



City Council Meeting

April 8, 2024





Mayor Hooks

Call to Order





Rev. Josh Barfield, Church of the Resurrection

Invocation





Recognition of Amy Pendergraph





Recognition of Holly Clayton





Mayor Hooks

Public Comments

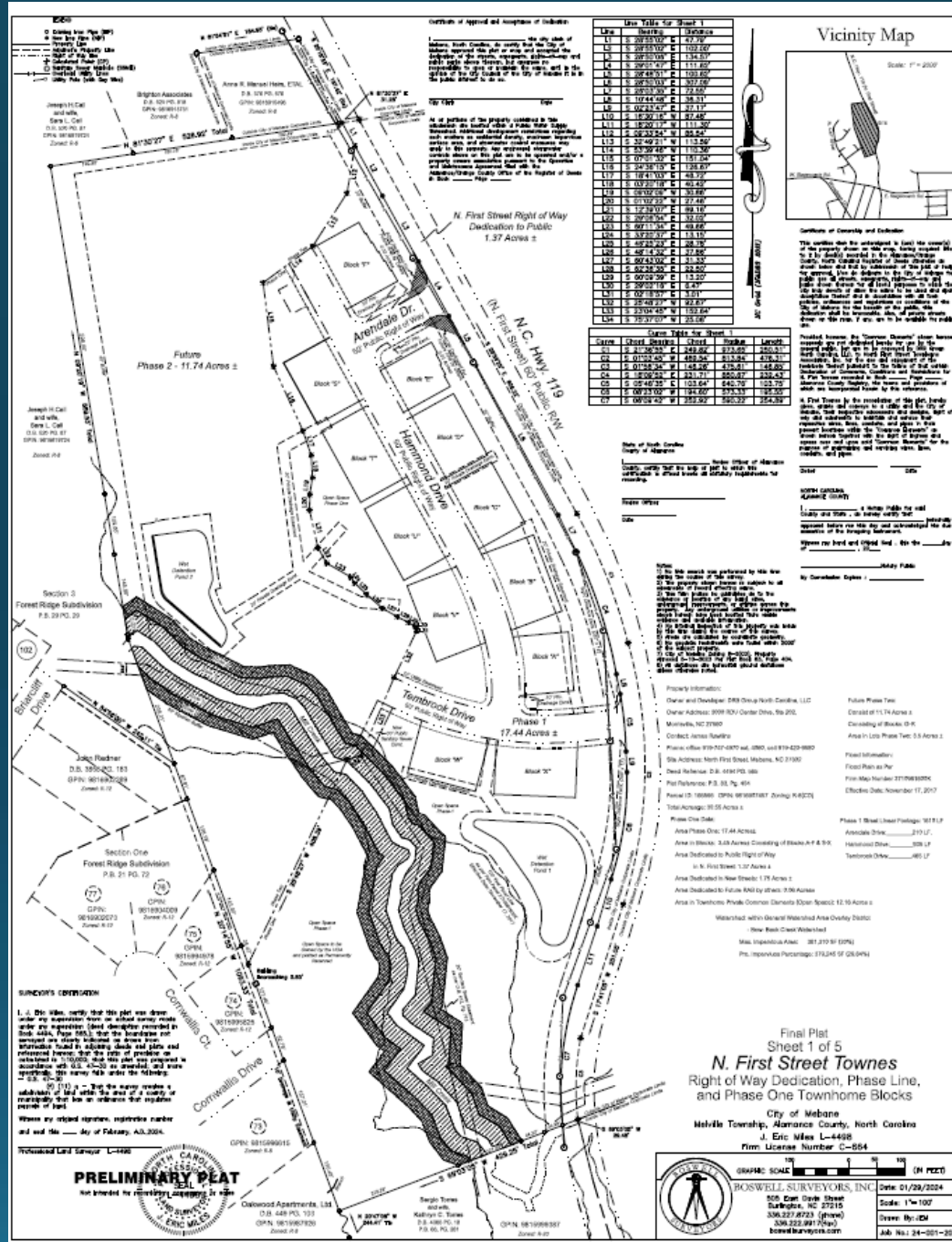


Consent Agenda

- a. Approval of Minutes-
 - i. January 8, 2024 Regular Meeting
 - ii. March 4, 2024 Regular Meeting
 - iii. March 14, 2024 Special Meeting- Budget Work Session
 - iv. March 21, 2024 Special Meeting- Budget Work Session
- b. Final Plat Approval- North First Street Townes, Ph. 1
- c. Final Plat Reapproval- Oakwood, Ph. 1A
- d. Budget Ordinance Amendment- Downtown Revitalization Grant
- e. Budget Ordinance Amendment- Insurance Proceeds
- f. Budget Ordinance Amendment- One NC Fund Grant
- g. ARP Policy Adoption
- h. Proclamation- Litter Sweep in City of Mebane- April 13-27th, 2024



Final Plat- North First Street Townes, Ph. 1



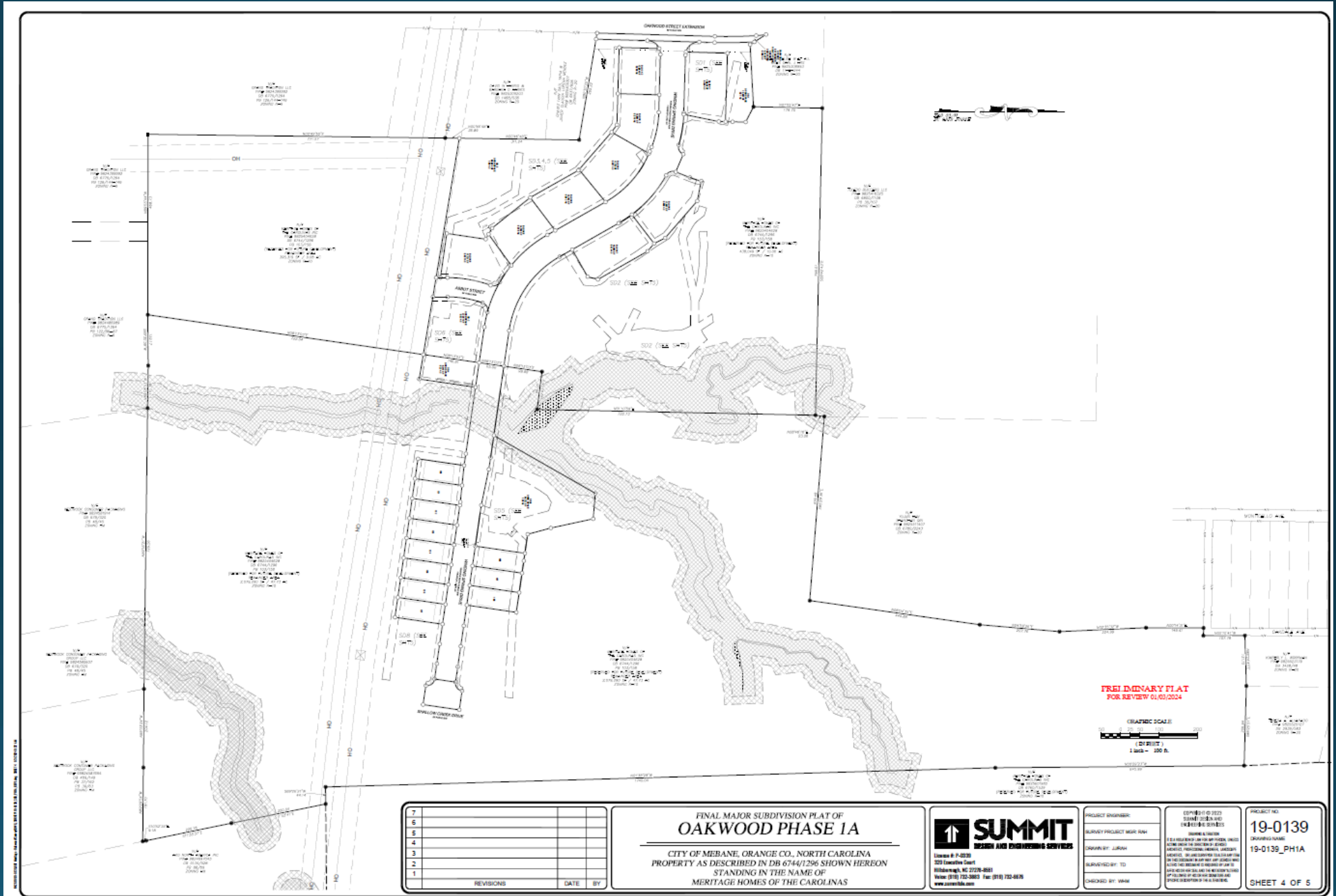
Final Plat
Sheet 1 of 5
N. First Street Townes
Right of Way Dedication, Phase Line,
and Phase One Townhome Blocks

City of Mebane
Mebane Township, Alamance County, North Carolina
J. Eric Miles L-4498
Pinn License Number C-584

DATE: 01/29/2024
SCALE: 1"=100'
DRAWN BY: JEM
JOB NO.: 24-001-200



Final Plat Reapproval- Oakwood, Ph. 1A





Ashley Ownbey, Development Director

Public Hearing- Variance-Quasi-judicial-BOA- Jay Starnes,
“Pig Pin by Fat Man” - Wall Sign for Business without Independent Façade
103 S. Fifth Street





Variance Request

103 South Fifth Street

- Request by Jay Starnes, The Pig Pin by Fat Man
- Existing zoning: B-2 (CD)
- The building addressed 103 S. Fifth Street includes three suites.
 - Suite A – Buffaloe Lanes Family Bowling Center & The Pig Pin by Fat Man
 - Suite B – Xtreme Dance Academy
 - Suite C – 5th and Washington Event Center
- Three existing wall signs for Suite A:
 - Primary wall sign: +/- 139 sq. ft.
 - Two secondary wall signs





Variance Request

103 South Fifth Street

- Section 6-7.7 (N) of the Mebane Unified Development Ordinance describes requirements for wall signs.
- Maximum Number:
 - One primary sign per building or unit façade.
 - Two secondary signs are allowed for building facades of more than 75 linear feet.
- Applicant is requesting for a wall sign for a business without an independent façade.





Variance Request

103 South Fifth Street

- Basis for a variance:
 - North Carolina General Statutes, Section 160D-705
 - Mebane Unified Development Ordinance, Section 8-2
- The Board of Adjustment is granted the authority to vary provisions of the zoning ordinance provided:
 - Unnecessary hardship would result from the strict application of the regulation.
 - The hardship results from conditions that are peculiar to the property, such as location, size, or topography
 - The hardship did not result from actions taken by the applicant or the property owner.
 - The requested variance is consistent with the spirit, purpose, and intent of the regulation, such that public safety is secured and substantial justice is achieved.







Applicant Presentation





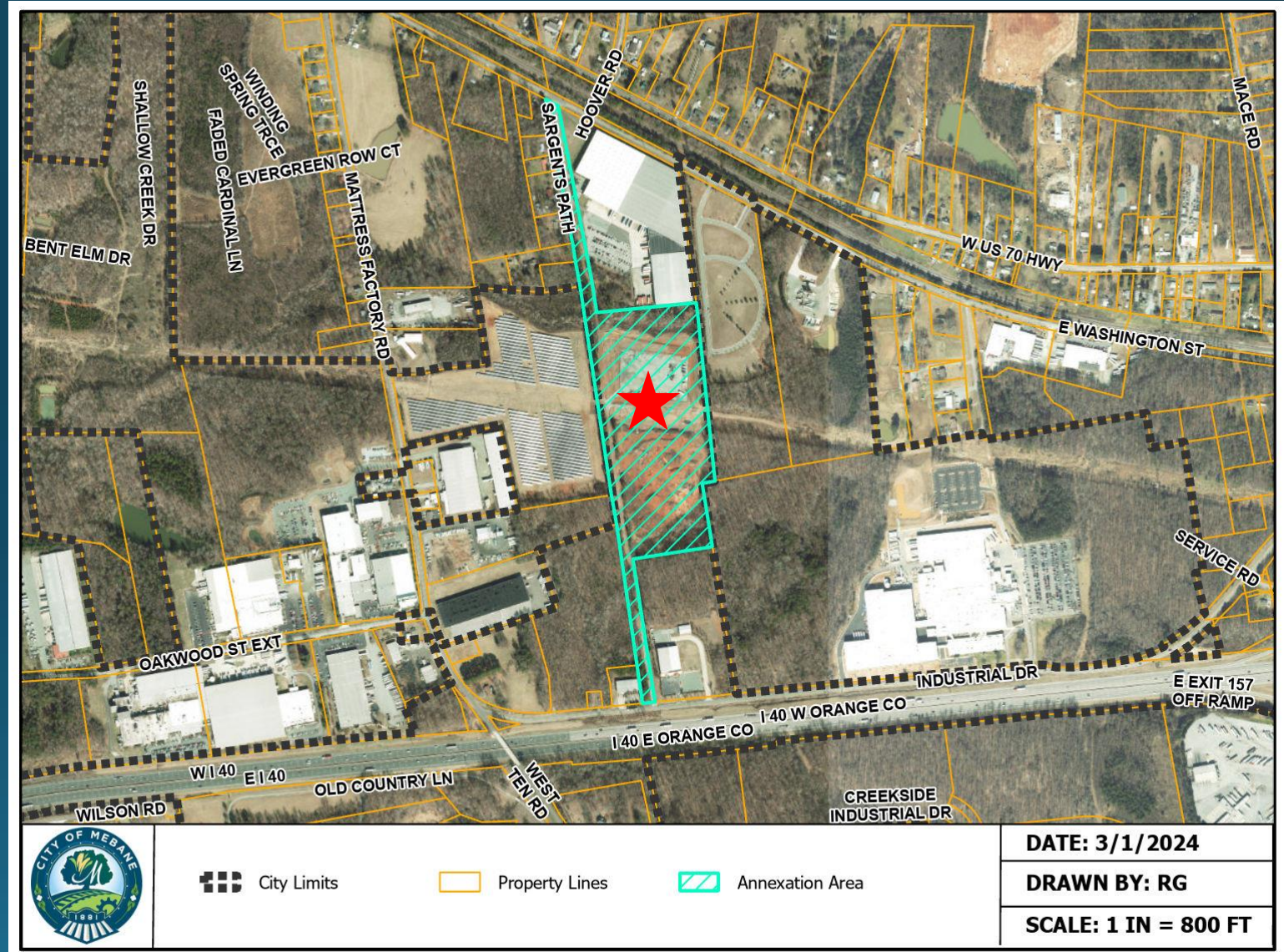
Lawson Brown, City Attorney

Public Hearing- Ordinance to Extend the Corporate Limits
Kiewit Infrastructure South Co.



Ordinance to Extend Corporate Limits- Kiewit Infrastructure South Co.

- Voluntary Contiguous Annexation
- +/- 28.123 acres on Industrial Drive in Orange County. An industrial facility is planned for this property.
- Council accepted the Petition and Certificate of Sufficiency last month and set the date of the Public Hearing for tonight.





Lawson Brown, City Attorney

Public Hearing- Ordinance to Extend the Corporate Limits
Holland Family – Bowman Road





Ashley Ownbey, Development Director

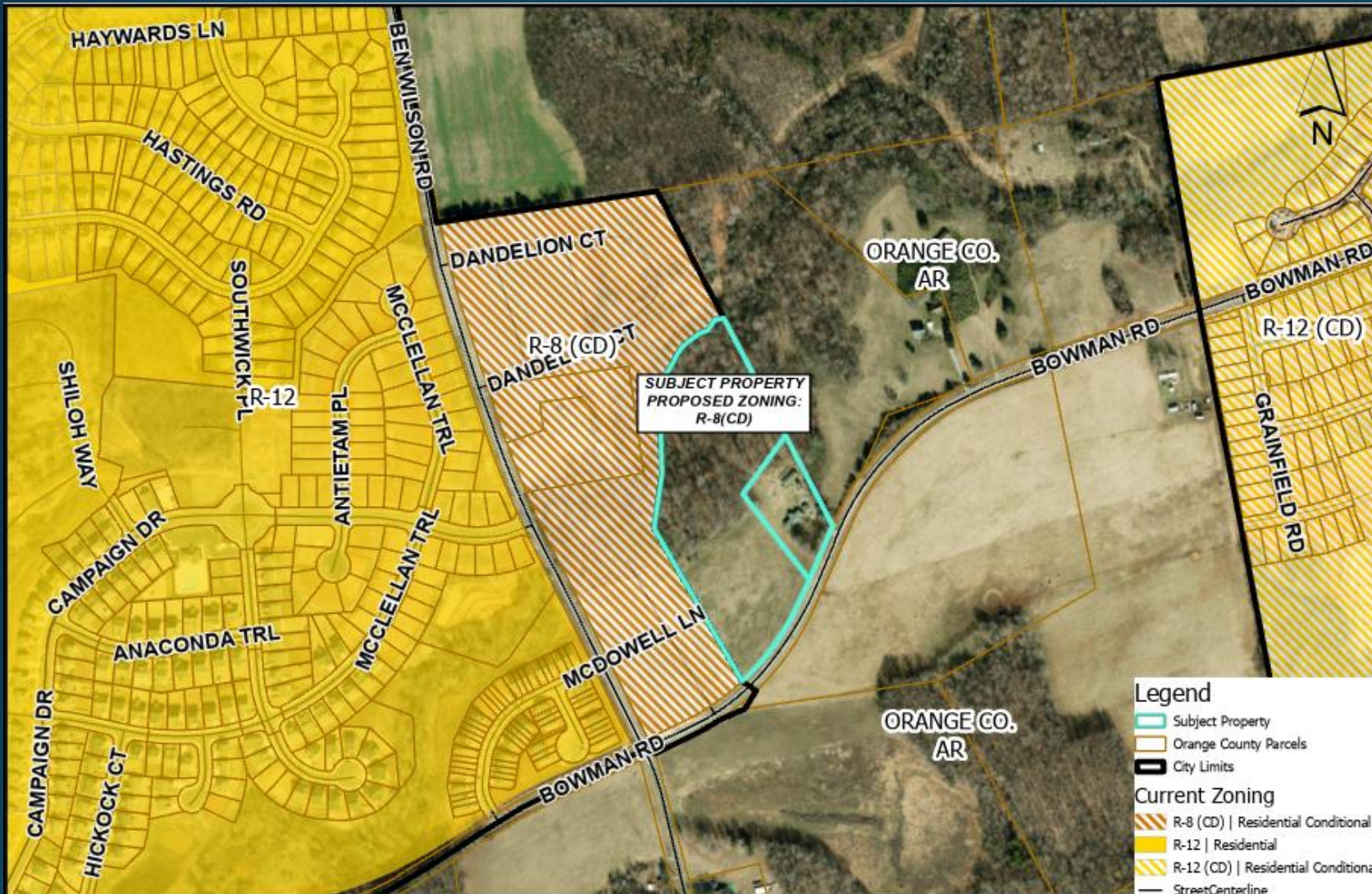
Public Hearing- Rezoning Request: Establish R-8 (CD) Zoning
by Bowman Rd 1, LLC



Bowman Road Townhomes

Conditional Rezoning Request

- Request by Bowman Rd. 1, LLC
- +/- 12.01 Acres
- Existing zoning: Orange Co. AR
- Requested zoning: R-8 (CD)



CITY OF MEBANE
ZONING MAP

CONDITIONAL REZONING
BOWMAN ROAD TOWNHOMES

1 inch = 500 feet

DATE: 1/24/24

DRAWN BY: BP





Bowman Road Townhomes

Conditional Rezoning Request

- Located outside of ETJ in Orange County
- Annexation required before action on rezoning request.



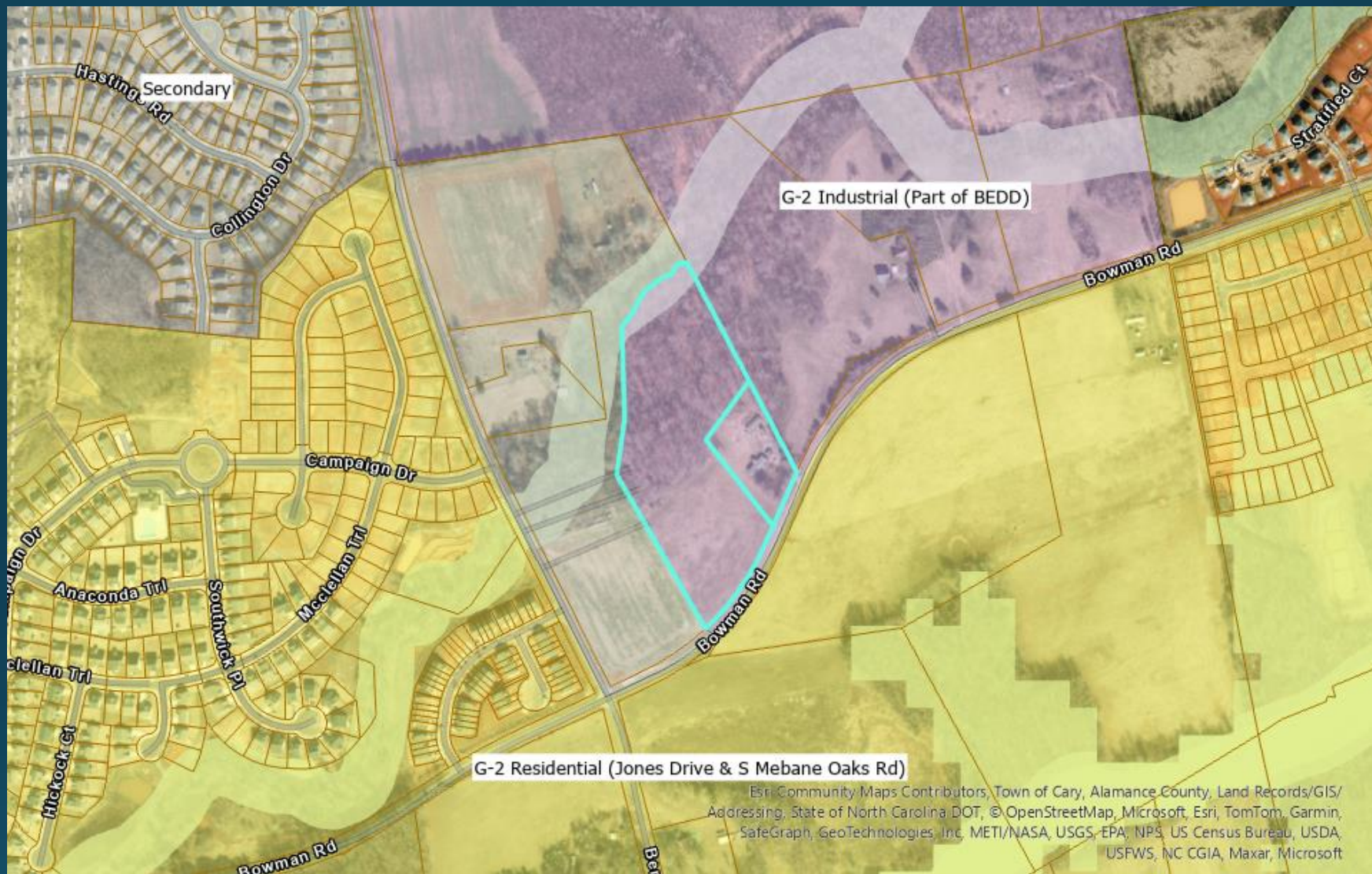


Bowman Road Townhomes

Conditional Rezoning Request

- Single-family home; Vacant & Forested
- Surrounding uses include:
 - Townhomes (Meadowstone)
 - Single-family residential (Meadows, Bowman Village, Bowman Place)
 - Vacant & Agricultural

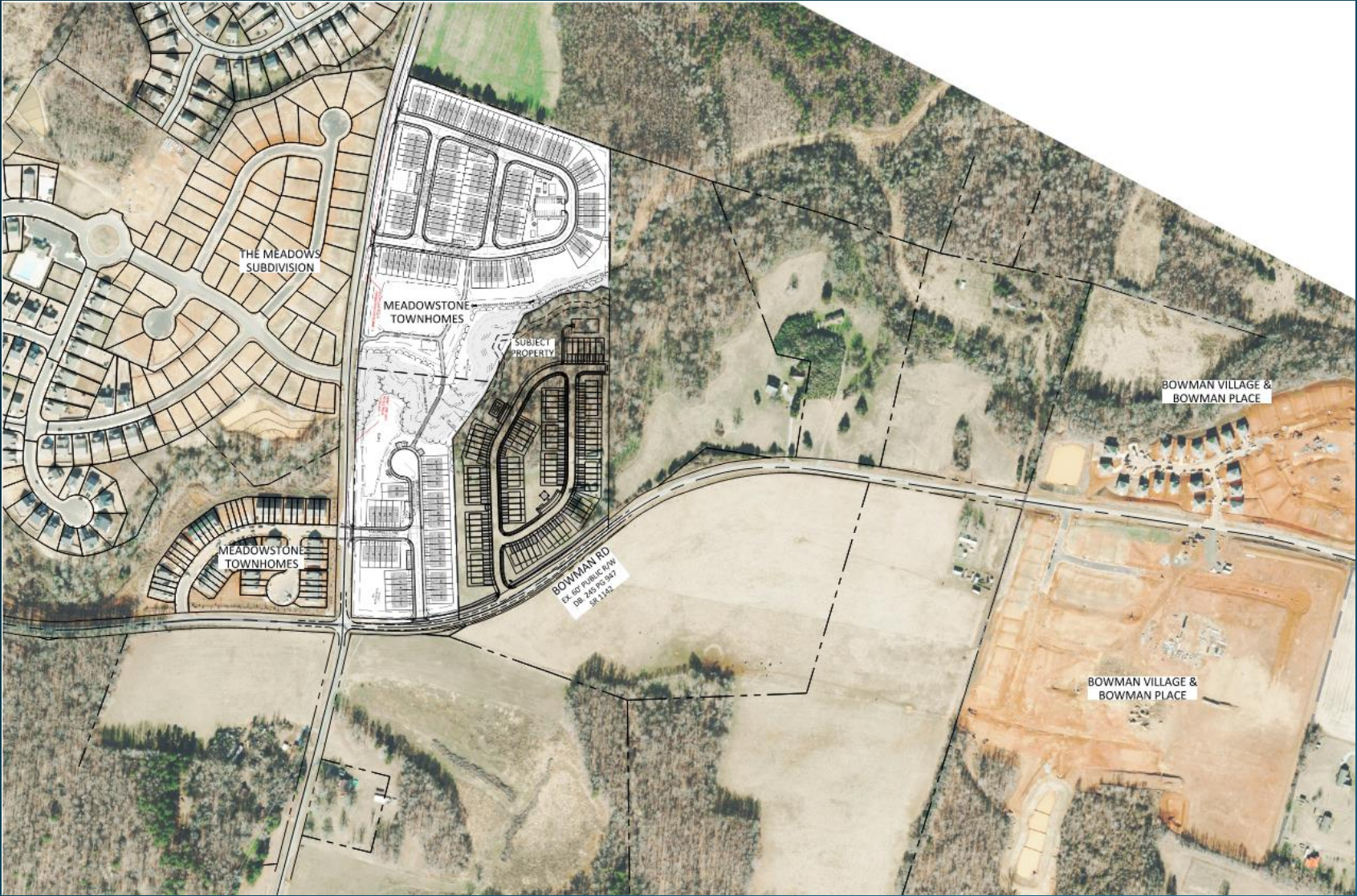




Bowman Road Townhomes Conditional Rezoning Request

Mebane By Design: G-2 Industrial Growth Area





Bowman Road Townhomes

Conditional Zoning Request

Conditions Requested:

- 8' side yard for end units
- 10' side street setback
- 15' rear setback

Public recreation provided: 0.17 acres

- Payment in lieu of \$54,041 for the remaining requirement of 2.38 acres.

Install left and right turn lanes at entrance.





Applicant Presentation



BOWMAN ROAD TOWNHOMES

Mebane City Council

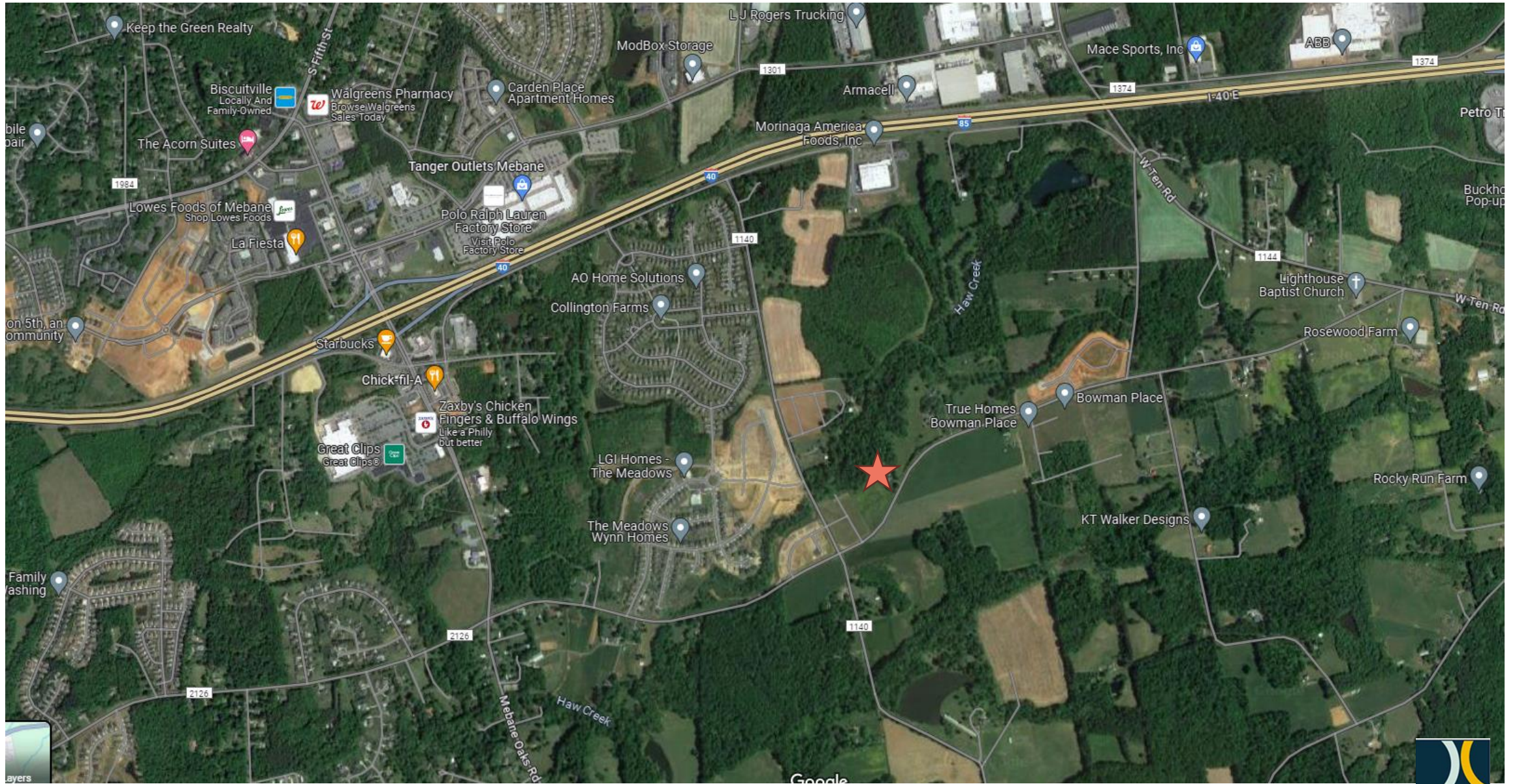
April 8, 2024

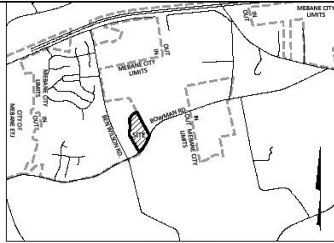


NATURE OF REQUEST

- 12.01 Acre Site
- Annex into the City of Mebane and Rezone to R8(CD)
- Proposed Number of Homes is 89
- Community To Include Amenities of Pickleball Court, Dog Park, Multi-Use Trail, Community Gathering Pavilion
- Conditional Zoning = Site Plan Specificity







VICINITY MAP
1" = 2,000'

Aden R. Stolzfus, PE C-3812
 aden@seengineering.com
 336-994-0207
 Kennerlyville, NC 27284

BOWMAN ROAD TOWNHOMES
SURROUNDING AREA PLAN

PROPERTY OWNER INFORMATION:
 BOWMAN ROAD TOWNHOMES
 DALLON C. HOLLAND
 MEANE, NC 27020

PROPERTY OWNER INFORMATION:
 BOWMAN ROAD TOWNHOMES
 PO BOX 2029
 ANCHOR, NC 27001

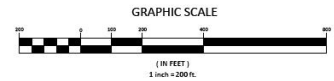
PROJECT LOCATION:
 BOWMAN ROAD
 COUNTY: CHANCE
 TOWNSHIP: CHANCE

NO.	DATE	REVISION NOTE
1	11/20/23	CITY OF MEANE COMMENTS
2	11/20/23	CITY OF MEANE COMMENTS
3	12/17/23	CITY OF MEANE COMMENTS

DRAWN BY: SDT
 CHECKED BY: ARS
 DATE: 09/25/2023
 PROJECT NO.: 100-12
 REF. NO.:
 SCALE: 1"=200'

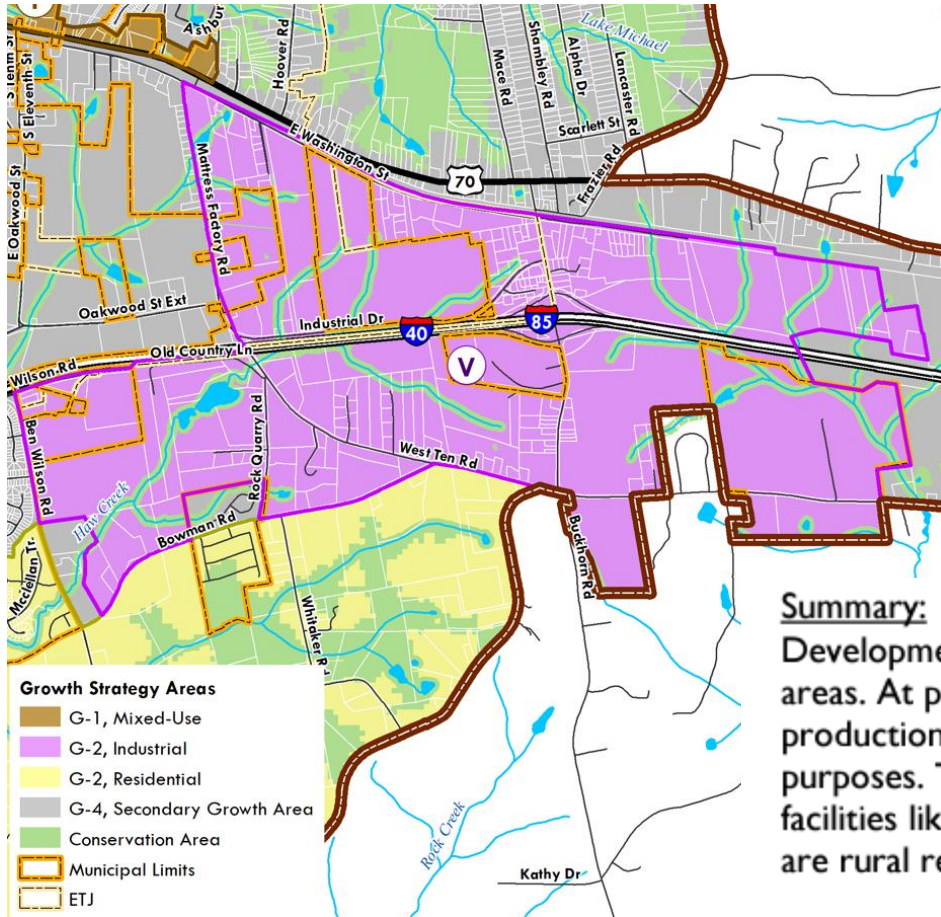


C2
2 OF 8



THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND SHALL REMAIN THE PROPERTY OF THE ENGINEER. THESE DRAWINGS ARE PROTECTED UNDER COPYRIGHT LAWS AND MAY NOT BE REPRODUCED IN PART OR IN WHOLE WITHOUT THE SPECIFIC WRITTEN CONSENT OF THE ENGINEER.
 © 2023 STOLTZFUS ENGINEERING, INC.

MEBANE BY DESIGN



- Property is designated Primary Growth Area G-2
- Specific Designation of Industrial V, part of the Buckhorn Economic Development District

Summary: This area encompasses the western portion of the Buckhorn Economic Development District (BEDD) and its existing industrial uses and some existing residential areas. At present, the BEDD is primarily defined by the Morinaga America Confectionary production facility. The area is intended for more robust growth, primarily for light industrial purposes. The Mattress Factory Road area north of I-40/85 is also a corridor for light industrial facilities like Kingsdown and AKG. The areas immediately outside of these corridors, though, are rural residential lots.

Uses: Maximize non-residential use and discourage further single family developments. Multi-family or workforce housing in close proximity to the current and future industrial land uses will be encouraged to minimize commuting concerns, especially traffic congestion. Encourage low water user and incentivize the employment of local residents at any new industries developed in this area.

Consistency with Mebane By Design (Land Use)

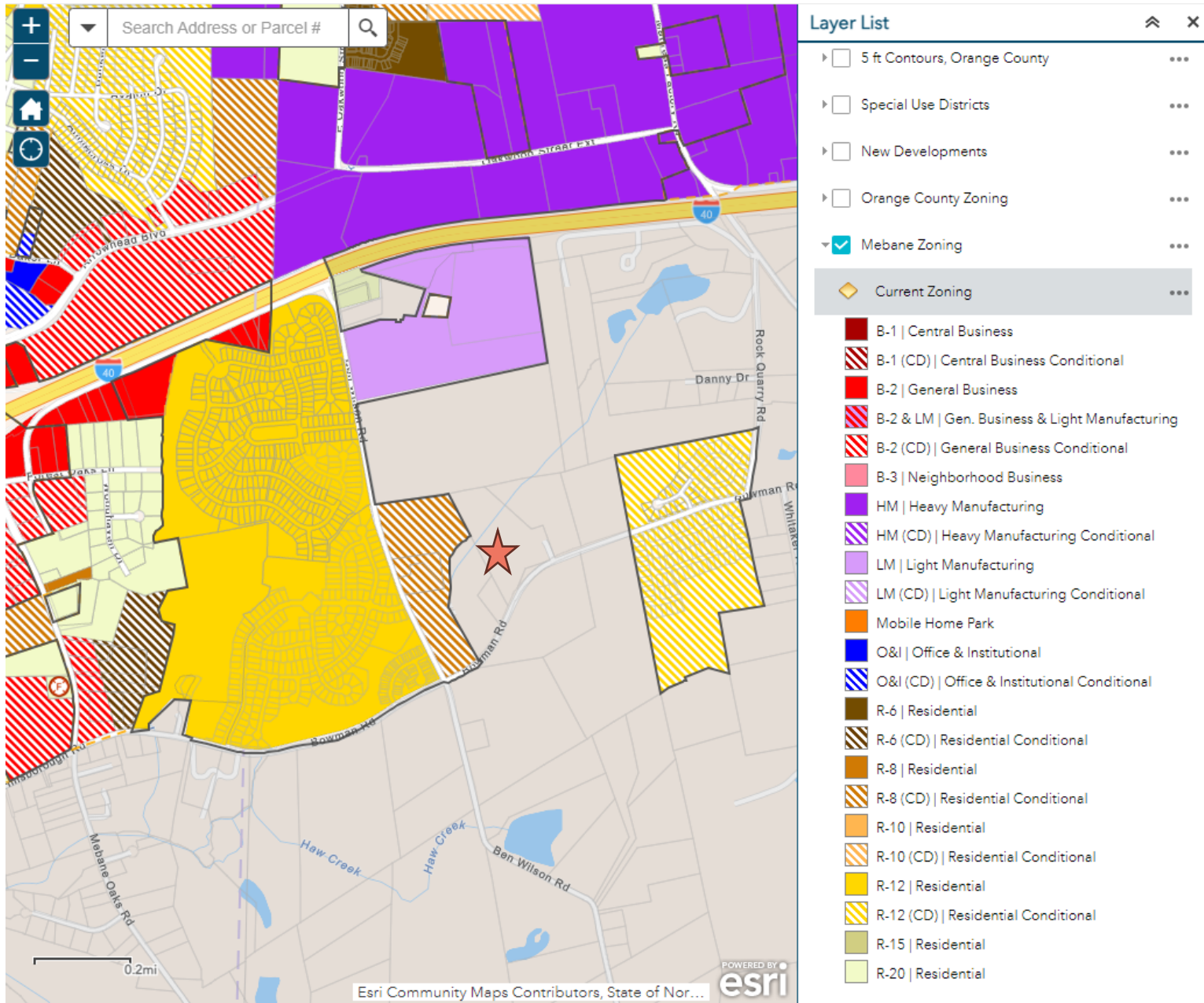
- Townhomes
- Designed and planned to meet objective of workforce housing in this location
- Target of workforce housing using
 - Proximity;
 - HUD definition: housing that is affordable for those earning between 80% and 120% of area median income (AMI). This area has \$108,500 AMI per the Fannie Mae AMI Lookup Tool; 80% is \$86,800

Consistency with Mebane By Design (Other Objectives)

- Open Space and Natural Resource Protection Goal 4.3
 - Provision of Multi Use Path to ensure connectivity in developing area to access full City network
- Consistency with Mebane Bicycle and Pedestrian Transportation Plan
 - Provision of Multi Modal Improvements
 - Connection to community sidewalk network



ZONING CONTEXT



Site Plan Features

- Increased Setback off Bowman Road (30 feet)
- 4.17 acres of open space and recreational amenities (3.15 excess acres)
- Shade Pavilion/Gathering Space
- Dog Park
- Pickleball Court
- Multi Use Path and Sidewalks
- Public Streets
- Meeting 20 foot separation Between Buildings
- Only 8' side yards are adjacent to Open Space
- Rear Setbacks abut open space and perimeter buffers





HOME STYLES



BUILDING COMMITMENTS

- All homes shall have a covered front porch/alcove.
- All homes shall have projecting eaves.
- Townhome building shall feature an articulated roofline through the use of gables, dormers and height variations.
- The front façade of each home shall feature some mix of building materials to include, minimal maintenance siding, masonry, stone, or board and batten.
- Each home shall have a garage.
- Garage doors shall feature decorative paneling.

AMENITIES



NEIGHBORHOOD OUTREACH

BOWMAN RD 1, LLC

December 5, 2023

Dear Neighbor:

Our company, Bowman Rd 1, LLC, is under contract to purchase those certain parcels of land located at 7515 Bowman Road, being approximately 12 acres in total and identified as PINs 9824523988 and 9824530199 (the "Property"). We intend to develop a townhome community on the Property.

In order to facilitate our development plan, we are applying to the City of Mebane to annex the Property with an original zoning of R8 (CD) (Conditional District - Residential, 8 units per acre). The Property is adjacent to similar zoning in the City of Mebane, and our request is consistent with existing land uses in the immediate area and would support employment opportunities in the area. We believe our request reflects a reasonable plan for the highest and best use of the Property.

In order to provide information about our project and respond to any questions that you might have, we will host a neighborhood Zoom meeting on Thursday, January 4, 2024 at 5:30 pm. The Zoom link is attached to this letter.

We look forward to hearing your thoughts and questions as we move through the rezoning process. Please feel free to contact our project representative, Amanda Hodierne, with any questions about this request. Her direct phone number is 336-609-5137, or you can email her at amanda@isaacsonsheridan.com.

The Mebane Planning Board will consider our request early in 2024. We will know the exact meeting date and share those details with you at our zoom meeting on January 4th, 2024.

Sincerely,



Cliff Minsley
Manager

- Letter mailed to 10 Neighboring Property Owners
- Invited Neighbors to a Zoom Informational Meeting
- No Participants
- No attendees at Planning Board public hearing

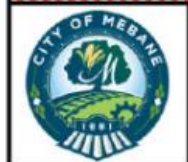
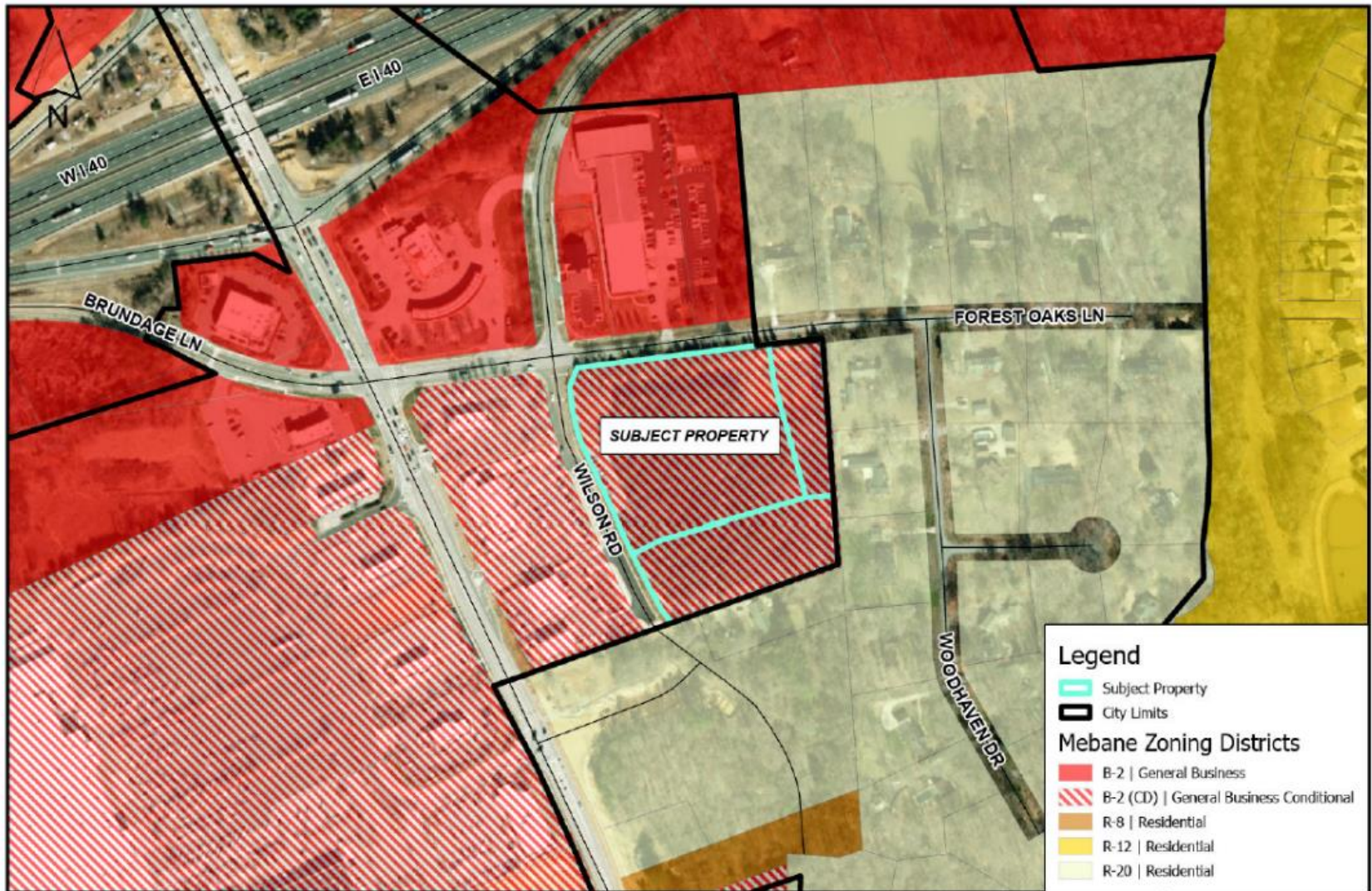




Ashley Ownbey, Development Director

Public Hearing- Conditional Zoning Amendment—B-2 (CD)
by Hendon Tiller Mebane 3.0 LLC





**CITY OF MEBANE
ZONING MAP**

**CONDITIONAL REZONING
AMENDMENT
TRACTOR SUPPLY**

1 inch = 300 feet

DATE: 02/05/24

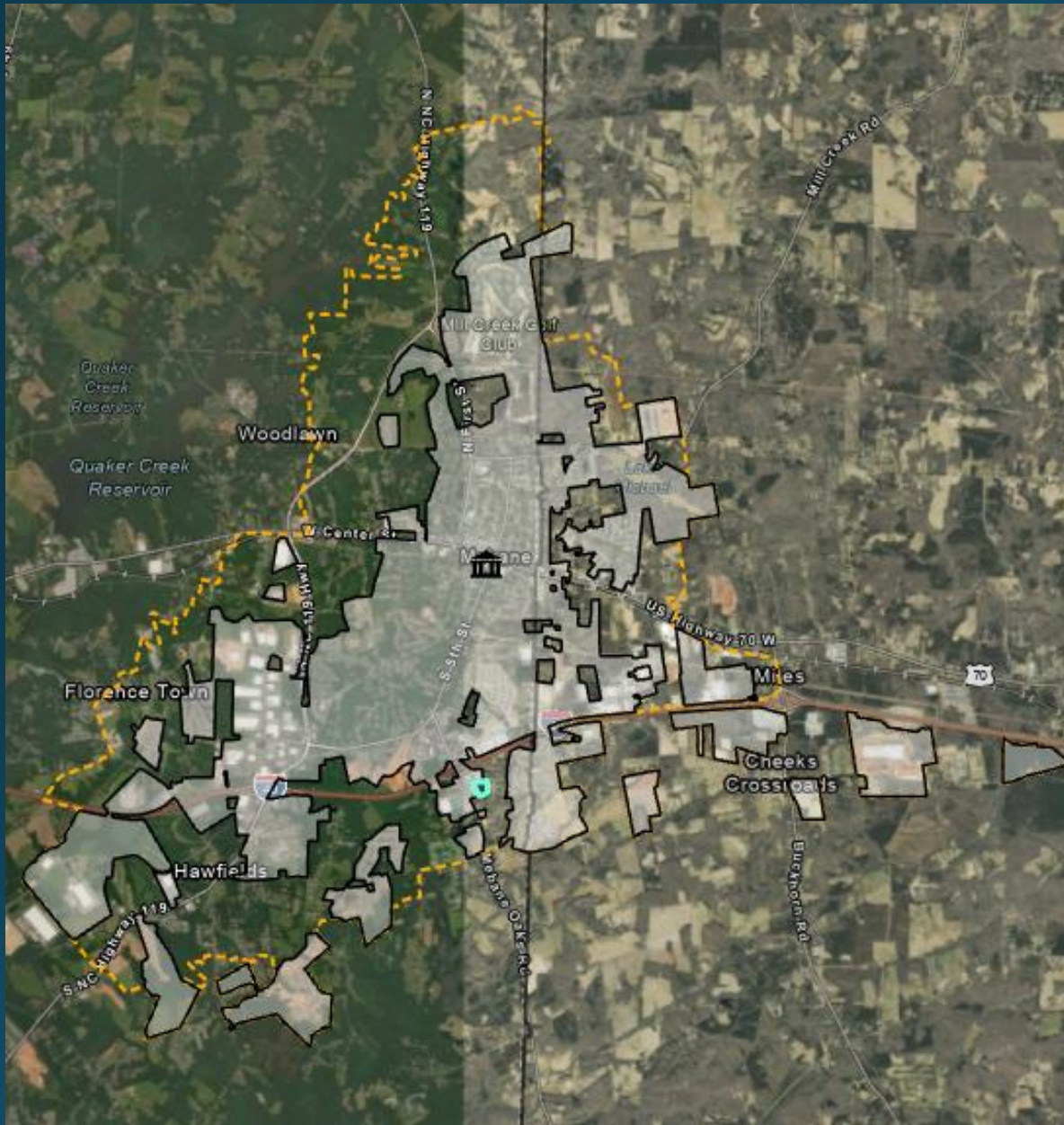
DRAWN BY: RG

Tractor Supply

Conditional Rezoning Request

- Request by Hendon Tiller
Mebane 3.0 LLC
- Three lots, totaling +/- 6.19
acres
- Existing zoning: B-2 (CD)
- Requested zoning: B-2 (CD)
with revised conditions





Tractor Supply

Conditional Rezoning Request

- Mebane City Limits
- The site was annexed after original approval of B-2 (CD) zoning.





Tractor Supply

Conditional Rezoning Request

- Gravel parking, forested, stormwater pond
- Surrounding uses include:
 - Restaurants
 - Retail
 - Medical and Veterinary offices, Fitness Gym, and Other Professional Service Uses
 - Residential

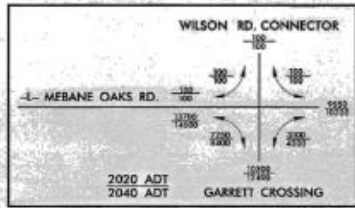




Tractor Supply Conditional Rezoning Request

- *Mebane By Design* G-4 Secondary Growth Strategy Area





$P1 Sta 38+23.00$
 $\Delta = 2' 03" 23.8' (LT)$
 $D = 2' 59" 50.2'$
 $L = 68.56'$
 $T = 34.28'$
 $R = 130.00'$
 $e = NC (Ext'd)$

$P1 Sta 45+57.27$
 $\Delta = 6' 42" 41.3' (RT)$
 $D = 2' 29" 28.0'$
 $L = 269.42'$
 $T = 134.71'$
 $R = 2' 300.00'$
 $e = 6X (Ext'd)$

$P1 Sta 13+24.59$
 $\Delta = 35' 09" 38.4' (LT)$
 $D = 38' 11" 49.3'$
 $L = 92.05'$
 $T = 47.53'$
 $R = 150.00'$
 $e = RC$

LOCHNER

H. W. LOCHNER, INC.
2840 PLAZA PLACE, SUITE 202
RALEIGH, NC 27612
(919) 771-7111

VHB Engineering N.C. P.C. (E-3205)
943 Main Campus Drive, Suite 300
Kannapolis, NC 28084

PROJECT NUMBER: 1-5711
SHEET NO. 6

ROADWAY DESIGN: MEASURER
HYDRAULICS: JIN/JOHNSON

SEAL 25023
SEAL 20147

DOCUMENT NOT CONSIDERED FINAL
UNLESS ALL SIGNATURES COMPLETED

23' COVER EQUIPMENT INCLUDING
BY PLANNING CONFORMANCE

ROW AND EASEMENT SUMMARY

20' A.G.E. AND 4' = 24.00 SF @ 0.83 A.G.
12.0' CONST. ESM'T = 4.084 SF @ 0.81 A.G.
10' PRISM ESM'T = 1.944 SF @ 0.76 A.G.

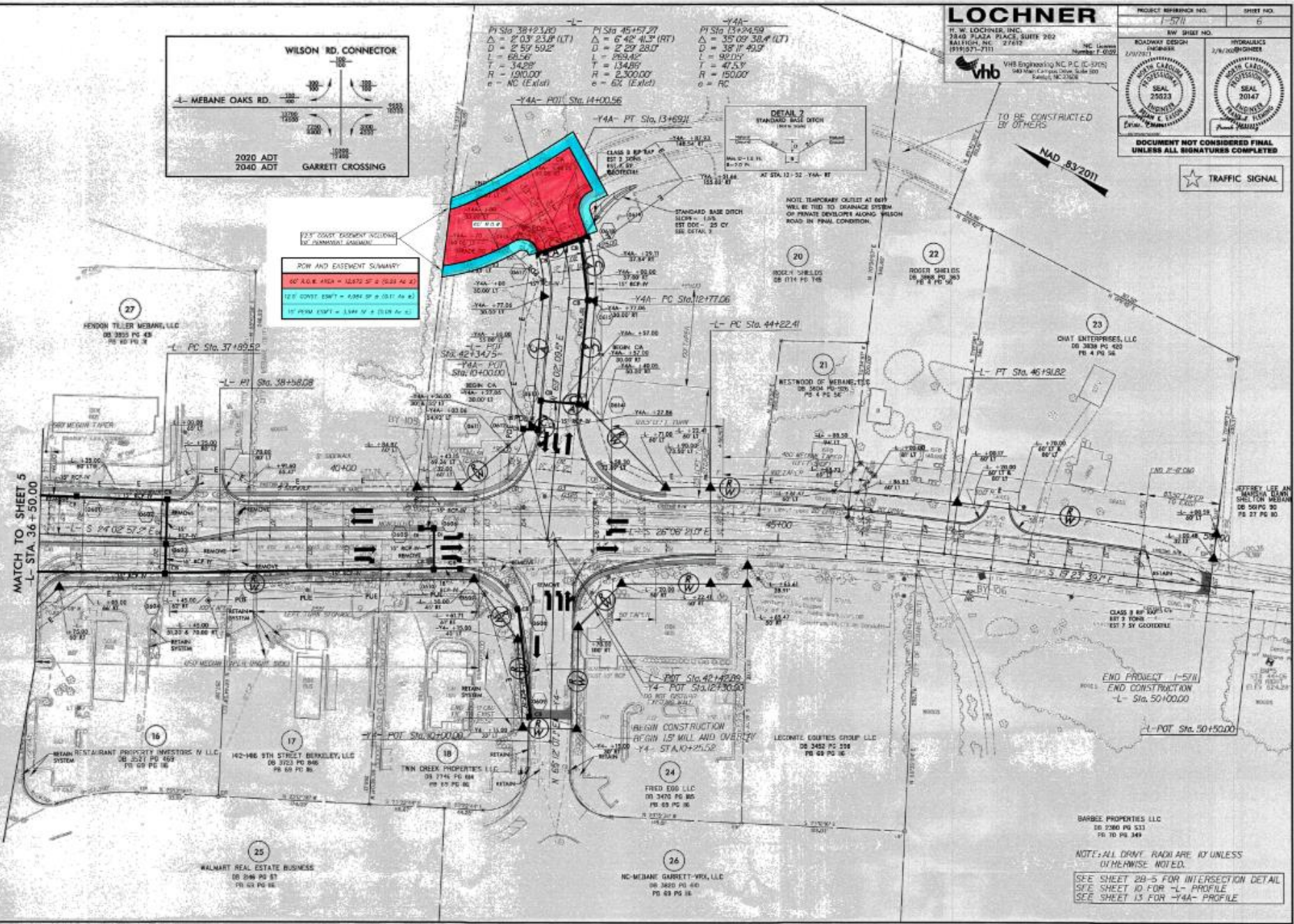


TO BE CONSTRUCTED
BY OTHERS

NAD 83/2011

TRAFFIC SIGNAL

MATCH TO SHEET 5
L- STA. 36+50.00



Tractor Supply

Conditional Rezoning Request

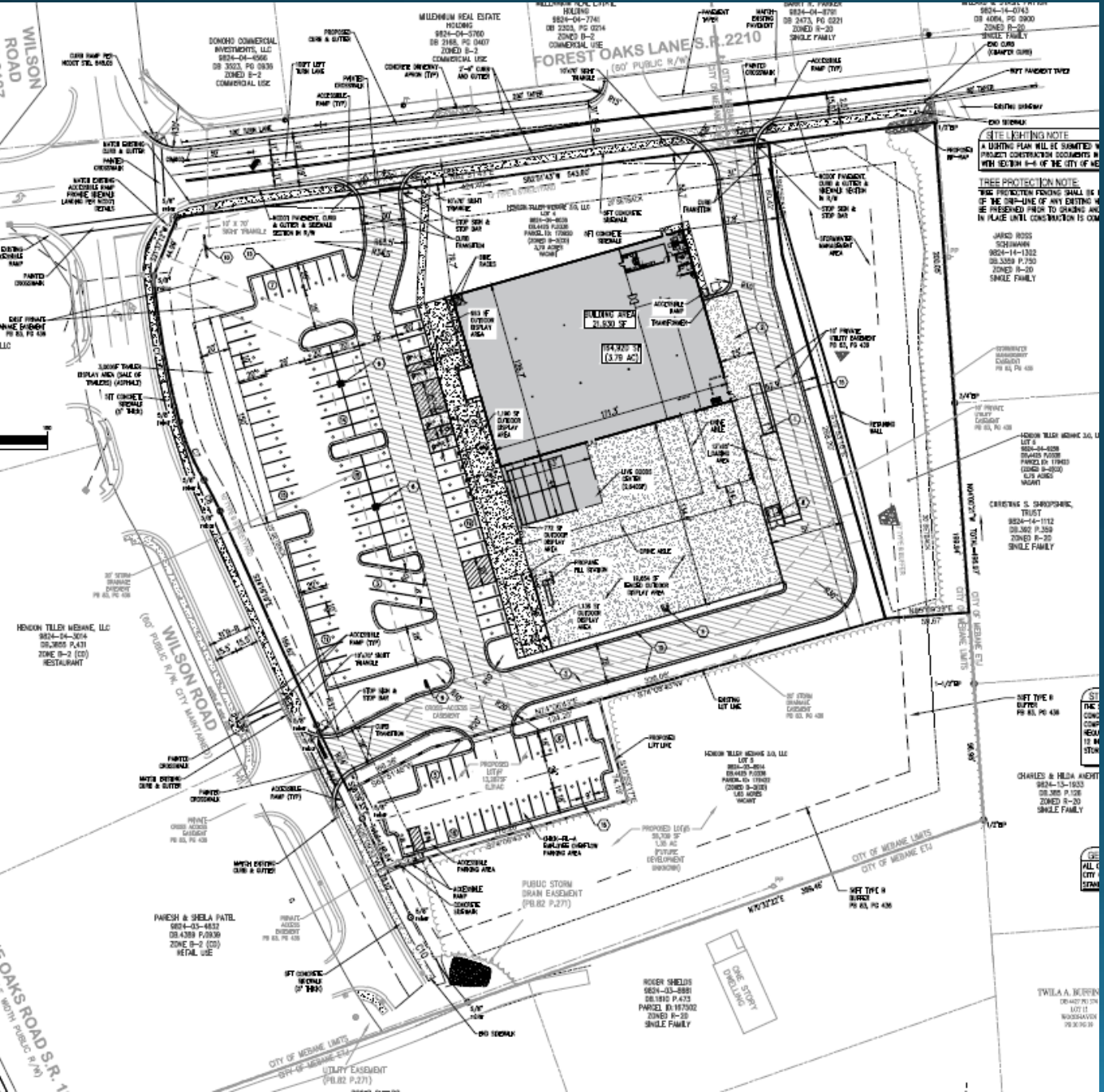
Modification of the B-2(CD) zoning is requested as the right-of-way for the required to extend Wilson Road could not be secured and a TIA has been completed.

Amendments to original site-specific plan:

- Reduced curb and gutter on Forest Oaks Lane
- Addition of crosswalks at the intersection of Wilson Road and Forest Oaks Lane and at a mid-block location on Wilson Road
- Minor modification to the parking lot layout
- Lot 5 to be subdivided into new Lot 5 and Lot 7
- Garden Center replaced with Live Goods Center

Proposed Conditions:

- Stormwater pond constructed for a 100-year storm event.
- Outdoor display area equal to 16.22% of total site area.





Applicant Presentation





Lawson Brown, City Attorney

Ordinance Creating and Levying a Municipal Room
Occupancy Tax and a Resolution Joining the Alamance County
Municipal Tourism Development Authority

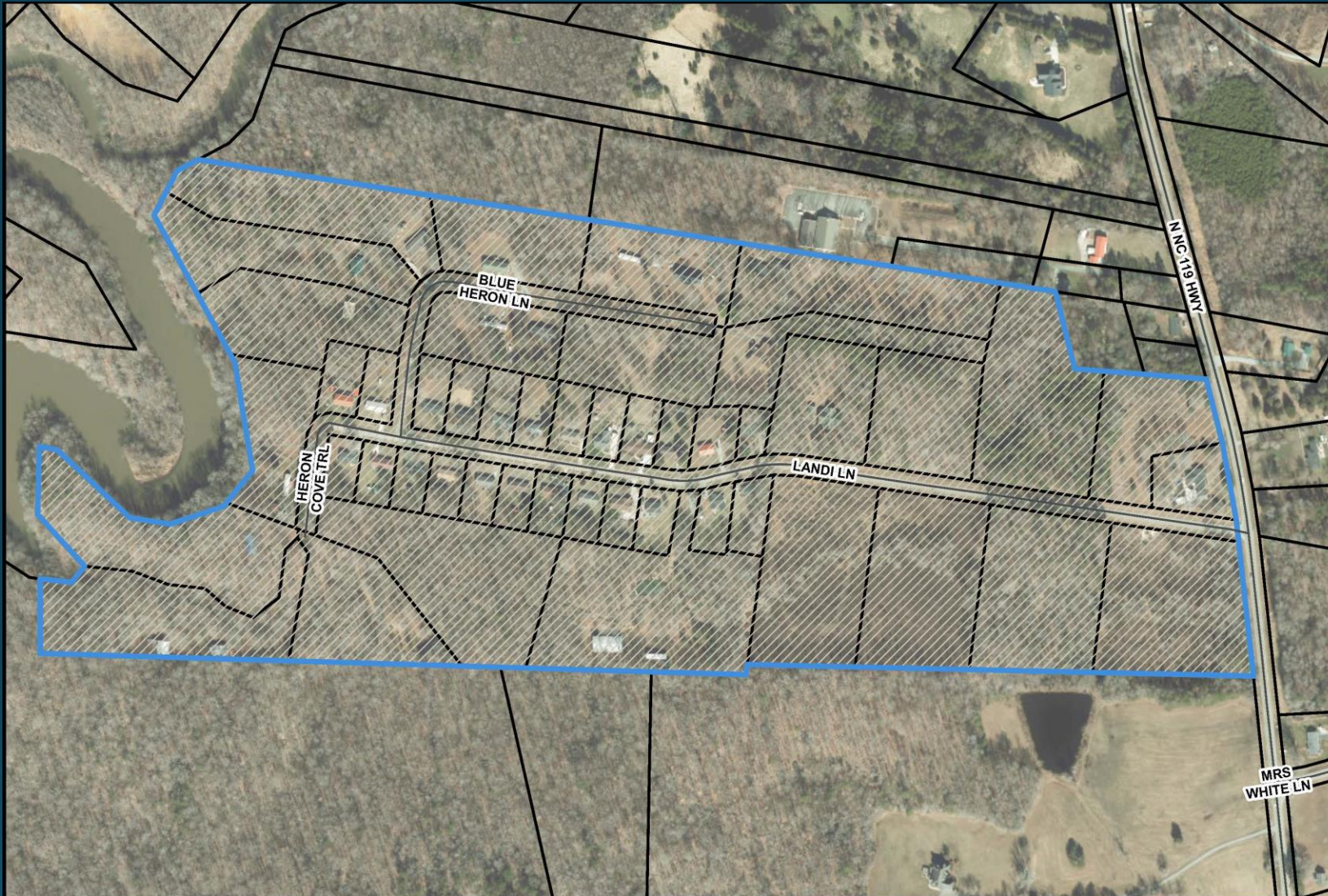




Ashley Ownbey, Development Director

Public Hearing - CDBG Resolution to Apply for FY 2023-2024
CDBG-Infrastructure Funding





**CITY OF MEBANE
PROJECT AREA MAP**

**LANDI LN, HERON COVE TRL,
BLUE HERON LN, N NC HWY 119**

1 inch = 350 feet

DATE: 04/03/24

DRAWN BY: AO






alley, williams, carmen & king, inc.
 ENGINEERS, ARCHITECTS & SURVEYORS
 740 chapel hill road p.o. box 1179
 burlington, n.c. 27215 336/226-5534
 Firm's Engineering License No. F-0203

CITY OF MEBANE
SEWER IMPROVEMENTS EXHIBIT MAP

POSSIBLE SEWER IMPROVEMENTS
LANDI LANE
AREA 1 - CDBG FUNDING
 CITY OF MEBANE
 ALAMANCE COUNTY, NC

SCALE: 1" = 200' DATE: 04/03/24 DWD BY: CBS PROJECT NO: 17010 SHEET NO: 1





Beatrice Hunter, HR Director

DeLane Honeycutt, Compensation and Classification Consultant

Compensation Study Findings and Recommendations





City of Mebane Compensation Study

April 8, 2024

Presented by DeLane Huneycutt,
Compensation and Classification Consultant

Purpose

To complete a compensation study for the City of Mebane to ensure that salaries and salary ranges are competitive with the regional labor market in order to meet the City's current and future business needs to attract and retain well-qualified, high-performing employees.

Need for the Study

- ▶ Last study occurred in FY21-22 and implemented March 2022
- ▶ City is impacted by growing economy in Triangle and Triad
- ▶ 3.7% unemployment creating recruitment & retention issues
- ▶ Salaries are increasing nationally by 4.0% per year
- ▶ Cost of Living at 3.2% is eroding wage gains
- ▶ Recruitment and retention challenges particularly in **Public Works and Public Utilities**
- ▶ Difficult to attract qualified candidates
- ▶ Competing with local private sector as well as public sector

Goals for the Study

- ▶ Assess the competitiveness of the City's salary ranges and salaries using a custom salary survey;
- ▶ Compare salaries with benchmark municipalities and counties in the region;
- ▶ Ensure that job classifications accurately reflect organizational changes and job responsibilities;
- ▶ Propose any job classifications that need to be created to aid in recruitment challenges;
- ▶ Determine market adjustments to enhance recruitment & retention of qualified staff in job classifications determined to be below market.

Project Milestone Dates

- ▶ Initial meeting with City Human Resources Director – July 14
- ▶ Distribute Salary Survey – July 20
- ▶ Survey Responses Received – August 25
- ▶ Conduct Analysis & Develop Findings – November 13
- ▶ Share Recommendations with City HR Director – January 5
- ▶ Develop cost and implementation options – January 24
- ▶ Present Recommendations to City Leadership – February 6
- ▶ Present Recommendations to City Council – April 8
- ▶ Proposed Implementation Date – July 2024

Compensation Review – Regional Salary Survey

- ▶ Select 22 Public Utilities and Public Works job classifications to include in survey
- ▶ Survey 3 additional possible future job classifications (Utilities Maintenance Technician, Utilities Equipment Operator I and II)
- ▶ Identify 16 benchmark organizations in region
- ▶ Request the following data:
 - ▶ Actual salaries/average actual salaries being paid
 - ▶ Salary Ranges – Minimum-Midpoint-Maximum
 - ▶ # of employees in each job classification
 - ▶ Reporting structure

Benchmark Municipalities and Counties

- ▶ Alamance County
- ▶ Burlington
- ▶ Elon
- ▶ Graham
- ▶ Greensboro
- ▶ High Point
- ▶ Archdale
- ▶ Thomasville

- Orange County
- Carrboro
- Chapel Hill
- Hillsborough
- Apex
- Holly Springs
- Knightdale
- Morrisville

Salary Survey Results

- ▶ Surveyed one-third of City job classifications
- ▶ All surveyed municipalities responded
- ▶ Calculated median job rates & median salaries
- ▶ 6 classifications were competitive with the market and 19 were below market

Salary Range Methodology

- ▶ Calculating a Market Rate:
 - ▶ Median - 50th percentile (excludes outliers) of job rates in the market for each job classification;
 - ▶ Compare Job Rate of current range to Market Rate
 - ▶ Mebane Job Rate should be +/- 5% of Market Rate
- ▶ Calculating a Pay Range
 - ▶ Job Rates 5% apart
 - ▶ Range Minimum (bottom of scale / lowest rate paid) 80% of job rate
 - ▶ Range Maximum (top of scale / highest rate paid) 125% of job rate
- ▶ Calculating Median Salary – 50th percentile of salaries in the market for each job classification
 - ▶ Compare Employee Salaries to Survey Median Salaries

Job Classifications At Market

- ▶ **1 Supervisor Class**

(Utilities Maintenance Crew Leader / Supervisor)

- ▶ **2 Technical Classes**

(Utilities Location Technician)

- ▶ **3 Labor & Trades Classes**

(Public Works Equipment Operator III / Sanitation Equipment Operator)

Job Classifications Below Market

- ▶ **4 Professional Classes**
(Assistant Public Works Director)
- ▶ **3 Supervisor Classes**
(Lead Wastewater Plant Operator)
- ▶ **5 Technical Classes**
(Laboratory Technician)
- ▶ **7 Labor & Trades Classes**
(Meter Reader Technician)

Compensation Analysis & Recommendations

- ▶ Recommend new job classifications and title changes
- ▶ Adjust pay ranges by approved COLA
- ▶ Align job classifications in appropriate pay grades
- ▶ Develop Position Classification and Pay Plan

Employee Salary Findings & Recommendations

- ▶ Employees recommended for market adjustments as follows:
 - ▶ 43% of Supervisory employees
 - ▶ 30% of Technical employees
 - ▶ 56% of Labor & Trades employees

Study Cost & Implementation

- ▶ 41 employees in surveyed job classes were considered for salary increases
- ▶ Eligible employees are those hired prior to July 1, 2023 (unless below recommended minimum), whose range is moving, and who are currently below recommended job rate
- ▶ If current salary below market (survey median salary), then 5% increase
- ▶ If current salary less than 5% below recommended job rate, bring to job rate (increase pro-rated)
- ▶ 21 employees recommended to receive market adjustment at a cost of \$40,067

Next Steps

- ▶ Approve study recommendations
- ▶ Approve proposed Position Classification & Pay Plan
- ▶ Approve market adjustment implementation costs to help reduce turnover and enhance employee retention
- ▶ Conduct a salary study on one-third of jobs (Police, Fire, and Recreation & Parks during FY24-25 for FY25-26 implementation
- ▶ Conduct a salary study on one-third of jobs (Administration, Department Heads, Finance, Information Technology, and Inspections and Planning) during FY25-26 for FY26-27 implementation
- ▶ Update the salary study for each job every 3 years to keep pace with the market

Questions?





Ashley Ownbey, Development Director

Downtown Exterior Improvements Grant Award



Downtown Exterior Improvements Grant

MEBANE DOWNTOWN EXTERIOR IMPROVEMENTS GRANT



WHAT DOES THE GRANT FUND?

The City will provide a grant in an amount up to 50% of the total cost for approved exterior renovation projects, maximum grant of \$10,000 per property. Grants are limited to one per property each year and fund the following items/work:

- Façade Improvements & Renovations, including:
 - Restoration of original façade;
 - Repairs to external features such as storefronts, trim, cornices, etc.;
 - Painting (see Requirements);
 - Replacement of windows with windows of appropriate style and materials
- Preservation of unique architectural and/or historic properties and/or features
- Permanent art such as murals on exterior walls – does not include window art
- Exterior Seating on private property owned or leased by applicant to serve related Downtown business uses

GRANT CONDITIONS

- ◊ Properties must be within the area of focus in the City's adopted *Downtown Vision Plan*.
- ◊ Grants are subject to available funding, \$50,000 is available in FY21-22.
- ◊ Property owner is required to contribute a minimum of 50% of funds to the project and will be reimbursed for qualifying expenses upon report that includes total cost of project with copies of paid receipts.
- ◊ All encroachments into City rights of ways and easements subject to City approval
- ◊ A grant must be approved prior to commencement of any construction work, or reimbursement may not be assured.
- ◊ Grants take the form of reimbursements after the fact, which means that all work covered by the grant must be completed and paid for by the owner prior to reimbursement by the grant. Grant applications are subject to fair and impartial review of the merits of the project, completeness of the application, availability of grant funds, and other factors.
- ◊ A project that deviates from the submitted plans without prior City approval will not be eligible for reimbursement of costs.

APPLICATION AND APPROVAL PROCESS

- ◊ Submit an application to the City of Mebane no later than February 15, 2022.
- ◊ All projects must comply with the requirements of the City of Mebane's ordinances and NC State Building Codes.
- ◊ All rehabilitations on buildings will attempt, as feasible, to follow the "Secretary of the Interior's Standards for Rehabilitation" of commercial buildings (see attached).
- ◊ All applicants must obtain at least two cost estimates for labor and materials and provide copies of each quote attached to the application.
- ◊ All projects shall be delivered 12 months following award.

CITY OF MEBANE • 106 E. Washington St. • Mebane, NC 27302 • 919 563 9990
Mainstreet@CityofMebane.com • cityofmebanenc.gov

- \$50,000 allocated by City Council in FY 23-24 Budget
- Program adopted at the November 1, 2021, meeting
- The City is still accepting applications.



Downtown Exterior Improvements Grant

MEBANE DOWNTOWN EXTERIOR IMPROVEMENTS GRANT



WHAT DOES THE GRANT FUND?

The City will provide a grant in an amount up to 50% of the total cost for approved exterior renovation projects, maximum grant of \$10,000 per property. Grants are limited to one per property each year and fund the following items/work:

- Façade Improvements & Renovations, including:
 - Restoration of original façade;
 - Repairs to external features such as storefronts, trim, cornices, etc.;
 - Painting (see Requirements);
 - Replacement of windows with windows of appropriate style and materials
- Preservation of unique architectural and/or historic properties and/or features
- Permanent art such as murals on exterior walls – does not include window art
- Exterior Seating on private property owned or leased by applicant to serve related Downtown business uses

GRANT CONDITIONS

- ◊ Properties must be within the area of focus in the City's adopted *Downtown Vision Plan*.
- ◊ Grants are subject to available funding, \$50,000 is available in FY21-22.
- ◊ Property owner is required to contribute a minimum of 50% of funds to the project and will be reimbursed for qualifying expenses upon report that includes total cost of project with copies of paid receipts.
- ◊ All encroachments into City rights of ways and easements subject to City approval
- ◊ A grant must be approved prior to commencement of any construction work, or reimbursement may not be assured.
- ◊ Grants take the form of reimbursements after the fact, which means that all work covered by the grant must be completed and paid for by the owner prior to reimbursement by the grant. Grant applications are subject to fair and impartial review of the merits of the project, completeness of the application, availability of grant funds, and other factors.
- ◊ A project that deviates from the submitted plans without prior City approval will not be eligible for reimbursement of costs.

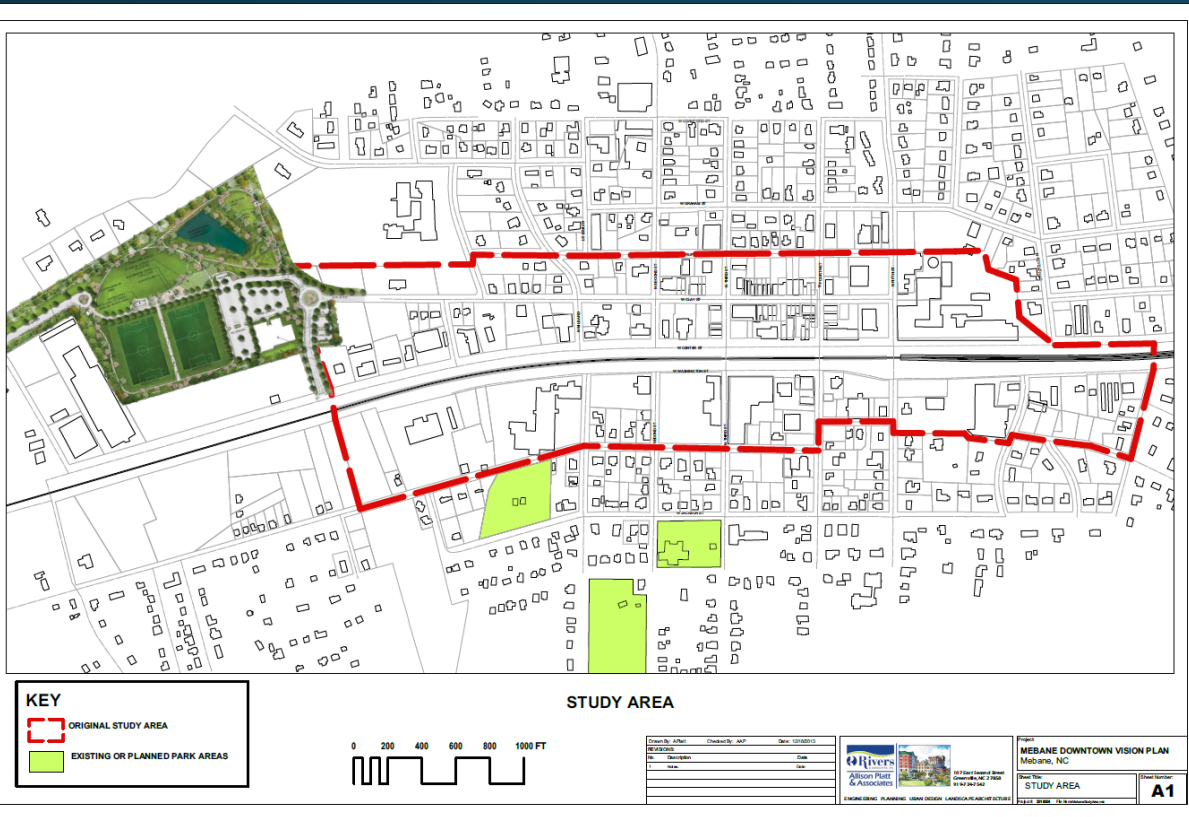
APPLICATION AND APPROVAL PROCESS

- ◊ Submit an application to the City of Mebane no later than February 15, 2022.
- ◊ All projects must comply with the requirements of the City of Mebane's ordinances and NC State Building Codes.
- ◊ All rehabilitations on buildings will attempt, as feasible, to follow the "Secretary of the Interior's Standards for Rehabilitation" of commercial buildings (see attached).
- ◊ All applicants must obtain at least two cost estimates for labor and materials and provide copies of each quote attached to the application.
- ◊ All projects shall be delivered 12 months following award.

- Must have two quotes, minimum
- Tenants must have documented property owner approval
- Offsite commitments must have written permission, inc. from City ROW/sidewalk
- Changes to application after awarded must be pre-approved by staff



Downtown Exterior Improvements Grant



- Properties must be within area of *Downtown Vision Plan*
- 50/50 match for proposed project, to be reimbursed following project completion and inspection
- Up to \$10,000
- First-come, first-served



Downtown Exterior Improvements Grant



- Façade Improvements
- Historic Preservation
- Art
- Outdoor Seating





200 North Third Street

- Request by business owner, with property owner approval
- The Go Girl Shoppe
- Proposal to install three outdoor receptacles and electrical boxes
- Requesting \$2,476.56





Barbara Hollerand, DMDC Director

Downtown Mebane Social District Presentation



SOCIAL DISTRICT
DOWNTOWN MEBANE



What is a Social District?

A social district is a defined area in which a person 21 years or older may responsibly consume alcoholic beverages, indoor or outdoor, sold by an ABC Permittee located within the designated social district.



Enabling Legislation

NC House Bill 890

- Oct. 2021 – Allows local governments in North Carolina to create social districts.

NC House Bill 211

- July 2022 – Clarifies the requirements and rules for social districts.



Social Districts in North Carolina

Asheboro
Burlington
Cary
Charlotte
Claremont
Cornelius
Davidson
Durham
Elon
Fayetteville
Fuquay-Varina
Garner
Gastonia
Greensboro
Greenville

Hickory
High Point
Huntersville
Kannapolis
Lenoir
Lexington
Madison
Manteo
Monroe
 Mooresville
Mount Airy
New Bern
Newton
North Wilkesboro
Norwood

Oxford
Pilot Mountain
Raleigh
Rutherfordton
Salisbury
Selma
Statesville
Sylva
Tarboro
Thomasville
Washington
Wendell
Whiteville
Wilson
(with more on the way)



Social District Requirements

- **District must be clearly defined**
 - Signage must include the geographic area of the district, days/hours the district is in effect, phone number for police.
- **Only ABC Permittees with onsite consumption permits inside the district are able to sell beverages in the district.**
 - No convenience stores, “brown bagging,” bringing from home, etc.
 - Special event, one-time use permits for vendors
- **Cups must be 16 oz. or less, include the social district logo, name of business where purchased, date/time of purchase, and have “Drink Responsibly – Be 21” printed on them.**
- **Beverages may NOT leave the district.**



Businesses Decide on Participation

- Every business in the district has the choice to **opt-in** or **opt-out** of the district
- OPT-IN –alcoholic beverages allowed in the business
- OPT-OUT –alcoholic beverages NOT ALLOWED in the business
- ABC Permittees – have the option of serving beverages that can be taken out of their businesses and into the district.
- Businesses' preferences would be indicated by a decal on the front window/door.



Social Districts Summary

- ✓ Only beverages sold by ABC Permittees for onsite consumption in the district are allowed to be consumed in the social district.
- ✓ Beverages purchased in social district must be consumed inside district boundaries and hours.
- ✓ Must use specially branded cups with social district logo and purchase location.

CANNOT consume beverages purchased from anywhere outside of the social district in the social district.

CANNOT consume alcoholic beverages outside of the designated social district boundaries.

CANNOT consume alcoholic beverages outside of designated social district hours.



Social District Strengths

A Tool for Economic Development

- Main interest group pushing for social districts was the NC Retail Merchants Association
- Economic spark for small businesses
- Spurs revitalization efforts by making Downtown more attractive to new businesses and restaurants
- Creates an instant entertainment destination
- Adds vibrancy and vitality to Downtown
- Enhances Downtown events



Social District Considerations

- Increasing police foot patrol within district
- Increasing the number of recycling and trash receptacles within district
- Data tracking (revenue, foot traffic, new businesses, incidents)



Mebane's Social District Strategy

- **Step 1** – Research
- **Step 2** – Determine the goals for a social district
- **Step 3** – Visit with ABC permittees in proposed district
- **Step 4** – Meet with City management and Police Department
- **Step 5** – Educate Downtown community
- **Step 6** – Present proposal to City Council
- **Step 7** – Establish the Social District



Mebane's Social District Strategy

Step 1 – Research

- Feedback from other cities with districts
- Visit established social districts (look at signs, cups, decals)
- Set up one-on-one meetings with City Council members to discuss proposal



Mebane's Social District Strategy

Step 2 – Determine the goals for a social district

- This helps establish district boundaries, days, times
- Complement Downtown events
- Encourage foot traffic Downtown
- Encourage new development



Mebane's Social District Strategy

Step 3 – Visit with ABC Permittees in proposed district

- Explain the rules/liability
- Share benefits of a social district
- Gauge interest in participation



Mebane's Social District Strategy

Step 4 – Meet with City Management and Police Department

- Discuss proposed social district concept, area, days, hours
 - **Proposed days/hours: Thursday-Sunday, 11 a.m. – 10 p.m.**
- Discuss HB 211, other NC cities with social districts
- Discuss pros and cons, address misconceptions
- Encourage conversations with similar cities with social districts
- Schedule follow-up meetings to hear concerns



Mebane's Social District Strategy

Step 5 – Educate Community

- Focused on business/property owners Downtown
- Went door-to-door
- Shared information in Downtown Mebane Facebook group
- Held information sessions with Burlington's Main Street director
- Included pros and cons (to get in front of common misconceptions)



Mebane's Social District Strategy

Step 6 – Present Proposal for City Council discussion

- Review of social district proposal at public meeting
- Downtown businesses and ABC permittees participation for Q&A
- Adoption ordinance to be considered at a future meeting



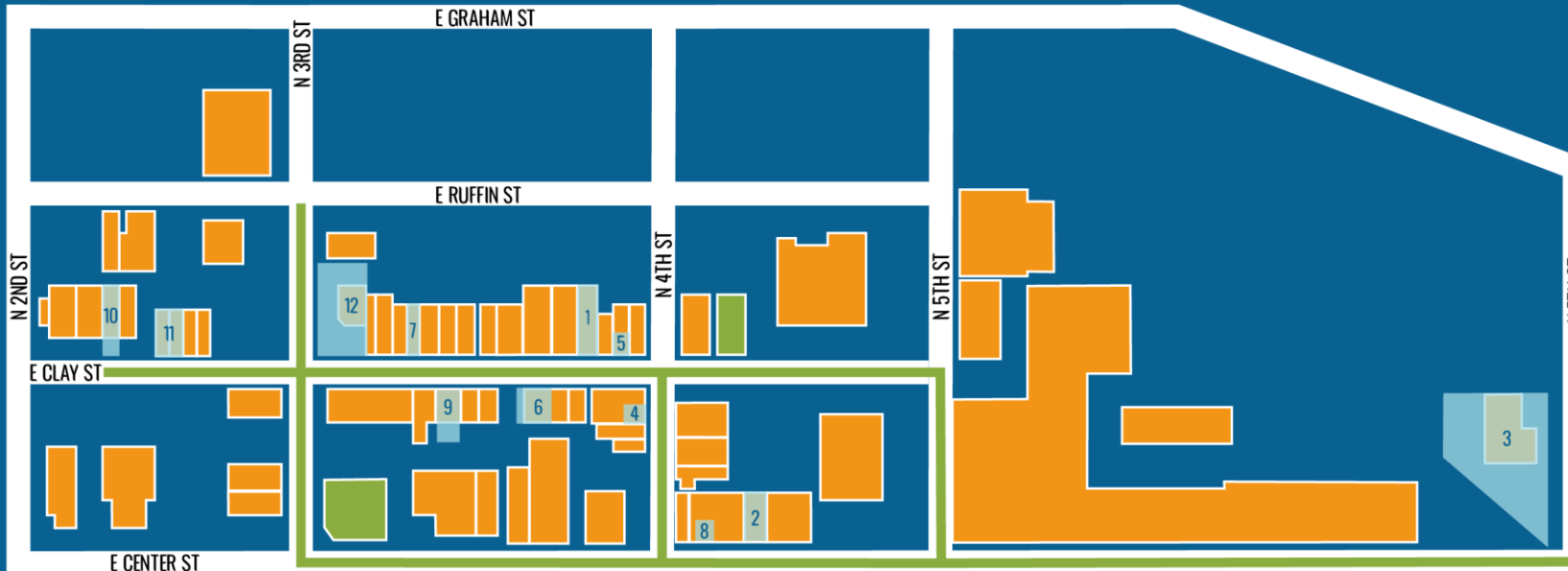
Mebane's Social District Strategy

Step 7 – Establish the Social District

- Inform Downtown businesses/property owners
- Publicize through news release, social media
- Determine participation level for each business in social district
- Create final logos, QR codes
- Order and distribute decals
- Create sign design, determine sizes, locations and quantities
- Create webpage
- Create required maintenance plan
- File with the ABC Commission of NC
- Plan a launch date/event!



Proposed Social District Boundaries



- | | |
|-----------------------------|-------------------------------------|
| 1. Martinho's Bakery & Deli | 7. Clay Street Tavern |
| 2. Junction on 70 | 8. Trackside Bottle Shop |
| 3. Bright Penny Brewing | 9. Crafted:The Art of the Taco |
| 4. Whiskey Sowers | 10. 2 Twelve Seasonal Kitchen & Bar |
| 5. Hyperion Bar & Lounge | 11. Stumblin' Pig |
| 6. Wooden Nickel | 12. Go Girl Shoppe |

— Social District Boundaries

ABC Permittees

■ Park



Learn More



Social District Branding

District Logo



Cup Logo



Social District Branding

Window Decals

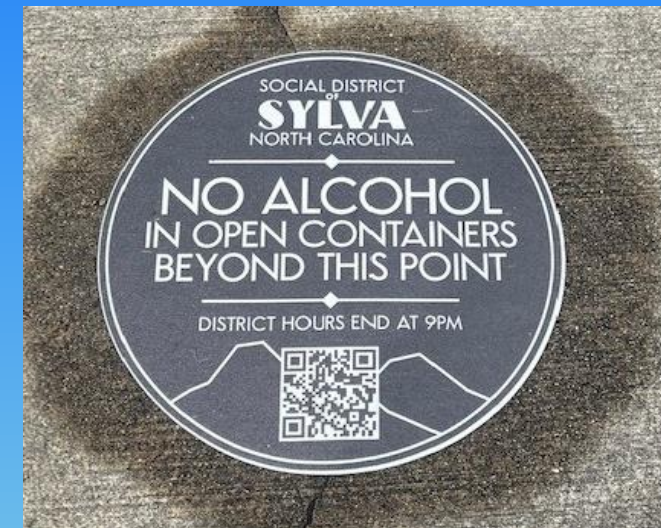
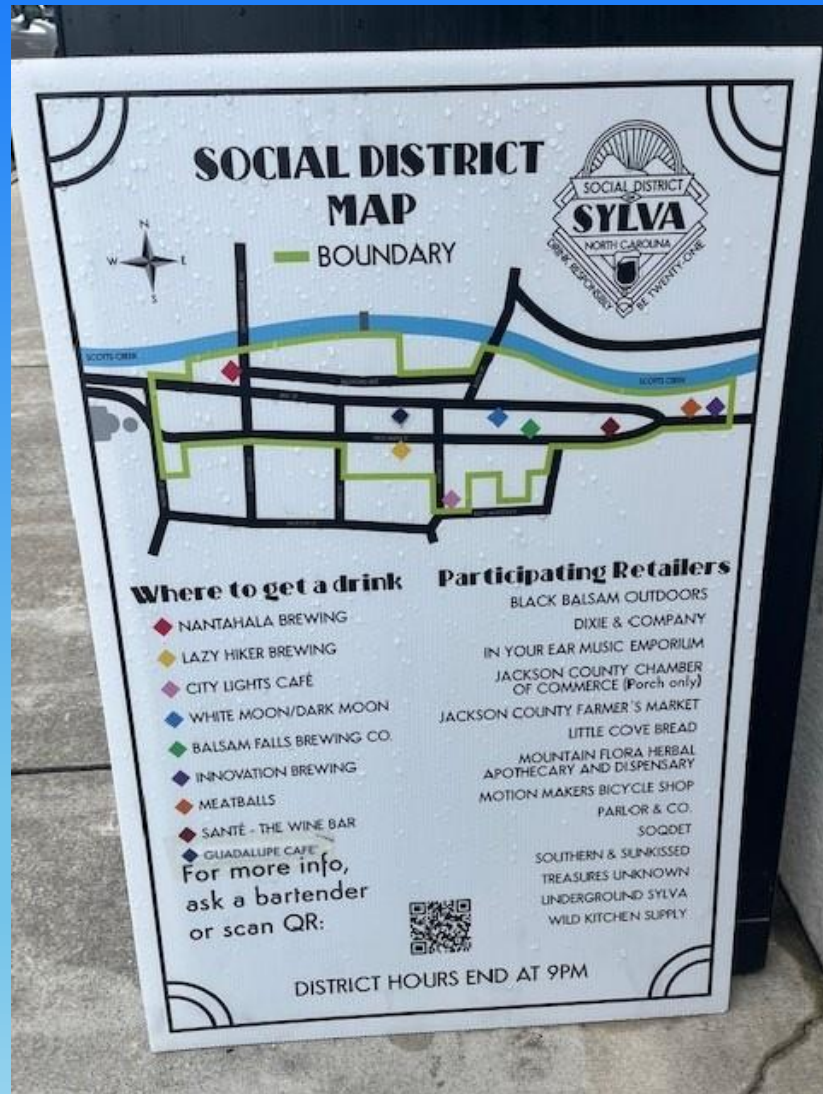


Sign Examples (Burlington)

- Map signs – largest, in highest foot traffic areas, includes all information
- QR code signs – entry/exit points, basic information, QR code to map/rules
- Sidewalk decals – entry/exit points, QR code to map/rules



Sign Examples (Silva)



Questions?





Franz Holt, City Engineer

David A. Hyder, Sr. Principal, Stantec

FY25 Water and Wastewater System Development Fee Study

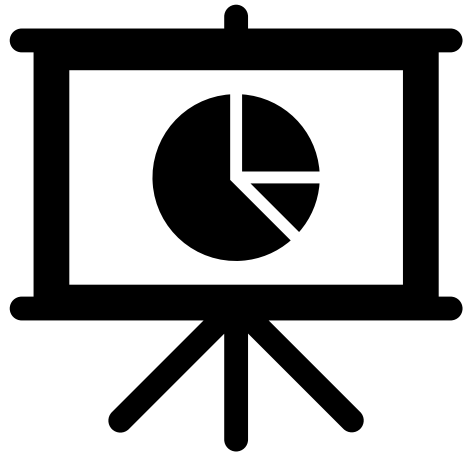




City of Mebane, NC

System Development Fee Study

Agenda



- Background
- Approach
- Calculations
- Resulting System Development Fees
- Path Forward

System Development Fees

- Fees charged for new connections joining the water and wastewater system
- Intended to recover cost of constructing water and wastewater capacity, “growth pays for growth”
- Fees are applied based on units of service (representing potential demand on utility system)
- Fees are legislated in North Carolina
 - Public Water and Sewer System Development Fee Act (NC General Statutes - Chapter 162A Article 8) approved July 2017

Methodologies

Methodology	Description	Appropriate For
Buy-In Method	Fees are based on cost of constructing existing utility system	System with ample existing capacity to sell
Incremental Cost Method	Fees are based on planned growth-related capital improvements	System with limited or no existing capacity to sell
Combined Method	Fees are based on cost of existing system and planned capital improvements	System with existing capacity to sell and with planning growth-related capital projects

Recommend the use of the buy-in method for water and combined method for wastewater SDFs

Buy-In Method SDF Calculation

$$\text{System Development Fee} = \frac{\text{Value of System} - \text{Credit}}{\text{System Capacity}}$$

1) Value of Utility System

- Depreciated value of current assets in place, escalated to current replacement cost

2) Credits

- Outstanding principal on existing utility debt
- Donated/contributed assets

3) System Capacity

- Total capacity in utility system measured in units of service (Equivalent Residential Units or ERUs) with existing system

Combined Method SDF Calculation

$$\text{System Development Fee} = \frac{\text{Value of System} - \text{Credit}}{\text{System Capacity}}$$

1) Value of Utility System

- Depreciated value of current assets in place, escalated to current replacement cost
- Plus: The value of future planned capital projects that will **add** capacity to the system (*10-Year Capital Plan*)

2) Credits

- Outstanding principal on existing utility debt
- Revenue credit of at least 25% on growth related projects
- Donated/contributed assets

3) System Capacity

- Total capacity in utility system measured in units of service (Equivalent Residential Units or ERUs) with existing and expansion of system

Water SDF Calculation

	Source/ Treatment	Transmission/ Distribution	Total
Replacement Value of Existing Depreciated Assets	\$19,647,173	\$31,175,933	\$50,823,106
Total Value	\$19,647,173	\$31,175,933	\$50,823,106
<i>Less Credits</i>			
Outstanding Debt Principal	(\$2,773,489)	(\$4,400,944)	(\$7,174,433)
Donated Assets	(18,748)	(12,146,978)	(12,165,725)
Net System Value	\$16,854,936	\$14,628,011	\$31,482,948
System Capacity - Million Gallons per Day	5.2	5.2	
Level of Service per ERU (gallons per day)	250	250	
Equivalent Residential Units (ERU)	20,800	20,800	
System Development Fee Per ERU	\$810	\$703	
Escalation Factor to Effective Year	3.0%	3.0%	
System Development Fee Per ERU	\$834	\$724	\$1,558

Wastewater SDF Calculation

Calculations

	Treatment	Conveyance / Collection	Total
Replacement Value of Existing Depreciated Assets	\$23,425,547	\$44,147,416	\$67,572,963
Expansion Capital Projects*	63,075,000	2,095,000	65,170,000
Total Value	\$86,500,547	\$46,242,416	\$132,742,963
<i>Less Credits</i>			
Outstanding Debt Principal	(\$4,519,019)	(\$8,516,473)	(\$13,035,492)
Donated Assets	(2,265)	(17,748,383)	(17,750,648)
Revenue Credit (Principal Future Debt during Period)	(21,287,111)	-	(21,287,111)
Net System Value	\$60,692,152	\$19,977,560	\$80,669,712
System Capacity - Million Gallons per Day	4.75	4.75	
Level of Service per ERU (gallons per day)	225	225	
Equivalent Residential Units (ERU)	21,111	21,111	
System Development Fee Per ERU	\$2,875	\$946	
Escalation Factor to Effective Year	3.0%	3.0%	
Wastewater System Development Fee Per ERU	\$2,961	\$974	\$3,936

*Includes WRRF expansion to 4 MGD, Jones Road Outfall and GKN Force Main Reroute

Scaling of System Development Fees

- SDFs must be applied based on units of service (represents potential demand)
- SDFs are often scaled by meter size based on hydraulic capacity of meter for non-residential connections
- Common to use number of bedrooms for scaling single family residential

Meter size	Equivalent Residential Units (ERU)
3/4"	1.00
1"	1.67
1 1/2"	3.33
2"	5.33
3"	11.67
4"	21.00
6"	43.33

Non-Residential System Development Fees

Meter size	Current Water SDF	Maximum Allowable Water SDF	Change
3/4"	\$1,151	\$1,558	\$407
1"	\$1,918	\$2,597	\$679
1 1/2"	\$3,837	\$5,195	\$1,358
2"	\$6,139	\$8,311	\$2,173
3"	\$13,428	\$18,181	\$4,753
4"	\$24,171	\$32,726	\$8,555
6"	\$49,877	\$67,530	\$17,654

Current Wastewater SDF	Maximum Allowable Wastewater SDF	Change
\$2,679	\$3,936	\$1,257
\$4,465	\$6,559	\$2,094
\$8,930	\$13,119	\$4,189
\$14,288	\$20,990	\$6,702
\$31,255	\$45,916	\$14,661
\$56,259	\$82,648	\$26,389
\$116,090	\$170,544	\$54,454

Non-Residential Combined System Development Fees

Meter size	Current Combined SDF	Maximum Allowable Combined SDF	Change
3/4"	\$3,830	\$5,494	\$1,664
1"	\$6,383	\$9,157	\$2,773
1 1/2"	\$12,767	\$18,313	\$5,547
2"	\$20,427	\$29,301	\$8,875
3"	\$44,683	\$64,097	\$19,414
4"	\$80,430	\$115,374	\$34,944
6"	\$165,967	\$238,074	\$72,108

Residential Combined System Development Fees

- Recommend consistent application of system development fee regardless of plant serving the connection

	Current Combined SDF	Maximum Allowable Combined SDF	Change
Wastewater Permitted to WRRF			
2-Bedroom	\$2,528	\$3,626	\$1,098
3-Bedroom	\$3,830	\$5,494	\$1,664
4-Bedroom	\$5,094	\$7,307	\$2,213
5-Bedroom	\$6,358	\$9,120	\$2,762
Wastewater Permitted to Graham WWTP			
2-Bedroom	\$3,830	\$3,626	(\$204)
3-Bedroom	\$5,745	\$5,494	(\$251)
4-Bedroom	\$7,660	\$7,307	(\$353)
5-Bedroom	\$9,575	\$9,120	(\$455)

Next Steps

- SDF report and calculated fees should be posted for public comment for a period of 45 days
- Comments received from public to be considered and adjustments made as necessary
- Public hearing on the system development fees ordinance
- Publish system development fees with budget or in City fee schedule
- Update the analysis at least once every 5 years



Lawson Brown, City Attorney

Purchase of Vacant Lot at Water Works and Tate Avenue, Corregidor Street





NC GIS, Maxar, Microsoft



CITY OF MEBANE


**PROPOSED
PROPERTY ACQUISITION**

DATE: 3/21/2024

DRAWN BY: RG

SCALE: 1 INCH = 200 FT

 City Limits

 Public Works & MACC

 City Owned Properties

 Property Lines

 Subject Property





Mark Reich, Chuck Smith and Daphna Schwartz

Lebanon Road Sidewalk and Trail Connector Change Order No. 1



Executive Summary

- City Council awarded a contract to Hollins Construction Services, Inc. to construct a sidewalk and trail from Lake Michael Way to Kayak Ct. in the amount of \$597,169.
- Soft and unsuitable soils are being encountered from Lake Micheal Way along the shoulder of Lebanon Road and along the western portion of the trail to a culvert under Lebanon Road, west of Saddle Club Road.
- The depth of the unsuitable soil varies from 2-3 feet and the width varies from 5-10 feet .
- Geotextile fabric and geogrids are being installed to reduce the quantity of undercut. Suitable sand-rock and stone material are being installed to provide a suitable base material to support the sidewalk and trail.



Executive Summary

- Contract contained estimated quantities and unit prices for geotextile/geogrids, shallow undercut and class IV stabilization material. Total estimated amount in contract is \$14,460.
- Based on actual quantities for work completed to date, additional estimated quantities and geotechnical engineering services the additional cost is \$100,000.



Financial Impact

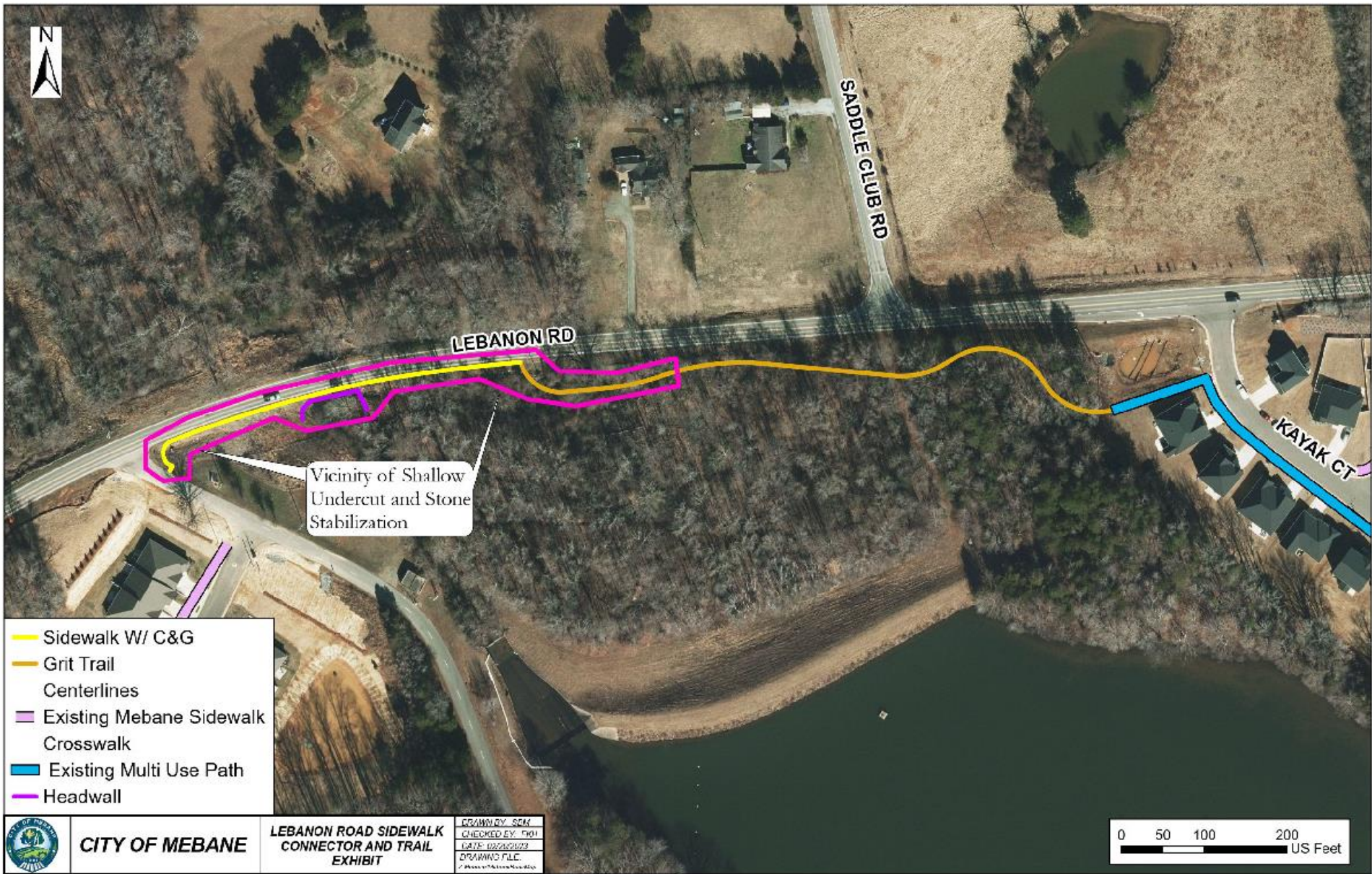
- Current Contract Amount is \$597,169.00.
- Change Order No. 1 in the amount of \$100,000 is recommended to cover the additional construction costs.
- Total Contract Amount with budget amendment is \$697,169.

Recommendations

- Staff recommends Council approve Change Order No. 1 to Hollins Construction Services, Inc. in the amount of \$100,000.
- Staff recommends Council adopt a budget amendment appropriating \$100,000 of fund balance to add to the \$597,169 contract amount.



Exhibit Map





QUESTIONS



Lawson Brown, City Attorney

Hiring Process- City Manager



Announcements

- Budget Work Session- Thursday, April 11th at 1:30 p.m.
Glendel Stephenson Municipal Building
- Annual Dogwood Festival hosted by the Mebane Business Association- April 26-27, 2024





Mayor Hooks

Adjournment

