1. **MEETING CALLED TO ORDER**

2. **INVOCATION**

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

5. **CONSENT AGENDA**
   A. Consider Resolution Directing the Clerk to Investigate a Petition for Annexation Under G.S. 160A-31 – West Landing Subdivision (Pages 3-7)
   
   B. Consider Ordinance to Erect Stop Signs Within the City of Sanford – Chapter 36, Traffic – Code of Ordinances – Valley Road at Intersection with Lakeland Drive (Pages 8-9)
   
   C. Consider Ordinance to Erect Stop Signs Within the City of Sanford – Chapter 36, Traffic – Code of Ordinances – Valley Road at Intersection with Rockwood Drive (Pages 10-11)

6. **NEW BUSINESS**
   A. Consider Ordinance Amending Annual Operating Budget Fiscal Year 2020-2021 – Safety and Security Access Control at Service Center (Pages 12-13)
   
   B. Consider Resolution Declaring the Intention of City Council to Consider Closing of an Unopened Street South of 1002 Hawkins Avenue (Pages 14-15)
   
   C. Consider Resolution Declaring the Intention of City Council to Consider Closing of a Portion of an Unopened Alley West of 228 Charlotte Avenue and a Portion of an Unopened Alley North of 107 Second Street (Pages 16-17)
   
   D. Consider Resolution Declaring the Intention of City Council to Consider Closing of an Unopened Portion of Columbine Road at its Southern End (Pages 18-19)
E. Consider Update on Sales Tax Receipts (Page 20)

F. Consider Utility Payment Plan Policy – Executive Order 142 (COVID-19 Moratorium on Disconnections (Page 21)

G. Consider Discussion/Presentation of Providing Sewer Service to Brookhaven Subdivision (Page 22)

H. Consider Discussion/Presentation of Cumnock Village Annexation and the City’s Annexation Philosophy (Page 23)

7. OTHER BUSINESS

8. ADJOURNMENT
RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION FOR ANNEXATION UNDER G.S. 160A-31

WHEREAS, a petition requesting annexation of an area described in said petition as properties owned by Westfall Sanford, LLC (Tax Property Identification Numbers: 9632-51-9611-00) was received on March 3, 2020 by the City of Sanford; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the Sanford City Council deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the Sanford City Council that:

The City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of her investigation.

ADOPTED this 21st day of July 2020.

________________________
T. Chet Mann, Mayor

ATTEST:

____________________________
Bonnie Davis, City Clerk
PETITION REQUESTING CONTIGUOUS ANNEXATION OF PROPERTY TO THE CITY OF SANFORD, NC

Date: March 3, 2020

To the City Council of the City of Sanford:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Sanford, NC.

2. The area to be annexed is contiguous to the City of Sanford and the boundaries of such territory are as follows:

   (See attached - Provide metes and bounds description of boundaries on separate page)*

3. We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 of G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

   Name          Address          Signature
Westfall Sanford, LLC  P.O. Box 3367  Sanford, NC 27331

   By: Albert C. Adcock
   Limited Liability Co.

   By: [Signature]
   Manager

   [Signature]
   Secretary

Name          Address          Signature

__________________________
Corporation

__________________________
President

ATTEST: ________________________
Secretary

* The City of Sanford requires that the petitioner submit an annexation boundary survey of the property to be annexed along with a metes and bounds description.
Lot 2 PC 9 Slide 20 (West Sanford Township)

Beginning at a North Carolina Geodetic Survey Station (Concrete Monument Named) “BUFFALO” with a NAD 83/2001 Grid Coordinate of North 625,470.70’ and East 1,939,525.17’ thence South 45 degrees 41 minutes 47 seconds West and a Grid Distance of 5,296.56 feet (To the BEGINNING CORNER) described as CONTROL “A” of this survey, an Existing Square Solid Iron in the Southwest corner of Felicia Ginger Wilder property DB 1400, P. 491 Lot 125 PC 8, SLIDE 52-E; thence North 83 degrees 40 minutes 47 seconds East distance 442.71 feet to an Existing Solid Iron at Fence Corner known as CONTROL “B” in the Southeast corner of Paul B. Wightman and wife Linda A. Wightman property DB 683, P. 38 Lot 126 PC 8 SLIDE 52-E; thence South 04 degrees 02 minutes 57 seconds West distance 151.76 feet to an Existing Iron Pipe in the Northwest corner of Thomas A. Workman and wife, Deborah M. Workman property DB 462, P. 525; thence South 04 degrees 02 minutes 57 seconds West distance 155.36 feet to an Existing Solid Iron by Fence in the Southwest corner of Thomas A. Workman and wife, Deborah M. Workman property DB 462, P. 525; thence South 87 degrees 31 minutes 29 seconds West distance 32.01 feet to an Existing Iron Pipe at Fence Corner in the Northwest corner of Carletta Gibson Bales and husband Roger David Bales property DB 1009, P. 790; thence South 83 degrees 40 minutes 49 seconds West distance 401.59 feet to an Existing Solid Iron in the Southeast corner of Joseph E. Smith and wife Puni K. Smith property DB 654, P. 190 Lot 106 PC 8 SLIDE 41; thence North 02 degrees 27 minutes 47 seconds East distance 301.86 feet (to the POINT OF BEGINNING) containing 3.01 acres more or less.
Petition for Contiguous Annexation
Of Westfall Property

Parcels for Consideration

City Limit

Tax PIN: 9632-51-9611-00
AN ORDINANCE TO ERECT STOP SIGNS
WITHIN THE CITY OF SANFORD
CHAPTER 36, TRAFFIC CODE OF ORDINANCES

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina:

SECTION 1: In accordance with Chapter 36, Section 36.33, Traffic Code of Sanford Code of Ordinances, City of Sanford, North Carolina, stop signs shall be erected at the following intersections:

On Valley Road at the intersection with Lakeland Drive, in both directions, in conjunction with the existing stop sign on Lakeland Drive, thereby making this a three way stop intersection.

Motor vehicles shall be required to stop before entering thereat.

SECTION 2: This ordinance shall be in full force and effect from and after the date of its adoption.

SECTION 3: All laws and ordinances in conflict with this ordinance are hereby repealed.

ADOPTED this 21st day of July 2020.

________________________________________
T. CHET MANN, MAYOR

ATTEST:

____________________________________
VICKI CANNADY, DEPUTY CITY CLERK

____________________________________
SUSAN C. PATTERSON, CITY ATTORNEY
Stop Sign Locations
Valley Rd at intersection of Lakeland Dr

New Stop Sign
Existing Stop Sign
AN ORDINANCE TO ERECT STOP SIGNS
WITHIN THE CITY OF SANFORD
CHAPTER 36, TRAFFIC CODE OF ORDINANCES

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina:

SECTION 1: In accordance with Chapter 36, Section 36.33, Traffic Code of Sanford Code of Ordinances, City of Sanford, North Carolina, stop signs shall be erected at the following intersections:

On Valley Road at the intersection with Rockwood Drive, in both directions, in conjunction with the existing stop sign on Rockwood Drive, thereby making this a three way stop intersection.

Motor vehicles shall be required to stop before entering thereat.

SECTION 2: This ordinance shall be in full force and effect from and after the date of its adoption.

SECTION 3: All laws and ordinances in conflict with this ordinance are hereby repealed.

ADOPTED this 21st day of July 2020.

__________________________________________
T. CHET MANN, MAYOR

ATTEST:

________________________________________________
VICKI CANNADY, DEPUTY CITY CLERK

________________________________________________
SUSAN C. PATTERSON, CITY ATTORNEY
Stop Sign Locations
Valley Rd at intersection of Rockwood Dr

New Stop Sign
Existing Stop Sign
AN ORDINANCE AMENDING THE ANNUAL OPERATING BUDGET
OF THE CITY OF SANFORD FY 2020-21

BE IT ORDAINED by the City Council of the City of Sanford, North Carolina in regular session assembled.

Section 1: The following amounts are hereby amended to ordinance 2020-22 per G. S. 159-15 for the continued operation of the City of Sanford, its government, and activities for the balance of the fiscal year 2020-2021.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>EXPENDITURES</th>
</tr>
</thead>
<tbody>
<tr>
<td>100045 54000 Fund Balance</td>
<td>100,000 10015000 00000 Public Building</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Appropriation</strong></td>
<td><strong>$ 100,000</strong></td>
</tr>
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</table>

Section 2. This ordinance shall be in full force and effective from and after the date of its adoption.

ADOPTED this, the 21st day of July, 2020.

T. Chet Mann, Mayor

ATTEST:

Vicki R. Cannady, Deputy City Clerk
2020-2021 BUDGET ORDINANCE AMENDMENT

GENERAL FUND

Appropriation of Funds - results in increasing of budget

REVENUES

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund Balance</td>
<td>100,000</td>
<td>To appropriate fund balance for item described below</td>
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</tbody>
</table>

EXPENDITURES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Building</td>
<td>100,000</td>
<td>To budget funds for safety and security access control at the Service Center</td>
</tr>
</tbody>
</table>
A RESOLUTION DECLARING THE INTENTION OF THE CITY COUNCIL TO CONSIDER THE CLOSING OF AN UNOPENED STREET SOUTH OF 1002 HAWKINS AVE.

WHEREAS G. S. 160A-299 authorizes the City Council to close public streets and alleys; and

WHEREAS the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of an unopened portion of a street located south of 1002 Hawkins Ave.; and

NOW THEREFORE, BE IT RESOLVED by the City Council meeting in regular session:

1. That a meeting will be held at 6:00 p.m. on the 18th day of August, 2020, at the Dennis Wicker Civic Center, to consider a resolution closing an unopened portion of a street located south of 1002 Hawkins Ave.

2. That the City Clerk is hereby directed to publish this Resolution of Intent once a week for four weeks in the Sanford Herald.

3. That the City Clerk is further directed to transmit by registered letter to each owner of property abutting upon said street or alley a copy of this Resolution of Intent.

ADOPTED this 21st day of July, 2020.

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk

Susan C. Patterson, City Attorney
A RESOLUTION DECLARING THE INTENTION
OF THE CITY COUNCIL TO CONSIDER THE
CLOSING OF A PORTION OF AN UNOPENED ALLEY
WEST OF 228 CHARLOTTE AVE. AND A PORTION OF AN UNOPENED
ALLEY NORTH OF 107 SECOND STREET

WHEREAS G. S. 160A-299 authorizes the City Council to close public streets and alleys; and

WHEREAS the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of an unopened portion of an alley west of 228 Charlotte Ave. and an unopened portion of an alley north of 107 Second Street; and

NOW THEREFORE, BE IT RESOLVED by the City Council meeting in regular session:

1. That a meeting will be held at 6:00 p.m. on the 18th day of August, 2020, at the Dennis Wicker Civic Center, to consider a resolution closing an unopened portion of an alley west of 228 Charlotte Ave. and an unopened portion of an alley north of 107 Second Street.

2. That the City Clerk is hereby directed to publish this Resolution of Intent once a week for four weeks in the Sanford Herald.

3. That the City Clerk is further directed to transmit by registered letter to each owner of property abutting upon said street or alley a copy of this Resolution of Intent.

ADOPTED this 21st day of July, 2020.

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk

Susan C. Patterson, City Attorney
proposed alleyways to be closed
A RESOLUTION DECLARING THE INTENTION
OF THE CITY COUNCIL TO CONSIDER THE
CLOSING OF AN UNOPENED PORTION OF COLUMBINE ROAD AT ITS
SOUTHERN END

WHEREAS G. S. 160A-299 authorizes the City Council to close public streets
and alleys; and

WHEREAS the City Council considers it advisable to conduct a public hearing
for the purpose of giving consideration to the closing of an unopened portion of
Columbine Road at its southern end; and

NOW THEREFORE, BE IT RESOLVED by the City Council meeting in regular session:

1. That a meeting will be held at 6:00 p.m. on the 18th day of August, 2020, at
   the Dennis Wicker Civic Center, to consider a resolution closing of an
   unopened portion of Columbine Road at its southern end.

2. That the City Clerk is hereby directed to publish this Resolution of Intent once
   a week for four weeks in the Sanford Herald.

3. That the City Clerk is further directed to transmit by registered letter to each
   owner of property abutting upon said street or alley a copy of this Resolution
   of Intent.

ADOPTED this 21st day of July, 2020.

T. Chet Mann, Mayor

ATTEST:

Bonnie Davis, City Clerk

Susan C. Patterson, City Attorney
## City of Sanford Sales Tax Analysis

<table>
<thead>
<tr>
<th>Sales</th>
<th>Collections</th>
<th>Closeout</th>
<th>Distribution</th>
<th>Accrual Adjustment</th>
<th>FY 2019 - 2020</th>
<th>Accrual Adjustment</th>
<th>Dollar Variance</th>
<th>Percent Variance</th>
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<td>Sep-18</td>
<td>Oct-18</td>
<td>Nov-18</td>
<td>Dec-18</td>
<td>447,887.55</td>
<td>Sep-19</td>
<td>Oct-19</td>
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<td>453,518.85</td>
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<td>Apr-19</td>
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<td>Jan-20</td>
<td>Feb-20</td>
<td>428,260.34</td>
<td>456,405.71</td>
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<tr>
<td>Feb-19</td>
<td>Mar-19</td>
<td>Apr-19</td>
<td>May-19</td>
<td>417,444.16</td>
<td>Feb-20</td>
<td>Mar-20</td>
<td>(25,075.12)</td>
<td>3,726.81</td>
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<tr>
<td>Mar-19</td>
<td>Apr-19</td>
<td>May-19</td>
<td>Jun-19</td>
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<td>Mar-20</td>
<td>Apr-20</td>
<td>532,719.27</td>
<td>456,405.71</td>
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<tr>
<td>Apr-19</td>
<td>May-19</td>
<td>Jun-19</td>
<td>Jul-19</td>
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<td>281,120.00</td>
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<td>Jun-19</td>
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<td>Aug-19</td>
<td>Sep-19</td>
<td>513,286.82</td>
<td>Jun-20</td>
<td>Jul-20</td>
<td>281,120.00</td>
<td>5,878,817.00</td>
</tr>
</tbody>
</table>

| July 2018 Sales - April 2019 Sales | 4,707,628.23 | July 2019 Sales - April 2020 Sales | 4,927,162.11 | 219,533.88 | 4.66% |
CITY OF SANFORD
Payment Plan Policy - Executive Order 142
Customer Service Department
225 E WEATHERSPOON ST SANFORD, NC 27330
PHONE: (919)775-8215 * FAX: (919)775-5084
EMAIL: waterdept@sanfordnc.net

Payment Plan Terms related to Executive Order 142 for Utility Payments:
1. Customer must opt in to payment plan prior to August 31, 2020.
2. Only bills due March 1, 2020 – July 29, 2020 will be included in payment plan.
3. Outstanding balances totaling less than $500.00 will be divided over a six-month period. Outstanding balances totaling $500 or more will be divided over a nine-month period.
4. Customer can choose either the 15th or the 30th of each month for the due date of the payment plan. The first payment will be due September 2020.
5. Customer must make payments to payment plan by the four payment methods listed below:
   a. Pay in person: City of Sanford Customer Service Department, 225 E Weatherspoon St, Sanford, NC 27330
   b. Pay by dropbox: located in circle drive at City of Sanford Customer Service Department
   c. Pay by mail: City of Sanford Customer Service Department, PO Box 3729, Sanford, NC 27331
   d. Pay by phone: call 919-775-8215 and press 0 to speak with a live representative
   Payments cannot be made to payment plan bills through our automated phone system, online, at local CheckFree payment centers, or by mailing payment in return envelope provided in your regular utility bill. Payments made by these methods with automatically be applied to your current bill.
6. It is the customer’s responsibility to ensure he or she is making timely payments without reminder notifications or bills provided by the City. The customer should provide the payment plan stub when making payments on payment plan bills to ensure payments are applied to the payment plan bill and not his or her current bill.
7. The following lists what constitutes as “default” and the consequences of “default”:
   a. Failure to pay the full monthly payment plan amount by 5:00pm on the due date will result in water service disconnection the following business day. Service will not be restored until the full monthly payment amount is received.
   b. Failure to pay the full amount of new/future charges on current bills not associated with the payment plan on or before the due date will result in fees and water service disconnection. Service will not be restored until full payment is received.
   c. Any amounts remaining unpaid after 60 days of the due date will be submitted to a collection agency and/or the NC Debt Setoff Program.
Consider Discussion of Providing
Sewer Service to Brookhaven Subdivision
Consider Discussion of Cumnock Village Annexation and the City’s Annexation Philosophy

* Presentation by Marshall Downey