



Minutes

Board of Commissioners

Fiscal Year 2027-29 Budget Retreat

7 p.m. Feb. 23, 2026

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

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

Absent: Commissioner 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, Engineering Services Manager Bryant Green, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Finance Director Dave McCole, Town Manager Eric Peterson, Utilities Director Marie Strandwitz, Chief of Police Jason Winn 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

- Correction to Tourism Board reappointments – Tourism Development Authority
- Add item 4D – Special Event Permit – The Fast and the Furriest 5K

Motion: Commissioner Kathleen Ferguson moved to approve the agenda as amended. Commissioner Meaghun Darab seconded.

Vote: 4-0.

3. Appointments

- A. Tourism Board – Reappointment of Victoria Pace and Meaghun Darab for terms expiring Jan. 31, 2027

Motion: Commissioner Matt Hughes moved to approve the appointments. Ferguson seconded.

Vote: 4-0.

4. Items for decision - consent agenda

- A. Miscellaneous budget amendments and transfers
- B. Capital Project Ordinance Amendment – Elizabeth Brady Road Culvert Replacement
- C. Water Treatment Plant Improvements – Disinfection System USDA-RD Obligation
- D. Special Event Permit – The Fast and the Furriest 5K

Motion: Ferguson moved to approve all items on the consent agenda. Hughes seconded.

Vote: 4-0. Nays: 0.

5. In-depth discussion and topics

- A. Request for Funding to Support CASA Cedar Village Project

Cornelis Verkerk, Director of Real Estate Development for CASA, requested \$300,000 over three years for the Cedar Village project, a 72-unit affordable housing development targeted at residents earning 30%, 50%, and 60% of area median income. He highlighted previous challenges with low-income housing tax credit applications, including site control issues and competitive scoring. Verkerk noted that tax credit equity pricing has dropped significantly, resulting in substantial lost equity. The project budget is estimated at \$17.67 million.

The request comes amid challenges such as the elimination of the workforce housing loan program, placing more pressure on remaining gap financing programs, and the need for community support to strengthen applications. Local government funding would diversify revenue, improve competitiveness for tax credits, and demonstrate community support, vital for state agency evaluations.

Discussion included why the project's unit count dropped from 88 to 72—mainly due to parking space requirements. Federal legislative changes that could affect parking were deemed untimely for this cycle. Assistant Town Manager Matt Efirm presented budget scenarios indicating the three-year commitment fits within the town's housing fund capacity. After discussions, the board expressed support for the funding as an important investment in affordable housing aligning with town goals.

Motion: Ferguson moved to approve \$100,000 annually for three years. English seconded.
Vote: 4-0.

B. Water and Sewer Rate Structure Discussion

Vanessa Bryant and Melissa Levan from consulting firm Raftelis presented alternative water and sewer rate structures to improve fairness and affordability. The consultants highlighted the rising industry costs, capital expenditures, and Tropical Storm Chantal's impact necessitating a debt coverage ratio of at least 1.1 times. Expenses were 20% higher than last year, prompting a continuation of 7.5% annual rate adjustments to ensure stability. The current structure includes a minimum charge for the first 2,000 gallons and volumetric charges for more.

Hillsborough, with 37% of residential bills under 2,000 gallons and 92% mainly residential bills, finds fewer customers spreading costs over a smaller base. Of the three proposed structures:

- Approach 1 introduces a \$10.14 monthly account charge for all, retaining the minimum allowance but lowering volumetric rates to maintain total revenue.
- Approach 2a eliminates the minimum allowance, charging exactly for usage plus the account charge.
- Approach 2b includes the account charge, minimum allowance removal, and tiered rates for residential customers, charging less for the first 2,000 gallons.

Analysis showed Approach 1 benefits higher-volume users (5,000+ gallons), while Approaches 2a and 2b favor low-volume users. Board members inquired about equity with commercial rates being lower than residential tier-two users in Approach 2b, explained by standard practices to encourage residential conservation.

The board requested further options for transparency on actual infrastructure costs.

C. Strategic Plan Mid-Year Update

Administrative Services Director Jen Della Valle presented the mid-year strategic plan update covering quarters one and two across all focus areas. Department heads were present to address specific questions.

The board reviewed progress on sustainability, connected community, economic vitality, community safety, and service excellence initiatives. Most items were progressing as expected, with some delays attributed to staff capacity constraints following Tropical Storm Chantal.

- D. **Working Together (Board & Staff): Guides for requests, direction, lines of succession, and communications process – Annual Review and Discussion**
Town Manager Eric Peterson reviewed board-staff working relationships, covering the one-hour rule for staff time allocation, direction protocols requiring communication through management, and individual board member request procedures. He noted the current system generally works well with good board adherence to protocols.

Peterson addressed emergency operations communication, confirming the current approach where he serves as incident commander with communication flowing through the mayor. He explored potential alternatives as the organization grows, noting other jurisdictions use different models. The board discussed emergency succession beyond mayor and mayor pro tem, with suggestions to use the most recent former mayor pro tem for continuity of experience.

Communications Manager Catherine Wright presented updates on several operational items:

Email signatures were updated with new templates for accessibility, removing social media icons in favor of a single link to the town's social media page. Individual signatures can now be created for board members, including optional meeting scheduling tools.

Social media protocols request board members wait for official town announcements before sharing information, allowing staff time to prepare responses. During emergencies, board members should serve as "eyes and ears" reporting questions and concerns through the mayor.

Media contacts should be coordinated, preferably through the mayor, to ensure consistent messaging and allow staff preparation. The goal is avoiding mixed messages and ensuring the most knowledgeable spokesperson addresses each topic.

VIP visits should be coordinated through the mayor with the communications team handling logistics, security assessment, and staff capacity evaluation.

The board expressed satisfaction with current protocols while discussing minor refinements for clarity and efficiency.

- E. **Nonprofit Funding Process Review Continued**
The administrative services director continued the nonprofit funding process discussion from the previous budget retreat, presenting policy updates based on board feedback.
- The policy was revised to allow 501(c)(4) organizations and include website language clarifying expectations about local purposes and alignment with town strategic objectives. Della Valle said the information would be incorporated into future application cycles through nonprofit kickoff meetings and application materials.
- Commissioner Ferguson emphasized the importance of prioritizing services for the most vulnerable populations, stating this should be reflected both in policy language and scoring criteria. She said that when competing requests serve both privileged and vulnerable populations, the town should prioritize those serving vulnerable residents who have no other options.

Commissioner Hughes questioned the value of detailed scoring rubrics for relatively small funding amounts, preferring a discussion guide approach that maintains board discretion. He cited examples from other boards where scoring rubrics didn't align with practical decision-making and worried about creating unnecessarily complex processes.

Ferguson supported scoring mechanisms as expectation-setting tools for applicants while acknowledging they shouldn't be rigid decision-making formulas.

Motion: Ferguson moved to adopt the Nonprofit Partnership Funding policy with additional staff changes incorporating priority language for vulnerable populations. Hughes seconded.

Vote: 4-0.

6. Committee updates and reports

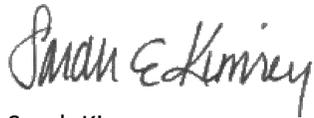
Board members gave updates on the committees and boards on which they serve.

7. Adjournment

Motion: Hughes moved to adjourn at 9:54 p.m. Ferguson seconded.

Vote: 4-0.

Respectfully submitted,



Sarah Kimrey

Town Clerk

Staff support to the Board of Commissioners

Budget Adjustment Report

Adjustment Detail

For Date Range: 02/23/2026 - 02/23/2026

Town of Hillsborough, NC

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments Amount	Current Budget
Adjustment Number	Adjustment Description					
Budget Code: 2025-2026 - Budget 2025-2026 Fiscal: 2025-2026						
Fund: 10 - GENERAL						
Department: 3100 - TAX LEVY						
10-00-3100-3101225	2025 TAX LEVY			-10,899,000.00	-26,410.00	-10,925,410.00
BA0000295	Snow Storm Response	GLPKT02621	02/23/2026		-13,000.00	
BA0000296	Snow Plow Blade Replacements	GLPKT02622	02/23/2026		-13,410.00	
Department 3100 Total:				-10,899,000.00	-26,410.00	-10,925,410.00
Department: 3400 - FEE REVENUES						
10-10-3400-3401000	PLANNING FEES			-25,000.00	-7,840.00	-32,840.00
BA0000308	Adj per Actual	GLPKT02684	02/23/2026		-7,840.00	
Department 3400 Total:				-25,000.00	-7,840.00	-32,840.00
Department: 3900 - FUND BALANCE APPROPRIATION						
10-00-3900-3900000	FUND BALANCE APPROPRIATION			-207,819.00	-148,294.00	-356,113.00
BA0000299	IFC FEMA Consultant	GLPKT02629	02/23/2026		-120,000.00	
BA0000309	Orange County Emergency Operations Plan	GLPKT02695	02/23/2026		-28,294.00	
Department 3900 Total:				-207,819.00	-148,294.00	-356,113.00
Department: 4000 - DISASTER						
10-10-4000-5300361	RENTAL - VEHICLES			0.00	2,635.00	2,635.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		2,635.00	
10-10-4000-5300570	MISCELLANEOUS			0.00	116,800.00	116,800.00
BA0000299	IFC FEMA Consultant	GLPKT02629	02/23/2026		120,000.00	
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-3,200.00	
10-10-4000-5300583	MISC - TAX, TAGS, ETC			0.00	565.00	565.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		565.00	
Department 4000 Total:				0.00	120,000.00	120,000.00
Department: 4100 - GOVERNING BODY						
10-10-4100-5300120	ADVERTISING			150.00	531.00	681.00
BA0000317	State of emergency declaration	GLPKT02721	02/23/2026		531.00	
10-10-4100-5300570	MISCELLANEOUS			4,500.00	-531.00	3,969.00
BA0000317	State of emergency declaration	GLPKT02721	02/23/2026		-531.00	
Department 4100 Total:				4,650.00	0.00	4,650.00
Department: 5100 - POLICE						
10-20-5100-5300732	EMERGENCY OPERATIONS CENTER			10,000.00	28,294.00	38,294.00
BA0000309	Orange County Emergency Operations Plan	GLPKT02695	02/23/2026		28,294.00	
Department 5100 Total:				10,000.00	28,294.00	38,294.00
Department: 5550 - FLEET MAINTENANCE						
10-30-5550-5100010	OVERTIME COMPENSATION			500.00	1,300.00	1,800.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		1,300.00	
10-30-5550-5300130	UTILITIES			12,150.00	-1,300.00	10,850.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-1,300.00	
10-30-5550-5300170	VEHICLE REPAIR - STREETS			15,000.00	21,410.00	36,410.00
BA0000295	Snow Storm Response	GLPKT02621	02/23/2026		8,000.00	
BA0000296	Snow Plow Blade Replacements	GLPKT02622	02/23/2026		13,410.00	
10-30-5550-5300180	VEHICLE REPAIR - SOLID WASTE			25,000.00	5,000.00	30,000.00
BA0000295	Snow Storm Response	GLPKT02621	02/23/2026		5,000.00	
Department 5550 Total:				52,650.00	26,410.00	79,060.00

Budget Adjustment Report

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments Amount	Current Budget
Department: 5600 - STREETS						
10-30-5600-5100010	OVERTIME COMPENSATION			3,000.00	2,990.00	5,990.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		2,990.00	
10-30-5600-5300130	UTILITIES			155,278.00	-4,500.00	150,778.00
BA0000302	Cover PO26000079 Wright Express	GLPKT02636	02/23/2026		-4,500.00	
10-30-5600-5300310	GASOLINE			12,500.00	4,500.00	17,000.00
BA0000302	Cover PO26000079 Wright Express	GLPKT02636	02/23/2026		4,500.00	
10-30-5600-5300330	SUPPLIES - DEPARTMENTAL			32,000.00	-2,990.00	29,010.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-2,990.00	
Department 5600 Total:				202,778.00	0.00	202,778.00
Department: 5800 - SOLID WASTE						
10-30-5800-5100010	OVERTIME COMPENSATION			4,000.00	2,000.00	6,000.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		2,000.00	
10-30-5800-5300350	UNIFORMS			8,400.00	-2,000.00	6,400.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-2,000.00	
Department 5800 Total:				12,400.00	0.00	12,400.00
Department: 6300 - PUBLIC SPACE						
10-10-6300-5300154	MAINT - GROUNDS			253,556.00	5,000.00	258,556.00
BA0000301	Snow removal	GLPKT02634	02/23/2026		5,000.00	
10-10-6300-5300155	MAINT - PARKS			25,000.00	-5,000.00	20,000.00
BA0000301	Snow removal	GLPKT02634	02/23/2026		-5,000.00	
Department 6300 Total:				278,556.00	0.00	278,556.00
Department: 6400 - CEMETERY						
10-40-6400-5300165	MAINT - INFRASTRUCTURE			12,000.00	7,840.00	19,840.00
BA0000308	Cemetery Wall Repair	GLPKT02684	02/23/2026		7,840.00	
Department 6400 Total:				12,000.00	7,840.00	19,840.00
Fund 10 Total:				-10,558,785.00	0.00	-10,558,785.00
Fund: 30 - WATER/SEWER						
Department: 3880 - NON-DEPARTMENTAL						
30-80-3880-3887000	INSURANCE PROCEEDS			0.00	-82,538.00	-82,538.00
BA0000311	TS Chantal: Replace Truck #213	GLPKT02704	02/23/2026		-7,187.00	
BA0000312	Correct BA0000311: Not TS Related	GLPKT02709	02/23/2026		-74,951.00	
BA0000313	Tax and Tags for Truck #213 (8140)	GLPKT02710	02/23/2026		-400.00	
Department 3880 Total:				0.00	-82,538.00	-82,538.00
Department: 3900 - FUND BALANCE APPROPRIATION						
30-80-3900-3900000	FUND BALANCE APPROPRIATION			-675,666.00	-120,000.00	-795,666.00
BA0000299	IFC FEMA Consultant	GLPKT02629	02/23/2026		-120,000.00	
Department 3900 Total:				-675,666.00	-120,000.00	-795,666.00
Department: 4000 - DISASTER						
30-80-4000-5300570	MISCELLANEOUS			0.00	120,000.00	120,000.00
BA0000299	IFC FEMA Consultant	GLPKT02629	02/23/2026		120,000.00	
30-80-4000-5700740	CAPITAL - VEHICLES			0.00	0.00	0.00
BA0000311	TS Chantal: Replace Truck #213	GLPKT02704	02/23/2026		7,187.00	
BA0000312	Correct BA0000311: Not TS Related	GLPKT02709	02/23/2026		-7,187.00	
Department 4000 Total:				0.00	120,000.00	120,000.00
Department: 8120 - WATER TREATMENT PLANT						
30-80-8120-5100010	OVERTIME COMPENSATION			25,000.00	2,500.00	27,500.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		2,500.00	
30-80-8120-5300145	MAINT - BUILDINGS			5,000.00	2,000.00	7,000.00
BA0000319	Cover building maintenance costs	GLPKT02759	02/23/2026		2,000.00	
30-80-8120-5300158	MAINT - EQUIPMENT			88,400.00	-4,500.00	83,900.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-2,500.00	

Budget Adjustment Report

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description				Amount	
BA0000319	Cover building maintenance costs	GLPKT02759	02/23/2026		-2,000.00	
Department 8120 Total:				118,400.00	0.00	118,400.00
Department: 8140 - WATER DISTRIBUTION						
30-80-8140-5300330	SUPPLIES - DEPARTMENTAL			120,000.00	-5,000.00	115,000.00
BA0000315	Upfit of recently purchased F-450	GLPKT02713	02/23/2026		-5,000.00	
30-80-8140-5300583	MISC - TAX, TAGS, ETC			2,600.00	-2,600.00	0.00
BA0000313	Tax and Tags for Truck #213 (8140)	GLPKT02710	02/23/2026		400.00	
BA0000316	Move to correct accounts 8140>8200	GLPKT02720	02/23/2026		-3,000.00	
30-80-8140-5700740	CAPITAL - VEHICLES			85,000.00	5,000.00	90,000.00
BA0000312	Correct BA0000311: Not TS Related	GLPKT02709	02/23/2026		82,138.00	
BA0000315	Upfit of recently purchased F-450	GLPKT02713	02/23/2026		5,000.00	
BA0000316	Move to correct accounts 8140>8200	GLPKT02720	02/23/2026		-82,138.00	
Department 8140 Total:				207,600.00	-2,600.00	205,000.00
Department: 8200 - WASTEWATER COLLECTION						
30-80-8200-5300130	UTILITIES			60,000.00	-500.00	59,500.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-500.00	
30-80-8200-5300145	MAINT - BUILDINGS			2,000.00	500.00	2,500.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		500.00	
30-80-8200-5300165	MAINT - INFRASTRUCTURE			160,000.00	-8,000.00	152,000.00
BA0000307	Pump repairs and pump station supplies	GLPKT02673	02/23/2026		-8,000.00	
30-80-8200-5300322	SUPPLIES - LIFT STATION PUMPS			10,000.00	8,000.00	18,000.00
BA0000307	Pump repairs and pump station supplies	GLPKT02673	02/23/2026		8,000.00	
30-80-8200-5300583	MISC - TAX, TAGS, ETC			2,600.00	3,000.00	5,600.00
BA0000316	Move to correct accounts 8140>8200	GLPKT02720	02/23/2026		3,000.00	
30-80-8200-5700740	CAPITAL - VEHICLES			85,000.00	82,138.00	167,138.00
BA0000316	Move to correct accounts 8140>8200	GLPKT02720	02/23/2026		82,138.00	
Department 8200 Total:				319,600.00	85,138.00	404,738.00
Department: 8220 - WASTEWATER TREATMENT PLANT						
30-80-8220-5100010	OVERTIME COMPENSATION			5,000.00	2,000.00	7,000.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		2,000.00	
30-80-8220-5300330	SUPPLIES - DEPARTMENTAL			4,000.00	-2,000.00	2,000.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-2,000.00	
Department 8220 Total:				9,000.00	0.00	9,000.00
Fund 30 Total:				-21,066.00	0.00	-21,066.00
Fund: 35 - STORMWATER						
Department: 5900 - STORMWATER						
35-30-5900-5100010	OVERTIME COMPENSATION			1,000.00	2,000.00	3,000.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		2,000.00	
35-30-5900-5300000	CONTINGENCY			25,000.00	-2,000.00	23,000.00
BA0000318	Account cleanup 02-13-2026	GLPKT02743	02/23/2026		-2,000.00	
35-30-5900-5300441	CS - ENGINEERING			25,000.00	-20,000.00	5,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		-20,000.00	
35-71-5900-3592010	TRANSFER TO STORMWATER CPF			125,000.00	20,000.00	145,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		20,000.00	
Department 5900 Total:				176,000.00	0.00	176,000.00
Fund 35 Total:				176,000.00	0.00	176,000.00
Fund: 60 - GENERAL CAPITAL IMPROVEMENTS						
Department: 6100 - PROJECTS (GL)- MULTI-YEAR						
60-00-6100-5700720	CONSTRUCTION			0.00	-5,218.83	-5,218.83
BA0000304	Project Accounting Setup	GLPKT02644	02/23/2026		-5,218.83	
60-00-6100-5700745	DESIGN			0.00	5,218.83	5,218.83

Budget Adjustment Report

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description				Amount	
BA0000304	Project Accounting Setup	GLPKT02644	02/23/2026		5,218.83	
Department 6100 Total:				0.00	0.00	0.00
Fund 60 Total:				0.00	0.00	0.00
Fund: 61 - STORMWATER CAPITAL IMPROVEMENTS						
Department: 3870 - TRANSFER FROM						
61-46-3870-3870602	TRANSFER FROM SWF-ELIZ BRADY CULVER			-75,000.00	-20,000.00	-95,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		-20,000.00	
Department 3870 Total:				-75,000.00	-20,000.00	-95,000.00
Department: 5900 - STORMWATER						
61-00-5900-5700717	PROFESSIONAL SERVICES			0.00	20,000.00	20,000.00
BA0000314	Project Accounting Setup	GLPKT02712	02/23/2026		20,000.00	
61-00-5900-5700720	CONSTRUCTION			0.00	175,000.00	175,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		175,000.00	
61-46-5900-5700864	ELIZABETH BRADY RD CULVERT REPLC			75,000.00	-175,000.00	-100,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		-175,000.00	
Department 5900 Total:				75,000.00	20,000.00	95,000.00
Fund 61 Total:				0.00	0.00	0.00
Fund: 69 - UTILITIES CAPITAL IMPROVEMENTS						
Department: 8100 - PROJECTS (W&S\SW) MULTI-YEAR						
69-00-8100-5300570	MISCELLANEOUS			0.00	22,335.00	22,335.00
BA0000300	Lawndale Closing Costs	GLPKT02632	02/23/2026		22,335.00	
69-00-8100-5700720	CONSTRUCTION			0.00	-606,135.00	-606,135.00
BA0000300	Lawndale Closing Costs	GLPKT02632	02/23/2026		-22,335.00	
BA0000303	Starfield BPS Design	GLPKT02643	02/23/2026		-150,000.00	
BA0000305	Project Accounting Setup	GLPKT02645	02/23/2026		-400,000.00	
BA0000306	Project Accounting Setup	GLPKT02649	02/23/2026		-33,800.00	
69-00-8100-5700745	DESIGN			0.00	583,800.00	583,800.00
BA0000303	Starfield BPS Design	GLPKT02643	02/23/2026		150,000.00	
BA0000305	Project Accounting Setup	GLPKT02645	02/23/2026		400,000.00	
BA0000306	Project Accounting Setup	GLPKT02649	02/23/2026		33,800.00	
Department 8100 Total:				0.00	0.00	0.00
Fund 69 Total:				0.00	0.00	0.00
Fund: 72 - RESTRICTED REVENUES - GENERAL FUND						
Department: 5100 - POLICE						
72-00-5100-3301052	RESTRICTED REV - ABC BOARD GRANT			-41,033.96	-3,125.00	-44,158.96
BA0000310	FY26 Q3 ABC Board Distribution	GLPKT02696	02/23/2026		-3,125.00	
72-20-5100-5300052	ABC BOARD EXPENDITURES			41,033.96	3,125.00	44,158.96
BA0000310	FY26 Q3 ABC Board Distribution	GLPKT02696	02/23/2026		3,125.00	
Department 5100 Total:				0.00	0.00	0.00
Fund 72 Total:				0.00	0.00	0.00
Budget Code 2025-2026 Total:				-10,403,851.00	0.00	-10,403,851.00

Budget Adjustment Report

Description

Fund Summary

Description	Fund	Original Budget	Budget Adjustments	Current Budget
Budget Code: 2025-2026 - Budget 2025-2026 Fiscal: 2025-2026				
	10	-10,558,785.00	0.00	-10,558,785.00
	30	-21,066.00	0.00	-21,066.00
	35	176,000.00	0.00	176,000.00
	60	0.00	0.00	0.00
	61	0.00	0.00	0.00
	69	0.00	0.00	0.00
	72	0.00	0.00	0.00
Budget Code 2025-2026 Total:		-10,403,851.00	0.00	-10,403,851.00

APPROVED: 4/0

DATE: 2/23/26

VERIFIED: *Sharon E. Kimsey*



ORDINANCE

Capital Project Amendment

Elizabeth Brady Road Culvert 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>
Elizabeth Brady Rd Culvert Replacement	\$175,000	\$20,000	\$195,000

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Elizabeth Brady Rd Culvert Replacement	\$175,000	\$20,000	\$195,000

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 23rd day of February in the year 2026.

Ayes: 4
Noes: 0
Absent or excused: 1



A handwritten signature in black ink that reads "Sarah E. Kimrey".

Sarah E. Kimrey, Town Clerk

Budget Adjustment Report

Adjustment Detail

For Date Range: 02/23/2026 - 02/23/2026

Town of Hillsborough, NC

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments Amount	Current Budget
Adjustment Number	Adjustment Description					
Budget Code: 2025-2026 - Budget 2025-2026 Fiscal: 2025-2026						
Fund: 61 - STORMWATER CAPITAL IMPROVEMENTS						
Revenue						
61-46-3870-3870602	TRANSFER FROM SWF-ELIZ BRADY CULVER			-75,000.00	-20,000.00	-95,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		-20,000.00	
Revenue Total:				-75,000.00	-20,000.00	-95,000.00
Expense						
61-00-5900-5700717	PROFESSIONAL SERVICES			0.00	20,000.00	20,000.00
BA0000314	Project Accounting Setup	GLPKT02712	02/23/2026		20,000.00	
61-00-5900-5700720	CONSTRUCTION			0.00	175,000.00	175,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		175,000.00	
61-46-5900-5700864	ELIZABETH BRADY RD CULVERT REPLC			75,000.00	-175,000.00	-100,000.00
BA0000314	Elizabeth Brady Culvert Study	GLPKT02712	02/23/2026		-175,000.00	
Expense Total:				75,000.00	20,000.00	95,000.00
Fund 61 Total:				0.00	0.00	0.00
Budget Code 2025-2026 Total:				0.00	0.00	0.00

APPROVED: 4/0

DATE: 2/23/26

VERIFIED: *Janet E. Kinney*

Budget Adjustment Report

Description

Fund Summary

Description	Fund	Original Budget	Budget Adjustments	Current Budget
Budget Code: 2025-2026 - Budget 2025-2026		Fiscal: 2025-2026		
	61	0.00	0.00	0.00
Budget Code 2025-2026 Total:		0.00	0.00	0.00



RESOLUTION

USDA-RD Authorized Representatives and Local Match

Water Treatment Facility Improvements – Disinfection System

WHEREAS, the Town of Hillsborough received a Fiscal Year (FY) 2026 Congressionally Directed Spending (CDS)/Community Project Funding (CPF) obligation under USDA's Rural Development Water & Environmental Programs (WEP) in the amount of \$1,000,000 as requested by Representative Valerie Foushee, and

WHEREAS, the project entails design and construction of a new water disinfection system with an estimated combined cost of \$1,965,600 that will utilize sodium hypochlorite, which is a more common and risk-adverse method of potable water disinfection, instead of the current chlorine gas disinfection system, and

WHEREAS, the Town of Hillsborough intends to formally apply for the obligation, authorize representatives and agree to the local match requirement and any additional funds above the obligation as the initial step, and

NOW, THEREFORE, be it resolved the Hillsborough Board of Commissioners declares the Town of Hillsborough, as the Applicant, will:

1. designate Town Manager Eric J. Peterson and Utilities Director K. Marie Strandwitz as Authorized Representatives (sign-certify and administrator, respectively) and any successors so titled, to hereby authorize preparation, execution and filing of an application on behalf of the Applicant for the design and construction of the project described above.
2. authorize and direct the Authorized Representatives, and successors so titled, to furnish such information as the appropriate federal agency may request in connection with such application or the project and to execute such other documents as may be required in connection with the application.
3. provide the required 25% non-federal cost share of the total project cost and any additional funds above the obligation amount from the Town's reserve funds.

Approved this 23rd day of February in the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough