

# Minutes

## Board of Commissioners

### Regular meeting

7 p.m. June 13, 2022

Board Meeting Room of 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, Budget and Management Analyst Josh Fernandez, Police Chief Duane Hampton, Assistant Town Manager and Community Services Director Margaret Hauth, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Town Manager Eric Peterson, Communications Specialist Cheryl Sadgrove and Utilities Director Marie Strandwitz

### Opening of the meeting

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

#### 1. Public charge

Weaver did not read the public charge.

#### 2. Audience comments not related to the printed agenda

Jackie Jenks of Inter-Faith Council for Social Service asked for the town's support for the non-profit organization that operates shelters in Orange County. She stated over the last four years at least 4% of the people who have stayed in an IFC shelter reported that they came from Hillsborough, noting that some people decline to say where they are from.

Weaver noted the board had received an email of support for Jenks' request from a Hillsborough resident who is an IFC employee.

Weaver recommended the board continue with its plans to review IFC's financial support request after the town receives its audit. Others agreed.

#### 3. Agenda changes and approval

Additional items included:

- Additional budget amendments and transfers added to Item 4.B
- Changes to attachments for Item 5.E
- Move Item 4.I from the consent agenda to Item 5.F for discussion

Motion: Commissioner Mark Bell moved to accept the agenda changes. Commissioner Kathleen Ferguson seconded.

Vote: 5-0. Nays: None. Absent: None.

#### 4. Items for decision — consent agenda

A. Minutes

1. Regular meeting May 9, 2022
2. Regular meeting closed session May 9, 2022
3. Joint public hearing April 21, 2022
4. Budget work session May 23, 2022

B. Miscellaneous budget amendments and transfers

C. Hillsborough Tourism Board FY2022-23 Budget Ordinance

D. Hillsborough Tourism Development Authority FY2022-23 Budget Ordinance

E. Fire Station capital project ordinance and associated budget amendments

F. Fiber Loop capital project ordinance amendment and associated budget amendments

G. Membership Agreement for Clean Water Education Partnership (CWEP) Services

H. FY23 HOME Annual Action Plan and annual funding allocation

~~I. Memorandum of Understanding for the operation of the Partnership to End Homelessness~~

J. Updated Street Standards document

K. Ordinance amending Town Code Chapter 11 to update solid waste collection requirements

L. Ordinance amending Town Code Section 14-48 regarding water and sewer connections

M. Consistency statement and ordinance to amend the Unified Development Ordinance Code Enforcement Chapter

N. National Pollinator Week 2022 Proclamation

O. Proclamation Commemorating Juneteenth Independence Day

P. Resolution appointing town manager as finance officer and designating bank depository signatories

Motion: Commissioner Matt Hughes moved to approve all items on the amended consent agenda.  
Commissioner Evelyn Lloyd seconded.

Vote: 5-0. Nays: None. Absent: None.

**5. Items for decision — regular agenda**

A. Consistency statement and ordinance to amend the UDO to allow the use gallery/museum in the Agricultural Residential zoning district

Planning and Economic Development Manager Shannan Campbell reviewed this was a request from a homeowner who wished to use the first floor of the home for the purpose of generating income to maintain the historic home. Campbell noted this item was discussed at the April public hearing held jointly with the Planning Board and the Planning Board had recommended the request be approved.

Motion: Hughes moved to adopt the consistency statement and amend the ordinance. English seconded.

Vote: 3-2. Nays: Ferguson and Lloyd. Absent: None.

B. Consistency statement and ordinance to amend the Zoning Map and Future Land Use plan for the CASA at Collins Ridge project

Campbell noted this request was also reviewed at the joint public hearing in April and the Planning Board had recommended approval.

Motion: Ferguson moved to adopt as presented. Hughes seconded.

Vote: 5-0. Nays: None. Absent: None.

C. Consistency statement and ordinance to amend the Zoning Map and Future Land Use plan for 1700 N.C. 86 South

Campbell noted the request was to rezone 15.38 acres from Limited Office to Multifamily. The item was also heard at the April joint public hearing, and the Planning Board had recommended approval. She deferred to the town attorney to explain a complication that had arisen due to the applicant emailing the board that he was willing to place deed restrictions for affordable housing on the property.

Town Attorney Bob Hornik explained that the email provides a hint of contract zoning, meaning it could be interpreted to indicate that the board would vote a certain way because the property owner offered the deed restrictions. He said when the town has established conditional zoning then the board could have the applicant's proposed conversation.

When asked to explain a development agreement, Hornik said there are statutory requirements and the rezoning and development agreement tend to run parallel paths.

Hornik reminded the board that if the rezoning request was approved this evening, the property owner could sell the property without any restrictions because the deed had not been altered yet. He suggested if the board wanted to pursue the deed restrictions offer then the developer should submit a development agreement proposal and the board should hold a joint public hearing on that proposal and develop the development agreement simultaneously.

The applicant apologized for adding confusion to the process.

Hughes said he was in favor of rezoning the property before he received the email and is still in favor of doing so.

Ferguson said this property is best used for commercial purposes.

English expressed support for approving the rezoning request. He noted the property is located close to Fiori Hills and future residents would likely be able to bike and walk to downtown.

Bell said he was in favor of keeping the property for commercial purposes. The promise of affordable housing was not enough to sway him.

Weaver checked with the utilities director whether the property was included in the water model under its current zoning. Utilities Director Marie Strandwitz confirmed that it was. She said rezoning the property to Multifamily would increase the water usage by 30,000 gallons per day.

Lloyd agreed with Bell and Ferguson.

Weaver asked the board to consider that this property could be part of the missing middle-price point for housing and may have walkability to Riverwalk and the Occoneechee Speedway.

Motion: Ferguson moved to deny the rezoning and the amendment to the Zoning Map and Future Land Use Plan. Bell seconded.  
Vote: 3-2. Nays: Hughes and English. Absent: None.

D. Petition to relocate/remove a public bench at 122 S. Churton Street

The board received a petition from business owners on the 100 block of South Churton Street requesting that a public bench be relocated or removed. The bench located in front of 122 S. Churton St. is frequently occupied by a person who sometimes exhibits threatening behavior toward business owners and pedestrians.

The board discussed options with Police Chief Duane Hampton, staff from Inter-Faith Council for Social Service, and a Chapel Hill Police Department social worker who were present to speak on other items. Staff and guests from Chapel Hill explained that relocating or removing the bench would likely not solve the problem at hand. The police chief will discuss other options with the business owners on that block as well as best practices for dealing with anyone exhibiting erratic behavior in a business or in the right of way.

E. FY2022-23 Annual Budget and Financial Plan

Jenks from Inter-Faith Council said she understands the board wants to wait to consider financially assisting her organization until after the town's audit is complete. She noted that IFC did not just recently submit a funding request but rather had sent a letter in March. She noted that she had missed the board's budget public hearing. She thanked the board for considering IFC's proposed interlocal agreement after the town's audit is complete.

Ronald Carnes, an IFC employee, addressed the board. He said IFC helped him find housing and he now works for IFC. He said IFC needs money.

Jennifer Gill and Susie Laidlaw with IFC also spoke in support of the interlocal agreement and request for financial assistance.

Motion: Hughes moved to adopt the budget and financial plan as presented. Ferguson seconded.  
Vote: 5-0. Nays: None. Absent: None.

F. Memorandum of Understanding for the operation of the Partnership to End Homelessness

Assistant Town Manager and Community Services Director Margaret Hauth said this was not an interlocal agreement because the board was created. Also, the Town of Chapel Hill had requested a paragraph amendment to clarify that this is a one-year agreement.

Motion: Hughes moved to approve as amended. Ferguson seconded.  
Vote: 5-0. Nays: None. Absent: None.

G. Hot topics for work session June 27, 2022

Bell requested a discussion about Community Home Trust, Hillsborough's role in human services organizations, and an overview of development requests involving housing units.

**6. Updates**

A. Board members

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



B. Town manager  
There was none.

C. Staff (written reports in agenda packet)

Motion: Ferguson moved to go into closed session at 9:32 p.m. English seconded.  
Vote: 5-0. Nays: None. Absent: None.

**7. Closed session**

A. Closed session as authorized by North Carolina General Statute Section 143-318.11(a)(3) to consult with the town attorney to preserve the attorney-client privilege (potential litigation)

Motion: Ferguson moved to return to open session at 9:45 p.m. Hughes seconded.  
Vote: 5-0. Nays: None. Absent: None.

Motion: Hughes moved to authorize the execution of a supplement agreement between The Town of Hillsborough, Chatham Civil Contracting, LLC and BFS Operations, LLC for the repair of the Valley Forge Road culverts and to adopt a budget amendment for \$250,000 to cover additional costs of the repairs. Ferguson seconded.  
Vote: 5-0. Nays: None. Absent: None.

**8. Adjournment**

Mayor Weaver adjourned the meeting at 9:47p.m.

Respectfully submitted,

Sarah Kimrey  
Town Clerk  
Staff support to the Board of Commissioners

FY 2021-2022

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT  
DATES: 06/13/2022 TO 06/13/2022

	REFERENCE	CHANGE NUMBER	DATE	USER	ORIGINAL BUDGET	BUDGET CHANGE	AMENDED BUDGET
GF - Contingency	10-00-9990-5300-000 CONTINGENCY						
	To cover vehicle repair	24447	06/13/2022	EBRADFORI	400,000.00	-7,000.00	74,605.00
	To cover street banners	24503	06/13/2022	EBRADFORI	400,000.00	-15,000.00	59,605.00
	To cover solid waste fuel	24514	06/13/2022	EBRADFORI	400,000.00	-10,000.00	49,605.00
	To cover PD fuel	24516	06/13/2022	EBRADFORI	400,000.00	-10,000.00	39,605.00
	To cover accounting assistance	24575	06/13/2022	EBRADFORI	400,000.00	-24,000.00	15,605.00
Accounting	10-10-4400-5300-459 C.S./ACCOUNTING ASSISTANCE						
	To cover accounting assistance	24574	06/13/2022	EBRADFORI	1,000.00	24,000.00	143,733.68
Public Space	10-10-6300-5300-570 MISCELLANEOUS						
	To cover street banners	24504	06/13/2022	EBRADFORI	7,000.00	15,000.00	26,877.00
Police	10-20-5100-5100-030 BONUS PAY						
	To cover FTO bonuses	24459	06/13/2022	EBRADFORI	4,000.00	1,000.00	7,500.00
Police	10-20-5100-5300-158 MAINTENANCE - EQUIPMENT						
	To cover recruitment efforts	24445	06/13/2022	EBRADFORI	4,000.00	-2,000.00	2,000.00
Police	10-20-5100-5300-310 GASOLINE						
	To cover PD fuel	24515	06/13/2022	EBRADFORI	45,000.00	10,000.00	70,000.00
Police	10-20-5100-5300-320 SUPPLIES - OFFICE						
	To cover FTO bonuses	24460	06/13/2022	EBRADFORI	5,000.00	-1,000.00	3,850.00
	To cover office furniture	24471	06/13/2022	EBRADFORI	5,000.00	1,500.00	5,350.00
Police	10-20-5100-5300-350 UNIFORMS						
	To cover office furniture	24470	06/13/2022	EBRADFORI	17,940.00	-1,500.00	18,180.46
Police	10-20-5100-5300-452 C.S. - ELEVATOR						
	To cover elevator inspection	24506	06/13/2022	EBRADFORI	3,000.00	87.00	3,087.00
Police	10-20-5100-5300-460 C.S./DRIVER SAFTEY TRAINING						
	To cover elevator inspection	24505	06/13/2022	EBRADFORI	3,500.00	-87.00	4,178.00
Police	10-20-5100-5300-470 HIRING SELECTION PROCESS						
	To cover recruitment efforts	24446	06/13/2022	EBRADFORI	7,300.00	2,000.00	9,300.00
	To cover psychological and drug testing	24462	06/13/2022	EBRADFORI	7,300.00	1,100.00	10,400.00
Police	10-20-5100-5300-530 DUES & SUBSCRIPTIONS						
	To cover FFD assessment	24474	06/13/2022	EBRADFORI	500.00	-200.00	300.00
Police	10-20-5100-5300-570 MISCELLANEOUS						
	To cover FFD assessment	24475	06/13/2022	EBRADFORI	3,500.00	200.00	3,415.00
Police	10-20-5100-5300-730 DRUG ENFORCEMENT OPERATIONS						
	To cover psychological and drug testing	24461	06/13/2022	EBRADFORI	5,000.00	-1,100.00	1,400.00
Fleet Maintenance	10-30-5550-5300-201 VEHICLE REPAIR - WATER & SEWER						
	To cover vehicle repair	24448	06/13/2022	EBRADFORI	35,000.00	7,000.00	42,000.00
Streets	10-30-5600-5300-330 SUPPLIES - DEPARTMENTAL						
	To cover truck bed liner	24472	06/13/2022	EBRADFORI	31,800.00	-1,375.00	20,695.00
Streets	10-30-5600-5700-740 CAPITAL - VEHICLES						
	To cover truck bed liner	24473	06/13/2022	EBRADFORI	181,000.00	1,375.00	197,605.00
Solid Waste	10-30-5800-5300-112 POSTAGE						
	To cover franchise agreement notice	24511	06/13/2022	EBRADFORI	1,100.00	76.00	1,176.00
Solid Waste	10-30-5800-5300-310 GASOLINE						
	EBRADFORD		06/06/2022	9:33:29PM			Page 1 of 3
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FY 2021-2022

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT

DATES: 06/13/2022 TO 06/13/2022

	<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>
	Yr-end balancing	24513	06/13/2022	EBRADFORI	31,097.00	10,000.00	41,097.00
Solid Waste	10-30-5800-5300-320 SUPPLIES - OFFICE To cover franchise agreement notice	24512	06/13/2022	EBRADFORI	750.00	-76.00	674.00
Solid Waste	10-30-5800-5700-740 CAPITAL - VEHICLES To cover garbage truck	24453	06/13/2022	EBRADFORI	720,000.00	12,336.00	1,040,723.66
GF-Revenue	10-70-3980-3980-001 DEBT ISSUANCE PROCEEDS To cover garbage truck	24454	06/13/2022	EBRADFORI	974,000.00	12,336.00	1,307,224.00
Fire	10-71-5350-5982-002 TRANSFER TO GEN CAP IMPROV Move funds to Fund 60	24483	06/13/2022	EBRADFORI	0.00	75,000.00	75,000.00
Fire	10-71-5350-5982-004 TRANSFER TO PUBLIC SAFETY FACILITY Move funds to Fund 60	24482	06/13/2022	EBRADFORI	75,000.00	-75,000.00	0.00
Streets	10-71-5600-5982-002 TRANSFER TO GEN CAP IMPROV FUND Move NC86 Proj to Fund 60	24489	06/13/2022	EBRADFORI	0.00	71,800.00	454,617.00
Streets	10-71-5600-5982-003 TRANSFER TO PW FACILITY PROJ FUND Move NC86 Proj to Fund 60	24488	06/13/2022	EBRADFORI	71,800.00	-71,800.00	0.00
Utilities Admin.	30-80-7220-5300-338 SUPPLIES - DATA PROCESSING To replace flow transducer.	24499	06/13/2022	JFernandez	1,700.00	-1,700.00	0.00
Billing & Collections	30-80-7240-5300-310 GASOLINE To cover fuel overage	24576	06/13/2022	EBRADFORI	4,038.00	1,000.00	6,738.00
WTP	30-80-8120-5300-145 MAINTENANCE - BUILDINGS To cover exterminator and HVAC mainter	24452	06/13/2022	JFernandez	6,000.00	500.00	37,216.00
WTP	30-80-8120-5300-158 MAINTENANCE - EQUIPMENT To cover exterminator and HVAC mainter	24451	06/13/2022	JFernandez	120,240.00	-500.00	202,117.38
	For purchase of tools	24501	06/13/2022	JFernandez	120,240.00	-500.00	201,617.38
WTP	30-80-8120-5300-330 SUPPLIES - DEPARTMENTAL For purchase of tools.	24502	06/13/2022	JFernandez	36,490.00	500.00	36,990.00
WFER	30-80-8130-5300-145 MAINTENANCE - BUILDINGS To replace flow transducer.	24496	06/13/2022	JFernandez	6,500.00	-3,296.00	3,204.00
WFER	30-80-8130-5300-152 AQUATIC WEED CONTROL To replace flow transducer.	24497	06/13/2022	JFernandez	8,300.00	-2,908.12	8,500.00
WFER	30-80-8130-5300-154 MAINTENANCE - GROUNDS To replace flow transducer.	24498	06/13/2022	JFernandez	8,500.00	-2,840.00	5,660.00
WFER	30-80-8130-5300-158 MAINTENANCE - EQUIPMENT To replace flow transducer.	24500	06/13/2022	JFernandez	1,500.00	10,744.12	19,844.12
Water Distribution	30-80-8140-5300-165 MAINTENANCE - INFRASTRUCTURE For purchase of pipe and fittings.	24443	06/13/2022	JFernandez	57,000.00	-12,000.00	36,707.00
	To cover leak detection services.	24458	06/13/2022	JFernandez	57,000.00	25,668.41	62,375.41
Water Distribution	30-80-8140-5300-326 SUPPLIES - PATCH For purchase of traffic control flare light k	24449	06/13/2022	JFernandez	8,000.00	-808.36	7,191.64
Water Distribution	30-80-8140-5300-330 SUPPLIES - DEPARTMENTAL For purchase of pipe and fittings	24444	06/13/2022	JFernandez	100,000.00	12,000.00	117,202.00
Water Distribution	30-80-8140-5300-331 SUPPLIES - SAFETY For purchase of traffic control flare light k	24450	06/13/2022	JFernandez	1,500.00	808.36	2,504.36

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FY 2021-2022

TOWN OF HILLSBOROUGH  
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	<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>
WW Collection	30-80-8200-5300-145 MAINTENANCE - BUILDINGS To cover leak detection services.	24455	06/13/2022	JFernandez	29,500.00	-12,029.92	15,470.08
WW Collection	30-80-8200-5300-326 SUPPLIES - PATCH To cover leak detection services.	24457	06/13/2022	JFernandez	8,000.00	-3,638.49	4,361.51
WW Collection	30-80-8200-5300-416 C.S./ROOT CONTROL SERVICE To cover leak detection services.	24456	06/13/2022	JFernandez	10,000.00	-10,000.00	0.00
W&S Contingency	30-80-9990-5300-000 CONTINGENCY To cover fuel overage	24577	06/13/2022	EBRADFORI	400,000.00	-1,000.00	7,913.00
Public Safety Proj.	47-20-5100-5700-000 CONTINGENCY To close out project	24476	06/13/2022	EBRADFORI	5,000.00	-5,000.00	0.00
Public Safety Proj.	47-20-5100-5700-570 MISCELLANEOUS To close out project	24477	06/13/2022	EBRADFORI	84,145.00	-84,145.00	0.00
Public Safety Proj.	47-20-5100-5700-720 CONSTRUCTION To close out project	24478	06/13/2022	EBRADFORI	222,855.00	-222,855.00	0.00
Public Safety Proj.	47-71-3870-3870-050 TRANSFER FROM RESTRICTED REV FUND To close out project	24479	06/13/2022	EBRADFORI	135,440.00	-135,440.00	0.00
Public Safety Proj.	47-71-3870-3870-100 TRANSFER FROM GENERAL FUND To close out project	24480	06/13/2022	EBRADFORI	176,560.00	-176,560.00	0.00
CRF - General	71-10-6300-5700-851 SUSTAINABILITY To amend per FY22 budget	24494	06/13/2022	EBRADFORI	0.00	300,000.00	300,000.00
CRF - General	71-71-3870-3870-410 TRANSFER FROM GF-SUSTAINABILITY To amend per FY22 budget	24495	06/13/2022	EBRADFORI	0.00	300,000.00	300,000.00
						<u>672.00</u>	

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APPROVED: 5/0

DATE: 6/13/22

VERIFIED: Sam E. Kimrey

FY 2021-2022

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT  
DATES: 06/13/2022 TO 06/13/2022

<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>
60-23-3700-3700-101 STATE TIP To consolidate under NCDOT Rail acct	24578	06/13/2022	EBRADFORI	750,000.00	-750,000.00	0.00
60-23-3700-3700-103 NCDOT RAIL (TIP) To consolidate under NCDOT Rail acct	24579	06/13/2022	EBRADFORI	120,000.00	750,000.00	870,000.00
					<u>0.00</u>	

APPROVED: 5/0

DATE: 6/13/22

VERIFIED: *Sam E. Kimrey*

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TOWN OF HILLSBOROUGH  
UPDATE BUDGET CHANGES

FY 2021-2022

PRINT ONLY

2021-2022 BUDGET

	<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	<b>Expenditure 10</b>					
Admin Services	10-10-4200-5120-050 FICA End of year budget amendments.	6/13/2022	24518	68,345.00	-2,500.00	65,845.00
Admin Services	10-10-4200-5125-060 HOSPITALIZATION End of year budget amendments.	6/13/2022	24517	82,805.00	2,500.00	85,305.00
Public Space	10-10-6300-5300-154 MAINTENANCE - GROUNDS End of year budget amendments.	6/13/2022	24543	210,684.00	500.00	211,184.00
Public Space	10-10-6300-5300-165 MAINTENANCE - INFRASTRUCTURE End of year budget amendments.	6/13/2022	24544	9,000.00	-500.00	8,500.00
Safety & Risk Mgmt.	10-10-6600-5300-448 C.S./HEALTH NURSE & DRUG TESTING End of year budget amendments.	6/13/2022	24547	7,000.00	400.00	7,400.00
Safety & Risk Mgmt.	10-10-6600-5300-570 MISCELLANEOUS End of year budget amendments.	6/13/2022	24548	40,750.00	-400.00	40,350.00
Fleet Maint.	10-30-5550-5100-010 OVERTIME COMPENSATION End of year budget amendments.	6/13/2022	24528	2,500.00	-1,000.00	1,500.00
Fleet Maint.	10-30-5550-5100-020 SALARIES End of year budget amendments.	6/13/2022	24549	205,392.00	3,000.00	208,392.00
Fleet Maint.	10-30-5550-5125-060 HOSPITALIZATION End of year budget amendments.	6/13/2022	24529	31,216.00	-1,795.00	29,421.00
Fleet Maint.	10-30-5550-5125-062 DENTAL INSURANCE End of year budget amendments.	6/13/2022	24530	1,178.00	-400.00	778.00
Fleet Maint.	10-30-5550-5127-070 RETIREMENT End of year budget amendments.	6/13/2022	24521	23,700.00	1,000.00	24,700.00
Fleet Maint.	10-30-5550-5127-071 401(K) RETIREMENT SUPP. End of year budget amendments.	6/13/2022	24522	10,395.00	450.00	10,845.00
Fleet Maint.	10-30-5550-5300-130 UTILITIES End of year budget amendments.	6/13/2022	24535	9,350.00	-1,200.00	8,150.00
Fleet Maint.	10-30-5550-5300-158 MAINTENANCE - EQUIPMENT End of year budget amendments.	6/13/2022	24523	15,000.00	1,500.00	16,500.00
Fleet Maint.	10-30-5550-5300-180 VEHICLE REPAIR - SOLID WASTE End of year budget amendments.	6/13/2022	24526	45,000.00	1,500.00	46,500.00

TOWN OF HILLSBOROUGH  
UPDATE BUDGET CHANGES

FY 2021-2022

PRINT ONLY

2021-2022 BUDGET

	<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	<b>Expenditure</b>					
Fleet Maint.	10-30-5550-5300-190 VEHICLE REPAIR - FLEET MAINTENANCE End of year budget amendments.	6/13/2022	24532	3,000.00	-760.00	2,240.00
Fleet Maint.	10-30-5550-5300-201 VEHICLE REPAIR - WATER & SEWER End of year budget amendments.	6/13/2022	24527	42,000.00	1,000.00	43,000.00
Fleet Maint.	10-30-5550-5300-204 VEHICLE REPAIR - SAFETY & RISK MGMT End of year budget amendments.	6/13/2022	24533	1,500.00	-1,375.00	125.00
Fleet Maint.	10-30-5550-5300-206 VEHICLE REPAIR - STORMWATER End of year budget amendments.	6/13/2022	24534	1,000.00	-920.00	80.00
Fleet Maint.	10-30-5550-5300-330 SUPPLIES - DEPARTMENTAL End of year budget amendments.	6/13/2022	24536	25,385.00	-1,000.00	24,385.00
Streets	10-30-5600-5100-010 OVERTIME COMPENSATION End of year budget amendments.	6/13/2022	24537	2,000.00	750.00	2,750.00
Streets	10-30-5600-5100-020 SALARIES End of year budget amendments.	6/13/2022	24540	128,265.00	-900.00	127,365.00
Streets	10-30-5600-5127-071 401(K) RETIREMENT SUPP. End of year budget amendments.	6/13/2022	24538	6,463.00	150.00	6,613.00
Streets	10-30-5600-5300-130 UTILITIES End of year budget amendments.	6/13/2022	24561	121,000.00	-26,000.00	95,000.00
Streets	10-30-5600-5300-154 MAINTENANCE - GROUNDS End of year budget amendments.	6/13/2022	24562	20,000.00	-8,719.00	11,281.00
Streets	10-30-5600-5300-310 GASOLINE End of year budget amendments.	6/13/2022	24539	11,406.00	500.00	11,906.00
Streets	10-30-5600-5300-330 SUPPLIES - DEPARTMENTAL End of year budget amendments.	6/13/2022	24541	20,695.00	-500.00	20,195.00
Solid Waste	10-30-5800-5100-010 OVERTIME COMPENSATION End of year budget amendments.	6/13/2022	24553	8,675.00	-1,900.00	6,775.00
Solid Waste	10-30-5800-5100-020 SALARIES End of year budget amendments.	6/13/2022	24542	192,794.00	38,000.00	230,794.00
Solid Waste	10-30-5800-5120-050 FICA End of year budget amendments.	6/13/2022	24550	14,902.00	1,850.00	16,752.00

TOWN OF HILLSBOROUGH  
UPDATE BUDGET CHANGES

FY 2021-2022

PRINT ONLY

2021-2022 BUDGET

	<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	<b>Expenditure</b>					
Solid Waste	10-30-5800-5125-060 HOSPITALIZATION End of year budget amendments.	6/13/2022	24554	49,496.00	-3,000.00	46,496.00
Solid Waste	10-30-5800-5127-070 RETIREMENT End of year budget amendments.	6/13/2022	24551	22,207.00	1,850.00	24,057.00
Solid Waste	10-30-5800-5127-071 401(K) RETIREMENT SUPP. End of year budget amendments.	6/13/2022	24552	9,740.00	2,500.00	12,240.00
Solid Waste	10-30-5800-5300-320 SUPPLIES - OFFICE End of year budget amendments.	6/13/2022	24557	674.00	-600.00	74.00
Solid Waste	10-30-5800-5300-324 SUPPLIES - DISASTER End of year budget amendments.	6/13/2022	24563	200.00	-200.00	0.00
Solid Waste	10-30-5800-5300-350 UNIFORMS End of year budget amendments.	6/13/2022	24558	1,500.00	-1,000.00	500.00
Solid Waste	10-30-5800-5300-530 DUES & SUBSCRIPTIONS End of year budget amendments.	6/13/2022	24559	700.00	-432.00	268.00
Solid Waste	10-30-5800-5300-570 MISCELLANEOUS End of year budget amendments.	6/13/2022	24286	995.00	-624.00	371.00
Cemetery	10-40-6400-5300-458 DATA PROCESSING SERVICES End of year budget amendments.	6/13/2022	24546	1,695.00	-100.00	1,595.00
Cemetery	10-40-6400-5300-476 C.S./PRINTING End of year budget amendments.	6/13/2022	24545	1,000.00	100.00	1,100.00
	<b>Total for 10 30</b>			<u>1,449,607.00</u>	<u>1,725.00</u>	<u>1,451,332.00</u>
Admin of Enterprise	30-80-7200-5300-560 SERVICE MILESTONE RECOGNITION End of year budget amendments.	6/13/2022	24566	0.00	225.00	225.00
Admin of Enterprise	30-80-7200-5300-570 MISCELLANEOUS End of year budget amendments.	6/13/2022	24567	117,000.00	-225.00	116,775.00
Billing/Collection	30-80-7240-5100-010 OVERTIME COMPENSATION End of year budget amendments.	6/13/2022	24568	2,000.00	1,200.00	3,200.00
Billing/Collection	30-80-7240-5125-060 HOSPITALIZATION End of year budget amendments.	6/13/2022	24569	62,431.00	-1,200.00	61,231.00
WTP	30-80-8120-5100-010 OVERTIME COMPENSATION End of year budget amendments.	6/13/2022	24570	25,000.00	15,000.00	40,000.00
WTP	30-80-8120-5100-020 SALARIES EBRADFORD	6/13/2022 06/10/2022 1:01:27PM	24571	388,110.00	-15,000.00	373,110.00



TOWN OF HILLSBOROUGH  
UPDATE BUDGET CHANGES

FY 2021-2022

PRINT ONLY

2021-2022 BUDGET

	<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	<b>Expenditure</b>					
	End of year budget amendments.					
WWTP	30-80-8220-5100-010 OVERTIME COMPENSATION	6/13/2022	24573	5,000.00	-1,150.00	3,850.00
	End of year budget amendments.					
WWTP	30-80-8220-5127-071 401(K) RETIREMENT SUPP.	6/13/2022	24572	18,249.00	1,150.00	19,399.00
	End of year budget amendments.					
	<b>Total for 30</b>			617,790.00	0.00	617,790.00
	<b>35</b>					
Storm -water	35-30-5900-5300-570 MISCELLANEOUS	6/13/2022	24565	10,287.00	-20.00	10,267.00
	End of year budget amendments.					
Storm -water	35-30-5900-5300-571 SAFETY AWARDS PROGRAM	6/13/2022	24564	656.00	20.00	676.00
	End of year budget amendments.					
	<b>Total for 35</b>			10,943.00	0.00	10,943.00
	<b>Total for Expenditure</b>			2,078,340.00	1,725.00	2,080,065.00
<b>Grand Total</b>				2,078,340.00	1,725.00	2,080,065.00

APPROVED: 5/0

DATE: 6/13/22

VERIFIED: Sarah E. Kimrey

TOWN OF HILLSBOROUGH  
UPDATE BUDGET CHANGES

FY 2021-2022

PRINT ONLY

2021-2022 BUDGET

	<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	<b>Revenue</b>					
	<b>10</b>					
GF -	10-00-3900-3900-000 FUND BALANCE	6/13/2022	24597	1,157,301.75	9,975.00	1,167,276.75
Fund	APPROPRIATION					
Balance	Yr-end balancing					
	<b>Total for 10</b>			<u>1,157,301.75</u>	<u>9,975.00</u>	<u>1,167,276.75</u>
	<b>Total for Revenue</b>			<u>1,157,301.75</u>	<u>9,975.00</u>	<u>1,167,276.75</u>
	<b>Expenditure</b>					
	<b>10</b>					
Solid	10-30-5800-5300-130 UTILITIES	6/13/2022	24556	3,146.00	-750.00	2,396.00
Waste	End of year budget amendments.					
Solid	10-30-5800-5300-484 LANDFILL FEES	6/13/2022	24560	94,000.00	9,000.00	103,000.00
Waste	Yr-end adjustments					
	<b>Total for 10</b>			<u>97,146.00</u>	<u>8,250.00</u>	<u>105,396.00</u>
	<b>Total for Expenditure</b>			<u>97,146.00</u>	<u>8,250.00</u>	<u>105,396.00</u>
	<b>Grand Total</b>			<u>1,254,447.75</u>	<u>18,225.00</u>	<u>1,272,672.75</u>

APPROVED: 5/0

DATE: 6/13/22

VERIFIED: *Sam E. Kimrey*



## ORDINANCE

### FY2022-23 Tourism Board Budget

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, 2022 and ending June 30, 2023:

Food & Beverage Tax	\$400,000
Fund Balance Appropriation	\$ 19,435
<b>TOTAL</b>	<b>\$419,435</b>

The following amounts are hereby appropriated in the General Fund for the operation of the Tourism Board and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 in accordance with the Chart of Accounts heretofore established for the Tourism Board:

Tourism Board	<u>\$419,435</u>
<b>TOTAL</b>	<b>\$419,435</b>


**Section 2.** The Town of Hillsborough will collect a Food & Beverage Tax and distribute the funds to the Tourism Board to fund its operations. These funds are listed as "Food & Beverage Tax" revenues in the General Fund in Section I of the ordinance.

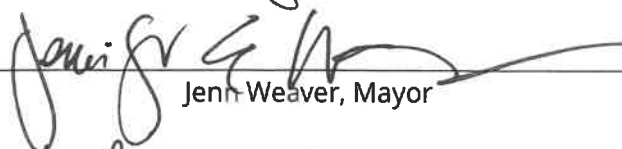
**Section 3.** Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this budget.

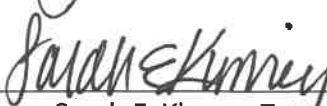
The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
Matt Hughes, Tourism Board Chair

  
Jenn Weaver, Mayor

  
Sarah E. Kimrey, Town Clerk



## ORDINANCE FY2022-23 Tourism Development Authority Budget

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, 2022 and ending June 30, 2023:

Occupancy Tax	<u>\$95,000</u>
TOTAL	\$95,000

The following amounts are hereby appropriated in the General Fund for the operation of the Tourism Development Authority and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 in accordance with the Chart of Accounts heretofore established for the Tourism Development Authority:

Tourism Development Authority	<u>\$95,000</u>
TOTAL	\$95,000

**Section 2.** The Town of Hillsborough will collect an Occupancy Tax and distribute the funds to the Tourism Development Authority to fund its operations. These funds are listed as "Occupancy Tax" revenues in the General Fund in Section I of the ordinance.

**Section 3.** 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 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
Matt Hughes, Tourism Board Chair

  
Jenn Weaver, Mayor

  
Sarah E. Kimrey, Town Clerk



## ORDINANCE

### Fire Station Capital Project

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.** This ordinance is a capital project ordinance hereby authorizing the design and construction of a fire station.

**Section 2.** Revenues anticipated to be available to the town to complete the project are hereby amended as follows:

Fire Station	<u>\$75,000</u>
TOTAL	\$75,000

**Section 3.** Amounts appropriated for the capital project are hereby amended as follows:


Fire Station	<u>\$75,000</u>
TOTAL	\$75,000

**Section 4.** 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 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 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0

  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk

FY 2021-2022

TOWN OF HILLSBOROUGH

BUDGET CHANGES REPORT

DATES: 06/13/2022 TO 06/13/2022

	<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>
Fire Station	60-31-3870-3870-409 TRANSFER FROM GF-FIRE STATION To est project fund	24486	06/13/2022	EBRADFORI	0.00	75,000.00	75,000.00
Fire Station	60-31-5350-5700-923 FIRE STATION To est project fund	24487	06/13/2022	EBRADFORI	0.00	75,000.00	75,000.00
						<u>150,000.00</u>	

APPROVED: 5/0

DATE: 6/13/22

VERIFIED:                     *Sharon E. Kimrey*                    

DRAFT



## ORDINANCE

### Fiber Loop Capital Project Amendment

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>
Fiber Loop	\$150,000	\$150,000	\$300,000

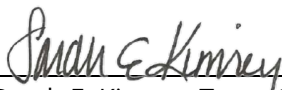
**Section 2.** Amounts appropriated for the capital project are hereby amended as follows:

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Fiber Loop	\$150,000	\$150,000	\$300,000

**Section 3.** 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 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0

  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk

FY 2021-2022

TOWN OF HILLSBOROUGH

BUDGET CHANGES REPORT

DATES: 06/13/2022 TO 06/13/2022

	<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>
Fiber Loop	60-04-3870-3870-403 TRANSFER FROM GF-FIBER LOOP To adj per FY22 budget	24490	06/13/2022	EBRADFORI	150,000.00	150,000.00	300,000.00
Fiber Loop	60-04-6610-5700-747 FIBER LOOP To adj per FY22 budget	24491	06/13/2022	EBRADFORI	150,000.00	150,000.00	300,000.00
						<u>300,000.00</u>	

APPROVED: 5/0

DATE: 6/13/22

VERIFIED:           *Shawn E. Kimrey*          

DRAFT



**Membership Agreement for  
Clean Water Education Partnership (CWEP) Services  
Provided by the Triangle J Council of Governments**

This Memorandum of Understanding by and between the undersigned local government (Local Government) and the Triangle J Council of Governments (TJCOG) pertains to the services provided by TJCOG under the Clean Water Education Partnership (CWEP) program.

**WITNESSETH:**

WHEREAS, CWEP and local government stormwater programs have the same basic mission of providing stormwater outreach and education; and

WHEREAS, CWEP is a program administered by TJCOG that has excelled in providing direct education and mass media to its wide variety of partner communities;

NOW, THEREFORE, TJCOG, via CWEP, will prepare and make available to the Local Government the following direct education and mass media items:

1. TJCOG's CWEP Program will assist the Local Government with the following education/outreach tasks during the term of this MOU related to direct educational programming:
  - a. Provide physical and digital outreach materials for local governments and target audiences that describe target pollutants and their likely sources and impacts on water quality
  - b. Maintain an internet website conveying the CWEP program's messages about stormwater pollution
  - c. Make available for download via website outreach materials for target audiences, and distribute materials at in-person or digital community events
  - d. Post on social media channels to promote CWEP's key messages
  - e. Provide unlimited local use and access to original and compiled educational materials on CWEP program website, to include educational videos, printable and digital lessons, lesson plans, and other resources useful for educating a variety of ages and audiences in various settings
  - f. Coordinate annually with stormwater staff and/or relevant educational contacts (as requested by the Local Government) to schedule and conduct stormwater education activities that correlate with NC Essential Science Standards or provide opportunities for citizen participation which may include stream cleanups, citizen science activities, or similar efforts. CWEP will coordinate with the CWEP local government representative prior to contacting any formal educators in the member jurisdiction.
  - g. Provide mechanisms on CWEP program website for public input on stormwater issues

2. TJCOG's CWEP program will assist the Local Government with the following mass media programming:
  - a. Coordinate an annual outreach campaign in the form of Public Service Announcements (PSAs) administered by local service providers, which includes the following:
    - i. Videos about common target pollutants, their likely sources, their negative impact on water quality, and best practices for target audiences likely to have significant stormwater impacts
    - ii. Static and animated banner ads about stormwater quality that link to the program website
    - iii. Approximately 12 weeks (as market costs allow) of digital pre-roll video PSAs, spread across popular stations with the aim of reaching a variety of target audiences.
    - iv. Approximately 8 weeks (as market costs allow) of television, radio, social media and/or digital PSAs across popular stations with the aim of reaching a variety of target audiences. CWEP will make an effort to ensure that media reach adequately covers member jurisdictions. Additional stations/programs may be proposed by local media companies and approved collectively by members.
    - v. Print and digital advertising in Spanish-language newspaper(s).
  - b. Provide unlimited local use and access to outreach materials created for CWEP Partners to inform target audiences about target pollutants, their likely sources and impacts on water quality
  - c. Provide unlimited local use and access of digital media materials for Partner jurisdictions' use in public buildings, parks, DMV locations, outdoor movies, etc
  - d. Promote regional education and engagement events such as the CWEP Regional Creek Week through CWEP website and social media platforms

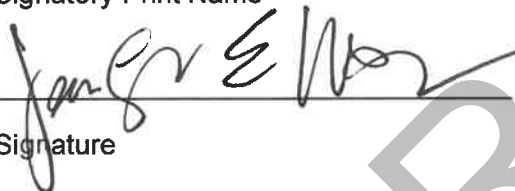
Local Governments may use the tasks above to help comply with NPDES MS4 stormwater education requirements or nutrient strategy stormwater education requirements. The Local Government's signature on this MOU (and MS4 permit number if applicable) signifies an understanding that any one of the items listed above may only partially fulfill its education requirements during an audit from NC DEQ. Accordingly, the Local Government acknowledges that it is ultimately responsible for meeting all federal and state laws, rules and regulations related thereto. The Local Government and CWEP share responsibility for determining how specific objectives can be cooperatively achieved, with the understanding that CWEP supplements local efforts to comply with regulatory requirements. The Local Government is highly encouraged to send one or more representatives to CWEP's quarterly steering committee meetings to collaborate on strategies. CWEP will make every reasonable attempt, as permitted by available staffing and supplies, to independently and proactively address the objectives in the Local Government's community, and will update the CWEP Local Government representative each quarter to offer opportunities for discussion and collaboration.

The Local Government agrees to pay TJCOG for the services provided herein based on a fee schedule adopted by TJCOG, voted on by CWEP Local Governments, and incorporated herein by reference. The fee schedule and individual Local Governments' cost shares may change annually in the second and third year of the agreement if population estimates generated by the NC State Demographer's Office show population changes. The period of performance under, and the term of, this MOU will begin on July 1,

2022 and will conclude on June 30, 2025. This agreement automatically renews for a total of 3 years unless either party gives 90-day notice prior to end of the term. The Local Government reserves the unilateral right to terminate this MOU for cause or convenience (in the case of cause, immediately, and in the case of convenience, upon 90 calendar days' written notice), whereupon CWEP and TJCOG will only be entitled to prorated compensation for services properly rendered up to the date of termination.

CWEP will provide an annual report by August 31 on the prior fiscal year's local and regional outreach and education, to include both description and numbers for both mass media and direct education efforts. Interim numbers can be provided as needed.

IN WITNESS WHEREOF, both the Local Government and TJCOG have caused this MOU to be executed by their chief executive officers, all as of the day and year first above written.

<u>Town of Hillsborough</u>	<u>NCS000466</u>
City/Town/County Name	MS4 Permit Number, if applicable
<u>Jenn Weaver</u>	<u>Mayor</u>
Signatory Print Name	Title
	<u>6/14/2022</u>
Signature	Date Signed

TRIANGLE J COUNCIL OF GOVERNMENTS

_____	_____
Executive Director, TJCOG	Date

Exhibit A. CWERP FY23 Fee Schedule

**TJCOG Clean Water Education Partnership Program FY23 Fee Schedule**

Example Only; will be updated annually as certified population estimates are updated.

	Base Cost	Population* for FY23 (based on July 2020 certified pop from NC State Demographics)	FY23 Cost Share (\$0.041 per cap)
Town of Apex <sup>2,5</sup>	\$2,000	59,368	\$4,434
Town of Benson <sup>2</sup>	\$2,000	3,998	\$2,164
Town of Butner <sup>2</sup>	\$2,000	8,401	\$2,344
Town of Carrboro <sup>2,5</sup>	\$2,000	21,344	\$2,875
Town of Cary <sup>1,2,5</sup>	\$2,000	175,635	\$9,201
Town of Chapel Hill <sup>2,5*</sup>	\$2,000	54,236	\$4,224
Chatham County <sup>5,6</sup>	\$2,000	60,349	\$4,474
Town of Clayton <sup>2</sup>	\$2,000	26,517	\$3,087
City of Creedmoor <sup>2</sup>	\$2,000	4,869	\$2,200
City of Durham <sup>1,3,5</sup>	\$2,000	284,317	\$13,657
Durham County <sup>1,5</sup>	\$2,000	37,167	\$3,524
City of Fayetteville <sup>2,3*</sup>	\$2,000	188,230	\$9,717
Town of Fuquay-Varina <sup>2</sup>	\$2,000	34,604	\$3,419
Town of Garner <sup>1,2</sup>	\$2,000	31,306	\$3,284
City of Goldsboro <sup>1,2</sup>	\$2,000	34,156	\$3,400
City of Havelock <sup>1</sup>	\$2,000	17,759	\$2,728
Town of Hillsborough <sup>2</sup>	\$2,000	9,681	\$2,397
Town of Holly Springs <sup>2</sup>	\$2,000	41,711	\$3,710
Town of Hope Mills <sup>2</sup>	\$2,000	17,811	\$2,730
Johnston County <sup>1</sup>	\$2,000	154,728	\$8,344
City of Kinston <sup>1</sup>	\$2,000	19,873	\$2,815
Town of Knightdale <sup>2</sup>	\$2,000	19,656	\$2,806
Town of Leland <sup>2</sup>	\$2,000	23,049	\$2,945
Town of Morrisville <sup>2,5</sup>	\$2,000	29,925	\$3,227
Nash County <sup>4,6</sup>	\$2,000	41,284	\$3,693
Town of Nashville <sup>2,4</sup>	\$2,000	5,635	\$2,231
City of New Bern <sup>1,2</sup>	\$2,000	31,240	\$3,281
Orange County <sup>1,5,6</sup>	\$2,000	55,500	\$4,276
City of Oxford <sup>4</sup>	\$2,000	8,632	\$2,354
Town of Pittsboro <sup>5</sup>	\$2,000	4,556	\$2,187
City of Raleigh <sup>1,3*</sup>	\$2,000	468,977	\$21,228
City of Rocky Mount <sup>2,4</sup>	\$2,000	54,309	\$4,227
Town of Rolesville	\$2,000	19,278	\$2,790
City of Roxboro <sup>2</sup>	\$2,000	8,131	\$2,333
Town of Siler City	\$2,000	7,733	\$2,317
Town of Smithfield <sup>1</sup>	\$2,000	11,378	\$2,466
Town of Spring Lake <sup>2</sup>	\$2,000	11,662	\$2,478
Town of Tarboro <sup>4</sup>	\$2,000	10,685	\$2,438
Town of Wake Forest <sup>2</sup>	\$2,000	48,062	\$3,971
Wayne County <sup>1,6</sup>	\$2,000	75,399	\$5,091
Town of Wendell <sup>1,2</sup>	\$2,000	9,901	\$2,406
Town of Zebulon <sup>2</sup>	\$2,000	6,969	\$2,286

1. Subject to Neuse River Basin Nutrient Management Regulations.

2. Subject to NPDES Phase II Stormwater Regulations.

3. Subject to NPDES Phase I Stormwater Regulations.

4. Subject to Tar-Pamlico River Basin Nutrient Management Regulations.

5. Subject to Jordan Lake Nutrient Management Regulations.

6. MS4 Post-Construction "Tipped Counties"

\*Populations have been adjusted for group quarters covered by another state stormwater permit



## RESOLUTION

### Authorizing the Submission of the FY23 Annual Action Plan and FY23 Program Design for Orange County, North Carolina

**BE IT RESOLVED**, the Hillsborough Board of Commissioners as a member of the Orange County HOME Consortium, that the Commissioners authorize the Town Manager to submit the Orange County Annual Action Plan for FY23 to the U.S. Department of Housing and Urban Development, including all understandings, assurances, and certifications required therein.

**BE IT RESOLVED**, by the Hillsborough Board of Commissioners, as a member of the Orange County HOME Consortium, that the Commissioners approve the following activities for the FY23 HOME Program:

#### Homebuyer Assistance

Funds will be allocated to the Community Empowerment Fund (\$90,000) and Orange County Habitat for Humanity (\$167,241) to provide down payment assistance for home ownership for an estimated 26 households earning between thirty percent (30%) and eighty percent (80%) of the area median income. (The final number of homebuyers assisted may be more or less than 26 and will depend on homebuyer underwriting.)

*(Requested amount: \$525,000)*

**\$257,241**

#### Housing Rehabilitation/Preservation

Funds will be allocated to Rebuilding Together of the Triangle to purchase replacement manufactured homes for (2) two Orange County property owners who are currently living in hazardous conditions due to deteriorating manufactured housing units. This funding will serve 1 household earning between thirty percent (30%) and fifty percent (50%) of the area median income, and 1 household earning between fifty percent (50%) and eighty percent (80%) of the area median income.

*(Requested amount: \$150,000)*

**\$150,000**

#### Rental Acquisition

Funds will be allocated to EmPOWERment, Inc. for acquisition of one (1) rental unit in Carrboro. Units will be leased to households earning less than sixty percent (60%) of the area median income.

*(Requested amount: \$105,000)*

**\$105,000**

#### Program Administration

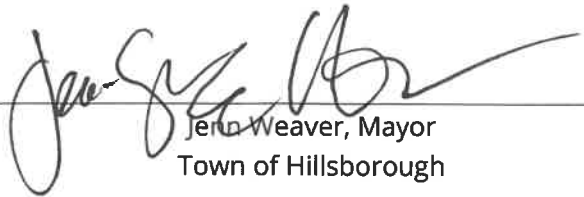
**\$44,350**

**BE IT FURTHER RESOLVED** that the Town Manager is hereby designated as the authorized representative of the Town to act in connection with the submission of these plans, to act in connection with the HOME Program,

and to provide such additional information as may be required by the U.S. Department of Housing and Urban Development.

Approved this 13<sup>th</sup> day of June 2022.



  
Jenn Weaver, Mayor  
Town of Hillsborough

Attestation:

  
Sarah Kimrey, Town Clerk

DRAFT



## RESOLUTION

### Endorsing updates to Street Standards document

**WHEREAS,** The Hillsborough Board of Commissioners endorsed the Street Standards document in July 28, 2014 following its creation with the assistance of the Triangle J Council of Governments staff; and

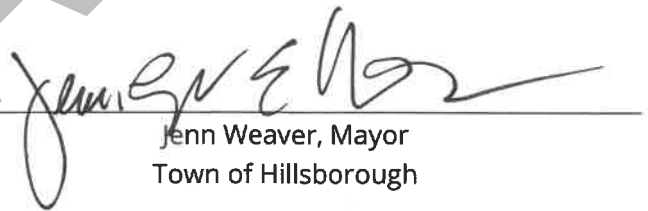
**WHEREAS,** The document has been revised in 2016 and 2021 to incorporate the traffic calming policy, private street standards, and approval checklists; and

**WHEREAS,** The document has been updated to align with changes to development review processes, update amenity standards, and provide additional guidance for unusual requested improvements; and

**NOW, THEREFORE,** be it resolved the Hillsborough Board of Commissioners hereby endorses the updated Street Standards document as a current reflection of requirements, standards, and processes related to improvements in public rights of way and for the traveling public.

Approved this 13<sup>th</sup> day of June 2022.



  
Jenn Weaver, Mayor  
Town of Hillsborough



## ORDINANCE

### Amending Chapter II of the Hillsborough Town Code

The Hillsborough Board of Commissioners ordains:

**Section 1.** Section 11-1 is amended to delete the term "street superintendent," and the term "yard waste" and amend the definition of "sanitation superintendent" as follows:

*Sanitation superintendent* means the public works manager or any other person designated by the town manager to perform the functions and exercise the responsibilities assigned by this chapter to the sanitation superintendent.

*Yard Waste* means grass cuttings, hedge clippings, tree trimmings, leaves, branches, brush, and similar materials.

**Section 2.** Throughout Section 11, the term "rollout cart" replaces roll-out cart, roll-out container, or other terms used to describe

**Section 3.** Section 11-16-18 are hereby replaced with the following language:

**Sec. 11-16. Services Provided by the town.**

- (a) The town establishes that the collection of solid waste materials in a timely manner is necessary to protect the public health and safety. Therefore, the town establishes the following standard of service for solid waste collection to be covered by the ad valorem taxes paid to the town:
  - (1) weekly, curbside solid waste collection of one rollout cart of 96 gallons
  - (2) the town provides one such cart, compatible with its equipment, to each address qualified to receive service
  - (3) weekly, curbside collection of a second rollout cart of 96 gallons maybe included and provided if the resident purchases the second cart from the town for the fee established in the fee schedule.
- (b) For consistency, the town establishes that the level of service established above will be provided to the following types of locations or properties:
  - (1) Single-family houses with frontage on public streets or with driveway access to a public street
  - (2) Single-family houses on private streets where there is safe access to a receptacle storage area for the automated truck from a public street without unduly delaying travel on that public street.
  - (3) Townhouses with frontage on public streets or with executed hold harmless agreements for town equipment to provide service on private streets.



- (4) Other attached housing arrangements with not more than five units on a single lot provided there is safe access to the receptacles for the automated truck from a public street.
- (5) Any accessory dwelling unit collocated with a single-family dwelling (attached or detached) is a single-family dwelling for the purposes of this section and is entitled to its own container.
- (6) Churches and community organizations located in residential areas that can safely and adequately be served with the standard define in paragraph a above.
- (c) The town establishes that the public health and safety cannot be reasonably preserved with this established level of service for businesses, offices, restaurants, hotels, industries, residential condominiums or apartment complexes as these facilities generally produce a larger volume of waste or require more frequent service due to the character of the waste generated. Additionally, the volume of recyclable material generated at these facilities benefits from the provision of bulk recycling collection services provided by Orange County.
- (d) The sanitation superintendent shall be empowered to determine which uses and operations are required to contract for solid waste collection.
- (e) The sanitation superintendent in coordination with Orange County recycling staff will determine the size of dumpsters and recycling containers needed to serve any development that does not qualify for town service.
- (f) The specifications of the enclosure for such containers are detailed in the Unified Development Ordinance for Hillsborough.

**Sec. 11-17. Receptacles generally.**

All locations served by the town will be provided a rollout cart for solid waste for removal by the town. The following rules and regulations shall be observed:

- (a) Town-provided containers must be used so that automated trucks can be utilized. Bulk items or items too large to fit in the provided container will be serviced during bulk collection or via special collection only.
- (b) It is the property occupant's responsibility to ensure that vehicles do not block the container and that the container is accessible to the automated truck arm.
- (c) The property occupant will be responsible for keeping his container in a clean and sanitary condition.
- (d) Each address receiving service will be provided a single container. If a resident/occupant desires an additional container for regular service, one additional container will be provided following the payment of a fee established by the fee schedule. No location will receive regular collection from more than two containers.

**Sec. 11-18. Storage and collection practices—Premises required to have contracted service.**

- (a) The location of dumpsters shall be determined by the sanitation superintendent in consultation with Orange County Solid Waste staff and the owner of the premises concerned. In making this determination, the sanitation superintendent shall consider the needs of the occupants of the premises, the welfare of the occupants and neighbors, and local ordinances.

- (b) Dumpsters must be located on private property and serviced without interfering with traffic flow on the parcel or nearby public roads. The location must also be constructed in compliance with the Orange County Solid Waste Management Ordinance and screening requirements in the Hillsborough Unified Development Ordinance.
- (c) All solid wastes shall be stored in dumpsters pending collection.
- (d) All dumpsters shall be cleaned periodically to minimize offensive odors, and the tops or openings to all dumpsters shall be kept securely fastened at all times pending collection.
- (e) The premises owner or tenant shall contract for dumpster service adequate to keep the premises from becoming a nuisance. Service may only occur between 6:30 a.m. and 6:00 p.m. Monday -Saturday. Collection is not allowed on Sundays.
- (f) Locations required to have contracted service which have limited volume of waste may opt to contract for rollout cart service if offered by their service provider and:
  - (1) the location is outside the Central Commercial Zoning District and
  - (2) the location does not serve food or beverages as part of their business and
  - (3) the location can place rollout carts in a location where they can be safely served while not unduly interfering with traffic on the adjoining public street or
  - (4) the location has been provided a written exemption by the sanitation superintendent for the current occupant/operation (items 1-3 need not apply).

- Section 4.** Section 11-19 is amended to replace "dumpsters" in the heading with "town," The clause "With respect to premises not served by dumpsters:" is deleted and the sections are numbered consistent with the section.
- Section 5.** Section 11-19.1 is amended to replace "garbage" with "solid waste."
- Section 6.** Section 11-19.2 is amended to insert "before 7 a.m." after "collection" and "but no sooner than" before "4 p.m."
- Section 7.** Section 11-19.4 is amended to read: "The town reserves the right to refuse to collect solid waste not placed in the approved containers or containers not located in a manner accessible to the automated truck. The town may collect unapproved containers as solid waste."
- Section 8.** Sections 11-19.6-8 are deleted, and subsequent sections renumbered.
- Section 9.** Section 11-19.9 is amended to refer to Section 11.21 (not 11.20).
- Section 10.** Section 11-20, Other Regular Collection Services, is added to read as follows:
- (a) Yard waste/brush. The town provides weekly yard waste collection to locations receiving solid waste collection. The town may provide this service to commercial locations when the waste is not generated by commercial landscape services and otherwise meets the standards and limitations for yard waste. The standards and limitations will be established by the sanitation superintendent and published along with the collection calendar.

- (b) Bulk items will be collected once a month during the second full week of each month, using Sunday as the first day of the week. If the scheduled collection day falls on a town observed holiday, bulk items will be removed the following business day. Bulk items may be placed at the curbside no earlier than seven calendar days before the scheduled collection date.
- (c) Loose leaves will be collected by the town each fall for a period of not less than 10 weeks determined on the sanitation superintendent and published on the collection calendar. Loose leaves must be placed adjacent to the street so that they may easily be handled by the collector. No tree limbs, shrubs, or other materials may be mixed with the leaves. Outside of loose-leaf collection period, leaves may be collected with yard waste if properly bagged in biodegradable bags or otherwise required by the sanitation superintendent.

- Section 11.** Section 11-20, Special Collections is renumbered to Section 11-21 and the fee is amended to \$50.
- Section 12.** Section 11-21, Miscellaneous, is renumbered to 11-22 and subsection a is amended to add "and posted on the town website." after "office." The third sentence is deleted.
- Section 13.** Section 11-22, Limitations on solid waste materials collected by the town, is renumbered to 11-23 and the introduction is rewritten to read "The town does not provide collection of the following items due to either their degree of recyclability or hazardous nature. No person shall dispose of any of the following items in receptacles designated for town solid waste collection:"
- Section 14.** Section 11-23. Authorization for commercial solid waste disposal and collection franchise agreements within the Town of Hillsborough is deleted.
- Section 15.** Section 11-58.a is amended to replace "described earlier in section 11-31" with "defined in this chapter." And Section 11-58.e is correction to refer to Section 11-21.
- Section 16.** Section 11-60 and 11-62 are corrected to refer to Section 11-59. The reference to "this part II" is change to "this part" in Section 11-60.c.
- Section 17.** All provisions of any town ordinance in conflict with this ordinance are repealed.
- Section 18.** 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 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



## ORDINANCE

### Amending Chapter I4, Article VI, Section I4-48, Construction of Connections and the adopted FY2022 Fees, Rates, and Charges Schedule

The Hillsborough Board of Commissioners ordains:

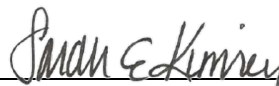
- Section 1.** Sections 14-48 (a)(1) and 14-48(b)(1) are hereby amended to add at the end of the first paragraphs, "Such contractor shall warranty their materials and workmanship for one year."
- Section 2.** Section 14-48(a)(1)(vi) shall be added to read, "Anyone caught making a connection to the water system without prior approval or notification will be charged a civil penalty in accordance with the town's adopted fees, rates, and charges schedule and potential civil or criminal charges. Licensed utility contractors will be reported to their licensing board and may be banned from working on the town's water system in the future."
- Section 3.** Section 14-48 (b)(1)(vii) is hereby added to read, "Anyone caught making a connection to the sewer system without prior approval or notification will be charged a civil penalty in accordance with the town's adopted fees, rates, and charges schedule and potential civil or criminal charges. Licensed utility contractors will be reported to their licensing board and may be banned from working on the town's sewer system in the future."
- Section 4.** There shall be established a civil penalty of \$1,000 for violation of new sections 14-48(a)(1)(vi) and 14-48(b)(1)(vii) which will be reflected in the town's adopted fees, rates, and charges schedule.
- Section 5.** All provisions of any town ordinance in conflict with this ordinance are repealed.
- Section 6.** 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 13<sup>th</sup> day of June in 2022.

Ayes: 5

Noes: 0

Absent or excused: 0

  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk

### **Town Board's Statement per N.C. Gen. Stat. 160D-605**

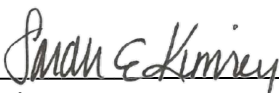
The Town of Hillsborough Town Board has received and reviewed the application of planning staff to amend the Town of Hillsborough Unified Development Ordinance as follows:

Amend and re-write Section 8. Code Enforcement, to improve the procedures of code enforcement action and outline tiered civil penalties.

The Hillsborough Town Board 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):

Code enforcement action needs to be taken quickly with clear compliance deadlines and expectations for civil penalties if code enforcement violations are not remedied in a timely manner. Improved code enforcement improves health and public safety and these proposed changes support the Vision 2030 goal of enhancing the responsive communication between citizens and government.

Adopted by the Town of Hillsborough Board of Commissioners this 13<sup>th</sup> day of June, 2022.

  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



## ORDINANCE

### Amending the Unified Development Ordinance of the Town of Hillsborough

The Hillsborough Board of Commissioners ordains:

## 8. ENFORCEMENT

### 8.1 PURPOSE AND APPLICABILITY

**8.1.1** *This section establishes procedures the Town may use to enforce the provisions of this Ordinance, and penalties for use in its enforcement.*

**8.1.2** *This section applies to any matter deemed a violation of this Ordinance.*

### 8.2 VIOLATIONS

*Each of the following is a violation of this Ordinance and subject to the remedies and penalties provided by this section and state law.*

**8.2.1 Development without Permit**

*Engaging in any development, use, construction, remodeling, or other activity of any nature regulated by this Ordinance without first obtaining all required permits, certificates or other forms of authorization required by this Ordinance.*

**8.2.2 Development Inconsistent with Permit**

*Engaging in any development, use, construction, remodeling, alteration of a site or landscape features, or other activity of any nature in any way inconsistent with any approved plan, permit, certificate, or other form of authorization granted for such activity This includes non-performance of routine and regular maintenance that does not sustain an approved development to the standards set forth in the development or permit approval.*

**8.2.3 Violation by Act or Omission**

*Violation by act or omission of any term, variance, modification, condition, or qualification placed by the Town Board, its agent boards or staff upon any required permit, certificate, or other form of authorization for the use, development or other activity upon land or improvements thereon.*

**8.2.4 Use in Violation**

*The erection, construction, reconstruction, alteration, repair, conversion, maintenance or use of any building or structure, or the use of any land in violation or contravention of this Ordinance, or any other regulation made under this Ordinance.*

#### **8.2.5 Subdivide in Violation**

*Subdivision of land in violation of this Ordinance, or transferring or selling land by reference to, exhibition of or any other use of a plat or map showing a subdivision of land before the plat or map has been approved under this Ordinance and recorded in the Orange County Register of Deeds office. The description by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring land does not exempt the transaction from violation of this Ordinance.*

#### **8.2.6 Violations of Referenced Manuals**

*Violation of any adopted manuals, standards, or other documents for which this Ordinance requires compliance.*

#### **8.2.7 Violations of Conditions of Approval**

*Violation of any conditions attached to a variance, Special Use Permit or other development approval authorized or required by this Ordinance.*

#### **8.2.8 Continue a Violation**

*Continuing any of the above violations is a separate and distinct offense. Each day that a violation continues constitutes a new and separate violation.*

### **8.3 RESPONSIBLE PERSONS**

*The owner, tenant, or occupant of any land or structure, or part thereof, and any architect, engineer, builder, contractor, agent, or other person who participates in, assists, directs, creates, or maintains (actively or passively) any situation contrary to the requirements of this Ordinance, may be held responsible for the violation and be subject to the penalties provided herein.*

### **8.4 INSPECTIONS AND INVESTIGATIONS**

#### **8.4.1 Inspections**

*Staff may upon presentation of proper credentials or inspection warrant, if necessary, enter onto any public or private property or premises within the Town's planning jurisdiction at any reasonable hour for purposes of inspection, determination of plan compliance, investigation of any complaints or violations, or other enforcement action. No person may obstruct, hamper, or interfere with staff while they carry out their duties.*

#### **8.4.2 Supporting Documentation**

*Staff may require written statements, certificates, certifications, or the filing of reports with respect to pertinent questions relating to complaints or alleged violations.*

#### **8.4.3 Failure to Comply**

*Staff's failure to observe or recognize conditions that violate this Ordinance does not relieve the responsible person(s) from responsibility for the resulting conditions or damages, if any, and does not result in staff liability for such conditions or damages.*

### **8.5 ENFORCEMENT PROCEDURE**

### **8.5.1 Enforcement Procedure**

*Staff, after inspecting/investigating an alleged violation and determining a violation exists, will notify the responsible person(s) of the violation.*

### **8.5.2 Notice of Violation**

*(a) Staff will give the responsible person(s) written notice by either certified or registered mail, first class mail, personal delivery, electronic delivery, or posting a notice conspicuously on the property, of the following:*

- (1) that the land, building, structure, sign, or use is in violation of this Ordinance;*
- (2) the nature of the violation including citation of the Ordinance provision or permit condition violated;*
- (3) necessary measures required to correct the violation;*
- (4) the date in which the violation must be corrected;*
- (5) that penalties may be assessed, or other corrective remedies pursued; and*
- (6) that the responsible person(s) has the right to appeal the Notice to the Board of Adjustment as specified in subsection 3.11, Appeal, of this Ordinance.*

*(b) If the notice by first class mail is not returned within 10 days of its mailing, and the registered or certified mail is returned, refused or unclaimed, service by first class mail shall be deemed sufficient. If only the notice by first class mail is used, a notice of violation shall also be posted in a conspicuous place on the premises in violation.*

### **8.5.3 Failure to Comply with Notice**

*Responsible persons failing to comply with a Notice of Violation where no appeal was taken, or the Board of Adjustment's final decision following an appeal are upheld, are subject to the remedies and penalties provided by state law and subsection 8.6, Remedies, of this Ordinance.*

## **8.6 REMEDIES**

### **8.6.1 Cumulative**

*All available remedies for violations of this Ordinance are cumulative. To the extent North Carolina law may limit the availability of a particular remedy for a certain violation, that remedy remains available for other violations or parts of the same violation.*

### **8.6.2 Repeat Violations**

*Responsible person(s) who repeat the same violation within a two-year period from the initial violation date will be considered in continued violation of the initial violation and*



*subject to additional penalties and remedies.*

**8.6.3 Referral to Town Attorney**

*In addition to other remedies provided by law, whenever the Planning Director has reasonable cause to believe that any person is violating this Ordinance, the matter may be referred to the Town Attorney.*

**8.6.4 Available Remedies**

*Any or all the following penalties and remedies may be used in enforcing this Ordinance.*

**8.6.4.1 Injunction or Other Relief**

*Violations of this Ordinance or of any permit condition, order, requirement, or remedy adopted pursuant to this Ordinance may be restrained, corrected, abated, mandated, or enjoined by other appropriate proceeding pursuant to state law. Institution of an action for injunctive relief does not relieve any party to such proceedings from issuance of civil penalties.*

**8.6.4.2 Civil Penalties**

*Responsible persons violating any provision of this Ordinance may be subject to the assessment of a civil penalty in accordance with subsection 8.7, Civil Penalty Assessment.*

**8.6.4.3 Conditional Permit or Temporary Certificate**

*Staff may condition the authorization of any permit or certificate upon the correction of the deficiency, payment of civil penalties within a specified time, or the posting of a compliance security in an amount using the calculation method specified by paragraph 3.14.12, Authorizing Occupancy Before Completion of Development.*

**8.6.4.4 Stop Work Orders**

*Whenever a building, structure, sign, or part thereof is being constructed, reconstructed, altered, or repaired in violation of this Ordinance, staff may order the work to be immediately stopped. The stop work order must be directed to the owner, occupant, or person doing the work and state the specific work to be stopped, the specific reasons for the stoppage and the conditions under which the work may be resumed. Delivery shall be by personal delivery, electronic delivery, or first-class mail.*

**8.6.4.5 Revocation of Permits or Certificates**

*(a) Zoning Compliance Permits: Staff may revoke and require the return of a permit by notifying the permit holder in writing stating the reason for the revocation. Permits or certificates may be revoked for any substantial departure from the approved application, plans, or specifications, the refusal or failure to comply with the requirements of state or local laws, or false*

*statements or misrepresentations made in securing the permit or certificate. Any permit or certificate mistakenly issued in violation of an applicable state or local law may also be revoked.*

*(b) **Special Use Permits:** Before a Special Use Permit may be revoked, all the notice, hearing, and other applicable requirements of subsection 3.8, Special Use Permit, shall be complied with. The notice shall inform the permit recipient of the alleged grounds for the revocation. In hearing cases involving Special Use Permit revocation:*

- 1. The burden of presenting evidence sufficient to authorize the Board of Adjustment to conclude that a Special Use Permit should be revoked shall be upon the party advocating that position.*
- 2. The burden of persuasion shall also be upon that party. A motion to revoke a permit shall include, insofar as practicable, a statement of the specific reasons or findings of fact that support the motion.*

**8.6.4.6 Denial of Permits or Certificates**

*Staff may deny issuance of a Zoning Compliance Permit or refuse to sign off on a Certificate of Occupancy/Compliance relative to property on which a violation exists. Additionally, staff may recommend denial of any permit, certificate or approval sought from a Town-appointed board charged with issuing permits, certificates, and approvals by this Ordinance if there are ongoing violations on the property for which such permit is sought.*

**8.6.4.7 Abatement**

- (a) The Planning Director is authorized to summarily abate any violation that continues to exist after the expiration of the correction period provided in subsection 8.7, Civil Penalty Assessment.*
- (b) The expense of the action shall be paid by the responsible person(s) in default.*
- (c) If the expense is not paid, it is a lien on the land or premises where the abatement action occurred. The lien shall have the same priority and be collected as unpaid ad valorem taxes.*
- (d) The expense of the action is also a lien on any other real property within the Town's planning jurisdiction owned by the responsible person(s) in default, except for the responsible person's primary residence. This secondary lien is inferior to all prior liens and shall be collected as a money judgment.*
- (e) The provisions of this sub-paragraph do not apply if the responsible person(s) in default can show that the violation was created solely by the actions of another.*

**8.6.4.8 State and Common Law Remedies**

*In addition to other enforcement provisions contained in this subsection, the Town may exercise all enforcement powers granted to it by state law or common law.*

**8.6.4.9 Previous Enforcement**

*Nothing in this Ordinance prohibits continuation of previous enforcement actions.*

## **8.7 CIVIL PENALTY ASSESSMENT**

**8.7.1 Notice**

*Civil penalties may not be assessed until the responsible person(s) alleged to be in violation has been notified in accordance with paragraph 8.5.2, Notice of Violation. If the responsible person(s) fails to take corrective action or file an appeal after receiving notice, then a civil penalty may be imposed in the form of a citation. The citation shall be served in the same manner as a notice of violation. The citation shall state the nature of the violation, the civil penalty to be imposed, and direct the responsible person(s) to pay the civil penalty within 15 days of the citation's issuance date.*

**8.7.2 Continuing Violations**

*The responsible person(s) will be guilty of an additional and separate offense, and subject to an additional civil penalty, for each day the violation remains uncorrected.*

**8.7.3 Penalty Amounts**

**8.7.3.1** *Civil Penalties for Violations Excepting Stormwater Management Violations:* *The following table contains the schedule for civil penalty assessments that may be levied for violations of all sections of this Ordinance excepting subsection 6.20, Stormwater Management (see item 8.7.3.2, Civil Penalties for Stormwater Management Violations, below):*

<b>Notice</b>	<b>Civil Penalty Amount</b>
<i>1<sup>st</sup> Violation</i>	<i>\$200.00</i>
<i>2<sup>nd</sup> Violation</i>	<i>\$300.00</i>
<i>3<sup>rd</sup> Violation</i>	<i>\$400.00</i>
<i>4<sup>th</sup> and Subsequent Violations</i>	<i>\$500.00</i>

**8.7.3.2** *Civil Penalties for Stormwater Management Violations:* *Civil penalties for violations of subsection 6.20, Stormwater Management, are set by NCGS 143-215.6A. The statutory civil penalty limit is \$25,000.00 per violation and, for continuous violations, \$25,000.00 per violation per day.*

**8.7.4 Demand for Payment**

**8.7.4.1 Notice**

*Staff will determine the civil penalty amount to be assessed and make written demand for payment upon the responsible person(s). The demand must include a description of the violation. Separate notices must be provided for the first, second, third and fourth violation. Penalties may be assessed and accrue daily, without further notice to the responsible person(s) after the fourth notice is sent.*

**8.7.4.2 Referral to Town Attorney**

*If payment is not received within 30 days after written demand for payment is made, the Planning Director may refer the matter to the Town Attorney who is authorized to institute a civil action in the name of the Town in the appropriate division of the General Court of Justice for recovery of the penalty.*

**8.7.4.3 Adjustment**

*Staff may reduce the assessed penalties based on criteria set forth in 8.7.4.5. Modification of penalties is at the sole discretion of the Planning Director.*

**8.7.4.4 Nonpayment**

*If payment is not received or equitable settlement reached within 30 days after demand for payment is made, the matter shall be referred to the Town Attorney to institute a civil action for recovery of the penalty.*

**8.7.4.5 Factors to Consider in Assessing Penalties**

*Civil penalties shall be assessed where new and continuing violations of this ordinance exist. Adjustments may be granted when requested in writing by the responsible person(s) outlining the justifications of such adjustments. Situations involving adjustments may include performance-based progress made on violations. No adjustments shall be issued for a lack of timely action by responsible person(s).*

**The existing subsection number for subsection 8.9 (Prevention of Demolition by Neglect), changes to 8.8. No changes are being proposed to the subsection on demolition by neglect.**


The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 13<sup>th</sup> day of June in 2022.

Ayes: 5

Noes: 0

Absent or excused: 0



  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



## PROCLAMATION

### Observance of National Pollinator Week

June 20-26, 2022

**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

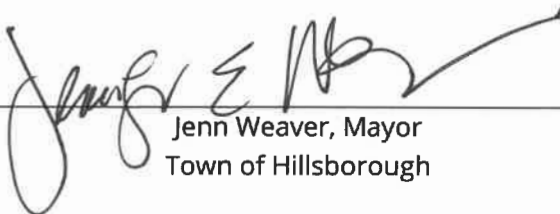
**WHEREAS**, the Town of Hillsborough provides recommendations to developers and residents regarding landscaping to promote wise conservation stewardship, including the protection of pollinators and maintenance of their habitats in urban and suburban environments; and

**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 20 through 26, 2022 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 13th day of June in the year 2022.



  
Jenn Weaver, Mayor  
Town of Hillsborough



## PROCLAMATION

### Commemorating 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

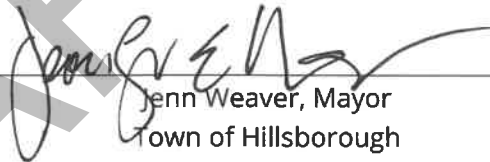
**WHEREAS**, slavery was not officially abolished until ratification of the Thirteenth Amendment to the United States Constitution by the required 27 of the then 36 states on Dec. 6, 1865, and the abolishment of slavery and involuntary servitude, except as punishment for a crime, was proclaimed on Dec. 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, 156 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 13th day of June in the year 2022.



  
Jenn Weaver, Mayor  
Town of Hillsborough





## RESOLUTION

### Appointing Town Manager as Finance Officer and Designating Bank Depository Signatories

**WHEREAS**, North Carolina General Statute 159-24 states each local government and public authority shall appoint a finance officer; and

**WHEREAS**, the finance officer is responsible for providing financial safeguards and ensuring that all duties of the finance office are adequately and efficiently covered; and

**WHEREAS**, Town Manager Eric Peterson is qualified to serve in the position of finance officer; and

**WHEREAS**, internal controls are an integral part of the organization and this appointment will improve the segregation of duties; and

**WHEREAS**, having a finance officer will help ensure that all duties of the Hillsborough Financial Services Department are adequately and effectively covered; and

**WHEREAS**, North Carolina General Statute 159-25(b) states all checks or drafts on an official depository shall be signed by the finance officer and countersigned by another official of the local government or public authority; and

**WHEREAS**, Eric Peterson, in his capacity as finance officer, shall sign all checks or drafts on town depositories; and the mayor shall countersign all checks and drafts; and

**WHEREAS**, Assistant Town Manager Margaret Hauth shall serve as secondary signatory to countersign all checks and drafts on town depositories;

**NOW, THEREFORE**, be it resolved the Hillsborough Board of Commissioners hereby appoints Town Manager Eric Peterson as finance officer.

**BE IT FURTHER RESOLVED**, the Hillsborough Board of Commissioners hereby designates Assistant Town Manager Margaret Hauth as secondary signatory on town depositories.

Approved this 13<sup>th</sup> day of June in the year 2022.



  
Jenn Weaver, Mayor  
Town of Hillsborough



### **Town Board's Statement per N.C. Gen. Stat. 160D-605**

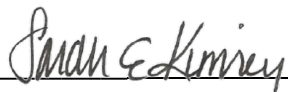
The Town of Hillsborough Town Board has received and reviewed the application of applicant Laurel Kilgore to amend the Town of Hillsborough Unified Development Ordinance as follows:

Amend the Table of Permitted Uses to allow the use 'gallery/museum' as permitted by right in the Agricultural Residential (AR) zoning district.

The Hillsborough Town Board 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 proposed text amendment seeks to allow a use that encourages sustaining existing historic structures and land, preventing premature development, providing outreach to desirable business opportunities in the zoning district consistent with Town Vision 2030 and Future Land Use plans.

Adopted by the Town of Hillsborough Board of Commissioners this 13<sup>th</sup> day of June, 2022.

  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



# ORDINANCE

## Amending the Unified Development Ordinance of the Town of Hillsborough

The Hillsborough Board of Commissioners ordains:

The Table of Permitted Uses of the Unified Development Ordinance of the Town of Hillsborough allows the use 'Gallery/Museum' by right in the Agricultural Residential zoning district.

5.1.7 TABLE: USE TABLE FOR RESIDENTIAL DISTRICTS												
P = Permitted by Right	SUP = Permitted with a Special Use Permit						+ = When also in the Plus Overlay district					
	AR	R-40	R-20	R-15	R-10	MF	MHP	PW	PWCA	MFSU	ALN	RSU
Food Preparation Business												
Funeral Home												
Gallery/Museum	P											SUP
Government Maintenance Yard												
Greenhouses/Nursery	P											
Group Care Facility	P	P	P	P	P							
Health Care Facility												
Health/Fitness Club												
Homeless Shelter			SUP	SUP	SUP			SUP	SUP	SUP	SUP	
Hospitals												
Hotels & Motels												
Junkyard/Outside Storage of Junked or Wrecked Motor Vehicles												
Kennels, Boarding	SUP											
Library												
Manufacturing Complex												
Meeting Facility												SUP
Mobile Home Park							P					
Motor Vehicle Fuel Station												
Motor Vehicle Maintenance, & Service												
Motor Vehicle Repair												
Motor Vehicle Sales & Rentals												
Office operations												
Offices and professional services												
Order Fulfillment Center												
Outlet sales												

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 13<sup>th</sup> day of June in 2022.

Ayes: 3  
Noes: 2  
Absent or excused: 0



*Sarah E. Kimrey*  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk

### **Town Board's Statement per N.C. Gen. Stat. 160D-605**


The Town of Hillsborough Town Board has received and reviewed the application of DBC54 LLC & SFTEN LLC, subsidiaries of DR Horton to amend the Town of Hillsborough Official Zoning Map and Future Land Use Map as follows:

Rezone 4.38 acres (a portion of PIN(s) 9874003410 and 9874104407) from HIC (High Intensity Commercial) and RSU (Residential Special Use) to MF (Multi-Family). Update the Future Land Use Plan for this parcel from Retail Services to Mixed Residential Neighborhood.

The Hillsborough Town Board 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 approved residential zoning and use of the adjacent parcel and Collins Ridge development. The future land use is consistent with the adjacent parcel already designated as Mixed Residential Neighborhood.

Adopted by the Town of Hillsborough Board of Commissioners this 13<sup>th</sup> day of June, 2022.

  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



## ORDINANCE

### Amending the Zoning Map and Future Land Use Plan Map of the Town of Hillsborough

The Hillsborough Board of Commissioners ordains:

- Section 1.** An application has been made for the zoning map and future land use plan 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 and future land use plan map 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 reasonable and in the public interest.
- Section 4.** The Official Zoning Map of the Town of Hillsborough is hereby amended to rezone 4.38 acres from High Intensity Commercial (HIC) and Residential Special Use (RSU) to Multi-Family (MF) (OC PIN(s) 9874003410 and 9874104407). The Future Land Use Map is hereby amended to change this area noted as Retail Services to Mixed Residential Neighborhood.
- Section 5.** The legal description of this parcel area is as follows: BEING A PORTION OF THE DANIEL BOONE RECREATION PARK AND CAMPGROUNDS AS SHOWN ON PLAT BOOK 22, PAGE 170 OF THE ORANGE COUNTY REGISTRY; ALSO A PORTION OF THE ELIZABETH COLLINS HEIRS PROPERTY AS SHOWN ON PLAT BOOK 115, PAGE 129 OF THE ORANGE COUNTY REGISTRY. BEING MORE PARTICULARLY DESCRIBED AS:  
COMMENCING AT AN IRON PIPE AT THE SOUTHWEST CORNER OF THE LOT SHOWN ON PLAT BOOK 36, PAGE 52 OF THE ORANGE COUNTY REGISTRY; THENCE WITH THE SOUTH LINE OF SAID LOT SOUTH 86°45'57" EAST A DISTANCE OF 455.01 FEET TO AN IRON PIPE, THE SOUTHEAST CORNER OF SAID LOT; THENCE SOUTH 86°45'57" EAST A DISTANCE OF 59.79 FEET TO AN IRON PIPE; THENCE SOUTH 86°48'46" EAST A DISTANCE OF 444.38 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 86°48'46" EAST A DISTANCE OF 367.13 FEET TO AN IRON PIPE IN OLD CHAPEL HILL ROAD, AS SHOWN ON PLAT BOOK 22, PAGE 170, BEING ALSO THE WEST LINE OF ELIZABETH COLLINS HEIRS, AS SHOWN ON PLAT BOOK 115, PAGE 129; THENCE WITH SAID WEST LINE SOUTH 07°22'14" EAST A DISTANCE OF 229.47 FEET TO AN IRON PIPE; THENCE SOUTH 07°22'14" EAST A DISTANCE OF 31.54 FEET TO A POINT; THENCE NORTH 88°50'46" EAST A DISTANCE OF 166.62 FEET TO A POINT; THENCE WITH A CURVE TO THE RIGHT A RADIUS OF 500.00 FEET, AN ARC LENGTH OF 42.60 FEET, A CHORD BEARING OF SOUTH 04°50'17" EAST, A CHORD LENGTH OF 42.59 FEET TO A POINT; THENCE SOUTH 88°50'46" WEST A DISTANCE OF 171.64 FEET TO A POINT; THENCE SOUTH 10°16'03" WEST A DISTANCE OF 169.74 FEET TO A POINT; THENCE SOUTH 52°10'01" WEST A DISTANCE OF 18.10 FEET TO A POINT; THENCE NORTH 90°00'00" WEST A DISTANCE OF 169.02 FEET TO A POINT; THENCE NORTH 82°36'38" WEST A DISTANCE OF 176.90

FEET TO A POINT; THENCE NORTH 01°09'14" WEST A DISTANCE OF 477.27 FEET TO THE POINT OF BEGINNING; CONTAINING 190,701 SQUARE FEET OR 4.38 ACRES.

**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 13<sup>th</sup> day of June in 2022.

Ayes: 5

Noes: 0

Absent or excused: 0



  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk

DRAFT

**From:** [Town of Hillsborough](#)  
**To:** [Jenn Weaver](#); [Robb English](#); [Evelyn Lloyd](#); [Kathleen Ferguson](#); [Mark Bell](#); [Matt Hughes](#); [Sarah Kimrey](#); [Eric Peterson](#); [Margaret Hauth](#)  
**Subject:** Contact form message: Comments re: Budget  
**Date:** Monday, June 13, 2022 11:40:49 AM

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Stephani Kilpatrick sent the message below via the Town of Hillsborough website "Contact Mayor and Commissioners" form. To respond, reply to this email or contact [skilpatrick@ifcmailbox.org](mailto:skilpatrick@ifcmailbox.org).

Hi! I'd like to submit the following public comments for tonight's Town Council meeting. My name is Stephani Kilpatrick and I'm a resident of Orange County and a staff member of IFC. I'm writing to ask you to support an Inter-Local Agreement with IFC to fund our county's only homeless shelters - and to do so in this budget cycle. I'll share an experience that explains why I feel this is important and urgent. When I worked at IFC Community House men's shelter, there was a man - his name was Steven - who couldn't stay at the shelter. So he started camping in the wooded area just outside the shelter. Because of my position it was my responsibility to tell him he couldn't do that, because of the rules in the neighborhood. As I was leaving that interaction with Steven, it started to rain. I was getting to drive away in my car, to my home. Many of us get to do that at the end of each day - go home. But not all of us get to do that. Some of us, like Steven, are left to fend for themselves in the elements, and figure it out - figure out a place to go. That was my lowest point in 10 years of working in the shelters - to stand there and tell another human being - you can't be anywhere. I was basically saying to him: We've created a system that totally leaves you out. It doesn't allow for you to have housing. It doesn't allow for you to have shelter. It doesn't even allow you to be outside. All the while, many of us benefit from this system. Luckily, you have some influence over that system, at least in our community. To look at another human being and say "There's nowhere for you" chipped away at my soul. I can only imagine what it did to his. We can't treat each other that way - it's not healthy for any of us. That's not why I got into this work. I got into this work to be part of the solution, and I know you did too. The very least we can do is to provide shelter, protection from the elements, a place to be. That's why this inter-local agreement to provide funding for shelter is so important and so urgent - to make sure that every member of our community has a place to be. We see more and more people in the shelters from all over our county - including Hillsborough - places that used to be affordable, but no longer are. As housing costs sky rocket across our county, people are being pushed out of areas where they may have grown up and/or lived for years. I know the Town of Hillsborough and other local municipalities are working on affordable housing, but we need a place for people to go to be safe and out of the elements in the meantime. Thank you for considering the inter-local agreement request. -Stephani Kilpatrick

## BUDGET ORDINANCE

### FISCAL YEAR 2022-23 BUDGET ORDINANCE TOWN OF HILLSBOROUGH

Other	10,000
Retained Earnings Appropriated	<u>486,586</u>
	\$11,525,086

Be it ordained by the Board of Commissioners of the Town of Hillsborough, North Carolina:

#### SECTION I. GENERAL FUND:

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

Current & Prior Year Property Taxes	\$ 9,093,700
Local Option Sales Tax	2,474,060
Licenses, Permits and Fees	136,000
Intergovernmental Revenue	1,350,500
Other	115,966
Investment Earnings	1,000
Transfers	0
Debt Issuance Proceeds	0
Fund Balance Appropriation	<u>743,482</u>
	\$ 13,914,708

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, 2022 and ending June 30, 2023 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Governing Body	\$ 159,935
Administration	875,622
Accounting	380,205
Planning	1,320,886
Public Space	1,206,076
Facility Management	371,227
Safety & Risk Management	101,548
Information Services	452,645
Police	4,089,281
Fire	1,678,286
Fleet Maintenance	459,840
Streets	1,132,916
Solid Waste	776,239
Cemetery	5,350
Special Appropriations	604,652
Contingency	<u>300,000</u>
	\$13,914,708

#### SECTION II. 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, 2022 and ending June 30, 2023:

Licenses, Permits, and Fees	\$11,028,500
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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, 2022, and ending June 30, 2023 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Administration of Enterprise	\$ 2,694,500
Utilities Administration	580,985
Billing & Collections	849,105
Water Treatment Plant	1,210,072
West Fork Eno Reservoir	904,400
Water Distribution	1,350,832
Wastewater Collection	1,195,894
Wastewater Treatment Plant	2,339,298
Contingency	<u>400,000</u>
	\$11,525,086

#### SECTION III. STORMWATER FUND:

It is estimated that the following revenues will be available in the Stormwater Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

Licenses, Permits, and Fees	\$ 697,535
Retained Earnings Appropriated	<u>70,728</u>
	\$ 768,263

The following amounts are hereby appropriated in the Stormwater Fund for the operation of the stormwater utilities for the fiscal year beginning July 1, 2022, and ending June 30, 2023 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Stormwater	<u>\$ 768,263</u>
	\$ 768,263

#### SECTION IV. SPECIAL ASSESSMENT DISTRICT:

Revenues totaling \$604,050 are hereby approved for the following line-items:

Special Assessment Taxes Collected	<u>\$ 604,050</u>
	\$ 604,050

A total of \$604,050 is hereby authorized to be expended from Special Assessment District:

Payments - Regions Bank	<u>\$ 604,050</u>
	\$ 604,050

**SECTION V. 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, 2022, 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 \$1,441,894,000 and an estimated rate of collection of 97.00% and an estimated total valuation of motor vehicles of \$91,050,000 and an estimated rate of collection of 97.00%.

**SECTION VI. FEES, RATES 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 VII. 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 VIII. BUDGET ORDINANCE:**

Copies of this Budget Ordinance shall be filed with the finance officer, budget officer and the clerk of the governing board of this town.

Adopted this 13<sup>th</sup> day of June, 2022.

**NORTH CAROLINA  
ORANGE COUNTY**

I, Sarah Kimrey, Town Clerk, hereby certify that the foregoing is a true and accurate copy of the 2022-23 Budget Ordinance which will be recorded in the Town of Hillsborough Minute Book.

**IN WITNESS WHEREOF**, I have hereunto set my hand and have caused the official corporate seal of said Town to be affixed, this the 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

  
Sarah Kimrey, Town Clerk





**TOWN OF HILLSBOROUGH  
CAPITAL PROJECT ORDINANCE  
GREENWAY SOUTH SYSTEM**

BE IT ORDAINED by the Town of Hillsborough Board of Commissioners 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: This ordinance is a capital project ordinance authorizing the Greenway South System.

Section 2: The officers of this government unit are hereby directed to proceed with this capital project ordinance within the terms of the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

Greenway South System	<u>\$ 150,000</u>
TOTAL	\$ 150,000

Section 4: The following amounts are appropriated for this project:

Greenway South System	<u>\$ 150,000</u>
TOTAL	\$ 150,000

Section 5: 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 6: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
CAPITAL PROJECT ORDINANCE  
CATES CREEK SKATE PARK**

BE IT ORDAINED by the Town of Hillsborough Board of Commissioners 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: This ordinance is a capital project ordinance authorizing the Cates Creek Skate Park.

Section 2: The officers of this government unit are hereby directed to proceed with this capital project ordinance within the terms of the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

Cates Creek Skate Park	<u>\$ 20,000</u>
TOTAL	\$ 20,000

Section 4: The following amounts are appropriated for this project:

Cates Creek Skate Park	<u>\$ 20,000</u>
TOTAL	\$ 20,000


Section 5: 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 6: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah 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	\$2,225,982	\$100,000	\$2,325,982

**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	\$2,225,982	\$100,000	\$2,325,982

**Section 3.** 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 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



## ORDINANCE

### Capital Project Amendment

### Connectivity

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>
Connectivity	\$72,500	\$20,000	\$92,500

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Connectivity	\$72,500	\$20,000	\$92,500

**Section 3.** 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 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk

**TOWN OF HILLSBOROUGH  
CAPITAL PROJECT ORDINANCE  
ENO RIVER INTERCEPTORS**

BE IT ORDAINED by the Town of Hillsborough Board of Commissioners 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: This ordinance is a capital project ordinance authorizing the Eno River Interceptors.

Section 2: The officers of this government unit are hereby directed to proceed with this capital project ordinance within the terms of the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

Eno River Interceptors	<u>\$ 750,000</u>
TOTAL	\$ 750,000

Section 4: The following amounts are appropriated for this project:

Eno River Interceptors	<u>\$ 750,000</u>
TOTAL	\$ 750,000

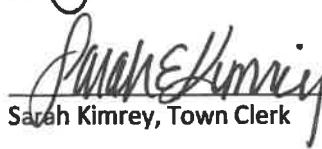
Section 5: This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 6: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
CAPITAL PROJECT ORDINANCE  
OWASA BOOSTER PUMP STATION**

BE IT ORDAINED by the Town of Hillsborough Board of Commissioners 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: This ordinance is a capital project ordinance authorizing the OWASA Booster Pump Station.

Section 2: The officers of this government unit are hereby directed to proceed with this capital project ordinance within the terms of the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

OWASA Booster Pump Station	<u>\$ 90,000</u>
TOTAL	\$ 90,000

Section 4: The following amounts are appropriated for this project:

OWASA Booster Pump Station	<u>\$ 90,000</u>
TOTAL	\$ 90,000

Section 5: 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 6: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
CAPITAL PROJECT ORDINANCE  
US-70 BUSINESS WATER MAIN IMPROVEMENTS**

BE IT ORDAINED by the Town of Hillsborough Board of Commissioners 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: This ordinance is a capital project ordinance authorizing the US-70 Business Water Main Improvements.

Section 2: The officers of this government unit are hereby directed to proceed with this capital project ordinance within the terms of the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

US-70 Business Water Main Improvements	<u>\$ 30,000</u>
TOTAL	\$ 30,000

Section 4: The following amounts are appropriated for this project:

US-70 Business Water Main Improvements	<u>\$ 30,000</u>
TOTAL	\$ 30,000

Section 5: 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 6: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
CAPITAL PROJECT ORDINANCE - AMENDMENT  
RIVER PUMP STATION**

BE IT ORDAINED by the Town of Hillsborough Board of Commissioners 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:

	<u>Current Budget</u>	<u>+/-</u>	<u>Amended Budget</u>
River Pump Station	\$433,800	\$3,015,000	\$3,448,800

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

	<u>Current Budget</u>	<u>+/-</u>	<u>Amended Budget</u>
River Pump Station	\$433,800	\$3,015,000	\$3,448,800

Section 3: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
\_\_\_\_\_  
Jenn Weaver, Mayor

Attest:

  
\_\_\_\_\_  
Sarah Kimrey, Town Clerk





**TOWN OF HILLSBOROUGH  
CAPITAL PROJECT ORDINANCE - AMENDMENT  
GOVERNOR BURKE RD WATER MAIN REPLACEMENT**

BE IT ORDAINED by the Town of Hillsborough Board of Commissioners 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:

	<u>Current Budget</u>	<u>+/-</u>	<u>Amended Budget</u>
Governor Burke Rd Water Main Replacement	\$30,000	\$200,000	\$230,000

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


	<u>Current Budget</u>	<u>+/-</u>	<u>Amended Budget</u>
Governor Burke Rd Water Main Replacement	\$30,000	\$200,000	\$230,000

Section 3: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
\_\_\_\_\_  
Jenn Weaver, Mayor

Attest:

  
\_\_\_\_\_  
Sarah Kimrey, Town Clerk





## ORDINANCE

### Capital Project Amendment

### Fire 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>
Fire Station	\$75,000	\$150,000	\$225,000

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Fire Station	\$75,000	\$150,000	\$225,000

**Section 3.** 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  
13th day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



## ORDINANCE

### Capital Project Amendment

### Fiber Loop

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>
Fiber Loop	\$300,000	\$50,000	\$350,000

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Fiber Loop	\$300,000	\$50,000	\$350,000

**Section 3.** 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  
13th day of June in 20 22.

Ayes: 5  
Noes: 0  
Absent or excused: 0



  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk

**TOWN OF HILLSBOROUGH  
GRANT PROJECT ORDINANCE  
AMERICAN RESCUE PLAN – CLARIFIER COATINGS**

BE IT ORDAINED by the Board of Commissioners of the Town of Hillsborough, North Carolina, that, pursuant to N.C.G.S. 159-13.2, the following grant project ordinance is hereby adopted:

**Section 1:** The project authorized by this ordinance is to re-coat the clarifiers at the wastewater treatment plant.

**Section 2:** The officers of this governmental unit are hereby directed to proceed with this grant project within the guidelines set by the budget contained herein.

**Section 3:** The following revenues are anticipated to be available to complete this project:

American Rescue Plan	<u>\$190,000</u>
<b>TOTAL</b>	<b>\$190,000</b>

**Section 4:** The following amounts are available for expenditure for the project:

Clarifier Coatings	<u>\$190,000</u>
<b>TOTAL</b>	<b>\$190,000</b>

**Section 5:** This ordinance shall be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

**Section 6:** 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
GRANT PROJECT ORDINANCE  
AMERICAN RESCUE PLAN – GALVANIZED WATER MAIN REPLACEMENT**

**BE IT ORDAINED** by the Board of Commissioners of the Town of Hillsborough, North Carolina, that, pursuant to N.C.G.S. 159-13.2, the following grant project ordinance is hereby adopted:

- Section 1:** The project authorized by this ordinance is to replace and upsize galvanized water mains.
- Section 2:** The officers of this governmental unit are hereby directed to proceed with this grant project within the guidelines set by the budget contained herein.
- Section 3:** The following revenues are anticipated to be available to complete this project:
- |                      |                 |
|----------------------|-----------------|
| American Rescue Plan | <u>\$60,000</u> |
| TOTAL                | \$60,000        |
- Section 4:** The following amounts are available for expenditure for the project:
- |                                   |                 |
|-----------------------------------|-----------------|
| Galvanized Water Main Replacement | <u>\$60,000</u> |
| TOTAL                             | \$60,000        |
- Section 5:** This ordinance shall be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.
- Section 6:** 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
GRANT PROJECT ORDINANCE  
AMERICAN RESCUE PLAN – LAWNDAL BASIN REHABILITATION**

**BE IT ORDAINED** by the Board of Commissioners of the Town of Hillsborough, North Carolina, that, pursuant to N.C.G.S. 159-13.2, the following grant project ordinance is hereby adopted:

**Section 1:** The project authorized by this ordinance is to rehabilitate the Lawndale sewer basin.

**Section 2:** The officers of this governmental unit are hereby directed to proceed with this grant project within the guidelines set by the budget contained herein.

**Section 3:** The following revenues are anticipated to be available to complete this project:

American Rescue Plan	<u>\$935,000</u>
TOTAL	\$935,000

**Section 4:** The following amounts are available for expenditure for the project:

Lawndale Basin Rehabilitation	<u>\$935,000</u>
TOTAL	\$935,000

**Section 5:** This ordinance shall be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

**Section 6:** 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
GRANT PROJECT ORDINANCE  
AMERICAN RESCUE PLAN – HYDRANT AND VALVE PROJECT**

BE IT ORDAINED by the Board of Commissioners of the Town of Hillsborough, North Carolina, that, pursuant to N.C.G.S. 159-13.2, the following grant project ordinance is hereby adopted:

- Section 1: The project authorized by this ordinance is to replace fire hydrants.
- Section 2: The officers of this governmental unit are hereby directed to proceed with this grant project within the guidelines set by the budget contained herein.
- Section 3: The following revenues are anticipated to be available to complete this project:
- |                      |                  |
|----------------------|------------------|
| American Rescue Plan | <u>\$200,000</u> |
| TOTAL                | \$200,000        |
- Section 4: The following amounts are available for expenditure for the project:
- |                           |                  |
|---------------------------|------------------|
| Hydrant and Valve Project | <u>\$200,000</u> |
| TOTAL                     | \$200,000        |
- Section 5: This ordinance shall be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.
- Section 6: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk



**TOWN OF HILLSBOROUGH  
GRANT PROJECT ORDINANCE  
AMERICAN RESCUE PLAN – MCADAMS ROAD WATER MAIN REPLACEMENT**

BE IT ORDAINED by the Board of Commissioners of the Town of Hillsborough, North Carolina, that, pursuant to N.C.G.S. 159-13.2, the following grant project ordinance is hereby adopted:

Section 1: The project authorized by this ordinance is to replace the water main along McAdams Road.

Section 2: The officers of this governmental unit are hereby directed to proceed with this grant project within the guidelines set by the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

American Rescue Plan	<u>\$350,000</u>
TOTAL	\$350,000

Section 4: The following amounts are available for expenditure for the project:

McAdams Road Water Main Replacement	<u>\$350,000</u>
TOTAL	\$350,000

Section 5: This ordinance shall be amended in any manner so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 6: 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.

Adopted this 13<sup>th</sup> day of June, 2022.

  
Jenn Weaver, Mayor

Attest:

  
Sarah Kimrey, Town Clerk







# Fees & Charges Schedule

## FY2023 Operating & Capital Budget

### Accounting

Description	Rate	Basis
Food & Beverage		
Food & Beverage Tax (failure to pay)	\$ 500.00	Not to exceed \$500.00
Single-Day Pre-Paid Food & Beverage Fee	\$ 15.00	
Mobile Food Vendor Permit Fee <sup>1</sup>	\$ 50.00	
Beer and Wine License		
On-premise malt beverage	\$ 15.00	
Off-premise malt beverage	\$ 5.00	
On-premise unfortified wine, on-premise fortified wine, or both	\$ 15.00	
Off-premise unfortified wine, off-premise fortified wine, or both	\$ 10.00	
<sup>1</sup> Mobile food vendor permits are valid as long as permit holder timely files Food & Beverage tax receipts and reports.		

### Administration

Description	Rate	Basis
Photocopies	\$ 0.10	per page
Laser Printer Copies	\$ 0.10	per page
Town Clerk Certified Copies	\$ 1.00	per page
Board of Commissioners Meeting Notification Listing	\$ 20.00	annually
Town Code:		
Bound Copy	\$ 40.00	
Unbound Copy	\$ 25.00	
Supplements	\$ 0.10	per page
Motor Vehicle License Fee	\$ 30.00	per vehicle
Franchise Fees (Cable)		5% of gross receipts

### Billing & Collections

Description	Rate	Basis
Returned Check / Bank Draft Fee	\$ 25.00	per occurrence
Disconnect / Reconnect for Returned Item	\$ 40.00	per occurrence
Connection Fee	\$ 20.00	
Security Deposits:		
Water/Sewer Service		
Inside Town	\$ 75.00	
Outside Town	\$ 150.00	
Delinquent Fee	\$ 40.00	
Late Fee (after 25th of month)	15%	
Reconnection Fee:		
Business Hours	No Charge	
After Hours (Town Error)	No Charge	
Same Day Turn-On Service	\$ 50.00	
After Hours (Customer Request)	\$ 50.00	
Account Servicing Fee for Payments Made with Unwrapped Coins		
A \$1.00 fee for 100 coins or fraction thereof that the town is required to count in excess of the first \$10.00 of unwrapped coins submitted for payment of the utility bill.	\$ 1.00	per 100 coins
Water Use Reduction Rebate		
One time rebate per water and/or sewer customer for new or replacement installation of low-flow faucets, showerheads and toilets (receipt or billing invoice of work required).	\$ 10.00	per customer

## Cemetery

Description	Rate	Basis
Lot Fee:		
Resident	\$ 500.00	
Non-Resident	\$ 1,000.00	
Lot Transfer		
Transfer Between One Pair of Lots	No Charge	
Transfer Between 3 or More Lots	\$ 50.00	per pair of lots

## Planning

Description	Rate	Basis
<b>Special Event Permits</b>		
Public and Private Events on Private Property	\$ 20.00	
Public and Private Events on Public Property	\$ 35.00	
Street or Greenway Events	\$ 55.00	
<b>Applications for Review</b>		
Future Land Use Plan or Comprehensive Plan Amendment	\$ 300.00	
Unified Development Ordinance Text Amendment	\$ 300.00	
Rezoning to Conditional district	The greater of \$2,000 or \$200	per acre
Rezoning to general purpose or overlay district	The greater of \$500 or \$50	per acre
Special Use Permit	The greater of \$1,000 or \$200	per acre
SUP Modification Requiring Public Hearing	\$ 500.00	
SUP Modification not Requiring Public Hearing	\$ 300.00	
Minor Subdivision Review (1-4 lots with or without streets)	\$ 300.00	
Major Subdivision Review (5-19 lots with or without streets)	\$ 600.00	
Subdivision Review (4th review and subsequent additional reviews)	\$ 150.00	
Site Plan Review	\$ 600.00	
Site Plan Review (4th review and subsequent additional reviews)	\$ 200.00	
Construction Plan Review <sup>2</sup>		
Total building size less than 10,000 sf	\$ 600.00	
Total building size equal to or greater than 10,000 sf	\$ 1,000.00	
Construction Plan Review (4th review and subsequent additional reviews)	\$ 200.00	
Variance	\$ 200.00	
Street Closing Request	\$ 150.00	
Street Renaming Request	\$ 200.00	
Certificate of Appropriateness	\$ 1.00	per \$1,000 construction cost; \$10 minimum
<b>Fees in Lieu of Construction</b>		
Sidewalks	125%	of written, sealed, engineer's estimate for the cost of required
<b>Documents &amp; Maps<sup>1</sup></b>		
Unified Development Ordinance	\$ 25.00	
Historic District Design Guidelines	\$ 25.00	
Community Connectivity Plan	\$ 15.00	
Administrative Manual	\$ 10.00	
Parks & Recreation Plan and Small Area/Corridor Plans	\$ 10.00	
Zoning Map or Other Color Plot/Map (larger than 11x17)	\$ 10.00	
Town Street Map with Street Grid (11x17 Black & White)	\$ 2.00	
Future Land Use Map & Other 11x17 Color Maps	\$ 2.00	
Photocopies	\$ 0.10	per page
<sup>1</sup> All town produced documents and maps can be provided in electronic form (pdf, jpeg, word, or excel) at no cost if we are provided with the media.		
<b>Zoning Compliance Permits</b>		
Home Occupation	\$ 25.00	
Signs (New or Replacement):		
Wall Mounted	\$ 40.00	
Free-Standing	\$ 75.00	
Sandwich Board	\$ 10.00	

Event Sign Package (package of signs allowed by 6.18.6.2)	\$ 0.00	Board of Commissioners Regular Meeting
Banner (allowed by 6.18.6.3 & without other temporary signage)	\$ 5.00	Approved: _____
Change of Use (one business use to another or change in ownership)	No Charge	Page 71 of 85
Site Change (ie. fences, sheds, gazebos, decks, porches, ADUs)	\$ 75.00	
New Residential and Commercial Construction		
Projects costing \$499,999 or less - rounded to nearest thousand	\$ 1.00	per \$1,000 of construction cost; \$5 minimum
Projects costing \$500,000 or more - rounded to nearest thousand	\$ 2.00	per \$1,000 of construction cost; \$5 minimum
NOTE: The following items are all included in the "construction cost" used to determine the permit fee: grading, landscaping, site preparation, stormwater control, utilities, paving and structures. ZCPs will be issued for "grading only" and "paving only" projects consistent with the UDO.		
Other Charges		
Consultant Fee Reimbursement		
Projects constructing new local roads will also reimburse the Town for consultant fees to review road construction plans and specifications, if needed.		
No-Permit Penalty		
Work begun without a necessary Zoning Compliance Permit will be charged a \$100 ZCP fee or the standard fee will be doubled, whichever is greater.		
Work begun without a required Certificate of Appropriateness will be charged a \$100 COA review fee for the standard fee will be doubled, whichever is greater. Work requiring both a COA and ZCP shall only pay the increased COA fee.		

## Police

Description	Rate	Basis
Excessive Noise Violation	Fine up to \$250.00	
Fire Lane Parking Violation	\$ 25.00	
Handicap Parking Violation	\$ 250.00	
No-Through Truck Violation	\$ 50.00	
Parking Citation	\$ 10.00	
Sidewalk Table Service Permit Violation	Fine up to \$500.00	

## Public Space

Description	Rate	Basis
Portions of town parks may be reserved for private events. Events expecting 100 or more people are reviewed as special events as defined in the town code. If a special event requires police or public works overtime, costs of those impacts may be passed to the applicant.		
Large Picnic Shelter in Gold Park		
In-town resident	\$ 20.00	per 3 hours
Out-of-town resident	\$ 30.00	per 3 hours
Multi-Use Field in Gold Park or Cates Creek Park		
In-town resident	\$ 10.00	per hour
Out-of-town resident	\$ 20.00	per hour

## Solid Waste

Description	Rate	Basis
Roll-Out Refuse Container	\$ 65.00	per container
Residential Refuse Collection		
1 Roll-Out Container	No Charge	
2 or More Roll-Out Containers	TBD	
Bulk Pick-Up / Oversized Load (fee at the discretion of the Public)		
Works Supervisor and dependent on quantity, size and weight <sup>1</sup>	\$ 50.00	minimum
Special Brush/Vegetation Collection		
Standard Collection	\$ 70.00	
Large Collection (Require use of Knuckleboom)	\$ 130.00	

<sup>1</sup>Oversized loads are those larger than the bed of a standard pick-up truck. This fee is set at staff discretion to limit overuse of the service covered by general tax revenues.

## Stormwater

Description	Rate	Basis
<b>Plan Review</b>		
Single Lot Residential <sup>1</sup>	\$ 100.00	per plan
LID Project <sup>2</sup>	\$ 250.00	per plan



Standard Project (less than 1-acre of new impervious)	\$ 500.00	Board of Commissioners Regular Meeting
Standard Project (greater than 1-acre of new impervious) <sup>3</sup>	\$ 500.00	Approved plan plus \$50/acre of new impervious
Standard Phased Projects <sup>4</sup>	\$ 250.00	per each subsequent phase submittal
<sup>1</sup> Not part of a larger common plan for development or sale. <sup>2</sup> Projects that meet the State of North Carolina's Low Impact Development requirements and calculations. <sup>3</sup> For standard projects (non-LID projects) requiring stormwater management approval, the fee includes one project review meeting with staff and no more than three rounds of staff comments. If stormwater plans are still incomplete after the third review or if additional meetings with staff are required, the applicant will be required to pay an additional \$500 review fee to cover the significant staff time spent reviewing incomplete or non-compliant stormwater management plans. <sup>4</sup> Phased development projects are required to obtain a stormwater management plan approval for the entire project; as each subsequent phase is submitted, an additional fee will be required to ensure the phase plans comply with the overall stormwater management plan approval.		
<b>Stormwater Fee</b>		
Residential Property	\$ 75.00	per year
Tier 1, Non-residential Property (0 to 10,000 sq. ft.)	\$ 150.00	per year
Tier 2, Non-residential Property (10,001 to 30,000 sq. ft.)	\$ 600.00	per year
Tier 3, Non-residential Property (30,001 to 100,000 sq. ft.)	\$ 1,800.00	per year
Tier 4, Non-residential Property (100,001 to 200,000 sq. ft.)	\$ 4,050.00	per year
Tier 5, Non-residential Property (200,001 sq. ft. and above)	\$ 12,900.00	per year

## Streets

Description	Rate	Basis
Driveway Permit - new/maintenance not with new construction	\$ 50.00	
Utility Cut Permit application	\$ 50.00	each
Failure to repair initial cut within 30 calendar days	\$ 150.00	each
Failure to make warranty repair within 14 calendar days	\$ 150.00	each
Failure to obtain a permit prior to making a non-emergency cut	\$ 150.00	each
If owner requests town to do the work, the owner will also reimburse the town the full cost of materials in addition to the permit amount.		
Driveways constructed in conjunction with new construction will be reviewed concurrently with the permit for construction at no additional fee.		
Owners must call/schedule inspection of driveway installation at least 24 hours in advance.		

## Water & Sewer

Description	Rate	Basis
<b>Water Treatment &amp; Distribution Use Fees</b>		
Water System Development Fee <sup>1</sup> :		
Residential	\$ 3,864.00	per residential unit
Commercial		
5/8" or 3/4" meter	\$ 3,864.00	
1" meter	\$ 6,440.00	
1.5" meter	\$ 12,880.00	
2" meter	\$ 20,608.00	
3" meter	\$ 41,216.00	
4" meter	\$ 64,400.00	
6" meter	\$ 128,800.00	
8" meter	\$ 206,080.00	
10" meter	\$ 540,960.00	
<sup>1</sup> In the event that a customer requests that an existing meter be replaced with a larger meter, credit will be given for the existing meter at the current rates. No rebates of system development fees will be made for decreases in meter sizes. No credits will be given for meters or services that have been pulled or capped due to condition, long-term vacancy or risk harming the public system.		
Volume Charges:		
Residential Volume Charges - Inside Town		
Residential Service:		
Block 1 (0-2,250 gallons/month)	\$ 22.77	
Block 2 (> 2,250 gallons/month)	\$ 10.12	per 1,000 gallons
Residential Volume Charges - Outside Town		
Residential Service:		
Block 1 (0-2,250 gallons/month)	\$ 44.37	
Block 2 (> 2,250 gallons/month)	\$ 19.72	per 1,000 gallons
Bulk Water	\$ 19.72	per 1,000 gallons

**Water Connection Charge****Board of Commissioners Regular Meeting**Front Footage Fee<sup>1,2</sup>:

Approved:

0 - 50 Feet	\$	750.00	per connection	Page 73 of 85
> 50 Feet	\$	15.00	per foot per connection	

<sup>1</sup> For a lot abutting two or more water lines, the front footage fee will be calculated on the longest length of the side abutting the main.<sup>2</sup> To recover a portion of the costs of town-installed water mains, hydrants, valves and appurtenances after 1987 which are necessary to provide water service to abutting properties.

Lateral Fee:

Licensed utility contractors shall make connections to the town's existing water system after an approved connection request and payment of an application fee of \$100, which includes town observation. This shall be at the owner's / applicant's expense. Where a licensed contractor makes connections as part of an approved water extension project there shall be no separate connection application required. The town may make water connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)

**Water Meter Fees<sup>1</sup>**

5/8"	\$	354.00	
3/4"	\$	484.00	
1"	\$	487.00	
> 1"	Actual Cost of Meter to Town + \$100 Installation Fee		

<sup>1</sup> Note that water meters over 1" need to be installed by a plumber or contractor with observation by the town. Meters, strainers and spacers when needed are provided by the town.**Strainer Fees<sup>1</sup>**

2"	\$	445.00	
3"	\$	790.00	
4"	\$	1,465.00	
6"	\$	2,061.00	
8"	\$	3,461.00	
10"	\$	5,420.00	

<sup>1</sup> Strainers are not required if Neptune Mach 10 Ultrasonic Meters are used. For other meters, strainers are required for 2" or larger and will be at cost.**Fire Hydrant Meter Fees**

Fire Hydrant Meter Security Deposit	\$	2,000.00	
Fire Hydrant Rental Fees (fees are in addition to deposit)			
Daily Rate	\$	20.00	
Weekly Rate	\$	100.00	
Monthly Rate	\$	300.00	
Semi-Annual Rate	\$	1,300.00	
Annual Rate	\$	2,500.00	
Fire Hydrant Meter Relocation Fee	\$	100.00	

**Wastewater Collection System Use Fees**

Wastewater System Development Fee:

Residential	\$	3,243.00	per residential unit
Commercial			
5/8" or 3/4" meter	\$	3,243.00	
1" meter	\$	5,405.00	
1.5" meter	\$	10,810.00	
2" meter	\$	17,296.00	
3" meter	\$	34,592.00	
4" meter	\$	54,050.00	
6" meter	\$	108,100.00	
8" meter	\$	172,960.00	
10" meter	\$	454,020.00	

<sup>1</sup> In the event that a customer requests that an existing meter be replaced with a larger meter, credit will be given for the existing meter at the current rates. No rebates of system development fees will be made for decreases in meter sizes. No credits will be given for meters or services that have been pulled or capped due to condition, long-term vacancy or risk harming the public system.

Volume Charges:

Inside Town			
Block 1 (0-2,250 gallons/month)	\$	32.04	
Block 2 (> 2,250 gallons/month)	\$	14.24	per 1,000 gallons
Outside Town			
Block 1 (0-2,250 gallons/month)	\$	62.46	
Block 2 (> 2,250 gallons/month)	\$	27.76	per 1,000 gallons

**Wastewater Connection Charge**Front Footage Fee<sup>1</sup>:

0 - 50 Feet	\$	1,000.00	
> 50 Feet	\$	20.00	per foot per connection

<sup>1</sup> For a lot abutting two or more sewer lines, the front footage fee will be calculated on the longest side of the lot abutting the main.<sup>2</sup> To recover a portion of the costs of town-installed public sewer mains and appurtenances after 1987 which are necessary to provide sewer service to abutting properties.

**Lateral Fee:**

Licensed utility contractors shall make connections to the town's existing sewer system after an approved connection request and payment of an application fee of \$100, which includes town observation. This shall be at the owner's/applicant's expense. Where a licensed contractor makes connections as part of an approved sewer extension project there shall be no separate connection application required. The town may make connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)

**Engineering**

Pumping station plans, calculations and specifications review fee	\$	3,000.00	for up to two reviews and comments
Water / Sewer Availability Review			
< 2 hours of effort		No Charge	
Outside Engineering or Legal Costs		Actual Cost to Town	

**Engineering Construction Drawing Review**

Water Main Review <sup>1</sup>	\$	3.50	per linear foot
Sewer Main Review <sup>1</sup>	\$	3.50	per linear foot
Final Plat Review	\$	60.00	per review

<sup>1</sup> This includes up to two reviews of plans, specifications, and permit and encroachment applications plus ability to serve documents. Plan changes and significant spec edits or additions after two full reviews will be \$300 each. A change in project scope or design after plan approval will restart the process.

**Construction Observation / As Built Review**

The town will observe all water and sewer meaningful work on projects not involving an extension of mains. On approved main extensions, inspectors will periodically stop by and confer with the 3rd party inspector on progress or when called by the contractor. The town inspector shall be present for all tapping of existing mains, acceptance testing and for planned shut downs for all work unless delegated or waived.

General Inspection	\$	50.00	per hour
Return trip for acceptance testing	\$	300 + \$0.25/lf of main over 1,000 lf + general inspection time	
FOG Device	\$	200.00	
Sewer System CCTV	\$	1.00	per lf
Rejected CCTV due to nonconformance with specifications	\$	100.00	each occurrence
Reinspection of service taps (including sewer cleanout, meter box, curb stop), mainline valves, hydrants, manholes, air release valves, and other singular items	\$	50.00	each + general inspection time

**Other**

Meter Replacement Fee	\$	50.00	
Meter Relocation Fee	\$	100.00	
Special Meter Read	\$	10.00	
Meter Test Charge	\$	35.00	
Hydrant Flow Test	\$	250.00	
Meter Pressure Test	\$	25.00	Unless confirmed problem due to public system operation
Interruptible Water Meter Install - Return Trip	\$	50.00	per trip
Perpetual Maintenance (new sewage pump stations)		Per Formula in Town Code	





# General Fund

## FY2023 Operating & Capital Budget

### Revenues

General Fund Revenues (by type)

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Property Tax</b>	\$8,018,964	\$9,042,036	\$9,093,700	\$9,109,600	\$9,125,800
<b>Sales Tax</b>	\$2,048,982	\$2,487,001	\$2,474,060	\$2,521,525	\$2,572,795
<b>Intergovernmental</b>	\$1,317,388	\$1,369,592	\$1,350,500	\$1,330,500	\$1,335,500
<b>Debt Issuance Proceeds</b>	\$0	\$1,338,665	\$0	\$0	\$0
<b>Fund Balance Appropriated</b>	\$0	-\$1,346,470	\$743,482	\$645,290	\$1,071,654
<b>Licenses/Permits/Fees</b>	\$185,595	\$144,740	\$136,000	\$136,000	\$136,000
<b>Other</b>	\$110,762	\$65,800	\$115,966	\$116,839	\$116,985
<b>Interfund Transfers</b>	\$0	\$60,000	\$0	\$0	\$0
<b>Interest</b>	\$3,287	\$2,600	\$1,000	\$1,000	\$1,000
<b>TOTAL</b>	<b>\$11,684,978</b>	<b>\$13,163,964</b>	<b>\$13,914,708</b>	<b>\$13,860,754</b>	<b>\$14,359,734</b>

### Expenditures

General Fund Expenditures (by department)

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Public Safety</b>					
Police	\$3,147,307	\$3,944,512	\$4,089,281	\$4,157,195	\$4,189,249
Fire	\$1,574,561	\$1,561,275	\$1,678,286	\$1,820,747	\$1,970,836
<b>PUBLIC SAFETY TOTAL</b>	<b>\$4,721,867</b>	<b>\$5,505,787</b>	<b>\$5,767,567</b>	<b>\$5,977,942</b>	<b>\$6,160,085</b>
<b>General Government</b>					
Public Space	\$716,526	\$1,086,269	\$1,206,076	\$1,089,176	\$1,105,012
Planning	\$462,447	\$569,819	\$1,320,885	\$1,120,728	\$1,131,526
Administration	\$914,048	\$836,844	\$875,622	\$890,670	\$889,521
Information Technology	\$334,790	\$474,112	\$452,645	\$467,695	\$433,594
Accounting	\$350,008	\$269,972	\$380,205	\$363,006	\$365,343
Facility Management	\$176,580	\$229,327	\$371,227	\$355,479	\$356,143
Governing Body	\$142,633	\$150,733	\$159,935	\$159,455	\$159,935
Safety & Risk Management	\$103,875	\$112,664	\$101,548	\$109,034	\$104,721
<b>GENERAL GOVERNMENT TOTAL</b>	<b>\$3,200,907</b>	<b>\$3,729,740</b>	<b>\$4,868,144</b>	<b>\$4,555,243</b>	<b>\$4,545,794</b>
<b>Public Works</b>					
Streets	\$1,006,652	\$1,334,058	\$1,132,916	\$1,217,412	\$1,383,978
Solid Waste	\$455,125	\$1,594,364	\$776,239	\$786,486	\$796,959
Fleet Maintenance	\$330,860	\$364,224	\$459,840	\$347,388	\$355,347
<b>PUBLIC WORKS TOTAL</b>	<b>\$1,792,637</b>	<b>\$3,292,646</b>	<b>\$2,368,995</b>	<b>\$2,351,285</b>	<b>\$2,536,284</b>
<b>Special Appropriations</b>					
Special Appropriations	\$292,543	\$180,440	\$604,652	\$661,384	\$912,611
<b>SPECIAL APPROPRIATIONS TOTAL</b>	<b>\$292,543</b>	<b>\$180,440</b>	<b>\$604,652</b>	<b>\$661,384</b>	<b>\$912,611</b>
<b>Economic Development</b>					
Economic Development	\$445,665	\$447,246	\$0	\$0	\$0
<b>ECONOMIC DEVELOPMENT TOTAL</b>	<b>\$445,665</b>	<b>\$447,246</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>General Government/Water and Sewer/Stormwater</b>					
Contingency	\$0	\$0	\$300,000	\$300,000	\$200,000
Disaster	\$16,079	\$0	\$0	\$0	\$0
<b>GENERAL GOVERNMENT/WATER AND SEWER/STORMWATER TOTAL</b>	<b>\$16,079</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$200,000</b>
<b>Cemetery</b>					
Cemetery	\$3,334	\$8,105	\$5,350	\$14,900	\$4,960
<b>CEMETARY TOTAL</b>	<b>\$3,334</b>	<b>\$8,105</b>	<b>\$5,350</b>	<b>\$14,900</b>	<b>\$4,960</b>
<b>TOTAL</b>	<b>\$10,473,033</b>	<b>\$13,163,964</b>	<b>\$13,914,708</b>	<b>\$13,860,754</b>	<b>\$14,359,734</b>

Financial Summary

General Fund Revenues vs Expenditures

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
Revenues	\$11,684,978	\$13,163,964	\$13,914,708	\$13,860,754	\$14,359,734
Expenses	\$10,473,033	\$13,163,964	\$13,914,708	\$13,860,754	\$14,359,734
REVENUES LESS EXPENSES	\$1,211,945	\$0	\$0	\$0	\$0

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# Water & Sewer Fund

## FY2023 Operating & Capital Budget

### Revenues

Water & Sewer Fund Revenues (by type)

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Licenses/Permits/Fees</b>	\$11,374,562	\$10,952,821	\$11,028,500	\$11,380,500	\$11,745,500
<b>Fund Balance Appropriated</b>	\$0	\$156,076	\$486,586	\$87,035	\$315,502
<b>Interfund Transfers</b>	\$181,148	\$230,000	\$0	\$0	\$0
<b>Other</b>	\$58,368	\$10,000	\$10,000	\$10,000	\$10,000
<b>Interest</b>	\$397	\$5	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$11,614,475</b>	<b>\$11,348,902</b>	<b>\$11,525,086</b>	<b>\$11,477,535</b>	<b>\$12,071,002</b>

### Expenditures

Water & Sewer Fund Expenditures (by department)

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Water and Sewer</b>					
Wastewater Treatment Plant	\$2,192,210	\$2,264,086	\$2,339,298	\$2,359,965	\$2,641,102
Administration of Enterprise	\$1,143,922	\$2,280,547	\$2,694,498	\$2,715,215	\$2,728,742
Wastewater Collection	\$986,110	\$1,713,316	\$1,195,894	\$1,176,885	\$1,232,519
Water Distribution	\$870,840	\$1,261,782	\$1,350,832	\$1,225,240	\$1,550,197
Water Treatment Plant	\$1,103,267	\$1,374,539	\$1,210,072	\$1,298,439	\$1,240,025
West Fork Eno Reservoir	\$872,765	\$889,629	\$904,400	\$905,815	\$906,351
Billing & Collections	\$699,984	\$750,347	\$849,105	\$819,632	\$825,573
Utilities Administration	\$601,843	\$567,038	\$580,985	\$576,344	\$546,492
Transfer to Water/Sewer CRF	\$590,332	\$247,618	\$0	\$0	\$0
<b>WATER AND SEWER TOTAL</b>	<b>\$9,061,273</b>	<b>\$11,348,902</b>	<b>\$11,125,086</b>	<b>\$11,077,535</b>	<b>\$11,671,002</b>
<b>General Government/Water and Sewer/Stormwater</b>					
Contingency	\$0	\$0	\$400,000	\$400,000	\$400,000
Disaster	\$5,217	\$0	\$0	\$0	\$0
<b>GENERAL GOVERNMENT/WATER AND SEWER/STORMWATER TOTAL</b>	<b>\$5,217</b>	<b>\$0</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$400,000</b>
<b>TOTAL</b>	<b>\$9,066,490</b>	<b>\$11,348,902</b>	<b>\$11,525,086</b>	<b>\$11,477,535</b>	<b>\$12,071,002</b>

### Financial Summary

Water & Sewer Fund Revenues vs Expenditures

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Revenues</b>	\$11,614,475	\$11,348,902	\$11,525,086	\$11,477,535	\$12,071,002
<b>Expenses</b>	\$9,066,490	\$11,348,902	\$11,525,086	\$11,477,535	\$12,071,002
<b>REVENUES LESS EXPENSES</b>	<b>\$2,547,985</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



# Stormwater Fund

## FY2023 Operating & Capital Budget

### Revenues

Stormwater Fund Revenues (by type)

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Licenses/Permits/Fees</b>	\$702,884	\$703,140	\$697,535	\$697,535	\$697,535
<b>Fund Balance Appropriated</b>	\$0	-\$28,010	\$70,728	\$84,551	\$97,945
<b>TOTAL</b>	<b>\$702,884</b>	<b>\$675,130</b>	<b>\$768,263</b>	<b>\$782,086</b>	<b>\$795,480</b>

### Expenditures

Stormwater Fund Expenditures (by department)

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Stormwater</b>					
Stormwater	\$575,539	\$675,130	\$768,263	\$782,086	\$795,480
<b>STORMWATER TOTAL</b>	<b>\$575,539</b>	<b>\$675,130</b>	<b>\$768,263</b>	<b>\$782,086</b>	<b>\$795,480</b>
<b>General Government/Water and Sewer/Stormwater</b>					
Disaster	\$206	\$0	\$0	\$0	\$0
<b>GENERAL GOVERNMENT/WATER AND SEWER/STORMWATER TOTAL</b>	<b>\$206</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL</b>	<b>\$575,744</b>	<b>\$675,130</b>	<b>\$768,263</b>	<b>\$782,086</b>	<b>\$795,480</b>

### Financial Summary

Stormwater Fund Revenues vs Expenditures

	FY21 Actual	FY22 Estimate	FY23 Budget	FY24 Projection	FY25 Projection
<b>Revenues</b>	\$702,884	\$675,130	\$768,263	\$782,086	\$795,480
<b>Expenses</b>	\$575,744	\$675,130	\$768,263	\$782,086	\$795,480
<b>REVENUES LESS EXPENSES</b>	<b>\$127,140</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



# Crosswalk: Recommended to Adopted

## FY2023 Operating & Capital Budget

### General Fund

General Fund			FY23	FY24	FY25
Accounting	Accounting Services	3 months of contracted accounting services	\$ 24,000	\$ -	\$ -
Solid Waste	Landfill Fees	Monthly landfill fees have increased as volume as grown	\$ 13,000	\$ 6,000	\$ 7,000

### Water & Sewer Fund

Water & Sewer Fund			FY23	FY24	FY25
WFER	Dam Inspections	Need to increase inspection frequency to annually	\$ 12,000	\$ 3,000	\$ 12,000

### Stormwater Fund

Stormwater Fund			FY23	FY24	FY25
No major changes	No major changes	No major changes	N/A	N/A	N/A

### All Funds

All Funds			FY23	FY24	FY25
All Departments	All Departments	Update estimates, including fuel.	N/A	N/A	N/A



# Full Time Equivalent Positions (FTEs)

## FY2023 Operating & Capital Budget

### Positions by Fund

Position	Salary Band	FY21 (actual)			FY22 (actual)			FY23 (budget)			FY24 (projected)			FY25 (projected)		
		Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE
General Government																
(Administration)																
Town Manager	N/A	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Administrative Services Director	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Budget Director	20	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Human Resources Director/Town Clerk	20	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Public Information Officer	17	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Assistant to the Town Manager/Deputy Budget Director	16	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Human Resources Manager	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Human Resources Analyst	10	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Budget & Management Analyst	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Town Clerk/HR Technician	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Web Developer/Asst. Public Information Officer	10	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Public Information Specialist	8	0	1	0.75	0	1	0.75	0	1	0.75	0	1	0.75	0	1	0.75
HR Technician/Deputy Town Clerk	5	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Budget Technician (time limited position)	4	1		0.50	0		0.00	0		0.00	0		0.00	0		0.00
		9	1	9.25	9	1	9.75	9	1	9.75	9	1	9.75	9	1	9.75
(Accounting)																
Finance Director	23	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Billing/Collections Supervisor	15	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Financial Analyst	9	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Accounting Technician	5	1	1	1.40	1	1	1.40	1	1	1.40	1	1	1.40	1	1	1.40
Accounts Payable Technician	2	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Assistant Finance Director	0			0.00	1		1.00	1		1.00	1		1.00	1		1.00
		4	1	4.40	5	1	5.40	5	1	5.40	5	1	5.40	5	1	5.40
(Planning)																
Assistant Town Manager/Community Services Director	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Assistant Town Manager/Planning Director	24	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Senior Planner	12	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Planner	9	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Planning Technician	4	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
		4	0	4.00	4	0	4.00	4	0	4.00	4	0	4.00	4	0	4.00
(Public Space)																
Public Space & Sustainability Manager	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Public Space Manager	14	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Facilities Coordinator	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Equipment Operator II (40% Public Space/60% Streets)	3	1		0.40	1		0.40	1		0.40	1		0.40	1		0.40
Administrative Support Specialist	2	1		0.50	1		0.50	1		0.50	1		0.50	1		0.50
		3	0	1.90	4	0	2.90	4	0	2.90	4	0	2.90	4	0	2.90
(Safety & Risk Management)																
Safety & Risk Manager	14	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
		1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00
(Information Services)																
IT Manager	16	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
		1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00
General Government Subtotal		22	2	21.55	24	2	24.05	24	2	24.05	24	2	24.05	24	2	24.05
Public Safety																
(Police - Administration)																
Chief of Police	23	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Assistant Chief of Police	18	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Police Lieutenant	14	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Training Sergeant	12	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Management Analyst	9	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Senior Administrative Support Specialist	3	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
		5	0	5.00	5	0	5.00	5	0	5.00	5	0	5.00	5	0	5.00
(Police - Patrol)																
Police Lieutenant	14	2		2.00	2		2.00	2		2.00	2		2.00	2		2.00
Police Sergeant	12	4		4.00	4		4.00	4		4.00	4		4.00	4		4.00
Police Senior Corporal	10	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Police Corporal	10	4		4.00	4		4.00	4		4.00	4		4.00	4		4.00
Master Police Officer	10	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Police Officer 1st Class	8	3		3.00	3		3.00	3		3.00	3		3.00	3		3.00
Police Officer	8	5		5.00	5		5.00	5		5.00	5		5.00	5		5.00
		19	0	19.00	19	0	19.00	19	0	19.00	19	0	19.00	19	0	19.00
(Police - Investigations & Community Services)																
Police Lieutenant	14	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Police Sergeant	12	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Police Senior Corporal	10	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Police Corporal	10	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Police Officer 1st Class	8	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Police Officer	8	3		3.00	3		3.00	3		3.00	3		3.00	3		3.00
		7	0	7.00	7	0	7.00	7	0	7.00	7	0	7.00	7	0	7.00



Approved:

Position	Salary Band	FY21 (actual)			FY22 (actual)			FY23 (budget)			FY24 (projected)			FY25 (projected)		
		Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE
(Fire Marshal & Emergency Management)																
Fire Marshal / Emergency Mgmt. Coordinator	14	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Fire Inspector	7	0	1	0.40	0		0.00	0		0.00	0		0.00	0		0.00
Senior Administrative Support Specialist	3	0	1	0.40	0		0.00	0		0.00	0		0.00	0		0.00
		1	2	1.80	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00
Public Safety Subtotal		32	2	32.80	31	0	31.00	31	0	31.00	31	0	31.00	31	0	31.00
Public Works																
(Fleet Maintenance)																
Fleet Maintenance Supervisor	12	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Fleet Mechanic	7	2		2.00	2		2.00	2		2.00	2		2.00	2		2.00
		3	0	3.00	3	0	3.00	3	0	3.00	3	0	3.00	3	0	3.00
(Streets)																
Asst. Town Mngr./P.W. Director (50% Streets/50% Solid Waste)	33	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Public Works Director	19	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Engineering Manager (Split 80 WSF/10 GF/10 SWF)	17	0		0.00	0		0.10	0		0.10	0		0.10	0		0.10
Civil Engineering Technician (Split 80 WSF/10 GF/10 SWF)	13	0		0.00	0		0.10	0		0.10	0		0.10	0		0.10
Crew Leader/Equipment Operator III	4	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Equipment Operator II (60% Streets/40% Public Space)	3	0		0.60	0		0.60	0		0.60	0		0.60	0		0.60
Equipment Operator I	2	1		1.00	1		1.00	1		1.00	2		2.00	2		2.00
		3	0	3.60	2	0	2.80	2	0	2.80	3	0	3.80	3	0	3.80
(Solid Waste)																
Asst. Town Mngr./P.W. Director (50% Streets/50% Solid Waste)	33	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Public Works Manager	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Public Works Supervisor	10	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Equipment Operator I	2	3		3.00	3		3.00	3		3.00	3		3.00	3		3.00
Administrative Support Specialist	2	0		0.50	0		0.50	0		0.50	0		0.50	0		0.50
		4	0	4.50	4	0	4.50	4	0	4.50	4	0	4.50	4	0	4.50
Public Works Subtotal		10	0	11.10	9	0	10.30	9	0	10.30	10	0	11.30	10	0	11.30
Economic & Physical Development																
(Economic Development)																
Planning & Economic Development Manager	N/A	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Economic Development Planner	12	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
		1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00
Economic & Physical Development Subtotal		1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00	1	0	1.00
GENERAL FUND TOTAL		65	4	66.45	65	2	66.35	65	2	66.35	66	2	67.35	66	2	67.35
Water/Sewer Fund																
(Utilities Administration)																
Utilities Director	23	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Lead Utilities Inspector	10	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Utilities Inspector	9	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Utilities Analyst	7	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Engineering Manager (Split 80 WSF/10 GF/10 SWF)	17	0		0.00	1		0.80	1		0.80	1		0.80	1		0.80
Civil Engineering Technician (Split 80 WSF/10 GF/10 SWF)	13	0		0.00	1		0.80	1		0.80	1		0.80	1		0.80
		4	0	4.00	4	0	3.60	4	0	3.60	4	0	3.60	4	0	3.60
(Billing & Collections)																
Billing/Collections Supervisor	10	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Billing & Customer Service Supervisor	8	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Meter Services Supervisor	8	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Utility Billing Specialist	3	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Customer Service Representative	1	1	1	1.35	2	1	2.35	2	1	2.35	2	1	2.35	2	1	2.35
Lead Customer Service Representative	2	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Utility Maintenance Technician I (50% Bill./50% Distr.)	2	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Meter Services Technician	1	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
		5	1	5.35	5	1	5.35	5	1	5.35	5	1	5.35	5	1	5.35
(Water Treatment Plant)																
Water Plant Superintendent	15	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Chief Water Plant Operator	9	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Operator in Responsible Charge	7	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
Lab Specialist/Operator III	6	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Water Plant Operator III	6	3		3.00	2		2.00	2		2.00	2		2.00	2		2.00
Water Plant Operator II	4	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Water Plant Operator I	3	1		1.00	2		2.00	2		2.00	2		2.00	2		2.00
Plant Mechanic	4	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
		7	0	7.00	7	0	7.00	7	0	7.00	7	0	7.00	7	0	7.00
(Water Distribution)																
Utility System Superintendent (50% Distr./50% Coll.)	15	1		0.50	1		0.50	1		0.50	1		0.50	1		0.50
Utility System Supervisor (50% Coll./50% Coll.)	11	1		0.50	1		0.50	1		1.00	1		1.00	1		1.00
Utility Maintenance Supervisor (50% Distr./50% Coll.)	11	1		0.50	1		0.50	0		0.00	0		0.00	0		0.00
Utility Mechanic III (50% Distr./50% Coll.)	6	1		0.50	1		0.50	1		1.00	1		1.00	1		1.00
Backflow/FOG Specialist (50% Distr./50% Coll.)	7	1		0.50	1		0.50	1		0.50	1		0.50	1		0.50
Utility Mechanic II (50% Distr./50% Coll.)	5	0		0.00	1		0.50	0		0.00	0		0.00	0		0.00
Utility Mechanic I (50% Distr./50% Coll.)*	4	3		1.50	2		1.00	0		0.00	0		0.00	0		0.00
Utility Mechanic I (25% Distr./75% Coll.)	4	1		0.25	1		0.25	0		0.00	0		0.00	0		0.00
Utility Maintenance Technician III (50% Distr./50% Coll.)	3	1		0.50	1		0.50	1		1.00	1		1.00	1		1.00
Utility Maintenance Technician II (50% Distr./50% Coll.)	2	2		1.00	2		1.00	2		2.00	2		2.00	2		2.00
Utility Maintenance Technician I (50% Distr./50% Coll.)	1	2		1.00	2		1.00	2		2.00	2		2.00	2		2.00
		14	0	6.75	14	0	6.75	9	0	8.00	9	0	8.00	9	0	8.00
(Wastewater Collection)																
Utility System Superintendent (50% Coll./50% Distr.)	15	0		0.50	0		0.50	0		0.50	0		0.50	0		0.50
Utility System Supervisor (50% Coll./50% Distr.)	11	0		0.50	0		0.00	0		0.00	0		0.00	0		0.00
Utility Maintenance Supervisor (50% Coll./50% Distr.)	11	0		0.50	0		1.00	1		1.00	1		1.00	1		1.00
Utility Mechanic III (50% Coll. / 50% Distr.)	6	0		0.50	0		0.50	0		0.00	0		0.00	0		0.00
Backflow/FOG Specialist (50% Coll./50% Distr.)	7	0		0.50	0		0.50	0		0.50	0		0.50	0		0.50
Utility Mechanic II (50% Coll. / 50% Distr.)	5	0		0.00	0		0.50	1		1.00	1		1.00	1		1.00
Utility Mechanic I (50% Coll. / 50% Distr.)*	4	0		1.50	0		1.00	4		4.00	4		4.00	4		4.00
Utility Mechanic I (25% Distr./75% Coll.)	4	0		0.75	0		0.75	0		0.00	0		0.00	0		0.00
Utility Maintenance Technician III (50% Coll./50% Distr.)	3	0		0.50	0		0.50	0		0.00	0		0.00	0		0.00
Utility Maintenance Technician II (50% Coll./50% Distr.)	2	0		1.00	0		1.00	0		0.00	0		0.00	0		0.00
Utility Maintenance Technician I (50% Coll./50% Distr.)	1	0		1.00	0		1.00	0		0.00	0		0.00	0		0.00
		0	0	7.25	0	0	7.25	6	0	7.00	6	0	7.00	6	0	7.00

Approved:

Position	Salary Band	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE	Full-Time	Part-Time	FTE
Chief Wastewater Plant Operator	9	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Laboratory Supervisor	6	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Wastewater Plant Operator III	9	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
Wastewater Plant Operator II	4	2		2.00	2		2.00	2		2.00	2		2.00	2		2.00
Utility Mechanic I	4	1		1.00	1		1.00	2		2.00	2		2.00	2		2.00
Wastewater Plant Operator I	3	0		0.00	0		0.00	0		0.00	0		0.00	0		0.00
		5	0	5.00	5	0	5.00	6	0	6.00	6	0	6.00	6	0	6.00
<b>Water/Sewer Fund Total</b>		<b>35</b>	<b>1</b>	<b>35.35</b>	<b>35</b>	<b>1</b>	<b>34.95</b>	<b>37</b>	<b>1</b>	<b>36.95</b>	<b>37</b>	<b>1</b>	<b>36.95</b>	<b>37</b>	<b>1</b>	<b>36.95</b>
<b>Stormwater Fund</b> (Stormwater)																
Stormwater & Environmental Services Manager	14	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Stormwater Program Coordinator	8	1		1.00	1		1.00	1		1.00	1		1.00	1		1.00
Engineering Manager (Split 80 WSF/10 GF/10 SWF)	17	0		0.00	0		0.10	0		0.10	0		0.10	0		0.10
Civil Engineering Technician (Split 80 WSF/10 GF/10 SWF)	13	0		0.00	0		0.10	0		0.10	0		0.10	0		0.10
Equipment Operator II	3	1		1.00	0		0.00	0		0.00	0		0.00	0		0.00
Equipment Operator I	2	0		0.00	1		1.00	1		1.00	1		1.00	1		1.00
		3	0	3.00	3	0	3.20	3	0	3.20	3	0	3.20	3	0	3.20
<b>Stormwater Fund Total</b>		<b>3</b>	<b>0</b>	<b>3.00</b>	<b>3</b>	<b>0</b>	<b>3.20</b>	<b>3</b>	<b>0</b>	<b>3.20</b>	<b>3</b>	<b>0</b>	<b>3.20</b>	<b>3</b>	<b>0</b>	<b>3.20</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>		<b>103</b>			<b>103</b>			<b>105</b>			<b>106</b>			<b>106</b>		
<b>TOTAL PERM. PART-TIME EMPLOYEES</b>			<b>5</b>			<b>3</b>			<b>3</b>			<b>3</b>			<b>3</b>	
<b>TOTAL FTE</b>				<b>104.80</b>			<b>104.50</b>			<b>106.50</b>			<b>107.50</b>			<b>107.50</b>

DRAFT

On Friday, June 10, 2022, staff members were notified that a slightly different version will be presented to the Chapel Hill Town Council. The following highlighted sections are proposed changes by Chapel Hill:

D. → This Memorandum supersedes the 201508 Memorandum of Understanding that supported the Orange County 10-Year Plan to End Chronic Homelessness. It will remain in effect for ~~two years~~ one year from the date of its adoption by all Parties. The Memorandum ~~will~~ may be renewed for up to five additional two-year terms if agreed upon by all parties. Revisions will be presented to the Executive Team for consideration, no later than the final quarterly meeting of the Executive Team prior to expiration of the ~~two~~ one year term. Any Party hereto may withdraw from the Memorandum by providing written notice to every other Party at least ~~12-6~~ 12-6 months prior to the start of the fiscal year in which the Party wishes to withdraw. ¶

DRAFT



## ORDINANCE

### Capital Project Amendment

### Valley Forge Road Street & Stormwater Project

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>
General Capital Improvement Fund Valley Forge	\$937,817	\$250,000	\$1,187,817

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
General Capital Improvement Fund Valley Forge	\$937,817	\$250,000	\$1,187,817

**Section 3.** 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 13<sup>th</sup> day of June in 2022.

Ayes: 5  
Noes: 0  
Absent or excused: 0

A handwritten signature in cursive script, reading "Sarah E. Kimrey".  
\_\_\_\_\_  
Sarah E. Kimrey, Town Clerk



FY 2021-2022

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT  
DATES: 06/14/2022 TO 06/14/2022

<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>
10-00-3900-3900-000 FUND BALANCE APPROPRIATION						
To cover Valley Forge access maint. costs	24510	06/14/2022	EBRADFORI	280,311.00	250,000.00	1,157,301.75
10-71-5600-5982-002 TRANSFER TO GEN CAP IMPROV FUND						
To cover Valley Forge access maint. costs	24509	06/14/2022	EBRADFORI	0.00	250,000.00	704,617.00
60-11-3870-3870-404 TRANSFER FROM GF-VALLEY FORGE						
To cover access maintenance costs	24507	06/14/2022	EBRADFORI	229,263.00	250,000.00	862,080.00
60-11-5600-5700-727 VALLEY FORGE RD INFRASTRUCTURE						
To cover access maintenance costs	24508	06/14/2022	EBRADFORI	493,000.00	250,000.00	1,125,817.00
					<u>1,000,000.00</u>	

APPROVED: 5/0

DATE: 6/13/22

VERIFIED: Shan & Kimrey

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