



**City of Trinity**  
**CITY COUNCIL MEETING**

**October 15, 2024 at 6:30 PM**

**Trinity City Hall Annex**

**AGENDA**

---

**NCGS § 143-318.17 Disruption of official meetings**

**A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.**

**(1919, c. 655, s 1; 1993, c. 539, s. 1028; 1994, Ex. Sess., c. s. 14 (c).)**

*Action may be taken on agenda items and other issues discussed during the meeting*

- 1. Call to Order; Welcome Guests and Visitors**
- 2. Pledge of Allegiance and Invocation**
- 3. Review, amend if needed, and approve Proposed Regular Agenda**
- 4. Public Comment Period**
- 5. Consent Agenda Items**
  - a. Approval of Regular Meeting Minutes of September 9, 2024**
  - b. Approval of Closed Session Meeting Minutes of September 9, 2024**
  - c. City of Trinity- Monthly Financial Position Review (*Finance Director Crystal Postell*)**
  - d. Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting (*Finance Director Crystal Postell*)**
- 6. Public Hearing**
  - a. Fuerte and Ponce Request for Special Use Permit - Surrett Drive (*Interim Planning Director Jill Wood*)**
- 7. Action Agenda**

- a. Fuerte and Ponce Request for Special Use Permit - Surrett Drive** (*Interim Planning Director Jill Wood*)
- b. Adoption of Ordinance to Order Code Enforcement Officer to Proceed to Effectuate the Purpose of the Trinity Minimum Housing Code and NCGS 160D-1203** (*SCEI Minimum Housing and Non-Residential Specialist Eric Clem*)
- c. Resurfacing Program** (*Abbotts Creek Engineering Rick Austin, PE*)

**8. Mayor, Council and City Manager Updates**

**9. Adjournment**



**City of Trinity**  
**CITY COUNCIL MEETING**

**September 09, 2024**  
**Trinity City Hall Annex**

**MINUTES**

---

**PRESENT**

Mayor Richard McNabb  
Mayor Pro Tem Bob Hicks  
Councilman Tommy Johnson  
Councilman Robbie Walker  
Councilman Ed Lohr  
Councilman Jack Carico

**OTHERS PRESENT**

City Manager Stevie Cox  
City Clerk Darien Comer  
Finance Director Crystal Postell  
Public Services Director Rodney Johnson  
Planning Jay Dale  
Attorney Bob Wilhoit  
Planning Consultant Carrie Spencer  
Sgt. Clarkston Cox

Mayor McNabb called the meeting to order at 6:00 PM.

Mayor McNabb led the Pledge of Allegiance and gave the Invocation.

**Review, amend if needed, and approve Proposed Regular Agenda**

*Councilman Johnson made a motion to remove 6b and 7a a Request for Property Rezoning PIN #6798661434 - Corner of Mendenhall Rd. and Old Mendenhall Rd. The motion was seconded by Councilman Walker and passed unanimously.*

*Mayor Pro Tem Hicks made a motion to move 7c Providing Limited Exception to Daily Deposit Requirements - Resolution 25 – 06 to the Consent Agenda. The motion was seconded by Councilman Walker and passed unanimously.*

*Mayor Pro Tem Hicks made a motion to approve the agenda as amended. The motion was seconded by Councilman Carico and passed unanimously.*

**Public Comment Period**

None

**Consent Agenda Items**

- a. **Approval of Regular Meeting Minutes of August 12, 2024**
- b. **Approval of Closed Session Meeting Minutes of August 12, 2024**
- c. **Approval of Special Called Meeting August 26, 2024**
- d. **City of Trinity- Monthly Financial Position Review** (*Finance Director Crystal Postell*)
- e. **Providing Limited Exception to Daily Deposit Requirements - Resolution 25 - 06**

*Mayor Pro Tem Hicks made a motion to approve the Consent Agenda as amended. The motion was seconded by Councilman Carico and passed unanimously.*

**Public Hearing**

**Water Management Ordinance Public Hearing**

**Municipal Services Inc. Carrie Spencer** presented to the Council the Water Management Ordinance (WMO) that the Planning Board has reviewed and is recommending an approval.

**Speaking For:**

None

**Speaking Against:**

None

*Mayor Pro Tem Hicks made a motion to accept the Planning Boards recommendation. The motion was seconded by Councilman Walker and passed with a vote of 4 ayes and opposed by Councilman Lohr.*

**Request for Property Rezoning PIN #6798661434 - Corner of Mendenhall Rd. and Old Mendenhall Rd.**

**Planner Jay Dale** informed the Council that the property owner had withdrawn his request for rezoning. **The Council permitted the request to be withdrawn and cancelled the Public Hearing.**

No action was taken.

**Action Agenda**

**Acquisition of Solar Speed Radar Trailer**

**City Manager Stevie Cox** requested that the Council approve an acquisition for a solar radar trailer in the amount of \$8,501. In March 2024, Sgt. Ric D'Angelo with the Randolph County Sheriff Department

addressed the issues with speeding around high traffic areas. The City Council requested that Sgt. Ric D'Angelo move forward with securing pricing for the solar radar trailer.

*Councilman Johnson made a motion to approve the purchase of the Radar Trailer. The motion was seconded by Councilman Walker and passed unanimously.*

**Closed Session**

**Closed Session Personnel - Pursuant to NCGS 142-318(a)(6)**

*Mayor Pro Tem Hicks made a motion to go into Closed Session for Personnel - Pursuant to NCGS 142-318(a)(6). The motion was seconded by Councilman Walker and passed unanimously.*

*Mayor Pro Tem Hicks made a motion to close the Closed Session and return to Open Session. The motion was seconded by Councilman Johnson and passed unanimously.*

*Councilman Walker made a motion to give the City Manager a salary increase of 3%. The motion was seconded by Councilman Johnson and passed with a vote of 3 ayes and 2 nays opposed by Councilman Carico and Councilman Lohr.*

**Mayor, Council and City Manager Updates**

**City Manager Stevie Cox** gave some updates for the Parks and Rec survey.

**Adjournment**

*Councilman Walker made a motion to adjourn. The motion was seconded by Councilman Johnson and passed unanimously.*

**Attest:**

\_\_\_\_\_  
**Richard McNabb, Mayor**

\_\_\_\_\_  
**Darien P. Comer, City Clerk**



## MEMORANDUM

---

**TO:** Richard McNabb and City Council  
**FROM:** Crystal Postell, Finance Director  
**CC:** Stevie Cox, City Manager  
**DATE:** 10/07/2024  
**SUBJECT:** City of Trinity- Monthly Financial Position Review

---

**Summary:**

The Finance Department presents the City's Monthly Financial Position for September 2024.

**Background:**

The Finance Department will ensure the fiscal integrity of the City by exercising due diligence and control over the City's assets and resources while providing timely and accurate reporting under the guidelines of the Generally Accepted Accounting Principles (GAAP) and city regulations.

**Recommendation:**

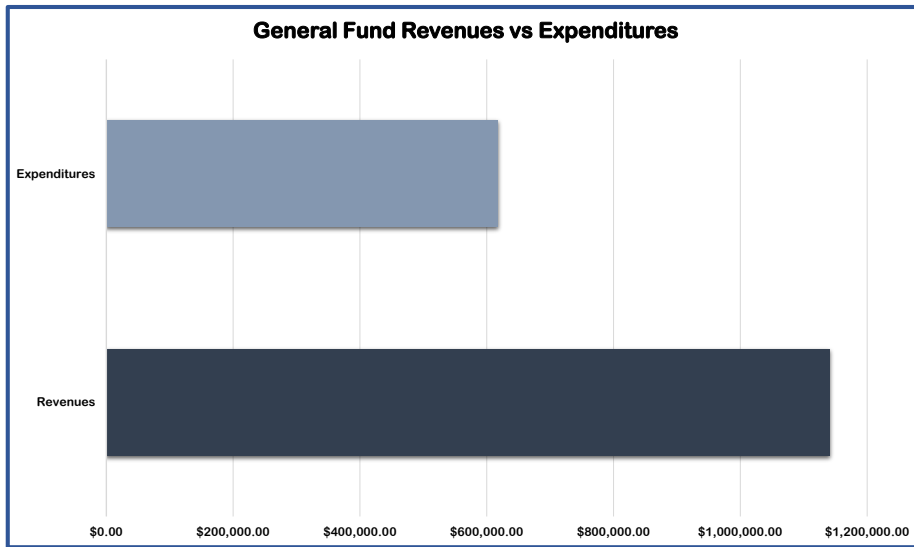
Staff recommends that the City Council approve the presentation of the City's current financial position for both the General and Sewer Fund.

**Attachment:**

Budget versus Actual Statements for both the General and Sewer Fund  
Investment Portfolio

**General Fund  
Budget vs Actual Statement  
Ending on September 30, 2024**

	<u>Budget</u>	<u>Actual</u>
<b>REVENUES</b>		
Powell Bill	\$ 195,360.00	\$ 105,470.27
Ad Valorem/ Vehicle Tax	\$ 1,066,100.00	\$ 617,012.69
Sales and Use Tax	\$ 1,675,084.00	\$ 248,057.97
Solid Waste	\$ 490,000.00	\$ 123,960.12
Other Taxes	\$ 288,200.00	\$ -
Investment Earnings	\$ 52,500.00	\$ 17,477.71
Other Revenues	\$ 874,771.00	\$ 28,601.00
	<b>\$ 4,642,015.00</b>	<b>\$ 1,140,679.76</b>
<b>EXPENDITURES</b>		
Governing Board	\$ 67,900.00	\$ 20,668.84
Administration	\$ 471,656.00	\$ 112,449.19
Finance	\$ 319,543.00	\$ 70,556.35
Planning/Zoning	\$ 427,774.00	\$ 117,078.71
Public Buildings	\$ 285,415.00	\$ 20,095.16
Animal Control	\$ 31,000.00	\$ 7,588.83
Public Safety	\$ 827,840.00	\$ 10,120.00
Powell Bill	\$ 120,400.00	\$ 22,471.15
Street	\$ 192,200.00	\$ 45,271.43
Stormwater	\$ 401,562.00	\$ 58,616.78
Sanitation	\$ 582,700.00	\$ 94,312.31
Economic Development	\$ 26,200.00	\$ 6,600.00
General Fund Transfers-Sale Tax W/S	\$ 821,775.00	\$ -
General Fund Transfers-City Hall Reserve		\$ -
Special Appropriation/Allocations	\$ 66,050.00	\$ 25,550.00
	<b>\$ 4,642,015.00</b>	<b>\$ 617,014.50</b>
		<b>\$ 523,565.26</b>

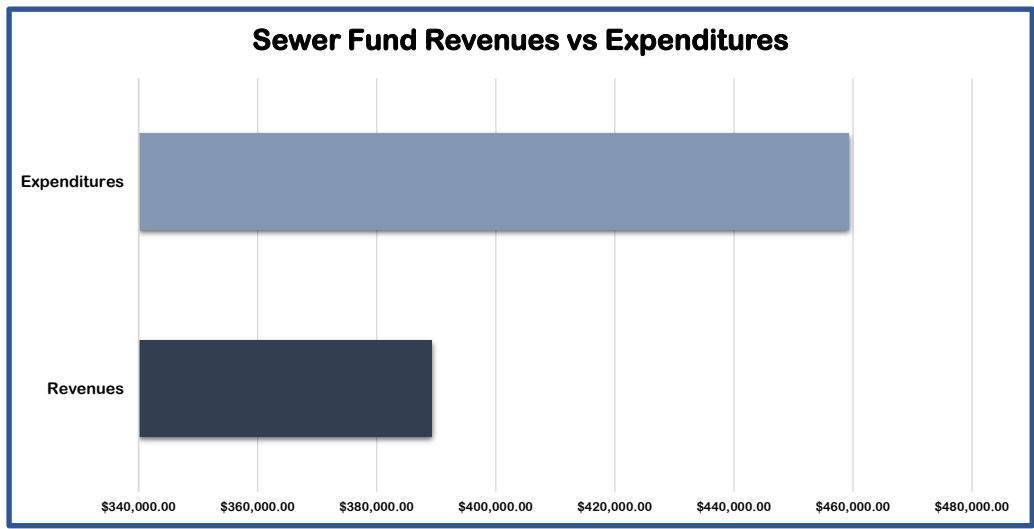


*Note: The City of Trinity has collected about 25% of it's projected budgeted revenues. However, the City operational departments have expensed about 13% of our total projected annual budgets. Currently, the City of Trinity has an estimated surplus of \$523,565.26*



**Sewer Fund  
Budget vs Actual Statement  
Ending on September 30, 2024**

		<u>Budget</u>	<u>Actual</u>
<b>REVENUES</b>			
	Sewer Billing	\$ 1,880,280.00	\$ 387,812.50
	Sewer Tap Fees	\$ 37,500.00	\$ (5,550.00)
	Investment Earnings	\$ 21,600.00	\$ 6,759.68
	Transfer In- Sewer Capacity	\$ 75,000.00	\$ -
	Transfer In- General Fund	\$ 88,760.00	\$ -
	G.O. Bonds Debt Service Transfer In	\$ 733,015.00	\$ -
	Other Revenues	\$ 156,196.00	\$ 210.00
		<b><u>\$ 2,992,351.00</u></b>	<b><u>\$ 389,232.18</u></b>
<b>EXPENDITURES</b>			
	Sewer	\$ 2,992,351.00	\$ 459,235.51
		<b><u>\$ 2,992,351.00</u></b>	<b><u>\$ 459,235.51</u></b>
	<b>Surplus / (Deficit)</b>		<b><u>\$ (70,003.33)</u></b>



*Note: The City of Trinity has collected about 13% of it's projected budgeted revenues. However, the City operational departments have only expensed about 15% of their total projected annual budgets. Currently, the City of Trinity has an estimated deficit of \$70,003.33 within the Sewer Fund. However, the City has not utilized the revenues from our Transfers In. Also, the City of Trinity had to issue a refund for sewer tap fees paid last fiscal year in the sum of \$6,300.*

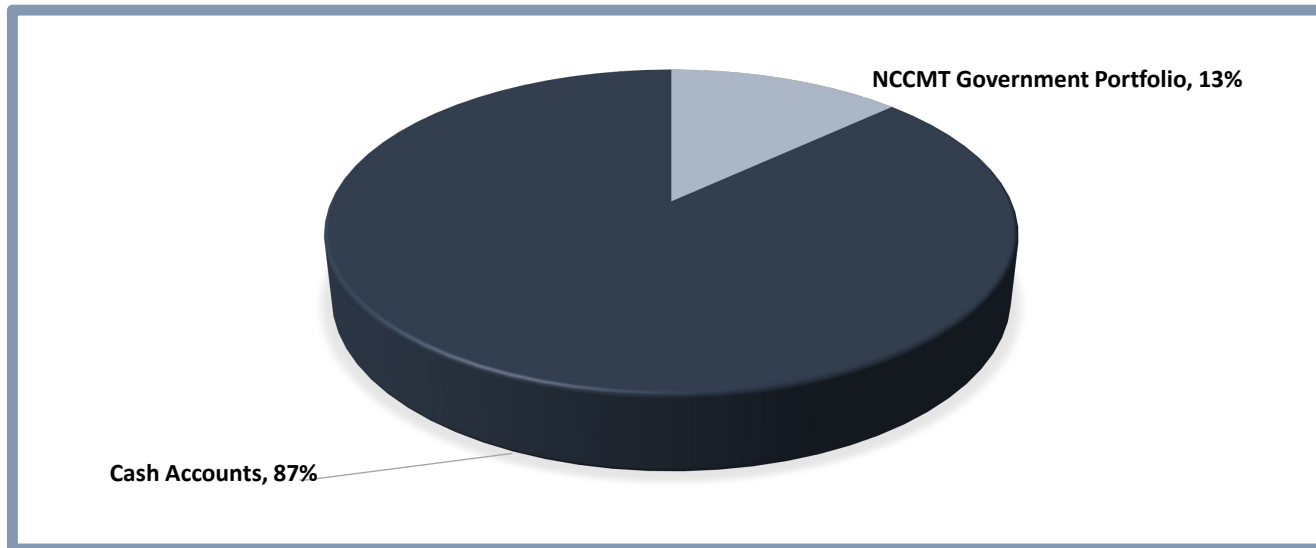


# TRINITY

## NORTH CAROLINA

### Portfolio Reporting Summary By Type Monday, September 30, 2024

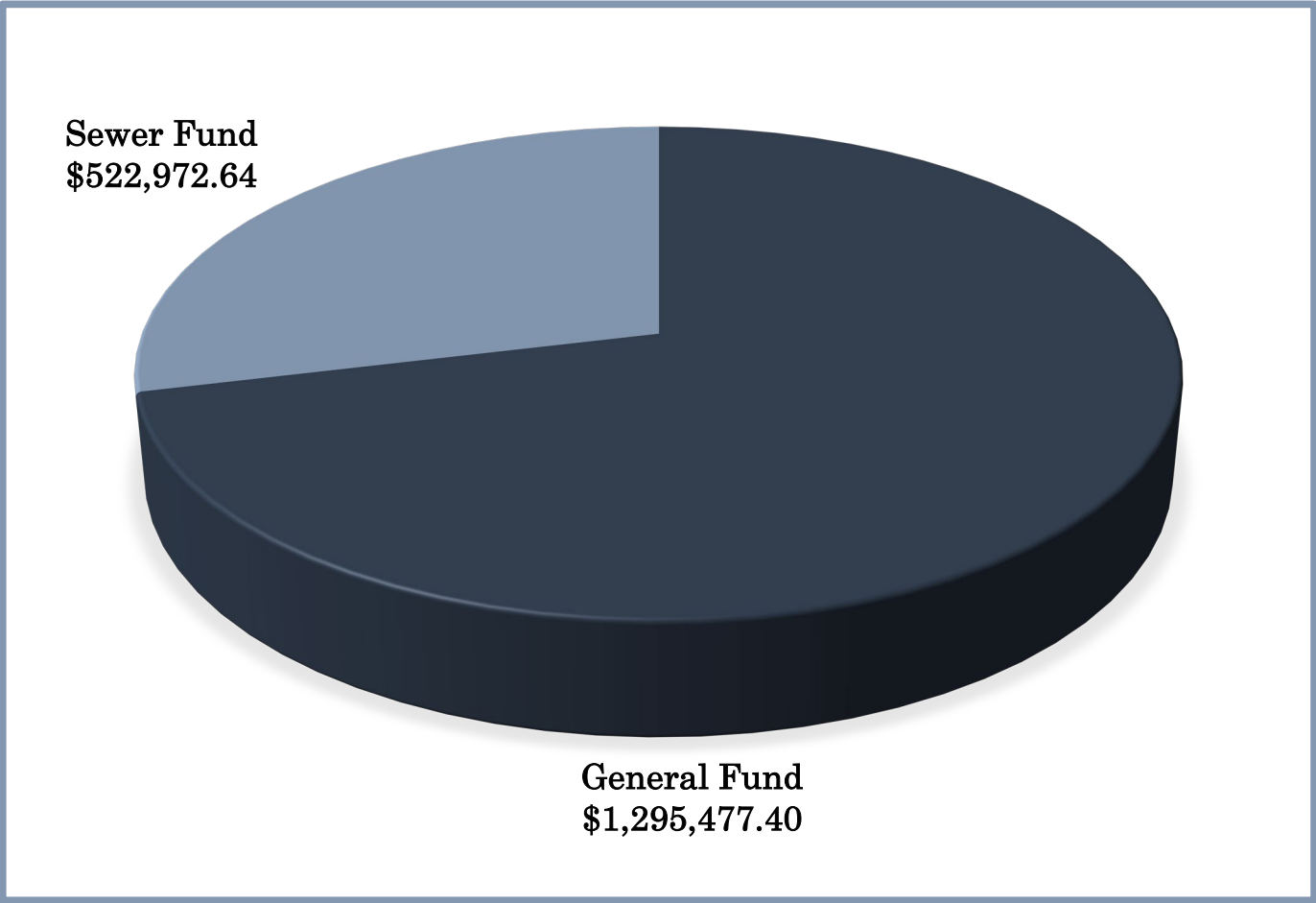
Security Type	Number of Accounts	Par Value	Market Value	Percentage of Portfolio	Average YTM	Average Days to Maturity
NCCMT Government Portfolio	2	\$ 1,818,450.04	\$ 1,818,450.04	13%	5.25%	1
Cash Accounts	11	\$ 12,092,429.66	\$ 12,092,429.66	87%	0.05%	1



# NCCMT Investment Portfolio Market Value

as of

September 30, 2024



**Sewer Fund**

Principal Balance	\$ 520,802.84
Investment Earnings	\$ 2,169.80
<b>Grand Total</b>	<b><u>\$ 522,972.64</u></b>

**General Fund**

Principal Balance	\$ 1,290,102.50
Investment Earnings	\$ 5,374.90
<b>Grand Total</b>	<b><u>\$ 1,295,477.40</u></b>





# Memorandum

**TO:** Mayor and City Council Members

**FROM:** Crystal Postell, Finance Director

**CC:** Stevie Cox, City Manager

**DATE:** 09/25/2024

**REF:** Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting

## Summary:

The Finance Department was notified on September 17, 2024, by the Government Finance Officers Association, that upon the City's first submission, we have been awarded the Certificate of Achievement for Excellence in Financial Reporting. The GFOA Certificate of Achievement for Excellence in Financial Reporting is the **highest** form of recognition in governmental accounting and financial reporting. In addition, the City of Trinity will receive via mail a plaque and medallion within 10 – 12 weeks. We are joining this honor alongside Randolph County's Finance Department (population 144,151), the City of Archdale's Finance Department (population 12,142), and the City of Asheboro's Finance Department (population 27,726).

Currently, the City of Trinity's Finance Department holds (2) two National Finance Awards from the Government Finance Officers Association of the United States and Canada. We have been recognized nationally for three consecutive years for the Distinguished Budget Presentation Award and our first year for the Achievement for Excellence in Financial Reporting.

## Background:

The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (Certificate Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting.

The Finance Department changed our audited Annual Financial Statements this past fiscal year (2022 – 2023) to a *Comprehensive Annual Financial Report*. This change has added countless hours for the completion of 20 additional statistical financial statements, a letter of transmittal, and the addition of the City’s organizational chart. The City of Trinity’s Finance Department is working hard to ensure the fiscal integrity of the City of Trinity by exercising due diligence and control over the City's assets and resources.

**Recommendation:**

There are no recommendations at this time.

**Attachment:**

Press Release  
Certificate



GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

9/17/2024

**For more information contact:**  
**Michele Mark Levine, Director/TSC**  
**Phone: (312) 977-9700**  
**Fax: (312) 977-4806**  
**Email: [mlevine@gfoa.org](mailto:mlevine@gfoa.org)**

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **City of Trinity** for its annual comprehensive financial report for the fiscal year ended June 30, 2023. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.*



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**City of Trinity  
North Carolina**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

June 30, 2023

*Christopher P. Morill*

Executive Director/CEO



# Memorandum

**TO:** Richard McNabb, Mayor  
City of Trinity City Council

**FROM:** Jill Wood, Interim Planning & Zoning Director

**CC:** Stevie Cox, City Manager  
Robert Wilhoit, City Attorney

**DATE:** October 15, 2024

**REF:** Fuerte and Ponce Request for Special Use Permit – Surrett Drive

**Summary:**

**ALEJANDRO ROBLES FUERTE AND MONICA PONCE**, Trinity, North Carolina, are requesting a Special Use Permit to operate an outdoor storage yard for their concrete business as per site plan. Property Location: Surratt Dr (200 feet south of Guil-Rand Fire Department Substation) on 0.67 acres, PIN#7708323924, Zoning District HC.

**The City Council decision shall be done by applying the land-use impact facts of the proposed special use to the following standards:**

- a) that the use or development is located, designed, and proposed to be operated so as to maintain or promote public health, safety, and general welfare.
- b) that the use or development complies with all required regulations and standards of this ordinance and with all other applicable regulations.
- c) that the use or development is located, designed, and proposed to be operated so as not to substantially injure the value adjoining or abutting property, or that the use or development is a public necessity; and
- d) that the use or development will be in harmony with the area in which it is to be located and conforms with the general plans for the land use and development of the City of Trinity and its environment.

**Background:**

Ms. Ponce came to Council on August 12, 2024, and requested this property be rezoned from R40 to HC. At that meeting she stated that if this request was approved, she would be back to request a Special Use Permit to develop a contractor storage yard for their concrete business. The Council unanimously approved that request.

**Attachments:**

- Application for Special Use Permit
- Site Plan and Diagrams
- Property Map (County GIS)
- Site Photographs
- Special Use Permit Request Summary



# City of Trinity Special Use Application

**PIN # 7708323924**

**Date:** August 13, 2024

**Property Owner Information:**

Property Owner: Alejandro Robles and Monica Ponce

Address: 6953 Quarter Horse Dr.

City: Trinity State: NC Zip: 27370

Phone: (home/work): 336-964-1179 (cell): \_\_\_\_\_

**Applicant Information** *(note: must show proof as to legally representing property owner):*

Applicant: Alejandro Robles and Monica Ponce

Address: 6953 Quarter Horse Dr.

City: Trinity State: North Carolina Zip: 27370

Phone: (home/work): 336-964-1179 (cell): \_\_\_\_\_

**Site Information:**

Property Address: 0 Surrett Dr.

Zoning District: HC

Are there any structures currently on the property?  yes  no

List structures: \_\_\_\_\_

What is the current land use on the property (i.e. commercial, residential, farming, vacant etc.)?

Vacant

What current land uses and zoning are adjacent to the property?

North: Zoning R-40 Land Use Vacant

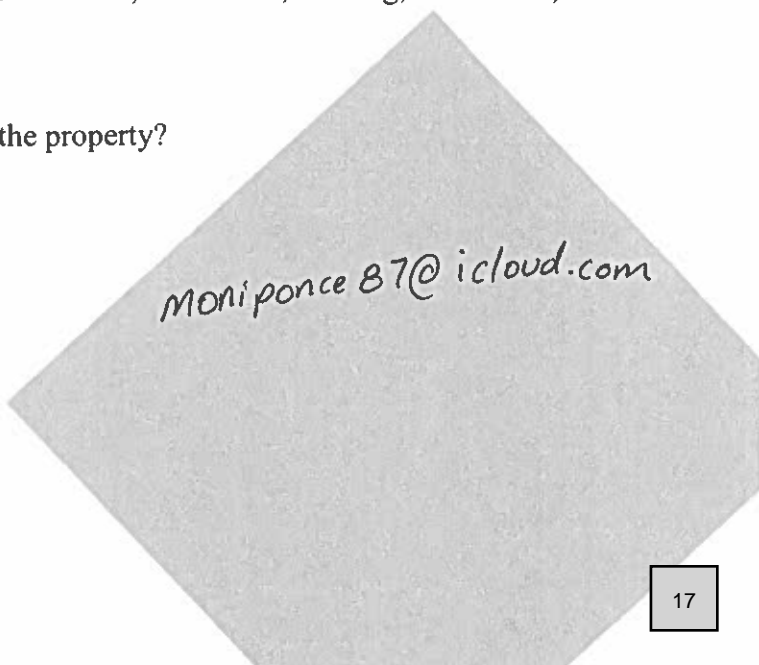
South: Zoning R-40 Land Use Vacant

East: Zoning R-40 Land Use Vacant

West: Zoning R-40 Land Use Vacant

**Reason for Special Use Permit Request:**

Outdoor Storage Yard



**Findings of Fact** (provide a statement for each of the following):

1. Will the requested special use be located, designed, and proposed to be operated so as to maintain or promote the health, safety and general welfare of the community? Yes. the property will meet all of the screening and fencing regulations laid out in the table of permitted uses with no “store front” operation.
2. Does the application meet all required regulations and standards of sound land use planning and in keeping with all other land use regulations? Yes. The property is zoned HC, Highway Commercial and is located in a Primary Growth Area. The use would be consistent with the current Land Use Plan.
3. Explain how approval of this application will not substantially injure the value of adjoining property or that the use is a public necessity. There are already several business uses in the area from warehouse storage to automotive repair. We do not believe this use will be inconsistent with current land use patterns in the area and therefore would not injure property values.
4. Explain how the use will be in harmony with the area in which it is to be located and conforms to the general plans for land use and development of the City.: As stated above, there are already a number of business uses on Surrett Dr. in close proximity to this request and we believe that for this reason it would be in harmony with the area. The Land Use Plan has this area as a Primary Growth Area and supports this type of development in the area.

---

**If the special use is approved, it is understood by all, that development must conform to the minimum requirements of the City of Trinity Zoning and Subdivision Ordinances and all other development ordinances of the City. Deadline for special use applications is the first Monday of each month. Incomplete applications will be scheduled for hearing the following month.**

**Fee: \$500.00**

---

**You must attach a site plan with this application showing all structures, property lines, buffers, driveways, setbacks, appearance and operational characteristics. Three copies of the site plan must be developed by a registered engineer, landscape architect or draftsman to a scale of 1” = “50 and submitted on sheets no larger than 36” x 24.” A site survey may be required.**

**Staff Notes:**

---

---

---

---

---

Monica Ponce J.  
(name of applicant)

Monica Ponce  
(signature of applicant)

Jay Dall  
(signature of Zoning Administrator)

9-3-24  
(date)

<b><u>Office Use</u></b>
Date Received: _____
Fees Paid: _____
Planning Board Hearing Date: _____
City Council Hearing Date: _____









**CITY OF TRINITY  
ORDER APPROVING SPECIAL USE PERMIT**

**IN THE MATTER OF THE APPLICATION FOR SPECIAL USE PERMIT  
BY ALEJANDRO ROBLES FUERTE AND MONICA PONCE  
SURRETT DRIVE  
PIN# 7708323924**

**NORTH CAROLINA**

**CITY OF TRINITY  
BOARD OF ADJUSTMENT**

Having heard all the evidence and argument presented at the hearing on October 15, 2024 the City of Trinity Board of Adjustment finds that the application is complete, that the application complies with all of the applicable requirements of the *Zoning Ordinance for the City of Trinity* for the development proposed, an outdoor storage yard for their concrete business as per site plan, and that therefore the application to make use of the property located at Surrett Drive (200 ft. south of Guil-Rand Fire Department) for the purpose indicated is hereby **APPROVED**, subject to all applicable provisions of the *Zoning Ordinance of the City of Trinity*.

HAVING CONSIDERED ALL THE EVIDENCE PRESENTED, THE CITY OF TRINITY BOARD OF ADJUSTMENT **APPROVES** THE APPLICATION FOR A **SPECIAL USE PERMIT** FOR ALEJANDRO ROBLES FUERTE AND MONICA PONCE, BASED UPON THE FOLLOWING:

1. That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved;
2. That the use meets all required conditions and specifications;
3. That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and
4. That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the Comprehensive Land Use Plan of the City of Trinity.

**IN WITNESS WHEREOF**, the City of Trinity Board of Adjustment has caused this Special Use Permit to be issued in its name and the property owners do hereby accept this Special Use Permit, together with all its conditions as binding on them and their successors in interest.

Adopted on October 15, 2024.

\_\_\_\_\_  
Richard McNabb, Mayor

**ATTEST**

\_\_\_\_\_  
Darien Comer, City Clerk



# Memorandum

**TO:** Richard McNabb, Mayor  
City of Trinity City Council

**FROM:** Eric Clem, SCEI Minimum Housing and Non-Residential Specialist

**CC:** Stevie Cox, City Manager  
Robert Wilhoit, City Attorney

**DATE:** October 4, 2024

**REF:** Adoption of Ordinance to Order Code Enforcement Officer to Proceed to Effectuate the Purpose of the Trinity Minimum Housing Code and N.C.G.S.160D-1203

**Summary:**

The City Council is being asked to adopt three separate Ordinances Ordering the City of Trinity’s Contracted Code Enforcement Officer to Proceed to Effectuate the Purpose of the Trinity Minimum Housing Code and G.S.§ 160D-1203. These Ordinances are to Abate the Minimum Housing Code for the following addresses:

- 5250 Meadowbrook Drive
- 5464 Braxton Craven Road
- 5515 Rockford Drive

After Ordinances are adopted, the Council will need to award the demolition bids.

**Background:**

5250 Old Meadowbrook Road

- July 25, 2022 – Dwelling was originally inspected by the Code Enforcement Officer
- January 22, 2024 – Last inspection performed by the Code Enforcement Officer
- March 28, 2024 –The Code Enforcement Officer served the property owner with a Notice of Hearing to be held before the Officer

- April 18, 2024 – The Hearing was held at City Hall and the Code Enforcement Officer issued an Order to the property owner to make repairs or remove/demolish the house no later than July 17, 2024
- The Property Owner has failed to comply with the Order.

#### 5464 Braxton Craven Road

- July 22, 2020 – Dwelling was originally inspected by the Code Enforcement Officer
- January 26, 2024 – Last inspection performed by the Code Enforcement Officer
- March 28, 2024 – The Code Enforcement Officer served the property owner with a Notice of Hearing to be held before the Officer
- April 18, 2024 – The Hearing was held at City Hall and the Code Enforcement Officer issued an Order to the property owner to make repairs or remove/demolish the house no later than July 17, 2024
- The Property Owner has failed to comply with the Order.

#### 5515 Rockford Drive

- July 22, 2020 – Dwelling was originally inspected by the Code Enforcement Officer
- January 22, 2024 – Last inspection performed by the Code Enforcement Officer
- March 28, 2024 – The Code Enforcement Officer served the property owner with a Notice of Hearing to be held before the Officer
- April 18, 2024 – The Hearing was held at City Hall and the Code Enforcement Officer issued an Order to the property owner to make repairs or remove/demolish the house no later than July 17, 2024
- The Property Owner has failed to comply with the Order.

#### Attachments:

- Ordinance for each individual address
- Photographs
- Property Maps (County GIS)

Return to:  
Bob Wilhoit  
Wilhoit Hatchel LLP  
100 Sunset Ave., Ste A  
Asheboro NC 27203

Owner(s): ADLOIS SHOFFNER; JUANITA A. BELL; CORA A. MILLER; OSCAR WILLIAM ALFORD; GEORGIA L. ALFORD; JERRY SHOFFNER  
PIN: 7708823146

**AN ORDINANCE ORDERING THE CITY OF TRINITY’S CONTRACTED CODE ENFORCEMENT OFFICER TO PROCEED TO EFFECTUATE THE PURPOSE OF THE TRINITY MINIMUM HOUSING CODE AND G.S. § 160D-1203**

WHEREAS, on July 22, 2020, the City of Trinity’s contracted Code Enforcement Officer conducted a thorough inspection of the dwelling located on the property identified in the Randolph County Tax Records as PIN 7708823146 and having a street address of 5464 Braxton Craven Rd. Said property is owned by ADLOIS SHOFFNER; JUANITA A. BELL; CORA A. MILLER; OSCAR WILLIAM ALFORD; GEORGIA L. ALFORD; JERRY SHOFFNER (the “Owner”), as evidenced by that deed recorded in the Randolph County Register of Deeds Office at Deed Book 2402, Page 814; and

WHEREAS, the City of Trinity’s contracted Code Enforcement Officer found that the dwelling unit was unfit for human habitation; and

WHEREAS, on March 28, 2024, the City of Trinity’s contracted Code Enforcement Officer served upon the Owner and parties of interest in such dwelling a complaint stating the charges in that respect and containing a notice of a hearing to be held before the Officer;

WHEREAS, a duly noticed hearing was held on April 18, 2024 before the Code Enforcement Officer at Trinity Town Hall located at 5978 NC Highway 62, Trinity NC; and

WHEREAS, the Code Enforcement Officer issued an Order on April 18, 2024. In the Order, the Officer determined that the house was deteriorated/dilapidated and ordered the following steps be taken:

- Make repairs to the house within 90 days;
- Vacate and close the house within \_\_\_\_\_ days; and/or
- Remove or demolish the house within 90 days

WHEREAS, the Owner has failed to timely comply with the Order;

NOW, THEREFORE, BE IT ORDAINED by the council members of the City of Trinity, North Carolina that:

1. By virtue of the authority granted by Trinity Code of Ordinances *et. seq*, “Minimum Housing Standards,” and by G.S. § 160D-1203, the City of Trinity’s contracted Code Enforcement Officer is hereby ordered to cause the aforementioned dwelling unit to be repaired, vacated and closed, or removed or demolished, as provided in the original Order of the Officer;

2. The City of Trinity Code Enforcement Officer shall place a placard on such dwelling with the following words:  
“This building is unfit for human habitation, the use or occupation of this building for human habitation is prohibited and unlawful”;

3. This ordinance shall be recorded in the Randolph County Register of Deeds Office; and

4. As provided by Trinity Code of Ordinances and by G.S. § 160D-1203 the cost of any vacation, closing and/or demolition of the house caused to be made by the Officer shall be a lien against the real property upon which such cost was incurred and upon any other real property of the Owner located within the City limits, except for the Owner’s primary residence.

5. Civil Penalties. The Trinity Code Enforcement Officer is directed to levy civil penalties against the Owner in accordance with Trinity Code of Ordinances.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

Richard McNabb, Mayor

Attest:

Dated: \_\_\_\_\_

Darien Comer, City Clerk

STATE OF NORTH CAROLINA

COUNTY OF RANDOLPH

This Instrument was signed before me on the \_\_\_\_ day of \_\_\_\_\_ 2024.

By: \_\_\_\_\_

*(Print all names of persons who signed this document before the Notary Public)*

Print Notary Name: \_\_\_\_\_

Notary Signature

AFFIX SEAL or STAMP





Return to:  
Bob Wilhoit  
Wilhoit Hatchel LLP  
100 Sunset Ave., Ste A  
Asheboro NC 27203

Owner(s): FRANCES A. LEAK  
PIN: 7708604562

**AN ORDINANCE ORDERING THE CITY OF TRINITY’S CONTRACTED CODE ENFORCEMENT OFFICER TO PROCEED TO EFFECTUATE THE PURPOSE OF THE TRINITY MINIMUM HOUSING CODE AND G.S. § 160D-1203**

WHEREAS, on July 25, 2022, the City of Trinity’s contracted Code Enforcement Officer conducted a thorough inspection of the dwelling located on the property identified in the Randolph County Tax Records as PIN 7708604562 and having a street address of 5250 Old Meadowbrook Rd. Trinity, North Carolina. Said property is owned by FRANCES A. LEAK (the “Owner”), as evidenced by that deed recorded in the Randolph County Register of Deeds Office at Deed Book 1130, Page 065; and

WHEREAS, the City of Trinity’s contracted Code Enforcement Officer found that the dwelling unit was unfit for human habitation; and

WHEREAS, on March 28, 2024, the City of Trinity’s contracted Code Enforcement Officer served upon the Owner and parties of interest in such dwelling a complaint stating the charges in that respect and containing a notice of a hearing to be held before the Officer;

WHEREAS, a duly noticed hearing was held on April 18, 2024, before the Code Enforcement Officer at Trinity Town Hall located at 5978 NC Highway 62, Trinity NC; and

WHEREAS, the Code Enforcement Officer issued an Order on April 18, 2024. In the Order, the Officer determined that the house was deteriorated/dilapidated and ordered the following steps be taken:

- 90 Make repairs to the house within 90 days;
- Vacate and close the house within \_\_\_\_\_ days; and/or
- Remove or demolish the house within 90 days

WHEREAS, the Owner has failed to timely comply with the Order;

NOW, THEREFORE, BE IT ORDAINED by the council members of the City of Trinity, North Carolina that:

1. By virtue of the authority granted by Trinity Code of Ordinances *et. seq.*, “Minimum Housing Standards,” and by G.S. § 160D-1203, the City of Trinity’s contracted Code Enforcement Officer is hereby ordered to cause the aforementioned dwelling unit to be repaired, vacated and closed, or removed or demolished, as provided in the original Order of the Officer;

2. The City of Trinity Code Enforcement Officer shall place a placard on such dwelling with the following words:  
“This building is unfit for human habitation, the use or occupation of this building for human habitation is prohibited and unlawful”;

3. This ordinance shall be recorded in the Randolph County Register of Deeds Office; and

4. As provided by Trinity Code of Ordinance and by G.S. § 160D-1203 the cost of any vacation, closing and/or demolition of the house caused to be made by the Officer shall be a lien against the real property upon which such cost was incurred and upon any other real property of the Owner located within the City limits, except for the Owner’s primary residence.

5. Civil Penalties. The Trinity Code Enforcement Officer is directed to levy civil penalties against the Owner in accordance with Trinity Code of Ordinances.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

\_\_\_\_\_  
Richard McNabb, Mayor

Attest:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Darien Comer, City Clerk

STATE OF NORTH CAROLINA

COUNTY OF RANDOLPH

This Instrument was signed before me on the \_\_\_\_ day of \_\_\_\_\_ 2024.

By: \_\_\_\_\_

*(Print all names of persons who signed this document before the Notary Public)*

Print Notary Name: \_\_\_\_\_

\_\_\_\_\_  
Notary Signature

AFFIX SEAL or STAMP





**Randolph County, NC**



<b>REID</b>	<b>21190</b>	<b>OWNER ADDRESS2</b>	
<b>PIN</b>	<b>7708604562</b>	<b>OWNER CITY</b>	<b>THOMASVILLE</b>
<b>TAXED ACREAGE</b>	<b>2.5</b>	<b>OWNER STATE</b>	<b>NC</b>
<b>PROPERTY DESCRIPTION</b>	<b>R 1564</b>	<b>OWNER ZIP</b>	<b>27360</b>
<b>DEED BOOK &amp; PAGE</b>	<b>002926/00876</b>	<b>LOCATION ADDRESS</b>	<b>5250 OLD MEADOWBROOK RD</b>
<b>PLAT BOOK &amp; PAGE</b>		<b>LOCATION ZIP</b>	<b>TRINITY,27370</b>
<b>OWNER</b>	<b>FCM HOLDINGS LLC</b>	<b>DATA REFRESHED</b>	<b>9/29/2024</b>
<b>OWNER ADDRESS</b>	<b>301 CHURCH ST</b>		



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

**Map Scale**  
**1 inch = 94 feet**  
**10/4/2024**

Return to:  
Bob Wilhoit  
Wilhoit Hatchel LLP  
100 Sunset Ave., Ste A  
Asheboro NC 27203

Owner(s): AUGUSTA GRAY (SHUBE GRAY) HEIRS; STEVEN GRAY  
INEZ GRAY  
PIN: 7708621734

**AN ORDINANCE ORDERING THE CITY OF TRINITY’S CONTRACTED CODE ENFORCEMENT OFFICER TO PROCEED TO EFFECTUATE THE PURPOSE OF THE TRINITY MINIMUM HOUSING CODE AND G.S. § 160D-1203**

WHEREAS, on July 22, 2020, the City of Trinity’s contracted Code Enforcement Officer conducted a thorough inspection of the dwelling located on the property identified in the Randolph County Tax Records as PIN 7708823146 and having a street address of 5515 Rockford Dr. Trinity, North Carolina. Said property is owned by AUGUSTA GRAY (SHUBE GRAY) HEIRS; STEVEN GRAY; INEZ GRAY (the “Owner”), as evidenced by that deed recorded in the Randolph County Register of Deeds at Deed Book 152, Page 218; and

WHEREAS, the City of Trinity’s contracted Code Enforcement Officer found that the dwelling unit was unfit for human habitation; and

WHEREAS, on March 28, 2024, the City of Trinity’s contracted Code Enforcement Officer served upon the Owner and parties of interest in such dwelling a complaint stating the charges in that respect and containing a notice of a hearing to be held before the Officer;

WHEREAS, a duly noticed hearing was held on April 18, 2024 before the Code Enforcement Officer at Trinity City Hall located at 5978 NC Highway 62, Trinity NC; and

WHEREAS, the Code Enforcement Officer issued an Order on April 18, 2024. In the Order, the Officer determined that the house was deteriorated/dilapidated and ordered the following steps be taken:

- Make repairs to the house within 90 days;
- Vacate and close the house within \_\_\_\_\_ days; and/or
- Remove or demolish the house within 90 days

WHEREAS, the Owner has failed to timely comply with the Order;

NOW, THEREFORE, BE IT ORDAINED by the council members of the City of Trinity, North Carolina that:

1. By virtue of the authority granted by Trinity Code of Ordinances *et. seq.*, “Minimum Housing Standards,” and by G.S. § 160D-1203, the City of Trinity’s contracted Code Enforcement Officer is hereby ordered to cause the aforementioned dwelling unit to be repaired, vacated and closed, or removed or demolished, as provided in the original Order of the Officer;

2. The City of Trinity Code Enforcement Officer shall place a placard on such dwelling with the following words:  
“This building is unfit for human habitation, the use or occupation of this building for human habitation is prohibited and unlawful”;

3. This ordinance shall be recorded in the Randolph County Register of Deeds; and

4. As provided by Trinity Code of Ordinances and by G.S. § 160D-1203 the cost of any vacation, closing and/or demolition of the house caused to be made by the Officer shall be a lien against the real property upon which such cost was incurred and upon any other real property of the Owner located within the City limits, except for the Owner’s primary residence.

5. Civil Penalties. The Trinity Code Enforcement Officer is directed to levy civil penalties against the Owner in accordance with Trinity Code of Ordinances.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent or Excused: \_\_\_\_\_

\_\_\_\_\_  
Richard McNabb, Mayor

Attest:  
\_\_\_\_\_  
Darien Comer, City Clerk

Dated: \_\_\_\_\_

STATE OF NORTH CAROLINA                      COUNTY OF RANDOLPH

This Instrument was signed before me on the \_\_\_\_ day of \_\_\_\_\_ 2024.

By: \_\_\_\_\_  
(Print all names of persons who signed this document before the Notary Public)

Print Notary Name: \_\_\_\_\_

\_\_\_\_\_  
Notary Signature

AFFIX SEAL or STAMP



**Randolph County, NC**



REID	21216	OWNER ADDRESS2	
PIN	7708621734	OWNER CITY	BRONX
TAXED ACREAGE	1.02	OWNER STATE	NY
PROPERTY DESCRIPTION	R 1597	OWNER ZIP	10460
DEED BOOK & PAGE	000152/00218	LOCATION ADDRESS	5515 ROCKFORD DR
PLAT BOOK & PAGE		LOCATION ZIP	TRINITY,27370
OWNER	GRAY, AUGUSTA HEIRS	DATA REFRESHED	9/29/2024
OWNER ADDRESS	1430 THIERIOT AVE 6H		



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

Map Scale  
1 inch = 94 feet  
10/4/2024

September 30, 2024

To: Mr. Stevie Cox, City Manager

From: Rick Austin, PE, Abbotts Creek Engineering

**Subject: Resurfacing Program**

To keep the Powell Bill account below the maximum allowed balance will require spending approximately \$ 175 k before the end of this budget year. Stated differently, the estimated account balance on 3/1/2025 is \$175k above cap. This will result in a warning letter in February of next year. A program amount to not receive warning letter around 2/26 would require an estimated balance of \$225k below the cap on 7/1/25. For this to occur, the FY 25-26 funds would need to be spent or a total of \$400k.

Current costs of resurfacing using last contract prices is about \$50/lf for a curbed street and a ribbon section about \$40/ lf. \*

The minimum PROGRAM LENGTH to stay below the cap this FY:

For a \$200k target project, **5,000 LF** for ribbon or **4,000 LF** for curb and guttering streets of resurfacing needs to be programmed. Since whole streets and preferably whole small subdivisions need to be done at the same time, grouping streets for annual programs can be difficult to match the funding and meet the required expenditures.

<b>Location</b>	<b>type</b>	<b>length</b>	<b>cost</b>	<b>estimate</b>
Stone Gables	guttered	2,172 lf	\$50/LF	\$109K.
Siler St. phase 1	ribbon	1,308 lf	\$40/LF	\$ 53K
Colonial Village	guttered	4,851 ft	\$50/LF	\$243K
<b>Total</b>				<b>\$405K</b>

I could reach the minimum by re-ordering the priorities, but this is a good match for the work required by the end of the next budget cycle. By proceeding, we will eliminate the future necessity meeting the end of budget deadline each year.

I recommend that this work be authorized at the October City Council meeting for award early in 2025. Half of this work must be finished by 7/1/2025 to stay below the maximum account balance.

\*Starting with the latest bid price of \$146.26/ton and an application rate for an 1 1/2" overlay and 150 pounds per cubic foot of asphalt is \$12.09 per sy plus \$2.45 sy for straight seal the costs of resurfacing per sy is \$14.54. I am using a price of \$10/ sy for edge grinding and \$500 / ea. per utility adjustment. The largest profiler grinding head is 40 inches wide, so doing both side I'm using a square yard per foot. For a 22-foot-wide street and 1 1/2" resurfacing the calculation for each foot of street equals 22 ft. /9 sq ft/sy of street is 2.45 sy/LF or \$35.55 per foot for just the asphalt for resurfacing. With everything included, a curb and guttered section will cost \$50/foot of street and a ribbon about \$40.