



City of Trinity
CITY COUNCIL MEETING

August 11, 2025 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. Continuance**
 - [a.](#) 0 Mendenhall Rd - Rezoning Action Required (*Jay Dale, Planner*)
- 6. Consent Agenda Items**
 - [a.](#) Approval of Special Called Meeting Minutes June 4, 2025
 - [b.](#) Approval of Special Called Closed Meeting Minutes of June 4, 2025
 - [c.](#) Approval of Regular Meeting Minutes of June 9, 2025
 - [d.](#) Approval of Closed Meeting Minutes of June 9, 2025
 - [e.](#) Approval of the Special Called Meeting Minutes of July 17, 2025
 - [f.](#) Approval of the Special Called Closed Meeting Minutes of July 17, 2025

- g. Received current Financial Statements
- h. Budget Amendments to Close Out Fiscal Year 24/25
- i. Randolph County Animal Control-Trinity Contract
- j. Budget Amendment - Randolph County Animal Control
- k. Resolution Adopting Davidson-Randolph Regional Hazard Mitigation Plan

7. Recognitions and Presentations

- a. Welcome Sgt. Vincent Sanders Randolph County Sheriff Department
- b. Marketing Plan Update (*Ashlee Willett, Archdale-Trinity Chamber President*)
- c. Steeplegate Force Main Project Update (*Rodney Johnson, Public Services Director*)

8. Action Agenda

- a. Award Contract For Residential Solid Waste and Yard Waste Collection to Meridian Waste North Carolina, LLC (*Crystal Postell, Finance Director*)
- b. Codification of General Ordinances (*Carrie Spencer, MSI*)
- c. AIA Grant Reward (*Rodney Johnson, Public Services Director*)
- d. Requires Action by the City Council - Minimum Housing Remove Structure at Rockford Dr NCGS 160D-1203 (*Jay Dale, Planning and Eric Clem, SCEI Minimum Housing and Non-Residential Specialist*)
- e. Update on Minimum Housing Cases (*Jay Dale, Planner*)
- f. Darr Road Sewer Relocation (*John Ogburn, Interim City Manager*)
 - 1. Request for the City Staff to receive a preliminary design and field work engineering proposal from DMP
- g. Request For City Manager to Hire Full Time City Planning Director - (*John Ogburn, Interim City Manager*)

9. City Manager Updates

- a. City Manager Search
- b. First Impressions
- c. Challenges Facing Trinity

10. Mayor and City Council Updates

11. Adjournment



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Planning

Prepared By: Jay Dale, Planner

Contact Information: 336-431-2841/planning2@trinity-nc.gov

AGENDA ITEM TITLE

Rezoning 0 Mendenhall Rd. (PIN# 6798742704)

SUMMARY

NAMIEL PARRA, High Point North Carolina, is requesting that 4.64 acres located on Mendenhall Rd (PIN# 6798742704) be rezoned from RA to HI-CZ (Formally M1-CZ) It is the desire of the property owner to operate a semi-truck repair business as per the site plan.

Background:

The property owner was sent a notice of violation on September 27, 2024 which led him to apply for a rezoning. On January 27, 2025 the Trinity Planning Board considered the request and recommended DENIAL as inconsistent with the Trinity Land Use Plan. The motion to deny was passed with a vote of 5-0. The Trinity City Council heard the request on February 10, 2025 and voted to give Mr. Parra time to clean the property and re-hear the Request on May 12, 2025. At the May 12, 2025 meeting the city council was presented with photographs showing the property had made some progress but required further cleaning to abate the violation of September 27, 2024. The Council also heard testimony from adjoining property owners and Planning Staff concerning the noise level. In response to the noise complaint Mr. Parra agreed to place a building on the property to house the trucks being worked on and control the noise. The City Council voted to postpone the vote and allow Mr. Parra time to complete the cleaning and provide zoning staff with an updated site plan.

RECOMMENDED ACTION

Staff recommends the request be DENIED as stated in the determination of the Planning Board. We have received numerous complaints from residences and businesses in the area concerning the noise. It should also be noted the industrial uses in the area existed prior to the incorporation of Trinity. Efforts to further expand similar uses in the area have been discouraged as they are inconsistent with the land use patterns Trinity wishes to encourage in the area. These patterns are stated within the Comprehensive Land Use Plan adopted September 11, 2023.

ATTACHMENTS

Application for Rezoning

Rezoning Request Summary

Site Plan

Property Map (County GIS)

Notice of Violation

Site Photographs



City of Trinity
CITY COUNCIL SPECIAL CALLED MEETING

June 4, 2025
Trinity City Hall Annex

MINUTES

PRESENT

Mayor Richard McNabb
Mayor Pro Tem Robbie Walker
Councilmember Debbie Jacky
Councilmember Paul Welborn
Councilmember Ed Lohr
Councilmember Barry Allison

OTHERS PRESENT

City Manager Stevie Cox
City Clerk Darien Comer
Attorney Bob Wilhoit

Mayor McNabb called the meeting to order at 4:05 PM.

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

Motion made by Mayor Pro Tem Walker to go into Closed Session, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Allison

Councilmember Welborn arrived after the Council went into Closed Session. Councilmember Welborn joined them in the conference room.

Motion made by Councilmember Welborn to return to open session, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro Tem Walker, Councilmember Welborn, Councilmember Jacky, Councilmember Lohr, Councilmember Allison

Adjournment

*Motion made by Councilmember Jacky to adjourn, Seconded by Mayor Pro Tem Walker.
Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison*

Attest:

Richard McNabb, Mayor

Darien P. Comer, City Clerk

DRAFT



City of Trinity
CITY COUNCIL MEETING

June 09, 2025
Trinity City Hall Annex

MINUTES

PRESENT

Mayor Richard McNabb
Mayor Pro Tem Robbie Walker
Councilmember Ed Lohr
Councilmember Debbie Jacky
Councilmember Paul Welborn
Councilmember Barry Allison

OTHERS PRESENT

City Clerk Darien Comer
Finance Director Crystal Postell
Public Works Director Rodney Johnson
Planning Director Jill Wood
Planning Jay Dale
Attorney Bob Wilhoit
Randolph County Sheriff Detective Burger

1. Mayor McNabb called the meeting to order and welcome guests and visitors.
2. Mayor McNabb led those in attendance in the Pledge of Allegiance and Councilmember Welborn gave the invocation.
3. **Review, amend if needed, and approve Proposed Regular Agenda**

Motion made by Mayor Pro Tem Walker to remove 8e the discussion on the Planning Department Personnel from the agenda, Seconded by Councilmember Allison

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Voting Nay: Councilmember Lohr

Motion made by Councilmember Jacky to add the Resolution to change Bank Signatures to the consent agenda 5d, Seconded by Councilmember Welborn

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Lohr, Councilmember Allison

Motion made by Mayor Pro Tem Walker for a Closed Session for Personnel, Seconded by Councilmember Jacky

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison

Motion made by Mayor Pro Tem Walker to remove 8d Planning and Zoning Market Analysis from the agenda, Seconded by Councilmember Jacky

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Voting Nay: Councilmember Lohr

Motion made by Mayor Pro Tem Walker to approve the agenda as amended, Seconded by Councilmember Jacky

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Welborn, Councilmember Lohr, Councilmember Allison

4. Public Comment Period

Bob Howard at 6821 NC HWT 62 wanted to thank the City Attorney and Planning Director Jill Wood for their help in his matter.

5. Consent Agenda Items

- a. Approval of Regular Meeting Minutes of May 12, 2025**
- b. Finance Director's City of Trinity Financial Statements**
- c. Change Order for Powell Bill**

Motion made by Councilmember Jacky to approve as amended, Seconded by Mayor Pro Tem Walker.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

6. Recognitions and Presentations

- a. Proclamation for Amateur Radio Week**

Motion made by Councilmember Welborn, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

7. Public Hearing

- a. Proposed Amendments to the Water Management Ordinance**

Rodney Johnson Public Works Director is requesting approval of the proposed amendments to the Water Management Ordinance. Johnson explained that during the adoption process of the New Water Management Ordinance, the North Carolina Legislature adopted new regulations (HB488/SB378) that affect the establishment of operation and maintenance agreements for Stormwater Control Management Systems (SCMs) owned and maintained by a homeowners' association, property owners' association, or similar entity for commercial, industrial or residential projects developed under the high-density development option. Johnson stated

that the proposed amendments would bring the Water Management Ordinance into compliance with those new State regulations.

Speaking For:

None

Speaking Against:

None

Motion made by Councilmember Welborn to approve and adopt, Seconded by Councilmember Jacky. Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

b. Public Hearing and Adoption of the Updated Code of Ordinances

Carrie Spencer, Consultant with Municipal Services Inc. (MSI) is requesting the Council to hold a Public Hearing and Adoption of the updated Code of Ordinances.

Speaking For:

None

Speaking Against:

None

Motion made by Councilmember Welborn to add to the August meeting for a vote, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

8. Action Agenda

a. Approval and Adoption of the Debt Management Policy

Finance Director Crystal Postell recommends that the Council approves and adopts the Debt Management Policy to promote sound financial practices and ensure responsible use of debt in support of the City's long-term fiscal sustainability.

Motion made by Councilmember Allison to adopt the Debt Management Policy, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

b. Discussion on Solid Waste Services

Finance Director Crystal Postell informed the Council to determine whether to authorize City staff to negotiate a contract renewal with GFL Environmental or to initiate a competitive bidding process with new vendors, as the current agreement is set to expire on December 31, 2025.

Motion made by Mayor Pro Tem Walker for staff to prepare a RFP for Solid Waste Services and initiate the bidding process, Seconded by Councilmember Allison.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

c. Adoption of Ordinance to Order Code Enforcement Officer to Proceed to Effectuate the Purpose of the Trinity Minimum Housing Code and NCGS 160D-1203

Eric Clem, SCEI Minimum Housing and Non-Residential Specialist, reports that there has been no change with the house at 5515 Rockford Dr.

Inez Gray, one of the heirs of the property was present along with another family member. She wanted to know why she could not get more time to repair and renovate the house. This case has been going on since 2020. Councilmember Allison asked that they bring a license contractor and his information with quotes also to meet with Eric Clem and work out a timeline for when repairs would be completed while she is in town.

Motion made by Councilmember Allison to continue to the August 11, 2025 Council meeting, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

f. Approval of Fiscal Year 2025 - 2026 Contracts

Motion made by Councilmember Welborn, Seconded by Councilmember Jacky.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

9. Closed Session

Motion made by Councilmember Jacky to go into Closed Session, Seconded by Mayor Pro Tem Walker. Voting Yea: Councilmember Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

10. Adjournment

The Staff was asked to leave at 8:00 PM.

Motion made by Councilmember Allison to go out of Closed Session and back into Open Session, Seconded by Mayor Pro Tem Walker.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Motion made by Councilmember Allison to adjourn, Seconded by Councilmember Lohr.

Voting Yea: Mayor Pro Tem Walker, Councilmember Lohr, Councilmember Jacky, Councilmember Welborn, Councilmember Allison

Attest:

Richard McNabb, Mayor

Darien P. Comer, City Clerk



City of Trinity
CITY COUNCIL SPECIAL CALLED MEETING

July 17, 2025
Trinity City Hall Annex

MINUTES

PRESENT

Mayor Richard McNabb
Mayor Pro Tem Robbie Walker
Councilmember Ed Lohr
Councilmember Debbie Jacky
Councilmember Paul Welborn
Councilmember Barry Allison

OTHERS PRESENT

City Clerk Darien Comer
Finance Director Crystal Postell
Attorney Bob Wilhoit
Randolph County Sheriff Deputy Moser

Mayor McNabb called the meeting to order at 5:34 PM.

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

Motion made by Mayor Pro Tem Walker to go into Closed Session, Seconded by Councilmember Allison.

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison

Motion made by Councilmember Jacky to close the Closed Session, Seconded by Mayor Pro Tem Walker.

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison

Motion made by Mayor Pro Tem Walker to return to open session, Seconded by Councilmember Welborn.

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison

Mayor McNabb read a statement for Public Record:

The City of Trinity and City Manager Stevie Cox have agreed to a mutual separation; the City accepts the resignation of Mr. Cox as City Manager.

Mr. Cox will receive a severance of two and one half months (2 ½) base salary in the total amount of \$27,932.58 with health insurance reimbursement for two (2) months in the amount of \$720 when added to his spouse’s policy.

By law Mr. Cox is entitled to receive his vacation and compensation time in the total amount of \$15,602.61 less applicable payroll and tax withholdings.

Motion made by Mayor Pro Tem Walker to approve the separation agreement, seconded by Councilmember Allison.

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison

Mr. John N. Ogburn III was present and introduced himself to the Council. Mr. Ogburn has retired from the City of Asheboro as the City Manager for the last 24 years.

Motion made by Councilmember Allison to appoint Mr. John N. Ogburn III as Interim City Manager for the City of Trinity. Hours to be determined, Seconded by Councilmember Lohr.

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison

Adjournment

Motion made by Mayor Pro Tem Walker to adjourn, seconded by Councilmember Welborn.

Voting Yea: Mayor Pro Tem Walker, Councilmember Jacky, Councilmember Lohr, Councilmember Welborn, Councilmember Allison

Attest:

Richard McNabb, Mayor

Darien P. Comer, City Clerk



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Finance Director

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

July 2025 Financial Statement Review

SUMMARY

The Finance Department remains committed to safeguarding the fiscal integrity of the City of Trinity through diligent oversight and responsible management of municipal assets and resources. We continue to uphold the standards set forth by Generally Accepted Accounting Principles (GAAP) and City regulations to ensure transparency, accountability, and financial stewardship.

In accordance with these principles, the Finance Department is pleased to present the City's monthly financial statements for July 2025. These statements provide a comprehensive overview of the City's financial position and operational performance, enabling informed decision-making and long-term planning.

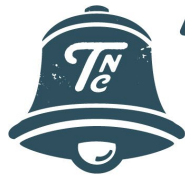
RECOMMENDED ACTION

No recommendation needed

ATTACHMENTS

Budget vs Actual Statements for General Fund and Sewer Fund

2nd Quarter Calendar Year Investment Review

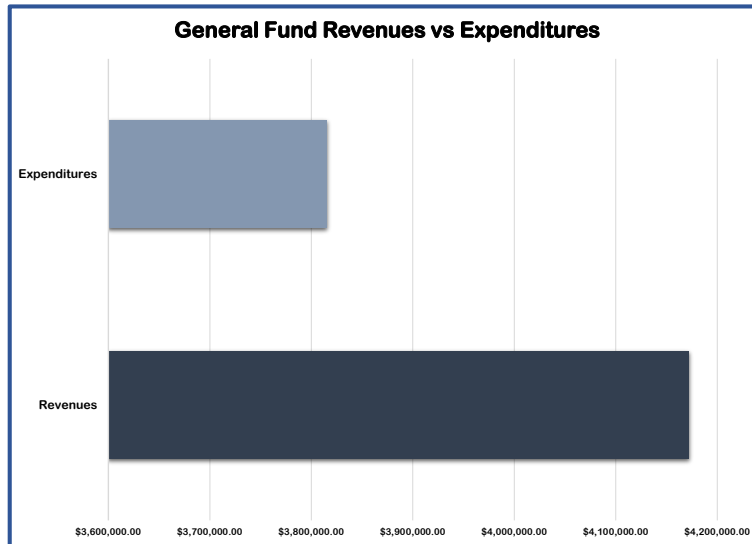


TRINITY

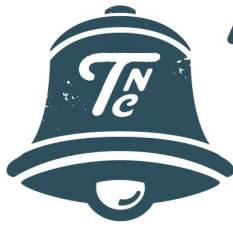
NORTH CAROLINA

General Fund Budget vs Actual Statement Ending on June 30, 2025

	Budget	Actual	Variance	
REVENUES				
Powell Bill	\$ 195,360.00	\$ 211,176.17	\$ 15,816.17	108%
Ad Valorem/ Vehicle Tax	\$ 1,214,485.00	\$ 1,020,788.50	\$ (193,696.50)	84%
Sales and Use Tax	\$ 1,992,674.00	\$ 2,359,758.93	\$ 367,084.93	118%
Solid Waste	\$ 490,000.00	\$ 523,688.75	\$ 33,688.75	107%
Other Taxes	\$ 288,200.00	\$ 282,192.91	\$ (6,007.09)	98%
Investment Earnings	\$ 52,500.00	\$ 211,463.04	\$ 158,963.04	403%
Other Revenues	\$ 607,181.00	\$ (436,921.46)	\$ (1,044,102.46)	-72%
	\$ 4,840,400.00	\$ 4,172,146.84	\$ (668,253.16)	86%
EXPENDITURES				
Governing Board	\$ 67,900.00	\$ 68,524.85	\$ (624.85)	101%
Administration	\$ 471,656.00	\$ 430,095.29	\$ 41,560.71	91%
Finance	\$ 319,543.00	\$ 288,364.91	\$ 31,178.09	90%
Planning/Zoning	\$ 495,774.00	\$ 418,951.00	\$ 76,823.00	85%
Public Buildings	\$ 279,779.25	\$ 38,375.68	\$ 241,403.57	14%
Animal Control	\$ 31,000.00	\$ 30,394.70	\$ 605.30	98%
Public Safety	\$ 827,840.00	\$ 563,145.60	\$ 264,694.40	68%
Powell Bill	\$ 268,785.00	\$ 232,053.13	\$ 36,731.87	86%
Street	\$ 192,200.00	\$ 186,541.90	\$ 5,658.10	97%
Stormwater	\$ 401,562.00	\$ 233,268.91	\$ 168,293.09	58%
Sanitation	\$ 582,700.00	\$ 528,992.23	\$ 53,707.77	91%
Economic Development	\$ 26,200.00	\$ 20,667.00	\$ 5,533.00	79%
General Fund Transfers; Sale Tax W/S	\$ 821,775.00	\$ 733,015.00	\$ 88,760.00	89%
Special Appropriation/Allocations	\$ 48,050.00	\$ 37,150.00	\$ 10,900.00	77%
	\$ 4,840,400.00	\$ 3,815,175.95	\$ 1,025,224.05	79%
		\$ 356,970.89		



*Note: The City of Trinity has collected about 86% of it's projected budgeted revenues. However, the City operational departments have expensed about 76% of our total projected annual budgets. Currently, the City of Trinity has an estimated surplus of \$356,70.89. However, we are still waiting on the some revenues from June such as sales and use tax, utilities franchise tax, etc. This is just an **estimate**, we will not have final numbers until our audit adjustments and transfers.*

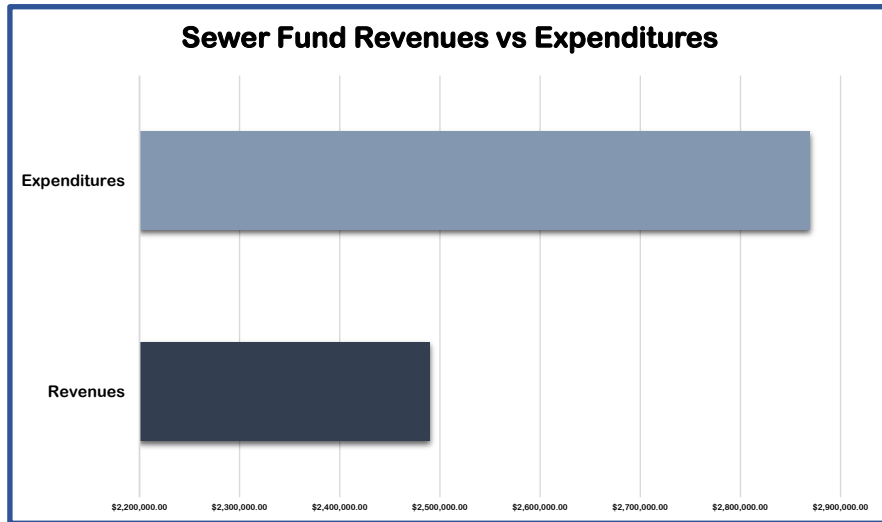


TRINITY

NORTH CAROLINA

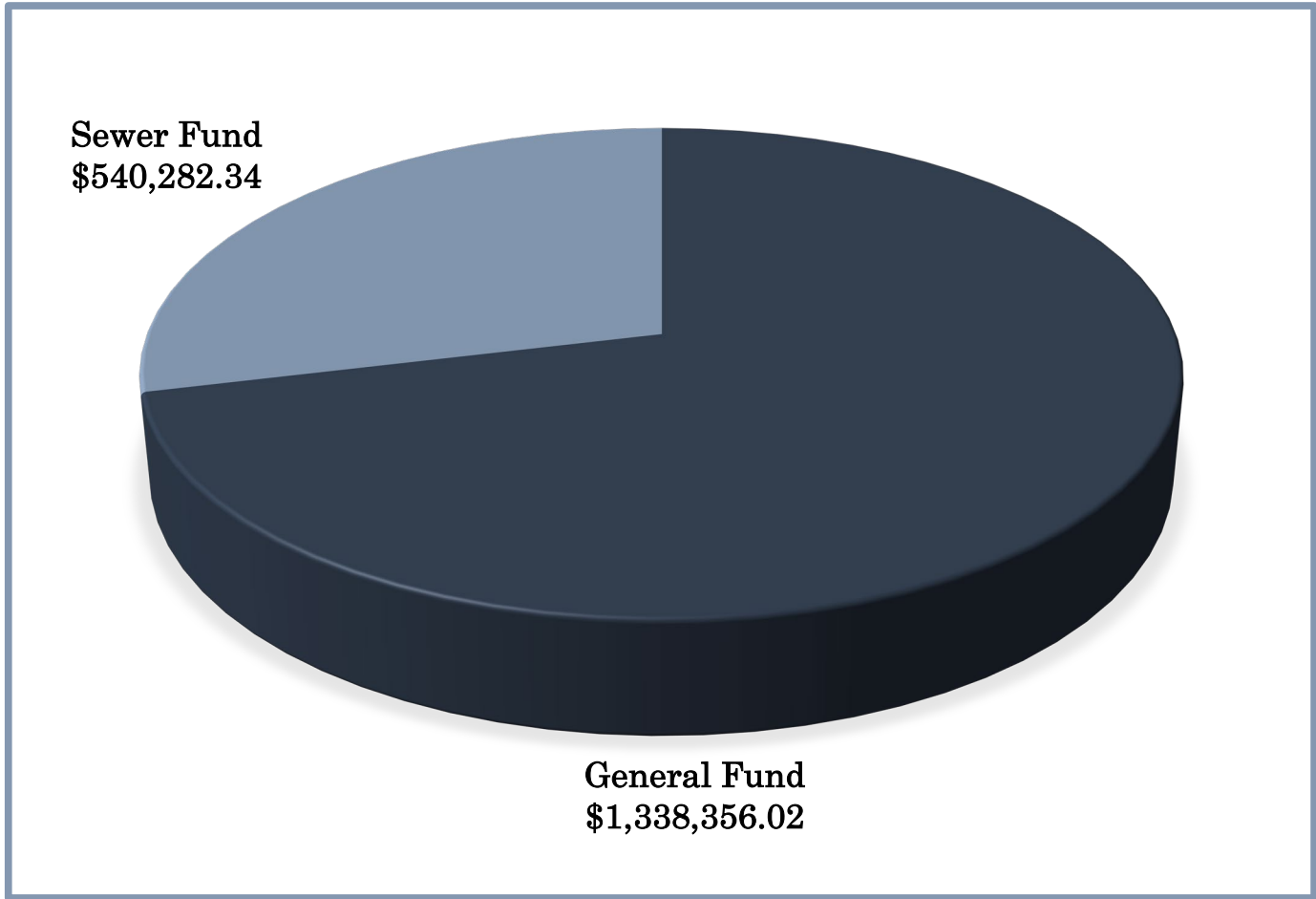
Sewer Fund Budget vs Actual Statement Ending on June 30, 2025

		Budget	Actual	Variances	
REVENUES					
	Sewer Billing	\$ 1,880,280.00	\$ 1,581,298.26	\$ (298,981.74)	84%
	Sewer Tap Fees	\$ 37,500.00	\$ (5,100.00)	\$ (42,600.00)	-14%
	Investment Earnings	\$ 21,600.00	\$ 24,147.36	\$ 2,547.36	112%
	Transfer In- Sewer Capacity	\$ 75,000.00	\$ -	\$ (75,000.00)	0%
	Transfer In- General Fund	\$ 88,760.00	\$ -	\$ (88,760.00)	0%
	G.O. Bonds Debt Service Transfer In	\$ 733,015.00	\$ 733,015.00	\$ -	100%
	Other Revenues	\$ 156,196.00	\$ 156,196.00	\$ -	100%
		\$ 2,992,351.00	\$ 2,489,556.62	\$ (502,794.38)	83%
EXPENDITURES					
	Sewer	\$ 2,992,351.00	\$ 2,869,518.93	\$ 122,832.07	96%
		\$ 2,992,351.00	\$ 2,869,518.93	\$ 122,832.07	96%
	Surplus / (Deficit)		\$ (379,962.31)		



Note: The City of Trinity has collected about 83% of it's projected budgeted revenues. However, the City operational departments have only expensed about 96% of their total projected annual budgets. Currently, the City of Trinity has an estimated deficit of \$379,962.31 within the Sewer Fund. Please keep in mind, with the revisions to the North Carolina General Statues there were come changes in how we charge our sewer customers. This change caused some decrease in our sewer billing revenues. However, the City has not utilized all the revenues from our other fund transfers that are budgeted in this fiscal year. This is just an estimate, we will not have final numbers until our audit adjustments and transfers.

NCCMT Investment Portfolio Market Value as of June 30, 2025



Sewer Fund	
Principal Balance	\$ 534,652.83
Investment Earnings	\$ 5,629.51
Grand Total	<u>\$ 540,282.34</u>

General Fund	
Principal Balance	\$ 1,324,410.92
Investment Earnings	\$ 13,945.10
Grand Total	<u>\$ 1,338,356.02</u>

Second Quarter of Calendar Year 2025





CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Finance Director

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

Results of the Comprehensive Financial Review for Fiscal Year 2024 – 2025 Year End

SUMMARY

The Finance Department has completed its comprehensive year-end review of the Fiscal Year 2024–2025 Annual Budget. Following this review, it has been determined that three departments require a budget alignment: the Governing Board, Sanitation and Sewer, and the Parks and Recreation Master Plan Project.

Please note, this budget alignment will **not** result in an increase or decrease to the overall adopted budget for Fiscal Year 2024–2025. Instead, it is an internal adjustment to better reflect departmental needs and actual expenditures.

To facilitate this alignment:

- **\$632** will be reallocated from the **General Fund Contingency** to the **Governing Board**.
- **\$8,047** will be reallocated from the **Parks and Recreation Master Plan Project’s Contingency** to cover project-related expenditures.

N.C.G.S 159-13(b)(3): A contingency appropriation shall not exceed five percent (5%) of the total of all other appropriations in the same fund, except there is no limit on contingency appropriations for public assistance programs required by Chapter 108A. Each expenditure to be charged against a contingency appropriation shall be authorized by resolution of the governing board, which resolution shall be deemed an amendment to the budget ordinance setting up an appropriation for the object of expenditure authorized. The governing board may authorize the budget officer to

authorize expenditures from contingency appropriations subject to such limitations and procedures as it may prescribe. Any such expenditure shall be reported to the board at its next regular meeting and recorded in the minutes.

RECOMMENDED ACTION

Staff recommend that Trinity City Council approve and adopt both Budget Ordinance 26 – 01 and Budget Ordinance 26 – 02 utilized to align both the General Fund and Parks and Recreation Master Plan Project Fund for fiscal year end.

ATTACHMENTS

Budget Ord. 26 – 01: General Fund

Project Ord. 26 – 01: Parks and Recreation Master Plan Project Fund



AMENDMENT TO THE GENERAL FUND AND SEWER FUND ANNUAL BUDGET TO UTILIZE CONTINGENCY AND INTERDEPARTMENTAL TRANSFERS TO ALIGN THE ANNUAL BUDGET FOR FISCAL YEAR END ENDING JUNE 30, 2025

BUDGET ORD. 26 – 01

BE IT ORDAINED by the City Council of the City of Trinity, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025:

Section 1. To amend the General Fund, the appropriations are to be changed as follows:

	<u>Increase (Decrease)</u>
General Government	\$ 632.00
Public Services	24,763.00
Public Services	(24,763.00)
Contingency	(632.00)
	<u>\$ -</u>

Section 2. To amend the Sewer Fund, the appropriations are to be changed as follows:

	<u>Increase (Decrease)</u>
Sewer Utility Operations	\$ 69,599.00
Sewer Utility Operations	(69,599.00)
	<u>\$ -</u>

Section 3. Copies of this Budget Ordinance shall be furnished to the City Clerk and to the City Manager and Finance Director to be kept on file by them for their direction in the disbursement of funds.

Adopted this 11th day of August, 2025.

Richard McNabb, Mayor

SEAL

Darien Comer, City Clerk



AMENDMENT TO THE PARKS AND RECREATION MASTER PLAN PROJECT ANNUAL BUDGET TO UTILIZE CONTINGENCY TO ALIGN THE ANNUAL BUDGET FOR FISCAL YEAR END ENDING JUNE 30, 2025

PROJECT ORD. 26 – 01

BE IT ORDAINED by the City Council of the City of Trinity, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025:

Section 1. To amend the Parks and Recreation Master Plan Project Fund, the appropriations are to be changed as follows:

	Increase (Decrease)
Community Engagement	\$ 6,915.00
Reimbursable Expenses	1,132.00
Contingency	(8,047.00)
	\$ -

Section 2. Copies of this Budget Ordinance shall be furnished to the City Clerk and to the City Manager and Finance Director to be kept on file by them for their direction in the disbursement of funds.

Adopted this 11th day of August, 2025.

Richard McNabb, Mayor

SEAL

Darien Comer, City Clerk



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Finance Director

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

Budget Ordinance 26 – 02: Amendment to the General Fund Annual Budget for the Fiscal Year Ending June 30, 2025 to Utilize Contingency to Cover the Increase in Randolph County Animal Service Contract

SUMMARY

The Finance Department has received the updated Randolph County Animal Services contract for the current fiscal year. The contractual amount is \$35,990, which reflects an increase of \$4,370 over the amount originally budgeted.

To address this increase, the Finance Department recommends utilizing the General Fund contingency to fully cover the difference. This adjustment will ensure continued compliance with the contract while maintaining a balanced budget.

Please note, this budget alignment will **not** result in an increase or decrease to the overall adopted budget for Fiscal Year 2025–2026. Instead, it is an internal adjustment to better reflect departmental needs and actual expenditures.

N.C.G.S 159-13(b)(3): A contingency appropriation shall not exceed five percent (5%) of the total of all other appropriations in the same fund, except there is no limit on contingency appropriations for public assistance programs required by Chapter 108A. Each expenditure to be charged against a contingency appropriation shall be authorized by resolution of the governing board, which resolution shall be deemed an amendment to the budget ordinance setting up an appropriation for the object of expenditure authorized. The governing board may authorize the budget officer to authorize expenditures from contingency appropriations subject to such limitations and procedures

as it may prescribe. Any such expenditure shall be reported to the board at its next regular meeting and recorded in the minutes.

RECOMMENDED ACTION

Staff recommend that Trinity City Council approve and adopt Budget Ordinance 26 – 02 to utilize contingency to cover the increase in Randolph County Animal Service Contract

ATTACHMENTS

Budget Ord. 26 – 02:

Randolph County Animal Services

1370 COUNTY LAND RD RANDLEMAN, NORTH CAROLINA 27317



Intake (336) 683-8235

Adoption (336) 683-8240

Fax (336) 629-5965

This Agreement, entered into on, 01 June, 2025 by and between the CITY OF TRINITY and RANDOLPH COUNTY ANIMAL SERVICES shall commence on July 1st, 2025 and continue until June 30th, 2026 or until being amended in writing or terminated with thirty-day notice by either of the parties. This agreement shall be for the purpose of providing animal control services.

Randolph County Animal Services agrees to:

1. Provide animal control services as outlined by the Ordinance to Control Animals in Randolph County and North Carolina General Statutes.
2. Request payment from the City of Trinity quarterly for services provided.

The City of Trinity agrees to:

1. Adopt the Ordinance to Control Animals in Randolph County.
2. Pay a total of \$35,989.73 for costs associated with animal control field operations (broken into quarterly payments payable upon receipt).

Indemnity:

The City of Trinity will indemnify and save harmless the Randolph County Animal Services from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and reasonable attorneys' fees to the extent resulting from any negligent act or omission of the City of Trinity, its employees or agents in the performance of services under this agreement; provided, however, that the City of Trinity shall not be obligated to indemnify Randolph County Animal Services from and against any suits, actions, legal proceedings, claims, demands, costs, expenses or attorneys' fees to the extent arising out of any negligent act or omission of Randolph County Animal Services or any of its officers, agents, servants, employees or contractors.

E-Verify:

City of Trinity hereby attests that it currently complies with and shall continue to comply with, for the duration of this Agreement, Article 2 of Chapter 64 of the North Carolina General Statutes (commonly referred to as "E-Verify") and further attests that it ensures and continues to ensure that any subcontractors utilized by the City of Trinity also comply with said Article.

Governing Law:

This Agreement shall be interpreted in accordance with the laws of the State of North Carolina. Any action brought to enforce the terms of this Agreement shall be brought in Randolph County.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first shown above.

Randolph County Animal Services

City of Trinity

Signature:  _____
C1B73E8D23F844A

Signature: _____

Name (Printed):
Zeb Holden

Name (Printed):

Title: County Manager

City of Trinity *(person authorized to sign contract)*

Title: _____

Date: 7/25/2025 | 1:59 PM EDT

Date: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer



AMENDMENT TO THE GENERAL FUND ANNUAL BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2026 TO UTILIZE CONTINGENCY COVER THE INCREASE IN THE RANDOLPH COUNTY ANIMAL SERVICES CONTRACT
BUDGET ORD. 26 - 02

BE IT ORDAINED by the City Council of the City of Trinity, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2026:

Section 1. To amend the Sewer Fund, the appropriations are to be changed as follows:

	<u>Increase (Decrease)</u>
General Government	\$ 4,370.00
Contingency	\$ (4,370.00)
	<u>\$ -</u>

Section 2: Copies of this Budget Ordinance shall be furnished to the City Clerk and to the City Manager and Finance Director to be kept on file by them for their direction in the disbursement of funds.

Adopted this 11th day of August, 2025.

Richard McNabb, Mayor

SEAL

Darien Comer, City Clerk

RESOLUTION
ADOPTING DAVIDSON-RANDOLPH REGIONAL
HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the City of Trinity are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to drought, extreme heat, hailstorm, hurricane and tropical storm, lightning, thunderstorm wind/high wind, tornado, winter storm and freeze, flood, hazardous material incident, and wildfire; and

WHEREAS, the City of Trinity desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Article 5, Section 160D-501 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and.

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS, the City of Trinity has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the City Council of the City of Trinity to fulfill this obligation in order that the County will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the County;

NOW, THEREFORE, be it resolved that the City Council of the City of Trinity hereby:

1. Adopts the DAVIDSON-RANDOLPH Regional Hazard Mitigation Plan.

2. Vests the City of Trinity Emergency Management with the responsibility, authority, and the means to:

- (a) Inform all concerned parties of this action.
- (b) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map and identify floodplain areas, and cooperate with neighboring communities with respect to management of adjoining floodplain areas in order to prevent exacerbation of existing hazard impacts.

3. Appoints the City of Trinity Emergency Management to assure that the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the City of Trinity Council for consideration.

4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this the 11th day of August, 2025.

 Richard McNabb
 Mayor

Attest:

 Darien P. Comer
 City Clerk

Certified by: _____ (SEAL)

Date: _____



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Public Works

Prepared By: Rodney Johnson, Director of Public Works

Contact Information: 336-431-2841/rjohnson@trinity-nc.gov

AGENDA ITEM TITLE

Steeplegate Force Main Project Update

SUMMARY

Over the last month, Temple Grading has completed the work associated with Change Order No. 2, including the installation of the remaining 12" force main located behind Lansdowne Place. The contractor has also begun testing the section of line installed between the Steeplegate Pump Station and East Sunrise Avenue. Upon completion of testing, Temple Grading will continue laying 12" force main from East Sunrise Avenue toward Old Thomasville Road.

In addition, a subcontractor will follow to restore the disturbed earth, applying seed and straw to affected areas.

Separately, James E. Harris Construction, a subcontractor for Temple Grading, has completed the installation and start-up of a 2" water line serving the Steeplegate Pump Station.

RECOMMENDED ACTION

No action required at this time. This item is for informational purposes only.

ATTACHMENTS



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Finance Director

Prepared By: Crystal Postell, Director of Finance

Contact Information: 336-431-2180 / cpostell@trinity-nc.gov

AGENDA ITEM TITLE

Award Contract for Residential Solid Waste and Yard Waste Collection to Meridian Waste North Carolina, LLC

SUMMARY

The City of Trinity currently contracts with GFL Environmental for all solid waste collection and disposal services. Under the existing agreement, we pay \$10.25 per standard trash cart and \$3.75 for each additional cart.

On June 10, 2025, the City issued a Request for Proposals (RFP) with the goal of enhancing our collection operations by incorporating yard waste and bulk pickup services. It is a priority for the City to offer these expanded services to residents without any immediate changes to their monthly trash bill.

On Monday, July 14, 2025, the City received sealed bids for comprehensive solid waste, yard waste, and bulk pickup services from the following providers:

- **GFL Environmental**
- **Meridian Waste**

Vendor	Solid Waste (per Cart)	Additional Cart	Yard Waste (4x4x4)	Bulk Pick Up (per house)
Meridian Waste	\$9.75	\$3.68	\$3.77	\$1.24
GFL Environmental	\$9.75	\$3.75	\$6.80	No Proposal

On Wednesday, July 30, 2025, City staff met with representatives from Meridian Waste to discuss their solid waste and collection operations. The meeting was highly informative and provided valuable insights into their proposed service offerings.

Following the discussion, we confirmed that Meridian Waste would provide the City of Trinity with four collection days per week dedicated to solid waste and yard waste. Additionally, monthly bulk pickup services would be included in their proposal.

It is important to note that these expanded service days will only be implemented upon the finalization of the contract, contingent on City Council's approval to proceed with Meridian Waste.

We appreciate Meridian Waste's commitment to service excellence and look forward to further collaboration as we evaluate their proposal.

RECOMMENDED ACTION

Staff recommends that Trinity City Council approve moving forward with the selection of Meridian Waste as the City's new provider for solid waste and yard waste collection services. Additionally, staff recommends that a formal termination notice be issued to the current provider, GFL Environmental, in accordance with the terms of the existing agreement.

ATTACHMENTS

No Attachments



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Planning

Prepared By: John Ogburn, City Manager

Contact Information: 336-431-2841/citymanager@trinity-nc.gov

AGENDA ITEM TITLE

Public Hearing and Adoption of the Updated Code of Ordinances

SUMMARY

This is a request to hold a Public Hearing and Adoption of the Updated Code of Ordinances.

At the March 2023 Council Retreat, City Staff informed the City Council that the Code of Ordinances needed to be updated and brought in compliance with current North Carolina General Statutes. Staff stated that the current Code of Ordinances has not been updated and codified in the last 13 years. Furthermore, City Staff stated that there had been several amendments to the Code, and it was difficult to determine which was the most current.

In June 2023, the City Council appropriated funds to update and codify the current Code of Ordinances. The City Council entered a contract with Current Code to undertake this task. Over the last two years, Current Code has worked with City Staff to consolidate the updates to the Code of Ordinances. Current Code has held a workshop with the City Council and Staff to address the proposed changes to the Code of Ordinances.

On June 9, 2025, a Public Hearing was held by City Council on the Updated Code of Ordinances.

RECOMMENDED ACTION

Staff recommend that the City Council adopt the updated Code of Ordinances.

ATTACHMENTS



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Public Works

Prepared By: Rodney Johnson, Director of Public Works

Contact Information: 336-431-2841/rjohnson@trinity-nc.gov

AGENDA ITEM TITLE

AIA Grant Award

SUMMARY

In March 2025, the City of Trinity was awarded \$150,000 in grant funding by the Division of Water Infrastructure (DWI). At the time, the City did not have a specific project identified for these funds. After internal discussion, the City Manager and I determined that the most flexible approach would be to request qualifications for On-Call Engineering Services. This would allow the City to identify a suitable project at a later time.

In May 2025, a Request for Qualifications (RFQ) was distributed to multiple engineering firms. The City received submittals in June from Davis-Martin-Powell (DMP), The Wooten Company, and WithersRavenel.

On June 16, a review committee comprised of myself, Crystal Postell, Mayor McNabb, Councilmember Jacky, and Rich Glover of Glover Engineering evaluated the submitted packets using a standardized scoring sheet. The results were as follows:

- Davis-Martin-Powell – 25
- WithersRavenel – 24
- The Wooten Company – 19

Following this evaluation, the committee agreed that Davis-Martin-Powell would be the most suitable firm, particularly given their long-standing relationship with the City and their deep knowledge of the City's sewer system. It was the consensus of the group that DMP's familiarity would allow the DWI grant funds to stretch further and result in greater value for the City.

The team recommends that this grant funding be used to develop an Asset Management Plan. This plan will serve as a foundational tool for the City, aiding in long-term planning and the sustainable maintenance of critical infrastructure.

RECOMMENDED ACTION

Approve the award of the Asset Inventory and Assessment (AIA) Grant to Davis-Martin-Powell to assist the City in the development of an Asset Management Plan.

ATTACHMENTS



CITY COUNCIL AGENDA ITEM COVER SHEET

Meeting Date: 8/11/2025

Department: Planning

Prepared By: Jay Dale, Planner

Contact Information: 336-431-2841/planning2@trinity-nc.gov

AGENDA ITEM TITLE

Minimum Housing

SUMMARY

On October 4, 2024, the City Council was asked to adopt three separate Ordinances Ordering the City'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:

- 5464 Braxton Craven Road
- 5515 Rockford Drive

The City Council voted to re-hear the cases at the January 13, 2025 meeting, after each of the property owners requested additional time to address their properties. The council then voted an extension ending May 12, 2025. After Ordinances are adopted, the Council will need to award the demolition bids.

Background:

The following is a chronological overview of each property that is before the board.

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 made no progress at the June meeting.

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.
- Prior to the May 12, 2025 Hearing, the property owner had new roofing shingles placed on the house sometime in late January.

RECOMMENDED ACTION

Demolition of the properties in question.

ATTACHMENTS

Ordinance for each address

Photographs

Property Maps