



Minutes

Board of Commissioners Regular Meeting

7 p.m. June 12, 2023

Board Meeting Room, Town Hall Annex, 105 E. Corbin St.

Present: Mayor Jenn Weaver and commissioners Mark Bell, Robb English, Kathleen Ferguson, Matt Hughes, and Evelyn Lloyd

Staff: Budget Director Emily Bradford, Planning and Economic Development Manager Shannan Campbell, Administrative Services Director Jen Della Valle, Communications Specialist Dale Edwards, Assistant Town Manager and Community Services Director Matt Efird, Budget and Management Analyst Josh Fernandez, Police Chief Duane Hampton, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Town Manager Eric Peterson, Senior Communications Specialist Cheryl Sadgrove, Utilities Director Marie Strandwitz and Public Space and Sustainability Manager Stephanie Trueblood

Opening of the meeting

Mayor Jenn Weaver called the meeting to order at 7:02 p.m.

1. Public charge

Weaver did not read the public charge.

2. Audience comments not related to the printed agenda

There was none.

3. Agenda changes and approval

Motion: Commissioner Kathleen Ferguson moved to approve the agenda as presented. Commissioner Evelyn Lloyd seconded.

Vote: 4-0. Absent: Commissioner Matt Hughes.

4. Presentations

A. Follow-up on Engage Hillsborough: Safety event

Senior Communications Specialist Cheryl Sadgrove gave a presentation on the April 29 Engage Hillsborough: Safety event at the Whitted Human Services Center. She said the meeting was well-attended and staffed despite other local events, with wide representation of neighborhoods. Community members appreciated the provided childcare and interpreters. The next installment is tentatively planned for Nov. 4 and will cover connectivity.

5. Items for decision – consent agenda

A. Minutes

– Regular meeting May 8, 2023

– Work session and budget public hearing May 22, 2023

B. Miscellaneous budget amendments and transfers

C. Proclamation – Juneteenth Independence Day

D. Proclamation – National Pollinator Week 2023

E. 2023 Schools Adequate Public Facilities Ordinance Technical Advisory Committee Annual Report

- F. Memorandum of Understanding for the operation of the Orange County Partnership to End Homelessness
- G. Authorization to Enter into a Comprehensive Participation Agreement for Orange County Transit Funds
- H. Amendment to the HOME Investment Partnership American Rescue Plan Allocation
- I. Orange County Article 46 Economic Development Collaborative Funds
- J. Proposed location for Mariah G. McPherson Memorial Bench

Motion: Commissioner Mark Bell moved to approve all items on the consent agenda. Ferguson seconded.

Vote: 4-0. Absent: Hughes.

6. Items for decision – regular agenda

- A. Annexation and General Use Rezoning: 220 and 300 U.S, 70 E. (PINS 987500537 & 9875104533); Entryway Special Use to General Commercial

Two community members with property neighboring the site spoke against the annexation and rezoning. It was noted that the public hearing occurred April 20, and the Planning Board recommended approval at its May 18 meeting. It was clarified that approval of the request does not guarantee water and sewer service would be granted, the property has utility service but the service doesn't guarantee granting of water and sewer capacity, and the new zoning would require higher capacity, likely meaning larger pipes than what is at the property. There was discussion about traffic on U.S. 70 at the property's entrance. It was noted that any future traffic analysis would depend on the commercial use of the property and that the area already had been identified for redevelopment, with the general-use rezoning consistent with the town's future land use plan.

Hughes joined the meeting at 7:30 p.m.

Motion: Commissioner Robb English moved to approve annexation. Ferguson seconded.
Vote: 5-0.

Motion: Ferguson moved to approve rezoning to general commercial. Bell seconded.
Vote: 4-1. Nay: Lloyd

Motion: Ferguson moved to approve the rezoning consistency statement to general commercial.
Hughes seconded.
Vote: 5-0.

B. Collins Ridge Master Plan Amendments – 2023

The developers requested several changes to the master plan due to changes in the developer, site and development conditions since the original approval in 2017. Staff also requested modifications. There was discussion about a developer-requested change that would allow a payment in lieu of bringing one roadway to the property line because of topography challenges. Town Attorney Bob Hornik said the proposed amount — 150% of the appraised value of the easement — is more than the town usually asks for. A representative for the developers noted the easement will have been graded already when the road is completed later for the adjacent Boone Square property, making the work cost less at that time.

Motion: Bell moved to approve the resolution amending the Collins Ridge Master Plan. Hughes seconded.

Vote: 5-0.

C. Hillsborough Comprehensive Sustainability Plan (2030)

The mayor and commissioners congratulated town staff for the work undertaken to complete the Comprehensive Sustainability Plan. Weaver added that the town and the board must continue educating the community by pointing them to the plan's recommendations.

Motion: Ferguson moved to adopt the Hillsborough Comprehensive Sustainability Plan. Hughes seconded.

Vote: 5-0.

D. Fiscal Year 2024 Budget Adoption

An amended budget ordinance was presented because of a typo.

Motion: Ferguson moved to approve the amended budget ordinance and all capital project ordinances. Bell seconded.

Vote: 5-0.

E. Hot topics for work session June 26, 2023

The following was noted for inclusion: Strategic Plan update, audit report and possible update on system development fees.

7. Updates

A. Board members

Board members gave updates on the committees and boards on which they serve.

B. Town manager

There was none.

8. Adjournment

Weaver adjourned the meeting at 8:21 p.m.

Respectfully submitted,

Sarah Kimrey

Town Clerk

Staff support to the Board of Commissioners

FY 2022-2023

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT
DATES: 06/12/2023 TO 06/12/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
Planning	10-10-4900-5300-423 C.S./HOMELESSNESS COORD. Move housing funds to exp acct	34410	06/12/2023	EBRADFORI	15,788.00	43,292.00	59,080.00
Facility Mgmt.	10-10-5000-5300-145 MAINTENANCE - BUILDINGS To cover facility repairs.	34433	06/12/2023	JFernandez	201,896.00	13,685.16	197,695.16
Facility Mgmt.	10-10-5000-5300-330 SUPPLIES - DEPARTMENTAL To cover facility repairs.	34431	06/12/2023	JFernandez	12,500.00	-12,484.46	15.54
Facility Mgmt.	10-10-5000-5300-583 MISC-TAX, TAGS, ETC. To cover facility repairs.	34432	06/12/2023	JFernandez	0.00	-1,200.70	1,044.30
Public Space	10-10-6300-5300-154 MAINTENANCE - GROUNDS To cover removal of three dying trees.	34422	06/12/2023	JFernandez	239,356.00	8,000.00	262,356.00
Public Space	10-10-6300-5300-155 MAINTENANCE - PARKS To cover removal of three dying trees.	34421	06/12/2023	JFernandez	75,000.00	-8,000.00	62,853.19
Special Approp.	10-60-6900-5300-570 MISCELLANEOUS Move housing funds to exp acct	34409	06/12/2023	EBRADFORI	430,300.00	-43,292.00	387,008.00
Utilities Admin.	30-80-7220-5300-320 SUPPLIES - OFFICE To cover uniforms through year-end.	34423	06/12/2023	JFernandez	750.00	-350.00	1,740.87
Utilities Admin.	30-80-7220-5300-350 UNIFORMS To cover uniforms through year-end.	34424	06/12/2023	JFernandez	200.00	350.00	770.00
Billing & Collect.	30-80-7240-5300-080 TRAINING/CONF./CONV. To cover year-end expenses and office ren	34403	06/12/2023	JFernandez	5,000.00	-300.00	4,700.00
Billing & Collect.	30-80-7240-5300-145 MAINTENANCE - BUILDINGS To cover year-end expenses and office ren	34402	06/12/2023	JFernandez	0.00	300.00	1,775.00
WTP	30-80-8120-5300-310 GASOLINE To cover gasoline expenses through end o	34405	06/12/2023	JFernandez	3,450.00	2,000.00	10,450.00
WTP	30-80-8120-5300-330 SUPPLIES - DEPARTMENTAL To cover supplies expenses through end o	34406	06/12/2023	JFernandez	5,000.00	1,300.00	6,300.00
WTP	30-80-8120-5300-422 C.S./FILTRATION CONTROLS TESTING Gasoline/supplies expenses through end o	34404	06/12/2023	JFernandez	3,300.00	-3,300.00	0.00
Water Dist.	30-80-8140-5300-080 TRAINING/CONF./CONV. To cover gasoline costs.	34427	06/12/2023	JFernandez	5,000.00	-4,000.00	1,500.00
Water Dist.	30-80-8140-5300-310 GASOLINE To cover gasoline costs.	34428	06/12/2023	JFernandez	20,535.00	4,000.00	28,955.00
WW Collect.	30-80-8200-5300-080 TRAINING/CONF./CONV. For parts, supplies, and tools for dept and	34412	06/12/2023	JFernandez	5,000.00	-2,565.83	1,434.17
	To cover training costs for three employee	34430	06/12/2023	JFernandez	5,000.00	373.50	1,807.67
WW Collect.	30-80-8200-5300-145 MAINTENANCE - BUILDINGS For parts, supplies, and tools for dept and	34413	06/12/2023	JFernandez	4,500.00	-500.00	2,000.00
WW Collect.	30-80-8200-5300-310 GASOLINE To cover gasoline costs.	34426	06/12/2023	JFernandez	20,535.00	4,000.00	27,685.00
WW Collect.	30-80-8200-5300-322 SUPPLIES - LIFT STATION PUMPS For parts, supplies, and tools for dept and	34414	06/12/2023	JFernandez	150,000.00	-10,000.00	126,775.00
	To cover gasoline costs.	34425	06/12/2023	JFernandez	150,000.00	-4,000.00	122,775.00
	To cover training costs for three employee	34429	06/12/2023	JFernandez	150,000.00	-373.50	122,401.50

FY 2022-2023

TOWN OF HILLSBOROUGH
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WW	30-80-8200-5300-323 SUPPLIES - CHEMICALS						
Collect.	For parts, supplies, and tools for dept and	34415	06/12/2023	JFernandez	1,000.00	-1,000.00	0.00
WW	30-80-8200-5300-326 SUPPLIES - PATCH						
Collect.	For parts, supplies, and tools for dept and	34416	06/12/2023	JFernandez	20,000.00	-1,752.75	13,147.25
WW	30-80-8200-5300-330 SUPPLIES - DEPARTMENTAL						
Collect.	To cover pipes	34408	06/12/2023	EBRADFORI	60,000.00	50,000.00	116,610.00
	For parts, supplies, and tools for dept and	34420	06/12/2023	JFernandez	60,000.00	18,278.26	134,888.26
WW	30-80-8200-5300-351 RENTAL - EQUIPMENT						
Collect.	For parts, supplies, and tools for dept and	34417	06/12/2023	JFernandez	9,200.00	-1,486.72	167.33
WW	30-80-8200-5300-530 DUES & SUBSCRIPTIONS						
Collect.	For parts, supplies, and tools for dept and	34418	06/12/2023	JFernandez	2,000.00	-215.00	1,785.00
WW	30-80-8200-5300-570 MISCELLANEOUS						
Collect.	For parts, supplies, and tools for dept and	34419	06/12/2023	JFernandez	1,500.00	-757.96	494.54
WWTP	30-80-8220-5300-164 MAINTENANCE - INSTRUMENTATION						
	For emergency repairs of SCADA and prc	34401	06/12/2023	JFernandez	19,000.00	10,700.00	33,100.00
WWTP	30-80-8220-5300-323 SUPPLIES - CHEMICALS						
	For emergency repairs of SCADA and prc	34400	06/12/2023	JFernandez	92,500.00	-10,700.00	66,203.00
W&S	30-80-9990-5300-000 CONTINGENCY						
Contingency	To cover pipes	34407	06/12/2023	EBRADFORI	400,000.00	-50,000.00	88,586.79
						<u>0.00</u>	

APPROVED: 4/0

DATE: 6/12/23

VERIFIED: Sam E. Kimrey



PROCLAMATION

Juneteenth Independence Day

WHEREAS, news of the end of slavery did not reach frontier areas of the United States, in particular the state of Texas and other Southwestern states, until months after the conclusion of the Civil War and more than 2½ years after President Abraham Lincoln issued the Emancipation Proclamation on Jan. 1, 1863; and

WHEREAS, isolated from both Union and Confederate forces during the Civil War, Texas had become a refuge for those who wished to continue the practice of holding human beings as property; and

WHEREAS, although the Emancipation Proclamation was issued on Jan. 1, 1863, 250,000 people still were held as human chattel in Texas when U.S. Army Major General Gordon Granger arrived in Galveston, Texas, and announced the Civil War had ended and enslaved people were free; and

WHEREAS, the following is the text of the official recorded version of the order:

"The people of Texas are informed that, in accordance with a proclamation from the Executive of the United States, all slaves are free. This involves an absolute equality of personal rights and rights of property between former masters and slaves, and the connection heretofore existing between them becomes that between employer and hired labor. The freedmen are advised to remain quietly at their present homes and work for wages. They are informed that they will not be allowed to collect at military posts and that they will not be supported in idleness either there or elsewhere"; and

WHEREAS, African Americans who had been slaves in the Southwest celebrated June 19, commonly known as "Juneteenth Independence Day," as inspiration and encouragement for future generations; and

WHEREAS, Texas became the first state to make Juneteenth a state holiday and, by June 2020, 47 states and the District of Columbia have established full or partial recognition of the holiday; and

WHEREAS, Juneteenth is the oldest nationally celebrated commemoration of the ending of slavery in the United States and celebrations have been held to honor African American freedom; and

WHEREAS, the U.S. Census discloses that the population of North Carolina in 1860 was 992,622, of which 331,059 were enslaved, including 5,108 slaves living in Orange County on plantations such as the Cameron Plantation in Hillsborough; and

WHEREAS, the United States Congress passed and President Joe Biden signed the Juneteenth National Independence Day Act on June 17, 2021 to designate Juneteenth as a nationally recognized federal holiday; and

WHEREAS, Juneteenth has been declared a paid holiday by the governing bodies of Orange County, the Town of Chapel Hill, the Town of Carrboro, the Town of Hillsborough, the Orange County School District and the Chapel Hill-Carrboro City School District; and

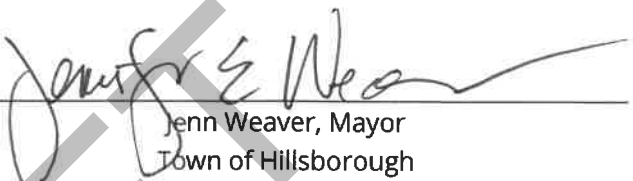
WHEREAS, slavery was not officially abolished until ratification of the Thirteenth Amendment to the United States Constitution by the required 27 of the then 36 states on Dec. 6, 1865, and the abolishment of slavery and involuntary servitude, except as punishment for a crime, was proclaimed on Dec. 18, 1865; and

WHEREAS, the Town of Hillsborough recognizes that while the Emancipation Proclamation and the Thirteenth Amendment may have officially ended the legal practice of enslaving human beings in the United States of America, 158 years later, there is still progress which must be made to dismantle the insidious systems and practices of white supremacy and systemic racism, the foundations of which were laid by the enslavement of Black people;

NOW, THEREFORE, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim that Hillsborough honors the perseverance and hope that inspired African Americans to celebrate freedom, to look for lost relatives, and to thrive in a hostile and white supremacist environment and that Hillsborough recognizes Juneteenth as an important date in American history.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 12th day of June in the year 2023.




Jenn Weaver, Mayor
Town of Hillsborough

DRAFT



PROCLAMATION

National Pollinator Week 2023

June 19-25, 2023

WHEREAS, pollinator species such as birds, bees, butterflies and other insects are essential partners in producing much of our food supply; and

WHEREAS, pollination plays a vital role in the health of our national forests and grasslands, which provide forage, fish and wildlife, timber, water, mineral resources, and recreational opportunities as well as enhanced economic development opportunities for communities; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary for maintaining healthy, diverse urban and suburban ecosystems; and

WHEREAS, pollination plays a vital role for the trees and plants of our community, enhancing our quality of life, and creating recreational and economic development opportunities; and

WHEREAS, for years the Town of Hillsborough has managed urban landscapes and public lands that include many municipal parks and greenways, as well as wildlife habitats; and

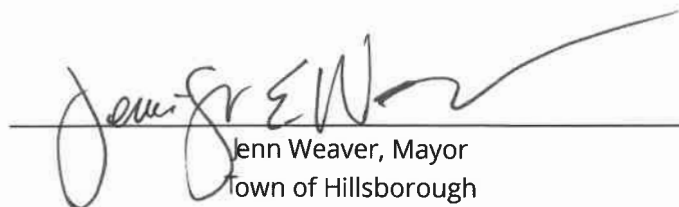
WHEREAS, the Town of Hillsborough provides recommendations to developers and residents regarding landscaping to promote wise conservation stewardship, including the protection of pollinators and maintenance of their habitats in urban and suburban environments; and

WHEREAS, the Town of Hillsborough is a proud affiliate of Bee City USA®;

NOW, THEREFORE, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim the week of June 19 through 25, 2023 as our municipality's **National Pollinator Week** in the Town of Hillsborough and urge all citizens to recognize this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 12th day of June in the year 2023.




Jenn Weaver, Mayor
Town of Hillsborough



RESOLUTION

Authorizing a Comprehensive Participation Agreement with Orange County, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization and GoTriangle

WHEREAS, the Town of Hillsborough has a longstanding and extensive commitment to multimodal transportation, including local and regional public transit systems; and

WHEREAS, the Durham and Orange counties have engaged consultant services to update the governance documents related to the administration and implementation of the county transit plans; and

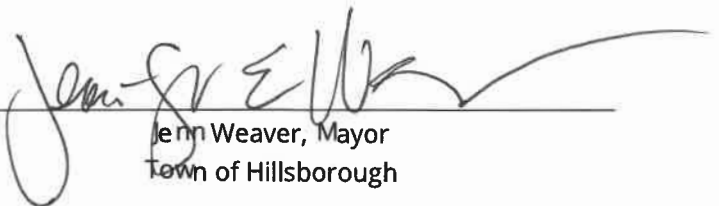
WHEREAS, the Town of Hillsborough has been or will be allocated Orange County Transit funds for capital projects related to improved access to transit service; and

WHEREAS, the updated agreement structure requires all participating Orange County organizations to enter into a Comprehensive Participation Agreement (CPA) with Orange County, GoTriangle and the DCHC MPO in order to receive transit tax revenues for operations or capital projects;

NOW, THEREFORE, be it resolved by the Hillsborough Board of Commissioners that the town manager is authorized to enter into a Comprehensive Participation Agreement with Orange County, GoTriangle and the DCHC MPO for the purpose of receiving Orange County Transit tax revenues.

Approved this 12th day of June of the year 2023.




Jenn Weaver, Mayor
Town of Hillsborough

Attestation:


Sarah Kimrey, Town Clerk



RESOLUTION

Approving an Amendment to the HOME Investment Partnership American Rescue Plan Allocation

WHEREAS, on May 10, 2021 the Board of Commissioners approved the Fiscal Year 2022 HOME Investment Partnership annual plan to be carried out by members of the Orange County HOME Consortium; and

WHEREAS, in September 2021 the U.S. Department of Housing and Urban Development (HUD) notified the Consortium of an additional one-time award of HOME Investment Partnership American Rescue Plan Program (HOME-ARP) funding in the amount of \$1,371,401 to reduce homelessness and increase housing stability; and

WHEREAS, HUD requires a HOME-ARP Allocation Plan be submitted for the funding as an amendment to the FY22 HOME Investment Partnership Program Annual Plan; and

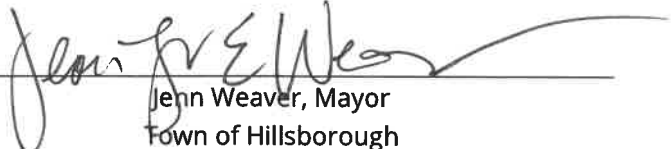
WHEREAS, Orange County submitted a HOME-ARP Allocation Plan that was rejected and must be changed; and

WHEREAS, the Orange County HOME Consortium recommends removing the preference for serving households experiencing homelessness and the Coordinated Entry prioritization for projects;


NOW, THEREFORE, be it resolved by the Hillsborough Board of Commissioners that the Orange County HOME Consortium recommended amendment to the plan to remove Coordinated Entry is approved, and that the town board authorizes this amended plan to be incorporated into the Annual Update to the 2020-2024 Consolidated Plan for submission to HUD.

Approved this 12th day of June of the year 2023.




Jenn Weaver, Mayor
Town of Hillsborough

Attestation:


Sarah Kimrey, Town Clerk

Hillsborough Board of Commissioners Statement per N.C. Gen. Stat. 160D-605

The Town of Hillsborough Board of Commissioners has received and reviewed the application of Gatewood Property, LLC to amend the Town of Hillsborough Official Zoning Map as follows:

Rezone approx. 16.43 acres at 220 & 300 US HWY 70E (PINs 9875104533 and 9875009537) from ESU (Entryway Special Use) to GC (General Commercial).

The Board of Commissioners has determined that the proposed action is consistent with the Town of Hillsborough's comprehensive plan and the town board's proposed action on the amendment is reasonable and in the public interest for the following reason(s):

The rezoning is consistent with the Vision 2030 plan as it supports economic development in the community.

Adopted by the Town of Hillsborough Board of Commissioners this 12th day of June, 2023.





Sarah E. Kimrey, Town Clerk



ORDINANCE

Amending the Zoning Map of the Town of Hillsborough

The Hillsborough Board of Commissioners ordains:

- Section 1.** An application has been made for the zoning map amendment of the property herein.
- Section 2.** The application has been referred to the town Planning Board for its recommendation and the Planning Board has provided the town board with a written recommendation addressing the consistency of the proposed rezoning amendment with the town's comprehensive plan and such other matters as the Planning Board deemed appropriate.
- Section 3.** The town board has, prior to acting on the application, adopted a statement describing the consistency of the proposed rezoning with the town's comprehensive plan and explaining why the action contemplated by the town board as reflected herein is in reasonable and in the public interest.
- Section 4.** The Official Zoning Map of the Town of Hillsborough is hereby amended to rezone 7.36 ac PIN 9875009537 and 9.07 ac PIN 9875104533 from ESU (Entryway Special Use) to GC (General Commercial).
- Section 5.** The legal description of the parcel areas to be zoned GC is as follows:

Tract I: PIN 9875-10-4533, Containing 9.07 acres and being described as follows: Beginning at a point in the right-of-way of U.S. Highway 70 By-Pass, the southeast corner of the property of Byrd's Food Stores, Inc. as shown on the survey hereinafter referred to and running thence along the right-of-way of U.S. Highway 70 By-Pass South 77° 28' 35" East 175.14 feet; thence South 77° 04' 45" East 731.91 feet; thence North 11° 26' 29" East 49.90 feet; thence South 01° 20' 12" West 100.02 feet; thence South 00° 18' 11" West 591.25 feet to the point and place of beginning, consisting of 16.43 acres, more or less, as shown on the plat of the survey by Alois Callemyn (L-2544), dated October 16, 1987, entitled- property surveyed for Joseph D. Gatewood and M. K. Gatewood." Together with all rights of water and pipeline as shown in Deed Book 132, Page 398 of the Orange County Registry. LESS AND EXCEPT the 7.36 acre tract described in Deed Book 1251, Page 326.

Tract II: PIN 9875-00-9537 Containing 7.36 acres and described as follows: Beginning at a point in the right-of- way of U.S. Highway 70 By-pass, the southeast corner of the property of Byrds Food Stores, Inc. as shown on the survey hereinafter referred to and running thence along the right-of-way of U. S. Highway 70 By-pass South 77° 26' 35" East 175.14 feet; thence South 77° 04' 45" East 260.00 feet; thence North 00° 37' 05" 754.37feet; thence North 77° 50' 35" West 259.27 feet; thence North 78° 55' 00" West 174.28 feet; thence South 02° 39' 54" West 55.04 feet; thence South 01° 20' 12" West 100.02 feet; thence South 00° 18' 11" West 591.25 feet to the point and place of Beginning and being shown as Lot 1 on the survey entitled "Property Split/Property

Survey for Joseph D. Gatewood" by Alois Callemyn, Land Surveyor, dated October 16, 1987. Together with all rights of water and pipeline as shown in Deed Book 132, Page 398, Orange County Registry.

Section 6. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 7. This ordinance shall become effective upon adoption.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in 2023.

Ayes: 4
Noes: 1
Absent or excused: 0



Sarah E. Kimrey

Sarah E. Kimrey, Town Clerk



RESOLUTION

Amending the Collins Ridge Master Plan

Modification and Addition of Various Conditions

WHEREAS, The Hillsborough Board of Commissioners approved the master plan authorizing the development of the neighborhood named Collins Ridge on Sept. 28, 2015; and

WHEREAS, the town and developer worked together previously to modify conditions of the master plan in October 2021; and

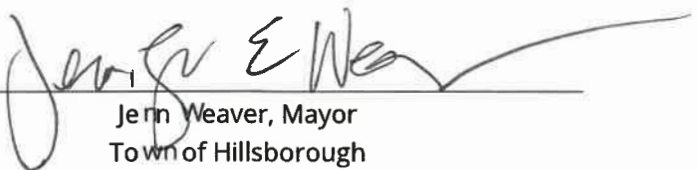
WHEREAS, the project and development conditions have changed necessitating further various modifications and additions of new development conditions that the developer and the town have agreed upon;

NOW, THEREFORE, be it resolved the Hillsborough Board of Commissioners amends the master plan conditions of approval as outlined in the document entitled "COLLINS RIDGE CONDITIONS OF APPROVAL AMENDED 10/11/2021 & 6/12/2023".

BE IT FURTHER RESOLVED, the original master plan limit of 950 market rate dwelling units remains in effect for the Collins Ridge property.

Approved this 12th day of June 2023.




Jenn Weaver, Mayor
Town of Hillsborough



RESOLUTION

Adopting the Hillsborough Comprehensive Sustainability Plan

WHEREAS, the Hillsborough Board of Commissioners desires to update its long range comprehensive plan to guide future development and the transition to clean energy, balancing environmental stewardship, resiliency and racial justice with smart growth that will allow for a thriving economy and a great quality of life for the residents of Hillsborough; and

WHEREAS, the Hillsborough town board authorized the update and re-write of the 2030 Vision Plan to incorporate current town values, the vision for the future, and key elements of previous planning efforts; and

WHEREAS, the town developed a project website and public information and outreach plan for the development of the Comprehensive Sustainability Plan; and

WHEREAS, staff from all departments including Administrative Services, Community Services, Financial Services, Police, and Utilities were engaged in the plan development process; and

WHEREAS, the town facilitated focus groups in Spring 2022, each consisting of approximately 12 members and covering a specific topic such as land use, housing, tourism, economic development, or transportation. The members of the focus groups included residents, town staff, industry experts, and regional partners; and

WHEREAS, residents, visitors, and business owners were engaged in the process via a visioning survey, focus group meetings, appointed board meetings, open public comment period on the draft plan, and participation at community events; and

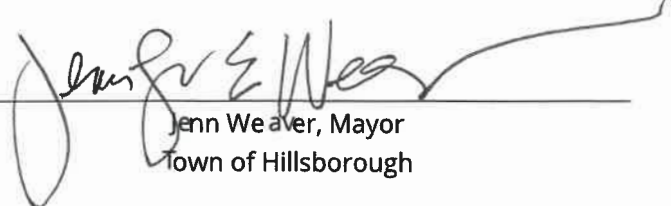
WHEREAS, collaboration with staff from Orange County, Triangle J Council of Government, Durham-Chapel Hill-Carrboro Metropolitan Planning Organization, and North Carolina Sustainable Energy Association also occurred; and

WHEREAS, the Comprehensive Sustainability Plan clearly establishes a collective vision for the future of Hillsborough to accurately inform decision-making for long-term social, environmental, economic, and infrastructure development;

NOW, THEREFORE, be it resolved that the Hillsborough Board of Commissioners hereby adopts the Hillsborough Comprehensive Sustainability Plan as presented at the June 12, 2023 regular board meeting.

Approved this 12th day of June 2023.




Jenn Weaver, Mayor
Town of Hillsborough



ORDINANCE

Town of Hillsborough Budget

FY2023-24

The Hillsborough Board of Commissioners ordains that the following budget ordinance is hereby adopted:

Section 1. General Fund:

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Current & Prior Year Property Taxes	9,947,300
Local Option Sales Tax	3,026,000
Licenses, Permits and Fees	117,500
Intergovernmental Revenue	1,489,489
Other	232,656
Investment Earnings	100,000
Transfers	150,000
Fund Balance Appropriation	<u>1,606,221</u>
TOTAL	\$ 16,669,166

The following amounts are hereby appropriated in the General Fund for the operation of the Town Government and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Governing Body	170,912
Administration	802,788
Accounting	450,887
Planning	1,378,152
Public Space	1,505,206
Facility Management	417,432
Safety & Risk Management	289,094
Information Services	651,400
Police	4,658,623
Fire	1,975,770
Fleet Maintenance	446,423
Streets	1,764,850
Solid Waste	968,416
Cemetery	15,560
Special Appropriations	723,653
Contingency	<u>450,000</u>
TOTAL	\$ 16,669,166

Section 2. Water & Sewer Fund:

It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Licenses, Permits, and Fees	11,669,500
Other	10,000
Investment Earnings	10,000
Retained Earnings Appropriated	<u>2,684,030</u>
TOTAL	\$ 14,373,530

The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Administration of Enterprise	3,145,484
Utilities Administration	763,057
Billing & Collections	866,379
Water Treatment Plant	1,762,526
West Fork Eno Reservoir	903,762
Water Distribution	1,409,831
Wastewater Collection	2,624,557
Wastewater Treatment Plant	2,497,934
Contingency	<u>400,000</u>
TOTAL	\$ 14,373,530

Section 3. Stormwater Fund:

It is estimated that the following revenues will be available in the Stormwater Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024:

Licenses, Permits, and Fees	716,100
Retained Earnings Appropriated	<u>283,179</u>
TOTAL	\$ 999,279

The following amounts are hereby appropriated in the Stormwater Fund for the operation of the stormwater utilities for the fiscal year beginning July 1, 2023, and ending June 30, 2024 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Stormwater	\$ 999,279
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Section 4. Special Assessment District:

Revenues totaling \$533,363 are hereby approved for the following line-items:

Special Assessment Taxes Collected	\$ 533,363
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A total of \$533,363 is hereby authorized to be expended from Special Assessment District:

Payments - Regions Bank	\$ 533,363
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Section 5. Tax Rate:

There is hereby levied a tax of \$0.587 per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Property Taxes" in the General Fund in Section I of the ordinance.

This tax rate is based on an estimated total valuation of real and personal property (excluding motor vehicles) for the purposes of taxation of \$1,594,337,800 and an estimated rate of collection of 97.00% and an estimated total valuation of motor vehicles of \$136,461,828 and an estimated rate of collection of 97.00%.

Section 6. Encumbered Funds:

Operating funds encumbered on the financial records as of June 30, 2023, are hereby re-appropriated to this budget.

Section 7. Fees and Charges:

There is hereby maintained a Fees and Charges Schedule for the purpose of raising revenue listed in the General Fund, Water & Sewer Fund, and Stormwater Fund, Sections I, II & III of this ordinance. See the Fees and Charges Schedule for a detailed listing.

Section 8. Recycling:

Orange County is hereby authorized to collect and administer a fee established for the purpose of providing recycling services within the Town limits.

Section 9. Budget Ordinance:

Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this budget.

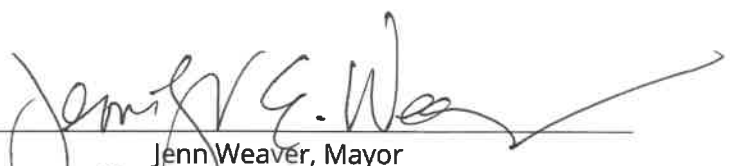
The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in 2023.


Ayes: 5

Noes: 0

Absent or excused: 0




Jenn Weaver, Mayor


Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Adron F. Thompson Facility Renovation

The Hillsborough Board of Commissioners ordains 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. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Adron F. Thompson Facility Renovation	\$290,000	\$3,000,000	\$3,290,000

Section 2. Amounts appropriated for the capital project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Adron F. Thompson Facility Renovation	\$290,000	\$3,000,000	\$3,290,000

Section 3. This capital project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project

Elizabeth Brady Pump Station and Force Main Upgrade

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby adopted as follows.

Elizabeth Brady Pump Station and Force Main Upgrade	<u>\$300,000</u>
TOTAL	\$300,000

Section 2. Amounts appropriated for the capital project are hereby adopted as follows.

Elizabeth Brady Pump Station and Force Main Upgrade	<u>\$300,000</u>
TOTAL	\$300,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



A handwritten signature in black ink, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Adoption

Exchange Club Interceptors

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby adopted as follows.

Exchange Club Interceptors	<u>\$190,000</u>
TOTAL	\$190,000

Section 2. Amounts appropriated for the capital project are hereby adopted as follows.

Exchange Club Interceptors	<u>\$190,000</u>
TOTAL	\$190,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5

Noes: 0

Absent or excused: 0



A handwritten signature in cursive script, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Adoption

Hasell Water Tank Replacement

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby adopted as follows.

Hasell Water Tank Replacement	<u>\$40,000</u>
TOTAL	\$40,000

Section 2. Amounts appropriated for the capital project are hereby adopted as follows.

Hasell Water Tank Replacement	<u>\$40,000</u>
TOTAL	\$40,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



A handwritten signature in cursive script, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk



ORDINANCE

Grant Project Amendment

Hydrant and Valve Replacements

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby amended:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
American Rescue Plan	\$200,000	\$200,000	\$400,000

Section 2. Amounts appropriated for the grant project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Hydrant and Valve Replacements	\$200,000	\$200,000	\$400,000

Section 3. This project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



A handwritten signature in black ink, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

NC-86 Facility Renovation

The Hillsborough Board of Commissioners ordains 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. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
NC-86 Facility Renovation	\$2,325,982	\$2,500,000	\$4,825,982

Section 2. Amounts appropriated for the capital project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
NC-86 Facility Renovation	\$2,325,982	\$2,500,000	\$4,825,982

Section 3. This capital project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5

Noes: 0

Absent or excused: 0





Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

OWASA Booster Pumping Station

The Hillsborough Board of Commissioners ordains 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. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
OWASA Booster Pumping Station	\$90,000	\$1,575,600	\$1,665,600

Section 2. Amounts appropriated for the capital project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
OWASA Booster Pumping Station	\$90,000	\$1,575,600	\$1,665,600

Section 3. This capital project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



A handwritten signature in cursive script, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Passenger Rail / Multi-Modal Station

The Hillsborough Board of Commissioners ordains 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. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Passenger Rail / Multi-Modal Station	\$1,079,000	\$6,160,000	\$7,239,000

Section 2. Amounts appropriated for the capital project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Passenger Rail / Multi-Modal Station	\$1,079,000	\$6,160,000	\$7,239,000

Section 3. This capital project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



A handwritten signature in black ink, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Adoption

Ridgewalk Greenway - Phase I

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby adopted as follows.

Ridgewalk Greenway - Phase I	<u>\$209,003</u>
TOTAL	\$209,003

Section 2. Amounts appropriated for the capital project are hereby adopted as follows.

Ridgewalk Greenway - Phase I	<u>\$209,003</u>
TOTAL	\$209,003

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

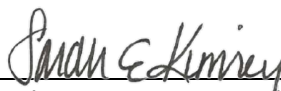
Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0





Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

River Pump Station Relocation and Upgrade

The Hillsborough Board of Commissioners ordains 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. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
River Pump Station Relocation and Upgrade	\$3,448,800	\$4,740,021	\$8,188,821

Section 2. Amounts appropriated for the capital project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
River Pump Station Relocation and Upgrade	\$3,448,800	\$4,740,021	\$8,188,821


Section 3. This capital project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0





Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Cates Creek Skate Park

The Hillsborough Board of Commissioners ordains 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. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Skate Park	\$20,000	\$300,000	\$320,000

Section 2. Amounts appropriated for the capital project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Skate Park	\$20,000	\$300,000	\$320,000


Section 3. This capital project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0





Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

US-70 Business Water Improvements

The Hillsborough Board of Commissioners ordains 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. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
US-70 Business Water Improvements	\$30,000	\$275,000	\$305,000

Section 2. Amounts appropriated for the capital project are hereby amended as follows.

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
US-70 Business Water Improvements	\$30,000	\$275,000	\$305,000

Section 3. This capital project will close automatically upon projection completion.

Section 4. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



A handwritten signature in black ink, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Adoption

Water and Sewer Air Release Valve Replacements

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby adopted as follows.

Water and Sewer Air Release Valve Replacements	<u>\$150,000</u>
TOTAL	\$150,000

Section 2. Amounts appropriated for the capital project are hereby adopted as follows.

Water and Sewer Air Release Valve Replacements	<u>\$150,000</u>
TOTAL	\$150,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 12th day of June in the year 2023.

Ayes: 5
Noes: 0
Absent or excused: 0



A handwritten signature in black ink, reading "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk