



## Agenda Abstract

### BOARD OF COMMISSIONERS

Meeting Date: Aug. 11, 2025  
Department: Community Services  
Agenda Section: Consent Agenda  
Public hearing: No  
Date of public hearing: N/A

#### PRESENTER/INFORMATION CONTACT

Matt Efird, Assistant Town Manager  
Emily Bradford, Budget Director

#### ITEM TO BE CONSIDERED

**Subject:** Resolution Authorizing the Town Manager to Enter into a Lease Agreement for Temporary Public Works Facility

##### Attachments:

1. Resolution
2. Budget Adjustments
3. Staff Review Memo
4. Property Options Review

##### Summary:

In the overnight hours of Sunday, July 6, Tropical Storm Chantal dropped an estimated 10.5 inches of rain in Hillsborough and as much as 13 inches farther upstream in the Eno River watershed. This amount of rainfall, on par with previous serious events such as Hurricane Fran, occurred in a much shorter time period — leading to a rapid increase in the level of the Eno River, far exceeding the mapped 500-year floodplain. In addition to the other damage to town facilities, the Public Works facility was inundated, causing the total loss of the operations building and administration trailer.

The operations building was a combination office, locker room, work area and assembly point for the Public Works crews, and the administration trailer was used by the Public Works Manager and Supervisor for administrative duties. As a replacement facility is currently under construction, it does not make financial sense to attempt to replace the losses at Dimmock's Mill for the approximately 14 months needed for construction.

Staff from multiple departments reviewed several options for a temporary replacement facility, and are recommending proceeding with a three year lease at 604-A Cornerstone Court in town. This facility offers the large amount of secure parking necessary for the Public Works equipment, and once the Highway 86 facility is completed will allow for Utilities staff to use the space instead of renting temporary trailers during the renovation of the Adron Thompson facility. As part of the review, staff also discussed flood mitigation options for the Adron Thompson renovation and is working with the project architect to adjust the plans to reduce future flood risk.

##### Financial impacts:

The estimated monthly cost for the lease is about \$7,000, including the rent, utilities and miscellaneous needs. For fiscal year 2026, the impact to the budget is approximately \$70,000. The budget impact for fiscal years 2027 and 2028 is approximately \$84,000 per year. This move will reduce the need for temporary trailer rentals for the Adron

Thompson renovation and Public Works administration, saving about \$10,000 in fiscal year 2026 and about \$44,000 in fiscal years 2027 and 2028, reducing the net cost.

**Staff recommendation and comments:**

Staff recommends approval of the proposed budget appropriation in order to move forward with the lease in order to avoid a delay in the Highway 86 facility construction.

**Action requested:**

Staff requests the town board review and approve the attached resolution authorizing the town manager to enter into a lease for a temporary public works facility.