rezoning allows for site-specific conditions to be added to the rezoning. As authorized under G.S. 160D-703, a

conditional zoning district must be proposed by the property owner and any conditions must be mutually agreed to by the local government and the property owner. While there is some flexibility for the substance of the conditions, they are limited to conditions that address the development's conformance with applicable plans and the impacts reasonably expected to be generated by the development.

Conditions may include, among other things, limits on the allowable uses at that site. So, whereas a *standard rezoning* must consider all permissible uses, a *conditional rezoning* may be conditioned to limit the allowable uses.

For more detail, check out this 160D Guidance Document on Conditional Zoning.

Reasonableness for Rezoning

Courts generally defer to the judgment of elected officials to make decisions about what is in the best interest of the community. But spot zoning—when a small area is zoned in a way that is different from surrounding area—receives heightened judicial scrutiny to ensure that the decision is in the public interest. Treating one parcel differently from the surrounding property raises concerns that the zoning may unfairly benefit or harm that owner (or the neighbors) or that improper factors—such as favoritism or antagonism toward an individual—may have motivated that zoning decision.

If spot zoning is challenged in court, the court will not presume the zoning to be valid, but rather will review the zoning very carefully to ensure that it is reasonable and in the public interest. North Carolina law permits spot zoning, but only if a local government can establish that a particular spot zoning is reasonable. As set forth in *Chrismon v. Guilford County*, 322 N.C. 611 (1988), North Carolina courts apply a set of factors to determine if a spot zoning is reasonable: (i) the size and nature of the tract; (ii) compatibility with existing plans; (iii) the impact of the zoning decision on the landowner, the immediate neighbors, and the surrounding community; and (iv) the relationship between the newly allowed uses in a spot rezoning and the previously allowed uses.

As protection against challenges of spot zoning for small scale rezonings, G.S. 160D-605 requires the governing board to adopt a statement of reasonableness along with the statement of plan consistency. For this statement the board may consider, among other factors,

- (i) the size, physical conditions, and other attributes of the area proposed to be rezoned,
- (ii) the benefits and detriments to the landowners, the neighbors, and the surrounding community,
- (iii) the relationship between the current actual and permissible development on the tract and adjoining areas and the development that would be permissible under the proposed amendment;
- (iv) why the action taken is in the public interest; and
- (v) any changed conditions warranting the amendment.

For more detail, check out this blog on Spot Zoning.

Conclusion

These are some of the specific topics that the governing board definitely should consider for legislative development decisions. For a summary of the impermissible considerations—the topics that are out of bounds for legislative development decisions—check out the companion blog coming soon. And check out this blog for more on the Procedures for Legislative Decisions.

Links

- www.sog.unc.edu/sites/www.sog.unc.edu/files/6%20ConsistencyStatements_160DGuidanceDoc%20Mar%202021.pdf



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- www.sog.unc.edu/sites/www.sog.unc.edu/files/5_Conditional_Zoning_160DGuidanceDoc%20Jan%202021_1.pdf

Planning and Development Regulation

Board Training Request - Training Opportunities

Adam Lovelady, David W. Owens

So, your local board needs some training? The School of Government offers three types of board training for planning and development regulation topics: On-Demand Training, Regional Workshops, and fee-based Direct Training.

On-Demand Training *No-Longer An Option (At This Time)*

The School of Government has produced a series of on-demand training sessions on land use law. Each session is about 20-30 minutes long and covers a topic of planning and zoning, such as quasi-judicial procedures, vested rights, or variances. A local government may buy a one-year access to the full library for \$325. Municipalities that participate in the NC League of Municipalities' risk management pool can register for free access.

Watch a free module, learn more about the library, and purchase access here:

<https://www.sog.unc.edu/courses/online-modules/planning-and-development-regulation-e-learning-library>

Regional Workshops

Each spring the School of Government offers in-person board workshops focused on land use law and planning. These half-day workshops are offered in regional locations across the state. The lectures and discussions are intended for elected officials, appointed boards, and local staff handling development regulation decisions. Each year we rotate the workshop topic between Planning and Legislative Zoning Decisions (focused on planning boards and governing boards) and Quasi-Judicial Decision-Making (intended for any boards making quasi-judicial development decisions). For more information about the upcoming regional board workshops, check out this site: <https://www.sog.unc.edu/courses/regional-board-workshops-planning-and-development-regulation>

Direct Training

The School of Government offers in-person direct training on topics of land use law and planning. These trainings are typically 1-3 hours and cover a specific topics such as legislative zoning procedures, quasi-judicial procedures, or legal updates. University policy requires that we charge for this type of direct training. The standard rate is \$1,500 plus the cost of travel and any expenses. Given limited capacity and the large number of requests, direct training must be scheduled a few months in advance and we may not be able to accommodate all requests.

To discuss options and scheduling, please fill out this webform, and someone from the School of Government will be in touch with you. <https://www.sog.unc.edu/webforms/direct-board-training-application>

Publications for Boards

Two publications—the Quasi-Judicial Handbook and Introduction to Zoning and Development Regulation—were written with local boards in mind and may be useful resources for your board. You can find more planning and development regulation publications here. And don't forget, many planning and zoning topics are addressed on the Coates's Canons Local Government Law blog. Search for a particular topic or review blogs posted by David Owens or Adam Lovelady.

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Introduction to Zoning and Development Regulation, Fourth Edition

David W. Owens

Wednesday, January 15, 2014

Price: \$30.00

Purchase

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Zoning is one of the most visible and important functions of local governments. Few issues will pack a hearing room more quickly than a controversial zoning case that may address questions such as:

- Should multifamily or commercial development be allowed on this site?
- Will this rezoning increase traffic congestion or lead to overcrowded schools?
- Is there any way we can protect this historic neighborhood or these natural resources if this development is approved?
- Will this zoning decision stifle economic development?
- What will this do to my property values?

Many critical zoning decisions such as these are made by citizens serving on government panels. These decisions can have a tremendous impact on landowners, their neighbors, and the future quality of an entire community. *Introduction to Zoning and Development Regulation* provides a clear, understandable explanation of zoning law for citizen board members and the public. It is an introduction for citizens new to these issues or a refresher for those who have been at the zoning business for some time. This is a useful overview of land use law that will be of interest to anyone interested in or affected by local zoning and development regulation.

This revised version replaces *Introduction to Zoning, Third Edition, 2007*, and all previous editions.

Quasi-Judicial Handbook: A Guide for Boards Making Development Regulation Decisions

Adam Lovelady, David W. Owens

Thursday, August 17, 2017

Price: \$30.00

Purchase

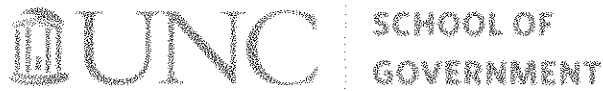
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As its name suggests, a quasi-judicial decision is like a court decision in several important ways. It requires the deciding board to use its judgment in applying general law to a particular land use situation while ensuring the constitutional due process rights of the parties.

This handbook is designed as a guide for boards making development regulation decisions through the quasi-judicial process. The discussion covers the process prior to, during, and after the evidentiary hearing as well as the decision itself. Other topics include the board of adjustment, variances, special use permits, certificates of appropriateness, appeals of zoning determinations, and judicial review.

This publication is available in **print** and as an **eBook**. eBooks can be downloaded and read on your desktop, laptop, and/or a variety of mobile devices with an e-reader application. eBooks are only licensed for use by one individual and cannot be shared. For more information about ebooks, [click here](#). To purchase the eBook version of this publication, [click here](#).

<https://canons.sog.unc.edu/2022/01/planning-board-basics-2/>



Coates' Canons NC Local Government Law

Planning Board Basics

Published: 01/07/22

Author Name: Adam Lovelady

So, you're a new member of the planning board. Or maybe you have been on the board for a while and need a refresher on your role. First off, thank you for your service to the community and congratulations on the honor. Now, what have you gotten yourself into? This blog outlines the basic state requirements and options for planning boards.

The local planning board may take many forms and perform many roles. The core responsibilities are clearly set forth by state law. The General Statutes also grant fairly wide-ranging authority for additional responsibilities, giving local governments the ability to use the planning board in a variety of ways. Local ordinances, policies, and procedures may refine or adjust some of the provisions discussed here. Check with your local government planner and/or local government attorney to find out any special rules and provisions that may apply to the planning board in your community.

Balancing Interests

First up, consider the role of the planning board: to advise the governing board on the community's future. Such a broad and weighty role demands strong and thoughtful planning board members. You can and should bring your personal experience, professional knowledge, and passion for your community to your work as a planning board member. Even so, it is imperative that you approach the

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work with a community-focused perspective. You are making recommendations and decisions for the whole community; you are not making recommendations and decisions for your own interests or the interests of your friends and business partners.

This demands that you address many big issues and balance many competing interests: individual benefits and community impacts, neighborhood preferences and broader necessities, property value increases and housing affordability, short-term gain and long-term resilience, infrastructure capacity and desire for development. As is the case for the governing board when they make a final decision on a legislative development matter, for the planning board there are some Considerations for Legislative Development Decisions that *should* be considered and some Impermissible Considerations for Legislative Development Decisions that *must not* be considered when making recommendations and decisions on zoning amendments and other legislative development decisions.

It is also true that land use planning and development regulations are just pieces of the much larger puzzle of a thriving community. There are many governmental factors that interrelate to planning, such as transportation, education, parks and recreation, social services, and more. Additionally, there are many factors beyond the scope of the planning board. Next, let's consider the duties and responsibilities of the planning board.

Duties and Responsibilities

Advise on Comprehensive and Land Use Planning. Under G.S. 160D-301, planning boards are authorized “[t]o prepare, review, maintain, monitor, and periodically update and recommend to the governing board a comprehensive plan, and such other plans as deemed appropriate, and conduct ongoing related research, data collection, mapping, and analysis.” This general authority is emphasized by the relatively recent requirement that in order to enforce zoning, a local government must have a reasonably maintained comprehensive plan or land use plan. Such plans are adopted by the governing

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board “with the advice and consultation of the planning board,” following the standard legislative process outlined at G.S. 160D.601. For more on the planning requirements, check out this blog on [Comprehensive Plans and Land Use Plans Required for Zoning](#).

Advise on Initial Zoning. Before a local government exercises the powers of zoning, it must designate a planning board (G.S. 160D-604(a)). The planning board prepares and/or reviews and recommends the proposed zoning regulation. The governing board may not hold hearings or take action on the initial zoning ordinance until the planning board has provided written recommendation regarding adoption.

Advise on Zoning Amendments and Plan Consistency. Proposed amendments to the zoning ordinance—text amendments or rezonings—must be submitted to the planning board for review and comment. As described in G.S. 160D-604(b), the planning board gets at least 30 days to review and comment. In carrying out its task of reviewing proposed amendments, the planning board is not required by state law to hold formal public hearings, but many local governments do require hearings by ordinance. If after 30 days of referral the planning board has not provided a written report, then the governing board may take action without planning board recommendation.

When the planning board reviews proposed amendments to the zoning ordinance, “the planning board shall advise and comment on whether the proposed action is consistent with any comprehensive or land-use plan that has been adopted and any other officially adopted plan that is applicable.” The planning board may also review and comment on “other matters as deemed appropriate by the planning board” (160D-604(d)).

A planning board recommendation is advisory, not binding. Even if the planning board determines that a proposed zoning amendment is inconsistent with the comprehensive plan, that does not preclude governing board action and adoption of the amendment. For more on the procedures, take a look at this blog on [Procedures for Legislative Development Decisions](#).

Advise on Other Ordinances. The planning board *must* have an opportunity to review and comment on zoning adoption and amendment; the planning board *may* have an opportunity to review and comment on adoption and amendment of other development ordinances under Chapter 160D. So, adoption of and amendments to the subdivision ordinance, minimum housing code, historic preservation ordinance, and

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other development regulations may be referred to the planning board for review and comment (G.S. 160D-604(c)). If the local ordinance calls for such referral to the planning board, then that procedural requirement is mandatory for local decision-making.

Additional Planning Duties. In addition to the above duties, the General Statutes grant planning boards broad authority for planning and plan implementation. As outlined at G.S. 160D-301(b), the local government may assign the planning board the following powers and duties:

- To prepare, review, maintain, monitor, and periodically update and recommend to the governing board a comprehensive plan, and such other plans as deemed appropriate, and conduct ongoing related research, data collection, mapping, and analysis.
- To facilitate and coordinate citizen engagement and participation in the planning process.
- To develop and recommend policies, ordinances, development regulations, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner.
- To advise the governing board concerning the implementation of plans, including, but not limited to, review and comment on all zoning text and map amendments as required by G.S. 160D-604.
- To exercise any functions in the administration and enforcement of various means for carrying out plans that the governing board may direct.
- To provide a preliminary forum for review of quasi-judicial decisions, provided that no part of the forum or recommendation may be used as a basis for the deciding board.
- To perform any other related duties that the governing board may direct.

Some jurisdictions elect to grant all of the above powers to planning boards while others do not. Your local code of ordinances should identify which of the above powers have been granted to the planning board.

Additional Decision-Making

The planning board may be tasked with decision-making for certain development approvals and may be tasked with the duties (decision-making and all) of certain appointed boards. For planning boards tasked with handling different types of decisions, it is especially important to understand the substantive and procedural differences between those decisions, as outlined in the blog on [Types of Development Decisions](#).

A planning board may provide final decisions on preliminary and final subdivision plats (G.S. 160D-803).

Planning boards may handle certain quasi-judicial decisions such as applications for special use permits (G.S. 160D-705). The planning board may perform some or all of the duties of a board of adjustment, if designated as such by the local governing board (G.S. 160D-302). So, some planning boards handle variance decisions, appeals of administrative zoning decisions, and appeals from the historic

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preservation commission. For each of these—special use permits, variances, appeals—the planning board is serving as a quasi-judicial board and must follow the procedural formalities for such decisions. This is a notable contrast from the advisory decisions that the board typically makes. Additionally, as noted in the list of duties above, the planning board may “provide a preliminary forum for review of quasi-judicial decisions, provided that no part of the forum or recommendation may be used as a basis for the deciding board.” This role of *preliminary forum* for quasi-judicial decisions is peculiar. It may serve as a sort-of dress rehearsal for the eventual evidentiary hearing. But, the ultimate decision-making board cannot base its decision on the forum or a recommendation from the forum. The planning board also may perform the duties of a historic preservation commission, if designated by the governing board (G.S. 160D-303). When serving as a preservation commission, the planning board must have at least three members with special interest, experience, or education in history, architecture, or related fields. Preservation commission duties include, among other things, quasi-judicial determinations for certificates of appropriateness for construction and alterations in a historic district. Finally, the North Carolina Urban Redevelopment Law outlines specific additional roles for planning boards, referenced in the law as “planning commissions” (G.S. 160-500 et seq.). First, the planning board must certify areas as “redevelopment areas.” The local redevelopment commission then may craft a redevelopment plan. The planning board reviews and certifies a recommendation on that redevelopment plan before it is finalized and sent to the governing board (G.S. 160A-513).

Organization and Composition

As outlined at G.S. 160D-301, the statutes are flexible with regard to composition of the planning board. A planning board must have at least three members, but otherwise the size, composition, and organization are open to the local governing board’s discretion. As an alternative to establishing a planning board, a local government may assign the duties of the planning board to another board and local governments may create a joint planning board under Article 20 of Chapter 160A. While the governing board may take on the duties of some appointed boards, the governing board may not handle the planning board’s review and comment duties outlined at G.S. 160D-604. That must be performed by a planning board or another board separate from the governing board (160D-604(c)). There are no specific qualification requirements for planning board members, except in cases where the planning board acts as a historic preservation commission (described above). The governing board may set procedures for soliciting, reviewing, and making appointments to the planning board (G.S. 160D-310). For municipalities that have extraterritorial planning jurisdiction, the planning board must include proportional representation for the extraterritorial area (G.S. 160D-307). Unless prohibited by charter

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or ordinance, a governing board may appoint nonresidents to serve on the planning board (GS 160A-60 & 153A-25). Terms for planning board members may be set by local ordinance, or members may serve for indefinite periods at the pleasure of the governing board.

As with any appointed board under Chapter 160D, members of the planning board must take an oath of office pursuant to G.S. 153A-26 and 160A-61 (G.S. 160D-309).

A local government may provide compensation to planning board members (G.S. 160D-301 & -502).

Rules of Procedure

Any board needs up-to-date and thorough rules of procedure to operate most effectively. G.S. 160D-308 provides that the local governing board may adopt rules for procedure for the planning board, and if the governing board does not adopt rules of procedure, then the planning board may do so. The adopted rules of procedure must be maintained by the local government clerk (or other designated official) and must be posted to the local government website, if one exists.

Conclusion

The planning board has an important role for land use planning and development regulations in North Carolina communities. This blog has outlined some of the duties and responsibilities, organization and composition, and other considerations for planning boards and planning board members.

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Regional Planning

About Us

The PTRC Regional Planning Department serves as a planning resource to our members, citizens and local, state and federal organizations. We coordinate regional initiatives and provide technical assistance to our member communities. Please visit our [local projects page](#) to learn more about current and past projects and our [regional projects page](#) to learn about our regional initiatives.

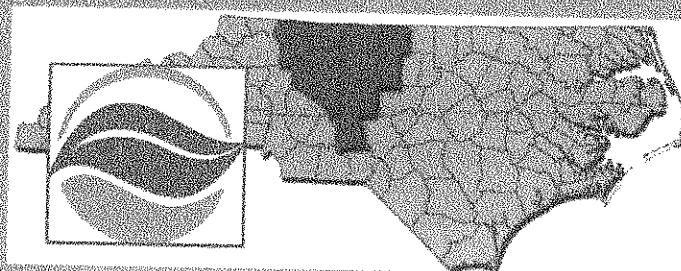
Local Planning Assistance

Our staff provides expertise in a wide range of planning areas, and we routinely contract with our local governments to provide services such as:

- Writing and updating local plans:
 - Land Development Plans
 - Zoning Ordinances
 - Comprehensive & Strategic Plans
 - Bicycle & Pedestrian Plans
 - Greenway & Trail Plans
 - Parks & Recreation Master Plans
- Current Planning Assistance
- GIS Data Management & Web Mapping Applications
- Transportation Planning
- Bicycle Safety Education
- Watershed Planning
- Air Quality Monitoring
- Site Design
- Site Selection Studies
- Board Training
- Meeting Facilitation
- Outreach & Education

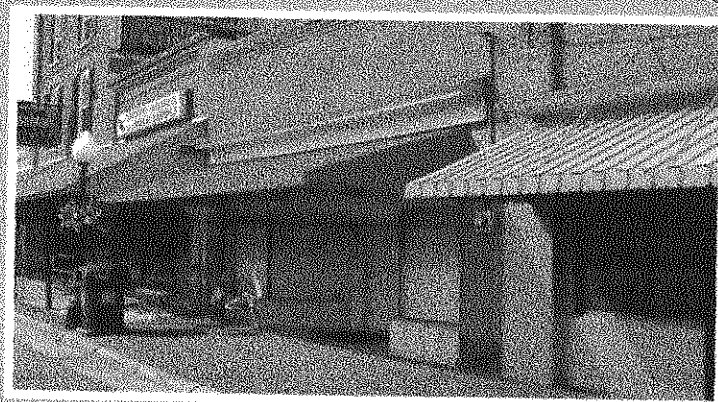
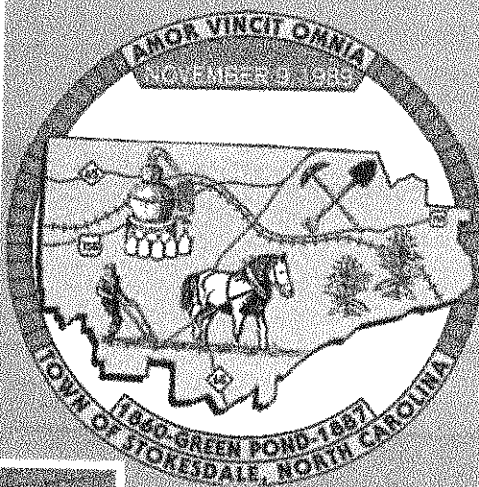
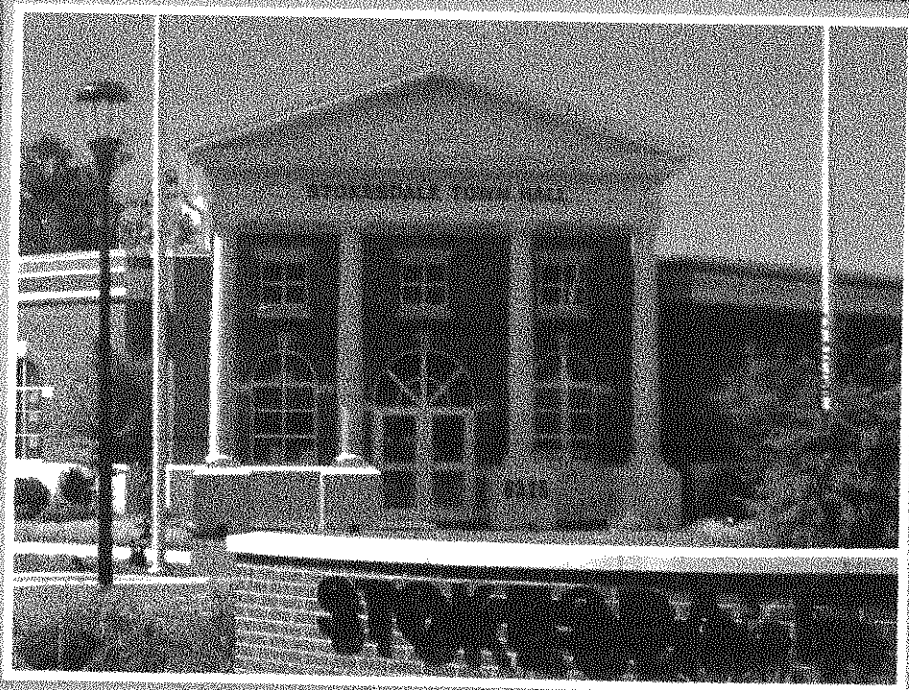
For more information, please contact Jesse Day, Regional Planning Director, at jday@ptrc.org or (336) 904-0300. Please also visit our [planning staff directory](#).

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The Town of

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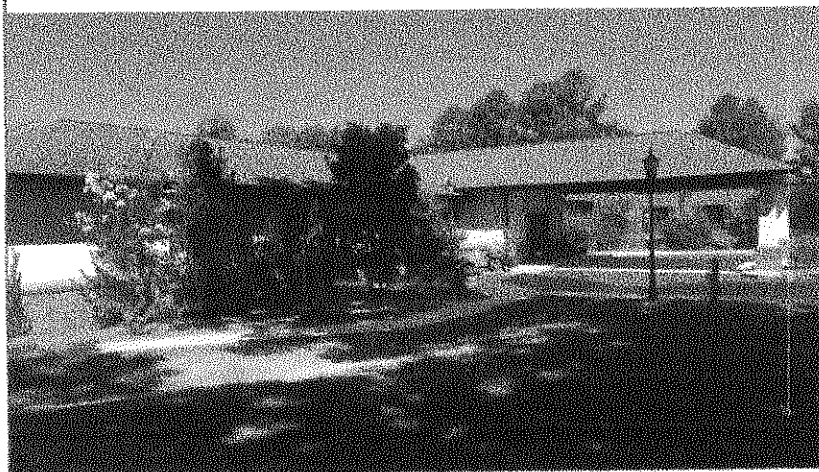


PTRC
2021

A look at the services and programs
the PTRC is involved with in
STOKESDALE

**PTRC Member
Since 2005**

Dues paid, 2020-2021 \$ 1,230



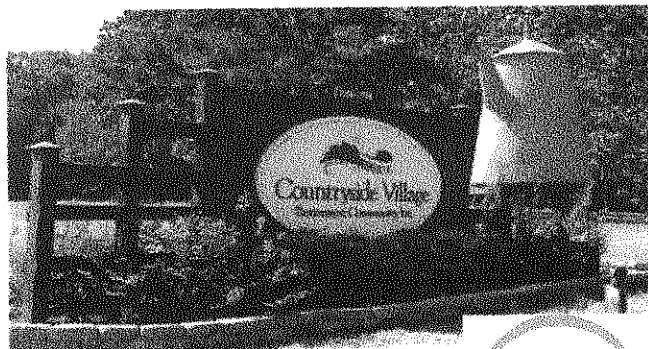
**Community Development
Weatherization & Home
Repair**

- Secured grant funding to weatherize **105** homes for low income, elderly, or disabled residents. Total value of home improvements—**\$1,102,325** county-wide.
- Obtained grants from the NC Housing Finance Agency; **\$105,538** for single family rehab assistance.



**Aging Programs: funding,
planning, and administration for
services for older adults**

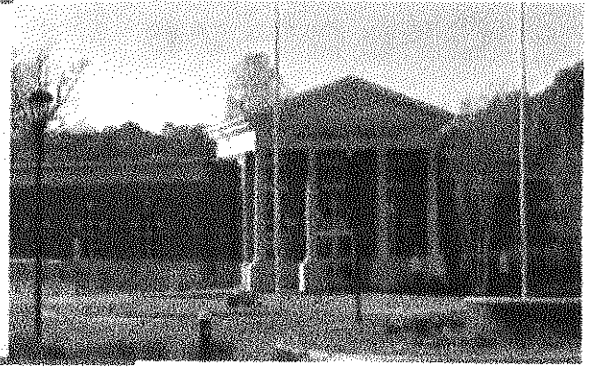
- Over **\$3 million** in funding for aging service providers in the county
- Served **3,083** Guilford County seniors in need with in-home services, provided **233,782** meals to seniors, **1,442** transportation trips (including medical appointments), and another **54,236** in-home/personal care visits to frail older adults. Services are provided in partnership with the Adult Center for Enrichment, Guilford County Department of Social Services, Guilford County Transportation, Senior Resources of Guilford, and the Guilford County Department of Health and Human Services.
- Made **46** visits to **64** long-term care facilities in the county. Due to the pandemic, PTRC Ombudsmen and volunteers were unable to visit long-term care facilities in person for most of the past fiscal year. Instead, Ombudsmen provided assistance to **2,572** people via phone or email.





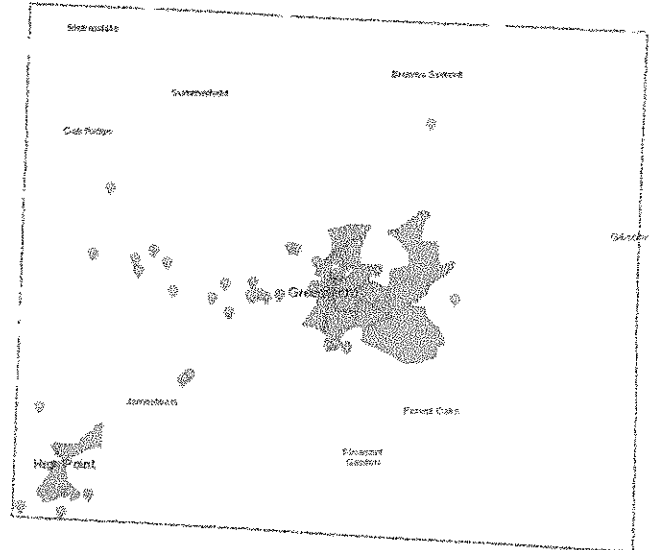
Management & Planning Assistance

- On-call assistance with local government management, human resources, and planning issues
- Bi-Weekly teleconference managers' meetings with state officials and federal representatives during the pandemic.

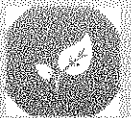


Economic Development Initiatives

- \$2 million dollar revolving loan fund for small business development
- Piedmont Triad Food Council regional food assessment.
- NC Triad website / Workforce Talent Alignment & Place Marketing
- No interest micro-loan funding provided for 83 Guilford small businesses affected by COVID-19, amount of \$455,000.

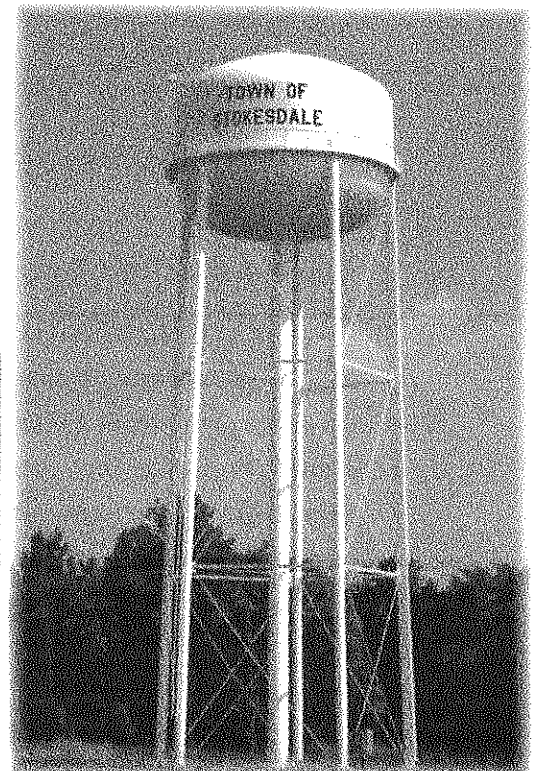


Opportunity Zones (shaded) and Brownfields redevelopment sites in the county.

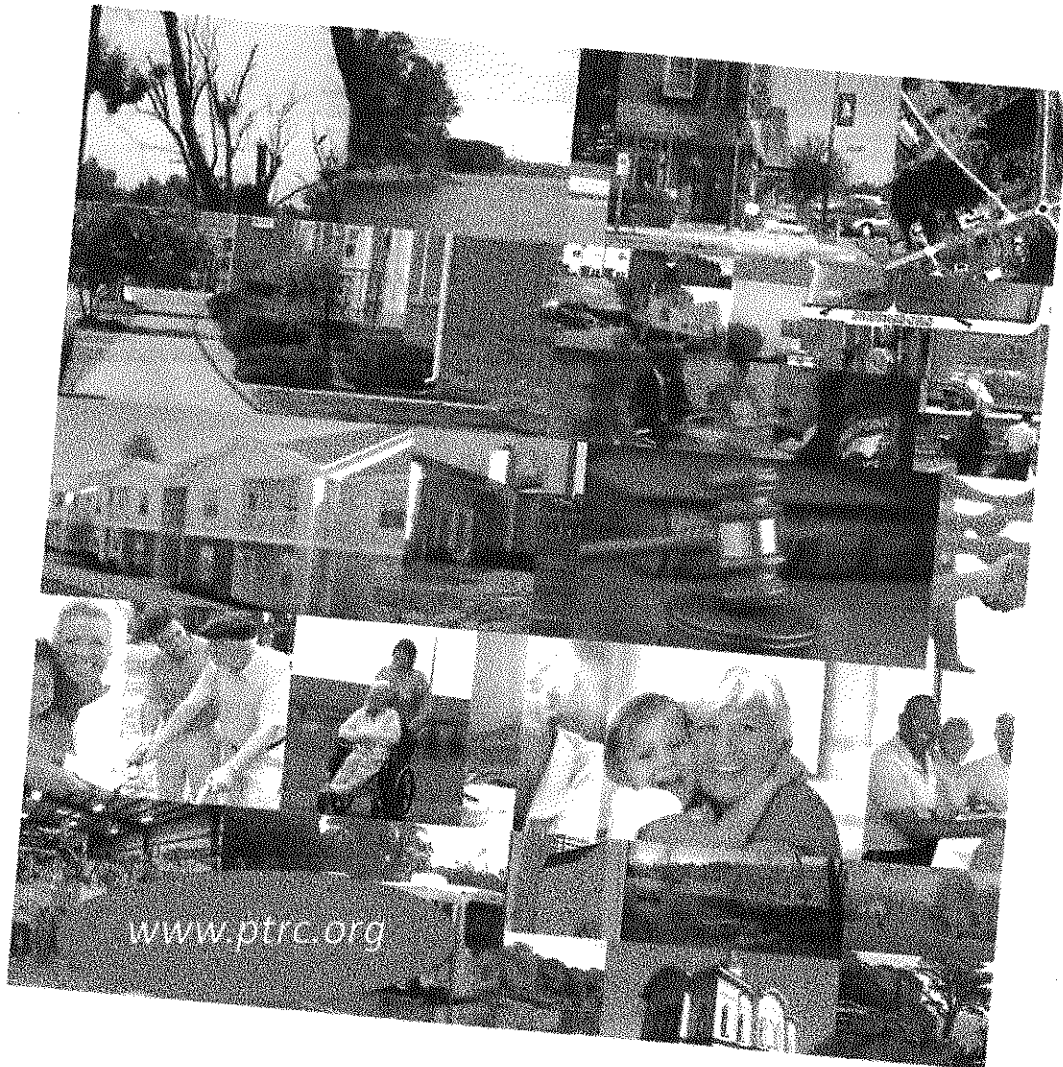


Environmental Programs

- Watershed prioritization protection planning on the Upper Cape Fear river including a conservation plan for the Haw River in Guilford County.



Creative Regional Solutions

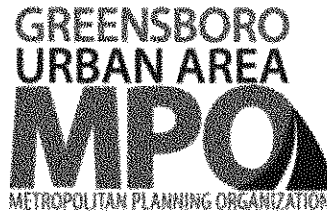


The Piedmont Triad Regional Council is a voluntary association of local governments, urban and rural, authorized to:

- Make and implement joint regional decisions;
- Provide management, planning, and technical services to local governments;
- Identify and solve short and long term problems best addressed at the regional level; &
- Bring together local elected officials on a regular basis, giving them the opportunity to form working relationships.

Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284
(336) 904-0300





Technical Coordinating Committee Meeting Agenda

Monday January 29, 2024 at 2:00 PM
Teams Online Meeting

Introductory Items:

1. Opening remarks / TCC Roll Call /Attendee Verification

Action Items:

1. December 11, 2023 Meeting Minutes
2. 2024 Safety Performance Measure Targets
3. Approve Updated Travel Demand Model Socioeconomic Data
4. 2024 TCC Bylaws Update
5. MTIP Amendment & Modifications: Statewide Projects
6. MTIP Amendments & Modifications: MPO Area Roadway Projects
7. MTIP Amendment & Modification: Non-Highway Projects
8. MTIP Amendment: MPO Area Transit Project

Business Items / Potential Action Items:

9. 2024-2025 Draft Unified Planning Work
10. Division Engineer Report
11. Projects Update
12. Strategic Reports

Other Items

1. Member Reports
2. Wrap-Up & Adjournment

Lead Planning Agency: City of Greensboro Department of Transportation



PO BOX 3136
GREENSBORO NC 27402-3136



P 336 373-4368
F 336 412-6171



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Update of Changes to Bylaws

Article III:

- Section 1, Paragraph 1: The language of this section has been updated to authorize every municipality in the Greensboro MPO area to appoint an administrative staff member to the TCC. The MPO has made this change in conjunction with local town leadership to facilitate enhanced dialogue and information sharing.
- Section 1, Paragraph 2: The procedure for appointing new members to the board has been updated to admit new TCC members as “special voting members” who are able to vote in meetings, but whose attendance does not count towards quorum. After a period of regular attendance, special voting members can request to become regular voting members with the TCC chair

Article III, Members:

- The Town of Pleasant Garden has opted to appoint their Deputy Town Clerk as their Special Voting Member to the TCC.
- The Town of Sedalia has opted to appoint their Town Administrator as their Special Voting Member to the TCC.
- The Town of Stokesdale has opted to appoint their Town Clerk as their Special Voting Member to the TCC.
- Guilford County Transportation and Mobility Services has opted to appoint their Director as their Special Voting member to the TCC.

Lead Planning Agency: City of Greensboro Department of Transportation



PO BOX 3136
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**BY-LAWS
GREENSBORO URBAN AREA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COORDINATING COMMITTEE**

ARTICLE I - NAME

The name of this organization shall be the Greensboro Urban Area Technical Coordinating Committee, hereinafter referred to as the "TCC".

ARTICLE II - PURPOSE

The purpose and goals of this committee shall be:

1. To provide technical staff review, guidance and coordination of the continuing, cooperative, and comprehensive transportation planning process in the Urban Area.
2. To prepare and make recommendations to the Transportation Advisory Committee (TAC) regarding matters relating to transportation planning, project development, and policy.
3. To facilitate coordination and communication between policy boards, agencies represented on the TAC and TCC, and citizens.
4. To facilitate coordination of metropolitan transportation planning with (a) transportation planning at the local, regional, and state level; and (b) various functional planning efforts including those for land use, parks and recreation, public facilities, public utilities, and maintenance of air quality.

ARTICLE III – MEMBERS

Section 1 - Number and Qualifications: As specified in the Memorandum of Understanding MOU), TCC shall include technical representatives from local and State governmental agencies directly related to and concerned with the transportation planning process in the planning area including transit operators and the airport authority. All municipalities located within the planning boundary of the MPO are entitled to appoint an administrative staff member to the TCC if they elect to do so.

The TCC membership is divided into regular voting members whose attendance is used to determine a quorum, and special voting members whose attendance may be expected on an as-needed basis and is not counted for the purposes of establishing a quorum, and ex-officio non-voting members. New members shall be initially appointed as special voting members. Upon the completion of a period of regular attendance following initial appointment, members will be entitled to become a regular voting member upon written request to the TCC Chair.

The appointment of agency designees to provide alternates or replacements for the positions listed below will be the prerogative of the chief administrative officer of that agency. The TCC membership shall include, but not be limited to, the following members:

Regular Voting Members

- Transportation Director, Greensboro Department of Transportation
- Transportation Planning Manager, Greensboro Department of Transportation
- Traffic Engineering Manager, Greensboro Department of Transportation
- Public Transportation Manager Greensboro Department of Transportation
- Planning Director, City of Greensboro
- Planning Director, Guilford County
- Parks and Recreation Director, City of Greensboro
- Director, Piedmont Authority for Regional Transportation
- Division Seven Engineer, NCDOT
- Transportation Planning Branch Director, NCDOT
- Town Manager, Town of Summerfield
- Town Manager, Town of Oak Ridge

Special Voting Members not counted for Quorum

- Engineering & Inspections Director, City of Greensboro
- Director, Piedmont Triad International Airport
- Parks and Recreation Director, Guilford County
- Deputy Town Clerk, Town of Pleasant Garden
- Town Administrator, Town of Sedalia
- Town Clerk, Town of Stokesdale
- Director, Guilford County Transportation and Mobility Services

Ex-Officio Non-Voting Members

- Planning Director, Piedmont Triad Regional Council
- Regional Administrator, Region 4, FTA
- North Carolina Division Administrator, FHWA
- Public Transportation Division Director, NCDOT

Section 2 - Terms of Office: There shall be no limitation on the length of time a member may serve on the TCC subject to the authorization to do so by their respective agency.

Section 3 - Alternates: The Chief Administrative Officer of each member agency may designate an alternate(s) to its representative by sending a written statement to the MPO staff indicating the alternate by name and position. Alternates must meet the same qualifications of membership as voting members. A list of designated alternates will be maintained by MPO staff. That alternate members may serve as a full voting member during any meeting where that board's representative is not in attendance. Proxy and absentee voting are not permitted.

ARTICLE IV - OFFICERS

Section 1 - Officers Defined: The TCC will have a Chair, responsible for presiding over meetings and for certain communication functions on behalf of the TCC. TCC may determine to create additional officers as needed without requiring a change of the bylaws. The Lead Planning Agency

(LPA) will provide a staff member known as the Transportation Planner to serve as Clerk of the Committee.

Section 2 - Elections: The GDOT Transportation Planning Manager shall serve as TCC Chair, and shall appoint an alternate to serve in his/her/their stead as appropriate. Alternatively, the TCC Chair may determine to yield the position, either to a staff designee or through the mechanism of elections.

Section 3 - Terms of Office: If elections are utilized for the TCC Chair or other such Officers as may be created, the term of office shall last until TCC determines to hold new elections and/or the Chair or Officer vacates their TCC-associated position.

ARTICLE V - MEETINGS

Section 1 - Regular Meetings: Meetings shall be held according to an annual schedule and may be cancelled on an as-needed basis. The regular schedule shall be kept on file with the clerk of the Lead Planning Agency. If the schedule is changed, the changes should be given to the clerk at least one week prior to the first meeting held according to the revised schedule.

Section 2 - Special Meetings: Special meetings may be called by the Chair. Whenever possible, at least seven (7) days notice shall be given. At least 48 hours prior to the meeting notice for such meetings, other than emergency meetings, should be posted at the door of the usual meeting room and mailed or delivered to such media outlets as have requested such notice. For an emergency meeting, notice shall be provided immediately after it has been provided to committee members.

Section 3 - Quorums: A quorum shall be constituted by the presence of at least 51% of the regular voting members or their alternates at the beginning of the meeting.

Section 5 - Attendance: Each member shall be expected to attend each regular meeting and each special meeting provided at least seven days notice is given. Subject to his/her/their member agency's approval, a member may appoint an alternate to serve in his/her/their absence provided that the member informs the Clerk of the Committee prior to the meeting which the alternate will attend. This notification shall authorize the alternate to vote in the member's absence.

Section 6 - Standing: Good standing for all representatives shall be maintained through regular attendance at meetings. Following two consecutive absences, a representative's seat shall be declared vacant and shall not be counted towards quorum. Good standing shall automatically be restored upon a representative's attendance at a meeting. A replacement representative may be requested by Committee vote or at the discretion of the MPO secretary on an as-needed basis.

Section 7 - Agenda: The agenda is a list of considerations for discussion or action at a meeting. The agenda is developed and distributed by the Lead Planning Agency (LPA) Staff. Items on the agenda may (a) be identified by LPA staff, (b) may originate as a carryover from previous TCC meetings, (c) may be requested by any member of the TCC, (d) may be requested from any jurisdiction party to the

MOU, or (e) may be requested by the Chair of the Transportation Advisory Committee. Additional items may be placed on the regular agenda during a meeting, as long as a majority concurrence of the present and eligible voting members is received.

Section 8 - Voting Procedures: The Chair and any member may call for a vote on any issue, provided that it is seconded and within the purposes set forth in Article II and provided the issue is on the agenda as outlined in Section 5 of this article. Each voting member of the TCC shall have one vote. A majority vote of the members (or their authorized alternates) present and eligible to vote shall be sufficient for approval of matters coming before the Committee. The Chair is permitted to vote. Abstentions shall be considered affirmative votes. By approval of the TCC, a member may withdraw from voting on an issue. No secret ballot voting is allowed. E-mail voting is not allowed, however written ballots are allowed provided they are signed by each voter and included in the meeting record after the vote is taken. Written ballots shall be kept available for public inspection until the meeting minutes are approved. In the absence of any direction from these By-laws or other duly adopted voting procedures pursuant to certain approval actions, *Robert's Rules of Order, Newly Revised* will designate procedures governing voting.

Section 9 – Electronic Meetings: TCC meetings may be held electronically by web or phone based means when it is deemed appropriate by the Chair and in accordance with the North Carolina Open Meetings Law and the Greensboro Urban Area MPO Public Participation Plan as amended.

ARTICLE VI – PARLIAMENTARY PROCEDURES

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised*, shall govern the TCC in all cases to which they are applicable and in which they are not inconsistent with the MOU, these bylaws and/or any special rules of order the TCC may adopt.

ARTICLE VII - AMENDMENTS TO BY-LAWS

Amendments to these By-laws of the TCC shall require the affirmative vote of at least two thirds of the TCC members present, provided that written notice of the proposed amendment has been transmitted to each member at least seven (7) days prior to the meeting at which the amendment is to be considered and provided that such amendment does not conflict with the letter or fundamental intent of the MOU governing this document. In the event of any conflict, the MOU shall carry precedence over these By-laws. TCC bylaws adoption and amendment requires the approval of the TAC to become effective.

**APPROVED by the Greensboro Urban Area Metropolitan Planning Organization
Transportation Advisory Committee and Technical Coordinating Committee on January 31,
2024:**

I, Marikay Abuzuaiter, TAC Chair
(Name of Certifying Official) (Title of Certifying Official)

do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Greensboro Urban Area TAC duly held on this, the 31st day of January, 2024.

Chair, Transportation Advisory Committee

I, Tyler Meyer, TCC Chair
(Name of Certifying Official) (Title of Certifying Official)

do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Greensboro Urban Area TCC duly held on this, the 31st day of January, 2024.

Chair, Technical Coordinating Committee

Subscribed and sworn to me on this, the 31st day of January, 2024.

Notary Public

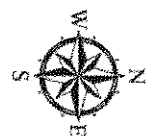
My commission expires _____



Guilford County Unincorporated Areas

Thoroughfare & Collector Street Plan Reference Map

June 2023



LEGEND

- Interchange & Grade Separation**
 - Existing Interchange
 - Proposed Interchange
 - Existing Grade Separation
 - Proposed Grade Separation
- Thoroughfare**
 - Existing Freeway
 - Proposed Freeway
 - Existing Major
 - Proposed Major
 - Existing Minor
 - Proposed Minor
- Collector Street**
 - Existing Collector
 - Proposed Collector
- Other Features**
 - Street
 - Railroad
 - County Boundary
 - MPO Area
 - PTI Airport
 - Unincorporated Areas
 - Proposed Changes



Approved By: MPO Transportation Advisory Committee
 Recommended By: Guilford County Planning Board
 Adopted By: Guilford County Commissioners
 Date: May 10, 2023
 Date: 2016 TSD
 Date: 2016 TSD

Guilford County Thoroughfare & Collector Street Plan | May 2023



Action	Street	Street Name	Street End	Current Status	Proposed Status	Comments
Reclassify	Airline Rd	N Regional Rd	End Of Road	Existing Collector	Existing Local	
Reclassify	Airline Rd	W Market St	End Of Road	Existing Collector	Existing Local	
Reclassify	Alamance Rd/ Cromwell Rd	High Point Rd	End Of Road	Existing Collector	Existing Local	
Reclassify	Ashworth Rd	Eckerson Rd	End Of Road	Existing Residential	Existing Collector	
Reclassify	Bethel Church Rd	Bethel Ch Rd Connector	Bethel Ch Rd Connector	Existing Collector	Existing Minor	This is a Minor Thoroughfare
Reclassify	Birch Creek Rd	McLeansville Rd	Knox Rd	Existing Residential	Existing Collector	
Reclassify	Blackmoor Rd	Liberty Rd	Madre Pl	Existing Residential	Existing Collector	
Reclassify	Bloomfield Rd	Burlington Rd	Proposed Collector	Existing Collector	Existing Local	
Reclassify	Briar Run Dr	Link Rd	Panorama Dr	Existing Residential	Existing Collector	
Reclassify	Brigham Rd	Pleasant Ridge Rd	End Of Road	Existing Collector	Existing Local	
Reclassify	Broadacres Dr	Kings Pond Rd	York House Dr	Existing Collector	Existing Local	
Reclassify	Burton Farm Rd	Yanceyville Rd	Burton Farm Rd	Existing Residential	Existing Collector	
Reclassify	Bush Rd	Kalion Dr	Lees Chapel Rd	Existing Collector	Existing Residential	
Reclassify	Castilian Way	Southall Dr	End Of Road	Existing Residential	Existing Collector	
Reclassify	Clapp Farms Rd	Mt Hope Church Rd	McConnell Rd	Existing Major	Existing Minor	
Reclassify	Clayton Rd	NC 150	Doggett Rd	Existing Residential	Existing Collector	
Reclassify	Clell Rd/ Wedgewood Dr	Alfred Dr	Ruffin Rd	Existing Residential	Existing Collector	
Add	Concord Church Rd Extension	Concord Church Rd	Proposed Collector	N/A	Proposed Collector	
Reclassify	Cromwell Rd	Hilltop Rd	End Of Road	Existing Collector	Existing Local	
Reclassify	Dawn Rd	Eckerson Rd	End Of Road	Existing Residential	Existing Collector	
Add	Dawn Rd Extension	Ranlin Mill Rd	Dawn Rd	N/A	Proposed Collector	
Reclassify	Debane Rd	Eastcrest Rd	Carvern Valley Rd	Existing Residential	Existing Collector	
Add	Desmond Dr Extension	Desmond Dr	Chilham Dr	N/A	Proposed Collector	
Reclassify	Dunstan Rd	Hicone Rd	Proposed Collector	Existing Residential	Existing Collector	
Reclassify	E Sheraton Park Rd	Randleman Rd	E Sheraton Park Rd	Existing Collector	Existing Collector	
Reclassify	Eckerson Rd	Hicone Rd	Dawn Rd	Existing Residential	Existing Collector	
Reclassify	Edgemont Rd	J M Hunt Jr Expy	Proposed Collector	Existing Collector	Existing Local	
Reclassify	Edgemore Rd	Proposed Collector	End Of Road	Existing Collector	Existing Local	
Reclassify	Fairfax Rd	Cabot Dr	End Of Road	Existing Collector	Existing Local	
Reclassify	Fairfax Rd	Thrush Ln	End Of Road	Existing Collector	Existing Local	
Reclassify	Flemingfield Rd	Burlington Rd	Huffine Mill Rd	Existing Collector	Existing Minor	
Reclassify	Foxdale Dr	Foxhaven Dr	End Of Road	Existing Collector	Existing Local	
Reclassify	Friendly Farms Rd	Proposed Collector	End Of Road	Existing Collector	Existing Local	
Reclassify	Green Lake Ct	Rose Lake Dr	End Of Road	Existing Collector	Existing Local	
Reclassify	Hardren Rd	Rock Creek Dairy Rd	End Of Road	Existing Local	Existing Collector	

Action	Street	Street Name	Segment End	Current Status	New Status	Comments
Reclassify	High Point Rd	Cornwell Rd	End Of Road	Existing Minor	Existing Collector	
Reclassify	Jamestown Pkwy	Guilford College Rd	Vickey Chapel Rd	Existing Collector	Existing Major	
Reclassify	Kalion Dr	Vanceville Rd	Bush Rd	Existing Collector	Existing Residential	
Reclassify	Kings Pond Ct	Broadacres Dr	End Of Road	Existing Collector	Existing Local	
Add	Kyllind Ave Ext	Kyllind Ave	McLeansville Rd	N/A	Proposed Collector	Added with Development Plan
Reclassify	Manley Dr	Knox Rd	Proposed Collector	Existing Residential	Existing Collector	
Add	Minorwood Rd Ext	Minorwood Rd	Cone Blvd	N/A	Proposed Collector	
Reclassify	Nancy Jean Rd	Thacker Dairy Rd	Proposed Collector	Existing Residential	Existing Collector	
Reclassify	Oakwood Dr	US 29	Pine Cone Dr	Existing Private	Existing Collector	
Reclassify	Panarama Dr	Barnmade Rd	Biar Run Dr	Existing Residential	Existing Collector	
Reclassify	Pegg Rd	National Service Rd	MPD Boundary	Existing Minor	Existing Collector	
Reclassify	Peppercorn Ln	Pitman Rd	Proposed Collector	Existing Residential	Existing Collector	
Reclassify	Pine Cone Dr	Oakwood Dr	Proposed Collector	Existing Private	Existing Collector	
Reclassify	Priestant Hill Dr/ Hassellwood Dr/ Madkiff Rd	Guilford College Rd	Midrift Ln	Existing Collector	Existing Local	
Add	Proposed	Olde Salem Dr	Proposed Collector	N/A	Proposed Collector	
Remove	Proposed	Proposed Collector	Proposed Collector	Proposed Collector	N/A	No Longer Needed
Add	Proposed	Bloomfield Rd	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	NC 150	Vanceville Rd	N/A	Proposed Collector	
Remove	Proposed	Beckett Rd	Proposed Collector	Proposed Collector	N/A	
Add	Proposed	Village Rd	Andrews Farm Rd	N/A	Proposed Collector	Added For Realignment
Add	Proposed	Longacre Rd	Proposed Collector	N/A	Proposed Collector	Possible Connection
Remove	Proposed	Reedy Fork Pkwy	Proposed Collector	Proposed Collector	N/A	Removed For Realignment Above
Add	Proposed	McConnell Rd	Abernathy Rd	N/A	Proposed Collector	
Remove	Proposed	Alamance Church Rd	Fox Glen Dr	Proposed Collector	N/A	
Add	Proposed	Scottsdale Rd	Proposed Collector	N/A	Proposed Collector	
Remove	Proposed	Ruffin Rd	Clall Rd	Proposed Collector	N/A	
Add	Proposed	Hines Chapel Rd	Rankin Mill Rd	N/A	Proposed Collector	
Remove	Proposed	NC 150	Vanceville Rd	Proposed Collector	N/A	
Remove	Proposed	Proposed Collector	Proposed Collector	Proposed Collector	N/A	Removed Due To Realignment
Remove	Proposed	Village Rd	Andrews Farm Rd	Proposed Collector	N/A	Removed Due To Realignment
Add	Proposed	Old Birch Creek Rd	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	Millpoint/Williams Dairy Connector	Millpoint Rd	N/A	Proposed Collector	
Add	Proposed	Roberts Court Rd	Viewmont Dr	N/A	Proposed Collector	
Add	Proposed	Old Reidsville Road	MPD Boundary	N/A	Proposed Collector	
Remove	Proposed	McKnight Mill Rd	US 29 Hwy	Proposed Collector	N/A	

Action	Street	Street Design	Street Type	Current Status	New Status	Comments
Add	Proposed	Vandalia Rd Extension	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	Crossbend Rd	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	Abernathy Rd	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	McKnight Mill Rd	Whiterock Rd	N/A	Proposed Collector	
Remove	Proposed	Buchanan Church Rd	West Acres Dr	Proposed Collector	N/A	
Add	Proposed	Doggett Rd	Proposed Collector	N/A	Proposed Collector	
Remove	Proposed	McConnell Rd	Reserve Pkwy	Proposed Collector	N/A	Removed Due To Realignment
Add	Proposed	Ashworth Rd	Proposed Collector	N/A	Proposed Collector	
Remove	Proposed	Proposed Collector	Proposed Collector	N/A	N/A	
Add	Proposed	Williams Dairy Rd	Stonebrook Farms Rd	N/A	Proposed Collector	
Add	Proposed	S Elm-Eugene St	Pleasant Garden Rd	N/A	Proposed Collector	
Remove	Proposed	Brushy Fork Dr	Carlander Ct	Proposed Collector	N/A	
Add	Proposed	Ritters Lake Rd	Wolfertail Rd	N/A	Proposed Collector	
Remove	Proposed	Burlington Rd	Bloomfield Rd	Proposed Collector	N/A	
Add	Proposed	Reedy Fork Pkwy	Hines Chapel Rd	N/A	Proposed Collector	
Remove	Proposed	Piney Rd	End Of Proposed Section	Proposed Collector	N/A	
Remove	Proposed	Abernathy Rd	Proposed Collector	Proposed Collector	N/A	Removed Due To Realignment
Remove	Proposed	Pleasant Garden Rd	Creston St	Proposed Collector	N/A	
Add	Proposed	Whiterock Rd	Dunstan Rd	N/A	Proposed Collector	
Remove	Proposed	Old Oak Ridge Dr	Proposed Collector	Proposed Collector	N/A	Removed All Due To Airport Ownership
Remove	Proposed	Pleasant Ridge Rd	Lebourne Rd	Proposed Collector	N/A	Removed The Extension
Remove	Proposed	Proposed Collector	End Of The Proposed Collector	Proposed Collector	N/A	
Add	Proposed	Proposed Collector	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	Randeman Rd	Peppercorn Ln	N/A	Proposed Collector	
Add	Proposed	Rockhurst Dr	Proposed Collector	N/A	Proposed Collector	
Remove	Proposed	Burlington Rd	Flemingfield Rd	Proposed Collector	N/A	
Add	Proposed	Vandalia Rd Extension	Edgemont Rd	N/A	Proposed Collector	
Add	Proposed	Jason Rd	Shenandoah Rd	N/A	Proposed Collector	
Add	Proposed	Burton Farm Rd	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	Burlington Rd	Bloomfield Rd	N/A	Proposed Collector	
Add	Proposed	Carmen Road Extension	Hines Andrews Rd	N/A	Proposed Collector	
Add	Proposed	Hines Chapel Rd	Traishhead Dr	N/A	Proposed Collector	
Remove	Proposed	Hicone Rd	End Of Proposed Section	Proposed Collector	N/A	
Remove	Proposed	Edgemont Rd	Proposed Collector	Proposed Collector	N/A	
Add	Proposed	Creston St	Proposed Collector	N/A	Proposed Collector	

Action	Street	Street Segment	Street End	Current Status	New Status	Comments
Add	Proposed	Carlann Valley Rd	Proposed Collector	N/A	Proposed Collector	
Add	Proposed	Benaja Rd	MPD Boundary	N/A	Proposed Collector	Added With Development Plan
Remove	Proposed	McConnell Rd	Ingold Rd	Proposed Collector	N/A	Removed Due To Realignment
Remove	Proposed	Yanceyville Rd	Foxdale Dr	Proposed Collector	N/A	
Remove	Proposed	McLeansville Rd	Turner Smith Rd	Proposed Collector	N/A	
Remove	Proposed	NC 150	Proposed Collector	Proposed Collector	N/A	
Add	Proposed	Benaja Rd	End Of Road	N/A	Proposed Collector	Added With Development Plan
Remove	Proposed Collector	Cedar Park Rd	Youngs Mill Rd	Proposed Collector	N/A	Removed, Not Feasible
Add	Proposed Holden Rd	S Holden Rd	Old Randleman Rd	N/A	Proposed Major	
Remove	Proposed Holden Rd Extension	Holden Rd	Kivett Rd	Proposed Major	N/A	Removed And Realigned
Remove	Proposed Ritters Lake Rd	Woffettrail Rd	Ritters Lake Rd	Proposed Minor	N/A	Removed And Realigned To Ritters Lake Rd
Add	Proposed US 70	Burlington Rd	Rack Creek Dairy Rd	N/A	Proposed Major	
Reclassify	Regional Rd	W Market St	End Of Road	Existing Collector	Existing Local	
Reclassify	Reserve Pkwy	McConnell Rd	Northrop Dr	Existing Residential	Existing Collector	
Add	Ritters Lake Rd	Randleman Rd	Elm-Eugene St	Existing Minor	Existing Minor	Added to the Thoroughfare Plan
Reclassify	Riverdale Rd	Pleasant Garden Rd	Pleasant Garden Rd	Existing Residential	Existing Collector	
Reclassify	Rud Barber Way	Proposed Collector	End Of Road	Existing Collector	Existing Local	
Reclassify	S Chimney Rock Rd	S Chimney Rock Rd	End Of Road	Existing Minor	Existing Collector	
Add	S Holden Rd	Holden Rd	Proposed Holden Rd	Existing Major	Existing Major	Added to the Thoroughfare Plan
Reclassify	Scottsdale Rd	Pisgah Church Rd	End Of Road	Existing Residential	Existing Collector	
Reclassify	Sharpe Rd	Almanace Church Rd	Almanace Church Rd	Existing Collector	Existing Minor	This Is A Minor Thoroughfare, Not A Collector
Reclassify	Spencer-Dixon Road	NC 150	Church St	Existing Collector	Existing Minor	
Reclassify	Summit Ave	Reedy Fork Pkwy	Brown Summit Rd	Existing Collector	Existing Minor	
Reclassify	Thorncroft Rd/ Wolf Run Dr	Blackberry Rd	Busby Fork Dr	Existing Collector	Existing Local	
Reclassify	Trailwood Dr	Postbridge Dr	End Of Road	Existing Collector	Existing Local	
Reclassify	White St	Landfill Access Rd	Proposed Collector	Existing Private	Existing Collector	
Reclassify	Whiterock Rd	Proposed Collector	Proposed Collector	Existing Residential	Existing Collector	
Reclassify	Wild Wolf Dr/ Brushy Fork Dr	Blackberry Rd	Proposed Collector	Existing Collector	Existing Local	Ending At The Proposed Collector
Reclassify	Woffettrail Rd	S Elm-Eugene St	Randleman Rd	Existing Residential	Existing Collector	
Reclassify	Wynterhall Way	McKnight Mill Rd	Proposed Collector	Existing Residential	Existing Collector	
Add	Wynterhall Way Extension	Wynterhall Way	Pine Cone Dr	N/A	Proposed Collector	
Add	Youngs Mill / SE School Rd	Youngs Mill / SE School Rd	Youngs Mill / SE School Rd	N/A	Proposed Major	Added For Realignment
Remove	Youngs Mill / SE School Rd	Youngs Mill / SE School Rd	Youngs Mill / SE School Rd	Proposed Major	N/A	Removed Due To Realigned

Public hearing to consider the proposed Thoroughfare and Collectors Street Plan as prepared and adopted by the Greensboro Urban Area Metropolitan Planning Organization (GUAMPO).

The Greensboro Urban Area Metropolitan Planning Organization (GUAMPO) provides multi-modal transportation planning for Stokesdale among other communities in Guilford County, and the updated Thoroughfare and Street Collector Plan addresses the network of roadways that make up our communities, considers their function, ensures overall network stability, balances volume and access, and informs roadway design and speed limit. The Plan implements provisions of the Land Development Ordinance, establishes street design standards, manages access and connectivity, and secures rights-of-way as development occurs. This update is required to maintain consistency with the 2045 Metropolitan Transportation Plan, and the Transportation Advisory Committee (TAC) adopted the Plan on May 10, 2023.



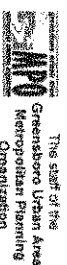
Town of Stokesdale Proposed Collector Street Plan

January 22, 2008

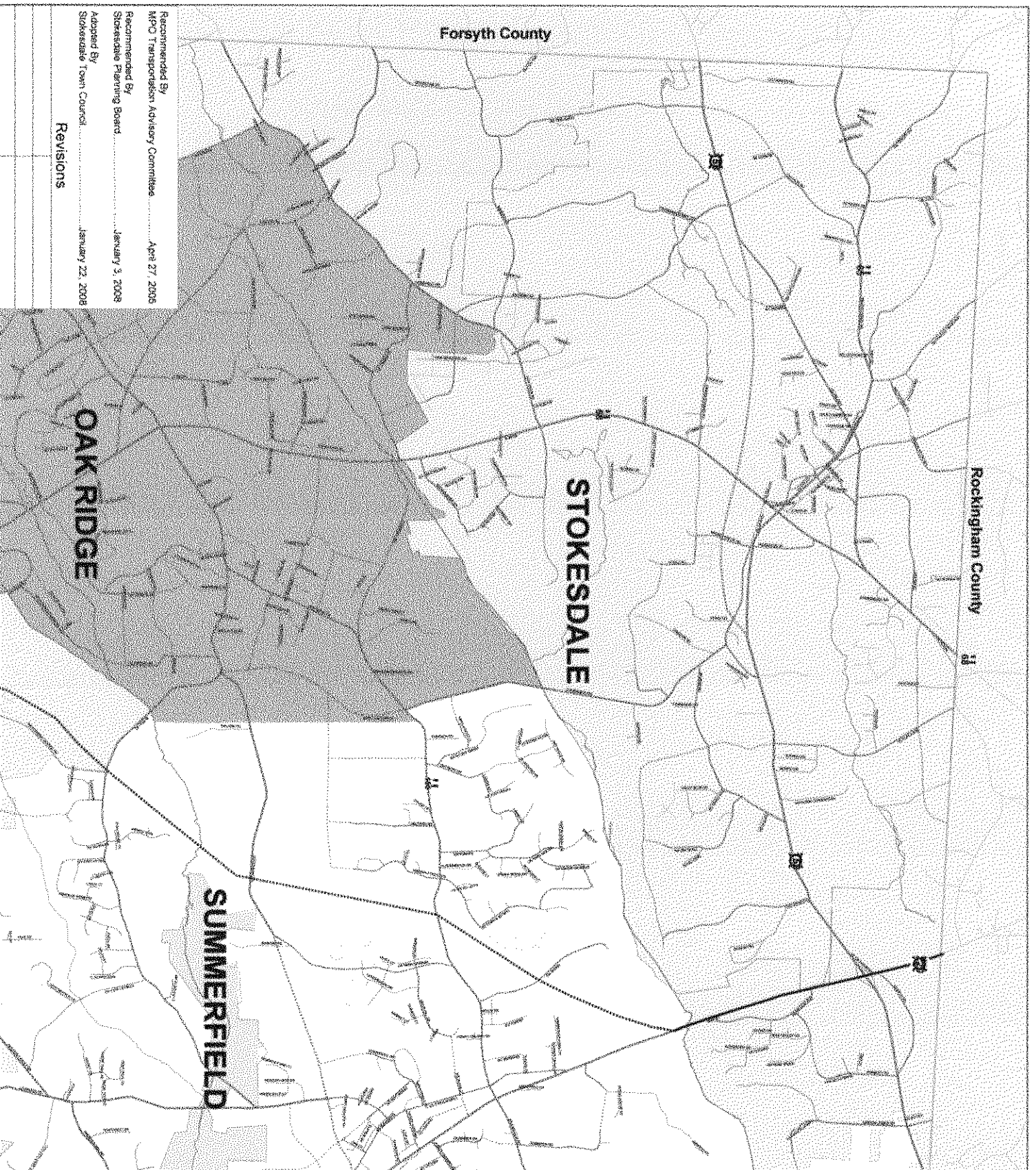
LEGEND

- Thoroughfare Plan
- Existing Freeway
- Existing Major
- Existing Minor
- Proposed Freeway
- Proposed Major
- Proposed Minor
- Proposed Collector Streets
- Existing
- Proposed
- Metropolitan Area Boundary

Map Prepared By:



The staff of the
Greensboro Urban Area
Metropolitan Planning
Organization



Forsyth County

Rockingham County

STOKESDALE

SUMMERFIELD

OAK RIDGE

Recommended By
MPO Transportation Advisory Committee April 27, 2008

Recommended By
Stokesdale Planning Board January 3, 2008

Adopted By
Stokesdale Town Council January 22, 2008

Revisions

North Carolina)	
)	AGREEMENT
Guilford County)	

THIS AGREEMENT, made and entered into this ____ day of February 2024, by and between the Town of Stokesdale, North Carolina, a North Carolina Municipal Corporation (the "Town"); and Michael Hunter (d/b/a Hunter Enterprises) the "Provider");

WITNESSETH:

For the purpose and subject to the terms and conditions hereinafter set forth, the Town hereby contracts for the services of the Provider, and the Provider agrees to provide the services to the Town in accordance with the terms of the Agreement.

I.

The services to be performed by the Provider shall be as shown on the attached Exhibit A, which is incorporated herein by reference.

II.

The services of the Provider began on January 1, 2024 and shall be provided until December 31, 2024 as shown on the attached Exhibit A.

III.

As full compensation for the Provider's services, the Town agrees to pay the Provider the sum of One Thousand Dollars per month for all the materials and labor.

IV.

The Provider shall bill the Town for services rendered during the preceding three months. The Town shall promptly pay all such bills after it determines that the Provider has complied with the terms of the Agreement.

V.

The Provider shall operate as an independent contractor. The Provider is not eligible for worker's compensation coverage under the Town's Workers' Compensation Policy while performing the contracted service for the Town. The Provider understands that no federal, state or other payroll tax of any kind shall be withheld or paid by the Town on behalf of the Provider or employees of the Provider. The Provider understands and agrees that the Provider is fully responsible for the payment of all taxes arising from the payment of monies pursuant to the Agreement.

VI.

Provider shall be responsible for providing and maintaining general liability insurance in an amount of at least \$1,000,000 with a carrier approved by Stokesdale, worker's compensation insurance for Providers employees, and any other appropriate insurance required by this Agreement or North Carolina law.

VII.

Provider shall defend, indemnify, and hold the Town, its Officials and Employees harmless from and against all claims, damages, loss and expenses, arising wholly or in part out of any act or omission of the Provider or its employees, related to the execution of this Agreement.

VIII.

The Town shall not be liable to the Provider for any expenses paid or incurred by the Provider not provided within the scope of services of this Agreement unless otherwise agreed in writing. The Provider shall supply, at its sole expense, all equipment, tools, materials, and /or supplies required to provide the contracted services unless otherwise agreed in writing.

IX.

The Provider declares that it has complied with all federal, state and local laws regarding business permits, certifications, and licenses that may be required to carry out the services to be performed under this Agreement and agrees to comply with all state and federal laws occupational safety and health laws, regulations and standards relating to services covered by this Agreement.

If required by Article 2 of Chapter 64 of the North Carolina General Statutes, the Provider and its subcontractors shall use the federal E-Verify program to verify the work authorization of new hired employees. Failure of the Provider to comply with this provision or failure of its subcontractors to comply could render this Agreement void under North Carolina Law.

This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina.

IN WITNESS WHEREOF, The Town and the Provider have set their hands and seals as of the day and year first above written.

SERVICE PROVIDER:

Michael Hunter, Hunter Enterprises

Date

TOWN OF STOKESDALE:

Michael E. Crawford, Mayor

Date

ATTEST:

Robbie Lee Wagoner II, Town Clerk

Date

(SEAL)

**This instrument has been pre-audited to the extent and in the manner required by the
“Local Government Budget and Fiscal Control Act.”**

Kimberly Thacker, Finance/Budget Officer

Date

*Hunter Enterprises
8920 Styers Ferry Road
Clemmons, NC 27012*

*336 945 9693 (office)
336 813 3631 (cell)
336 945 0417 (fax)*

April 4 2023

To: Town of Stokesdale

Re: Quote for Bermuda Field Maintenance

February/March

- Apply Ronstar pre-emergent @ full Rate

May

- Apply 17-17-17 fertilizer 1 lb per N

June

- Apply 17-17-17 fertilizer 1 lb per N

July

- Apply 17-17-17 fertilizer 1 lb per N

August

- Apply 45-0-0 fertilizer 1 lb per N

November

- Apply Simazine

Mow All Fields with reel mower 2 times per week as needed

Total

\$12000.00