

Mayor Jim Butler presided.

Council Members Present:

Mayor Jim Butler
Mayor Pro Tem Harold Owen
Council Member Robert Ward

Council Members Absent: Council Member Kathy Hykes and Council Member Ronnie Wall

Staff Present:

City Manager, Craig Honeycutt (Via Zoom)
City Attorney, David Huffman
City Clerk, Beverly Smith

Michael Blair, PTRC, Peter Bishop, Nolan Kirkman, Jamie Lawson, Todd Lambert, Morgan Lasater, Tony Laws, Brian Long, Jay Mebane, Erin Nettles, Conrad Olmedo, Bob Patterson, Peggy Reece, Paige Shepard, Gary Smith, and Brian Tennant

Others Present: Cailin Bowers, Grant Administrator, Greensboro (Via Zoom)

Media: Alamance News, Tomas Murawski

Mayor Butler called the meeting to order at 5:01pm.

A) Joint Cooperative Agreement for Greensboro/Guilford/Burlington/Alamance HOME Housing Consortium

PTRC, Community Development Director, Michael Blair, gave a comprehensive overview of the current HOME agreement with the City of Greensboro, the grantee and lead entity of the Greensboro HOME Consortium, proposed agreement changes to the HUD HOME Program Joint Agreement and briefed City Council on the following key changes.

- Participating Governments must apply for HOME funds on an annual basis through a RFP process administered and managed by the Lead Entity
- Environmental review process led by Lead Entity
- Subrecipient agreements are required between Participating Governments and between any other subrecipient that carries out the HOME program such as non-profit funded to build an affordable housing unit. Lead Entity must review all subrecipient contracts prior to signatures
- If funds not committed within 12 months (previously 18 mo) then Lead Entity has the right to recapture and redistribute funding
- Each Participating Government that receives HOME funding must establish a separate HOME Investment Trust Account

- Future PI is remitted to Lead Entity
- All Participating Governments are required to monitor subrecipients of HOME funding on an annual basis
- The Lead Entity can amend the agreement on behalf of the Consortium for: changes to program monitoring, reporting, cross-cutting requirements, and adding new members, and other more minor changes.

Caitlin Bowers, Grant Administrator, City of Greensboro, with Housing & Neighborhood Development was in attendance remotely and concurred the agreement changes summarized the proposal accurately. She provided an explanation of the catalyst for the changes to update the agreement, shared that other consortium members have had consistent issues with spend down requirements and noted there are quite a large amount of funds sitting for Burlington and Alamance County which need to be spent within requirement time frames.

City Council discussed the unspent funds, the challenges of spending in the last couple of years considering various factors, area housing concerns, and the response from the City of Greensboro for consideration of working with the City on spending the funds that are currently in balance since those funds have already been appropriated.

ACM, Nolan Kirkman inquired about the how existing funds for Burlington under the existing agreement would be addressed by Greensboro while Burlington is considering the path of another HOME consortium structure.

Ms. Brown responded the City of Greensboro will work with Burlington and Alamance County on the existing funds continuing under the existing agreement until those terms expire.

Mr. Blair explained the application approval process for a consortium is a HUD includes gathering data, creation of a structure, and submitting a plan with applicable areas to meet the regulatory requirements.

Following additional discussion, Council consensus was to explore developing a new consortium, protect commitments made, work with the City of Greensboro neighborhood development program staff to create a potential MOU for existing funds for the Burlington Housing Project and any other projects approved by Council to spend out the funding involved in the balance for Burlington.

B) Community Development FY21-22 Consolidated Annual Performance & Evaluation Report (CAPER) Public Hearing scheduled for September 20, 2022

PTRC, Community Development Director, Michael Blair, presented the draft 2021-2022 CAPER and provided a review of the prior year expenditures. He reported a public hearing would be held during the September 20, 2022, City Council Meeting to receive public input and consideration of approval by City Council in order to meet the HUD required deadline of September 28, 2022.

ACM, Nolan Kirkman and City Engineer, Todd Lambert provided a brief overview of the status of some of the public infrastructure projects that were funded including pedestrian sidewalks at the intersections of Apple, Chandler, and Melrose, North Park Phase 2 Trail, North Park Phase 1C, Vaughn Street sidewalks, and Apple Ridge Subdivision street extension.

C) Community Development – CDBG-CV Fund Reallocation Request

Planning Director, Jamie Lawson, informed City Council of funds committed for 2019-2020 for rental assistance with funds committed to Allied Churches that were not utilized due to various reasons with about \$36,000 available funding that the city would like to reallocate to The Dream Center for emergency relocation funding. She reported no action required, just informing Council of the reallocation.

D) Paramount Building Expansion Project, Concept, Estimate, & Programming

Assistant City Manager, Nolan Kirkman, Clearscapes Principal, Mon Peng Yueh, Downtown Manager, Erin Nettles, and Community Engagement Manager, Morgan Lasater reported on the following topics:

Paramount Building Expansion Project:

Clearscapes Principal, Mon Peng Yueh, provided a comprehensive overview of the proposed concept for a 3-story design, including additional entrances to the facility, connectivity of the current paramount space to new additional spaces, occupiable roof deck with the addition of catering spaces, to the space left vacant by the demolition of the former Moorefield Florist Building next to the city-owned theater. She presented the proposed types of building materials, views from various angles, an aerial view, and described rooftop conceptual designs. The proposed expansion project would take 26 months to complete, including 10 months for the design phase.

Programming:

Downtown Manager, Erin Nettles, presented on the proposed Paramount programming. She reported on current vs future programming, envisioning filling the seats at the Paramount theater, and ideal types of programming including movies, theater, comedy, unique events, dance, art displays, and music. She shared the variety of ways the space could be active at each floor and the rooftop for the purpose of its design. She reported these spaces could be rented out for weddings, corporate events, personal party events, and groups for meetings, book clubs, family, and vendor or craft fair events. She explained the idea of partnering with local businesses for food and beverages to promote these downtown businesses including allowing bringing in take out for local restaurants into these new spaces.

Economic Impact & Building Estimate & Schedule:

Community Engagement Manager, Morgan Lasater reported on an economic impact study recently conducted by and shared some of the feedback on tourism data in Burlington and potential future projections for Burlington. She shared the goals for ongoing entertainment with an overall goal to also make an economic impact with these improvements.

Ms. Nettles reported the businesses downtown have expressed excitement for the improvements of the Paramount and has not had any negative feedback associated with these project plans. She provided an overview of estimated programming costs for expenditures and revenue, estimated difference in budget needs, potential for direct revenue, and average of cost recovery and potential growth in economic activity.

Mr. Kirkman provided estimated building costs, construction schedule, and combined project estimate with a completion date in 2025. He asked for direction from City Council on how to proceed, consensus on the programming vision with an addition to the September 20, 2022, City Council Meeting agenda for a budget amendment for design services, \$600k.

Following discussion, City Council consensus was to place an addition of a proposed Budget Amendment in the amount of \$600,000 to cover the anticipated cost for the expansions design for consideration at the September 20, 2022, City Council Meeting.

E) Recreation and Parks – Projects Update

Entertainment Venue, Synthetic Soccer Fields, Pickleball Courts, Tennis Courts Covers, A/C (North Park & Fairchild Gyms)

Assistant City Manager, Nolan Kirkman provided project update as a follow up from the August 15, 2022, City Council Work Session.

Entertainment Venue at Burlington Athletic Stadium

Mr. Kirkman reported City staff proceeded with the Design Building Project delivery method to meet the goal of completion by the start of the next season. He provided an overview of the proposed project budget of \$1.95M to include design, contingency, and construction. He shared staff developed an RFQ, conducted site visits by city and Sock Puppet staff, and an overview of project goals for the proposed enhancements. He noted the September 20, 2022, City Council Meeting agenda includes a Design-Build Compliance document for consideration with a completion of construction by mid-May 2023. He asked for consensus on the project approach, confirm the \$1.95M for the total project budget including design and contingency.

Synthetic Fields, Pickleball Courts, Tennis Court Covers

Mr. Kirkman provided project background on the design work for synthetic soccer fields at Springwood Park, installation of pickleball courts at city park, either North Park and/or Fairchild, tennis courts covers, at the Burlington Tennis Complex, and installation of air conditioning in at North Park and Fairchild gyms. He reported on the scope of work involved in each project and budgetary needs associated with each project. He reported on a proposed schedule for the projects, consensus to city staff on the project approach, and the need for approval of an addendum to the Recreation and Parks Master Plan agreement with BerryDunn for design work with a budget amendment to be added to the September 20, 2022, City Council Meeting for consideration. He reported the goal for completion of the projects would be by the summer of 2023.

Air Conditioning at North Park and Fairchild Park Gyms

Mr. Kirkman reported staff estimated \$610k to provide air conditioning at both facilities and pursuing a goal to place a budget amendment on the October agenda for City Council consideration in order to complete the project by next summer depending on supply chains to meet that timeline.

Recreation and Parks Director Tony Laws was in attendance and responded to comments and questions by City Council on the proposed project plans.

Following discussion, Council consensus was to place an addition of a budget amendment for design services to the September 20, 2022, City Council Meeting agenda for consideration.

F) Proposed Amendments – City of Burlington Code of Ordinances

City Attorney David Huffman presented on proposed amendments to the City of Burlington Code of Ordinances including Revisions to City Code of Ordinances Chapters 1, 2, 3, 4, 9, 10, 12, 14, 17, 22, 23, 24, 25, 26, 31, 33, 34, 37 required by the General Assembly passed Session Law 2021-138 which

included provisions that decriminalize some local ordinances. Under this new requirement, a local government must amend local ordinances to specifically identify violations that may be enforced criminally. The City of Burlington has been in the process of reviewing its city code sections to ensure compliance with the new requirements. He reported City Council action is needed to approve and adopt revisions to the City's Code of Ordinances to be in compliance. He reported a thorough review of the proposed amendments has been presented to each City Council member including this presentation in a public meeting setting. He briefed Council on the following proposed amendments to bring these ordinances into compliance with statutory requirements, which may include additions to, revisions of or removal of some provisions. He informed City Council of the legal departments review with various departments to update the pertinent sections of the Code and proposing these be considered for adoption.

- Proposed Revisions to City Code of Ordinances Chapters 2, 6, 10, 12, 14, 16, 17, 22, 24, 25, 29, 34, 36, 39, 40
- Proposed Amendment to Chapter 34 Streets and Sidewalks, by adding Section 34-55
- Proposed Amendment to Chapter 23 Offenses, by adding Article V. Camping on Public Property
- Proposed Amendment to Chapter 40 Water and Sewer, by adding Article IX. Fats, Oils, and Grease (Fog) Control

Mr. Huffman asked that the above-referenced Ordinance revisions/amendments be introduced at the September 20, 2022, City Council Meeting and subsequently adopted at the October 4, 2022, City Council Meeting.

G) City Manager Report

City Manager Craig Honeycutt commented on the preparations spent on the Paramount Expansion report and expressed appreciation to the city staff involved in the presentation. He reported on the city park clean up efforts to the buffer areas and around the city park property with an update coming to City Council at the October work session. He expressed appreciation to Police Chief Brian Long and staff at the police department for law enforcement efforts around the Maple Avenue Corridor and Hanford Road area with noticeable improvements.

Mr. Kirkman reported the estimated completion of the carousel house construction at city park should be around November 2022 with the installation of the carousel and features as soon as the carousel house & paved areas are installed.

H) Adjourn

The meeting adjourned at 7:12pm.



Beverly D. Smith, CMC, NCCMC, City Clerk

September 19, 2022, Work Session