



**AGENDA**  
**City of Archdale**  
**City Council Meeting**  
**July 28, 2020 – 7:00 p.m.**  
**Please note there will be a pre-agenda session at 6:30**  
**p.m.**

1. Call To Order
2. Invocation And Pledge Of Allegiance
3. Council Action To Accept Or Amend The Agenda
4. Consideration Of Consent Agenda  
These items are considered routine, non-controversial and are considered and approved by a single motion and vote.

4.A. Minutes Of June 2020 City Council Meeting

Documents:

[JUNE 2020 CITY COUNCIL MINUTES \(PDF\).PDF](#)

4.B. Financial Summary Report - June 2020

Documents:

[FINANCIAL SUMMARY REPORT-JUNE 2020 \(PDF\).PDF](#)

4.C. Utility Customer Service Policy Amendment

Documents:

UTILITY CUSTOMER SERVICE POLICY AMENDMENT JULY  
2020 (PDF).PDF

5. Public Comment Time: Notices, Petitions, And Comments From The Public On Items That Are Not On The Agenda
6. Request To Revise Approved Preliminary Plat-Royal Pines Sub.-Phase 5

Documents:

[REQUEST TO APPROVE PRELIMINARY PLAT -ROYAL PINES  
SUB.-PHASE 5 \(PDF\).PDF](#)

7. Closed Session Pursuant To North Carolina General Statute 143-318.11(A)  
(6) To Consider The Qualifications, Competence, Performance, Condition Of  
Appointment Of A Public Officer Or Employee Or Prospective Public Officer  
Or Employee
8. Additional Items
9. Adjournment

Anyone who needs an accommodation to participate in the meeting should notify the City Clerk's Office at 336-434-7343 at least forty-eight (48) hours prior to the meeting or call North Carolina Relay at 1-800-735-8262.

## MINUTES

City Council  
Pre-Agenda Session  
Tuesday, June 23, 2020

**Members Present:** Bert Lance-Stone, Mayor; Roger Blackwell, Mayor Pro Tem; Council Members: Lewis Dorsett, John Glass, Robert (Trey) Gray, and Larry Warlick.

**Members Absent:** Tim Williams.

**Others Present:** Zeb Holden, City Manager; Chris Finan, Attorney; Shannon Craddock, Police Chief; Jason Miller, Planning Director; John Harrison, IT Director; Brian Clodfelter, P&R Director; Travis Snider, Community Resource Officer; and Susan Swaim, City Clerk.

**Media Present:** None.

Mayor Stone asked if there were any additions, deletions, or changes to the agenda as presented. City Manager Holden asked that an item be added to the Consent Agenda as Item C – Personnel Handbook Amendment of Section 1-2, Holiday Pay. He explained that this amendment outlines the updated manner in which shift police officers and telecommunicators will accrue and be paid for earned holiday hours.

Manager Holden shared that he had received several calls regarding short-term rentals of single-family homes within the City. He further shared that a home located in Parker Place is being rented by the week and the concern that been raised if this activity would be considered a “business” being operated within a residential district. Manager Holden advised that idea of short-term rentals is relatively new, and the issues associated with such are being addressed across the country. He further advised that it has not been determined by the courts whether renting your home in this manner is a protected personal right, such as renting private homes to Furniture Market attendees. Manager Holden mentioned that residents of that subdivision may be in attendance tonight to discuss this issue.

Manager Holden advised that repairs to the damaged basketball court will be made this week. He shared that the dog park continues to be a popular addition to Creekside Park and mentioned that the Sterling Ridge dog park (formerly a playground) renovation is moving forward.

Councilman Dorsett shared that the PTRWA Board adopted their 2020-2021 budget and further shared that 2024 is the tentative date for plant expansion which will be at a significant cost to members. He stated that the City needs to be aggressively pursuing avenues to sell allocated water.

With no further discussion, Mayor Stone adjourned the June 23, 2020 Pre-Agenda session.

MINUTES  
City of Archdale  
City Council  
Tuesday, June 23, 2020

**Members Present:** Bert Lance-Stone, Mayor; Roger Blackwell, Mayor Pro Tem;  
Council Members: Lewis Dorsett, John Glass, Robert (Trey) Gray, and Larry Warlick.

**Members Absent:** Tim Williams.

**Others Present:** Zeb Holden, City Manager; Chris Finan, Attorney; Shannon Craddock, Police Chief; Jason Miller, Planning Director; John Harrison, IT Director; Brian Clodfelter, P&R Director; Travis Snider, Community Resource Officer; and Susan Swaim, City Clerk.

**Media Present:** None.

**Item 1.** Call to Order.

Mayor Stone called the meeting to order, welcomed everyone, and asked Chief Craddock to see that their attendance was registered.

**Item 2.** Invocation and Pledge of Allegiance.

Mayor Stone gave the invocation and Mayor Pro Tem Blackwell led those present in the pledge of allegiance to the flag.

**Item 3.** Council Action to Accept or Amend the Agenda.

**Mayor Pro Tem Blackwell made a motion to dueamend the Consent Agenda to add Item C – Personnel Handbook Amendment of Section 1-2, Holiday Pay. The motion was seconded by Councilman Dorsett and was approved unanimously.**

**Item 4.** Consideration of Consent Agenda: These items are considered routine, non-controversial, and are considered and approved by a single motion and vote.

- A. Approval of the Minutes for the May 26, 2020 City Council Meeting.
- B. Financial Summary Report.
- C. Personnel Handbook Amendment of Section 1-2, Holiday Pay.

**Mayor Pro Tem Blackwell made a motion to approve the Consent Agenda as amended. The motion was seconded by Councilman Dorsett and was approved unanimously.**

**Item 5. Public Comment Time.**

Virginia Eaton, 629 Liberty Road, Archdale, addressed Council. Ms. Eaton expressed her appreciation for being allowed to tap on to City water but is asking Council to consider charging her the inside water rate rather than the outside water rate she is currently being charged. She stated that she cannot afford to be annexed into the City at this time due to her financial situation. Ms. Eaton again, thanked Council for allowing her to tap onto to City water but would like them to consider charging her inside water rates.

Mayor Stone thanked Ms. Eaton for her comments.

Roger Sikes, 107 Gallop Way, Archdale, addressed Council. Mr. Sikes stated that he and other residents of Parker Place have concerns regarding a homeowner who has moved from his residence and is now offering that residence as a short-term rental property. He further stated that the residence is currently rented through July. Mr. Sikes indicated that some residents are concerned because numerous people are in and out of the property and neighborhood. He shared that the property owner is also running a business from the basement of the home. Mr. Sikes is asking Council for clarification if property owners are allowed to rent their homes for short-term rentals and/or conduct business within a residential district.

Mayor Stone thanked Mr. Sikes for his comments.

Mike Liner, 1401 Sagewood Lane, Archdale, addressed Council. Mr. Liner shared that he is here tonight to give his support and appreciation to all first responders for their efforts during these trying times. He also wanted to thank the City Manager, Mayor, and City Council. Mr. Liner shared that appreciates the decisions by City administration to provide additional efforts to protect the citizens of Archdale. He further shared that he was taught to respect law enforcement and is saddened with the current attitude towards law enforcement in society today. Mr. Liner again thanked Council and the APD for what they are doing for the citizens of Archdale.

Mayor Stone thanked Mr. Liner for his comments.

**Item 6. Public Hearing: Speed Limit Reduction – Reducing Speed Limit on Greenhaven Drive from 35mph to 25mph.**

Jason Miller, Planning Director addressed Council on this item. Mr. Miller stated that the petition received by the Planning Department asked for a speed limit reduction on Greenhaven Drive from 35mph to 25mph. He shared that the petition states that the posted speed limit of 35mph is too fast for the street's layout and that cars regularly cut through the neighborhood to get between Ashland Street and Aldridge Road.

Mayor Stone thanked Mr. Miller for his report and then opened the public hearing. She asked if there was anyone in attendance to speak in support or opposition of the proposed speed limit change.

With no one to speak, Mayor Stone closed the public hearing and turned the matter over to Council for discussion and possible action.

**With no further discussion, Councilman Dorsett made a motion to reduce the speed limit on Greenhaven Drive from 35mph to 25mph. The motion was seconded by Mayor Pro Tem Blackwell and was approved unanimously.**

**Item 7.** Public Hearing: Dead End Sign on Dean Drive.

Jason Miller, Planning Director addressed Council on this item. Mr. Miller reported that a petition was received by the Planning Department for placing a dead end sign on Dean Drive, north of Playground Road. He stated that the petition states that the desire for the request is because it is perceived that cars regularly turnaround in driveways after an attempt to cut over to Swarthmore Avenue and Fairfield Road in High Point, not realizing that it is not possible to do so.

Mayor Stone thanked Mr. Miller for his report and then opened the public hearing. She asked if there was anyone in attendance to speak in support or opposition of the request for a dead end sign on Dean Drive.

With no one to speak, Mayor Stone closed the public hearing and turned the matter over to Council for discussion and possible action.

**With no further discussion, Mayor Pro Tem Blackwell made a motion to install a dead end sign on Dean Road. The motion was seconded by Councilman Dorsett and was approved unanimously.**

**Item 8.** Public Hearing: FY2020-2021 Annual Budget.

Manager Holden addressed Council on this item. Manager Holden advised that it is a privilege to bring forward the FY2020-2021 Annual Budget. He thanked all City department heads for the time and effort taken in planning their departmental budgets and understanding the constraints of the upcoming year. Manager Holden also thanked the Finance Department for their efforts in preparing this budget. He stated that COVID-19 has caused an impact on everyone's budget and the City is anticipating an impact of approximately \$500,000. Manager Holden further stated that he is hopeful that the economy will begin to turn around and that will lessen the impact. He reported that the recycling fee is proposed to be returned to the previous \$4.00 per month fee from the current \$3.00 per month due to a downturn in the recycling market. Manager Holden also reported that a 1.5% increase in water/sewer rates has been proposed in order to keep pace with expenditures in that fund. He advised that he is proposing the tax rate remain at 29 cents as it has been since 2008. Manager Holden further advised that it is his recommendation that Council adopt the proposed FY2020-2021 Annual Budget as presented.

Mayor Stone then opened the public hearing and asked if there was anyone in attendance to speak in support or opposition of the proposed FY2020-2021 Annual Budget.

With no one to speak, Mayor Stone closed the public hearing and turned the matter over to Council for discussion and possible action.

Mayor Stone shared that the budget has been posted on the front door of City Hall for public viewing. She also thanked the City Manager and Department Heads for their efforts during such a challenging time. Manager Holden shared that the proposed budget was also placed on the City's website.

Councilman Warlick stated that one of the toughest items Council faces every year is looking at the components of the budget and making decision that are favorable for the citizens. He further stated that Council must consider the costs that are passed to the City from the City of High Point for providing sewer service, although the City does own its own water. Councilman Warlick shared that he didn't think every member of Council was 100% in agreement with every item in the budget but overall, he believes it is a very fair budget.

Councilman Dorsett stated that he reiterates Councilman Warlick's comments regarding water and sewer. He shared that the City owns 10% of the Eastside Treatment Plant but any costs associated with the plant are passed to the City.

Mayor Pro Tem Blackwell stated that he is not a big fan of increasing the recycling fee and at some point, Council will need to re-evaluate the program and determine if the program will continue to be offered. He mentioned the need to determine if recycling was being done correctly. Mayor Stone suggested that educating citizens on proper recycling may be needed to ensure that acceptable items are being placed in recycling bins.

**With no further discussion, Councilman Warlick made a motion of approve the proposed FY2020-2021 Annual Budget. The motion was seconded by Councilman Dorsett and was approved by a 4-1 vote with Councilman Gray voting Nay.**

**Item 9.** Public Hearing: 2020-2021 Budget Appropriations for Economic Development.

Manager Holden addressed Council on this item. Manager Holden reminded Council that the City is required to advertised and hold a public hearing prior to approving appropriations for economic development purposes. He advised that the FY2020-2021 budget includes funding for two agencies falling under that umbrella which are the Archdale-Trinity Chamber of Commerce and the Randolph County Economic Development Corporation (EDC). Manager Holden shared that the budget includes \$7,000 for the AT Chamber of Commerce and \$20,000 for RCEDC. He also shared that the approved budget includes revenue and expenditures related to multiple Building Reuse Grants. However, public hearings have previously been held for each of those grants and they are not under consideration in this Public Hearing.

Mayor Stone then opened the public hearing and asked if there was anyone in attendance to speak in support or opposition of the proposed FY2020-2021 Budget Appropriations for Economic Development.

With no one to speak, Mayor Stone closed the public hearing and turned the matter over to Council for discussion and possible action.

**With no further discussion, Mayor Pro Tem Blackwell made a motion to approve FY2020-2021 Budget Appropriations for Economic Development. The motion was seconded by Councilman Dorsett and was approved unanimously.**

**Item 10. Additional Items.**

Manager Holden thanked Council for their support in passing the FY2020-2021 budget. He also mentioned that the City's newly designed website will be available to the public tomorrow. He previewed the new website with Council and shared that changes will continue to be made to enhance the functionality of the site.

Mayor Pro Tem Blackwell shared that the City's annual 4<sup>th</sup> of July celebration was cancelled due to the restrictions placed on mass gatherings by order of the Governor. He further shared that the decision to cancel the celebration had to be made in April. Manager Holden shared that staff is hoping that by the end of summer, restrictions will allow for the End of Summer Bash at which time a small display of fireworks may take place.

Councilman Dorsett stated that now is the time for citizens to contact their congressmen and senators regarding support for first responders. He shared that citizens cannot remain silent and must take a stand for their country and this goes further than just de-funding the police departments.

Mayor Pro Tem Blackwell stated that Council did not de-fund any item from the FY2020-2021 APD budget.

**Item 11. Adjournment.**

With no further business, Mayor Stone adjourned the Tuesday, June 23, 2020 City Council meeting.

ATTEST:

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Bert Lance-Stone, Mayor

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Susan T. Swaim, City Clerk



**CITY OF ARCHDALE  
FINANCIAL SUMMARY REPORT  
FOR PERIOD OF 06/01/2020 - 06/30/2020**

**GENERAL FUND**

REVENUES	CURRENT	ACTUAL	UNCOLLECTED	Y-T-D %	FYE 06/30/19
	BUDGET	TO DATE	TO DATE	COLLECTED	PRIOR YEAR ACTUAL TO DATE
PROPERTY TAXES	\$ 3,032,600	\$ 3,071,022	\$ (38,422)	101.27%	\$ 2,866,885
SALES TAXES/HOLD HARMLESS	2,939,000	2,252,140	686,860	76.63%	2,115,075
UTILITIES SALES TAXES	669,000	494,533	174,467	73.92%	512,749
GARBAGE & RECYCLING FEES	836,500	840,054	(3,554)	100.42%	833,176
RECREATION FEES	200,000	187,199	12,801	93.60%	221,564
INTEREST	279,000	168,181	110,819	60.28%	224,604
RESTRICTED INTERGOVERNMENTAL & OTHER	842,475	401,991	440,484	47.72%	469,830
OTHER REVENUES	139,900	288,049	(148,149)	205.90%	231,256
BALANCING APPROPRIATION	946,245	-	946,245	0.00%	-
	<b>\$ 9,884,720</b>	<b>\$ 7,703,170</b>	<b>\$ 2,181,550</b>	<b>77.93%</b>	<b>\$ 7,475,139</b>

EXPENDITURES & ENCUMBRANCES	CURRENT	EXPENDITURES	ENCUMBRANCES	UNSPENT	Y-T-D %	FYE 06/30/19
	BUDGET	TO DATE	TO DATE	TO DATE	SPENT	PRIOR YEAR ACTUAL TO DATE
GOVERNING BODY	\$ 51,470	\$ 46,220	\$ 44	\$ 5,206	89.89%	\$ 45,331
ADMINISTRATION	262,670	237,248	-	25,422	90.32%	159,910
INFORMATION/COMMUNICATIONS TECHNOLOGY	558,815	477,847	24,839	56,129	89.96%	414,148
FINANCE	373,765	338,109	13,000	22,656	93.94%	283,385
LEGAL	75,000	18,099	-	56,901	24.13%	35,654
BUILDINGS & GROUNDS	598,276	475,016	12,909	110,351	81.56%	1,894,002
POLICE	2,937,673	2,539,470	28,401	369,802	87.41%	3,050,463
FIRE	32,950	32,945	-	5	99.98%	32,945
PLANNING/ZONING	444,435	391,460	23,280	29,695	93.32%	241,600
STREET	786,920	661,882	37,392	87,646	88.86%	505,581
POWELL BILL	535,000	302,334	-	232,666	56.51%	402,526
SANITATION	915,000	884,156	-	30,844	96.63%	821,465
PARKS & RECREATION	1,429,546	985,958	35,111	408,477	71.43%	1,105,287
SENIOR BUILDING	60,300	15,691	15,227	29,382	51.27%	53,910
LIBRARY	161,100	122,900	11,957	26,243	83.71%	203,256
COMMUNITY PROMOTIONS	621,800	123,200	323,018	175,582	71.76%	96,008
TRANSFER TO CAPITAL PARTF	30,000	30,000	-	-	100.00%	-
CONTINGENCY TO GF (Original Budget of \$10,000)	10,000	-	-	10,000	0.00%	-
	<b>\$ 9,884,720</b>	<b>\$ 7,682,534</b>	<b>\$ 525,179</b>	<b>\$ 1,677,007</b>	<b>83.03%</b>	<b>\$ 9,345,470</b>
GENERAL FUND CAPITAL (Included in figures above)	<b>\$ 1,397,731</b>	<b>\$ 968,872</b>	<b>\$ 12,791</b>	<b>\$ 416,068</b>	<b>70.23%</b>	<b>\$ 1,061,957</b>

**CASH BALANCES AS OF JUNE 30, 2020**

GENERAL FUND	\$ 9,389,015
PARTF GRANT	80,881
FEDERAL DRUG SEIZURE	213,748
POWELL BILL	655,803
	<u>\$ 10,339,448</u>

**FUND BALANCE AS OF JUNE 30, 2019**

NONSPENDABLE	
PREPAID ITEMS	\$ 15,824
RESTRICTED	
STABILIZATION BY STATE STATUTE	2,205,366
STREETS	626,977
PUBLIC SAFETY	174,723
Parks & Recreation	116,310
ASSIGNED	
ECONOMIC DEVELOPMENT	606,621
CAPITAL	2,309,009
UNASSIGNED	3,984,040
TOTAL FUND BALANCES	<u>\$ 10,038,870</u>

**CASH BALANCES AS OF JUNE 30, 2020**

ARCHDALE LEOSSA TRUST	
MARKET VALUE BASE	<u>\$ 547,181</u>

## WATER & SEWER FUND

REVENUES					FYE 06/30/19
	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	PRIOR YEAR ACTUAL TO DATE
WATER CHARGES	\$ 1,691,000	\$ 1,628,661	\$ 62,339	96.31%	\$ 1,536,893
SEWER CHARGES	2,244,000	2,119,900	124,100	94.47%	2,032,546
INTEREST	58,000	36,772	21,228	63.40%	23,751
GRANTS & CONTRIBUTIONS	-	-	-	0.00%	-
OTHER REVENUES	180,800	187,138	(6,338)	103.51%	193,362
BALANCING APPROPRIATION	516,396	-	516,396	0.00%	-
	<u>\$ 4,690,196</u>	<u>\$ 3,972,471</u>	<u>\$ 717,725</u>	<u>84.70%</u>	<u>\$ 3,786,551</u>

OTHER REVENUES (FUND 70)					
INTEREST	\$ 60,000	\$ 36,851	\$ 23,149	61.42%	\$ 14,100
APPROPRIATED NET ASSETS	\$ 1,999,955	-	1,999,955	0.00%	-
TRANSFER FROM WATER/SEWER	-	-	-	0.00%	-
	<u>\$ 2,059,955</u>	<u>\$ 36,851</u>	<u>\$ 2,023,104</u>	<u>1.79%</u>	<u>\$ 14,100</u>

SPECIAL REVENUE (FUND 35)					
INTEREST	\$ -	\$ 292	\$ (292)	0.00%	\$ 8
CONNECTION FEES	\$ 20,000	\$ 45,190	\$ (25,190)	225.95%	\$ 15,004
APPROPRIATED NET ASSETS	\$ (20,000)	-	\$ (20,000)	0.00%	-
	<u>\$ -</u>	<u>\$ 45,482</u>	<u>\$ (45,482)</u>	<u>0.00%</u>	<u>\$ 15,012</u>

EXPENDITURES & ENCUMBRANCES					FYE 06/30/19
	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	PRIOR YEAR ACTUAL TO DATE
PERSONNEL	\$ 604,840	\$ 580,168	\$ -	\$ 24,672	\$ 558,208
WATER PURCHASES	385,000	399,473	-	(14,473)	355,823
SEWER TREATMENT	667,200	502,740	-	164,460	567,959
DEBT SERVICE	987,500	957,934	-	29,566	997,132
CONTRACT SERVICES & MAINTENANCE	527,600	288,350	33,609	205,641	150,347
CAPITAL	920,300	156,546	399,681	364,072	190,573
OTHER OPERATING EXPENDITURES	597,756	481,215	30,184	86,357	451,603
	<u>\$ 4,690,196</u>	<u>\$ 3,366,427</u>	<u>\$ 463,475</u>	<u>\$ 860,294</u>	<u>\$ 3,271,646</u>

OTHER EXPENDITURES & ENCUMBRANCES (FUND 70)					
CAPITAL OUTLAY	\$ 1,584,955	\$ 1,048,242	\$ 399,435	\$ 137,278	\$ 24,916
SPECIAL PROJECT	475,000	-	-	475,000	-
UTILITY EASEMENTS	-	-	-	-	20,056
	<u>\$ 2,059,955</u>	<u>\$ 1,048,242</u>	<u>\$ 399,435</u>	<u>\$ 612,278</u>	<u>\$ 44,972</u>

### CASH BALANCES AS OF JUNE 30, 2020

WATER & SEWER FUND	\$ 4,679,557
CAPITAL RESERVE FUND	2,522,421
SPECIAL REVENUE FUND	64,565
	<u>\$ 7,266,542</u>

## STORMWATER FUND

REVENUES					FYE 06/30/19
	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	PRIOR YEAR ACTUAL TO DATE
STORMWATER CHARGES	\$ 492,000	\$ 492,909	\$ (909)	100.18%	\$ 492,490
INTEREST	3,900	10,643	(6,743)	272.89%	2,192
GRANTS & CONTRIBUTIONS	-	-	-	0.00%	-
OTHER REVENUES	-	-	-	0.00%	890
BALANCING APPROPRIATION	135,220	-	135,220	0.00%	-
	<u>\$ 631,120</u>	<u>\$ 503,552</u>	<u>\$ 127,568</u>	<u>79.79%</u>	<u>\$ 495,572</u>

EXPENDITURES & ENCUMBRANCES					
PERSONNEL	\$ 211,370	\$ 205,961	\$ -	\$ 5,409	\$ 176,845
CAPITAL	8,000	-	-	8,000	180,086
OTHER OPERATING EXPENDITURES	411,750	198,321	123,772	89,657	115,456
	<u>\$ 631,120</u>	<u>\$ 404,282</u>	<u>\$ 87,032</u>	<u>\$ 139,806</u>	<u>\$ 472,387</u>

### CASH BALANCES AS OF JUNE 30, 2020

STORMWATER FUND	<u>\$ 1,081,308</u>
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# CITY OF ARCHDALE

## CITY COUNCIL

**MEETING DATE:** July 28, 2020

**SUBJECT:** Utility Customer Service Policy amendment

**RECOMMENDATIONS OR COMMENTS:** In May 2020, Council amended Section 10-15 of the City of Archdale Code of Ordinances granting the City Manager authority to amend this fee schedule during times of public crisis, such as the COVID-19 pandemic. Governor Cooper's Executive Orders #124 and #142 also required water and sewer utility providers to offer repayment plans for customers that fall behind on payments during the current public health crisis.

Staff have created the attached update to the *Utility Customer Service Policy* to reflect these Executive Orders and establish a repayment plan for accounts that need it.

**SUMMARY OF INFORMATION:** Proposed UCSP amendment and proposed repayment plan.

**ATTACHMENTS:**             YES    NO

## 16-A) Payment Plans for EO 124 and EO 142 Delinquencies: Residential Accounts

On March 31, 2020, Governor Cooper issued Executive Order 124 (EO 124), which mandates utility providers to suspend applying late fees and suspend discontinuation of residential water and wastewater accounts for nonpayment for amounts that come due on or after March 31, 2020 through June 1, 2020. Executive Order 142 (EO 142), issued on May 30, 2020, extended to July 29, 2020 the provisions of EO 124 as they relate to late fees and utility service suspensions for nonpayment of accounts.

The City of Archdale will resume normal policies for nonpayment fees and discontinuation of services for nonpayment upon expiration of EO 142, which is currently set as July 29, 2020. A \$10 late fee will be applied to accounts if the current bill due on August 20 is not paid by the due date. Bills due on August 20<sup>th</sup> that remain unpaid by the 4<sup>th</sup> of the following month will incur a \$50 nonpayment fee and services will be disconnected. Once penalty fees have been applied to an account they cannot be waived.

*Utility bills due on August 20, 2020 will need to be paid by September 4 to avoid discontinuation of services. A \$10 late fee will be added to accounts if a minimum payment equal to the current amount due is not paid by August 20<sup>th</sup>.*

EO 124 requires payment plans of 6 months for **residential** customers to pay utility bills that became due during the period from March 31 to July 29. The City's uniform payment plan requires customers to pay 1/6 of the total delinquent balance each month in addition to paying the current bill. Customers do not need to contact the City to follow this plan. Customers may pay more than 1/6 of the delinquent balance prior to any due date in order to get back on track sooner. Outstanding balances due prior to March 31 (February 20 and March 20) must be paid, or included in an alternate payment plan, by August 12. Customers with unpaid balances incurred prior to March 31 will have services suspended on August 13, unless there is another payment arrangement approved in writing by the City.

The City's goal is to help customers regain current status on their utility bills. The City will share any information it receives about assistance programs. Residential customers may get approval for alternate payment plans that better fit individual circumstances for repaying delinquent bills. The customer will need to sign an agreement that indicates monthly installments to pay the delinquency in full before January 31, 2021.

### **Order of Payment:**

1/6 of arrears

Penalty fees-current bill

Landfill and recycling-current bill

Stormwater-current bill

Sewer-current bill

Water-current bill

Arrears (Paying extra in any month will act as a safety net for future months and will not accelerate dates remaining balances are due under the plan)

### **Payment Required for Reconnection**

Customers who do not make the required minimum payment will receive the \$50 nonpayment fee and will have services disconnected. In order to restore services after the first disconnection, the customer must pay penalty fees, current bill, and payment plan installment. This will void any payment plans. The customer must sign a new payment plan contract for any remaining delinquencies from the original payment plan. These balances must be paid in full or service will be disconnected on February 4, 2021. To restore services after a second disconnection, the customer must pay penalty fees, latest due bill, and entire delinquent balance.

### **16-B) Payment Plans Delinquencies: Commercial Accounts**

Commercial customers with outstanding bills due prior to July 29 may sign an extension agreement for installments to pay the delinquency over 3 months while paying the current utility bill. Commercial customers will need to have a signed extension agreement in place before September 4 to avoid a disruption of service. Commercial customers are encouraged to contact the Customer Service Department at 336-434-7341 as soon as possible if they wish to make an extension agreement.

**Appendix A – EO 142 Residential Payment Plan**

Service Dates	Due Date	Required Minimum Payment	Late Fee if Minimum Payment Not Received by Due Date	Nonpayment Fee and Service Discontinuation Date	Nonpayment Fee
Jan 12 – Feb 11	March 20	Must be paid in full by Aug 12	0	August 13	0
Feb 12 – Mar 11	April 20	Payment Plan	0		0
Mar 12 – Apr 11	May 20	Payment Plan	0		0
Apr 12 – May 11	June 20	Payment Plan	0		0
May 12 – Jun 11	July 20	Payment Plan	0		0
Jun 12 – Jul 11	Aug 20	Pay current bill + 1/6 of past due balance	\$10	September 5	\$50
Jul 12 – Aug 11	Sept 20	Pay current bill + 1/6 of past due balance	\$10	October 5	\$50
Aug 12 – Sept 11	Oct 20	Pay current bill + 1/6 of past due balance	\$10	November 5	\$50
Sept 12 – Oct 11	Nov 20	Pay current bill + 1/6 of past due balance	\$10	December 5	\$50



# CITY OF ARCHDALE

## CITY COUNCIL

**MEETING DATE:** Tuesday July 28, 2020

**SUBJECT:** Request to revise an Approved Preliminary Plat for Royal Pines (Formerly Diamonds Keep) Subdivision Phase 5, located off of Archdale Road and being Randolph County parcel # 7726496982.

**RECOMMENDATIONS OR COMMENTS:** Keystone Group, INC wishes to submit a revised preliminary plat for Royal Pines subdivision Phase 5 for approval. Royal Pines is a major subdivision located off of Archdale Road, south of Windemere Heights, and north of Kynwood Village. The original preliminary plat for the Royal Pines (formerly Diamonds Keep) Subdivision was reviewed and approved at the July 2007 Council meeting, and a final plat for Phase 1 was approved in December of 2009. The subdivision was a victim to the 2008 recession, and development of Phases 2 through 5 was delayed. A revised Preliminary Plat for Phases 2 through 5 was approved in February 2017, so that development activities could continue in accordance with current City development guidelines. Final Plats have been recorded for Phases 2 and 3; Phase 4 is under construction.

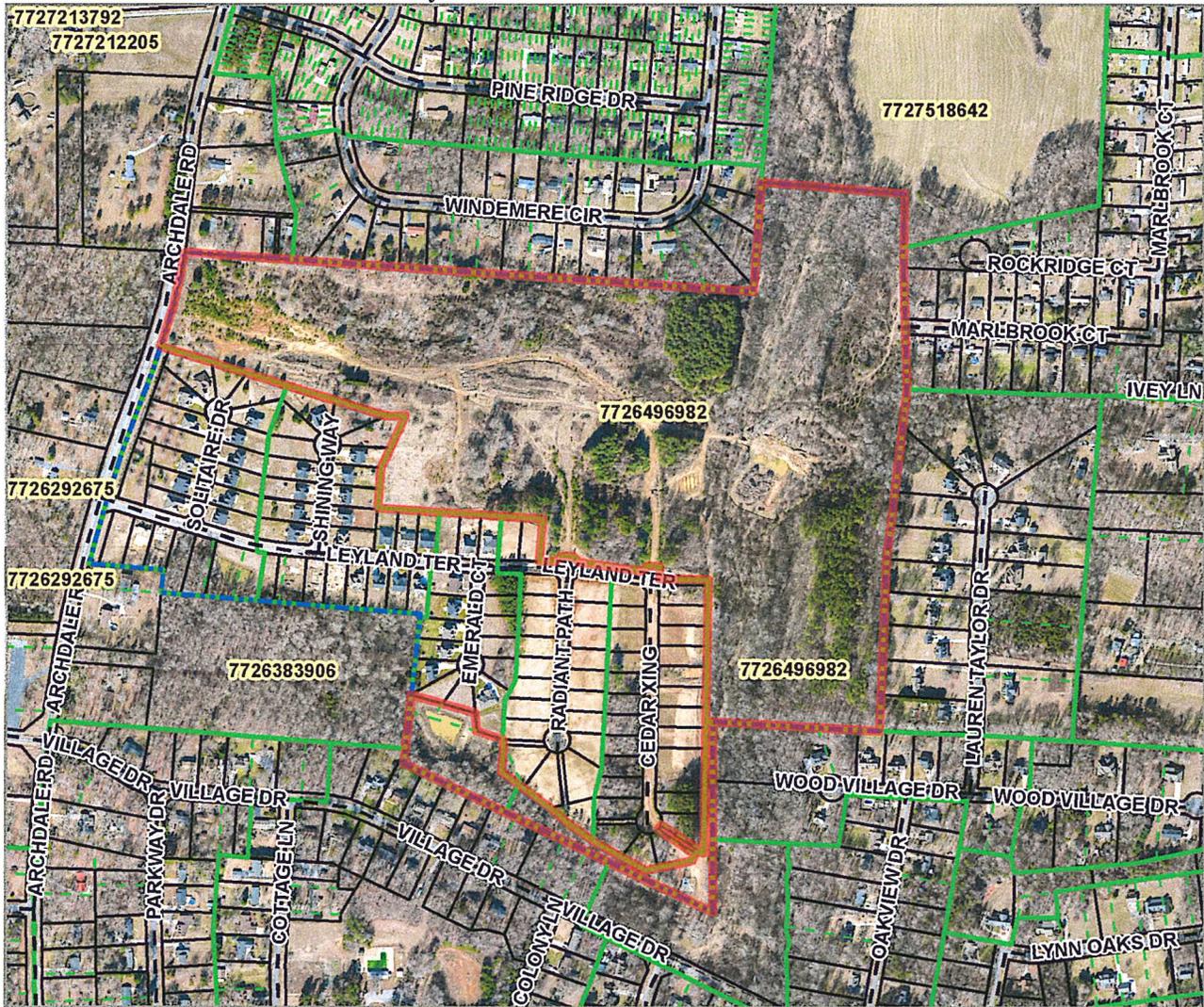
There are minimal changes to the proposed site plan. The developer is seeking to add 11 lots to Phase 5, increasing the number of buildable lots to 75. To mitigate traffic, 3-Way Stop Signs will be installed at intersections along Cedar Crossing. Additional revisions pertain to pedestrian infrastructure within the subdivision. The developer will construct a greenway trail connecting Radiant Path to Cedar Crossing, and provide public pedestrian greenway easements along the northern, and western boundaries of the property for future expansion of the greenway system. Sidewalks are located on both sides of the streets that are 30 feet in width, and on one side for streets that are 26 feet in width. Additional sidewalk will be installed along Archdale Road for the length of property, providing a pedestrian loop and connecting Cedar Crossing to Leyland Terrace; pedestrian crosswalks will be installed at both entrances.

The proposed plat revision was reviewed by all members of the Technical Review Committee (TRC). The NCDOT required that left and right turn lanes be installed on Archdale Road. A previous traffic impact analysis was conducted for the proposed residential subdivision; the analysis showed that Archdale Road should effectively handle additional traffic from the subdivision, with the installation of turn lanes and two entrances. A homeowner's association has been established as required for the dedicated open space, and for drainage easements. The property is zoned R-15 and meets the dimensional requirements for an R-15 cluster subdivision. The minimum lot area for a single-family lot in an R-15 cluster subdivision is 11, 250 square feet. When added to the 182 lots in Phases 1 through 4, Phase 5 will complete the Royal Pines Subdivision. Staff recommends approval of the request.

**SUMMARY OF INFORMATION:** GIS Map, Approved Site Plan (2017), Proposed Site Plan

**ATTACHMENTS:**                     YES     NO

Royal Pines Phase 5 Plat Revision



REID	89773	OWNER ADDRESS2	
PIN	7726496982	OWNER CITY	GREENSBORO
TAXED ACREAGE	75.86	OWNER STATE	NC
PROPERTY DESCRIPTION	R1004;E	OWNER ZIP	27407
DEED BOOK & PAGE	002650/00950	LOCATION ADDRESS	No Physical Address
PLAT BOOK & PAGE		LOCATION ZIP	No ZIP
OWNER	KEYSTONE GROUP INC	DATA REFRESHED	7/19/2020
OWNER ADDRESS	3708 ALLIANCE DR		



*Disclaimer: This map was compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public information sources should be consulted for verification of the information. Randolph County, its agents and employees make no warranty as to the accuracy of the information on this map.*

Map Scale  
**1 inch = 667 feet**  
 7/21/2020



REVISED PRELIMINARY PLAN  
FOR  
**ROYAL PINES SUBDIVISION**  
ARCHDALE ROAD (NCSR 1004)  
DEVELOPED BY  
KEYSTONE GROUP, INC.  
CITY OF ARCHDALE  
RANDOLPH COUNTY - NORTH CAROLINA

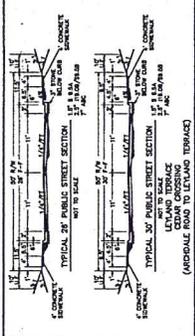
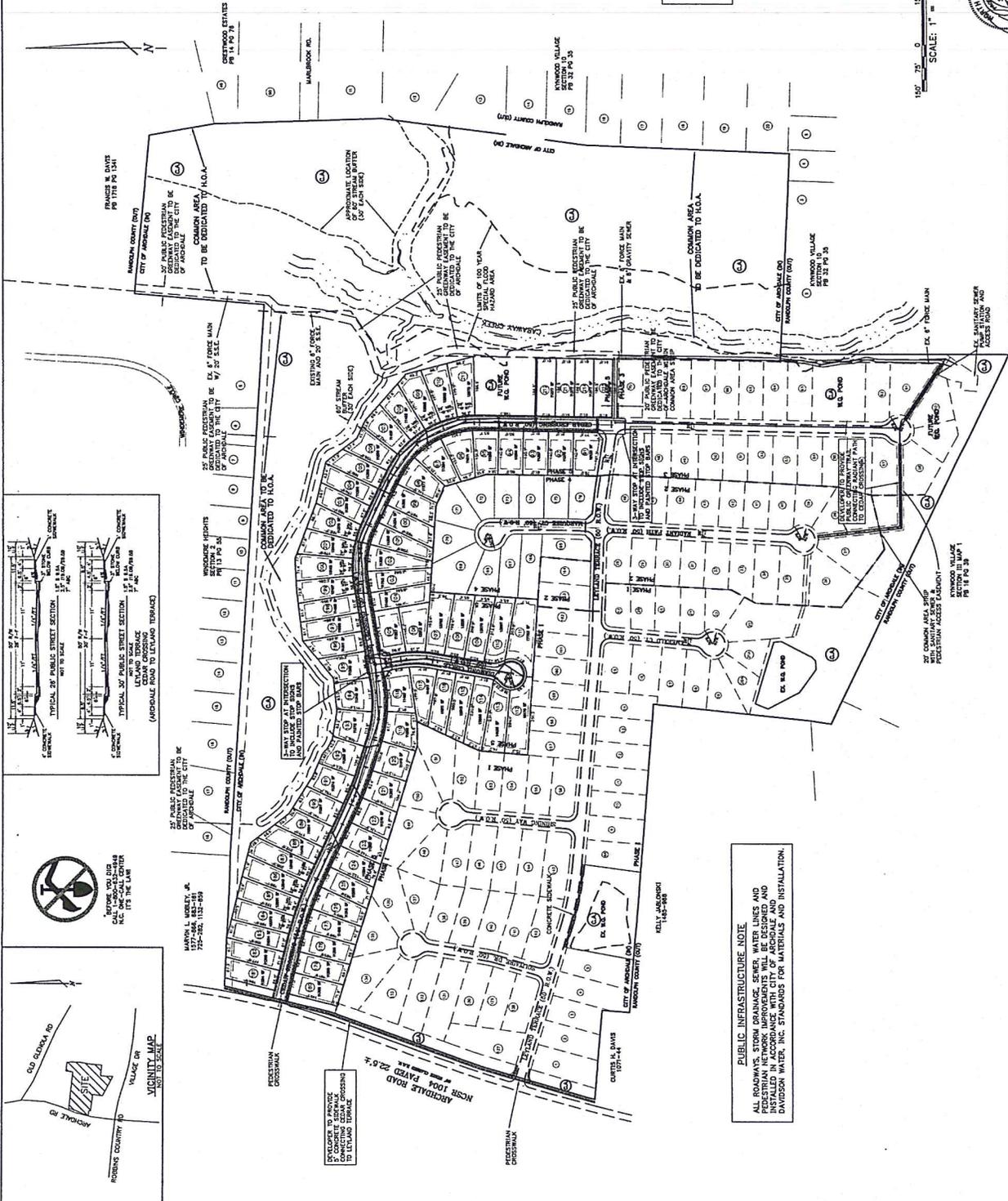
JULY 1, 2020  
JULY 1, 2020  
OWNER/DEVELOPER  
KEYSTONE GROUP, INC.  
3708 ALLIANCE DR.  
GREENSBORO, N.C. 27407  
PHONE (336) 868-0111

**SITE DATA**  
ZONING: R-1.5 (CLUSTER)  
MINIMUM LOT STANDARDS  
AREA = 11,220 S.F.  
FRONT = 35' (24 MIN.)  
SIDE = 10' (6 MIN.)  
REAR = 25' (20 MIN.)  
DEVELOPER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF ARCHDALE.  
LOT ZONING PERMIT REVIEW - CARING INFORMATION  
107.5 SITE AREA (PHASES 1-5) = 121.7 AC.  
19 PHASES (PHASES 1-5) = 121.7 AC.  
PHASE 1 = 61 LOTS (PLAT RECORDED)  
PHASE 2 = 21 LOTS (PLAT RECORDED)  
PHASE 3 = 21 LOTS (PLAT RECORDED)  
PHASE 4 = 12 LOTS (UNDER CONSTRUCTION)  
PHASE 5 = 12 LOTS (UNDER DEVELOPMENT)  
TOTAL = 133 LOTS  
DENSITY = 193/121.7 = 1.59 UNITS/ACRE  
COMMENTS:  
PHASES 1-4 = 7.8 AC.  
PHASE 5 = 4.0 AC.  
TOTAL = 11.8 AC.  
TAX PARCELS: 7726-39-3860, 7726-39-1251  
DEED REFERENCES: DB 1485 PG 862, DB 1418 PG 1116, DB 1485 PG 857, DB 2450 PG 820, DB 2583 PG 1045  
UTILITIES: PUBLIC WATER (DAVIDSON WATER INC.)  
PUBLIC SEWER (CITY OF ARCHDALE)

**MATERIALS NOTE**  
PRIMARY WATERSEED: CARRAWAY CREEK (NOT A DRINKING WATER WATERSHED)  
THE CITY OF ARCHDALE HAS BEEN APPROVED BY THE NCSRA AS A RESERVATED WATER AUTHORITY  
UNAPPROVED PLANS, IN WHOLE OR IN PART, FOR THE INDIVIDUAL PHASES WILL BE SUBMITTED TO THE CITY  
IN COMPLIANCE WITH THE PHASE II INDEX RULES AND REQUIREMENTS OF THE SUBMITTAL PERMITS  
PREVIOUSLY ISSUED FOR THIS SITE.

**ROAD DEPARTMENT**  
The undersigned hereby certifies in the name of his department and on behalf of the City of Archdale that the plat and subdivision map shown on this plan were approved and recorded by the Department of Transportation, North Carolina Department of Transportation, Raleigh, North Carolina.  
( ) The subject property is located in a public road.  
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( ) The subject property is located in a public road.  
DATE: 7/1/2020 BY: [Signature]

JAMESTOWN ENGINEERING GROUP, INC.  
CONSULTING ENGINEERS  
117 E. MAIN STREET  
JAMESTOWN, N.C. 27282  
Telephone (336) 868-5523  
C-26210



**PUBLIC INFRASTRUCTURE NOTE**  
ALL ROADWAYS, STORM DRAINAGE, SEWER, WATER LINES AND PEDESTRIAN NETWORK IMPROVEMENTS WILL BE DESIGNED AND CONSTRUCTED BY THE DEVELOPER IN ACCORDANCE WITH THE STANDARDS FOR MATERIALS AND INSTALLATION, DAVIDSON WATER, INC.

THIS IS NOT A SURVEY. IT IS NOT FOR SURVEY RECORDATION OR CONFORMANCE. NO FIELD WORK HAS BEEN PROVIDED BY JAMESTOWN ENGINEERING GROUP, INC.

