



# Minutes

## Board of Commissioners Regular Meeting with Budget Presentation

7 p.m. May 13, 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, Administrative Services Director Jen Della Valle, Assistant Town Manager and Community Services Director Matt Efird, Budget and Management Analyst Josh Fernandez, Police Management Analyst Marshall Grayson, Environmental Engineering Supervisor Bryant Green, Stormwater and Environmental Services Manager Terry Hackett, Police Chief Duane Hampton, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Finance Director Dave McCole, Town Manager Eric Peterson and Utilities Director Marie Strandwitz

### Opening of the meeting

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

#### 1. Public charge

Bell did not read the public charge.

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

There were none.

#### 3. Agenda changes and approval

- Item 6K – Revised resolution authorizing the submission of the Fiscal Year 2024-25 HOME Annual Action Plan and Program Design for Orange County.
- Add Item 6P – National Cities, Towns and Villages Month proclamation to the consent agenda.
- Add Item 9A – closed session as authorized by North Carolina General Statute Section 143-318.11(a)(3) to consult with the town attorney in order to preserve the attorney-client privilege (potential litigation).

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

**Vote:** 5-0.

#### 4. Presentations

- A. Orange County Partnership to End Homelessness Annual Report  
Rachel Waltz, manager of the Orange County Partnership to End Homelessness, presented the annual report to the board. She shared that homelessness is a housing problem. The three keys to end homelessness are affordable housing, appropriate support services and income.

Waltz stated that the Orange County Partnership to End Homelessness saw a 20% increase in the number of people requesting shelter services and served 9,174 individual households.

There was discussion about options for university students to stay in Orange County now that the University of North Carolina no longer provides Odum Village as a place to stay.

She shared program successes, including increased resources and housing and increased collaboration with partners across the Triangle and with people with lived experiences.

In response to questions, Waltz stated that the partnership works with A Lot of Love, an organization that provides furniture, moving and storage, and that animal shelters work to accommodate companion animals, including service and support animals protected by the Americans with Disabilities Act.

## **5. Appointments**

- A. Tourism Board – Reappointment of Megan Kimball for a term ending May 13, 2026

Motion: Commissioner Matt Hughes moved to approve the appointment. Ferguson seconded.  
Vote: 5-0.

## **6. Items for decision – consent agenda**

- A. Minutes  
– Regular meeting April 8, 2024  
– State of the Town Address April 22, 2024
- B. Miscellaneous budget amendments and transfers
- C. Proclamation – Memorial Day 2024
- D. Proclamation – Police Week and Peace Officers Memorial Day
- E. Proclamation – National Public Works Week 2024
- F. Proclamation – Period Poverty Awareness Week
- G. Proclamation – Asian American and Pacific Islander Heritage Month
- H. Ordinance Amending Article VII: Recreation, Sections 3-48 through 3-50 of the Code of Ordinances
- I. Ordinance Amending Chapter 13: Cemeteries of the Code of Ordinances
- J. Capital Project Ordinance Amendment – McAdams Road Water Main Replacement
- K. Fiscal Year 2024-25 HOME Annual Action Plan and Program Design for Orange County, North Carolina
- L. Global Funding Agreement for Orange County Transit Tax Funds
- M. Special Event Permit – Hillsborough Arts Council's Handmade Parade
- N. Special Event Permit – Fleet Feet Running Club's Big Run 5K
- O. Water and Sewer Extension Contract for Persimmon at Cates Creek – Phase I
- P. National Cities, Towns and Villages Month proclamation (added item)

Motion: Ferguson moved to approve all items on the amended consent agenda. Commissioner Robb English seconded.  
Vote: 5-0. Nays: None.

## **7. Items for decision - regular agenda**

- A. Fiscal Year 2025-27 Recommended Budget Presentation  
Town Manager Eric Peterson presented his recommended budget to the board. He recommends increasing the town's property tax rate, stormwater fee and water and sewer rates.

For the stormwater and water and sewer funds, Peterson highlighted that:

- A \$15 stormwater fee increase is recommended for residences in each of the three years of the proposed financial plan and will be the first since the fund was implemented eight years ago.

- Increases of 7.5% in water and sewer rates are the minimum needed to prevent issues with bond compliance.
- Completing the four-year initiative to reduce the minimum usage charge to 2,000 gallons is recommended. About 45% of customers already are benefiting from reduced minimums.
- Staff have several strategies for long-term stabilization of water and sewer rates.
- Peterson shared that the mayor will be meeting with state lawmakers to request funds.

For the General Fund, the manager highlighted that:

- A property tax rate increase of 2 cents is recommended in each of the next two fiscal years.
- The fund would have deficits of nearly \$1 million in each of the next three fiscal years.
- The town does not charge a solid waste collection fee, which allows the tax rate for some neighboring communities to appear lower.
- Peterson said the recommended budget would be available to the board by the end of the week and suggested a schedule for adoption that adds a second work session date on June 3 and the option to continue deliberations and adopt on June 17 or 24 if needed.

**B. Strategic Plan Check In – Quarter 3**

Administrative Services Director Jen Della Valle provided the board with an update on the Strategic Plan. In answering questions from the board, she shared that:

- Evaluating the renewable energy capacity has not progressed significantly but the Adron F. Thompson Water/Sewer Facility has been evaluated for solar energy as a part of its renovation.
- The town has not heard of internet service providers other than Spectrum providing free internet in public spaces.

Ferguson said having multiple providers can be a point of leverage to receive service and reduce cost. Bell suggested advertising could cover the cost of service.

Staff shared that:

- A parking study is expected to be complete in eight months.
- The Police Department is looking for a good time to offer community engagement meetings.
- Risk assessment by the North Carolina League of Municipalities will begin soon. It was delayed due to staffing.

**C. Ordinance Amending Section 5-11 of the Code of Ordinances to Remove Employment References from the Non-Discrimination Provisions**

Town Attorney Bob Hornik informed the board of a ruling from the state Supreme Court preventing counties and municipalities from enforcing trade- or labor-related ordinances, including the prevention of employment discrimination.

There was discussion about re-adding the clause if there is a change in state case law or if the town could enforce such ordinances.

**D. Hot topics for work session May 28, 2024**

The budget public hearing and a work session on the Water and Sewer Fund will be on May 28.

**8. Updates**

**A. Board members**

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

- B. Town manager  
There were none.
- C. Staff (written reports in agenda packet)  
There were none.

Motion: Ferguson moved to go into closed session. Commissioner Meaghun Darab seconded.  
Vote: 5-0.

**9. Closed session**

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

Motion: Ferguson moved to return to open session. Lloyd seconded.  
Vote: 5-0.

**10. Adjournment**

Bell adjourned the meeting at 10:12 p.m.

Respectfully submitted,

Sarah Kimrey  
Town Clerk  
Staff support to the Board of Commissioners

FY 2023-2024

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT

DATES: 05/13/2024 TO 05/13/2024

	<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	10-00-3900-3900-000 FUND BALANCE APPROPRIATION						
Fund Bal.	To correct PB appropriation	41781	05/13/2024	EBRADFORI	1,133,221.00	-268,260.00	1,785,292.61
GF	10-00-9990-5300-000 CONTINGENCY						
Contingency	Reverse Amendment for Revenue Bond A	41796	05/13/2024	EBRADFORI	450,000.00	5,500.00	5,500.00
Admin. Services	10-10-4200-5300-451 C.S./PRINTING						
	For charges & increased rates for bill inse	41811	05/13/2024	JFernandez	3,350.00	1,500.00	5,295.00
Admin. Services	10-10-4200-5300-570 MISCELLANEOUS						
	For charges & increased rates for bill inse	41810	05/13/2024	JFernandez	57,553.00	-1,500.00	74,860.32
Accounting	10-10-4400-5300-487 TAX COLLECTION						
	To cover Q3 tax collection fee to Orange t	41789	05/13/2024	JFernandez	42,000.00	2,764.00	44,764.00
Accounting	10-10-4400-5300-570 MISCELLANEOUS						
	To cover Q3 tax collection fee to Orange t	41788	05/13/2024	JFernandez	19,210.00	-2,764.00	16,446.00
Safety & Risk	10-10-6600-5300-080 TRAINING/CONF./CONV.						
	To cover auto flaggers	41794	05/13/2024	EBRADFORI	16,800.00	-1,058.00	9,246.00
Safety & Risk	10-10-6600-5300-320 SUPPLIES - OFFICE						
	To cover safety office uniforms through y	41786	05/13/2024	JFernandez	560.00	-60.00	500.00
	To cover printer purchase.	41799	05/13/2024	JFernandez	560.00	400.00	900.00
Safety & Risk	10-10-6600-5300-330 SUPPLIES - DEPARTMENTAL						
	To cover printer purchase.	41798	05/13/2024	JFernandez	6,720.00	-400.00	18,821.80
Safety & Risk	10-10-6600-5300-332 SUPPLIES - OSHA						
	To cover new fall protection equipment at	41779	05/13/2024	JFernandez	50,775.00	6,000.00	68,994.55
Safety & Risk	10-10-6600-5300-350 UNIFORMS						
	To cover safety office uniforms through y	41787	05/13/2024	JFernandez	0.00	60.00	1,560.00
Safety & Risk	10-10-6600-5300-571 SAFETY AWARDS PROGRAM						
	To cover new fall protection equipment at	41778	05/13/2024	JFernandez	15,120.00	-6,000.00	13,975.00
Safety & Risk	10-10-6600-5700-741 CAPITAL - EQUIPMENT						
	To cover auto flaggers	41795	05/13/2024	EBRADFORI	26,055.00	1,058.00	27,113.00
Police	10-20-5100-5300-080 TRAINING/CONF./CONV.						
	To cover training through year-end.	41785	05/13/2024	JFernandez	26,900.00	3,000.00	30,900.00
Police	10-20-5100-5300-140 TRAVEL/VEHICLE ALLOTMENT						
	To cover training through year-end.	41784	05/13/2024	JFernandez	5,100.00	-3,000.00	2,100.00
	To cover vet expenditures through year-er	41802	05/13/2024	JFernandez	5,100.00	-101.00	1,999.00
Police	10-20-5100-5300-458 DATA PROCESSING SERVICES						
	To cover addition of property managemen	41801	05/13/2024	JFernandez	25,310.00	379.00	28,249.00
Police	10-20-5100-5300-470 HIRING SELECTION PROCESS						
	To cover addition of property managemen	41800	05/13/2024	JFernandez	5,400.00	-379.00	5,021.00
Police	10-20-5100-5300-574 MISC. - POLICE DOG						
	To cover vet expenditures through year-er	41803	05/13/2024	JFernandez	4,100.00	101.00	9,801.00
GF - PB	10-30-3980-3900-100 POWELL BILL FUND BALANCE APPROPRIAT						
Fund Bal.	To correct PB appropriation	41780	05/13/2024	EBRADFORI	473,000.00	268,260.00	707,335.00
Streets	10-30-5600-5300-165 MAINTENANCE - INFRASTRUCTURE						
	Allocate to correct account.	41773	05/13/2024	JFernandez	5,000.00	29,705.00	34,705.00
Streets	10-30-5600-5700-729 CAPITAL - INFRASTRUCTURE						
	JFernandez		05/06/2024	5:08:27PM			Page 1 of 5
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TOWN OF HILLSBOROUGH  
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	Allocate to correct account.	41772	05/13/2024	JFernandez	239,000.00	-29,705.00	259,780.00
W&S Revenue	30-00-3850-3850-000 INTEREST EARNED Yr-end adj	41797	05/13/2024	EBRADFORI	10,000.00	5,500.00	35,500.00
W&S Transfers	30-71-5972-5972-002 TRANSFER TO WATER SDF RESERVE FUND Adj to actual	41816	05/13/2024	EBRADFORI	0.00	17,271.00	79,985.00
W&S Transfers	30-71-5972-5972-003 TRANSFER TO SEWER SDF RESERVE FUND Adj to actual	41817	05/13/2024	EBRADFORI	0.00	5,637.00	60,377.00
W&S Revenue	30-80-3500-3523-002 WATER SYSTEM DEVELOPMENT FEES Adj to actual	41814	05/13/2024	EBRADFORI	0.00	17,271.00	79,985.00
W&S Revenue	30-80-3500-3525-002 SEWER SYSTEM DEVELOPMENT FEES Adj to actual	41815	05/13/2024	EBRADFORI	0.00	5,637.00	60,377.00
W&S Fund Bal.	30-80-3900-3900-000 FUND BALANCE APPROPRIATED To cover arbitrage	41791	05/13/2024	EBRADFORI	1,768,570.00	19,955.00	4,774,898.31
Admin. of Enterprise	30-80-7200-5300-041 ATTORNEY FEES Adj to actual	41826	05/13/2024	EBRADFORI	17,000.00	2,605.00	40,105.00
	Adj to actual	41828	05/13/2024	EBRADFORI	17,000.00	225.00	40,330.00
Admin. of Enterprise	30-80-7200-5300-560 SERVICE MILESTONE RECOGNITION Adj to actual	41827	05/13/2024	EBRADFORI	225.00	-225.00	0.00
Admin. of Enterprise	30-80-7200-5300-571 SAFETY AWARDS PROGRAM Adj to actual	41824	05/13/2024	EBRADFORI	0.00	-484.00	2,342.00
Admin. of Enterprise	30-80-7200-5300-580 CUSTOMER SERVICE & INNOVATION AWARD Adj to actual	41825	05/13/2024	EBRADFORI	4,000.00	-2,121.00	1,879.00
Utilities Admin.	30-80-7220-5100-020 SALARIES Adj to actual	41823	05/13/2024	EBRADFORI	368,043.00	15,283.00	425,826.00
Utilities Admin.	30-80-7220-5125-060 HOSPITALIZATION Adj to actual	41818	05/13/2024	EBRADFORI	37,118.00	1,000.00	38,118.00
Utilities Admin.	30-80-7220-5125-061 LIFE/DISABILITY/VISION Adj to actual	41819	05/13/2024	EBRADFORI	2,106.00	-1,000.00	1,106.00
Utilities Admin.	30-80-7220-5300-140 TRAVEL/VEHICLE ALLOTMENT Adj to actual	41822	05/13/2024	EBRADFORI	14,520.00	-6,800.00	7,720.00
Utilities Admin.	30-80-7220-5300-584 TRIANGLE WATER PARTNERSHIP Adj to actual	41820	05/13/2024	EBRADFORI	15,000.00	-4,641.00	10,359.00
Utilities Admin.	30-80-7220-5700-740 CAPITAL - VEHICLES Adj to actual	41821	05/13/2024	EBRADFORI	0.00	-3,842.00	31,158.00
Billing & Collections	30-80-7240-5100-010 OVERTIME COMPENSATION Adj to actual	41829	05/13/2024	EBRADFORI	2,000.00	4,000.00	8,000.00
Billing & Collections	30-80-7240-5100-020 SALARIES Adj to actual	41836	05/13/2024	EBRADFORI	326,326.00	-21,160.00	277,766.00
Billing & Collections	30-80-7240-5125-060 HOSPITALIZATION Adj to actual	41835	05/13/2024	EBRADFORI	59,676.00	-22,000.00	37,676.00
Billing & Collections	30-80-7240-5125-061 LIFE/DISABILITY/VISION Adj to actual	41834	05/13/2024	EBRADFORI	1,840.00	-1,390.00	450.00
Billing & Collections	30-80-7240-5127-070 RETIREMENT						
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	Adj to actual	41833	05/13/2024	EBRADFORI	41,483.00	-10,000.00	31,483.00
Billing & Collections	30-80-7240-5300-145 MAINTENANCE - BUILDINGS						
	Adj to actual	41830	05/13/2024	EBRADFORI	0.00	50.00	50.00
Billing & Collections	30-80-7240-5300-310 GASOLINE						
	To cover temporary contracted personnel.	41774	05/13/2024	JFernandez	7,000.00	-1,000.00	6,000.00
Billing & Collections	30-80-7240-5300-411 C.S./SOUTH DATA						
	Adj to actual	41831	05/13/2024	EBRADFORI	43,100.00	1,000.00	37,010.11
Billing & Collections	30-80-7240-5300-458 DATA PROCESSING SERVICES						
	To cover temporary contracted personnel.	41775	05/13/2024	JFernandez	28,395.00	-1,000.00	27,395.00
Billing & Collections	30-80-7240-5300-503 C.S./TEMPORARY PERSONNEL						
	To cover temporary contracted personnel.	41777	05/13/2024	JFernandez	0.00	4,000.00	26,089.89
Billing & Collections	30-80-7240-5300-575 ARBITRAGE						
	To cover temporary contracted personnel.	41776	05/13/2024	JFernandez	2,000.00	-2,000.00	0.00
	To cover arbitrage	41790	05/13/2024	EBRADFORI	2,000.00	19,955.00	19,955.00
Billing & Collections	30-80-7240-5300-585 ELECTRONIC PAYMENT FEES						
	Adj to actual	41832	05/13/2024	EBRADFORI	136,500.00	49,500.00	186,000.00
WTP	30-80-8120-5100-020 SALARIES						
	Adj to actual	41840	05/13/2024	EBRADFORI	544,726.00	3,445.00	548,171.00
WTP	30-80-8120-5300-130 UTILITIES						
	Adj to actual	41837	05/13/2024	EBRADFORI	86,290.00	15,710.00	102,000.00
WTP	30-80-8120-5300-310 GASOLINE						
	Adj to actual	41839	05/13/2024	EBRADFORI	11,000.00	-3,445.00	7,555.00
WTP	30-80-8120-5300-323 SUPPLIES - CHEMICALS						
	Adj to actual	41838	05/13/2024	EBRADFORI	427,760.00	-15,710.00	250,227.00
WFER	30-80-8130-5300-154 MAINTENANCE - GROUNDS						
	To cover brush and debris clearing at WFI	41783	05/13/2024	JFernandez	15,000.00	5,000.00	31,686.22
WFER	30-80-8130-5300-330 SUPPLIES - DEPARTMENTAL						
	To cover brush and debris clearing at WFI	41782	05/13/2024	JFernandez	10,000.00	-5,000.00	4,167.30
WFER	30-80-8130-5300-412 C.S./MONITORING MISSION UNIT						
	Adj to actual	41841	05/13/2024	EBRADFORI	1,500.00	-840.00	660.00
WFER	30-80-8130-5300-921 WATER QUALITY MONITORING						
	Adj to actual	41842	05/13/2024	EBRADFORI	25,000.00	-951.00	24,049.00
WFER	30-80-8130-5400-910 DEBT SERVICE - PRINCIPAL						
	Adj to actual	41843	05/13/2024	EBRADFORI	839,737.00	1,791.00	348,791.00
Water Dist.	30-80-8140-5100-020 SALARIES						
	Adj to actual	41844	05/13/2024	EBRADFORI	450,888.00	38,000.00	488,888.00
Water Dist.	30-80-8140-5120-050 FICA						
	Adj to actual	41845	05/13/2024	EBRADFORI	34,493.00	5,000.00	39,493.00
Water Dist.	30-80-8140-5125-060 HOSPITALIZATION						
	Adj to actual	41846	05/13/2024	EBRADFORI	91,728.00	11,000.00	84,228.00
Water Dist.	30-80-8140-5127-070 RETIREMENT						
	Adj to actual	41847	05/13/2024	EBRADFORI	57,346.00	10,000.00	67,346.00
Water Dist.	30-80-8140-5127-071 401(K) RETIREMENT SUPP.						
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DATES: 05/13/2024 TO 05/13/2024

	<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>
	Adj to actual	41848	05/13/2024	EBRADFORI	22,544.00	4,000.00	26,544.00
Water Dist.	30-80-8140-5300-165 MAINTENANCE - INFRASTRUCTURE						
	Adj to actual	41849	05/13/2024	EBRADFORI	140,000.00	-68,000.00	72,000.00
WW Collect.	30-80-8200-5300-130 UTILITIES						
	Adj to actual	41850	05/13/2024	EBRADFORI	57,500.00	1,000.00	56,000.00
WW Collect.	30-80-8200-5300-165 MAINTENANCE - INFRASTRUCTURE						
	Adj to actual	41851	05/13/2024	EBRADFORI	187,500.00	-1,000.00	270,702.00
WWTP	30-80-8220-5100-010 OVERTIME COMPENSATION						
	Adj to actual	41852	05/13/2024	EBRADFORI	5,000.00	2,500.00	7,500.00
WWTP	30-80-8220-5300-110 TELEPHONE/INTERNET						
	Adj to actual	41853	05/13/2024	EBRADFORI	890.00	750.00	1,640.00
WWTP	30-80-8220-5300-130 UTILITIES						
	Adj to actual	41854	05/13/2024	EBRADFORI	152,448.00	16,552.00	169,000.00
WWTP	30-80-8220-5300-158 MAINTENANCE - EQUIPMENT						
	Adj to actual	41863	05/13/2024	EBRADFORI	84,150.00	-10,000.00	109,496.16
WWTP	30-80-8220-5300-162 MAINTENANCE - LAB EQUIPMENT						
	Adj to actual	41865	05/13/2024	EBRADFORI	7,870.00	-4,300.00	3,570.00
WWTP	30-80-8220-5300-164 MAINTENANCE - INSTRUMENTATION						
	Adj to actual	41864	05/13/2024	EBRADFORI	19,470.00	-4,500.00	24,530.00
WWTP	30-80-8220-5300-165 MAINTENANCE - INFRASTRUCTURE						
	Adj to actual	41866	05/13/2024	EBRADFORI	9,200.00	-472.00	16,368.00
WWTP	30-80-8220-5300-323 SUPPLIES - CHEMICALS						
	Adj to actual	41855	05/13/2024	EBRADFORI	56,380.00	8,580.00	62,000.00
WWTP	30-80-8220-5300-327 SUPPLIES - LAB						
	Adj to actual	41856	05/13/2024	EBRADFORI	12,300.00	1,700.00	14,000.00
WWTP	30-80-8220-5300-330 SUPPLIES - DEPARTMENTAL						
	Adj to actual	41857	05/13/2024	EBRADFORI	4,000.00	1,000.00	5,000.00
WWTP	30-80-8220-5300-331 SUPPLIES - SAFETY						
	Adj to actual	41858	05/13/2024	EBRADFORI	3,360.00	-3,200.00	160.00
WWTP	30-80-8220-5300-338 SUPPLIES - DATA PROCESSING						
	Adj to actual	41859	05/13/2024	EBRADFORI	510.00	-510.00	0.00
WWTP	30-80-8220-5300-445 C.S./DUMPSTER SERVICE						
	Adj to actual	41860	05/13/2024	EBRADFORI	3,180.00	-1,600.00	1,580.00
WWTP	30-80-8220-5300-473 MAINTENANCE CONTRACTS						
	Adj to actual	41862	05/13/2024	EBRADFORI	26,700.00	-4,000.00	22,700.00
WWTP	30-80-8220-5300-530 DUES & SUBSCRIPTIONS						
	Adj to actual	41861	05/13/2024	EBRADFORI	10,561.00	-2,500.00	8,061.00
Storm-Water	35-30-5900-5300-165 MAINTENANCE - INFRASTRUCTURE						
	To cover Mapping GPS Receiver	41808	05/13/2024	EBRADFORI	177,000.00	-250.00	176,750.00
Storm-Water	35-30-5900-5300-330 SUPPLIES - DEPARTMENTAL						
	To cover Mapping GPS Receiver	41809	05/13/2024	EBRADFORI	750.00	250.00	1,000.00
Restr. Revenue	72-00-5100-3301-052 RESTRICTED REV-ABC BOARD GRANT						
	To record FY24 revenue	41792	05/13/2024	EBRADFORI	19,157.85	8,000.00	27,157.85



FY 2023-2024

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT  
DATES: 05/13/2024 TO 05/13/2024

<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>
Restr.	72-20-5100-5300-052 ABC BOARD EXPENDITURES						
Revenue	To record FY24 revenue	41793	05/13/2024	EBRADFORI	19,157.85	8,000.00	27,157.85
						<u>112,726.00</u>	

APPROVED: 5/0

DATE: 05/13/24

VERIFIED: *Sarah E. Kimrey*

DRAFT



# PROCLAMATION

## Memorial Day 2024

**WHEREAS**, Memorial Day is a day of reflection and solemn observance to honor the men and women of the armed forces who have lost their lives in service to their country; and

**WHEREAS**, what is now known as "Memorial Day" has its roots in Decoration Day – a day first observed on May 1, 1865 and led by Black soldiers including the 54th Massachusetts and the 34th and 104th U.S. Colored Troops, Black veterans, white missionaries, and newly emancipated Black citizens of Charleston, South Carolina to honor the dead Union troops buried at a planters' racetrack; and

**WHEREAS**, we honor all men and women of all wars and conflicts who fought and died on behalf of our treasured ideals and do so with the clear-eyed recognition of the horrors war brings to all those it touches; and

**WHEREAS**, the military service members who have fallen in combat leave behind families and other loved ones who are left with the pain of their loss and carry that loss with them for the remainder of their days, experiencing the true cost of war in ways the majority of their countrymen and women cannot; and

**WHEREAS**, Memorial Day, in accordance with a joint resolution of Congress passed May 11, 1950, is also a day dedicated as a call to prayer for permanent peace; and

**WHEREAS**, toward the goal of peace, Memorial Day is a day for somber reflection on lives lost and potentials left unfulfilled, and for holding fast to our earnest hope for and commitment to non-violent solutions to conflict and a true, lasting peace where all people can thrive; and

**WHEREAS**, from that first Decoration Day until now, we have made much progress as a nation and people to live up to the ideals for which so many have given the ultimate sacrifice, yet have much more work to do; and

**WHEREAS**, one way to honor the dead is to treat the living well;

**NOW, THEREFORE**, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim May 27, 2024 as "Memorial Day" in the Town of Hillsborough in honor of all members of the armed forces who have lost their lives in service to their country and I call on community members to recognize and support the loved ones of the fallen, and encourage all residents to reflect on their role in creating a more just, peaceful nation and world.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 13<sup>th</sup> day of May in the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough



# PROCLAMATION

## Police Week and Peace Officers Memorial Day

May 12-18, 2024

**WHEREAS**, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Hillsborough Police Department; and

**WHEREAS**, on April 29, 1786, Sheriff Benjamin Brach of Chesterfield County, Virginia, became the first law enforcement officer to die in the line of duty in the United States; since then, more than 26,600 law enforcement officers in the United States have paid the ultimate price during the performance of their duties, including 639 in North Carolina; and

**WHEREAS**, over 50,000 assaults against law enforcement officers are reported each year, resulting in approximately 17,000 injuries; and

**WHEREAS**, the 87th Congress passed Public Law 87-726, a joint resolution authorizing the president to proclaim May 15th of each year as Peace Officers Memorial Day, and the calendar week during which May 15th occurs as Police Week; this was signed into law by President John F. Kennedy on Oct. 1, 1962; and

**WHEREAS**, the members of the Hillsborough Police Department play an essential role in safeguarding the rights and freedoms of our residents, they protect the innocent against deception and the weak against oppression, they unceasingly provide a vital public service without which our town would not enjoy the peace and liberty that we so dearly value; and

**WHEREAS**, it is important that community members know and understand the duties and responsibilities of our law enforcement officers and acknowledge the hazards and sacrifices that are a fundamental aspect of their profession;

**THEREFORE**, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim May 12 through May 18, 2024 as "Police Week" and call upon all organizations and residents to commemorate law enforcement officers, past and present, who have rendered dedicated service to their communities.

**NOW, THEREFORE**, I proclaim Wednesday, May 15, 2024 as "Peace Officers Memorial Day" and call upon all residents of Hillsborough to honor those law enforcement officers who made the ultimate sacrifice in service to their community or became disabled in their performance of their duty.

**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 May in the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough



# PROCLAMATION

## National Public Works Week 2024

### Connecting the World Through Public Works

**WHEREAS**, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Hillsborough; and

**WHEREAS**, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are responsible for rebuilding, improving, and protecting our town's transportation, water supply, water and sewer treatment, solid waste systems, and facilities essential for our community members; and

**WHEREAS**, it is in the public interest for the residents of Hillsborough to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in our community; and

**WHEREAS**, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association; and

**WHEREAS**, all residents are urged to join with representatives of the American Public Works Association and the Town of Hillsborough to pay tribute to our public works professionals and to recognize the substantial contributions they make to protecting our town's health, safety, and quality of life.

**NOW, THEREFORE**, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim May 19 through May 25, 2024, as "National Public Works Week" 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 13th day of May in the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough



# PROCLAMATION

## Period Poverty Awareness Week

May 20-28, 2024

**WHEREAS**, approximately half of the population will have a period every month for decades of their lives and period supplies are a necessary product, each month, for millions of people across the country; and

**WHEREAS**, national surveys and research studies report that one in four menstruating individuals struggle to secure enough period supplies to meet their needs each month due to a lack of income and this lack of period supplies, known as period poverty, can adversely affect the health and well-being of menstruators; and

**WHEREAS**, national surveys also report that one in five women and girls miss work or school due to lacking a sufficient period supplies, exacerbating the vicious cycle of poverty by forcing menstruators to withdraw from daily life, losing pay or missing educational opportunities; and

**WHEREAS**, menstruators struggling with period poverty risk infections by using proxy products not intended for this purpose or not changing products as often as needed; and

**WHEREAS**, the people of Hillsborough recognize that period poverty is a public health issue, and addressing period poverty can enhance economic opportunity for Hillsborough's people and surrounding communities and improved health for women and girls/menstruators, thus ensuring all people have access to the basic necessities required to thrive and reach their full potential; and

**WHEREAS**, Hillsborough is proud to be home to trusted organizations, including Period Power, a program of the Diaper Bank of North Carolina, that recognize the importance of period products in ensuring health and providing economic stability and thus distribute period products through various channels; and

**WHEREAS**, the Hillsborough Board of Commissioners extends its sincere gratitude to the aforementioned period supply banks, their staff, volunteers and donors, for their courageous service during the crisis, and encourage the citizens of Hillsborough to donate generously to period supply banks, product drives, and those organizations that collect and distribute period products to those struggling with period poverty, so that the Hillsborough community can thrive and reach their full potential;

**NOW, THEREFORE**, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim May 20 through May 28, 2024, as "Period Poverty Awareness Week" 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 13<sup>th</sup> day of May in the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough



# PROCLAMATION

## Recognizing the Month of May as Asian American and Pacific Islander Heritage Month

**WHEREAS,** Asian Americans across the United States can trace their roots to more than 20 countries in East and Southeast Asia, the Indian subcontinent, and the Pacific Islands, each with unique histories, cultures and languages; and

**WHEREAS,** North Carolina has been home to members of the Asian American and Pacific Islander communities since the mid-19th century, when the first Chinese immigrants began to settle in the state; and

**WHEREAS,** the month of May was selected as a way to honor the immigration of the first Japanese residents to the United States in 1843 and the completion of the Transcontinental Railroad in 1869, which was constructed by predominately Chinese immigrants; and

**WHEREAS,** the efforts and contributions of Asian Americans and Pacific Islanders can be seen across many aspects of society, including education, business, and science, playing a pivotal role in North Carolina's rich history; and

**WHEREAS,** in 1977, a joint resolution was passed by the U.S. Congress directing the President to issue a proclamation designating the week beginning on May 4, 1979, as Asian/Pacific American Heritage Week; and

**WHEREAS,** in 1992, the U.S. Congress passed a law permanently designating May of each year as Asian/Pacific American Heritage Month; and

**WHEREAS,** the Town of Hillsborough recognizes the paramount importance of actively promoting the understanding of, fostering appreciation for, and raising awareness of the rich and diverse cultures and history of Asian Americans and Pacific Islanders among its residents;

**NOW, THEREFORE,** I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim the month of May as "Asian American and Pacific Islander Heritage Month" 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 13th day of May in the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough



## ORDINANCE

### Amending Article VII – Recreation

#### Sections 3-48 through 3-50 of the Code of Ordinances

The Hillsborough Board of Commissioners ordains:

**Section 1.** Chapter 3, Article VII, of the Hillsborough Code of Ordinances is amended as follows:

#### **Section 3-48. Town park and greenway trail hours of operation; remaining after closing.**

- (a) Unless otherwise authorized by the town manager, or the manager's designee, all town parks are closed from 30 minutes past sunset until 7 a.m. Use of a park outside of these operating hours must be authorized by the Town of Hillsborough through an approved special event permit.
- (b) Unless otherwise authorized by the town manager, or the manager's designee, all town greenway trails are closed from 30 minutes past sunset until sunrise. Use of a greenway outside of these operating hours must be authorized by the Town of Hillsborough through an approved special event permit.
- (c) It shall be unlawful to remain upon the park or greenway grounds during the time the facility is closed.

#### **Section 3-49. Rules and regulations for town parks and greenways.**

The rules and regulations for town parks and greenways are as follows:

- (1) All persons in any park or greenway shall obey all posted regulations, signs and directions.
- (2) No person shall willfully mark, deface, disfigure, injure, tamper with, displace, dig, or remove any structure, equipment, facility, vegetation or any other real or personal property that is located within the park or greenway and belonging to the town unless authorized by the Town of Hillsborough. This includes but is not limited to the removal of any artifacts, plants, flowers, or foliage from town parks or greenways.
- (3) No person shall park, drive or ride motorized vehicles in town parks or greenways, except in designated roadways and parking areas unless authorized by the Town of Hillsborough. Parking areas at town parks are restricted to park users and patrons.
- (4) No person shall dump, deposit, leave or place trash, balloons, confetti, ashes, broken glass or other waste within any park or greenway except in designated waste or recycling receptacles provided for the purpose. No person shall dispose of household garbage or rubbish within any town park or greenway. All pet waste shall be picked up and disposed of in pet waste receptacles or removed from the site.
- (5) No person shall camp or stay overnight in any town park or greenway.
- (6) No person shall carry, possess or use any firearm or other dangerous weapon within any town park. This section shall not apply to law enforcement or other government personnel acting within the scope of their employment.



- (7) No person shall use, consume or possess any alcoholic beverages, beer or wine within any town park or greenway unless authorized by the Town of Hillsborough through a special event permit. No person shall use, consume or possess any narcotic drug or hallucinogen or any other controlled substance within any town park or greenway without a valid physician's prescription for the substance.
- (8) No person shall engage, either verbally or physically, in any loud, disruptive or offensive conduct, or engage in any activity or sport in a manner which threatens the safety or welfare of other patrons of the town park or greenway, or which unreasonably impairs the public's opportunity to use and enjoy the park.
- (9) No person shall ride or bring livestock or other animals, with the exception of leashed domesticated pets, to a town park or greenway. Unleashed dogs are prohibited outside of designated dog parks. Pets must be supervised at all times.
- (10) No person shall access or use any body of water in or adjacent to a town park or greenway where there is not properly permitted public access to the body of water.
- (11) Advertising, commercial or income generating activity is prohibited in town parks and greenways unless authorized by the Town of Hillsborough through a special event permit. This includes but is not limited to fitness classes, personal instruction, and selling of goods or services.
- (12) The following activities are prohibited in town parks and greenways:
- (a) Balloon releases
  - (b) Bounce house or inflatables
  - (c) Climbing walls
  - (d) Fire, fire pits, fireworks
  - (e) Game trailers
  - (f) Golf
  - (g) Petting zoos, circuses, carnivals
  - (h) Waterslides, water balloons, pools, and other water toys
  - (i) High voltage electrical items. Outlets in picnic shelters are limited to 200 amps or lower. Electricity is not provided in all shelters.
  - (j) Paints, spray paints, and permanent markings on fields, buildings, equipment, walkways, and trails.
  - (k) The use of cleated shoes on playing fields.



**Section 3-50. Reservation of facilities within town parks.**

- (a) The town may allow the reservation of certain facilities within town parks for private use for limited periods when such use does not conflict with enjoyment of the park by the general public or other town policies.
- (b) A person seeking to reserve a town park facility must submit a reservation permit application a minimum of 14 days in advance of the reservation date. The reservation request must be approved by town staff in advance of the reservation date for the reservation to be effective. Fees associated with the reservation are non-refundable and are due on the date specified by town staff after the reservation request is reviewed. Cancellations made 7 days prior to the reservation date may be issued a credit toward a future reservation of the facility, to be used within one calendar year. Reservation cancellations made within 7 days of the reservation date are not eligible for credit.
- (c) The reservation shall be on a form provided by town staff and require sufficient information to identify the person requesting the permit, emergency contact information, the facility to be reserved, the proposed use and duration of use, and proof of liability insurance if deemed necessary by the town.
- (d) The public space manager or their designee is authorized to approve park facility reservation permits.
- (e) The reservation permit-issuing staff may issue a reservation permit when they find that the proposed activity or use of the park:
  - (1) Will not unreasonably interfere or detract from the general public enjoyment of the park;
  - (2) Will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation;
  - (3) Is not reasonably anticipated to incite violence, crime or disorderly conduct;
  - (4) Will not entail unusual, extraordinary or burdensome expense or police operation by the town;
  - (5) Has not been reserved for other use at the day and hour required in the application.
- (f) Not to limit the generality of paragraph (e), the following activities are prohibited and may not be permitted as part of a park reservation but can be considered and approved during the review of a special event permit:
  - (1) Archery;
  - (2) Sound amplifying equipment including but not limited to PA systems and stereos;
  - (3) Temporary chalk markings associated with sports and games on playing fields.
- (g) Events that meet a threshold specified in section 7-18 shall seek a special event permit rather than a park reservation permit. The standard reservation fees apply for special events, unless sponsored by the Town of Hillsborough. The following regulations apply to all special events in town parks:

- (1) Events at town parks are limited to a total number of 75 persons excluding Town of Hillsborough hosted events.
- (2) Events at town parks must comply with Section 5 of the Code of Ordinances: Noise.
- (3) Event sponsors and hosts are responsible for the collection and disposal of all trash and waste that is not located within a provided trash bin or receptacle. No trash may be left on site or placed outside of the provided waste receptacles.
- (h) Town parks and greenways may not be reserved for exclusive, non-public use unless approved by the Hillsborough Board of Commissioners through a special event permit.

**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 13th day of May in the year 2024.

Ayes: 5

Noes: 0

Absent or excused: 0



*Sarah E. Kimrey*

Sarah E. Kimrey, Town Clerk



## ORDINANCE

### Amending Chapter 13 – Cemeteries

#### Section 13-2 through 13-7 of the Code of Ordinances

The Hillsborough Board of Commissioners ordains:

**Section 1.** Chapter 13 – Cemeteries, of the Hillsborough Code of Ordinances is amended as follows:

#### **Section 13-2. Application of provisions**

Unless specifically stated to the contrary, this chapter applies only to cemeteries owned or operated by the town.

#### **Section 13-3. Burial only in cemeteries.**

No person may bury or cause to be buried the body of any deceased person within the town limits in any place other than a church cemetery, or a cemetery owned or operated by the town or another governmental entity, or a private cemetery licensed or specifically exempted from licensing according to the North Carolina Cemetery Act, article 9 of G.S. chapter 65 (G.S. 65-46—65-73).

#### **Section 13-4. Disruptive activity prohibited.**

- (a) No person may drive any motor vehicle of any kind in any cemetery owned or operated by the town except upon the main roads and avenues provided therein for vehicular traffic. Excluded from this prohibition are any types of equipment necessary for grave preparation or monument setting.
- (b) No person may drive any motor vehicle or park any motor vehicle in any cemetery owned or operated by the town unless in attendance at burial services or otherwise engaged in activities consistent with the use of a cemetery as a cemetery.
- (c) No person may take any dog, except when on a leash, or any other animal into any cemetery owned or operated by the town unless affiliated with and authorized as part of a funeral service or allow any animal to run at large therein. No person may walk a leashed dog in any cemetery owned or operated by the town except upon the paved roads and sidewalks provided therein for vehicular traffic. Dogs are strictly prohibited in the Margaret Lane Cemetery and Old Town Cemetery.
- (d) No person may intentionally disrupt any funeral services or disturb the quiet and good order of any cemetery by extremely loud or boisterous conduct. Except in the case of military funerals and veterans or military commemorative exercises, no person may carry or discharge firearms in any cemetery owned or operated by the town.
- (e) No person may post or attach any bills, posters, placards, pictures or other form of political or commercial advertising within any cemetery owned or operated by the town or on the inside or outside of any wall or fence enclosing any such cemetery.
- (f) No person shall participate in any active recreational games or sports in any cemetery owned or operated by the town. Strolling, walking, and jogging are permitted but shall not interrupt

funeral services. Passive recreation such as sitting in quiet reflection and contemplation are permitted. Picnics are strictly prohibited in the Margaret Lane Cemetery and Old Town Cemetery.

- (g) All persons will respect the solemnity of the cemetery and observe the rules which have been established for the purpose of securing quiet and good order at all times within all cemeteries owned or operated by the town.

### **Section 13-5. Desecration of public and private cemeteries.**

- (a) As provided in G.S. 14-148, any person who willfully commits in any cemetery located within the town's corporate limits, any of the acts set forth in the following subsections, shall be guilty of a Class 1 misdemeanor and shall be fined not more than \$100. Damages of \$1,000 or more will result in a Class 1 felony. In passing sentence, the court shall consider the appropriateness of restitution as a condition of probation under G.S. 15A-1343(b)(9) as an alternative to actual imposition of a fine, jail term, or both.
  - (1) Throwing, placing, or putting any refuse, garbage, trash, or articles of similar nature in or on a public or private cemetery where human bodies are interred.
  - (2) Removing, disturbing, vandalizing, destroying, or tampering with any shrubbery, flowers, plants, or other articles planted or placed within any cemetery to designate where human remains are interred or to preserve and perpetuate the memory and name of any person, without authorization of law or the consent of the surviving spouse or next of kin.
- (b) Provided nothing contained in this section shall preclude operators of such cemeteries from exercising all the powers reserved to them in their respective rules and regulations relating to the care of such cemeteries.

### **Section 13-6. Hours of operation.**

- (a) The cemeteries owned or operated by the town shall remain open to the public throughout the year from sunrise until sunset.
- (b) No person may enter any town-owned or operated cemetery at any time other than the hours of operation established by subsection (a) of this section.

### **Section 13-7. Trees; plantings; landscaping.**

- (a) No person may plant, prune, or remove any tree, shrub, flower, grass or other plant of any kind located within a cemetery owned or operated by the town.
- (b) No person may place on or around any gravesite a fence, border, picture, toy, handmade ornament, or other self-described memoriam between March 1 and the October 31 of each year.
- (c) The public works manager or his designee may enter any lot and remove any tree, shrub, or other plant that hinders the maintenance of any part of the cemetery. This also applies to the items referred to in subsection (b) of this section.
- (d) The public works director or his designee may remove from the cemetery all floral designs, flowers, weeds, or plants of any kind from the cemetery as soon as they deteriorate or otherwise become unsightly.

**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 13th day of May in the year 2024.

Ayes: 5

Noes: 0

Absent or excused: 0



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

DRAFT



## ORDINANCE

### Capital Project Amendment

### McAdams Road Water Main Replacement

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby 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>
McAdams Water Main Replacement	\$350,000	\$10,000	\$360,000

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
McAdams Water Main Replacement	\$350,000	\$10,000	\$360,000

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

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 13<sup>th</sup> day of May in the year 2024.

Ayes: 5  
Noes: 0  
Absent or excused: 0



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

FY 2023-2024

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT

DATES: 05/14/2024 TO 05/14/2024

<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>
30-00-3850-3850-000 INTEREST EARNED						
Adj to actual	41807	05/14/2024	EBRADFORI	10,000.00	10,000.00	45,500.00
30-71-8140-5982-001 TRANSFER TO UTIL CAP IMPROV FUND						
McAdams Rd Wtr Main Construction	41806	05/14/2024	EBRADFORI	14,537.00	10,000.00	1,497,593.78
69-43-3870-3870-519 TRANSFER FROM WSF-McADAMS RD WTR MA						
To cover construction	41804	05/14/2024	EBRADFORI	0.00	10,000.00	360,000.00
69-43-8140-5700-861 McADAMS RD WATER MAIN REPLACEMENT						
To cover construction	41805	05/14/2024	EBRADFORI	0.00	10,000.00	360,000.00
					<u>40,000.00</u>	

APPROVED: 5/0

DATE: 05/13/24

VERIFIED: \_\_\_\_\_

*Sam E. Kimrey*

DRAFT



## RESOLUTION

### Authorizing the Submission of the FY 2024 - 2025 HOME Annual Action Plan and Program Design for Orange County, North Carolina

**WHEREAS**, the Hillsborough Board of Commissioners as a member of the Orange County HOME Consortium authorizes the town manager to submit the Orange County Annual Action Plan for Fiscal Year 2024-2025 to the U.S. Department of Housing and Urban Development, including all understandings, assurances, and certifications required therein; and

**WHEREAS**, the board approves the following activities for the Fiscal Year 2024-2025 HOME Program:

<b><u>Tenant Based Rental Assistance</u></b>	<b>\$136,499</b>
<i>Funds will be allocated to the Orange County Partnership to End Homelessness to provide rental assistance for people experiencing homelessness or low-income households (at or below 30% AMI).</i>	
<b><u>Rental Construction – CASA</u></b>	<b>\$222,120</b>
<i>Funds will be allocated to CASA for the predevelopment and new construction costs for seventy-two (72) units for households at or below eighty percent (80%) AMI in the Town of Hillsborough</i>	
<b><u>Program Administration</u></b>	<b>\$36,701</b>
<b><u>Total Funding</u></b>	<b>\$395,320</b>

**WHEREAS**, 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;

**NOW, THEREFORE**, be it resolved by the Hillsborough Board of Commissioners that this resolution is effective upon approval.

Approved this 13<sup>th</sup> day of May of the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough

Attestation:

*Sarah E. Kimrey*

Sarah E. Kimrey, Town Clerk





## RESOLUTION

### Authorizing a Global Funding Agreement with Orange County, The Durham-Chapel Hill-Carrboro MPO and GoTriangle

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

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

**WHEREAS**, the 2023 Comprehensive Participation Agreement requires all participating organizations to enter into Global Funding Agreements with Orange County, GoTriangle and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization in order to receive transit tax revenues for operations or capital projects;

**NOW, THEREFORE**, be it resolved that the Hillsborough Board of Commissioners authorizes the town manager to enter into a Global Financial Agreement with Orange County, GoTriangle and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization for the purpose of receiving Orange County Transit Revenues.

Approved this 13<sup>th</sup> day of May of the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough

Attestation:

*Sarah E. Kimrey*

Sarah E. Kimrey, Town Clerk



## PROCLAMATION

### National Cities, Towns and Villages Month

**WHEREAS**, the National League of Cities was founded in 1924 in Lawrence, Kansas, as the American Municipal Association by state municipal leagues seeking more coordination and national representation as cities, towns, and villages expanded rapidly; and

**WHEREAS**, the nonpartisan National League of Cities is the oldest and largest organization representing municipal governments throughout the United States, representing the interests of more than 19,000 cities, towns, and villages across the country; and

**WHEREAS**, the National League of Cities works in partnership with 49 state municipal leagues across the country to strengthen local leadership, drive innovation, and influence the federal policies that impact local programs and operations; and

**WHEREAS**, as the voice of cities, towns, and villages in Washington, DC, the National League of Cities has successfully championed federal legislative solutions that support municipalities and has worked closely with Congress and the Executive Branch to educate policymakers on the realities of local implementation; and

**WHEREAS**, local governments are the bedrock of American democracy, providing 336 million residents with the most accountable, responsive, inclusive, ethical, and transparent government in the world; and

**WHEREAS**, from the nation's smallest villages to its largest cities, America's local governments have been essential in transforming the United States of America into the greatest, most influential nation in world history; and

**WHEREAS**, the Town of Hillsborough was incorporated in 1754 and is proudly served today by Mayor Mark Bell, Mayor Pro Tempore Robb English, Commissioner Evelyn Lloyd, Commissioner Kathleen Ferguson, Commissioner Matt Hughes, Commissioner Meaghun Darab, and a municipal workforce of approximately 116 dedicated public servants;

**NOW, THEREFORE**, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim May 2024 as "National Cities, Towns, and Villages Month" in celebration of America's local governments and the National League of Cities' historical centennial anniversary.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 13<sup>th</sup> day of May in the year 2024.



*Mark Bell*

Mark Bell, Mayor  
Town of Hillsborough