



Minutes

Board of Commissioners Budget Workshop and Public Hearing

7 p.m. May 28, 2024

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

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

Staff: Budget Director Emily Bradford, Planning and Economic Development Manager Shannan Campbell, Water Plant Superintendent Nathan Cates, Administrative Services Director Jen Della Valle, Assistant Town Manager and Community Services Director Matt Efird, Budget and Management Analyst Josh Fernandez, Environmental Engineering Supervisor Bryant Green, Stormwater and Environmental Services Manager Terry Hackett, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Utility System Superintendent Joel Lashley, Deputy Utilities Director Jeff Mahagan, Finance Director Dave McCole, Town Manager Eric Peterson, Utilities Director Marie Strandwitz, Public Space and Sustainability Manager Stephanie Trueblood and Communications Manager Catherine Wright

1. Opening of the work session

Mayor Mark Bell called the meeting to order at 7 p.m.

2. Agenda changes and approval

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

Vote: 5-0.

3. Public hearing

A. Fiscal Year 2025 Budget Public Hearing

Motion: Ferguson moved to open the public hearing. Commissioner Matt Hughes seconded.

Vote: 5-0.

The board received comments from Ryan Lavalley, Leiha Edmonds and Daniel Bullock, who are connected with the Orange County Home Preservation Coalition. They:

- Expressed support for a proposal to set aside 2 cents of the property tax rate to affordable housing by Fiscal Year 2027.
- Encouraged reserving funds for home repair for low-income residents with flexibility in use of the funds regarding types of repairs and homes.

Two Hillsborough residents also spoke. One noted support for the proposed completion of a four-year plan to reduce the minimum usage charge for water and sewer service and encouraged consideration of smaller projects to continue the small-town, quality of life in Hillsborough. The other resident noted displeasure with the amount of stormwater on Churton Street during storms and the water and sewer rates.

Motion: Hughes moved to close the public hearing. Ferguson seconded.
Vote: 5-0.

4. Presentations

A. Water and Sewer Rate Model Presentation

The board received a presentation from financial consultants Melissa Levin and Vanessa Waller with the local government and utility management consulting firm Raftelis. They provided an overview of a water and sewer rate study and multi-year rate model created for staff to use in developing the budget. They presented findings, including that:

- The proposed 7.5% increases to water and sewer rates for fiscal years 2025-27 are the minimum the town must do.
- More than 40% of the town's customers are using no more than the minimum allowance for water.
- The four-year plan to reduce the minimum usage has resulted in significant revenue loss for the town. Customers using no more than the minimum have had lower bills despite rate increases the last three fiscal years.
- The town's rate structure does not include a component to cover expenses related to service readiness regardless of whether water is used. Customers using 2,000 gallons or more are only paying for the water they use.
- The town should consider future rate increases and adjustments to the rate structure.

5. Items for decision - consent agenda

- A. Miscellaneous budget amendments and transfers
- B. Proclamation – LGBTQ+ Pride Month
- C. Proclamation – Gun Violence Awareness Day
- D. Approval of funds to attend Women in Municipal Government Conference
- E. Ordinance Amending Section 5-11.a of the Code of Ordinances – Non-Discrimination Ordinance

Motion: Ferguson moved to approve all items on the consent agenda. Commissioner Meaghun Darab seconded.

Vote: 5-0. Nays: None.

The board took a brief break.

6. In-depth discussion and topics

A. Fiscal Year 2025 Budget Workshop – Water and Sewer Fund

The board discussed budget proposals for the Water and Sewer Fund. Members asked for additional details on items and checked that some repairs and projects could be deferred without risk to operations.

There was discussion about grants and other funding sources. The utilities director noted that the town's attention to maintaining the system can hurt its ability to compete for funding because failing systems would score higher in priority for funding dollars.

There was a reminder about a second budget work session on the general and stormwater funds on June 3.

7. Committee updates and reports

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

It was noted that:

- The Upper Neuse River Basin Association is pushing for readoption of new Falls Lake Rules regarding protecting water quality in the lake.

- The region's metropolitan planning organization has adopted the U.S. 70 West multimodal corridor plan created by Orange County.
- The Hillsborough Parks and Recreation Board is completing a revision of a master plan for Cates Creek Park and considering more shade options there. The volunteer board also is discussing repurposing multi-use fields at Cates Creek and Gold parks.

Assistant Town Manager and Community Services Director Matt Efird noted primary and backup dates in July for a planned affordable housing work session.

8. Adjournment

Bell adjourned the meeting at 9:35 p.m.

Respectfully submitted,

Sarah Kimrey
Town Clerk
Staff support to the Board of Commissioners

DRAFT

FY 2023-2024

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT

DATES: 05/28/2024 TO 05/28/2024

	<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>
GF Revenue	10-00-3850-3850-000 INTEREST EARNED Yr-end adjustment	41869	05/28/2024	EBRADFORI	100,000.00	24,500.00	124,500.00
GF Contingency	10-00-9990-5300-000 CONTINGENCY Emergency Operations Plan	41868	05/28/2024	EBRADFORI	450,000.00	-5,500.00	0.00
Admin. Services	10-10-4200-5300-474 RECRUITMENT Yr-end adjustment	41878	05/28/2024	EBRADFORI	0.00	4,260.00	10,760.00
Admin. Services	10-10-4200-5300-570 MISCELLANEOUS Yr-end adjustment	41879	05/28/2024	EBRADFORI	57,553.00	-4,260.00	70,600.32
Safety & Risk	10-10-6600-5300-080 TRAINING/CONF./CONV. To cover gas monitor lease.	41889	05/28/2024	JFernandez	16,800.00	-110.00	9,136.00
Safety & Risk	10-10-6600-5300-332 SUPPLIES - OSHA To cover gas monitor lease.	41888	05/28/2024	JFernandez	50,775.00	110.00	69,104.55
Police	10-20-5100-5300-161 MAINTENANCE - VEHICLES To add rifle mounts to vehicles.	41887	05/28/2024	JFernandez	1,000.00	4,000.00	49,772.00
Police	10-20-5100-5300-732 EMERGENCY OPERATIONS CENTER Emergency Operations Plan	41867	05/28/2024	EBRADFORI	0.00	30,000.00	30,000.00
Police	10-20-5100-5700-740 CAPITAL - VEHICLES To add rifle mounts to vehicles.	41886	05/28/2024	JFernandez	190,000.00	-4,000.00	256,228.00
Solid Waste	10-30-5800-5300-583 VEHICLE TAX & TAGS Move Tax/Tag to correct account	41885	05/28/2024	EBRADFORI	3,906.00	2,006.00	6,340.00
Solid Waste	10-30-5800-5700-740 CAPITAL - VEHICLES Move Tax/Tag to correct account	41884	05/28/2024	EBRADFORI	130,000.00	-2,006.00	495,323.06
Cemetery	10-40-6400-5300-330 SUPPLIES - DEPARTMENTAL To cover Cemetery Software	41874	05/28/2024	EBRADFORI	500.00	-160.00	340.00
Cemetery	10-40-6400-5300-458 DATA PROCESSING SERVICES To cover Cemetery Software	41873	05/28/2024	EBRADFORI	1,500.00	160.00	1,660.00
Admin. of Enterprise	30-80-7200-5300-570 MISCELLANEOUS Yr-end adj	41877	05/28/2024	EBRADFORI	164,999.00	-12,500.00	18,149.00
Billing & Collections	30-80-7240-5300-113 LICENSE FEES Yr-end adj	41880	05/28/2024	EBRADFORI	2,100.00	-645.00	1,455.00
	To cover final personnel assistance invoice	41890	05/28/2024	JFernandez	2,100.00	-165.00	1,290.00
Billing & Collections	30-80-7240-5300-145 MAINTENANCE - BUILDINGS Yr-end adj	41883	05/28/2024	EBRADFORI	0.00	50.00	100.00
Billing & Collections	30-80-7240-5300-320 SUPPLIES - OFFICE Yr-end adj	41881	05/28/2024	EBRADFORI	1,200.00	70.00	1,820.00
Billing & Collections	30-80-7240-5300-503 C.S./TEMPORARY PERSONNEL Yr-end adj	41882	05/28/2024	EBRADFORI	0.00	525.00	26,614.89
	To cover final personnel assistance invoice	41891	05/28/2024	JFernandez	0.00	165.00	26,779.89
WTP	30-80-8120-5300-320 SUPPLIES - OFFICE To cover WTP office supplies.	41900	05/28/2024	JFernandez	1,300.00	126.00	1,426.00
WTP	30-80-8120-5300-570 MISCELLANEOUS To cover WTP office supplies.	41899	05/28/2024	JFernandez	1,200.00	-126.00	869.00
Water Dist.	30-80-8140-5100-020 SALARIES JFernandez		05/21/2024	10:59:16AM			

FY 2023-2024

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT

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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>
	To cover Dist/Coll Intern	41871	05/28/2024	EBRADFORI	450,888.00	1,500.00	490,388.00
Water Dist.	30-80-8140-5125-063 HOSPITALIZATION - RETIREE						
	To cover Dist/Coll Intern	41870	05/28/2024	EBRADFORI	0.00	-3,000.00	15,850.00
Water Dist.	30-80-8140-5300-154 MAINTENANCE - GROUNDS						
	To cover sewer right-of-way easement cle	41892	05/28/2024	JFernandez	34,100.00	-4,136.00	29,964.00
	For clearing of sewer easements.	41894	05/28/2024	JFernandez	34,100.00	-3,108.00	26,856.00
WW Collect.	30-80-8200-5100-020 SALARIES						
	To cover Dist/Coll Intern	41872	05/28/2024	EBRADFORI	463,360.00	1,500.00	464,860.00
WW Collect.	30-80-8200-5300-154 MAINTENANCE - GROUNDS						
	To cover sewer right-of-way easement cle	41893	05/28/2024	JFernandez	36,300.00	4,136.00	40,436.00
	For clearing of sewer easements.	41895	05/28/2024	JFernandez	36,300.00	3,770.00	44,206.00
WW Collect.	30-80-8200-5300-326 SUPPLIES - PATCH						
	For clearing of sewer easements.	41896	05/28/2024	JFernandez	16,000.00	-662.00	17,001.95
WWTP	30-80-8220-5300-158 MAINTENANCE - EQUIPMENT						
	Yr-end adj	41875	05/28/2024	EBRADFORI	84,150.00	10,000.00	119,496.16
WWTP	30-80-8220-5300-530 DUES & SUBSCRIPTIONS						
	Yr-end adj	41876	05/28/2024	EBRADFORI	10,561.00	2,500.00	10,561.00
						<u>49,000.00</u>	

APPROVED: 5/0

DATE: 05/28/24

VERIFIED: _____

Sam E. Kimrey



PROCLAMATION LGBTQ+ Pride Month 2024

WHEREAS, all are welcome in the Town of Hillsborough to live, work, and play, and every family deserves a place to call home where they are safe, happy, accepted and supported; and

WHEREAS, the Town of Hillsborough denounces prejudice and discrimination based on age, gender identity, gender expression, race, religion, marital or familial status, national origin, immigration status, sexual orientation, or physical attributes as an affront to our fundamental principles; and

WHEREAS, Pride Month began in June of 1969 on the one-year anniversary of the Stonewall Uprising in New York City after Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) and allied friends rose and fought against the constant police harassment and discriminatory laws that have since been declared unconstitutional; and

WHEREAS, throughout much of the history of the United States, same-sex relationships were criminalized in many states and many LGBTQ+ people in the United States were forced to hide their LGBTQ+ identities while living in secrecy and fear, including under previous policies such as "Don't Ask, Don't Tell"; and

WHEREAS, LGBTQ+ people in the United States face disparities in employment, healthcare, education, housing, and many other areas central to the pursuit of happiness in the United States; and

WHEREAS, numerous states have no explicit ban on discrimination based on sexual orientation and gender identity in the workplace (16), housing (18), public accommodations (21), and in schools (25); and

WHEREAS, there are members of the North Carolina General Assembly who remain insistent on attempting to pass legislation that prohibits LGBTQ+ people, especially transgender youth, from living authentic, thriving lives; and

WHEREAS, Hillsborough has historically offered support to the LGBTQ+ community by extending same-sex partner benefits to town employees before the legalization of same-sex marriage and officially opposing the 2012 amendment to the North Carolina Constitution defining marriage as being between one man and one woman; and

WHEREAS, Hillsborough first proclaimed LGBTQ+ Pride Month in 2019 at the suggestion of the town's first out member of the Board of Commissioners; and

WHEREAS, Hillsborough became the first municipality in North Carolina to pass a non-discrimination ordinance after the sunset of House Bill 142 to extend vital protections to LGBTQ+ individuals in our town; and

WHEREAS, the Town of Hillsborough appreciates the cultural, civic, and economic contributions of the LGBTQ+ community which strengthens our collective community and social welfare; and

WHEREAS, it is imperative that young people in our community, regardless of sexual orientation, gender identity, and expression, feel valued, safe, empowered, and supported by their community; and

WHEREAS, despite being marginalized, LGBTQ+ people continue to celebrate authenticity, acceptance, and love;

NOW, THEREFORE, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim the month of June 2024 as "LGBTQ+ Pride Month" and urge residents to recognize the contributions made by members of the LGBTQ+ community and to actively promote the principles of equality, liberty, and justice in the Town of Hillsborough.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 28th day of May in the year 2024.



Mark Bell

Mark Bell Mayor
Town of Hillsborough



PROCLAMATION

National Gun Violence Awareness Day

WHEREAS, every day, more than 120 Americans are killed by gun violence and more than 200 are shot or wounded; and

WHEREAS, Americans are 26 times more likely to be murdered with guns than people in other developed countries; and

WHEREAS, North Carolina ranks 23rd amongst states for gun deaths in the United States with an average of 1,636 deaths every year with 54% of gun-related deaths by suicide; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from dangerous people; and

WHEREAS, together with our neighbors in Orange County, Carrboro, and Chapel Hill, the Town of Hillsborough supports efforts to enact commonsense gun safety laws and educate the community on gun safety; and

WHEREAS, anyone can join this campaign by pledging to wear orange on Friday, June 7th to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 7th, Americans will raise awareness about gun violence and honor the lives and lost human potential of Americans stolen by gun violence; and

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands and encourage responsible gun ownership to help keep our children safe;

NOW, THEREFORE, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim June 7, 2024, as "National Gun Violence Awareness Day" in the Town of Hillsborough and encourage everyone to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 28th day of May in the year 2024.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough



ORDINANCE

Amending Town Code Section 5-11.a

The Hillsborough Board of Commissioners ordains:

Section 1. The following Section 5-11.a of the Code of Ordinances shall be amended.

1. Definitions.

The following definitions apply to this ordinance:

- (a) "Discrimination" means any difference in treatment based on race, natural hair or natural hairstyles, creed, color, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, veteran status, religious belief, age, or disability.
- (b) "Employer" includes any person employing one or more persons within the Town of Hillsborough and any person acting in the interest of an employer, directly or indirectly.
- (c) "Gender identity or expression" means having or being perceived as having gender-related identity, expression, appearance, or behavior, whether or not that identity, expression, appearance, or behavior is different from that traditionally associated with the sex assigned to that individual at birth.
- (d) "Person" includes one or more individuals, partnerships, associations, organizations, corporations, legal representatives, unincorporated organizations, fiduciaries, and other organized groups of persons.
- (e) "Place of public accommodation" includes, but is not limited to, any place, facility, store, other establishment, hotel, or motel that supplies goods or services on the premises to the public or which solicits or accepts the patronage or trade of any person.

2. Discrimination in places of public accommodations prohibited.

It shall be unlawful for any proprietor or his/her employer, keeper, or manager in a place of public accommodation to deny any person, except for reasons applicable alike to all persons, regardless of race, natural hair or natural hairstyles, creed, color, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, veteran status, religious belief, age, or disability the full enjoyment of the accommodations, advantages, facilities or privileges thereof.

3. Discrimination in employment prohibited.

It shall be unlawful for any employer, because of the race, natural hair or natural hairstyles, creed, color, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, veteran status, religious belief, age or disability or of any person to refuse to hire or

otherwise discriminate against him/her with respect to hire, tenure, conditions, or privileges of employment, or any matter directly or indirectly related to employment.

The provisions of this section shall become effective on the thirtieth (30th) day after, and to the extent permitted, the occurrence of any of the following circumstances: (a) Any decision of the North Carolina Supreme Court which reverses, in whole or in part, *Williams v. Blue Cross Blue Shield of North Carolina*, 357 N.C. 170, 581 S.E. 2d 415 (2003); or (b) Adoption of an amendment to the North Carolina Constitution which, in whole or in part, authorizes the Assembly to enact local, private or special acts regulating trade and labor.

4. Penalties and Enforcement.

- (a) Any person, firm, or corporation violating any provisions of this ordinance shall be issued a citation setting forth a civil penalty of five hundred dollars (\$500.00). Each and every day during which such discrimination continues shall be deemed a separate offense. Violation of this ordinance shall not constitute a misdemeanor pursuant to G.S. 14-4(a).
- (b) In addition to, or in lieu of the remedy provided in subsection (a), any person, firm, or corporation violating any provisions of this ordinance may be subject to an enforcement action brought by the Town under G.S. 160A-175(d) and (e) for an appropriate equitable remedy, including for a mandatory or prohibitory injunction commanding the defendant to correct the discrimination prohibited under this ordinance.

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. 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 28th day of May in 2024.

Ayes: 5
Noes: 0
Absent or excused: 0





Sarah E. Kimrey, Town Clerk