

AGENDA
REIDSVILLE CITY COUNCIL
MEETING
6:00 PM
Tuesday, April 8, 2025

This meeting will be livestreamed on the City of Reidsville YouTube Channel.

1. Call to Order.
2. Invocation by Rev. Annie Bell Noble of Spirit and Truth Church of Worship, 1731 Freeway Drive, Suite A, Reidsville.
3. Pledge of Allegiance.
4. Proclamations & Recognitions:
 - (A) Recognition of Debbie White, the City of Reidsville's 2024 NC Main Street Champion.
5. Approval of Consent Agenda.
 - (A) Consideration of March 11, 2025 Regular Meeting Minutes.
 - (B) Consideration of March 18, 2025 Special Meeting Minutes.
 - (C) Consideration of a Budget Ordinance Amendment to transfer \$1,000 in funds to cover a Wireless Telecommunication Facilities Review with CityScape.
 - (D) Consideration of Councilwoman Barbara DeJournette as Voting Delegate for the NC League of Municipalities' CityVision Conference.

- End of Consent Agenda –
6. Public Hearings:
 - (A) Consideration of a Text Amendment to amend Article V, Section 2: Table of Permitted Uses and Notes to the Table of Permitted Uses, Article V, Section 3: Special Uses, and Article V, Section 4: Table of Area, Yard, Height Requirements, to introduce a new permitted use “Single-Unit Attached Dwelling.” (Docket No. T 2025-01) (Enclosure #1) - *Jason Hardin, Planning & Community Development Director*

- End of Public Hearings –
7. Ordinances:
 - (A) Consideration of Ordinances Amended to Meet Senate Bill 300 Requirements (Second Reading). (Enclosure #2) - *Ray Gibson, Police Chief*
 - (B) Consideration of Ordinance Amending Chapter 10, Municipal Utilities and Services, Sections 10-122, Receptacles and Containers Required; Section 10-123, Same-To Meet Standards; and Section 10-127, Large Trash Pickup. (Enclosure #3) - *Josh Beck, Public Works Director*

8. Budgetary Items:
 - (A) Consideration of Entry Fee for City Splash Pad. (Enclosure #4) - *Haywood Cloud Jr., Assistant City Manager of Community Services*
 - (B) Consideration of Purchase of Bandit Refuse Truck and Related Financing Plan, including Budget Ordinance Amendment No. 13 . (Enclosure #5) - *Chris Phillips, Assistant City Manager of Administration/Finance Director*
9. Agreements:
 - (A) Consideration of Agreement/Scoping Document with Cities Work. (Enclosure #6) - *Summer Moore, City Manager*
10. Procedures:
 - (A) Discussion on Suggested Rules and Procedures for City Council with Adoption at May Meeting. (Enclosure #7) - *Summer Moore, City Manager*
11. Public Comments.
12. Board and Commission Appointments:
 - (A) April Appointments. (Enclosure #8)
13. City Manager's Report:
 - (A) Month of April. (Enclosure #9)
14. Council Members' Reports.
15. Announcement of Board and Commission Appointments.
16. Miscellaneous:
 - (A) For Information Only.
17. Move to the First-Floor Conference Room for a closed session to consult with the attorney on several matters under Attorney-Client Privilege and to discuss an Economic Development matter pursuant to NCGS 143-318.11(a)(3) & (5).
18. Adjourn.

**MINUTES OF THE REGULAR MEETING
OF THE REIDSVILLE CITY COUNCIL
HELD TUESDAY, MARCH 11, 2025
REIDSVILLE CITY HALL, COUNCIL CHAMBERS**

This meeting was livestreamed on the City of Reidsville's YouTube Channel.

CITY COUNCIL MEMBERS PRESENT: Mayor Donald L. Gorham
Mayor Pro Tem Harry L. Brown
Councilmember Terresia Scoble
Councilman Shannon Coates
Councilwoman Barbara J. DeJournette
Councilman William Hairston (*Arrived in time
for closed session*)
Councilman William Martin

COUNCIL MEMBERS ABSENT: NONE

CITY STAFF PRESENT: Summer Moore, City Manager
Angela G. Stadler, City Clerk
William F. McLeod, City Attorney
Chris Phillips, Assistant City Manager of
Administration/Finance Director
Jason Hardin, Planning & Community
Development Director

CALL TO ORDER.

Mayor Gorham called the meeting to order.

INVOCATION BY PASTOR ANDREW BROWN, MAIN STREET UNITED METHODIST CHURCH, 221 S. MAIN STREET, REIDSVILLE.

Pastor Brown provided the invocation.

PLEDGE OF ALLEGIANCE.

The Mayor and City Council led in reciting the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA.

Mayor Pro Tem Brown made a motion, seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote, to approve the Consent Agenda.

CONSENT AGENDA ITEM NO. 1 - APPROVAL OF FEBRUARY 11, 2025 REGULAR MEETING MINUTES.

With the approval of the Consent Agenda in a 6-0 vote, the Council approved the February 11, 2025 Regular Meeting Minutes.

CONSENT AGENDA ITEM NO. 2 - APPROVAL OF FEBRUARY 17, 2025 SPECIAL MEETING MINUTES.

With the approval of the Consent Agenda in a 6-0 vote, the Council approved the February 17, 2025 Special Meeting Minutes.

CONSENT AGENDA ITEM NO. 3 - APPROVAL OF FEBRUARY 27-28, 2025 COUNCIL RETREAT MINUTES.

With the approval of the Consent Agenda in a 6-0 vote, the Council approved the February 27-28, 2025 Council Retreat Minutes.

CONSENT AGENDA ITEM NO. 4 - APPROVAL OF THE 2024-2025 AUDIT CONTRACT WITH CHERRY BEKEART, LLP.

With the approval of the Consent Agenda in a 6-0 vote, the Council approved the Audit Contract with Cherry Bekeart, LLP, based on Assistant City Manager/Finance Director Chris Phillips' memo below:

MEMORANDUM – 2024-2025 AUDIT CONTRACT

To: Mayor Donald Gorham and the Reidsville City Council

From: Chris Phillips, Assistant City Manager

Date: February 20, 2025

Attached to this memo is the annual audit contract and engagement letter. This is the City's ninth year with Cherry Bekeart, LLP. There are no local firms qualified to complete the City's annual audit that has capacity to do such. Cherry Bekeart, LLP is a leading firm in NC governmental audits.

The audit fee has increased from \$66,000 to \$69,000. In addition, the federal and state funding required single audit has a fee of \$6,000 for each major program. With the grant funds that the City has received, there will be 2 or 3 major programs tested each year for the next few fiscal years.

This contract will be included in the March Consent Agenda so that the Mayor can be authorized to execute the contract.

Thank you for your attention to this matter. Please let me know if you need any further information. *(END OF MEMO) (A COPY OF THE AUDIT CONTRACT IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)*

- End of Consent Agenda -

PUBLIC HEARINGS:

CONSIDERATION OF AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF REIDSVILLE BY VOLUNTARILY ANNEXING APPROXIMATELY 63 ACRES, PARCEL #185013Z1 OFF REID SCHOOL ROAD (A2025-02).

In making the staff report, Planning & Community Development Director Jason Hardin reviewed memo, which follows:

MEMORANDUM

TO: The Honorable Mayor Gorham, Members of the
Reidsville City Council, and Summer Moore, City Manager
FROM: Jason Hardin, Director of Planning & Community Development
DATE: March 3, 2025
RE: Voluntary Annexation Request for Property Off Reid School Rd.

Attached is a fully executed request by the owners of Rockingham County Tax Parcel #185013Z1 shown on the tax record as Reidsville Bowman, LLC to voluntarily annex 62.479 acres off Reid School Rd. This is a contiguous annexation as the city limit line already runs through a portion of the property.

Staff finds this petition to be valid and recommends approval of the Ordinance to extend the corporate limit after the required public hearing.

Example Motions:

Approve: "I make a motion that the proposed voluntary annexation request be approved."

Deny: "I make a motion that the proposed voluntary annexation request be denied."
(END OF MEMO)

With no questions from City Council, Mayor Gorham opened the public hearing at 6:05 p.m., asking if anyone wanted to speak in favor of this request? No one came forward. He asked if anyone wanted to speak against the request. No one came forward, and the public hearing was closed at 6:06 p.m.

Councilman Martin made the motion, seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote, that the proposed voluntary annexation be approved.

The Ordinance as approved follows:

A2025-02

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF REIDSVILLE, NORTH CAROLINA *Reid School Road - Parcel #185013Z1*

WHEREAS, the City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held in City Council Chambers, 230 West Morehead Street, at 6:00 P.M. on Tuesday, March 11, 2025, after due notice by publication on Wednesday, February 26, 2025; and

WHEREAS, the City Council finds that the petition meets the requirements of G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Reidsville, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, approximately 63 acres, Parcel No. 185013Z1, off Reid School Road, is hereby annexed and made part of the City of Reidsville effectively immediately:

BEGINNING at a computed point in the centerline of Reid School Road, SR 2414, said point being the southeastern corner of the aforementioned Tuttle property at the intersection of the 60' right of way of Urban Loop Road, SR 2415; thence along the northern right of way of Urban Loop Road, the following three(3) courses and distances, S 56°48'22" W, passing a New Iron Rod at 38.37', having North Carolina Grid Coordinates, of N: 944664.0908, E: 1793934.0366, for a total distance of 330.64' to a New Iron Rod; thence N 87°37'46" W a distance of 310.45' to a New Iron Rod; thence S 00°47'19" E a distance of 39.81' to a New Iron Rod, being the Henry Arthur property recorded in Deed Book 1171, Page 2163, and being the northeastern corner of lot 1 recorded in Plat Book 24 Page 1; thence along the common northern line of the aforementioned Arthur, N 87°18'39" W a distance of 593.95' to an Existing ½" Iron Pipe, being the northeastern corner of the Camellia Julian property recorded in Deed Book 1575 Page 946, and being lot 7 as recorded in Plat Book 17 Page 73; thence along the common northern line of the aforementioned Julian property, the following two(2) courses and distances, N 86°42'53" W a distance of 655.25' to an Existing Angle Iron; thence N 88°22'07" W a distance of 190.85' to a computed point in a pond, said point being a common corner with the Rodie Kennedy property as recorded in Deed Book 1633 Page 1425 and being lot 9 as recorded in Plat Book 59 Page 33, said computed point witnessed by an Existing ½" Iron Pipe being S 34°23'45" W a distance of 35.77'; thence along the common eastern line of the aforementioned Kennedy property, N 02°09'36" E a distance of 335.30' to an Existing ½" Iron Pipe in the eastern line of the Albert Carlton Johnson property, recorded in Deed Book 1178 Page 74, and recorded in Plat Book 53 Page 30; thence continuing along the aforementioned Johnson property, the following three(3) courses and distances, N 02°10'46" E a distance of 868.86' to an Existing Stone; thence N 02°11'37" E a distance of 208.21' to a New Iron Rod; thence S 85°47'39" E a distance of 213.27' to an Existing ½" Iron Pipe, being the southwestern corner of the Kurt Fain property recorded in Deed Book 1479 Page 2180; thence along the common southern line of the aforementioned Fain property, S 85°45'50" E a distance of 106.40' to an Existing ½" Iron Pipe, being the southwestern corner of the Amy Harris property as recorded in Deed Book 1607 Page 1140; thence along the common southern line of the aforementioned Harris property, S 85°05'58" E a distance of 156.19' to an Existing Iron Rod, being the southwestern corner of the Filadelfio Maestas property recorded in Deed Book 1618 Page 752; thence along the common southern line of the aforementioned Maestas property, S 85°43'40" E a distance of 150.00' to an Existing Iron Rod, being the southwestern corner of the John Chandler property; thence along the common southern line of Chandler and Susan Treadway as recorded in Deed Book 1577 Page 2829, S 85°56'29" E a distance of 600.11' to an Existing Iron Rod being the southwestern corner of the property of Nathaniel Stone as recorded in Deed Book 922 Page 514; thence along the common southern line of the aforementioned Stone property, S 85°21'20" E a distance of 99.79' to an Existing ½" Iron Pipe, being the southwestern corner of Nathan Stone as recorded in Deed Book 1581 Page 1514; thence continuing along the Stone property, S 85°26'14" E a distance of 216.31' to an Existing ½" Iron Pipe; on the western right of way of Price Acres Road; thence crossing the right of way of Price Acres Road, S 86°04'45" E a distance of 263.67' to an Existing Iron Pipe, being a common corner with the Kay Crouch property recorded in Deed S 86°04'45" E crossing a New Iron Rod at a distance of 199.45' having North Carolina Grid Coordinates of N: 945811.9056 E:

1793994.9796 a total distance of 229.46 'to a computed point in the centerline of the aforementioned Reid School Road; thence with the centerline of Reid School Road, S 02°59'27" W a distance of 1126.26' to the **POINT AND PLACE OF BEGINNING**, having an area of more or less 63.275 acres.

Section 2. Effective immediately, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Reidsville and shall be entitled to the same privileges and benefits as other parts of the City of Reidsville. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Reidsville shall cause to be recorded in the office of the Register of Deeds of Rockingham County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Rockingham County Board of Elections, as required by G.S. 163-288.1.

Adopted this 11th day of March, 2025.

/s/ _____
Donald L. Gorham
Mayor

ATTEST:

APPROVED AS TO FORM:

/s/ _____
Angela G. Stadler, CMC/NCCMC
City Clerk

/s/ _____
William F. McLeod Jr.
City Attorney

- End of Public Hearings -

UNFINISHED BUSINESS:
UPDATE ON ORDINANCE TO REPAIR 105 GILMER STREET.

In making the staff report, Planning & Community Development Director Jason Hardin reviewed his memo, which follows:

M E M O R A N D U M

TO: The Honorable Mayor Gorham, Members of the
Reidsville City Council, and Summer Moore, City Manager
FROM: Jason Hardin, AICP, Director of Planning & Community Development
DATE: March 11, 2025
RE: Repair Request – 105 Gilmer St.

As you recall, the sixty-days expired on January 13, 2025 to comply with the Code Enforcement Order to repair the building façade at 105 Gilmer Street. At council’s February meeting, it was requested I bring further information regarding the cost to repair the façade of the structure at 105 Gilmer St. Staff has reached out to contractors to procure cost quotes for the work, as requested, with no responses, so far. We will continue to solicit quotes for the work to be done. It is notable that in the time since the last meeting the owner’s contractor began work to repair the façade. Though, the contractor has not called for any inspections of the work completed to this point. That is the extent of updates I have on the matter at this time.

The original inspection findings (Exhibit A) and pictures are enclosed of the structure. Additionally, the Ordinance authorizing Staff to repair the structure is enclosed for Council consideration if council would like to direct staff to proceed. I am available for any questions. (*END OF MEMO*)

Hardin stressed that they had not received any responses back from contractors about the façade work at this time but will continue to solicit quotes. The property owner has done some structural work and wrapped it, the Planning & Community Development Director explained, which should help with the moisture infiltration. The property owner has submitted revisions to the building plans for the façade repair, which is currently being reviewed by Inspections, he continued. Hardin said work is being done on it, but he has no other updates at this time.

Hardin said staff was seeking direction from Council on how they'd like to proceed.

Councilman Martin asked what the property owner submitted in terms of repairs to the façade? Hardin said they reapplied for the building permit to repair the façade back in November and have now come back to revise some of their plans to repair it. The Councilman asked, what are the revisions? The Planning & Community Development Director said he was not aware and would have to ask Inspections exactly what is being changed in the plans. He said he would be happy to ask Inspections that question.

Councilman Martin questioned whether Council can act upon anything since the property owner is in the midst of repairing the structure? Hardin said that was up to Council. City Manager Summer Moore said staff had wanted to come back and give a report since construction had started on this building immediately after the last Council meeting. She stated they felt Council was owed an update on where we are and they could continue to keep Council posted. She added that staff had asked that this item be put on this month's agenda prior to any repairs starting on the building.

The City Manager said they could get responses to Councilman Martin's questions and any other questions of Council. Councilman Martin said he would assume that they would just continue to monitor the situation, but if he is only actively working every so often, the Councilman asked if there is an expiration on building permits now? Hardin said the State Statute is a year. The Councilman said he would like for the City to continue to monitor it and make sure he is working in a timely manner to complete the project.

Councilman DeJournette asked when was the last time staff reached out? Hardin said he spoke with the owner himself just last week at which time the owner said he would be submitting the building plan revisions, which he did. Now the property owner is waiting on the inspector's approval to move forward, the Planning & Community Development Manager added.

Just to make sure he understood correctly, Councilman Coates asked when the property started the work following the last meeting Council had, how long does the property owner have if he stops work? Hardin said the property owner has one year to which Councilman Martin said

would be from the date of the issuance of his permit. City Manager Moore asked Hardin if that was not done in December? Hardin said yes, adding that the property owner has to start work within six months and then has a year from once the work begins to get it done. The Planning & Community Development Director said he could go back and check the language on that but that was the impression he had gotten from Inspections.

Councilmember Scoble said she is happy he is doing the work, and she hopes he will continue it and does it all to code. At the same time, she said it is kind of disheartening that he almost deliberately went against what we need him to do, what he is expected to do and what the permit says he will do.

Councilman Martin said he still falls under this ordinance, correct? He continued that if the property owner continues to let this project lay dormant for the next 30 or 60 days, we can then go back and invoke where we're at to force the repair. Staff said that was correct.

It was the consensus of Council that Manager Moore could add updates on this situation to her monthly City Manager's Report until this issue is resolved.

BUDGETARY ITEMS:

CONSIDERATION OF CHANGE ORDER #1 FOR WASTEWATER TREATMENT PLANT BULK NUTRIENT REMOVAL PROJECT.

In making the staff report, Public Works Director Josh Beck reviewed his memo, which follows, and stressed that the Change Order is actually for three different things/smaller changes basically to minimize paperwork:

MEMORANDUM

TO: Summer Moore, City Manager
FROM: Josh Beck, Public Works Director
RE: WWTP BNR Change Order #1
DATE: March 11, 2025

The WWTP Biological Nutrient Removal (BNR) Project has been under way since July 2024. Since then, we have run into a few potential change orders that we have compiled into Change Order #1, attached to this memo. Specifically, these three smaller PCOs (PCO #1, PCO #3, and PCO #5) total \$109,848 that the contractor is requesting and that our engineering firm, McGill Associates, believes to be reasonable. A quick summary of these are as follows:

- PCO #1 in the amount of \$67,024 is to paint the structural members submerged in the aeration basins with a Zinc Clad R primer as recommended by SKA Engineers.
- PCO #3 in the amount of \$41,512 is for additional piping, bends, and labor to reroute our 16" Carbon Steel Aeration line due to several underground, unforeseen conditions.
- PCO #5 in the amount of \$1,312 is a staff request to relocate the Chem feed skid outside the Alum feed containment system.

Additional detailed information on each item above is available within the packet.

Request:

The Capital Project Ordinance for this project allows the City Manager to sign change orders up to \$50,000. Because PCO #1 exceeds that amount, staff felt it best to combine them and present all of them for transparency. Sufficient contingency funds remain in place for this work and any other unforeseen issues currently.

If Council agrees, Staff is requesting Council make the motion to approve Turner Murphy's Change Order #1 to continue to move this project forward. *(END OF MEMO)*

As he reviewed his memo, Beck discussed PCO #1 in greater detail, stressing that this was not a contractor issue change but an engineer issue change by SKA, requesting that the design of the metal members that are in the wastewater from hot-dip galvanizing to this Zinc Clad R primer for the reasoning outlined in the memo. The SKA engineers feel in a wastewater environment, metal especially in wastewater is not going to last without a proper coating to protect it, Beck explained. They believe this product will last longer than the original specification, he added. He referenced the pricing which came to \$67,024 for that particular item.

In discussing PCO #3, this was due to a number of conflicts underground that could not have been foreseen, the Public Works Director said. Obviously they didn't dig up every pipe on the wastewater plant project during the design phase in order to understand how they need to dip and maneuver pipes underground, Beck continued. He said they lay it out the best they can based on as-built documents from the 1970s as to where those pipes should be, he said, and try to make some assumptions on those elevations. He referenced a red line document in the agenda packet that kind of sketches the changes in the field that they had to make. He said there was a number of new bins and wells associated with and about 70 feet of additional pipe to get around the basin there as shown to make those proper tie-ins. Beck said this was a little bit different than the as-built drawings, which gives a little bit of explanation for the change costing \$41,512.

The third one, PCO #5, Beck said he requested for the \$1,312 as he described the layout of the concrete basin, etc. This would relocate the control panel outside the Alum feed containment system so that, if that container began to leak, his staff would not be standing in fluid working on electrical, he explained. The Public Works Director said he did not feel that was a safe situation so there will be a concrete pad outside the containment system where the control panel will be located.

Beck said there is a substantial amount of information in the agenda packet, and he printed additional information on the Zinc Clad R primer specs if anyone was interested, adding he had not been familiar with it at all. He said this information does say that it is extremely good at corrosion protection, mechanical resistance and a higher resistance against water and condensation.

Councilmember Scoble, noting this all was hard to understand, said since the original construction had not been reviewed properly, which is not our fault, whose is it? Beck replied that with the BNR project there was a set of documents, and the City had been held up for several years by the lack of

A-to-C (Authorization to Construct) from the State. In fairness to all parties, the drawings that were bid were overlooked on the structural side and not stamped for construction, the Public Works Director noted. A peer review was done by SKA because the plans had sat for so long due to the delays, he continued. Another engineer reviewed those drawings and said given this environment, this material will last much longer if we apply this product rather than the original, Beck stated. That's what they are getting at, he said.

Councilmember Scoble then cited the different things that were recommended for changes and said these were supposed to last so much longer. She asked how much longer?

Beck said that was a good question, but he would just be guessing. He said he could just go off what the engineers were recommending based on a wastewater environment with a significant aeration component that changes the chemical components in that basin and whatever is coming downstream is going into that. He said it is a pretty harsh environment but again said he would have to rely on the engineers since he is not a structural engineer. Even seeing the costs, the engineers felt this was a better option for the City in what is an \$8 million-plus project, Beck continued. He added that these numerous structural components are holding large mixers/motors up in the air out of the wastewater and the impalers are in the wastewater mixing it so there is a substantial amount of weight up there. Whether it is going to last 5 or 10 years more, he said he couldn't say.

Councilmember Scoble asked Beck if he felt confident with what they had given him? He agreed, based on the information that had been given him.

Councilman Martin, noting he was impressed by Scoble's questions, said he understood where she was coming from in terms of citizens wondering where their tax dollars are going. He said he thinks everyone needs to understand that these drawings sat for multiple years, and technology is ever changing. He talked of the leeway of time involved in such projects and said it was fortunate that a peer review was taken. The Councilman said he was going to ask some similar questions but that the explanation that these drawings sat for several years helps to explain it. Again, he said he was impressed that Scoble thought of all of this.

Councilman Coates made the motion to approve Turner Murphy's Change Order #1 to continue to move this project forward. The motion was seconded by Mayor Pro Tem Brown and unanimously approved by Council in a 6-0 vote. (A COPY OF THE CHANGE ORDER #1 AS APPROVED IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

CONSIDERATION OF ADVERTISING ON NEW REIDSVILLE HIGH SCHOOL FOOTBALL STADIUM DIGITAL SIGN AND ACCOMPANYING BUDGET ORDINANCE AMENDMENT NO. 11.

In making the staff report, City Manager Summer Moore reviewed her memo, which follows, and stated that the City was very excited about this marketing opportunity:

Date: March 4, 2025
To: Mayor Donald Gorham
 City Council
Cc: Management Team and Department Supervisors
From: Summer Moore, City Manager
Subject: Marketing Opportunity on Reidsville High School Scoreboard

Reidsville High School is selling advertising opportunities for the new scoreboard in the football stadium. This would be a great City marketing opportunity to promote Economic Development and showcase our marketing brand Team Reidsville.

The cost would be \$25,000 for up to five years or longer. That would roughly equate to \$5,000 each year. This is a great advertising opportunity for the City to continue to promote our brand TEAM REIDSVILLE.

Suggested Motion for Approval: approve advertising opportunity with Reidsville High School Score Board and approve attached budget amendment.

Suggested Motion for Denial: deny advertising opportunity with Reidsville High School Scoreboard and deny attached budget amendment. (*END OF MEMO*)

Mayor Gorham said he had attended several football stadiums with these kinds of scoreboards, and the advertising opportunities are tremendous. Councilman Martin said he couldn't agree with this more, noting that the City advertises Reidsville football all the time and what better way to promote ourselves than to promote with Reidsville football as well. Mayor Gorham said the Team Reidsville concept came from Reidsville football.

Councilmember Scoble said she wanted to announce to the school system and the County how much the City is investing in Team Reidsville and in our high school, both in investment and participation. She said we would like the school board and the County to return that investment and to consider us when they are thinking about new schools. She stated that some of our schools are in bad shape. She said we have a wonderful, beautiful football field that is probably one of the best in the state and we need a school building to back it up. Councilmember Scoble said she is all for the advertising, but she wanted everyone to understand there is more than just advertising on that scoreboard.

With no other comments or questions, Mayor Gorham asked what was the pleasure of Council?

Councilman Martin made the motion, seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote, to approve this advertising opportunity with Reidsville High School Scoreboard and approve the attached budget amendment.

The Budget Ordinance Amendment as approved follows:

BUDGET ORDINANCE AMENDMENT NO. 11

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 11, 2024 which established revenues and authorized expenditures for fiscal year 2024-2025; and

WHEREAS, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to appropriate funds for advertising related to the Reidsville High School scoreboard;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 11, 2024 is hereby amended as follows;

Section 1. That revenue account number 10-3991-0000, Fund Balance, be increased by \$25,000.00.

Section 2. That expense account number 10-4940-3500, Marketing, be increased by \$25,000.00.

This the 11th day of March, 2025.

/s/ _____
Donald L. Gorham
Mayor

ATTEST:

/s/ _____
Angela G. Stadler, CMC/NCCMC
City Clerk

POLICIES:

CONSIDERATION OF A VETERANS' BANNER PROGRAM AND POLICY.

City Manager Moore noted that Business Development Manager Chase Lemons would be presenting this tonight. The City Manager prefaced this discussion by noting these banners were the idea of Ms. Romalita Harrison, who brought this to her and the Mayor about 1-2 years ago to promote our veterans. The City now has the concept to unveil and wants Council approval, she stated.

In making the staff report, Lemons read from the following memo provided by Marketing & Economic Development Director Montana Brown, who was attending the North Carolina Main Street Conference:

MEMORANDUM – Veterans' Banner Program

To: Summer Moore, City Manager
From: Montana Brown, Director of Marketing and Economic Development
Date: February 24, 2025

To assist in the placemaking efforts of downtown Reidsville, city staff have designed and placed banners on the poles attached to light posts. These banners help add character to our downtown, while also portraying a message to those that visit the area. In the last year we have displayed banners with a summer theme, a fall

theme, as well as a winter holiday theme. City staff now proposes having banners dedicated to military veterans who have a tie to Reidsville.

The banners will be paid for privately, either by a local veteran or their family. There will also be the opportunity for organizations to sponsor, which can help reduce the fees associated with producing the banners. The banners will then be displayed from mid-May through Labor Day. Once that period is completed, the banners will be taken down by city staff. Parties that paid for a banner may then pick up the banner for them to keep.

Attached with this memorandum is the recommended Veterans' Banner Policy, as well as the application that must be completed.

If Council agrees, please approve a motion to accept and implement the proposed Veterans' Banner Policy provided in the agenda packet. *(END OF MEMO)*

Councilwoman Scoble asked Lemons if the banners would be in color and would the same veteran be on both sides? Lemons replied in the affirmative.

Councilman Coates asked for clarification on the connection of the veterans to the City of Reidsville. He questioned if a family member (son, daughter, grandchild) lives here, but the father lived elsewhere and has died, would they be able to do a banner? Lemons said that would be acceptable and could be for fallen veterans or someone who is active now.

Councilmember Scoble asked how many banners would there be? Lemons responded that staff is looking at starting with 29, but that number could grow in the future.

Councilwoman DeJournette asked whether this would be done for so many months? Lemons said it would start in May through Labor Day. Councilmember Scoble asked if we were thinking of starting this May? Again, the Business Development Manager replied in the affirmative.

Councilmember Scoble asked how soon would the information need to be submitted for this year? The deadline to get the information would be April 25th.

In response to a question from Councilwoman DeJournette, it was noted that the cost per banner is \$65.00.

Mayor Gorham said he thought this will go over really big. Councilman Martin said he had already discussed this with someone in the Sheriff's Department whose father was on such a banner in Pennsylvania and was told the City was already working on it.

Councilmember Scoble asked if someone could pay more than \$65 to go to cover other costs? Lemons said yes, that would be possible.

Councilman Coates made the motion, seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote, to accept and implement the proposed Veterans' Banner Policy provided in the agenda packet.

The accompanying policy follows:

City of Reidsville Veterans Banner Program Policy

Purpose:

The City of Reidsville Veterans Banner Program aims to honor and recognize the service and sacrifice of local veterans by displaying banners featuring their names, branches of service, and images in downtown Reidsville.

Eligibility:

- The program is open to all fallen, retired, and active members of all branches of the military with an honorable discharge who served from WWI-present.
- Veterans must have a connection to the City of Reidsville, which includes residency, attendance at local schools, or family ties.
- Veterans may be living or deceased.
- Only individuals may be honored on a flag (**no businesses, groups, or organizations**)

Application Process:

- Interested individuals or their representatives must complete the official application form available through the City of Reidsville's website or at City Hall.
- Applications must include proof of military service (e.g., DD Form 214) as well as honorable discharge.
- Applicants must provide a high-resolution photograph of the veteran in uniform or a suitable alternative image.
- Although not required, we would like a bio, memories or any other info you would like to share on the veteran that can be posted on the website page dedicated to honoring our Vets.
- Applications may be submitted at any time throughout the year. However, to be posted through mid-May through Labor Day, the full application must be received by 4/25.

Selection Process:

- City Staff will review all applications and verify eligibility.
- If necessary, the City may request additional documentation or information from applicants.
- The City will prioritize banner placements based on available space and resources.

Banner Design and Placement:

- Banners will feature the veteran's name, branch of service, and optionally, their rank and/or service dates.

- The City of Reidsville will design and produce the banners in a uniform style and size.
- Banners will be displayed on designated city light poles or other approved locations.
- The City reserves the right to determine the final design and placement of banners.

Maintenance and Removal:

- The City will install and remove banners during the designated time periods listed below.
- Banners will be displayed between mid-May and Labor Day.
- Banners will be removed and returned to the applicant or their designated representative upon request or as banners receive too much wear and tear to continue to be displayed.
- The City of Reidsville is not responsible for replacing banners that are stolen, damaged, or destroyed (vandalized, high winds or other acts of nature, age, etc).

Cost and Funding:

- The cost of producing the banners will be paid by the applicant, which will be \$65.
- The cost of installing the banners will be covered by the City of Reidsville.
- Donations from businesses, organizations, and individuals may be accepted to support the program.
- The City may allocate funds from the annual budget for the Veterans Banner Program.

Publicity and Recognition:

- The City will publicly acknowledge and recognize sponsors, donors, and participating veterans through various channels, including social media, press releases, and city publications.
- The City may organize special events or ceremonies to unveil new banners and honor participating veterans.
- There will be a page on the RiseUpReidsville.com website that showcases these flags and highlights any additional information about the Veteran that is shared.

Amendments and Review:

- This policy may be amended by the City of Reidsville at any time.
- The policy will be periodically reviewed to ensure its effectiveness and relevance to the community's needs.

Approval:

- This policy was approved by the City Council of Reidsville on [date] (*END OF POLICY*)

CONSIDERATION OF A CUSTOMER SERVICE POLICY FOR THE CITY OF REIDSVILLE.

In making the staff report, Human Resources Director Leigh Anne Bassinger reviewed her memo, which follows:

Memorandum

To: Summer Moore, City Manager
 From: Leigh Anne Bassinger, Director of Human Resources
 Date: February 21, 2025
 Re: Customer Service Policy

To support the goal established by your office for 2025, of improved customer service across all departments and divisions throughout the City, the following Customer Service Policy has been developed. Quality customer service boosts employee retention, reinforces the values of the City, proactively seeks to resolve customer issues and strengthens our company culture. This policy will provide our employees, at all levels of the organization, clear guidelines to ensure consistent, high-quality service to our customers.

To date, in order to support the goal of improving customer service, the City has provided intensive customer service training to our frontline administrative staff. We have emphasized customer service as a key measure in our performance reviews for all employees. The City implemented an annual award, named the Above and Beyond Award, to recognize exceptional customer service. This policy will further establish expected service standards for all employees.

After adoption, each employee will be provided with a copy of the policy and will be expected to sign an attestation that they have received a copy. Newly hired employees will be provided a copy of the policy with their on-boarding documentation. Human Resources will include customer service as a part of our mandatory annual training this year. The City Manager's Lunch and Learn topic for December will be "The Role and Impact of Customer Service."

This multi-pronged approach should result in an elevation of the quality of customer service provided to all of our customers.

If Council agrees, please approve a motion for the adoption of the Customer Service Policy, as submitted. (*END OF MEMO*)

Bassinger said the City Manager had established 2025 as the year to focus on improving customer service for our residents, and this policy would be the next step. If approved by Council tonight, they will make sure every City employee gets a copy and signs that they have received it. She talked of how this would be included as a key measure in our employee performance appraisals of customer service. She added that we have established an annual award called the "Above & Beyond Award" for exemplary customer service. Bassinger stated that we would also have intensive customer service training for our front-line employees that interact with the community on a regular basis as well.

The Human Resources Director said she was asking for Council’s approval of our new Customer Service Policy.

Councilmember Scoble asked for more information about the Above & Beyond Award, including how many are given out? Bassinger explained this was an annual award given Citywide for the most exemplary customer service of that year. Emerald Stone of the Penn House was this year’s recipient of this award, the HR Director noted. Councilman Martin said this was much needed and appreciated. Councilwoman DeJournette said it was a great idea, and she has heard some comments about the customer service already.

Bassinger said it is good we are making a positive impact. Councilmember Scoble said it is good to know they employees are accepting of it and willing to make those changes, both for them and the City. Mayor Gorham agreed, saying the first time you visit a place, the presentation you get sticks with you more than anything else.

Councilman Martin, noting Rockingham County Manager Lance Metzler was in attendance, talked about the County assisting the City with our inspections and the calls he has gotten about the good customer service provided by the County’s inspectors. He said the response has been overwhelmingly positive, and he thanked County Manager Metzler for his staff’s excellent customer service as well.

Councilwoman DeJournette then made the motion, seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote, that the Customer Service Policy be accepted.

The Customer Service Policy as approved follows:

Customer Service Policy

Section 1: Background	16
Section 2: Purpose	17
Section 3: Principles	17
Section 4: Definitions	17
Section 5: Objectives	18
Section 6: Customer Service Standards.....	18
Section 7: Behavior.....	18
Section 8: Communication	18
Section 9: Personal Presentation	19
Section 10: Handling Complaints Against City Employees	19

Section 1: Background

All employees of the City of Reidsville are expected to provide customers with responsive, consistent, effective and exceptional customer service. Quality service will be delivered with respect

to the needs and the diversity of all stakeholders of the Reidsville community. The term “customer” is defined broadly to include residents, taxpayers, business owners, visitors, co-workers, vendors, elected officials, other municipal departments, and the general public.

To achieve the provision of quality service, employees will strive to:

- Be helpful, going above and beyond to ask questions, ensuring customers are not unnecessarily being routed to different people.
- Clearly explain our answers and actions, with clarity, being mindful of tone and body language.
- Explain the city’s services and programs in a manner that is courteous and comprehensive.
- Support the policies, procedures and regulations established by our elected officials and departmental policies.
- Identify creative and innovative approaches to serve our customers.
- Carefully listen to our customers.

Section 2: Purpose

The purpose of this policy is to provide guidance to employees on the manner, method and mode of working with customers, and to support the standards and values of the City of Reidsville.

Section 3: Principles

Employees must provide the local community with appropriate and accessible, well-designed and coordinated customer services which meet the needs of the community.

Services must strive to be:

- Relevant, appropriate and accessible
- Responsive to customer needs
- Delivered equitably, efficiently and effectively

There shall be no discrimination based on disability, age, gender, sexuality, culture, belief or language, in any of the City of Reidsville’s services, programs or facilities or by any other organization affiliated with the City of Reidsville.

Section 4: Definitions

External Customers are defined as:

- Members of the community and citizens of the City of Reidsville
- Business interests within the City of Reidsville
- Users of any service or facility provided by the City of Reidsville
- Visitors to the City of Reidsville
- State and Federal Government departments and agencies
- Members of the public who have an interest in the City of Reidsville

Internal Customers are defined as:

- Elected Officials representing the City of Reidsville
- Any employees or volunteers working for the City of Reidsville on a permanent or temporary basis or a consultant or contractor who is engaged by the city.

Effective refers to how well the desired outcomes are achieved.

Efficiency refers to the application of resources, costs and timelines to achieve the outcome.

Equitable refers to services being available fairly and without prejudice.

Customer Service Standards refer to city and departmental standards which articulate the level of services to be provided.

Section 5: Objectives

To promote responsible, efficient and effective services through appropriate customer service strategies and practices.

To provide a framework that will support a consistent and equitable approach to the delivery of services to customers, throughout the organization.

Section 6: Customer Service Standards

The following customer service standards shall be followed by all employees at all times:

- Greet customers politely, behave in courteous, open manner and actively listen to each customer.
- Acknowledge or respond to correspondence accurately and in a timely manner.
- Answer the telephone promptly by the third ring.
- Respond to telephone messages and acknowledge or answer email messages within 24 hours.
- Ensure that when referring inquiries to others all relevant information is given to the next staff member.
- Acknowledge the presence of a customer immediately.
- Keep customers informed of the outcomes or of the person managing the process.
- View complaints as a positive opportunity for improvement.
- Be identifiable as an employee of the City of Reidsville, with a neat, tidy and professional appearance and appropriately dressed for the work being done.
- Ensure the public areas of city building and facilities are identified as part of the city, and these areas are well maintained, clean, safe, welcoming and accessible.

Section 7: Behavior

We will greet customers politely, behave in a courteous, open manner and actively listen to the customer. This includes acknowledging and greeting customers as quickly as possible, establishing and using their names, listening to the customer asking the questions and confirming details.

Section 8: Communication

The following standards are established for interacting with internal and external customers.

- Acknowledge or respond to correspondence accurately and in a timely fashion.
- Acknowledge or respond to correspondence within 5 days. If a matter cannot be resolved the customer should be advised by letter, email or telephone of the likely finalization period and if appropriate the procedure that will be followed.
- Answer the telephone within 3 rings ensuring that other answering options are in place if the telephone cannot be answered to immediately, such as voice mail or diversion to another knowledgeable person and most IMPORTANTLY, not ignoring a telephone that is ringing.
- Take responsibility where possible to ensure the customer gains a satisfactory outcome or if transferring the inquiry, the customer is aware of the name and contact of the person being

transferred to.

- Ensure that customers are aware of the time of the processes involved in resolving their problem.
- Any re-routed message shall accurately display the customer's name, phone number, and nature of the call before immediately being routed to the appropriate person.

Section 9: Personal Presentation

Employees are expected to abide by their department dress code and:

Be identifiable as an employee of the City of Reidsville with a neat, tidy and professional appearance and appropriately dressed for the work being done. This means the personal presentation presents a professional image to the customers.

Section 10: Handling Complaints Against City Employees

When a verbal or written complaint is received the information will be routed to the respective Department Director and the City Manager. All complaints will be investigated and used to reinforce the City's customer service policy. However, numerous negative complaints against an employee or a group of employees may lead to disciplinary action, up to and including termination. (END OF POLICY)

ORDINANCES:

CONSIDERATION OF ORDINANCES AMENDED TO MEET SENATE BILL 300 REQUIREMENTS (FIRST READING).

In making the staff report, Police Chief Ray Gibson reviewed his memo, which follows:

M E M O R A N D U M

To: City Manager Summer Moore

From: Chief of Police Ray Gibson

Date: February 24, 2025

Subject: Senate Bill 300

In the fall of 2021, North Carolina Senate Bill 300 was enacted into law. Effective December 1, 2021 a violation of municipal ordinances may be charged as misdemeanors only if the City specifies such in each ordinance with the maximum fine listed. You may recall that we had previously brought several ordinances to Council for approval. We continued to review City ordinances with criminal penalties that do not contain the proper penalty language pursuant to NCGS 160A-175 (NC Senate Bill 300). Therefore, the following additional ordinances have been rewritten to include the proper penalty language pursuant to NCGS 160A-175, and I request they be presented to City Council for their consideration:

- Sec. 11-41: Permit required.
- Sec. 17-75: Parking in "central business district" – Limited.

This will be considered the first reading for these two amendments. The second reading will be held on April 8, 2025. No motion is required today but will be done at the second reading in April.

In looking at Sec. 17-75, it has been suggested that (a) and (b) are no longer needed. In researching this ordinance and the changes over the years, the City Clerk believes (a) was used when there was downtown parking meters and (b) references a water tank that is longer standing. This would be the parking lot across from the Police Department, and this has not been enforced for many years as far as we can determine.

If Council is interested in repealing (a) and (b) of Sec. 17-75, please let us know and we will revise the ordinance for the second reading in April. Any violation of this Ordinance would apply to the current (c) regarding parking on Scales Street between midnight and 4 a.m.

Please reach out to me with any questions you may have. (*END OF MEMO*)

As he reviewed the memo, Chief Gibson pointed out that Sec. 11-41 dealt with obtaining a permit before you hold a special event or parade and attaches a criminal penalty if someone fails to do that.

Chief Gibson then went to Sect. 17-75 dealing with Parking in “central business district” and noted (c) which prohibits people from leaving their vehicles on Scales Street between Morehead and Settle streets overnight between 12 midnight and 4 a.m. He then discussed sections (a) and (b) in Section 17-75, which Council could probably amend tonight if they so desired. The Police Chief noted that the City Clerk had done some research on this, and these sections might need to be eliminated. He said (a) goes back to when a downtown officer marked the vehicles and in (b), the water tank is no longer there and this is not done anymore. If Council wants to repeal those, it can be done for the final reading, Chief Gibson said.

Councilman Coates asked in regards to section (c), what about if events are held downtown past 12 midnight to 1-2 a.m.? Chief Gibson said they would use commonsense and would not use this in such cases or if downtown business owners are actively working during those hours. He said this was more for those vehicles that stay there overnight and do so continuously.

In response to a question from Councilmember Scoble, the Chief said this is just for Scales Street between Morehead and Settle Street and is more for those vehicles being parked overnight downtown.

Chief Gibson noted that no motion was needed until the second reading next month.

Councilman Coates asked if a motion was needed to repeal (a) and (b) in Section 17-75, but the Clerk said if staff could just have a consensus and could vote on it next month.

It was the consensus of Council to eliminate (a) and (b) in Section 17-75 with the revised ordinance coming back to Council next month.

AGREEMENTS:

**CONSIDERATION OF ANNUAL MUNICIPAL AGREEMENT TO COVER
ONGOING MAINTENANCE OF THE PROPOSED INTERCHANGE LIGHTING AT
US-29 AND BARNES STREET.**

In making the staff report, Public Works Director Josh Beck reviewed his memo, which follows:

MEMORANDUM

TO: Summer Moore, City Manager
FROM: Josh Beck, Public Works Director
RE: NCDOT Project # BR-0041 Barnes Street & US 29 Lighting Municipal Agreement
DATE: March 11, 2025

At the City Council's September 10th, 2024, meeting, Council approved a resolution to request \$450,000 of Statewide Contingency Funds to cover the capital improvement cost for interstate lighting at the US-29 and Barnes Street interchange. During discussions with Senate Berger's office, the City agreed if these capital funds were provided, then the City would cover the ongoing maintenance and utility costs to operate and maintain these lights.

Recently, NCDOT has reached out to the City for us to work directly with Duke Energy to set up a new meter account for the electricity and provided us with the enclosed municipal agreement to facilitate billing for the ongoing maintenance cost.

Request:

Staff recommend and request that City Council approve the attached annual municipal agreement (agreement ID #13163) in the amount of \$3,150 to cover the ongoing maintenance of the proposed interchange lighting at US-29 & Barnes Street.

If Council agrees, please make a motion to approve the attached annual municipal agreement to cover ongoing maintenance of the proposed interchange lighting at US-29 & Barnes Street and authorizing the City Manager and/or Mayor as required to sign the agreement. *(END OF MEMO)*

As he reviewed the memo, Beck noted that the new meter account would be established, and the City would be billed directly for that. He stated that the annual \$3,150 payment would be for ongoing maintenance of the eight fixtures that are on the approach ramps and the 420-foot mast arm poles like can be seen in some cloverleaf intersections that can illuminate the bulk of the intersection and all the smaller poles that go down the approach ramps.

Beck said this is NCDOT's agreement, and the City already has several similar agreements already in effect for all of our railroad crossings and one for them when we do the mowing. The Public Works Director added that this would not take effect until the project is completed, and the State will bill us. Since this is currently budget preparation time, he will work with the City Manager and Finance Director to get this added to the Street Department budget to cover this ongoing expense.

Councilmember Scoble asked whether there was a possibility other charges would be added to this \$3,150 annual charge and what would they be? Beck said, after reading through the agreement again today, he did not see any kind of escalation charge but there was a statement about additional costs. He said most of these agreements have been for the same price for a long period of time. He did read aloud from Section III. Costs and Funding of the agreement that the municipality shall participate in 100% of the costs and the Department (NCDOT) in 0% of the actual costs but that “Both parties understand that this is an estimated cost and is subject to change.” Historically, like with our railroad crossing accounts, they have remained the same cost year after year, the Public Works Director noted.

Councilman Martin made the motion, seconded by Councilmember Scoble and unanimously approved by Council in a 6-0 vote, to approve the agreement. (A COPY OF THE AGREEMENT IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)

CONSIDERATION OF CONTRACTING WITH THIRD-PARTY BUILDING INSPECTIONS FOR EXPEDITED SERVICE AND FEE.

In making the staff report, City Manager Summer Moore reviewed her memo, which follows:

Date: March 4, 2025
To: Mayor Donald Gorham
City Council
Cc: Management Team and Department Supervisors
From: Summer Moore, City Manager
Subject: Third-Party Building Inspections

The City of Reidsville is contracting with Rockingham County to conduct building inspections on behalf of the City of Reidsville. Rockingham County was gracious to contract with the City of Reidsville when the City of Reidsville Lead Building Inspector resigned in November, 2024. This is a great partnership and is working well.

Residential and commercial growth is occurring in Reidsville at an exceptional rate. In the past few months, we have had large developers needing expedited inspections due to the size of their projects. Rockingham County has been great in helping with this.

In addition to the City contracting with Rockingham County, the City could consider allowing third-party building inspections.

General Statue 160D-1105. Other arrangements for inspections. A local government may contract with an individual who is not a local government employee but who holds one of the applicable certificates as provided in G.S. 160D-1103 or with the employer of an individual who holds one of the applicable certificates as provided in G.S. 160D-1103.

Suggested Motion for Approval: to allow the City of Reidsville to contract with a third-party building inspections for an expedited service and fee and to allow the City Manager and City Attorney to explore contract options with qualified third-party inspectors.

Suggested Motion for Denial: to not allow the City of Reidsville to contract with a third-party building inspections for an expedited service and fee and to not allow the City Manager and City Attorney to explore contract options with qualified third-party inspectors. (*END OF MEMO*)

As she reviewed her memo, City Manager Moore said, after discussions with the City Attorney, there is a possible third option the City could offer its residential and commercial builders. The City is currently contracting with Rockingham County to help with inspections, and she said she certainly appreciates the County Manager and his willingness to go above and beyond to help us with this after the resignation of our Lead Inspector.

After citing the Statute listed in her memo, Manager Moore stressed that staff is asking to provide this alternative option while continuing our partnership with the County because we do have some large commercial development taking place. If the commercial or residential developer wanted to look at hiring a third-party inspector, they could do that, she continued. She said this would not be a fee passed on to the taxpayers but would be an expedited service fee that the individual requesting the inspection would pay, an “above and beyond” fee. She added that she did not know what that fee would look like at the moment.

The City Manager said the developer would have the opportunity to pay this individual fee if they wanted to. She said tonight she is asking if Council would be interested in allowing the City to contract with third-party inspections for an expedited service and fee and to allow herself and the City Attorney to explore contract options with qualified third-party inspectors. She said this is an option, in addition to the partnership with the County, with the growth we are seeing. She noted it would not be forced on anyone. Mayor Gorham said it would also make our customer service better.

Councilmember Scoble asked whether the third-party contract would be made prior to, for example if someone needed it, we would say well here’s what we suggest or do they bring that person to us? Manager Moore said no, the contract with the third party would be directly with the City and that also gives the City some continuity and ensures that the building inspector is certified. She pointed out that the specific language in General Statute 160D-1105 grants that authority to a local government to contract with someone. Therefore, the contract would be between the City and the third party, the City Manager said.

Councilman Martin, stating that he had been working with the City Manager on this, stressed that any inspector would be State certified, the same as any inspector the City would hire to represent us as well and are held to the same standards as any other inspector at any other municipality. He said it’s not like anyone can get a substandard inspector in here or get different work. If an inspector was to do a faulty inspection, he faces the same liabilities as any other inspector would and would risk revocation of his inspection license, he continued. He said he had heard that brought up so he wanted to address that situation as well. Like the City Manager said, this 160D is written, the City Manager holds the authority so these people would be contracted and allowed to perform inspections under her authority just like an employee of the City, the Councilman

stated. If these people went out there and misrepresented the City, she has the authority to terminate the contract immediately, he said.

Councilman Martin said the State put this General Statute in because #1), much like our municipality, there are multiple municipalities across the State who are short-handed on inspectors; #2, every municipality cannot afford to pay inspectors what they are making in a lot of other localities, just like we have struggled to hire an inspector for our position, therefore, this allows this option for those inspectors to go out and contract with a City. He cited as an example Tom Holderby's apartment complex currently under construction, this would be an ideal situation for this, which involves 190 individual inspections lined up this week that the County will be performing. He noted that this also takes a time away from the County to continue their efforts to provide their services.

Councilman Martin made the motion, seconded by Councilman Coates and unanimously approved in a 6-0 vote, to approve to allow the City of Reidsville to contract with a third-party building inspections for an expedited service and fee and to allow the City Manager and City Attorney to explore contract options with qualified third-party inspectors.

CONSIDERATION OF AGREEMENT FOR COMMUNITY SERVICE WORK PROGRAM.

In making the staff report, City Manager Summer Moore said the City currently has some of these agreements in place, but she said she felt this needed a refresh since we have new faces and new staff members here. She reviewed her memo, which follows:

Date: March 4, 2025
To: Mayor Donald Gorham
City Council
Cc: Management Team and Department Supervisors
From: Summer Moore, City Manager
Subject: Community Service Work Program

The City of Reidsville needs assistance with litter pickup throughout the City and at Lake Reidsville. The City also needs assistance with mowing, basic maintenance and cleaning of facilities at Lake Reidsville.

Councilman Shannon Coates gave me contact information for Morgan Marziano, who is the Judicial Services Coordinator with NC Department of Adult Correction, District 17. Ms. Marziano provided me the attached documentation and Community Service Work Program Recipient Agency Agreement.

Suggested Motion for Approval: to authorize the City Manager to sign the Community Service Work Program Recipient Agency Agreement and coordinate Community Service Work Program schedules with Ms. Morgan Marziano.

Suggested Motion for Denial: to not authorize the City Manager to sign the Community Service Work Program Recipient Agency Agreement and not allow City Manager to coordinate Community Service Work Program schedules with Ms. Morgan Marziano. *(END OF MEMO)*

Councilmember Scoble asked about accident insurance or worker's comp and whether the City would be responsible for any of that? Manager Moore said that is all laid out in the agreement.

Councilman Coates said that he had this conversation with the City Manager, explaining that he used to work part-time at the City lake when he was in college. One of the tasks he was given was to be in charge of the community service workers out there, who would have between 80-100 hours of service needed and at any given time, there were 5-6 workers out there. He said they could do pretty much anything you want them to do out at the lake, which is where most of the work was done. He said they had also talked about picking up trash along the streets and in the neighborhoods, but with what's going on at the lake right now with all of the updates, this would benefit greatly, somebody giving of their time.

Councilman Coates said this work might also change someone's life and they may want to come and work for the City of Reidsville. He said he thought it was a great opportunity, adding that he had never had an issue with it, and someone will be assigned to keep up with the workers' time. He added you can get a lot of work out of those folks if they are willing to come out and get their time.

Mayor Gorham echoed Councilman Coates' comments, adding that when he was principal at Lawsonville Avenue School, the school got every classroom painted and the outside of the building painted using such Community Service workers. He said they did everything he needed done, including shoveling snow in the winter months, and they were never any problem. He added that everything was done excellently, and he would give them an "A" grade. The Mayor said we do need some help out at the lake.

In reading the materials, Councilwoman DeJournette said they do have some strict guidelines and they don't work with hazardous material or anything like that. Mayor Gorham agreed, noting all of that is in the contract, and you know exactly what they can and cannot do.

Councilmember Scoble made the motion, seconded by Councilwoman DeJournette and unanimously approved by Council in a 6-0 vote to authorize the City Manager to sign the Community Service Work Program Recipient Agency Agreement and coordinate Community Service Work Program schedules with Ms. Morgan Marziano. *(A COPY OF THE AGREEMENT IS HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)*

PUBLIC COMMENTS.

Social Districts.

Mr. Robert Scarborough, representing Lucky City Brewery at 228 Gilmer Street, Reidsville, came forward. He said he saw several owners of the brewery here tonight, including several that are on Council. He said it has been a nine-year project to make Lucky City Brewery a success here in Reidsville, and he is here to sound the alarm that they are almost there. He said they've done a year and half of turnaround to get the brewery on its feet, and the social district is another tool that they need in order to make this happen. He talked of the heavy lifting they had been doing to turn this around, but without a social district, he thinks they are hamstrung and may not survive another winter, noting the need to have a good cash position going into the next winter.

Mr. Scarborough said he saw where a vote on the social district has been moved to July at the earliest. He proposed that Council vote for the social district before then, suggesting next month, with a second vote in the summer to nail down the conditions of the district, including hours, rules, etc. He said he had letters, including from Lucky City, and added that Celtic Fringe is in agreement. He talked of how a social district would be a valuable tool for many of the downtown merchants, not just the evening merchants but also those selling clothing and antiques, etc., as people would be able to walk down the street and bring their drinks into shops, etc.

Mr. Scarborough said it was his hope that they can move forward with this because the brewery is just getting by, and they need all of the tools they can.

Councilman Coates then asked Mr. Scarborough a few questions. Noting this has been a topic for a while, the Councilman indicated he had listened to different business owners and as Mr. Scarborough pushes for the Social District, he asked him how being able to walk down the street and go into the different shops is going to benefit them? The Councilman said he thinks it is only going to be good if the businesses down here cooperate with it and asked what if a majority of your businesses downtown say they are not going to participate and don't want people coming into their stores with alcoholic beverages?

Mr. Scarborough said he thought that would be an unusual shop that says no, we don't want customers to come in. Councilman Coates said he doesn't think it's unusual but depends on what a shop is selling when someone is coming into their business with a cup, etc. The Councilman said he is not saying he is against a Social District, but he said he is representing the people and hearing some concerns from the public. Mr. Scarborough said the business can always say no, you are not welcome here if you have a drink in your hand. Councilman Coates said, if a majority of these businesses say no, they are not going to participate, then all you have is a person leaving from one bar to go to another and filling up there as well.

Mr. Scarborough said that Lucky City, Celtic Fringe, Dirty Laundry and La Boca Loca could co-market, creating a night where you get a dollar off at the establishments. By the end of the night, you've maybe had four drinks at four establishments, and you've brought people into the downtown. He said it certainly is a novel idea, and Reidsville is one of the last in the area to do this.

Presenting a possible scenario, Councilman Coates asked how do you monitor the number of drinks someone has when they are going to several establishments and can drink several drinks at each location. Regarding the monitoring of drinks, that is up to the restaurants, their ABC licenses and bartenders, Mr. Scarborough said. The Councilman asked how does the other establishment know how many drinks the person has had? Mr. Scarborough responded that they walk in with a beer or wine, right? Councilman Coates said yes, they are going to have a cup that has Lucky City on it. Mr. Scarborough noted that even within the establishment itself, mentioning the possible rotation of bartenders going off shift, that the business might not have the knowledge of how many drinks someone has had there.

Councilman Coates said there are a lot of things in regards to having a social district and that he had read all of the information provided to Council on such districts. He added that he had also read the reviews, some of which were positive without a lot going on and others that had some issues and their downtowns were becoming trashy because they were finding all of these cups from these different establishments, which the City was having to come in and clean up.

Mr. Scarborough interjected that all businesses pay taxes though although it's not great if there is trash in the streets; however, it is part of the taxes that we all pay as merchants downtown. Councilman Coates said it's not about taxes but about whether you have a social district and it runs rampant, which he stated it can because there is no control. Mr. Scarborough disagreed that it would be running rampant and said you don't have 21 year olds, maybe some, but most of the population who goes between these establishments looks like him and are older people. Councilman Coates said there will be some problems because you can't control them going to their car and filling up that cup and then walking down to Dirty Laundry or Celtic Fringe, etc. Mr. Scarborough agreed that could happen but said it was up to their bartenders to preserve their ABC licenses within their establishments.

Councilman Coates also made the following comment, which he noted he has shared before, is that the way the City's downtown is right now, his concern and it's his opinion that we have a more serious problem of trying to get these vacant buildings downtown full. Mr. Scarborough interjected that we have so many problems here. He said we have so many problems versus having a social district and worrying about having a social district to benefit you and one other that wants to participate. If we had all of these vacant buildings downtown full, he said he could see a social district thriving and doing well.

Mr. Scarborough said, with all due respect, that is so backwards. Councilman Coates said we are just not at that point.

Mayor Gorham said we will shut this down right here, but Councilman Martin said he would like to make a point. The Councilman said he is a proponent of the social district, and he does see the multiple benefits and facets of it. He stated that he had made that clear at the last Council budget retreat. He said he is not a proponent of expediting this a month ahead of time because we have tasked the City Manager and staff with multiple facets of this social district, not just in downtown Reidsville but at the City lake and all the other events that go on here. So it's not just a matter of voting in this particular policy to allow social districting downtown right now, Councilman Martin continued. He said we have Lucky City Brewery, Celtic Fringe, which he stressed is by reservation only, right now. The Councilman said he sympathizes with Lucky City in terms of whatever financial hardships they are experiencing but where else will people go, how is this going to pad Lucky City's pockets and save the brewery before winter? Mr. Scarborough said they were thinking of the FAB Festival. Councilman Martin pointed out that they don't have another business here for people to go to. Mr. Scarborough said the owners of Dirty Laundry are right behind him but Councilman Martin noted that they are opened yet and asked if they will be open by July?

Mr. Scarborough said let's think about FAB Fest, for example. He said on this schedule, they won't be ready for FAB Fest. He said they will sell a beer under Market Square's roof, at which point Councilman Martin said no, that's being handled as well in the social district for FAB Festival. Mr. Scarborough asked how are they going to be allowed to carry a beer onto Scales Street under the current plan? The Councilman encouraged him to go back and review Thursday and Friday's Budget Retreat, adding that is one of the facets of the social district to be able to do just like Eden, Madison and Mayodan and everyone else does if this passes. He said he was the one who proposed that. Councilman Martin said they have multiple facets that need to be worked out so that everybody agrees to it, and if they go piecing and putting pieces together, 60 days is not going to make or break a business because we only have one business really, Lucky City, that's selling beer right now. Dirty Laundry is months away from opening, and they don't even have their equipment in. The Councilman said in his opinion, by the time we time all this out and make sure we get this right the

first go-around, it's going to be open and hopefully, it will pass for the FAB Festival. He said he is definitely against voting on this and expediting it because again 60 days isn't going to make or break Lucky City and if it does, there are more hardships there than the social district. The Councilman stated that there is currently no where else for your customers to go and get another drink and socialize at this point. By July, you still won't have anyone in business downtown serving alcohol, he noted, unless they walk to Rob & Rays and bring back a 40 across town. Councilman Martin said we don't need a social district right now.

Mayor Gorham told Councilman Martin, let's shut it down. Mr. Scarborough said his point is that the current schedule means we won't have a social district, at best, by Christmas and what good is a social district in the winter, he said in conclusion.

Mayor Gorham thanked Mr. Scarborough and then asked if anyone else wished to speak?

Social Districts & Building Permit Delays.

Mr. Perry Savas of 744 Monroeton Road, Reidsville, came forward. He noted that he and his wife own the future Dirty Laundry Taphouse. Noting he is the Vice President of Lucky City Brewery, Mr. Savas said he understands Rob's (Scarborough) position and said he thinks they have done an amazing job to try and turn that place around with very little help or resources, basically absolutely nothing.

Regarding the timeline, he said that's not here or there, but he understands the sooner the better. He added that he wants Council to know that his family is putting almost a million dollars into this venture. He said he doubted that has happened very often, and he's not asking for the world. He said they love Reidsville, this is where their home is and they want to have a viable entrepreneurial experience here. He said he is not saying that there couldn't be something negative that could potentially happen with the social district or that is going to make or break us, but he said thinking let's wait until more people come and then think about it, well, how are we going to get more people to come? Madison and Danville are already doing this, Mr. Savas said. He talked of a great meeting between himself, his wife and Mr. Scarborough with the City Manager and Marketing & Economic Development Director Montana Brown to talk about all the research and all the things behind it.

Mr. Savas, noting we don't have the same demographics as Greensboro, etc., mentioned the developer Tom Holderby and the 190 inspections being done at his apartment complex. He asked where are all of those people going to go? He said we shouldn't play catchup but try to see the vision. Mr. Savas, who noted he is also a builder, said he really appreciates the City approving this third-party inspections because Dirty Laundry is not moving anywhere because his plans have been submitted to the County for over a month now waiting on plan review. We are all far behind, but this is why we're not moving because he's waiting on plans because we don't have anyone local who can approve the plans. He said the same thing with Lucky City where they are trying to put a kitchen in there. Neil (the Reidsville inspector) left in November and their plans are still in limbo, he asserted, so they are waiting on the County to give them their final building permits. He said there are a lot of things that are happening but very slowly because we don't have the manpower to do it, but he said he would ask everyone to just rethink this because he doesn't think it is a bad thing. He stated that he felt FAB Fest was a bust, noting the beautiful vendors, gorgeous weather and open shops but everyone is stuck like cattle sitting inside Market Square without tables and chairs. Mr. Savas said why not have the community experience and open it up and let everyone walk around and enjoy downtown Reidsville.

Councilman Martin asked the City Clerk to provide Mr. Scarborough and Mr. Savas with the notes from the Council Retreat. The Councilman said everything they have said, Council had this discussion two weeks ago and are well aware of it. The Councilman said the point of it is, if they voted tonight for a social district, how much money is that going to put in Lucky City's pocket or how is it going to save or pad any financial dollars? He said they are arguing a moot point, again discussing the notes from the recent Council Budget Retreat and how this would be coming in with the UDO (Unified Development Ordinance) in July. He said hopefully all the Council members will pass it but again, he encouraged them to get the notes from the retreat and review them. Councilman Martin stressed everything they are saying he has already said and that they are working seriously on this. He reiterated the many different facets involved in this that need to come together, adding they want to do it all at one time and doing it right.

Mayor Gorham assured Mr. Savas the City is working on this, to which Mr. Savas replied, that is the most important part. Councilman Martin stressed the multiple facets again, saying it all needs to come together and getting it all done at one time and done right. He asked the business owner if he had the plans to construct Dirty Laundry Taphouse right now, how long before he would be ready to open? Mr. Savas said hopefully July, August at the latest. Councilman Martin said they have discussed a lot of the policies with the social district and the cups, etc.

As he continued to speak on this, Councilman Martin also pointed out that the City is also looking at alcohol out at Lake Reidsville in the campsite area, etc. The Councilman said he did not agree with stopping all of this other work and just voting on the social district, especially as he noted right now there is nowhere for them to socialize. As the discussion ensued, and Mr. Savas said he just wanted to make sure that the City Council was going in the right direction, and he knew there had been a lot of back and forth.

The Mayor and several Council members said they are working on it and are very serious about it.

Lighting and Trash Concerns.

Ms. Pamela Washington of 806 Thomas Street, Reidsville, said she has lived here all her life and loves living here. She voiced concerns about several items, including: leaning light poles on Barnes/Harrison Street before you go under the bridge to Kentucky Fried Chicken that might fall on someone's car as they drive past; the need for lighting on Barnes Street where construction is being done because it is so hard to see there, especially at night; the differences in lighting in various neighborhoods, some of which are dark such as Barnes Street and a safety concern for herself and seniors; and finally, the trash being dumped below McLaurin-Harris Funeral Home, adding she would be willing to go with a group of people to clean it up. She asked if anything could be done about any of these situations.

Among the possible solutions mentioned were the lighting discussed by Public Works Director Josh Beck earlier and the possibility of putting cameras in the area where the dumping is being done. Councilmember Scoble said it is an easy place for people to dump stuff because it is so dark there. Again, Ms. Washington said she would be happy to serve on a cleanup crew.

BOARD AND COMMISSION APPOINTMENTS:

The ballots for the Board and Commission appointments were distributed.

CITY MANAGER'S REPORT:

Manager Summer Moore gave a few highlights from her written City Manager's Report, which follows:

Date: March 3, 2025
To: Mayor Donald Gorham
 City Council Members
From: Summer Moore, City Manager
Subject: City Manager's Monthly Report

City Council Upcoming Events:

- Special Called City Council Meeting Tuesday, March 18 at 5:30 p.m. to discuss Vacant Building Policy, Community Development Complaint Driven and Pro-Active Enforcement Policies and Revitalize Reidsville Initiative.
- Fiscal Year 2025-2026 Budget Work Session Tuesday, April 22, at 5:30 p.m.
- NCLM City Vision Conference is April 29-May 1, 2025 in Greenville, NC.

City Project Updates:

- **WTP Whole Plant Generator and MCC Replacement Project:** The engineers have received nine equipment submittals for the project and are providing comments as necessary before equipment is being released for ordering. They have also received four RFIs for the project and addressed those concerns, as necessary. We are continuing to discuss a Notice to Proceed (NTP) with the contractor that works for all parties involved. The contractor has submitted a plan to reduce plant operations downtime for the plant. This option and all the associated costs are still being evaluated and discussed by Arcadis and City staff.
- **WWTP BNR Project:** The dollar amount of the work completed and stored to date represents approximately 38% of the current contract amount. The project currently has 360 days remaining of the total contract time of 540 days, based on February 12, 2025, the date on the application for payment, and is therefore 33% complete with respect to time. The contractor is continuing to work on structural footings, backfilling the recirculation piping around aeration basin #1 and electrical controls. Baffle wall installation is almost complete. The contractor is coordinating with plant personnel on shutdowns to install pumps and other equipment, hopefully, during the first quarter of 2025 depending on equipment deliveries. System integrator is coordinating with manufacturers to compile program operations.
- **WWTP Headworks Project:** This project was scheduled to be completed on January 7th although several change orders are still pending, which would provide several additional days. Start-up of the headworks did not occur in January as planned. The system failed the electrical inspection, and repairs had to be made. Currently the start-up of the headworks is scheduled for the week of March 3rd and is critical for the project as we are beginning to bring this system online for testing and verification. Details of the timeline are as follows assuming we pass all electrical inspections: On March 3, 2025, a partial start-up of the new headworks will occur at 9:30 a.m. The old headworks will run in conjunction with the new headworks until all systems on the new headworks appear to be fully operational. At 11:00 a.m. all flow will be directed through the new headworks and the old headworks will be

taken offline. On March 3rd and March 4th, training by Veolia will be provided on site for operations and maintenance staff. The new system will operate for two weeks and then performance testing will occur. If the system fails to meet performance requirements, then the system must be retested until it meets those requirements. Paving was scheduled in February, weather permitting, but has not occurred to date.

- **Redundant Water Line:** All necessary permitting is complete, and staff is continuing to work with our Right of Way consultants to obtain the necessary easements. Parcels that are required to be negotiated are 31 in total.
- **Laster Pump Station:** The contracts have been executed with a Notice to Proceed (NTP) on October 24, 2024. All pumps and the generator have been ordered. Locates have been performed and installation of water line piping is complete to make room for the relocated pump station. The tie-in of the new water line is complete. The retaining wall and necessary backfill of the retaining wall is now complete. Project completion date is April 25, 2025.
- **Lake Reidsville Improvements:** City forces are working on campground improvements to Lake Reidsville. Purchase orders were issued for the location of all utilities, concrete, new firepits, new bear-proof garbage cans and special equipment for tree and stump removal. Crews began working in limited areas in December as the campground started to empty out. A significant number of trees and stumps have been removed. Utility locates have occurred, and the sewer line installation is complete. Due to weather conditions, numerous water main breaks, and equipment issues, the project is behind schedule by approximately 5-6 weeks as minimal work was performed in January and early part of February. A new plan to complete the project is currently being coordinated with Parks & Recreation. The campground was originally due to be back online on March 14, 2025. Asphalt roads are still currently planned to be installed April 7-11. Schedule is still weather dependent.
- **Pet Rainbow Bridge Project:** The City of Reidsville is partnering with Aidan Blackburn, who is in Boy Scout Troop 4320. Mr. Blackburn has agreed to work on creating a rainbow bridge at Lake Reidsville as his Eagle Scout Project. This project is designed to be a place for people to remember their beloved pets and place mementos such as their pets' collars along the bridge as a memorial. This project is expected to be completed by May, 2025.

City Manager Updates:

- Lunch & Learn will be Thursday, March 7, at 12:00 p.m. at The Carriage House. The topic will be Retirement Planning and Benefits.
- Battle of the Cup will be Thursday, March 27, at 2:00 p.m. at the Parks and Recreation facility. This month's battle will include best banana pudding recipe, team puzzles and red-light green light.
- Annual Employee Family Picnic will be Saturday, May 17th, at the Splashpad and the theme this year is a luau.
- Congratulations to Dean Isley, who retired from the City of Reidsville with 25 years of service in Public Works on February 28, 2025.

Events/Meetings Attended:

- 2/1 – Attended open house for Congresswoman Virginia Foxx in Mayodan, NC.

- 2/3 – Met with Management Team to discuss retreat items and attended the RDC retreat.
- 2/6 – Attended NC City and County Managers Conference in Winston-Salem, NC.
- 2/7 - Met with City Staff to discuss revamping the Farmers Market and attended the Reidsville Garden Club meeting.
- 2/10 - Met with Councilmen Coates and Martin to discuss UDO.
- 2/11- Attended City Council meeting
- 2/12 – Met with Aiden Blackburn to discuss Pet Rainbow Bridge project at Lake Reidsville. Attended monthly Management Team meeting.
- 2/13 - Attended new employee orientation and monthly Managers Luncheon in Mayodan.
- 2/14 – Appeared on the Chamber of Commerce News and Views TV segment.
- 2/17 - Career Ladder meeting with Management Team and attended special called City Council meeting to discuss UDO.
- 2/18 - Water Treatment Plant Generator meeting with Arcadis Engineering, walked Rural Ready site with Mayor Gorham and Councilman Martin and had a virtual meeting with WithersRavenel to discuss the Rural Ready Project.
- 2/24 – Met with MARC museum officials. The MARC is request \$45,000 in funding from the City of Reidsville in this year's City budget. Mayor Gorham and I attended the Mayors-Managers dinner hosted by Rockingham County at Homestead Restaurant.
- 2/25 - Attended RDC meeting, conducted a walk-through at 706 Lindsey Street with Planning and Community Development Director Jason Hardin and representatives from PTRC. This house is part of the CDBG-NR grant project. Also, attended retirement luncheon for Dean Isley and met with Arcadis Engineering along with J. Crumby Construction to discuss Water Treatment Plant Generator project.
- 2/26 - Monthly Mike Moore podcast interview, walked the Rural Ready Site with City Staff and WithersRavenel Engineering. Attended the Town and State Dinner with Mayor Gorham, City Council Members Coates, Martin and Scoble and Assistant City Manager/Finance Director Chris Phillips.
- 2/27 - Attended City Council Annual Retreat at The Carriage House.
- 2/28 - Attended second day of City Council Annual Retreat. *(END OF MEMO)*

COUNCIL MEMBERS' REPORTS.

Councilman Martin – Councilman Martin said he would forgo report.

Councilwoman DeJournette - Councilwoman DeJournette thanked everyone for allowing her to participate via Zoom during her surgery. She was not able to go out to local meetings but was able to attend some events by Zoom as well. She reported attending the following: 2/17, Special Called Meeting at City Hall (in person); 2/26, the Reidsville Chamber meeting by Zoom. She said she wanted everyone to note the Reidsville Chamber is rebuilding itself to support the community even more than it has in the last few years. She attended on 2/26, the Cone Health Philanthropy Board meeting by Zoom and 2/26-27, the City Council Retreat in person.

Councilman Coates – Councilman Coates said he would also forgo his report. He said he needed to make some changes to his report.

Councilmember Scoble - Councilmember said she would send in her report. She wanted to share that the Kiwanis Pancake Supper would be on Friday, March 21, at Reidsville High School. All the pancakes, sausage, and beverage you can eat for \$10. Kids 10 and under will eat free. Pancakes will be served on frisbees that they can take home. They will also be raffling off a 36" Blackstone Grill and 70-inch flat screen

television. She said the basketball games will be on so come watch the games and if you're lucky, you may get to take the TV home.

Mayor Pro Tem Brown – The Mayor Pro Tem said he would forgo his report, but he thanked the City Manager and Council for all the support of cards and prayers, and all the City Staff that had reached out to him in the passing of his mom. He said it touched their hearts very much, and he thanked everyone.

Mayor Gorham – Mayor Gorham said he would forgo the reading of his report, but he wanted to give information about one of Reidsville's finest. He was made aware of by talking to the Police Chief that they had an emergency situation at South End School. One of their officers that happened to be present there saved a young lady's life. He asked Lt. Sharra Carter to come forward, at which time the audience gave a standing ovation and applause. Mayor Gorham said if you want to see what a hero looks like, you have the opportunity to do so tonight. When he was the principal of Lawsonville Avenue School, he said he learned CPR and used the AD unit, but he prayed every day that he would not have to use it. Mayor Gorham said that Lt. Carter had used it and saved someone's life just a few days ago. Mayor Gorham told Lt. Carter that he appreciated it, everyone in the room appreciates it and he knows the family of the young lady she saved appreciates it. Mayor Gorham asked Lt. Carter if there was anything that she would like to say? Lt. Carter said that she was just doing her job, jumping in there when someone needed her, and she thanked the audience. Mayor Gorham said that our police officers don't always get positive recognition here in Reidsville and they do a lot of wonderful things here in the City. He said that they had a little disturbance at a basketball game and our police officers jumped on it right away. There were no injuries and nobody was hurt, and they got the game started back up shortly. Reidsville High School staff was also prompt in what they did to take care of that situation too, he added.

Mayor Gorham's written report showed he attended the following: 2/12, Reidsville vs. Morehead at Morehead; 2/13, Kiwanis Club Meeting; 2/15, Men Fellowship Breakfast at First Baptist on Main Street; 2/17, UDO Special Council Meeting at City Hall; 2/18, visited Rural Ready Site; 2/18, Reidsville vs. Morehead Conference Playoffs at Andrews High School; 2/22, Received a History Award for Lonestar Lodge #33 at Zion Baptist Church; 2/22, reported an abandoned home to Planning; 2/24, attended Manager/Mayor Meeting; 2/25, RDC Meeting at City Hall; 2/25, Black History Living Wax Museum at the Housing Authority; 2/25, Reidsville vs. Brevard basketball game; 2/27, Nails and Tails Habitat for Humanity-Zion Baptist; 2/27-2/28, Budget Retreat at Carriage House (Penn House); 2/28, Reidsville vs. N. Stanley at RHS; 3/3, met with Mr. Ray Stokes concerning a street closure; 3/5, met with Tom Holderby, a land developer; 3/6, Chamber Coffee at Reidsville Orthopedics; 3/6, Lunch & Learn - "Retirement & Benefits" at the Carriage House; 3/7, Gordon D. Broadnax's Funeral; 3/7, Reidsville vs. Salisbury at RHS; 3/8, Sgt. David Eugene Hardy's Memorial Service; 3/10, met with Rockingham County School officials.

Report from Chambers by Jennifer Lester-Board Chair

Chamber Chair Jennifer Lester provided the following Reidsville Chamber of Commerce report: Upcoming Events-Driver Meet and Greet-IMPEX, March 28, 2025, from 11 a.m.-2 p.m. Cash Mob on April 4, 2025, 12 p.m. TBA; Countywide Coffee Hosted by LevelUP ROCO on April 8, 2025, 8 a.m. at Rockingham County Center for Economic Development, 425 NC-65, Reidsville, NC 27320. Ribbon Cuttings-Fursty's Pizza on March 20, 2025 at 9 a.m. on 1409 Freeway Drive, Reidsville; Midtown Salon & Spa on April 2, 2025 at 12 p.m., 600 West Harrison Street, Reidsville; BrightView Outpatient Addiction Treatment-Grand Opening/Ribbon Cutting on April 10, 2025, 2-4 p.m., 696 South Scales Street, Reidsville; Community Baptist Middle School-Dedication/Ribbon Cutting on April 15, 2025, 9 a.m., 509 Triangle Road, Reidsville. New Members-Mayberry and Callum McGinnis-Realtor. Coffee and Connections for April 2025 will be hosted by La Boca Loca located at 234 Scales Street, on Thursday, April 3rd at 9 a.m. Kiwanis Club of Reidsville will have their annual Pancake Supper Friday, March 15, 4-8 p.m. at the Reidsville High School Cafeteria and is looking for event sponsors to raise money for the children's projects they support annually. Please see Lyle Milligan and give him your email address and they will be in touch with you to share the levels of participation and benefits to sponsorship.

ANNOUNCEMENT OF BOARD AND COMMISSION APPOINTMENTS.

In announcing the board and commission appointments, City Clerk Angela Stadler reported that Wanda Harley, Morgan Jones and Ruth Webb were appointed to the Human Relations Commission while Ms. Jones was also appointed to the Historic Preservation Commission. The Main Street Advisory Board recommendation (Ms. Cindy Scarborough) did not receive a majority vote, the City Clerk noted. *(A COPY OF THE BALLOTS ARE HEREIN INCORPORATED AND MADE A PART OF THESE MINUTES.)*

MOVE TO THE FIRST-FLOOR CONFERENCE ROOM FOR A CLOSED SESSION TO CONSULT WITH THE CITY ATTORNEY ON TWO MATTERS IN ORDER TO PRESERVE THE ATTORNEY-CLIENT PRIVILEGE AND ECONOMIC DEVELOPMENT DISCUSSION PURSUANT TO NCGS 143-318.11(A)(3) & (4).

Councilman Coates made the motion, seconded by Councilman Martin and unanimously approved in a 6-0 vote of Council, to go into closed session. *(AT THE BEGINNING OF THE CLOSED SESSION, COUNCILMAN HAIRSTON ARRIVED FOR THE MEETING.)*

MOTION TO PURCHASE PROPERTY.

Upon return to open session, Councilman Martin, seconded by Councilman Coates and unanimously approved by Council in a 7-0 vote, made the motion to partner with Rockingham County to purchase 11.81 acres of NC Hwy 87/Freeway Drive for \$147,625.

Concerns Expressed About Venue & Parking.

Councilmember Scoble expressed concerns about downtown parking. She said she knew of at least two downtown businesses that had indicated they may have to close down due to the lack of downtown parking on Saturday because of events at a local venue that took up all of the spaces. Councilman Coates noted that this had always been an issue and that people don't want to have to walk around the block to get to a business.

City Manager Moore said Lemons and Brown could talk with the local venue about a possible solution. Council members also mentioned possible two-hour parking or designated store parking, etc.

MOTION TO ADJOURN.

Councilman Coates made the motion, seconded by Mayor Pro Tem Brown and unanimously approved by Council in a 7-0 vote, to adjourn at approximately 8:44 p.m.

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC, City Clerk

**MINUTES OF THE SPECIAL MEETING
OF THE REIDSVILLE CITY COUNCIL
HELD TUESDAY, MARCH 18, 2025 AT 5:30 P.M.
REIDSVILLE CITY HALL, 1st FLOOR CONFERENCE ROOM**

CITY COUNCIL MEMBERS PRESENT:	Mayor Donald L. Gorham Mayor Pro Tem Harry L. Brown Councilman Shannon Coates Councilwoman Barbara J. DeJournette Councilman William Hairston Councilman William Martin Councilmember Terresia Scoble
COUNCIL MEMBERS ABSENT:	NONE
CITY STAFF PRESENT:	Summer Moore, City Manager Angela G. Stadler, City Clerk William F. McLeod Jr., City Attorney Jason Hardin, Planning & Community Development Director Haywood Cloud Jr., Assistant City Manager of Community Services Chris Phillips, Assistant City Manager of Administration/Finance Director Montana Brown, Marketing & Economic Development Director Josh Beck, Public Works Director Josh Farmer, Fire Chief Quintin Robertson, Parks & Recreation Director Shirrell Williams, IT Director

CALLED TO ORDER.

Mayor Gorham called the special meeting to order by reading the Special Meeting Notice, which follows:

**NOTICE OF
A SPECIAL MEETING
Tuesday, March 18, 2025
5:30 P.M.**

I, Donald L. Gorham, Mayor of the City of Reidsville, do hereby call a special meeting of the Reidsville City Council for Tuesday, March 18, 2025, at 5:30 p.m. in the First-Floor Conference Room, Reidsville City Hall, 230 W. Morehead Street, Reidsville, for the purpose of:

- (1) Discussion on Maintenance Code and Vacant Building Policies for the Downtown Area.
- (2) Discussion on Revitalize Reidsville Committee.

This the 12th day of March, 2025.

/s/ _____
Donald L. Gorham
Mayor

Mayor Gorham then turned the meeting over to City Manager Summer Moore, who explained that this meeting was to get Council feedback on issues discussed at the recent Council Retreat.

DISCUSSION ON REVITALIZE REIDSVILLE COMMITTEE.

Manager Moore first discussed the proposed Revitalize Reidsville Committee to work on the overall campaign to improve the downtown area. She noted that our consultant Leniece Lane with Small Town Soul, who was in attendance, had indicated she would be willing to help facilitate this committee. Ms. Lane's advantage, the City Manager noted, was that as an outside consultant, she might be better perceived by the business owners, especially having worked on previous downtown projects.

In addition to Ms. Lane and herself, Manager Moore suggested the following staff/Council for the committee: Mayor Gorham, Councilman Coates, Montana Brown and/or Chase Lemons and Josh Farmer. Again the City Manager stressed that downtown property owners could be more likely to respond to Ms. Lane and help get staff in the door.

It was the consensus of Council to have Ms. Lane set up these meetings. They also were in consensus with the names offered for the committee.

In looking at potential community committee members, Manager Moore suggested looping in a real estate agent. She also asked if Council members wanted a vacant building policy already prepared when meeting with property owners?

Councilman Coates talked about the importance of delivery when speaking with property owners. Discussion ensued about using a “carrot and stick” method but emphasizing how vital these business owners are to the revitalization of the downtown area. Ms. Lane stated as part of the overall campaign that there needs to be an open door policy but still stress that the City will be a little more diligent/proactive in enforcement. She urged the Council to have a timeline advertised to show progress on this project with different benchmarks from 1-3 months, etc. This would allow staff time to get the policy prepared, etc., before registration begins, she said, and so it doesn’t look like the City isn’t doing anything.

Manager Moore also noted that Council will probably hear from downtown business owners that a vacant building policy is not needed because they plan to do something with their buildings. She encouraged them to continue with implementing the policy, and it was noted that if they are going to do something with their buildings, the policy will not apply to them anyway.

Councilman Martin, in reference to adding a realtor to the committee, discussed how the realtor could provide comps for the buildings in the downtown area. He stressed the incentives are in the dollar values and what the property owners can get out of the sale/rental of these buildings.

The City Manager said the committee could start with the top five property owners list created by Ms. Lane. Although she had not brought the list with her tonight, Ms. Lane agreed that this was a good place to start, adding this would be an easier connection for them.

Discussion ensued about the different kinds of property owners, including those who had wanted to do something but didn’t because of past experiences, those who are absentee and hard to reach and those who hold on to buildings for sentimental reasons, etc.

This also led to a brief discussion about buildings with exterior façade issues and/or dilapidated buildings. Ms. Lane said this might be a great opportunity for the Reidsville Downtown Corporation to get involved due to the façade grants, etc. Also, she pointed to the RDC’s recent rejuvenation and how it includes strong community leaders who can assist with this process. Councilman Martin stressed the need to keep this moving forward and get these property owners to either fix their buildings or sell them.

Councilmember Scoble also talked about the sky high costs of insurance right now, which could also play a factor. Councilman Martin stated, as part of this process, the City needs to make sure these buildings which share walls with other buildings have at least the bare minimum of fire insurance, etc.

In wrapping up this topic, City Manager Moore asked Marketing & Economic Development Director Montana Brown to share a list of potential committee members with Ms. Lane, who would prepare a timeline. Councilmember Scoble stressed the need for a “Plan B” after the 90 days. Ms. Lane agreed with all of this, again expressing the need to show forward movement until the policy is done.

DISCUSSION ON VACANT BUILDING POLICY.

Planning & Community Development Director Jason Hardin reviewed some of the PowerPoint slides, which had been shared with Council at their annual budget retreat. The first slide dealt with the Vacant Building Maintenance & Registration Policy that follows:

II. WHAT IS A VACANT BUILDING MAINTENANCE & REGISTRATION POLICY?

- “ Requires owners of vacant properties to register their building and pay an applicable fee.
- “ Allow for inspections usually at the code enforcement official's discretion.
- “ The fee increases per year the building is vacant.
- “ Some include exemptions for structures actively listed with signage present or with an active building permit for renovation to prepare for new occupancy.
- “ Maintenance and upkeep required in line with our current MSD Maintenance Code.
- “ Can include aesthetic regulation including: requiring chipped paint to be repaired and decorative features be kept in good repair.
- “ Include a penalty for failing to register. Likely civil penalties.
- “ Three examples included: Rutherfordton, Kings Mountain, and Cherryville.

As he discussed the proposed vacant building registration policy, Hardin requested Council input on timeframes and the cost of fees. Marketing & Economic Development Director Brown said six months seems reasonable to him and his staff. He stated that staff would be able to determine if property owners were receptive to sale/rental offers.

Hardin also noted that if buildings are in active building permit/plan review for new occupancy, there would need to be a grace period since that process can take several months. Councilman Martin stated that sometimes in these processes, property owners are “slow walking it” to take up more time.

The Planning & Community Development Director referenced the aesthetic regulations which can be included. Councilman Martin questioned “chipped paint” because sometimes a property owner is purposely going for a weathered/rustic look. He suggested the wording of

“deteriorated” façade. Ms. Lane said there are pictures in her previously submitted directory of downtown buildings that could be used to determine the outer condition of some of these structures.

It appeared to be the consensus of Council to include aesthetic regulations in the proposed policy.

Hardin discussed penalties for failing to register vacant buildings. He cited Section 1-8 of the City’s Code of Ordinances, which provides civil penalties of \$500 per day per violation as long as the violation exists. Councilman Martin said at some point, the City would have to stop charging \$500 a day and file a lien against the property. He cited a situation where the County had been able to force the sale of a property after so long a period of time. The Councilman questioned whether there were ways to force such sales instead of using tax dollars to make repairs on buildings, similar to the process to repair facades.

Asked his opinion, City Attorney Bill McLeod said there is no “easy button” for any of this. He said he had never heard of stopping someone’s ownership of a building due to civil penalties. Councilman Martin asked if this could be looked into to see what options we might have. A brief discussion was held about the existing civil penalty fees and whether the \$500 a day should be changed to “up to \$500” a day, but Manager Moore redirected the discussion back to the proposed vacant building registration.

Ms. Lane added that a point of the registration process can be to allow entry into the building for inspections. Councilman Martin said he believed the City would have to get an administrative search warrant for many of these vacant buildings. The consultant replied that she felt even if the City got 1-2 of 10 property owners to agree, she considered that a win.

Hardin said the City could require an inspection when someone registers a vacant building. This policy could help them get “eyes” on the building, Ms. Lane stated. She stressed that if the City can get a few wins, this will help get the process moving. The consultant again said the focus should be on the bigger plan to revitalize the downtown. Councilman Martin noted that when he and Councilman Coates were running for election, several people asked them what they were going to do about the vacant buildings and the shape of those downtown buildings. Marketing & Economic Development Director Brown said they can focus on this being a community-led initiative.

Discussion shifted to the registration fee. One of the first fees mentioned was \$2,500 a year, which Marketing Director Brown said he felt was steep. He recommended a graduated scale with the fee getting larger each subsequent year. Councilman Martin questioned those thinking \$500 a month is too much, adding that property owners will write it off their taxes. He said they need to feel the pain of a large fee.

Councilmember Scoble said she felt \$2,500 is “way, way too much”. She acknowledged that absentee property owners just don’t care.

Ms. Lane reviewed some of the fees in King’s Mountain, which starts at \$250 and is raised to \$500 at six months. Every six months, the fee is raised another \$250, she said. Councilman Martin asked what shape is King’s Mountain already in? Ms. Lane said when the town implemented these fees, it was similar to Reidsville. Again, Councilman Martin said a lot of these buildings are used similarly as Pennrose Mall for a tax write-off. He said we will hear back from them whether the fee is \$100 or \$10,000.

Ms. Lane also reviewed the fees in Cherryville. She stressed noting that this is for the good of the community. She added that the vacant building registration fees could be placed in the façade grant program for the Municipal Service District (MSD).

Councilman Coates said he liked starting off at \$1,000 and increasing. Ms. Lane noted that the City could start at \$500, increasing to \$1,000 and then \$2,000. Hardin said every six months, the building owners would have to register. Councilman Martin said we could start at \$1,000, then increase to \$1,500 at six months, then \$2,000 at one year. It was noted that the property owner would still register annually but pay every six months.

Councilmember Scoble asked, “Does this look friendly to you?” She said she felt \$1,000 was too high. Councilman Martin said we need to take the same approach as with the mall, but he did stress that this committee will be working on this over the next four months and lay out some options for property owners. If we don’t, we will be stuck with what we have right now, he reiterated.

Councilmember Scoble asked if properties of different footages will be charged the same? The answer was yes, noting again, that vacant buildings of any size hurt the local community, Ms. Lane said.

It was stressed that this fee would only apply to vacant buildings. Councilmember Scoble asked about the vacant Café 99 building? This building would be exempted because the owners are actively trying to sell it. During the discussion, exemptions mentioned were those being actively sold and/or rented, listed either with a realtor or with “For Sale/For Rent” signage in the window.

Ms. Lane also stressed that when the committee talks with property owners, they will ask them why their building is vacant. They will discuss the registration fees and process face to face, she noted. The consultant said we will ask them to be part of the efforts to help the downtown but that hurting the community is no longer an option. Councilmember Scoble expressed some concerns, saying she doesn’t think it’s going to work.

Councilman Martin asked if everyone was okay with starting at \$1,000 and going up by \$500 every six months. Councilwoman DeJournette agreed as long as the process is explained in advance.

Planning & Community Development Director Hardin asked if there a cap on the fees? **It appeared to be the consensus of Council that there would be no cap.**

City Manager Moore suggested that the registration date should be January 1, 2026, which gives time to educate the public on vacant building registrations and would provide a cleaner rollout. Ms. Lane agreed, noting this would give them time to work on advertising and perhaps setting up a page on the website about it.

It was the consensus of Council that registration will become effective January 1, 2026 with the initial registration fee of \$1,000, increasing by \$500 every six months.

Councilmember Scoble said she would agree with the delayed registration until January of 2026 because that would allow time for people to get their fees together.

Councilman Hairston asked whether buildings can't be rented in less than a year? Hardin explained that this was talking about listing vacant buildings annually. In addition to signage in the windows, possible staging of vacant storefronts was discussed briefly.

Mayor Gorham said that the key to this is communication, connecting with the property owners, but also having every "i" dotted and every "t" crossed. Councilman Martin added that even if 100 people are mad, there will be 7,000 who will be happy about these changes. The Mayor talked of the bad feelings that resulted from The Block being torn down without communication.

Discussion returned to buildings being exempted if an active building permit has been issued. Hardin explained the process, including the fact that if work stops, the property owner has up to a year to finish the work. The Planning & Community Development Director emphasized that property owners have vested rights to complete the work by State Statute. Councilman Martin said not all renovations require a building permit depending on the work involved.

After much back and forth on this issue, City Attorney McLeod said he would work with Hardin after reviewing the statutes. Manager Moore stressed that this needs to be researched and thought about to ensure the policy is consistent with State law. Ms. Lane suggested wording that does not use the word "permits". As this was explored further, Hardin expressed concerns on how staff would judge such situations. It was noted that further research was needed, and Hardin said he would speak with the UNC School of Government as well.

Staff indicated that Hardin would bring a vacant building policy to Council at its May meeting, but Councilman Martin expressed concern that this would be rushed, especially while the UDO (Unified Development Ordinance) was being worked on as well.

City Manager Moore said she preferred that Hardin bring a draft policy to the Council in May so that they could discuss it. Councilmember Scoble said the goal could be to have the final policy ready by August.

Ms. Lane said they could start communications with the public, adding that they could look at “best practices” from other communities who have implemented vacant building policies, etc. In response to a question from Hardin about registration deadlines, it was pointed out that they could see what cities elsewhere are doing.

In wrapping up this discussion, the City Manager said they would start forming the committee, including getting some members from the Reidsville Downtown Corporation.

DISCUSSION ON COMPLAINT DRIVEN VS. PRO-ACTIVE ENFORCEMENT

City Manager Moore noted this topic from the retreat for continued discussion. As staff starts working on next year’s budget, she asked how Council wants our code enforcement to look? Currently we have a part-time code enforcement officer and use building inspectors some, she explained. She asked if we need to look at adding a full-time code enforcement position or look at both a full-time and a part-time position. The City Manager did express reservations about employing a third-party code enforcement official.

Planning & Community Development Director Jason Hardin then reviewed the following slide:

I. WHAT REGULATIONS DO WE HAVE IN PLACE?

- **Non-Residential Maintenance Code – Adopted in 1994**
 - Applies to all non-residential buildings in the city.
 - Requires non-residential buildings be kept in habitable condition.
 - Appeals of code enforcement orders or staff authorization to repair/demo approved/denied by City Council.
 - Allows periodic inspections and due process for code enforcement orders to repair or demolish when in non-compliance depending on findings of the code official.
- **Municipal Service District (MSD) Maintenance Code – Adopted in 2020**
 - Applies only to non-residential buildings within the City’s Municipal Service District (MSD).
 - Allows periodic inspections of occupied buildings, but requires inspections of vacant structures twice per year.
 - Follows same appeals and due process to issue code enforcement orders as the Non-Residential Maintenance Code.
 - Compliance requirements are almost identical between both maintenance codes. Both codes focus on keeping buildings habitable and not on aesthetic maintenance.

As he reviewed the non-residential maintenance code, Hardin said that if Council preferred a more pro-active approach, he felt a full-time position would be needed since currently our inspectors are slammed.

Councilman Hairston, noting he was not sure what was done now, said in the past citizens would call in complaints. These complaints would come from neighborhoods, Community Watch meetings and phone calls, he stated. He cautioned that, in being pro-active, we would need to have some guidelines because it may be seen as favoritism, etc. Ms. Lane interjected to say that complaint driven can also be seen as being biased as well. Councilmember Scoble said at one time, the City had 14 Community Watch groups, and we don't have that now.

Councilman Coates indicated he was fine with complaints from citizens, but if staff goes by and sees a problem, they should report it. He talked of the property below Farmer's Table as an example. Assistant City Manager of Community Services Haywood Cloud agreed, stating that he does report issues and felt it was probably being done by other staff members as well.

The pros and cons of employing a third-party code enforcement official were discussed. The personal touch of a City employee was compared to that of an outside official, but it was also pointed out that a third-party person might be less biased. Ms. Lane noted that she was aware of at least 10 North Carolina communities who used third-party code enforcement. Cloud stated that sometimes citizens get upset that some things can't be enforced. He gave as an example that just because something is "ugly" doesn't mean it is a violation. Mayor Gorham agreed, noting that the City can't control what people might put on their front porches. During this discussion, Hardin noted that the City had expanded its definition of "nuisances" to include some things stored in carports, for example.

Councilman Coates suggested staff look at the costs so that Council could compare full-time vs. part-time, City employed vs. third party.

Ms. Lane said the more separation the City can put between itself and code enforcement, the better. Councilman Martin noted that the County uses sworn deputies for code enforcement. He cited several statutes he pulled up on his cell phone regarding the ability of cities to use sworn officers for code enforcement and establish misdemeanor charges. Hardin did note that some of these provisions had changed due to Senate Bill 300 and 160D.

Councilmember Scoble discussed their interaction with a third-party code inspector vendor, which came through the NC League of Municipalities. Councilman Hairston expressed reservations of the level of customer service a third-party vendor might provide not being as high as that of a City employee. Manager Moore stated that she was not happy with the aggressive nature of the vendor.

Several times throughout the discussion, Councilman Martin stressed his concerns with the code enforcement official not being a sworn officer and being put in possible harm's way.

City Manager Moore said they would consider all of this as part of the budget process. She said currently this is a unique part-time position that is paid by the Police Department but reports to the Planning & Community Development Department. She said she would work with Chief Gibson and Hardin to clean that up. As the costs are reviewed, etc., she said Council can then decide what it wants this code enforcement to look like.

The City Manager also encouraged Council members who see possible violations to report them to Hardin, Cloud or herself. She gave as a recent example some panhandlers in the right of way in front of the Salvation Army, which had to be addressed. It was noted that many complaints are made via phone or Council members.

Hardin then reviewed the part of the slide dealing with the Municipal Service District exclusively. Councilmember Scoble pointed out that such service is needed in areas surrounding the MSD as well.

As the discussion continued, Councilman Martin talked of using fire inspections as a way to find out if there are other violations in these buildings. Fire Chief Josh Farmer stated that his department also has trouble getting inside buildings to do inspections. He said if they send notice to the property owners, both by posting and certified mail, and get no response within the 10-day period, the building is considered “inspected” even though fire officials have not gone on the premises. This was done to take away his department’s and the City’s liability when they can’t get into structures, Chief Farmer explained.

City Manager Moore expressed concerns about weaponizing these fire inspections to gain access to buildings for other code-related violations. Hardin reviewed the administrative warrant process to get into buildings for inspections. He stressed that the City must have probable cause to get a search warrant. The Planning & Community Development Director discussed some of the exterior things they can look at, among them, windows, the roof, etc. He said we need to make sure we have probable cause in case it goes to litigation.

Councilman Martin again reiterated concerns of putting our code enforcement officials in possible harm’s way without the benefit of a bullet proof vest or gun. He said he doesn’t think we should do that anymore.

Recap of Actions to be Taken.

City Manager Moore recapped what had been discussed tonight:

- Marketing & Economic Development Director Brown will meet with consultant Leniece Lane to start working on the Revitalize Reidsville Committee/project, including creating a timeline.
- Hardin/staff will work on a vacant building policy to be presented to Council in May for discussion and then adoption in August with the rollout of fees effective January 1, 2026.

- Staff will be proactive in reporting violations, but Council members were encouraged to call staff about complaints as well.
- As part of the budget process, staff will look at possible options, including: contracting with a third-party for code enforcement; using a sworn police officer or code enforcement official or a full-time non-sworn; full-time versus part-time; one or two positions; etc.

Ms. Lane added that she would work on a statement/summary of what Revitalize Reidsville is, introducing it to the local community and establishing a web page, etc.

Before the meeting adjourned, Councilmember Scoble said she had received complaints about Mr. Scarborough's behavior at the last Council meeting and how Council would address it. Several people said they felt he was extremely rude.

MOTION TO ADJOURN.

Councilman Martin offered the prepared motion to adjourn this special called meeting, which was seconded by Councilmember Scoble and unanimously approved by Council in a 7-0 vote, at approximately 7:38 p.m.

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC, City Clerk



The City of
Reidsville

North Carolina

Department of Planning & Community Development

230 W. Morehead Street, Reidsville, NC 27320 Ph. (336)-349-1065

Planning@reidsvillenc.gov

TO: The Honorable Mayor Gorham, Members of the
Reidsville City Council, and Summer Moore, City Manager
FROM: Jason Hardin, AICP, Director of Planning & Community Development
DATE: April 8, 2025
RE: Budget Amendment – Wireless Telecommunication Facilities Review

As you are aware, the City utilizes CityScape as a subcontractor to review plans for new wireless telecommunication facilities, co-locations on existing wireless telecommunication facilities and modification to such facilities. To pay for these services, the City requires a retainer fee to be paid by the wireless telecommunications provider at the time an application is submitted.

Recently, we received an application for modifications. The retainer fees were collected and deposited into a revenue account. Thus, to pay CityScape for their services, a budget amendment is needed to transfer the funds into an expense account.

The enclosed Budget Amendment in the amount of \$1,000 accomplishes this task.

Enclosures

BUDGET ORDINANCE AMENDMENT NO. 12

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 11, 2024 which established revenues and authorized expenditures for fiscal year 2024-2025; and

WHEREAS, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to recognize wireless fees received and to appropriate related funds for wireless services;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 11, 2024 is hereby amended as follows;

Section 1. That revenue account number 10-3346-0000, Wireless Fees, be increased by \$1,000.00.

Section 2. That expense account number 10-4910-4300, Wireless Reviews, be increased by \$1,000.00.

This the 8th day of April, 2025.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk



THE CITY OF
Reidsville
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

MEMORANDUM

TO: Summer Moore, City Manager
FROM: Angela G. Stadler, CMC, City Clerk
SUBJ: Voting Delegate for CityVision Conference
DATE: April 8, 2025

Each year the City must designate one of its Council members to be the voting delegate at the NC League of Municipalities' CityVision Conference. In recent years the delegate has voted electronically prior to the conference with any decisions announced at the Business Meeting there. Mayor Gorham has asked Councilwoman DeJournette to be the voting delegate this year.

By placing this item on the Consent Agenda, we are requesting Council approval of Councilwoman DeJournette as the designated Voting Delegate.

/ags

"Live Simply. Think Big."



The City of

Reidsville

North Carolina

Department of Planning & Community Development

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MEMORANDUM

TO: The Honorable Mayor Gorham, Members of the Reidsville City Council, and Summer Moore, City Manager
FROM: Jason Hardin, AICP, Planning & Community Development Director
DATE: March 11, 2025
RE: Text Amendment T2025-01

Staff is petitioning to amend several sections in the Zoning Ordinance pertaining to what are currently referred to as Townhomes and update terminology/standards to Single-Unit, Attached Dwellings. This Text Amendment consists of seven (7) distinct parts. Part One (1) amends Article V, Section 3: Special Uses of the Zoning Ordinance to remove the Special Use Permit (SUP) requirement for Townhomes in the Residential Agricultural-20 (RA-20), Residential-20 (R-20), and Residential Single Family-12 (RS-12) zoning districts. Part Two (2) amends Article II, Section 1: Definitions of the Zoning Ordinance to remove Townhomes and rename as Single Unit, Attached Dwelling. The definition for Single Unit, Attached Dwellings will read as follows: Structures containing a total of two (2) or more units intended for owner occupancy, where ownership of the land beneath each unit runs with that unit, where units and the individually owned lands on which they rest do not meet conventional lot requirements for street frontage and yard sizes, and where walls between units are constructed in accordance with North Carolina State Building Code requirements. All such projects shall conform to the density requirements of the district in which the development is located unless otherwise specified in this Ordinance. Part Three (3) removes all mention of Townhome(s) and Townhouse(s) from the Zoning Ordinance and replaces these terms with Single Unit, Attached Dwelling. Part Four (4) amends Article V, Section 2: Table of Permitted Uses of the Zoning Ordinance to replace Dwellings, Townhomes with Dwellings, Single Unit Attached. Single Unit, Attached Dwellings are to be allowed by right in all residential zoning districts and the Office and Institutional (O&I) zoning district. Part Five (5) amends Article V, Section 2: Notes to the Table of Permitted Uses Note 25 to include the addition of unit density requirements for Single Unit, Attached Dwellings in the RA-20, R-20, and O&I zoning districts. Part Six (6) amends Article V, Section 4: Table of Area, Yard, and Height Requirements to list the dimensional requirements for Single Unite, Attached Dwellings and remove all mentions of townhome(s).

The proposed text amendment updates the ordinance's terminology for townhomes to (single unit) single-family, attached dwelling as the former is no longer used in land use terminology. Repealing the SUP requirement for single-family, attached dwellings in the lower density districts and moving to by right approval with development standard as we currently do in our medium and high-density residential districts removes a barrier to housing development.

The Planning Staff recommend adoption of the proposed text amendment.

PLANNING BOARD RECOMMENDATION

The Planning Board unanimously recommended the text amendment be approved.

Enclosure



**CITY OF REIDSVILLE
DEPARTMENT OF PLANNING
& COMMUNITY DEVELOPMENT**

DRAFT MOTIONS TO APPROVE / DENY

Below are suggested motions to either recommend the proposed text amendment be approved or denied depending on the position City Council wishes to take on the case.

APPROVE

“I make a motion to recommend the proposed text amendment [INSERT DOCKET NUMBER] be **APPROVED.**”

DENY

“I make a motion to recommend the proposed text amendment [INSERT DOCKET NUMBER] be **DENIED.**”



The City of

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North Carolina

Department of Planning & Community Development

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planning@reidsvillenc.gov

APPLICATION FOR ZONING TEXT CHANGE

Date Submitted: 2/17/2025 Application No.: T2025-01 (Office Use)

(1) **Applicant Information**

Name: City of Reidsville Planning Staff

Address: 230 W Morehead Street, Reidsville, NC 27320

Daytime Telephone No.: 336-349-1030

(2) **Applicable Section of the Zoning Ordinance:**

Article II, Section 1; Article V, Section 2; Article V, Section 3; Article V, Section 4

(3) **Existing Wording in Text:**

See Staff Report

(4) **Requested Wording in Text:**

See Staff Report

(5) **Reason for Requested Change:**

See Staff Report

I hereby request the Reidsville Planning Board consider this application for a change to the Zoning Text and make a recommendation to City Council.

Jason Hardin

Signature of Applicant



The City of Reidsville

North Carolina

Department of Planning & Community Development

230 W. Morehead Street, Reidsville, NC 27320 Ph. (336)-349-1065

Planning@reidsvillenc.gov

ZONING ORDINANCE TEXT AMENDMENT REPORT

DOCKET NO.: T2025-01

REPORT

PRESENTER: Jason Hardin, AICP, Director of Planning & Community Development

REPORT

CONTRIBUTOR(S): Jason Hardin, AICP, Director of Planning & Community Development
Drew Bigelow, CZO, City Planner

PETITIONER: City of Reidsville Planning Staff

ARTICLE/SECTION TO BE AMENDED: Article II, Section 1: Definitions, Article V, Section 2: Table of Permitted Uses and Notes to the Table of Permitted Uses, Section 3: Special Uses, and Section 4: Table of Area, Yard, Height Requirements.

REQUEST: Remove Special Use Permit (SUP) requirement for Townhomes in RA-20, R-20, and RS-12. Rename the permitted use "Dwelling, Townhomes" in the Table of Permitted Uses to "Dwelling, Single Unit Attached." allowed as a by right use in all residential zoning districts and the Office and Institutional (O&I) district. Amend Note 25 from Townhouse Development to Single Unit, Attached Dwellings. Amend Table of Area, Yard, and Height Requirements to include dimensional standards for Single Unit, Attached Dwellings and remove all language that refers to "Townhome(s)" or "Townhouse(s)" found throughout the Zoning Ordinance.

ANALYSIS & RECCOMENDATION:

Staff is petitioning to amend several sections in the Zoning Ordinance pertaining to what are currently referred to as Townhomes and update terminology/standards to Single-Unit, Attached Dwellings. This Text Amendment consists of seven (7) distinct parts. Part One (1) amends Article V, Section 3: Special Uses of the Zoning Ordinance to remove the Special Use Permit (SUP) requirement for Townhomes in the Residential Agricultural-20 (RA-20), Residential-20 (R-20), and Residential Single Family-12 (RS-12) zoning districts. Part Two (2) amends Article II, Section 1: Definitions of the Zoning Ordinance to remove Townhomes and rename as Single Unit, Attached Dwelling. The definition for Single Unit, Attached Dwellings will read as follows: Structures containing a total of two (2) or more units intended for owner occupancy, where ownership of the land beneath each unit runs with that unit, where units and the individually owned lands on which they rest do not meet conventional lot requirements for street frontage and yard sizes, and where walls between units are constructed in accordance with North Carolina State Building Code requirements. All such projects shall conform to the density requirements of the district in which the development is

located unless otherwise specified in this Ordinance. Part Three (3) removes all mention of Townhome(s) and Townhouse(s) from the Zoning Ordinance and replaces these terms with Single Unit, Attached Dwelling. Part Four (4) amends Article V, Section 2: Table of Permitted Uses of the Zoning Ordinance to replace Dwellings, Townhomes with Dwellings, Single Unit Attached. Single Unit, Attached Dwellings are to be allowed by right in all residential zoning districts and the Office and Institutional (O&I) zoning district. Part Five (5) amends Article V, Section 2: Notes to the Table of Permitted Uses Note 25 to include the addition of unit density requirements for Single Unit, Attached Dwellings in the RA-20, R-20, and O&I zoning districts. Part Six (6) amends Article V, Section 4: Table of Area, Yard, and Height Requirements to list the dimensional requirements for Single Unit, Attached Dwellings and remove all mentions of townhome(s).

Currently the Reidsville Zoning Ordinance allows Townhomes as a by right use in the Residential-12 (R-12), Residential-6 (R-6) and Traditional Neighborhood zoning districts. Townhomes are currently only allowed in the Residential Agricultural-20 (RA-20), Residential-20 (R-20) and Residential Single Family-12 (RS-12) districts with discretionary approval of a Special Use Permit which must be approved by the Reidsville City Council. Special Use Permits allow discretionary approval of certain land uses deemed compatible in the zoning district if they meet specific standards listed in the SUP requirements. Admittedly, SUP requirements can be seen as an obstacle and introduce some uncertainty to the entitlements process for developers.

The proposed text amendment updates the ordinance's terminology for townhomes to (single unit) single-family, attached dwelling as the former is no longer used in land use terminology. Repealing the SUP requirement for single-family, attached dwellings in the lower density districts and moving to by right approval with development standard as we currently do in our medium and high-density residential districts removes a barrier to housing development. We currently allow single-family, detached dwellings in O&I and adding single-family, attached dwellings is not incompatible with the district. We propose a gentle increase in allowed density to 6 units per acre from the currently allowed 3.2 units per acre in RA-20 and R-20 along with RS-12 following the current R-12 standard of 10.5 units per acre. Minimum lot size in RA-20 and R-20 are proposed at 30,000 square feet for the first 2 units and 3,007.1 for each additional unit to align with the maximum allowable density of 6 units/acre. For RS-12 and O&I, we propose to use the current standards found in the ordinance for the R-12 medium density residential district. For context, no other jurisdiction in the triad region allows single-family, attached dwellings in their low-density residential districts, even by SUP. This change to the City's Zoning Ordinance places Reidsville at the forefront for encouraging housing affordability in the Triad.

This Text Amendment request is consistent with the Reidsville Land Development Plan under Goal #3 Expanded Housing. There is a considerable need for new housing in Reidsville. This amendment aligns with Goal #3 by removing regulatory barriers for affordable housing in development regulation, and assistance in addressing the need for a more varied housing stock. By allowing Single Unit, Attached Dwellings as a by right use in all residential zoning districts, we are able to ensure an expanded housing stock that is accessible to people of all income levels and that is attractive to both developers and residents.

The Planning Staff recommend adoption of the proposed text amendment.

PLANNING BOARD RECOMMENDATION

The Planning Board unanimously recommended the text amendment be approved.

Enclosure

AMENDING THE CITY OF REIDSVILLE ZONING ORDINANCE

**AN ORDINANCE AMENDING ARTICLE V, SECTION 2 AND SECTION 4
OF THE CITY OF REIDSVILLE ZONING ORDINANCE**

BE IT ORDAINED by the City Council of the City of Reidsville, North Carolina, that the Zoning Ordinance of the City of Reidsville be amended as follows:

Part I. Repeal the Special Use Permit requirement and standards for Townhomes in Article V, Section 3: Special Uses of the Zoning Ordinance.

Part II. Amend Article II, Section 1: Definitions of the Zoning Ordinance to remove Townhomes and introduce Single Unit Attached Dwelling. The definition for Single Unit Attached Dwelling will read as follows:

Single Unit Attached Dwelling: Structures containing a total of two (2) or more units intended for owner occupancy, where ownership of the land beneath each unit runs with that unit, where units and the individually owned lands on which they rest do not meet conventional lot requirements for street frontage and yard sizes, and where walls between units are constructed in accordance with North Carolina State Building Code requirements. All such projects shall conform to the density requirements of the district in which the development is located unless otherwise specified in this Ordinance.

Part III. All references to Townhome(s) or Townhouse(s) listed throughout the Zoning Ordinance shall be changed to Single Unit, Attached Dwelling.

Part IV. Amend Article V, Section 2: Table of Permitted Uses of the Zoning Ordinance to read as follows:

[illegible]

Part V. Amend Article V, Section 2: Notes to the Table of Permitted Uses of the Zoning Ordinance to read as follows:

NOTE 25 SINGLE UNIT ATTACHED DWELLINGS

Density:

Maximum of 6 units per acre in RA-20 and R-20; 10.5 units per acre in R-12, RS-12 and O&I.; and 18 units per acre in R-6.

Homeowners' Association:

The Developer shall submit Articles of Incorporation and Bylaws for the Homeowner's Association prior to approval of the Final Subdivision Plat. The Articles of Incorporation shall provide that all owners of property within the development have automatic membership rights and assessment obligations for the maintenance of these areas. The automatic membership rights and assessment obligations of all owners of property within the development shall be covered by covenants running with the land and other contractual provisions as to ensure the property maintenance of all commonly owned areas and shall include provisions for liens against the individual properties and legally enforceable personal obligations on the part of the individual property owners within the development.

Final Development Plan:

The Owner or Developer shall submit a final development plan before each phase of the development is to be constructed. If in one phase, approval for improvements in other parts of the development is desired, the detailed plans for Phase I shall be accompanied by final drawings of streets and utilities. Thereafter, staff may deny a Zoning Compliance Permit for one phase if detailed information necessary for construction of streets and utilities to adequately support the phase has not been provided. The scale of all maps and drawings shall be not less than one (1) inch to one hundred (100) feet. Final development plans shall be submitted to the Director of Planning & Community Development, or their designee, for staff approval.

The Development Plan shall show:

- A) Dimensions of the property and adjacent lots and streets.
- B) Location, use and ownership of all buildings with dimensions and ground area thereof.
- C) Public and private streets, parking areas with spaces and channelization.
- D) Proposed landscaping with property buffers between other uses.
- E) Storm drainage and sanitary sewer, approved by the Public Works Director or their designee.
- F) Proposed water system and firefighting facilities such as hydrants or sprinkler connections.
- G) Profiles of all publicly maintained water and sewer lines.

- H) Profiles, cross sections and slopes of on sites; off-site ditches carrying water runoff.
- I) Erosion and sedimentation control measures.
- J) Location and amount of recreation area.
- K) Location of all commonly owned land (area not reserved for residential development) designated as a common area to be held in separate ownership for the use and benefit of the residents of the development.

Placement of Buildings:

- 1) Distance between buildings shall follow the minimum standards of the North Carolina State Building Code.
- 2) Side Yard for End Units: Fifteen (15) feet.
- 3) Maximum of Eight (8) Dwelling Units per Building.
- 4) Minimum Lot Width of Fourteen (14) feet.

Garbage Pick-Up:

There shall be provision for individual garbage pickup for each unit.

Parking and Driveways:

Off-street parking shall be provided at a ratio of two (2) spaces per unit. All parking lots and traffic areas shall be paved and shall conform to City of Reidsville specifications for road surfaces or to N.C. Department of Transportation standards for surfacing if the development is outside the city limits.

Registration:

Upon completion of the streets and other improvements and before the sale of any dwelling unit, planning staff shall approve a final plat and accept any public streets contained within the development. The plan and the required covenants shall be recorded with the Rockingham County Register of Deeds along with a statement of ownership and dedication of streets (private streets shall be clearly marked, "PRIVATE STREET") and a grant of right-of-entry to common areas by rescue officers, fire fighting personnel, police officers and service personnel while performing their duties.

Part VI. Amend Article V, Section 4: Table of Area, Yard, and Height Requirements of the Zoning Ordinance to read as follows:

DISTRICT	AREA IN SQUARE FEET	FRONT YARD WIDTH IN FEET	FRONT YARD DEPTH IN FEET	REAR YARD DEPTH IN FEET	SIDE YARD WIDTH IN FEET	IN FEET	ACCESSORY BUILDINGS
RA-20							20% of Required rear yard, 15' from rear of principal bldg; 5' from any lot line (o) (p)
Single Unit Detached (i) (l)	20,000	100	30	25	15 (a) (j) (k)	35 (b)	
Single Unit Attached	30,000 for first two units 3,007.1 for each additional unit (f) (g)	110	25	20	15 (a) (j) (k)	35 (b)	-
Double Unit	30,000	110	40	25	15 (a) (j) (k)	35 (b)	-
Manufactured Homes	20,000	100	40	25	15 (a) (j) (k)	35 (b)	-
Nonresidential Unit	30,000	200	40	25	20 (a) (j) (k)	35 (b)	(o) (p) (q)
R-20							20% of Required rear yard, 15' from rear of principal bldg; 5' from any lot line (o) (p)
Single Unit Detached (i) (l)	20,000	100	40	25	15 (a) (j) (k)	35 (b)	
Single Unit Attached	30,000 for first two units 3,007.1 for each additional unit (f) (g)	110	25	20	15 (a) (j) (k)	35 (b)	-
Double Unit	30,000	110	40	25	15 (a) (j) (k)	35 (b)	-
Nonresidential Unit	30,000	200	40	25	20 (a) (j) (k)	35 (b)	(o) (p) (q)
DISTRICT	AREA IN SQUARE FEET	FRONT YARD WIDTH IN FEET	FRONT YARD DEPTH IN FEET	REAR YARD DEPTH IN FEET	SIDE YARD WIDTH IN FEET	IN FEET	ACCESSORY BUILDINGS
RS-12							20% of Required rear yard, 15' from rear of principal bldg; 5' from any lot line (o) (p)
Single Unit Detached (i) (l)	12,000	80	35	20	10 (a) (j) (k)	35 (b)	
Single Unit Attached (notes)	18,000 for first two units 3,007.1 for each additional unit (f) (g)	100	20	20	15 (a) (j) (k)	35 (b)	-
Double Unit	18,000	100	35	20	10 (a) (j) (k)	35 (b)	-
Nonresidential Unit	30,000	150	35	20	20 (a) (j) (k)	35 (b)	(o) (p) (q)
R-12							20% of Required rear yard, 15' from rear of principal bldg; 5' from any lot line (o) (p)
Single Unit Detached (i) (l)	12,000	80	25	20	10 (a) (j) (k)	35 (b)	
Single Unit Attached (notes)	18,000 for first two units 3,007.1 for each additional unit (f) (g)	100	20	20	15 (a) (j) (k)	35 (b)	-
Double Unit	18,000	90	35	20	10 (a) (j) (k)	35 (b)	-
Multi-Unit (condominiums & apartments)	18,000 for first two units 3,007.1 for each additional unit (f) (g)	100	25	20	15 (a) (c) (j) (k)	35 (b)	-
Nonresidential Unit	30,000	150	35	20	20 (a) (j) (k)	35 (b)	(o) (p) (q)

DISTRICT	AREA IN SQUARE FEET	FRONT YARD WIDTH IN FEET	FRONT YARD DEPTH IN FEET	REAR YARD DEPTH IN FEET	SIDE YARD WIDTH IN FEET	IN FEET	ACCESSORY BUILDINGS
RS-12							20% of Required rear yard, 15' from rear of principal bldg; 5' from any lot line (o) (p)
Single Unit Detached (l) (l)	12,000	80	35	20	10 (a) (j) (k)	35 (b)	
Single Unit Attached (notes)	18,000 for first two units 3,007.1 for each additional unit (f) (g)	100	20	20	15 (a) (j) (k)	35 (b)	-
Double Unit	18,000	100	35	20	10 (a) (j) (k)	35 (b)	-
Nonresidential Unit	30,000	150	35	20	20 (a) (j) (k)	35 (b)	- (o) (p) (q)
R-12							20% of Required rear yard, 15' from rear of principal bldg; 5' from any lot line (o) (p)
Single Unit Detached (l) (l)	12,000	80	25	20	10 (a) (j) (k)	35 (b)	
Single Unit Attached (notes)	18,000 for first two units 3,007.1 for each additional unit (f) (g)	100	20	20	15 (a) (j) (k)	35 (b)	-
Double Unit	18,000	90	35	20	10 (a) (j) (k)	35 (b)	-
Multi-Unit (condominiums & apartments)	18,000 for first two units 3,007.1 for each additional unit (f) (g)	100	25	20	15 (a) (c) (j) (k)	35 (b)	-
Nonresidential Unit	30,000	150	35	20	20 (a) (j) (k)	35 (b)	- (o) (p) (q)

Part VII. This Ordinance shall become effective upon its adoption by the City Council of the City of Reidsville, North Carolina.

ADOPTED this the _____ day of _____, 2025 by the City Council of the City of Reidsville, North Carolina.

DONALD L. GORHAM, MAYOR, REIDSVILLE, N.C.

Angela G. Stadler, City Clerk



THE CITY OF
Reidsville
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

NOTICE OF PUBLIC HEARING

Notice is hereby given that a meeting and public hearing will be conducted by the Reidsville City Council on Tuesday, April 8, 2025, at 6:00 P.M., in Council Chambers, City Hall, 230 West Morehead Street, Reidsville, North Carolina, to consider a Text Amendment to amend Article V, Section 2: Table of Permitted Uses and Notes to the Table of Permitted Uses, Article V, Section 3: Special Uses, and Article V, Section 4: Table of Area, Yard, Height Requirements, to introduce a new permitted use "Single-Unit Attached Dwelling." (Docket No. T 2025-01)

A copy of the proposed text amendment further describing this request is available for public inspection in the Department of Planning & Community Development, City Hall, weekdays, from 8:30 a.m. to 4:00 p.m. Should you have any specific questions about this request, please feel free to contact the Planning & Community Development Department at 336-349-1065. Interested parties will be given the opportunity to address City Council during this public hearing.

This the 26th day of March, 2025.

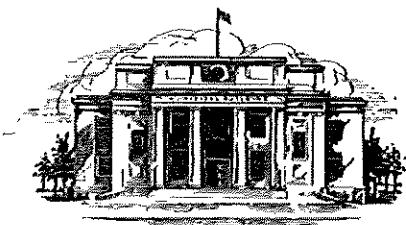
Angela G. Stadler, CMC/NCCMC
City Clerk

The City of Reidsville shares the goals of the Americans With Disabilities Act, which protects qualified individuals from discrimination on the basis of disabilities and provides for equality of opportunity in the services, programs, activities and employment of the City. Any individual with a disability who needs an interpreter or other auxiliary aids or services for this meeting may contact the City of Reidsville at 336-349-1030 (Voice). The toll-free number for Relay North Carolina is 1-800-735-2962 (TT).

Rockingham Now Publish Dates: Wednesday, March 26, 2025
Wednesday, April 2, 2025

Rockingham Now Classified Dept.: Bill CC (City Council)

"Live Simply. Think Big."



City of Reidsville Municipal Building Constructed 1926
Renovated For Police Department 1995 - 1996

Reidsville Police Department

"Making A Difference"

220 West Morehead Street
Reidsville, North Carolina 27320

OFFICE OF THE
CHIEF OF POLICE
CHIEF RAY GIBSON

MEMORANDUM

To: City Manager Summer Moore

From: Chief of Police Ray Gibson

Date: March 25, 2025

Subject: Senate Bill 300

In the fall of 2021, North Carolina Senate Bill 300 was enacted into law. Effective December 1, 2021 a violation of municipal ordinances may be charged as misdemeanors only if the City specifies such in each ordinance with the maximum fine listed. You may recall that we had previously brought several ordinances to Council for approval. We continued to review City ordinances with criminal penalties that do not contain the proper penalty language pursuant to NCGS 160A-175 (NC Senate Bill 300). Sec. 11-41 and Sec. 17-75 have been identified and need updating. During research for Sec. 17-75, it was discovered that sections (a) and (b) were outdated and needed to be repealed. The ordinances have been rewritten to include the proper penalty language pursuant to NCGS 160A-175 and for repealing Sec. 17-75, (a) & (b). I request the following be presented to City Council for their consideration:

- Sec. 11-41: Permit required.
- Sec. 17-75: Parking in "central business district" – Limited.

The first reading was held at the March 11, 2025, City Council meeting. This will be considered the second reading for these two ordinances and is being presented for the City Council's adoption.

Please reach out to me with any questions you may have.

Suggested Motion: To approve Amendments to Section 11-41 and Section 17-75 of the City's Code of Ordinances.

RRG/rrg

**AN ORDINANCE AMENDING CHAPTER 11 OFFENSES AND MISCELLANEOUS
PROVISIONS**

ARTICLE III. PARADES AND SPECIAL EVENTS

SECTION 11-41 PERMIT REQUIRED.

WHEREAS, Reidsville City Code Section 11-41. – Permit required, does not include the proper penalty language pursuant to NCGS 160A-175;

THEREFORE, BE IT ORDAINED BY THE REIDSVILLE CITY COUNCIL:

That Section 11-41 of the Reidsville Code of Ordinances be rewritten to amend Section 11-41 to include the proper penalty language pursuant to NCGS 160A-175:

Sec. 11-41. – Permit required.

- (a) No person shall engage in, participate in, aid, form, or start, any parade or special event unless a permit shall have been obtained from the city manager, and provided, further, that no person may conduct or otherwise participate in any parade or special event between 10:00 p.m. and 6:00 a.m.
- (b) This section shall not apply to:
 - (1) Funeral processions supervised by a licensed mortuary.
 - (2) Any governmental agency acting within the scope of its function.
 - (3) Picketing on the sidewalks.
 - (4) Temporary closing of streets by a department of the city for activities related to maintenance, repair, construction, alteration or other official duties of such department.
- (c) A violation of this Ordinance shall be a Class 3 Misdemeanor punishable by a fine not to exceed \$500.00 pursuant to NCGS 14-4.

First Reading on March 11, 2025

Second Reading & Adoption on April 8, 2025

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk

**AN ORDINANCE AMENDING CHAPTER 17 TRAFFIC
ARTICLE I. IN GENERAL
SECTION 17-75 PARKING IN “CENTRAL BUSINESS DISTRICT”-LIMITED**

WHEREAS, Reidsville City Code Section 17-75. – Parking in “central business district”- Limited, does not include the proper penalty language pursuant to NCGS 160A-175;

THEREFORE, BE IT ORDAINED BY THE REIDSVILLE CITY COUNCIL:

That Section 17-75 of the Reidsville Code of Ordinances be rewritten to amend Section 17-75 by deleting (a) and (b) and including the proper penalty language pursuant to NCGS 160A-175:

Sec. 17-75. – Parking in “central business district” - Limited.

- ~~(a) The “rolling” or changing of the position of a vehicle from one (1) point to another point within the downtown business district and without leaving the district, shall be deemed one (1) continuous parking period.~~
- ~~(b) Parking of any vehicle other than municipally owned and emergency vehicles in the portion of municipal parking lot no. 2 located between the water tank and Morehead Street between the hours of 7:00 a.m. and 8:45 a.m., Monday through Friday, is prohibited.~~
- (c) Parking of any vehicle on Scales Street between Morehead Street and Settle Street between the hours of 12:00 midnight and 4:00 a.m. is prohibited.

A violation of this Ordinance shall be an infraction punishable by a fine of \$50.00 pursuant to NCGS 14-4.

First Reading on March 11, 2025

Second Reading & Adoption on April 8, 2025

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk

**AN ORDINANCE AMENDING CHAPTER 17 TRAFFIC
ARTICLE I. IN GENERAL
SECTION 17-75 PARKING IN "CENTRAL BUSINESS DISTRICT"-LIMITED**

WHEREAS, Reidsville City Code Section 17-75. – Parking in "central business district"- Limited, includes provisions (a) and (b) that no longer apply in the City of Reidsville and this section does not include the proper penalty language pursuant to NCGS 160A-175;

THEREFORE, BE IT ORDAINED BY THE REIDSVILLE CITY COUNCIL:

That Section 17-75 of the Reidsville Code of Ordinances be rewritten to amend Section 17-75 by deleting the previous (a) and (b) and including the proper penalty language pursuant to NCGS 160A-175:

Sec. 17-75. – Parking in "central business district" - Limited.

(a) Parking of any vehicle on Scales Street between Morehead Street and Settle Street between the hours of 12:00 midnight and 4:00 a.m. is prohibited.

A violation of this Ordinance shall be an infraction punishable by a fine of \$50.00 pursuant to NCGS 14-4.

First Reading on March 11, 2025

Second Reading & Adoption on April 8, 2025

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk

City of Reidsville

1100 Vance Street, Reidsville, North Carolina 27320

PHONE: (336) 349-1077

EMAIL: Jbeck@reidsvillenc.gov



Public Works Department

MEMORANDUM

TO: Summer Moore, City Manager
FROM: Josh Beck, Public Works Director
RE: Solid Waste Ordinance Amendments
DATE: April 8, 2025

Over the past year, the Solid Waste Division has implemented numerous revisions originally approved in October 2023. During this period, we have evaluated those changes and feel that some additional modifications are necessary to address several issues observed.

Specifically, these ordinance changes look to achieve the following:

- Allow small apartments and commercial properties that don't exceed the waste limits within the ordinance the option to purchase trash carts from the City of Reidsville.
- Revise the bulk pickup policy to provide better enforcement of recurring violations after initial notice is given and the 14-day waiting period ends.

In addition, the Solid Waste Division now has both primary garbage collections trucks outfitted with cameras. This will allow the department to begin enforcing the callback policy established in October 2023, which was set at \$40 per occurrence. This fee will only apply annually after the first incident.

If Council agrees, please approve a motion to modify the Reidsville City Ordinance Chapter 10, Municipal Utilities and Services, Sections 10-122, Section 10-123, and Section 10-127 as outlined in the attached ordinance amendments.

AMENDING THE CITY OF REIDSVILLE CODE OF ORDINANCES
AN ORDINANCE AMENDING
Chapter 10, Municipal Utilities and Services
Sec.10-122. Receptacles and Containers Required
Sec. 10-123. Same-To Meet Standards
Sec. 10-127. Large Trash pickup

BE IT ORDAINED by the City Council of the City of Reidsville, North Carolina, that the City of Reidsville Code of Ordinances be amended as follows:

Part I.

Chapter 10, Section 10-122

(b) All multifamily dwellings containing more than eight (8) units shall furnish waste containers which shall adequately contain the garbage, trash and other debris which is accumulated between garbage pickups. These containers must be easily serviced by the city solid waste management division and meet the approval of the superintendent of the solid waste management division. *(b) is hereby repealed and rewritten in its entirety as follows:*

Section 10-122

(b) All multifamily dwellings containing more than eight (8) units shall furnish or purchase waste containers from the City of Reidsville. Self-furnished waste containers shall adequately contain the garbage, trash and other debris which is accumulated between garbage pickups. These containers must be easily serviced by the city solid waste management division and meet the approval of the superintendent of the solid waste management division.

Section 10-122 part (a) and (c) shall remain the same.

Chapter 10, Section 10-123

(a)(2) Mobile containers shall have a capacity of ninety-six (96) gallons. Such containers must be designed and constructed in such a manner that they can be emptied by the hydraulic lifting devices mounted on city solid waste management division vehicles. All containers shall be subject to the approval of the superintendent of the solid waste management division. *(2) is hereby repealed and rewritten in its entirety as follows:*

Section 10-123

(a)(2) Mobile containers shall have a capacity of ninety-six (96) gallons. Such containers must be designed and constructed in such a manner that they can be emptied by the hydraulic lifting devices mounted on city solid waste management division vehicles or purchase waste containers from the City of Reidsville. All self-furnished containers shall be subject to the approval of the superintendent of the solid waste management division.

Section 10-123 parts (a)(1), (b) and (c) shall remain the same.

Chapter 10, Section 10-127

- (a) All bulky trash is subject to the approval of the superintendent of the solid waste management division before it is picked up. Bulky trash is classified as furniture, couches, chairs, beds, dressers, tables, desk, mattresses, door, toilets, etc, or other items that will not fit in the rollout trash cart. All loose or bagged items must be placed in the rollout trash cart. This is for residential use only, no commercial property will be supplied bulk trash pickup. *(a) is hereby repealed and rewritten in its entirety as follows:*

Section 10-127

- (a) All bulk trash is subject to the approval of the superintendent of the solid waste management division before it is picked up. Bulk trash is classified as furniture, couches, chairs, beds, dressers, tables, desk, mattresses, doors, toilets, etc. or other items that will not fit in the rollout trash cart. All loose or bagged items must be placed in the rollout trash cart. This is for residential use only, commercial properties will not be supplied bulk trash pickup. Any commercial property that has bulk trash will be given a 14-day one-time notice to remove the bulk items. Subsequent bulk trash will be collected and disposed of by the City of Reidsville and fined a \$40.00 administrative fee and \$15.00 per cubic yard for disposal.

Section 10-127 part (b) shall remain the same.

PART II. This ordinance(s) shall become effective upon its adoption by the City Council of the City of Reidsville, North Carolina.

Adopted this the 8th day of April 2025, by the City Council of the City of Reidsville, North Carolina

Donald L. Gorham, Mayor

ATTEST:

Angela G. Stadler, CMC, City Clerk



The City of
Reidsville

North Carolina

230 W. Morehead Street, Reidsville, NC 27320 Ph. (336)-349-1065- Fax (336) 347-2355

*Haywood Cloud Jr., Assistant City Manager of Community Services
Departments of Planning & Community Development/Parks & Recreation*

MEMORANDUM

To: Summer Moore, City Manager
From: Haywood Cloud, Jr., Assistant City Manager for Community Services
Date: 3/25/2025
Re: Splash Pad Proposed Fee Schedule

Per the discussion during our annual City Council retreat in February, staff was asked to explore options for charging an entry fee for the City's splash pad this year.

Now entering its second year, the splashpad's operation was well-received by the community, providing families with a much-needed place to relax and cool off during the summer months. However, during the retreat, the discussion veered toward the rising maintenance and operational costs associated with the facility, and what steps could be taken to help recover at least a portion of these rising costs while still maintaining the accessibility and enjoyment of the splash pad for residents.

In the end, Council members landed on directing staff to research and provide them with options for charging a small entry fee. In discussions before reaching that consensus, they acknowledged that it was a difficult decision and they understood the importance of keeping the splash pad affordable for families, but they also expressed how important it was for them to be fiscally responsible.

Below are three proposed entry fee options for the City Council to consider:

Option A: \$1 per person (N/A)

Option B: \$2 per person (Same as at Freedom Park Splash Pad, Eden)

Option C: \$3 person (Same as in Raleigh, NC)

It was also noted that the Council plans to review other City fees as part of the upcoming fiscal year's budgetary process, so staff will continue those conversations up to and during those budget meetings.

Please let me know if you any questions.

Haywood

Suggested Motion

Council makes the motion to approve an entry fee of \$_____ for the splash pad.



THE CITY OF Reidsville NORTH CAROLINA

MEMORANDUM – REFUSE TRUCK PURCHASE

To: Summer Moore, City Manager
From: Chris Phillips, Asst. City Manager/Finance Director
Date: March 31, 2025

The presentation of the 2024-2025 budget included a plan to consider finance purchasing a new one-arm bandit refuse truck. The time is now to order the truck. Attached is the current quote for the truck, \$421,918, from Carolina Environmental. This price was derived from State contract pricing.

There is currently an eighteen-month delivery time for the truck, so it will not be delivered until the Fall 2026, in the 2026-2027 fiscal year. The financing for the truck will be secured closer to the time of delivery, when the payment is due. Existing debt in the Solid Waste Division will be liquidated before any payments are due on this truck, providing a budget source for a portion of the payments.

At this time, the City Council is being asked to authorize staff to place the order for the refuse truck. The attached Budget Ordinance Amendment (BOA) number 13 will recognize financing for the truck and the related expenditure. The BOA will be recorded in this fiscal year and will be brought forward each year until the truck is delivered. The actual financing agreement will be solicited and brought to the City Council for approval at the time of the truck's delivery.

Thank you for your consideration.

Recommended motion: I make a motion to approve Budget Ordinance Amendment 13, allowing staff to order a refuse truck to be purchased through debt financing obtained at the time of delivery.

BUDGET ORDINANCE AMENDMENT NO. 13

WHEREAS, the Mayor and City Council of the City of Reidsville adopted a budget ordinance on June 11, 2024 which established revenues and authorized expenditures for fiscal year 2024-2025; and

WHEREAS, since the time of the adoption of said ordinance, it has become necessary to make certain changes in the City's budget to appropriate funds for the purchase of a refuse truck to be financed at the time of delivery;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Reidsville that the budget ordinance as adopted on June 11, 2024 is hereby amended as follows;

Section 1. That revenue account number 10-3413-4000, Debt Proceeds, be increased by \$422,000.00.

Section 2. That expense account number 10-4710-5500, Solid Waste Capital Equipment, be increased by \$422,000.00.

This the 8th day of April, 2025.

Donald L. Gorham
Mayor

ATTEST:

Angela G. Stadler, CMC/NCCMC
City Clerk

Carolina Environmental Systems, Inc.
 306 Pineview Drive, Kernersville, NC 27284
 2701 White Horse Road, Greenville, SC 29611
 500 Lee Industrial Blvd, Austell, Ga 30168
 Phone: 800-239-7796
 336-904-0952

QUOTE

March 27, 2025
 City of Reidsville
 230 West Morehead St
 Reidsville, NC 27320
 Attention: Mr. Edward Shelton

Dear Edward,

CES appreciates the opportunity to quote you the following:

One (1) Heil DuraPack Python 26 cubic yard high compaction full eject automated side loading refuse body complete with all standard specifications and with the following optional items:

- Belt grabbers with spring loaded inner arm
- Hopper and lift work light
- Steel mud guards ahead of rear tires
- 3rd eye 3 camera system—rear, hopper & left side of vehicle
- Multi-function rear strobe light system
- Rear strobe light mounted on the lower tailgate
- Body side back assist lights
- Sump door side chutes
- Remote RH lift controls
- 1/4" body floor

All as per the above and mounted on one (1) 2026 Peterbilt model 520 Right-hand steer cab/chassis complete as per the enclosed specifications and including a five (5) year 200,000 mile engine, engine aftertreatment system, and five (5) year unlimited mile transmission warranty

Heil/Sourcewell Contract 110223-THC Sales Price: \$421,918.00

FOB: Your Yard

Delivery: Approximate delivery for Q2 2025, subject to prior sale

Please Note: All above pricing is subject to any future surcharge and/or tariff fees from body or chassis manufacturer.

We sincerely appreciate the opportunity to submit the above quotation. If we may answer any questions or be of service to you in any way, please do not hesitate to contact us at: 1-800-239-7796.

Sincerely, **Ben Taylor**, Carolina Environmental Systems



THE CITY OF
Reidsville
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

Office of the City Manager

Date: April 1, 2025

To: Mayor Donald Gorham
City Council

Cc: Management Team and Department Supervisors

From: Summer Moore, City Manager

Subject: Cities Work Agreement

Council Member Martin and I met this company at the National League of Cities Conference in Tampa, Florida, in November, 2024. Their services are at no charge as they are a non-profit organization.

Cities Work would work with Reidsville to address and reform the regulatory barriers small businesses may be facing and make reforms to strengthen and increase the accessibility of the entrepreneurial sphere in the City. The attached Scoping Document allows for Cities Work to review the City's pending Unified Development Ordinance (UDO) language and accompanying analysis. The review will include identification of potential increases in regulatory burdens on small or new businesses, as well as opportunities for improved licensing and permitting streamlining based on best practices from other cities across the country and Reidsville's economic growth goals. Following review of the UDO, Cities Work will proceed with in-depth regulatory research about the licensing and permitting process in Reidsville, gathering entrepreneur and community member insights, customizing reform packages, monitoring results, and sharing our findings with the public in a transparent and accessible manner.

Suggested Motion for Approval: Approve Scoping Document between the City of Reidsville and Cities Work.

Suggested Motion for Denial: Deny Scoping Document between the City of Reidsville and Cities Work.

"Live Simply. Think Big."

Cities Work Scoping Document
Date: February 21, 2025

This Scoping Document, dated February 21, 2025, memorializes Institute for Justice's ("IJ") and the City of Reidsville, NC ("Reidsville" or "City") mutual interests and goals on the Reidsville x Cities Work project (the "Reidsville x Cities Work Project").

The Institute for Justice (IJ) and the City of Reidsville are sharing this Scoping Document to document their mutual intent and shared goals to establish through the Reidsville x Cities Work Project a relationship of collaboration that benefits Reidsville and increases economic opportunity for all Reidsville community members and fosters new entrepreneurship. This Scoping Document, however, does not constitute a legally binding or enforceable agreement or commitment on either the Institute for Justice or the City of Reidsville.

IJ's Contribution to the Reidsville x Cities Work Project

IJ desires to work with Reidsville to address and reform the regulatory barriers small businesses are facing and make reforms to strengthen and increase the accessibility of the entrepreneurial sphere in the city. IJ anticipates providing a review of pending Unified Development Ordinance (UDO) language and accompanying analysis. Said review will include identification of potential increases in regulatory burdens on small or new businesses, as well as opportunities for improved licensing and permitting streamlining based on best practices from other cities across the country and Reidsville's economic growth goals. Following review of the UDO, IJ may proceed with in-depth regulatory research about the licensing and permitting process in Reidsville, gathering entrepreneur and community member insights, customizing reform packages, monitoring results, and sharing our findings with the public in a transparent and accessible manner if both IJ and the City maintain a desire to collaborate.

Reidsville Contribution to the Reidsville x Cities Work Project

Reidsville desires to work with IJ and understands that the success of the Reidsville x Cities Work Project depends on its commitment to:

- Clear and responsive communication between the Cities Work team and the City;
- Providing Cities Work access to the UDO and publicly available information used in its drafting;
- Understanding and acknowledging our research findings and presenting them to the public in an honest and respectful manner;
- Being committed to the goal of our collaboration by encouraging identified reforms and working to see through the implementation and success of these reforms;
- Monitoring the impacts of implemented reforms to track progress and inform further action.

Without limiting the foregoing, nothing in this Scoping Document legally binds either party, and neither party may bring a claim against the other related to its participation in the Reidsville x Cities Work Project. This Scoping Document may be terminated by either party by written notice to the other. IJ and Reidsville look forward to working with each other on the Reidsville x Cities Work Project.

 Signature of City Representative

 Signature of IJ Representative

 Printed Name

 Printed Name



THE CITY OF
Reidsville
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

Office of the City Manager

MEMORANDUM

TO: Mayor Gorham and Members of Reidsville City Council
FROM: Summer Moore, City Manager
SUBJ: Suggested Council Rules of Procedure
DATE: April 8, 2025

Behind this Memo you will find a draft Rules of Procedure for the City Council. As discussed at your Budget Retreat in February, this provides the Council with a model set of rules by which to conduct its meetings, much of which is based on State Statutes. I have highlighted some of the procedures that are unique to the City of Reidsville. Those include:

- **Rule 1. Regular Meetings:** In this section, I suggest that if for some reason the Reidsville City Council cannot meet on the second Tuesday of the month due to a holiday, etc., the default meeting date would be the previous business day.
- **Rule 5. Public Address to the Council:** Item (F) has been added to this section since the retreat. Traditionally it has been recommended that during the Public Comments section of the agenda, it is best that Council members listen to any comments, complaints, etc., with minimal discussion.
- **Rule 6. Order of Business:** Located on page 4, please note the order of items on the agenda, including the new adoption of the agenda. This order also moves the Public Comment session higher on the agenda to follow any necessary Public Hearings.
- **Rule 8. Office of the Mayor Pro Tem:** Article I., Section 2-4 of the City Charter states that the Mayor Pro Tem will be selected from among the two At-Large Members of Council, just as the Mayor is voted in by all of the City's voters. It has been a long-established policy that the highest vote-getter among the At-Large positions is named Mayor Pro Tem if willing.
- **Rule 9. Action by the Council:** Please note that any motions need to be "full and clear". The Clerk is required to include in the minutes the motions as stated so there needs to be no question about what the intent of the motion is. Additional language says a sample motion should be included in the agenda packets for items seeking Council action.
- **Rule 14. Voting by Written Ballot:** Currently board and commission appointments are done by written ballot, but it was the consensus of Council at the retreat that with the implementation of this policy, all appointments shall be done by motion, second and vote. This will allow discussion by Council members if needed. The agenda will include the applicants' names and whether they are new or re-appointments. Applications and any supplementary documentation will be included in the agenda packet for each applicant. If Council wants to implement this new rule, Section 2-10 (c) of the Codes of Ordinances that deals with written ballots for such appointments will need to be amended and brought to Council at its May meeting.

"Live Simply. Think Big."

- **Rule 17. Procedural Motions:** A variety of different motions are outlined in this section, including Motion 14 To Reconsider, which is pulled directly from the City's Code of Ordinances.
- **Rule 25. Quorum:** I have added a section on Remote Participation based on the advice of the City Attorney. This will require some changes to the City's Remote Participation Policy as well, which will be brought to Council at its May meeting.

Please let me know if you have any questions.

Reidsville City Council Rules of Procedure

Rule 1. Regular Meetings

The City Council for the City of Reidsville shall hold a regular meeting on the second Tuesday of each month, except that if a regular meeting day is a legal holiday, the meeting shall be held on the previous business day. The meeting shall be held at Reidsville City Hall at 230 West Morehead Street and shall begin at 6:00 p.m. unless otherwise announced. A copy of the Council's current meeting schedule shall be filed with the City Clerk. *If the regular monthly meeting should fall on a holiday, the meeting date will be the preceding Monday.*

Rule 2. Special, Emergency and Recessed Meetings

- (A) **Special Meetings.** The Mayor, the Mayor Pro Tem, or any two Members of the Council may at any time call a special Council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. At least forty-eight (48) hours before a special meeting called in this manner, written notice of the meeting stating its time and place and the subjects to be considered shall be (1) sent by electronic mail to an email address on file with the City Clerk; (2) posted on the door of the Council's usual meeting room or on the outside door of City Hall closest to the Council Chambers and (3) emailed or delivered to the media and to any persons who have filed a written request for notice with the City Clerk and paid the fee stipulated by Statutes. Only those items of business specified in the notice may be transacted at a special meeting called in this manner.

A special meeting may also be called or scheduled by vote of the Council in open session during another duly called meeting. The motion or resolution calling or scheduling the special meeting shall specify its time, place and purpose.

At least forty-eight (48) hours before a special meeting called in this manner, notice of the time, place and purpose of the meeting shall be (1) posted on the door of the Council's usual meeting room or on the outside door of City Hall closest to the Council Chambers; and (2) emailed or delivered to local media. Such notice shall also be emailed at least forty-eight (48) hours before the meeting to each Council Member not present at the meeting at which the special meeting was called or scheduled and to the Mayor if he or she was not

present at the meeting. Only those items of business specified in the notice may be discussed or transacted at a special meeting called in this manner.

(B) Emergency Meetings. Emergency meetings of the City Council may be called only because of generally unexpected circumstances that require immediate consideration by the Council. Only business connected with the emergency may be considered at an emergency meeting. One of the following two procedures must be followed to call an emergency meeting of the Council:

- (1) The Mayor, the Mayor Pro Tem, or any two Members of the Council may at any time call an emergency Council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. The notice shall be sent by electronic mail to an email address on file with the City Clerk at least six hours before the meeting.
- (2) An emergency meeting may be held at any time when the Mayor and all Members of the Council are present and consent thereto, or when those not present have signed a written waiver of notice, but only in either case if the Council complies with the notice provisions of the next paragraph.

Notice of an emergency meeting under (1) or (2) above shall be given to local media. This notice shall be given either by email, telephone, or by the same method used to notify the Mayor and Council Members and shall be given at the expense of the party notified. If the emergency meeting is held during a declared state of emergency pursuant to N.C.G.S. §166A-19.20, the Council may conduct the meeting remotely subject to the requirements of N.C.G.S. §166A-19.24

- (C) Recessed Meetings.** A properly called regular, special or emergency meeting may be recessed to a time and place certain by a procedural motion made and adopted as provided in Rule 17, Motion 2, in open session during the regular, special or emergency meeting.
- (D)** The motion shall state the time and place when the meeting will reconvene. No further notice need be given of a recessed session of a properly called regular, special or emergency meeting.

Rule 3. Organizational Meeting

On the date and at the time of the first regular meeting in December following a general election in which Council Members are elected, or at an earlier date, if any, set by the incumbent Council, the newly elected Members shall take and subscribe the oath of office as the first order of new business. As the second order of new business, the Council shall elect a Mayor Pro Tem from among those elected for At-Large Seats. This organizational meeting shall not be held before the municipal

election results are officially determined, certified and published in accordance with Subchapter IX of Chapter 163 of the North Carolina General Statutes.

Rule 4. Agenda

(A) **Proposed Agenda.** The City Manager and City Clerk shall prepare a proposed agenda for each meeting. A request to have an item of business placed on the agenda must be received no later than the close of business on the day prior to the first Tuesday of the month. Any Council Member may, by a timely request, have an item placed on the proposed agenda. An agenda package shall be prepared that includes, for each item of business placed on the proposed agenda, as much background information on the subject as is available and feasible to reproduce. Each Council Member shall receive a copy of the proposed agenda (and the agenda package), either hard copy or electronically the Tuesday prior to the regular Council meeting, or as soon after as possible dependent on holidays, weather-related delays and/or other extenuating circumstances, and the agenda and agenda package shall be available for public inspection and distribution or copying after they are distributed to Council Members.

(B) **Open Meetings Requirements.** The Council shall not deliberate, vote or otherwise take action on any matter by reference to a letter, number or other designation, or other secret device or method, with the intention of making it impossible for persons attending a meeting of the Council to understand what is being deliberated, voted or acted on. The Council may, however, deliberate, vote or otherwise take action by reference to an agenda, if copies of the agenda – sufficiently worded to enable the public to understand what is being deliberated, voted or acted on – are available for public inspection at the meeting.

Rule 5. Public Address to the Council

The Council shall provide at least one public comment period at its regular monthly meeting, as required by N.C.G.S. 160A-81.1 and any subsequent amendments thereto. Speakers shall be bound by the following rules (which may be suspended by majority vote of the Council upon motion of any Member):

- (A) Those who wish to address the Council may sign up in advance on the sign in sheet provided by the City.
- (B) Each speaker shall have a maximum of three (3) minutes to speak.
- (C) Groups who all wish to speak on the same subject may designate spokespersons to speak for them.

- (D) The Council may require spokespersons in the event of opposing groups whose numbers exceed the capacity of the City Hall.
- (E) Speakers shall maintain order and decorum in making comments. A person who willfully interrupts, disturbs or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting, is guilty of a Class 2 misdemeanor and shall be removed by a City police officer.
- (F) During the Public Comments section of the agenda, it is best practice for Council members to not actively debate with speakers but for the speakers to leave their contact information with the City Manager and/or City Clerk for follow-up as needed.

Rule 6. Order of Business

Items shall be placed on the agenda according to the order of business. The order of business for each regular meeting shall be as follows:

1. Call to order
2. Invocation
3. Pledge of Allegiance
4. Adoption of Agenda as presented
5. Proclamations & Recognitions
6. Consent Agenda, including Approval of Minutes
7. Public hearings (if necessary)
8. Public Comment session
9. Unfinished Business From Previous Meeting
10. New Business
11. Board & Commission Appointments
12. City Manager's Report
13. Council Member Report & Chamber Report
14. Announcement of Board & Commission Appointments
15. Miscellaneous
16. Closed Session if needed
17. Adjournment

By general consent of the Council, items may be considered out of order. By request of any Council Member, any item may be removed from the Consent Agenda for individual discussion. The Consent Agenda are items considered routine or non-controversial.

Rule 7. Office of the Mayor

The Mayor shall preside at all meetings of the Council and has equal voting power as any other Council member.

The Mayor or other presiding officer shall have the following powers:

- (a) To rule motions in or out of order, including any motion patently offered for obstructive purposes;
- (b) To determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks and to entertain and rule on objections from other Members on this ground;
- (c) To entertain and answer questions of parliamentary law or procedure;
- (d) To call a brief recess at any time;
- (e) To adjourn in an emergency.

A decision by the presiding officer under (a), (b) or (c) may be appealed to the Council upon motion of any Member, pursuant to Rule 17(b), Motion 1. Such a motion is in order immediately after a decision under (a), (b) or (c) is announced and at no other time. The Member making the motion need not be recognized by the presiding officer, and the motion, if timely, may not be ruled out of order.

Rule 8. Office of the Mayor Pro Tem

At the organizational meeting, the Council shall elect a Mayor Pro Tem. Article I., Section 2-4 of the City Charter states that the Mayor Pro Tem will be selected from among the two At-Large Members of Council. It has been a long-established policy that the highest vote-getter among the At-Large positions is named Mayor Pro Tem if willing. A Council Member who serves as Mayor Pro Tem shall be entitled to vote on all matters and shall be considered a Council Member for all purposes, including the determination of whether a quorum is present. In the Mayor's absence, the Mayor Pro Tem can act using any of the Mayor's powers and duties. If the Mayor should become physically or mentally unable to perform the duties of his or her office, the Council may by unanimous vote declare that the Mayor is incapacitated and confer any of the Mayor's powers and duties on the Mayor Pro Tem. When a Mayor declares that he or she is no longer incapacitated, and a majority of the Council concurs, the Mayor shall resume the exercise of his or her powers and duties. If both the Mayor and the Mayor Pro Tem are absent from a meeting, the Council may elect from among its Members a temporary chairperson to preside at the meeting.

Rule 9. Action by the Council

The Council shall proceed by motion and any Member may make a full and clear motion. *A sample motion should be included in the agenda packets for each item seeking Council action.*

Rule 10. Second Required

A motion shall require a second.

Rule 11. One Motion at a Time

A Member may make only one motion at a time.

Rule 12. Substantive Motions

A substantive motion is out of order while another substantive motion is pending.

Rule 13. Adoption by Majority Vote

A motion shall be adopted by a majority of the votes cast, a quorum as defined in Rule 25 being present, unless otherwise required by these rules or the laws of North Carolina. A majority is more than half.

Rule 14. Voting by Written Ballot

Voting by written ballot for board and commission appointments will be eliminated and all such votes by Council shall be done by motion, second and a vote. This will also allow Council members to hold discussion prior to the vote. The agenda will include the applicants' names and whether they are new or re-appointments. Applications and any supplementary documentation will be included in the agenda packet for each applicant.

~~The Council may choose by majority vote to use written ballots in voting on a motion, but Council members must be attending in person. Such ballots shall be signed, and the minutes of the Council shall show the vote of each Member voting. In the case of a tie, a vote can be taken at the next regular meeting of Council where a quorum is present to break the tie. The ballots shall be available for public inspection in the office of the City Clerk immediately following the meeting at which the vote took place and shall be recorded in the Council Minutes.~~

Rule 15. Debate

The Mayor shall preside over debate according to the following general principles:

- (a) The maker of a motion is entitled to speak first;
- (b) A Member who has not spoken on the issue shall be recognized before someone who has already spoken;
- (c) To the extent possible, the debate shall alternate between proponents and opponents of the measure.

Rule 16. Ratification of Actions

To the extent permitted by law, the Council may ratify actions taken on its behalf but without its prior approval. The motion to ratify is a substantive motion.

Rule 17. Procedural Motions

- (a) **Certain Motions Allowed.** In addition to substantive proposals, only the following procedural motions, and no others, are in order. Unless otherwise noted, each motion is debatable, may be amended, and requires a majority of the votes cast, a quorum being present, for adoption. Procedural motions are in order while a substantive motion is pending and at other times, except as otherwise noted.
- (b) **Order of Priority of Motions.** In order of priority (if applicable), the procedural motions are:

Motion 1. To Appeal a Procedural Ruling of the Presiding Officer. A decision of the presiding officer ruling a motion in or out of order, determining whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks, or entertaining and answering a question of parliamentary law or procedure may be appealed to the Council, as specified in Rule 7. This appeal is in order immediately after such a decision is announced and at no other time. The Member making the motion need not be recognized by the presiding officer and the motion, if timely made, may not be ruled out of order.

Motion 2. To Adjourn. This motion may be made only at the conclusion of Council consideration of a pending substantive matter; it may not interrupt deliberation of a pending matter. A motion to recess to a time and place certain shall also comply with the requirements of Rule 2(c).

Motion 3. To Take A Brief Recess.

Motion 4. Call to Follow the Agenda. The motion must be made at the first reasonable opportunity, or the right to make it is waived for the out-of-order item in question.

Motion 5. To Suspend the Rules. The Council may not suspend provisions of the rules that State requirements imposed by law on the Council. For adoption, the motion requires a vote equal to two-thirds of the actual Membership of the Council, excluding vacant seats.

Motion 6. To Go into Closed Session. The Council may go into closed session only for one or more of the permissible purposes listed in G.S. 143-318.11(a). The motion to go into closed session shall cite one or more of these purposes and shall be adopted at an open meeting.

A motion based on G.S 143-318.11(a)(1) shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on G.S. 143-318(a)(3) shall identify the parties in each existing lawsuit concerning which the Council expects to receive advice during the closed session, if, in fact, such advice is to be received.

Motion 7. To Leave Closed Session.

Motion 8. To Divide a Complex Motion and Consider It by Paragraph. The motion is in order whenever a Member wishes to consider and vote on subparts of a complex motion separately.

Motion 9. To Defer Consideration. The Council may defer a substantive motion for later consideration.

Motion 10. To Postpone to a Certain Time or Day. If consideration of a motion has been postponed, a new motion with the same effect cannot be introduced while the postponed motion remains pending. A Member who wishes to revisit the matter must either wait until the specified time, or move to suspend the rules [Rule 17(b) Motion 5].

Motion 11. To Refer a Motion to a Committee. The Council may vote to refer a substantive motion to a committee for its study and recommendations.

Motion 12. To Amend.

- (a) An amendment to a motion must be pertinent to the subject matter of the motion. An amendment is improper if adoption of the motion with that amendment added would have the same effect as rejection of the original motion. A proposal to substitute completely different wording for a motion or an amendment shall be treated as a motion to amend.
- (b) A motion may be amended, and that amendment may be amended, but no further amendments may be made until the last-offered amendment is disposed of by a vote.

Motion 13. To Revive Consideration. The Council may vote to revive consideration of any substantive motion earlier deferred by adoption of Motion 9 of Rule 17(b).

Motion 14. To Reconsider. Per Section 2-34 of the City's Code of Ordinances, no question which has been settled by the Council shall be reopened except upon the affirmative vote of six (6) members who voted with the majority on the same question. This rule shall apply for a period of six (6) months following the meeting at which the question was settled or until at or after the seating of a new Council after the next Council election, whichever occurs first. After the expiration of such six-month period, no such settled question shall be reopened during the term of the same Council except upon the affirmative vote of a majority of the Council upon a motion to reconsider.

Motion 15. To Rescind or Repeal. The Council may vote to rescind actions it has previously taken or to repeal items that it has previously adopted. The motion is not in order if rescission or repeal of the action is forbidden by law.

Rule 18. Withdrawal of Motion

A motion may be withdrawn by the introducer at any time before it is amended or before the presiding officer puts the motion to a vote, whichever occurs first.

Rule 19. Duty to Vote

Every Member must vote unless excused by the remaining Members according to law. A Member who wishes to be excused from voting shall so inform the presiding officer, who shall take a vote of the remaining Members. No Member shall be excused from voting except upon matters involving the consideration of his or her own financial interest or official conduct. In all other cases, a failure to vote by a Member who is physically present in the boardroom, or who has withdrawn

without being excused by a majority vote of the remaining Members present, shall be recorded as an affirmative vote.

Rule 20. Introduction of Ordinances

A proposed ordinance shall be deemed to be introduced on the date the subject matter is first voted on by the Council.

Rule 21. Adoption of Ordinances and Approval of Contracts

(a) **Generally.** An affirmative vote equal to a majority of all the Members of the Council not excused from voting on the question shall be required to adopt an ordinance, to take any action that has the effect of an ordinance, or to make, ratify or authorize any contract on behalf of the City. In addition, no ordinance or action that has the effect of an ordinance may be finally adopted on the date on which it is introduced except by an affirmative vote equal to or greater than two-thirds of all the actual Membership of the Council, excluding vacant seats. No ordinance shall be adopted unless it has been reduced to writing before a vote on adoption is taken.

Rule 22. Adoption of the Budget Ordinance

Notwithstanding the provisions of any City charter, general law or local act:

- (1) Any action with respect to the adoption or amendment of the budget ordinance may be taken at any regular or special meeting of the Council by a simple majority of those present and voting, a quorum being present;
- (2) No action taken with respect to the adoption or amendment of the budget ordinance need be published or is subject to any other procedural requirement governing the adoption of ordinances or resolutions by the Council; and
- (3) The adoption and amendment of the budget ordinance and the levy of taxes in the budget ordinance are not subject to the provisions of any City charter or local act concerning initiative or referendum.

During the period beginning with the submission of the budget to the Council and ending with the adoption of the budget ordinance, the Council may hold any special meetings that may be necessary to complete its work on the budget ordinance. Except for the notice requirements of the open meetings law, which continue to apply, no provision of the law concerning the call of special meetings applies during that period so long as (a) each Member of the Council has actual

notice of each special meeting called for the purpose of considering the budget; and (b) no business other than consideration of the budget is taken up.

This rule does not allow, and may not be construed to allow, the holding of closed meetings or executive sessions by the Council if it is otherwise prohibited by law from holding such a meeting or session.

Rule 23. Special Rules of Procedure

(NOTE: The Council may adopt its own special rules of procedure, as needed, to be specified here.)

Rule 24. Closed Sessions

The Council may hold closed sessions as provided by law. The Council shall only commence a closed session after a motion to go into closed session has been made and adopted during an open meeting. The motion shall state the purpose of the closed session. The motion to go into closed session must be approved by the vote of a majority of those present and voting. The Council shall terminate the closed session by a majority vote.

Only those actions authorized by statute may be taken in closed session. A motion to adjourn or recess shall not be in order during a closed session.

Rule 25. Quorum

A majority of the actual Membership of the Council, excluding vacant seats, shall constitute a quorum. A majority is more than half. A Member who has withdrawn from a meeting without being excused by majority vote of the remaining Members present shall be counted as present for purposes of determining whether or not a quorum is present.

(A) Remote Participation. For quorum to be reached, a majority of Council Members must be physically present at the meeting place. Remote participation does not count towards the quorum; therefore, Council Members are allowed to attend remotely for informational purposes but are not allowed to vote.

Rule 26. Public Hearings

Public hearings required by law or held to solicit the public's input on specific issues may be scheduled by Council or staff members, as appropriate. Rules may be established for such public hearings that may include, but are not limited to: (a) fixing the maximum time allotted to each speaker; (b) providing for the designation

of spokespersons for groups of persons supporting or opposing the same positions; (c) providing for the selection of spokespersons from groups of persons supporting or opposing the same positions when the number of persons wishing to attend the hearing exceeds the capacity of the Council Chambers or specified meeting place (so long as arrangements are made, in the case of hearings subject to the open meetings law, for those excluded from the Chambers/meeting place to listen to the hearing); and (d) providing for the maintenance of order and decorum in the conduct of the hearing.

All notice and other requirements of the open meetings law applicable to Council meetings shall also apply to public hearings at which a majority of the Council is present; such a hearing is considered to be part of a regular or special meeting of the Council. These requirements also apply to hearings conducted by appointed committees of the Council, if a majority of the committee is present. A public hearing for which any notices required by the open meetings law or other provisions of law have been given may be continued to a time and place certain without further advertisement. The requirements of Rule 2(c) shall be followed in continuing a hearing at which the majority of the Council is present.

The Council may vote to delegate to City staff members, as appropriate, the authority to schedule, call and give notice of public hearings required by law or the Council. The Council shall provide adequate guidelines to assist staff members in fulfilling this responsibility, and it shall not delegate the responsibility in cases where the Council itself is required by law to call, schedule or give notice of the hearing.

At the time appointed for the hearing, the Mayor or his or her designee shall call the hearing to order and then preside over it. When the allotted time expires or when no one wishes to speak who has not done so, the presiding officer shall declare the hearing ended.

Rule 27. Quorum at Public Hearings

A quorum of the Council shall be required at all public hearings required by State law. If a quorum is not present at such a hearing, the hearing shall be continued until the next regular Council meeting without further advertisement.

Rule 28. Minutes

Full and accurate minutes of the Council proceedings, including closed sessions, shall be kept. The Council shall also keep a general account of any closed session so that a person not in attendance would have a reasonable understanding

of what transpired. These minutes and general accounts shall be open to inspection of the public, except as otherwise provided in this rule.

The wording of each motion and the results of each vote shall be recorded in the minutes, and on the request of any Member of the Council, the “ayes” and “nos” upon any question shall be taken. Members’ and other persons’ comments may be included in the minutes if the Council approves.

Minutes and general accounts of closed sessions shall be sealed until unsealed by action of the Council. Such sealed minutes and general accounts may be withheld from public inspection so long as public inspection would frustrate the purpose of the closed session. The Council may delegate authority to unseal and make public closed session minutes to the City Manager, City Attorney or other appropriate staff member.

Rule 29. Appointments

The Council may consider and make appointments to other bodies only in open session. The Council may not consider or fill a vacancy among its own Membership except in open session.

Rule 30. Committees and Councils

(a) Establishment and Appointment. The Mayor may establish and appoint Council Members for such temporary and standing City committees and boards as are needed to help carry on the work of City government. Any specific provisions of law relating to particular committees and boards shall be followed.

(b) Open Meetings Law. The requirements of the open meetings law shall apply to all elected or appointed authorities, boards, commissions, councils or other bodies of the City that are composed of two or more Members and that exercise or are authorized to exercise legislative, policy-making, quasi-judicial, administrative or advisory functions. However, the law’s requirement shall not apply to a meeting solely among the City’s professional staff.

Rule 31. Amendment of the Rules

These rules may be amended at any regular meeting or at a properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting, so long as the amendment is consistent with the City charter, general law and generally accepted principles of parliamentary procedure.

Adoption of an amendment shall require an affirmative vote equal to or greater than two-thirds of all the actual Membership of the Council, excluding vacant seats.

To be effective July 1, 2025.

Adopted this _____ day of _____, 2025.

Attest:

Donald L. Gorham
Mayor

Angela G. Stadler, CMC/NCCMC
City Clerk



THE CITY OF
Reidsville
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

MEMORANDUM

TO: Summer Moore, City Manager
FROM: Angela G. Stadler, CMC, City Clerk
SUBJ: Board/Commission Appointments for April 8, 2025
DATE: March 31, 2025

The following application has been received for appointment to the commission listed below:

Reidsville Human Relations Commission

Ashley Jaimes Sosa (student of RHS), 1006 Uhles Street, has applied for one of the two available student positions on this board. If she is appointed to this 3-year term, there will be one adult position and one student position available.

ADDITIONAL VACANCIES

The following openings on other boards and commissions of the City will be advertised for consideration at the next City Council meeting:

- Six 3-year term positions on the Parks and Recreation Advisory Commission.
- Five 3-year term positions on the Reidsville Appearance Commission.
- Three 3-year term positions on the Reidsville Community Pool Association.
- One 2-year term position Reidsville Historic Preservation Commission

Applications to be considered at the May 13, 2025, Council meeting will need to be turned in by 5 p.m. on Wednesday, April 30, 2025.

Attachments (1)

“Live Simply. Think Big.”



THE CITY OF
Reidsville
NORTH CAROLINA

230 W. Morehead Street • Reidsville, North Carolina 27320 • (336) 349-1030 • Fax (336) 342-3649

Office of the City Manager

Date: April 1, 2025

To: Mayor Donald Gorham
City Council Members

From: Summer Moore, City Manager

Subject: City Manager's Monthly Report

City Council Upcoming Events:

- Fiscal Year 2025-2026 Budget Work Session Tuesday, April 22 at 5:30 p.m. at The Carriage House.
- The NCLM CityVision Conference is April 29-May 1, 2025 in Greenville, NC.
- Fiscal Year 2025-2026 Budget Work Session Monday, May 19, 2025 at 5:30 p.m. at The Carriage House if needed.

City Project Updates:

- **WTP Whole Plant Generator and MCC Replacement Project:** The engineers have received nine equipment submittals for the project and are providing comments as necessary before equipment will be released for ordering. They have also received 4 RFIs for the project and addressed those concerns, as necessary. We are continuing to discuss a Notice to Proceed (NTP) with the contractor that works for all parties involved. The contractor has submitted a plan to reduce plant operations downtime for the plant. This option was discussed, and the City saw the value to the contractor to reduce their liability, but the City and Arcadis agreed the cost of this option should be borne by the contractor.

- **WWTP BNR Project:** The dollar amount of the work completed and stored to date represents approximately 44 percent of the current contract amount. The project currently has 309 days remaining of the total contract time of 540 days, based on the March 17, 2025, date on the application for payment, and is therefore 43 percent complete with respect to time. The contractor is continuing to work on structural footings, recirculation piping in aeration basin #1 and electrical controls. Baffle wall installation is ongoing inside the basin. The contractor is coordinating with plant personnel on shutdowns to install pumps, check valves and other equipment in the pump stations feeding the clarifiers. System integrator is coordinating with manufacturers to compile program operations.
- **WWTP Headworks Project:** The dollar amount of the work completed and stored to date for this application for payment represents approximately 95 percent of the current contract amount. The project final completion date was February 6, 2025, and it is hoped this project will be completed at the end of April. Start-up of the new system began on March 3rd and the system will run for two weeks before we begin Veolia's performance testing to verify proper screening of grit. The Engineer, Contractor, City, and County Inspector are working through some electrical concerns before the project can be officially signed off. Some backfill, final paving, and punch list items are also to be completed.
- **Redundant Water Line:** There are seven unresolved claims.
- **Laster Pump Station:** The contracts have been executed with a Notice to Proceed (NTP) on October 24, 2024. The generator has been ordered. Locates have been performed, and installation of water line piping is complete to make room for the relocated pump station. The tie-in of the new water line is complete. The retaining wall and necessary backfill of the retaining wall is now complete. The wet well has been delivered, and the pumps are in storage. The wet well was scheduled to be installed March 13th. Public Services has elected to use the existing auto dialer and keep the new one in storage as a replacement unit. Project completion date is April 25, 2025.
- **Lake Reidsville Improvements:** City forces are working on campground improvements to Lake Reidsville. Purchase orders were issued for the location of all utilities, concrete, new firepits, new bear-proof garbage cans and special equipment for tree and stump removal. Crews began working in limited areas in December as the campground started to empty out. A significant number of trees and stumps have been removed. Utility locates have occurred, and the sewer line installation is complete. Due to weather conditions, numerous water main breaks, and equipment issues, the project is behind schedule by approximately 6-7 weeks as minimal work was performed in January. Currently a project to replace a major stormwater line will require most of our crew working on the campground project to pull out for at least a week. Public Works has negotiated with Macho Concrete to increase his resources to perform tasks that were previously done by City staff. This has resulted in a new plan to complete the project. Public Works is coordinating with Parks and Recreation on any changes. The campground was due to be back online on March 14, 2025. Asphalt roads are still currently planned to be installed April 7th to April 11th.

- **Pet Rainbow Bridge Project** - Aiden Blackwell has started work on the Rainbow Bridge at Lake Reidsville, and supplies have been ordered. The goal is to have this finished by May 1, 2025.
- **Revitalize Reidsville Committee** - At its Special Called Meeting on Tuesday, March 18, 2025, City Council established a committee to meet with downtown property and business owners to discuss the City of Reidsville's intent to establish a vacant building policy and to better understand what property owners plan to do with their buildings that are vacant downtown. This committee will be led by Leniece Lane, who is the owner of Small Town Soul, and she also conducted the City of Reidsville's downtown building inventory study. Other members of the committee will be elected officials and City staff. Mayor Gorham, Council Member Shannon Coates, Fire Chief Josh Farmer, Montana Brown, Chase Lemons and I will be members of the Revitalize Reidsville Committee.
- **Unified Development Ordinance** - City staff is working with our consultant Chad Meadows with Code Wright Consulting, along with the Reidsville Chamber of Commerce, to set up a public forum to discuss the UDO. We are currently looking at dates in August, 2025 for this public forum. We believe this month may be best given that a lot of people travel during the summer months, and we want to ensure people are able to attend. Also, Mr. Meadows will be reaching out to additional community stakeholders to get their feedback regarding the UDO.
- **FAB Festival** - Montana Brown put together an employee-led committee to plan the FAB festival on October 18th from 11:00 a.m. to 7:00 p.m. We are working on sponsorship forms, vendor applications and entertainment. Chairman of the Board is the concert for the evening; however, there will be various forms of entertainment throughout the day. Council member Coates and Chris Phillips met with the owner of ToyMakers to discuss assisting the City Hot Rod display for the festival. We will also be allowing non-profits, political booths and commercial vendors to participate in FAB festival this year.
- **105 Gilmer Street Update** - The contractor called in for an inspection and has yet to complete the stucco work on the exterior but the interior of the façade is complete and passed inspection.

City Manager Updates:

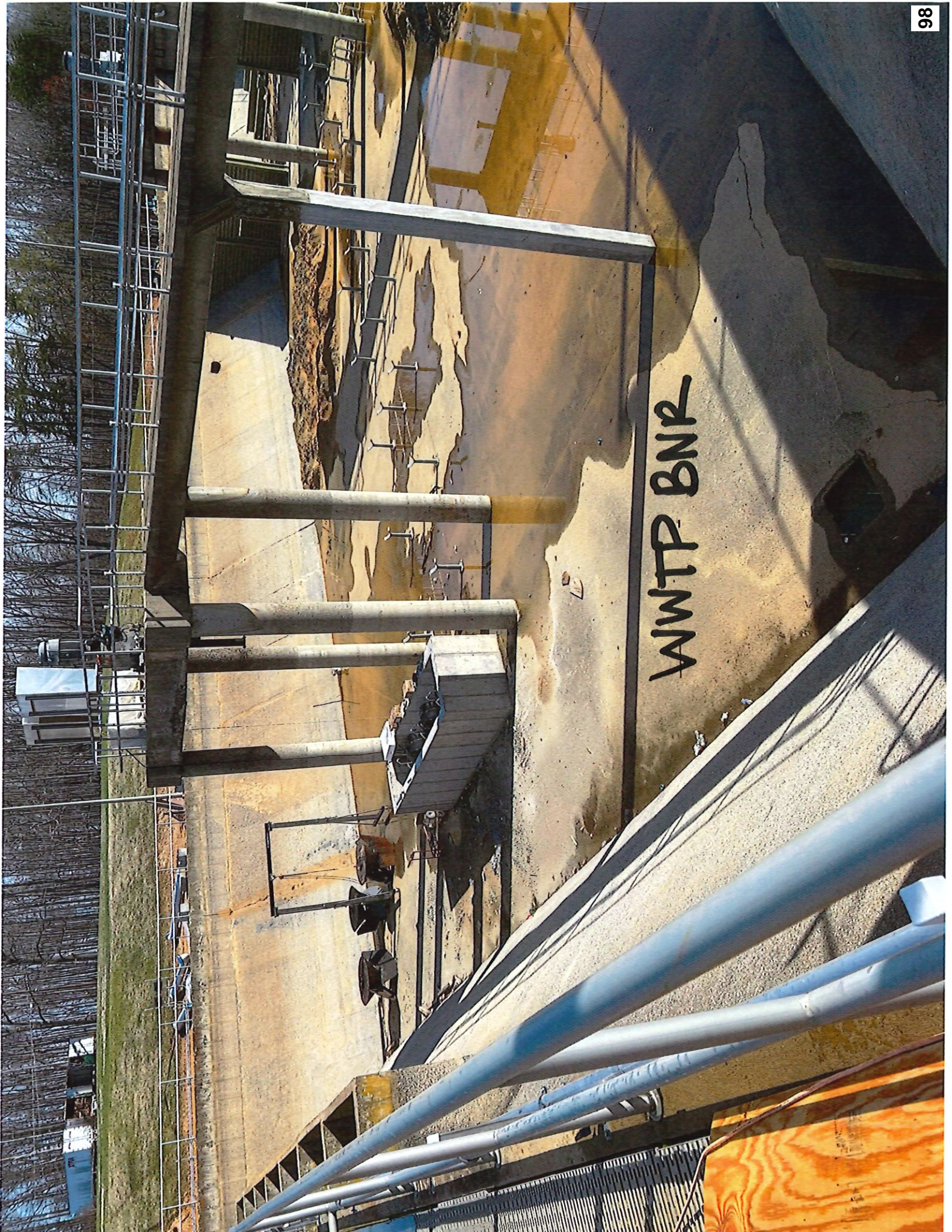
- Departmental budgets are due April 4, 2025.
- Department budget meetings will be held April 7-15, 2025.
- Battle of the Cup will be Thursday, April 24th, at 2:00 p.m. at lower JC Park. This month's battle will include an Easter egg decorating contest and an Easter egg hunt.

- Annual Employee Family Picnic will be Saturday, May 17th, at the Splash Pad, and the theme this year is a luau.
- Congratulations to Danny Yount, who retired from the City of Reidsville with 37 years of service in Public Works on March 31, 2025.

Events/Meetings Attended:

- 3/4 – Meeting with Chad Meadows with Code Wright Planning to discuss the next steps with the UDO.
- 3/6 – Attended Coffee & Connections at Reidsville Orthodontist. Met with ADTS and attended Lunch & Learn meeting.
- 3/10 - Met with Police Chief Gibson to discuss budget questions and met with Rockingham County School Superintendent Dr. Stover and Ms. Erselle Young.
- 3/11 - City Council Meeting.
- 3/12 - Management Team meeting.
- 3/13 – Hosted Managers Luncheon.
- 3/14 - Attended Employee Relations Committee and did a ride-along with Officer Tommy Boone and K-9 Harley.
- 3/17 – Attended Career Ladder meeting with Management Team.
- 3/18 - Attended Realtors Session hosted by Eden Combs at Realty One. Jason Hardin, Montana Brown and Chase Lemons attended as well.
- 3/19 - Met with City Staff and Chamber of Commerce President Diane Sawyer to discuss UDO public forum.
- 3/20 – Attended Ribbon Cutting at Fursty's Pizza.
- 3/24 - Attended Employee Relations Committee meeting, discussed proposed revenues for FY 25-26 with Chris Phillips and attended meeting to discuss Market Square Rental agreement application process.
- 3/25 - Attended RDC monthly meeting and Danny Yount's retirement party.
- 3/26 - Participated in monthly Mike Moore podcast and met with McGill Engineering.

- 3/27 - Attended Sister Cities meeting and Battle of the Cup.
- 3/28 – Met with City Clerk about revised Rules & Procedures and attended Impex Meet and Greet hosted by the Chamber of Commerce.
- 3/31- Attended Employee Relations Committee meeting, Lunch & Learn at the Police Department, FAB Festival Committee meeting and Community meeting hosted by the Police Department.



WWTP Headworks





Rocky Rapids



Lake Reidsville
Campground

REIDSVILLE ABC BOARD

Minutes of February 27, 2025 Board Meeting

1. The meeting was called to order by Chairman Turner at 9:00 am. Members K. Almond, C. Nimmons and GM J. Langel were present.
2. Chairman Turner called for any known conflicts of interest. None were reported.
3. The Board approved minutes of January 2025 meeting as read.

Motion to approve: K. Almond Second: C. Nimmons
4. General Manager Langel reported to the Board that we are waiting for Diesel Drive property closing information from Mr. McCleod.
5. The next meeting of the Board will be March 27, 2025.
7. There being no further business to discuss, the meeting was adjourned at 9:30 a.m.

Motion to adjourn: K. Almond Second: C. Nimmons

Approved:

W. Clark Turner

W. Clark Turner, Chairman

D. Kelly Almond

D. Kelly Almond

Carolyn Nimmons

Carolyn Nimmons

Jodi M. Langel

Jodi M. Langel, General Manager

**MINUTES OF THE
REIDSVILLE HUMAN RELATIONS COMMISSION
MEETING ON TUESDAY, FEBRUARY 25, 2025
REIDSVILLE CITY HALL
1ST-FLOOR CONFERENCE ROOM**

COMMISSION MEMBERS PRESENT: Cathy Badgett, Chair
Daunte Carter
Dawn Charaba
Richard Ratliff
Anna Roach

COMMISSION MEMBERS ABSENT: Matthew Williams

CITY STAFF PRESENT: Latasha Wade, Deputy City Clerk
Councilman William Hairston

VISITORS: Wanda Harley

CALL TO ORDER

Chair Dr. Cathy Badgett called the meeting to order at approximately 6:30 p.m.

INVOCATION

Ms. Anna Roach provided the invocation.

ROLL CALL

Deputy City Clerk Latasha Wade then called the roll.

READING OF THE MISSION STATEMENT

Dr. Cathy Badgett asked Mr. Daunte Carter to read the Mission Statement.

APPROVAL OF JANUARY 28, 2025 MINUTES

Mr. Daunte Carter made the motion to approve the January 28, 2025 minutes and Mr. Richard Ratliff made seconded the motion with the minutes being unanimously approved.

Reports and Announcements

Dr. Badgett's announcements and reports consisted of the following:

February 25, 2025

Page 1

Ms. Wade has shared with everyone of his/her absences. Keep in mind it's an automatic dismissal if you have three consecutive absences or four in year. To her understanding, there were two more applicants for the HRC to go before Council in March for consideration and Ms. Wanda Harley was re-applying since her position had expired. She suggested to the board that they wait until the next meeting in March to elect new officers for the Commission being that they would have a full board if applicants were selected. She asked for a motion to defer the elections until next month.

Mr. Richard Ratliff made the motion to defer election of officers until the next month's meeting and Mr. Daunte Carter seconded the motion with it being unanimously approved.

Dr. Badgett stated that they are not a political board; however, she wanted to share a list of boycotts that would be out on Friday. The boycott lists were online and in response to policies that are affecting people at large. Dr. Badgett said that the changes that are being made are human relations related. The board discussed various changes in administration such as scholarships, education, and healthcare.

NEW BUSINESS

Team Reidsville Events/Partnering/ Events

Dr. Badgett discussed the amount of time and money put into the Team Reidsville Community event. She also shared some of the feedback from last year's event, which included having only one performer for the entire event. Mr. Daunte Carter asked if they could have fundraisers to raise funds to assist with funding the Team Reidsville event? Dr. Badgett said with the Human Relations Commission being a City board, there are limitations to what can be done such as fundraisers, etc.

Ms. Dawn Charaba and Dr. Badgett talked about the challenges they had with the past events, including having enough participation from members and the importance of planning in advance. They agreed the Commission needs to start planning for next year's Team Reidsville event this summer.

The Commission revisited the discussion of partnering with McLaurin-Harris Funeral Home or any other groups that normally host events during that weekend. Ms. Wanda Harley brought up a previous suggestion made at the MLK event that the HRC get younger members to assist with setting up events, etc. She then suggested the HRC get more youth like Greensboro. Dr. Badgett said how difficult it is just to fill the two student positions. While discussing the difficulty of getting youth involvement, Ms. Dawn shared that even youth centers and groups are having the same issues with attendance. Dr. Badgett emphasized the importance of planning strategically to better the community as a whole. Ms. Dawn suggested possibly partnering with the Housing Authority.

Dr. Badgett suggested a Healthcare Event partnering with Cone Health to have representatives and/or information about different topics such as diseases, prevention/precautionary methods of illness, mobile units, dentists, skin care, vision,

February 25, 2025

Page 2

dietary needs, etc. They would have to research to find willing participants for the event. They discussed including some information for veterans if possible. Ms. Anna Roach suggested face painting for the kids. Ms. Dawn said maybe congregational nurses of churches may like to assist with the event.

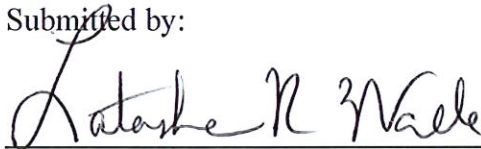
Mr. Richard Ratliff asked if his brother could donate to the Commission as he has done in the past if they weren't having the Team Reidsville event, and Dr. Badgett said he could. Mr. Daunte wanted to know if he donated, if it would be a conflict of interest? Dr. Badgett said he could donate to the Commission as long as it was a genuine donation.

Closing

The HRC concluded that they would continue the discussions at the next meeting in March.

The motion to adjourn the meeting at 7:50 p.m. was made by Mr. Daunte Carter, seconded by Ms. Dawn Charaba, and unanimously approved.

Submitted by:

A handwritten signature in cursive script, reading "Latasha R. Wade", written over a horizontal line.

Latasha R. Wade, Deputy City Clerk