

CITY OF THOMASVILLE COUNCIL BRIEFING AGENDA

Monday, December 12, 2022 – 4:00 P.M.

7003 Ball Park Road, Thomasville, NC 27360
Mayor Raleigh York, Jr. ~ Mayor *Pro Tem* Lisa Shell

1. Call to Order
2. Additions and Deletions to the Agenda
3. Public Forum – *on December 19, 2022* – Please sign up in person to speak for two minutes on any topic. *The two-minute time limit will be enforced.*
4. Public Hearings
 - A. Request for Rezoning: (Z-22-08)
Applicant/Owner: Anthony Ledford
Location: 35 Cedar Lodge Road
Parcel Number: 16377A0000017A
Existing Zoning: C-1 Neighborhood Commercial
Proposed Zoning: R-10 Low Density Residential

The Board of Planning & Adjustment held a public hearing on November 29, 2022 and voted 6-0 in favor of this request because: the rezoning is compatible with the existing district zoning; it would stabilize and protect the essential characteristics of the area; it is consistent with the comprehensive plan; and it would not negatively impact any adjacent property.
 - B. Economic Development Incentive Grant for Project Rabbit
 - C. Petition and Ordinance regarding Voluntary Contiguous Annexation of a Portion of Lake Road
5. Consent Agenda – *for action on December 19, 2022*
 - A. Consideration of Approval of Minutes – Briefing Meeting on 11/14/22
 - B. Consideration of Approval of Minutes – Council Meeting on 11/21/22
6. Regular Agenda *for action on December 19, 2022*
 - A. Consideration of General Fund Budget Amendment #2023-P6-01
 - B. Consideration of Capital Project Ordinance
 - C. Consideration of 2023 Thomasville City Council Meeting Dates and Mayor *Pro Tem* Schedule
 - D. Consideration of Resolution to Conduct a Public Hearing on Tuesday, January 17, 2023 at 7003 Ball Park Road, Thomasville, NC Regarding a Petition for the Closure of a Portion of Lake Road
 - E. Consideration of Addition of Risk Manager Position (Grade 27)
 - F. Consideration of Reclassifying ARPA Grant Analyst to Finance Analyst (Grade 28)
7. Committee Reports and Appointments, Mayor's Report and Appointments, City Manager's Report, City Attorney's Report – *on December 19, 2022*
8. Closed Session *on December 12, 2022 and on December 19, 2022* – Personnel
9. Additional Items
10. Adjournment

To: Michael Brandt, City Manager
From: Chuck George, Planning Director
Date: November 30, 2022
Re: Public Safety Committee

- (1) The following item has been before the Board of Planning & Adjustment on Tuesday, November 29, 2022.

Request for Rezoning (Z-22-08)
Applicant/Owner: Anthony Ledford
Location: 35 Cedar Lodge Rd.
Parcel Number: 16377A0000017A
Existing Zoning: C-1 Neighborhood Commercial
Proposed Zoning: R-10 Low Density Residential

A public hearing was conducted, and the board voted 6-0 to approve the request for the following reason:

- The rezoning is compatible with the existing district zoning.
- The rezoning stabilizes and protects the essential characteristics of the area.
- The zoning is consistent with the comprehensive plan and does not negatively impact any adjacent property.
-

Further, I move that the City Council find that this rezoning is reasonable and in the public interest due to its consistency with the comprehensive plan and as a result, its furtherance of the goals and objectives of the comprehensive plan.

MOTION TO REZONE INCLUDING NCGS 160D-604(d); -605(a); -701 LANGUAGE

I move to rezone the property from C-1 to R-10 for the following reasons:

The rezoning is compatible with the existing district zoning.

The rezoning stabilizes and protects the essential characteristics of the area

The zoning is consistent with the comprehensive plan and does not negatively

impact any adjacent property.

Further, I move that the City Council find that this rezoning is reasonable and in the public interest due to its consistency with the comprehensive plan and, as a result, its furtherance of the goals and objectives of the comprehensive plan.

MOTION TO DENY INCLUDING NCGS 160D-604(d); -605(a); -701 LANGUAGE

I move to deny the rezoning of the property from _____ to _____ for the following reasons:

Further, I move that the City Council find that this rezoning is unreasonable and not in the public interest due to its inconsistency with the comprehensive plan and, as a result, is a hindrance to the goals and objectives of the comprehensive plan.

City of Thomasville
Rezoning Case # Z-22-08
Staff Report: Chuck George, Planning Director

Owner/Applicant: Anthony Ledford

Location: 35 Cedar Lodge Road

Tax Parcel ID Number: 16-337-A-000-0017-A

Request: Rezoning from C-1 to R-10

Conditions: NA

Requested Zoning District Characteristics:

The current zoning is C-1 Neighborhood Commercial District – This district is defined as a compact neighborhood shopping district which provides convenience goods, such as groceries and drugs, and some types of personal services, to the surrounding residential area. The regulations are designed to protect the surrounding residential districts and provide an appropriate community appearance.

The proposed zoning is R-10 Low Density Residential District - This district is defined as low density residential areas of mostly single-family dwellings plus open areas where similar residential development will likely occur. The uses permitted in this district are designed to stabilize and protect the essential characteristics of the area and to prohibit all activities of a commercial nature except certain home occupations controlled by specific limitations.

Site Information

Size of Parcel	.411 Acres		
Existing Land Use	Neighborhood Commercial		
Proposed Land Use	Low Density Residential		
Surrounding Property Zoning and Use	Direction	Zoning	Use
	N	R-10 / C-1	Residential/ Commercial
	E	R-10	Residential
	S	R-10 / C-2CU	Residential/Commercial
	W	R-10 / R-8	Residential
Physical Characteristics	Open space covered with vegetation.		
Historic Properties	NA		
General Site Information	The site is undeveloped land.		

History of Approve Cases:

Z-19-01 Action Taken: Approved 7-0, March 18, 2019

Reason: It is compatible to the adjacent property, uses in the area, and with the land use plan.

Compatibility with Adopted Plans

The 2035 Land Use Map indicates the proposed development site to be in an area appropriate for mixed use and commercial along NC 109 and Liberty Drive south of I-85. The area does consist of mixed-use development such as single family, apartments, day care, office building, retail and restaurant.

Staff Comment

The site is currently undeveloped. The proposed zoning will allow for residential development favorable for the community. The area has seen a lot of development transition to commercial use retail, office space, and restaurants. Currently, residential homes, a daycare, and a church are adjacent to the property.

Attachments

- Application
- Legal description
- Site map
- Zoning map
- Davidson County GIS, Aerial
- 2035 Land use map
- Table of permitted uses
- Consistency statement to approve or deny request
- Ordinance

Public Notice

<i>Notification</i>	<i>Zoning Board</i>	<i>City Council</i>
Public Hearing Notice	11/15/22 & 11/22/22	12/8/22 & 12/15/22
Property Posted	11/18/22	12/8/22
Notification Letter Sent	11/18/22	12/9/22

Zoning Board Recommendation

A public hearing was conducted, and the board voted 6-0 to approve the request for the following reason:

- The rezoning is compatible with the existing district zoning.
- The rezoning stabilizes and protects the essential characteristics of the area.
- The zoning is consistent with the comprehensive plan and does not negatively impact any adjacent property.

Further, I move that the City Council find that this rezoning is reasonable and in the public interest due to its consistency with the comprehensive plan and as a result, its furtherance of the goals and objectives of the comprehensive plan.

CITY OF THOMASVILLE

Planning & Zoning Department

PO BOX 368 • THOMASVILLE, NC 27360 • (336) 475-4255

REZONING APPLICATION

File No. Z- 22-08

Date 10/20/22

Applicant Anthony Ledford

Phone 336-491-6548

Applicant's Address 833 Lake Drive

Property Owner Anthony Ledford

Phone 336-491-6548

Property Owner's Address 833 Lake Drive

Existing Zoning C-1

Requested Zoning R-10

Address or Location of Property to be Rezoned 35 Cedar Lodge Road

Description of Property undeveloped land

Fee Received \$ 500.00

Map No 16-337-A-000-0017A

(PLEASE MAKE CHECK PAYABLE TO "CITY OF THOMASVILLE")

Applicant's
Signature _____

Owner's
Signature _____

Planning Board Hearing Date 11-29-22

Planning Board Action



Approved



Denied

Vote of:

6-0

City Council Hearing Date

12-19-22

City Council Action



Approved



Denied

Vote of:

Signed _____

Secretary to Planning Board

1200
DAVIDSON COUNTY NC
Book 1681
Pages 0813-0814

FILED 2 PAGE(S)
02/28/2006 3:27 PM
MARK C. MYERS
Register of Deeds

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: No Taxable Consideration

Parcel Identifier No. 16337A0000017 Verified by _____ County on the _____ day of _____, 20____
By: (IN PART)

Mail/Box to: HOLD: McGuire & McGuire

This instrument was prepared by: Mark L. McGuire, Attorney at Law (without title exam)

Brief description for the Index: _____

THIS DEED made this 28th day of February, 2006, by and between

GRANTOR

Anthony James Ledford, unmarried

GRANTEE

Anthony James Ledford and
Richard Jonathan Campbell
d/b/a
Campbell Ledford Executive
Investment Properties
625 Gray Road
Lexington, NC 27292

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of Thomasville, Thomasville Township, Davidson County,

North Carolina and more particularly described as follows:

BEING KNOWN AND DESIGNATED as all of New Lot No. 3 (containing 17,925 square feet, more or less) as shown on a map entitled "Exception Plat for Richard J. Campbell", said map being duly recorded in the Office of the Register of Deeds for Davidson County, North Carolina in Plat Book 46, at Page 91, to which plat reference is hereby made for a more particular description.

The property hereinabove described was acquired by Grantor by instrument recorded in Book 1676 page 56.

A map showing the above described property is recorded in Plat Book 46 page 91.

NC Bar Association Form No. 3 © 1976, Revised © 1977, 2002
Printed by Agreement with the NC Bar Association - 1981

+ James Williams & Co., Inc.
www.JamesWilliams.com

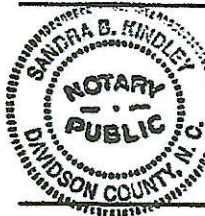
0005-122

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.
And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:
Rights of Way, Easements, and Restrictions of record

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written

(Entity Name) Anthony James Ledford (SEAL)
By: Anthony James Ledford (SEAL)
Title: _____
By: _____ (SEAL)
Title: _____
By: _____ (SEAL)
Title: _____

USE BLACK INK ONLY



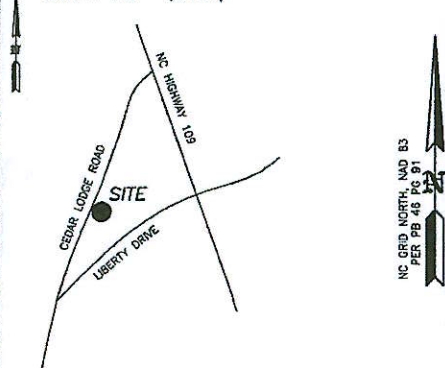
State of North Carolina - County of Davidson
I, the undersigned Notary Public of the County and State aforesaid, certify that Anthony James Ledford personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 28th day of February, 2006.
My Commission Expires: 12-19-2007 Sandra B. Kindley
Sandra B. Kindley Notary Public

State of North Carolina - County of _____
I, the undersigned Notary Public of the County and State aforesaid, certify that _____ personally came before me this day and acknowledged that he is the _____ of _____ a North Carolina or _____ corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of each entity, he signed the foregoing instrument in its name or its behalf as its act and deed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.
My Commission Expires: _____
Notary Public

State of North Carolina - County of _____
I, the undersigned Notary Public of the County and State aforesaid, certify that _____
Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.
My Commission Expires: _____
Notary Public

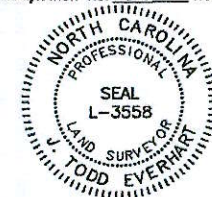
The foregoing Certificate(s) of _____ is/are certified to be correct.
This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.
By: _____ Register of Deeds for _____ County
Deputy/Assistant - Register of Deeds

VICINITY MAP (N.T.S.)



I, J. TODD EVERHART, CERTIFY THAT THIS MAP WAS DRAWN FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, THE RATIO OF PRECISION AS CALCULATED IS 1/10,000+.
I HEREBY AFFIX MY HAND AND SEAL THIS 29th DAY OF JANUARY, 2019.

J. Todd Everhart
REGISTRATION NO. L-3558 NC



JUDITH A. BECK
DB 2263 PG 1079
CURRENT ZONING - R10

ADJOINER'S WOOD BUILDING
IS OVER PROPERTY LINE
2.7' AT THIS POINT.

CHERYL HOUGH
DB 2234 PG 1071
CURRENT ZONING - R10

CAMPBELL LEDFORD EXECUTIVE
INVESTMENT PROPERTIES
DB 1681 PG 813

0.411 AC.

EXCEPTION PLAT FOR
RICHARD J. CAMPBELL
PB 46 PG 91
CURRENT ZONING - ~~C1~~
PROPOSED ZONING - **R10**

ADJOINER'S METAL BUILDING
IS OVER PROPERTY LINE
21.5' AT THIS POINT.

JOYCE HUNT JACKSON
DB 2175 PG 1299
CURRENT ZONING - R10

EDNA ROTHROCK CAMPBELL
DB 1569 PG 312
CURRENT ZONING - R10

NOTE: CURRENT ZONING - R10 FOR ALL PROPERTIES WITHIN 100' OF SITE.

NOTE: NO LIABILITY IS ASSUMED BY THE UNDERSIGNED FOR ANY LOSS RESULTING FROM THE EXERCISE OF ANY GOVERNMENTAL AGENCY AFFECTING THE USE OF THE PREMISES OR ANY LOSS RELATING TO ANY MATTER THAT WOULD BE DISCOVERED BY AN ABSTRACT OR FULL AND ACCURATE TITLE SEARCH OF THE PROPERTY.

LEGEND

- IRON PIN FOUND
- ⊙ IRON PIN SET (#4 REBAR)
- CONCRETE MONUMENT FOUND
- △ POINT (CALCULATED)
- R/W RIGHT OF WAY
- E/P EDGE OF PAVEMENT
- B/C BACK OF CURB
- C&G CURB AND GUTTER
- ✕ POWER POLE
- CH CHORD
- RAD RADIUS
- M.B.L. MINIMUM BUILDING LINE
- X- FENCING
- E- OVERHEAD UTILITY LINES
- LINE SURVEYED (SOLID)
- - - LINE NOT SURVEYED (DASHED)

SURVEY FOR: **CAMPBELL LEDFORD EXECUTIVE INVESTMENT PROPERTIES**

JOB NUMBER 5204 FIELD BOOK DC DATE 1-29-19

SURV'D JTE	DRAWN JTE	TOWNSHIP THOMASVILLE	COUNTY DAVIDSON	STATE N.C.	DEED BOOK 1681	PAGE 813	TAX REFERENCE 16-337A-17A
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SCALE 1" = 30'

EVERHART
SURVEYING & MAPPING, PC
J. TODD EVERHART, PLS L-3558 NC

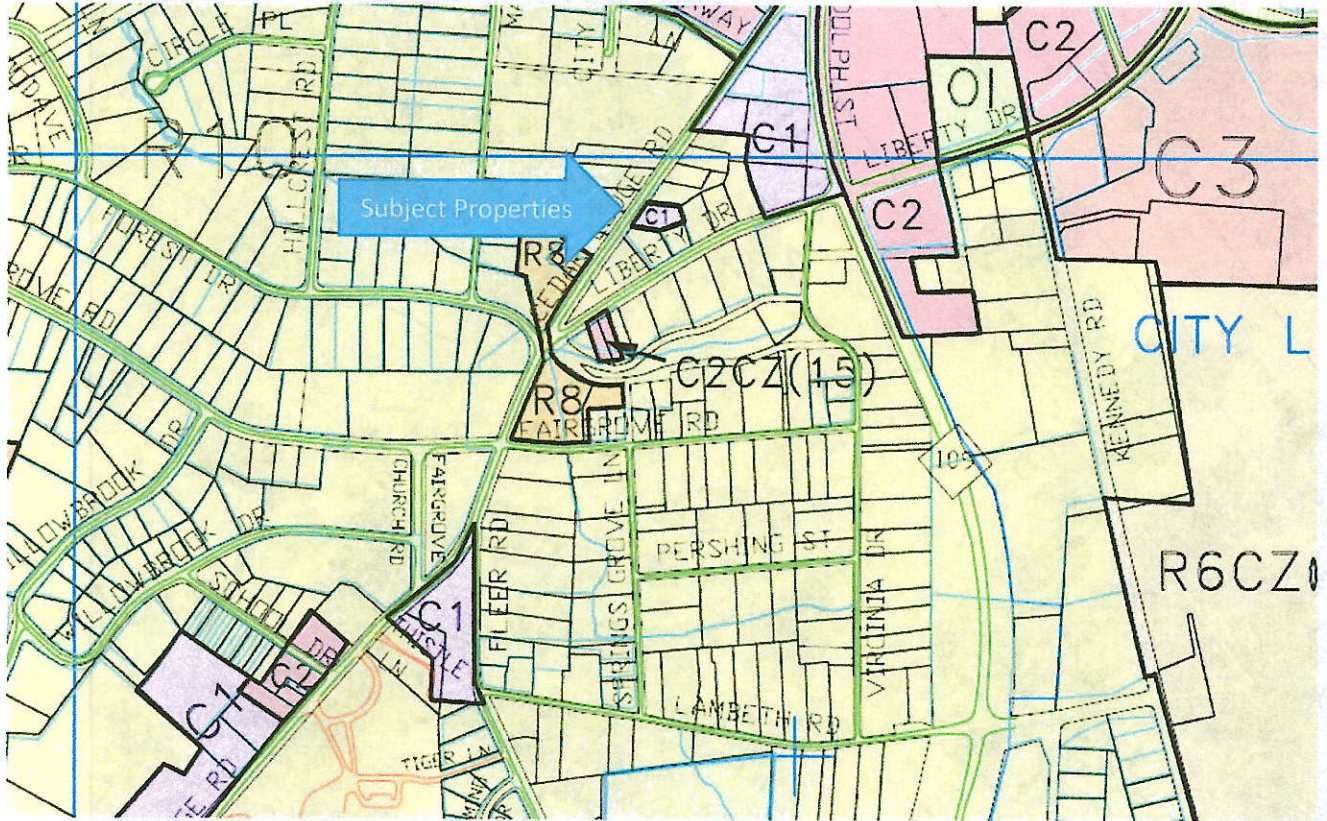


555 SHIPTONTOWN RD.
LEXINGTON, NC 27292
336-250-8119

Z-22-08

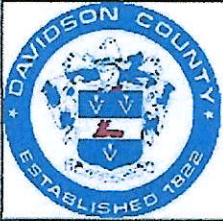
Zoning Map

35 Cedar Lodge Road

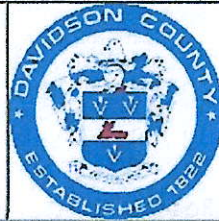


Zoning Map colors index:

- Orange – R-8 Medium Density Residential
- Brown – R-6 High Density Residential
- Yellow – R-10 Low Density Residential
- Light Green – O-1 Office and Institutional
- Pink – C-2 Highway Commercial District
- Red – C-4 Central Commercial District
- Light Blue – M-1 Light Industrial District
- Purple – M-2 Heavy Industrial District



Davidson County GIS



Parcel Number : 16337A0000017A

Pin Id : 6786-01-17-4724

Owner : LEDFORD ANTHONY ET ALS
D/B/A CAMPBELL LEDFORD EXEC
225 LAKE DR
#9
LEXINGTON NC 27292

Property Address: 35 CEDAR LODGE RD

Township: 16

Building Value:

Land Value:

Assessed Value:

Land Units:

1 LT

Deed Book:

1681 Pg: 0813

Deed Date:

02/28/2006

Account Number:

9083475

Exempt Code:

\$0 Other Building Value:

\$990

\$142,880 Market Value:

\$143,870

\$143,870 Deferred Value:

\$0



City of Thomasville Land Development Plan

DEVELOPMENT & RE-DEVELOPMENT AREAS



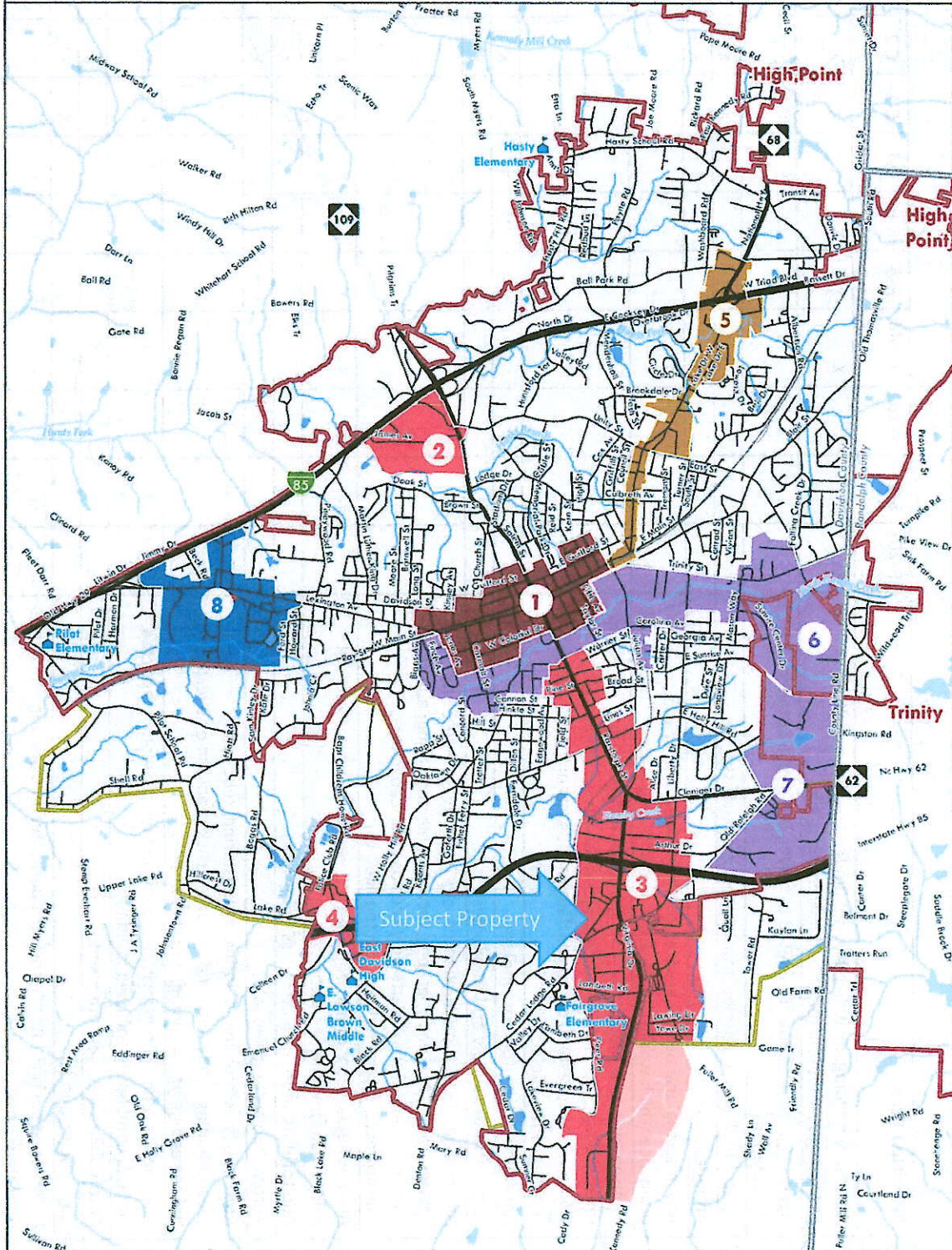
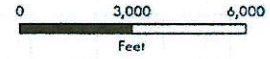
- | | | | |
|----------|------------------|--------------------------------------|---------------------|
| Highway | Municipal Limits | Downtown Business District | Industrial |
| Road | ETJ Boundary | Commercial & Mixed-use | Medical & Mixed-use |
| Railroad | County Boundary | National Highway Commercial Corridor | |
| Stream | | | |



Mapping provided by the
Pediment Trail Regional Council
Planning Department
Date: February 20, 2018



1 inch = 3,000 feet



Section 2. Table of permitted uses.

Districts in which particular uses are permitted as a use by right are indicated by "X." Districts in which particular uses are permitted as a use by right with certain conditions are indicated by "X" with a reference to a footnote to this table [see section 3]. Districts in which particular uses are prohibited are indicated by a blank.

Permitted Uses	R-20	R-15	R-10	R-10M	R-8	R-6	O-I	C-1	C-2	C-3	C-4	M-1	M-2	Special Requirements
Accessory building, including but not limited to fallout shelters, garages, guesthouses, toolsheds, swimming pools	X	X	X	X	X	X	X	X	X	X	X	X	X	See note 1.
Agencies, including but not limited to travel, brokers, insurance, loan, employment							X	X	X	X	X	X	X	
Agricultural uses, nurseries, truck farms, greenhouses, etc.								X	X	X	X	X	X	
Antiques and gift retail sales								X	X	X	X			
Any industrial use not otherwise prohibited by law or by this ordinance which would not create a nuisance or a hazard													X	See notes 5 and 7.
Amusements, commercial, including but not limited to bowling alleys, roller skating rinks; not including drive-in theaters, commercial stables, roller coasters, carousels, fairgrounds, automobile racetracks, circuses or the like									X	X	X	X	X	
Appliance distributors for wholesale									X	X	X	X	X	
Arts and crafts supply and retail sales								X	X	X	X	X	X	
Assembling of electrical appliances, electronic instruments and devices, radios and phonographs, including electroplating; and the manufacturing of small parts only such as coils, capacitors, transformers, crystal holders and the like												X	X	
Athletic fields, recreational buildings, playgrounds, no commercial gain, no automobile or motorcycle racing	X	X	X	X	X	X	X	X	X	X	X	X	X	
Auditoriums, indoor theaters, assembly halls									X	X	X	X	X	
Automobile accessories sales								X	X	X	X	X	X	
Automobile assembling, painting, upholstering, rebuilding, reconditioning, body and fender works, truck repairing or overhauling, tire retreading or recapping, and similar uses													X	See note 9.
Automobile repair shops including body and fender work conducted within a completely enclosed building									X		X	X	X	See note 9.
Automobile sales, new and used									X		X	X	X	See note 9.
Automobile laundry								X	X	X	X	X	X	
Automobile parking lots serving uses permitted in district in which lot is located	X	X	X	X	X	X	X	X	X	X	X	X	X	See note 10.
Automobile parking lots, serving uses in another district							X	X	X	X	X	X	X	
Automobile parking lots, commercial, may be for monetary gain							X	X	X	X	X	X	X	

Permitted Uses	R-20	R-15	R-10	R-10M	R-8	R-6	O-I	C-1	C-2	C-3	C-4	M-1	M-2	Special Requirements
Automobile service station, not including outside storage of used, wrecked, inoperable or dismantled automobiles								X	X	X	X	X	X	See note 3.
Bakeries selling at retail products produced on premises								X	X	X	X	X	X	
Banks, savings and loan and similar financial institutions							X	X	X	X	X	X	X	
Bed and breakfast inns	X	X	X	X	X	X	X	X	X	X	X	X	X	See note 21.
Bicycle and motorbike sales and repair								X	X	X	X	X	X	
Blacksmith and horseshoeing shop												X	X	
Book and stationary stores								X	X	X	X	X	X	
Broadcasting studios, radio, TV								X	X	X	X	X	X	
Boardinghouse, roominghouse					X	X	X	X	X					
Carpet, rug, bag [rag] cleaning establishments									X		X	X	X	
Catering establishments								X	X	X	X	X		
Cemetery or mausoleum	X	X	X	X	X	X	X	X	X			X		See note 11.
Churches, synagogues, temples, and other places of worship, rectories, Sunday schools	X	X	X	X	X	X	X	X	X	X	X	X		
Cleaners and dyers								X	X	X	X	X	X	See note 4.
Cleaners, self-service								X	X	X	X	X		See note 4.
Clothing sales								X	X	X	X			
Clubs, lodges, community buildings, public or private nonprofit	X	X	X	X	X	X	X	X	X	X	X	X	X	See note 12.
Coal, coke, wood lots												X	X	
Colleges, universities, including fraternity, sorority houses, dormitories, and incidental uses when on the same unit of property							X	X	X	X	X	X		
Compartmentalized storage for individual storage of residential and commercial goods									X			X	X	
Construction storage yards, lumberyards												X	X	
Correctional, penal institutions, jails											X	X	X	
Day care accessory use, child	X	X	X	X	X	X	X	X	X	X	X	X	X	See note 20.
Day care, adult as a home occupation (for not more than five persons)			X	X	X	X	X	X	X	X	X	X		See note 2.
Day care, child (small home)	X	X	X	X	X	X								See note 20.
Day care, child (large home)				X	X	X	X							See note 20.
Day care center, child							X	X	X	X		X	X	See note 20.
Day care facility, adult, (for six or more persons)							X	X	X	X	X	X		
Drive-in restaurants								X	X	X	X	X	X	
Drive-in theaters													X	
Dwellings, single-family detached	X	X	X	X	X	X	X				X			See note 18.
Dwellings, single-family attached, two-family, and multifamily including townhouses, patio homes and other styles					X	X	X				X			See notes 13 and 18.

Permitted Uses	R-20	R-15	R-10	R-10M	R-8	R-6	O-I	C-1	C-2	C-3	C-4	M-1	M-2	Special Requirements
Dwellings for caretaker or domestic employee on premises where employed	X	X	X	X	X	X	X							See note 14.
Electrical shops									X	X	X	X	X	
Exhibition buildings, galleries or showrooms									X	X	X	X	X	
Facilities within a physician's or dentist's office building or within a convalescent home or hospital, not to exceed 50 percent of the ground floor area of such office or building, for the dispensing, and sale, on and within the premises, of prescription medicines and medical appliances customarily prescribed by licensed physicians and dentists and dispensed upon such prescription by licensed pharmacists under the laws of the state							X							
Family care home	X	X	X	X	X	X								
Fairgrounds, carousels, roller coaster, Ferris wheels, super slides and the like of a permanent nature									X			X	X	
Fences and walls	X	X	X	X	X	X	X	X	X	X	X	X	X	
Flammable liquids or gases, bulk storage in quantities less than 100,000 gallons									X			X	X	
Flea markets, open air sales not incidental to the operation of an otherwise permitted use, farmers' markets, antique fairs, craft fairs, used or new merchandise promotion									X	X		X	X	
Flower, plant sales, not enclosed								X	X	X	X	X	X	
Foundry casting, lightweight, nonferrous metal not causing noxious fumes, noise or odors												X	X	
Frozen food lockers									X			X	X	
Funeral homes							X		X		X	X	X	
Furniture, retail sales								X	X	X	X	X		
Golf courses, except par three or miniature courses	X	X	X	X	X	X						X	X	
Golf courses, par three or miniature courses									X			X	X	
Golf driving range									X			X	X	
Hardware and building materials sales								X	X	X	X	X	X	See note 1.
Home occupations	X	X	X	X	X	X	X							See note 2.
Hospitals, sanatoria, homes for aged, nursing homes							X	X	X		X			
Hotels, motels									X	X	X	X		
Junkyards													X	See note 15.
Laboratories, experimental photo or motion picture, film or testing												X	X	
Laboratories, medical, research							X		X		X	X	X	
Laundries								X	X	X	X	X	X	See note 4.
Laundries, self-service								X	X	X	X	X	X	See note 4.
Lock and gunsmiths								X	X	X	X	X	X	

Permitted Uses	R-20	R-15	R-10	R-10M	R-8	R-6	O-I	C-1	C-2	C-3	C-4	M-1	M-2	Special Requirements
Machine shop, excluding: punch press over 20 tons' rates [rated] capacity, drop hammers and automatic screw machines												X	X	
Manufacturing, compounding, assembling or treatment of articles or merchandise from the following previously prepared materials: bone, cellophane, canvas, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, precious or semiprecious metals or stones, shell, textiles, wood (excluding planing mills), tars and paint not employing a boiling process												X	X	See note 5.
Manufacturing, compounding, processing, packaging or treatment of such products as baking goods, candy, cosmetics, dairy products, drugs, perfumes, pharmaceuticals, toilet soap, toiletries, and food products												X	X	
Manufacturing and maintenance of electric and neon signs, billboards and commercial advertising structures and light sheet metal products, including heating and ventilating ducts and equipment, cornices, eaves and the like												X	X	
Manufacturing of musical instruments, toys, novelties and rubber and metal stamps												X	X	
Manufacturing of pottery and figurines or similar ceramic products, using only previously pulverized clay and kilns fired only by electricity or gas												X	X	
Medical, dental, paramedical, chiropractor offices							X	X	X	X	X	X		
Metal shops involving fabrication of sheet metal only												X	X	
Mobile home parks				X										See note 16.
Mobile homes, agricultural implements, heavy machinery sale, repair, rental or storage									X			X	X	
Monument works, stone works												X	X	
Motels, hotels									X	X	X	X		
Nightclubs									X	X	X	X		
Offices							X	X	X	X	X	X	X	
Orphanages and similar philanthropic institutions	X	X	X	X	X	X	X							
Outdoor Flea Markets/Open Air Sales									X	X		X	X	
Photographic developing, processing and finishing								X	X	X	X	X	X	
Physical culture establishments							X	X	X	X	X	X		
Planing or sawmills													X	
Pool halls, game rooms									X	X	X			
Public parks, recreational facilities	X	X	X	X	X	X	X	X	X	X	X	X	X	
Public buildings, libraries, museums, art galleries and similar public nonprofit facilities	X	X	X	X	X	X	X	X	X	X	X	X	X	

Permitted Uses	R-20	R-15	R-10	R-10M	R-8	R-6	O-I	C-1	C-2	C-3	C-4	M-1	M-2	Special Requirements
Public utilities, static transformer stations, transmission lines and towers and telephone exchanges, not including service and storage	X	X	X	X	X	X	X	X	X	X	X	X	X	See note 17.
Printing or binding shop									X		X	X	X	
Quarries or other extractive industries													X	
Repair and servicing of office and household equipment								X	X	X	X	X	X	
Restaurants, including all eating places except: drive-ins, nightclubs, clubs, lodges								X	X	X	X	X	X	
Retail business, but not car sales, not otherwise listed								X	X	X	X	X	X	See note 1.
Schools (academic), kindergarten, elementary, secondary, public or private	X	X	X	X	X	X	X	X	X	X	X	X	X	
Schools (nonacademic), commercial, vocational, public or private to include music and dance studios							X	X	X	X	X	X	X	
Service establishments, including but not limited to barbershops, small item repair shops, rental shops, custom fabrication, tailor shops, beauty parlors								X	X	X	X	X	X	
Sheet metal, roofing shops									X			X	X	
Shoe repair								X	X	X	X	X	X	
Signs	X	X	X	X	X	X	X	X	X	X	X	X	X	See article VI.
Stables, commercial												X	X	
Storage, outdoor, not including junkyards or storage of petroleum products in quantities over 100,000 gallons, not otherwise listed herein									X			X	X	See note 6.
Stores or shops, retail, but not automobile sales or repair and not otherwise listed herein								X	X	X	X	X	X	
Telephone exchanges, radio and television towers, cell towers									X	X	X	X	X	
Temporary buildings incidental to a construction project, a temporary permit for which has been issued concurrent with the permit for the permanent building(s) or construction	X	X	X	X	X	X	X	X	X	X	X	X	X	
Temporary events, uses and structures including but not limited to: circuses, carnivals, fairs, rides, sideshows, open air exhibits, musicals, dramas, religious events, stage shows, art and craft shows, sales and displays, all of a nonpermanent nature, whether held in conjunction with permanent or temporary buildings, in the open air or any combination thereof								X	X	X	X	X	X	See note 8.
Tobacco processing and storage												X	X	
Tourist homes							X	X						
Transportation terminals, freight									X			X	X	
Transportation terminals, passengers									X	X	X	X	X	

MOTION TO REZONE INCLUDING NCGS 160-383 LANGUAGE

I move to rezone the property from _____ to _____
for the following reasons:

1. _____

2. _____
_____ and
3. _____

Further, I move that the City Council find that this rezoning is reasonable and in the public interest due to its consistency with the comprehensive plan and, as a result, its furtherance of the goals and objectives of the comprehensive plan.

MOTION TO DENY THE REZONING INCLUDING NCGS 160-383 LANGUAGE

I move to deny the rezoning of the property from _____ to _____
_____ for the following reasons:

1. _____

2. _____
_____ and
3. _____

Further, I move that the City Council find that this rezoning is unreasonable and not in the public interest due to its inconsistency with the comprehensive plan and, as a result, is a hindrance to the goals and objectives of the comprehensive plan.

NOTICE OF PUBLIC HEARING ON ECONOMIC INCENTIVE GRANTS

The City of Thomasville proposes to appropriate and expend City funds for the following economic development project pursuant to North Carolina General Statute § 158-7.1 The City intends to consider entering into economic development incentive grant Contract with Project Rabbit. If this grant is approved, the Company will invest a minimum of \$1,700,000.00 and up to \$2,000,000.00 by December 31, 2024 plus provide a minimum 30 new full-time jobs in the City of Thomasville with an average hourly wage in excess of the County average.

Project Rabbit will be entitled to a grant not to exceed .0025 times the total of the company's investment in plant, machinery and equipment, subject to allowance for depreciation, provided the Company meets the requirements of the Contract as to investment, jobs and wages. The grant will be paid annually for a period of five (5) years. The total grant will not exceed \$25,000.

The City believes the foregoing grant(s) will stimulate the local economy, increase the City tax base and revenues, result in the creation of new employment opportunities in the City and promote the general welfare of the City and its citizens.

The Thomasville City Council will hold a public hearing on the City's proposed appropriation and expenditure of funds for this grant at 6:00 p.m. on Monday, December 19, 2022, at the Ball Park Rd Community Center located at 7003 Ball Park Rd, Thomasville, North Carolina. City Council will consider all information that they believe to have a bearing on this grant. The Council invite all interested persons to attend and present their views. The Council may adjourn the hearing from time to time.

As a result of the public hearing, substantial changes might be made in the advertised proposal reflecting objections, debate and discussions at the hearing.

Persons with disabilities that may need special accommodations to participate in the hearing should notify the City Manager's Office at 336-475-5538 at least 24 hours prior to the start of the hearing.

Wendy Martin, City Clerk, City of Thomasville

Published on December 3, 2022 in the Thomasville Times

CITY OF THOMASVILLE ECONOMIC DEVELOPMENT GRANT AGREEMENT

NORTH CAROLINA

DAVIDSON COUNTY

CITY OF THOMASVILLE

THIS AGREEMENT is made and entered into as of the ___ day of ___ 20___, by and between CITY OF THOMASVILLE, a body corporate and politic (hereinafter referred to as "the City"), and Project Rabbit , a _____ corporation (hereinafter referred to as "company").

WITNESSETH:

WHEREAS, the company has developed plans for the construction, expansion or renovation of a facility and/or installation of new manufacturing machinery and equipment in Thomasville, Davidson County, North Carolina; and

WHEREAS, the City Council of the City verily believes that the location of new industries and the expansion of existing industries is vital to the economic health of the City and to the welfare of its citizens; and

WHEREAS, the City Council wishes to encourage such development by means of offering incentives to recruit new industries and to aid in expansion of existing industries; and

WHEREAS, such incentives are predicated on the notion of expanding the City's tax base, diversifying the local economy and providing additional jobs or retaining jobs for the City's citizens that pay wages and benefits equal to or higher than the current prevailing average hourly wage and benefits in the particular industry; and

WHEREAS, the City Council has determined that it is appropriate and in the best interests of the City and its citizens to offer incentives in the form of both cash grants and assistance with making public services available; and

WHEREAS, the City Council believes that it is appropriate and reasonable to expect the company to bind itself to the City to produce certain results in conjunction with the project described herein as conditions of the incentives being offered by the City;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein set forth, the parties hereby agree as follows:

1. On or before March, 2023 (actual effective date will be the start of the project) Project Rabbit shall begin construction of a manufacturing facility expansion and installation of equipment and machinery in Thomasville, North Carolina.
2. Within 2 years of the effective date of this agreement (said effective date being referred in item 1.), the company shall make an investment upon such site in building/land and machinery/ equipment of a minimum of \$1,700,000 and up to \$2,000,000 (the expected capital investment) .

3. Within 2 years of the effective date of this agreement, the company shall provide at such site at least 30 new jobs in Thomasville (expected number of jobs) paying average annual wages at or above the county average wage. If the actual number of full-time jobs is ever less than the initial jobs commitment the grant will become void. Consideration may be made for unforeseen conditions outside company control and will be reviewed on a case by case basis. If the actual average wage of the qualifying jobs is ever less than the expected initial wage the grant will become void. Consideration may be made for unforeseen conditions outside company control and will be reviewed on a case by case basis.

4. In consideration of the performance of the aforesaid expected obligations by Project Rabbit, the City will provide maximum annual cash grant to the company of \$5,000 per year for a five (5) year period. The calculation for the grant will be .0025 time the total investment in plant, machinery and equipment. Consideration may be made for unforeseen conditions outside company control and may be reviewed on a case by case basis. Thomasville will pay such grants beginning in the tax year after the project's completion and grants will be paid to the company no later than May 1st after the company has made its tax payment for the then-current year and has notified the Davidson County EDC of the payment.

6. The company shall on a no less than annual basis provide evidence satisfactory to the City of how many jobs (as provided in Paragraph 3 herein) it has maintained.

7. The company specifically agrees that in the event that all or any portion of this agreement or any incentive grant or payment to be made hereunder is declared to be unconstitutional, illegal, or otherwise enjoined by a court of competent jurisdiction, the company shall indemnify and hold harmless the City of Thomasville and its City Council, individually and collectively, from any loss or liability and shall reimburse the City by the amount of any such grant or payment.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of the day and year first above written.

Project Rabbit

By: _____
Authorized Signature

ATTEST:

CITY OF THOMASVILLE

By: _____,
Chairman
City Council

ATTEST:

Wendy Martin
Clerk to the City Council

NORTH CAROLINA
DAVIDSON COUNTY
CITY OF THOMASVILLE

This the ____ day of _____, 20____, _____ personally came before me
_____ and acknowledged that he/she is _____ of _____, a
_____ corporation, and that by authority duly given and as the act of the corporation,
the foregoing instrument its name on its behalf as its act and deed.

Witness my hand and official stamp or seal, this ____ day of _____, 2022_.

My Commission Expires: _____
Notary Public

NORTH CAROLINA
DAVIDSON COUNTY
CITY OF THOMASVILLE

This the ____ day of _____, 20____, personally came before me Wendy Martin,
Clerk to the council of the City of Thomasville, North Carolina, who being by me duly sworn
says that she knows the common seal of the City of Thomasville, North Carolina and is
acquainted with _____, who is the Chairman of the City Council of Thomasville, North
Carolina, and that she, the said Wendy Martin, is the Clerk to the council of the City of
Thomasville, North Carolina, and saw the Chairman of the City Council of Thomasville, North
Carolina, sign the foregoing instrument and affix said seal to said instrument and that she, the said
Wendy Martin, signed her name in attestation of said instrument in the presence of said Chairman
of the Council of Thomasville, North Carolina.

My Commission Expires: _____
Notary Public

**NOTICE OF PUBLIC HEARING ON REQUEST FOR
VOLUNTARY CONTIGUOUS ANNEXATION**

The public will take notice that the City Council of the City of Thomasville has called a public hearing at 6:00 (six o'clock) P.M. on the 19th day of December, 2022 at 7003 Ball Park Road, Thomasville, North Carolina, on the question of annexing the following described territory requested by petition filed pursuant to G.S. 160A-31 as amended:

Being Tract III of DB 757 PG 651 located in Thomasville Township; Tract III being 54.595 acres, less and except approximately 307.00 square feet; and being all the tract of land containing 54.59 acres of land, more or less, located in Thomasville Township, Davidson County, N.C.; and being part of the land described in DB 757 PG 651; also being more particularly described as TRACT III as follows:

BEGINNING AT A 2½" EXISTING IRON PIPE IN THE SOUTHERN RIGHT OF WAY OF LAKE ROAD, SAID PIPE WITH THE NORTH CAROLINA GRID COORDINATES N: 768,120.59, E: 1,672,222.18 AND SAID PIPE BEING A COMMON CORNER WITH THE G&S HOSPITALITY INC PROPERTY; THENCE WITH THE G&S HOSPITALITY PROPERTY S 8 6°58' 06" E FOR A DISTANCE OF 322.99 FEET TO AN EXISTING CONCRETE MONUMENT, SAID MONUMENT BEING A COMMON CORNER WITH THE HCP DG LLC KAR TRUST DG LLC PROPERTY; THENCE WITH THE AFOREMENTIONED PROPERTY S 04°30'11" W FOR A DISTANCE OF 151.26 FEET TO A POINT; THENCE S 04°30'11" W FOR A DISTANCE OF 87.66 FEET TO A ¾" EXISTING IRON REBAR, SAID REBAR BEING IN THE NORTHERN MARGIN OF INTERSTATE 85; THENCE WITH THE RIGHT OF WAY OF INTERSTATE 85 S 64°41'23" W FOR A DISTANCE OF 22.63 FEET TO A ¾" EXISTING IRON REBAR; THENCE S 64° 45' 19" W FOR A DISTANCE OF 93.16 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE S 65°59'02" W FOR A DISTANCE OF 192.72 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 1547.73 FEET AND A CHORD BEARING OF S 70°12'53" W FOR A DISTANCE OF 94.32 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE S 74°44'42" W FOR A DISTANCE OF 370.93 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE S 73°40'26" W FOR A DISTANCE OF 879.05 TO AN EXISTING CONCRETE MONUMENT; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 23068.23 FEET AND A CHORD BEARING OF S 70°46' 50" W FOR A DISTANCE OF 1436.56 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE S 67°38'47" W FOR A DISTANCE OF 365.89 FEET TO A ¾" EXISTING IRON PIPE, SAID PIPE BEING A COMMON CORNER WITH THE BRENDA H. WATERHOUSE PROPERTY; THENCE WITH THE WATERHOUSE PROPERTY N 37°55'52" W FOR A DISTANCE OF 345.40 FEET TO AN EXISTING RED OAK; THENCE N 15° 26' 58" W FOR A DISTANCE OF 78.71 FEET TO AN EXISTING CONCRETE MONUMENT, SAID MONUMENT BEING A COMMON CORNER WITH THE JERRY J. & MARTHA B. DOBY PROPERTY; THENCE WITH THE DOBY PROPERTY N 39° 14' 46" E FOR A DISTANCE OF 1321.18 FEET TO A DECAYED STUMP; THENCE N 51°56' 22" W FOR A DISTANCE OF 473.58 FEET TO A POINT, SAID POINT IN THE CENTERLINE OF LAKE ROAD; THENCE WITH THE CENTERLINE OF LAKE ROAD S 64°28'27" E FOR A DISTANCE OF 179.12 FEET TO A POINT; THENCE S 65°16'47" E FOR A DISTANCE OF 103.60 FEET TO A POINT; THENCE S 66°24'24" E FOR A DISTANCE OF 38.91 FEET TO A POINT; THENCE S 72°09'31" E FOR A DISTANCE OF 147.03 FEET TO A POINT; THENCE S 80°21'01" E FOR A DISTANCE OF 98.25 FEET TO A POINT; THENCE S 81°32'57" E FOR A DISTANCE OF 1080.10 FEET TO A POINT; THENCE LEAVING THE CENTERLINE OF LAKE ROAD S 07°29'18" W FOR A DISTANCE OF 25.64 FEET TO AN EXISTING CONCRETE MONUMENT; THENCE S 15° 49' 13" W FOR A DISTANCE OF 36.34 FEET TO AN EXISTING CONCRETE MONUMENT, SAID MONUMENT BEING IN THE SOUTHERN RIGHT OF WAY OF LAKE ROAD; THENCE WITH THE RIGHT OF WAY OF LAKE ROAD S 81°58'24" E FOR A DISTANCE OF 200.08 FEET TO A POINT; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 1492.39 FEET AND A CHORD BEARING OF N 84°20'40" E FOR A DISTANCE OF 728.82 FEET TO A POINT; THENCE N 70°12'40" E FOR A DISTANCE OF 239.83 FEET TO THE POINT AND PLACE OF BEGINNING CONTAINING 54.59 ACRES MORE OR LESS.

Wendy S Martin, City Clerk

Published on: December 3, 2022 in the Thomasville Times

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF
THE CITY OF THOMASVILLE, NORTH CAROLINA**

WHEREAS, on September 27, 2022 the City of Thomasville was petitioned under G.S. 160A-31, as amended, to annex the area described herein; and

WHEREAS, on October 17, 2022 the City has by Resolution directed the City Clerk to investigate the sufficiency of the Petition; and

WHEREAS, on November 21, 2022 the City Clerk certified the sufficiency of the Petition; and on December 19, 2022 a public hearing on the question of this annexation was held at Ball Park Community Center at 6:00 PM, after due notice by publication on December 6, 2022 in the High Point Enterprise; and

WHEREAS, the City Council does hereby find that the Petition meets the requirements of G.S. 160A-31, as amended.

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

Section 1. By virtue of the authority granted by G.S. 160A-31, as amended, the following described territory is hereby annexed and made part of the City of Thomasville as of December 19, 2022:

Beginning at a 2½" existing iron pipe in the southern right of way of lake road, said pipe with the north carolina grid coordinates n: 768,120.59, e: 1,672,222 .18 and said pipe being a common corner with the g&s hospitality inc property; thence with the g&s hospitality property s 86°58'06" e for a distance of 322.99 feet to an existing concrete monument, said monument being a common corner with the hcp dg llc kar trust dg llc property; thence with the aforementioned property s 04°30'11" w for a distance of 151.26 feet to a point; thence s 04°30'11" w for a distance of 87.66 feet to a ¾" existing iron rebar, said rebar being in the northern margin of interstate 85; thence with the right of way of interstate 85 s 64°41'23"w for a distance of 22.63 feet to a ¾" existing iron rebar; thence s 64° 45' 19" w for a distance of 93.16 feet to an existing concrete monument; thence s 65°59'02" w for a distance of 192.72 feet to an existing concrete monument; thence along a curve to the right having a radius of 154 7.73 feet and a chord bearing of s 70°12'53" w for a distance of 94.32 feet to an existing concrete monument; thence s 74°44'42" w for a distance of 370.93 feet to an existing concrete monument; thence s 73°40'26" w for a distance of 879.05 to an existing concrete monument; thence along a curve to the left having a radius of 23068.23 feet and a chord bearing of s 70°46' 50" w for a distance of 1436.56 feet to an existing concrete monument; thence s 67°38'47" w for a distance of 365.89 feet to a ¾" existing iron pipe, said pipe being a common corner with the brenda h. Waterhouse property; thence with the waterhouse property n 37°55'52" w for a distance of 345.40 feet to an existing red oak; thence n 15° 26' 58" w for a distance of 78.71 feet to an existing concrete monument, said monument being a common

corner with the jerry j. & martha b. Doby property; thence with the doby property n 39° 14' 46" e for a distance of 1321.18 feet to a decayed stump; thence n 51 °56' 22" w for a distance of 473.58 feet to a point, said point in the centerline of lake road; thence with the centerline of lake road s 64°28'27" e for a distance of 179.12 feet to a point; thence s 65°16'47" e for a distance of 103.60 feet to a point; thence s 66°24' 24" e for a distance of 38.91 feet to a point; thence s 72°09'31" e for a distance of 147.03 feet to a point; thence s 80°21'01" e for a distance of 98.25 feet to a point; thence s 81 °32'57" e for a distance of 1080.10 feet to a point; thence leaving the centerline of lake road s 07°29'18" w for a distance of 25.64 feet to an existing concrete monument; thence s 15 ° 49' 13" w for a distance of 36.34 feet to an existing concrete monument, said monument being in the southern right of way of lake road; thence with the right of way of lake road s 81°58'24" e for a distance of 200.08 feet to a point; thence along a curve to the left having a radius of 1492.39 feet and a chord bearing of n 84°20'40" e for a distance of 728.82 feet to a point; thence n 70°12'40" e for a distance of 239.83 feet to the point and place of beginning containing 54.59 acres more or less.

Section 2. Upon and after December 19, 2022, 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 Thomasville and shall be entitled to the same privileges and benefits as other parts of the City of Thomasville. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. That the Mayor of Thomasville shall cause to be recorded in the office of the Register of Deeds of Davidson 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 hereof, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Davidson County Board of Elections, as required by G. S. 163-288.1.

Adopted the 19th day of December, 2022.

CITY OF THOMASVILLE

[SEAL]

By:

Raleigh York, Jr., Mayor

ATTEST:

Wendy S. Martin
City Clerk

APPROVED AS TO FORM:

Misti Whitman
City Attorney

MINUTES FOR THE THOMASVILLE CITY COUNCIL BRIEFING MEETING ON MONDAY, NOVEMBER 14, 2022 AT 4:00 PM AT 7003 BALLPARK ROAD, THOMASVILLE, NC.

Elected officials in attendance: Mayor Raleigh York, Jr.; Mayor *Pro Tempore* Doug Hunt; and Council Members Ron Bratton; Wendy Sellars; Lisa Shell; Jeannette Shepherd; and Hunter Thrift. Council Member Payton Williams had an excused absence.

The following staff members attended the meeting: City Manager Michael Brandt; Assistant City Manager Eddie Bowling; Planning Director Chuck George; Finance Director Thomas Avant; Police Chief Mark Kattner; and City Clerk Wendy Martin.

1. Call to Order - Mayor York called the Briefing meeting of the Thomasville City Council to order.
2. Additions and Deletions to the Agenda – There were no changes to the agenda. Council Member Thrift moved to approve the agenda. Council Member Hunt seconded. *Motion unanimously approved 6 – 0.*
3. Recognitions and Presentations on November 21, 2022
 - A. Proclamation – Epilepsy Awareness Month (November 2022)
 - B. Proclamation – National Hospice Palliative Care Month (November 2022)
 - C. Proclamation – National Native American Heritage Month (November 2022)
 - D. Proclamation – Small Business Saturday (November 26, 2022)
 - E. Audit Presentation – Jill Vang, Martin Starnes
4. Public Forum – Anyone can speak at the Council meeting on November 21, 2022 for two minutes on any topic they choose.
5. Closed Session – on **November 14, 2022** for Economic Development

Mayor Pro Tem Hunt moved that Council go into closed session for economic development. Council Member Shell seconded. *Motion unanimously approved 6 – 0.* Mayor York advised that no action was taken in closed session.

Council put the following items on the Consent Agenda for consideration on November 21, 2022:

6. Consent Agenda
 - A. Approval of Minutes – Briefing Meeting on 10/10/22
 - B. Approval of Minutes – Council Meeting on 10/17/22
 - C. Consideration of Personnel Policy Amendments – Article XI Travel and Transportation Expenses – Section 4 – Eligible Travel Expenses
 - D. Consideration of Aqua Tech Contract for Pool Management Company
 - E. Consideration of Resolution setting Public Hearing regarding Voluntary Annexation of portion of Lake Road on December 19, 2022 at 6:00 PM at 7003 Ball Park Road, Thomasville, NC
 - F. Consideration of Retirement/Surplus of K9 Officer Vilko to Handler Joe Sutton

- G. Consideration of Approval of Real Estate Transaction Exchanging Services, Not to Exceed \$3,500, for Tract 2 of Davidson Co. Register of Deeds Book 2302 Page 373.

7. Regular Agenda for action on November 14, 2022

A. Consideration of Resolution for Economic Development Project Rabbit

Michael Walser advised that Project Rabbit is for a \$1.8M investment for an expansion of a local company. They currently have 121 full time employees. This expansion would add 31 additional full time jobs with an average salary of \$47,465 per year. They are seeking a \$155,000 grant from the Department of Commerce, which would require a 5% match (\$7,750) from the City of Thomasville.

Council Member Thrift moved to approve the Resolution as presented. Council Member Hunt seconded. *Motion unanimously approved 6 – 0.*

B. Call for Public Hearing regarding the Economic Development Incentives for Project Rabbit

Council Member Sellars moved to set a public hearing on December 19, 2022 at 6:00 PM at 7003 Ball Park Road, Thomasville, NC, regarding the economic development incentives for Project Rabbit. Council Member Shell seconded. *Motion unanimously approved 6 – 0.*

Council put the following items on the Regular Agenda for consideration on November 21, 2022:

8. Regular Agenda

- A. Consideration of ARPA Grant Project Ordinance
- B. Consideration of 2022-23 ARPA Grant Budget Amendment
- C. Consideration of 2022-23 Budget Amendment #2023 – P5-01

9. Closed Session – on November 14, 2022 for Personnel

Council Member Thrift moved to go into closed session for personnel. Mayor Pro Tem Hunt seconded. *Motion unanimously approved 6 – 0.* Mayor York advised that no action was taken in closed session.

10. Committee Reports and Appointments, Mayor's Report and Appointments, City Manager's Report, City Attorney's Report on November 21, 2022.

11. Additional Items

12. Adjournment – Council Member Sellars moved to go back into open. Council Member Shepherd seconded. *Motion unanimously approved 6 – 0.*

Raleigh York, Jr., Mayor

Wendy S. Martin, City Clerk

**MINUTES FOR THE THOMASVILLE CITY COUNCIL MEETING ON MONDAY,
NOVEMBER 21, 2022 AT 6:00 PM AT 7003 BALLPARK ROAD, THOMASVILLE, NC.**

Elected officials in attendance: Mayor Raleigh York, Jr.; Mayor *Pro Tempore* Doug Hunt; and Council Members Ron Bratton; Wendy Sellars; Lisa Shell; Jeannette Shepherd; Hunter Thrift and Payton Williams.

1. Call to Order – Mayor York called the meeting of the Thomasville City Council to order.
2. Additions and Deletions to the Agenda

City Manager Brandt asked that Council pull item 5 G from the Consent agenda, so that it could go back to Real Estate Committee for further discussion.

Council Member Thrift moved to approve the agenda as amended. Mayor *Pro Tem* Hunt seconded. *Motion unanimously approved 7 – 0.*

3. Recognitions and Presentations – No action was taken.

A. Epilepsy Awareness Month Proclamation

Council Member Sellars presented the Proclamation to Toney Kincaid.

Mr. Kincaid thanked Mayor and Council. He was happy to say that *Sam's Law* passed in Davidson County, which will allow children to take epilepsy medicine at school, and it trains educators how to recognize and know what to do if a student has an epileptic seizure. He is part of a group that is trying to get this passed statewide. He said there are 15,500 children with epilepsy in our NC public schools.

B. National Hospice Palliative Care Month Proclamation

Mayor *Pro Tem* Hunt presented this proclamation to Kimberly Gleiser, Community Engagement Manager for Hospice of Davidson County.

Ms. Gleiser thanked Mayor and Council for bringing education and awareness to the community of the services that Hospice provides for end-of-life care.

C. National Native American Heritage Month Proclamation

Council Member Thrift read this Proclamation into the record.

D. Small Business Saturday Proclamation

Mayor York presented this Proclamation to Keith Tobin, Chamber of Commerce President.

Mr. Tobin thanked Mayor and Council for supporting Thomasville's local businesses year after year and all year long. He said over 60% of our employees come from small businesses in this community. He encouraged everyone to support our small businesses, which are the backbone of our economy and have been through a lot the last couple of years.

E. Audit Presentation – Jill Vang with Martin Starnes & Associates provided a PowerPoint presentation of the annual audit findings. Copies of the slides are available upon request from the Clerk's office.

4. Public Forum – Mr. Malon Rogers, co-owner Old North State Candy and Gifts, came forward to speak. His statement is on file with the Clerk and is available upon request. No action was taken.

5. Consent Agenda – City Manager Brandt spoke briefly about each of these items as follows:

A. Consideration of Approval of Minutes – Briefing Meeting on 10/10/22

B. Consideration of Approval of Minutes – Regular Council Meeting on 10/17/22

C. Consideration of Personnel Policy Amendments – Article XI Travel and Transportation Expenses – Section 4 – Eligible Travel Expenses

This amendment will bring our reimbursement policy for meals up-to-date with current Government Services Administration per diem rates as established and followed by Federal Government. By following the GSA standards, the City will not have to make changes to this policy in the future.

D. Consideration of Aqua Tech Contract for Pool Management Company

This is for future pool management to include providing lifeguards, chemicals, and oversight of the pool operations.

E. Consideration of Resolution setting Public Hearing regarding Voluntary Annexation of portion of Lake Road on December 19, 2022 at 6:00 PM at 7003 Ball Park Road, Thomasville, NC

City Council is setting a Public Hearing for consideration of voluntary annexation of a ~54 acre tract located at 726 Lake Road. Said Public Hearing will be held on Monday, December 19, 2022 at 6:00 PM at 7003 Ball Park Road, Thomasville, NC.

F. Consideration of Retirement/Surplus of K9 Officer Vilko to Handler Joe Sutton

K9 Officer Vilko, a mixed German Shepard and Belgian Malinois, was received into the Police Department in June 2014 and became active in August 2014. He has

assisted on a number of drug seizures that have led to many felony arrests. He was a very good tracker, with over 50% success rate. After 8 years of service, Vilko will spend his retirement with Officer Sutton and his family.

City Manager Brandt praised K9 Officer Vilko for a job well done.

Council Member Thrift moved to approve the items on the Consent Agenda. Council Member Williams seconded. *Motion unanimously approved 7 – 0.*

6. Regular Agenda

A. Consideration of ARPA Grant Project Ordinance

Finance Director Thomas Avant explained that this ordinance appropriates a total of \$1,813,148 of American Rescue Plan Act (ARPA) grant funding for the purchase of capital equipment in the Golf Course Fund, General Fund, and Water/Sewer Enterprise Fund.

Due to extremely long lead time for equipment and vehicle purchase and delivery, capital equipment will be purchased this year using grant funding instead of financing the items in the next fiscal year.

Using ARPA funding for capital equipment, instead of financing it, should save the city between \$200,000 and \$250,000 on interest financing costs over a 5-year period.

Mayor *Pro Tem* Hunt moved to approve this Grant Project Ordinance. Council Member Shell seconded. *Motion unanimously approved 7 – 0.*

B. Consideration of 2022-23 ARPA Grant Budget Amendment

Mr. Avant advised that this amendment would transfer \$950,000 of previously approved ARPA funds from contractual services in the Administration Department to salaries in the Police Department. He explained that supplanting salaries in the Police Department budget with ARPA funds would allow General Fund dollars to be used for the purchase and improvement of the Kern Street School property and would remove any restrictions on sale of the property at a future date.

This amendment also transfers funding from the special grant revenue fund to the Golf Course Fund, Water/Sewer Enterprise Fund, and General Fund for the purchase of capital equipment.

Mayor *Pro Tem* Hunt moved to approve this Budget Amendment. Council Member Sellars seconded. *Motion unanimously approved 7 – 0.*

C. Consideration of 2022-23 Budget Amendment #2023-P5-01

Mr. Avant said this amendment transfers \$950,000 in salaries, supplanted using ARPA funding, from the Police Department to the Administration Department's capital budget for the purchase and improvement of the Kern Street School property.

The amendment also appropriates \$3,259 of insurance proceeds in the Streets Division of Public Works for damage to a tractor.

\$23,677 of Contingency funding is being used to cover the additional cost of cyber-insurance and consultant costs for the 7 West Guilford Street committee/project. The remaining General Fund Contingency balance is \$251,333.

In the Water/Sewer Enterprise Fund, the amendment transfers \$34,600 from the Meter Service Division to the Maintenance/Construction Division to fund the increased cost of budgeted vehicles.

Council Member Shepherd moved to approve this Budget Amendment. Council Member Williams seconded. *Motion unanimously approved 7 – 0.*

7. Committee Reports and Appointments, Mayor's Report and Appointments, City Manager's Report, City Attorney's Report

Mayor York, Members of the City Council and City Staff wished everyone a safe and happy Thanksgiving and holiday season.

Council Member Williams thanked the Chamber of Commerce for supporting the City's wonderful Small Businesses.

Council Member Sellars thanked the individuals and organizations who sponsored food boxes to help make the lives of the less fortunate community members better.

She said, "Holidays are very hard on many of our community members, and it places many burdens on them to try to figure out how to have a good meal or a good holiday. Our Thomasville community has individuals with such huge hearts, and I personally wanted to say thank you to the ones who have made lives better."

She also thanked CCM for assisting her organization *Hugs Heal Thomasville* and Davidson County Transitional Services in hosting their 2nd annual community Thanksgiving meal for pickup and delivery.

On behalf of the Personnel Committee, Council Member Thrift moved to appoint Edward Keller to fill Justin Finch's unexpired term on the Tourism Commission. Mayor *Pro Tem* Hunt seconded. *Motion unanimously approved 7 – 0.*

Mayor York reported that the Mayor's Cup raised \$18,265 for Habitat of Humanity Thomasville. He thanked Rita Leta and all the committee members and volunteers who made this possible. He also:

- Attended a ribbon cutting for the Mill Coffee & Community, a new small business in Thomasville on the Baptist Children's Home campus;
- Presented a Proclamation for "Phil Ford Day" at Thomasville High School to former Carolina and NBA basketball player Phil Ford;
- Toured the new Thomasville Aquatic & Community Center with officials from Marlboro County, South Carolina. He said, "This is going to be a state of the art facility, and it's going to be a fine addition to our recreation program here in Thomasville";
- Presented a Proclamation for the "1970-1971 TSHS Bulldog Wrestling Team Champions Day" in celebration of the Class of 1971's undefeated wrestling team reunion at the Finch House;
- Attended Recreation's Senior Club Thanksgiving celebration at the Ball Park Community Center; and
- Attended Light Up the Holidays.

City Manager Brandt announced that:

- City offices would be closed Thursday and Friday for the Thanksgiving holiday, and he advised everyone to check the City website for the holiday sanitation schedule.
- "Shop Small" Saturday was coming up on November 26th, and he invited people to visit Thomasville's many small businesses downtown and throughout Thomasville for holiday shopping.
- The Annual Christmas Parade, presented by the Thomasville Tourism Commission, will be on December 10th, beginning at 11 AM.
- Parks & Recreation will present the movie "*The Grinch who Stole Christmas*" on Friday, December 16th at Cushwa Stadium.
- City Offices would be closed December 23rd and 26th for Christmas and January 2nd for the New Year's Holiday. He advised people to check the website for sanitation schedule changes.

City Attorney Misti Whitman invited everyone in the community to attend an open house at Citrin & Whitman on December 9th between 11:00 AM to 3:00 PM for lunch in celebration of the holidays. She said donations of food or money for Cooperative Community Ministries would be accepted.

8. Closed Session – Personnel

Council Member Thrift moved go into closed session for personnel matters. Council Member Sellars seconded. *Motion unanimously approved 7 – 0.*

No action was taken in closed session.

9. Additional Items – n/a

10. Adjournment – Council Member Sellars moved to adjourn. Council Member Shell seconded. *Motion unanimously approved 7 – 0.*

Raleigh York, Jr., Mayor

Wendy S. Martin, City Clerk

Budget Amendment

To: City Manager

From: Finance Director

Date: 12/6/2022

Council Budget Amendment Reference #: 2023 – P6 - 01

Re: 2022-2023 General Fund Budget Amendment

The amendment appropriates a contribution of \$18,000 from Jason Gentel, who has been a City of Thomasville employee for the last 27 years and serves as Winding Creek Golf Course's Club Professional and Clubhouse Manager. On 10/17/2022, Jason won a pro-am golf tournament hosted by First Responders of the Triad, a 501-c3 organization. The tournament winner has the option to provide half the tournament proceeds to their local community. Of the \$36,000 earned in proceeds, Jason will be donating \$18,000 to the City of Thomasville's first responders at the Thomasville Police Dept. and Fire Dept. Each department will use \$9,000 for the purchase of equipment to support its operations. First Responders of the Triad is represented by Patrick Donnelly, the organization's Chief Operating Officer. The amendment also appropriates \$220,918 from the Recreation Reserve and \$120,000 in surplus investment earnings/interest revenue for the additional cost of the Aquatics Center construction project. The amendment also appropriates a \$75,000 donation from the T.A. Finch Foundation for a new picnic shelter and park enhancements at Memorial Park. Salary and fringe benefit costs for a Risk Analyst will be transferred from the Engineering Department to the Personnel Department, as the position was originally budgeted in Engineering as a GIS Analyst. Finally, the amendment transfers \$25,000 budgeted as a contribution to the Thomasville Rescue Squad to Contingency.

GENERAL FUND

INCREASE REVENUE

010-0000-390.01-09	Contribution/Donation/Miscellaneous	\$ 18,000.00
010-0000-399.08-00	Approp. from Fund Balance/Rec. Reserve	\$ 220,918.00
010-0000-350.00-00	Investment Earnings/Interest	\$ 120,000.00
010-0000-390.01-06	Contribution/Donation/Finch Foundations	\$ 75,000.00
Total		\$ 433,918.00

DECREASE APPROPRIATION

010-5510-531.02-01	Salaries/Full-Time	\$ 28,917.00
010-5510-531.04-01	Taxes/FICA	\$ 1,793.00
010-5510-531.04-02	Taxes/Medicare	\$ 419.00
010-5510-531.05-01	Group Health Insurance	\$ 4,404.00
010-5510-531.05-02	Group Life Insurance	\$ 42.00
010-5510-531.06-01	Retirement	\$ 3,516.00
010-4110-512.90-02	Contribution/Thomasville Rescue Squad	\$ 25,000.00
Total		\$ 64,091.00

INCREASE APPROPRIATION

010-5110-524.74-00	Capital Outlay/Equipment	\$ 9,000.00
010-5310-524.74-00	Capital Outlay/Equipment	\$ 9,000.00
010-6290-552.90-60	Contributions to General Capital Projects	\$ 340,918.00
010-6290-554.74-00	Capital Outlay/Equipment	\$ 75,000.00
010-4610-511.02-01	Salaries/Full-Time	\$ 28,917.00
010-4610-511.04-01	Taxes/FICA	\$ 1,793.00
010-4610-511.04-02	Taxes/Medicare	\$ 419.00
010-4610-511.05-01	Group Health Insurance	\$ 4,404.00
010-4610-511.05-02	Group Life Insurance	\$ 42.00
010-4610-511.06-01	Retirement	\$ 3,516.00
010-9010-505.58-00	Unallocated/Contingency	\$ 25,000.00
Total		\$ 498,009.00

CITY OF THOMASVILLE
Capital Project Ordinance

BE IT ORDAINED by the Thomasville City Council that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project is hereby adopted:

Section 1. The project authorized is the installment financing of the new Aquatics and Recreation Center at Memorial Park, including a City Council Chamber and administrative meeting space, as described in the Approving Resolution, Installment Financing Agreement, Deed of Trust, and related documents.

Section 2. The officers of this unit are hereby directed to proceed with the Capital Project within the terms of the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

060-6291-370-0200	Installment Finance	\$ 6,100,000.00
060-6291-399-0800	Contribution – Recreation Reserve	\$ 645,870.00
060-6291-390-0110	Contribution – General Fund	\$ 120,000.00
Total		\$ 6,865,870.00

Section 4. The following expenditure amounts are appropriated for this project:

060-6291-552-4501	Professional Services	\$ 62,500.00
060-6291-554-7200	Buildings	\$ 6,803,370.00
Total		\$ 6,865,870.00

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records.

Section 6. Requests for funds should be made in an orderly and timely manner as funds are obligated and expenses incurred.

Section 7. The Finance Officer is directed to report timely on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this Capital Project in every budget submission made to this Council.

Section 9. Copies of this Capital Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

ADOPTED this 19th day of December, 2022

Mayor

ATTEST:

City Clerk



2023 THOMASVILLE CITY COUNCIL MEETING DATES *

January meetings will be held at 7003 Ball Park Road, Thomasville, NC.
The rest of the year, these meetings will be held at the Thomasville Aquatic & Community Center, 20 Salem Street, Thomasville, NC 27360.

COMMITTEE MEETINGS (8:30 A.M.) (except 1/4/23)	BRIEFING MEETINGS (4:00 P.M.)	COUNCIL MEETINGS (6:00 P.M.)	MAYOR <i>PRO TEMPORE</i> OF THE MONTH**
January 4*** (at 4:00 PM)	January 9	January 17***	Payton Williams
February 7	February 13	February 20	Wendy Sellars
March 7	March 13	March 20	Hunter Thrift
April 4	April 10	April 17	Ron Bratton
May 2	May 8	May 15	Jeannette Shepherd
June 6	June 12	June 20***	Doug Hunt
July 5***	July 10	July 17	Lisa Shell
August 8	August 14	August 21	Payton Williams
September 6***	September 11	September 18	Wendy Sellars
October 3	October 9	October 16	Hunter Thrift
November 8***	November 13	November 20	Ron Bratton
		December 4 (Organizational Mtg.)	Jeannette Shepherd
December 5	December 11	December 18	Jeannette Shepherd

* **Information subject to change.** Please check the agenda posted at City Hall or the website at www.thomasville-nc.gov to verify current meeting information.

** The **Mayor Pro Tempore** will be responsible for attending the meetings of the **Chamber of Commerce, County Commissioners and City School Board**. (Each will notify Council Member personally of meeting dates and times.)

*** Council will meet on WEDNESDAY, January 4th, because of New Year's Day.
Council will meet on TUESDAY, January 17th, because of the MLK Holiday.
Council will meet on TUESDAY, June 20th, because of the Juneteenth Holiday.
Council will meet on WEDNESDAY, July 5th, because of Independence Day.
Council will meet on WEDNESDAY, September 6th, because of Labor Day.
Council will meet on WEDNESDAY, November 8th, because of Election Day.

**RESOLUTION OF THE THOMASVILLE CITY COUNCIL
TO CONDUCT A PUBLIC HEARING FOR THE PURPOSE OF
CONSIDERING A PETITION FOR THE
CLOSURE OF A PORTION OF LAKE ROAD**

A Petition having been filed with the City Council of the City of Thomasville, North Carolina by Scott Y. Curry, Executor of the Estate of Elizabeth C. Myers, requesting the City to close a portion of Lake Road at the following location:

Being all the Abandoned Street crossing the property of Nova Myers Burton depicted on State Project Number 8.1529501, recorded in Highway Plan Book 1 Page 192 of Davidson County Register of Deeds, also the same Unnamed Road depicted on the Davidson County GIS splitting Parcel Number 1633900000050 owned by Donald Edwin Myers and Elizabeth Clifton Myers.

It further appearing that Petitioner is the executor of the estate that owns the realty on both sides of such portion of Lake Road; and

It further appearing that the closing of said portion of Lake Road will not deprive any individual of a reasonable means of ingress or egress to such individual's property and is not detrimental to the public interest; and

NOW, THEREFORE, in consideration of the foregoing facts and under the power and authority granted to the City Council of the City of Thomasville under N.C. General Statute §160A-299,

IT IS HEREBY RESOLVED that a public hearing be held at the Council Meeting at 7003 Ball Park Road, Thomasville, North Carolina at 6:00 P.M. on Tuesday, January 17, 2023 to consider and act upon the said Petition for the closing of said street; and

BE IT HEREBY FURTHER RESOLVED that this Resolution be published once a week for four (4) successive weeks prior to said hearing in the Thomasville Times, a newspaper published in the City of Thomasville, Davidson County, North Carolina, and that a copy of this Resolution be sent by registered or certified mail to all owners of the properties adjoining the above-described portion of Lake Road who did not join in the Petition for Street Closing, as shown on the Davidson County tax records, and that a Notice of the Closing and Public Hearing shall be prominently posted in at least two places along the said street.

Adopted this 19th day of December, 2022.

Raleigh York, Jr., Mayor

ATTEST:

Wendy S. Martin, City Clerk

EXHIBIT A

STATE OF NORTH CAROLINA
COUNTY OF DAVIDSON

IN RE: ESTATE OF ELIZABETH)
C. MYERS, DECEASED)
)

PETITION TO CLOSE ABANDONED
PORTION OF LAKE ROAD

To: Members of the City Council of the City of Thomasville, N.C.


The undersigned Petitioner do hereby respectfully petition the City Council of the City of Thomasville, North Carolina to close an abandoned portion of Lake Road in the City of Thomasville known as all of the abandoned portion of Lake Road as shown on Survey for 726 Lake Road dated August 30, 2022, by Joshua A. Montazeri, RLS # 4781.

In support of the Petition, the Petitioner says:

This abandoned road is not needed for any purpose. The undersigned is all of the owners of adjacent property, and the closing of the abandoned road would deny access to no one. The closing of said abandoned road is not adverse to the public interest.

WHEREFORE, the Petitioner respectfully petition the City Council of the City of Thomasville, North Carolina, under authority granted to the said City Council in Section 160A-299 of the General Statutes of North Carolina, to grant and pass a Resolution and Ordinance closing that abandoned portion of Lake Road located in the City of Thomasville as described above, reserving easements for all/any utilities that exist at the time of closure.

Respectfully submitted this 10th day of November, 2022.



Scott Y. Curry, Executor of the Estate
of Elizabeth C. Myers

(SEAL)

(SEAL)

STATE OF NORTH CAROLINA
DAVIDSON COUNTY

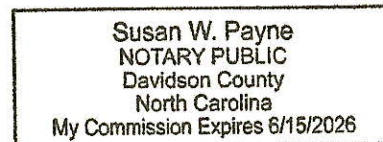
I, Susan W. Payne, a Notary Public of Davidson County, North Carolina, do hereby certify that Scott Y. Curry, Executor of the Estate of Elizabeth C. Myers personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and notarial seal, this the 10th day of November, 2022.

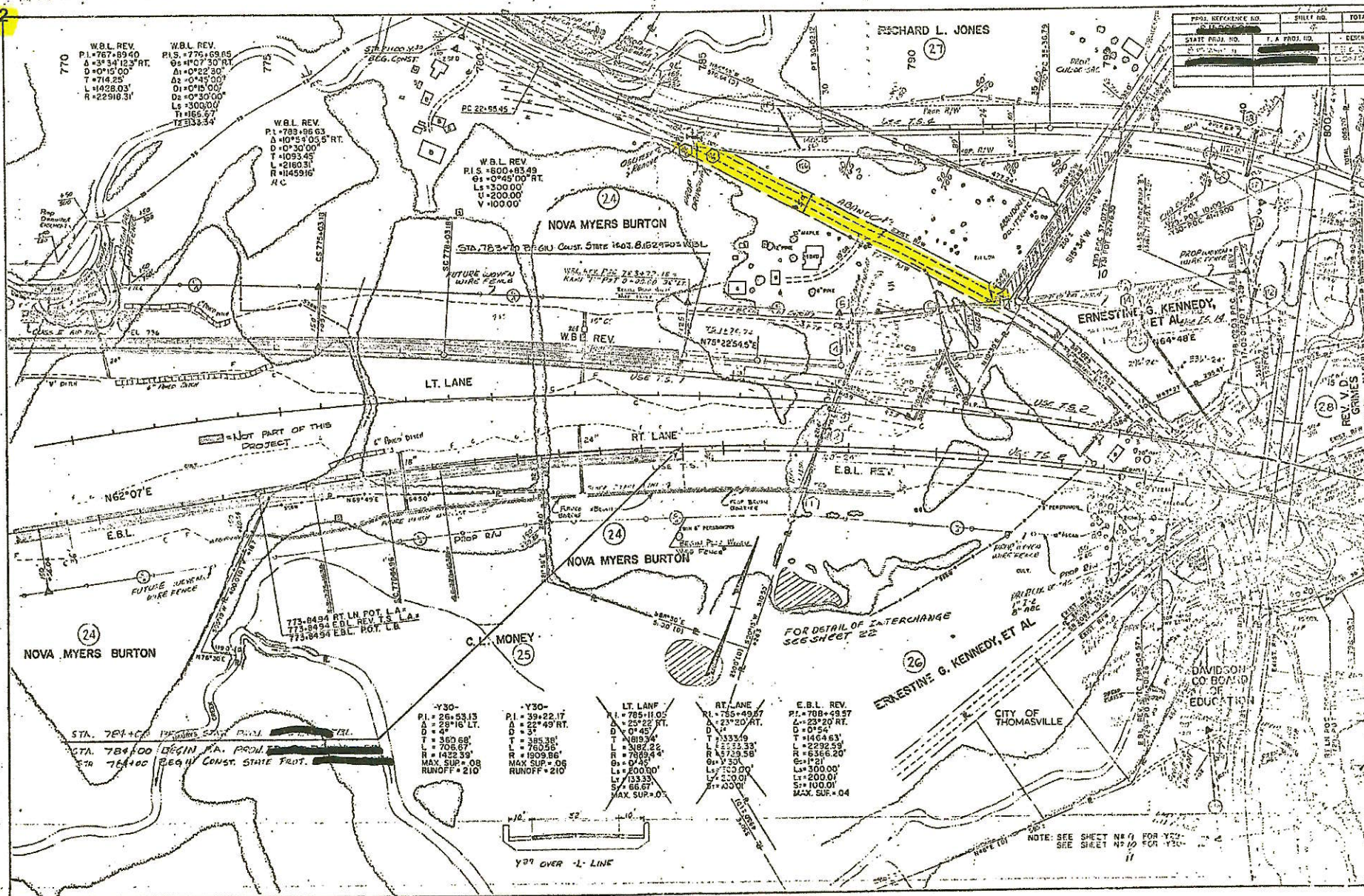
Susan W. Payne
Notary Public
Susan W. Payne
Print Notary Name

My Commission Expires: 6-15-2026

(SEAL)



0001-0192





CITY OF THOMASVILLE JOB DESCRIPTION

POSITION TITLE: RISK MANAGER

DEPARTMENT: HUMAN RESOURCES

SALARY: GRADE 27 \$ 45,609.69 - \$ 77,536.47

(APPROXIMATELY \$21.92 - \$ 37.27 PER HOUR)

FLSA CLASS: HOURLY NON-EXEMPT POSITION

DEPARTMENT OVERVIEW

The Human Resources Department of the City of Thomasville strives to recruit, retain, recognize and reward qualified employees. It works collaboratively with all departments to fairly develop and administer the City's Personnel Policy, payroll and benefits plans.

The Human Resources Department is responsible for identifying and administering affordable, high quality benefit options while helping departments ensure a safe workplace for all employees. As a part of the Human Resources Department, the Risk Manager collaborates with other City departments to develop risk management policies, processes and procedures in compliance with local and federal regulations as appropriate. The Department also provides supportive services to management and their employees to keep them informed of various resources and relevant strategic initiatives of City government.

With an annual operating budget of over \$45 million, the City is responsible for establishing and maintaining key infrastructure, multipurpose public facilities and parks, and most recently, a \$6.5 million initiative to construct a new state of the art aquatic community center. As an integral employer within the City limits, the City of Thomasville has over 300 employees that serve in administrative, public works and public safety roles.

GENERAL STATEMENT OF DUTIES

Performs skilled, responsible administrative work developing and overseeing the City of Thomasville's safety and risk management programs.

DISTINGUISHING FEATURES OF THE CLASS

An employee in this class is responsible for overseeing the City safety, the NCDOL's Carolina STAR program, and environmental compliance. Work requires employee to identify, evaluate and prevent potential exposure to financial loss; coordinate services and activities with other departments, and provide complex assistance to employees, Department Heads and management. Work requires knowledge of risk management, workers' compensation, general liability and property insurance, environmental and loss control programs. Work includes developing policies, procedures and programs, researching professional journals and materials, and planning for the implementation of programs. Work requires an understanding of the laws and regulations affecting workplace safety with considerable judgment and initiative in the development of programs and policies.

This position is also responsible for preparing and maintaining appropriate files and records, preparing reports, and related work as apparent or assigned. Work involves setting policies, procedures and goals under the direction of the Human Resources Director. An employee in this class is shall serve as an administrative liaison with other emergency management departments and agencies as required for the purposes of planning and response.

This position performs analysis of claims and identifies opportunities to mitigate risk related to property, liability and worker's compensation that impact the financial well-being, health and safety of City of Thomasville and its employees. Work is performed under general supervision of the Human Resources Director.

DUTIES AND RESPONSIBILITIES

Essential Duties and Tasks:

- Develops and implements a risk services work plan, which includes goals for a citywide safety program, and compliance with OSHA and Department of Transportation requirements.
- Initiates and conducts frequent inspections of City facilities for compliance with applicable regulations and safety standards.
- Conducts on-site investigations of accidents involving City personnel, property and/or equipment. Recommends corrective action and ensures implementation of approved corrective action.
- Assists in investigating claims related to worker's compensation and property & liability insurance; represents Thomasville when making contact with injured parties.
- Serves as risk management liaison with other City departments and outside agencies.
- Negotiates and resolves significant and controversial safety and risk management related issues.
- Conducts a variety of organizational studies, investigations and operational studies; recommends modifications to programs, policies and procedures, as appropriate.

- Participates on a variety of boards and committees; keeps abreast of new trends and innovations in the field of worker's compensation and liability benefits management; monitors and analyzes local, state and federal legislation for possible impact.
- Takes lead management role in monitoring and maintaining compliance for STAR certification and all OSHA requirements.
- Develops and initiates all programs and activities for City compliance with OSHA and all related state laws/regulations.
- Takes lead management role in monitoring and maintaining workplace environmental safety compliance.
- Conducts and coordinates employee safety training and meetings as needed;
- Maintains various public and confidential records and files related to workplace health and safety compliance;
- Adheres to the safety rules and regulations of the City of Thomasville.
- Responsible for assisting with the recruiting / onboarding process for all departments (providing training and guidance for new hires as assigned).
- Investigates safety and compliance related complaints brought to Human Resources Department.
- Coordinates and maintains the drug screening and general health screening process for pre-employment, random and post-accident claims as assigned.
- Responsible for developing and maintaining accident investigation committee to include worker's compensation, city-owned equipment and personal property damages.
- Provides departmental support for customer service, and light clerical duties as assigned (printing, computer issues, filing documents, answering phone calls, and office support issues).
- Provides guidance to department heads in their department-specific safety policies and procedures as needed.
- Coordinates and schedules citywide medical cabinet replenishment.
- Oversee the City's online Safety Data Sheet inventory management program and provide training to department heads, Safety Committee members, supervisors and other employees as necessary.
- Assists the Human Resources Department and other department heads as needed with maintaining budgetary line items earmarked for safety-related items for both the general fund and the enterprise fund.
- Coordinates citywide annual fire extinguisher servicing.
- Coordinates bi-annual citywide vessel inspections by NCDOL.
- Serve as a primary point of contact for NCDOL and the City's property and liability insurance carriers for compliance inspections as needed.
- Schedule and coordinate annual audiometric testing for all applicable employees.
- Process and administer all worker's compensation, general liability, cyber security and property insurance claims.
- Communicate with insurance carriers, professional service providers, City employees and other parties involved in claims and risk management as needed.
- Assists with the renewal applications and audit processes for all property, liability and worker's compensation insurance coverage.

- Compiles and analyzes data and provides periodic updates to the Human Resources Department and Safety Committee related to various insurance claims and prevention initiatives.
- Identifies citywide risks and applies best practices for safety awareness and loss prevention from a risk management perspective.
- Collaborates with Safety Committee, department heads and other supervisors to help identify exposures and implement ways to reduce/mitigate risk (reducing a negative impact on employees, property and the work environment).
- Assists with coordination and implementation of incorporating safety awareness with health and wellness initiatives for employees.
- Works with the City's insurance carrier to identify exposures, develops and implements loss control measures to reduce risk.
- Administers the property, liability and worker's compensation insurance program, to include soliciting bids, negotiations, administration and analysis to ensure that the City has appropriate coverage at the most reasonable costs.
- Investigates accidents and claims involving employees and non-employees, and both City and non-City property, and ensures that all appropriate documentation is completed; with guidance from the Human Resources Director and City Attorney as applicable.
- Performs other related duties as required.

RECRUITMENT AND SELECTION GUIDELINES

Knowledge, Skills and Abilities:

- Thorough knowledge of operational characteristics, services and activities of a risk management program.
- Thorough knowledge of risk management theories, principles and practices and their application to property and casualty insurance, insurance law, and environmental law.
- Thorough knowledge of applicable and pertinent federal, state, and local laws, codes and regulations.
- Thorough knowledge of complex principles and practices of program development and administration.
- Thorough knowledge of organization and functions of City government.
- Working knowledge of Microsoft 365 software (including, but not limited to Word, Excel, Power Point) various report writing tools and other analytical software.
- Ability to recommend and implement goals, objectives and practices for providing effective and efficient risk management services.
- Ability to effectively negotiate with various outside agencies and professionals.
- Ability to prepare clear and concise administrative and financial reports.
- Ability to research, analyze and evaluate new service delivery methods, materials, equipment, procedures and techniques.
- Ability to inspect work sites, areas, accidents and provide objective reports and findings.

- Ability to review safety standards and make recommendations for improvement and correction.
- Ability to communicate effectively, both orally and in writing.
- Ability to establish and maintain effective working relationships with other employees, government officials, outside agencies, community groups and the public.

Physical Requirements and Working Conditions:

- Must be able to physically perform the basic life operational support functions of walking, fingering, talking, hearing and repetitive motions.
- Must be able to perform sedentary work exerting up to 20 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects.
- Must possess the visual acuity to analyze data and figures and operate a computer terminal.

Desirable Training and Experience

Requires a Bachelor's degree in risk management, public administration, business administration, or a closely related field, and five (5) years professional experience in the development and administration of safety and risk management programs, preferably in the public sector, or an equivalent combination of education and experience.

Special Requirements

- Must have a valid North Carolina Driver License.
- Possession of a current CPR certificate.
- Manager of Environmental Safety and Health (MESH) certification desirable.

Preferred Qualifications

- Experience in Workers' Compensation claims and programs.
- Occupational Safety and Health certifications.
- Risk Management (CRM) or Associate in Risk Management (ARM).
- Property and Casualty Insurance License or related certification(s).

APPLICATION PROCESS

Applications can be obtained from and submitted to the Human Resources Department, located in City Hall at 10 Salem Street, Thomasville, NC, 27361. Candidates may also submit applications directly online via the Employment Opportunities page of the City of Thomasville's website at <https://www.thomasville-nc.gov>.

SELECTION PROCESS:

Applications will be reviewed to select the best-qualified candidates for further consideration. The selection process will include a structured interview. This position is open until filled.

AN EQUAL EMPLOYMENT OPPORTUNITY

The City of Thomasville is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental ability, national origin, veteran status or any other basis as applicable by law. All employment is decided on the basis of qualifications, merit, and organizational needs.

The City of Thomasville reserves the right to modify this job description as appropriate according to statutory compliance requirements and organizational needs.



**POSITION OPEN FOR ALL QUALIFIED APPLICANTS
(OPEN UNTIL FILLED)**

**CITY OF THOMASVILLE
NOTICE OF POSITION VACANCY**

POSITION TITLE: FINANCIAL ANALYST

SALARY: GRADE 28 \$ 45,609.69 - \$ 77,536.47
(APPROXIMATELY \$21.92 - \$ 37.27 PER HOUR)

EXPECTED HIRING SALARY: UP TO \$64,800.00

FLSA CLASS: EXEMPT (FULL TIME W/BENEFITS, NON-HOURLY)

DEPARTMENT: FINANCE

OVERVIEW

The City of Thomasville is seeking a qualified candidate for a grant-funded position in the city's Finance Department. In addition to other duties, the Financial Analyst will administer the American Rescue Plan Act (ARPA) funding released by the U.S. Treasury. The position will also administer all city grants. The ARPA grant will require additional administrative and fiscal management efforts, as the City works to make this once in a lifetime funding positively impact our community for years to come. Tasks include managing and oversight of the life cycle of all city grant processes, monitoring and tracking costs, oversight of sub-recipients, collaboration with internal and external stakeholders, filing periodic required reports with the U.S. Treasury and other grantors, and creation of transparent reporting for the City Council and the community.

Note: Funding for this position is appropriated through the ARPA grant and is expected to last through June 30, 2024. Once appropriated grant funds are exhausted, a request to fund this position beyond June 2024 is expected to be included in the ongoing General Fund budget, shifting the position from grant-funded to a permanent full-time position on July 1, 2024.

With an annual operating budget of over \$45 million, the City is responsible for establishing and maintaining key infrastructure, multipurpose public facilities and parks, and most recently, a \$6.5 million initiative to construct a new state of the art aquatic community center. As an



integral employer within the City limits, the City of Thomasville has over 300 employees that serve in administrative, public works and public safety roles.

DUTIES AND RESPONSIBILITIES

Grants Management

Under the direct supervision of the Finance Director, the Financial Analyst will plan, direct, and coordinate financial activity of grant-funded projects/programs to ensure that objectives are accomplished according to federal, state, and local regulations.

The purpose of this position is to support, and comply with, all grant accounting operations and activities. This position serves as a liaison with grantors, department leaders, and staff regarding grant administration. Responsibilities include performing financial administration and reporting to include, but not limited to: reconciliation of accounts, preparation and timely submission of grant reports, assisting departments with grant related questions, screening and processing requests for expenditures, ensuring timely reimbursements from grantors, and year end responsibilities to provide information to external auditors. Expertise assisting with and monitoring reimbursement agreements, third party agency billings, monitoring grant sub-recipients for compliance, and the sale of assets purchased with grant funds is also a component of the position.

Create new grant project budgets and ordinances for Council approval, monitor all expenses, verify availability of funds and allowable expenses as dictated by federal grant guidance; interpret laws and regulations pertaining to federal grants and ensure grant project compliance.

Prepare status reports for City Administration, Finance, and City Council.
Evaluate all budgets and analyze all costs according to budget and ensure all deadlines are met.

If applicable, manage sub-recipient grant application and award process.
Train and aid all sub-recipients to assist in proper management of grant funding.
Provide comprehensive monitoring of sub-recipients.
Monitor grant-funded projects and their budgets to ensure compliance with grant specifications.

Complete and submit required grant reporting to grantors.
Maintain grant-related reference resources including funder research files, grant application deadlines, grant reporting schedules, and other information as needed.

Provide annual data to Finance for audited financial statement preparation; complete the



annual Schedule of Expenditures of Federal and State Awards (SEFSA).

Respond to auditor inquiries related to all grant projects.

Maintain working knowledge of funding sources and associated requirements and regulations, including Title 2 Code of Federal Regulations 200 – Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards; maintain working knowledge of procedures related to financial administration of grants.

Serve as point of contact for all city grant programs and responds to all grant inquiries from internal and external stakeholders. Maintains and monitors grant expenditures and revenues by reviewing financial compliance rules, evaluating expenditures, monitoring expenditures, analyzing program income, drawing down funds as needed, monitoring accounting records, preparing journal entries, and processing requests from sub-recipients of grant funds.

Reconciles information to the general ledger, processes payment requests, and maintains records. Completes a variety of general accounting tasks and duties which could include providing information for the Annual Financial Statements, working with the annual audit, overseeing grants, preparing required reports for grantors, and making on-site financial compliance monitoring visits to sub-recipients, if applicable.

Perform administrative oversight and financial management of the city's American Rescue Plan Act (ARPA) grant funding, totaling ~\$8.5 million; perform grant accounting and reporting functions; Serve as the grant liaison between Finance and other city departments; Complete annual Project & Expenditure Report, as well as any other required compliance reports; Present potential grant projects to appropriate City Council Committee.

Perform other duties of a similar nature and level, as assigned.

Financial Analysis and Reporting

Perform research and analysis to support financial processes such as special revenue and capital project fund accounting, year-end closeout, audit process, and financial reporting.

Monitor annual operating funds of assigned departments, compile transaction reports, monitor and analyze revenues to ensure timely billings, and prepare revenue/expenditure reports.

Assist departments and Finance with ad hoc analysis reviews and financial accounting questions and reporting; provide training as needed.

Administer special revenue and capital project funds of assigned departments, grant compliance and external agency reporting. Monitor budgets, expenditures, revenues and



receivables and prepare transaction detail reports for review.

Make modifications to the city's financial reporting system, as needed, for the proper fund reporting of multi-year and special revenue projects and for classification in the Annual Financial Statements; annually, complete the city's 5-year Capital Improvement Plan; Present the report to Administration and City Council.

Participate in the preparation of fiscal year-end reporting and audit processes to include the Annual Financial Statements and other complex financial reports to meet internal and regulatory requirements; Assist with the preparation of independent reviews of financial records, reports, organizational and operational studies.

Compose, compile, prepare, review, and present various reports, correspondence and documents of findings and results; maintain related records and files for retention and compliance purposes; Participate in the development and implementation of goals, objectives, policies, and priorities for the department and for the city; Identify resource needs; Recommend policies and procedures; Combine quantitative and qualitative data to administer programs.

Complete multiple financial reports on behalf of the department, including Public Deposit Status Report, LGC 203 – Cash and Investments Report, Powell Bill Expenditure Report and Fiscal Data Report, Sales Tax Refund for capital projects, SEC Bond Disclosure Report, TR-2 Municipal Certification Report, and other compliance reporting.

Monitor and analyze revenues and expenditures for alignment with adopted operating budgets; consult with departments and Finance to develop corrective measures as necessary; evaluate operating budgets and budget revision requests; Post budget transfers and journal entries in the financial system; Advise departments and executive management on requests for supplemental appropriations.

Prepare budget, special revenue and capital and grant project ordinances, resolutions, and budget amendments for submission in the Council agenda; prepare journal entries to record budget ordinance amendments.

Participate in the evaluation of service delivery plans, including combining quantitative and qualitative data to study fees for services, cost effectiveness of programs, and process improvement studies; compose, compile, prepare, review and present various reports, correspondence and documents findings and results; maintain related records and files.

Perform city budget preparation, evaluation, monitoring, management, and analysis functions as needed and directed.



REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Ability to independently research and analyze information and to propose programs and projects.
- Ability to develop clear and concise reports, correspondence, and other related output.
- Ability to effectively communicate, both orally and in writing.
- Ability to work independently with minimal supervision.
- Ability to establish and maintain effective working relationships with a variety of individuals and diverse groups, and to develop a consensus on specific issues.
- Ability to prioritize work, meet deadlines, and manage multiple projects simultaneously.
- Knowledge of principles and practices of general accounting and financial management, program administration and management, and qualitative and quantitative research
- Must possess critical and analytical abilities and excellent communication skills, with the ability to solve problems and generate results.
- Knowledge of best practices, trends, and emerging technologies; principles and techniques of effective oral presentations; project management principles; modern budgetary practices; applicable federal, state, and local laws, codes, and regulations.
- Knowledge of customer service principles and specialized equipment relevant to the area of assignment, including modern office technology.
- Skills and working knowledge of project or program management; oversight of the implementation and adherence to quality assurance and standards; researching industry trends, solutions, and best practices; gathering data, analyzing findings, and applying logic and reason; interpreting, monitoring, and reporting financial information and statistics; establishing and maintaining business relationships in support of financial management.



- Ability to coordinate deadlines and prioritize work demands; work effectively under pressure, with multiple deadlines and changing priorities; author and prepare original reports, documents, and presentations; facilitate group discussions and build consensus; manage project or program finances.
- Ability to prepare and administer budgets and related reporting, interpret and apply applicable laws, codes, regulations, and standards.
- Ability to provide customer service by utilizing a computer and relevant software applications and reporting systems; utilizing communication and interpersonal skills as applied to interaction with colleagues, supervisors, the City Council, the general public, and others to sufficiently exchange or convey information and to receive work direction.

PHYSICAL REQUIREMENTS

- Must be able to physically perform the basic life operational functions of fingering (keying), feeling, talking, hearing and repetitive motions.
- Must be able to perform light work exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to lift objects.
- Must possess the visual acuity to prepare and analyze data and figures, operate a computer terminal, and do extensive reading.

EDUCATION AND EXPERIENCE

Bachelor's degree is required in accounting, finance, public administration, business administration, or a related field from an accredited college or university; Master's degree preferred; At least 5 years of professional experience in public sector financial analysis and compliance, financial reporting, grants administration, or accounting; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the position.



APPLICATION PROCESS

Applications can be obtained from the Human Resources Department, located at the City Hall, 10 Salem Street, Thomasville, NC 27360, Monday thru Friday, 8:00 a.m. through 5:00 p.m. or apply directly on the City's web site at <https://www.thomasville-nc.gov>.

SELECTION PROCESS

Applications will be reviewed to select the best qualified applicants. Selection will include a structured interview. This position is considered to be open until filled.

AN EQUAL OPPORTUNITY EMPLOYER

The City of Thomasville is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and organizational needs.

The City of Thomasville reserves the right to modify this job description as appropriate according to statutory compliance requirements and organizational needs.