



City of Fayetteville

433 Hay Street
Fayetteville, NC
28301-5537
(910) 433-1FAY (1329)

Meeting Agenda - Final City Council Regular Meeting

Monday, October 27, 2025

6:30 PM

Council Chamber

1.0 CALL TO ORDER

2.0 INVOCATION

3.0 PLEDGE OF ALLEGIANCE

4.0 ANNOUNCEMENTS AND RECOGNITIONS

5.0 CITY MANAGER REPORT

6.0 APPROVAL OF AGENDA

7.0A CONSENT AGENDA

7.0A1 [25-4996](#) Approve Meeting Minutes:
October 6, 2025 - Work Session
October 13, 2025 - Discussion of Agenda Items
October 13, 2025 - Regular

Recommendation: Approve the draft minutes.

7.0A2 [25-4976](#) Adopt Resolution for Proposed 2026 City Council Meeting Dates
Calendar

Recommendation: Adopt resolution for the 2026 City Council Meeting Dates
Calendar

7.0A3 [25-4901](#) Approve Bid Recommendation for a Site Plan Review Process
Improvement Study and Authorize the City Manager to Execute a
Contract

Recommendation: Staff recommends that Council move to approve the award of
and authorize the City Manager to execute a contract with
Berry, Dunn, McNeil & Parker, LLC. If the study begins in
December 2025, it would be completed by June 2026.

7.0A4

[25-4930](#)

Approve P25-45: Request to Initially rezone 2.55 acres (PIN 0425754360000) from county M(P) to LI, owned by CRA Commercial Development, represented by Lori Epler of Larry King & Assoc.

Recommendation:

Move to approve Case P25-45, rezoning □2.55 acres (PIN 0425754360000) from Cumberland County M(P) to City LI (Light Industrial), finding the action consistent with the text of the City's Future Land Use Plan (Goals 1-2; Policies LU-1, LU-2) and the FY2025 Strategic Plan (Goals II, III), reasonable, and in the public interest given the airport-area industrial context and availability of public utilities; and, to the extent the adopted Future Land Use Map depicts any Low-Density Residential on the subject tract, to concurrently amend the Map to Employment Center for consistency:

* The request is consistent with the City's adopted Future Land Use guidance to focus value and investment around existing infrastructure and to promote compatible economic and industrial development in key areas (Goals 1 and 2; Policies LU-1 and LU-2). The planning framework identifies this corridor for employment/industrial use, and case materials note the Southwest Cumberland future land use vision anticipates Light Industrial at this location. The site is served by public water and sewer, reinforcing orderly, infrastructure-efficient growth.

* LI is appropriate and compatible with the surrounding context. Case materials and maps show the subject property is located in a predominantly industrial corridor near the airport with adjacent County M(P)/industrial and nearby City HI and CC districts; applying LI in this location aligns with existing and emerging use patterns and avoids creating an isolated district. Case materials document more than ten industrial sites in the immediate vicinity, and the P25-45 rezoning map illustrates the M(P)-to-LI request on PIN 0425754360000.

* There are no identified adverse impacts on public health, safety, or general welfare resulting from the map amendment. The site is vacant within an established industrial corridor near the airport, and any future development must comply with City development review for access, utilities, stormwater, buffering to the two large residential lots to the east, and all applicable over, fire, and life-safety standards - mitigating site-specific effects at the time of development. The applicant reports no environmentally sensitive areas and will meet buffering requirements per the Unified Development Ordinance.

- 7.0A5** [25-4970](#) Approve Ordinances for Uninhabitable Structures: Demolition Recommendations
- 1912 Murchison Road District 4
2005 Murchison Road District 4
- Recommendation:** Staff strongly recommends that Council adopt the ordinances authorizing demolition of these structures. We will continue to engage with the property owners up to the scheduled demolition date, offering opportunities for voluntary compliance, self-demolition, or grant-supported abatement through Economic Community Development.
Should a property come into compliance voluntarily, staff will present a demolition rescission ordinance to Council to formally remove the order from the property deed.
Prompt approval of the demolition ordinances is essential, as it enhances our leverage with property owners and is the only available mechanism to stay or suspend demolition proceedings once an order has been adopted.
- 7.0A6** [25-4956](#) Adopt Capital Project Ordinance Amendment & Bid Recommendation - Ivy and Lyon Road Drainage Improvement Project
- Recommendation:** Council approves the award and authorize execution of a contract in the amount of \$6,154,032 for the Ivy and Lyon Road Drainage Improvement Project, with the lowest responsive and responsible bidder, Roadworks Construction Company and approve CPOA 2024-13 to appropriate additional funds for utility improvements associated with the project to be reimbursed by PWC.
- 7.0A7** [25-4961](#) Authorization to Accept Grant Funding from Keep America Beautiful for Fayetteville Beautiful and Adoption of Budget Ordinance Amendment to Appropriate Funds
- Recommendation:** Staff recommends that City Council move to authorize staff to accept the grant from Keep America Beautiful and adopt Budget Ordinance Amendment 2026-3 to appropriate the \$5,000 in funding.
- 7.0A8** [25-4984](#) Approve Interlocal Agreement - Joint Use of Facilities with Cumberland County Board of Education
- Recommendation:** City Council moves to authorize the signature of the 2025-2028 Interlocal Agreement for Joint Use of Facilities with Cumberland County Schools.

- 7.0A9** [25-4981](#) PWC - Approve Bid Recommendation - Powdered Activated Carbon Slurry
- Recommendation:** The Fayetteville Public Works Commission recommends the City Council approve the purchase award for the Powdered Activated Carbon Slurry to Brenntag Mid-South, Inc, Durham, NC, the lowest responsive and responsible bidder, and in the best interest of PWC, for the total amount of \$108,900.00, and authorize the CEO/General Manager of the Fayetteville Public Works Commission to execute for that purpose the contract for its purchase.

7.0B ITEMS PULLED FROM CONSENT

8.0 STAFF REPORTS

- 8.01** [25-4973](#) Receive the Fayetteville Fire Department 2025 3rd Quarter Review
- Recommendation:** Receive the report as presented
- 8.02** [25-4967](#) Receive the Fayetteville Police Department 3rd Quarter Review
- Recommendation:** Receive the report as presented

9.0 PUBLIC HEARINGS (Public & Legislative Hearings)

- 9.01** [25-4971](#) P25-30: A request to rezone 2211 Rosehill Road (0438470005000), consisting of 21.27 acres and owned by Cross Creek Refuse LLC, from Single Family Residential 6 (SF-6) to Mixed Residential 5 (MR-5). (Tabled from August 25)
- Recommendation:** * The Professional Planning Staff recommends that the City Council approve the straight rezoning from SF-6 to MR-5. The request is consistent with the Future Land Use Plan's Medium Density Residential designation with Park/Open Space along Big Cross Creek, and MR-5 provides the appropriate toolkit to implement that policy by allowing small-lot detached, duplex/townhome, and low-rise multifamily while preserving environmentally constrained areas through open-space and buffer requirements. The range of MR-5 uses, and associated development standards is suitable for this corridor given the surrounding mix of single-family neighborhoods, civic uses, and nearby multifamily, and compatibility will be addressed through the UDO's citywide requirements for setbacks, height, landscaping/buffering, lighting, access, and stormwater. Transportation access, utility connections, and public-safety considerations will be reviewed and conditioned at the subdivision and site-plan stages. No evidence indicates factors that would substantially harm public health, safety, morals, or general welfare.
- Note: As a reminder, this application was denied by the Zoning Commission and has been appealed to the City Council for further consideration.

- 9.02** [25-4972](#) AX25-02: CRA Commercial Development LLC is petitioning to annex a parcel of approximately 2.55 acres at 3456 BLACK & DECKER RD (PIN 0425754360000) into the corporate limits of the City of Fayetteville. This parcel is situated on the south side of Black & Decker Road, west of Gillespie Street, near the intersection of Dedication Drive and Black & Decker Road.

Recommendation: Professional Planning Staff recommends that the City Council adopt the annexation ordinance for AX25-02, annexing approximately 2.55 acres located at 3456 Black & Decker Road (PIN 0425-75-4360) into the corporate limits, effective October 27, 2025.

10.0 ADMINISTRATIVE REPORTS

Administrative Reports on a Regular Meeting agenda are for City Council review/information only. Should it be the consensus of the collective City Council, Administrative Reports will be moved forward to be placed on the next Work Session agenda for further review and discussion.

- 10.01** [25-4995](#) Administrative Report Concerning Massey Hill Recreation Afterschool Programming

Recommendation: For information only, no action required unless Council moves to add to an upcoming Work Session.

11.0 ADJOURNMENT

POLICY REGARDING PUBLIC HEARING AGENDA ITEMS

Citizens wishing to provide testimony in response to a notice of public hearing or to participate in the public forum can obtain instructions to submit a statement by emailing cityclerk@fayettevillenc.gov or by calling 910-433-1989 for assistance. Individuals desiring to testify on a quasi-judicial public hearing must contact the City Clerk by 5:00 p.m. the day of the meeting to sign up to testify; instructions will be provided on how to appear before Council to provide testimony.

CLOSING REMARKS

POLICY REGARDING CITY COUNCIL MEETING PROCEDURES **SPEAKING ON A PUBLIC AND NON-PUBLIC HEARING ITEM**

Individuals who have not made a written request to speak on a nonpublic hearing item may submit written materials to the City Council on the subject matter by providing thirteen (13) copies of the written materials to the Office of the City Manager before 5:00 p.m. on the day of the Council meeting at which the item is scheduled to be discussed.

COUNCIL MEETING WILL BE AIRED

October 27, 2025 - 6:30 p.m.

Cable Channel 7 and streamed "LIVE" at FayTV.net

Notice Under the Americans with Disabilities Act (ADA):

The City of Fayetteville will not discriminate against qualified individuals with disabilities on the basis of disability in the City's services, programs, or activities. The City will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services, and activities. The City will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. Any person who requires an auxiliary aid or service for effective communications, or a modification of policies or procedures to participate in any City program, service, or activity, should contact the office of Human Relations at yamilenazar@fayettevillenc.gov, 910-433-1696, or the Office of the City Clerk at cityclerk@fayettevillenc.gov, 910-433-1989, as soon as possible but no later than 72 hours before the scheduled event.



Five Council Strategic Priorities





City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4996

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A1

TO: Mayor and Members of City Council

THRU: Jodi Phelps, Assistant City Manager

FROM: Jennifer Ayre, MMC, City Clerk

DATE: October 27, 2025

RE:

Approve Meeting Minutes:

October 6, 2025 - Work Session

October 13, 2025 - Discussion of Agenda Items

October 13, 2025 - Regular

COUNCIL DISTRICT(S):

All

Relationship To Strategic Plan:

Goal IV: The City of Fayetteville will continue to have a collaborative citizen and business engagement base

Executive Summary:

The Fayetteville City Council conducted meetings on the referenced dates during which they considered items of business as presented in the drafts.

Background:

The draft minutes are from the meeting held on the above mentioned dates.

Issues/Analysis:

None.

Budget Impact:

None.

Options:

1. Approve the draft minutes.
2. Amend the draft minutes then approve draft minutes as amended.
3. Do not approve the draft minutes and provide direction to staff.

Recommended Action:

Approve the draft minutes.

Attachments:

Three sets of draft minutes

DRAFT

FAYETTEVILLE CITY COUNCIL WORK SESSION MINUTES COUNCIL CHAMBER, CITY HALL OCTOBER 6, 2025 2:00 P.M.

Present: Mayor Mitch Colvin (departed at 4:15 p.m.)

Council Members Katherine K. Jensen (District 1) (arrived at 2:06 p.m.); Malik Davis (District 2); Mario Benavente (District 3); D. J. Haire (District 4); Lynne Greene (District 5); Derrick Thompson (District 6); Brenda McNair (District 7); Courtney Banks-McLaughlin (District 8) (via TEAMS); Deno Hondros (District 9)

Others Present: Douglas Hewett, City Manager
Lisa Harper, Senior Assistant City Attorney
Kelly Strickland, Assistant City Manager
Adam Lindsay, Assistant City Manager
Jodi Phelps, Assistant City Manager
Jeffery Yates, Assistant City Manager
Kevin Dove, Fire Chief
Roberto Bryan, Police Chief
Gerald Newton, Development Services Director
Jerry Clipp, Human Resources Director
Loren Bymer, Marketing & Communications Director
John Jones, Office of Community Safety Director
Kimberly Toon, Purchasing Manager
Brook Redding, Senior Assistant to the City Manager
Albert Baker, Economic & Community Development Assistant Director
Jacqueline Abbott, Community Relations Manager
Derrick McArthur, Economic Development Administrator
Ashanti Bennett, Cool Springs Downtown District President and CEO
Freddie Johnson, Cumberland County Fire Chiefs' Association President
Jennifer Ayre, City Clerk
Members of the Press

1.0 CALL TO ORDER

Mayor Colvin called the meeting to order at 2:00 p.m.

2.0 INVOCATION

The invocation was offered by Council Member Davis.

3.0 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Mayor and City Council.

4.0 CITY MANAGER REPORT

Dr. Douglas Hewett, City Manager, introduced Mr. Scott Embry, United Way Executive Director, who provided an update on United Way.

Dr. Hewett announced the upcoming open house for the updated preliminary Flood Insurance Rate Maps. The event will be held on Thursday, October 9, 2025, at 6:00 p.m. at the Cumberland County Department of Social Services, Rooms A & B, 1225 Ramsey Street, Fayetteville. This event will give Fayetteville property owners and business owners the opportunity to review the newly updated flood maps for our community, locate their property and see if their flood risk designation has changed, speak directly with NC Emergency Management staff about the National Flood Insurance Program, and learn how these maps updates could affect flood insurance and floodplain management requirements within the City of Fayetteville. For additional information or assistance, residents may contact Byron Reeves, Public Services Assistant Director, 910-433-1301.

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5.0 APPROVAL OF AGENDA

MOTION: Council Member Hondros moved to approve the agenda.
SECOND: Council Member Haire
VOTE: UNANIMOUS (10-0)

6.0 OTHER ITEMS OF BUSINESS

6.01 911 PSAP Consolidation with Cumberland County

Mr. Adam Lindsay, Assistant City Manager, introduced Chief Freddie Johnson, Cumberland County Fire Chiefs' Association President, who presented this item with the aid of a PowerPoint presentation and stated his attendance was at the direction given during the September 15, 2025, Fayetteville-Cumberland Liaison Committee, where he presented information on the 911 Consolidation Working Group. The next step after the presentation, if Council chooses, is to call for a joint City-County meeting to continue the discussion of a 911 consolidation.

Chief Johnson stated this is the same briefing that was presented at the Liaison Committee Meeting. Chief Johnson presented the background and history of the attempts to consolidate between 2007-2017. The previous attempts ended due to disagreements over governance and control between the City and County. There was a request to create a public safety working group that included Municipal Fire and Police Chiefs, and representatives from the Sheriff's Office, Volunteer Fire Departments, the current managers from the City and County, and Cape Fear Valley EMS. The working group recommended full consolidation, using the existing Cumberland County Center at 500 Executive Place as a starting point, creating an enhanced governance structure for long-term success, and adding mental health crisis response capabilities.

The leadership would have a Consolidated Center Director, and the working group recommended the current City 911 Director, Ms. Lisa Reid. The policies and procedures of the center would be administered by a Communications Advisory Board, which includes public safety agency heads, volunteer fire representatives, the Sheriff, EMS Chief, and elected official liaisons. A backup center will also be required. The Working Group also recommended ensuring there are no job losses, and a salary parity is established between agencies. The technology and operations will need to be prioritized for digital dispatch and focus on reducing transfer times.

Ms. Heather Skeins, Cumberland County Assistant Manager, presented information on integrating mental health crisis professionals within the consolidated center. The crisis response framework would create support for 911 operators with behavioral calls, improve outcomes via immediate de-escalation, and reduce unnecessary emergency dispatches. The integration would be implemented through two (2) phases: a crisis call diversion and, later, a mobile response team. The crisis call diversion phase embeds licensed mental health clinicians directly into the call center to provide immediate intervention for suicide threats and mental health crises. The mobile response team/school-based crisis response team phase would be an unarmed three-person team consisting of a clinician, peer support specialist, and EMT that would provide support to nonviolent behavioral health calls.

Chief Johnson stated the cost model would reflect a shared 50-50 cost model, creating equal partnerships. It would allow for a more simplified budgeting, predictable expenses, political equity, and opportunities for capital expansion. The governance model still needs to be identified.

Chief Johnson stated the next steps are for the Mayor and County Chairman to call a joint meeting of the boards, and if the concept is approved, hire integrators to guide the process, develop a timeline, and establish a joint committee for oversight during integration planning and execution.

Discussion ensued regarding the cost model.

Consensus of Council was to receive the report and to call for a joint meeting with Cumberland County.

DRAFT

6.02 Downtown Municipal Service District FY25 Fourth Quarter Update from Cool Spring Downtown District, Inc.

Dr. Douglas Hewett, City Manager, introduced Ms. Ashanti Bennett, President and CEO of the Cool Springs Downtown District (CSDD), who presented this item with the aid of a PowerPoint presentation.

Ms. Bennett stated the 2028 vision matches the organization's goals with the City's goals. This quarter, twelve (12) businesses opened and six (6) closed. The Juneteenth Jubilee's fourth annual event had just under 20,000 attendees. Some of the marketing funds were used to market downtown outside of downtown. CSDD also partnered with some of the smaller organizations to bring their events to wider audiences. The Field of Honor was also reinstated at the Army Special Operations Museum (ASOM), and multiple volunteers assisted in installing 500 U.S. flags. CSDD is maintaining the field while the ASOM is closed due to the federal shutdown. The search for the president and CEO role took place, and the new development and engagement director will be starting next week.

The expansion of the safety and engagement ambassador program is forthcoming; however, the part-time role for the ambassador program is difficult to fill. CSDD received additional funding to make the part-time to a full-time position and is working with the Veterans Administration and Wounded Warriors to fill the other positions and plans to have interviews in the next two weeks.

CSDD is working on a project for the branding of the downtown district with downtown banners. Final designs have been signed off on and are waiting for final approval. Coming up is the Zombie Walk, which is the largest and final Fourth Friday of the season that sees about 20,000 attendees and will take place on October 24, 2025. New Year's Eve is also coming up, and staff are working on securing headliners.

Discussion ensued regarding the ambassador program and their duties.

Consensus of Council was to receive the report.

6.03 Presentation of the Substantial Amendments to the Housing and Urban Development 2021-2022 Annual Action Plan and 2025-2026 Annual Action Plan

Mr. Albert Baker, Economic and Community Development Assistant Director, introduced Ms. Jaqueline Abbott, Community Relations Manager, who presented this item with the aid of a PowerPoint presentation.

Ms. Abbott stated the 2021-2022 Annual Action Plan was adopted by Council on May 14, 2021, with a HOME-ARP allocation of \$3,397,564.00. The 2025-2026 Annual Action Plan was adopted by Council on April 28, 2024, with a CDBG – Neighborhood Resources allocation of \$460,582.00; however, no CDBG- Affordable Housing was adopted, because the majority of housing activity is done through HOME funds. Staff received a revised award notice on April 30, 2025, with instructions to amend the 2021-2022 Annual Action Plan in order to accept an additional allocation of \$5,000.00. The newly revised HOME-ARP award will be \$3,402,662.00. There was program income identified in the 2025-2026 Annual Action Plan when reconciling previous funding cycles of \$280,000.00. The new funding will now provide CDBG - Neighborhood Resources \$640,582.00 and create CDBG – Affordable Housing funding of \$100,000.00.

Consensus of Council was to receive the presentation.

6.04 Special Event Security at Festival Park

Mr. Brook Redding, Senior Assistant to the City Manager, presented this item with the aid of a PowerPoint Presentation and stated the purpose of the presentation is to provide a clear update on the Special Event Security at Festival Park protocol, explain how it works, and walk Council through the implementation. In May 2025 Council directed staff to strengthen Festival Park Security. Parks and Recreation implemented a pilot protocol with enhanced security at the July 4th Celebration and the International Folk Festival.

Staff created a four-tiered security matrix with venue overlays such as park only, and park and promenade, instituted a unified command structure with Police, Fire, EMS, event security, and City staff, standardized the mask and bag policy, and created signage. The tiered system scales requirements to size and risk level of the event. Most events will fall in Tier one (1) or two (2), with Tier four (4) representing the largest, high-energy events.

DRAFT

Tier 1	Tier 2	Tier 3	Tier 4
Small, low risk events (<1,000)	1,000-2,000 attendees	2,000-5,000 attendees	5,000+ attendees
Runs, Markets, Educational, Religious	Mixed-use, limited alcohol sales	Festivals, Concerts, Alcohol sales	Large Concerts / Festivals with alcohol sales
Optional Controlled Access	Controlled access	1-2 Magnetometers at gates	3-4 Magnetometers at gates
Wands/light bag checks optional	Wands and bag checks	Bag checks	Bag Checks
	Option for Ray Ave Closure	Ray Ave closure required w/ promenade	Full perimeter control Ray Ave Closure required

The organizers will still submit event applications as they have in the past. The staff applies the security matrix to determine the required tier, and the attendance is validated against past data and comparable events. Finally, after action reviews are conducted. The process fits within the current application system but creates consistency for assigning security requirements and opportunities for adjustments if conditions change.

Staff met with Cool Springs Downtown District, Dogwood Festival, the Arts Council, and Parks and Recreation to identify feedback. Based on feedback there were concerns regarding the cost for smaller events, perimeter fencing appearance, open carry enforcement consistency, and equity across different event types. Adjustments were made to clarify fair application of the matrix and incorporated pre-event security walkthroughs.

The costs for events within Tiers 1 or 2 will be nominal and for Fiscal Year (FY)2026, the City will cover City-sponsored and partnered events at an estimated cost of \$90,000.00. FY27 and beyond only City-sponsored events will be funded at an estimated \$60,000.00 from the Parks and Recreation budget.

The outcome is to create a consistent, professional, and safe security posture that gives the public confidence while still being fair to organizers.

Mayor Pro Tem Jensen requested an update on the clear bag policy implementation. Mr. Redding stated staff have been doing a phased implementation process and expect by December everything will be fully implemented. Dr. Hewett stated one of the things that has been implemented was the magnetometers which was not part of the motion. As it relates to the clear bag policy, staff will ensure it is implemented at the Fall Dogwood Festival. The portion regarding masks is already State law.

Discussion ensued.

Consensus of Council was to direct staff to initiate full implementation of the clear bags policy at the Dogwood Festival and provide an administrative report after the event.

MOTION: Council Member Benavente move to excuse Mayor Colvin
SECOND: Council Member Hondros
VOTE: UNANIMOUS (9-0)

6.05 Discussion on Proposed 2026 City Council Meeting Dates Calendar

Ms. Jennifer Ayre, City Clerk, presented this item with the aid of a PowerPoint presentation and stated the dates and times for the Regular Meetings on the second and fourth Monday of every month at 6:30 p.m., the Work Sessions on the first Monday of every month at 2:00 p.m., and the Agenda Briefings on the third Wednesday of every month at 5:00 p.m. remain the same. Highlighted dates included the Council Strategic Planning Retreat recommended for January 20-21, 2026, and different from previous years, the National League of Cities Congressional Conference will not coincide with a Council Meeting.

DRAFT

Consensus of Council was to accept the proposed 2026 City Council Meeting Calendar and direct staff to add the resolution to the October 13, 2025, Regular Meeting Consent Agenda for approval.

6.06 Report from the Homelessness and Mental Health Committee

Ms. Kelly Strickland, Assistant City Manager, stated the Homelessness and Mental Health Committee met on September 4, 2025, and received presentations from Redeploying Americas Veterans (RAV) on a proposal for a tiny home community for Veterans; an update on the Day Resource Center from Day Resource Center Director Mr. Carlos Sanchez; and the homelessness overview and PIT Count provided by Ms. Debbie Brown with the Fayetteville-Cumberland Continuum of Care.

Council Member McNair stated she is seeking consensus to receive RAV and the CoC PIT Count at a future work session.

Discussion ensued.

Consensus of Council was to receive presentations from Redeploying American Veterans and the Continuum of Care at the January Work Session.

7.0 ADJOURNMENT

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

JENNIFER L. AYRE
City Clerk
100625

MITCH COLVIN
Mayor

DRAFT

**FAYETTEVILLE CITY COUNCIL
DISCUSSION OF AGENDA ITEMS MEETING MINUTES
ST. AVOLD CONFERENCE ROOM, CITY HALL
OCTOBER 13, 2025
5:30 P.M.**

Present: Mayor Mitch Colvin;

Council Members Katherine K. Jensen (District 1); Malik Davis (District 2); Mario Benavente (District 3); D.J. Haire (District 4); Lynne Greene (District 5); Derrick Thompson (District 6); Brenda McNair (District 7); Deno Hondros (District 9)

Absent: Council Member Courtney Banks-McLaughlin (District 8)

Others Present: Douglas Hewett, City Manager
Lachelle Pulliam, City Attorney
Adam Lindsay, Assistant City Manager
Jodi Phelps, Assistant City Manager
Jeffery Yates, Assistant City Manager
Kelly Strickland, Assistant City Manager
Roberto Bryan, Police Chief
Todd Joyce, Assistant Police Chief
Kevin Dove, Fire Chief
Gerald Newton, Development Services Director
Jerry Clipp, Human Resources Director
Loren Bymer, Marketing & Communications Director
Andrew LaGala, Airport Director
John Jones, Office of Community Safety Director
Brian McGill, Public Services Assistant Director
Albert Baker, Economic & Community Development Assistant Director
Erin Swinney, Police Attorney
Kecia Parker, Real Estate Manager
Angelica McDonald, Assistant City Attorney
Jacqueline Abbott, Community Resources Manager
Chris Lowery, Strategic Planning and Analytics Manager
Brook Redding, Senior Assistant to the City Manager
Jennifer Ayre, City Clerk

Council Member Haire called the meeting to order at 5:30 p.m.

Mayor Colvin asked the Council to review the regular agenda for the October 13, 2025, meeting.

Mayor Pro Tem Jensen stated she will recognize Breast Cancer Awareness month during the announcements and recognitions.

Council Member Haire asked how responding to public records requests can be sped up. Dr. Douglas Hewett, City Manager, stated there have been a few significant issues, but it is being addressed. A portion is being moved from Marketing & Communications to the City Clerk's Office, along with resources, and staff are currently reviewing the process through a Strategic Planning & Analytics project. Ms. Jodi Phelps, Assistant City Manager, stated about 95 percent (%) of requests are filled within a few days, but there are some unique ones that take a large amount of time due to their complexity, cross-department collaboration, and legal review. A team has been convened to review associated staffing, processes, and technology; map the current and future process to identify gaps and ways to improve efficiency, oversight, and responsiveness; and complete a peer city review of best practices. Staff are working on communicating with requesters of large, complex requests to explain the length and request clarifications to narrow the criteria. Mayor Colvin stated the issue with the length of time to fulfill requests is heard a lot, and requested a matrix that shows 98% are filled within a few days, so that way Council can be an advocate. Discussion ensued.

Ms. Lachelle Pulliam, City Attorney, introduced Ms. Angelica McDonald and Ms. Victoria Curtis, the new Assistant City Attorneys. Ms. Pulliam stated the City Attorney's Office is still recruiting for a police attorney and another assistant attorney.

CLOSED SESSION

MOTION: Council Member Davis moved to enter into closed session for 143.18.11(a)(3) for attorney-client privilege and discuss *Gerald Lee Little v. City of Fayetteville*
SECOND: Council Member Thompson
VOTE: UNANIMOUS (9-0)

The regular meeting recessed at 5:45 p.m.

MOTION: Council Member Davis moved to come out of closed session.
SECOND: Council Member Benavente
VOTE: UNANIMOUS (9-0)

The meeting reconvened at 6:12 p.m.

There being no further business, the meeting adjourned at 6:12 p.m.

Respectfully submitted,

JENNIFER L. AYRE
City Clerk
101325

MITCH COLVIN
Mayor

**FAYETTEVILLE CITY COUNCIL
REGULAR MEETING MINUTES
COUNCIL CHAMBER, CITY HALL
OCTOBER 13, 2025
6:30 P.M.**

Present: Mayor Mitch Colvin;

Council Members Katherine K. Jensen (District 1); Malik Davis (District 2); Mario Benavente (District 3); D. J. Haire (District 4); Lynne Greene (District 5); Derrick Thompson (District 6); Brenda McNair (District 7); Courtney Banks-McLaughlin (District 8) (via TEAMS); Deno Hondros (District 9)

Others Present: Douglas Hewett, City Manager
Lachelle Pulliam, City Attorney
Kelly Strickland, Assistant City Manager
Jeffrey Yates, Assistant City Manager
Jodi Phelps, Assistant City Manager
Adam Lindsay, Assistant City Manager
Roberto Bryan, Police Chief
Kevin Dove, Fire Chief
Tiffany Murray, Chief Finance Officer
Gerald Newton, Development Services Director
Loren Bymer, Marketing and Communications Director
Andrew LaGala, Airport Director
John Jones, Office of Community Safety Director
Albert Baker, Economic and Community Development Assistant Director
Kecia Parker, Real Estate Manager
Jacqueline Abbott, Community Resources Manager
Kimberly Toon, Purchasing Manager
Brook Redding, Senior Assistant to the City Manager
Jennifer Ayre, City Clerk
Members of the Press

1.0 CALL TO ORDER

Mayor Colvin called the meeting to order at 6:30 p.m.

2.0 INVOCATION

The invocation was offered by Chaplain Andrew Alterman.

3.0 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Colvin and City Council.

4.0 ANNOUNCEMENTS AND RECOGNITIONS

A moment of silence was held in remembrance of the E.E. Smith students, Trevor Merritt, Nick Williams, and Jai'Hyon Elliott who were tragically killed in an accident on October 8, 2025.

Council Member Benavente announced the Child Advocacy Center's Annual Pinwheel Masquerade Ball to Unmask Child Abuse is taking place on Saturday, October 18, 2025, from 6:00-8:00 p.m.

Council Member Haire announced early voting for the general election will begin Thursday, October 16, 2025, thru Saturday, November 1, 2025, and the general election is Tuesday, November 4, 2025. There are three early voting sites at Kiwanis Recreation Center, Board of Elections, and Cliffdale Recreation Center.

Mayor Pro Tem Jensen recognized October is Breast Cancer Awareness Month and announced City Hall will be lit up in pink in recognition.

Council Member Thompson presented Certificates of Appreciation to Mr. Jordan Timmons and the Lowe's Store #0388 Manager Mr. Nate for their contributions to the Fire Department in supplying fire alarms.

Council Member Thompson and the Executive Board of the Fayetteville NEXT Commission presented Certificates of Appreciation to the staff of Rick’s Place of the Rick Herrema Foundation in recognition of their partnership with the Fayetteville NEXT Advisory Commission Adult Field Day held on August 23, 2025.

Mayor Colvin presented a proclamation to staff members in honor of Indigenous Peoples Day, recognized on October 13, 2025.

Mayor Colvin presented a proclamation to Mr. Shaun McMillan and members of the Community Awareness Alliance in honor of World Homeless Day recognized on October 10, 2025.

5.0 CITY MANAGER REPORT

Dr. Douglas Hewett, City Manager, announced a new art exhibition at the Fayetteville Regional Airport that celebrates local culture and heritage from twelve talented local artists. A public reception will take place on October 23, 2025, from 6:00 to 7:30 PM. The exhibit will be on display through February 5, 2026.

Dr. Hewett announced Mr. Jeffrey Yates, Assistant City Manager, has achieved ICMA Credential Manager status and will be recognized at a conference in Tampa, Florida, later this month. This designation is one of the highest honors bestowed by the International City/County Management Association (ICMA) and signifies a significant commitment to high standards, ethics, and continuous learning for local government professionals. In order to qualify for the designation, it requires a combination of education, experience, and an ongoing dedication to professional development.

Mr. Hewett stated the City Manager newsletter is published weekly, and residents can sign up to receive it via the city’s website.

6.0 APPROVAL OF THE AGENDA

MOTION: Council Member Haire moved to approve the agenda.
SECOND: Council Member Thompson
VOTE: UNANIMOUS (10-0)

7.0 PUBLIC FORUM

Ms. Katherine Goldblatt, 1707 Fort Bragg Rd., Fayetteville, NC, expressed concerns regarding the need for new crosswalks in District Five.

Mr. Benjamin Hultquist, 801 Rim Rd., Fayetteville, NC, provided recommendations for traffic calming measures.

Mr. John Biller, 6712 Winthrop Dr., Fayetteville, NC, expressed concerns regarding the display of religious symbols at a business in Fayetteville and obscene art at the Arts Council.

Mr. Konchan Khamone, 363 Dick St., Fayetteville, NC, expressed concerns regarding the demolition of his property at 206 Campbell Avenue.

Mr. Shaun McMillan, 6024 Goldenrain Dr., Fayetteville, NC, expressed concerns regarding justice, transparency, and accountability.

8.0A CONSENT AGENDA

MOTION: Council Member Haire moved to approve the consent agenda.
SECOND: Council Member Thompson
VOTE: UNANIMOUS (10-0)

8.0A1 Approval of Meeting Minutes:
September 17, 2025 – Agenda Briefing
September 22, 2025 – Discussion of Agenda Items
September 22, 2025 – Regular

8.0A2 Approve P25-43: Request to rezone 79.39 acres at 4407 Distribution Drive and adjacent parcels from multiple districts to HI, owned by STEELFAB OF VIRGINIA INC., represented by Cynthia Smith of Moorman, Kizer, & Reitzel

City Council approved the rezoning of 79.39 acres at 4407 Distribution Drive and adjacent parcels from multiple zoning districts to Heavy Industrial (HI) to allow SteelFab to develop a new fabrication plant with associated yard operations. The map amendment is consistent with the City's adopted growth strategies and supports Future Land Use Plan policies that promote strategic economic development within designated industrial/employment areas served by existing infrastructure. At the September 9, 2025, Zoning Commission meeting the Zoning Commission voted 3-0 to recommend approval of the rezoning.

8.0A3 Approve P25-44: Request to rezone 0.11 acres at 433 Hillsboro St. from residential to Limited Commercial (LC), owned by Shelby Tart, represented by Lori Epler of Larry King & Assoc.

City Council approved the rezoning of 0.11 acres at 433 Hillsboro Street from split-zoned Mixed-Residential 5 (MR-5) and Limited Commercial (LC) to all LC. The purpose is to resolve a long-standing nonconformity created with the adoption of the City's Unified Development Ordinance (UDO) districts; no new development is proposed, and as a straight rezoning, no conditions may be attached. The request is consistent with the City's adopted growth strategies and the Future Land Use Plan's direction to focus investment around existing infrastructure and strategic nodes and to encourage compatible economic and commercial development. At the September 9, 2025, Zoning Commission meeting, the Zoning Commission voted 3-0 to recommend approval of the rezoning.

8.0A4 Adoption of Capital Project Ordinance Close Out Amendments and Capital Project Ordinance Amendments to ensure appropriations accurately reflect grant funding updates

City Council adopted Capital Project Ordinance Closeout (CPCLO) 2025-30, 2025-32, and 2025-33 to close the Sewer Line from the Intersection of Claude Lee Road and Doc Bennett Road Project, Reconstruction of South General Aviation Ramp Project, and Repaving and Repainting North General Aviation Apron Project, respectively. The three (3) airport capital projects were previously approved in the FY2025 Capital Improvement Plan, prior to receiving the anticipated grant funding.

City Council also adopted Capital Project Ordinance Amendment (CPOA) 2023-6 and 2025-22 to reduce appropriations of the Perimeter Road Paving and Replacement Fencing Project and the International Arrivals Facility Project in order to reflect the actual awarded grant amounts and local matches, which vary from the original anticipated funding.

8.0A5 Approve Auction of Six Decommissioned City of Fayetteville Assets

City Council approved the auction of its decommissioned vehicles for auction online on GovDeals. The assets have a potential return of \$30,000.00 or more per asset when auctioned, requiring Council approval. The six vehicles have met the useful life due to age, mileage, maintenance costs, and/or hours of use. The description of the assets includes three Knuckle Boom Refuse Trucks, one Side Loader Refuse Truck, one Street Sweeper, and one Sewer/Vac Truck.

8.0A6 Adopt Ordinance Regarding New Legislation Impacting Applicants

City Council approved the adoption of an amendment to the Human Resources ordinance due to a new state law (Session Law 2025-16) that was enacted this summer, requiring cities in North Carolina to subject all applicants for positions that work with children in any way to have a criminal history record check conducted by the North Carolina State Bureau of Investigation (SBI).

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE AMENDING SECTION 19-32, SELECTION AND APPOINTMENT OF ARTICLE II, RECRUITMENT, SELECTION/APPOINTMENT, PROMOTIONS, DEMOTIONS, REDUCTIONS IN FORCE OF CHAPTER 19, HUMAN RESOURCES, OF THE CODE OF ORDINANCES OF THE CITY OF FAYETTEVILLE, NORTH CAROLINA. ORDINANCE NO. S2025-26

8.0A7 Approval of First Lease Modification and Extension Agreement with Methodist University for Continuation of Use of Property on Treetop Drive and First MOA Modification and Extension with Fayetteville Soccer Club

City Council authorized the City Manager to execute the first lease modification and extension agreement with Methodist University for Jordan Soccer Complex at a cost of \$114,000.00 per year, plus operating costs such as utilities, insurance, and maintenance. City Council also authorized the City Manager to execute the first memorandum of agreement (MOA) modification and extension with the Fayetteville Soccer Club for competitive youth soccer. Fayetteville Soccer Club, Inc. is to remit \$42,000.00 annually to the City; will remit 20 percent (%) of net revenue from any tournament/event they administer and facilitate at the Jordan Soccer Complex; and will remit 25% of rental income from third party tournament/event per the agreement.

8.0A8 Adopt Resolution Declaring 0.03 Acres on Wright Street Surplus Property and Authorizing the Upset Bid Process and Sale of the Property

City Council adopted the resolution declaring 0.03 Acres on Wright Street as Surplus Property and authorized the upset bid process and sale of the property. The City of Fayetteville was deeded 0.03 acres on Wright Street from the Fayetteville Redevelopment Commission in December 2004. This parcel was a left-over remnant of the Wilmington Road NDP Section 1 Project NCA-10 developed by the Fayetteville Redevelopment Commission in 1974 and was access for the lot located at 434 Wright Street. The property owner of 434 Wright Street submitted a bid form and deposit for the subject property as it provides access to her current property. The City has received the minimum bid amount of \$280.00 on the property. The City has never developed the property and has no plans to utilize the lot.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, NORTH CAROLINA, DECLARING 0.03 ACRES ON WRIGHT STREET SURPLUS PROPERTY AND AUTHORIZING THE UPSET BID PROCESS AND SALE OF PROPERTY. RESOLUTION NO. R2025-037

8.0A9 PWC – Approve Sole Source Request – Purchase and Install 32-Tap Vacuum Interrupting On-Load Tap Changer

City Council approved the sole source request to purchase and install a 32-tap vacuum interrupting on-load tap changer (OLTC) from Reinhausen Manufacturing Inc. in the amount of \$246,978.67 and authorize the CEO/General Manager of the Fayetteville Public Works Commission to execute for that purpose the contract for its purchase.

8.0B ITEMS PULLED FROM CONSENT

There were no items pulled from the Consent Agenda.

9.0 STAFF REPORTS

9.01 Receive the FY26 1st Quarter Strategic Performance Report

Mr. Chris Lowery, Strategic & Performance Analytics Manager, and Mr. Andrew Brayboy, Senior Corporate Performance Analyst, presented this item with the aid of a PowerPoint presentation and stated the presentation will highlight the Council's strategic direction, how the strategic direction continues to drive measurable processes across Fayetteville, and connect performance data with real impacts in the community on safety, housing, youth, economic growth, and connectivity. Mr. Brayboy provided an overview of the FY26 Strategic Priorities: Priority One (1) - Ongoing commitment to a comprehensive approach to community safety; Priority Two (2) - Enhance economic growth throughout the City; Priority Three (3) - Continue the City's commitment to revitalization efforts and housing needs; Priority Four (4) - Evaluate and expand transportation and other connectivity for residents; and Priority Five (5) - Increase Parks and Recreation opportunities for youth engagement and interaction. The new priority for FY26 is Transportation and Connectivity; the other four remain focus areas from FY25.

Mr. Brayboy clarified the data provided in the quarterly report are what are considered lagging metrics, which reflect the results of past actions or activities, not what is happening in real time. This tells what has happened and provides historical information and serves as baselines for planning, forecasting, and where to make tweaks and necessary adjustments where needed.

Priority 1 continues to deliver measurable results in prevention, response, and community collaboration. All metrics within Priority 1 are meeting or improving upon the respective FY26 targets. The Community Safety Microgrant Program awarded \$84,500.00 to twenty neighborhood projects directly investing in community safety and violence prevention initiatives. The Fayetteville Cares Day Resource Center recorded more than 3,100 visits in Quarter 1, providing critical access to housing, health, and support services through 42 active partner organizations—surpassing the FY26 target of 30 partners. The Office of Community Safety (OCS) continues to strengthen partnerships and outreach efforts, conducting 84 field visits, responding to 214 mental health or homelessness-related calls, and making 52 referrals to connect residents with essential services. OCS also organized 59 community engagement events, including three Youth Night Outs and a youth-led PROOF event, reaching over 150 participants. The Fire Department’s 90th percentile response time was 6:54 minutes, while the Police Department’s Priority One call response time averaged 8:51 minutes. Both of these targets meet industry standards for accreditation across the Fire and Police Departments.

Priority 2 focuses on expanding Fayetteville’s economic base through partnerships, innovation, and small business success. The City invested \$2.14 million in grants, loans, small business development, workforce programs, and community revitalization projects. Three new general contractors were licensed through the License Prep Program, which helps small minority and women-owned businesses participate in construction and City Projects. Staff continues to collaborate with FCEDC to align City goals with regional economic development strategies, creating a unified approach to business retention and attraction.

Priority 3 saw the disbursement of \$1.1 million of a \$7.2 million target in construction financing supporting the creation of 294 affordable multi-family housing units. The City allocated \$450,000.00 to community housing development organizations to produce nine affordable single-family homes. Furthermore, the City helped transition six families from crisis to stability through rapid rehousing and homelessness prevention programs. The Homebuyer HERO program continues to be a path for new homeowners, and in Quarter 1, a total of \$320,000.00 was awarded to thirteen (13) new homebuyers for down payment assistance. Some revitalization measures are lagging due to project timelines or pending funding, but overall progress remains strong moving forward.

Priority 4 aims to enhance how residents and visitors move throughout Fayetteville, whether by road, bus, sidewalk, trails, or air. Transit completed the initial steps of the Title V Fare and Service Study, ensuring the transit system is fair and equitable, as well as implemented recommendations for the Title VI Survey Analysis. Development of the new master connectivity GIS overlay map has begun, which will help support future projects. The airport is continuing to explore strategies to expand flight options and enhance regional connectivity.

Priority 5 directly rolled over from FY25 and continues to remain a cornerstone. The Orange Street School STEM initiative served 351 participants. The Fayetteville-Cumberland Youth Council and PALS program exceeded participation expectations in Quarter 1. Between Parks and Recreation and the Office of Community Safety, 104 youth events and programs were held, engaging 180 new participants. Recreation projects such as the Tennis Center, Cape Fear River Park, McArthur Sports Complex, and Veteran Park Part II continue to move forward.

Mr. Lowery stated staff continue to analyze data, refine strategies, and further engage with stakeholders. The Quarter 2 update will be presented in January 2026. Residents can find the quarterly updates and the scorecard that has more details on the City website under the Strategic Planning and Analytics page.

Discussion ensued regarding OCS, airport initiatives for future air service growth, and the Homebuyers HERO program.

MOTION: Council Member Benavente moved to accept the FY26 1st Quarter Strategic Performance Report
SECOND: Council Member Davis
VOTE: UNANIMOUS (10-0)

10.0 PUBLIC HEARINGS

10.01 Hold a Public Hearing and Adopt the Substantial Amendments to the Housing and Urban Development 2021-2022 and 2025-2026 Annual Action Plans

Ms. Jacqueline Abbott, Community Resources Manager, presented this item with the aid of a PowerPoint Presentation and stated the 2021-2022 Annual Action Plan was adopted by Council on May 14, 2021, with a HOME-ARP allocation of \$3,397,564.00. The 2025-2026

Annual Action Plan was adopted by Council on April 28, 2024, with a CDBG – Neighborhood Resources allocation of \$460,582.00; however, no CDBG- Affordable Housing was adopted, because the majority of housing activity is done through HOME funds. Staff received a revised award notice on April 30, 2025, with instructions to amend the 2021-2022 Annual Action Plan in order to accept an additional allocation of \$5,000.00. The newly revised HOME-ARP award will be \$3,402,662.00. There was program income identified in the 2025-2026 Annual Action Plan when reconciling previous funding cycles of \$280,000.00. The new funding will now provide CDBG - Neighborhood Resources \$640,582.00 and create CDBG – Affordable Housing funding of \$100,000.00.

This is the advertised public hearing set for this date and time; the public hearing was opened. There being no speakers, the public hearing was closed.

MOTION: Council Member Haire moved to approve the Substantial Amendments to the Housing and Urban Development 2021-2022 and 2025 - 2026 Annual Action Plans

SECOND: Council Member McNair

VOTE: UNANIMOUS (10-0)

11.0 ADJOURNMENT

There being no further business, the meeting adjourned at 7:58 p.m.

Respectfully submitted,

JENNIFER L. AYRE
City Clerk
101325

MITCH COLVIN
Mayor



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4976

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A2

TO: Mayor and Members of City Council

THRU: Jodi Phelps, Assistant City Manager

FROM: Jennifer L. Ayre, MMC, City Clerk

DATE: October 27, 2025

RE:

Adopt Resolution for Proposed 2026 City Council Meeting Dates Calendar

COUNCIL DISTRICT(S):

ALL

Relationship To Strategic Plan:

Goal VI: Citizen Engagement and Partnerships

Executive Summary:

Staff has provided a proposed 2026 City Council Meeting Dates Calendar. The calendar also identifies Council budget work sessions, and conferences for elected officials.

The proposed calendar shows the Monday, September 7, 2026, Work Session moved to Tuesday, September 8, 2026, due to the observance of Labor Day.

Background:

To ensure that citizens are aware of all public meetings and events and that the City adheres to the NC Open Meetings Act. Staff has prepared the attached 2026 City Council Meeting Dates Calendar. The calendar takes into account all of the City holidays, and conferences identified by staff.

Issues/Analysis:

N/A

Budget Impact:

N/A

Options:

1. Adopt the Resolution for the 2026 City Council Meeting Dates Calendar.
2. Review the Resolution for the 2026 City Council Meeting Dates Calendar and provide direction to staff on changes Council may want to see

Recommended Action:

Adopt resolution for the 2026 City Council Meeting Dates Calendar

Attachments:

Draft 2026 City Council Meeting Dates Calendar

Resolution to Adopt the 2026 City Council Meeting Dates Calendar

RESOLUTION OF THE CITY COUNCIL, CITY OF FAYETTEVILLE, NORTH CAROLINA TO ADOPT THE 2026 CITY COUNCIL MEETING DATES CALENDAR TO CLARIFY THE TIME AND LOCATION OF THE CITY COUNCIL REGULAR MEETINGS

WHEREAS, the Fayetteville City Council has enacted a strategic plan that promotes efficient and effective government; and

WHEREAS, the City's strategic plan includes targets for action that require significant commitments on City resources and time to complete; and

WHEREAS, North Carolina General Statutes require a public body to provide notice of its regular meetings; and

WHEREAS, adopting an annual meeting schedule provides clarity for the Council, staff, and the public regarding the dates and times for the conduct of City business; and

WHEREAS, it is in the best interest of the City to formalize its regular meeting schedule for the calendar year 2026;

NOW THEREFORE, BE IT RESOLVED to adopt the attached calendar titled City Council Meeting Dates to clarify the time and location of the City Council regular meetings for 2026; and **RESOLVES** that any deviations of these regular meetings will be done consistent with the North Carolina Open Meetings Law.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, NORTH CAROLINA, this the ____ day of _____, 2025; such meeting was held in compliance with the Open Meetings Act at which a quorum was present and voting

By: _____
MITCH COLVIN, MAYOR

ATTEST:

JENNIFER L. AYRE, CITY CLERK

2026 City Council Meeting Dates

lab.

27



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4901

Agenda Date: 10/27/2025

Version: 2

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A3

TO: Mayor and Members of City Council

THRU: Douglas J. Hewett, ICMA-CM, City Manager

FROM: Kelly Strickland, Assistant City Manager

DATE: October 27, 2025

RE:

Approve Bid Recommendation for a Site Plan Review Process Improvement Study and Authorize the City Manager to Execute a Contract

COUNCIL DISTRICT(S):

All

Relationship To Strategic Plan:

Goal III: The City of Fayetteville will be a city invested in today and tomorrow.

Objective 3.3: Sustain a favorable development and business climate through timely and accurate construction review and building inspection services.

Executive Summary:

City Council is asked to approve the award of and authorize the City Manager to execute a contract with Berry, Dunn, McNeil & Parker, LLC for consulting services to assess, align, and improve the City's multi-agency site plan review and development permitting processes.

Background:

During Council's work sessions for the fiscal year 2026 General Fund operating budget, consensus was provided to engage a consulting firm for a process improvement study of the City's site plan review and development permitting processes. A Request for Proposals was issued on July 24, 2025 and closed on August 14, 2025.

Seven bids were received and evaluated by staff based on their initial proposal. Four of the seven were selected to proceed to a more detailed evaluation process that included a presentation and panel interview by a group of City staff and a water resources engineer from the Public Works Commission (PWC).

The firm that received the highest score in the presentation and panel interview process was Berry, Dunn, McNeil & Parker.

Issues/Analysis:

None

Budget Impact:

Funding for this contract was included in the Fiscal Year 2026 Annual Operating Budget.

Options:

1. Approve the award of and authorize the City Manager to execute a contract with Berry, Dunn, McNeil & Parker, LLC.
2. Do not approve the award of and authorize the City Manager to execute a contract with Berry, Dunn, McNeil & Parker and provide additional guidance to staff.

Recommended Action:

Staff recommends that Council move to approve the award of and authorize the City Manager to execute a contract with Berry, Dunn, McNeil & Parker, LLC. If the study begins in December 2025, it would be completed by June 2026.

Attachments:

Proposal - Berry Dunn
Bid Tabulation
Evaluation Matrix
RFP

PROPOSAL

PROPOSAL TO THE:

City of Fayetteville

REQUEST FOR PROPOSALS
NO. COF1516969 FOR A:

**Site Plan Review &
Development Permitting
Process**

SUBMITTED BY:

Berry, Dunn, McNeil & Parker, LLC
2211 Congress Street, Portland, ME 04102

Kevin Price, Project Principal

Berry, Dunn, McNeil & Parker, LLC
kprice@berrydunn.com

Keri Ouellette, Project Manager

Berry, Dunn, McNeil & Parker, LLC
kouellette@berrydunn.com

Proposal Submitted On:

August 14, 2025, before 1 p.m. EDT



August 14, 2025

City of Fayetteville, Purchasing Office
Attn: Kimberly Toon, Purchasing Manager
433 Hay Street
Fayetteville, NC 28301

Dear Kimberly Toon and Members of the Selection Committee:

On behalf of Berry, Dunn, McNeil & Parker, LLC ("BerryDunn," "we," "our"), I am pleased to submit this proposal in response to City of Fayetteville's (the City's) request for proposals (RFP) No. COF1516969 for Site Plan Review & Development Permitting Process services.

Focused on inspiring organizations to transform and innovate, BerryDunn is a nationally recognized professional services firm. With nearly 40 years of experience consulting for more than 900 cities, counties, and state agencies, BerryDunn has the experience and expertise to support the City's success. For this engagement in particular, our highly specialized team of former public-sector planners and permitting specialists will leverage their decades of firsthand experience, lessons learned on comparable permitting process evaluation projects, and knowledge of industry trends and best practices.

As it relates to the requested Site Plan Review & Development Permitting Process, we would like to highlight the following unique attributes offered by our proposed team:



Extensive experience advancing technological capability backed by system familiarity and history supporting implementations



Proven approach rooted in industry-leading project management and change management methodologies



Local government expertise gained from decades of experience helping City departments with their varying needs, including permitting and planning functions



Well-informed recommendations based on compelling data and guided by methods for actionable execution



Decades of organizational assessment and strategic planning experience to support the City's core and related needs

We appreciate the opportunity to propose and the time and consideration taken by the City to review our submission. As a principal in BerryDunn's Local Government Practice Group and leader of the Community Development and Utility Operations Practice, I can attest to the accuracy of our materials, and I am legally authorized to bind, negotiate, make presentations on behalf of, and commit our firm and our resources. Our proposal is a firm and binding offer valid for 120 days following the submission deadline of August 14, 2025.

If you have any questions regarding our proposal or updates on the evaluation process, please consider me your primary point of contact and feel free to contact me directly.

Sincerely,

Kevin Price, MPP, PMP®, Prosci® CCP
Principal | Berry, Dunn, McNeil & Parker, LLC
Tel: 207.541.2379 | Email: kprice@berrydunn.com

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1. Company Profile and Qualifications

BerryDunn is an award-winning professional services firm committed to integrity, authenticity, curiosity, collaboration, and harmony.

As a Limited Liability Company founded in 1974 with 79 principals, 36 owners, and 10 office locations from Maine to Hawai'i, **we have experienced sustained growth throughout our 51-year history.**

Deeply committed to serving the public, we employ more than 990 staff members, including more than 400 in our dedicated Consulting Services Team. Our team specializes in serving state and local government agencies, including those focused on planning, zoning, permitting, code enforcement, fire prevention, finance, and licensing functionality; has extensive project experience supporting more than 900 state, local, and quasi-governmental agencies; and is made up of former local government leaders and specialized local government consultants. **This insider perspective allows us to deliver unparalleled strategic insight into state, county, and municipal operations,** providing clients with an in-depth understanding of government and departmental operations, staffing needs, budgetary constraints, and the business processes required to provide necessary services to the internal divisions and the constituents local public agencies serve.

Our firm provides a full range of professional services that support our ability to complete the City's Site Plan Review & Development Permitting Process project. **With organizational development as a core tenant of our work, we are pleased to state that we bring expertise in this area from all municipal perspectives to benefit the City.** Our services include:

- » **Business Process Improvement, Reviews, and Redesign**
- » Organizational, Operational, and Staffing Assessments
- » Organizational Change Management
- » Performance Analyses
- » Enterprise and Departmental Strategic Planning
- » Cost of Service and Fee Studies
- » Leadership and Organization Development
- » Comprehensive and Master Planning
- » IT Assessments and Strategic Plans
- » Project Assessments and Remediation
- » Software Planning and Procurement
- » Software Implementation Project Management and Oversight

Within our Consulting Services Team, BerryDunn's Local Government Practice Group provides unparalleled expertise spanning the full spectrum of local government service delivery. Each practice, depicted in Figure 1, provides boutique services and specialized expertise complemented by access to the resources of a large firm.

Figure 1: Local Government Practice Group Specialization



BerryDunn's Community Development and Utility Operations (CDUO) Practice will serve the City on this initiative.

This practice supports communities in establishing the policies, processes, fees, and systems required to foster smart, equitable, sustainable, and efficient development. Of note to the City, we can provide tailored support as it seeks to:

- ❖ Evaluate its current workflows across involved stakeholder groups
- ❖ Identify inefficiencies and opportunities to improve
- ❖ Facilitate collaboration and shared commitment toward an improved future state
- ❖ Effectively implement recommendations to make its vision a reality
- ❖ Improve the customer experience for internal and external stakeholders alike

Our carefully composed team includes former planners, permitting managers, economic development specialists, public works directors, and financial analysts. Their knowledge spans planning, zoning, permitting, inspections, development services, code enforcement, land management, work order, asset management, and more. Several are certified through the American Institute of Certified Planners (AICP) and are involved in national and regional industry groups throughout the country, and all understand the importance of sound planning principles, community vision setting, and the need for innovative policies and regulations to carry out planning priorities. The project's proposed facilitator is certified in the Institute of Cultural Affairs (ICA) Technology of Participation® (ToP®) methodology, which helps to ensure that fact-finding meetings, interviews, and focus groups are highly collaborative and inclusive of all participants, including elected and appointed officials, managers, frontline staff, and the public. In combination, the team can offer unique perspectives from firsthand, industry, and project knowledge to address any of the City's operational processes with attention for detail and a sense of realism for what can be achieved through thoughtful recommendations and implementation planning.

Our CDUO Practice is thoughtful about the projects we pursue and only conducts a select number of permit process improvement projects each year. In addition, the firm adheres to a regular cadence and process for assessing the workload and capacity of each consultant. The City can trust that we propose on its project with the confirmed capacity to undertake a project of this scope and complexity. Our proposed project team members will remain committed, available, and assigned to perform the City's requested work effort, and you will receive our full attention and thoughtful, nuanced recommendations tailored to your unique needs and goals.

2. Relevant Experience

Community Development and Permitting Process Improvement Experience

As mentioned, our team members leverage their firsthand experience leading related municipal services, as well as insights gained consulting clients throughout the country, their AICP certification, and their involvement in industry groups like the American Planning Association to provide tailored insights and actionable recommendations to organizations like the City.

Beyond process improvement projects, our CDUO Practice leads related projects, such as permit fee studies and permit software assessment, improvement, selection, and implementation projects. These projects provide the City with a holistic perspective of its full environment and a deep understanding of the complexity of the services the City provides, the stakeholder groups, and the systems and processes that support service delivery—all to help optimize and sustain desired outcomes that come from this project.

Below and on the following pages, we summarize similar projects completed. We emphasize showcasing processes that demonstrate our experience with municipal permitting, development review process improvement, and multi-agency coordination. The City can find a more extensive list of highlighted, relevant, recent experience in **Appendix C**. Contact information for the first three projects can be found in **Section 6, References**.

City of Bridgeport, Connecticut | Building Permitting Process Analysis



The City of Bridgeport engaged BerryDunn to assist in a review of the City's business processes relating to development review and building permitting. The focus of the project was to review, diagram, and evaluate the City's current business practices; prepare an analysis of the City's current environment; solicit feedback from the development community; and provide recommendations for service improvement.

In-person meetings with department leadership and staff were crucial for gaining stakeholder buy-in and creating an environment where participants felt comfortable sharing information with the BerryDunn team. These in-person meetings resulted in a shared knowledge and understanding of the system and examples of best practices. Our team's ability to facilitate communication among the City's departments was critical to gaining buy-in from staff and allowed the City to move forward with implementing recommendations.

Our team completed diagrams for all major development review processes and identified opportunities for improvement. We engaged 23 individuals and firms in the development community and presented customer satisfaction pathways for City departments. We were able to deliver actionable recommendations to City Council within the City's targeted three-month time frame, and we provided guidance on system enhancements, customer service, tracking performance metrics, and improving internal and external communication.

Sonoma County, California | Permit Management Review Services



The Sonoma County Administrator's Office selected BerryDunn to conduct a management review of Permit Sonoma, the County's consolidated land use planning and development permitting agency responsible for reviewing, permitting, code compliance, and inspecting land

development and construction taking place in the unincorporated area of Sonoma County. The County was using an Accela legacy system.

Our team analyzed service delivery, including customer service culture; conducted an organizational structure assessment, operational assessment, and cost recovery analysis; and conducted best practice and peer benchmarking research and analysis. We then developed and presented recommendations for 15 initiatives to improve internal processes and customer experience. These fell into three key thematic areas: efficient permitting, organizational excellence, and maintaining existing operations during implementation.

The County developed a public-facing dashboard to track its progress toward recommendations implementation. In aggregate, the County has seen a 67% reduction in processing times across the most common permit types without compromising critical compliance reviews that keep the community safe.

The Attleboro Redevelopment Authority (ARA), Massachusetts | Strategic Plan



The Attleboro Redevelopment Authority partnered with BerryDunn to develop a strategic plan defining the ARA's vision, mission, and strategic priorities. In recent years, the City of Attleboro has experienced significant interest in multifamily, mixed-use, and industrial projects, and as the City broadens its focus on redevelopment opportunities, the ARA sought to establish a sustainable organizational model to continue serving the community's evolving needs.

Our approach included conducting an analysis of existing conditions, identifying operational models, engaging stakeholders, and facilitating strategic planning sessions. These activities culminated in the creation of a detailed, actionable strategic plan. The Final Strategic Plan, adopted in March 2025, featured new vision and mission statements, performance measures, and an implementation strategy to help ensure long-term success. We also provided an Implementation Recommendations Report to help the ARA track progress and maintain focus on its strategic objectives.

City of Leander, Texas | Development Process Review



The City of Leander engaged BerryDunn to solicit feedback from City leadership, appropriate staff, and the development community regarding its services; review development service processes; prepare a strengths, weaknesses, opportunities, and threats analysis based on industry best practices and community feedback; and provide recommendations.

Our team focused on reviewing the following key focus areas: plan submittals, design standards, design and engineering review, permitting, inspections, code of ordinances, and closeout procedures. We gathered stakeholder input through a variety of methods, including ride-a-longs with staff and field observations, and compared these insights to industry best practices.

We recommended 15 initiatives to improve the development review process and enhance the customer service experience. Initiatives focused on standardizing processes and enhancing performance by improving internal coordination and customer response/application review times, incorporating additional resources to manage the workload, establishing consistent communication channels with external customers, and creating City-specific engineering standards and construction requirements.

The City was experiencing tremendous population growth with high permit loads and high turnover in key departments, which posed a risk. We recommended using third-party reviewers to reduce burnout and

turnover while providing a sustainable solution to stabilize workload through the high-growth period. The City also had an engaged development community with a vested interest in helping to improve the development process. We recommended creating a developers' forum to capitalize on the development community's momentum. This would also help strengthen communication lines and reinforce the partnership between the City and the development community.

Pitkin County, Colorado | Community Development System Selection and Implementation Assistance and Community Development Department Process Review



Pitkin County first engaged BerryDunn to assist its community development department in selecting and implementing a new permitting and tracking system (PATS). As part of this work effort, we developed a detailed stakeholder outreach plan, including both internal County participants and external partners such as contractors, business organizations, and neighborhood groups. We partnered with agencies such as County towns and cities, fire districts, and the Colorado Department of Transportation. We developed a project website, social media communication and press releases, roadshow presentations, and community meetings. We then provided oversight of the selected vendor during the system implementation.

Following implementation, the County selected BerryDunn to conduct a community development department process review. We designed our approach around three assessment areas: management and staffing, internal systems, and technology. We then conducted a three-phased approach, which included project management, a current environment assessment, and development of recommendations and a supporting implementation plan. Through a review of existing data and documentation and staff interviews, we mapped current processes and identified challenges and opportunities for improvement.

With the department's input, we developed a recommendations for improvement and implementation plan memo, which outlined priorities, best practice considerations, effort required for implementation, and action steps. We presented the final memo to County leadership to help build buy-in and support for the final recommendations. Following the final memo, we developed future-state diagrams to help guide the County in implementing recommended process changes and to support future process evaluation.

Kern County, California | Building Permits Process Improvement Services



With a mission to exceed expectations of the communities it serves and change the perception of government, the County recognized a need to optimize its building permit processes. It selected BerryDunn to engage internal and external stakeholders to gauge the clarity and quality of current processes; diagram current processes and ideal future-state processes; develop key performance indicators (KPIs), standard operating procedures, and dashboards; and assist the County in evaluating how to best use, improve, or replace its existing Accela permit management systems.

To date, BerryDunn has completed current state business processes and developed a recommendation for improvement report for over-the-counter and residential building permits. We are currently assisting the County with implementing permit process improvements and providing Accela optimization support.

Travis County, Texas | Development Review Process



Travis County contracted BerryDunn to conduct a review of Development Services' management processes and fees. Development Services is a division of the County's Transportation and Natural Resources (TNR) Department and reviews all applications for development in unincorporated areas of the County.

The County sought a consultant who could review the existing development review and permitting processes to identify opportunities to facilitate a more cost-effective process that is within the statutory authority of the respective governmental authorities. The County also requested a fee recommendation to recapture the costs associated with the development process and services and recommendations for management best practices regarding the regular review and updates of fees going forward.

To complete the County's desired scope, BerryDunn led business process review services to capture the current state, gather input on the desired future state of processes, identify the cost of service, and provide recommendations for more efficient fee structures. Our approach included business process mapping, a user fee study, and robust external engagement components that involved both internal stakeholders and external community partners.

Santa Clara County Consumer Environmental Protection Agency (CEPA), California | Development Permitting Process Transformation



In 2023, the County's CEPA selected BerryDunn to provide strategic planning services aimed at unifying its 130 staff members and diverse programs under a common direction. Following completion of the CEPA Strategic Plan, the County selected BerryDunn to lead a Development Permitting Process Transformation. The overarching goal for this project is to improve efficiency, transparency, and consistency throughout its permitting processes. A particular focus is permitting related to housing for agricultural labor, as developers must obtain land use entitlement and development permits and have voiced concerns and frustrations with these processes. Our team is currently working with County leadership, staff, and key development community stakeholders to conduct a thorough assessment of current processes. We are utilizing a web survey, stakeholder interviews, focus groups, as-is process diagrams, and peer research. Based on our findings, we will work with the County to develop a series of recommendations for improvement and an implementation and training plan.

City of Scottsdale, Arizona | Planning, Permitting, and Code Enforcement System Selection and Implementation Assistance



BerryDunn was selected by the City to assess current permitting systems and select a solution for the future. The City was using custom software, much of which was built in-house over 20 years ago. Recognizing the need to modernize, BerryDunn conducted a current environment assessment report, as-is process diagrams, recommendations for improvement report, finalized functional and technical requirements, and an RFP package. Through this process, we evaluated the Planning and Development Services Department's business practices and technology needs. We then assisted the City in selecting and negotiating a contract with their preferred vendor.

Our team was then selected to provide implementation project management during the system implementation. We are still working with the City in this capacity.

City of Miami Beach, Florida | Review of the Regulations and Processes Relating to Development Projects



The City of Miami selected BerryDunn to assist in a review of its development regulations and processes. The focus of the project was to review, document, and evaluate the City's current business practices; solicit feedback from the development community; and provide recommendations for service improvement based on industry best practices. The City has experienced high levels of investment and new development, and while it took measures to modernize (including the implementation of EnerGov/EPL and eReviews) and improve customer service, it still faced pressures to innovate and streamline development review processes. The City faced challenges in coordinating a complex review process across multiple City departments and external agencies, as well as communicating policy, process, and state and local code changes to staff and the public. Department and division functions, as they relate to the development review process, became siloed, making it challenging to implement cross-departmental change.

Our team identified 15 primary challenges and developed detailed guidance for 12 recommendations. These included, for instance, a recommendation to eliminate duplicate review processes where possible to do so without compromising safety or compliance; offering additional training for permit intake staff in order to conduct more thorough completeness checks; and improved communication about specific aspects of the development review process. For each recommendation, we provided priority, relative benefit, ease of implementation, and best practice rankings.

City of Taylor, Texas | Permit Process Audit



BerryDunn is currently assisting the City of Taylor with a Permit Process Audit that will assess the use of technology in support of permitting processes, assist in developing recommendations for improvement, and provide actionable implementation plans for improvement projects. Located just outside of Austin, Texas, the City has experienced rapid growth and large-scale investments. In response, the City has established a city-wide priority to develop clearly defined processes and procedures that make it easy to do business with the City.

To date, our team has completed a current environment assessment, which included a detailed review of documentation and system data related to permitting, web-based surveys administered to staff and external stakeholders, interviews and focus groups with internal staff and external stakeholders, and a secret shopper experiment to understand real applicant challenges with customer service in the permitting process. We have summarized our findings and identified key strengths and primary challenges, which will inform our final recommendations.

City of Fort Worth, Texas | Structural and Efficiency Study for Development and Permitting Services



The City selected BerryDunn to review, diagram, and evaluate the Development and Permitting Services Department's current business practices; prepare an analysis of the City's current environment; solicit feedback from the development community and stakeholders; and provide recommendations for organizational improvement. The Department was facing challenges related to staffing and resiliency, including a high turnover rate (which was at 22% in 2022), challenges hiring qualified staff to fill vacancies, succession planning, and loss of institutional knowledge. Our team reviewed and evaluated the Department's current organizational and hierarchical structure and service

delivery and provided recommendations for organizational improvement. Our team conducted 41 interviews with supervisors and managers and evaluated more than 200 staff responses to a job description questionnaire. We identified organizational improvements with potential to help the Department align employee strengths and talents with the evolving needs of the organization, establish clear career paths for professional advancement and leadership development, and improve succession planning. These recommended actions are intended to build bench strength and organizational sustainability. They align with service delivery process and system improvements and will help to develop the Department into a higher performing organization with high quality services and a customer-focused culture.

City of Tempe, Arizona | Electronic Plan Review Process Diagramming and System Selection



In late 2022, the City of Tempe sought implementation of an electronic plan review (EPR) system with its current Accela permitting software system. In advance of this effort, the City selected BerryDunn to conduct business process diagramming for the Community Development Department's existing planning, permitting, plan review, inspection, and code enforcement processes; provide recommendations for improvements; and develop requirements for the new EPR system.

We provided the City with functional and technical requirements and prepared the City for the RFP stage of the software selection process. The overall project timeline can become a concern for complex projects that require participation and approval of a large number of stakeholders. Our team remained flexible and adaptable to balance the City's staff workload with project engagement, keeping the City informed and managing the overall schedule.



Commitment to the State

With BerryDunn, the City will be served by a firm and project team members who have **demonstrated their commitment to the State** through similar and other types of consulting engagements. Below, we share North Carolina-based clients for whom we have completed projects.

- | | | |
|---|---|--|
| » Appalachian State University | » Lee County | » North Carolina State University |
| » Buncombe County | » Mecklenburg County | » Onslow County |
| » Cabarrus County | » North Carolina Administrative Office of the Courts | » Orange County |
| » Charlotte-Mecklenburg Police Department | » North Carolina Central University | » Person County |
| » City of Archdale | » North Carolina Department of Natural and Cultural Resources | » Town of Apex |
| » City of Brevard | » North Carolina Department of Public Instruction | » Town of Cary |
| » City of Burlington | » North Carolina Office of the State Auditor | » Town of Chapel Hill |
| » City of Jacksonville | » North Carolina Pandemic Recovery Office | » Town of Morrisville |
| » City of Mebane | | » Union County |
| » City of Raleigh | | » University of North Carolina at Chapel Hill; Charlotte; Greensboro; and Wilmington |
| » City of Salisbury | | » Wake County |
| » City of Wilmington | | |
| » East Carolina University | | |
| » Guilford County | | |

We also take pride in our local presence. We have several employees who reside in the State, many of whom have worked in the State's local government landscape, including our proposed lead business analyst, Davianna Humble. We will leverage their insights, expertise, and locality when and where it will most benefit the City.

3. Proposed Methodology and Timeline

Project Understanding

Located south of Raleigh and east of Charlotte, the City of Fayetteville is the County seat of Cumberland County, North Carolina. Fayetteville is the home of Fort Bragg, and with about 209,500 residents, it is the sixth-most populous city in North Carolina. Fayetteville has been recognized as an "All-American City" and is known as a community of "History, Heroes, and a Hometown Feeling."

The City's development review process "...is a complex and highly technical sequence of evaluations, approvals, and regulatory checks." While this process is aimed at effective regulation and involves vital steps and essential parties, the City recognizes that "...the diversity of missions, workflows, and interpretations of 'customer' among these entities often leads to operational silos, misaligned expectations, and fragmented communication." Consequently, the City now seeks to assess and realign its multi-agency site plan review and development permitting process in the interest of improving operational efficiency, communications, and customer experience.

BerryDunn's Local Government Practice Group specializes in helping municipalities assess and improve their permitting processes. We are confident that if we are selected, the City will come away with an improved, streamlined, and more effective site plan review and development permitting process to benefit the City, its associates, and its stakeholders.

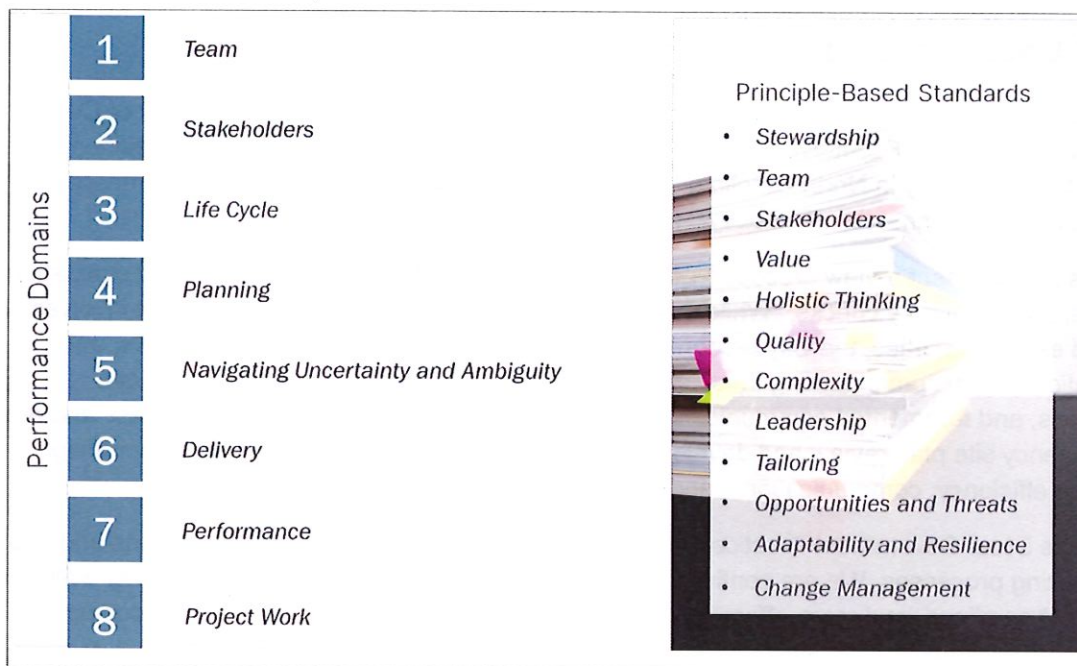
Applied Methodologies

Project Management Methodology

To help ensure that project objectives are met, and initiation and completion of project work are conducted in a timely manner, each BerryDunn project is led by an experienced project manager who understands and utilizes project management best practices. Our Consulting Services Team employs project management best practices from the Project Management Institute®'s (PMI®) A Guide to the Project Management Body of Knowledge Guide (PMBOK® Guide).

Figure 2 illustrates the standards of project management as defined by performance domains and project delivery principles that are critical for effective delivery of project outcomes.

Figure 2: Performance Domains and Project Management Guiding Principles | PMBOK® Guide



Change Management Methodology

Stakeholders' willingness to adopt new processes and tools plays a significant role in the success—or failure—of recommendations for improvement. As such, our project management approach is carefully integrated with change management methodologies to promote buy-in and consensus for the project. We will work with you to proactively address resistance by:

- ➔ Engaging stakeholders at the right level throughout the project to build understanding for the need for change and gain support from the people who will implement recommended improvements and who are most familiar with current processes
- ➔ Developing and executing a communications plan that considers the information needs of each stakeholder group
- ➔ Documenting business processes and working with stakeholders to understand how their work will be impacted by proposed changes

We have adopted the Prosci® change management methodology and trained **over 100 consultants to become Prosci® Certified Change Practitioners (CCPs)**. A central focus of the Prosci® change management approach is the belief that, for change to work in an organization, individuals must be willing to change and understand change. Additionally, according to research conducted by Prosci®, the likelihood of project success increases significantly and in alignment with the level of change management focus applied to the project. Figure 3 on the following page, shows that even small increases in focus on change management, from “poor” to “fair,” are likely to have a positive impact on change adoption and project success.

Figure 3: Change Management's Impact on Project Success



Consistent with the Prosci® methodology, the City can expect our change management approach to involve three stages, as described on the following page.

1. **Preparing for Change.** Involves developing change management strategies, based on input from the City's stakeholders on the existing environment.
2. **Managing Change.** Involves overseeing assigned roles and tasks, providing training and coaching, using tools effectively, and executing a clear communication plan.
3. **Reinforcing Change.** Involves evaluating action plans, reviewing the sustainability of change management activities, and promoting individual and team successes.

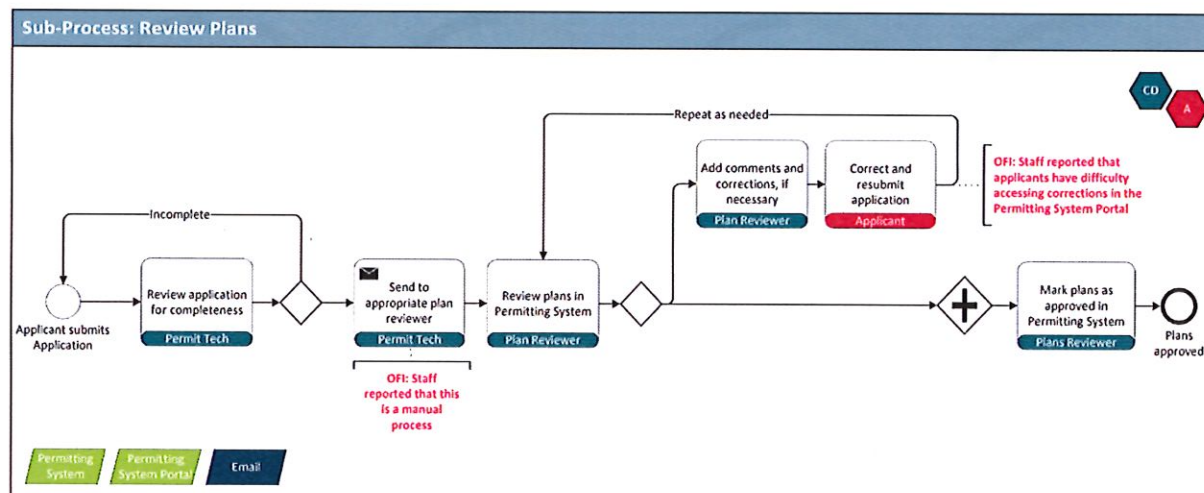
The City can be confident in our flexibility while developing and executing our change management approach. We understand that no two engagements are exactly alike and believe that one of the primary reasons we have been successful with similar projects is our willingness to be flexible in adapting to our clients' unique needs.

Process Diagramming Methodology

Providing as-is process diagramming for site plan review and permitting processes is a core service of our CDUO Practice. Our proposed team members have led comparable process diagramming initiatives for communities such as Travis County, Texas; City of Leander, Texas; Cities of Miami Beach and Tampa, Florida; City of Woodinville, Washington; Cities of Scottsdale and Tempe, Arizona; and others.

We have a proven and efficient process modeled after Business Process Model Notation 2.0 (BPMN 2.0) standards. Clients appreciate the collaborative nature of our approach and how we build consensus while identifying opportunities for improvement and related recommendations. Figure 4, on the following page, illustrates a representative permit process diagram developed for a similar engagement.

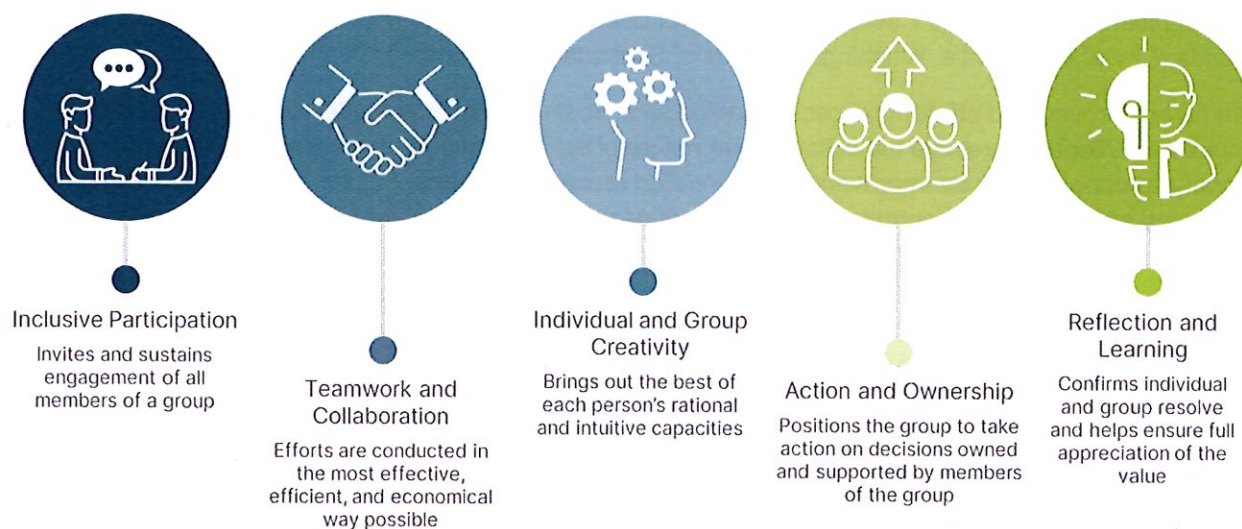
Figure 4: Sample Permit Process Diagram



Facilitation Methodology

We understand that reaching consensus can be difficult as individuals seek to advocate for the needs and concerns they believe in most. To address this, our project team will use the Institute of Cultural Affairs (ICA) Technology of Participation® (ToP®) facilitation methodology. This framework helps to ensure that fact-finding meetings, interviews, and focus groups are highly collaborative and inclusive of all participants, including elected and appointed officials, managers, frontline staff, and the public. The ToP® methodology emphasizes structured participation that pulls information into the group's thinking process and creates a clear intention, helping members of the group align with one another and reach consensus. Structured participation encourages the values shown in Figure 5 below.

Figure 5: Values Encouraged by Structured Participation





We invite the City to visit a Social Pinpoint site developed for the City of Coppell, Texas, by following the QR code above or visiting the web address below:
<https://engageberrydunn.mysocialpinpoint.com/city-coppell-vision-2040-refresh>

Engagement Methodology

We will utilize several strategies to effectively engage and collect data and information from the project participants, including developing communications that keep participants informed and involved throughout the project; conducting Fact-Finding Meetings, interviews, and focus groups; and creating an interactive project landing and engagement website via Social Pinpoint.

Social Pinpoint is a customizable engagement platform that is used to inform participants of project goals, objectives, and progress, and provide opportunities to interact and gather information. This tool has several features that we use frequently and as needed, such as forums, mapping, an ideas wall, and surveys. It is also important to note that Social Pinpoint is mobile friendly and has Google Translate interface.

With this tool, we will easily be able to set up a landing page and sub-pages for the City to capture the culture of its staff, constituents, and customers—providing opportunities for participants to provide feedback on the City's site processes whenever and wherever is most convenient for them. We will also be able to track analytics and progress in real-

time, promote participation, and set up email notifications.

Implementation Planning Methodology

Our team specializes in providing implementation planning and support. Should the City see a benefit in these services, we are happy to provide additional information. This typically includes collaborating with the City to develop specific, actionable recommendations tailored to the City's needs, goals, and resources. We then draft a roadmap for implementing each improvement action. We take pride in our ability to support clients like the City with implementation planning and have a proven yet customizable approach to helping clients prioritize and sequence recommendations. As former public-sector leaders, we understand the many factors that must be considered and balanced, from resource availability to daily time commitments and countywide priorities.

Recommendations

Our team's decades of expertise in this area, perspective gained through projects conducted across the country, and data collection and assessment tools and methodologies all coalesce into an ability to customize every aspect of a project to the client's unique needs. This helps to ensure that the City's recommendations and deliverables will be based on a thorough understanding of the City and its current state, needs, and goals; aligned with best practices and industry standards; and specially designed to help the City maximize its resources and operate more efficiently.

Project Work Plan

BerryDunn strives to be flexible when it comes to developing and executing an effective work plan and schedule, and our past clients have appreciated our willingness to adapt to their needs. This mindset plays a foundational role in how we measure the success of our portfolio of similar projects. On the following page, we provide an overview of our work plan and highlight our proposed project schedule for completing the City's Site Plan Review & Development Permitting Process. We have developed our project approach and schedule to accommodate the City's anticipated project launch in September 2025,

and we will confirm the full project timeline and key project dates in collaboration with the City during Project Initiation and Management.

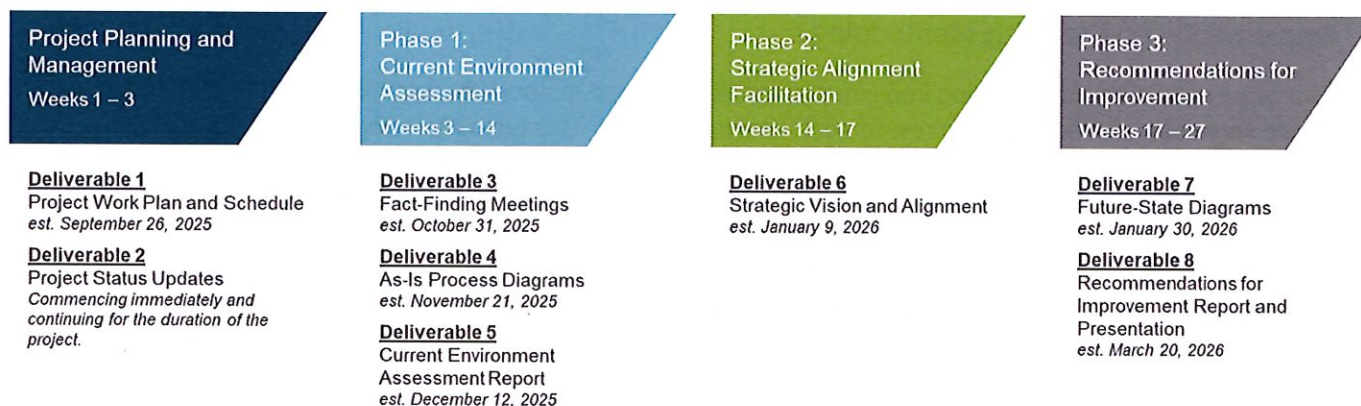
The approach outlined below is designed to incorporate consistent project management best practices with each of the City's key deliverables and tasks. Our intent is to work with staff to help ensure we make the best use of your time. Ultimately, consistent collaboration can help promote buy-in and understanding for final recommendations.

You can expect our approach to include the following attributes:

- ➔ A methodology based on our extensive experience conducting similar development review process assessments
- ➔ Quality assurance processes that incorporate the City's review and approval of all deliverables
- ➔ Built-in project management best practices that focus on keeping the project on time, on budget, and progressing at a healthy pace for the City's stakeholders to give input in the information gathering and fact-finding process and understand final recommendations

Figure 6 presents an overview of our proposed approach to completing the City's desired scope of work. Again, we will confirm the full project timeline and key project dates in collaboration with the City during Project Initiation and Management.

Figure 6: BerryDunn's Proposed Approach and Timeline



On the following pages, we detail the key steps and milestones the City can expect from our approach. We will approach this project with a focus on developing recommendations that align fact-finding outcomes, assessment results, stakeholder feedback, and more.



PROJECT PLANNING AND MANAGEMENT

0.1 Conduct initial project planning. Our partnership with the City will begin with an initial project planning session facilitated via web conference with the City's project manager and project team to introduce key team members and refine dates and/or tasks as appropriate. We will discuss our approach to managing communications between BerryDunn and the City and the scope, risks, and resource

Listening is key to establishing a strong partnership with our clients. As such, we will first listen to the City's project team to better understand project goals, expectations, and challenges.

management. We will also request names and contact information for the appropriate staff members involved in the project. These discussions will inform the development of the Project Work Plan and Schedule.

0.2 Develop the Project Work Plan and Schedule. Based on the information gathered from our initial project planning session, we will develop a draft Project Work Plan and Schedule to address our communications, scope, risks, and resource management. The Project Work Plan and Schedule will also address our approach to providing the exact services requested by the City and the agreed-upon time frame for each task. In addition, the Project Work Plan will incorporate agreed-upon procedures between BerryDunn and the City's project team related to project control, including quality management and deliverable submission/acceptance management.

0.3 Review and finalize the Project Work Plan and Schedule. After providing draft versions of these materials in advance, we will facilitate a teleconference to review the drafts and solicit feedback from the project team. We will incorporate this feedback into the document and then distribute it to the project team in final form.

▲ Deliverable 1. Project Work Plan and Schedule

0.4 Develop Biweekly Project Status Updates. Throughout the project, our project manager, Keri Ouellette, will provide Biweekly Project Status Updates via web conference. These will describe the activities and accomplishments for the reporting period, plans for the upcoming month, risks or issues encountered during the reporting period, and anticipated problems that might impact any project deliverable. We will meet with the City's project manager to review these updates and find that these help to reinforce a strong line of communication between BerryDunn and the City throughout the engagement.

▲ Deliverable 2. Biweekly Project Status Updates



PHASE 1: CURRENT ENVIRONMENT ASSESSMENT

1.1 Develop and issue an information request. We will provide the City with an information request sheet to obtain available documentation that will be helpful to us during the project (e.g., current staffing levels, job descriptions, organizational charts, current process workflows, regulatory documents, guides, forms, a list of existing building permit types, and a list of external stakeholders). We will respectfully request that the City provide the requested information prior to project kickoff presentation and Fact-Finding Meetings, as reviewing this information in advance will enable us to be more efficient, become more knowledgeable of the current environment, and make best use of City personnel's time.

1.2 Develop and issue an internal web survey. We will develop and administer a web survey designed for City department leadership and key staff. The survey will help to understand staff roles, internal and external communication, and system utilization as well as to gauge the level of clarity around development review processes and the quality of internal stakeholders' experiences as they progress through those processes. They will help our team understand issues and challenges with current systems, processes, and operations, as well as future needs. This survey will include questions aimed at understanding the current strengths, weaknesses, opportunities, and threats (SWOT) associated with the current environment.

1.3 Develop a customized Social Pinpoint site. Our team will develop a public-facing project website using the virtual engagement platform Social Pinpoint. Through this tool, we will develop a highly customized hub to collect input from the City's external stakeholders, develop materials to support external stakeholder outreach, keep stakeholders informed throughout the project, and promote trust and transparency.

1.4 Develop and issue an external web survey. In addition to the employee survey, we will develop and administer a web survey designed for the City's site plan and development review customers, including developers, general contractors, property owners,

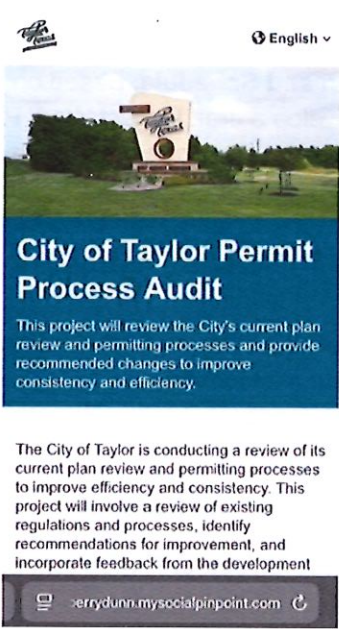
architects, civil design firms, and other impacted parties. We will review the survey in draft form with the City's project team before we finalize and share it.

1.5 Review data, documentation, and survey results. In preparation for Fact-Finding Meetings and the external stakeholder meetings, we will review the results of the initial survey responses and information request. The information collected up to this point will be used to help inform our schedule and approach for Fact-Finding Meetings and external stakeholder focus group sessions.

1.6 Prepare for Fact-Finding Meetings and focus groups. We will develop fact-finding interview and focus group schedules and meeting facilitation materials, including interview guides. We will review these with the City's project team and incorporate suggested revisions before updating the schedule and materials to final form.

1.7 Facilitate an in-person project kickoff presentation. We will facilitate an in-person kickoff presentation with City leadership and project stakeholders. This kickoff presentation will serve as an opportunity to introduce project team members, discuss the City's goals, present our project approach and methodology, review the schedule of key project dates, and answer questions. As part of this presentation, the City's project sponsor is expected to participate and speak to the goals and objectives of the initiative.

1.8 Facilitate internal, current environment Fact-Finding Meetings. We will conduct a series of in-person Fact-Finding Meetings over three consecutive business days. These will include interviews with City leadership and staff to discuss current processes, communication tools, technology use, and areas for improvement. We will evaluate the City's existing documentation and processes related to development proposals, permit applications, and relevant zoning and land use ordinances or other factors. We may consider application submittal and case management, review



City of Taylor Permit Process Audit

This project will review the City's current plan review and permitting processes and provide recommended changes to improve consistency and efficiency.

The City of Taylor is conducting a review of its current plan review and permitting processes to improve efficiency and consistency. This project will involve a review of existing regulations and processes, identify recommendations for improvement, and incorporate feedback from the development community.

[engageberrydunn.mysocialpinpoint.com](https://engageberrydunn.mysocialpinpoint.com/taylor-permit-process-audit)

We invite the City to visit a Social Pinpoint site developed for the City of Taylor, Texas, by following the QR code above or visiting the web address below:

<https://engageberrydunn.mysocialpinpoint.com/taylor-permit-process-audit>

These in-person meetings are central to our change management approach as they help to build buy-in from stakeholders, which promotes the long-term success of final project recommendations.

processes, internal/external communications, timelines, performance measures and KPIs, and customer service. We will document what is working well and what needs to be improved.

1.9 Conduct external Fact-Finding Meetings. We will facilitate up to four focus groups with external stakeholders, including but not limited to contractors, developers, architects, engineers, and business owners, to understand the customer service experience and their interactions with the City's site plan and development permitting review process functions and identify current needs and challenges. We are able to conduct these in-person, virtually, or a combination of both in-person and virtual, and we will plan to determine the best approach in partnership with the City's project team.

1.10 Conduct Fact-Finding Meeting follow-up activities. Following our in-person internal and external Fact-Finding Meetings, we will conduct as-needed follow-up activities to help answer any remaining questions and fill in gaps in our understanding of the City's current site plan and development review processes. We will conduct this follow-up in a virtual format.

▲ Deliverable 3. Fact-Finding Meetings

1.11 Confirm the list of as-is processes to be diagrammed. We will work with the City's project team to develop a list of up to eight processes to be diagrammed using Microsoft Visio. We will develop a diagramming schedule and prepare support materials—all of which we will share with the City's project team before finalizing.

1.12 Develop Draft As-Is Process Diagrams. We will develop draft As-Is Process Diagrams based on our understanding of current processes and information collected during Fact-Finding Meetings. We will use standard symbology and tools to represent existing workflows. These diagrams will identify gaps in the process, inconsistencies, and opportunities for improvement.

1.13 Facilitate As-Is Process Diagram review sessions.

We will conduct virtual as-is process diagramming work sessions to review As-Is Process Diagrams, gather feedback, and identify and discuss opportunities for improvement.

Through these collaborative sessions, we will confirm the steps involved in the current processes, the sequencing of those steps, the roles of stakeholders involved, the communication tools used throughout the process, and identify opportunities for improvement.

We will identify challenges and areas for improvement with a goal to build consistency, increase efficiency, and enhance predictability for customers.

1.14 Finalize As-Is Process Diagrams. After these sessions, we will conduct any follow-up activities necessary to help ensure the diagrams are complete and all questions are answered. We will incorporate feedback and requested revisions. We will review feedback and revised diagrams with the City's project team before updating the As-Is Process Diagrams to final form.

▲ Deliverable 4. As-Is Process Diagrams

1.15 Develop a Current Environment Assessment Report. We will compile the existing conditions analysis, issues and opportunities for improvement and benchmarking findings in a Current Environment Assessment Report. This will include an executive summary that presents findings in an accessible, user-friendly format and can be understood by a broad audience. We will review the Report in draft form with the City's project team and incorporate requested revisions before updating the Report as needed.

▲ Deliverable 5. Current Environment Assessment Report



PHASE 2: STRATEGIC ALIGNMENT FACILITATION

2.1 Design strategic visioning workshops. We will design strategic visioning workshops and develop workshop materials to strengthen inter-departmental communication and build consensus.

2.2 Facilitate workshop 1. We will facilitate workshop 1 on-site to support City staff and leadership in identifying and aligning a vision and values across departments. This will prioritize and establish shared standards and a shared vision for performance, customer service philosophy, communication, and accountability in the form of a set of common goals and performance expectations for all participating agencies.

2.3 Facilitate workshop 2. We will facilitate workshop 2 on-site to support City staff and leadership in identifying priorities and establishing shared standards for performance, customer service, communication, and accountability.

2.4 Facilitate strategic visioning review. We will conduct a virtual work session to review and confirm the strategic vision and alignment across departments.

An organization's North Star Vision serves as a unifying focal point for long term achievement. It must be clear enough for stakeholders to know what they are working toward and how to get there. Stakeholders must see their role in this vision and believe in the organization's dream, as they will play a vital role in executing on it.

▲ Deliverable 6. Strategic Vision and Alignment ("North Star")



PHASE 3: RECOMMENDATIONS FOR IMPROVEMENT

3.1 Identify issues and opportunities for improvement. Building upon the opportunities for improvement identified in the As-Is Process Diagrams of Phase 1, and in alignment with the Strategic Vision established in Phase 2, we will develop a draft list of recommendations for improvement. We will focus first on those with the potential to improve efficiency and transparency in the review process and to enhance customer communication and experiences. We will review these recommendations with the City project team and update them as needed.

3.2 Develop future-state process diagrams. We will develop future-state process diagrams incorporating recommended process improvements and a cross-departmental coordination approach. This document will also identify tools and communication methods that will support the process improvements. We will conduct work sessions to review the future-state diagrams with key staff and incorporate their input before updating to final form.

▲ Deliverable 7. Future-State Diagrams

3.3 Develop a prioritized process improvement plan and implementation plan. We will review and prioritize the issues and opportunities for improvement with the City's project team. We will then develop a detailed process improvement plan. This will include innovative, actionable, tailored recommendations as well as tasks, timelines, cost projections, ease of implementation, priority, and performance goals.

The City can count on our team to deliver recommendations that align with local, state, and federal regulations; adhere to professional standards in urban planning, land use, building codes, and municipal management; and incorporate environmentally sustainable practices.

3.4 Develop Recommendations for Improvement Report. We will develop the Recommendations for Improvement Report. This will include an executive summary that presents findings and recommended actions in an accessible, user-friendly format that can be understood by a broad audience. We will review the Report in draft form with the City's project team and incorporate requested revisions before updating the Report to final form.

3.5 Develop and deliver a final presentation. Our team will develop a presentation of the Report and deliver the presentation to the City's project team, City Council, and other relevant committees and officials. We will incorporate final revisions and feedback before updating the Report to final form.

This presentation allows attendees to ask final questions, helps generate consensus, and fosters buy-in that will support the project's long-term success.

▲ Deliverable 8. Recommendations for Improvement Report and Presentation



OPTIONAL PHASE 4: IMPLEMENTATION AND CHANGE MANAGEMENT

4.1 Continue Biweekly Project Status Updates. Ongoing Biweekly Project Status Updates will describe the activities and accomplishments for the reporting period, plans for the upcoming month, risks or issues encountered during the reporting period, and anticipated problems that might impact any project deliverable. We will meet with the City's project team to review these updates and find that these help to reinforce a strong line of communication between BerryDunn and the City throughout the engagement.

4.2 Develop communications and messaging. We will develop communications and messaging to support awareness throughout the process and build excitement for upcoming changes for internal and external stakeholders.

4.3 Develop draft policies, procedures, and guides to support the adoption of new processes. These items will include:

- » A written policy establishing time standards for each step in the development review process
- » Written standard operating procedures and training materials necessary to support development review process changes
- » Revised forms and checklists
- » Written guidelines for applicants on topics related to the City's site plan and development review process and detailed submittal requirements
- » Standardized templates for development review communications

4.4 Review the draft library. We will work with the City's project team to review the draft library of policies, procedures, guides, and templates for use from intake through project close out. We will incorporate the City's input before updating to final form.

4.5 Coordinate the reconfiguration of the City's development review software. We will work with the City team to coordinate the reconfiguration of the City's development review software. We will communicate recommended changes and improvements to permit review workflows, monitoring, reporting functions, and the applicant portal to achieve alignment with new practices and procedures being implemented as part of this project. We will assist the City with oversight and testing of associated software reconfiguration.

4.6 Develop an organizational change management plan. We will develop an organizational change management plan to outline a timeline of what changes will be rolled out, to who, how, and when in the process.

4.7 Ongoing organizational change management support. We will provide ongoing organizational change management support including developing communications, documenting change impacts, and facilitating stakeholder meetings.

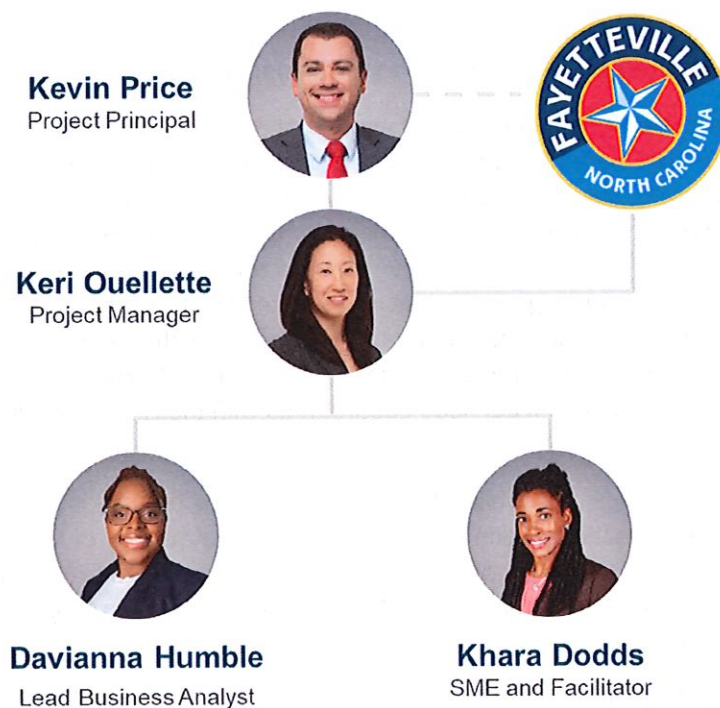
4. Project Team

Organizational Structure

At BerryDunn, we believe in the synergy that accompanies a team approach. Not only do our team members have the qualifications, expertise, and experience to meet the City's needs, but they also work together frequently on similar projects. This allows us to bring a high level of cohesion and efficiency to the City's engagement.

Figure 7 describes the organizational structure of our project team, followed by a listing of project staff. **These project team members will remain committed, available, and assigned to perform the City's requested work effort.** It should be noted we do not intend to subcontract any portion of the City's desired scope of work.

Figure 7: Project Team Organizational Structure



Roles, Responsibilities, and Qualifications

Below and on the following pages, we list our project team members' experience, qualifications, and expertise as they relate to projects of this nature and work with comparable local government clients. **Our project team members' full resumes can be found in Appendix A for further review.**



Kevin Price, MPP, PMP®, Prosci® CCP | Project Principal

Kevin is a principal in our Local Government Practice Group. He leads our CDUO Practice, assisting local government clients with business process improvement, fee analysis, system selection, and implementation projects. A certified Project Management Professional® (PMP®), Kevin has extensive experience in assessing the business needs and processes of municipal clients for permitting, inspections, planning, code

enforcement, and land management functions. Kevin is also a Lean Six Sigma Green Belt, allowing him to continuously define, measure, analyze, improve, and control projects and environments for his clients.

Kevin has supported some of BerryDunn's largest and most complex clients. He regularly provides process evaluation services for municipal building and development functions, including similar projects for the Cities of Fort Worth, Leander, and Pearland, Texas; Cities of Scottsdale and Tempe, Arizona; City of Miami Beach, Florida; and City of Bridgeport, Connecticut. He has also helped clients such as the City of Woodinville, Washington, as they implement permitting process recommendations.

As the **project principal**, Kevin will:

- ➔ Have overall responsibility for the services we have proposed to the City
- ➔ Help ensure the commitment of our firm and appropriate resource allocation
- ➔ Review and approve all deliverables in accordance with BerryDunn's quality assurance processes



Keri Ouellette, MCRP, AICP | Project Manager

Keri is a manager in our Local Government Practice Group. She is an AICP-certified planner with more than 14 years of municipal planning, zoning, permitting, code enforcement, and community development experience. Prior to joining BerryDunn, she served as a municipal permitting manager where she gained expertise in managing enforcement and addressing growth. In this role, she managed the implementation of an online permitting and records management system, including system customization, quality assurance testing, business process improvement, and staff training. She has a strong understanding of the best practices, policies, and procedures required for efficient, effective development services require, and she regularly assists municipal development services departments with the review and improvement of standard operating procedures.

She has served as project manager on similar development services regulations and processes reviews for the City of Bridgeport, Connecticut; Pitkin County, Colorado; and the City of Miami Beach, Florida. She has supported related projects for the City of Leander, Texas, and the City of Attleboro, Massachusetts, and supported the permitting functions of a technical system implementation project for the City of Wilmington, North Carolina.

As the **project manager**, Keri will:

- ➔ Act as the primary liaison with the City
- ➔ Be responsible for maintaining a constructive and clear line of communication between the City's staff and BerryDunn
- ➔ Monitor project progress and track the initiation and completion of tasks and milestones
- ➔ Lead the project team in designing and facilitating engagement activities such as Fact-Finding Meetings, focus groups, and interviews; preparing status reports; and developing project deliverables in a timely manner
- ➔ Oversee and participate in the process review, including conducting engagement activities such as interviews, Fact-Finding Meetings, and focus groups; mapping the current state; cross walking the process to strategic alignment; and designing the future-state process

- ➔ Optionally support the City's implementation, including developing change management strategies, training plans, materials, and guidance for related platforms and tools



Davianna Humble, MPA, CSM | Lead Business Analyst

Davianna is a consultant in our Local Government Practice Group. She is an expert in public-sector budgeting and management analysis. In prior public-sector roles, she has supported multiple departments in achieving their goals and objectives by providing programmatic counsel and analytical support. Her approach is customer service-focused and relationship-driven. An experienced budget analyst, she has also managed \$1 billion operating and \$400 million capital budgets, reviewed funding requests, helped ensure funds were used in alignment with established strategies and expected outcomes, and provided programmatic counsel and analytical support to assist various departments. Davianna applies a solutions-oriented, customer-focused lens to all of her work and is skilled at conveying management and budgeting recommendations to leadership and community members.

Davianna has worked with our team on comparable development process improvement projects for the City of Fort Worth, Texas; City of Miami Beach, Florida; and City of Woodinville, Washington. She also supported a public works and utilities staffing model analysis for the City of Cedar Park, Texas, and is contributing to a development permitting process transformation for Santa Clara County, California. A proud resident of the State, she will serve as an active local presence and provide insights based on previous work with similar clients.

As the **lead business analyst**, Davianna will:

- ➔ Support the project team on the process review activities, including conducting engagement activities such as interviews, Fact-Finding Meetings, and focus groups; mapping the current state; cross walking the process to strategic alignment; and designing the future-state process



Khara Dodds, MCRP, AICP | Subject Matter Expert (SME) and Facilitator

Khara is a manager in BerryDunn's Local Government Practice Group. She is an AICP-certified planner with over 20 years of planning and community engagement experience, including 13 years of experience in public-sector leadership roles. She has led various departments in planning and land use services, economic development, code compliance, and fire and inspections services. Most recently, she served as the Director of Development Services for the Town of Prosper, Texas, and as Director of Planning and Land Use Services for the Town of Glastonbury, Connecticut.

As a consultant, Khara recently supported comparable operational and organizational assessments for the Cities of Cedar Park, Fort Worth, Leander, Pearland, and Port Arthur, Texas; City of Miami Beach, Florida; and City of Woodinville, Washington; and Sonoma County, California. She is currently leading a permit process audit for the City of Taylor, Texas, and a development permitting process transformation for Santa Clara County, California.

As the **SME and facilitator**, Khara will:

- ➔ Leverage her experience leading and supporting similar assessments

- ➔ Contribute knowledge of best practices gained through prior public-sector leadership experience, including site plan and environmental review, permit review, code compliance, inspections services, and land management
- ➔ Participate in developing and leading interviews, Fact-Finding Meetings, and focus groups
- ➔ Serve as lead facilitator in strategic alignment workshop sessions

Additional Support | The BerryDunn Network

BerryDunn's Consulting Services Group includes more than 400 consultants, including more than 80 Local Government Practice Group consultants who specialize in supporting public-sector clients. As needed, our project team will draw on the support of our vast pool of business analysts and subject matter experts. These consultants will provide in-depth knowledge of various aspects of local government and support the project team with efforts related to fact-finding, research, and deliverable development. For example, the City's site plan review and development permitting processes may interrelate and/or interdepend on other processes in the City across departments. With broad experience functionally and technically within the BerryDunn network, we can bring in the right resources at the right times to achieve desired outcomes.

5. Cost Proposal

BerryDunn's fixed fee for conducting the City's Site Plan Review & Development Permitting Process is \$94,250. Table 1 presents a breakdown of our proposed fees by project phase. Our proposed fee reflects the level of effort we believe is required to complete the requested scope. We plan to use a hybrid virtual/in-person methodology, and have included two trips as part of our fee: 1) Project Kickoff and Fact-Finding (Tasks 1.7, 1.8,1.9) and 2) Visioning Workshops (Tasks 2.2 and 2.3). Other factors that contributed to this fee include:

- ➔ Our staffing plan and resource allocation, which provides the City with the appropriate number of resources and level of expertise to complete the tasks defined in the scope of work
- ➔ Our experience conducting projects of similar scope and size
- ➔ Our proposed team's experience working together on similar projects

Table 1: BerryDunn's Proposed Fees by Phase and Deliverable

Phase	Fee
Project Planning and Management	
D1. Project Work Plan and Schedule	\$4,350
D2. Project Status Updates	\$4,640
Phase 1. Current Environment Assessment	
D3. Fact-Finding Meetings	\$34,800
D4. As-Is Process Diagrams	\$8,700
D5. Current Environment Assessment Report	\$9,570
Phase 2. Strategic Alignment Facilitation	
D6. Strategic Vision and Alignment	\$8,990
Phase 3. Recommendations for Improvement	
D7. Future-State Diagrams	\$8,410
D8. Recommendations for Improvement Report and Presentation	\$14,790
OPTIONAL Phase 4. Implementation and Change Management	
D9. Implementation and Change Management Support (Hourly, As-Incurred)	\$29,000
Total (Excluding Optional Implementation and Change Management)	94,250
Total (Including Optional Implementation and Change Management)	\$123,250

Our fee proposal assumes that satisfying a deliverable is based on the City's signed acceptance. We will work with the City project manager to update our deliverables as required until they are accepted by the City. The City will not incur any additional costs associated with the process of reaching deliverable acceptance.

Optional Phase 4, Implementation and Change Management would be offered at an hourly rate of \$290 for up to 100 hours. This support is planned to be conducted virtually, with any travel expenses billed to the City as-incurred.

Hourly Rate Schedule

On the following page, Table 2 presents our team members' standard hourly rates by position. Our fixed-fee proposal in Table 1 is based on these rates with a 15% discount applied. This discount is based on our strong desire to partner with the City to perform this project.

Table 2: Team Member Hourly Rates

Team Member	Project Role	Hourly Rate
Kevin Price	Principal	\$540
Keri Ouellette	Project Manager	\$360
Davianna Humble	Lead Business Analyst	\$260
Khara Dodds	SME and Facilitator	\$360

6. References

The greatest testament of our high-quality work is the expressed satisfaction shared by our clients. Below, we provide contact information for several recent projects for the City's consideration. These clients can speak well to the quality and satisfaction we deliver on comparable engagements. Project descriptions for these clients can be found in Section 2.

City of Bridgeport, Connecticut

Building Permitting Process Analysis

Curtis Denton, ITS Director

203.576.8188 | curtis.denton@bridgeportct.gov

Sonoma County, California

Permit Management Review Services

Yvonne Shu, Administrative Analyst

707.565.1739 | Yvonne.shu@sonoma-county.org

Attleboro Redevelopment Authority, Massachusetts

Strategic Plan

Rose Larson, ARA Chairman

509.230.6885 | larson.william@comcast.net

Appendix A. Resumes

Kevin Price, MPP, PMP®, Prosci® CCP

PRINCIPAL / PROJECT PRINCIPAL

Berry, Dunn, McNeil & Parker, LLC



EDUCATION AND CERTIFICATIONS

Master's degree, Public Policy and Management, Concentration in Financial Management, University of Southern Maine

Bachelor's degree, Economics and Political Science, University of Maine

Project Management Professional® (PMP®), Project Management Institute®

Prosci® Certified Change Practitioner

Lean Six Sigma Green Belt Certified

AFFILIATIONS AND MEMBERSHIPS

- City of Westbrook, ME Planning Board, 2023 – Present; Sewer Commission – Member, 2021 – Present

SELECT CLIENTS

City of Attleboro, MA
City of Bridgeport, CT
City of Rockville, MD
City of Wilmington, NC
Goochland County, VA
Sonoma County, CA

Kevin Price is a principal in BerryDunn's Local Government Practice Group and leader of the Community Development and Utility Operations Practice. In this role, he assists local government clients with business process improvement, strategic and comprehensive planning, fee analysis, system selection, and implementation projects. A certified Project Management Professional® (PMP®), he has extensive experience assessing the business needs and processes of municipal clients for permitting, inspections, planning, code enforcement, and land management functions. Kevin is also a Lean Six Sigma Green Belt, allowing him to continuously define, measure, analyze, improve, and control projects and environments for his clients.

RELEVANT EXPERIENCE

Process Analysis and Improvement: Kevin has assisted BerryDunn clients with process improvement projects as standalone initiatives and as components of system replacement projects and as standalone projects. In the past five years, he has served as project principal on development process reviews for communities including the City of Bridgeport, Connecticut; City of Leander, Texas; City of Miami Beach, Florida; Santa Clara and Kern Counties, California; and Pitkin County, Colorado. He is also leading a permitting improvement implementation for the City of Woodinville, Washington.

System Needs Assessment, Selection, and Implementation: Kevin has assisted BerryDunn clients with every stage of system replacement and implementation projects, from needs assessment to requirements definition, RFP development, proposal evaluation, facilitation of vendor demonstrations, contract negotiation, and implementation project management. He specializes in permitting, community development, asset management, and land management systems.

Fee Studies: Kevin's understanding of permitting processes is strengthened by his experience leading permitting fee studies and cost of service analyses. This includes building, land management, engineering, and infrastructure fees. He has led such projects for clients including the City of Boise, Idaho; Cities of Gainesville, Largo, and Fernandina Beach, Florida; Manatee County, Florida; Town of Longboat Key, Florida; City of Tucson, Arizona; and City of Bozeman, Montana.

Organizational Assessment: Kevin regularly helps development services departments assess and improve their organizational structures and processes. These collaborative projects are built on stakeholder feedback and project management and industry best practices. Recently, he led a permit management review process for Sonoma County, California, and a structural and efficiency study for the City of Fort Worth, Texas, development and permitting services.

Keri Ouellette, AICP, MCRP

MANAGER / PROJECT MANAGER

Berry, Dunn, McNeil & Parker, LLC



EDUCATION AND CERTIFICATIONS

Master's degree, City and Regional Planning (MCRP), Georgia Institute of Technology

Bachelor's degree, Urban Studies and Architectural Studies, Connecticut College

American Institute of Certified Planners (AICP)

AFFILIATIONS AND MEMBERSHIPS

- American Planning Associations (APA) Member
- City of South Portland, Maine, Board of Appeals, 2023 – 2024
- City of South Portland, Maine, Affordable Housing Committee, 2024 – Present

SELECT CLIENTS

City of Attleboro, MA
 City of Bridgeport, CT
 City of Chelsea, MA
 City of Leander, TX
 City of Miami Beach, FL
 City of Woodinville, WA
 Santa Clara County, CA
 Travis County, TX
 Village of Schaumburg, IL
 Town of Smithfield, RI

Keri Ouellette is a manager in BerryDunn's Local Government Practice Group. She is an AICP-certified planner and former municipal permitting manager, planner, and building and land development services program manager. Through her prior public-sector experience, she has gained a mastery of land use legislation development and implementation—including zoning analyses, development impact fees, housing policy, and development review regulations. She has a keen understanding of the issues municipalities face in addressing growth and managing enforcement, as well as the best practices, policies, and procedures municipal planning agencies must embrace in order to achieve efficient, effective service delivery. Keri is also well-versed in the technology that supports permitting and planning, as she pioneered system modernizations in her positions with multiple municipalities.

RELEVANT EXPERIENCE

Project Management: Keri has served as project manager for multiple system selection, comprehensive planning, and process analysis and improvement projects. In these projects, she provides a clear line of communication between BerryDunn staff and the client's team and helps keep the project advancing on schedule. She served as project manager for a development services regulations and processes review with the City of Miami Beach, Florida, and a permitting process analysis for the City of Bridgeport, Connecticut.

Process Analysis and Improvement: Keri regularly helps clients evaluate processes and leads the development of standard operating procedures to improve efficiency. She leverages her past public-sector experience and knowledge of best practices to identify opportunities for improved efficiency and highlight duplicative processes. Keri has played key roles in process improvement and planning projects with the City of Leander, Texas; Pitkin County, Colorado; and City of Attleboro, Massachusetts.

Permitting and Inspections Management: As the permitting manager for the City of Portland, Maine, Keri oversaw the entire permitting process from intake through inspection completion for all construction permits. During her tenure, Keri managed the implementation of a modern online permitting and records management system. She was integral in the technical pieces, such as system customization and conducting quality assurance testing, while leading the business processes to support the systems, like training staff and establishing workflows.

Community Engagement: Keri has considerable experience developing inclusive engagement plans for BerryDunn clients, focusing on creating opportunities that allow for the whole community to be heard. These in-person and online engagement efforts help measure reactions to community challenges and projects, informing the direction of a planning process. These include in-person outreach methods like community event pop-ups and public forums as well as virtual engagement tools like Social Pinpoint and Mentimeter.



Davianna Humble, MPA, CSM

CONSULTANT / LEAD BUSINESS ANALYST

Berry, Dunn, McNeil & Parker, LLC

EDUCATION AND CERTIFICATIONS

Master of Public Administration, University of Kansas

Bachelor's degree, Political Science and Government, Truman State University

Certified ScrumMaster

SELECT CLIENTS

City of Bozeman, MT

City of Cedar Park, TX

City of Fort Worth, TX

City of Hillsboro, OR

City of Miami Beach, FL

City of Lawrence, KS

City of Raleigh, NC

City of Villa Park, CA

City of Woodinville, WA

Lake County, CO

Hawai'i County, HI

Santa Clara County, CA

Town of Queen Creek, AZ

Davianna Humble is a consultant in our Local Government Practice Group. She brings experience in budgeting and management analysis, specifically during her time with Wake County, North Carolina. She has provided programmatic counsel and analytical support to assist various departments in achieving goals and objectives. Davianna has monitored budgets of over \$400M in capital budgets and helped ensure funds are used in alignment with established strategies and expected outcomes. She has participated in funding distribution meetings by creating pre-award risk assessments and amendment forms for approved agencies.

RELEVANT EXPERIENCE

Process Review and Analysis: Davianna regularly supports development services process review and analyses as a business analyst. She has supported related projects for the City of Miami Beach, Florida; Santa Clara County, California; and City of Woodinville, Washington, where she is helping to implement permit process recommendations. In these roles, she supports current environment assessment, fact-finding interviews and focus groups, as-is process diagramming, and peer benchmarking.

Operations: Davianna evaluated funding and program requests for operating and capital budgets. She also developed relationships to manage a portfolio of assignments that consisted of a combination of operating departments and capital programs. Davianna monitored \$1B in operating funds using forecasting throughout the fiscal year to help ensure funds were being used in line with established goals. She also tracked local, state, and federal policies to evaluate the impact on County operations and help ensure compliance with external laws and regulations.

Budgeting: Davianna evaluated funding and program requests for operating and capital budgets, developed alternatives in collaboration with department staff, and recommended prioritized strategic options through an annual budget development process. She was responsible for \$400M in capital budgets, for which she worked with County departments and outside agencies to help ensure appropriate distribution of funds.

Training and Development: Davianna previously assisted in a human services building restructure initiative, which included a tenant questionnaire, remapping the facility, and creating a summary of facility costs. Additionally, she updated a handbook to orient newly elected government officials with frequently asked questions and provide pertinent contact information.

Khara Dodds, AICP, MCRP

MANAGER / SUBJECT MATTER EXPERT AND FACILITATOR

Berry, Dunn, McNeil & Parker, LLC



EDUCATION AND CERTIFICATIONS

Master's degree, City and Regional Planning, Rutgers University

Bachelor's degree, Urban Studies/Africana Studies, Rutgers University

The American Institute of Certified Planners (AICP)

Equitable Community Change Certificate, eCornell

Institute of Cultural Affairs (ICA) Technology of Participation® (ToP®), Facilitation Methodology and Strategic Planning

SELECT CLIENTS

City of Cedar Park, TX

City of Fort Worth, TX

City of Leander, TX

City of Miami Beach, FL

City of Pearland, TX

City of Taylor, TX

City of Woodinville, WA

Kern County, CA

Santa Clara County, CA

Sonoma County, CA

Town of Mountain View, CO

Town of Timnath, CO

Khara Dodds is a manager in BerryDunn's Local Government Practice Group. She is an AICP-certified planner with more than 13 years of leadership experience and 20 years of planning and community engagement experience. She believes in the potential of community development to empower communities and positively impact quality of life. Khara leverages her experience in city and regional planning to assist clients as they assess existing policies and processes, collect and evaluate stakeholder input, and identify and implement recommendations for improvement.

RELEVANT EXPERIENCE

Project Management: Khara regularly serves as project manager on community development department organizational assessments, process improvement, and comprehensive planning projects. She is currently leading permitting process improvement engagements for the City of Taylor, Texas; City of Woodinville, Washington; and Santa Clara County, California. She utilizes clear communication skills to lead project teams, help ensure projects remain on schedule, and develop the highest-quality deliverables for the client. Khara excels at engaging with clients' internal and external stakeholders. She has extensive experience facilitating interviews, focus groups, work sessions, and adapts her approach to the unique needs and features of each community she works with.

Development Experience: Prior to joining BerryDunn, Khara was director of development services for the Town of Prosper, Texas; director of planning and community development for the Town of Glastonbury, Connecticut; and director of planning for the City of Hartford, Connecticut. In these roles, she led multiple town strategic planning initiatives that improved town operations and procedures as well as enhanced the quality of life for residents and businesses. She prepared design guidelines, regulation amendments, and a multi-faceted community engagement program to get input from residents, the development community, property owners, and board/commission members.

Process Analysis and Improvement: Khara has managed the plan review process of large-scale development projects and ensured coordination with staff and municipal leadership throughout the process. She has initiated the planning process for affordable housing; collaborated with stakeholders to develop incentive programs; negotiated policy and map amendments on behalf of municipalities in the state planning process; and prepared local planning documents including development studies and annual planning reports.

AFFILIATIONS AND MEMBERSHIPS

- BerryDunn CEO Council on Diversity, Equity, Inclusion, Belonging, and Accessibility (DEIBA), Systemic Barriers Subcommittee; and Taskforce on Environmental, Social Responsibility, and Governance (ESG)

Appendix B. Planning, Community Development, and Building Experience Highlights

Table 3 below presents an extensive list of highlighted, relevant, recent experience. Please find further information about our experience and references in **Sections 2 and 6**.

Client	Worked Performed	Dates
Alachua County, FL	Building and Fire Permit Fee Study	08/2022 – 08/2023
Boulder County, CO	Community Planning and Permitting Strategic Plan	06/2022 – 09/2023
City of Attleboro, MA	Development Review Process Improvement Services	11/2021 – 06/2022
City of Boise, ID	Entitlement, Permitting, and Inspections Cost of Service and Fee Analysis	04/2024 – Present
City of Boston, MA	Business Process Mapping and Improvement of Right-of-Way Coordination and Management	12/2019 – 08/2020
City of Bozeman, MT	Community Development Fee Review Study	09/2020 – 04/2021
City of Bridgeport, CT	Building Permitting Process Analysis	05/2024 – 12/2024
City of Broken Arrow, OK	Community Development, Asset Management, and Utility Billing System Implementation Project Management	07/2019 – 08/2022
City of Danville, VA	Special Events Process Review	02/2025 – 05/2025
City of Fernandina Beach, FL	Building Department Fee Study	04/2020 – 02/2021
City of Fort Worth, TX	Structural Efficiency Study for Development and Permitting Services	06/2023 – 07/2024
City of Frisco, TX	As-Is Process Diagramming and Improvement Recommendations for Plan Review Processes	05/2018 – 12/2022
City of Gainesville, FL	Building Permit Fee Study	01/2021 – 06/2021
City of Gainesville, FL	Fee Schedule Update	11/2021 – 06/2022
City of Homestead, FL	Workflow and Comparative Fee Analysis	11/2015 – 07/2017
City of Homestead, FL	Permit Fee Study	01/2025 – Present
City of Largo, FL	Building Permit Fee Study	03/2022 – 02/2023
City of Leander, TX	Development Process Review	01/2022 – 11/2022
City of Miami Beach, FL	Review of Regulations and Processes Relating to Development Projects	03/2023 – 09/2023

Client	Worked Performed	Dates
City of Plano, TX	Building Inspections Process Improvement Project	11/2021 – 04/2022
City of Puyallup, WA	As-Is Business Process Diagramming for Community Development Functions	02/2020 – 10/2022
City of Richland, WA	Community Development Business Process Review	11/2020 – 02/2021
City of Rockville, MD	Community Development Business Process Mapping, Analysis, and Training	07/2018 – 03/2019
City of Taylor, TX	Permit Process Audit	12/2024 – Present
City of Woodinville, WA	Permitting Operations Improvement Implementation	07/2023 – 07/2025
Kern County, CA	Building Permits Process Improvement Services	02/2024 – Present
Manatee County, FL	Building and Development Services Fee Study	06/2021 – 07/2022
Pitkin County, CO	Community Development Department Process Review	08/2021 – 11/2022
Santa Clara County, CA	Development Permit Process Improvement	10/2024 – Present
Sonoma County, CA	Permit Management Review Services	05/2022 – 03/2023
Town of Wells, ME	Permitting Process Review	02/2021 – 09/2022
Travis County, TX	Consultation Development Review Process and Fees	12/2020 – 01/2022
Village of Schaumburg, IL	Permitting and Inspections Operational Study	02/2021 – 09/2022

Appendix C. Forms

We include our signed acknowledgement of Addendum #1: RFP-Site Plan Review & Development Permitting Process. As of production and shipping of this proposal on August 12, 2025, there are no additional addenda associated with this RFP on the City's Bid Opportunities site.



PURCHASING

July 29, 2025

MEMO TO: Prospective Bidders

FROM: Kimberly Toon, Purchasing Manager

SUBJECT: Addendum #1: RFP-Site Plan Review & Development Permitting Process

DUE DATE AND TIME: August 14, 2025; 1:00 p.m.

1. The Bid Documents are hereby modified per the attached Addendum #1 dated July 29, 2025. To include the following:

a. Changing the submission method.

Page 8 of the bid documents read:

Submission Format

Proposals should be submitted electronically in PDF format. Please ensure all documents are clearly labeled and organized according to the Proposal Submission Requirements.

Bids will not be received electronically. Bids must be submitted in person or by mail to:

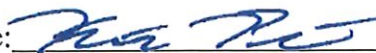
Submission Method

Please send your complete proposal to the following address:

City of Fayetteville Purchasing Office
Attn: Kimberly Toon
433 Hay St
Fayetteville, NC 28301

Bidder Acknowledgement:

Bidder Name (Print): Kevin Price, Principal

Bidder Signature: 

Date of Signature: August 14, 2025

"BerryDunn" is the brand name under which Berry, Dunn, McNeil & Parker, LLC and BDMP Assurance, LLP, independently owned entities, provide professional services in an alternative practice structure in accordance with the AICPA Code of Professional Conduct. BDMP Assurance, LLP is a licensed CPA firm that provides attest services, and Berry, Dunn, McNeil & Parker, LLC, and its subsidiary entities provide tax, advisory, and consulting services.

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City of Fayetteville
Site Plan Review & Development Permitting Process
Bid Tab---August 14,2025
Vendor
Mtrix Consulting Group
BakerTilly
BerryDunn
Plante Moran
Canibuild
Inspire
McKinsey & Company

Interview Evaluation Scorecard

Firm Name:

1. Understanding of the Project

- - Demonstrated understanding of Fayetteville's development review and permitting processes.
- - Identification of key challenges and opportunities.

Score (0–10): _____

2. Experience and Qualifications

- - Relevant experience of firm and project team.
- - Prior success in similar municipal or process improvement projects.

Score (0–10): _____

3. Approach and Methodology

- - Clarity and quality of proposed methodology.
- - Innovation in stakeholder engagement, assessment, and recommendations.

Score (0–10): _____

4. Past Performance

- - Demonstrated ability to deliver similar projects on time and within budget.
- - Supported by strong references.

Score (0–10): _____

5. Cost-Effectiveness and Value

- - Transparency and competitiveness of cost proposal.
- - Overall value relative to project scope.

Score (0–10): _____

Total Score (50 possible): _____

RFP-Site Plan Review & Development Permitting Process

Interview Matrixs

Category	Max Points	Mckinsey	BakerTilly	BerryDunn	Matrix
1. Understanding of the Project	50	34	41	40	40
2. Experience and Qualifications	50	42	48	46	45
3.Approach & Methodology	50	36	43	43	40
4. Past Performance	50	39	37	40	39
5. Cost-Effectiviness & Value	50	20	43	45	47
		171	212	214	211

CITY OF FAYETTEVILLE REQUEST FOR PROPOSALS



Site Plan Review & Development Permitting Process

COF1516969

ISSUED: JULY 24, 2025

DUE: AUGUST 14, 2025

The City of Fayetteville, North Carolina Planning team seeks a qualified consultant or firm to assess, align, and improve the City's multi-agency site plan review and development permitting processes.

ISSUED BY:
CITY OF FAYETTEVILLE

PRIMARY CONTACT:
KIMBERLY TOON,
PURCHASING MANAGER
kimberlytoon@fayettevillenc.gov
(910) 433-1942

OFFERORS ARE NOT REQUIRED TO RETURN THIS FORM.



A message from the City of Fayetteville City Manager, Dr. Douglas J. Hewett, ICMA-CM

The City of Fayetteville is fully committed to provide Small Local Business Enterprises (SLBE's) an equal opportunity to participate in all aspects of City contracting including, but not limited to participation in the procurement of contracts relating to the construction of and improvements to facilities throughout the City. It is also the policy of the City to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, sex, color, religion or national origin and to conduct its contracting and purchasing programs so as to prevent such discrimination. The City is also committed to follow all applicable State and Federal law as they relate to procurement practices.

The City will actively seek and identify qualified SLBE 's and offer them the opportunity to participate in the procurement of contracts for all City purchasing and service contracts as well as construction and repair contracts.

The City aspires to spend 40% of its eligible contract dollars with small local suppliers and contractors. Towards this end the City's Charter has been amended by the General Assembly (H.B. 198) to allow the City to establish a race and gender neutral small business enterprise program to promote the development of small local businesses. The City is authorized to establish bid and proposal specifications that include subcontracting goals and good-faith effort requirements to enhance participation by small business enterprises located in Cumberland and Hoke Counties.

For more information or questions about the SLBE policy, please contact the Purchasing Division at 910-433-1942.

CITY OF FAYETTEVILLE

Dr. Douglas J. Hewett, ICMA-CM
City Manager

NOTICE TO BIDDERS

Pursuant to N.C.G.S. 143-129 sealed proposals will be received by the City of Fayetteville, until **2:00 p.m., August 14, 2025**, at City Hall, 433 Hay Street, Fayetteville, North Carolina, at which time they will be considered for the purchase of the following:

Site Plan Review & Development Permitting Process

Bids may be mailed to the City Purchasing Office, Attn: Kimberly Toon, 433 Hay Street Fayetteville, NC 28301, or may be delivered in person or by express mail to 433 Hay Street, Fayetteville, NC 28301.

The bid opening will be held at **1:00 p.m. on August 14, 2025**, at City Hall, 433 Hay Street, Fayetteville, NC 28301, for the project entitled, **“Site Plan Review & Development Permitting Process”**

Plans, specifications and bid documents may be obtained in the Purchasing Office of the City of Fayetteville, 2nd floor, City Hall, 433 Hay Street, Fayetteville, North Carolina, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday or by email request to kimberlytoon@fayettevillenc.gov

The City reserves the right to reject any or all bids and to waive all informalities concerning bid or award bid to the lowest, responsive, responsible bidder or bidders, taking into consideration quality, performance and the time specified in the proposals for the performance of the contract.

City of Fayetteville

Kimberly Toon, CLGPO
Purchasing Manager

CITY OF FAYETTEVILLE, NC

Introduction

The City of Fayetteville’s Planning team is seeking a qualified consultant or firm to assess, align, and improve the City’s multi-agency site plan review and development permitting processes. While the internal processes within the Planning team are operating efficiently, increasing customer demand and the complexities inherent in coordinating multiple agencies require a strategic and collaborative approach. This initiative aims to integrate processes across departments, enhance interagency communication, and significantly improve overall customer experience for developers, business owners, and residents.

Background

The development review process in the City of Fayetteville is a complex and highly technical sequence of evaluations, approvals, and regulatory checks. It involves a diverse array of internal departments and external partner agencies, each playing a vital regulatory or advisory role. However, the diversity of missions, workflows, and interpretations of “customer” among these entities often leads to operational silos, misaligned expectations, and fragmented communication.

These systemic challenges hinder process harmonization, slow down project timelines, and reduce the overall quality of service experienced by developers, business owners, and residents alike. The City recognizes the need to enhance interagency coordination, improve transparency, and modernize the customer interface across the full development lifecycle—from initial submittal through final permit issuance.

The primary regulatory and advisory entities currently involved in the City’s site plan review and development permitting process include, but are not limited to:

- City Planning Division
- Zoning
- Engineering
- Building Safety Division
- Fire Department
- Public Works Commission (PWC)
- County and State regulatory agencies

To address these challenges, the City of Fayetteville is seeking a qualified consultant or firm to evaluate and recommend improvements to its multi-agency development review and permitting processes, with the goal of improving efficiency, transparency, and service delivery.

Objectives

The City of Fayetteville seeks a qualified partner to lead a strategic evaluation and improvement initiative focused on its multi-agency development review and permitting processes. This effort is aimed at strengthening interagency coordination, increasing process efficiency, and enhancing the overall experience for customers engaging with the City on development-related matters.

The selected consultant or firm will be expected to:

- **Assess** the current state of development review and permitting workflows across all participating regulatory entities.
- **Identify** key pain points, inefficiencies, and areas of operational misalignment between departments and agencies.
- **Facilitate** a cross-agency dialogue to develop a unified vision, shared values, and a consistent customer service philosophy.
- **Recommend** and support the implementation of targeted process improvements that will streamline operations, increase transparency, and improve customer experience.

Scope of Work:

The selected consultant or firm will lead a comprehensive assessment and redesign of Fayetteville’s multi-agency development review and permitting processes. The work is expected to include both analysis and facilitation components, with a strong emphasis on collaboration, strategic alignment, and process improvement. The scope of work includes the following key tasks:

1. Stakeholder Assessment

- Conduct interviews and/or surveys with staff from all partner agencies involved in the development review and permitting process.
- Engage a representative sample of external users of the system, including developers, architects, engineers, contractors, and business owners.
- Document the varying priorities, operational constraints, and definitions of “customer” across internal and external stakeholders.

2. Process Mapping – Current State

- Develop clear visual workflow diagrams of the existing site plan review and permitting processes.
- Identify and analyze areas of duplication, delays, miscommunication, and other inefficiencies.
- Highlight gaps, inconsistencies, or redundancies between agency processes or technology platforms.

3. Strategic Alignment Facilitation

- Design and facilitate workshops or working groups to build cross-agency consensus on a shared vision for the development review process.
- Guide stakeholders in establishing common customer service standards, performance metrics, and accountability structures.

4. Future-State Process Design

- Propose streamlined and optimized process models that address key challenges identified in the assessment.
- Recommend necessary changes to policy, procedures, staffing, technology tools (e.g., permitting software), and interagency coordination practices.

5. Implementation Support (Optional)

- Develop change management strategies to ensure smooth adoption of new processes, standards, or technologies.
- Create training plans and materials for City staff and partner agencies.
- Provide technical support or guidance for aligning permitting platforms or introducing process automation tools.

Deliverables

At a minimum, the selected consultant or firm will be expected to produce the following deliverables:

- Stakeholder Assessment Report
A synthesis of internal and external feedback, highlighting key themes, challenges, and stakeholder needs.
- Current-State Process Maps
Visual documentation of existing workflows, with identification of pain points, redundancies, and delays.
- Future-State Process Designs
Optimized workflows and recommendations for process improvements, including cross-agency coordination models.
- Strategic Alignment Framework ("North Star")
A shared vision, customer service philosophy, and set of common goals and performance expectations for all participating agencies.
- Implementation Roadmap
A phased action plan to guide the City and its partners in executing recommended changes, including sequencing, resource needs, and success measures.
- Optional: Change Management Materials and Training Modules
Tools and resources to support adoption of new processes or technologies, as authorized by the City.

Proposal Submission Requirements

To be considered for this engagement, respondents must submit a complete proposal that includes the following components:

1. Company Profile and Qualifications
 - Overview of the firm, including years in business, areas of expertise, and relevant certifications or licenses
 - Description of capacity to undertake a project of this scope and complexity
2. Relevant Experience
 - Summary of similar projects completed, with an emphasis on municipal permitting, development review process improvement, and multi-agency coordination
 - Examples should include project outcomes and the role played by the proposing firm
3. Proposed Methodology and Timeline
 - Description of the approach and methodology for conducting the assessment, stakeholder engagement, process mapping, and recommendations
 - Proposed timeline with major milestones, deliverables, and estimated completion dates
4. Project Team
 - Bios and qualifications of key personnel
 - Roles and responsibilities within the project
 - Identification of any subcontractors or partner firms (if applicable)
5. Cost Proposal
 - Detailed pricing broken down by task, milestone, or project phase

- Indication of optional services and associated costs, if any
- Hourly rates or fee schedules for project staff
- 6. References
 - Contact information for at least three relevant clients, preferably municipal or public sector, who can speak to the firm’s qualifications and performance on similar work

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Understanding of the Project**
Demonstrated insight into the complexity of Fayetteville’s multi-agency development review and permitting processes and the challenges involved.
- **Experience and Qualifications**
Relevant experience and expertise of the firm and assigned project team, including prior success with similar municipal permitting or process improvement projects.
- **Approach and Methodology**
Quality, creativity, and clarity of the proposed approach to stakeholder engagement, process assessment, and development of recommendations.
- **Past Performance**
Proven track record of delivering similar projects on time and within budget, supported by references and examples.
- **Cost-Effectiveness and Value**
Competitiveness and transparency of the cost proposal, ensuring value for the City’s investment.

Timeline:

Milestone:	Date:
RFP Issue	July 24, 2025
Questions Due	August 7,2025
Reponses to Questions Issued	August 11, 2025
Proposal Dues	August 14,2025
Finalist Interviews (if needed)	Week of August 25,2025
Project Start	September 2025

Submission Instructions

Proposal Submission Deadline

All proposals must be received by 1:00p.m on August 14,2025. Late submissions will not be accepted or considered.

Submission Format

Proposals should be submitted electronically in PDF format. Please ensure all documents are clearly labeled and organized according to the Proposal Submission Requirements.

Submission Method

Please send your complete proposal to the following address:

City of Fayetteville Purchasing Office
Attn: Kimberly Toon
433 Hay St
Fayetteville, NC 28301

Questions and Clarifications

Any questions regarding this RFP must be submitted in writing via email to: kimberlytoon@fayettevillenc.gov by August 7,2025. Responses to all questions will be shared through an addendum posting on City website for prospective respondents.

Additional Information

The City reserves the right to:

- o Reject any or all proposals
- o Request additional information or clarification
- o Negotiate contract terms with the selected proposer
- o Cancel this RFP at any time prior to contract execution
- o Waive minor irregularities in proposals/proposal submissions.
- All materials submitted become public record subject to North Carolina Public Records Law upon contract award, except for information properly designated as trade secrets.

The City of Fayetteville is not responsible for any costs incurred by proposers in preparing or submitting proposals. The selected consultant will be required to execute a professional services agreement containing standard City terms and conditions, including but not limited to:

- o Professional liability insurance requirements
- o Compliance with applicable laws and regulations
- o Ownership of work products
- o Confidentiality provisions

Proposal Evaluation Sheet

Project Name: _____

Proposal Submitted By: _____

Reviewer Name: _____

Date: _____

Evaluation Criteria	Weight	Score (1–10)	Weighted Score	Comments
1. Understanding of the Project Demonstrated understanding of Fayetteville’s development review and permitting processes, including key challenges.	20%			
2. Experience and Qualifications Relevant experience of the firm and project team; prior success in similar municipal or process improvement projects.	20%			
3. Approach and Methodology Clarity, quality, and innovation in approach to stakeholder engagement, assessment, and recommendations.	25%			
4. Past Performance Demonstrated ability to deliver similar projects on time and within budget; supported by references.	15%			
5. Cost-Effectiveness and Value Transparency, competitiveness, and value of the cost proposal relative to the project scope.	20%			
 Total 	100%			

Scoring Guidance

- **9–10:** Excellent – exceeds expectations with exceptional detail and relevance
- **7–8:** Good – meets expectations with minor gaps
- **5–6:** Fair – partially meets expectations; some concerns
- **3–4:** Poor – significant gaps or weaknesses
- **1–2:** Unacceptable – does not meet expectations



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4930

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A4

TO: Mayor and Members of City Council

THRU: Dr. Gerald Newton, AICP - Development Services Director

FROM: Demetrios Moutos - Planner I

DATE: October 27, 2025

RE:

Approve P25-45: Request to rezone 2.55 acres (PIN 0425754360000) from County M(P) to LI, owned by CRA Commercial Development, represented by Lori Epler of Larry King & Assoc.

COUNCIL DISTRICT(S):

2 - Council Member Malik Davis

Relationship To Strategic Plan:

(FY2025 Strategic Plan, Goals II & III)

The request is to rezone ~2.55 acres from M(P) (county) to LI - Light Industrial in conjunction with annexation; the site is vacant and within an area mapped as Employment Center on the City's Future Land Use Map. This land-use direction supports industrial and employment center activity near the airport.

All future structures and uses will be subject to the Airport Overlay standards and FAA Part 77 airspace review, and high-occupancy assembly or bird-attracting uses are restricted.

While the parcel lies within the Employment Center area, portions depict Low-Density Residential on the adopted Future Land Use Map; approval should include a concurrent Map update to Employment Center for consistency.

- **Goal II - Diverse & Viable Economy - *Consistent***

- Advances a diverse tax base and job creation by positioning a small, airport-proximate parcel for light-industrial use consistent with the FLU "Employment Center" designation.
- Supports the City's objectives to leverage partnerships for job creation/retention and to sustain a favorable development climate; industrial zoning enables recruitment/expansion efforts led by FCEDC and partners.
- Relevant Strategic Plan performance measures include % increase in tax base, jobs created by ECD programs, and industrial vacancy rate - all positively influenced by appropriate LI entitlements.

- **Goal III - City Investment Planning - *Consistent***

- Implements Objective 3.2: manage the City's future growth and strategic land use by aligning zoning with the FLU map and focusing employment uses in planned nodes.
- Conforms to the Future Land Use Plan's policies to encourage strategic

economic development in Industrial/Employment Areas and to coordinate required utilities/transportation capacity for target industries.

- The Future Land Use Plan expressly ties its guidance to the City's Strategic Plan Goal III; this case follows that integration by translating the Employment Center policy direction into zoning.
- **Goal IV - Live, Work, & Recreate - *Supportive/Context-Sensitive***
 - Proximity to the airport and existing industrial corridor makes LI an appropriate, low-conflict use that complements Objective 4.1 (transit & airport services) and regional connectivity aims.
- **Goal I - Safety and Security - *Neutral with standard conditions***
 - No direct policy conflict; site-plan-level commitments to safe access management, lighting, and CPTED principles can advance traffic/pedestrian safety objectives. (Implementation at permitting stage.)
- **Goal V - Financially Sound City - *Neutral to Positive***
 - Anticipated positive fiscal effect via taxable investment without requiring atypical extensions of City services (public water/sewer available per application). Detailed fiscal impacts would be evaluated at the site plan; rezoning itself does not obligate major capital outlays.
 - The map amendment triggers no atypical City capital outlay; any utility extensions or frontage improvements, if required, will be developer-funded under existing policies.
- **Goal VI - Collaborative Government - *Neutral with coordination benefits***
 - Provides a platform for collaboration with FCEDC, PWC, and adjacent stakeholders during development review; no direct alignment or conflict with adopted KPIs.
- **Compatibility/mitigation note (adjacencies)**
 - The application notes two large residential lots at the rear; ordinance-required buffering will address edge conditions and maintain compatibility, consistent with strategic investment and quality-of-life aims.

The requested M(P) to LI rezoning is consistent with the FY2025 Strategic Plan - most strongly with Goal II (economy) and Goal III (strategic land use) - by aligning entitlements with the Employment Center future land use designation, supporting job growth, and concentrating industry near existing airport-area infrastructure.

Executive Summary:

The applicant seeks annexation and rezoning of approximately 2.55 acres (PIN 0425754360000) from Cumberland County M(P) to City of Fayetteville LI (Light Industrial) to align the site with the established industrial pattern near Fayetteville Regional Airport. The property is vacant, has access to public water and sewer, and sits within an airport-area employment corridor. City case mapping reflects the requested change from M(P) to LI, and the Future Land Use Plan identifies an Employment Center/Low-Density Residential context at this location. Consistent with the Plan's direction to focus employment uses in serviced, strategically located nodes, LI is an appropriate district for this site.

The LI district would accommodate light industrial, job producing uses while maintaining

compatibility with nearby development through the City's buffering, screening, access, lighting, and performance standards, including required separation and buffering to the two large residential lots to the east. The applicant reports no environmentally sensitive features on the tract. The request is not strip or premature development, does not create an isolated zoning patterns, and clusters industry within an infrastructure-served corridor proximate to the airport. The action advances Strategic Plan Goal II (a diverse, viable economy) and Goal III (managed growth and strategic land use). Staff finds the request consistent with adopted plans, reasonable, and in the public interest and recommends approval of the annexation and rezoning to LI.

The Zoning Commission conducted a legislative hearing on September 9, 2025; no speakers appeared in opposition, and the Commission voted 3-0 to recommend approval.

Background:

Owner: Brian Armstrong, CRA Commercial Development (Contact: Brian Armstrong)

Applicant: Lori Epler, Larry King & Associates, PA

Requested Action: Annexation-related rezoning from County M(P) (Planned Industrial) to City LI (Light Industrial)

REID #: 0425754360000 (unaddressed)

Status of Property: Vacant; no existing structures.

Size: 2.55 acres ±

Adjoining Land Use & Zoning:

- **East:** County R10 large-lot residential; two residential lots abut the site's eastern boundary. Per ordinance, buffering will be required.
- **North/West/South:** Predominantly industrial/employment uses and districts in the immediate vicinity (MP/HI), with additional CC and MR-5 districts present along the corridor.

Letters Mailed: 135; notices to all owners within a 1,000-ft buffer.

Land Use Plans:

With the Future Land Use Plan calling for an Employment Center at this location, the requested LI district is consistent with adopted guidance. The City's Future Land Use Plan further prioritizes strategic economic development in designated employment/industrial areas and supports channeling industrial growth near key infrastructure nodes such as the airport; advancing LI zoning here aligns with those policies and the surrounding development pattern.

Issues/Analysis:

History:

Beginning in the early 2000s, the subject frontage along Black & Decker Road was assembled through successive conveyances: A December 2000 General Warranty Deed from Biltwell, Inc. to CRA Commercial Development, Inc. (BK 5370/0534-0538) followed by a 2003 deed from March F. Riddle conveying the ±1.287-acre "Black and Decker Road Tract" (BK 6337/125-127). A recombination plat titled "CRA Black and Decker Commercial" (Larry King & Associates) established the present multi-lot configuration. The corporate owner later updated its form-CRA Commercial Development, Inc. converted to CRA Commercial Development, LLC per a recorded Certificate of

Conversion on February 21, 2019 (BK 10450/0666)-and acquired additional frontage in August 2021, when Southside Property, L.L.C. conveyed Lot 2 of the Donna R. Garner Property (PB 86/163) to CRA Commercial Development, LLC by Special Warranty Deed (BK 11215/0041-0043).

For the current action, an Affidavit of Ownership identifies the owner/affiant and lists the site as 3456 Black & Decker Road; the pending map amendment (Case P25-45) applies to PIN 0425754360000 (±2.55 acres), which is presently vacant. Subsequent sections address entitlement context and policy consistency.

Together, the chain of title in the case file, the recombination plat, and the current application establish a long-standing commercial/industrial intent for this Black & Decker Road frontage, culminating in today's request to align the rezoning with the assembled ownership and the City's adopted land-use guidance.

Surrounding Area:

UDO buffering and LI height step-downs adjacent to single-family districts will apply at the site plan to mitigate visual and noise externalities along the shared edges to the east.

The subject parcel (PIN 0425754360000) lies within an established, airport-adjacent industrial corridor that includes multiple active and planned industrial sites. The immediate setting is predominantly industrial and service-commercial in character, with quick access to major truck routes and airport facilities. Within the 1,000-foot notification buffer, the landscape transitions from light/heavy industrial and corridor commercial to pockets of residential, typical of the Southwest Cumberland fringe near City limits.

Adjoining zoning and land use reflect this pattern. The application notes two large-lot single-family parcels to the east in the County (R10), whose rear lot lines abut the subject tract; all other edges are oriented toward industrial or employment uses, with nearby districts including MP and HI as well as community commercial (CC). These conditions yield a setting where light industrial is the prevailing context, and where residential interfaces are limited to the east and can be addressed through required buffering at the site plan.

From a planning-policy standpoint, the Future Land Use Map identifies the area for employment/industrial use, supporting continued industrial reinvestment at this location and reinforcing the airport-proximate employment center. This designation aligns with the requested Light Industrial zoning and the broader employment focus for Southwest Cumberland.

Rezoning Request:

This is a straight (general-use) rezoning of one parcel (PIN 0425754360000), approximately 2.55 acres, from Cumberland County M(P) Planned Industrial to City of Fayetteville Light Industrial (LI), concurrent with annexation. As a straight rezoning under UDO §30-2.C, no conditions may be attached; if approved, all uses permitted in LI by the UDO Use Table would be allowed, subject to standard development regulations and subsequent site plan review.

The subject property is currently vacant and lies within an established industrial corridor near Fayetteville Regional Airport, with industrial zoning and uses prevalent in the immediate area. The request does not propose a specific development or physical expansion at this time; rather, it converts the county industrial zoning to the most comparable City district to ensure consistency with the Future Land Use Plan and to facilitate orderly administration of City standards (e.g., access management, utilities, stormwater, and buffering where required adjacent to residential lots).

Light Industrial and Airport Overlay Overview:

The LI district is intended for light manufacturing, assembly, fabrication, processing, warehousing/distribution, and research and development uses that have minimal off-site impacts. It allows limited supporting retail and is calibrated to protect nearby areas - especially residential - through setbacks, height transitions, and buffering. Typical dimensional rules include: minimum lot area 20,000 sq. ft.; minimum lot width 75 ft.; maximum lot coverage 65%; maximum height 90 ft. (reduced to 50 ft. when abutting single-family districts); front/corner setback, the lesser of 50 ft. or 75 ft. from street centerline; side setback 15 ft. (100 ft. when abutting residential); rear setback 20 ft. (none where abutting a railroad). Accessory structures are restricted from front/side yards and must observe larger setbacks next to residential.

Per UDO dimensional and adjacency standards, LI development must meet all current lot, height, setback, and buffering requirements; figures cited herein are subject to verification against the current UDO table at the site plan.

The APO is an overlay applied to properties in the vicinity of the municipal airport to protect public health, safety, and airport operations. It does not change base zoning entitlements but layers on additional standards and reviews. Core provisions typically include: height and structure review under FAA Part 77 airspace surfaces; limits on uses that could create safety or operational conflicts (e.g., high-occupancy assembly in critical areas, significant bird-attracting uses, intense lighting/glare, or visual signal interference); lighting and glare controls; and notice requirements acknowledging proximity to airport activities. The overlay works in concert with any separate Noise-Accident Potential (NPO) standards and ensures compatibility between ground development and aviation operations.

Land Use Plan Analysis:

The request is a straight rezoning of an approximately 2.55-acre, vacant parcel (PIN 0425754360000) from County M(P) to City LI in conjunction with annexation; the applicant notes proximity to the airport and an established industrial corridor, with public water and sewer available. The case map set depicts the subject site and confirms the case framing; the Future Land Use exhibit includes a legend for EC (Employment Center), HC (Highway Commercial), and LDR (Low Density Residential), among other designations, for evaluating consistency.

The City's Future Land Use Plan (FLUP) is the adopted policy guide that supersedes legacy small-area designations and is to be used, together with the mapped character areas, to review all land-use petitions - including rezonings - for consistency with plan goals and strategies.

Goal #1 - Focus value and investment around infrastructure and strategic nodes.

The site is served (or serviceable) by public utilities, and the FLUP directs growth toward areas with available roads, utilities, and public services; it further encourages more intense uses at defined activity areas.

Goal #3 - Encourage redevelopment of strip commercial areas. While not a strip-commercial site, approving appropriately located industrial capacity can reduce pressure to force ill-fitting commercial intensification elsewhere and indirectly supports the FLUP's approach of concentrating retail at focal nodes and reinvesting in aging strips.

Goal #4 - Foster safe, stable, and attractive neighborhoods. Where LI abuts residentially designated land, the FLUP's neighborhood-quality emphasis implies robust buffering, access management, and site design to avoid adverse externalities.

Goal #5 - Preserve and enhance environmental features. The applicant identifies no environmentally sensitive features; nevertheless, the FLUP emphasizes respecting floodplain and hydric soil constraints, which can be addressed at the site plan through stormwater and resource protection standards.

Goal #6 - Compliment and capitalize on the strategic importance of military installations and major institutions. While this goal is framed around Fort Bragg and other institutions, the planning logic - compatibility near strategic installations - applies similarly to airport environs, supporting industrial and employment uses that are less noise-sensitive and operationally compatible.

LU-1 (Strategic, compatible growth). The plan directs growth to areas well-served by infrastructure and discourages leapfrog development; it also uses the FLU Map to guide utility expansion - conditions met here give service availability and adjacency to an existing employment cluster.

LU-2 (Strategic economic development). The FLUP explicitly encourages economic development in designated areas such as Industrial/Employment Areas and calls for identifying opportunity sites for manufacturing based on transportation access and surrounding land uses. It also cautions against residential actions that would impair prime industrial sites. The airport-area industrial corridor is a logical “opportunity site” under this policy.

LU-3 (Reinvestment in strips / distressed areas). Not directly applicable to this parcel, but the policy context favors placing the “right uses” in “right places,” enabling targeted reinvestment pressure to focus on priority corridors rather than dispersing marginal commercial intensities.

Neighborhood quality and housing (LU-6, LU-7). Where LI interfaces with LDR character, the plan’s neighborhood policies support buffering, screening, and design measures to maintain residential quality, which can be implemented at the site-development stage.

Environmental resilience (LU-8, LU-9, LU-10). The site should demonstrate compliance with open-space/tree standards and greenway plans where applicable, and deliver resilient stormwater design consistent with plan guidance.

Institutions and installations (LU-12, LU-13). The FLUP calls for coordination with major installations (e.g., Fort Bragg) to ensure compatible patterns; by extension, siting industrial/employment uses within the Airport Overlay District aligns with the plan’s compatibility logic for strategic assets.

Public engagement recorded the airport among the community’s “destinations and assets” to preserve, suggesting that development patterns that respect airport operations are favored. Industrial and office development was supported “in certain places,” which fits the context of an airport-proximate employment corridor. The applicant’s narrative places the site “near the airport and an industrial corridor,” reinforcing both operational compatibility and clustering benefits.

The FLUP’s community profile notes a significant share of vacant land around the I-295 corridor and more land zoned commercial than in commercial use, underscoring the need to right-size nonresidential designations and direct employment growth to suitable nodes. The plan also documents environmental constraints concentrated along the Cape Fear River - less applicable to this site - but emphasizes respecting those constraints citywide, which LI development can satisfy through compliance at TRC.

The FLUP instructs staff and boards to use both the text and the map to guide decisions, review all petitions for consistency, and keep the map current - updating it “based on rezoning decisions.” If the adopted FLU Map presently shows LDR on or adjacent to the subject tract, then the requested LI district is **map-inconsistent**; however, it may still be **text-consistent** with multiple FLUP goals and LU-2 strategies given location within the Airport Overlay context and adjacency to an existing industrial cluster. In such cases, approval would (and should) be accompanied by a corresponding FLU Map update to reflect an Employment/Industrial character in this “certain place,” per Strategy #1.

Consistency and Reasonableness:

Consistency (text): The request advances Goal #1 (infrastructure-served growth) and Goal #2 (targeted economic development), implements LU-1 and LU-2 (directing employment to appropriate nodes with utilities and transportation access), aligns with Goal #6/LU-12’s compatibility ethos for strategic installations by placing non-noise-sensitive uses within the Airport Overlay, and can satisfy LU-6 and LU-8-LU-10 through buffering and resilient site design.

Inconsistency (map): The adopted FLU Map for this parcel is partially EC and partially LDR. As such, the LI request conflicts with that map designation. A finding of reasonableness remains supportable due to corridor context, airport proximity, existing industrial pattern, and the Plan’s direction to maintain/expand industrial capacity in appropriate locations; any approval should explicitly amend the FLU Map accordingly at or after the decision.

Conclusion:

On balance, the request is **substantially consistent with the FLUP text and intent** (LU-1, LU-2, Goal #6) **but inconsistent with the current FLU Map**. With conditions typical to LI-residential (buffers, lighting/noise control, access management) and adherence to Airport Overlay standards, staff can support a **consistency statement** that the request conforms to the FLUP’s goals and policies and, if approved, should trigger the corresponding FLU Map update to an Employment/Industrial character for this location.

Budget Impact:

In the near term, the rezoning petition is expected to have a negligible impact on the City’s budget. Administrative costs associated with processing, public notice, agenda preparation, and the public hearing are routine and already accommodated within the Planning & Zoning operating budget and application fee structure. The subject site is vacant and 2.55 acres, so there are no relocation or acquisition costs.

The map amendment itself creates no capital commitments. Water and sewer are indicated as public utilities, but any future extensions, transportation mitigations, or stormwater improvements would be evaluated at development review; where warranted, they are typically borne by the applicant or addressed through standard utility/transportation programs, consistent with the City’s Future Land Use Plan policies to coordinate infrastructure and consider costs/benefits before extensions (LU-1).

Over the long term, if the property develops with permitted LI uses, the City could realize positive fiscal effects through growth in the ad valorem tax base and incremental permit/inspection revenues, aligning with Strategic Plan Goal II (diverse and viable economy) and Goal V (financially sound city). The Future Land Use materials for this case

and the City's plan more broadly anticipate employment/industrial opportunities in appropriate locations, which supports tax-base diversification without immediate General Fund outlays.

Net: minimal short-term budget impact; potential long-term positive revenue if development proceeds, with any infrastructure responsibilities addressed at the project stage under existing policies and review processes.

Options:

As the decision-making body, City Council may consider the following motions for Case P25-45 (PIN 0425754360000; ~2.55 acres; request from Cumberland County M(P) to City LI; presently vacant and annexation-related):

1. **Approve (LI as requested)** - Approve the map amendment to Light Industrial (LI) for the entire subject tract, based on the evidence in the record; find the action consistent with the City's Future Land Use Plan (industrial/employment vision for this area) and adopt the attached plan consistency and reasonableness statement. (Recommended)
2. **Approve with Reduced Area (LI)** - Approve the map amendment to LI with a reduction in the acreage proposed for rezoning (e.g., excluding portions Council determines should remain in existing zoning), based on the evidence in the record; find the modified action consistent with the Future Land Use Plan and adopt an amended plan consistency and reasonableness statement.
3. **Approve to a More Restrictive District** - Approve a map amendment to a more restrictive base zoning district than LI (e.g., a commercial classification) if Council finds, based on the evidence, that such district remains consistent with the Future Land Use Plan; adopt an amended plan consistency and reasonableness statement.
4. **Deny** - Deny the map amendment request based on the evidence in the record; find the action inconsistent with the Future Land Use Plan and adopt a statement of inconsistency and reasonableness.

Recommended Action:

Move to approve Case P25-45, rezoning ±2.55 acres (PIN 0425754360000) from Cumberland County M(P) to City LI (Light Industrial), finding the action consistent with the text of the City's Future Land Use Plan (Goals 1-2; Policies LU-1, LU-2) and the FY2025 Strategic Plan (Goals II, III), reasonable, and in the public interest given the airport-area industrial context and availability of public utilities; and, to the extent the adopted Future Land Use Map depicts any Low-Density Residential on the subject tract, to concurrently amend the Map to Employment Center for consistency:

- The request is consistent with the City's adopted Future Land Use guidance to focus value and investment around existing infrastructure and to promote compatible economic and industrial development in key areas (Goals 1 and 2; Policies LU-1 and LU-2). The planning framework identifies this corridor for employment/industrial use, and case materials note the Southwest Cumberland future land use vision anticipates Light Industrial at this location. The site is served by public water and sewer, reinforcing orderly, infrastructure-efficient growth.
- LI is appropriate and compatible with the surrounding context. Case materials and maps show the subject property is located in a predominantly industrial corridor

near the airport with adjacent County M(P)/industrial and nearby City HI and CC districts; applying LI in this location aligns with existing and emerging use patterns and avoids creating an isolated district. Case materials document more than ten industrial sites in the immediate vicinity, and the P25-45 rezoning map illustrates the M(P)-to-LI request on PIN 0425754360000.

- There are no identified adverse impacts on public health, safety, or general welfare resulting from the map amendment. The site is vacant within an established industrial corridor near the airport, and any future development must comply with City development review for access, utilities, stormwater, buffering to the two large residential lots to the east, and all applicable over, fire, and life-safety standards - mitigating site-specific effects at the time of development. The applicant reports no environmentally sensitive areas and will meet buffering requirements per the Unified Development Ordinance.

Attachments:

1. Plan Application
2. Aerial Notification Map
3. Zoning Map
4. Land Use Plan Map
5. Subject Property
6. Surrounding Property Photos
7. Consistency and Reasonableness Statement

Project Overview**#1810404**

Project Title: BLACK AND DECKER ZONING
Application Type: 5.1) Rezoning (Map Amendment)
Workflow: Staff Review

Jurisdiction: City of Fayetteville
State: NC
County: Cumberland

Project Location**Project Address or PIN:** 0425754360000**Zip Code:** 28348

Is it in Fayetteville? If you're not sure, click this link: [Cumberland County Tax Office GIS system](#)

GIS Verified Data**Project Address:****General Project Information**

Has the land been the subject of a map amendment application in the last five years?: No

Previous Amendment Case #:**Acreage to be Rezoned:** 2.55**Water Service:** Public

A) Please describe all existing uses of the land and existing structures on the site, if any:

VACANT

Previous Amendment Approval Date:**Proposed Zoning District:** LI**Is this application related to an annexation?:** Yes**Sewer Service:** Public

B) Please describe the zoning district designation and existing uses of lands adjacent to and across the street from the subject site.:

ADJACENT: COUNTY R10 AND MP

Amendment Justification - Answer all questions on this and all pages in this section (upload additional sheets as needed).

A) State the extent to which the proposed amendment is consistent with the comprehensive plan and all other applicable long-range planning documents.:

THE SOUTHWEST CUMBERLAND FUTURE LAND USE PLAN CALLS FOR LIGHT INDUSTRIAL AT THIS LOCATION.

B) Are there changed conditions that require an amendment? :

YES, ANNEXATION.

C) State the extent to which the proposed amendment addresses a demonstrated community need.:

INDUSTRIAL USES PROVIDE JOBS, MATERIALS AND SERVICES. THERE IS A COMMUNITY NEED FOR ALL OF THE ABOVE.

D) State the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land, and why it is the appropriate zoning district for the land.:

THERE ARE OVER TEN INDUSTRIAL SITES IN THE IMMEDIATE VICINITY.

E) State the extent to which the proposed amendment results in a logical and orderly development pattern.:

THIS PROPERTY IS NEAR THE AIRPORT AND AN INDUSTRIAL CORRIDOR.

F) State the extent to which the proposed amendment might encourage premature development.:

TO NO EXTENT

G) State the extent to which the proposed amendment results in strip-style commercial development.:

TO NO EXTENT

H) State the extent to which the proposed amendment results in the creation of an isolated zoning district unrelated to adjacent and surrounding zoning districts.:

TO NO EXTENT

I) State the extent to which the proposed amendment results in significant adverse impacts on the property values of surrounding lands.:

THE ONLY VALUES IT COULD IMPACT ARE THE TWO RESIDENTIAL LOTS TO THE EASE. THEY ARE LARGE LOTS AND THE REAR LINES ABOUT THIS PARCEL. A BUFFER WILL BE UTILIZED AS PER THE ORDINANCE.

J) State the extent to which the proposed amendment results in significantly adverse impacts on the natural environment.:

THERE ARE NO ENVIRONMENTALLY SENSITIVE AREAS ON THIS SITE.

Primary Contact Information

Contractor's NC ID#:

Project Owner

BRIAN ARMSTRONG
CRA COMMERCIAL DEVELOPMENT
2709 THORNGROVE CT
FAYETTEVILLE, NC 28303
P:910.864.3232
BRIANA@C-SPROP.COM

Property Owner Email: BrianA@c-sprop.com

Project Contact - Agent/Representative

LORIEPLER
Larry King & Assoc.
1333 Morganton Road, Fayetteville
Fayetteville, NC 28305
P:9104834300
LEPLER@LKANDA.COM

As an unlicensed contractor, I am aware that I cannot enter into a contract that the total amount of the project exceeds \$40,000. :

NC State General Contractor's License Number:

NC State Electrical Contractor #1 License Number:

NC State Electrical Contractor #2 License Number:

NC State Electrical Contractor #3 License Number:

NC State Mechanical Contractor's #1 License Number:

NC State Mechanical Contractor's #2 License Number:

NC State Mechanical Contractor #3 License Number:

NC State Plumbing Contractor #1 License Number:

NC State Plumbing Contractor #2 License Number:

Indicate which of the following project contacts should be included on this project:



Aerial
Case #: P25-45

REQUEST: M(P) to LI
LOCATION: Unaddressed
0425754360000



P25-45



City Boundary

Letters are being sent to all property owners within the 1000' buffer. Subject property is shown in the hatched pattern.





Zoning

Case #: P25-45



P25-45



City Boundary



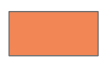
CC - Community Commercial



HI - Heavy Industrial



MR-5 - Mixed Residential 5



CP



MP



R10



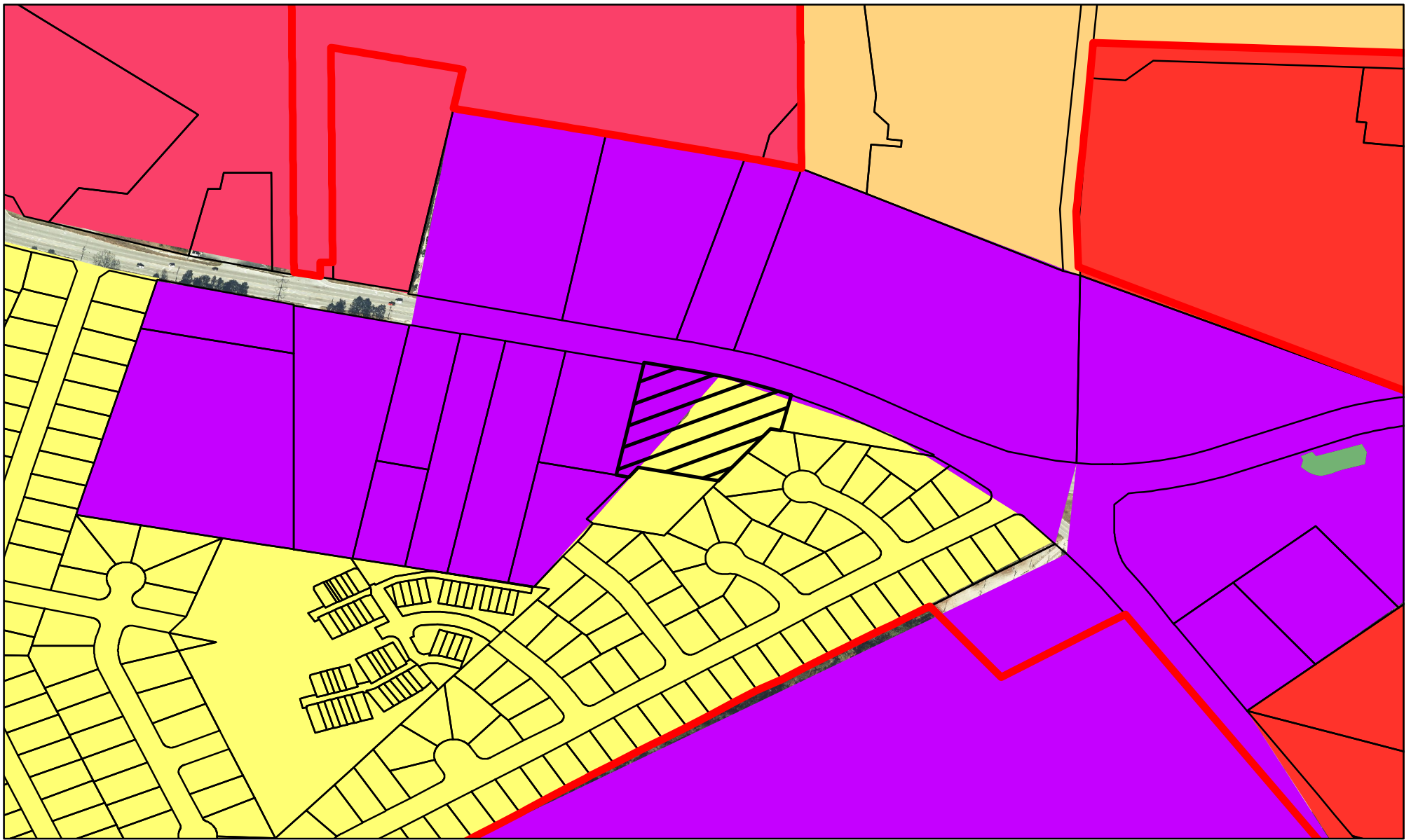
R6A

Letters are being sent to all property owners within the 1000' buffer. Subject property is shown in the hatched pattern.

REQUEST: M(P) to LI
LOCATION: Unaddressed
0425754360000

N





Future Land Use

Case #: P25-45

REQUEST: M(P) to LI
LOCATION: Unaddressed
0425754360000



P25-45



City Boundary



PARKOS - PARK / OPEN SPACE



LDR - LOW DENSITY



MDR - MEDIUM DENSITY



CC - COMMUNITY CENTER



HC - HIGHWAY COMMERCIAL



EC - EMPLOYMENT CENTER

Letters are being sent to all property owners within the 1000' buffer. Subject property is shown in the hatched pattern.

N







Consistency and Reasonableness Statement

Map Amendments

Pursuant to N.C.G.S. §§160D-604 and -605, the Zoning Commission finds that the proposed zoning map amendment in case **P25-45** is consistent with the City of Fayetteville's Future Land Use Map and Plan (Comprehensive Plan). The following analysis examines the proposed amendment relative to the goals and land-use policies and strategies of the Comprehensive Plan.

Consistency

1. GOALS

GOAL(S)	CONSISTENT	INCONSISTENT
- Goal 1: Focus value and investments around infrastructure and strategic nodes. - The site is serviced by public water/sewer in an airport-area employment node.	X	
- Goal 2: Promote compatible economic and commercial development in key identified areas. - LI zoning in an established airport-adjacent industrial corridor advances job growth and a diverse tax base.	X	
- Goal 3: Encourage infill/redevelopment where services exist. - The request converts county M(P) to the comparable City LI district for a vacant tract within an existing employment area.	X	
- Goal 4: Foster safe, stable, and attractive neighborhoods. - Neighborhood compatibility is addressed through required buffering/height transitions at permitting.	X	
- Goal 5: Preserve and enhance environmental features. - No sensitive features are identified; compliance will be ensured at the TRC/site plan.	X	
- Goal 6: Capitalize on major institutions (Airport) through compatible land use. - Airport Overlay/FAA Part 77 review ensures operational compatibility.	X	

2. LAND USE POLICES AND STRATEGIES:

LAND USE POLICES AND STRATEGIES	CONSISTENT	INCONSISTENT
LU-1 (Strategic, infrastructure-served growth) – Directs growth to serviced nodes; discourages leapfrog extensions.	X	
LU-1.6 (Infrastructure concurrent with development) – Any needed extensions reviewed via standard processes.	X	

LU-2 (Targeted economic development in Employment/Industrial Areas) – Positions a small, airport-proximate parcel for light industrial use.	X	
LU-6/Neighborhood Quality – Requires buffering/screening at residential edges (east).	X	
LU-12/Institutions & Compatibility (Airport Context) – Overlay standards/Part 77 reviews manage height/use externalities.	X	

3. The proposed amendment is consistent with the Future Land Use Map as follows:

- **Text Consistency:** The proposal aligns with FLU goals/policies to focus employment uses in serviced airport-area nodes. **Consistent.**
- **Map Consistency:** The site lies within the **Employment Center (EC)**, with an indicated **LDR** edge on/near the tract. Where LDR applies to the subject acreage, approval should include a **concurrent FLU Map update to EC** for full consistency. **Partially inconsistent without the map update.**

Reasonableness

The proposed zoning amendment is reasonable and in the public interest because it supports the policies of the Comprehensive Plan as stated above **and** the Strategic Plan (Goal II: diverse tax base; Goal III: growth management) as stated in the Staff Report, and because:

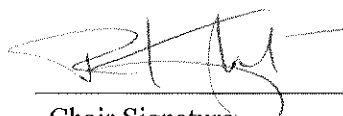
- X The size, physical conditions, and other attributes of the proposed use(s) will benefit the surrounding community by curing a split-zoned, nonconforming condition on a small infill lot.
The amendment includes conditions that limit potential negative impacts on neighboring uses. *(Not applicable – this is a straight rezoning to LC; mitigation occurs through the City's development review at the time of any future permits.)*
- X The proposed uses address the needs of the area and/or the City by enabling compliance and modest reinvestment in an existing commercial corridor.
- X The proposal adapts the zoning map to reflect current land-use patterns by converting County **M(P)** to City **LI** and aligning zoning administration with City standards.

The amendment is also in the public interest because it: [select all that apply]

- X Improves consistency with the long-range plan (with a concurrent FLU Map update from LDR edge to EC).
- X Improves the tax base (anticipated neutral-to-modestly positive near-term fiscal outlook)
- Preserves environmental and/or cultural resources.
- X Facilitates a desired kind of development (light-industrial/employment reinvestment in a serviced corridor).
- X Provides a needed **employment/industrial** area.

Additional comments, if any (write-in):

September 9, 2025
Date


Chair Signature
R. Kevin Hight
Print



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4970

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A5

TO: Mayor and Members of City Council

THRU: Kelly Strickland, Assistant City Manager
Dr. Gerald Newton, AICP, Development Services Director
David Steinmetz, Development Services Assistant Director

FROM: Dereke D. Planter Jr., Code Enforcement Supervisor

DATE: October 27, 2025

RE:
Uninhabitable Structures: Demolition Recommendations

1912 Murchison Road - District 4
2005 Murchison Road - District 4

COUNCIL DISTRICT(S):
4

Relationship To Strategic Plan:

Goal 1: Safe & Secure Community
Goal 4: Desirable Place to Live, Work & Recreate

Executive Summary:

Staff requests Council approval of demolition ordinances for two commercial buildings identified as blighted.

Background:

1912 MURCHISON RD **PIN: 0428-94-1938**

The City Inspector is obligated to address conditions that violate the Dwellings and Buildings Minimum Standards Code of Fayetteville, NC. This vacant commercial structure was inspected and condemned as blighted on April 14, 2025, due to ongoing neglect. The structure's doors and windows are covered with boards. The structure requires repairs to walls, doors and frames, window panes and glazing, roofing material, flashing, trim, and fascia. A hearing notice was sent first-class mail, certified mail, posted on the building and published in June 29, 2025 edition of *The Fayetteville Observer* newspaper. The hearing was held on July 10, 2025, but the property owner failed to attend. An order was issued on July 11, 2025, directing the owner to either repair or demolish the structure within 60 days. The notice also included information about the City's Economic & Community Development Department and available programs to assist with repair or demolition costs. To date, there has been no enrollment in the Blight Removal Program, and no repairs have been made. The property remains in its condemned state. Over the past 24 months, there have been 4 emergency calls related to the property. It has

accumulated 8 code violations, \$299.25 in City assessments, and \$1,701.38 in outstanding taxes.

The building scored a 51.5 on the demolition matrix.

2005 MURCHISON RD

PIN: 0428-85-8063

The City Inspector is obligated to address conditions that violate the Dwellings and Buildings Minimum Standards Code of Fayetteville, NC. This vacant commercial structure was condemned as blighted on May 1, 2025, due to neglect. The structure's doors and windows are covered with boards. The City Inspector cited similar repair needs: walls, doors and frames, windowpanes and glazing, roofing material, flashing, trim, and fascia. A hearing notice was sent first-class mail, certified mail, posted on the building and published in July 6, 2025 edition of The Fayetteville Observer newspaper. The hearing was held on July 24, 2025, and the property owner was present.

Following the hearing, an order was issued on July 29, 2025, directing the owner to either repair or demolish the structure within 60 days. The notice included information on programs available through the City's Economic & Community Development Department to help cover repair or demolition expenses.

As of today, there is no record of enrollment in the Blight Removal Program, and the property has not been brought out of its condemned status.

There have been no emergency calls related to the property in the past 24 months. The property has 3 code violations, no City assessments, and \$1,105.33 in outstanding taxes. The building scored a 50.0 on the demolition matrix.

Issues/Analysis:

These substandard properties contribute significantly to neighborhood blight and public nuisance, directly undermining the City's Strategic Operating Plan-specifically Goal 1, which prioritizes community safety and neighborhood quality.

Budget Impact:

The demolition costs for these structures will be established through a competitive bidding process conducted after the adoption of the demolition ordinance. Please note that additional, yet-to-be-determined expenses for asbestos testing and abatement may also be required.

Options:

Adopt the ordinance and demolish the structures.

Abstain from any action and allow the structures to remain.

Defer any actions for a later date.

Recommended Action:

Staff strongly recommends that Council adopt the ordinances authorizing demolition of these structures. We will continue to engage with the property owners up to the scheduled demolition date, offering opportunities for voluntary compliance, self-demolition, or grant-supported abatement through Economic Community Development.

Should a property come into compliance voluntarily, staff will present a demolition rescission ordinance to Council to formally remove the order from the property deed.

Prompt approval of the demolition ordinances is essential, as it enhances our leverage

with property owners and is the only available mechanism to stay or suspend demolition proceedings once an order has been adopted.

Attachments:

Aerial Maps, Violation Photos, Proposed Ordinances, Scoring Matrix and PowerPoint Presentation



1912 Murchison Road



(Roof covering shall not be loose, nor have holes or leaks. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition.)

1912 Murchison Road



(Windows shall be reasonably weathertight with no broken glass, exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment.)

1912 Murchison Road



(All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition.)

1912 Murchison Road



(Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment.)

**AN ORDINANCE OF THE CITY COUNCIL
OF
FAYETTEVILLE, NORTH CAROLINA**

**Requiring the City Building Inspector
to correct conditions with respect to,
or to demolish and remove a structure
pursuant to the
Dwellings and Buildings Minimum Standards
Code of the City of Fayetteville, NC**

The City Council of Fayetteville, North Carolina, does ordain:

The City Council finds the following facts:

- (1) With respect to Chapter 14 of the Dwellings and Buildings Minimum Standards Code of the City of Fayetteville, NC, concerning certain real property described as follows:

1912 Murchison Road
PIN 0428-94-1938-

LEGAL: BEING all of Lot Nos. 13, 14, 15, and 16, Block "G" as depicted on a map entitled "Map of Eva Mae Slater's Property," duly recorded in Book of Plats 9, Page 48, Cumberland County Registry.

The owner(s) of and parties in interest in said property are:

Perkins Management Services
Company
c/o Barry K. McCauley, Jr
301 McCullough Drive STE 520
Charlotte, NC 28263

- (2) All due process and all provisions of the Dwellings and Buildings Minimum Standards Code of the City of Fayetteville, NC having been followed, the Hearing Official duly issued and served an order requiring the owners of said property to complete certain repairs or demolish the structure on or before September 9, 2025.
- (3) And said owners without lawful cause, failed or refused to comply with said order; and the Code Enforcement Official is authorized by said Code, and the North Carolina General Statutes § 160D-1203(5), when ordered by Ordinance of the City Council, to do with respect to said property what said owners were so ordered to do, but did not.
- (4) The City Council has been provided with information regarding the entire record of said Hearing Official, and finds, that all findings of fact and all orders of said Hearing Official are true and authorized.

- (5) That pursuant to the North Carolina General Statutes § 160D-1203(7), the cost of the demolition shall be a lien against the real property upon which the cost was incurred.

Whereupon it is ordained that:

SECTION 1

The Code Enforcement Official is ordered forthwith to accomplish, with respect to said property, precisely and fully what was ordered by said Hearing Official as set forth fully above, except as modified in the following particulars:

This property is to be demolished, and all debris removed from the premises, and the cost of said removal shall be a lien against the real property as described herein.

SECTION 2

The lien as ordered herein and permitted by the North Carolina General Statutes § 160D-1203(7), shall be effective from and after the date the work is completed and shall have priority as provided by law, and a record of the same shall be available in the office of the City of Fayetteville Finance Department, Collections Division, 2nd Floor - City, 433 Hay Street, Fayetteville, NC 28301.

SECTION 3

This ordinance shall be in full force and effect from and after its adoption.

Adopted this 27th day of October 2025.

CITY OF FAYETTEVILLE

BY: _____
Mitch Colvin, Mayor

ATTEST:

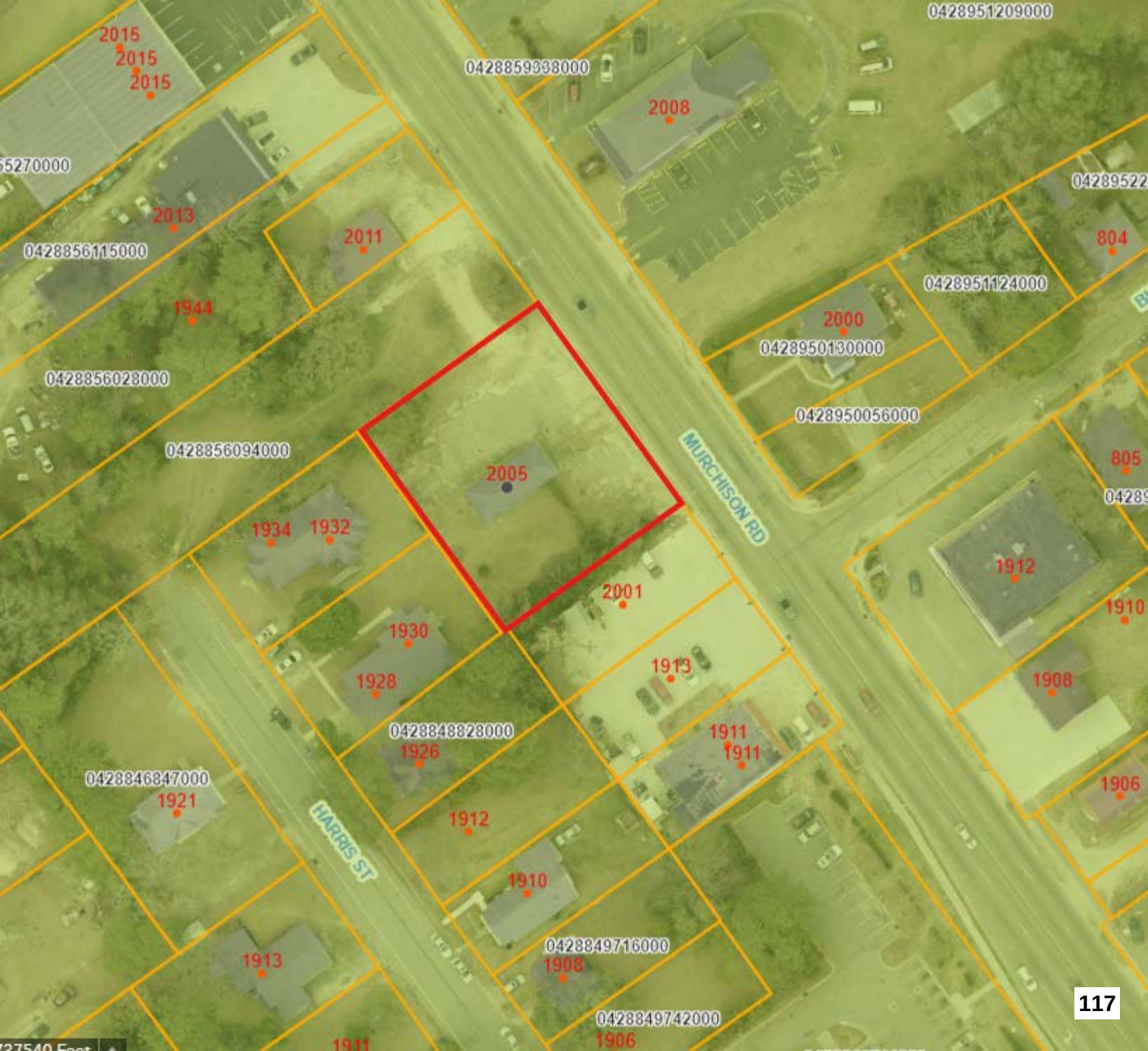
Jennifer L. Ayre, City Clerk

		City Council Initiated Demolition Score Matrix					
TIER	FACTOR	SUBFACTOR	AVAILABLE POINTS	MAXIMUM POINTS UP TO	MULTIPLYING FACTOR	ASSIGNED POINTS	TOTAL
1	Structural Damage	Burned Out or Major Fire Damage and Uninhabitable Or	150	150	30%	50	15
		Minor Fire Damage but Habitable	75				
		Obvious Visual Structural Damage Or	100				
		No Obvious Visual Structural Damage	50				
2	Time on Demolition List	Over one year (365 days and over)	80	80	30%	50	15
		Under one year (up to 364 days)	50				
3	Ordinance	Demolition Ordinance Signed by City Council	20	20	30%		0
4	Financial Cost	Cost of Demolition is Over 10% of the Annual Demolition Budget	40	80	20%	80	16
		Cost of Demolition is Under 10% of the Annual Demolition Budget	80				
5	Crime	Frequent Police Calls Or	20	20	15%	10	1.5
		Code Enforcement Complaints - over 5	10				
6	Location	Located Within the 100 year Floodplain or Other Environmental Sensitive Area	60	60	10%	40	4
		School/Park/Public Facility located Within 1/2 mile	40				
		Within a Neighborhood Revitalization Area	40				
TOTAL POINTS							51.5

Definitions

The spreadsheet shows the maximum points allowed for each factor. If there are multiple subfactors, then only **one** subfactor can be scored. The scorer is allowed to give less than the maximum points for any factor, if necessary.

1	Structural Damage - In this section, the scorer uses the fire department structural evaluation to score the property. If the property is gutted by fire and uninhabitable, then the maximum points can be assigned. A minor fire, but habitable structure receives less points and should be used when the owners of the property have not made substantial improvements to the property.
	Visual Structural Damage - Obvious structural damage refers to the missing element from a structure such as a collapsed roof system, missing support beams, damaged foundations, or damaged/missing exterior wall elements. Points can also be awarded in this section for exterior fire damage. No obvious visual structural damage refers to damage to a structure that is interior to the structure or within the walls.
2	Time on the Demolition List signifies how many days the property has been identified as a nuisance/blighted property. The 365 days time frame starts the day that the hearing order is signed.
3	Demolition Ordinance - This spreadsheet will be used on projects with demolition ordinances and future demolitions. This factor will be removed and the points reallocated once all prior demolitions have been completed.
4	Financial Cost allows the department to manage its resources. Higher points are awarded to projects that utilize under 10% of the department's current annual demolition budget. Projects that require over 10 % of the budget, receive less points due to the fact that those projects diminish the department's ability to mitigate additional projects.
5	Crime - The frequency of police calls shall get full points if the number of calls is over five in a three month time period. The subject property can receive full Code Enforcement points if the project receives over five Code Enforcement complaints in a 24 month period.
6	Location -



2005 Murchison Road



(All exterior finish shall be weathertight without excessive holes, cracks or rotted boards which permit air or water to penetrate rooms. Adequate posts and railings, not rotted, broken or termite damaged, shall be provided.)

2005 Murchison Road



(Windows shall be reasonably weathertight with no broken glass, Interior finish shall be free of holes and excessive cracks which permit air to penetrate rooms)

2005 Murchison Road



(All exterior finish shall be weathertight without excessive holes, cracks or rotted boards which permit air or water to penetrate rooms; roofing material, flashing and trim/fascia and walls)

**AN ORDINANCE OF THE CITY COUNCIL
OF
FAYETTEVILLE, NORTH CAROLINA**

**Requiring the City Building Inspector
to correct conditions with respect to,
or to demolish and remove a structure
pursuant to the
Dwellings and Buildings Minimum Standards
Code of the City of Fayetteville, NC**

The City Council of Fayetteville, North Carolina, does ordain:

The City Council finds the following facts:

- (1) With respect to Chapter 14 of the Dwellings and Buildings Minimum Standards Code of the City of Fayetteville, NC, concerning certain real property described as follows:

2005 Murchison Road
PIN 0428-85-8063-

LEGAL: BEING all of Lot Number 5 of the PROPERTY OF SIPPION BURTON as shown in a plat of the same filed in Plat Book 33, Page 14, of the Cumberland County Registry.

The owner(s) of and parties in interest in said property are:

Lewis M. Burton
3009 Stone Fence Court
Durham, NC 27704-3898

Marian B. Williams
2203 Darien Place NW
Wilson, NC 27896-1583

- (2) All due process and all provisions of the Dwellings and Buildings Minimum Standards Code of the City of Fayetteville, NC having been followed, the Hearing Official duly issued and served an order requiring the owners of said property to complete certain repairs or demolish the structure on or before September 27, 2025.
- (3) And said owners without lawful cause, failed or refused to comply with said order; and the Code Enforcement Official is authorized by said Code, and the North Carolina General Statutes § 160D-1203(5), when ordered by Ordinance of the City Council, to do with respect to said property what said owners were so ordered to do, but did not.

- (4) The City Council has been provided with information regarding the entire record of said Hearing Official, and finds, that all findings of fact and all orders of said Hearing Official are true and authorized.
- (5) That pursuant to the North Carolina General Statutes § 160D-1203(7), the cost of the demolition shall be a lien against the real property upon which the cost was incurred.

Whereupon it is ordained that:

SECTION 1

The Code Enforcement Official is ordered forthwith to accomplish, with respect to said property, precisely and fully what was ordered by said Hearing Official as set forth fully above, except as modified in the following particulars:

This property is to be demolished, and all debris removed from the premises, and the cost of said removal shall be a lien against the real property as described herein.

SECTION 2

The lien as ordered herein and permitted by the North Carolina General Statutes § 160D-1203(7), shall be effective from and after the date the work is completed and shall have priority as provided by law, and a record of the same shall be available in the office of the City of Fayetteville Finance Department, Collections Division, 2nd Floor - City, 433 Hay Street, Fayetteville, NC 28301.

SECTION 3

This ordinance shall be in full force and effect from and after its adoption.

Adopted this 27th day of October 2025.

CITY OF FAYETTEVILLE

BY: _____
Mitch Colvin, Mayor

ATTEST:

Jennifer L. Ayre, City Clerk

FAYETTEVILLE! HERITAGE CAN BE WILD			City Council Initiated Demolition Score Matrix				
TIER	FACTOR	SUBFACTOR	AVAILABLE POINTS	MAXIMUM POINTS UP TO	MULTIPLYING FACTOR	ASSIGNED POINTS	TOTAL
1	Structural Damage	Burned Out or Major Fire Damage and Uninhabitable Or	150	150	30%	50	15
		Minor Fire Damage but Habitable	75				
		Obvious Visual Structural Damage Or	100				
		No Obvious Visual Structural Damage	50				
2	Time on Demolition List	Over one year (365 days and over)	80	80	30%	50	15
		Under one year (up to 364 days)	50				
3	Ordinance	Demolition Ordinance Signed by City Council	20	20	30%		0
4	Financial Cost	Cost of Demolition is Over 10% of the Annual Demolition Budget	40	80	20%	80	16
		Cost of Demolition is Under 10% of the Annual Demolition Budget	80				
5	Crime	Frequent Police Calls Or	20	20	15%		0
		Code Enforcement Complaints - over 5	10				
6	Location	Located Within the 100 year Floodplain or Other Environmental Sensitive Area	60	60	10%	40	4
		School/Park/Public Facility located Within 1/2 mile	40				
		Within a Neighborhood Revitalization Area	40				
TOTAL POINTS							50

Definitions

The spreadsheet shows the maximum points allowed for each factor. If there are multiple subfactors, then only **one** subfactor can be scored. The scorer is allowed to give less than the maximum points for any factor, if necessary.

1	Structural Damage - In this section, the scorer uses the fire department structural evaluation to score the property. If the property is gutted by fire and uninhabitable, then the maximum points can be assigned. A minor fire, but habitable structure receives less points and should be used when the owners of the property have not made substantial improvements to the property.
	Visual Structural Damage - Obvious structural damage refers to the missing element from a structure such as a collapsed roof system, missing support beams, damaged foundations, or damaged/missing exterior wall elements. Points can also be awarded in this section for exterior fire damage. No obvious visual structural damage refers to damage to a structure that is interior to the structure or within the walls.
2	Time on the Demolition List signifies how many days the property has been identified as a nuisance/blighted property. The 365 days time frame starts the day that the hearing order is signed.
3	Demolition Ordinance - This spreadsheet will be used on projects with demolition ordinances and future demolitions. This factor will be removed and the points reallocated once all prior demolitions have been completed.
4	Financial Cost allows the department to manage its resources. Higher points are awarded to projects that utilize under 10% of the department's current annual demolition budget. Projects that require over 10 % of the budget, receive less points due to the fact that those projects diminish the department's ability to mitigate additional projects.
5	Crime - The frequency of police calls shall get full points if the number of calls is over five in a three month time period. The subject property can receive full Code Enforcement points if the project receives over five Code Enforcement complaints in a 24 month period.
6	Location -

Uninhabitable Structures Demolition Recommendation

October 27, 2025



Uninhabitable Structures Demolition Recommendation

- Staff requests Council approval of demolition ordinances for two commercial buildings identified as blighted.





Oct 6, 2025 at 10:00:08 AM
Dereke D Planter Jr
Code Enforcement Supervisor



-









-

2005 Murchison Road Council District 4



2005 Murchison Road Council District 4





FayettevilleNC.gov



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4956

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A6

TO: Mayor and Members of City Council

THRU: Adam Lindsay, Assistant City Manager

**FROM: Jeffery Yates, Assistant City Manager
Sheila Thomas-Ambat, Public Services Director**

DATE: October 27, 2025

**RE:
Adopt Capital Project Ordinance Amendment 2024-13 & Bid Recommendation -
Ivy and Lyon Road Drainage Improvement Project**

COUNCIL DISTRICT(S):

2

Relationship To Strategic Plan:

Goal 1: Safe and Secure Community

Goal 3: High Quality Built Environment

Goal 4: Desirable Place to Live, Work and Recreate

Executive Summary:

The Council is requested to approve the award and authorize execution of a contract in the amount of \$6,154,032 for the Ivy and Lyon Road Drainage Improvement Project, with the lowest responsive and responsible bidder, Roadworks Construction Company. Additionally, the Council is asked to adopt Capital Project Ordinance Amendment (CPOA) 2024-13 to appropriate an additional \$3,791,397 from the Public Works Commission (PWC) for utility improvements associated with the project.

Background:

The City of Fayetteville's Stormwater Division has previously received a North Carolina Department of Public Safety (NCDPS) Disaster Relief and Mitigation Grant for the Ivy and Lyon Road Drainage Improvement Project. On June 10, 2024, the Council authorized the City Manager to execute a Memorandum of Agreement with the North Carolina Department of Public Safety Emergency Management (NCEM) and adoption of Capital Project Ordinance 2024-13 to appropriate funding in the amount of \$3,500,000. On September 4, 2024, at the request of NCEM, staff provided a project update for consideration of additional gap funding that may be available through NCDEQ's Flood Resiliency Blueprint. On March 14, 2025, the City was notified that the funding provided to NCEM by NCDEQ allowed for our grant to be increased by an additional \$910,000 for a total award of \$4,410,000.

The project was advertised for bids to be opened on August 18, 2025, and re-advertised for bids to be opened on September 3, 2025. Two (2) bids were received and are as

follows:

- Roadworks Construction Company \$6,154,031.99
- Pipeline Utilities \$10,219,616.14

Issues/Analysis:

The project includes upgrades to the existing culverts at Lyon Road and Ivy Road to increase conveyance capacity which will help alleviate upstream flooding. The proposed improvements involve replacing the dual 6-ft span x 4-ft rise concrete box culverts with larger single box culverts, providing additional embedment for aquatic species passage, and lowering the invert of the culvert at Ivy Road for better connection to the streambed.

The proposed project also involves the modification and stabilization of the stream banks to reduce erosion and improve flood flow capacity. This includes implementing bank armoring, riprap stabilization, and benching of the stream bank to provide better connection to the floodplain.

Overall, the project aims to reduce the risk of flooding within the City's right of way as well as provide the co-benefit of protecting residential structures from flood damage and improve the overall functionality and stability of Eutaw Creek.

Budget Impact:

There is no anticipated impact to the General Fund as the project will be reimbursed by the grant received from NCDPS. There is no City match required for this funding. Bid items related to PWC requested utility upgrades are PWC's responsibility to fund. The City will pay the contractor invoices as they are received and will, in turn, bill PWC.

Options:

1. Approve the award and authorize execution of a contract in the amount of \$6,154,032 for the Ivy and Lyon Road Drainage Improvement Project, with the lowest responsive and responsible bidder, Roadworks Construction Company and approve CPOA 2024-13 to appropriate additional funds for utility improvements associated with the project to be reimbursed by PWC.
2. Do not approve the award or authorize execution of a contract in the amount of \$6,154,032 for the Ivy and Lyon Road Drainage Improvement Project, with the lowest responsive and responsible bidder, Roadworks Construction Company or approve CPOA 2024-13.

Recommended Action:

Council approves the award and authorize execution of a contract in the amount of \$6,154,032 for the Ivy and Lyon Road Drainage Improvement Project, with the lowest responsive and responsible bidder, Roadworks Construction Company and approve CPOA 2024-13 to appropriate additional funds for utility improvements associated with the project to be reimbursed by PWC.

Attachments:

CPOA 2024-13
Lyon & Ivy Bid Tab

**CAPITAL PROJECT ORDINANCE AMENDMENT
CHANGE ORD 2024-13**

BE IT ORDAINED by the City Council of the City of Fayetteville, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby amended:

Section 1. The project change is to Capital Project Ordinance 2024-13, adopted effective June 10, 2024, as amended, for the funding of the Ivy and Lyon Road Drainage Improvement Project.

Section 2. The project director is hereby directed to proceed with the project within the terms of the various agreements executed and within the funds appropriated herein.

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

	<u>Listed As</u>	<u>Amendment</u>	<u>Revised</u>
Emergency Management Disaster Relief and Mitigation Grant (DRMG)	\$ 3,500,000	\$ -	\$ 3,500,000
North Carolina Department of Environmental Quality	910,000	-	910,000
PWC Revenues	-	3,791,397	3,791,397
	<u>\$ 4,410,000</u>	<u>\$ 3,791,397</u>	<u>\$ 8,201,397</u>

Section 4. The following amounts are appropriated for the project:

Project Expenditures	<u>\$ 4,410,000</u>	<u>\$ 3,791,397</u>	<u>\$ 8,201,397</u>
----------------------	---------------------	---------------------	---------------------

Section 5. Copies of the capital project ordinance amendment shall be made available to the budget officer and the finance officer for direction in carrying out the projects.

Section 6. The City Manager is hereby authorized and directed to take such action as he may deem necessary or appropriate to execute this ordinance.

Adopted this 27th day of October, 2025.

Project:	Lyon and Ivy Road Storm Drainage and Utility Improvements					Project	
Owner:	City of Fayetteville						
Engineer:	Timmons Group						
Base Bid							
Item No.	Item Description	Unit	Roadworks Construction Company			Pipeline Utilities	
			Estimated Quantity	Unit Price	Total	Estimated Quantity	Unit Price
Items in Base Bid (excluding Allowances) per Section 01 29 01 "Measurement and Basis for Payment"							
A-1	Mobilization	LS	1	\$ 307,690.78	\$ 307,690.78	1	\$ 750,000.00
A-2	Traffic Control	LS	1	\$ 32,580.16	\$ 32,580.16	1	\$ 386,626.25
A-3	Furnish, Install, Maintain and Remove Silt Fence	LF	1640	\$ 8.04	\$ 13,185.60	1640	\$ 8.50
A-4	Furnish, Install, Maintain and Remove Tree Protection/Construction Fence	LF	100	\$ 8.94	\$ 894.00	100	\$ 8.50
A-5	Furnish, Install, Maintain and Remove Rock and Gravel Drop Inlet Protection	EA	7	\$ 1,027.17	\$ 7,400.19	7	\$ 500.00
A-6	Furnish, Install, Maintain and Remove Standard Catch Basin/Yard Inlet Protection	EA	3	\$ 1,035.82	\$ 3,107.46	3	\$ 650.00
A-7	Furnish, Install, Maintain and Remove Pump Around (3" for Normal Flow)	DAY	60	\$ 562.05	\$ 33,723.00	60	\$ 725.00
A-8	Furnish, Install, Maintain and Remove Pump Around (6" for Storm Flow)	DAY	5	\$ 4,715.42	\$ 23,577.10	5	\$ 1,850.00
A-9	Furnish, Install, Maintain, and Remove Sediment Bag	EA	4	\$ 2,017.33	\$ 8,069.32	4	\$ 2,250.00
A-10	Furnish, Install, Maintain and Remove Temporary Gravel Construction Entrance - NCDOT Class A Stone	EA	2	\$ 4,149.83	\$ 8,299.66	2	\$ 2,750.00
A-11	Furnish and Install Temporary Seeding and Mulching	SV	3305	\$ 0.86	\$ 1,122.30	1305	\$ 1.50
A-12	Furnish, Install and Maintain Temporary Check Dam	EA	9	\$ 391.77	\$ 3,525.93	9	\$ 250.00
A-13	Furnish, Install and Maintain Coll Log Perimeter	LF	1845	\$ 32.26	\$ 59,519.70	1845	\$ 12.50
A-14	Furnish and Install Permanent Seeding and Mulching (down)	SV	3305	\$ 1.43	\$ 1,866.15	1305	\$ 17.50
A-15	Furnish and Install Erosion Control Matting/Turf Reinforcement Matting (Curlex Type II & C700)	SV	1995	\$ 4.84	\$ 9,655.80	1995	\$ 6.00
A-16	Tree Removal	EA	16	\$ 948.85	\$ 15,181.60	16	\$ 2,500.00
A-17	Clearing and Grubbing	LS	1	\$ 55,892.00	\$ 55,892.00	1	\$ 55,000.00
A-18	Removal and Disposal of Existing Asphalt Pavement	SV	5224	\$ 10.63	\$ 55,534.66	5224	\$ 5.00
A-19	Removal and Disposal of Existing Concrete Driveway	SV	80	\$ 68.62	\$ 5,489.60	80	\$ 10.00
A-20	Removal and Disposal of Existing Gravel Driveway	SV	236	\$ 69.78	\$ 16,064.91	236	\$ 10.00
A-21	Removal and Disposal of Existing Concrete Curb and Gutter	LF	932	\$ 31.39	\$ 29,268.04	932	\$ 6.00
A-22	Pipe Removal and Disposal - 18-inch to 30-inch Diameter	LF	342	\$ 10.99	\$ 3,758.58	342	\$ 80.00
A-23	Pipe Removal and Disposal - 36-inch to 42-inch Diameter	LF	236	\$ 65.43	\$ 15,441.48	236	\$ 120.00
A-24	Remove and Dispose of Box Culvert (concrete, masonry, other)	LF	220	\$ 161.37	\$ 35,501.40	220	\$ 425.00
A-25	Remove and Dispose of Culvert Headwall/Endwall (concrete, masonry, steel, alum, timber, other)	EA	8	\$ 2,788.97	\$ 22,311.76	8	\$ 10,000.00
A-26	Remove Existing Riprap (up to Class II in average size)	CY	10	\$ 173.95	\$ 3,739.50	10	\$ 150.00
A-27	Excavate, Remove and Dispose of Existing Catch Basin	EA	3	\$ 1,394.04	\$ 4,182.12	3	\$ 9,500.00
A-28	Excavate, Remove and Dispose of Junction Box (Std or Oversized)	EA	3	\$ 1,394.04	\$ 4,182.12	3	\$ 9,500.00
A-29	Remove Existing Brick Pump House	LS	1	\$ 7,889.73	\$ 7,889.73	1	\$ 45,000.00
A-30	Fence Removal, Storage, and Replacement	LF	183	\$ 45.33	\$ 8,311.99	183	\$ 95.00
A-31	Debris Removal	LS	1	\$ 7,826.65	\$ 7,826.65	1	\$ 2,500.00
A-32	Concrete Truck Washout Pit	EA	4	\$ 1,702.34	\$ 6,809.36	4	\$ 1,000.00
A-33	Earthwork - Cut and haul off	CY	120	\$ 153.65	\$ 18,438.00	120	\$ 75.00
A-34	Earthwork - Cut to fill and compaction	CY	85	\$ 126.77	\$ 10,775.45	85	\$ 150.00
A-35	Earthwork - Fine Grading	LS	1	\$ 175,338.75	\$ 175,338.75	1	\$ 45,000.00
A-36	Undercut Excavation	CY	436	\$ 93.63	\$ 40,867.76	436	\$ 80.00
A-37	Rock Excavation	CY	10	\$ 1,803.55	\$ 18,035.50	10	\$ 500.00
A-38	Sheeting, Shoring and Bracing (not trench boxes and where not incidental to another pay item)	LS	1	\$ 33,529.83	\$ 33,529.83	1	\$ 800,000.00
A-39	Vibration Monitoring	LS	1	\$ 10,386.00	\$ 10,386.00	1	\$ 75,000.00
A-40	Furnish and Install NCDOT Class A Rip Rap	TN	8	\$ 133.71	\$ 1,947.58	8	\$ 1,725.00
A-41	Furnish and Install NCDOT Class B Rip Rap	TN	36	\$ 124.07	\$ 4,454.46	36	\$ 1,725.00
A-42	Furnish and Install NCDOT Class 1 Rip Rap	TN	68	\$ 122.22	\$ 8,261.17	68	\$ 1,725.00
A-43	Furnish and Install NCDOT Class 2 Rip Rap	TN	63	\$ 119.84	\$ 7,551.78	63	\$ 1,725.00
A-44	Furnish and Install #57 Stone	TN	30	\$ 102.65	\$ 3,079.50	30	\$ 60.00
A-45	Furnish and Install NCDOT Catch Basin	EA	2	\$ 9,341.15	\$ 18,682.30	2	\$ 7,500.00
A-46	Furnish and Install Oversized NCDOT Drop Inlet	EA	1	\$ 29,921.67	\$ 29,921.67	1	\$ 100,000.00
A-47	Furnish and Install NCDOT Drop Inlet	EA	1	\$ 15,604.97	\$ 15,604.97	1	\$ 7,500.00
A-48	Furnish and Install NCDOT Junction Box	EA	1	\$ 10,660.46	\$ 10,660.46	1	\$ 8,500.00
A-49	Furnish and Install Oversized Junction Box	EA	1	\$ 29,936.11	\$ 29,936.11	1	\$ 100,000.00
A-50	Furnish and Install 6-inch Diameter Perforated HDPE Pipe (Headwall Drainage)	LF	200	\$ 17.05	\$ 3,410.00	200	\$ 325.00
A-51	Furnish and Install 18-inch-diameter RCP (Class III)	LF	31	\$ 209.00	\$ 6,479.00	31	\$ 2,650.00
A-52	Furnish and Install 36-inch-diameter RCP (Class III)	LF	626	\$ 269.78	\$ 168,844.72	626	\$ 1,115.00
A-53	Furnish and Install 48-inch-diameter RCP (Class III)	LF	236	\$ 394.48	\$ 93,097.28	236	\$ 2,000.00
A-54	Furnish and Install NCDOT Standard Headwall/Endwall/Wingwall	EA	3	\$ 20,518.85	\$ 61,556.55	3	\$ 17,500.00
A-55	Wingwalls (McGougan Rd and Ivy Rd)	LS	1	\$ 68,708.12	\$ 68,708.12	1	\$ 750,000.00
A-56	Box Culvert (McGougan Rd) 14' x 7'	LF	60	\$ 2,945.90	\$ 1,767,540.00	60	\$ 4,475.00
A-57	Box Culvert (McGougan Rd) 6' x 3'	LF	60	\$ 1,093.32	\$ 65,599.20	60	\$ 1,775.00
A-58	Box Culvert (Ivy Rd) 14' x 6'	LF	52	\$ 2,940.78	\$ 152,920.56	52	\$ 3,475.00
A-59	Flowable Fill	CY	5	\$ 242.34	\$ 1,211.70	5	\$ 500.00
A-60	Furnish and Install Pavement Patch 5.9'S B	SV	5224	\$ 26.32	\$ 137,504.45	5224	\$ 50.00
A-61	Mill and Overlay (2" Depth 5.9'S B)	SV	2636	\$ 37.39	\$ 98,568.35	2636	\$ 30.00
A-62	Furnish and Install Concrete Driveway	SV	80	\$ 152.33	\$ 12,186.70	80	\$ 300.00
A-63	Furnish and Install Gravel Driveway	SV	230	\$ 39.53	\$ 9,100.68	230	\$ 25.00
A-64	Furnish and Install Standard Concrete Roll Top Curb and Gutter	LF	932	\$ 55.40	\$ 51,654.96	932	\$ 100.00
A-65	Permanent Seeding (Riparian)	SV	1995	\$ 1.03	\$ 2,054.85	1995	\$ 2.75
A-66	Relocate Outbuilding	EA	1	\$ 4,488.43	\$ 4,488.43	1	\$ 35,000.00
B-1	Temporary Sanitary Sewer By-Pass Pumping (up to and including 12-inch sewer mains, includes bypass pumping plan by PE where required)	LS	1	\$ 273,600.00	\$ 273,600.00	1	\$ 650,000.00
B-2	Excavate, Remove, Dispose, and Replace of Existing 8-inch, 10-inch, and 12-inch Sanitary Sewer Main	LF	715	\$ 968.40	\$ 692,406.00	715	\$ 1,000.00
B-3	Sanitary Sewer CIPP Liner (8" Diameter)	LF	180	\$ 193.95	\$ 34,911.00	180	\$ 225.00
B-4	Reconnect Sanitary Sewer Lateral	EA	12	\$ 12,240.00	\$ 146,880.00	12	\$ 20,000.00
B-5	Excavate, Remove, Dispose, and Replace 6-inch Water Main with 8-inch Water Main	LF	820	\$ 936.00	\$ 767,520.00	820	\$ 650.00
B-6	Excavate, Remove, Dispose, and Replace 12-inch Water Main	LF	1560	\$ 978.00	\$ 1,525,680.00	1560	\$ 700.00
B-7	Reconnect Water Services	EA	40	\$ 8,760.00	\$ 350,400.00	40	\$ 12,000.00
Total Base Bid Items Amount (Sum of Extended Amounts for each Base Bid Line Item) in Figures: (i.e. 1,727,850.00)					\$ 6,154,031.99		\$ 102
Total Base Bid Items Amount (Sum of Extended Amounts for each Base Bid Line Item) in Writing:							



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4961

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A7

TO: Mayor and Members of City Council

**THRU: Adam J. Lindsay, Assistant City Manager
Jeffrey A. Yates, Assistant City Manager**

FROM: Michael Gibson, Parks, Recreation and Maintenance Director

DATE: October 27, 2025

**RE:
Authorization to Accept Grant Funding from Keep America Beautiful for
Fayetteville Beautiful and Adoption of Budget Ordinance Amendment to
Appropriate Funds**

COUNCIL DISTRICT(S):

All

Relationship To Strategic Plan:

Goal 4 - The City of Fayetteville will be a highly desirable place to live, work and recreate.

Goal 5- The City of Fayetteville will be a financially sound City providing exemplary services.

Executive Summary:

The City has been awarded a \$5,000 Coca-Cola/Keep America Beautiful Greatest American Cleanup Grant. These funds will directly support our Fayetteville Beautiful program-an ongoing initiative dedicated to engaging the community in litter prevention, environmental education, and the beautification of public spaces across the City. Staff is seeking authorization to accept the grant award and adoption of Budget Ordinance Amendment 2026-3 to appropriate the grant funding.

Background:

Fayetteville Beautiful is a community-driven beautification and environmental cleanup initiative focused on improving the quality of life for residents and visitors across the City. Established to combat litter, promote civic pride, and enhance public spaces, the program brings together volunteers, businesses, schools, and local government to restore the natural beauty of our city through coordinated cleanup efforts, education, and environmental stewardship.

Issues/Analysis:

N/A

Budget Impact:

There will be no impact to the general fund balance.

Options:

City Council moves to authorize staff to accept the grant from Keep America Beautiful and adopt Budget Ordinance Amendment 2026-3 to appropriate the \$5,000 in funding.

City Council does not move to authorize acceptance of the grant or adopt the Budget Ordinance Amendment and provide further direction.

Recommended Action:

Staff recommends that City Council move to authorize staff to accept the grant from Keep America Beautiful and adopt Budget Ordinance Amendment 2026-3 to appropriate the \$5,000 in funding.

Attachments:

2025 Keep America Beautiful Coca Cola Grant Agreement
Budget Ordinance Amendment (BOA) 2026-3



2025 Keep America Beautiful Coca Cola Grant Greatest American Cleanup Activation Grant Agreement

Keep America Beautiful (“KAB”), in partnership with its sponsors is pleased to provide resources to **Keep Fayetteville, NC Beautiful (“Grantee”)** to implement a 2025 Coca Cola Greatest American Cleanup Activation grant (“Project”).

This Agreement (“**Agreement**”) is entered into as of 2025-07-19 (“**Effective Date**”) is entered into by and between Keep America Beautiful, Inc. (“KAB”), a Texas not-for-profit corporation having a principal place of business at 1010 Washington Blvd., Stamford, CT 06901 and Grantee. KAB and Grantee shall be collectively referred to as the “**Parties.**” The Description of Grant Activities, attached as **Exhibit A**, shall set forth relevant background information about Grantee, key performance indicators for goals aligned to the purpose of this Agreement, and any additional commitments of the Parties.

By signing this grant agreement, the Parties hereby agree to the following:

1. Grant Details

KAB will provide a cash award of \$ 5,000 (“Cash Grant”)

2. Payment

KAB will award the cash award in two installment payments, seventy percent (70%) of the cash award will be disbursed within thirty (30) days of KAB receiving an executed Agreement and an initial invoice; and the remaining thirty percent (30%) of the cash award will be disbursed upon KAB’s acceptance of a final grant report and receipt of a final invoice. Failure to submit the initial invoice to kabinvoices@bill.com within 60 days of the execution of agreement may result in the forfeiting of the grant in its entirety. Failure to submit the final invoice to kabinvoices@bill.com within 60 days of submitting the final grant report may result in the forfeiting of the remaining 30% of the grant funds.

Grantee shall use the Grant solely for the designated purposes as set forth in **Exhibit A**, and subject to Grantee's performance of all requirements under this Agreement.

3. Implementation Timeline

Grantee agrees to implement the Project between **July 1, 2025 and February 27, 2026**. Failure to complete the Project within the timeframe, except when approved in writing by KAB, will result in the forfeiting of the remaining 30% of the grant.

4. Reporting

Interim:

Grantee must submit an interim report through the KAB reporting platform, the Affiliate Hub that outlines their impact data by **5pm on January 5, 2026**.

Final:

Grantee must submit a final report through the KAB's reporting platform, the Affiliate Hub that outlines their impact data by **March 20, 2026**.

Failure to submit a final report by the deadline, except in cases where KAB has authorized a reporting extension in writing, may also result in the forfeiting of the remaining 30% of the grant and will make Grantee ineligible to receive KAB grant funding in 2027.

5. Acceptance

- a. Grantee accepts the above Grant in exchange for the performance of all required actions under this Agreement, including the commitments set forth in **Exhibit A**.
- b. Grantee shall use the Grant solely for purposes as described in this Agreement, and understands that any alternative use of the Grant must be authorized in advance by KAB in writing.
- c. Grantee acknowledges and agrees that that the receipt of this Grant does not imply a commitment on behalf of KAB to continue resource support beyond the term listed in this Agreement.

6. Use of Grant

Grantee shall use the awarded goods, services, and funds in accordance with the Project description and budget i as further described in **Exhibits A and C**. The Grantee will not use grant funds to influence legislation or for any purpose that is not permissible under section 501(c)(3) of the Internal Revenue Service Code. None of the grant proceeds are to be transferred by the grantee to any other organization without the written approval and consent of KAB.

7. Relationship between Parties

This Agreement does not constitute and shall not be construed as creating a partnership, joint venture, or employee/employer relationship between the two parties. Neither party shall have any right to obligate or bind the other party in any manner whatsoever, and nothing contained herein shall give, or is intended to give, any rights to any third person (except that the indemnification of Grantee by KAB and of KAB by Grantee shall extend to their respective, shareholders, officers, directors, employees, agents, management committee members, affiliates, and partners).

8. Trademark License

- a. KAB is the owner of right, title, and interest in and to the marks, “Keep America Beautiful (KAB),” and the KAB logo (collectively, “KAB Trademarks”). During the term of this Agreement, KAB hereby grants Grantee a limited, royalty-free, nonexclusive license to use and display KAB Trademarks, with KAB’s prior written consent, in a manner that is related solely to the Grant and any promotional activities relating to such Grant. Grantee shall not use KAB Trademarks in any other manner without KAB’s prior written consent. Except for the trademark provided on the Grant materials, such license shall terminate upon termination of this Agreement. Grantee acknowledges that the provisions of this paragraph do not convey to Grantee any right, title, or ownership interest in any KAB Trademarks.
- b. Grantee acknowledges its familiarity with the high quality of products and services offered under the KAB Trademarks and agrees to maintain a comparable standard of quality in connection with its use of the KAB Trademarks. Grantee shall comply with all Brand Standards (attached hereto as **Exhibit B**) in connection with its use of the KAB Trademarks, and shall not take any action or use the KAB Trademarks in any way that could tarnish or harm the goodwill or reputation associated with KAB or the KAB Trademarks.

9. Indemnification, Limitation of Liability and Disclaimer of Warranties

The Grantee agrees to defend, indemnify, and hold harmless KAB and its affiliates, directors, officers, employees, and agents from any claim arising out of or related to the Grant, regardless of cause, and this indemnity will survive the termination of the Agreement. KAB shall not be liable for any indirect, special, incidental, or consequential damages (including lost profits) related to this Agreement, even if KAB has been advised of such damages. Grantee acknowledges and agrees that KAB makes no warranties regarding the availability of Grant resources or the results of its efforts under this Agreement, and shall have no liability for unsatisfactory results or lack of funding. This indemnification provision shall survive the termination or expiration of this Agreement.

a. Limitation of Liability

In no event shall KAB be liable for any indirect, special, incidental, or consequential damages (including lost profits) or expenses arising out of or relating to this Agreement or Grant even if KAB has been advised of the likelihood of such damages.

b. Disclaimer of Warranties

- i. Grantee acknowledges and agrees that KAB makes no warranties or representations as to the availability of resources for the Grant, this Agreement, or any disbursements hereunder, or the results achieved, if any, from KAB's efforts under this Agreement.

- ii. Grantee acknowledges and agrees that KAB shall have no liabilities or obligations to Grantee in the event that no results or unsatisfactory results are achieved from KAB's funding or lack of funding under this Agreement.

10. Insurance

Each party shall maintain, at its sole expense, any applicable insurance and/or bonds required by law.

11. Term and Termination

- a. This Agreement shall remain in effect for a period of 12 months from the effective date ("Term"), and shall expire unless extended in writing by both Parties.
- b. KAB may terminate this Agreement or withhold Grant payments upon written notice to Grantee if: (i) Grantee is under criminal investigation or prosecution; (ii) Grantee experiences a material financial failure threatening the Agreement's execution; (iii) Grantee fails to make substantial progress on the commitments in **Exhibit A**; or (iv) Grantee (a) violates any applicable law or regulation, or (b) breaches this Agreement and fails to cure the breach within 30 days of notice.
- c. In the event the Agreement is terminated under the above circumstances, KAB reserves the right to require Grantee to return all or a portion of the Grant.

12. Record Retention

- a. Grantee shall maintain an accurate record of the Grant received, program metrics, and all expenses incurred under this Grant, and retain such books and records for at least four years after completion of the use of this Grant.
- b. At KAB's request, Grantee shall permit reasonable access to its files, records, and personnel by KAB for the purpose of making financial audits, evaluations or verifications, program evaluations, or other verifications concerning this Grant as KAB deems necessary.

13. Assignment and Transfer

This Agreement shall not be transferred or assigned by either Party without prior written consent of the other party.

14. Notices

Any required notice under this agreement should be sent electronically to the addresses listed below, or to any updated address provided by the relevant Party in a notice given as outlined in this section.

Keep America Beautiful
c/o April Wennerstrom / Senior Director, Operations
awennerstrom@kab.org | 475-298-1694

15. Entire Agreement

The Agreement and its attachments set forth the entire understanding and agreement of the parties, and supersede any and all oral or written communications. No change, modification, or amendment to this Agreement shall be valid unless set forth in writing and signed by both parties. Neither party shall be bound by any oral agreements, representations or special arrangements contrary to or in addition to the terms and conditions contained herein.

16. Counterparts

This Agreement may be executed in one or more counterparts. For purposes of executing this Agreement, a document signed and transmitted by e-mail or telecopier is to be treated as an original document. The signature of any party thereon is to be considered as an original signature and the document transmitted is to be considered to have the same binding effect as an original signature or an original document.

IN WITNESS WHEREOF, and in accordance with the provisions outlined above, the parties have executed this Agreement.

GRANT RECIPIENT PARTNER

By:

Print Name:

Title:

Email:

Date:

KEEP AMERICA BEAUTIFUL

By:

Print Name: Jennifer Lawson

Title: President & CEO, Keep America Beautiful

Date:



Exhibit A

Description of Grant Activities

The following describes the responsibilities of each party under the Grant.

KAB's Responsibilities

1. Provide funding or products to Grantee as outlined in section 1 of this Agreement;
2. Provide Grantee with an electronic platform to report Project results ("Grant Reporting Platform");
3. Provide technical support as requested by the Grantee

Grantee's Responsibilities

1. Adhere to the funding limitations and conditions stated in the Agreement;
2. Implement the Project(s) as funded in the Agreement and outlined in the grant application submitted for review and attached as **Exhibit C**;
3. Keep KAB notified of any significant changes made in the Grant proposal, including but not limited to scheduled events and volunteer opportunities;
4. Notify KAB at least two weeks in advance of dates and times of scheduled events funded through this Grant;
5. Document the Project or event, including before and after photographs, volunteers in action, and share in a close-out report due by the deadlines outlined in this Agreement;
6. Identify Keep America Beautiful and use the Greatest American Cleanup Campaign branding during any events and as part of any social or media promotion (KAB would provide toolkit).



Exhibit B

Keep America Beautiful Brand Standards

Electric files for KAB logos can be found here: [2020 Trademark Logos](#). Please consult with the KAB Program Manager regarding the preferred logo style and color for your particular project while adhering to the following brand standards.

Trademarks

When referring to Keep America Beautiful and its brands the ® (trademark registration) symbol must be used. For example: "AMERICA RECYCLES DAY® will take place on November 15, 2025. The Keep America Beautiful trademarks must be used as a noun. For example, say: "WASTE IN PLACE® is a program that teaches students how to process litter." Do not say: "We want you to keep your waste in place. Include the following legal language in an appropriate place on a website (for example, in a footer, and in the terms and conditions): KEEP AMERICA BEAUTIFUL is registered trademarks of Keep America Beautiful and is used with permission.

Keep America Beautiful®

Great American Cleanup®

Greatest American Cleanup®

America Recycles Day®

Waste in Place®

If you have questions about the Keep America Beautiful trademarks, or how to properly use them, please e-mail Allison Hannel: ahannel@kab.org.

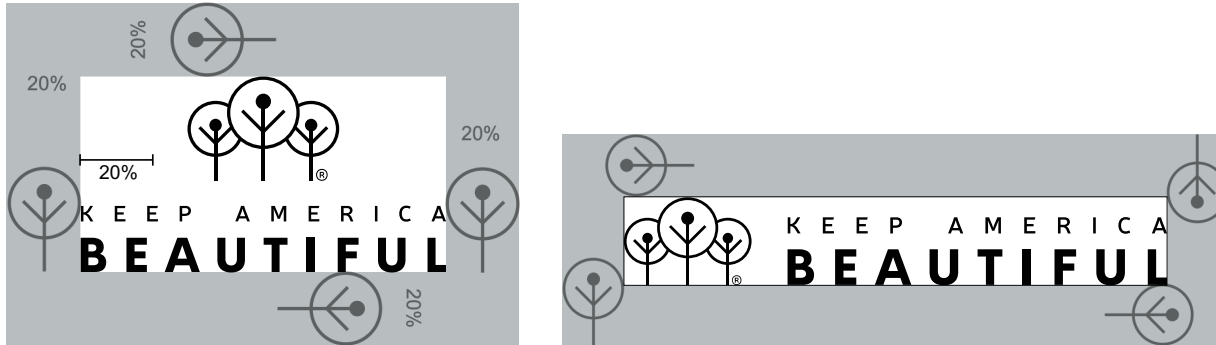
Logo Usage

Both the logomark and the wordmark are registered trademarks of Keep America Beautiful, and should always be represented with the superscript registered trademark symbol. There are two approved versions of the Keep America Beautiful logo. The vertical or stacked version of the Keep America Beautiful logo in Grass is preferred. The horizontal version of the Keep America Beautiful logo can be used when space is limited.



Approved Logogram

To protect the integrity of the logo, a defined amount of space or “padding” should be left around the logo. Use the diameter of the central tree to determine the amount of clearance space needed (or 20% of the width of the logo). Do not scale in print smaller than 1.88 inches and in a screen view less than 100 px.



Below are the approved formats of the Keep America Beautiful logo. The version of the Keep America Beautiful logo with just the tree people logogram should only be used as an accent in a document where the full logo lockup has already been utilized. Each approved logo lockup should never be altered or broken.

Primary

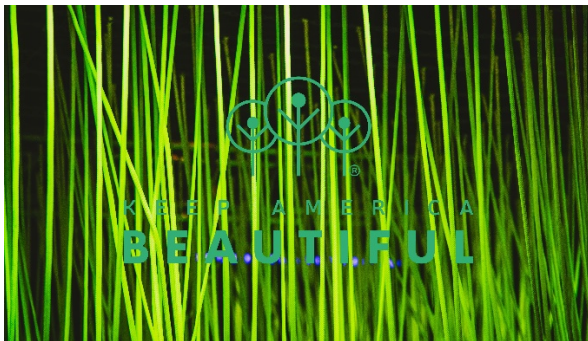


Secondary



Do's and Don'ts

Do not alter the proportions of the logo, using an unapproved brand font, color, or tagline, and/or creating legibility issues in placement.



Brand Color

Grass is the primary brand color for the Keep America Beautiful logo. Grass – associated with growth, organic, nature, caring, and earth –embodies our position as a community improvement organization in the environmental sector.



Grass

CMYK: 74, 6, 73, 0
PMS: 2251C 7482U
RBG: 58 173 115
Hex: #3AAD73

Secondary Brand Colors

The Keep America Beautiful secondary colors further reflect our mission. Flame embodies activism, Sky represents the calm and steady trustworthiness of a legacy nonprofit organization, and Sunbeam reflects the bright and uplifting capacity of community improvement and beautification.



Flame

CMYK: 4, 81, 76, 0
PMS: 7597C 485U
RBG: 230 88 71
Hex: #E65847

Used for the End
Littering goal.



Sky

CMYK: 71, 26, 12, 0
PMS: 7703C 638U
RBG: 67 154 194
Hex: #439AC2

Used for the Improve
Recycling goal.



Sunbeam

CMYK: 0, 45, 92, 0
PMS: 130C 129U
RBG: 249 157 46
Hex: #F99D2E

Used for the Beautify
Communities goal.

Accent Colors

The following are approved Keep America Beautiful accent colors. Seal should be used as the text color for all print and digital materials. Storm may be used for headlines, subheads, and other design elements. Snow may be used as background color or body copy, as an alternative to white.



Seal

CMYK: 81, 66, 63, 75
PMS: Black 6C Neutral Black U
RBG: 17 29 32
Hex: #111D20

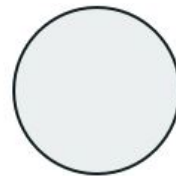
Used for the body
copy.



Storm

CMYK: 62, 45, 45, 12
PMS: 444C 430U
RBG: 104 117 121
Hex: #687579

Used for headlines
and elements.



Snow

CMYK: 6, 3, 3, 0
PMS: 663C 656U
RBG: 236 239 240
Hex: #ECEFF0

Used for backgrounds
and body copy.

If you have any question about these logo guidelines, please contact: .



Exhibit C

Grant Application

Fayetteville Beautiful Cleanup Event Proposal

Submitted by: The City of Fayetteville – Parks, Recreation, & Maintenance

Project Dates: July 1, 2025 – February 27, 2026

Contact: Jessica Howell, Management Analyst, 910-433-1391

Project Description & Community Awareness

The Fayetteville Beautiful Cleanup is a biannual community event that brings together residents, schools, local organizations, and volunteers to remove litter and beautify the city. Originally founded by former City Council Member Bobby Hurst, this initiative has become a trusted, community-driven effort to improve quality of life, increase civic pride, and educate the public about the environmental impact of litter.

This year, with the support of the Greatest American Cleanup grant, we will enhance our October 2025 cleanup event to include broader outreach, environmental education, and pledge promotion. Our goal is to build a cleaner Fayetteville while inspiring long-term change and commitment to sustainability.

Goals

- Beautify the community by removing litter from streets, parks, and neighborhoods.
- Educate residents on the environmental and economic impact of litter.
- Promote the Greatest American Cleanup Pledge to inspire sustained community action.
- Engage new audiences, including youth, local businesses, and underserved neighborhoods.
- Increase visibility of environmental efforts through signage, social media, and community partnerships.

Activities & Timeline

Activity	Timeline
Project Launch & Planning	July – August 2025
Community Outreach & Pledge Promotion	August – September 2025
Volunteer Recruitment & Engagement	September – October 2025
Fayetteville Beautiful Cleanup Event	October 2025
Interim Report Submission	January 5, 2026
Final Evaluation & Community Recognition	November 2025 – February 2026
Final Report Submission	March 20, 2026

Engaging the Community with the Greatest American Cleanup

We will actively promote the Greatest American Cleanup Pledge before and during the event through:

- Group presentations to neighborhood associations, schools, and local civic groups.
- Email and letter campaigns to local leaders and past volunteers.
- Social media campaigns encouraging residents to take the pledge and share their commitment.
- Onsite signage and pledge stations at the cleanup event.
- Public recognition for pledge signers through banners, social media, and press releases.

We will also distribute educational materials about litter prevention and sustainable practices to all volunteers and community members.

Engagement with Elected Officials & Leaders

We plan to formally invite elected officials, including the Mayor, City Council members, and local government leaders, to take the Greatest American Cleanup pledge and participate in our cleanup efforts. We will provide a draft proclamation or declaration they can adopt, and invite them to sign it during the event kickoff or in a public statement.

Additionally, we will engage community influencers, businesses, and schools to join the movement and encourage pledge participation in their networks, helping expand our reach and impact.

High-Level Budget

Expense	Amount
Cleanup supplies (bags, gloves, tools)	\$1,200
Educational & promotional materials	\$1,000
Event signage & banners	\$800
Volunteer refreshments & incentives	\$1,000
Event logistics & setup	\$1,000
Total	\$5,000

Note: Labor and coordination will be provided as an in-kind contribution from our affiliate staff and volunteers.

Conclusion

This grant will allow us to build on the legacy of the Fayetteville Beautiful initiative by enhancing our reach, visibility, and environmental impact. With strong community ties, support from elected leaders, and a growing base of committed volunteers, we are positioned to make Fayetteville cleaner, more connected, and more committed to long-term environmental health.

BE IT ORDAINED BY THE CITY COUNCIL OF FAYETTEVILLE, NORTH CAROLINA:

That the City of Fayetteville Budget Ordinance adopted October 27, 2025 is hereby amended as follows:

Section 1. It is estimated that the following revenues and other financing sources will be available during the fiscal year beginning July 1, 2025, and ending June 30, 2026, to meet the appropriations listed in Section 2.

Item

Schedule A: General Fund

	Listed As	Revision	Revised Amount
Other Revenues	\$ 1,401,840	\$ 5,000	\$ 1,406,840
All Other General Fund Revenues and Financing Sources	206,642,397	-	206,642,397
Total Estimated General Fund Revenues and Other Financing Sources	<u>\$ 208,044,237</u>	<u>\$ 5,000</u>	<u>\$ 208,049,237</u>

Section 2. The following amounts are hereby appropriated for the operations of the City Government and its activities for the fiscal year beginning July 1, 2025, and ending June 30, 2026, according to the following schedules:

Item

Schedule A: General Fund

	Listed As	Revision	Revised Amount
Operations	\$ 146,770,161	\$ 5,000	\$ 146,775,161
All Other General Fund Expenditures and Other Financing Uses	61,274,076	-	61,274,076
Total Estimated General Fund Expenditures and Other Financing Uses	<u>\$ 208,044,237</u>	<u>\$ 5,000</u>	<u>\$ 208,049,237</u>

Adopted this 27th day of October, 2025.



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4984

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A8

TO: Mayor and Members of City Council

THRU: Adam Lindsay, Assistant City Manager

FROM: Michael Gibson, Parks, Recreation and Maintenance Director

DATE: October 27, 2025

RE:

Approve Interlocal Agreement - Joint Use of Facilities with Cumberland County Board of Education

COUNCIL DISTRICT(S):

All

Relationship To Strategic Plan:

Goal 4 - The City of Fayetteville will be a highly desirable place to live, work and recreate.

Executive Summary:

The City of Fayetteville and the Cumberland County Board of Education (CCS) have long recognized the importance of providing community recreation spaces. As such, the two entities have signed interlocal agreements regarding use of space, to provide citizens with the best possible service, with the least possible expenditure of public funds.

The proposed agreement will extend the joint use of facilities through 2028, permitting recreation activities to be held on CCS property.

Background:

The City has had a joint-use agreement in place with the school system since 1966. This agreement allows the parks and recreation department to utilize both indoor and outdoor facilities at school properties for recreation programming. The cooperative relationship between the City and CCS has made it possible for maximum use of space, without the construction of additional facilities.

Issues/Analysis:

Recreation services would be considerably impacted without the use of school facilities.

Budget Impact:

There will be no impact to the general fund balance.

Options:

City Council moves to authorize the signature of the 2025-2028 Interlocal Agreement for Joint Use of Facilities with Cumberland County Schools.

City Council does not move to authorize the signature of the 2025-2028 Interlocal Agreement for Joint Use of Facilities with Cumberland County Schools and provides staff direction.

Recommended Action:

City Council moves to authorize the signature of the 2025-2028 Interlocal Agreement for Joint Use of Facilities with Cumberland County Schools.

Attachments:

Cumberland County Schools Interlocal-Joint Use_2025-2028.pdf

STATE OR NORTH CAROLINA

COUNTY OF CUMBERLAND

INTERLOCAL AGREEMENT

THIS AGREEMENT, made and entered into this 30 day
September, 2025, by and between the CITY OF FAYETTEVILLE,
hereinafter called "CITY" and the CUMBERLAND COUNTY BOARD OF EDUCATION,
hereinafter called "BOARD", both of the State of North Carolina;

WITNESSETH:

WHEREAS, the CITY is committed to providing an adequate program of
community recreation through its Parks and Recreation Department; and

WHEREAS, the BOARD is the governing body of the Cumberland County
Schools (CCS) and possesses recreation fields and other facilities appropriate for
recreation programs, and

WHEREAS, in the interest of providing the best service to the public with the
least possible expenditure of public funds, full cooperation by the CITY and the BOARD
is necessary.

NOW, THEREFORE, in consideration of these premises, the CITY and the
BOARD do now agree pursuant to N.C. Gen. Stat. §160A-461, 464, §115C-524, et seq
to enter into an Interlocal Agreement as follows:

1. PURPOSE:

- (a) The BOARD will make available to the CITY for community recreation
activities all school areas and facilities located within their schools situated in
areas of Cumberland County served by CITY Parks and Recreation Department
so long as that use does not conflict with any agreement previously entered into
between the BOARD and COUNTY OF CUMBERLAND, or any interest by the
COUNTY OF CUMBERLAND.

- (b) The CITY will make available to the BOARD for school events, activities

and/or programs, **CITY** recreation facilities which are suitable for such events, activities and/or programs.

(c) This Interlocal Agreement authorizes the **CITY** to undertake only recreation activities. The **CITY** shall not use school grounds or facilities for any program that competes with a program being offered by the school or Cumberland County at which the **CITY** provides recreation services.

2.

SCHEDULING AND USE:

(a) The **BOARD** and the **CITY** acknowledge that school properties and facilities are intended primarily for school purposes and for the benefit of children of school age. They agree, therefore, that, in planning programs and scheduling activities on school grounds and in school facilities, the recreational needs and opportunities of such children will be well considered and the programs and property adequately protected.

(b) The Director of the Fayetteville-Cumberland Parks and Recreation Department will recommend the areas and facilities requested by the **CITY**, and the Associate Superintendent for Auxiliary Services shall approve or disapprove the **CITY's** requests. A copy of the reservation for outside facilities will be provided to the school principal. The Director of the Fayetteville-Cumberland Parks and Recreation will work out in advance a schedule of dates for the use of the **BOARDS's** facilities requested by the **CITY** and will arrange that schedule so as to avoid conflict between school and recreation use. In scheduling of said facilities, school events and programs shall have first priority, **CITY** events and programs will have second priority, and other events by other groups or agencies shall have third priority.

(c) The Associate Superintendent for Auxiliary Services shall select the facilities requested by the **BOARD**, and those selections shall be subject to approval of the Director of the Fayetteville-Cumberland Parks and Recreation Department for the **CITY**. The Associate Superintendent for Auxiliary Services will work out in advance a schedule of dates for the use of the **CITY's** facilities requested by the **BOARD** and will arrange that schedule so as to avoid conflict

between CITY events and programs. In scheduling of said facilities, CITY events and programs will have first priority, BOARD programs will have second priority, and other events by other groups shall have third priority.

(d) The CITY and BOARD shall be responsible for security guards during recreation activities, if needed, in connection with the use of the premises by it. Each party shall be responsible for selecting sites appropriate for their recreational purposes which are in satisfactory and safe condition for those purposes.

3. TRANSFER, ASSIGNMENT, SUBLEASING:

(a) Neither party shall transfer, assign, or sublease its rights under this Agreement, nor grant any interest, privilege, or license whatsoever in connection with this Agreement.

(b) The CITY assures that CITY's use of approved spaces, interior or exterior, at designated schools is sponsored by the CITY.

(c) The BOARD assures that all use of approved spaces at designated CITY sites is sponsored by the BOARD.

4. PERSONNEL:

(a) The CITY agrees to provide adequate personnel to supervise the recreation activities that take place after school hours and during holiday and vacation periods at the selected areas and facilities. The CITY further agrees to pay the wages, at the applicable rate for the time used, of the supervisor and/or custodian designated or agreed upon by the principal when applicable. If school personnel are employed by the CITY, the CITY must pay the employee consistent with the Fair Labor Standards Act.

(b) The parties agree that the personnel employed by the CITY in its Parks and Recreation Department shall be under the supervision of the CITY and further, that the school principals shall be consulted in the planning and administering of a recreation program to be conducted by the CITY on or in the facilities which are normally under the jurisdiction of these principals as agents of

the **BOARD**. **CITY** remains solely responsible for the programs conducted under their auspices.

(c) This agreement shall be subject to the policies and rules of the **BOARD** as to the use of the gymnasiums, other school buildings, and school fields. The **CITY** acknowledges that N.C.G.S. 14-208.18 prohibits anyone required to register as a sex offender from knowingly being present upon the premises of any school. The **CITY** shall conduct annual checks of the State Sex Offender and Public Protection Registration Program, the State Sexually Violent Predator Registration Program, and the National Sex Offender Registry for all employees or contracted personnel whose work requires or may result in direct interaction with CCS students, including but not limited to any employee or contracted worker whose job duties include: (1) delivering services directly to CCS students; or (2) performing tasks on or delivering products to CCS school property. No employee or contracted personnel of the **CITY** registered with the State Sex Offender and Public Protection Registration Program, the State Sexually Violent Predator Registration Program, or the National Sex Offender Registry may have direct interaction with CCS students.

(d) No joint agency is established by this Agreement and the **BOARD** and the **CITY** remain solely responsible for their respective programs under this Agreement.

5.

FINANCING:

(a) It is further agreed that **CITY** will furnish and supply expended materials necessary for carrying on a community recreation program for all ages, in or on the facilities under its supervision. The **BOARD** will furnish and supply expendable materials necessary for carrying on school recreation activities for all ages, in or on the facilities under its supervision.

(b) The parties agree that in exchange for the **CITY's** use of the **BOARD's** facilities and areas, the **CITY** will reimburse the **BOARD** for its payment of any and all fees and permits as may be required by City Building Inspections, Fire Inspections, Police Department and Traffic Services. These reimbursements

shall apply only to fees and permits performed by the **CITY** on **BOARD** property located within corporate limits of the **CITY** and shall apply to services or inspections of **BOARD** property located outside the corporate limits, if such service or inspection was performed by the **CITY**.

(c) By the end of the **BOARD's** fiscal year, the **BOARD** shall submit a list of fees meeting this requirement to **CITY** for reimbursement. **CITY** shall make reimbursement within thirty (30) days of receipt of request or request additional information.

(d) The fee reimbursement shall only apply to **BOARD** property located within the corporate limits of Fayetteville or **BOARD** property in County, if fees were charged by the **CITY**, and shall apply to **BOARD** projects performed by the **BOARD's** personnel or contractors.

6. IMPROVEMENTS AND MAINTENANCE:

(a) It is further agreed that the **CITY** may install sprinkler systems, turf, lighting, play equipment, fencing and additional equipment for recreation, not in conflict with school use, on areas selected by the Director of Parks and Recreation or his designee subject to the written approval by the Associate Superintendent for Auxiliary Services. Any installations of equipment or construction for community recreation purposes on the premises belonging to the **BOARD** shall then be at the **CITY's** cost, or proportionally shared by the **CITY** and the **BOARD**, as the parties agree, and subject to the availability of sufficient budget allocations for that purpose.

(b) It is further agreed that plans and/or specifications for the placement of any equipment and/or permanent improvements upon the premises belonging to the **BOARD**, including the type, design, and construction of such improvements, shall be approved by Associate Superintendent for Auxiliary Services prior to any installation.

(c) It is further agreed that the cost of maintaining these improved areas shall be borne proportionally by the **CITY** and the **BOARD** as determined by the relative use of said areas, and further that the **CITY** and the **BOARD** agree to

maintain such areas in good condition during the period of their respective responsibility.

7.

OWNERSHIP OF PROPERTY:

(a) It is further agreed that any permanent improvement or equipment installed or erected on **BOARD** premises by the **CITY** shall remain the property of the **CITY** and may be removed if use of area is terminated, provided such improvement can be removed without injury or damage to the property of the **BOARD**. In the event that any or all of the property belonging to the **BOARD** with **CITY's** improvements shall be required for exclusive use by the **BOARD**, or where it would not be practical to remove such improvements, the **CITY** shall be reimbursed for the actual cost of installation of any permanent improvements, less depreciation thereon to be agreed upon by the **CITY** and the **BOARD**. A depreciation schedule shall be required and agreed upon for each improvement prior to installation of the improvement.

(b) The real property of the **BOARD** and of the **CITY** utilized for the purposes of this Agreement shall be and remain the property of the respective owners during the term of this Agreement.

8.

MAINTENANCE:

The **CITY** assumes full responsibility for any and all damage, injury, or breakage to any buildings, windows, fences, fields or other property owned by the **BOARD** and located on the aforesaid premises as a result of the **CITY's** use. The **CITY** shall also be responsible for keeping said premises belonging to the **BOARD** free and clear of trash or litter brought or left on premises during **CITY's** use.

The **BOARD** assumes full responsibility for any and all damage, injury, or breakage to any buildings, windows, fences, fields or other property owned by the **CITY** and located on the aforesaid premises as a result of the **BOARD's** use. The **BOARD** shall be responsible for keeping said premises belonging to the **CITY** free and clear of trash or litter during **BOARD's** use.

9.

INDEMNIFICATION:

The CITY assumes all risk of injury, loss, damage or death to any person or property arising out of or incurred in connection with its use of the premises belonging to the **BOARD** for city-sponsored events and programs and hereby agrees to indemnify, to the extent allowed by law, the **BOARD** absolutely and in full against any loss, claim, demand, liability, damage, judgment, or expense sustained by the **BOARD** as a result thereof; and in this connection, the **CITY** agrees, at its expense, to:

(a) Maintain in full force during the leased term, a policy or policies of comprehensive liability insurance written by one or more responsible insurance company licensed to do business in this state, which insures the **CITY** and the **BOARD** against liability for injuries to persons or property and death of any person occurring in or about the premises belonging to the **BOARD**, up to \$1,000,000 (one million dollars) per occurrence and \$3,000,000 (three million dollars) aggregate; or

(b) Maintain a program of self-insurance or self-insured retention for public liability for injury or death (including sex abuse) in lieu of purchasing coverage up to \$2,000,000 (two million dollars) per occurrence and \$4,000,000 (four million dollars) aggregate which will be used to indemnify the **BOARD**.

The parties acknowledge and agree that no liability shall attach to the Board by reason of this Agreement or the use of the Board's property as permitted herein pursuant to the statutory immunity provided under N.C.G.S. 115C-524.

It is understood that the rights, privileges, obligations, and liabilities conveyed to the **BOARD** and the **CITY** by this Agreement are nontransferable and cannot be conveyed in part or totally to a third party. The **CITY** is prohibited from subleasing under this agreement and is responsible for all obligations and liabilities assumed pursuant to this contract for any group using the **BOARD's** facilities or grounds under this agreement.

It is not the intent of either party by entering this Agreement to waive any immunity or defense available at common law or by statute, but this agreement does serve to indemnify either party to this contract.

10. **DURATION:**

This Agreement shall begin on **July 1, 2025**, and shall end on **June 30, 2028**, unless sooner terminated consistent with the provisions of this Agreement. This Agreement shall automatically renew for successive one year terms unless notice of the intention not to renew the agreement is given at least six (6) months in advance of the expiration of the term.

11. **AMENDMENT:**

This Agreement may be amended at any time by written consent of both parties.

12. **DEFAULT**

In the event of the violation of any provisions of this agreement by either party, either party reserves the right to terminate the agreement upon thirty (30) days written notice to the other party.

13. **TERMINATION:**

It is further understood and agreed that either party to this Agreement may terminate this Agreement upon giving in writing to the other party six (6) months' notice of its intention to terminate same. Any notice required under this agreement, unless otherwise indicated, shall be sent to:

ATTN: Superintendent
Cumberland County Schools
P. O. Box 2357
Fayetteville, NC 28302

And

ATTN: City Manager
City of Fayetteville
433 Hay Street
Fayetteville, NC 28301

by U.S. Mail or by facsimile addressed to the parties above.

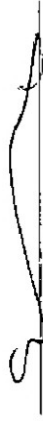
14. MISCELLANEOUS:

It is further agreed that this Agreement supersedes and nullifies any previous agreements between the **BOARD** and the **CITY** for use of facilities by the Parks and Recreation Department under the control of the **CITY**.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on their behalf.

ATTEST:

CUMBERLAND COUNTY BOARD
OF EDUCATION


Dr. Eric Bracy, Superintendent,
Cumberland County Schools and
Secretary to the Cumberland
County Board of Education


Ms. Deanna Jones, Chairwoman
Cumberland County Board of Education

ATTEST:

CITY OF FAYETTEVILLE

Ms. Jennifer Ayre,
City Clerk

Hon. Mitch Colvin
Mayor



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4981

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Consent

Agenda Number: 7.0A9

TO: Mayor and Members of City Council

**THRU: Timothy L. Bryant, CEO/General Manager
Fayetteville Public Works Commission**

FROM: Fayetteville Public Works Commission

DATE: October 27, 2025

**RE:
PWC - Approve Bid Recommendation - Powdered Activated Carbon Slurry**

COUNCIL DISTRICT(S):

All

Relationship To Strategic Plan:

High Quality Built Environment

Executive Summary:

Bid was received for the purchase of Powdered Activated Carbon Slurry. The lowest responsive and responsible bidder, and in the best interest of PWC, is Brenntag Mid-South, Inc, Durham, NC, for the total amount of \$108,900.00

Background:

The Fayetteville Public Works Commission, during their meeting on October 8, 2025, approved the purchase award for the Powdered Activated Carbon Slurry to Brenntag Mid-South, Inc, Durham, NC, the lowest responsive and responsible bidder, and in the best interest of PWC, for the total amount of \$108,900.00, and forward to City Council for approval.

Bid Date: September 18, 2025

Conforming Bidders

Total Price

Brenntag Mid-South, Inc., Durham, NC	\$108,900.00
Calgon Carbon Corporation, Moon Township, PA	\$396,000.00
Carbon Activated Corporation, Compton, CA	\$414,000.00

Issues/Analysis:

The bid notice was advertised through our usual channels on September 2, 2025, with a bid opening date of September 18, 2025. Bids were solicited from two (2) vendors, and three (3) bids were received. **MWDBE / SLS Participation:** Brenntag Mid-South, Inc, Durham, NC is not a small local or MWDBE business. Brenntag Mid-South, Inc. will be

self-performing the entirety of this project.

Budget Impact:

The Powdered Activated Carbon Slurry is budgeted in account string:
002.0160.0157...801215

Options:

N/A

Recommended Action:

The Fayetteville Public Works Commission recommends the City Council approve the purchase award for the Powdered Activated Carbon Slurry to Brenntag Mid-South, Inc, Durham, NC, the lowest responsive and responsible bidder, and in the best interest of PWC, for the total amount of \$108,900.00, and authorize the CEO/General Manager of the Fayetteville Public Works Commission to execute for that purpose the contract for its purchase.

Attachments:

Recommendation - Powdered Activated Carbon Slurry

**PUBLIC WORKS COMMISSION
ACTION REQUEST FORM**

TO: Timothy Bryant, CEO/General Manager

DATE: 9/24/2025

FROM: Rhonda Graham, Chief Financial Officer

.....

ACTION REQUESTED: Approve the purchase award of Powdered Activated Carbon Slurry (PWC2526024)

BID/PROJECT NAME: Powdered Activated Carbon Slurry

BID DATE: September 18, 2025

DEPARTMENT: Water Treatment

BUDGET INFORMATION: 002.0630.0157..801215

.....

BIDDERS	TOTAL PRICE
Brenntag Mid-South, Inc., Durham, NC	\$108,900.00
Calgon Carbon Corporation, Moon Township, PA	\$396,000.00
Carbon Activated Corporation, Compton, CA	\$414,000.00

.....

AWARD RECOMMENDED TO: Brenntag Mid-South, Inc., Durham, NC

BASIS OF AWARDS: Lowest responsive, responsible bidder, and in the best interests of PWC.

COMMENTS: The bid notice was advertised through our usual channels on September 2, 2025, with a bid opening date of September 18, 2025. Bids were solicited from two (2) vendors, and three (3) bids were received.

.....

ACTION BY COMMISSION
APPROVED _____ **REJECTED** _____
DATE _____

ACTION BY COUNCIL
APPROVED _____ **REJECTED** _____
DATE _____

BID HISTORY
POWDERED ACTIVATED
CARBON SLURRY
BID DATE: September 18, 2025

Advertisement

- | | | |
|----|-------------|-------------------------|
| 1. | PWC Website | 09/2/25 through 9/18/25 |
| 2. | Addendum #1 | 09/11/25 |
| 3. | Addendum #2 | 09/12/25 |

List of Prospective Bidders Notified of Bid

1. Brenntag Mid-South, Inc., Durham, NC
2. Calgon Carbon Corporation, Moon Township, PA
3. Carbon Activated Corporation, Compton, CA

**PWC Procurement Mailing List- Registered vendors via the PWC website and event registrants.
(approximately 2000+ contacts)**

Small Business Administration Programs:

Small Business Administration Regional Office (SBA)
NC Procurement & Technical Assistance Center (NCPTAC)
Veterans Business Outreach Center (VBOC)
Small Business Technology Center (SBTDC)
Women's Business Center of Fayetteville (WBC)

Local Business and Community Programs

FSU Construction Resource Office (FSUCRO)
FSU Economic Development Administration Program (FSUEDA)
FSU Career Pathways Initiative
NAACP, Fayetteville Branch
FTCC Small Business Center (SBC)
Greater Fayetteville Chamber, RFP posting submitted
Hope Mills Chamber
Spring Lake Chamber
Hoke Chamber
Fayetteville Business & Professional League (FBPL)

State Business and Community Programs

NC Institute of Minority Economic Development (The Institute) Durham, NC
NAACP, State Branch Raleigh, NC
National Utility Contracting Association- NC Chapter (NUCA)
Durham Chapter of the National Association of Women in Construction (NAWIC)
South Atlantic Region of National Association of Women in Construction (NAWIC)
The Hispanic Contractors Association of the Carolinas (HCAC)
United Minority Contractors of North Carolina
International Women in Transportation- Triangle Chapter

Media

Fayetteville Observer

WIDU, AM1600

IBronco Radio at FSU

Fayetteville Press News

Up & Coming Weekly

Bladen Journal

Greater Fayetteville Business Journal

MWDBE / SLS Participation

Brenntag Mid-South, Inc, Durham, NC is not a small local or MWDBE business. Brenntag Mid-South, Inc will be self-performing the entirety of this project.



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4973

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Staff Reports

Agenda Number: 8.01

TO: Mayor and Members of City Council

THRU: Douglas J. Hewett, ICMA-CM, City Manager

FROM: Kevin Dove, Fire Chief

DATE: October 27, 2025

RE:

Receive the Fayetteville Fire Department 2025 3rd Quarter Review

COUNCIL DISTRICT(S):

All

Relationship To Strategic Plan:

Safe and Secure Community

Executive Summary:

Fire Chief will present Fayetteville Fire Department's 2025 3rd quarter review. This review will include response data, staffing updates, and program highlights.

Background:

These reports are presented throughout the year to keep the Council and citizens aware of the performance and general condition of their fire department.

Issues/Analysis:

None

Budget Impact:

None

Options:

Accept review as presented

Do not accept review as presented

Recommended Action:

Receive the report as presented

Attachments:

Power Point Presentation



FIRE DEPARTMENT

2025 Third Quarter Review



- 245 applicants for the 2026 hiring process (40 females, 63% underrepresented population applicants)
 - 25 Recruits graduated the fire academy
- USAR members trained on new "house under water" prop at the Fayetteville Area Regional Training Center





OPERATIONS



3rd Quarter Call Volume



September

2450

August

2620

July

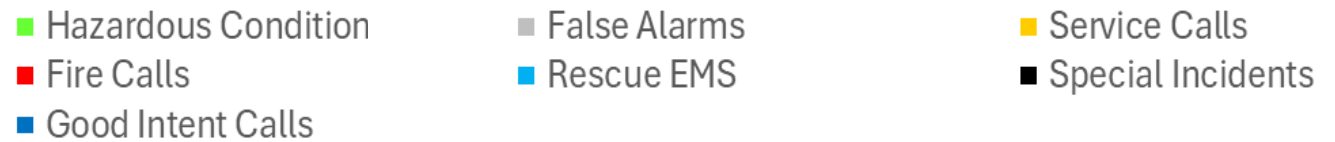
2523

Total: 7,593

INCIDENTS



Incidents by Category



RESPONSE TIMES



3rd
Quarter
Response
Times

90th Percentile	Alarm Handling Time	Turn Out Time	Travel Time	Total Response Time
2023	1:34	1:27	5:14	7:03
2024	1:25	1:23	5:30	7:25
2025	1:41	1:23	5:29	7:33



FIRE STATISTICS



3rd Quarter	2023	2024	2025
Total Fire Responses	344	274	206
Total Structure Fires	50	47	50
Fires Starting in the Kitchen	14	28	19
Civilian Fire Fatalities	1	0	0
Civilian Fire Injuries	10	10	8
Firefighter Injuries	5	2	3
% Confined to Room of Origin	61.53%	67.79%	68%
Dollar Save Ratio	95.3%	95.7%	97.3%
Dollar Amount Saved	\$46.8M	\$26.5M	\$58.4M
Total Fire Loss Value	\$2.1M	\$747,159	\$1.5M
Vehicle Fires	29	41	23
Incendiary Structure Fires	6	5	4
Lithium-Ion Battery Response	2	3	1

- **1104 TALLSTONE DR – MULTI
FAMILY APARTMENT \$180,000.00**
- **2518 ELMHURST DR – SINGLE
FAMILY RESIDENCE \$100,000.00**
- **4404 MURCHISON RD –
COMMERCIAL STRUCTURE
\$60,782.00**



3rd Quarter	2023	2024	2025
Total EMS Response	4945	4801	4854
Motor Vehicle Accident Responses	558	478	491
Overdose Responses/ Narcan by FFD	131/72	101/54	73/35
Cardiac Arrest Responses	111	64	75

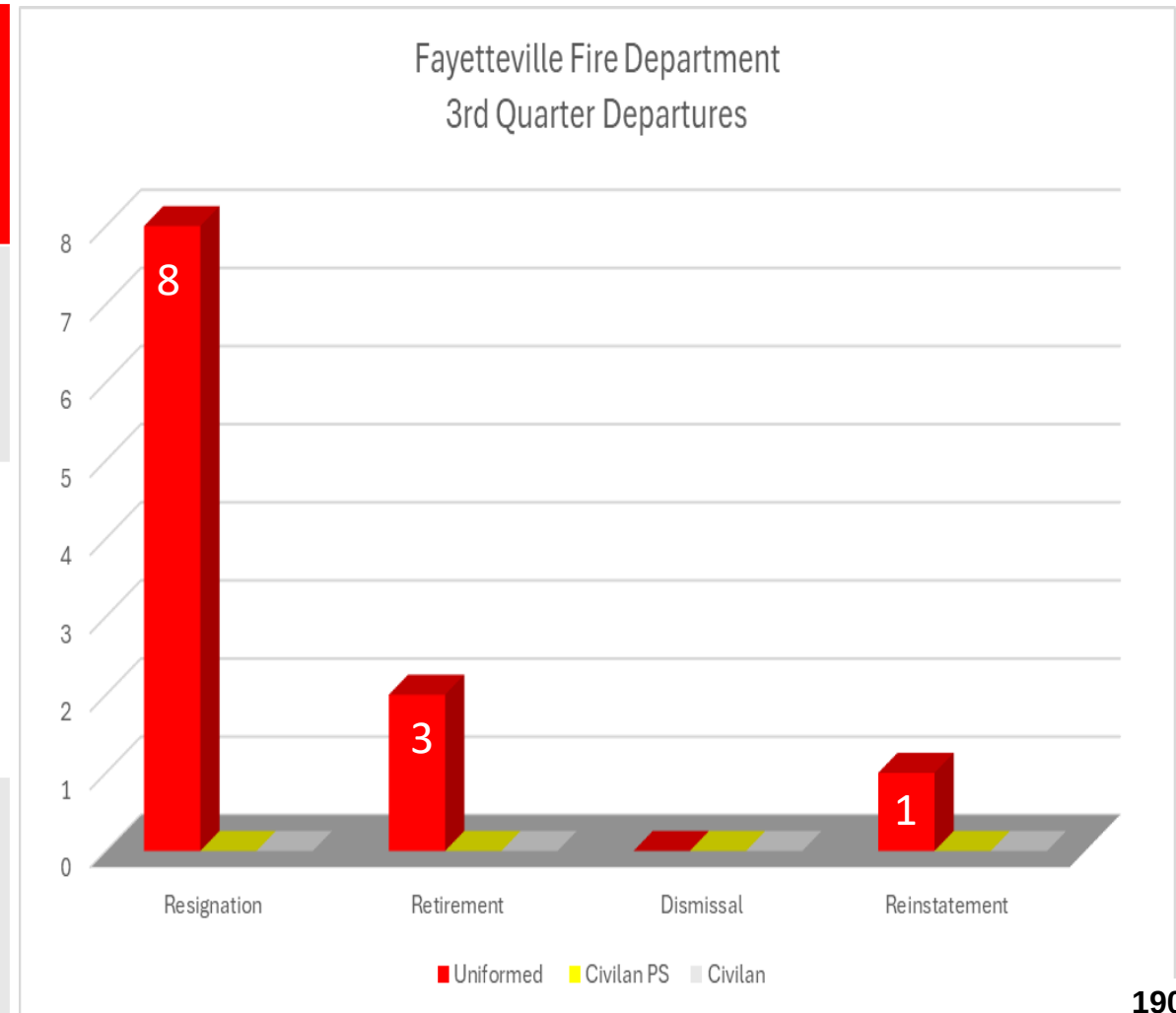
3rd Quarter	2023	2024	2025
Total Haz-Mat Responses	75	55	65
Natural Gas Responses	36	20	38
Carbon Monoxide Responses	7	5	5
Hydrocarbon Spill Responses	11	14	12



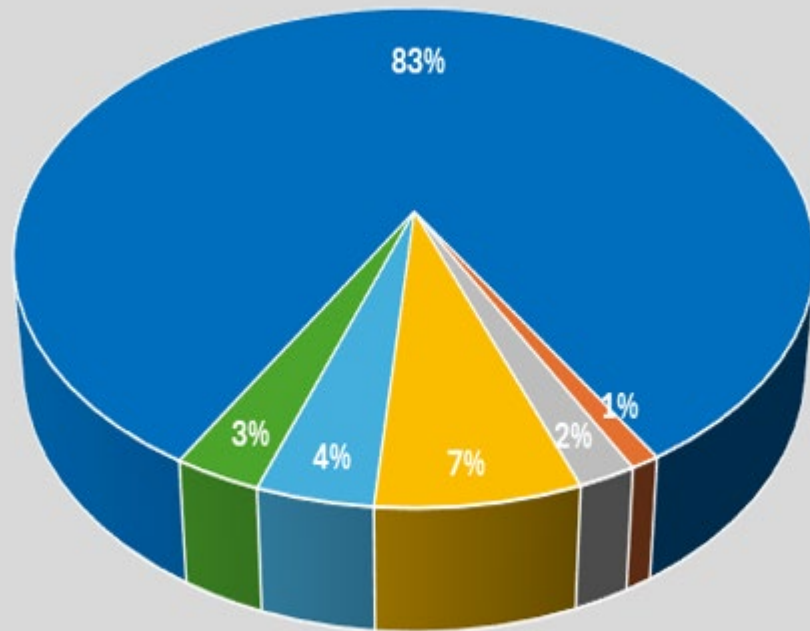
Human Resources



Description	Authorized Headcount	Actual Headcount	Vacant
Uniformed FTE	339	333	6
Civilian Non-Public Safety FTE	15	14	1
Civilian Public Safety FTE	4	4	0

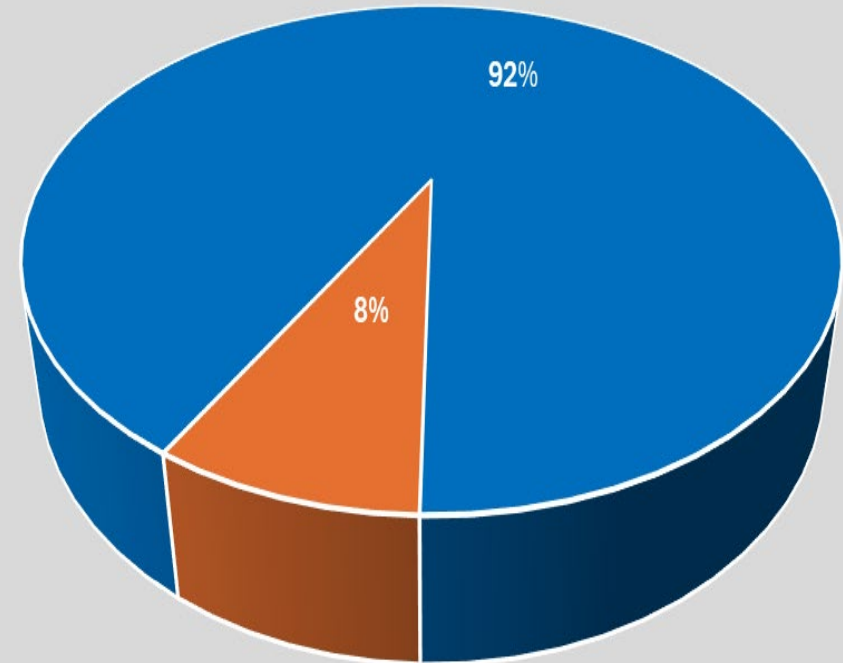


FFD Demographics



■ White ■ Asian ■ American Indian ■ Black ■ Hispanic ■ Other

FFD Demographics



■ Male ■ Female

3rd Quarter Hiring – 2025

11	Firefighter Job Offers Made
1	Personnel Tech

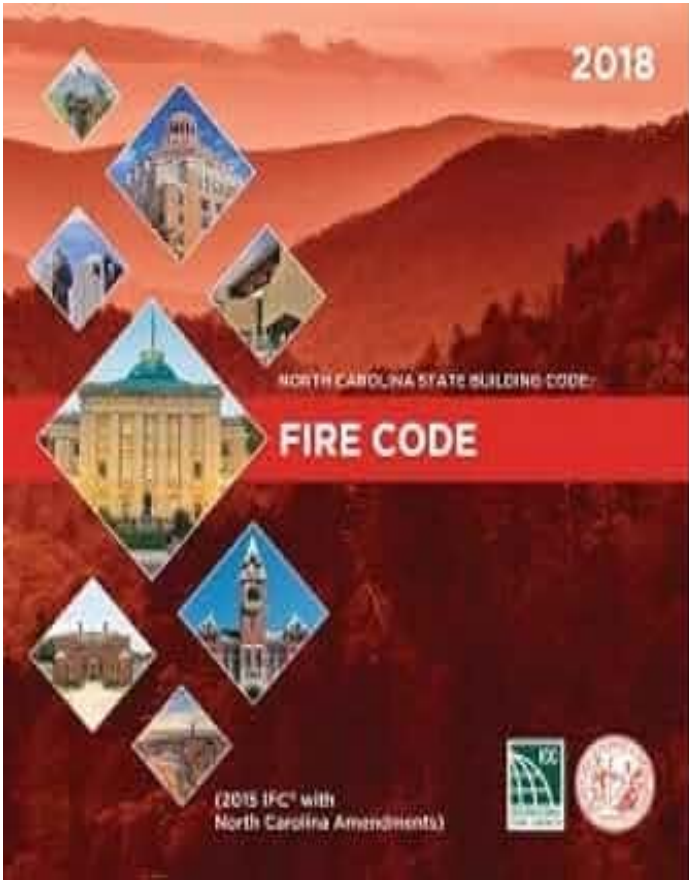
3rd Quarter Career Development – 2025

1	Captain Promotion
3	Lieutenant Promotions



3rd Quarter Training Summary – 2025

33,986	Total Training Hours For Department
10	Instructor 1
19	NC EMT-Basic Re-Certified
3	Career Development Advancements
9	NC Driver Operator Aerials/ Pumps Certification
12	TR Vehicle Certifications
8	TR Rope Rescue Certifications
2	Surface/Swift Water Certifications
2	Fire Life Safety Educator 3



Fire Marshal's Office



3rd Quarter	2023	2024	2025
New Plans Reviews	330	347	881
Fire Inspections/Maintenance	1980	2737	2541
Fire Code Violations Discovered	2770	4066	6301

3rd Quarter
Top Five Fire
Code
Violations

Category	#
ELECTRICAL EQUIPMENT, WIRING AND HAZARDS	1458
PORTABLE FIRE EXTINGUISHERS	786
GENERAL (Address Markers Missing, Outdated Fire Equipment...)	770
EMERGENCY AND STANDBY POWER SYSTEMS	512
FIRE PROTECTION & UTILITY EQUIPMENT IDENTIFICATION AND ACCESS	302





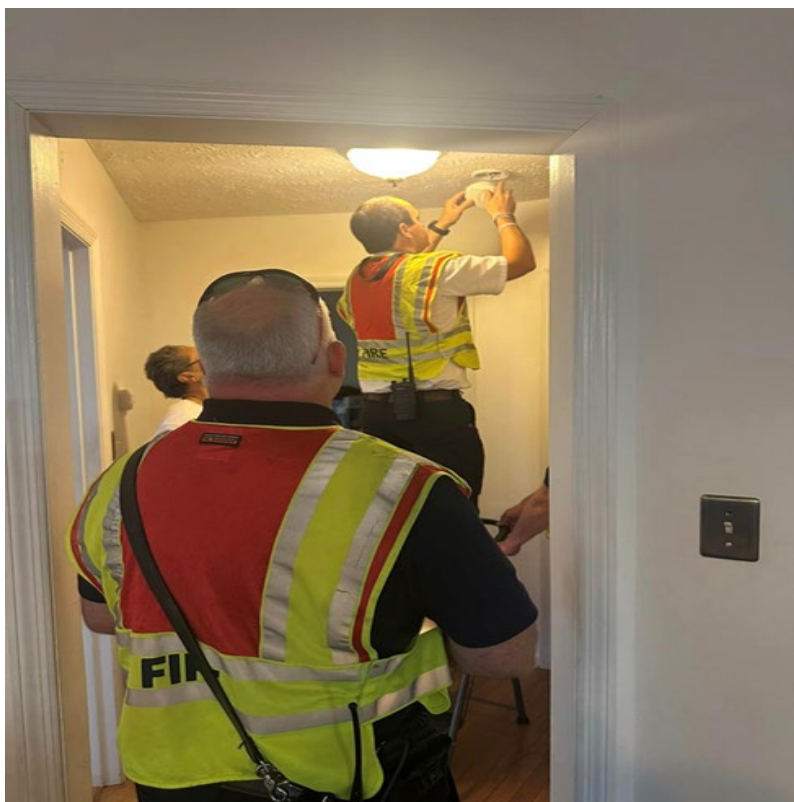


- **6655** Residents Engaged
- **164** Community Events
- **343** Smoke Alarms Installed
- **84** Carbon Monoxide Alarms Installed
- **3** Stove Top Suppression Units Installed
 - **59** Child Safety Seats Installed
- **358** People Taught Hands-Only CPR
 - **8** Station Tours
- **3** Youth Fire Setter Interventions





Please call **910-433-1116**
or use the QR code for a
smoke alarm for your home.
Our firefighters will come by
and install them for free!



Questions



FayettevilleNC.gov



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4967

Agenda Date: 10/27/2025

Version: 2

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Staff Reports

Agenda Number: 8.02

TO: Mayor and Members of City Council

THRU: Douglas J. Hewett, ICMA-CM, City Manager

FROM: Roberto E. Bryan Jr., Chief of Police

DATE: October 27, 2025

RE:

Receive the Fayetteville Police Department 3rd Quarter Review

COUNCIL DISTRICT(S):

ALL

Relationship To Strategic Plan:

Safe and Secure Community

Executive Summary:

Police Chief Roberto E. Bryan Jr. will present to City Council the Fayetteville Police Department's 2025 3rd Quarter Review. The 3rd Quarter review will include crime and safety updates as well as statistical crime data for the months of July, August and September 2025.

Background:

Several times a year, the Fayetteville Police Department provides an overview of crime trends and issues both locally and nationally. The overview gives City Council an opportunity to discuss issues and strategies to maintain and improve the public safety of our community. Chief Bryan will present the Fayetteville Police Department's 2025, 3rd quarter review that will include crime and safety updates as well as statistical crime data for the months of July, August and September 2025.

Issues/Analysis:

None

Budget Impact:

None

Options:

None

Recommended Action:

Receive the report as presented

Attachments:

The power-point presentation will be provided prior to the City Council Meeting

Fayetteville Police Department

*January – September 2025
3rd Quarter Review*





- Crime Statistics
- Crime Trend Analysis
- Crime Fighting Strategies
- Community Engagement



Person Crimes

2,441

2024
2,733 % Change
-10.68%

Property Crimes

6,777

2024
7,729 % Change
-12.31%

Felony Arrest

1,684

2024
1,647 % Change
+2.24%

Misd Arrest

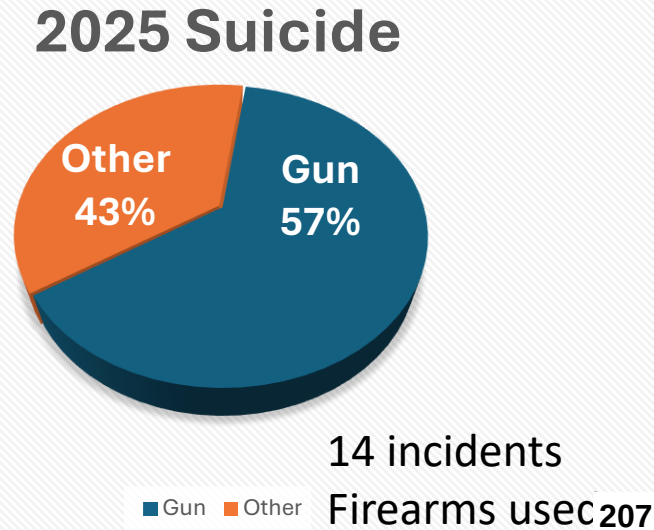
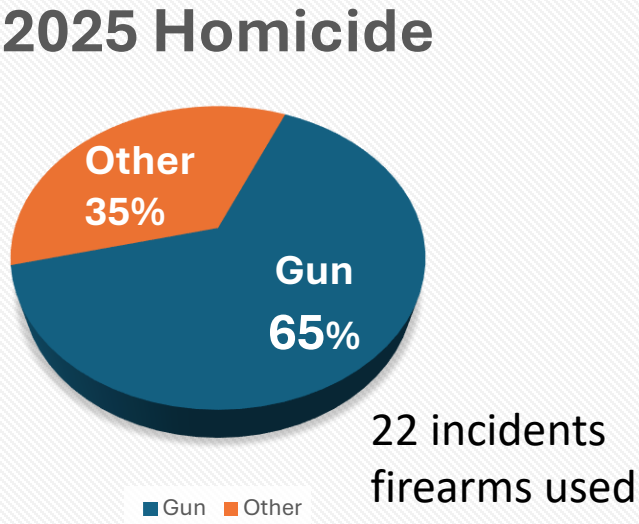
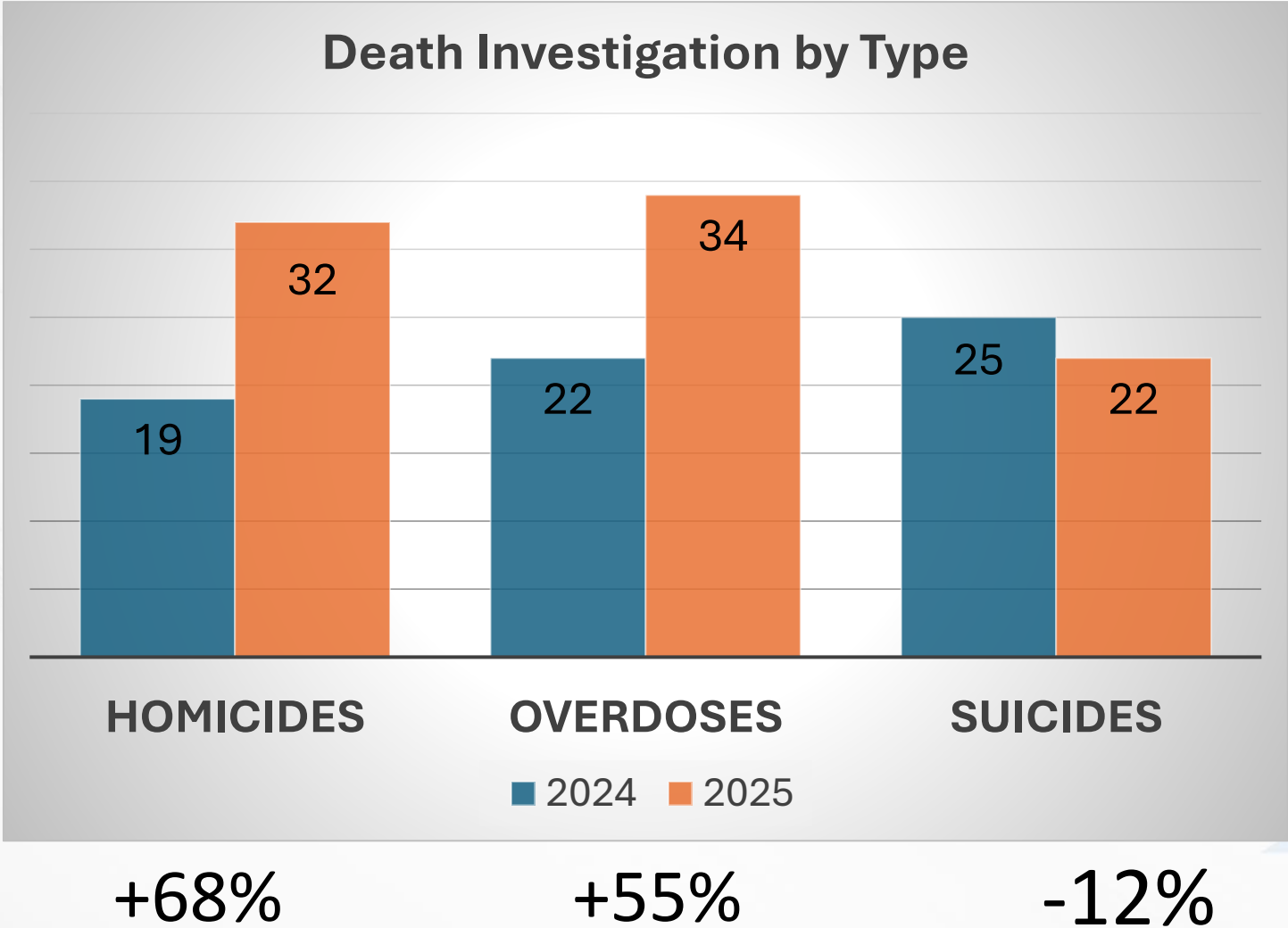
3,447

2024
3,537 % Change
-2.54%

Total Crime is down by (-10.39%) *1,205 less incidents

Total Arrests are down by (-1.02%) *53 less arrest

Part 1 Crimes	2024	2025	Percent Change
Homicide	19 incidents 19 victims	32 incidents 34 victims	+68.42%
Rape	48	41	-14.58%
Aggravated Assault	574	504	-12.19%
All Other Persons	2,089	1,864	-10.77%
Total Persons	2,733	2,441	-10.68%



Domestic Aggravated Assaults 2025

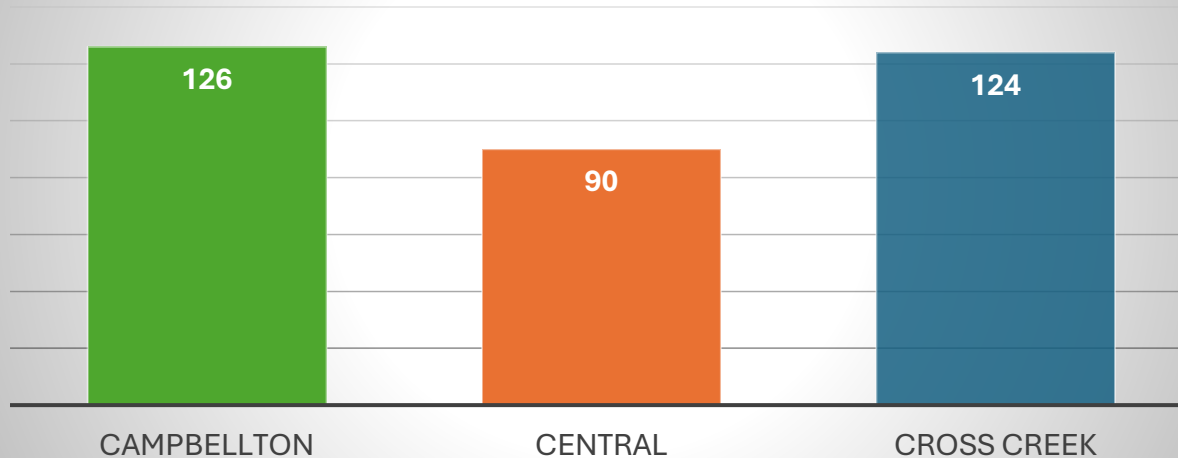


Domestic Violence Agg Assaults	2024	2025	% Change
Misdemeanor	76	58	-23.68%
Felony	73	74	+1.36%
Simple Assault	1,482	1,361	-8.16%
Total	1,631	1,493	-8.46%

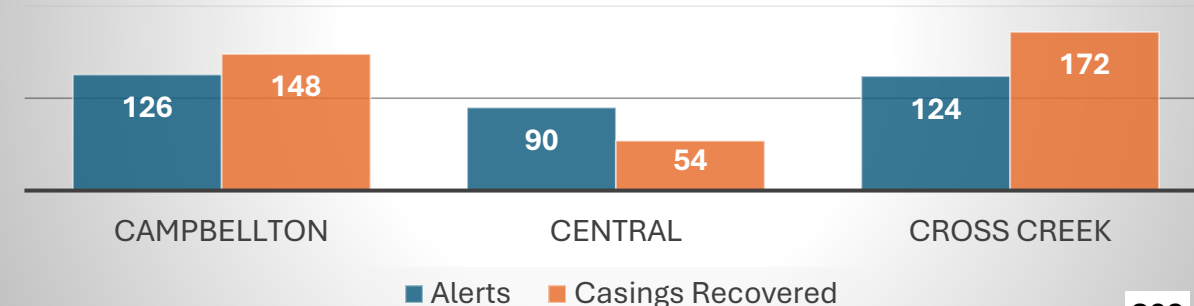
Recoveries, Arrests, Leads

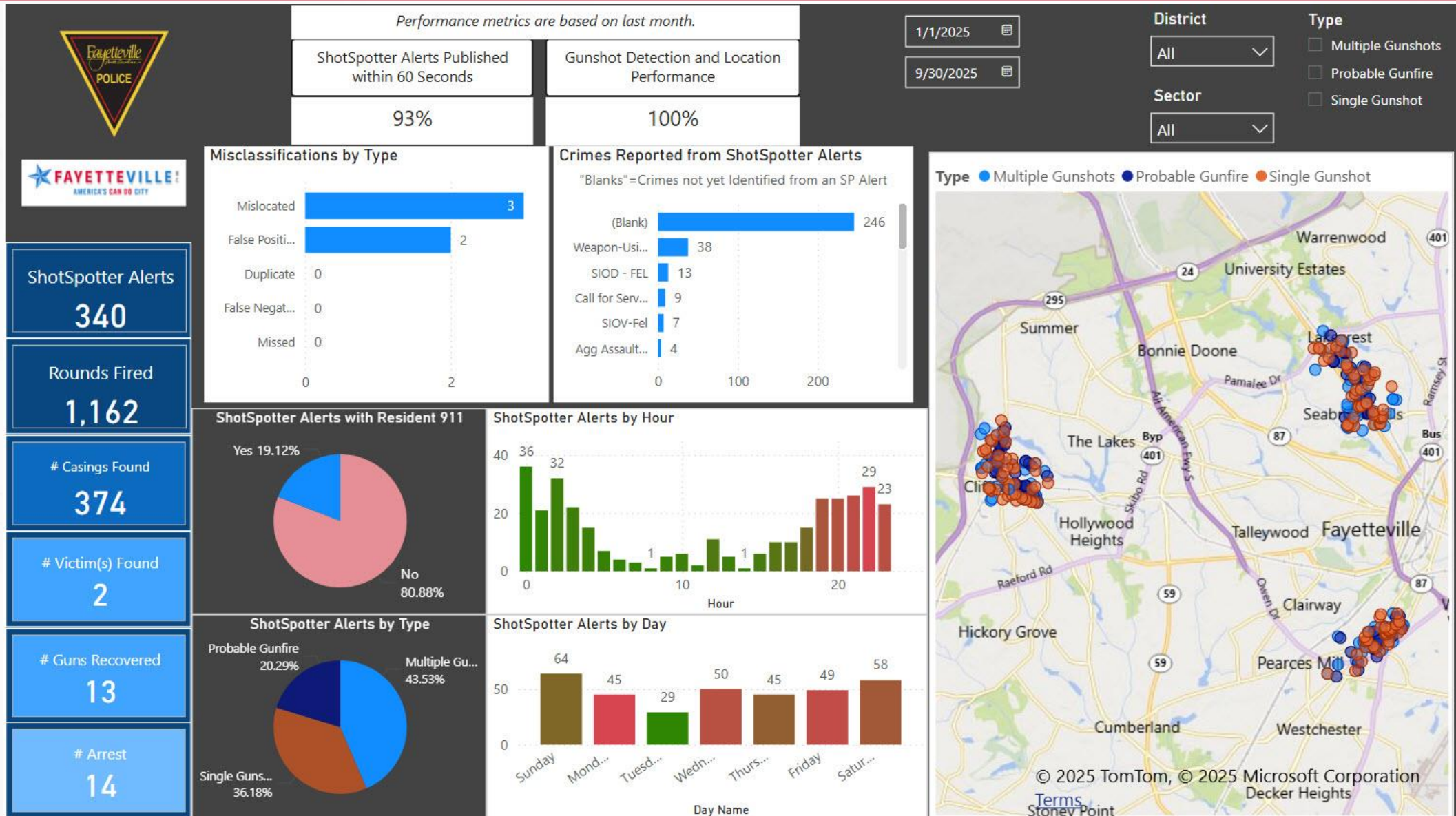
District		CAMP	CENT	CCRK
Total Alerts		126	90	124
Guns Recovered		2	1	14
Arrests Resulted		3	2	9

Total SS Alerts By District-340



Shell Casing Recovery to Alert Comparison By District





Impact of Federal & State Task Force Officers



TFO Activity 2025

30 individuals federally sentenced

31 individuals federally indicted and pending adjudication

\$198,033.00 seized associated with criminal activity

78 firearms seized and taken off the street.

Continue to work with US Attorney's Office with Violent Crime Action Plan (VCAP) under Project Safe Neighborhood.

Property Crimes

Group A Crimes	2024	2025	Percent Change
Burglary (includes MV B&E)	1,494	1,261	-15.59%
Larceny	3,116	2,752	-11.68%
Motor Vehicle Theft	554	517	-6.67%
Robbery	165	167	+1.21%
All Other Property Crimes	2,400	2,080	-13.33%
Property Crimes Total	7,729	6,777	-12.31%



All Juvenile Crime Jan-Sept 2025

Juvenile Data	2024	2025	Total % Change
Field Contacts	217	340	+56.68%
Incident Reports	838	941	+12.29%
Total Incident Charges	1159 (204 Runaways)	1,356 (215 Runaways)	+16.99%
Involved Juveniles	691	835	+20.83%

Incidents	2024	2025	Total
RDO	15	18	+20.00%
Weapons	33	27	-18.18%
Assaults	161	298	+85.09
Drugs	30	30	0%
B&E(this includes MV B&E)	120	98	-18.33%
Robbery	15	31	+106.66%
Shoplifting	58	64	+10.34%
MV Theft	76	79	+3.94%
Vandalism	72	60	-16.66%

All Juvenile Crime Jan- Sept 2025

Juvenile Data	QTR1 2025	QTR2 2025	QTR3 2025
Field Contacts	114	125	131
Incident Reports	330	309	295
Total Incident Charges	489 (64 Runaways)	439 (81 Runaways)	415 (70 Runaways)
Involved Juveniles	331	300	282

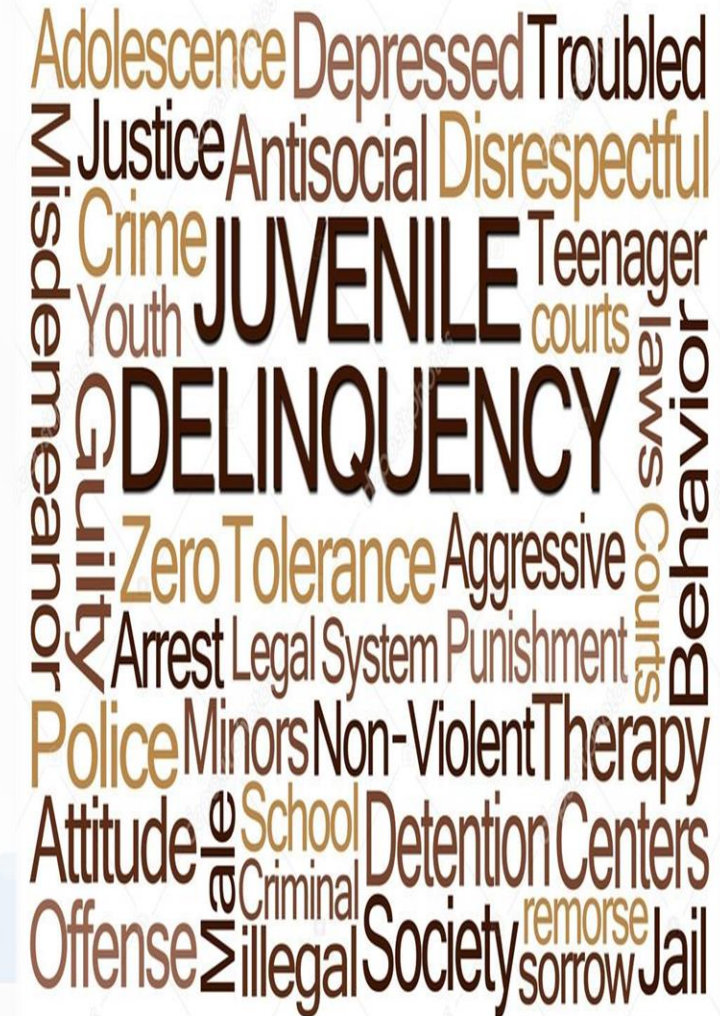
2025	QTR1 2025	QTR2 2025	QTR3 2025
Assaults	74	82	104
B&E (this includes MV B&E)	54	30	13
Drugs	14	9	4
MV Theft	31	29	20
RDO	4	8	6
Robbery	11	12	8
Shoplifting	21	19	23
Weapons	12	8	6
Vandalism	15	22	23

Juvenile Data	Curfew Time Block
Field Contacts	28
Incident Reports	31
Total Incident Charges	31
Involved Juveniles	29 (3 Repeat offenders)

3 repeat offenders:

MV B&E (2)
Vandalism (3)
Assault (2)
Larceny (1)

2025	QTR3 2025
All Other	1
Assaults	4
B&E (this includes MV B&E)	2
Calls For Service	3
Comm. threat	2
MV Theft	3
Larceny	1
RDO	1
Robbery	1
SIOD	1
Traffic	2
Weapons	1
Vandalism	7

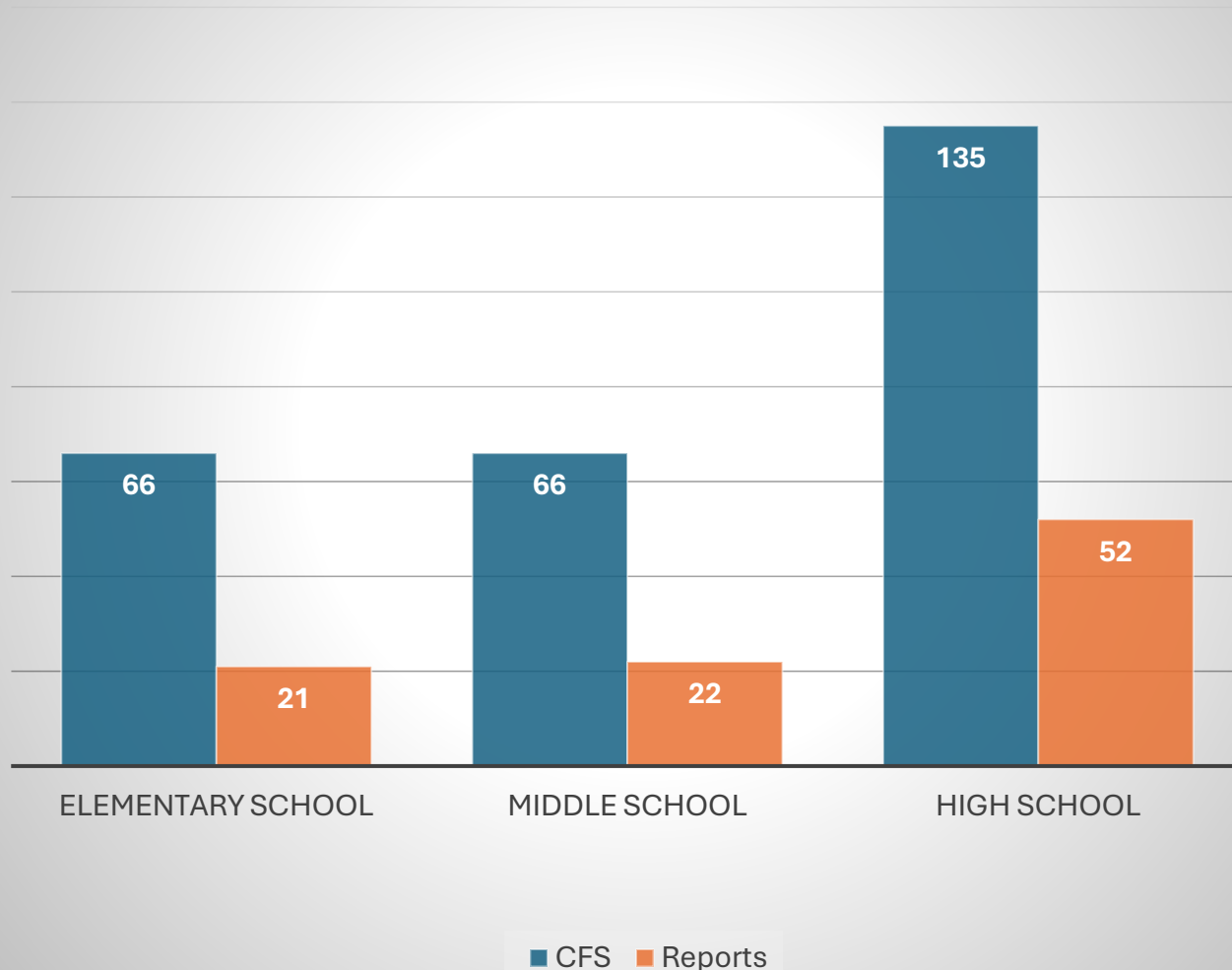


*There were 18 Runaways during this time frame: In addition to the 31 – Reports above

Points of Collaboration

- **Weekly Coordination:** OCS Director participates in weekly CompStat meetings to align on community safety priorities.
- **Direct Response Support:** OCS received 32 calls for response from PD related to the unhoused community.
- **Integrated Staffing:** Two PD staff transitioned under OCS to enhance cross-departmental collaboration.
- **Event Support:** PD provided logistical and safety support for three Youth Night Out events hosted by OCS.

Calls for Service / Report Comparison



The following data is August 25th through September 30th of the 2025-2026 school year

Currently have 14 certified SRO's in the schools

Currently have 62 Part Time Traffic Control Officer positions assigned to schools.

Officers have responded to 267 calls for service

Officers have documented 95 incident reports

This time last year Officers had responded to 296 Calls for Service and had taken 77 Incident reports

Narcotics Vice Suppression Unit Seizures

Drug	2024	2025
Cocaine	31.90 kilos	18.96 kilos
Meth	40.89 kilos	17.54 kilos
Fentanyl/ Heroin	4.71 kilos	19.03 kilos
Marijuana	12,945 pounds*	227.6 pounds
Firearms Seized	731	670





Calls for Service Dispatched

Police:	135,909
Fire:	17,360
Total:	153,269

Phone Calls Processed

911 Calls:	163,892
Admin Call:	128,144
Total:	292,036

Audio Request

Internal:	307
Public	181

Quality Assurance Reviews

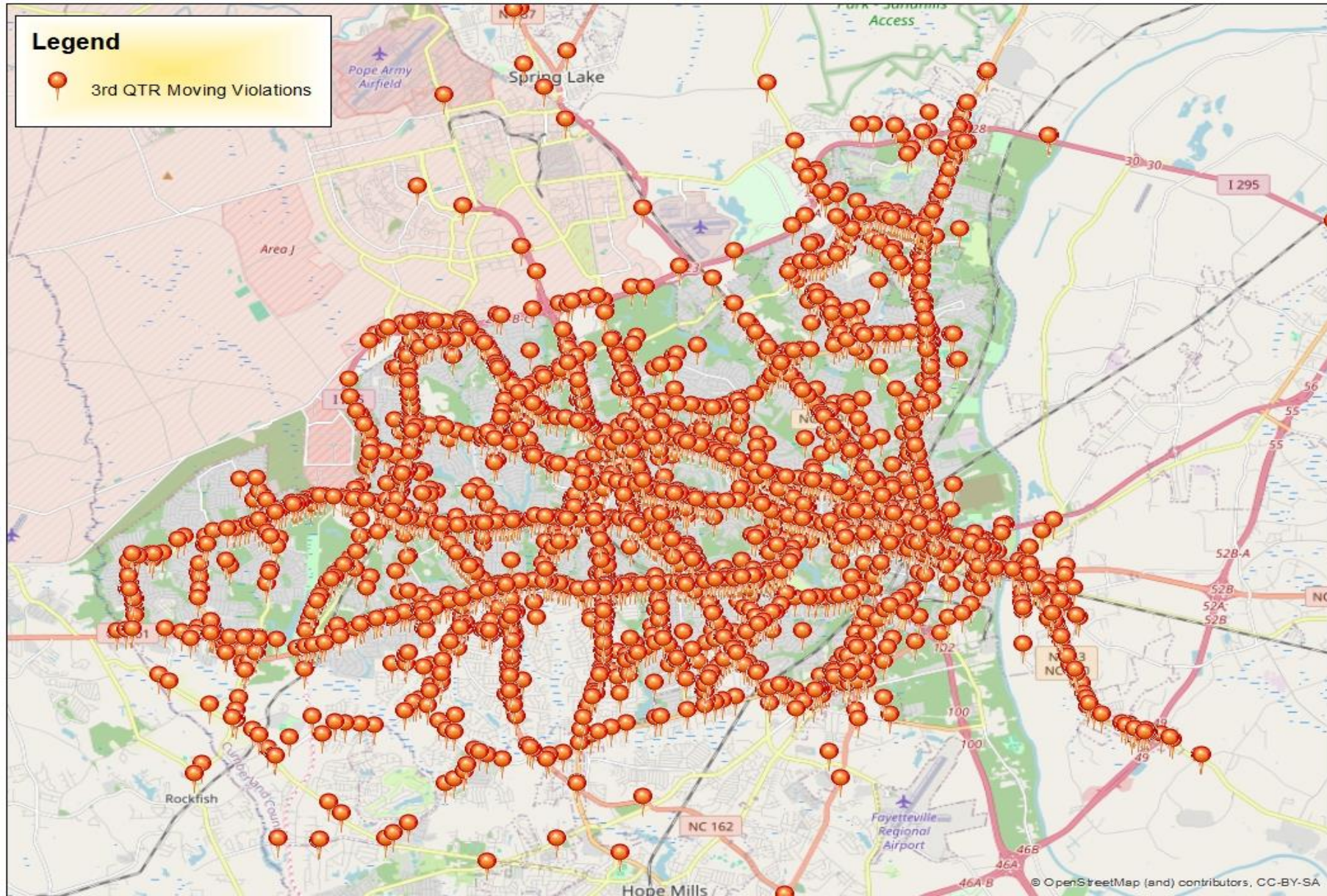
Police:	1,341
Fire:	432
Medical:	666

Traffic Fatalities	2024	2025
# of Crashes	26	19
Number Killed	26	21
Circumstances / Contributing Factors	2024	2025
Pedestrians	11	5
Motorcycles	5	6
Alcohol/Drugs	3	1
Speeding	7	12
Under 18	0	0



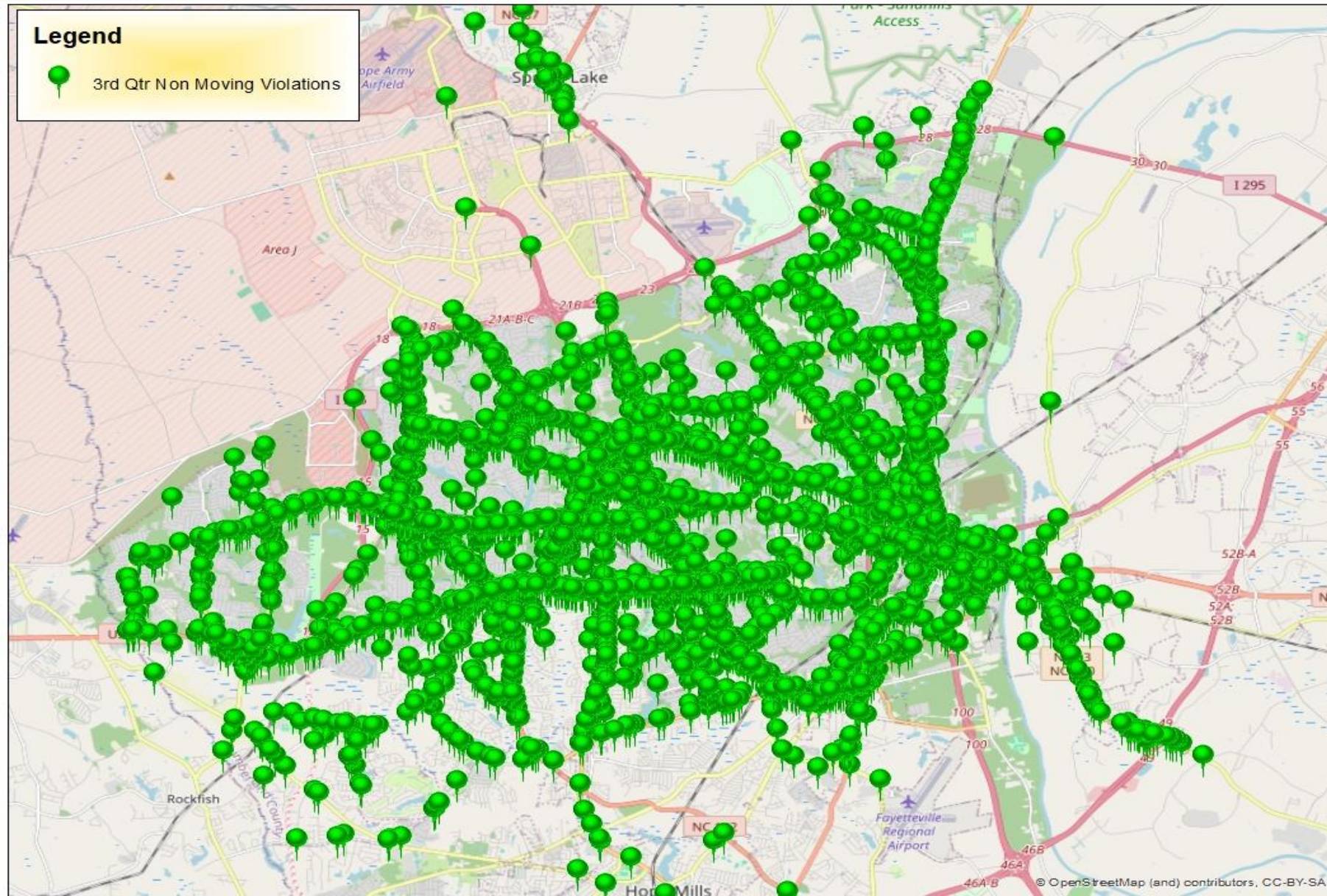
January –September 2025

TSR MAP- Moving

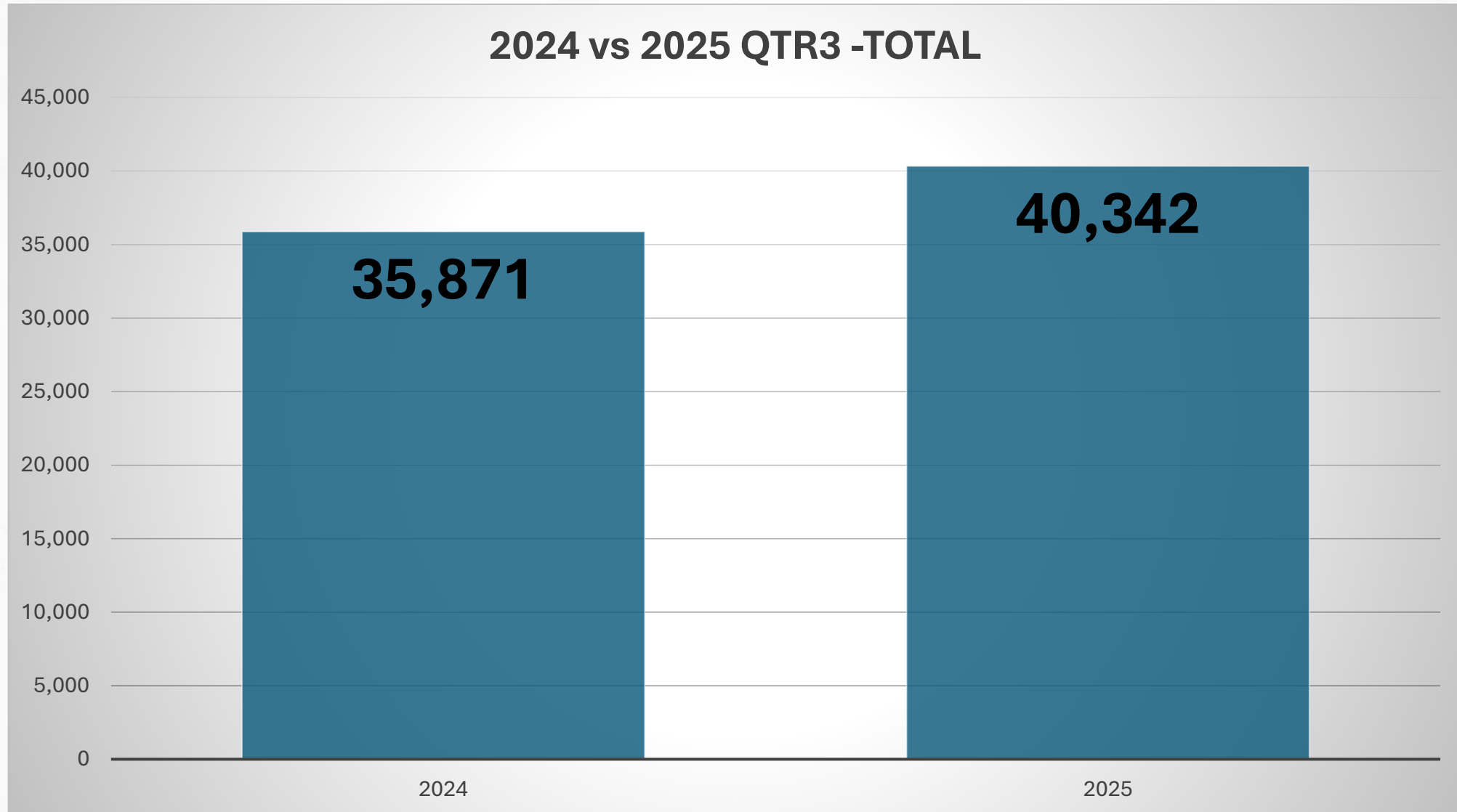


January –September 2025

TSR MAP-Non Moving

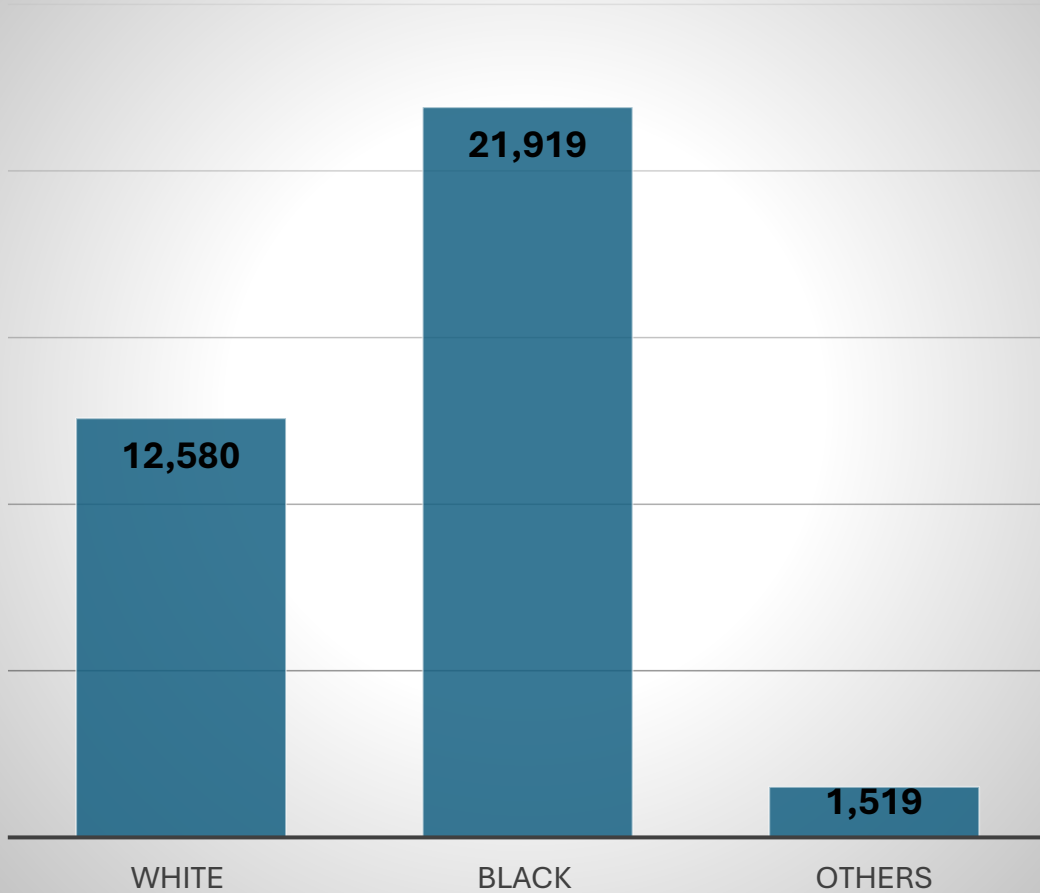


TSR Data Total Stops January – September 2025

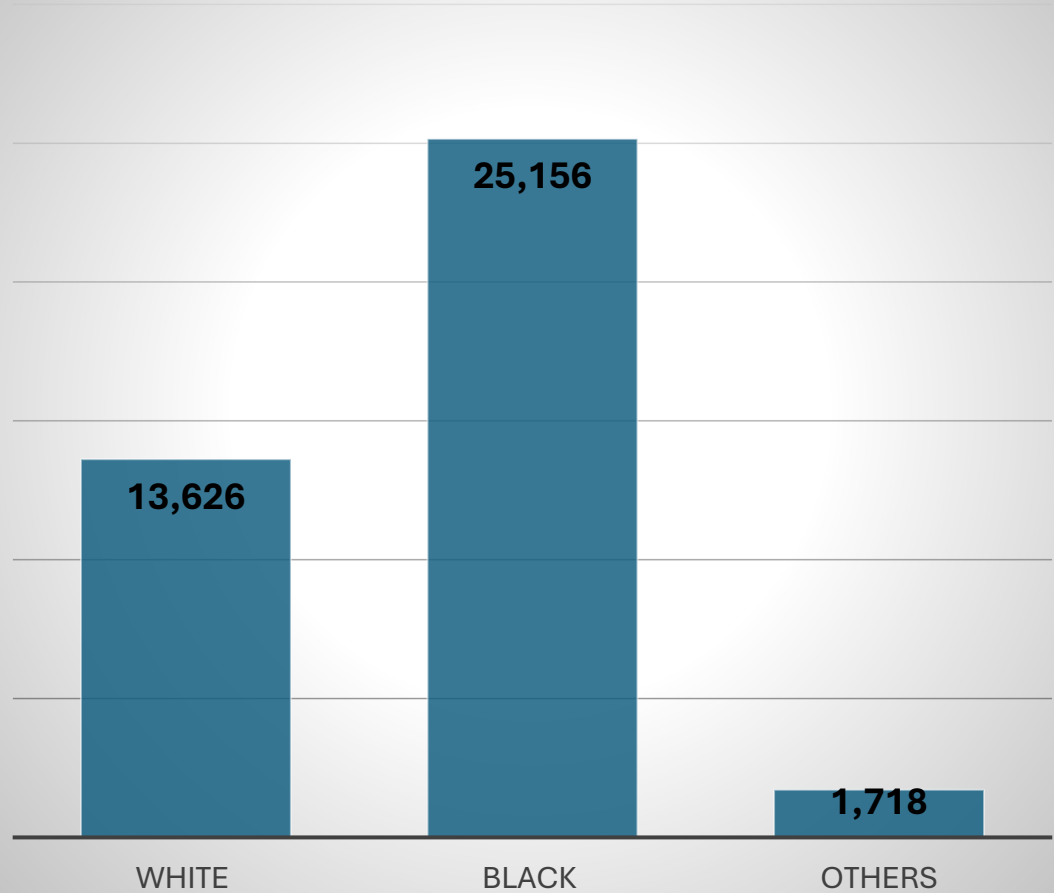


TSR Data Total Stops 2025

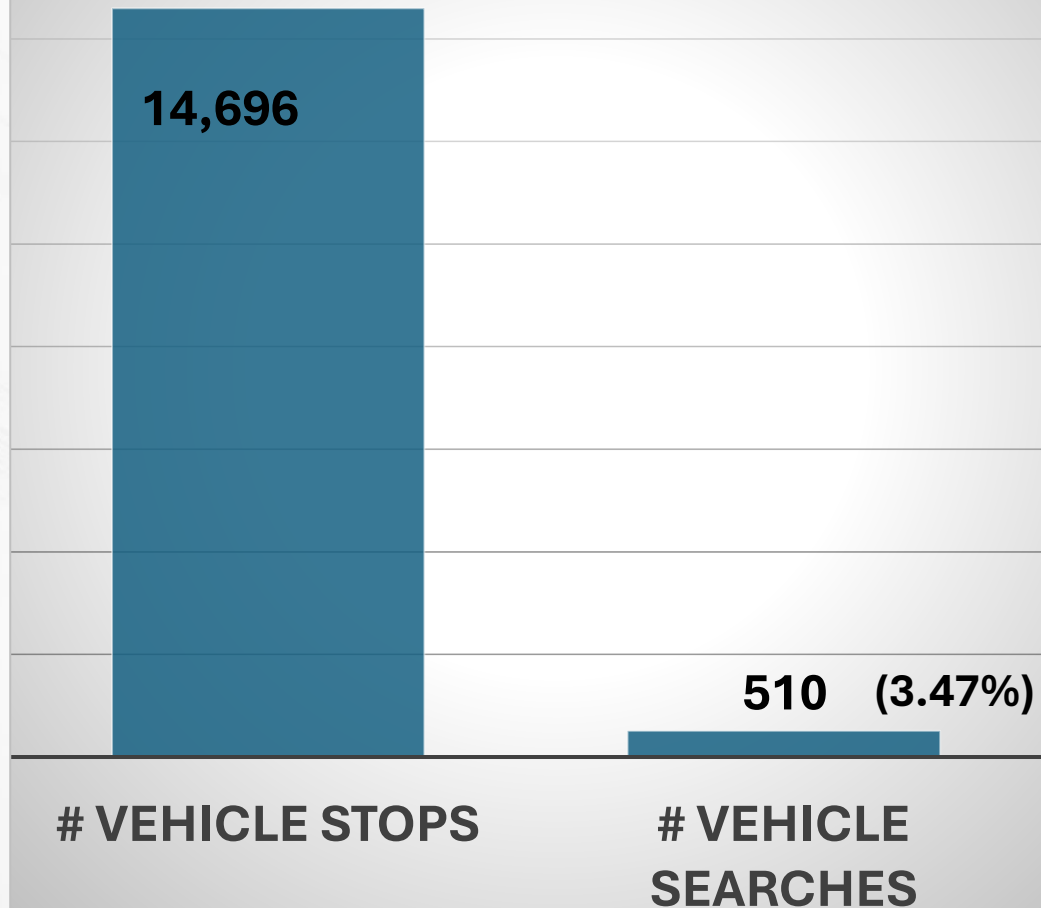
2024 TSR-Jan-Sept



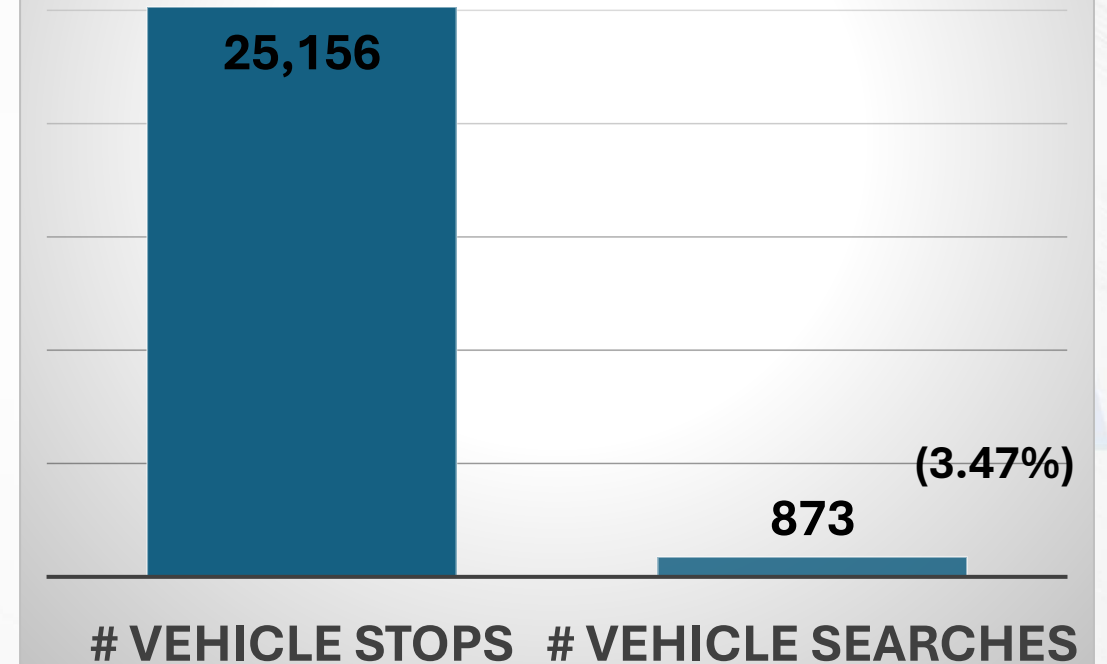
2025 TSR-Jan- Sept



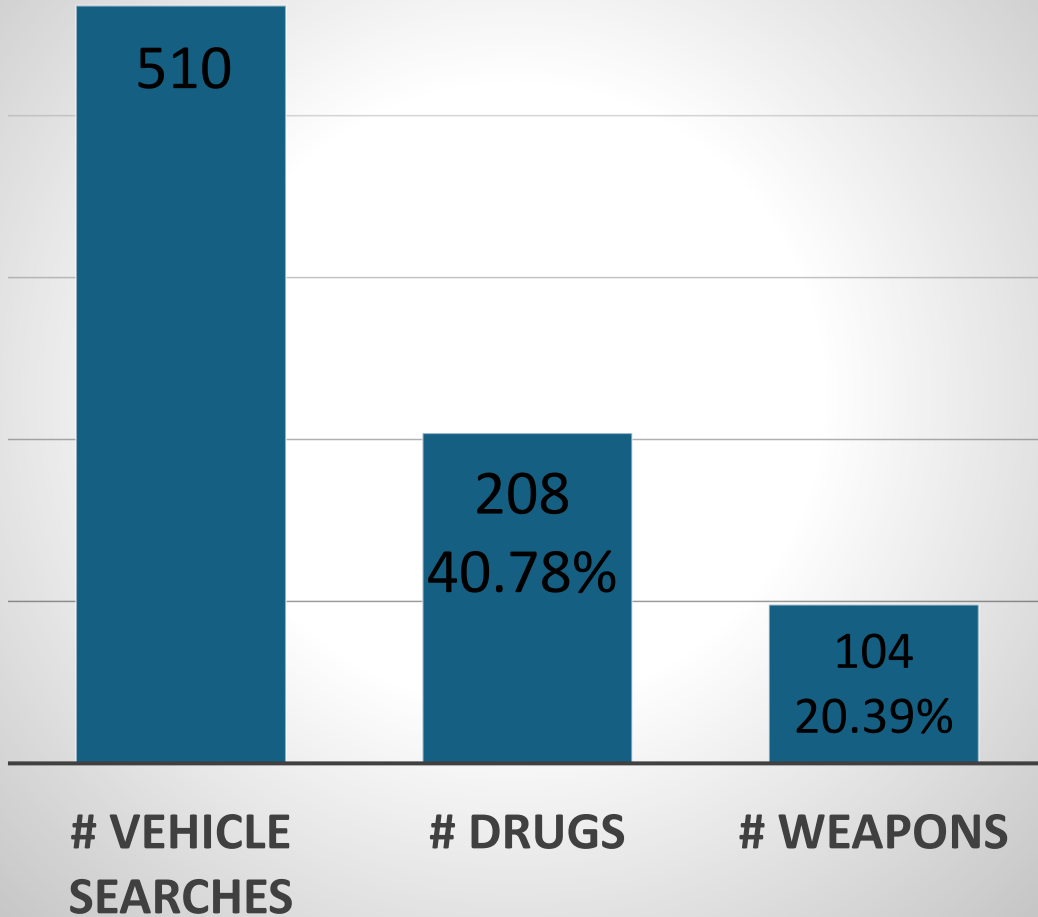
Black Drivers Stop to Search Comparison



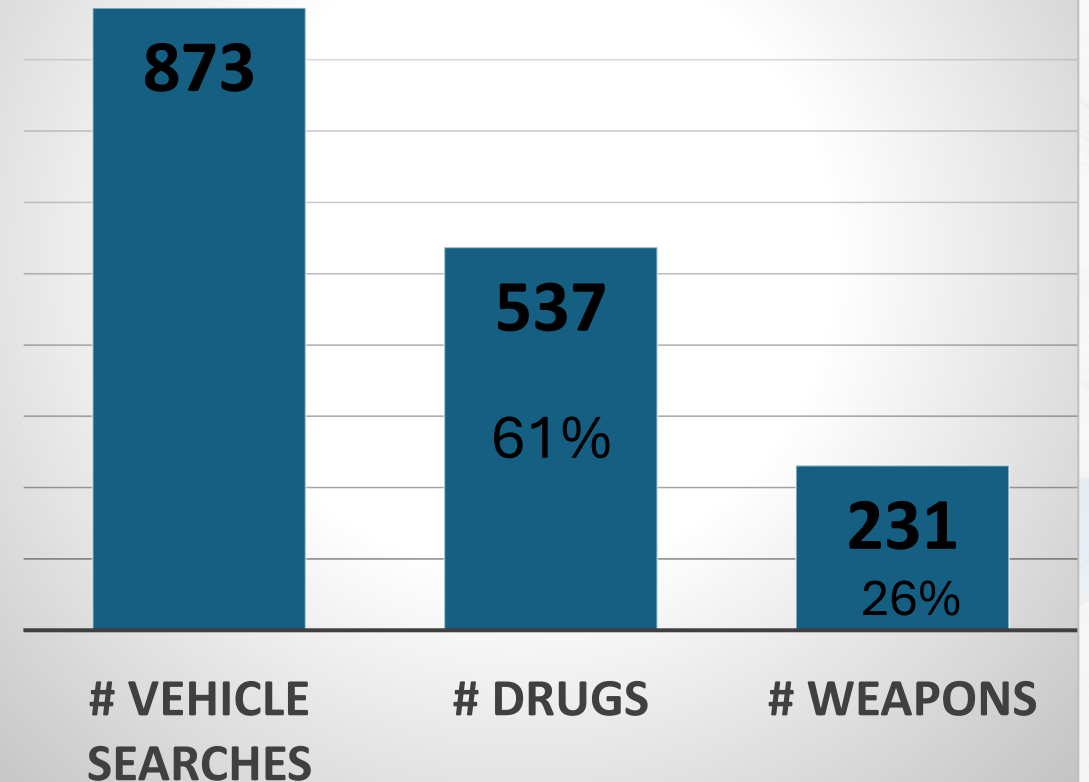
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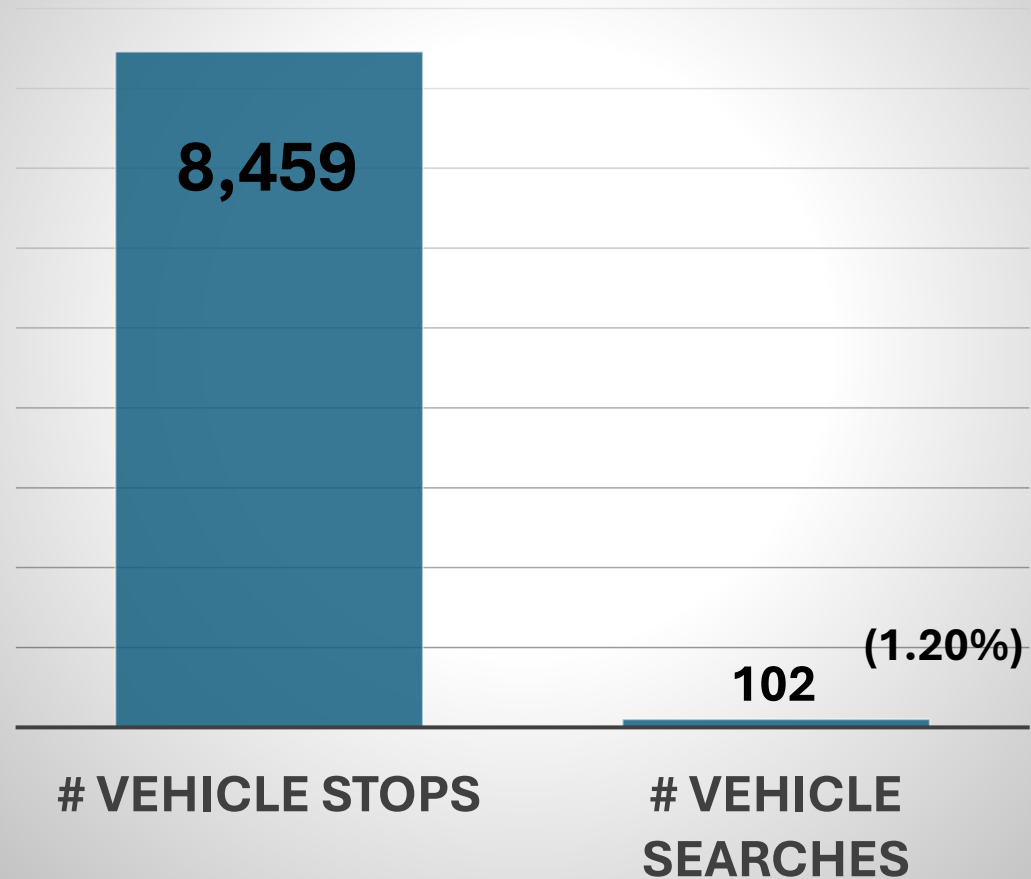
Black Drivers Vehicle Search Results



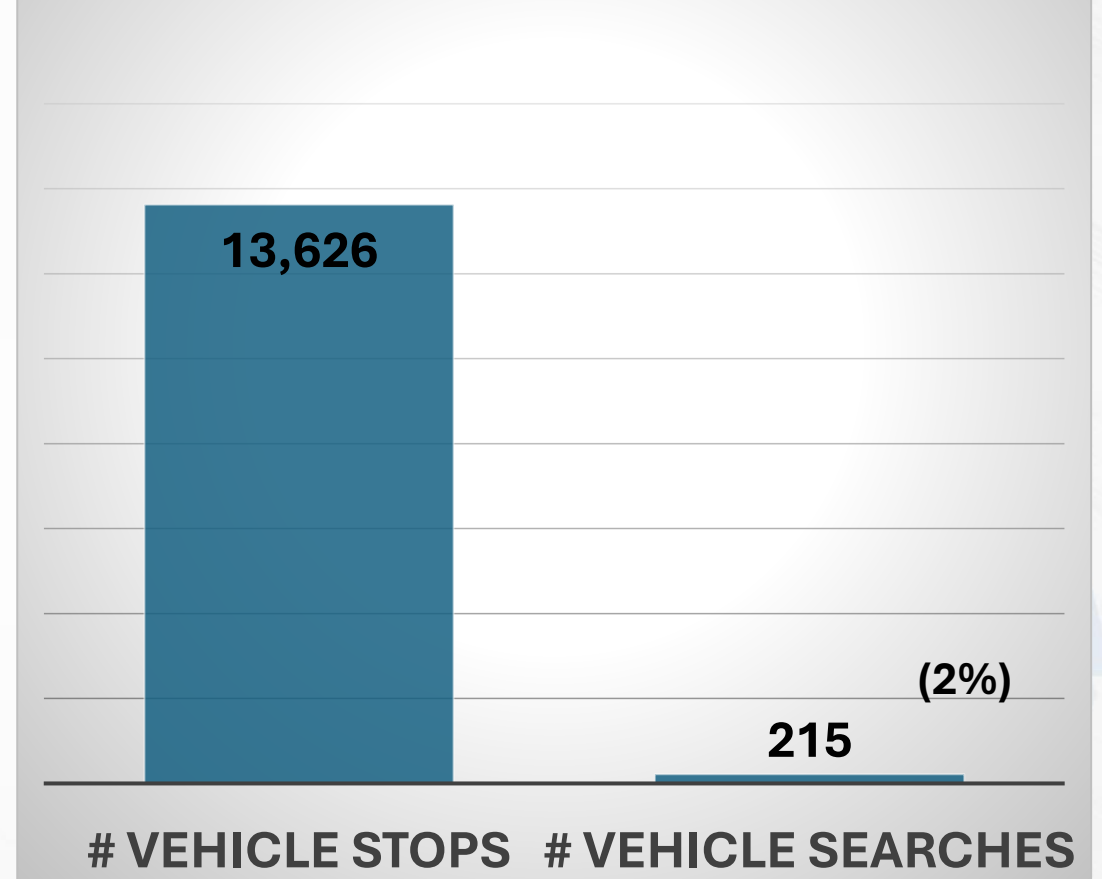
Black Driver Vehicle Search Results



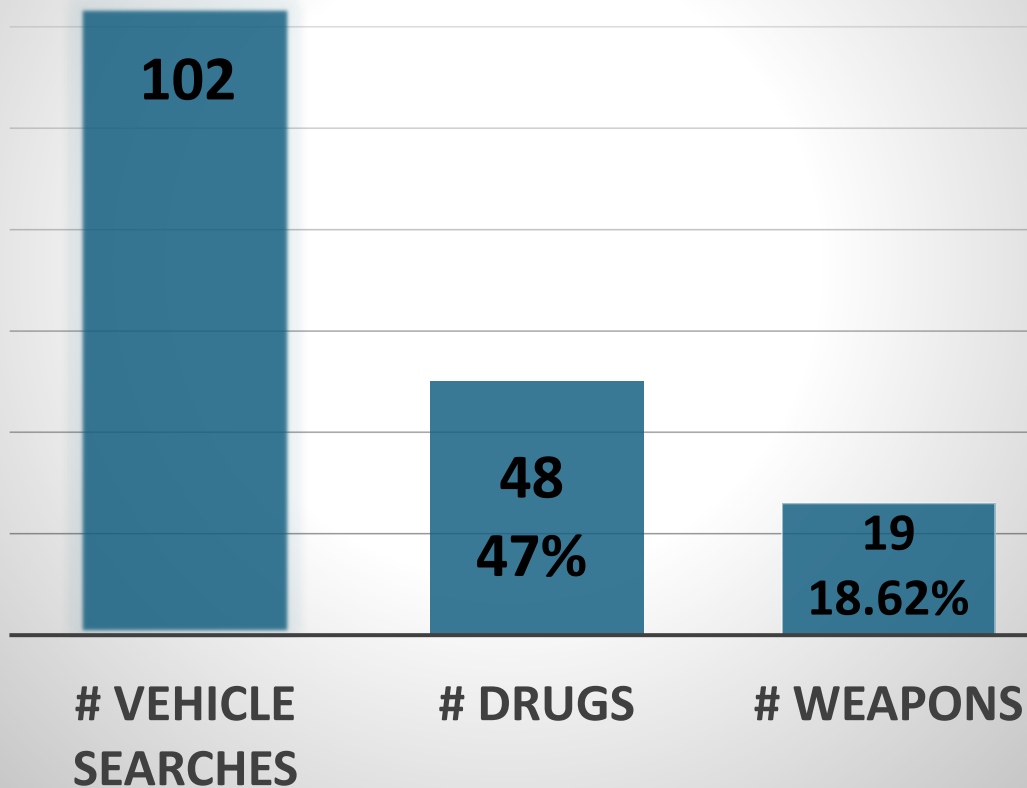
White Driver Stop to Search
Comparison



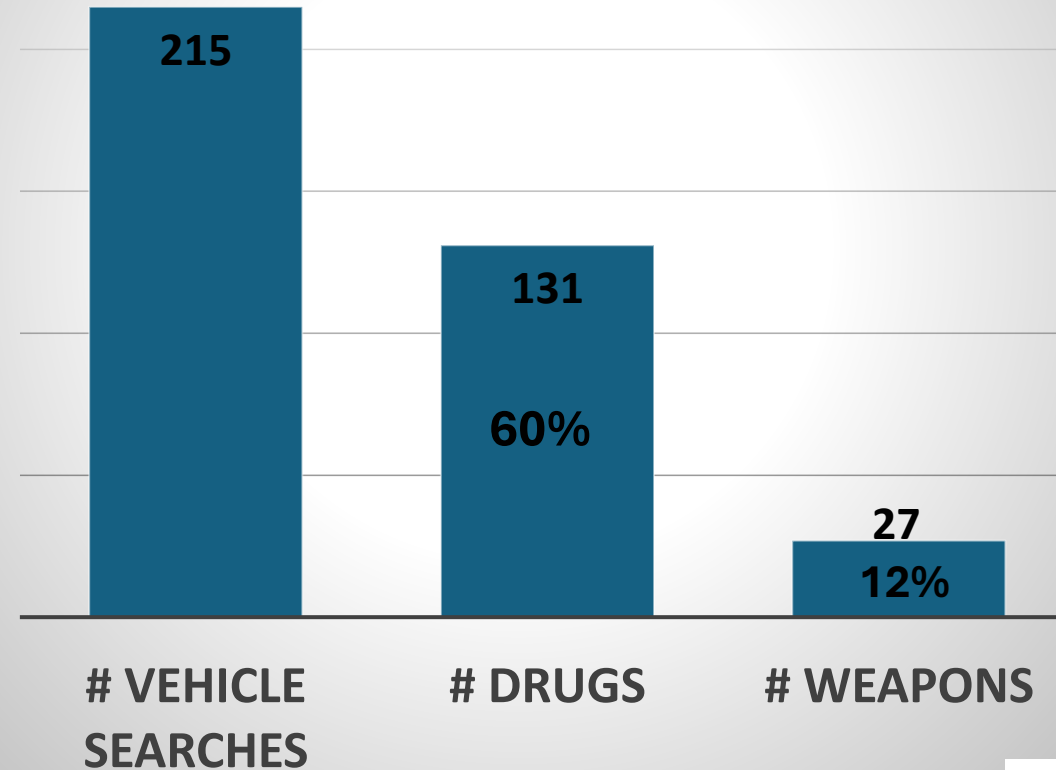
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Comparison



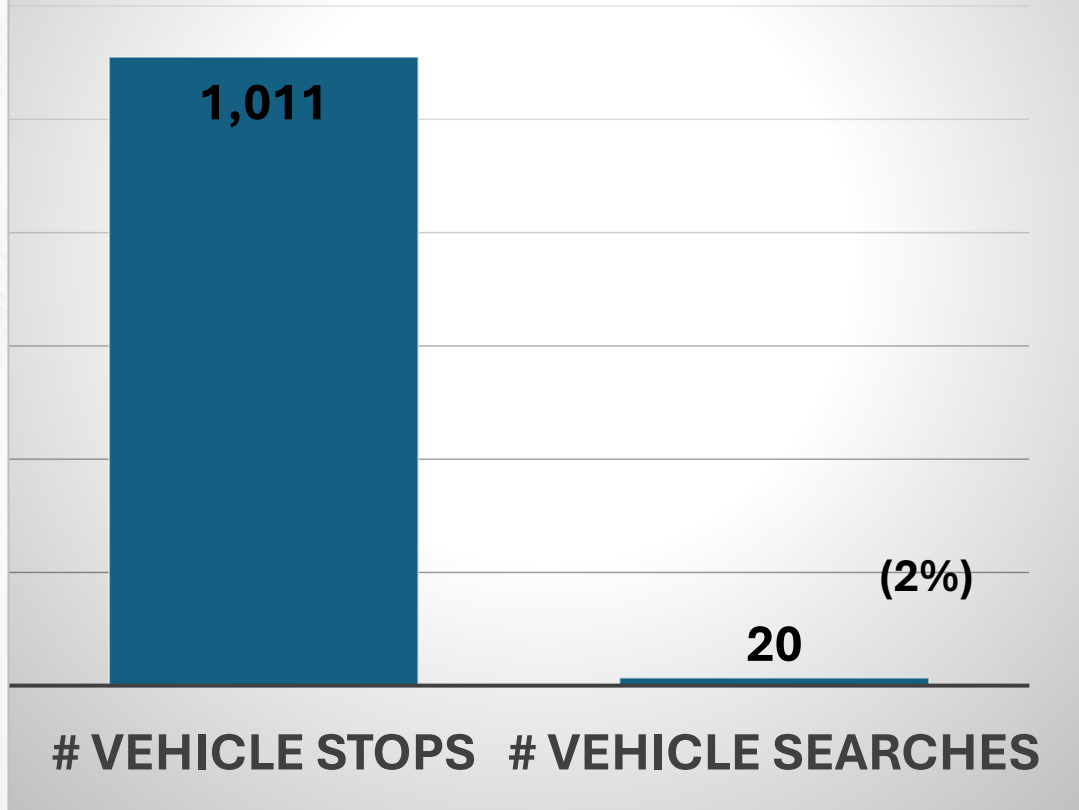
White Driver Vehicle Search Results



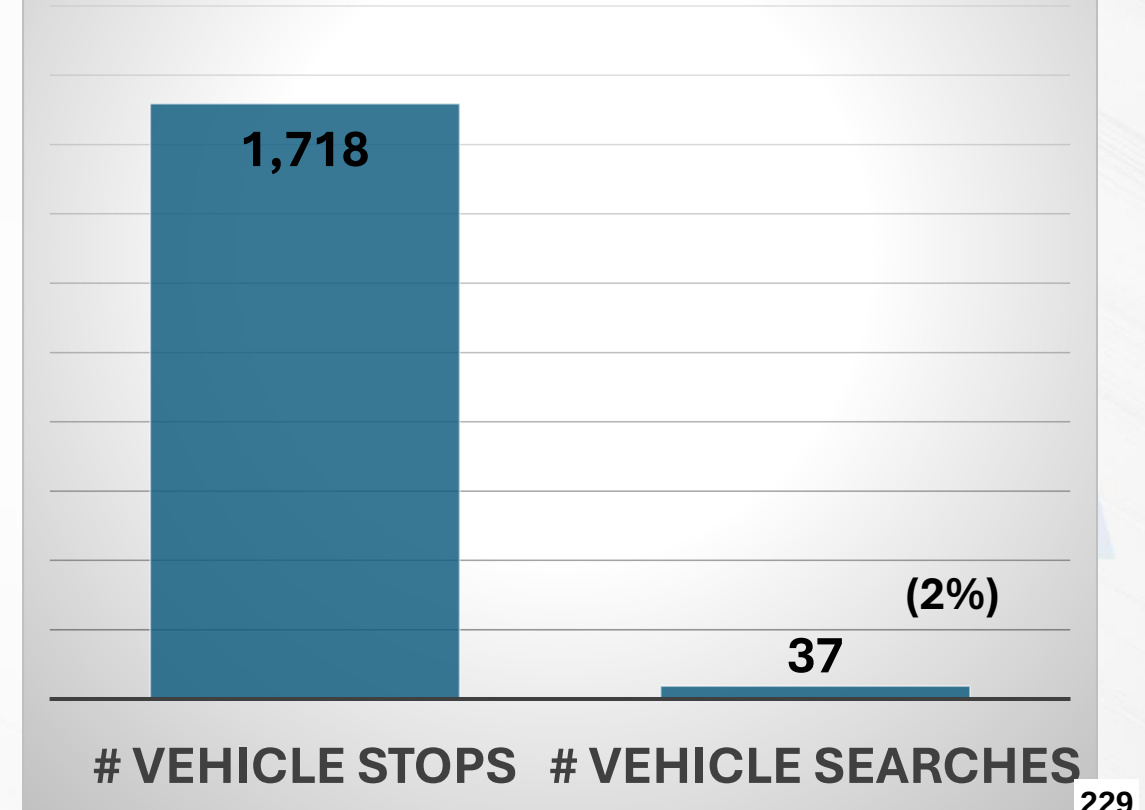
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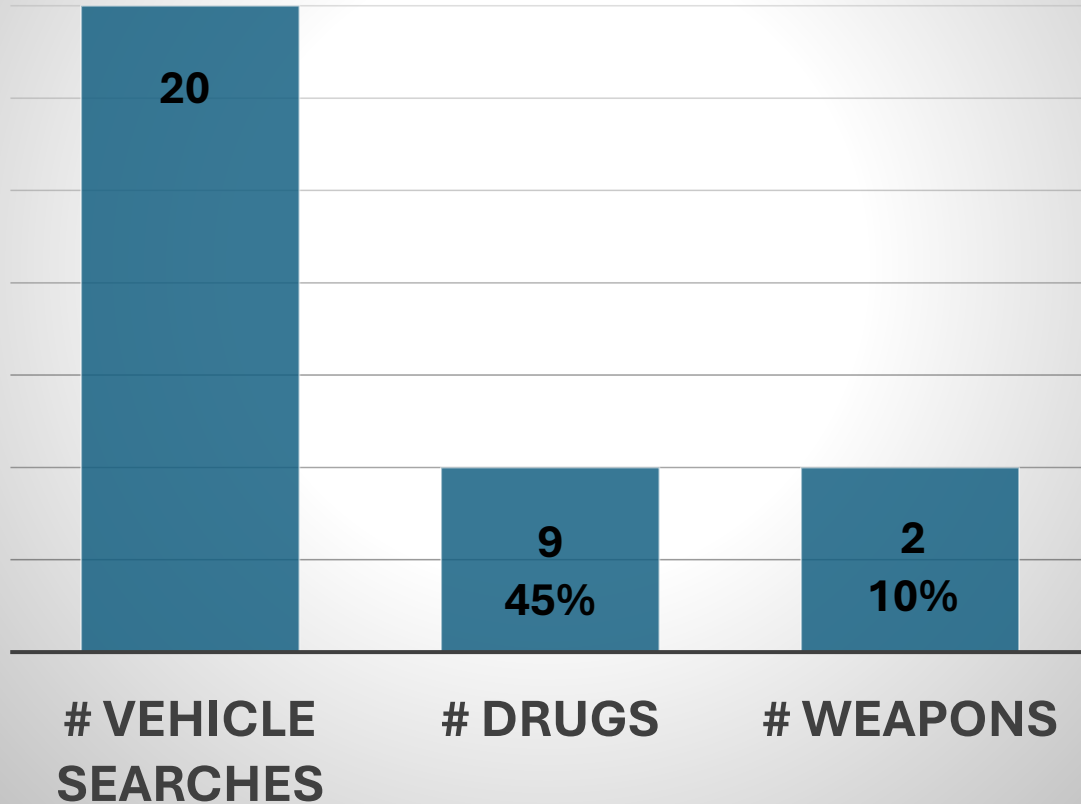
Other Driver Stop to Search
Comparison



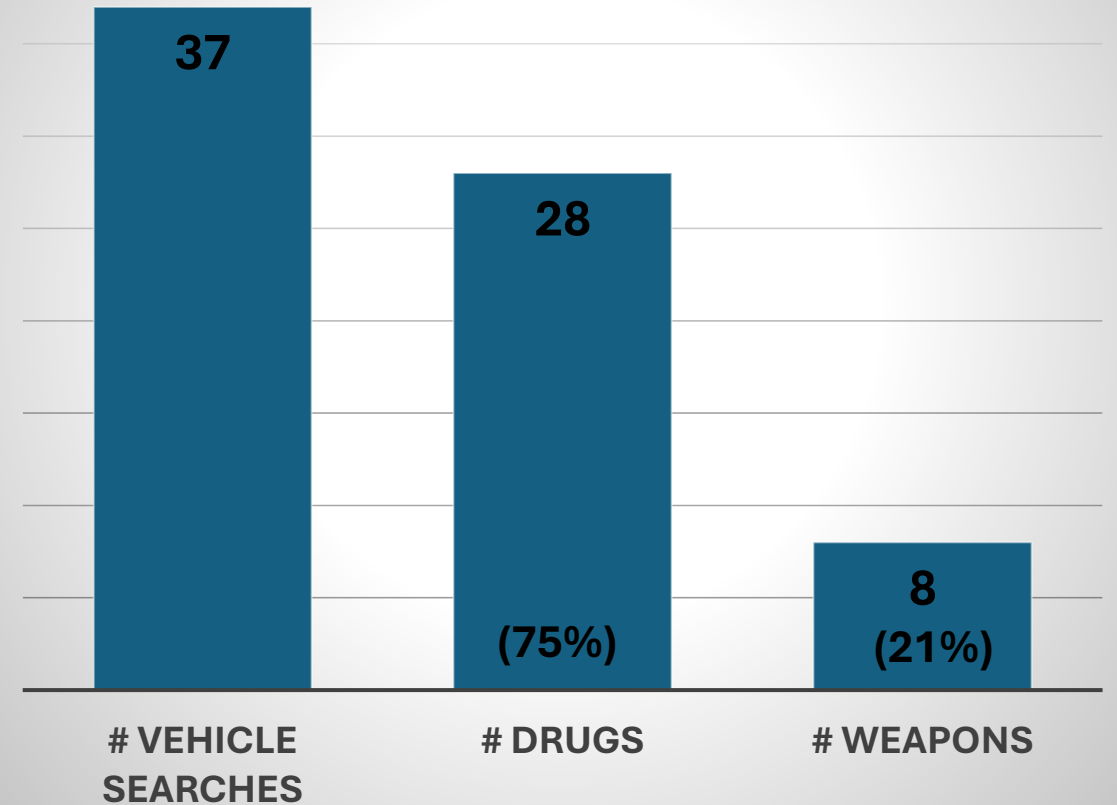
Other Driver Stop to Search
Comparison



Other Driver Vehicle Search Results



Other Driver Vehicle Search Results



Category	2024	2025
Use of Force	51	50
Internal Departmental Investigations	48	49
Citizen Complaints	38	28
Positive Compliments	29	32
Vehicle Pursuits	33	31
Vehicle Crashes	42	48

Internal Dispositions	Number of each Disposition
Exonerations	95
Sustained Allegations	86
Sustained Violations Other than Complaint (VOTC)	4
Not Sustained Allegations	6
Unfounded Allegations	22
Pending Investigation Completion	1



Type of Disciplinary Action Given	Number of Each Disciplinary Action Given
Coaching and Training	2
Policy Warnings	30
Oral Counseling	17
Written Reprimand	22
Suspension	6
Demotion	1
Dismissal / Termination / Resigned in Lieu of Termination	9



BENEFITS OF PARTICIPATION IN CALEA ACCREDITATION



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— Sergeant Charles M. Vance, Jr.
Accreditation Manager Metropolitan Nashville (TN) Police Department

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"Hennepin County strives to provide its citizens with the best quality of life possible. Simply, we want those who visit here to feel safe and free to enjoy all the County has to offer. The accreditation of our Police Division is one of the ways we measure the success of the County in achieving these objectives. It's a picture of professionalism that makes a statement."

— County Manager John Vitthoulas
CEO, County of Hennepin, Virginia

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Montgomery County Sheriff, Clayton, Ohio

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— Former Accreditation Manager
Chen Pickard-Akerson,
Johns Creek Police Department, Georgia

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— Retired Chief James Crisp,
Greenbelt Police Department, Maryland

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Staffing	Budgeted	Actual	Vacant	% Vacant
Officers	418	358	60	-14%
Professional Staff	109	99	10	-9%
911	61	50	11	-18%
Part-Time	95	88	7	-7%
Totals	683	595	88	-13%

*These totals do not reflect any frozen positions throughout the department.

*Part Time represents additional 911 Staff, Part-Time Officers and Traffic Control Officers.



Fayetteville Police Department
Departures Jan-September 2025



National Night Out



Coffee with a Cop



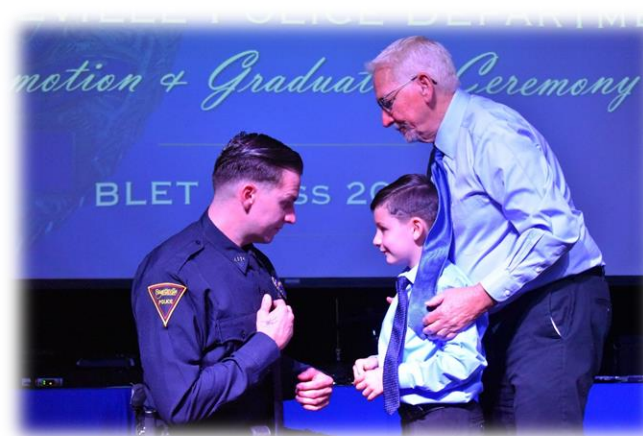
Special Olympics Events



First Responders Night at Seagra Stadium



FPD Promotional Ceremony & BLET Graduation





FAYETTEVILLE POLICE DEPARTMENT



ONE

FAITH IN SERVICE
PRIDE IN COMMITMENT
DEDICATION TO EXCELLENCE

VISION STATEMENT

To serve as a premier law enforcement agency that is invested in the growth and safety of our community through innovation and a balanced approach to Law Enforcement. We will pursue and engage the best trained, equipped, and committed professionals who demonstrate the highest standards of performance and best policing practices in partnership with the community.

MISSION STATEMENT

The Fayetteville Police Department is dedicated to improving the quality of life by creating a safe and secure environment for the citizens we serve. We will always act with integrity to reduce crime, create partnerships, and build trust while treating everyone with respect, compassion and fairness.

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Questions



FayettevilleNC.gov



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4971

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Public Hearing
(Public & Legislative)

Agenda Number: 9.01

TO: Mayor and Members of City Council

THRU: Kelly Strickland - Assistant City Manager
Dr. Gerald Newton, AICP - Development Services Director

FROM: Craig Harmon - Senior Planner
Heather Eckhardt, CZO - Planner II

DATE: October 27, 2025

RE:

P25-30: A request to rezone 2211 Rosehill Road (0438470005000), consisting of 21.27 acres and owned by Cross Creek Refuse LLC, from Single Family Residential 6 (SF-6) to Mixed Residential 5 (MR-5). (Tabled from August 25)

COUNCIL DISTRICT(S):

2 - Malik Davis

Relationship To Strategic Plan:

Reclassification from SF-6 to MR-5 advances the City's FY2025 Strategic Plan by enabling context-appropriate, infrastructure-efficient housing growth on an infill tract with access to public services. The district's mix of housing types at moderate densities supports economic resilience, neighborhood reinvestment, and long-term fiscal health.

Goal II - Diverse & Viable Economy

- Broadens the tax base by allowing additional dwelling units and product types on already-serviced land, improving taxable value per acre relative to detached-only patterns.
- Signals regulatory certainty that can catalyze reinvestment and job-supporting activity in construction and allied services.
- Uses existing utilities and streets more intensively, improving return on prior public investments.

Goal III - Invested in Today & Tomorrow (Strategic Growth & Land Use)

- Directs growth to a location contiguous with the urban fabric and public utilities, reducing pressure on greenfield areas and supporting a more compact city form.
- Aligns with medium-density residential policy by accommodating townhomes, duplexes, and small-scale multifamily where appropriate transitions and site design can be provided.
- Creates opportunities to integrate open space, stormwater best-management practices, and multimodal connectivity at the master-planning stage.

Goal IV - Live, Work, & Recreate (Neighborhood Revitalization & Housing Choice)

- Expands housing choice for a range of households (e.g., starter, workforce, multigenerational) without displacing lower-intensity options permitted today.
- Supports corridor reinvestment by adding nearby residents to sustain local

services, parks, and everyday retail.

- Encourages complete-neighborhood outcomes by siting homes closer to jobs, schools, and civic amenities.

Goal VI - Collaborative & Trusted Government

- Advances transparent, predictable decision-making through a legislative rezoning that applies clear, citywide development standards.
- Provides a framework for ongoing coordination among Planning, Engineering/Stormwater, and utility partners to ensure capacity, access, and safety are addressed during site design and permitting.

Anticipated performance indicators (how this supports plan tracking)

- Net new dwelling units and diversity of housing types delivered.
- Increase in taxable value per acre on the subject parcels over a 5-10-year horizon.
- Share of housing growth occurring on infill/serviced land versus fringe locations.
- Multimodal access metrics captured at site plan (block length, sidewalk/path connectivity, transit adjacency where applicable).

Conclusion

The MR-5 designation advances Strategic Plan goals by pairing modest density with housing diversity on a serviced infill site, strengthening the tax base, supporting neighborhood vitality, and leveraging existing infrastructure in a fiscally responsible manner.

Executive Summary:

Case P25-30 requests conventional rezoning of ±21.27 acres at 2211 Rosehill Road (REID 0438470005000), owned by Cross Creek Refuse LLC, from SF-6 to MR-5 to enable a broader mix of moderate-density housing types on a serviced infill tract. The change aligns with the area's medium-density residential policy framework, supports Strategic Plan priorities to diversify the tax base, manage growth where infrastructure exists, and expand housing choice, and provides a predictable set of citywide standards for compatibility. Access, internal circulation, and any turn-lane or frontage improvements will be determined during development review in coordination with transportation agencies; water, sewer, and electric connections and capacity will be finalized at permitting. Environmental resources - including required stream buffers, floodplain, and stormwater controls - will be addressed under existing UDO and state requirements, with opportunities to cluster development away from sensitive areas. Overall, the request is expected to yield neutral-to-modestly positive fiscal outcomes, moderate transportation impacts mitigated through standard conditions, and community benefits from added housing options near established services.

At its meeting on July 8, 2025, the Zoning Commission voted to deny the rezoning request following public testimony from three speakers in opposition. The applicant subsequently submitted a timely appeal to the City Council.

The appeal was scheduled for City Council consideration as a legislative hearing on August 25, 2025. Between the Zoning Commission hearing and the scheduled Council meeting, community members in opposition organized a neighborhood meeting at Smith Recreation Center in Seabrook Park, which was attended by Assistant City Manager Kelly Strickland and Senior Planner Craig Harmon to address questions and provide

information.

During the August 25 City Council meeting, and at the applicant's request, the Council voted to table the hearing to October 27, 2025. In a subsequent email to the City Clerk, the applicant has now requested that the item be tabled again to the November 2025 City Council meeting, citing that the property owner will be out of the country during the scheduled October meeting.

Background:

Owner: Cross Creek Refuse LLC

Applicant: Benjamin Strout, Strout Architecture

Requested Action: Rezoning from SF-6 (Single-Family Residential 6) to MR-5 (Mixed Residential 5)

Site Location: 2211 Rosehill Road

REID: 0438470005000

Status: Vacant

Size: ±21.27 acres

Public Notification: 153 mailed notices to owners within the statutory radius

NCDOT Project Context: U-4403B - US 401 Business (MLK Fwy) to US 401 Bypass

Adjoining Land Use & Zoning

North (SF-6): Vacant land; single-family residential; religious institution

South (SF-6): Religious institution; apartments

East (SF-6): Vacant land; single-family residential; cemetery

West (SF-6): Vacant land; single-family residential

Land Use Policy Context

The 2040 Comprehensive Plan: Future Land Use Map & Plan (adopted May 26, 2020) applies to properties within the city limits and the Municipal Influence Area (MIA). The subject area is designated **Medium Density Residential** and **Park/Open Space**.

Medium Density Residential (MDR): Primarily small-lot single-family neighborhoods at roughly 3-6 dwellings per acre, with duplexes and townhomes interspersed; low-rise apartments may be appropriate. Areas are generally auto-oriented, with some walkable neighborhoods and destinations.

Park/Open Space: Lands typically unsuited for development due to site constraints or environmental/cultural importance; may include passive or active recreation amenities and reserved open space such as undisturbed floodplain.

Issues/Analysis:

The ±21.27-acre tract at 2211 Rosehill Road (REID 0438470005000) occupies the west side of Rosehill Road near its intersection with Courtney Street. It is currently vacant, though historical aerials from the late 1960s and early 1980s show a structure that has

since been removed and the site has reverted to open or wooded conditions. Big Cross Creek forms or abuts the rear of the parcel, and portions of the property lie within regulated floodplain and floodway. Those environmental constraints will shape future site design - limiting grading and building envelopes in sensitive areas, triggering compliance with flood damage prevention and stormwater standards, and creating opportunities to preserve riparian buffers and designate functional open space.

The surrounding context is predominantly Single-Family Residential 6 (SF-6) with a mix of uses typical of an established corridor edge: single-family neighborhoods, religious institutions, and the Lafayette Cemetery. Several larger SF-6 parcels remain undeveloped, producing a transitional character between built neighborhoods and open land. Notably, Melvin Place to the south functions as an apartment community despite its SF-6 zoning, and farther south along the corridor the Rosehill Garden Apartments are zoned Mixed Residential 5 (MR-5). Together these conditions indicate an emerging spectrum of housing forms in the area and suggest that “missing-middle” formats can provide an appropriate transition between detached neighborhoods and larger multifamily development.

The request is a conventional (“straight”) rezoning from SF6 to MR-5 under the City’s Unified Development Ordinance (UDO), processed in accordance with the text and procedures in Section 30-2.C for map amendments. MR-5 is intended to meet diverse housing needs at moderate densities by allowing a range of residential building types - small-lot single-family, duplexes, triplexes and quadplexes, townhouses, and small-scale multifamily - together with associated open space and civic uses permitted by right or with approval per the UDO. Because the request is for a straight district, no site plan or case-specific conditions are under consideration at this stage. If the map amendment is approved, all uses and intensities allowed in MR-5 would be governed by citywide standards for dimensional requirements, access and circulation, landscaping and buffering, tree preservation, lighting, noise, environmental protections, and the applicable review procedures. Compatibility with adjacent uses is addressed through those standing tools - setbacks and height limits, buffer opacity and fencing, façade and screening requirements where applicable - during subdivision and development review rather than by bespoke conditions on the rezoning.

From a mobility perspective, the property fronts Rosehill Road, providing the primary opportunity for vehicular, pedestrian, and potential transit access. Exact driveway locations, internal street and block layout, pedestrian connectivity, and any turn-lane or frontage improvements will be determined at the engineering and driveway-permitting stages in coordination with the City and, as applicable, NCDOT. The corridor is influenced by NCDOT Project U-4403B (US 401 Business/MLK Freeway to US 401 Bypass), signaling network investments that may enhance area capacity and safety over time. While MR-5 entitlements could yield more dwellings than SF-6, trip impacts are typically mitigated through access management, sidewalk and crossing upgrades, internal connectivity, and, if thresholds are met, a traffic impact analysis with any warranted improvements.

Public water, sewer, and electric service are available in the general vicinity; specific

connection points, capacity confirmations, and any easements or extensions are resolved through the Technical Review Committee process. Public safety coverage (police, fire, EMS) extends to the area, with hydrant spacing, apparatus access, and response routing evaluated at site plan. Solid-waste service (curbside or centralized) and stormwater best-management practices (detention, water-quality treatment) are established by ordinance and technical manuals and will be sized to the final program. Given the creek corridor, environmental compliance will be a central design driver: no-rise requirements and encroachment prohibitions within floodway, elevation and compensatory storage standards in floodplain, riparian buffer preservation, and erosion and sediment control measures during construction. MR-5's flexibility allows clustered development that pulls buildings and streets away from sensitive areas while meeting open-space quotas and tree-canopy expectations.

The Future Land Use Map designates the site for Medium Density Residential with Park/Open Space along Big Cross Creek. That policy framework anticipates primarily small-lot single-family neighborhoods at roughly three to six dwellings per acre, with duplexes and townhouses interspersed and the possibility of low-rise apartments in appropriate locations, while reserving environmentally constrained lands as open space that can support passive or active recreation and water-quality functions. MR-5 provides the zoning toolkit to implement this vision: it enables a range of missing-middle housing types that fit the medium-density envelope, supports walkable internal patterns even in a generally auto-oriented corridor, and facilitates permanent open-space preservation where environmental constraints preclude development.

Compatibility considerations are manageable within the existing code framework. Along SF-6 edges, height and setback transitions combined with landscape buffers can moderate scale and privacy impacts. Where the site interfaces with civic or culturally sensitive uses - such as the Lafayette Cemetery - enhanced buffering, fencing, lighting controls, and managed access can preserve reverence and minimize spillover effects. In relation to nearby multifamily, MR-5 can "fill the gaps" with smaller buildings and varied unit types rather than repeating large, isolated complexes, thereby producing a more gradual gradient of density and form.

In sum, the requested MR-5 classification is a logical evolution of the corridor's pattern and a faithful implementation of the Future Land Use Map. It would broaden housing choices for starter, workforce, and multigenerational households; leverage existing infrastructure on a serviced infill tract; and embed environmental stewardship by clustering development away from the Big Cross Creek corridor. Approval would advance strategic growth, fiscal efficiency, and neighborhood vitality while relying on the UDO's established standards to ensure access, utilities, safety, and compatibility are addressed during the subsequent development review.

Budget Impact:

Rezoning the property from SF-6 to MR-5 does not, by itself, appropriate funds or commit the City to new spending; fiscal effects arise only if and when a project is approved and built. Given the site's infill context and proximity to existing services, the near- to mid-term budget outlook is expected to be neutral to modestly positive for the General Fund, with

most growth-related infrastructure funded by the developer and supported by enterprise fund participation where applicable. Over time, MR-5's higher potential unit yield should increase taxable value per acre relative to a detached-only program, producing additional ad valorem revenue. Incremental population and household formation may also marginally elevate shared revenues such as local options sales/use and vehicle taxes. Stormwater utility billing would rise with impervious area (measured in ERUs), though on-site best-management practices required at permitting will mitigate public system burdens.

One-time revenues would include plan review, subdivision, and building permit fees at the development stages. Water and sewer system development charges and connection fees - collected by the utility - are not General Fund revenues but help defray capacity and extension costs, reducing pressure on public capital outlays. On the expenditure side, public safety, parks/recreation, code compliance, and similar operating costs scale with actual buildout and call volumes; MR-5's moderate densities generally support efficient service delivery on existing networks. Transportation impacts are addressed through standard access management, frontage improvements, and any warranted turn lanes or multimodal upgrades at the driveway-permitting and engineering phases, with costs ordinarily borne by the developer and reviewed by the City and, as applicable, NCDOT. If any public streets or facilities are ultimately accepted, the City would assume routine maintenance thereafter; stormwater costs would be limited to public conveyances brought into the system and any downstream facilities already maintained.

No immediate City capital project is triggered by the map amendment. Capacity checks, easements, and any off-site improvements attributable to the development program are resolved through the Technical Review Committee and permitting processes. The corridor's inclusion in NCDOT Project U-4403B signals broader network investment over time; any site-specific mitigation tied to trip generation would be imposed through standard development review rather than City-initiated capital spending. Administrative costs already incurred - such as mailed notice to 153 properties and required advertising - are minor and absorbed within existing departmental appropriations.

Taken together, the fiscal profile of the rezoning is neutral in the near term (prior to construction) and, absent unforeseen off-site obligations, is expected to become modestly positive as certificates of occupancy are issued, the tax roll grows, and utility and fee revenues materialize while ongoing service costs remain comparatively low on serviced infill land.

Options:

1. Recommend Approval to MR-5 (as requested) - Recommended

Adopt a written statement finding the map amendment **consistent** with the 2040 Future Land Use Map (Medium Density Residential with Park/Open Space along Big Cross Creek) and **reasonable and in the public interest** because it enables context-appropriate housing diversity on serviced infill land, provides code-based tools to transition to adjacent SF-6 areas, and preserves environmentally sensitive areas through existing UDO standards.

2. Recommend Approval to a More Restrictive District (Commission-specified)

If the Commission concludes a lower-intensity classification is warranted, identify the alternative district on the record and adopt a **revised** statement of consistency and reasonableness explaining why the alternative better addresses adjacency, access constraints, or environmental sensitivities while remaining aligned with the Future Land Use Map.

3. Recommend Denial

Adopt a written statement finding the request **inconsistent** with the Future land Use Map and/or **not reasonable and not in the public interest**, citing specific facts such as incompatibility with adjacent SF-6 patterns, unresolved transportation or infrastructure constraints, or inadequate protections of environmental resources.

Recommended Action:

- The Professional Planning Staff recommends that the City Council approve the straight rezoning from SF-6 to MR-5. The request is consistent with the Future Land Use Plan's Medium Density Residential designation with Park/Open Space along Big Cross Creek, and MR-5 provides the appropriate toolkit to implement that policy by allowing small-lot detached, duplex/townhome, and low-rise multifamily while preserving environmentally constrained areas through open-space and buffer requirements. The range of MR-5 uses, and associated development standards is suitable for this corridor given the surrounding mix of single-family neighborhoods, civic uses, and nearby multifamily, and compatibility will be addressed through the UDO's citywide requirements for setbacks, height, landscaping/buffering, lighting, access, and stormwater. Transportation access, utility connections, and public-safety considerations will be reviewed and conditioned at the subdivision and site-plan stages. No evidence indicates factors that would substantially harm public health, safety, morals, or general welfare.

Note: As a reminder, this application was denied by the Zoning Commission and has been appealed to the City Council for further consideration.

Attachments:

1. Plan Application
2. Aerial Notification Map
3. Zoning Map
4. Land Use Plan Map
5. Subject Property
6. Surrounding Property Photos
7. Consistency and Reasonableness Statement
8. Powerpoint

Project Overview #1726764

Project Title: 2211 Rose Hill Rd., Fayetteville, NC
Application Type: 5.1) Rezoning (Map Amendment)
Workflow: Staff Review

Jurisdiction: City of Fayetteville
State: NC
County: Cumberland

Project Location

Project Address or PIN: 2211 ROSEHILL RD (0438470005000) **Zip Code:** 28305

Is it in Fayetteville? If you're not sure, click this link: [Cumberland County Tax Office GIS system](#)

GIS Verified Data

Project Address: 2211 ROSEHILL RD

General Project Information

Has the land been the subject of a map amendment application in the last five years?: No

Previous Amendment Case #: **Proposed Zoning District:** MR-5

Acreage to be Rezoned: 21.27 **Is this application related to an annexation?:** No

Water Service: Public **Sewer Service:** Public

A) Please describe all existing uses of the land and existing structures on the site, if any:

Existing Use of Land
The subject property is presently vacant and undeveloped. It has no commercial, residential, agricultural, or industrial operations on-site and serves only as open land.

Existing Structures
There are no permanent or temporary structures, foundations, utilities, or improvements on the parcel. The site is raw ground with natural vegetation only.

B) Please describe the zoning district designation and existing uses of lands adjacent to and across the street from the subject site.:

Surrounding Zoning & Land-Use Context

- Immediate adjacency (all sides): Parcels that physically abut the Rosehill Road tract are zoned SF-6 (Single-Family Residential), the same district that currently governs the subject property.
- Comparable MR-5 precedents within 500 ft:
 - Tiffany Court (350 ft west of the subject site) and
 - Topeka Street (475 ft southwest)
 are each zoned MR-5 (Mixed Residential-5) even though they, like the subject tract, are otherwise surrounded by SF-6 parcels. These two pockets provide recent, local examples of Council granting MR-5 where it advances housing needs and provides a mix of housing types.
- Frontage context: For most of the Rosehill Road frontage opposite the site, the land is a platted cemetery. Up-zoning the subject property to MR-5 will therefore have minimal impact on existing residential neighbors and no adverse effect on the cemetery.

Conclusion
Because the subject tract mirrors the physical setting of Tiffany Court and Topeka Street, isolated MR-5 islands amid SF-6, the requested MR-5 designation is consistent with zoning patterns already deemed appropriate within this corridor. Given the lack of incompatibility or additional neighborhood burden but will simply extend an established zoning solution that promotes a greater mix of attainable housing types.

Amendment Justification - Answer all questions on this and all pages in this section (upload additional sheets as needed).

A) State the extent to which the proposed amendment is consistent with the comprehensive plan and all other applicable long-range planning documents.:

The Rosehill Road tract already carries a *Medium-Density Residential (6-15 du/ac)* designation on Fayettevilles 2040 Comprehensive Plan Future Land-Use Map. Re-zoning from SF-6 to MR-5 is the most direct way to implement that map designation, because MR-5 is the Unified Development Ordinances intended zoning district for sites that are expected to deliver missing-middle housing - duplexes and quadplexes-at roughly 10-15 units per acre.

The Comprehensive Plans housing policy framework reinforces this match. Policy LU-7 calls on the City to expand the range of housing types and price points by promoting smaller lots, duplexes, triplexes, and quadplexes in precisely those Medium-Density areas where utilities and transit already exist. By shifting to MR-5, the Rosehill site will provide those housing forms without surpassing the density ceiling the Plan envisions, thereby advancing the Citys goals for affordability and diversity of stock.

The Unified Development Ordinance adds a locational test: MR-5 parcels must front an arterial or collector roadway so that moderate densities are supported by appropriate infrastructure. Rosehill Road is mapped as a minor arterial, so the site satisfies that standard and can rely on existing water, sewer, and roadway capacity without requiring capital upgrades.

No adopted small-area or corridor plans assign a conflicting future use to this block of Rosehill Road. In fact, both the North Fayetteville Area guidance and countywide growth-management policies encourage moderate-density infill on under-utilized land where municipal services are already in place. Because the parcel is vacant, the rezoning will not displace residents or businesses, and the cemetery opposite the frontage will experience no operational impact.

Taken together, the requested amendment is entirely consistent with the Comprehensive Plan, meets every locational criterion in the UDO, and aligns with broader long-range goals to concentrate attainable housing where infrastructure can already support it.

B) Are there changed conditions that require an amendment? :

Changed conditions warranting the map amendment

Several conditions have emerged since the parcel was last zoned that now make an MR-5 designation more appropriate than the legacy SF-6:

1. Acute housing-inventory shortfall.

A 2024 countywide housing study found Cumberland County is already short of both rental and for-sale units and will add another 1,800 households in the 2023-2028 window. The analysis singles out a lack of missing-middle

2. Fort Bragg-related demand shift.

Ongoing barracks renovations and troop relocations at Fort Bragg are pushing hundreds of soldiers and their families into the off-post market, intensifying demand for attainable units within a 10-mile commuting ring that incl

3. Corridor infrastructure upgrades now underway.

In spring 2025 the City launched storm-drain and pedestrian improvements on Rosehill Road, replacing undersized cross-pipes and upgrading sidewalks. These capital works increase the corridors capacity to absorb mode

4. Policy evolution toward medium-density infill.

The 2040 Comprehensive Plan, adopted after the current SF-6 zoning was applied, calls for Medium-Density Residential (615 du/ac) on this block. Re-zoning to MR-5 is the specific mechanism the Unified Development Ord

5. Nearby precedents for MR-5 islands.

Since the last zoning action, the City has approved two isolated MR-5 pockets; Tiffany Court and Topeka Street; within the same SF-6 fabric and within 500 feet of the subject site. Extending the same treatment to Rosehill F

Taken together-documented housing pressure, fresh infrastructure capacity, an updated land-use vision, and recent MR-5 approvals in the immediate vicinity; these changed conditions create a compelling rationale for amending t

C) State the extent to which the proposed amendment addresses a demonstrated community need.:

How the amendment meets a demonstrated community need

Cumberland County is experiencing an acute housing shortage; vacancy has hovered below 1 percent and both renters and buyers face rising prices. A March 2025 housing-market update noted that only **0.7 percent of homes v sale, well under the 23 percent considered healthy**, and nearly half of renters now spend more than 30 percent of their income on housing. The City's own 2024-2028 Action Plan likewise calls the lack of moderately-priced uni countys most pressing issues.

At the same time, renovations and temporary closures of barracks at Fort Liberty are forcing hundreds of soldiers and their families to seek off-post housing through at least 2026, intensifying demand within a short commuting rad Road. Local real-estate professionals have identified **duplexes and quadplexes; exactly the missing-middle types permitted in MR-5**; as the product type in shortest supply.

Re-zoning this vacant parcel from SF-6 (single-family, ~6 du/ac) to MR-5 (mixed residential, up to 15 du/ac) will:

- Deliver roughly **160 attainable units** on existing water-sewer lines, adding supply without sprawl or new infrastructure costs.
- Provide housing options that are naturally more affordable than large-lot detached homes, directly addressing the cost-burden highlighted by City and county studies.
- Ease pressure on neighboring single-family neighborhoods by absorbing some of the Fort Liberty spill-over demand in a location fronting an arterial road and buffered on the opposite side by a cemetery, thus minimizing con

In short, the amendment is responsive to clearly documented, near-term housing needs and offers a practical, policy-supported way to supply the missing-middle units the Fayetteville market currently lacks.

D) State the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land, and why it is the appropriate zoning district for the land.:

Compatibility and Appropriateness of MR-5 for the Rosehill Road Tract

The requested MR-5 district harmonizes with its surroundings while supplying a housing type now missing along Rosehill Road:

- **Scale and form match the neighborhood fabric.**
MR-5 permits duplexes and quadplexes limited to 35 ft in height and subject to the same side- and rear-yard setbacks that govern the abutting SF-6 parcels. From the street they read as large single-family homes rather tha
- **Natural buffering across Rosehill Road.**
The site fronts a cemetery for most of its road frontage. That low-intensity institutional use has no residential privacy concerns, meaning the added density will neither block views nor introduce incompatible activity opposite
- **Precedent pockets of MR-5 within 500 ft.**
Tiffany Court and Topeka Street (each surrounded by SF-6 lots) were recently zoned MR-5 without adverse neighborhood effects. Granting the same classification here applies the City's zoning logic consistently along the c
- **Infrastructure already sized for moderate density.**
Rosehill Road is a mapped minor arterial with existing sidewalks, transit access, and water-sewer mains sized to accommodate up to 15 dwelling units per acre (UDO locational criterion for MR-5). No off-site upgrades are
- **Smooth land-use transition.**
MR-5 sits between low-density detached housing (SF-6) and larger multi-family districts (MF-15, MF-24). Rezoning the vacant tract to MR-5 provides a logical missing-middle step that eases the shift from one-unit lots to hig
- **Vacant land minimizes impacts.**
Because the parcel is undeveloped, no residents or buildings will be displaced. Construction can incorporate perimeter landscaping and architectural controls to maintain neighborhood aesthetics, ensuring compatibility in b

Given these factors, MR-5 is the **appropriate zoning district** for the Rosehill Road property: it meets the Unified Development Ordinances siting rules, complements adjoining SF-6 lots in scale and character, extends an establi frontage and existing utilities to deliver needed missing-middle housing without new infrastructure or adverse effects on adjacent land uses.

E) State the extent to which the proposed amendment results in a logical and orderly development pattern.:

Re-zoning the vacant Rosehill Road parcel to MR-5 advances a **logical, orderly pattern of growth** for four reasons:

1. **It fills a planned missing-middle pocket rather than leap-frogging outward.**
The City's 2040 map already earmarks this block for Medium-Density Residential. Converting an empty interior parcel that fronts an arterial road implements that policy exactly where the plan intended, instead of pushing new units deeper into rural edges or established SF-6 streets.
 2. **It steps density up gradually along the corridor.**
Rosehill Road now exhibits three tiers of intensity: very-low (cemetery), low (SF-6 homes), and two isolated MR-5 nodes at Tiffany Court and Topeka Street. Rezoning the subject tract extends that middle tier in a continuous line, creating a clear progression __cemetery__ MR-5 duplexes/quadplexes __ SF-6 lots behind; rather than a patchwork of abrupt jumps.
 3. **It leverages built infrastructure, avoiding piecemeal upgrades.**
The site already fronts a minor arterial with sidewalks, transit, and water-sewer mains sized for up to 15 du/ac. Adding units here uses that latent capacity and keeps development compact, which is the textbook definition of orderly growth under the UDO and Comprehensive Plan.
 4. **It preserves the existing street grid and block structure.**
MR-5 housing can share a single Rosehill curb cut and internal drive while respecting side and rear-yard setbacks equivalent to SF-6. That means no new public streets or odd lot splits; just one cohesive block that aligns with the rectangle of surrounding parcels.
- Because it carries out the future-land-use map, extends an established MR-5 line, builds where services already exist, and fits the surrounding plat pattern, the amendment produces a development layout that is both predictable and neatly integrated into Fayetteville's broader growth framework.

F) State the extent to which the proposed amendment might encourage premature development.:

The requested shift from SF-6 to MR-5 **will not encourage premature development** for three key reasons:

1. **Planned density, not acceleration.**
The City's 2040 Future Land-Use Map already designates the site for Medium-Density Residential, so rezoning simply applies the zoning district envisioned for the parcel; it does not leapfrog past the Comprehensive Plan or
2. **Infrastructure is in place today.**
Rosehill Road is an existing minor arterial with adequate capacity, continuous sidewalks, and stubbed water-sewer mains sized for up to 15 dwelling units per acre. No extensions of utilities, roads, or public services are req
3. **Vacant infill, not edge growth.**
The parcel lies within the City limits and is surrounded by developed property on all sides (including a cemetery across the road) so the rezoning activates a gap in the current urban fabric instead of pushing growth to outlyir

Because the amendment merely implements the adopted land-use plan on a fully serviced, in-town site, it does **not** create pressure for premature or uncoordinated development elsewhere.

G) State the extent to which the proposed amendment results in strip-style commercial development.:

The requested change from SF-6 to **MR-5** permits only residential uses (duplexes, triplexes, quadplexes, town-home clusters, and limited civic facilities). It **does not introduce or expand any retail zoning** along Rosehill Road,

- **Use limitations.** MR-5 expressly excludes general retail, drive-through, automotive, or big-box uses that typify strip corridors; its non-residential allowances are limited to small civic or community facilities (e.g., day-care, ne
- **Frontage character.** Buildings in MR-5 must front the street with residential faades, maintain 20-ft front setbacks, and observe the same height envelope as adjacent SF-6 homes, so the visual environment remains residen
- **No incremental retail pressure.** Because the parcel is bordered by a cemetery on the opposite frontage and SF-6 lots on its flanks, the rezoning does not create a logical follow-on retail corner or pad site; any future comm

For these reasons the amendment **does not (and cannot) result in strip-style commercial development** along Rosehill Road.

H) State the extent to which the proposed amendment results in the creation of an isolated zoning district unrelated to adjacent and surrounding zoning districts.:

The MR-5 zoning requested for the Rosehill Road parcel would **not create an isolated, out-of-place district**. Two MR-5 pockets already exist within 500?feet (on Tiffany Court and Topeka Street) each surrounded by SF-6 lots much like the subject site. Rezoning this tract simply stitches a third MR-5 area into that same corridor pattern, reinforcing a modest string of missing-middle housing zones rather than standing alone. Because the new district will sit on an arterial frontage and share identical height, setback, and residential character controls with its SF-6 neighbors, it remains contextually tied to the surrounding fabric rather than forming a disconnected outlier.

I) State the extent to which the proposed amendment results in significant adverse impacts on the property values of surrounding lands.:

The rezoning to MR-5 is **not expected to cause any significant adverse impact on the value of nearby properties** for several reasons:

Comparable local precedent shows stable values.

Homes abutting the MR-5 pockets on Tiffany Court and Topeka Street continue to list and sell at prices in line with, or slightly above, the broader SF-6 market. Those rezonings did not trigger discounted sales or assessment challenges, indicating that duplex-and-quadplex development of this scale is already accepted by the market.

Neighborhood character remains residential and low-rise.

MR-5 buildings are limited to 35 feet in height and must meet the same front, side, and rear setbacks as SF-6 structures. From the street they read as large homes, not apartment blocks, so potential buyers in the SF-6 streets behind the site still enjoy the same visual character and privacy expectations.

Additional eyes on the street can increase desirability.

Moderate infill adds residents who support better maintenance of public infrastructure, increases passive surveillance, and can raise perceptions of neighborhood vitality; factors that research shows either stabilize or improve adjacent single-family values rather than erode them.

Cemetery frontage buffers the most immediate interface.

Because a cemetery occupies most of the opposite frontage, no single-family homes sit directly across from the new units. This arrangement further reduces any perceived competition or conflict that might otherwise weigh on front-door curb appeal.

Sewer, water, and roadway capacity already exist.

No off-site assessments or special districts are required to serve the project, so surrounding owners will not face infrastructure cost-sharing that could negatively affect their equity.

Taken together (documented local sales experience, strict residential form controls, inherent buffering, and no new financial burden on neighbors) the proposed amendment offers additional housing choice without any credible mechanism for depressing surrounding property values.

J) State the extent to which the proposed amendment results in significantly adverse impacts on the natural environment.:

Extent to which the amendment affects the natural environment (wetlands included)

A mapped wetland complex skirts the southwest corner of the Rosehill Road parcel, so environmental safeguards are an important part of any future development. Even with that resource present, the proposed change from SF-6

1. **Rezoning alone does not disturb soil or water.**
A map amendment is a policy decision only; ground-disturbing activity cannot proceed until a site-specific plan has been reviewed for compliance with City storm-water rules and state/federal wetland regulations.
2. **Wetland impacts are tightly regulated at two levels.**
Federal/State permits. Any fill within jurisdictional wetlands will require a U.S. Army Corps of Engineers Section 404 permit and a companion NC DEQ 401 Water-Quality Certification or Isolated-Wetland authorization. The **City UDO standards.** Fayettevilles ordinance echoes those requirements, expressly stating that all state and federal wetland approvals must be in hand before a grading permit is issued.
3. **MR-5 can preserve more wetland area than SF-6.**
Because MR-5 allows 3- to 4-unit buildings on a single foundation, the same 160 units can fit on a smaller development footprint than 160 detached houses on 6,000 ft2 lots. The higher-yield building arrangement lets the sit
4. **Post-construction storm-water controls remain identical.**
Whether the land stays SF-6 or becomes MR-5, any development must meet the Citys post-construction storm-water standards (peak-rate detention, water-quality treatment, and erosion-control measures) ensuring runoff

Conclusion

With federal, state, and City safeguards in place (and the design flexibility MR-5 provides to cluster buildings away from sensitive areas) the rezoning itself does **not** pose a significant adverse impact on the wetlands or the broad

Primary Contact Information

Contractor's NC ID#:

Project Contact - Agent/Representative

Benjamin Strout
Strout Architecture
438 Carr Ave
Homewood , AL 35209
P:2055698774
ben@anotherstory.com

Project Owner

Benjamin Strout
Strout Architecture
438 Carr Ave
Homewood , AL 35209
P:2055698774
ben@anotherstory.com

Property Owner Email: claudio@valoriscapitalpartners.com

As an unlicensed contractor, I am aware that I cannot enter into a contract that the total amount of the project exceeds \$40,000. :

NC State General Contractor's License Number:

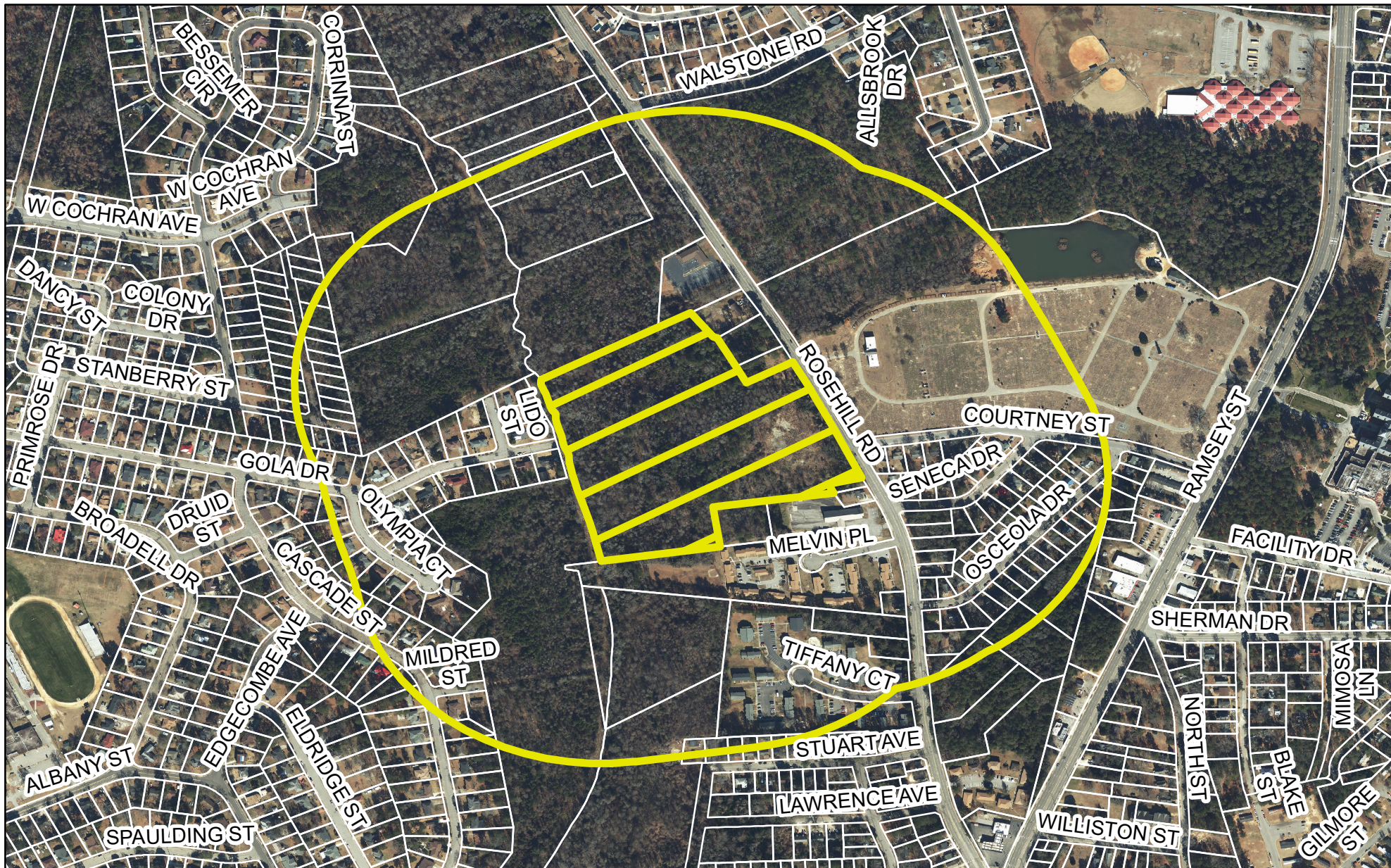
NC State Electrical Contractor #1 License Number:

NC State Electrical Contractor #2 License Number:

NC State Electrical Contractor #3 License Number:

NC State Mechanical Contractor's #1 License Number:
NC State Mechanical Contractor's #2 License Number:
NC State Mechanical Contractor #3 License Number:
NC State Plumbing Contractor #1 License Number:
NC State Plumbing Contractor #2 License Number:

Indicate which of the following project contacts should be included on this project: Architect



Aerial Notification Map

Case #: P25-30

Request: Rezoning
Single Family Residential 6 (SF-6) to
Mixed Residential 5 (MR-5)

Location: 2211 Rosehill Rd
0438470005000

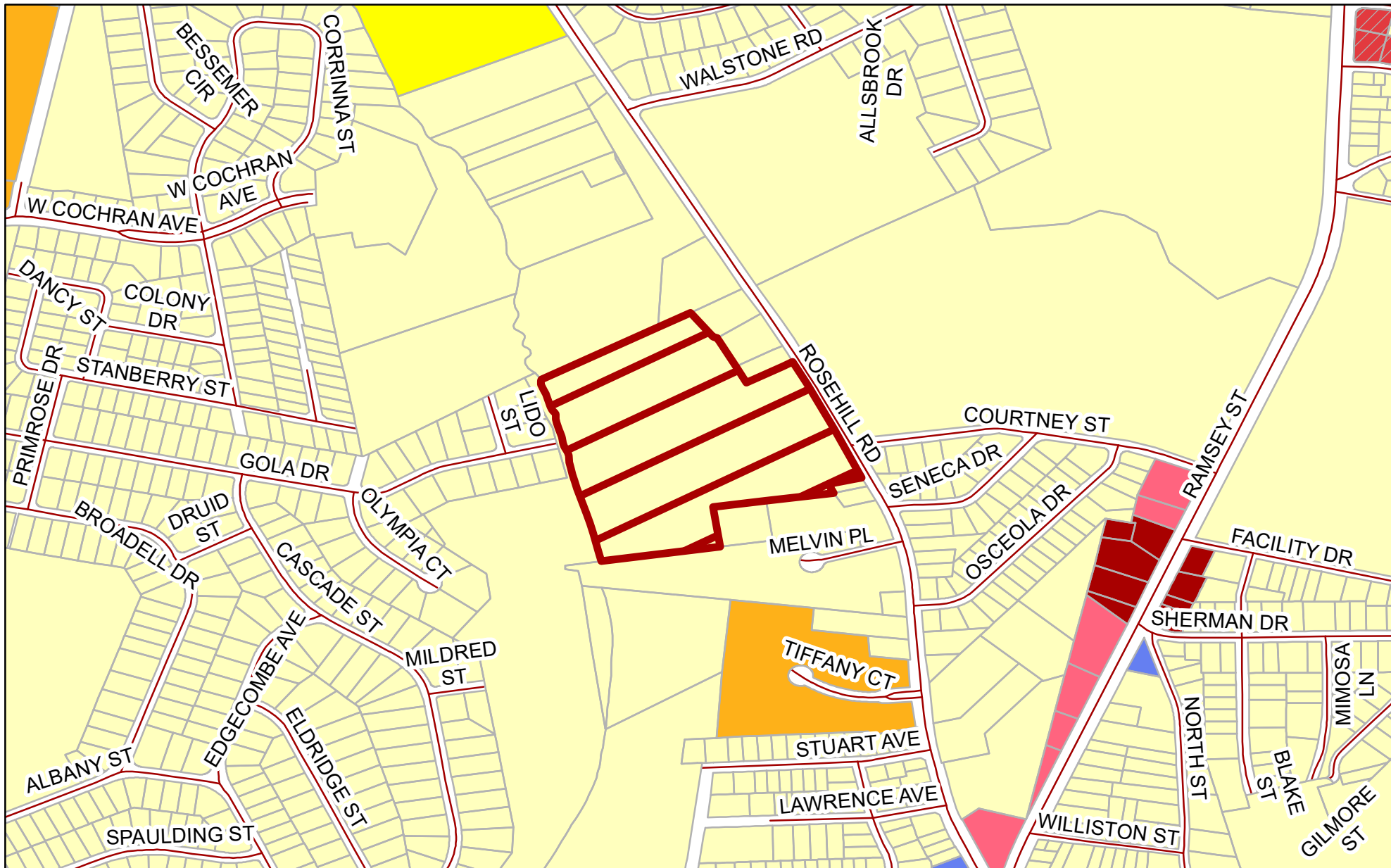
Legend

-  P25-30
-  P25-30 Notification Radius



Letters are being sent to all property owners within the 1,000' buffer. Subject property is shown in the hatched pattern.





Zoning Map

Case #: P25-30

Request: Rezoning
Single Family Residential 6 (SF-6) to
Mixed Residential 5 (MR-5)

Location: 2211 Rosehill Rd
0438470005000

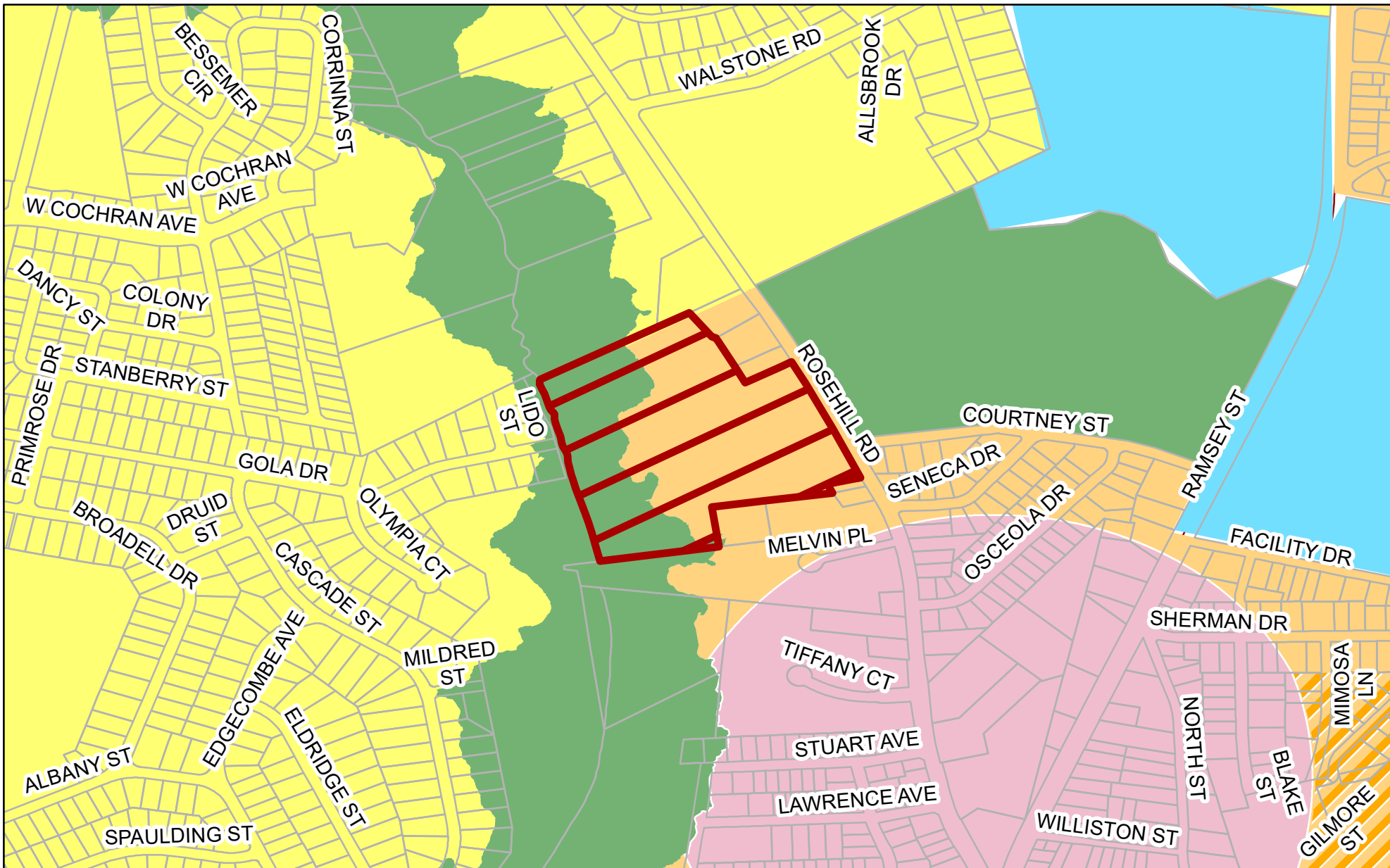
Legend

- P25-30
- CC - Community Commercial
- LC - Limited Commercial
- MR-5 - Mixed Residential 5
- NC/CZ - Conditional Neighborhood Commercial
- OI - Office & Institutional
- SF-6 - Single-Family Residential 6
- SF-10 - Single-Family Residential 10



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Land Use Map

Case #: P25-30

Request: Rezoning
Single Family Residential 6 (SF-6) to
Mixed Residential 5 (MR-5)

Location: 2211 Rosehill Rd
0438470005000

Legend



P25-30

Land Use Plan 2040

Character Areas

- PARKOS - PARK / OPEN SPACE
- LDR - LOW DENSITY
- MDR - MEDIUM DENSITY
- NIR - NEIGHBORHOOD IMPROVEMENT
- NMU - NEIGHBORHOOD MIXED USE
- OI - OFFICE / INSTITUTIONAL



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Consistency and Reasonableness Statement

Map Amendments

Pursuant N.C.G.S. Sections 160D-604 and -605, the Zoning Commission finds that the proposed zoning map amendment in case P25-30 is inconsistent with the City of Fayetteville's Future Land Use Map and Plan (Comprehensive Plan). The following analysis examines the proposed amendment relative to the goals and land-use policies and strategies of the Comprehensive Plan:

Consistency

1. GOALS

GOAL(S)	CONSISTENT	INCONSISTENT
GOAL #1: Focus value and investments around infrastructure and strategic nodes	X	
GOAL #4: Foster safe, stable, and attractive neighborhoods		X

2. LAND USE POLICES AND STRATEGIES:

LAND USE POLICES AND STRATEGIES	CONSISTENT	INCONSISTENT
LUP 1: Encourage growth in areas well-served by infrastructure and urban services, including roads, utilities, parks, schools, police, fire, and emergency services.	X	
1.2: Encourage more intense uses, greater mix of uses and denser residential types in key focal areas.	X	
LUP 3: Encourage redevelopment along underutilized commercial strip corridors and reinvestment in distressed residential neighborhoods	X	
3.2: Identify potential barriers for redevelopment and reinvestment and provide flexibility through modifications to development regulations while maintaining high standards.	X	
LUP 4: Create well-designed and walkable commercial and mixed use districts.	X	
4.1: Ensure new development meets basic site design standards	X	

3. The proposed amendment is consistent with the Future Land Use Map as follows:

☒	The proposed land use is consistent and aligns with the area's designation on the FLU Map.	OR		The proposed land use is inconsistent and does not align with the area's designation on the FLU Map.
☒	The proposed designation, as requested, would permit uses that are complimentary to those existing on adjacent tracts.	OR		The proposed designation, as requested, would permit uses that are incongruous to those existing on adjacent tracts.

Reasonableness

The proposed zoning amendment is reasonable and in the public interest because it supports the policies of the Comprehensive Plan as stated above and the Strategic Plan as stated in the Staff Report, and because: [select all that apply]

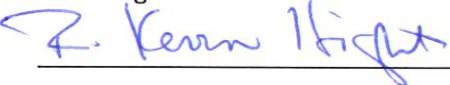
- ☐ The size, physical conditions, and other attributes of the proposed use(s) will benefit the surrounding community.
- ☐ The amendment includes conditions that limit potential negative impacts on neighboring uses.
- ☒ The proposed uses address the needs of the area and/or City.
- ☒ The proposal adapts the zoning code to reflect modern land-use trends and patterns.

The amendment is also in the public interest because it: [select all that apply]

- ☒ improves consistency with the long-range plan.
- ☒ improves the tax base.
- ☐ preserves environmental and/or cultural resources.
- ☒ facilitates a desired kind of development.
- ☒ provides needed housing/commercial area.

Additional comments, if any (write-in):

July 8, 2025
Date


Chair Signature

Print

CITY COUNCIL



ZONING CASES

August 25, 2025



Owner: 2211 Rosehill Development LLC

Applicant: Valoris Capital Partners

Request: Single Family Residential 6 to Mixed Residential 5

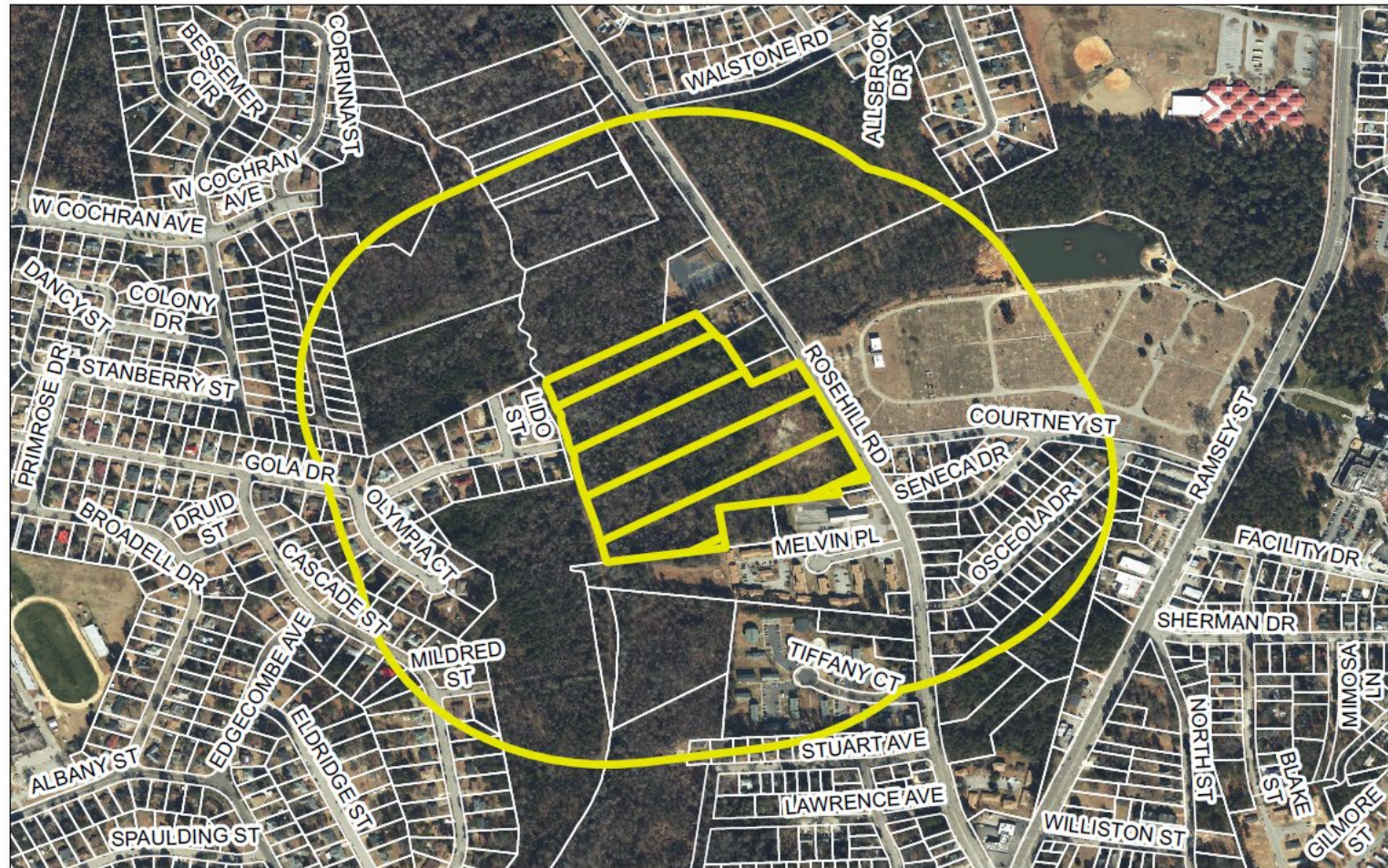
Location: 2211 Rosehill Rd

Acreage: 21.27 acres ±

District: 2

REID #: 0438470005000





Aerial Notification Map

Case #: P25-30

Request: Rezoning
Single Family Residential 6 (SF-6) to
Mixed Residential 5 (MR-5)

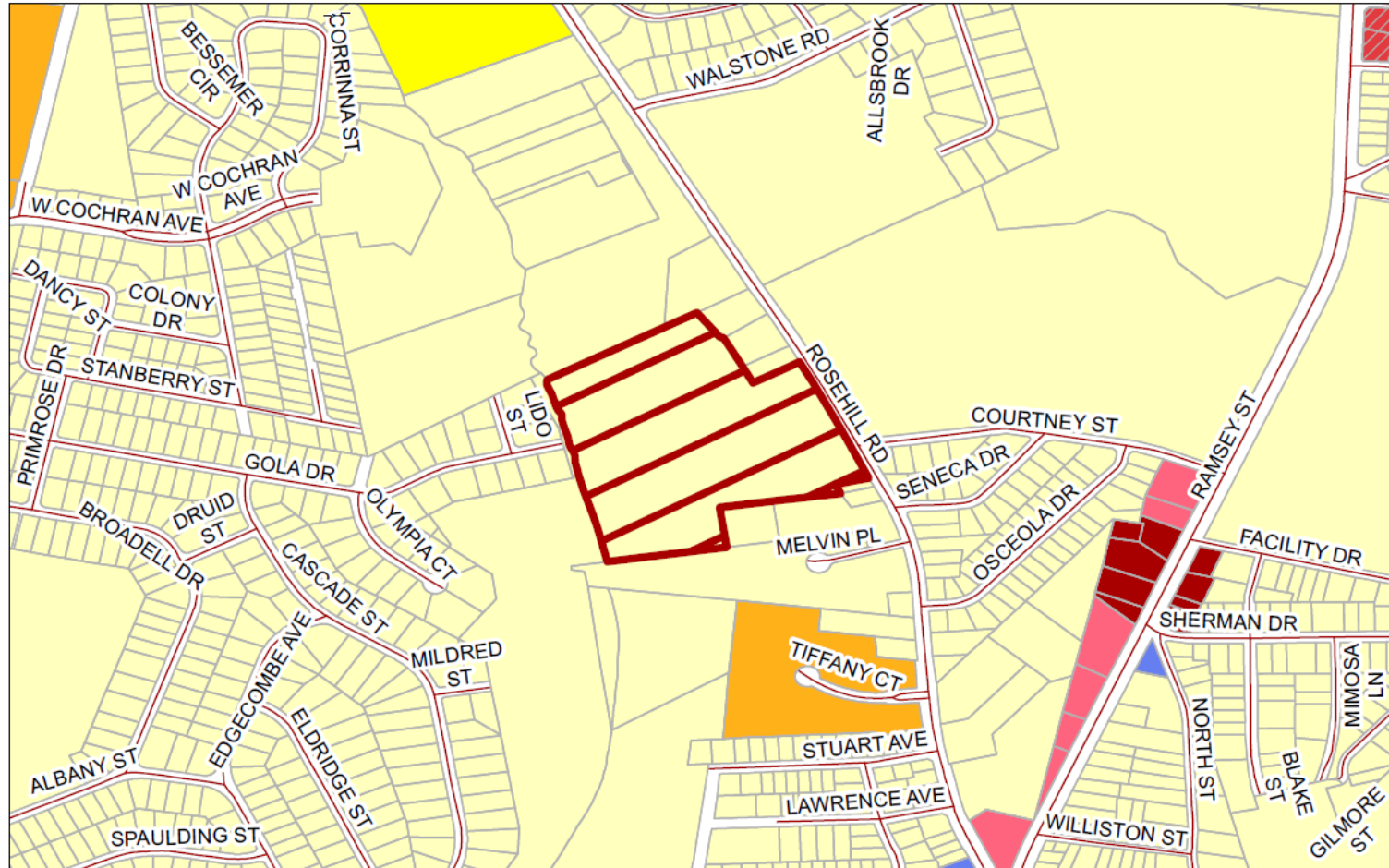
Location: 2211 Rosehill Rd
0438470005000

Legend

-  P25-30
-  P25-30 Notification Radius



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Zoning Map

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Request: Rezoning
Single Family Residential 6 (SF-6) to
Mixed Residential 5 (MR-5)

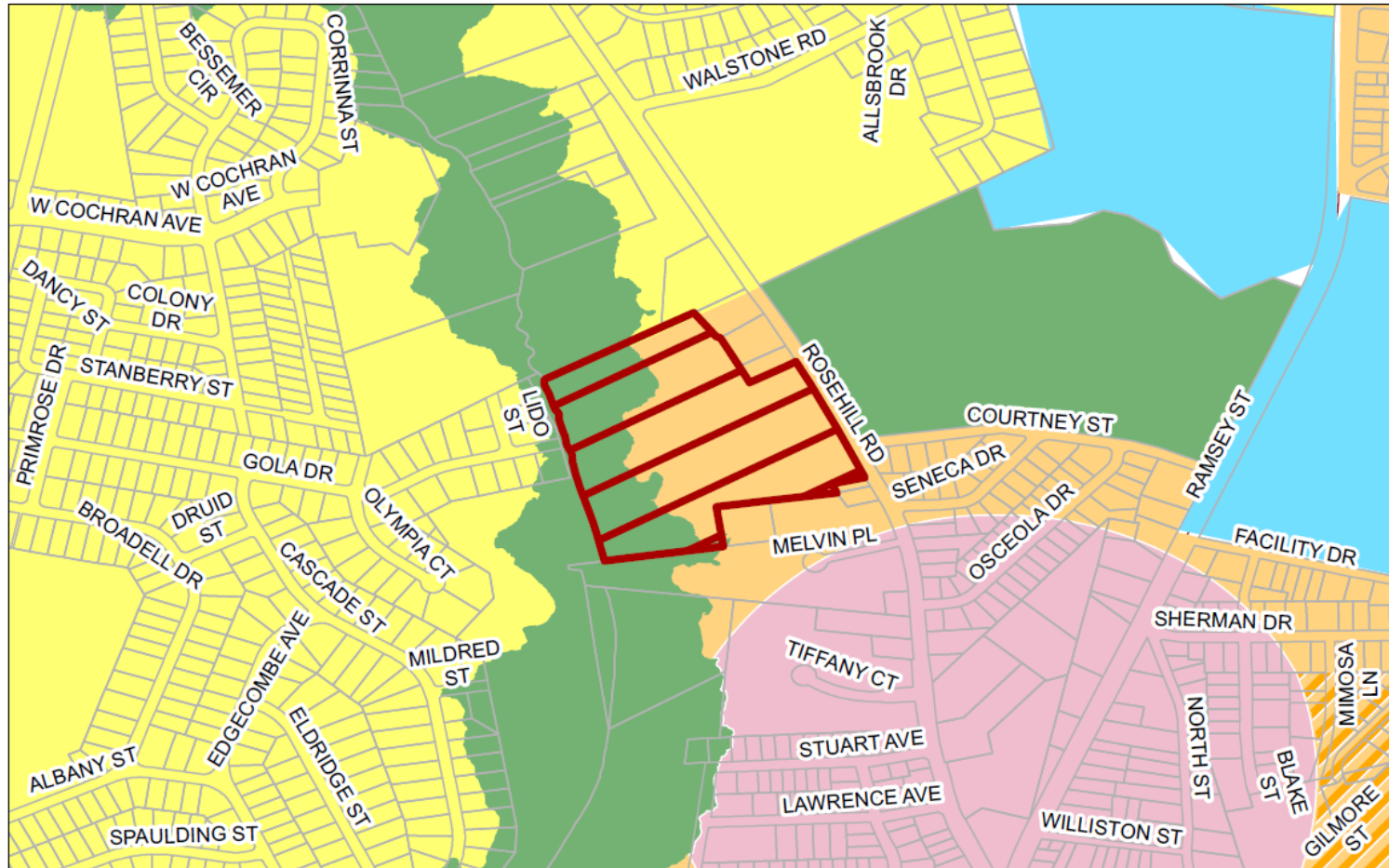
Location: 2211 Rosehill Rd
0438470005000

Legend

-  P25-30
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Land Use Map

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Request: Rezoning
Single Family Residential 6 (SF-6) to
Mixed Residential 5 (MR-5)

Location: 2211 Rosehill Rd
0438470005000

Legend

-  P25-30
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-  NMU - NEIGHBORHOOD MIXED USE
-  OI - OFFICE / INSTITUTIONAL



Letters are being sent to all property owners within the 1,000' buffer. Subject property is shown in the hatched pattern.



Surrounding Properties



Analysis:

- The Mixed Residential 5 zoning district is consistent with the Land Use Designation of Medium Density Residential by supporting a variety of housing types at moderate densities which aligns with surrounding development including nearby multi-family.
- The size, location, and proximity to existing infrastructure make the site suitable for this type of medium density residential development.

Recommendation:

The Professional Planning Staff recommends APPROVAL of the map amendment to Mixed Residential 5 (MR-5) Zoning based on:

- The proposed amendments to the existing conditional zoning implement policies adopted in the Future Land Use Plan and the Unified Development Ordinance.
- The uses permitted by the proposed change in zoning district classification and the standards applicable to such uses will be appropriate in the immediate area of the land to be reclassified due to the proposed number of units and the required number of parking spaces associated with this type of use;
- There are no other factors, which will substantially adversely affect the public health, safety, morals, or general welfare when built in accordance with the conditions.

1. Approval of the map amendment to MR-5 as presented based on the evidence submitted and finds that the rezoning is consistent with the Future Land Use Plan as demonstrated by the attached consistency and reasonableness statement (recommended)
2. Approval of the map amendment to a more restrictive zoning district based on the evidence submitted and finds that the map amendment would be consistent with the Future Land Use Plan and an amended consistency statement.
3. Denial of the map amendment request based on the evidence submitted and finds that the map amendment is inconsistent with the Future Land Use Plan.



FayettevilleNC.gov



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4972

Agenda Date: 10/27/2025

Version: 1

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Public Hearing
(Public & Legislative)

Agenda Number: 9.02

TO: Mayor and Members of City Council

THRU: Kelly Olivera, ACM
Dr. Gerald Newton, AICP - Development Services Director

FROM: Craig Harmon, Senior Planner
Demetrios Moutos, Planner I

DATE: October 27, 2025

RE:

AX25-02: CRA Commercial Development, LLC has submitted a petition to annex approximately 2.55 acres located at 3456 Black & Decker Road (PIN 0425754360) into the corporate limits of the City of Fayetteville. The site is situated on the south side of Black & Decker Road, west of Gillespie Street, and near the intersection with Dedication Drive.

COUNCIL DISTRICT(S):

District 2 - Council Member Malik Davis

Relationship To Strategic Plan:

FY2025 Strategic Plan

The request involves annexing approximately 2.55 acres located at 3456 Black & Decker Road and applying initial LI (Light Industrial) zoning alongside the annexation. The site is currently vacant and falls within an area designated as an Employment Center on the City's Future Land Use (FLU) Map. This land-use designation supports industrial and employment-center activities in the airport area and aligns the City's jurisdiction with expected service delivery.

All future structures and uses on this site will be subject to the Airport Overlay standards and FAA Part 77 airspace review, with restrictions on high-occupancy assembly or bird-attracting uses. Although the parcel is situated within the Employment Center area, parts of the immediate edge are classified as Low-Density Residential on the adopted FLU Map. Therefore, approval should include a concurrent map update to reflect Employment Center designation for consistency.

Goals and Consistency:

Goal II - Diverse & Viable Economy - Consistent

This request advances a diverse tax base and job creation by positioning the small, airport-adjacent parcel for light industrial use, in line with the FLU's Employment Center

designation.

It supports the City's objectives to build partnerships for job creation and retention, helping to sustain a favorable development climate. The industrial entitlements will facilitate recruitment and expansion efforts led by the FCEDC and its partners.

Relevant performance measures from the Strategic Plan include growth in the taxable base, jobs supported by economic development initiatives, and industrial vacancy/absorption, which will be positively impacted by the appropriate LI entitlements and annexation.

Goal III - City Investment Planning - Consistent

This request implements Objective 3.2 by aligning zoning with the FLU Map and focusing on employment uses in planned nodes where transportation and utilities can be effectively coordinated.

Annexation will allow for unified application of City development standards, access management, and infrastructure phasing, leading to improved long-term service efficiency in the airport industrial corridor.

It conforms to FLU policies that encourage strategic economic development in Industrial/Employment Areas and ensure the coordination of needed utilities and transportation capacity for targeted industries.

Goal IV - Live, Work, & Recreate - Supportive/Context Sensitive

The proximity to the airport and the existing industrial corridor makes the LI zoning an appropriate, low-conflict use that complements Objective 4.1 (transit and airport services) and regional connectivity goals.

Goal I - Safety & Security - Neutral with Standard Conditions

There is no direct policy conflict; however, site-plan-level commitments to safe access management, lighting, and CPTED (Crime Prevention Through Environmental Design) principles may advance traffic and pedestrian safety objectives. Implementations will occur at the permitting stage, with Airport Overlay and FAA Part 77 standards in effect.

Goal V - Financially Sound City - Neutral to Positive

The anticipated outcome is a positive fiscal effect due to taxable investment without unusual City capital expenditures; municipal services can be provided according to existing policies. Any required utility extensions or frontage improvements must be developer-funded under current regulations.

Annexation simplifies service delivery boundaries and lowers service costs over time by incorporating a logical employment parcel into the City's jurisdiction.

Goal VI - Collaborative Government - Supportive

This application offers a platform for continued coordination with the FCEDC, PWC, NCDOT, FAA, and nearby stakeholders during the development review process, enhancing interagency alignment in the airport employment area.

Compatibility and Mitigation Notes (Adjacencies)

The application identifies two large residential lots at the rear of the parcel; required buffering and site-design controls (e.g., screening, lighting cut-off, loading orientation) will be implemented to address edge conditions and maintain compatibility, in line with strategic investment and quality-of-life goals.

Conclusion

The combined annexation and initial LI zoning are consistent with the FY2025 Strategic Plan, particularly in relation to Goal II (economy) and Goal III (strategic land use), by aligning entitlements with the Employment Center FLU designation, promoting job growth, and concentrating light industry near existing airport-area infrastructure while enabling efficient municipal service delivery.

Executive Summary:

CRA Commercial Development, LLC is requesting non-contiguous (satellite) annexation of a vacant parcel totaling approximately 2.55 acres, located at 3456 Black & Decker Road (PIN 0425-75-4360). This site is situated on the south side of Black & Decker Road, west of Gillespie Street, and near Dedication Drive within the airport industrial corridor. The annexation would extend the City's jurisdiction to this property, allowing for the application of municipal standards and services. Additionally, a companion request for initial LI (Light Industrial) zoning is planned to align with the City's Future Land Use Map designation of Employment Center.

Background:

Site and History: The ±2.55-acre parcel located at 3456 Black & Decker Road is currently vacant and undeveloped, situated outside the city limits.

Surrounding Context: The Black & Decker/Gillespie corridor features a mix of industrial, warehouse, and commercial uses, along with nearby multi-family and single-family residential neighborhoods. The site is part of the larger airport industrial area.

Future Land Use Map and Plan: According to the City's Future Land Use Map, the site is designated as part of an Employment Center, while adjacent areas are classified as Low-Density Residential. The plan envisions industrial and employment activities in the airport area, with appropriate buffering and compatibility measures to protect residential zones.

Utilities and Service Delivery: Public water and sewer services are provided by the Fayetteville Public Works Commission (PWC). Under the PWC Charter, the City Council cannot require annexation as a condition for receiving PWC water services. However, annexation would enable the consistent application of city development standards and more coordinated service delivery.

Attachments: A Basic Information Sheet is included, which summarizes the existing conditions and applicable development requirements, as well as an Appendix A which summarizes the anticipated costs and revenues to the City.

Issues/Analysis:

Statutory Compliance: On July 8, 2025, the Real Estate Department issued a Certification of Sufficiency confirming that the petition meets the requirements of N.C.G.S §160A-31(g) and applicable satellite-annexation procedures. The certification is attached for your reference.

UDO and Policy Consistency: The request combines annexation with initial zoning of LI - Light Industrial for approximately 2.55 acres that are currently vacant and designated as Employment Center on the City's Future Land Use (FLU) Map. This proposal supports industrial and employment activities in the airport area. All future developments will adhere to the Airport Overlay and FAA Part 77 airspace review regulations; high-occupancy assembly uses and bird-attracting establishments will be restricted.

Effective Date: For non-contiguous annexations, the ordinance can take effect upon adoption, on the first June 30 after adoption, or on June 30 of the following year. The selected effective date will be specified in the annexation ordinance.

Initial Zoning Timing: Initial zoning must be assigned within 60 days following the adoption of annexation. A companion action to assign LI zoning is currently underway within this timeframe.

Financial Impact:

- **Near Term:** The immediate budget impact will be minimal. Processing, notice, agenda preparation, and hearing costs are routine and covered by the Planning & Zoning budget and application fees. Since the site is vacant (approximately 2.55 acres), there are no acquisition or relocation costs. The map action itself does not create any capital commitments.
- **Infrastructure:** Public water and sewer services are available for the site. Any future utility extensions, transportation or frontage improvements, or stormwater management will be assessed during the development review process and, when necessary, funded by the applicant or handled through standard utility and transportation programs in line with FLU policies.
- **Long Term:** If the site is developed for permitted LI uses, the City could experience positive fiscal benefits through growth in the ad valorem tax base and

additional permit and inspection revenues, which would support Strategic Plan Goals II (diverse and viable economy) and V (financially sound City).

- **Departmental Review:** Evaluation forms from the Fire Department, Public Services/Engineering - Stormwater, Solid Waste, Transit, and PWC Water & Sewer are included as attachments for your review.

Budget Impact:

Appendix A provides a summary of the anticipated fiscal effects of annexation, included projected service delivery costs and expected ad valorem revenue. These estimates assume an effective annexation date of October 27, 2025, and are based on current tax rates and standard assumptions for service costs. Actual impacts will be further refined during the site plan and permitting stages as more details about the development become available.

Options:

1. Adopt the annexation ordinance with an effective date of October 27, 2025 (immediate effectiveness).
2. Adopt the annexation ordinance with a deferred effective date of June 30, 2026 (this aligns with the fiscal year).
3. Do not adopt the annexation ordinance.
4. Continue consideration of the item to a specific future date for further review and discussion (no action will be taken at this time).

Recommended Action:

Professional Planning Staff recommends that the City Council adopt the annexation ordinance for AX25-02, annexing approximately 2.55 acres located at 3456 Black & Decker Road (PIN 0425-75-4360) into the corporate limits, effective October 27, 2025.

Attachments:

1. Appendix A-Summary of Services, Costs, and Revenues
2. Aerial Map
3. Legal Description
4. Basic Information Sheet
5. Sufficiency Memo
6. Draft Ordinance
7. Subject Property
8. Surrounding Properties
9. City Council Presentation

APPENDIX A

SUMMARY OF SERVICES, COSTS, AND REVENUES

Name of Area: CRA Commercial Development LLC / 3456 Black and Decker Road

(PIN: 0425-75-4360)

(Southern side of Black and Decker Road.)

Assumed Effective Date: October 27, 2025

BUILD OUT ASSUMPTIONS

Upon annexation, the site is proposed for initial City zoning of Light Industrial (LI), and any development would be subject to LI district standards.

CITY SERVICES

Contingent upon annexation approval, the City would provide the municipal services outlined below.

Fire Department

Fire Protection Services – If annexed, fire protection services will be provided through the City's contract with Pearce's Mill Fire Department Station 3, located at 168 Dedication Drive. Travel times will meet the City's baseline standard of 5 minutes and 12 seconds. The Fire Department does not anticipate any additional costs or operational burdens to serve the site under current conditions and has reported no known service impacts. However, potential inspection or service fees may apply in the future based on the eventual occupancy or use of the site.

Debt Assumption- According to N.C.G.S. 160A-58.2A, when non-contiguous territory is annexed, the City must assume a proportional share of any outstanding debt related to the rural fire department's apparatus, equipment, and facilities that serve the area as of the petition date (May 21, 2025). The Pearce's Mill Fire Department Station 3 has submitted the required certification for AX25-02, confirming the following debts:

1. A 2020 Rosenbauer pumper/tanker (Unit 332) financed by First Horizon, with annual payments of \$58,098.96 due through December 31, 2026.
2. The station facility, completed in 2016 and also financed by First Horizon, with annual payments of \$84,076.40 due through June 30, 2034.

All other listed apparatus is free of debt. The City's payment obligation will be calculated based on the assessed value of the annexed area in relation to the total Pearce's Mill service district. Payments will be made only after the Local Government Commission reviews and approves the payment schedule.

Fire Inspection Services – The scope and frequency of inspections, along with any associated fees, will be determined during the review of the site plan and building permit. These factors will vary based on square footage, occupancy classification, and the fire protection systems installed, all according to the City's adopted fee schedule.

Police Department

Patrol Services – Major Charles W. Hunt of the Police Department's Specialized Services Bureau confirmed that police coverage will be extended to the area upon annexation. Based on current conditions, the department does not anticipate any additional costs, revenues, or operational impacts.

Public Services Department

Engineering Division & Stormwater – If annexed, the division will inspect stormwater control measures that are installed during construction. It is not anticipated that there will be any additional costs or operational burdens (Monge).

Street Maintenance – This is not applicable, as there are no public streets included in the petition area.

Traffic Services Division – No services are required at this time, and there are expected to be no costs, revenues, or operational impacts under current conditions (Small).

Solid Waste Division – An evaluation is pending; comments will be added to the final report upon receipt.

Transit Department

The Transit Planning Division states that the Fayetteville Area System of Transit (FAST) currently has no routes serving the petition area. Therefore, no costs, revenues, or operational issues are expected at this time (Walters).

Summary of Costs and Revenues

Under current conditions, annexing the property at 3456 Black & Decker Rd. is not expected to incur ongoing operating costs for the responding City divisions. Fire protection will continue through a contract with Pearce's Mill Fire Department Station 3, and no additional fire operating costs have been identified.

The Engineering/Stormwater division expects no added costs; however, standard stormwater user fees will apply to future customers, which will generate new revenue. The Transit department has reported that there is no service to the area, resulting in no associated costs or impacts. Street Maintenance is not applicable as there are no public streets included in this annexation. The Solid Waste division notes that the site appears to be commercial and therefore will not be serviced; thus, no costs or revenues are expected from this division.

City Property Tax Contribution

The current City tax rate is \$0.4495 per \$100 of assessed value. Since the “Current Real Property Tax Value” of the parcel is not yet available, a precise revenue estimate cannot be calculated at this time. Once the County provides the value, City revenue can be computed as follows:

City tax = $(0.4495 \times \text{assessed value}) / 100 = 0.004495 \times \text{assessed value}$.

For quick reference, this approximates to about \$449.50 per \$100,000 of value and around \$4,495 per \$1,000,000.

PWC Services

Water & Sewer Division

- **Service Status:** PWC does not currently provide water or sewer services to this parcel.
- **Costs/Revenues:** At this time, PWC anticipates no operational or maintenance costs for extending or providing water, sewer, or hydrant services, and no revenue is expected from this annexation.

Electric Division

On September 16, 2021, PWC Electric (reviewer: Zach Hall, 910-223-4527, Zachary.hall@faypwc.com) issued preliminary TRC comments for the major site plan associated with AX25-02. They advised that Utility Plans, the application, and fees be submitted directly to PWC, with electric-service coordination handled through PWC Electrical Resources Engineering (910-818-2250) and in accordance with the current PWC electric service standards. A panel schedule will be required. For landscaping, PWC requested the landscape plan in AutoCAD format to verify clearances with utilities and easements; understory trees may be planted within PWC electrical utility easements, while canopy trees should be located at least 15 feet from distribution line centerlines and 25 feet from transmission line centerlines. The plan should show all existing and proposed PWC easements, and applicants should coordinate with Chet Green for the approved vegetation list within easement areas. These are TRC-level, project-design comments from 2021 provided for reference only; they do not replace a formal Electric Division annexation evaluation, and final requirements will be determined through PWC’s utility application and review under the most current standards and contacts.



Aerial
Case #: P25-45

REQUEST: M(P) to LJ
LOCATION: Unaddressed
0425754360000



Letters are being sent to all property owners within the 1000' buffer. Subject property is shown in the hatched pattern.



LARRY KING & ASSOCIATES, R.L.S., P.A.
1333 MORGANTON ROAD, SUITE 201
FAYETTEVILLE, NC 28305
PHONE: (910) 483-4300 FAX: (910) 483-4052
N.C. Firm Lic. C-0887

June 5, 2025

LEGAL DESCRIPTION

2.55 ACRES

LOT 2, CRA BLACK AND DECKER COMMERCIAL

LYING in Pierces Mill Township, Cumberland County, Fayetteville, North Carolina, bounded on the North by the southern right of way margin of SR 1344 Black and Decker Road; on the east by Lot 3, CRA Black and Decker Commercial, as described and recorded in Plat Book 152, Page 021, Cumberland County Registry and by the western boundary lines of Lots 72 and 73 Crossgates as described and recorded in Plat Book 40, Page 16, Cumberland County Registry; on the south by property conveyed to Faye Yvonne Williams as described and recorded in Deed Book 9180, Page 0423, Cumberland County Registry and by Lot 1, CRA Black and Decker Commercial, as described and recorded in Plat Book 152, Page 021, Cumberland County Registry; and bounded on the west by property conveyed to Southside Properties as described and recorded in Deed Book 4265, Page 734, Cumberland County Registry and being more particularly described as follows;

COMMENCING from a concrete monument in the southern right of way margin of the aforementioned Black and Decker Road, said monument being the northeastern boundary corner of property conveyed to SGDGLLC as conveyed and described in Deed Book 7111, Page 180, Cumberland County Registry, thence and with said margin of Black and Decker Road South 78 degrees 35 minutes 48 seconds East for a distance of 364.85 feet to an iron rebar, said rebar being the **TRUE POINT AND PLACE OF BEGINNING**.

THENCE and with said southern margin of Black and Decker Road the following:

South 78 degrees 35 minutes 17 seconds East for a distance of 77.25 feet to an iron rebar;
South 78 degrees 32 minutes 12 seconds East for a distance of 13.79 feet to an iron rebar;

Along a curve to the right having a radius of 1556.48 feet and an arch length of 59.61 feet and subtended by a chord bearing of South 78 degrees 04 minutes 19 seconds East for a distance of 59.61 feet to an iron rebar;

Along a curve to the right having a radius of 1598.48 feet and an arch length of 242.16 feet and subtended by a chord bearing of South 72 degrees 45 minutes 02 seconds East for a distance of 241.93 feet to an iron rebar;

THENCE leaving said margin and with the wetern boundary of the aforementioned Lot 3 CRA and Lots 72 and 73 Crossgates the following bearings and distances:

South 13 degrees 23 minutes 48 seconds West for a distance of 113.79 feet to an iron rebar;

North 78 degrees 41 minutes 38 seconds West for a distance of 27.00 feet to an iron rebar;

South 39 degrees 21 minutes 28 seconds West for a distance of 94.45 feet to an iron pipe;

South 39 degrees 06 minutes 04 seconds West for a distance of 115.98 feet to an iron pipe, said iron pipe being the easternmost corner of the aforementioned Williams property;

THENCE and with the northern boundary of said Williams property, North 78 degrees 29 minutes 16 seconds West for a distance of 210.33 feet to an iron pipe, Williams' northernmost corner;

THENCE and with the northwestern boundary of said Williams property, South 39 degrees 18 minutes 20 seconds West for a distance of 39.87 feet to an iron rebar, said rebar being the northeastern boundary corner of the aforementioned Lot 1;

THENCE and with the northern boundary of said Lot 1, North 78 degrees 35 minutes 05 seconds West for a distance of 32.28 feet to an iron rebar set in the eastern boundary of the aforementioned Southside Property;

THENCE and with the eastern boundary of said Southside Property, North 11 degrees 15 minutes 30 seconds East for a distance of 359.93 feet to an iron rebar, said rebar being the **TRUE POINT AND PLACE OF BEGINNING.**

Together with and subject to all covenants, restrictions and easements of record.

Said property contains 2.55 acres (110,968 square feet), more or less.

This description was prepared by Larry King and Associates, R.L.S., P.A., under the direct supervision of W. Larry King, P.L.S., L-1339, on this the 5th day of June, 2025.

W. Larry King PLS 1339
W. Larry King, P.L.S., L-1339



BASIC INFORMATION ABOUT ANNEXATION AREA (AX25-02)**Information Updated as of: 25 August 2025****Date Petition Found Sufficient: 8 July 2025****Ordinance Adoption Effective Date: TBD (Ideally October 27, 2025)**

1. Name of Area:	Black and Decker – AX25-02; 3456 Black and Decker Road (REID: 0425754360000)
2. Name of Owner(s):	CRA Commercial Development LLC
3. General Location/ Adjacent Neighborhoods	South side of Black & Decker Rd.; west of Gillespie St.; opposite Astoria at Hope Mills Apts.; immediately west of the Crossgates subdivision; near the Dedication Dr./Black & Decker Rd. Intersection.
4. Tax Identification Numbers (PIN):	PIN: 0425-75-4360 REID: 0425754360000
5. TRC – Staff Review –	TRC: No submittals/reviews to date.
6. Initial Zoning: P25-20 – LI	Currently zoned M(P) in the County; upon annexation, the applicant seeks initial City zoning of LI (Light Industrial).
7. Fire Department To Be Affected:	If annexed: Pearce’s Mill FD Station 3 (contract), 168 Dedication Dr.; ~1.0 mile away; within 5:12 travel-time standard.
8. Is the Area Contiguous?	No
9. Is the Area in the Fayetteville MIA (Municipal Influence Area)?	Yes
10. Type of Annexation:	Petition Initiated – Non-Contiguous
11. Background:	History: • 07/24/2025 – Owner Brian Armstrong executed an Affidavit authorizing Lori S. Epler/Larry King & Assoc. to file rezoning/annexation for 3546 Black & Decker Rd. • 07/25/2025 – Rezoning (Map Amendment) application submitted: P25-45/Project #1810404; PIN 0425754360000; ±2.55 ac; proposed LI; annexation-related; existing use: VACANT; no map amendment in last 5 years. • 07/25/2025 – Map Amendment fee \$1,000 paid; project titled “BLACK AND DECKER ZONING.” • Submittal followed the City’s Map Amendment checklist (affidavit, pre-app, requisite exhibits). Surrounding Area: Zoning – County M(P) N/W/SW; County R10 E/SE (Crossgates). Uses – West: JEB Designs, Edwards Music Co., North (across Black & Decker): Carolina Machine, Ryder Truck Rental, Astoria Apts. Along Black & Decker: West – Reylus, Walmart; East – Sunshine House, Food Lion, McDonald’s.
12. Reason the Annexation was Proposed:	No explicit rationale is stated. The application only notes the rezoning is related to an annexation and lists the “changed conditions” as “YES, ANNEXATION.” Reasonable inference: annexation is being pursued to secure initial City LI zoning consistent with the Southwest Cumberland FLUP (Light Industrial) and the site’s airport/industrial corridor context. (Authorization to file includes annexation among the permitted application types.)
13. Number of Acres:	±2.55 ac

BASIC INFORMATION ABOUT ANNEXATION AREA (AX25-02)

Information Updated as of: 25 August 2025

Date Petition Found Sufficient: 8 July 2025

Ordinance Adoption Effective Date: TBD (Ideally October 27, 2025)

14. Type of Development in Area:	Zoning – County M(P) N/W/SW; County R10 E/SE (Crossgates). Uses – West: JEB Designs, Edwards Music Co. , North (across Black & Decker): Carolina Machine, Ryder Truck Rental, Astoria Apts. Along Black & Decker: West – Reylus, Walmart ; East – Sunshine House, Food Lion, McDonald's .
15. Present Conditions:	a. <u>Present Land Use</u>: Vacant b. <u>Present Number of Housing Units</u>: 0 (vacant). c. <u>Present Demographics</u>: N/A (vacant) d. <u>Present Streets</u>: Black & Decker (site address). e. <u>Water and Sewer Service</u>: Public water; public sewer (per application). f. <u>Electrical</u>: Unknown g. <u>Current Real Property Tax Value</u>: Unknown
16. Factors Likely to Affect the Future of the Area:	a. <u>Plans of Owner</u>: Build-to-suit ± 20,000 sf warehouse/flex; LI use; <2 mi from FAY. b. <u>Development Controls</u> 1. <u>Land Use Plans</u> a. <u>Future Land Use Plan</u>: 2040 Future Land Use Plan = Light Industrial at this location. 2. <u>Zoning</u> a. <u>Current Zoning in County</u>: M(P) (Planned Industrial). b. <u>Expected Zoning After Annexation</u>: LI (initial City zoning) 3. <u>Plan Approval</u>: Rezoning filed 7/25/2025 (P25-45/#1810404); no site plans/approvals in the record. c. <u>Fayetteville Airport Impact</u>: 1. <u>In the Fay Airport Impact Zones?</u> Unknown 2. <u>In the Fay Airport Overlay District?</u> Yes d. <u>Military Base Impacts</u> 1. <u>In Simmons Noise Contours?</u> No – site is ~<2 mi from FAY and ~9 nm south of SAAF to FAY, placing the site ~11 mi S of SAAF. 2. <u>In the Simmons Accident Potential Zones?</u> No – well outside SAAF APZ footprint. (Context: helicopter-dominant ops yield a limited off-base noise footprint in Fayetteville.) 3. <u>Red-Cockaded Woodpecker Impacts?</u> Unknown e. <u>Environmental Factors</u> 1. <u>Watershed</u>: Rockfish Creek basin (Little Rockfish sub-basins shown in City Watershed Master Plan); not shown on GIS. 2. <u>Flood Zones</u>- None f. <u>Endangered/Threatened Species</u>- Unknown 1. <u>Wetlands</u>- None
17. Expected Future Conditions:	a. <u>Future Land Use</u>: Light Industrial (FLUP) b. <u>Future Number of Housing Units</u>: 0 expected (LI/non-residential; no residential shown). c. <u>Future Demographics</u>: N/A (non-residential). d. <u>Future Streets</u>: TBD; rezoning only – no street plan submitted/approved in record. e. <u>Water and Sewer Service</u>: Public water and public sewer (per application). f. <u>Electric Service</u>: Unknown



CERTIFICATION OF SUFFICIENCY

To the Mayor and City Council of Fayetteville, North Carolina:

I, Jennifer L. Ayre, MMC, City Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- Said petition is signed by all owners of real property lying in the area described therein, in accordance with N.C.G.S. 160A-31.
- The petition contains an adequate property description of the area proposed for annexation.
- The area described in the petition is contiguous to the City primary corporate limits, as defined by N.C.G.S. 160A-58.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Fayetteville, this 8th day of July 2025.


Jennifer L. Ayre, MMC, City Clerk



**Annexation Ordinance No: 2025-10-601
LOT 2 CRA Black and Decker Commercial, on the
southern side of Black and Decker Road, known as
PIN 0425-75-4360**

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

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

WHEREAS, the City Clerk has investigated the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition, and a public hearing on the question of this annexation was held at City Council Chambers at 6:30 p.m. on July 8, 2025, located at 433 Hay Street, Fayetteville, NC after due notice by publication on October 17, 2025, and October 24, 2025; and

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

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described contiguous property owned by Phoenix Global Support, LLC, is hereby annexed and made part of the City of Fayetteville, North Carolina as of June 23, 2025:

Annexation Petition – 2.55 ± Acres located at 3456 Black and Decker Road to the south side of Black & Decker Road, west of Gillespie Street, near the intersection of Dedication Drive and Black & Decker Road, also identified by PIN: 0435-25-3050 and REID: 0435253050000.

Beginning at an existing rebar (ERB) in the southern right-of-way of Black & Decker Road, a variable width right-of-way and being the northwest corner of tract 2 in plat book 152 page 21, Cumberland County Register of Deeds, said beginning point located S 78°35'48" E a distance of 364.85' from an existing concrete monument (ECM) on the southern right-of-way of said road; thence from beginning point along southern right-of-way of Black & Decker Road S 78°35'17" E a distance of 77.25'to an existing rebar (ERB); thence continuing along said right-of-way the following; S 78°32'12" E a distance of 13.79'to an existing rebar (ERB); thence a clockwise curve with a radius of 1556.48', an arc length of 59.61', a chord bearing of S 78°04'19" E a chord distance of 59.61' to an existing rebar (ERB); thence a clockwise curve with a radius of 1598.48', an arc length of 242.16', a chord bearing of S 72°45'02" E a chord distance of 241.93' to an existing rebar (ERB); thence leaving said right-of-way S 13°23'48" W a distance of 113.79'to an existing rebar (ERB); thence N 78°41'38" W a distance of 27.00'to an existing rebar (ERB); thence S 39°21'28" W a distance of 94.45'to an existing iron pipe (EIP); thence S 39°06'04" W a distance of 115.98'to an existing iron pipe (EIP); thence N 78°29'16" W a distance of 210.33'to an existing iron pipe (EIP); thence S 39°18'20" W a distance of 39.87'to an existing rebar (ERB); thence N 78°35'05" W a distance of 32.28'to an existing rebar (ERB); thence N 11°15'30" E a distance of 359.93'to the point of beginning, having an area of 2.55 acres. Reference: plat book 152 page 21 for CRA Black and Decker Commercial.

Section 2. Upon and after October 27, 2025, the effective date of this ordinance, the above-described area, and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the City of Fayetteville and shall be entitled to the same privileges and benefits as other parts of the City of Fayetteville. Said area shall be subject to municipal taxes according to G.S. 160A-58.10.

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

Adopted this ____ day of _____, 20__.

ATTEST:

Jennifer L. Ayer, City Clerk

Mitch Colvin, Mayor





City Council



Annexation A25-02

October 27, 2025



Owner: CRA Commercial Development LLC

Applicant: Lorie Epler, Lary King and Associates

Located: 3456 Black and Decker Road

Acreage: 2.55 acres $\pm$

District: 2 – Davis

PIN #: 0425754360000





Aerial

Case #: P25-45

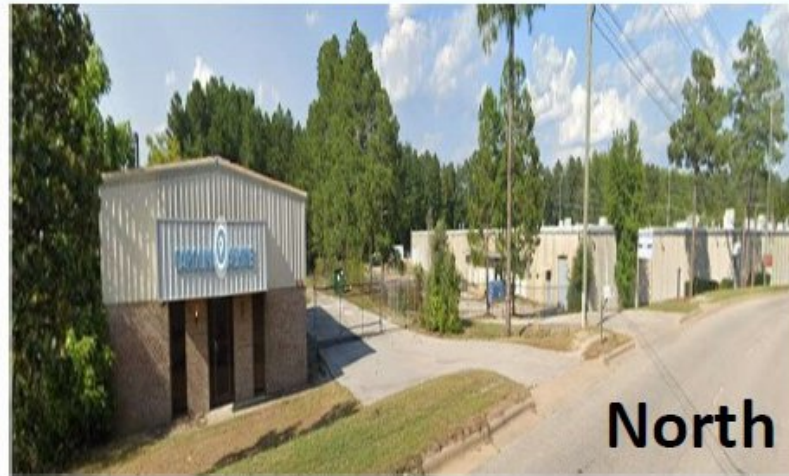
REQUEST: M(P) to LI
LOCATION: Unaddressed
0425754360000

-  1,000' Buffer
-  P25-45
-  City Boundary

Letters are being sent to all property owners within the 1000' buffer. Subject property is shown in the hatched pattern.







North



South



East



West

The Professional Planning Staff recommends that the Council move to adopt the proposed ordinance annexing the parcel with an effective date of October 27, 2025



1. Adopt the annexation ordinance with an effective date of October 27, 2025.
This option affirms the City Council's final action on the initial zoning and schedules the annexation to take effect immediately upon adoption.
2. Adopt the annexation ordinance with an effective date of June 30, 2026.
This option affirms the initial zoning while delaying the effective date of annexation to the next statutory threshold, allowing additional time for service coordination or development readiness.
3. Adopt the annexation ordinance with an effective date of June 30, 2027.
This option validates the Council's zoning action while maximizing the delay in annexation allowed under state law. It provides an extended timeline for development planning, infrastructure coordination, or further policy consideration before annexation.
4. Decline to adopt the ordinance.
Under this option, the annexation would not move forward, the associated initial zoning would not be implemented, and the parcel would remain under county jurisdiction outside the City's corporate limits.
5. Defer action on the annexation petition to a specified future date.
This option allows the City Council to postpone a final decision on the annexation, enabling further review, public input, or the resolution of outstanding issues before proceeding.



FayettevilleNC.gov



City of Fayetteville

433 Hay Street
Fayetteville, NC 28301-5537
(910) 433-1FAY (1329)

City Council Action Memo

File Number: 25-4995

Agenda Date: 10/27/2025

Version: 2

Status: Agenda Ready

In Control: City Council Regular Meeting

File Type: Administrative
Reports

Agenda Number: 10.01

TO: Mayor and Members of City Council

THRU: Doug Hewett, City Manager

FROM: Jeffrey Yates, Assistant City Manager
John Jones, Office of Community Safety Director
Jessica Legette, Parks, Recreation, and Maintenance Assistant Director

DATE: October 27, 2025

RE:
Administrative Report Concerning Massey Hill Recreation Afterschool Programming

COUNCIL DISTRICT(S):

District 2

Relationship To Strategic Plan:

Goal I: Safe and Secure Community
Goal II: Diverse and Viable Economy
Goal IV: Desirable Place to Live, Work and Recreate

Executive Summary:

During the September 2 work session, Councilmembers Davis and Benevente requested that staff conduct research and provide recommendations regarding potential afterschool programming at the Massey Hill Recreation Center, with a particular focus on serving students from Howard Learning Academy.

Additionally, the Councilmembers requested information on the annual cost to taxpayers for incarcerating a single youth.

Background:

The original Councilmember request included the following directives:

1. Research and Recommendations: Direct staff to research and provide detailed recommendations, including pros and cons, on how the City of Fayetteville can advance its municipal priority of addressing juvenile crime through afterschool programming at the Massey Hill Recreation Center. The goal is to create a positive impact on students attending Howard Learning Academy.
2. Cost Analysis: Calculate the annual cost to taxpayers of incarcerating a single youth-estimated at approximately \$112,555-and compare this with the \$4,000-\$5,000 annual cost to serve one child in a high-quality afterschool program.

To accomplish these objectives, the request further directed staff to:

1. Review national materials from the November 17, 2023, National League of Cities

seminar in Atlanta, “*Furthering Municipal Priorities Through Afterschool Programs.*”

2. Examine case studies, including the *South Salt Lake City on the Move* initiative, which achieved a 70% reduction in juvenile crime rates.
3. Validate research sources demonstrating that out-of-school-time (OST) programs reduce youth violence and victimization-particularly during the critical hours of 3:00 p.m. to 6:00 p.m., when incidents involving juveniles are five times more likely to occur than at 10:00 p.m. or later.

Staff conducted the requested research, with detailed findings provided in the attached memoranda and a summary included in the *Issues/Analysis* section of this agenda item.

Issues/Analysis:

A 1999 study by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) found that juvenile violent crime on school days peaks between 3:00 p.m. and 4:00 p.m., when students are most likely to be unsupervised. In response, staff explored options for additional afterschool programming at the Massey Hill Recreation Center to serve students from Howard Learning Academy (HLA).

Howard Learning Academy serves 6th-8th grade students from across Cumberland County, with a small number residing in the Massey Hill area. At the time this information was prepared, 10 students were enrolled at HLA. Most rely on transportation provided by Cumberland County Schools, which presents logistical challenges for participation in afterschool activities.

Given the nature of the HLA student body and these transportation constraints, staff determined that afterschool programming specifically targeting HLA students may not be the most effective approach. However, the Parks, Recreation, and Maintenance Department is collaborating with HLA to offer additional recreational programming during the school day.

As requested, staff reviewed the Promise South Salt Lake initiative in South Salt Lake City, Utah. This program provides a comprehensive network of services, including youth afterschool and summer programs, adult education, community resource navigation, and referral support.

The Promise program was developed to meet the needs of the city’s large refugee population and is funded through a combination of grants and private donations. It operates at 14 locations citywide. Since its launch in 2012, South Salt Lake City has experienced an 85% reduction in juvenile crime, along with measurable improvements in academic performance and graduation rates among participating youth.

Currently, two afterschool programs operate in the Massey Hill community:

- Massey Hill Tigers Youth Group - Based at the Massey Hill Recreation Center, this program provides structured youth activities focused on mentorship and community engagement.
- Alexander Youth Network Day Treatment Program - Located at Howard Learning Academy, this program combines clinical and educational services designed to improve socialization, teamwork, friendship-building, and self-esteem.

The estimated annual cost of youth detention in North Carolina is approximately \$89,000, while placement in a Youth Development Center (YDC) costs around \$136,000 per youth per year. By comparison, high-quality afterschool programming typically costs between

\$4,000 and \$5,000 per participant annually, depending on the scope, staffing, and quality of services provided.

Staff is continuing to develop additional recommendations. Preliminary findings suggest that both the Massey Hill Recreation Center and Howard Learning Academy already provide meaningful support and engagement opportunities for local youth.

The recommended next actions are to:

- Continue collecting and analyzing participation and neighborhood data;
- Identify and address barriers to program participation within the Massey Hill neighborhood; and
- Explore additional opportunities to strengthen partnerships and build on existing programs and resources.

Budget Impact:

None

Options:

1. Accept the report.
2. Accept report and bring the topic back to a work session to discuss and provide direction.
3. Not accept the report and provide staff additional direction.

Recommended Action:

For information only, no action required unless Council moves to add to an upcoming Work Session.

Attachments:

1. City Council Agenda Item Request, "Massey Hill Rec Afterschool Programming"
2. Memo from John E. Jones, "City Council Agenda Item Request: Massey Hill Rec Afterschool Programming."
3. Memo from Jessica Legette, "City Council Agenda Item Request: Massey Hill Rec Afterschool Programming."

City Council Agenda Item Request

Date of Request: 8/25/25 **Requester:** Council Member Benavente + Council Member Davis

Agenda Item Title: Massey Hill Rec Afterschool Programming

Estimated Cost: TBD **Anticipated Funding Source:** General Fund

City Department(s) Support Requested: Office of Community Safety

Estimated Staff Time Required: 10 HRS

Anticipated Date for Future Council Work Session Discussion: Sept. 2, 2025

Which City Council approved Goal(s) within the Strategic Plan does this request directly support?

Goal I Safe and Secure Community
Goal II Diverse and Viable Economy
Goal IV Desirable Place to Live, Work and Recreate

What do you envision accomplishing with this agenda item request?

Direct Staff to research and produce detailed recommendation (pros/cons) of how City of Fayetteville can further our municipal priority of addressing juvenile crime through afterschool programs at Massey Hill Rec Center to positively impact students at Howard Learning Academy.

Calculate annual cost to taxpayers of incarcerating a single youth; estimates of \$112,555 for incarceration vs the \$4k-\$5k to serve one child in a high-quality afterschool program.

Additional Comments:

1. Review Presenter materials from 11/17/23 NLC ATL seminar: Furthering Municipal Priorities Through Afterschool Programs.
2. Review South Salt Lake City on the Move that achieved juvenile crime rate reduction by ~70%.
3. Corroborate sources that show: OST Programs have been shown to reduce violence and victimization involving youth, particularly between the critical hours of 3PM and 6PM. Incidents of violence by juveniles are 5x's more likely to occur after school hours than 10P and later.

Memo

To: Dr. Douglas Hewett, City Manager

From: Nichelle Gaines, Office of Community Safety, and Program Manager

Thru: John Jones, Office of Community Safety, and Director

Date: October 6, 2025

Re: City Council Agenda Item Request: Massey Hill Rec Afterschool Programming

Purpose

The purpose of this memorandum is to provide an overview of afterschool programming available at the Massey Hill Recreation Center, its potential impact on students attending Howard Learning Academy, and relevant juvenile justice data for consideration.

Current Afterschool Programming

- Massey Hill Tigers Youth Group
 - Free afterschool program led by Ms. Stella Mullen.
 - Hosted at Massey Hill Recreation Center.
- Alexander Youth Network Day Treatment Program
 - Located on the Howard Learning Academy campus.
 - Structured clinical and educational program supporting students with mental or behavioral health diagnoses.
 - Focus areas: socialization, friendship building, teamwork, and self-esteem.

OCS staff have contacted both program providers to obtain additional details on participation and program capacity.

Juvenile Justice Data (North Carolina – 2023 Annual Report)

- Timing of Offenses: 19% of juvenile delinquency offenses occur between 12:00 p.m. and 4:00 p.m. on weekdays.
- School-Based Offenses: 28% of complaints are school-related, with simple assault as the most common charge.
- Cost of Detention and Development Centers:
 - Youth Detention Centers (including Cumberland County)
 - \$244 per youth, per day.
 - State covers \$122; County covers \$122.
 - Average annual cost per youth: \$89,060 (length of stay varies).
 - Youth Development Centers
 - \$136,092 per youth annually.

- Facilities located in Cabarrus, Chatham, Edgecombe, Lenoir, and Rockingham Counties.
- Mental Health Findings (Youth Development Center Survey):
 - 98% of confined youth had at least one mental health diagnosis.
 - 56% had co-occurring mental health and substance use diagnoses.
 - 41% were prescribed psychotropic medication (88% of girls; 36% of boys).
 - Youth averaged four distinct diagnoses, with some reporting as many as twelve.

Additional Context

- OCS staff have requested juvenile-specific crime data from the Fayetteville Police Department for both citywide trends and the Massey Hill area. This information is pending.
- Met with Dr. Natasha Scott to discuss student services and explore alignment opportunities with Cumberland County Schools. The meeting provided a clear understanding of the behavioral health supports currently available to students and highlighted opportunities for OCS to collaborate with Dr. Scott's team to ensure effective support for young people.
- Per Parks and Recreation staff, Howard Learning Academy currently enrolls 10 students. Most reside outside the Massey Hill community, which may create barriers for families seeking to access afterschool programs at Massey Hill Recreation Center.

Next Steps

1. Review forthcoming juvenile-specific crime data from the Fayetteville Police Department.
2. Assess potential barriers to afterschool program participation for students who live outside Massey Hill.
3. Explore opportunities to strengthen coordination between Howard Learning Academy, Massey Hill Recreation Center, and community partners.

Memo

To: Dr. Douglas Hewett, City Manager

From: Jessica Legette, Parks, Recreation, and Maintenance Assistant Director

Thru: Michael Gibson, Parks, Recreation, and Maintenance Director

Date: October 6, 2025

Re: City Council Agenda Item Request: Massey Hill Rec Afterschool Programming

Recreation staff have compiled requested research regarding afterschool programs at the Massey Hill Recreation Center to positively impact students at Howard Learning Academy.

After discussion with administration at Howard Learning Academy, staff have the following information to share:

- Dr. Zoletta Taylor, Principal of Howard Learning Academy (HLA) indicated the school currently has 10 students enrolled for the 2025-2026 year; the student body is comprised of grades 6 through 8
- Enrollment is dependent on student assignment to the school and will change
- Dr. Taylor shared that 99% of HLA students rely on transportation provided by Cumberland County Schools (CCS), and expressed concern that if an afterschool program were initiated, students would be left with no transportation home
- HLA student body is typically made up of students from outside the Massey Hill community, and current school hours are 7:30 AM to 2:40 PM
- Dr. Taylor requested an introduction to pickle ball for HLA students; Recreation staff are now working to coordinate this and provide instruction

Staff reached out to South Salt Lake City (SSLC), as their “City on the Move” was referenced in the Agenda Item Request, with regard to juvenile crime rate reduction. Items of note:

- SSLC is home to “Promise South Salt Lake”, a unique city department providing dynamic youth, family, and community programming at no cost
- Promise programming includes youth afterschool and summer programs, adult education programs, community resource navigation and referral services
- SSLC staff indicated the city has a large refugee population, while not an official city of refuge

- In the early 2000's, SSLC experienced a significant tragedy with a young member of their refugee community that led to their Police and Fire departments recognizing the need for unique services to serve their population
- Promise initially began with afterschool programming and evolved into programming for adults that was impactful to the refugee community (ESL, Citizenship, and Drivers Ed)
- The program began in one location and has expanded to a total of 14 to date
- SSLC's Promise program is funded primarily by grant and donation dollars, with only 14% of the department budget being funded with the city's general fund
- Since the inception of Promise in 2012, SSLC has tracked an 85% decrease in juvenile arrests, seen school performance rise in both literacy and math, and has seen an increase in graduation rates for the refugee community