



Agenda

Board of Commissioners Regular Meeting

7:00 PM June 08, 2026

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

1. Public charge

The Hillsborough Board of Commissioners pledges to the community of Hillsborough its respect. The board asks community members to conduct themselves in a respectful, courteous manner with the board and with fellow community members. At any time should any member of the board or attendee fail to observe this public charge, the mayor or the mayor's designee will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the mayor or mayor's designee will recess the meeting until such time that a genuine commitment to the public charge is observed.

2. Audience comments not related to the printed agenda

3. Agenda changes and approval

4. Presentations

A. Safe Kids Orange Coalition Presentation

5. Appointments

A. Resolution requesting the Orange County Board of Commissioners appoint Eddie Sain to the Board of Adjustment as an extraterritorial jurisdiction regular member

6. Items for decision – consent agenda

A. Minutes

- Regular meeting May 11, 2026
- Budget workshop and public hearing May 18, 2026
- Work session and second budget workshop May 27, 2026

B. Miscellaneous budget amendments and transfers

C. Proclamation – National Pollinator Week 2026

D. Capital Project Ordinance Amendment – Sodium Hypochlorite Conversion

E. Classification and pay amendment

F. Tourism Development Authority Fiscal Year 2027 Budget

G. Tourism Board Fiscal Year 2027 Budget

H. Approval of Water and Sewer Extension Contract for Collins Ridge Phase II

I. Riverwalk Encroachment Agreement for 183 Faribault Lane

J. Recognition of June's Perpetual Proclamation – Juneteenth Independence Day

7. Items for decision - regular agenda

A. Fiscal Year 2027 Budget Adoption

B. Hot topics for work session June 22, 2026

8. Updates

101 E. Orange St., PO Box 429, Hillsborough, NC 27278
919-732-1270 | www.hillsboroughnc.gov | @HillsboroughGov

- A. Board members
- B. Town manager
- C. Staff (written reports in agenda packet)

9. Adjournment

Interpreter services or special sound equipment for compliance with the American with Disabilities Act is available on request. If you are disabled and need assistance with reasonable accommodations, call the Town Clerk's Office at 919-296-9443 a minimum of two business days in advance of the meeting.



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Police
Agenda Section: Regular
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Anna Stormzand, MPH, CHES; UNC Health Trauma Pediatric and Adult Injury Prevention Coordinator and Safe Kids Orange Coordinator

Cpl. Curry Hall, Hillsborough Police Department (HPD), Community Services Division
Sergeant Scott Foster, Hillsborough Police Department (HPD), Community Services Division

ITEM TO BE CONSIDERED

Subject: Safe Kids Orange Coalition Presentation

Attachments:

1. Safe Kids Orange Coalition power point slides
2. Safe Kids Orange Education Program Flyer 2025

Summary:

Safe Kids Orange's coalition is made up of experts from the community and public agencies focused on [child passenger safety](#), [gun safety](#), [water safety](#) (pool and open water), [bicycle and wheeled sports safety](#), [fire and burn safety](#), medicine and overdose prevention, and [home safety](#), including falls prevention. Safe Kids Orange members serve as a connection to local resources for parent/caregivers as well as professionals on these topics. Specifically, we provide outreach, education, and programs to community and family-serving organizations. Some of our annual projects include supporting Operation Medicine Drops (spring and fall), National Child Passenger Safety Week (September) and Fire Prevention Week/Month (October). This presentation will highlight the Hillsborough Police Department's involvement with Safe Kids Orange as well as other employees and volunteers from Orange County and its municipalities.

Financial impacts:

No financial impacts.

Staff recommendation and comments:

No staff recommendations or comments.

Action requested:

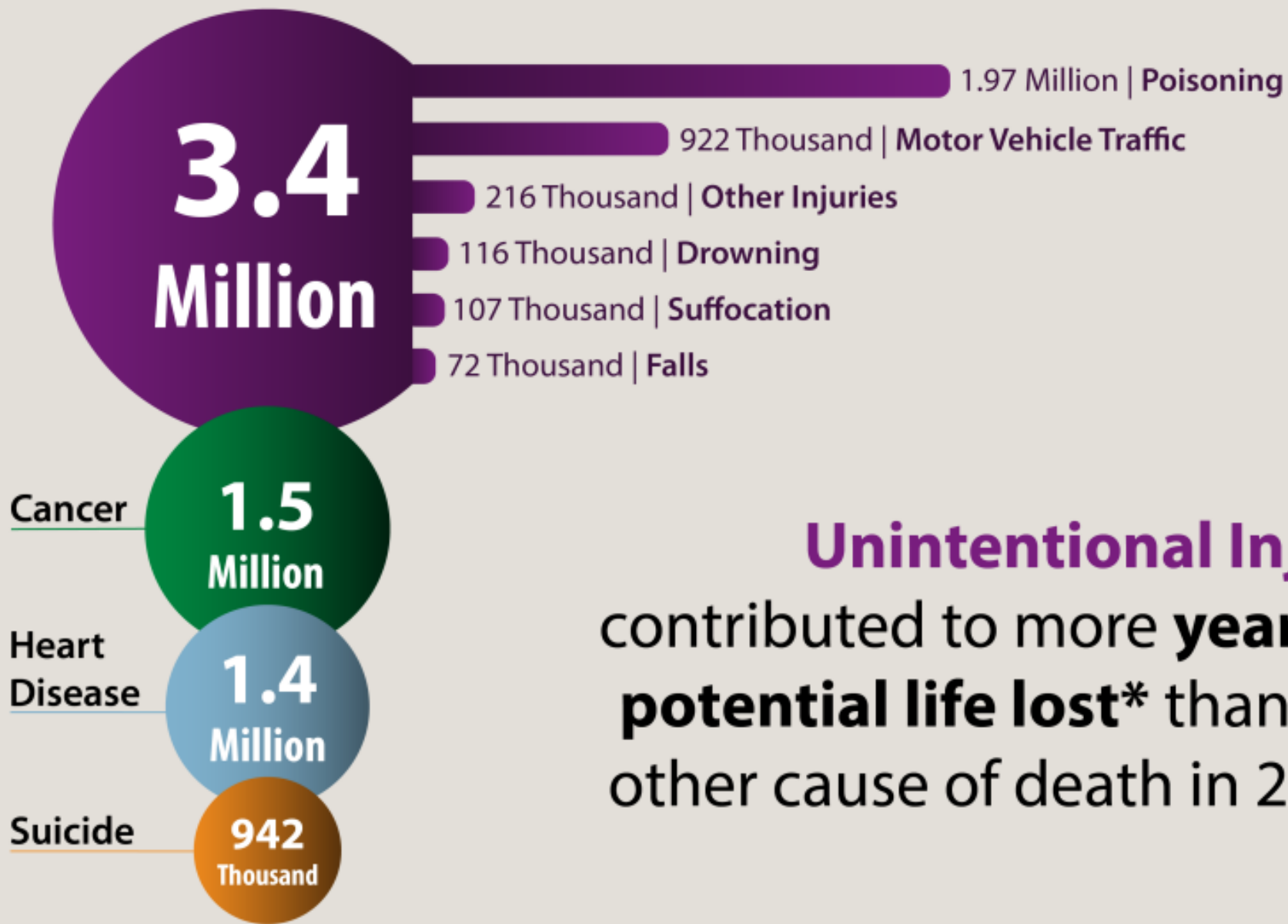
Receive Presentation.



Safe Kids Orange Coalition



SAFE
K:DS
ORANGE COUNTY

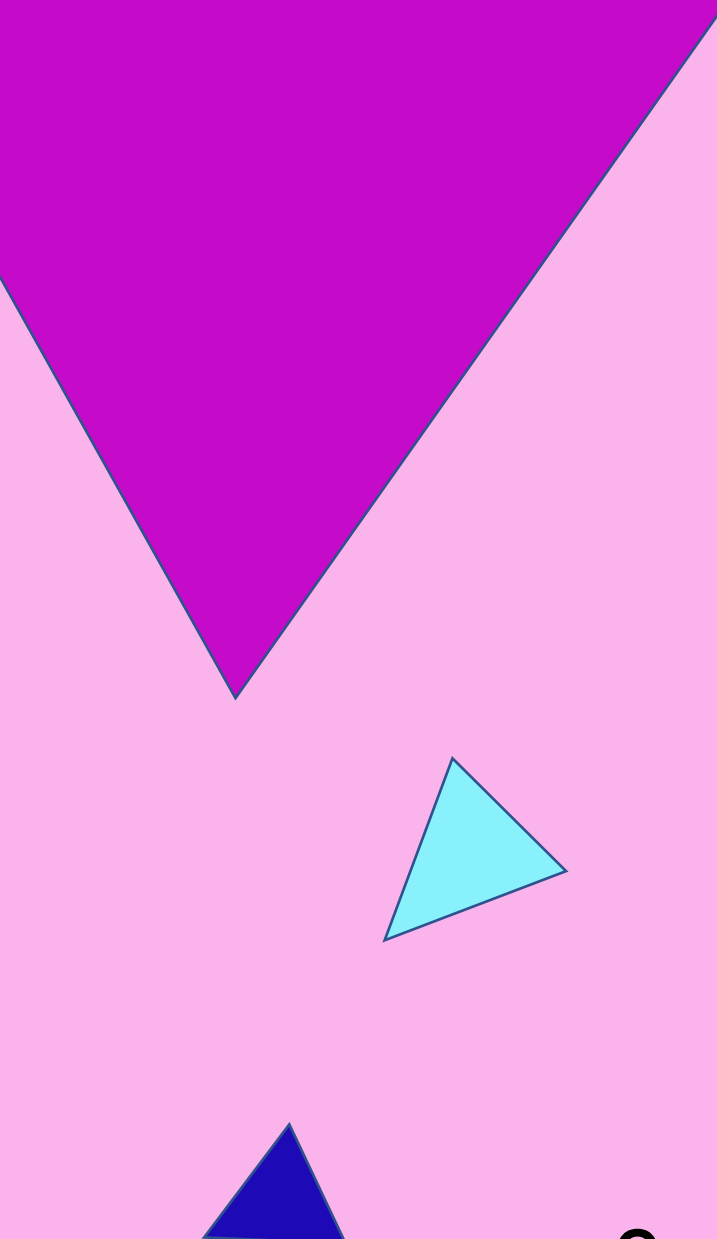


Unintentional Injury contributed to more **years of potential life lost*** than any other cause of death in 2020.

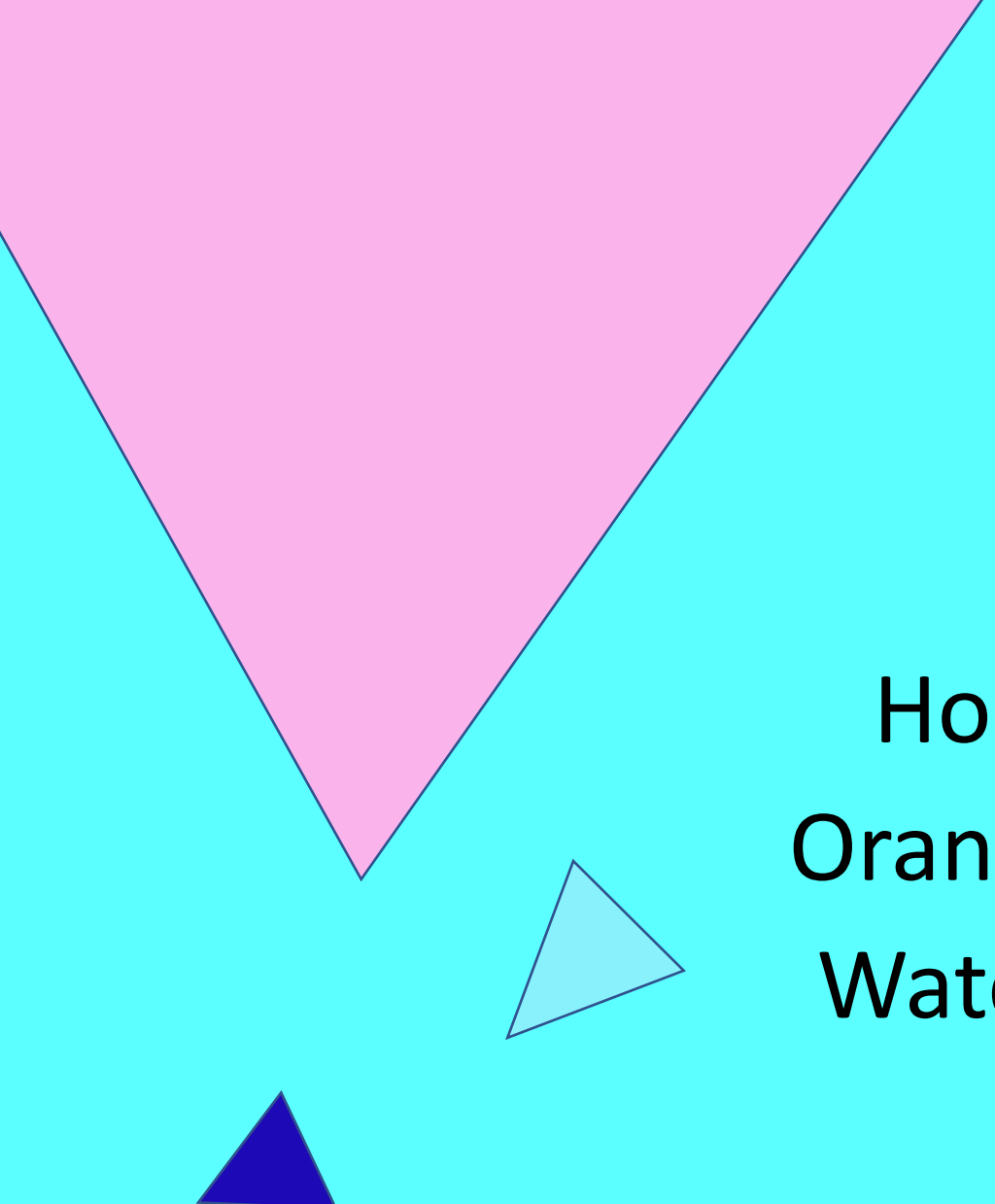
**Years of potential life lost (YPLL) is an estimate of number of years a person would have lived if they had not died prematurely. In this graphic, YPLL was calculated where deaths occurring before age 65 are considered premature.
Data Source: 2020 NCHS Vital Statistics System produced by CDC WISQARS (www.cdc.gov/injury/wisqars/fatal.html)*

Main Prevention Focus Areas:

- **Motor-vehicle collisions**
- **Falls**
- **Gunshot wounds (intentional, unintentional)**
- Transportation (bicycle, pedestrian, etc.)
- Fire
- Water
- Medicine poisoning/overdose
- Mental health/Substance misuse (underlying root cause)



Orange County Public Health Department
Orange County Department of Social Services
Orange County Schools
Orange County Fire Marshal's Office
Orange County Community Paramedics
Orange County Sheriff's Office
Hillsborough Police Department
Carrboro Police/Fire Department
Chapel Hill Police/Fire Department
UNC Campus Police
Orange Rural Fire Department
Orange Partnership for Alcohol and Drug Free Youth
Insight Human Services



Main Programs

Community Car Seat Program

Child Passenger Safety (CPS)

Home Safety Partnership Program

Orange County Firearm Safety Team

Water, Firearm, Fire, CPS education

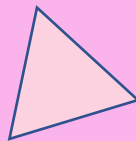
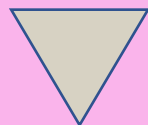
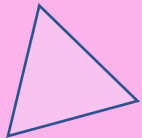
Safe Kids Orange 2025 Reach

FCR/Fairview Early/Head Start
Orange Literacy
El Centro Hispano
Family Success Alliance (FSA)
Refugee Community Partnership (RCP)
Efland-Cheeks Community Center
Rogers Eubanks Neighborhood Association
Hargraves Community Center
Carrboro Community Clinic (Piedmont)
UNC Beacon Program
UNC Horizons
UNC Children's Primary and Specialty Care
UNC Hospital Pediatric Residency
Passmore, Seymour Centers
White Cross Fire Department

All 4th grade OCS elementary schools
Chapel Hill, East Chapel Hill, Carrboro HS
Wegmans, Harris Teeter (Chapel Hill)
Home Depot, Walmart (Hillsborough)
Town of CH Food Distribution @Eubanks
St. Thomas More Church (Chapel Hill)
Orange County DSS, Public Health
Carrboro Family Vision
Carrboro Commons/Farmers Market
Orange County Library (Hillsborough)
Collins Crossing Apartments
Covenant Place/Carolina Springs
Gateway Apartments

Child Passenger Safety

- CPS Technicians
- Permanent Checking Stations
- Saturday Seat Checks
- Extra Community CPS Clinics
- Statewide Diversion Program



Community Car Seat Program

- 20+ referring agencies
- 7 distribution sites
- Over **738 car seats** provided since late 2021
- Evaluation: Post class and 3-month follow-up results

¿NECESITA AYUDA CON UN ASIENTO DE SEGURIDAD PARA SU HIJO(A)?

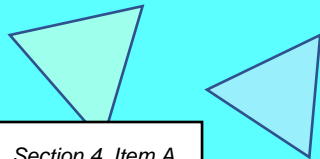
NEED HELP WITH A CAR SEAT FOR YOUR CHILD?

CONTACT ANY OF THE LOCATIONS BELOW FOR A FREE CAR SEAT SAFETY CHECK!
Please call ahead to schedule an appointment. Spanish interpretation is available upon request.

- **Chatham County Public Health Department, Siler City Clinic**
 - Contact: 919.742.5641
- **Siler City Police Department**
 - Contact: 919.742.5626 Ext. 233 (Andrea)
- **North Chatham Fire Department**
 - Contact: 919.542.3380 (Ronnie or Cindy)
- **Chapel Hill Fire Department**
 - Contact: 919.968.2781
- **Carrboro Fire Department**
 - Contact: 919.918.7347
- **Orange County Sheriff's Office**
 - Contact: livey@orangecountync.gov (London)
- **Orange County Department of Social Services**
 - Contact: 919.245.2850 (Suzanne)

BOOSTERS AND CAR SEATS AVAILABLE FOR FAMILIES IN NEED AT NO COST

For more information, please contact Anna Stormzand, Safe Kids Orange County Chatham Coordinator at 984.974.2437 or anna.stormzand@unhealth.unc.edu



Home Safety Partnership Program

- **Items distributed:** Cabinet and refrigerator locks; lock boxes; chemical medicine disposal bags; baby gates; non-slip appliques; doorknob covers; spout covers; safe sleep sacks; gun locks; pack n'plays

Orange County Partners:

- Refugee Community Partnerships (RCP)
- Carrboro Community Health Center WIC (Piedmont)
- UNC Children's and Specialty Care Clinic at Carolina Pointe

www.tarheeltrauma.org/homesafetypartnership

Firearm Safety in the Home

- Children as young as 3 years old are strong enough to pull the trigger of a gun.
- You may think that your kids do not know where you hide a firearm, but they likely do. 1 in 5 NC middle and high schoolers say they could get and be ready to fire a loaded gun without a parent or other adult's permission in less than 10 minutes.
- Most fatal suicides involve a firearm. Securing your firearm will decrease the chances that it can be found by someone who is at-risk of hurting themselves or others.

3 Things to Do to Prevent Firearm Injury

1. Secure all firearms that are not in use. Unload and separate from the magazine.
2. Lock firearms in a secure container.
3. Store firearms in a secure container.

Asking Safety Questions

1 of 3 American children have a gun that is not unloaded. Just asking questions before you go home, add one more "Is there a gun in your home?"

Preventing Childhood Falls

- Accidental falls are the #1 reason for non-fatal injuries to children.
- Most serious falls happen at home -- in fact, children are twice as likely to fall at home than at a childcare facility.
- Younger kids most often fall from beds, stairs, couches, and tables, and on floors.

Stairs

- Use approved **safety gates** (or "baby gates") at the top and bottom of the stairs, and attach them to the wall if possible.
- Clear the stairs of any items to avoid tripping on them.
- Use a **nightlight** at the top and bottom of stairs if possible.
- Gates can also be used to keep a child in or out of a room to keep them safe.

Bathroom

- Never leave a child unattended in the bathtub. Limit distractions like your phone.
- Kids can become unstable and easily slip in wet tubs and showers.
- Place **non-slip mats or decals** in the bathtub or shower to avoid falling in the tub.
- Use a bath spout cover to prevent your child's head from hitting the hard metal faucet in the bathtub if they slip.

Anywhere in the Home

- Do not leave babies and small children unattended on beds.
- Secure kids when seated - use harnesses for car seats, strollers, swings, and carriers.
- Place car seats and carriers on the floor instead of a high surface.
- Baby walkers can move on their own. If possible, use a non-movable activity center instead.

Scan the QR code to the left or visit safekids.org/falls to learn more about protecting children from falls and find more resources about kid safety and well-being.

Facebook.com/SafeKidsOrangeNC | Facebook.com/safekidschatham

UNLOAD, LOCK, SEPARATE

Secure Storage Practices to Promote Gun Safety



UNLOAD



LOCK



SEPARATE

DESCARGAR, BLOQUEAR, SEPARAR

Prácticas de almacenamiento seguro para promover la seguridad de las armas



UNLOAD



LOCK



SEPARATE

Brought to you by the Orange County Firearm Safety Team



[Tarheeltrauma.org/gunsafety](https://tarheeltrauma.org/gunsafety)

UNC
HEALTH CARE



Orange County Firearm Safety Team

- Monthly meetings
- 25 active members/20 organizations
- Website: tarheeltrauma.org/gunsafety
- Secure storage resources and education
- 20 public sites for free cable gun locks
- Focused on:
 - Suicide
 - Assault/Homicide (including IPV/DV)
 - Accidental discharge

Water Safety Education

- Virtual and in-person water safety parent/caregiver classes
- YouTube Videos
- Orange County resource sheet w/local swim classes, etc.

WATER SAFETY

As the temperatures get warmer and we spend more time in the water – whether that's boating, swimming, fishing or just sitting by the pool – here's some things to remember so you can stay safe and healthy while spending time with family, friends, and nature.



WEAR LIFE JACKETS

- Wear a U.S. Coast Guard-approved life jacket when boating or participating in other recreational activities on the water (Ex. paddleboards, kayaks, jet skis, and other motor craft).
- Keep weak and non-swimmers in life jackets when they are in AND around water.



WATCH CHILDREN

- Always supervise children closely. Do not read, talk on the phone, or engage in any other distracting activity while watching children in or around water.
- Designate an adult to watch children in the water and take turns.
- Keep young children and inexperienced swimmers within arm's reach of an adult.



POOL PRECAUTIONS

- Lock or use doorknob covers or an alarm with doors leading to pools and/or backyard.
- Empty smaller pools and take out ladders after use each time.
- Use pool covers when applicable.



NATURAL WATER: RIVERS, LAKES, OCEAN

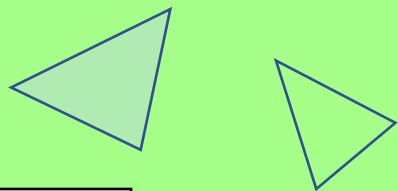
Teach teenagers and young adults:

- Always enter water feet first.
- Always swim with someone else and in designated areas.
- Don't drink alcohol. Keep drinking and other substances in check and monitor for friends who may have had too much.
- Know the local weather conditions and forecast.
- Reach, Throw, Don't Go....Call for help!



Overdose Prevention/Safe Medication Disposal

- Operation Medicine Drops and National DEA Take Back Days
- Support permanent drop boxes
- Outreach events
- Provide lock boxes and chemical med disposal bags through home safety partnerships



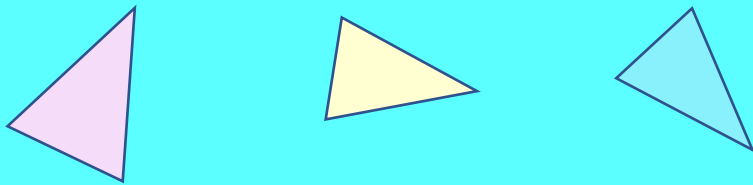
Fire and Burn Safety

- October OCS Student Education
- Year-round outreach and education
- Smoke alarm assistance survey



Transportation Safety: Bicycle, Pedestrian

- Bicycle safety activities: Bike rodeos
- Walk/Bike to School Days
- Helmet distribution



Hot Car Awareness Displays



Additional Resources



- **Tar Heel Trauma Injury Prevention**
tarheeltrauma.org/child-injury-prevention
- **Safe Kids:** www.safekids.org/
- **NC DHHS Injury and Violence Prevention**
injuryfreenc.dph.ncdhhs.gov/
- **CDC Injury and Violence:**
www.cdc.gov/injury/about/fast-facts.html
- **Facebook:**
www.facebook.com/SafeKidsOrangeNC/



Thank You

Anna Stormzand, MPH, CHES

Safe Kids Orange and Chatham Coordinator

Pediatric and Adult Injury Prevention

UNC Health Trauma Program

anna.stormzand@unchealth.unc.edu

SAFE KIDS

ORANGE



CHILD PASSENGER SAFETY:

Our Child Passenger Safety class cover basic child passenger safety laws in North Carolina, reviews all the different types of car seats, and addresses best practices to keep children safe while traveling in a vehicle (from infant, to booster, to seat belt). Local resources are shared where families can receive a free car seat check to ensure that their car seats are properly installed.



SAFE FIREARM STORAGE:

This education highlights specific ways that families can keep firearms secure within their home and vehicles while maintaining access. State and county-level data is included and speaks to the role of firearms in accidental injuries and suicide among children and adults. Mental health resources are shared as well locations with free gun locks.



WATER SAFETY:

Safe Kids water safety experts share their knowledge, skills, and resources for both pools and natural water to help keep all children, babies to young adults, safe during the summer months. Information on free and reduced priced swim lessons in Orange County is provided.



HOME SAFETY:

Most injuries occur within our homes. This education focuses on preventing childhood falls, fires and burns, and overdose/medicine poisoning as well as safe sleep, safe firearms, and the safe storage of substances, including alcohol.

**INTERESTED?
CONTACT ANNA STORMZAND**

(984) 974-2437
anna.stormzand@unchealth.unc.edu

To learn more, visit us
at tarheeltrauma.org/child-injury-prevention/safe-kids
www.facebook.com/SafeKidsOrangeNC



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Community Services
Agenda Section: Appointments
Public hearing: No
Date of public hearing: NA

PRESENTER/INFORMATION CONTACT

Senior Planner/Secretary to the BOA (Board of Adjustment), Tom King
Planning & Economic Development Division Manager, Shannan Campbell

ITEM TO BE CONSIDERED

Subject: Resolution requesting the Orange County Board of Commissioners appoint Eddie Sain to the Board of Adjustment as an extraterritorial jurisdiction regular member

Attachments:

Draft resolution

Summary:

Current extraterritorial jurisdiction regular member Raul Herrera's second full term on the Board of Adjustment expires June 30, 2026. Eddie Sain, currently an extraterritorial jurisdiction alternate board member (appointed December 4, 2023) whose first full term also expires on June 30, 2026, would like to be appointed to fill Herrera's seat.

Sain is not a resident of the extraterritorial jurisdiction but lives on property immediately adjacent to and abutting the town's corporate limits. North Carolina General Statute Section 160D-307(b) authorizes the county commissioners to appoint other residents of the county as necessary in cases where an extraterritorial jurisdiction resident cannot be identified to serve.

As the board may be aware, it is sometimes difficult finding volunteers to serve on town appointed boards. Staff notified both the town's Communications staff and Orange County Clerk's office in March 2026 advising of the upcoming vacancy. To date, no volunteer applications have been received.

Financial impacts:

None beyond possible funds necessary for occasional training opportunities.

Staff recommendation and comments:

Adopt a resolution supporting appointment of Eddie Sain for a full three-year term as an extraterritorial jurisdiction regular Board of Adjustment member.

Action requested:

Consider adoption of the attached resolution supporting appointment of Eddie Sain for a full three-year term as an extraterritorial jurisdiction regular Board of Adjustment member with a term beginning July 1, 2026, and ending June 30, 2029.



RESOLUTION

Requesting an Appointment to an Extraterritorial Jurisdiction Seat on the Hillsborough Board of Adjustment

WHEREAS, as a result of an upcoming vacancy, it is necessary to appoint a person to a regular member seat reserved on the Hillsborough Board of Adjustment for persons residing within the town's ETJ (Extraterritorial Jurisdiction); and

WHEREAS, a currently appointed Board of Adjustment ETJ alternate member whose first full term on the Board expires June 30, 2026, has expressed interest in serving as a regular member; and

WHEREAS, if a resident of the ETJ cannot be identified to fill the position, the Orange County Board of Commissioners may appoint a resident of the county; and

WHEREAS, as of the date of this resolution, no person residing within the ETJ has applied to serve on the Board of Adjustment; and

WHEREAS, by state statute and town ordinance, the Orange County Board of Commissioners initially has the authority and responsibility to appoint ETJ members to the town's board of adjustment.

NOW, THEREFORE, be it resolved by the Hillsborough Board of Commissioners:

Section 1. The Orange County Board of Commissioners is respectfully requested to appoint the following individual to an ETJ regular member seat on the Hillsborough Board of Adjustment for a three-year term:

Mr. Carl Edward (Eddie) Sain
1010 US 70-A East
Hillsborough, NC 27278

Section 2. The Orange County Board of Commissioners is respectfully requested to appoint Mr. Sain for a three-year term ending June 30, 2029.

Section 3. If the Orange County Board of Commissioners fails to appoint persons willing to serve in the capacity described above within 90 days of receiving this resolution, the Hillsborough Board of Commissioners may make this appointment.

Section 3. The town clerk shall send a copy of this resolution to the Orange County Manager.

Section 4. This resolution shall become effective upon adoption.

The foregoing resolution having been submitted to a vote, received the following votes, and was duly adopted this 8th day of June 2026.

Mark Bell, Mayor
Town of Hillsborough



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Town Clerk
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Town Clerk Sarah Kimrey

ITEM TO BE CONSIDERED

Subject: Minutes

Attachments:

1. Regular meeting May 11, 2026
2. Budget workshop and public hearing May 18, 2026
3. Work session and budget workshop May 27, 2026

Summary:

None.

Financial impacts:

None.

Staff recommendation and comments:

Approve minutes as presented.

Action requested:

To approve minutes of the Board of Commissioners regular meeting May 11, 2026, budget workshop and public hearing May 18, 2026 and work session and budget workshop May 27, 2026.



Minutes

Board of Commissioners Regular Meeting

7 p.m. May 11, 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, Planning and Economic Development Manager Shannan Campbell, Administrative Services Director Jen Della Valle, Assistant Town Manager and Community Services Director Matt Efirm, Budget and Management Analyst Josh Fernandez, Town Attorney Bob Hornik, Information Technology Manager Chris Johnston, Town Clerk and Human Resources Technician Sarah Kimrey, Communications Specialist JC Leser-McMinn, Town Manager Eric Peterson, Public Space and Sustainability Manager Stephanie Trueblood and Chief of Police Jason Winn

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 5.I – SecureNC Partnership with the North Carolina Department of Information Technology was pulled from the consent agenda for discussion at a future meeting.

Motion: Commissioner Kathleen Ferguson moved to approve the agenda as amended. Commissioner Robb English seconded.

Vote: 4-0.

4. Appointments

- A. Tourism Board – Reappointment of Megan Kimball as the Alliance for Historic Hillsborough Representative serving a partial term expiring August 1, 2026 and Appointment of Blake Tedder as the Alliance for Historic Hillsborough Representative serving a full term starting August 2, 2026 and expiring August 2, 2028

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

Vote: 4-0.

5. Items for decision – consent agenda

- A. Minutes
 - Regular meeting April 13, 2026
 - Work session April 27, 2026
- B. Miscellaneous budget amendments and transfers
- C. Proclamation – Police Week and Peace Officers Memorial Day
- D. Proclamation – National Public Works Week 2026
- E. Proclamation – Heat Awareness Week
- F. Proclamation – Memorial Day 2026
- G. Proclamation – Community Home Trust Day
- H. Special Event Permit – The Big Run 5K by Fleet Feet
- ~~I. SecureNC Partnership with the North Carolina Department of Information Technology~~
- J. Resolution Authorizing the Submission of the Fiscal Year 2026 - 2027 HOME Annual Action Plan and Program Design for Orange County, North Carolina

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

Vote: 4-0. Nays: None.

6. Items for decision – regular agenda

- A. Strategic Plan Update

Administrative Services Director Jen Della Valle presented the third-quarter strategic plan update. The board received the report and supported staff’s proposal to use fiscal year 2027 as an extension year to complete outstanding items in the current plan while preparing the next strategic plan covering fiscal years 2028-30.
- B. Fiscal Year 2027-29 Recommended Budget Presentation

Town Manager Eric Peterson presented an overview of the recommended budget for fiscal years 2027-29. Key points included:

 - Property Tax: The proposed budget maintains the current property tax rate for fiscal year 2027, with no changes recommended.
 - Water and Sewer Rates: A 7.5% increase in both water and sewer rates is recommended to address inflationary pressures and support the long-term sustainability of the town’s utility infrastructure.
 - Stormwater Fees: The budget includes the final annual installment of the previously approved phased increase to the stormwater fee, ensuring adequate funding for stormwater management projects.
 - Employee Compensation: The proposal includes merit increases of 3–5% and a \$1,000 cost-of-living adjustment.

The town manager emphasized that the budget aims to balance fiscal responsibility with the needs of the community, highlighting efforts to maintain levels of service without a significant increase in financial burdens on residents. The presentation included overall fiscal strategies aimed at preserving financial stability while meeting the necessary service obligations for the town.

The board received the manager's presentation with an understanding that detailed budget discussions and reviews would continue at the May 18 Budget Public Hearing and Workshop, providing opportunities for community input and thorough deliberation.

- C. Discussion of Data Centers and Land Use Matters

Assistant Town Manager Matt Efird presented an overview of data centers, potential land use and utility impacts, and options for regulating them. Commissioners expressed support for establishing a near-term moratorium and exploring a longer-term moratorium while staff develops proposed regulations.

Motion: Commissioner Meaghun Darab moved to adopt the resolution stating the board's intent to consider regulations pertaining to development of data centers in the town's jurisdiction. Ferguson seconded.
Vote: 4-0.

D. Hot topics for work session May 27, 2026

The May 27 work session will include a public hearing to receive public comment on the proposed adoption of an ordinance imposing a 60-day development moratorium on data centers as a land use, as well as a second budget workshop, if needed.

7. Updates

A. Board members

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

B. Town manager

There were no additional updates.

C. Staff (written reports in agenda packet)

There were no additional updates.

8. Adjournment

Motion: Hughes moved to adjourn at 8:58 p.m. Ferguson seconded.

Vote: 4-0.

Respectfully submitted,

Sarah Kimrey
Town Clerk
Staff support to the Board of Commissioners

This content was assisted by an artificial intelligence tool, ClerkMinutes, and reviewed by town staff.

DRAFT

Budget Adjustment Report

Adjustment Detail

For Date Range: 05/11/2026 - 05/11/2026

Town of Hillsborough, NC

Account Number	Account Name	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date	Amount
Budget Code: 2025-2026 - Budget 2025-2026 Fiscal: 2025-2026				
Fund: 10 - GENERAL				
Revenue				
10-71-3870-3870900	TRANSFER FROM FUND 78 GF COMMITTED			-691,174.00
BA0000398	Cover increase to solar feasibility study	GLPKT03639	05/11/2026	-1,500.00
		Revenue Total:		-691,174.00
Expense				
10-10-4000-5300154	MAINT - GROUNDS			0.00
BA0000392	TS Chantal: Cover miscellaneous overage	GLPKT03533	05/11/2026	-3,030.96
10-10-4000-5300161	MAINT - VEHICLES			0.00
BA0000392	TS Chantal: Cover miscellaneous overage	GLPKT03533	05/11/2026	-4,315.42
10-10-4000-5300351	RENTAL - EQUIPMENT			0.00
BA0000391	TS Chantal: Cover graphics on garbage truck ...	GLPKT03532	05/11/2026	-1,908.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-83.00
10-10-4000-5300361	RENTAL - VEHICLES			0.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-15.72
10-10-4000-5300570	MISCELLANEOUS			0.00
BA0000392	TS Chantal: Cover miscellaneous overage	GLPKT03533	05/11/2026	7,243.50
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	7,346.38
10-10-4000-5300583	MISC - TAX, TAGS, ETC			0.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-102.88
10-10-4000-5700740	CAPITAL - VEHICLES			0.00
BA0000391	TS Chantal: Cover graphics on garbage truck ...	GLPKT03532	05/11/2026	2,100.00
10-10-4000-5700741	CAPITAL - EQUIPMENT			0.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	1,825.00
10-10-4600-5300080	TRAINING/CONF/CONV			8,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-1,898.40
10-10-4600-5300530	DUES & SUBSCRIPTIONS			1,020.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	130.00
10-10-4600-5300570	MISCELLANEOUS			6,400.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	75.00
10-10-5000-5300081	TRAINING/CONF/CONV			2,500.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-205.00
10-10-5000-5300447	CS - COPIER			11,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-1,440.00
10-10-6300-5300441	CS - ENGINEERING			0.00
BA0000398	Cover increase to solar feasibility study	GLPKT03639	05/11/2026	1,440.00
10-20-5100-5300161	MAINT - VEHICLES			3,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	1,500.00
10-20-5100-5300330	SUPPLIES - DEPARTMENTAL			95,477.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-2,900.00
10-20-5100-5300363	RENTAL - BUILDINGS			42,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	849.00
10-20-5100-5300447	CS - COPIER			6,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026	-2,500.00
10-20-5100-5300530	DUES & SUBSCRIPTIONS			700.00
				200.00
				900.00

Budget Adjustment Report

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description				Amount	
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		200.00	
10-20-5100-5300570	MISCELLANEOUS			15,500.00	-1,000.00	14,500.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		-1,000.00	
10-20-5100-5300574	MISC - POLICE DOG			4,100.00	-1,600.00	2,500.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		-1,600.00	
10-30-5600-5300310	GASOLINE			12,500.00	4,000.00	16,500.00
BA0000400	Fuel Increase	GLPKT03661	05/11/2026		4,000.00	
10-30-5600-5300441	CS - ENGINEERING			145,000.00	-4,000.00	141,000.00
BA0000400	Fuel Increase	GLPKT03661	05/11/2026		-4,000.00	
Expense Total:				353,197.00	1,500.00	354,697.00
Fund 10 Total:				-337,977.00	0.00	-337,977.00

Fund: 30 - WATER/SEWER

Revenue						
30-00-3850-3850000	INTEREST EARNED			-300,000.00	-30,000.00	-330,000.00
BA0000396	Adj per actual	GLPKT03615	05/11/2026		-30,000.00	
Revenue Total:				-300,000.00	-30,000.00	-330,000.00

Expense						
30-80-4000-5300570	MISCELLANEOUS			0.00	23,000.00	23,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		23,000.00	
30-80-4000-5700735	CAPITAL - BUILDINGS & IMPROVEMENTS			0.00	-6,000.00	-6,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		-6,000.00	
30-80-4000-5700741	CAPITAL - EQUIPMENT			0.00	-17,000.00	-17,000.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		-17,000.00	
30-80-7220-5100010	OVERTIME COMPENSATION			500.00	1,000.00	1,500.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		1,000.00	
30-80-7220-5300080	TRAINING/CONF/CONV			4,500.00	-1,000.00	3,500.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		-1,000.00	
30-80-7240-5100010	OVERTIME COMPENSATION			5,000.00	750.00	5,750.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		750.00	
30-80-7240-5300110	TELEPHONE/INTERNET			0.00	300.00	300.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		300.00	
30-80-7240-5300113	LICENSE FEES			42,630.00	-1,050.00	41,580.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		-1,050.00	
30-80-8120-5300080	TRAINING/CONF/CONV			2,800.00	25.00	2,825.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		25.00	
30-80-8120-5300330	SUPPLIES - DEPARTMENTAL			5,000.00	50.00	5,050.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		50.00	
30-80-8120-5300570	MISCELLANEOUS			1,200.00	-75.00	1,125.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		-75.00	
30-80-8140-5300154	MAINT - GROUNDS			36,000.00	-2,000.00	34,000.00
BA0000395	Tree removal at manhole	GLPKT03547	05/11/2026		-2,000.00	
30-80-8140-5300165	MAINT - INFRASTRUCTURE			190,000.00	-16,000.00	174,000.00
BA0000393	Cover new pump assembly for Mayo Pump S...	GLPKT03534	05/11/2026		-16,000.00	
30-80-8140-5700741	CAPITAL - EQUIPMENT			0.00	16,000.00	16,000.00
BA0000393	Cover new pump assembly for Mayo Pump S...	GLPKT03534	05/11/2026		16,000.00	
30-80-8200-5300080	TRAINING/CONF/CONV			5,000.00	700.00	5,700.00
BA0000394	Cover NCRWA conference x3	GLPKT03535	05/11/2026		700.00	
30-80-8200-5300145	MAINT - BUILDINGS			2,000.00	50.00	2,050.00
BA0000397	Clean up misc overages	GLPKT03635	05/11/2026		50.00	
30-80-8200-5300154	MAINT - GROUNDS			40,000.00	1,950.00	41,950.00
BA0000395	Tree removal at manhole	GLPKT03547	05/11/2026		2,000.00	

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	-337,977.00	0.00	-337,977.00
	30	282,350.00	0.00	282,350.00
Budget Code 2025-2026 Total:		-55,627.00	0.00	-55,627.00

DRAFT



PROCLAMATION

Police Week and Peace Officers Memorial Day

May 10-16, 2026

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 15 of each year as Peace Officers Memorial Day, and the calendar week during which May 15 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 10 through May 16, 2026 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 Friday, May 15, 2026 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 11th day of May in the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION
National Public Works Week 2026
Rooted in Service, Powered by Community

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 residents; 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 2026 marks the 66th 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 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 17 through May 23, 2026 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 11th day of May in the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION

Heat Awareness Week May 18-22, 2026

WHEREAS, extreme heat causes heat-related illness or death and worsening of cardiovascular, respiratory and cerebrovascular diseases, with the greatest risks occurring in the first weeks of the heat season, which starts in June, as people's bodies adjust to the heat; and

WHEREAS, climate change causes more frequent and severe heat waves, with Orange County experiencing temperatures greater than 95 degrees on 8 days on average per year between 1983 and 2014, the National Weather Service issuing 12 heat advisories and 1 excessive heat warning in 2024, and the county expected to experience high temperatures on 28 to 41 days per year by the 2060s;

WHEREAS, the summer of 2025 included the second warmest July on record statewide and the warmest month ever recorded based on nighttime low temperatures, North Carolina experienced more than 5,700 heat-related illness emergency department visits, a far higher number than recorded in each of the past five summers; and

WHEREAS, North Carolina's urban and rural communities now have more nights with temperatures above 70 degrees and heat-related illnesses and deaths increase when temperatures stay high overnight; and

WHEREAS, heat-related illnesses can affect anyone but disproportionately affects infants and children, pregnant women, older adults, outdoor workers, athletes, people with underlying health conditions, and low-income individuals who are more likely to live in locations without easy access to air conditioning; and

WHEREAS, summer temperatures can be up to 11 degrees warmer in urban heat islands than surrounding areas, with these heat islands in low-income communities of color with fewer trees and more pavement; and

WHEREAS, heat-related illnesses are preventable, monitoring and minimizing risks are a shared responsibility, and North Carolina has collaborated with scientists, health experts and community leaders to develop heat resilience resources and has recognized heat's threat to the health and well-being of residents; and

WHEREAS, the Town of Hillsborough partnered with Orange County and the towns of Carrboro and Chapel Hill to adopt a heat action plan to build local resilience to the health impacts of extreme heat and other climate hazards;

NOW, THEREFORE, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim May 18-22, 2026, as "Heat Awareness Week" in Hillsborough and commend its observance to all people.

FUTHERMORE, the Hillsborough Board of Commissioners encourages everyone to sign up for OC Alerts, monitor the county's website and social media for heat advisories and warnings, and take simple steps during heat waves to stay safe, such as reducing time outside, visiting cooling centers if without air conditioning, and staying hydrated.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 11th day of May in the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION

Memorial Day 2026

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 25, 2026 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 11th day of May in the year 2026.



Mark Bell

Mark Bell, Mayor

Town of Hillsborough



PROCLAMATION

Community Home Trust Day

June 1, 2026

WHEREAS, The Town of Hillsborough recognizes that housing is a foundational element of an adequate standard of living, serving as a precondition for work, health, education and success. It is a key part of sustainability since the health and well-being of community members is dependent on having access to stable housing; and

WHEREAS, The Town of Hillsborough has a number of integrated plans, programs and action items related to addressing the affordable housing needs of the community; and

WHEREAS, The Town of Hillsborough's vision for affordable housing states that all residents in Hillsborough — regardless of age, race or income — should have access to safe and attainable housing; and

WHEREAS, Community Home Trust is celebrating 35 years and has provided permanently affordable housing opportunities for over three decades in Orange County; and

WHEREAS, The Town of Hillsborough partners with and provides financial support for Community Home Trust; and

WHEREAS, Community Home Trust supports diverse populations including working families and essential workers;

WHEREAS, Community Home Trust ensures long-term housing affordability through its community land trust model;

WHEREAS, Community Home Trust recognizes that access to safe and affordable housing strengthens communities and promotes economic stability;

NOW, THEREFORE, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim June 1, 2026 as Community Home Trust Day 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 11th day of May in the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough



RESOLUTION

Authorizing the Submission of the FY 2026 - 2027 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 authorize the town manager to submit the Orange County Annual Action Plan for Fiscal Year 2026 – 2027 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 2026-2026 HOME Program:

<u>Tenant Based Rental Assistance</u>	\$271,981.33
<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>	
<u>Home Repair and Rehabilitation and Community Housing Development Organization (CHDO) Set-Aside</u>	\$180,000.00
<i>Funds will be allocated to Habitat for Humanity of Orange County for repair and rehabilitation for 12 owner-occupied units at or below 80% AMI currently experiencing homelessness.</i>	
<u>Program Administration (10%)</u>	\$38,145.68
<u>Total Funding</u>	\$490,127.01

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 11th day of May of the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough

Attestation:
Sarah Kimrey

Sarah Kimrey, Town Clerk



RESOLUTION

Stating Intent to Consider Regulations Pertaining to Development of Data Centers in the Town's Zoning Jurisdiction

WHEREAS, the Hillsborough Board of Commissioners has zoning authority within the corporate limits of the town of Hillsborough and its extraterritorial jurisdiction pursuant to North Carolina General Statute 160D-201; and

WHEREAS, the Hillsborough Unified Development Ordinance does not specifically define land use for data centers or have appropriate regulations for this emerging category of land use; and

WHEREAS, data centers and the land use regulations pertaining to their development are a frequent topic of conversation throughout North Carolina; and

WHEREAS, potential negative impacts from the development of data centers must be studied and understood to mitigate those impacts; and

WHEREAS, the health, safety and welfare of Hillsborough and its residents would be better served by the adoption of specific regulations for data centers; and

WHEREAS, no current development applications related to data centers are subject to the Town of Hillsborough's planning and zoning jurisdiction; and

WHEREAS, it is appropriate at this time to provide official notice to the public and any potential future applicants that the Board of Commissioners intends to craft regulations related to the development of data centers.

NOW, THEREFORE, be it resolved the Hillsborough Board of Commissioners intends to:

1. Define data centers as a land use and establish appropriate regulations for the development of such.
2. Consider a short-term temporary moratorium of 60 days or less pursuant to General Statute 160D-107.
3. Explore the potential for a longer-term moratorium pursuant to General Statute 160D-107(d).

Approved this 11th day of May of the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough

Attestation:

Sarah E. Kimrey

Sarah Kimrey, Town Clerk



Minutes

Board of Commissioners Budget Workshop and Public Hearing

7 p.m. May 18, 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: Senior Planner Molly Boyle, Budget Director Emily Bradford, Planning and Economic Development Manager Shannan Campbell, 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, Information Technology Manager Chris Johnston, Town Clerk and Human Resources Technician Sarah Kimrey, Deputy Utilities Director Jeff Mahagan, Finance Director Dave McCole, Town Manager Eric Peterson, Senior Communications Specialist Cheryl Sadgrove, Utilities Director Marie Strandwitz, Public Space and Sustainability Manager Stephanie Trueblood and Chief of Police Jason Winn

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 Meaghun Darab moved to approve the agenda as presented. Commissioner Kathleen Ferguson seconded.

Vote: 4-0.

Motion: Commissioner Matt Hughes moved to open the public hearing at 7:01 p.m. Ferguson seconded.

Vote: 4-0.

3. Public hearing

A. Fiscal Year 2027 Budget Public Hearing

Four community members spoke at the budget public hearing. Comments expressed included appreciation for:

- Major accomplishments in the past year.
- Keeping health insurance costs the same for town employees to cover spouses and dependents in the next fiscal year despite rising insurance costs.
- Budgeting design work for a sidewalk on Rainey Avenue for the next fiscal year with construction in Fiscal Year 2029.
- Providing financial support to the Hillsborough Arts Council.

Motion: Ferguson moved to close the public hearing at 7:06 p.m. Commissioner Robb English seconded.

Vote: 4-0.

4. In-depth discussion and topics

A. Fiscal Year 2027 Budget Workshop

Budget Director Emily Bradford led the board through the Fiscal Year 2027 recommended budget document, covering the operating budget, capital improvement plan, and decision points. Department staff were present to address questions.

Decision Points:

- **Tax Rate** – The recommended budget was presented with no change to the property tax rate. However, the board discussed whether a modest increase was prudent given projected fund balance drawdowns in Fiscal Year 2029, anticipated debt service increases tied to the train station project, potential new capital obligations including dam repair, and the possible future effects of a proposed constitutional amendment limiting property tax growth. The board reached a consensus to incorporate a two-cent tax rate increase into the adopted budget. The practical impact of a two-cent increase is approximately \$100 per year on a \$500,000 home.
- **Stormwater Fee** – The board confirmed acceptance of the recommended \$15 increase to the stormwater fee, representing the final year of a three-year phased increase. Staff noted that a roughly \$3-per-year increase would approximate breakeven in subsequent years, and future increases will be evaluated as needed.
- **Water and Sewer Rates** – The board confirmed the recommended 7.5% rate increase for both water and sewer. The board also discussed the long-term rate structure, with some members expressing interest in transitioning toward a model that better reflects true fixed and incremental costs. Staff indicated that the rate model will continue to be refined as population and service demographics evolve.
- **Fees and Charges Schedule** – Following discussion, the board directed staff to review the following fees and return with potential rate changes prior to budget adoption:
 - Special event permit rush fee.
 - Park shelter and athletic field rental fees.
 - Board of Adjustment appeal fees.
 - Street-related permit fees, including utility cuts and failure-to-obtain penalties.
 - Fire lane and handicap parking violation fees.
 - Documents and maps reproduction fees.

Staff will return with specific proposed fee amounts for board approval.

Nonprofit Partnerships:

The board reviewed all Fiscal Year 2027 nonprofit funding requests against a total target of \$110,000. After deliberation, the board reached consensus on the following allocations:

- Disability Awareness Council – \$3,800
- Exchange Club Park – \$7,500
- Fairview Community Watch – \$10,000
- Food, Fitness and Opportunity Research Collaborative – \$51,683
- Hillsborough Arts Council – \$15,000
- Orange County Congregations in Mission – \$11,000
- Orange County Arts Alliance – \$10,000
- TABLE – \$0

Assistant Town Manager Matt Efirm reported that the town has recovered approximately \$2 million to date from FEMA and insurance claims related to Tropical Storm Chantal, with an additional \$1.5 million in expected reimbursements pending. This does not include any potential long-term mitigation funding for the river fluctuation issue or the reservoir. Staff noted the town is further along in the reimbursement process than most comparable local governments, in part due to diligent documentation efforts in the immediate aftermath of the storm.

5. Adjournment

Motion: Hughes moved to adjourn at 10:59 p.m. Ferguson seconded.

Vote: 4-0.

Respectfully submitted,

Sarah Kimrey

Town Clerk

Staff support to the Board of Commissioners

This content was assisted by an artificial intelligence tool, ClerkMinutes, and reviewed by town staff.

DRAFT



Minutes

Board of Commissioners Work Session and Budget Workshop

7 p.m. May 27, 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, Planning and Economic Development Manager Shannan Campbell, Administrative Services Director Jen Della Valle, Assistant Town Manager and Community Services Director Matt Efird, Budget and Management Analyst Josh Fernandez, Information Technology Manager Chris Johnston, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Communications Specialist JC Leser-McMinn, Town Manager Eric Peterson and Chief of Police Jason Winn

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 Meaghun Darab seconded.

Vote: 4-0.

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

Vote: 4-0.

3. Public hearing

- A. Public Hearing to Receive Public Comment on Adoption of an Ordinance Imposing a 60-day Development Moratoria on Data Centers as a Land Use

No members of the public were present to offer comment.

Motion: Hughes moved to close the public hearing. Ferguson seconded.

Vote: 4-0.

4. Items for decision - consent agenda

- A. Miscellaneous budget amendments and transfers
B. Proclamation – LGBTQ+ Pride Month
C. Proclamation – Gun Violence Awareness Day

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

Vote: 4-0. Nays: 0.

5. In-depth discussion and topics

A. Ordinance Imposing a Temporary Moratoria on Development Approvals for Data Centers, Cryptocurrency Mining Operations, and Any Use Associated with Data Center Processing Facilities within the Town of Hillsborough

Planning and Economic Development Manager Shannan Campbell explained that the town's Unified Development Ordinance does not currently recognize data centers as a defined land use, and that additional time is needed to study the issue and develop appropriate ordinance language. The board agreed that the moratorium was a prudent step to allow for thoughtful policy development.

Motion: Darab moved to adopt the ordinance imposing a 60-day moratoria on data centers. Ferguson seconded.

Vote: 4-0.

B. SecureNC Partnership with the North Carolina Department of Information Technology

Information Technology Manager Chris Johnston presented a proposed Memorandum of Understanding with the North Carolina Department of Information Technology (NCDIT) to participate in the SecureNC program, which provides access to the Tanium cybersecurity platform at no cost to the town. He explained that the program offers endpoint visibility and vulnerability management tools and would operate as a supplement — not a replacement — to the town's existing managed service provider tools.

Key points addressed during the discussion included:

- Updated MOU language clarifying that town data would not be used to train the state's models.
- The nature of NCDIT's "sanitized" visibility into the town's environment is limited to aggregate vulnerability reporting rather than access to underlying data.
- If funding ends, the town could independently contract with Tanium but would do so outside of the state's purchasing umbrella.

Motion: Ferguson moved to authorize the town manager to execute the updated SecureNC Memorandum of Understanding with the North Carolina Department of Information Technology. Hughes seconded.

Vote: 4-0.

C. Fiscal Year 2027 Budget Workshop #2

The board continued discussion on the town's proposed Fiscal Year 2027 budget. Staff presented recommendations on several fee categories and outstanding items from the first workshop. The board reached consensus on several adjustments.

Fees:

The board agreed to increase park shelter and athletic field rental fees, which had not seen a meaningful rate adjustment in several years. After discussion about market rates and cost recovery, the board reached consensus on the following revised rates:

- Gold Park large picnic shelter — Increased to \$30 per rental period for residents and \$60 for non-residents.
- Gold Park athletic fields — Increased to \$25 per hour for residents and \$50 per hour for non-residents.

Nonprofit Partnerships:

The board continued to discuss funding for local nonprofits and changed the following planned allocations in the Fiscal Year 2027 budget:

- Orange County Congregations in Mission — Increased to \$21,000
- Orange County Arts Alliance — Reduced to \$0

The Arts Alliance was awarded \$10,000 from the Hillsborough Tourism Development Authority at its May meeting.

The town board directed the Hillsborough Arts Council to the Hillsborough Tourism Board and Tourism Development Authority for fund requests in excess of \$15,000.

Property Tax:

The board continued discussion on the town's tax rate, recommending a 2-cent increase to 53.3 cents to:

- Avoid using savings to fund the Fiscal Year 2027 budget and ensure adequate funds are available to respond to future needs and natural disasters.
- Reduce future tax rate increases related to major projects such as the train station, Ridgewalk greenway and downtown fire station.
- Prepare for possible state-imposed property tax restrictions.

For property owners, the tax increase means \$7.50 per month for those with a \$450,000 home.

Town Manager Eric Peterson offered broader remarks on the fiscal outlook heading into the Fiscal Year 2028 budget cycle, noting the strain on staff from flat hiring over multiple years and a growing workload. He indicated that the upcoming strategic plan update would focus on identifying internal barriers to efficiency and on doing fewer things more effectively, rather than expanding services.

6. Committee updates and reports

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

7. Adjournment

Motion: Ferguson moved to adjourn at 8:44 p.m. Hughes seconded.

Vote: 4-0.

Respectfully submitted,

Sarah Kimrey
Town Clerk
Staff support to the Board of Commissioners

This content was assisted by an artificial intelligence tool, ClerkMinutes, and reviewed by town staff.

Budget Adjustment Report

Adjustment Detail

For Date Range: 05/27/2026 - 05/27/2026

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						
Revenue						
Department: 3980 - DEBT ISSUANCE PROCEEDS						
10-30-3980-3900100	POWELL BILL FUND BALANCE APPROPRIATION			0.00	-4,000.00	-4,000.00
BA0000407	Powell Bill Mapping - State of NC	GLPKT03771	05/27/2026		-4,000.00	
Department 3980 Total:				0.00	-4,000.00	-4,000.00
Revenue Total:				0.00	-4,000.00	-4,000.00
Expense						
Department: 4100 - GOVERNING BODY						
10-10-4100-5300041	ATTORNEY FEES			90,000.00	9,832.00	99,832.00
BA0000402	Cover legal expenses	GLPKT03720	05/27/2026		2,332.00	
BA0000403	Cover legal fees through June	GLPKT03722	05/27/2026		7,500.00	
10-10-4100-5300080	TRAINING/CONF/CONV			24,660.00	-7,500.00	17,160.00
BA0000403	Cover legal fees through June	GLPKT03722	05/27/2026		-7,500.00	
10-10-4100-5300570	MISCELLANEOUS			4,500.00	-2,332.00	2,168.00
BA0000402	Cover legal expenses	GLPKT03720	05/27/2026		-2,332.00	
Department 4100 Total:				119,160.00	0.00	119,160.00
Department: 4600 - COMMUNICATIONS						
10-10-4600-5300080	TRAINING/CONF/CONV			8,000.00	1,858.00	9,858.00
BA0000405	Cover Comms training and conferences	GLPKT03730	05/27/2026		1,858.00	
10-10-4600-5300570	MISCELLANEOUS			6,400.00	-1,858.00	4,542.00
BA0000405	Cover Comms training and conferences	GLPKT03730	05/27/2026		-1,858.00	
Department 4600 Total:				14,400.00	0.00	14,400.00
Department: 5100 - POLICE						
10-20-5100-5300080	TRAINING/CONF/CONV			19,700.00	2,000.00	21,700.00
BA0000409	Cover per diem for training	GLPKT03786	05/27/2026		2,000.00	
10-20-5100-5300140	TRAVEL/VEHICLE ALLOTMENT			2,000.00	-2,000.00	0.00
BA0000409	Cover per diem for training	GLPKT03786	05/27/2026		-2,000.00	
10-20-5100-5300310	GASOLINE			65,000.00	8,800.00	73,800.00
BA0000408	Cover gasoline costs	GLPKT03772	05/27/2026		8,800.00	
10-20-5100-5300424	CS - SANCT DIGITAL-S SOFTWARE			1,363.00	-1,300.00	63.00
BA0000408	Cover gasoline costs	GLPKT03772	05/27/2026		-1,300.00	
10-20-5100-5300447	CS - COPIER			6,000.00	-1,100.00	4,900.00
BA0000408	Cover gasoline costs	GLPKT03772	05/27/2026		-1,100.00	
10-20-5100-5300458	DATA PROCESSING SERVICES			39,515.00	-2,000.00	37,515.00
BA0000408	Cover gasoline costs	GLPKT03772	05/27/2026		-2,000.00	
10-20-5100-5300463	CS - OC ANIMAL CONTROL			88,184.00	-2,900.00	85,284.00
BA0000408	Cover gasoline costs	GLPKT03772	05/27/2026		-2,900.00	
10-20-5100-5300574	MISC - POLICE DOG			4,100.00	-1,500.00	2,600.00
BA0000408	Cover gasoline costs	GLPKT03772	05/27/2026		-1,500.00	
Department 5100 Total:				225,862.00	0.00	225,862.00
Department: 5400 - ENGINEERING SERVICES						
10-30-5400-5300113	LICENSE FEES			20,320.00	-10,500.00	9,820.00
BA0000415	Cover Engineering expenses through year-e...	GLPKT03809	05/27/2026		-10,500.00	
10-30-5400-5300330	SUPPLIES - DEPARTMENTAL			300.00	1,000.00	1,300.00

Budget Adjustment Report

For Date Range: 05/27/2026 - 05/27/2026

Account Number	Account Name	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date	Amount
BA0000415	Cover Engineering expenses through year-e...	GLPKT03809	05/27/2026	1,000.00
10-30-5400-5300455	CS - ENGINEERING			0.00
BA0000415	Cover Engineering expenses through year-e...	GLPKT03809	05/27/2026	9,500.00
Department 5400 Total:		20,620.00	0.00	20,620.00
Department: 5600 - STREETS				
10-30-5600-5300760	POWELL BILL			330,000.00
BA0000407	Powell Bill Mapping - State of NC	GLPKT03771	05/27/2026	4,000.00
Department 5600 Total:		330,000.00	4,000.00	334,000.00
Department: 6300 - PUBLIC SPACE				
10-10-6300-5300154	MAINT - GROUNDS			253,556.00
BA0000411	Cover Public Space grounds maintenance	GLPKT03795	05/27/2026	3,000.00
10-10-6300-5300570	MISCELLANEOUS			7,000.00
BA0000411	Cover Public Space grounds maintenance	GLPKT03795	05/27/2026	-3,000.00
Department 6300 Total:		260,556.00	0.00	260,556.00
Department: 6600 - SAFETY & RISK MANAGEMENT				
10-10-6600-5300113	LICENSE FEES			1,200.00
BA0000404	Cover gasoline for Safety and Risk	GLPKT03729	05/27/2026	-200.00
10-10-6600-5300158	MAINT - EQUIPMENT			13,000.00
BA0000406	Cover ArcFlash study at WWTP for new elect...	GLPKT03752	05/27/2026	20,275.00
10-10-6600-5300310	GASOLINE			1,000.00
BA0000404	Cover gasoline for Safety and Risk	GLPKT03729	05/27/2026	200.00
10-10-6600-5300332	SUPPLIES - OSHA			50,000.00
BA0000406	Cover ArcFlash study at WWTP for new elect...	GLPKT03752	05/27/2026	-10,275.00
10-10-6600-5300572	SAFETY AWARDS PROGRAM			10,000.00
BA0000406	Cover ArcFlash study at WWTP for new elect...	GLPKT03752	05/27/2026	-10,000.00
Department 6600 Total:		75,200.00	0.00	75,200.00
Expense Total:		1,045,798.00	4,000.00	1,049,798.00
Fund 10 Total:		1,045,798.00	0.00	1,045,798.00
Fund: 30 - WATER/SEWER				
Revenue				
Department: 3900 - FUND BALANCE APPROPRIATION				
30-80-3900-3900000	FUND BALANCE APPROPRIATION			-675,666.00
BA0000413	Cover Utilities CS & Innovation Awards	GLPKT03802	05/27/2026	-755.00
Department 3900 Total:		-675,666.00	-755.00	-676,421.00
Revenue Total:		-675,666.00	-755.00	-676,421.00
Expense				
Department: 7200 - ADMINISTRATION OF ENTERPRISE				
30-80-7200-5350580	CUSTOMER SERVICE & INNOVATION AWARD			4,000.00
BA0000413	Cover Utilities CS & Innovation Awards	GLPKT03802	05/27/2026	755.00
Department 7200 Total:		4,000.00	755.00	4,755.00
Department: 8120 - WATER TREATMENT PLANT				
30-80-8120-5300112	POSTAGE			100.00
BA0000412	Cover lab supplies and postage for WTP year...	GLPKT03796	05/27/2026	150.00
30-80-8120-5300158	MAINT - EQUIPMENT			88,400.00
BA0000412	Cover lab supplies and postage for WTP year...	GLPKT03796	05/27/2026	-12,150.00
30-80-8120-5300327	SUPPLIES - LAB			30,000.00
BA0000412	Cover lab supplies and postage for WTP year...	GLPKT03796	05/27/2026	12,000.00
Department 8120 Total:		118,500.00	0.00	118,500.00
Department: 8140 - WATER DISTRIBUTION				
30-80-8140-5300112	POSTAGE			100.00
BA0000401	Supplies and parts for upcoming work	GLPKT03713	05/27/2026	-100.00

Budget Adjustment Report

For Date Range: 05/27/2026 - 05/27/2026

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description				Amount	
30-80-8140-5300145	MAINT - BUILDINGS			2,000.00	-907.01	1,092.99
BA0000401	Supplies and parts for upcoming work	GLPKT03713	05/27/2026		-907.01	
30-80-8140-5300154	MAINT - GROUNDS			36,000.00	-4,391.26	31,608.74
BA0000401	Supplies and parts for upcoming work	GLPKT03713	05/27/2026		-4,391.26	
30-80-8140-5300158	MAINT - EQUIPMENT			21,000.00	-4,316.34	16,683.66
BA0000401	Supplies and parts for upcoming work	GLPKT03713	05/27/2026		-4,316.34	
30-80-8140-5300326	SUPPLIES - PATCH			8,000.00	-2,000.00	6,000.00
BA0000401	Supplies and parts for upcoming work	GLPKT03713	05/27/2026		-2,000.00	
30-80-8140-5300330	SUPPLIES - DEPARTMENTAL			120,000.00	12,814.61	132,814.61
BA0000401	Supplies and parts for upcoming work	GLPKT03713	05/27/2026		12,814.61	
30-80-8140-5300351	RENTAL - EQUIPMENT			2,000.00	-1,100.00	900.00
BA0000401	Supplies and parts for upcoming work	GLPKT03713	05/27/2026		-1,100.00	
Department 8140 Total:				189,100.00	0.00	189,100.00
Department: 8200 - WASTEWATER COLLECTION						
30-80-8200-5300112	POSTAGE			50.00	-50.00	0.00
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		-50.00	
30-80-8200-5300145	MAINT - BUILDINGS			2,000.00	50.00	2,050.00
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		50.00	
30-80-8200-5300165	MAINT - INFRASTRUCTURE			160,000.00	21,656.81	181,656.81
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		21,656.81	
30-80-8200-5300320	SUPPLIES - OFFICE			2,000.00	-1,789.94	210.06
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		-1,789.94	
30-80-8200-5300323	SUPPLIES - CHEMICALS			500.00	-500.00	0.00
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		-500.00	
30-80-8200-5300326	SUPPLIES - PATCH			8,000.00	-4,110.00	3,890.00
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		-4,110.00	
30-80-8200-5300330	SUPPLIES - DEPARTMENTAL			70,000.00	5,450.00	75,450.00
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		5,450.00	
30-80-8200-5300331	SUPPLIES - SAFETY			1,500.00	-11,128.35	-9,628.35
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		-11,128.35	
30-80-8200-5300416	CS - ROOT CONTROL SERVICE			20,000.00	-8,984.34	11,015.66
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		-8,984.34	
30-80-8200-5300570	MISCELLANEOUS			3,000.00	-594.18	2,405.82
BA0000414	Cover overages in Wastewater Collection	GLPKT03803	05/27/2026		-594.18	
Department 8200 Total:				267,050.00	0.00	267,050.00
Expense Total:				578,650.00	755.00	579,405.00
Fund 30 Total:				-97,016.00	0.00	-97,016.00
Budget Code 2025-2026 Total:				948,782.00	0.00	948,782.00

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	1,045,798.00	0.00	1,045,798.00
	30	-97,016.00	0.00	-97,016.00
Budget Code 2025-2026 Total:		948,782.00	0.00	948,782.00

APPROVED: 4/0

DATE: 5/27/26

VERIFIED: Shan E Kinney

DRAFT



PROCLAMATION LGBTQ+ Pride Month

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 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 27th day of May in the year 2026.



Mark Bell

Mark Bell Mayor
Town of Hillsborough

DRAFT



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, in 2025, the Town of Hillsborough experienced one accidental shooting resulting in bodily injury, one assault with a deadly weapon inflicting serious injury, one suicide, and one robbery at gunpoint; 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 5th to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 5th, 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 5, 2026, 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 27th day of May in the year 2026.



Mark Bell

Mark Bell, Mayor
Town of Hillsborough



ORDINANCE

Imposing a Temporary Moratoria on Development Approvals for Data Centers, Cryptocurrency Mining Operations, and Any Use Associated with Data Center Processing Facilities within the Town of Hillsborough

WHEREAS, pursuant to N.C. General Statute § 160D-107 local governments may adopt an ordinance authorizing a temporary moratorium on any development approvals required by law; and

WHEREAS, the Hillsborough Board of Commissioners passed a Resolution of Intent on May 11, 2026, indicating that they intended to take up the question of whether to adopt a temporary moratoria on processing applications or approving permits for “data centers” at a public hearing to be conducted on May 27, 2026; and

WHEREAS, the Town of Hillsborough Unified Development Ordinance does not specifically define “data center,” “cryptocurrency mining,” “data processing facility,” and other similar or associated uses as a specific use; and

WHEREAS, the Unified Development Ordinance does not consider the impact of the aforementioned uses on existing town infrastructure and how the impact will affect utility extensions; and

WHEREAS, at its May 27, 2026 regular meeting, the town board held a legislative public hearing regarding this moratoria in accordance with N.C. General Statute § 160D-601; and

WHEREAS, the town board believes such a moratorium will protect the public interest and welfare of the residents of the Town of Hillsborough until such regulations regarding the aforementioned uses are adopted, and until the town can assess the potential impact of such uses on utility extensions made pursuant to the Unified Development Ordinance.

NOW, THEREFORE, the Hillsborough Board of Commissioners ordains:

Section 1. A temporary moratoria is hereby imposed commencing on May 28, 2026 and expiring no later than July 27, 2026, unless further extended after notice and hearing as required by 160D-107 or on approval of new zoning regulations regarding data centers, data processing facilities, cryptocurrency mining, and any other uses associated with data processing facilities not yet defined by the Hillsborough Unified Development Ordinance. The moratorium specifically includes the corporate limits of the Town of Hillsborough, its extraterritorial jurisdiction and any future Town of Hillsborough planning area as depicted on the Town of Hillsborough Land Use Map. For the purposes of this moratorium, a “data center” or “data processing facility” refers to a building, a dedicated space within a building, or group of buildings housing computer systems and associated components, such as telecommunication and data processing systems, to be used for remote storage, processing, or distribution of large amounts of data. Examples of such data include, but are not limited to, computationally intensive applications such as cryptocurrency mining, artificial intelligence computing, weather modeling, genome sequencing, application hosting, cloud storage, video and technical streaming services, etc. Such facilities may include air handlers, power generators, water cooling and storage facilities, utility substations, and other infrastructure to support operations.

This moratorium shall not apply to data processing equipment or server rooms that are clearly incidental and subordinate to a permitted principal use and are intended solely to support on-site operations of such principal use, provided such equipment or server rooms comply with all

other applicable provisions of the Hillsborough Unified Development Ordinance. Such principal use may include, but is not limited to, hospitals, medical facilities, financial institutions, offices, educational institutions, or similar uses, as long as such data processing activities are not offered as a primary service to off-site users. Projects classified as exempt in accordance with N.C. General Statute 160D- 107(c) are also excluded from this moratorium as a matter of law.

Section 2.

In compliance with the requirements of N.C. Gen. Stat. 160D-107 the Town makes the following statements:

(1) Data centers, data processing facilities, cryptocurrency mining operations, and any other uses associated with data processing facilities require considerable amounts of electricity, land, and water, and their operation can result in exceedingly high greenhouse gas emissions, harmful decibel levels that exceed safe hearing limits and cause chronic sleep disturbances, the creation of heat islands, widespread pollutant exposure from backup diesel generators, e-waste, and other local impacts to residents and communities living near the facilities. The Hillsborough Planning and Economic Development Division is in the process of gathering information based upon which to develop zoning standards and mitigation methods for these intensive land use types which may cause detrimental harm to the natural environment and the quality of life of town residents. The town seeks time to develop such standards. The town has looked at alternative solutions to a moratorium, such as but not limited to immediately amending its Unified Development Ordinance to address the data center use, but found such alternatives to not be practical. The town has determined that to simply allow this intensive land use to be permitted without regard to location, height, size, density, population, industry, residence or other purpose would be counter to the stated goals of the Town of Hillsborough Comprehensive Sustainability Plan.

(2) The Unified Development Ordinance table of permitted uses does not currently include "data centers" nor does the ordinance provide a definition of this use or similar uses. The town seeks to update the Unified Development Ordinance definition section and table of uses to specifically define "data center," "data processing facility," and "cryptocurrency mining operation" as a specified land uses. The town further seeks to review the Town of Hillsborough Code of Ordinances to address the potential impact on infrastructure and utility extension. Therefore, the town seeks to place a moratorium on the use of property within the Town of Hillsborough planning jurisdiction for data centers, data processing facilities, cryptocurrency mining, and any other uses associated with data processing facilities for a period of sixty (60) days or until such time that specific land use standards for these uses can be developed. All applications for development approvals for data centers, data processing facilities, cryptocurrency mining operations, and any uses associated with data processing facilities are subject to the moratorium.

(3) The moratorium shall begin May 28, 2026 and shall end on July 27, 2026, unless further extended after notice and hearing as required by N.C. General Statute 160D-107 or upon adoption of a Unified Development Ordinance text amendment addressing the land uses of data centers, data processing facilities, cryptocurrency mining, and associated uses and any necessary amendments to the Town of Hillsborough Code of Ordinances to address utility extension, whichever comes first. This sixty (60) day moratorium is necessary to allow sufficient time for the Hillsborough Planning and Economic Development staff to study these uses and their impacts, to consider zoning standards and mitigation methods and to prepare an amendment to the Unified Development Ordinance to address data centers, data processing facilities, cryptocurrency mining, and other uses associated with data processing facilities, as well as to allow the town to adopt any needed amendments to the Hillsborough Code of Ordinances to address utility extension for these high impact uses prior to the expiration of the moratorium.

(4) Hillsborough Planning and Economic Development staff will study the impacts of data centers, data processing facilities, cryptocurrency mining, and any other uses associated with data processing facilities on communities within the first thirty (30) days of the moratorium. Concurrently, the Planning and Economic Development Staff will investigate how other communities in North Carolina and across the United States have addressed these impacts through zoning regulations. Planning and Economic Development staff will develop appropriate land use regulations designed to mitigate negative impacts associated with land uses described as data centers, data processing facilities, cryptocurrency mining operations, and any other uses associated with data processing facilities. Subsequently, in the final thirty (30) days, the town expects to consider and adopt a series of text amendments to the Unified Development Ordinance and any necessary amendments to the Town of Hillsborough Code of Ordinances to address utility extensions and other issues, following such legislative process or processes as required by law for adoption. It is anticipated that research, policy development, and legislative processes necessitate an adequate moratorium limit of sixty (60) days.

Section 3. If any section, subsection, sentence, phrase, or part of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this ordinance. The Board of Commissioners hereby declares that it would have passed this ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Section 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. 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 27th day of May in the year 2026.

Ayes: 4
Noes: 0
Absent or excused: 1



Sarah E. Kimrey, Town Clerk



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Administration
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Emily Bradford, Budget Director

ITEM TO BE CONSIDERED

Subject: Miscellaneous budget amendments and transfers

Attachments:

Budget Changes Report

Summary:

To adjust budget revenues and expenditures, where needed, due to changes that have occurred since budget adoption.

Financial impacts:

As indicated by each amendment.

Staff recommendation and comments:

To approve the attached list of budget amendments and transfers.

Action requested:

Consider approving budget amendments and transfers.

Budget Adjustment Report

Adjustment Detail

For Date Range: 06/08/2026 - 06/08/2026

Account Number	Account Name	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date	Amount
Budget Code: 2025-2026 - Budget 2025-2026 Fiscal: 2025-2026				
Fund: 10 - GENERAL				
Revenue				
Department: 3880 - NON-DEPARTMENTAL				
10-80-3880-3887000	INSURANCE PROCEEDS			0.00
BA0000432	Cover UNC MPA Intern starting June	GLPKT03921	06/08/2026	-10,650.00
BA0000434	Microsoft Tap system for video meeting equ...	GLPKT03937	06/08/2026	-5,000.00
				-5,650.00
Department 3880 Total:		0.00		-10,650.00
Department: 3980 - DEBT ISSUANCE PROCEEDS				
10-30-3980-3900100	POWELL BILL FUND BALANCE APPROPRIATION			0.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	-3.00
				-3.00
Department 3980 Total:		0.00		-3.00
Revenue Total:		0.00		-10,653.00
Expense				
Department: 4000 - DISASTER				
10-10-4000-5300158	MAINT - EQUIPMENT			0.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	20,275.00
				20,275.00
10-10-4000-5700741	CAPITAL - EQUIPMENT			0.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	-20,275.00
				-20,275.00
Department 4000 Total:		0.00		0.00
Department: 4500 - HUMAN RESOURCES				
10-10-4500-5300454	CONTRACT SERVICES			62,000.00
BA0000416	Cover insurance broker fees/contract	GLPKT03814	06/08/2026	13,166.00
				13,166.00
10-10-4500-5300474	RECRUITMENT			37,750.00
BA0000416	Cover insurance broker fees/contract	GLPKT03814	06/08/2026	-14,966.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	-13,166.00
				-1,800.00
10-10-4500-5350580	CUSTOMER SERVICE & INNOVATION AWARD			8,200.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	1,800.00
				1,800.00
Department 4500 Total:		107,950.00		0.00
Department: 5000 - FACILITY MANAGEMENT				
10-10-5000-5300130	UTILITIES			31,680.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	-650.00
				-650.00
10-10-5000-5300145	MAINT - BUILDINGS			275,809.00
BA0000429	Copier lease for Facility Management	GLPKT03884	06/08/2026	-1,465.00
				-1,465.00
10-10-5000-5300447	CS - COPIER			11,000.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	2,115.00
BA0000429	Copier lease for Facility Management	GLPKT03884	06/08/2026	650.00
				1,465.00
Department 5000 Total:		318,489.00		0.00
Department: 5600 - STREETS				
10-30-5600-5300760	POWELL BILL			330,000.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	3.00
				3.00
Department 5600 Total:		330,000.00		3.00
Department: 6300 - PUBLIC SPACE				
10-10-6300-5100020	SALARIES			187,908.00
BA0000432	Cover UNC MPA Intern starting June	GLPKT03921	06/08/2026	5,000.00
				5,000.00
10-10-6300-5300165	MAINT - INFRASTRUCTURE			8,500.00
				-2,000.00
				6,500.00

Budget Adjustment Report

For Date Range: 06/08/2026 - 06/08/2026

Account Number	Account Name	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date	Amount
BA0000426	Cover interpretive signs for riparian program	GLPKT03852	06/08/2026	-2,000.00
10-10-6300-5300330	SUPPLIES - DEPARTMENTAL			44,000.00
BA0000426	Cover interpretive signs for riparian program	GLPKT03852	06/08/2026	2,000.00
Department 6300 Total:		240,408.00	5,000.00	245,408.00
Department: 6600 - SAFETY & RISK MANAGEMENT				
10-10-6600-5300310	GASOLINE			1,000.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	1,000.00
10-10-6600-5300332	SUPPLIES - OSHA			50,000.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	-1,000.00
Department 6600 Total:		51,000.00	0.00	51,000.00
Department: 6610 - INFORMATION TECHNOLOGY				
10-10-6610-5300113	LICENSE FEES			202,200.00
BA0000435	Cover upcoming POs for laptops and licenses	GLPKT03951	06/08/2026	26,000.00
10-10-6610-5300338	SUPPLIES - DATA PROCESSING			135,000.00
BA0000434	Microsoft Tap system for video meeting equ...	GLPKT03937	06/08/2026	5,650.00
BA0000435	Cover upcoming POs for laptops and licenses	GLPKT03951	06/08/2026	22,000.00
10-10-6610-5300458	DATA PROCESSING SERVICES			604,380.00
BA0000435	Cover upcoming POs for laptops and licenses	GLPKT03951	06/08/2026	-48,000.00
Department 6610 Total:		941,580.00	5,650.00	947,230.00
Expense Total:		1,989,427.00	10,653.00	2,000,080.00
Fund 10 Total:		1,989,427.00	0.00	1,989,427.00
Fund: 30 - WATER/SEWER				
Revenue				
Department: 3850 - INTEREST EARNED				
30-00-3850-3850000	INTEREST EARNED			-300,000.00
BA0000424	Adj per actual	GLPKT03841	06/08/2026	-97,116.00
Department 3850 Total:		-300,000.00	-97,116.00	-397,116.00
Department: 3870 - TRANSFER FROM				
30-71-3870-3870010	TRANSFER FROM UTILITIES CAPITAL IMP			-252,884.00
BA0000418	Sodium Hypochlorite Conversion	GLPKT03833	06/08/2026	-185,631.00
BA0000425	Apply Remaining Funds to Other Needs	GLPKT03842	06/08/2026	-94,415.00
30-71-3870-3870066	TRANSFER FROM FUND 66 WFER			-97,116.00
BA0000424	Adj per actual	GLPKT03841	06/08/2026	97,116.00
Department 3870 Total:		-350,000.00	-182,930.00	-532,930.00
Department: 3900 - FUND BALANCE APPROPRIATION				
30-80-3900-3900000	FUND BALANCE APPROPRIATION			-675,666.00
BA0000440	Cover prior txfr of grounds main - for admin ...	GLPKT03973	06/08/2026	-3,000.00
Department 3900 Total:		-675,666.00	-3,000.00	-678,666.00
Revenue Total:		-1,325,666.00	-283,046.00	-1,608,712.00
Expense				
Department: 7240 - BILLING AND COLLECTIONS				
30-80-7240-5100010	OVERTIME COMPENSATION			5,000.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	1,350.00
30-80-7240-5300585	ELECTRONIC PAYMENT FEES			188,000.00
BA0000417	Cover misc. overages	GLPKT03830	06/08/2026	-1,350.00
Department 7240 Total:		193,000.00	0.00	193,000.00
Department: 8120 - WATER TREATMENT PLANT				
30-71-8120-5982001	TRANSFER TO FUND 69 - UTIL CAP IMPROV			0.00
BA0000418	Sodium Hypochlorite Conversion	GLPKT03833	06/08/2026	185,631.00
BA0000425	Apply Remaining Funds to Other Needs	GLPKT03842	06/08/2026	94,415.00
30-80-8120-5300158	MAINT - EQUIPMENT			88,400.00
				-5,000.00
				83,400.00

Budget Adjustment Report

For Date Range: 06/08/2026 - 06/08/2026

Account Number	Account Name			Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date		Amount	
BA0000438	Cover WTP chemical supplies	GLPKT03971	06/08/2026		-5,000.00	
30-80-8120-5300323	SUPPLIES - CHEMICALS			225,000.00	5,000.00	230,000.00
BA0000438	Cover WTP chemical supplies	GLPKT03971	06/08/2026		5,000.00	
Department 8120 Total:				313,400.00	280,046.00	593,446.00
Department: 8130 - WEST FORK ENO RESERVOIR						
30-80-8130-5300152	AQUATIC WEED CONTROL			5,000.00	-404.26	4,595.74
BA0000436	Fencing and gates at WFER	GLPKT03960	06/08/2026		-404.26	
30-80-8130-5300154	MAINT - GROUNDS			25,000.00	5,371.86	30,371.86
BA0000436	Fencing and gates at WFER	GLPKT03960	06/08/2026		5,371.86	
BA0000439	Cover admin fee for 2018 Bond Series	GLPKT03972	06/08/2026		-3,000.00	
BA0000440	Cover prior txfr of grounds main - for admin ...	GLPKT03973	06/08/2026		3,000.00	
30-80-8130-5300330	SUPPLIES - DEPARTMENTAL			1,000.00	-1,000.00	0.00
BA0000436	Fencing and gates at WFER	GLPKT03960	06/08/2026		-1,000.00	
30-80-8130-5300412	CS - MONITORING MISSION UNIT			700.00	-16.60	683.40
BA0000436	Fencing and gates at WFER	GLPKT03960	06/08/2026		-16.60	
30-80-8130-5300504	CS - DAM INSPECTION & EVALUATION			15,000.00	-3,000.00	12,000.00
BA0000436	Fencing and gates at WFER	GLPKT03960	06/08/2026		-3,000.00	
30-80-8130-5300570	MISCELLANEOUS			2,600.00	3,000.00	5,600.00
BA0000439	Cover admin fee for 2018 Bond Series	GLPKT03972	06/08/2026		3,000.00	
30-80-8130-5300921	WATER QUALITY MONITORING			25,000.00	-951.00	24,049.00
BA0000436	Fencing and gates at WFER	GLPKT03960	06/08/2026		-951.00	
Department 8130 Total:				74,300.00	3,000.00	77,300.00
Department: 8140 - WATER DISTRIBUTION						
30-80-8140-5300165	MAINT - INFRASTRUCTURE			190,000.00	-32,146.00	157,854.00
BA0000428	Move meters to new water line & terminate...	GLPKT03865	06/08/2026		-2,146.00	
BA0000433	Rent bypass pumps for Churton Grove LS rep...	GLPKT03935	06/08/2026		-30,000.00	
30-80-8140-5300320	SUPPLIES - OFFICE			2,000.00	-900.00	1,100.00
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-900.00	
30-80-8140-5300330	SUPPLIES - DEPARTMENTAL			120,000.00	7,083.92	127,083.92
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		7,083.92	
30-80-8140-5300331	SUPPLIES - SAFETY			1,500.00	-1,170.13	329.87
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-1,170.13	
30-80-8140-5300444	CS - TANK MAINT PROGRAM			50,000.00	-1,277.47	48,722.53
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-1,277.47	
30-80-8140-5300478	CS - PUMP STA MONITORING			5,000.00	-464.00	4,536.00
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-464.00	
30-80-8140-5300490	CS - ALARM			600.00	-200.60	399.40
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-200.60	
30-80-8140-5300505	CS - PLUMBING			45,000.00	2,146.00	47,146.00
BA0000428	Move meters to new water line & terminate...	GLPKT03865	06/08/2026		2,146.00	
30-80-8140-5300530	DUES & SUBSCRIPTIONS			3,000.00	-196.72	2,803.28
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-196.72	
30-80-8140-5300570	MISCELLANEOUS			3,000.00	-2,875.00	125.00
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-2,875.00	
Department 8140 Total:				420,100.00	-30,000.00	390,100.00
Department: 8200 - WASTEWATER COLLECTION						
30-80-8200-5300154	MAINT - GROUNDS			40,000.00	-336.27	39,663.73
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-336.27	
30-80-8200-5300158	MAINT - EQUIPMENT			45,000.00	-13,704.89	31,295.11
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026		-6,000.00	
BA0000437	Patch repair of sewer line - N. Nash St	GLPKT03968	06/08/2026		-7,704.89	
30-80-8200-5300165	MAINT - INFRASTRUCTURE			160,000.00	-84.68	159,915.32

Budget Adjustment Report

For Date Range: 06/08/2026 - 06/08/2026

Account Number	Account Name	Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date	Amount
BA0000420	Correct overbudget error per D&C staff	GLPKT03836	06/08/2026	-10,000.00
BA0000437	Patch repair of sewer line - N. Nash St	GLPKT03968	06/08/2026	9,915.32
<u>30-80-8200-5300330</u>	SUPPLIES - DEPARTMENTAL			70,000.00
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026	13,324.87
BA0000431	Supplies and parts for jet wash trailer	GLPKT03920	06/08/2026	83,324.87
<u>30-80-8200-5300331</u>	SUPPLIES - SAFETY			1,500.00
BA0000420	Correct overbudget error per D&C staff	GLPKT03836	06/08/2026	10,000.00
11,500.00				
<u>30-80-8200-5300351</u>	RENTAL - EQUIPMENT			5,000.00
BA0000433	Rent bypass pumps for Churton Grove LS rep...	GLPKT03935	06/08/2026	37,404.34
BA0000437	Patch repair of sewer line - N. Nash St	GLPKT03968	06/08/2026	42,404.34
				39,614.77
				-2,210.43
<u>30-80-8200-5300494</u>	CS - PUMP STA MONITORING			12,000.00
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026	-939.60
				11,060.40
				-939.60
<u>30-80-8200-5300530</u>	DUES & SUBSCRIPTIONS			2,500.00
BA0000423	Cover Dist & Collect supplies through year-e...	GLPKT03840	06/08/2026	-49.00
				2,451.00
				-49.00
<u>30-80-8200-5700741</u>	CAPITAL - EQUIPMENT			110,000.00
BA0000431	Supplies and parts for jet wash trailer	GLPKT03920	06/08/2026	-15,614.77
BA0000433	Rent bypass pumps for Churton Grove LS rep...	GLPKT03935	06/08/2026	94,385.23
				-6,000.00
				-9,614.77
Department 8200 Total:		446,000.00	30,000.00	476,000.00
Department: 8220 - WASTEWATER TREATMENT PLANT				
<u>30-80-8220-5300162</u>	MAINT - LAB EQUIPMENT			8,320.00
BA0000427	Cover chemical and reagent price increases	GLPKT03853	06/08/2026	-2,000.00
				6,320.00
				-2,000.00
<u>30-80-8220-5300327</u>	SUPPLIES - LAB			13,840.00
BA0000427	Cover chemical and reagent price increases	GLPKT03853	06/08/2026	2,000.00
				15,840.00
				2,000.00
Department 8220 Total:		22,160.00	0.00	22,160.00
Expense Total:		1,468,960.00	283,046.00	1,752,006.00
Fund 30 Total:		143,294.00	0.00	143,294.00
Fund: 69 - UTILITIES CAPITAL IMPROVEMENTS				
Expense				
Department: 8140 - WATER DISTRIBUTION				
<u>69-43-8140-5700861</u>	MCADAMS RD WATER MAIN REPLACEMENT			400,000.00
BA0000422	Apply Remaining Project Funds to Other Ne...	GLPKT03839	06/08/2026	-78,440.28
				321,559.72
				-78,440.28
<u>69-43-8140-5970920</u>	TRANSFER TO FUND 30 - WATER & SEWER			0.00
BA0000422	Apply Remaining Project Funds to Other Ne...	GLPKT03839	06/08/2026	78,440.28
				78,440.28
				78,440.28
Department 8140 Total:		400,000.00	0.00	400,000.00
Department: 8200 - WASTEWATER COLLECTION				
<u>69-21-8200-5700739</u>	WASTEWATER SYSTEM REHAB			357,002.49
BA0000421	Apply Closed Project Funds to Other Needs	GLPKT03838	06/08/2026	-15,975.00
				341,027.49
				-15,975.00
<u>69-21-8200-5970920</u>	TRANSFER TO FUND 30 - WATER & SEWER			58,892.51
BA0000421	Apply Closed Project Funds to Other Needs	GLPKT03838	06/08/2026	15,975.00
				74,867.51
				15,975.00
Department 8200 Total:		415,895.00	0.00	415,895.00
Expense Total:		815,895.00	0.00	815,895.00
Fund 69 Total:		815,895.00	0.00	815,895.00
Fund: 72 - RESTRICTED REVENUES - GENERAL FUND				
Revenue				
Department: 5100 - POLICE				
<u>72-00-5100-3301052</u>	RESTRICTED REV - ABC BOARD GRANT			-41,033.96
BA0000430	FY26 Q4 ABC Board Distribution	GLPKT03885	06/08/2026	-3,125.00
				-44,158.96
				-3,125.00
Department 5100 Total:		-41,033.96	-3,125.00	-44,158.96
Revenue Total:		-41,033.96	-3,125.00	-44,158.96

Budget Adjustment Report

For Date Range: 06/08/2026 - 06/08/2026

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments Amount	Current Budget
Adjustment Number	Adjustment Description					
Expense						
Department: 5100 - POLICE						
72-20-5100-5300052	ABC BOARD EXPENDITURES			41,033.96	3,125.00	44,158.96
BA0000430	FY26 Q4 ABC Board Distribution	GLPKT03885	06/08/2026		3,125.00	
Department 5100 Total:				41,033.96	3,125.00	44,158.96
Expense Total:				41,033.96	3,125.00	44,158.96
Fund 72 Total:				0.00	0.00	0.00
Budget Code 2025-2026 Total:				2,948,616.00	0.00	2,948,616.00

Description

Fund Summary

Description	Fund	Original Budget	Budget Adjustments	Current Budget
Budget Code: 2025-2026 - Budget 2025-2026 Fiscal: 2025-2026				
	10	1,989,427.00	0.00	1,989,427.00
	30	143,294.00	0.00	143,294.00
	69	815,895.00	0.00	815,895.00
	72	0.00	0.00	0.00
Budget Code 2025-2026 Total:		2,948,616.00	0.00	2,948,616.00



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Public Space
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Public Space and Sustainability Manager Stephanie Trueblood

ITEM TO BE CONSIDERED

Subject: Proclamation – National Pollinator Week 2026

Attachments:

Proclamation

Summary:

Each year the Town of Hillsborough celebrates National Pollinator Week to honor and raise awareness about the essential role pollinators play in the ecosystem. Hillsborough is an affiliate of Bee City USA and works throughout the year in a continued partnership between the Hillsborough Tree Board and the Hillsborough Garden Club to promote the protection and improved habitat and food sources for pollinators.

Financial impacts:

None.

Staff recommendation and comments:

None.

Action requested:

Approve proclamation recognizing June 22 through June 26 as National Pollinator Week in the Town of Hillsborough.



PROCLAMATION
National Pollinator Week
June 22-26, 2026

WHEREAS, pollinator species such as birds, bees, butterflies and other insects are essential partners in producing much of our food supply; and

WHEREAS, pollination plays a vital role in the health of our national forests and grasslands, which provide forage, fish and wildlife, timber, water, mineral resources, and recreational opportunities as well as enhanced economic development opportunities for communities; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary for maintaining healthy, diverse urban and suburban ecosystems; and

WHEREAS, pollination plays a vital role for the trees and plants of our community, enhancing our quality of life, and creating recreational and economic development opportunities; and

WHEREAS, for years the Town of Hillsborough has managed urban landscapes and public lands that include many municipal parks and greenways, as well as wildlife habitats; and

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

WHEREAS, the Town of Hillsborough is a proud affiliate of Bee City USA®;

NOW, THEREFORE, I, Mark Bell, mayor of the Town of Hillsborough, do hereby proclaim the week of June 22 through 26, 2026 as our municipality's "National Pollinator Week" in the Town of Hillsborough and urge all citizens to recognize this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 8th day of June in the year 2026.

Mark Mayor
Town of Hillsborough



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Administration
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Budget Director Emily Bradford

ITEM TO BE CONSIDERED

Subject: Capital Project Ordinance Amendment – Sodium Hypochlorite Conversion

Attachments:

1. Capital Project Ordinance Amendment – Sodium Hypochlorite Conversion
2. Budget Adjustment Report

Summary:

The amended budget reflects applying the balance of closed out projects to the sodium hypochlorite conversion project. The application of these funds was identified in the Fiscal Year 2026 Capital Improvement Plan.

Financial impacts:

This update will increase the current project budget by \$161,147.

Staff recommendation and comments:

Adopt the project ordinance amendment and associated budget amendments.

Action requested:

Adopt the project ordinance amendment and associated budget amendments.



ORDINANCE
Capital Project Amendment
Sodium Hypochlorite Conversion

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby adopted as follows.

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Sodium Hypochlorite Conversion	\$454,453	\$161,147	\$615,600

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Sodium Hypochlorite Conversion	\$454,453	\$161,147	\$615,600

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk

Budget Adjustment Report

Adjustment Detail

For Date Range: 06/09/2026 - 06/09/2026

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: 69 - UTILITIES CAPITAL IMPROVEMENTS						
Revenue						
69-47-3870-3870522	TRANSFER FROM WSF SODIUM HYPOCHLORITE			0.00	-161,147.00	-161,147.00
BA0000419	Sodium Hypochlorite Conversion	GLPKT03834	06/09/2026		-161,147.00	
Revenue Total:				0.00	-161,147.00	-161,147.00
Expense						
69-00-8100-5700720	CONSTRUCTION			0.00	161,147.00	161,147.00
BA0000419	Sodium Hypochlorite Conversion	GLPKT03834	06/09/2026		161,147.00	
Expense Total:				0.00	161,147.00	161,147.00
Fund 69 Total:				0.00	0.00	0.00
Budget Code 2025-2026 Total:				0.00	0.00	0.00



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Administrative Services
Agenda Section: Consent
Public hearing: No
Date of public hearing:

PRESENTER/INFORMATION CONTACT

Human Resources Manager Haley Thore

ITEM TO BE CONSIDERED

Subject: Classification and pay amendment

Attachments:

Pay schedule

Summary:

This request is to add two crew leader classifications, utility maintenance crew leader and utility mechanic crew leader, in the Utilities Department for the collections and distributions crews. The addition of a crew leader for both collections and distribution will improve daily operational efficiency, enhance communication between crews, supervisors and the public, and strengthen safety practices and field oversight. Adding these classifications also provides an additional advancement opportunity for current staff, builds future leaders and supports long-term succession planning.

The number of full time equivalent (FTE) employees in the Utilities Department will remain the same. An internal recruitment process will occur to fill the utilities crew leader classifications.

It's proposed that the utility maintenance crew leader be placed in grade 9 with a salary range of \$55,278.79 - \$88,446.07. The utility mechanic crew leader is proposed to be in one grade higher due to the higher level of technical knowledge and skills needed. The utility mechanic crew leader would be in grade 10 with a salary range of \$57,904.53 - \$92,647.25.

Financial impacts:

5% salary increase for promoted employees.

Staff recommendation and comments:

Approve the proposed pay schedule.

Action requested:

Approve the proposed pay schedule.

Regular (Non-Law Enforcement) Positions

Salary Grade	Minimum	Midpoint	Maximum	FLSA Status	Class Code	Classification
1	\$38,135.22	\$49,575.79	\$61,016.36			
2	\$39,946.65	\$51,930.64	\$63,914.63			
3	\$41,844.11	\$54,397.34	\$66,950.58			
4	\$43,831.71	\$56,981.22	\$70,130.73	N	401	ADMINISTRATIVE SUPPORT SPECIALIST
4	\$43,831.71	\$56,981.22	\$70,130.73	N	402	CUSTOMER SERVICE REPRESENTATIVE
4	\$43,831.71	\$56,981.22	\$70,130.73	N	404	UTILITY MAINTENANCE TECHNICIAN I
4	\$43,831.71	\$56,981.22	\$70,130.73	N	405	EQUIPMENT OPERATOR I
5	\$45,913.71	\$59,687.83	\$73,461.94	N	501	METER SERVICES TECHNICIAN
5	\$45,913.71	\$59,687.83	\$73,461.94	N	502	SENIOR CUSTOMER SERVICE REPRESENTATIVE
5	\$45,913.71	\$59,687.83	\$73,461.94	N	504	UTILITY MAINTENANCE TECHNICIAN II
6	\$48,094.61	\$62,523.00	\$76,951.38	N	602	EQUIPMENT OPERATOR II
6	\$48,094.61	\$62,523.00	\$76,951.38	N	603	SENIOR ADMINISTRATIVE SUPPORT SPECIALIST
6	\$48,094.61	\$62,523.00	\$76,951.38	N	604	UTILITY MAINTENANCE TECHNICIAN III
6	\$48,094.61	\$62,523.00	\$76,951.38	N	605	WATER PLANT OPERATOR I
6	\$48,094.61	\$62,523.00	\$76,951.38	N	606	PLANT MAINTENANCE MECHANIC I
6	\$48,094.61	\$62,523.00	\$76,951.38	N	607	ACCOUNTS PAYABLE TECHNICIAN
7	\$50,379.11	\$65,492.84	\$80,606.57	N	701	EQUIPMENT OPERATOR III
7	\$50,379.11	\$65,492.84	\$80,606.57	N	704	UTILITY SYSTEMS MECHANIC I
7	\$50,379.11	\$65,492.84	\$80,606.57	N	705	WASTEWATER PLANT OPERATOR I
7	\$50,379.11	\$65,492.84	\$80,606.57	N	706	BILLING & CUSTOMER SERVICE SPECIALIST
7	\$50,379.11	\$65,492.84	\$80,606.57	N	707	STORMWATER TECHNICIAN
7	\$50,379.11	\$65,492.84	\$80,606.57	N	708	PLANNING TECHNICIAN
7	\$50,379.11	\$65,492.84	\$80,606.57	N	709	PLANT MAINTENANCE MECHANIC II
8	\$52,772.12	\$68,603.75	\$84,435.39	N	802	ACCOUNTING SPECIALIST
8	\$52,772.12	\$68,603.75	\$84,435.39	N	803	FLEET MECHANIC
8	\$52,772.12	\$68,603.75	\$84,435.39	N	804	PLANT MAINTENANCE MECHANIC III
8	\$52,772.12	\$68,603.75	\$84,435.39	N	805	UTILITY SYSTEMS MECHANIC II
8	\$52,772.12	\$68,603.75	\$84,435.39	N	806	WASTEWATER PLANT OPERATOR II
8	\$52,772.12	\$68,603.75	\$84,435.39	N	807	WATER PLANT OPERATOR II
9	\$55,278.79	\$71,862.43	\$88,446.07	N	901	DIVERSION SOCIAL WORKER
9	\$55,278.79	\$71,862.43	\$88,446.07	N	902	UTILITY SYSTEMS MECHANIC III
9	\$55,278.79	\$71,862.43	\$88,446.07	N	903	PUBLIC WORKS CREW LEADER
9	\$55,278.79	\$71,862.43	\$88,446.07	N	904	UTILITY MAINTENANCE CREW LEADER
10	\$57,904.53	\$75,275.89	\$92,647.25	E	1001	BILLING & CUSTOMER SERVICE SUPERVISOR
10	\$57,904.53	\$75,275.89	\$92,647.25	N	1002	COMMUNICATIONS SPECIALIST
10	\$57,904.53	\$75,275.89	\$92,647.25	N	1003	FACILITIES COORDINATOR
10	\$57,904.53	\$75,275.89	\$92,647.25	E	1004	METER SERVICES SUPERVISOR
10	\$57,904.53	\$75,275.89	\$92,647.25	E	1005	PUBLIC WORKS SUPERVISOR
10	\$57,904.53	\$75,275.89	\$92,647.25	N	1007	WATER PLANT OPERATOR III
10	\$57,904.53	\$75,275.89	\$92,647.25	N	1008	WASTEWATER PLANT OPERATOR III
10	\$57,904.53	\$75,275.89	\$92,647.25	N	1009	UTILITES INFRASTRUCUTURE PROTECTION COORDINATOR (BACKFLOW/FOG SPECIALIST)
10	\$57,904.53	\$75,275.89	\$92,647.25	N	1010	UTILITY MECHANIC CREW LEADER
11	\$60,655.00	\$78,851.50	\$97,048.00	N	1101	PLANNER
12	\$63,536.11	\$82,596.95	\$101,657.78	E	1201	HUMAN RESOURCES ANALYST
12	\$63,536.11	\$82,596.95	\$101,657.78	N	1202	PLANNER II

12	\$63,536.11	\$82,596.95	\$101,657.78	N	1203	SENIOR COMMUNICATIONS SPECIALIST
12	\$63,536.11	\$82,596.95	\$101,657.78	N	1204	STORMWATER PROGRAM COORDINATOR
12	\$63,536.11	\$82,596.95	\$101,657.78	N	1206	UTILITIES INSPECTOR
13	\$66,554.08	\$86,520.30	\$106,486.52	N	1302	OPERATOR IN RESPONSIBLE CHARGE
13	\$66,554.08	\$86,520.30	\$106,486.52	E	1303	UTILITY MAINTENANCE SUPERVISOR
14	\$69,715.40	\$90,630.01	\$111,544.63	E	1401	FINANCIAL ANALYST
14	\$69,715.40	\$90,630.01	\$111,544.63	E	1402	SENIOR PLANNER
14	\$69,715.40	\$90,630.01	\$111,544.63	E	1403	TOWN CLERK/HUMAN RESOURCES TECHNICIAN
14	\$69,715.40	\$90,630.01	\$111,544.63	E	1404	UTILITY MECHANIC SUPERVISOR
14	\$69,715.40	\$90,630.01	\$111,544.63	E	1405	WASTEWATER LABORATORY SUPERVISOR/CHIEF PLANT OPERATOR
15	\$73,026.88	\$94,934.94	\$116,843.00	E	1501	BUDGET & MANAGEMENT ANALYST
15	\$73,026.88	\$94,934.94	\$116,843.00	E	1502	CONSTRUCTION PROJECT COORDINATOR
15	\$73,026.88	\$94,934.94	\$116,843.00	E	1503	FLEET MAINTENANCE SUPERVISOR
15	\$73,026.88	\$94,934.94	\$116,843.00	E	1504	POLICE MANAGEMENT AND ACCREDITATION COORDINATOR
16	\$76,495.65	\$99,444.35	\$122,393.05	E	1601	SAFETY & RISK MANAGER
16	\$76,495.65	\$99,444.35	\$122,393.05	E	1602	WATER PLANT SUPERINTENDENT
17	\$80,129.20	\$104,167.96	\$128,206.72			
18	\$83,935.33	\$106,454.57	\$134,296.53	E	1801	PUBLIC WORKS MANAGER
18	\$83,935.33	\$106,454.57	\$134,296.53	E	1802	STORMWATER & ENVIRONMENTAL SERVICES MANAGER
19	\$87,922.26	\$114,298.94	\$140,675.62	E	1901	UTILITY SYSTEM SUPERINTENDENT
20	\$92,098.57	\$119,728.14	\$147,357.71			
21	\$96,473.25	\$125,415.23	\$154,357.20			
22	\$101,055.73	\$131,372.45	\$161,689.17	E	2201	BUDGET DIRECTOR
22	\$101,055.73	\$131,372.45	\$161,689.17	E	2202	COMMUNICATIONS MANAGER
22	\$101,055.73	\$131,372.45	\$161,689.17	E	2203	DEPUTY UTILITIES DIRECTOR - WATER TREATMENT
22	\$101,055.73	\$131,372.45	\$161,689.17	E	2204	ENGINEERING SERVICES MANAGER
22	\$101,055.73	\$131,372.45	\$161,689.17	E	2205	INFORMATION TECHNOLOGY MANAGER
23	\$105,855.88	\$137,612.64	\$169,369.41	E	2301	HUMAN RESOURCES MANAGER
23	\$105,855.88	\$137,612.64	\$169,369.41	E	2302	PLANNING & ECONOMIC DEVELOPMENT MANAGER
23	\$105,855.88	\$137,612.64	\$169,369.41	E	2303	PUBLIC SPACE & SUSTAINABILTY MANAGER
24	\$110,884.03	\$144,149.24	\$177,414.45			
25	\$116,151.02	\$150,996.33	\$185,841.64	E	2501	FINANCE DIRECTOR
26	\$121,668.20	\$158,168.66	\$194,669.12	E	2601	ADMINISTRATIVE SERVICES DIRECTOR
26	\$121,668.20	\$158,168.66	\$194,669.12	E	2602	UTILITIES DIRECTOR
27	\$127,447.44	\$165,681.67	\$203,915.90	E	2701	ASSISTANT TOWN MANAGER/COMMUNITY SERVICES DIRECTOR
28	\$130,245.06	\$169,318.58	\$208,392.10			
29	\$133,501.19	\$173,551.55	\$213,601.91			
30	\$146,485.02	\$190,430.52	\$234,376.03			

Sworn Law Enforcement Officer Positions

Salary Grade	Minimum	Midpoint	Maximum	FLSA Status	Class Code	Classification
101	\$51,691.26	\$67,198.64	\$82,706.01	N		POLICE OFFICER TRAINEE

103	\$58,965.56	\$76,655.22	\$94,344.89	N	POLICE OFFICER
202	\$61,738.70	\$80,260.31	\$98,781.92	N	POLICE OFFICE FIRST CLASS
203	\$64,679.33	\$84,083.12	\$103,486.92	N	POLICE CORPORAL
403	\$73,803.51	\$95,944.56	\$118,085.61	N	POLICE SERGEANT
503	\$81,038.17	\$105,349.62	\$129,661.07	E	POLICE LIEUTENANT
601	\$88,867.01	\$115,527.11	\$142,187.21	E	POLICE CAPTAIN
702	\$105,762.27	\$137,490.95	\$169,219.63	E	ASSISTANT CHIEF OF POLICE
703	\$121,565.83	\$158,035.58	\$194,505.33	E	CHIEF OF POLICE



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Planning & Economic Development
Agenda Section: Consent
Public hearing: Yes
Date of public hearing: May 20, 2026

PRESENTER/INFORMATION CONTACT

Planning and Economic Development Manager Shannan Campbell

ITEM TO BE CONSIDERED

Subject: Tourism Development Authority Fiscal Year 2027 Budget

Attachments:

FY27 Tourism Development Authority Budget Ordinance

Summary:

Under NC SESSION LAW 2011-69 SENATE BILL 269 passed in 2011, the Town of Hillsborough was authorized to levy a 3% occupancy tax on lodging that is legally required to be remitted to the Hillsborough Tourism Development Authority for the specific purpose of promoting travel, tourism, and overnight lodging stays in Hillsborough. The Tourism Development Authority's FY27 budget hopes to achieve those goals by supporting a variety of special projects, programs, marketing campaigns, and events designed to bring visitors to town and utilize local lodging.

Highlights include:

Solstice Lantern Walk Support in the amount of \$20,000; Handmade Parade Sponsorship \$10,000; Outlandish Event Shuttle Sponsorship \$5,000; Continued investment in holiday décor in town \$10,000; Uproar Arts Festival Sponsorship \$10,000; and a joint project to update the VistHillsboroughNC.com website in partnership with the Tourism Board.

Financial impacts:

None. Occupancy tax, not ad valorem property tax, funds the activities of this board.

Staff recommendation and comments:

Staff recommends approval of the proposed budget. The Tourism Development Authority provided thoughtful review and consideration in creating the budget, heard from tourism community partners and non-profits about their tourism needs, and a public hearing was posted/noticed as legally required to obtain any relevant feedback in for budget development.

Action requested:

Approve the proposed FY27 Tourism Development Authority Budget Ordinance.



ORDINANCE
Tourism Development Authority Budget
 FY2026-27

The Hillsborough Board of Commissioners ordains that the following budget ordinance is hereby adopted:

Section 1. Tourism Development Authority Fund:

It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2026 and ending June 30, 2027:

Occupancy Tax	\$115,000
Fund Balance Appropriation	<u>\$ 26,050</u>
TOTAL	\$141,050

The following amounts are hereby appropriated for the operation of the Tourism Development Authority (TDA) and its activities for the fiscal year beginning July 1, 2026 and ending June 30, 2027 in accordance with the Chart of Accounts heretofore established for the TDA:

Tourism Development Authority	<u>\$141,050</u>
TOTAL	\$141,050

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

Section 3. Operating funds encumbered on the financial records as of June 30, 2026, are hereby re-appropriated to this budget.

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 budget.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this __ day of ____ in 2026.

Ayes:
 Noes:
 Absent or excused:

 Meaghun Darab, Tourism Development Authority Chair

 Mark Bell, Mayor

 Sarah E. Kimrey, Town Clerk



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Planning and Economic Development
Agenda Section: Consent
Public hearing: Yes
Date of public hearing: June 1, 2026

PRESENTER/INFORMATION CONTACT

Planning and Economic Development Manager, Shannan Campbell

ITEM TO BE CONSIDERED

Subject: Tourism Board Fiscal Year 2027 Budget

Attachments:

Tourism Board FY27 Budget Ordinance

Summary:

Under NC GS CHAPTER 449 SENATE BILL 808 passed in 1993, the Town of Hillsborough was authorized to levy a 1% tax on prepared food and beverage that is legally required to be remitted to the Hillsborough Tourism Board for the specific purpose of providing visitor services, facilities, programs, and services designed to attract tourists to town. The Tourism Board's FY27 budget hopes to achieve those goals by supporting a variety of special events, heritage tourism sites, programs, and visitor center marketing and operations designed to bring visitors to town and enjoy pubs and restaurants while they're here.

Highlights include:

Continued support of visitor amenities and operations for heritage tourism contract partners the Burwell School and Orange County Historical Museum; as well as fully funding special event request asks from the Hillsborough Arts Council for Last Fridays, Handmade Parade, Solstice Lantern Walk, and HAC's gallery; Grants for the following: Uproar Arts Festival Sponsorship \$10,000; Orange Community Players "Anything Goes" Production \$7,996; Hillsborough Garden Club Garden Tour \$3,000; and a joint project to update the VistHillsboroughNC.com website in partnership with the Tourism Development Authority.

Financial impacts:

None. Prepared Food and Beverage tax, not ad valorem property tax, funds the activities of this board.

Staff recommendation and comments:

Staff recommends approval of the proposed budget. The Tourism Board provided thoughtful review and consideration in creation of the budget, heard from tourism community partners and non-profits about their tourism needs, and a public hearing was posted/noticed as legally required to obtain any relevant feedback in for budget development.

Action requested:

Approve the proposed FY27 Tourism Board Budget Ordinance.



ORDINANCE
Tourism Board Budget
 FY2026-27

The Hillsborough Board of Commissioners ordains that the following budget ordinance is hereby adopted:

Section 1. Tourism Board Fund:

It is estimated that the following revenues will be available for the fiscal year beginning July 1, 2026 and ending June 30, 2027:

Food & Beverage Tax	\$525,000
Fund Balance Appropriation	<u>\$ 62,481</u>
TOTAL	\$587,481

The following amounts are hereby appropriated for the operation of the Tourism Board and its activities for the fiscal year beginning July 1, 2026 and ending June 30, 2027 in accordance with the Chart of Accounts heretofore established for the Tourism Board:

Tourism Board	<u>\$587,481</u>
TOTAL	\$587,481

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

Section 3. Operating funds encumbered on the financial records as of June 30, 2026, are hereby re-appropriated to this budget.

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 budget.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this ___th day of June in 2026.

Ayes:
 Noes:
 Absent or excused:

 Victoria Pace, Tourism Board Chair

 Mark Bell, Mayor

 Sarah E. Kimrey, Town Clerk



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Community Services
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Engineering Services Manager Bryant Green, PE

ITEM TO BE CONSIDERED

Subject: Approval of Water and Sewer Extension Contract for Collins Ridge Phase II

Attachments:

Draft Water and Sewer Extension Contract

Summary:

Collins Phase II is the next single-family home and townhome component of the Collins Ridge Development. Phase II will include 79 single family lots and 36 townhome units. This contract also includes the waterline and sewer extensions to the subject properties necessary to serve the new homes.

Collins Ridge is a large multi-phased subdivision that has an approved Special Use Permit and plan. An existing Water and Sewer Extension Contract does exist for other phases of the project, however a new contract is needed for this new phase.

Financial impacts:

Upon acceptance, the town will assume ownership of approximately 104' of 6" water main, 2,448' of 8" water main with hydrants and appurtenances, 2,896' of public gravity sewer main, and 14 new manholes. The maintenance of these assets can be incorporated into the town's current operations. The capacity requested is 32,000 gallons per day. Asset statistics and capacity will be finalized when the permit application is approved.

Staff recommendation and comments:

Staff supports this project that will discharge to our Elizabeth Brady and River Pump Station sewer basins.

Action requested:

Approve Water and Sewer Extension Contract for Collins Ridge Phase II.

**ORANGE COUNTY
NORTH CAROLINA**

**TOWN OF HILLSBOROUGH
WATER/SEWER EXTENSION CONTRACT**

THIS WATER/SEWER EXTENSION CONTRACT (WSEC) is entered into this ___ day of _____, 2022 by and between SFTEN, LLC (hereinafter the “DEVELOPER”) and the Town of Hillsborough, a North Carolina municipal corporation (hereinafter the “Town”):

WHEREAS, the DEVELOPER proposes to extend the Town’s water and sewer system (hereinafter the “Work, or Improvements”) to serve its **COLLINS RIDGE – PHASE II** project (hereinafter the “Project”); and

WHEREAS, the Work for the Project is more specifically identified in the appendices of this Contract; and

WHEREAS, DEVELOPER has agreed to pay certain costs associated with the proposed Work; and

WHEREAS, at its meeting held December 13, 2021, the Town Board of Commissioners authorized the proposed water main extension subject to execution of this WSEC and compliance with its terms.

NOW, THEREFORE, the DEVELOPER and the Town, and the successors, and assigns of each of them agree:

(1) Subject to DEVELOPER’s compliance with the terms and conditions set forth herein, and subject to DEVELOPER obtaining all necessary approvals from the State of North Carolina or any other agency or authority with jurisdiction over the Work, the Town will permit the connection of Improvements constructed for the above-referenced Project to the Town’s water and sewer systems.

- a) The Town reserves the right to refuse to allow connection to or use of the Town water and/or sewer system (i) when such connection would cause the Town’s system or the operation thereof to be in violation of any applicable state or federal requirement; or (ii) for reasons not known or foreseen by the Town at the time this contract was executed that would create a clear and present danger to the public health or safety. Reasons for refusal to allow connection shall include, but not be limited to, lack of water supply or lack of capacity of one or more components of the water or sewer system.
- b) The Town's authorization to connect to the Town's water and sewer system, including any capacity reservations noted, under this Contract shall expire if (i) substantial (i.e. more than token) construction of the project has not begun within one year from the date upon which this contract was executed; (ii) after construction begins, construction ceases for a continuous period of more than one year (unless a result of an action by the Town); or (iii) the extension to be constructed pursuant to this contract has not been connected to the Town's system in accordance with the requirements set forth herein within two years from the date upon which this contract was executed, unless extended by writing before the expiration.

(2) Nothing in this Contract shall be construed as constituting express or implied approval of the Project by the Town under any applicable Town zoning, subdivision, or other land use ordinance.

(3) The DEVELOPER agrees to comply with or satisfy the following terms and conditions as well as those set forth in Appendix A and acknowledges that the Town's authorization to connect the proposed extension to the Town's system is specifically contingent upon compliance with and satisfaction of the same. If these conditions are not met, this Contract will be rendered null and void and the DEVELOPER will need to re-negotiate a new Contract for extension of service from the Town.

A. General Conditions:

1. Unless otherwise explicitly and specifically stated, DEVELOPER shall bear the costs and expenses of all obligations and duties created by this Contract, including without limitation, engineering and legal fees incurred by the Town in connection with the proposed extension. The Town will invoice the Developer for such costs incurred, and payment is due within 30 days.
2. The Town will permit the use of the extension to the Town's water or sewer system only after the Improvements have been successfully tested, all the conditions set forth in Sections B, C, and D and any costs billed per A(1) and Section E, and any additional conditions appended hereto, have been satisfied.
3. The Town shall own and maintain the Improvements constructed under this contract after they are accepted by the Town Board of Commissioners and until such time as the Improvements have been accepted by the Town Board, the DEVELOPER remains responsible for all maintenance and repairs to the Improvements. The DEVELOPER shall not be responsible for maintenance and repairs to the Improvements once the Improvements are accepted by the Town Board of Commissioners.
4. The DEVELOPER shall warrant all materials and workmanship of the Improvements pursuant to the Post-Construction Conditions of this Contract. Should defects in workmanship or materials be discovered in work done pursuant to this contract by or for the DEVELOPER during the warranty period, the DEVELOPER shall be responsible to see that all such defects are promptly corrected at the DEVELOPER's expense and written evidence of such, such as a stamped/sealed certification by the DEVELOPER'S engineer per paragraph A.12 above, is provided to the Town.
5. The Town may make or authorize extensions or connections to or from any of the Improvements constructed pursuant to this Contract without permission of the DEVELOPER.
6. Water and sewer service shall meet all minimum State and Town standards. The Town makes no warranty as to any water quality, quantity or pressure to be provided.
7. This Contract may be assigned by the DEVELOPER, but such successor or assignee shall obtain no rights hereunder until after it has provided the Town with a written acknowledgment of the assignee's assumption of all DEVELOPER's obligations and responsibilities under this Contract.

8. This Contract is specific to the Project named above and described in Appendix A as approved by the Town Utilities Department and the Board of Commissioners. Any change or alteration in the approved intended use, i.e., residential, and commercial development, or configuration of the approved Improvements of such Project by the DEVELOPER or successor or assignee shall, absent the written consent of the Town, void this Contract.
9. DEVELOPER shall employ a licensed North Carolina engineering firm and engineer to prepare the design and to provide construction administration services throughout the entire Project. DEVELOPER shall provide for third-party construction observation services for the duration of the construction through the Town's acceptance of the Project.
10. The words "line" or "lines" shall include "main or "mains" unless the contract otherwise requires. "Sewer" means "sanitary sewer."
11. This Contract shall be deemed made in and shall be construed in accordance with the law of North Carolina.

B. Pre-Construction Conditions

1. The DEVELOPER and its engineer shall discuss the capacity needs of the Project with the Town early in the Project's conceptual phases. Water and sewer capacity allocated to the Project will be noted in Appendix A and any changes in Project scope requiring more or less than the allocated amount will require an amendment to this Contract. For large Projects, the Town may require the DEVELOPER to conduct its own capacity analysis using a licensed North Carolina Professional Engineer utilizing information provided by the Town.
 - a) If results of the capacity analysis determine off-site improvements to the Town's existing system (conveyance or treatment) are needed to accommodate the Project and the DEVELOPER decides to proceed with the Project, the Town will negotiate any cost-share of such off-site improvements with the DEVELOPER, and the terms reached as a result of the negotiations will be included in Appendix A.
2. The DEVELOPER shall engage a licensed North Carolina Professional Engineer to prepare plans and specifications for the construction of water improvements and/or sanitary sewer improvements to serve the Project. The Project shall not rely solely on the Town's Standard Utility Specifications, which may not cover all methods of construction or administrative matters (e.g., shoring, trenching, backfill, pipe laying, handling rock or hazardous wastes, bypass pumping, temporary water service, general and special conditions, site security, payment and change processes, geotechnical or other investigations, etc.).
3. The DEVELOPER shall secure formal approval of the water and sewer construction plans and specifications by the following agencies or authorities (and any other government agencies which may have jurisdiction over one or more elements of the Project), and provide approvals of such to the Town:

- Town Utilities Department
 - North Carolina Department of Environmental Quality (if the Project entails any site infrastructure that is considered private, the plans and permit applications shall clearly delineate such and two applications may be required)
 - North Carolina Department of Transportation
4. The DEVELOPER shall secure and record all required easements for the Work. The Town will provide a boilerplate easement document for utilization.
 5. The DEVELOPER shall schedule a pre-construction meeting to include the Town Utilities Department, the Town Planning Department, the Contractor, major Subcontractors, and other pertinent stakeholders prior to commencement of the Work and at this time will provide the Town a list of contacts for the Project.
 6. The DEVELOPER shall instruct its contractor to submit to its engineer all material and shop drawing submittals and for its engineer to share all approved submittals with the Town.
 7. The DEVELOPER shall pay all fees for the Improvements due to the Town prior to construction of the Improvements.
 8. The Town will not accept new pumping stations except under extraordinary circumstances. If the Town accepts a pumping station in the Project design, the DEVELOPER shall pay the Town's Perpetual Maintenance Fees for such Improvements as required by the Town Code.
 9. The DEVELOPER shall ensure that its engineer, surveyor, and contractor receive a copy of the final approved permits, plans and specifications for the Project and is aware of the Town's Utility Specifications, Standard Details and As-Built Digital Submittal Requirements prior to construction commencement, as applicable to each.

C. Construction Conditions:

1. Unless otherwise provided in this Contract, all construction shall be in accordance with Town and State policy, standards, and specifications at the time of construction commencement.
 - a) The Town shall approve the size and type of material for all water and sewer lines.
 - b) The Town shall select an independent, competent and experienced Inspector for construction observation of the water and sewer Improvements for the Project, the cost of which inspector shall be borne by the DEVELOPER. The Town may also, at its sole discretion, utilize Town staff to observe the installation of water and sewer Improvements. The Developer will reimburse the Town for the use of Town staff for inspections at the prevailing rate for inspections in the Town's fee schedule. Such Inspector shall have at least five years' experience in observing water and sewer main construction. Inspection by

the Town does not consist of or imply supervision. The role of the Town's inspection staff is not to oversee construction of the Project, but only to (i) witness the installation of critical items of importance to the Town and (ii) periodically check on the Project's progress.

- c) All work on the extension of water or sewer lines shall be subject to inspection by the Town, and no Work may be covered up until such inspection has occurred or the Town is confident an Inspector observed the Work. If any Work is covered up prior to inspection, the town may require such Work to be uncovered or exposed for inspection at the DEVELOPER'S expense. If, in the judgment of the Town, there is a demonstrated lack of competent supervision by a Contractor, the Town may halt work until approved supervision is obtained and the work done in accordance with town specifications and requirements; or provide constant inspection by Town personnel **at the expense of the Developer**.
- d) The Town will require acceptance testing to determine whether the Work complies with State and Town standards and specifications. All such testing shall be at the DEVELOPER's expense, and a Town representative must be present when testing occurs unless declined or delegated in writing. The DEVELOPER or its Contractor must provide the Town at least 48 hours advance notice of any testing. The Contractor or third-party Inspector shall document the testing of each segment in detail (type of test, date, test conditions and results, pass/fail) on legible forms. Contractor or third-party construction observer's failure to document a test will require retesting and a retesting fee for each instance thereafter.
- e) The Inspector selected by the Town pursuant to subparagraph (b) above shall be onsite each day that "meaningful work" is performed on the Project and shall prepare daily logs which shall be submitted weekly to the Town. Daily logs shall include a general description of the work performed that day, weather conditions, equipment used, number of crew, any installation observations, or concerns, and who they were communicated to, and associated photos with a photo log. The Inspector shall routinely communicate with the Town on progress and issues that arise.
 - i. Meaningful work means the installation of water or sewer infrastructure and appurtenances that will become part of the public system of the town, installation of water or sewer services, making taps to existing Town water or sewer mains, testing (including flushing and chlorinating of water mains) of water or sewer systems for acceptance, testing of soils for compaction around water and sewer systems, pouring thrust blocking, constructing pumping stations, tanks or other water and sewer features.
- f) The Inspector shall consult with the Town and the DEVELOPER's engineer on any significant field changes. The DEVELOPER's engineer shall gain approval in writing from the Town's Utilities Director or delegated staff prior to making such changes. Changes shall be reflected on the record drawings.

- i. Significant change may include but not be limited to adding or deleting or changing the alignment or grade of infrastructure; moving hydrants, manholes, valves or backflow prevention device locations; adding additional services; changing pipe sizes or materials; adding couplings; or making other changes that will affect the layout or operation of the system as designed and approved.
- g) All Work on the Improvements shall be performed by a contractor licensed to perform this type of Work in North Carolina.
- h) DEVELOPER shall have their construction contractor coordinate with the Town on tie-in plans and water shutdowns at least one week in advance. Contractor shall be responsible to notification to customers of water disruptions.
- i) Town shall operate any existing system features (i.e., valves, hydrants) to accommodate Work by contractor, unless permission for others to operate such features is granted by the town in writing. Unauthorized operation of hydrants or valves or other system components by DEVELOPER or its contractor (or subcontractor) without prior approval of town constitutes tampering and theft and will result in the Town assessing \$2,500 per occurrence. Should DEVELOPER fail to pay an assessment imposed pursuant to this paragraph or if tampering occurs more than once on the Project, the Town may stop work on the Project until the assessment is paid, or some other arrangement is made to satisfy the Town that no further tampering will occur. Repeat instances of tampering may result in the Town nullifying this Contract.
- j) DEVELOPER shall report any instances of sewer bypass or overflow, or any instance of water system issues, caused by the Work.
- k) DEVELOPER shall ensure contractor checks and confirms line and grade throughout installation of future public gravity sewers to ensure proper slope and alignment per plan. Failure to comply with minimum slope shall result in the removal and replacement of such sewers mains at proper grade, at DEVELOPER's cost.
- l) DEVELOPER shall provide proof of approved product submittals to the Town prior to construction commencement.
- m) DEVELOPER shall provide a copy of this WSEC to its water and sewer contractor and submit proof to the Town of same.
- n) DEVELOPER shall require its contractor to provide 48-hours' notice to the Town in advance for any taps and acceptance testing.
- o) DEVELOPER shall require that its water and sewer contractor have its field superintendent onsite during all construction of the Improvements. The field superintendent and a

secondary field contact shall be identified at the preconstruction meeting.

- p) The DEVELOPER shall ensure that the water and sewer contractor maintain field records of the Work as it progresses and shall have a registered land surveyor collect and seal as accurate, the location and survey attributes for all water and sewer features as required by the Town according to its As-Built Digital Submittal Requirements. Any missing information to meet the requirements shall be collected at the DEVELOPER expense and prior to Town acceptance of the system.
 - q) The DEVELOPER shall prepare and submit final as-built drawings of the Work which are sealed by a North Carolina registered Professional Engineer.
2. The DEVELOPER shall bear the total cost of all water and sewer construction for the Project and all costs to extend water and sewer service to the Project unless otherwise stated in writing signed by the Town. The Town shall invoice the DEVELOPER each month, on or before the tenth day of the month, for the independent Inspector's services rendered the previous month, and the DEVELOPER shall pay the invoiced amount on or before the last day of the month in which the invoice was received. The Town shall invoice the DEVELOPER routinely for all inspection costs associated with inspections provided by Town staff.

D. Post-Construction Conditions:

The following stages shall be completed after construction of the Project:

- 1. Prior to use of the Project for any reason the Town shall have performed a pre-acceptance inspection and received from the DEVELOPER and approved:
 - a) sewer smoke testing and televising reports as required by the Town specifications,
 - b) copies of all acceptance testing performed on the Improvements, including any testing of backflow prevention devices; fats, oils and grease interceptors or separators; fire flow or apparatus testing (as it relates to affecting the public water system); sewer manhole vacuum testing; sewer and water main pressure and leakage testing; mandrel testing; geotechnical compaction testing if utilized; and bacteriological testing of any water mains,
 - c) two printed copies (1 full D-size and 1 half-size) and one electronic PDF copy of the sealed as-built drawings (full as-built drawings should be presented unless the Town agrees to accept a series of partial as-built drawings),
 - d) a full CAD version of the final as-built drawings including all necessary X-references and font files to make a complete view of the data in Autodesk's AutoCad 2020 or other Autodesk CAD viewer software,
 - e) a contractor's notarized affidavit that the drawings accurately represent the as-built

improvements,

- f) the completed Engineering Certifications executed by the Professional Engineer of record indicating that work has been performed in substantial compliance with the approved plans and specifications and that the state has received such certifications and approved them (final certification should be provided unless the Town agrees to accept a series of partial certifications and then a final certification), and,
- g) evidence the noted deficiencies, including any noted from the sewer televising and smoke testing, have been corrected by the DEVELOPER'S contractor and approved by the town, unless the Town has provided written permission for specific minor deficiencies not affecting the operation of the system to be corrected before acceptance of the system per Item D(2)(g).

2. Prior to the Town accepting the system for ownership, the Developer shall:

- a) provide a Contractor's Affidavit and Release of Liens from all subcontractors and materialmen,
- b) provide digital data as required by the Town's As-Built Digital Submittal Requirements,
 - i. the digital data will be quality checked by the Town's surveying firm (typically 10% of the system). Additional time shall be accounted for this effort in DEVELOPER's schedule,
 - ii. the data shall be corrected at the DEVELOPER's expense if significant discrepancies exist between the survey data exist from the quality check,
 - iii. The charges for the Town to perform the quality check and input the data into the town GIS system will be billed to the DEVELOPER.
- c) convey to the Town and record or cause to have recorded in the Orange County Registry all deeds of easement and plats showing all water and/or sewer easements required to serve the Project,
- d) provide an engineer-certified Statement of Value per bid line item of the final cost of the water and sewer Improvements,
- e) have submitted all daily field reports and other pertinent Project records as requested such as approved submittals, Requests for Information, Field Work Orders and Change Orders,
- f) ensure all Engineering Certifications are final,
- g) All Town punch list items are completed and signed off upon.

- h) provide developer completed state Change of Ownership forms to transfer the state-permitted water and sewer Improvements that are to become public to the Town (the Town will execute its portion and submit to the state upon Town Board of Commissioners acceptance),
 - i) formally dedicate to the Town by letter all physical Improvements constructed to serve the project that is the subject of this contract, which Improvements shall become part of the Town water and sewer system upon acceptance by the Town Board of Commissioners and will thereafter be owned and maintained by the Town, with exception of the warranty conditions, and
 - j) present a warranty in the name of the Town of Hillsborough for a minimum period of two years from the date of Town Board of Commissioner acceptance of the construction for the Project or phase of Project. The method of securing the warranty shall be by Maintenance Bond or Letter of Credit from a viable surety with a rating of AA or above, or other form of security in a form acceptable to the Town. The security amount will be 25% of the total cost of the Improvements as certified in the Statement of Value prepared by a North Carolina licensed engineer.
3. It shall be the DEVELOPER's responsibility to request release of the warranty at a point not earlier than two years from the date of acceptance of the system by the Town. The warranty shall remain in effect until such time as all four of the following conditions are satisfied:
- a) Town staff have evaluated the system for the end-of-warranty release and provided documented comments of defects to be corrected,
 - b) DEVELOPER has performed end-of-warranty sewer smoke testing and televising (CCTV) and provided such to the Town for review in accordance with the Town's specifications,
 - c) DEVELOPER has corrected any defects noted by the Town staff in its evaluation of the system and the Town has verified this, and
 - d) The Town has returned or noted cancellation of the warranty security instrument.

E. Fees:

- 1. All fees and charges to be paid pursuant to this Contract shall be calculated in accordance with the Town's fee schedule in effect when the fees and charges are paid, or if not in the fee schedule, as outlined in this section. Fees typically are adopted as part of the Town's budget process each year with an effective date of July 1 and are subject to change.
- 2. DEVELOPER's construction of Improvements pursuant to this Contract shall not relieve DEVELOPER of the obligation to pay applicable fees under the Town's water and sewer ordinances and policies in effect at the time the fees are paid, and this Section E, except as amended by Appendix A.

3. DEVELOPER's construction of Improvements pursuant to this Contract does not affect the Town's policy with respect to the fees to be paid to the Town by property owners other than DEVELOPER for connection to the improvements constructed by DEVELOPER pursuant to this Contract. Nor shall DEVELOPER have any right to collect fees from persons connecting onto or extending the improvements constructed under this Contract.
4. The following fees will be applicable to the Project:
 - a) Water and sewer system development, engineering review, inspection and meter fees as applicable and published in the fee schedule referenced in Section A(1) and herein.
 - b) Perpetual Maintenance Fees for any approved pumping station per town code calculations.
 - c) Tampering fees as outlined in Item C(1)(i).
 - d) DEVELOPER shall ensure its water and sewer contractor is prepared for acceptance testing by pre-testing items in advance. Reinspection fee for each recurring trip for previously failed tests, a call for testing that requires the Inspector to wait more than 30 minutes or observation by the Inspector that the items are not ready to be tested, or no timely notification of cancellation (4 hours in advance) of testing will be charged to DEVELOPER at \$300 per trip plus .25/linear foot (lf) over 1,000 feet of main tested. Reinspection of service taps (including sewer cleanout, meter box, curb stop), mainline valves, hydrants, manholes, air release valves, and other singular items will be \$50 each.
 - e) DEVELOPER shall ensure the construction is conducted in an orderly and organized fashion and that the Town's resources are efficiently utilized. Repeated and duplicative effort by the Town on a project will require reimbursement from the Developer for staff time and travel in accordance with Section 14-68 of the Town Code of Ordinances.
 - f) Construction water for the Project will not be obtained from the Town's water system unless through rental of a hydrant meter, installation of a construction meter (for home building), or through bulk water purchase from the Town's Water Treatment Plant in accordance with policies and rates in place at the time of rental.
 - g) DEVELOPER shall reimburse the Town for review of sewer CCTV at \$1.00/lf. CCTV that is submitted not in accordance with the Town CCTV specifications will be immediately rejected with a one-time charge of \$100.

[SIGNATURE PAGE FOLLOWS]

IN TESTIMONY WHEREOF, the parties hereto have executed this Contract in duplicate originals, as of the day and year first above written.

SFTEN, LLC

TOWN OF HILLSBOROUGH

By: _____
Signatory Title

By: _____
Eric J. Peterson
Town Manager

ATTEST:

ATTEST:

Town Clerk
Sarah Kimrey

This Contract is approved to as form:

Town Attorney

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Dave McCole, Finance Director

List of Appendices:
Appendix A

COLLINS RIDGE – PHASE 2
TOWN OF HILLSBOROUGH WATER/SEWER EXTENSION CONTRACT
APPENDIX A

SFTEN, LLC agrees to satisfy the following conditions in addition to those set forth in this WATER/SEWER EXTENSION CONTRACT before the Town will permit the connection, operation and future ownership of improvements constructed for the above referenced Project to the Town water and sewer system:

1. The Project has reserved, for the period stated in WSEC paragraph 1(B), 32,000 gpd.
2. The Project consists of 79 4-bedroom single family lots and 36 4-bedroom townhomes
3. Public water and sanitary sewer facilities for the project may include, approximately 104' of 6" water main, 2,448' of 8" water main, 4 hydrants, 2,896' of 8" sewer main, 14 manholes and all appurtenances for a complete and operational system as designed by McAdams. Actual facilities to be constructed will be depicted in the issued construction plans and state permit application(s).
4. The evidence or observation of off-road vehicles or metal tracked equipment driving over installed utilities after inspection may require reinspection and retesting at the costs listed in Appendix E at the discretion of the Town.



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 22, 2026
Department: Community Services
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Engineering Services Manager, Bryant Green, PE

ITEM TO BE CONSIDERED

Subject: Riverwalk Encroachment Agreement for 183 Faribault Lane

Attachments:

Encroachment Agreement for 183 Faribault Lane onto Riverwalk

Summary:

The proposed encroachment agreement allows the owners and contractors developing the property at 183 Faribault Lane to access and close the town's Riverwalk for one week to install a sewer tap. The applicant is requesting the town board to authorize the town manager or designee to sign the encroachment on the town's behalf.

Financial impacts:

No significant financial impacts are anticipated with the proposed change. The town will own and maintain the new sewer tap once installation is complete.

Staff recommendation and comments:

The owners of 183 Faribault Lane, Mark Garbick and Lauren Roussel, are requesting permission to access and close the town's Riverwalk to install a sanitary sewer lateral to serve their property at the above address. This lateral will allow a single-family home to be built with public water and sewer service on a currently vacant lot. A licensed utility contractor working for their homebuilder, Lorient Homes, will perform the actual construction.

The proposed encroachment agreement will require the property owners to post money in escrow to cover the costs of the proposed construction. If any of the conditions of the agreement are not followed, the escrow balance will be forfeit to the town and used to repair and restore the Riverwalk. The Riverwalk will have to be closed for up to five days to ensure the contractor can maintain a safe work zone; detour signs will be posted to direct pedestrians away from the area.

The property does not have sewer frontage on Faribault Lane, and the applicant believes septic service is not feasible to this site. A gravity sewer extension in Faribault Lane by the applicant will be required to allow development to continue as proposed if the encroachment agreement is not approved.

Action requested:

Authorize the town manager or designee to sign the encroachment on the town's behalf

Prepared by:

Return to:

**NORTH CAROLINA
ORANGE COUNTY**

TOWN OF HILLSBOROUGH

ENCROACHMENT AND ESCROW AGREEMENT

The Town of Hillsborough, a North Carolina municipal corporation (the "Town"), owner of certain real property commonly known as the Riverwalk (the "Riverwalk") , and Mark Garbrick and Lauren Roussel (the "Grantees"), owner of certain real property located at 183 Faribault Lane, Hillsborough, NC 27278(the "Adjacent Property") pursuant to a deed recorded in Orange County Registry Book 6906 at Page 1408 and further identified by Orange County Parcel Identification Number 9864950215, hereby agree as follows:

The purpose of this Encroachment and Escrow Agreement is to establish the terms pursuant to which the Town agrees to allow Grantees to connect a sanitary sewer lateral intended to serve a residence to be constructed on the Adjacent Property. In order to make that connection, Grantees must disturb an area of land on the Riverwalk property. This Agreement is to establish the terms pursuant to which the Town will allow the Grantees (and/or their contractor for the work described herein) to encroach onto the Riverwalk property as shown on Exhibit A annexed hereto.

ENCROACHMENT TERMS

The Town hereby grants a license to the Grantee to:

1. Access the Town's Riverwalk Property for a period of five (5) consecutive business days to install a public sanitary sewer service lateral.
2. Allow licensed utility contractors working for the Grantee to install the sewer service by excavating soil on Town property, installing a lateral under an existing paved surface by trenchless methods, and to make a direct connection into an existing sewer manhole on the Riverwalk property.

No further license for any other encroachment into the Riverwalk property as described herein are granted to the Grantees.

The Parties further agree that:

1. This Encroachment Agreement does not convey any title or other interest or estate in the Riverwalk property in any person other than the Grantees.
2. This Encroachment Agreement does not impact or interfere with the Town's rights in the Riverwalk property.
3. This Encroachment Agreement may be modified only by written agreement signed by all Parties hereto.
4. The license granted herein may be revoked at any time by the Town by giving written notice of revocation to the Grantee.
5. Upon such revocation, the Grantee agrees to remove the encroachment authorized herein within thirty (30) days after receipt of the Town's written notice.
6. Any expenses arising from the revocation of the license granted herein or the removal of the structure shall be paid by the Grantee.
7. If the encroachment is not removed as provided in Paragraph 4, above, the Town is authorized to remove the encroachment and other objects on the Riverwalk property without any liability therefore and without the necessity of a hearing or other judicial intervention, with expenses to be paid by the Grantee, and if not paid, the expenses of removal, including any attorney's fees associated with the removal and assertion of the Town's interest, shall be a lien upon the Adjacent Property and shall be collected as unpaid taxes.
8. The Grantees' rights established by this Encroachment Agreement are subject to the following conditions:
 - a. All work performed to make Grantees' sanitary sewer lateral connection to the existing Town sanitary sewer line on the Riverwalk property shall be performed by a NC licensed utility contractor.
 - b. Grantees shall notify the Town Engineering Services department at least 48 hours prior to commencement of any work related to making the aforesaid connection;

- c. Prior to commencement of the work described above, Grantees shall deliver their contractor's estimate of the cost of the work and shall deposit with the Town an amount equal to the estimated cost. Grantees may request partial release/reduction of the escrow balance as work progresses
- d. The new sanitary sewer lateral to serve the Adjacent property shall tie into the existing manhole on the Riverwalk property as shown on Exhibit A.
- e. In the performance of the work, Grantees shall not cut any asphalt on the existing Riverwalk trail surface, but rather shall "bore and jack" beneath the trail surface where necessary.
- f. Grantees and their contractor may not store any equipment or material on the Town's Riverwalk property.
- g. The Town understands that the Riverwalk in the area of the work as shown on Exhibit A may need to be closed temporarily. Grantees shall notify the Town at least 30 days in advance of the intended closure date. The closure shall not extend beyond 5 business days, and the scheduling thereof may be delayed by the Town in the Town's discretion for reasons such as, but not limited, special events and maintenance of the Riverwalk trail.
- h. Grantees shall restore any disturbed area on the Riverwalk property resulting from the work as nearly as possible to its existing condition as of the date of this Agreement.
- i. Failure by Grantees to abide by the terms of this agreement may result in forfeiture of any remaining escrow balance.

ESCROW TERMS

The Grantee shall deliver to the Town a check in the amount of Thirty Thousand Dollars (\$30,000.00) as performance security to ensure the timely completion of the sanitary sewer lateral connection pursuant to the terms established above. The Town shall hold the funds in a non-interest bearing account. The Town may use the funds to complete the work described above and as depicted on Exhibit A. If the work, once commenced, is not completed in a timely manner as described above, or if the work is not completed to the standard required by the Town, then the Town may use the escrow funds to either complete the work OR to remove the non-conforming work, in the Town's sole discretion after the Town provides the Grantees with five (5) business days written notice of its intent to do so.

This Encroachment and Escrow Agreement contains the Town's and the Grantees' complete understanding with respect to this matter. This Agreement may not be amended or modified except by a written agreement signed by the parties.

The parties further agree that this Encroachment and Escrow Agreement will be recorded in the Orange County Register of Deeds office in the chain of title for the Adjacent Property so that any successor in title to the Property has record notice of the privileges and obligations associated with this license. The parties also agree that the fees associated with recording the Encroachment Agreement will be paid by the Adjacent Owner.

So agreed this ___ day of _____, 202__.

BY:

[INSERT NAME OF ADJACENT OWNER]

[ADJACENT OWNER/TITLE] date
Adjacent Owner

[ADJACENT OWNER/TITLE] date
Adjacent Owner

BY:

TOWN OF HILLSBOROUGH

ATTEST:

Eric J. Peterson, Town Manager

[SEAL]
_____, Town Clerk

NORTH CAROLINA

_____ COUNTY

I, _____, a Notary Public for said County and State, do hereby certify that [INSERT NAME(S) OF ADJACENT OWNER(S)], personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ day of _____, 202__.

SEAL

Notary Public

My commission expires: _____

NORTH CAROLINA

_____ COUNTY

I, _____, a Notary Public for said County and State, do hereby certify that _____, Hillsborough Town Clerk, personally appeared before me this day and acknowledged that (i) Eric J. Peterson is the Hillsborough Town Manager, and (ii) the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ day of _____, 202__.

SEAL

Notary Public

My commission expires: _____



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Governing Body
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Mayor Mark Bell

ITEM TO BE CONSIDERED

Subject: Recognition of June's Perpetual Proclamation – Juneteenth Independence Day

Attachments:

[Juneteenth Proclamation](#)

Summary:

Juneteenth honors the end to slavery in the United States and is considered the longest-running African American holiday. The Board of Commissioners passed a resolution in June 2020 designating Juneteenth as an official holiday in the Town of Hillsborough to provide residents and employees of the town an opportunity to reflect on the impact of slavery and remember those who were enslaved here and their profound contributions to our community.

Financial impacts:

None.

Staff recommendation and comments:

None.

Action requested:

Recognition only.



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
 Department: Administration
 Agenda Section: Regular
 Public hearing: Yes
 Date of public hearing: May 18, 2026

PRESENTER/INFORMATION CONTACT

Emily Bradford, Budget Director

ITEM TO BE CONSIDERED

Subject: Fiscal Year 2027 Budget Adoption

Attachments:

1. FY27 Budget Ordinance
2. Fees & Charges Schedule – Final
3. Fees & Charges Schedule – Draft
4. Financial Summary – General Fund
5. Financial Summary – Stormwater Fund
6. Financial Summary – Water & Sewer Fund
7. Capital Project Ordinance – Rainey Avenue Sidewalk
8. Capital Project Ordinance – Undersized Sewer Main Replacements
9. Capital Project Ordinance Amendment – Cates Creek Outfall Upgrade
10. Capital Project Ordinance Amendment – Elizabeth Brady Pump Station Upgrade
11. Capital Project Ordinance Amendment – Elizabeth Brady Road Culvert Rehabilitation
12. Capital Project Ordinance Amendment – Eno River Interceptors – East
13. Capital Project Ordinance Amendment – Fire Station
14. Capital Project Ordinance Amendment – Ridgewalk Greenway
15. Capital Project Ordinance Amendment – Sodium Hypochlorite Conversion
16. Capital Project Ordinance Amendment – WFER Dam Repairs

Summary:

The FY2027 budget was presented at the May 11, 2026 board meeting. The public hearing and Workshop - #1 were held on May 18. Workshop - #2 was held on May 27.

Budget Updates

The budget has been updated to include the items discussed at the budget workshops. It has also been updated to reflect updated cost estimates, project timing, etc. These changes are noted below.

General Fund	Request	Description	FY27	FY28	FY29
Information Technology	CGCIO School	Attend CGIO certification program	\$ 4,500	\$ -	\$ -
Revenue	2-cent Tax Rate Increase	1 cent = \$240k/year	\$ 480,000	\$ 480,000	\$ 480,000

Revenue	Miscellaneous	Reduce FY27 budget amount in order to balance the budget.	(\$ 17,828)	\$ -	\$ -
Human Resources & Police	Nominal Changes to Estimates	Small changes to estimates based on updated quotes, etc.	--	--	--
Water & Sewer Fund	Request	Description	FY27	FY28	FY29
Administration of Enterprise	N/A	Cost Allocations updated as changes are made to allocated budgets.	--	--	--
Stormwater Fund	Request	Description	FY27	FY28	FY29
Stormwater	N/A	Cost Allocations updated as changes are made to allocated budgets.	--	--	--

Nonprofit Partnership Program

The table below represents the updated allocation of Nonprofit Partnership Program funds per discussion at Workshop - #2.

Organization	FY27 Request	FY27 Allocation
Disabilities Awareness Council	\$18,000	\$3,800
Exchange Club Park	\$7,312	\$7,500
Fairview Community Watch	\$10,000	\$10,000
Food, Fitness & Opportunity Research Collaborative (FFORC)	\$51,683	\$51,683
Hillsborough Arts Council	\$17,800	\$15,000
Orange Congregations in Mission	\$10,000	\$21,000
Orange County Arts Alliance	\$10,000	\$0
TABLE	\$15,000	\$0
TOTAL	\$139,795	\$108,983

Financial impacts:

The financial impacts are outlined in the financial summaries and crosswalk.

Staff recommendation and comments:

Adopt the FY27 budget and capital project ordinances.

Action requested:

Adopt the FY27 budget and capital project ordinances.

Budget Ordinance

FY2027 Operating & Capital Budget

The Hillsborough Board of Commissioners ordains that the following budget ordinance is hereby adopted:

Section 1. General Fund

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2026 and ending June 30, 2027:

Current and Prior Year Property Taxes	13,015,000
Local Option Sales Tax	3,408,000
Intergovernmental Revenue	1,695,500
Transfers	720,500
Investment Earnings	400,000
Licenses, Permits and Fees	125,100
Other	108,472
Fund Balance Appropriation	<u>0</u>
TOTAL	\$19,472,572

The following amounts are hereby appropriated in the General Fund for the operation of the Town Government and its activities for the fiscal year beginning July 1, 2026 and ending June 30, 2027 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Public Safety	8,596,393
General Government	6,460,119
Public Works	3,392,695
Special Appropriations	573,365
Contingency	<u>450,000</u>
TOTAL	\$19,472,572

Section 2. Water and Sewer Fund

It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2026 and ending June 30, 2027:

Licenses, Permits and Fees	14,442,000
Retained Earnings Appropriated	996,344
Investment Earnings	300,000
Other	<u>15,000</u>
TOTAL	\$15,753,344

The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2026, and ending June 30, 2027 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Administration of Enterprise	3,721,977
Wastewater Treatment Plant	2,908,377
Wastewater Collection	2,130,666
Water Distribution	2,003,512
Water Treatment Plant	1,946,262
Billing and Collections	1,026,686
West Fork Eno Reservoir	1,107,299
Utilities Administration	508,565
Contingency	<u>400,000</u>
TOTAL	\$15,753,344

Section 3. Stormwater Fund

It is estimated that the following revenues will be available in the Stormwater Fund for the fiscal year beginning July 1, 2026 and ending June 30, 2027:

Licenses, Permits and Fees	1,133,100
Retained Earnings Appropriated	35,064
Investment Earnings	<u>25,000</u>
TOTAL	\$1,193,164

The following amounts are hereby appropriated in the Stormwater Fund for the operation of the stormwater utilities for the fiscal year beginning July 1, 2026, and ending June 30, 2027 in accordance with the Chart of Accounts heretofore established for the Town of Hillsborough:

Stormwater	<u>1,193,164</u>
TOTAL	\$1,193,164

Section 4. Tax Rate

There is hereby levied a tax of \$0.533 per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2026, for the purpose of raising the revenue listed as "Property Taxes" in the General Fund in Section I of the ordinance.

This tax rate is based on an estimated total valuation of real and personal property (excluding motor vehicles) for the purposes of taxation of \$2,317,971,000 and an estimated rate of collection of 96.5% and an estimated total valuation of motor vehicles of \$152,512,000 and an estimated rate of collection of 96.5%.

Section 5. Encumbered Funds

Operating funds encumbered on the financial records as of June 30, 2026, are hereby re-appropriated to this budget.

Section 6. Fees and Charges

There is hereby maintained a Fees and Charges Schedule for the purpose of raising revenue listed in the General Fund, Water & Sewer Fund, and Stormwater Fund, Sections I, II & III of this ordinance. See the Fees and Charges Schedule for a detailed listing.

Section 7. Recycling

Orange County is hereby authorized to collect and administer a fee established for the purpose of providing recycling services within the Town limits.

Section 8. Budget Ordinance

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in 2026.

Ayes:

Noes:

Absent or Excused:

Mark Bell, Mayor

Sarah E. Kimrey, Town Clerk



Fees & Charges Schedule

FY2027 Operating & Capital Budget

Accounting

Description	Rate	Basis
Food & Beverage		
Food & Beverage Tax (failure to pay)	\$	500.00 Not to exceed \$500.00
Single-Day Pre-Paid Food & Beverage Fee	\$	15.00
Mobile Food Vendor Permit Fee ¹	\$	50.00
Beer and Wine License		
On-premise malt beverage	\$	15.00
Off-premise malt beverage	\$	5.00
On-premise unfortified wine, on-premise fortified wine, or both	\$	15.00
Off-premise unfortified wine, off-premise fortified wine, or both	\$	10.00

¹Mobile food vendor permits are valid as long as permit holder timely files Food & Beverage tax receipts and reports.

Administration

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

Billing & Collections

Description	Rate	Basis
Returned Check / Bank Draft Fee	\$	25.00 per occurrence
Disconnect / Reconnect for Returned Item	\$	40.00 per occurrence
Connection Fee	\$	20.00
Security Deposits:		
Water/Sewer Service		
Inside Town	\$	75.00
Outside Town	\$	150.00
Delinquent Fee	\$	40.00
Late Fee (after 25th of month)		15%
Reconnection Fee:		
Business Hours		No Charge
After Hours (Town Error)		No Charge
Same Day Turn-On Service	\$	50.00
After Hours (Customer Request)	\$	50.00

Account Servicing Fee for Payments Made with Unwrapped Coins

A \$1.00 fee for 100 coins or fraction thereof that the town is required to count in excess of the first \$10.00 of unwrapped coins submitted for payment of the utility bill. \$ 1.00 per 100 coins

Water Use Reduction Rebate

One time rebate per water and/or sewer customer for new or replacement installation of low-flow faucets, showerheads and toilets (receipt or billing invoice of work required). \$ 10.00 per customer

Cemetery

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

Planning

Description	Rate	Basis
Zoning Compliance Permits		
Basic Permits		
Change of Use (one use of building/property to another use (e.g. Office to Retail))	\$	20.00
Minor Site Change (i.e. fences, sheds, gazebos, decks, converted ADUs)	\$	50.00
Major Site Change (i.e. additions, covered porches, garages, new ADUs)	\$	75.00
After-the-Fact Zoning Compliance Permit	\$	200.00
Home Occupation Permit	\$	35.00
Zoning Compliance/Verification Letter	\$	50.00
Final Site Inspection		No Charge
Final Site Re-Inspection	\$	50.00 each
New Residential or Non-Residential Construction		
New Detached Residential Unit(s)	\$	350.00
New Attached Residential Unit(s)	\$	400.00 per building
New Non-Residential Construction	\$	500.00
Signs (New, Replacement, or Refacing)		
Special Event Banner (allowed by 6.18.6.3 & without other temporary signage)	\$	5.00
Special Event Sign Package (package of signs allowed by 6.18.6.2)	\$	20.00
Free-Standing	\$	150.00
Sandwich Board	\$	15.00
Wall Mounted	\$	75.00
Special Event Permits		
Public or Private Events on Private Property	\$	30.00
Public or Private Events on Public Property	\$	50.00
Street or Greenway Use Events	\$	75.00
Special Event Permit Rush Fee (permits submitted less than 60 days	\$	100.00

in advance)

Plats

Additional Plat Review (4th review and subsequent additional reviews)	\$	200.00	per review
Exempt Plat (per NCGS 160D-802; includes first 3 reviews)	\$	75.00	
Easement and Right-of-Way Plats (includes first 3 reviews)	\$	120.00	
Final Plat Review (includes first 3 reviews)	\$	120.00	
Minor Subdivision Preliminary Plat Review (1-4 lots; includes first 3 reviews)	\$	300.00	+ \$100.00 per lot
Major Subdivision Review (5-19 lots; includes first 3 reviews)	\$	600.00	+ \$100.00 per lot

Map, Plan & Unified Development Ordinance Amendments

Future Land Use Map or Comprehensive Sustainability Plan Amendment	\$	750.00	
Master Plan or Planned Development Amendments	\$	750.00	
Unified Development Ordinance Text Amendment	\$	1,000.00	
Zoning Map Amendment - General Use or Overlay District	\$	1,000.00	+ \$50.00 per acre
Zoning Map Amendment - Planned Development District	\$	2,500.00	+ \$50.00 per acre

Board of Adjustment

Appeals	\$	400.00	
Special Use Permits	\$	1,500.00	+ \$200.00 per acre
SUP Modifications	\$	1,000.00	
Variance	\$	600.00	

Historic District

Certificates of Appropriateness

Minor Work (Staff Approval)	\$1.00 per \$1,000 in construction ¹ costs	\$25.00 minimum
Major Work (Historic District Commission Approval)	\$1.00 per \$1,000 in construction ¹ costs	\$150.00 minimum
Demolition Request Review	\$	50.00
Certificate of Appropriateness, after the fact (work done without a COA or not in accordance with the approved COA, Minor and Major work) Fee	\$	500.00

¹ The following items are all included in the "construction cost" used to determine the permit fee: grading, landscaping, site preparation, stormwater control, utilities, paving and structures. ZCPs will be issued for "grading only" and "paving only" projects consistent with the UDO.

Other Requests & Fees

Sidewalk Fee-in-Lieu	125%	of written, sealed engineer's estimate for the cost of required sidewalk installation
Street or Right-of-Way Closing Request	\$	650.00
Street Renaming Request	\$	350.00
Consultant Fee Reimbursement ¹		Consultant Fee Reimbursement
Zoning Compliance Penalty Fee		No-Permit Penalty
Local Landmark Designation	\$	500.00
Formal Unified Development Ordinance or Vesting Determination	\$	200.00

¹ Projects constructing new roads will reimburse the Town for consultant fees to review road construction plans, specifications, and traffic impact analysis if needed.

Documents & Maps¹

Unified Development Ordinance	\$	25.00	
Historic District Design Guidelines	\$	25.00	
Comprehensive Sustainability Plan	\$	25.00	
Zoning Map or Other Color Plot/Map (larger than 11x17)	\$	10.00	
Town Street Map with Street Grid (11x17 Black & White)	\$	2.00	
Future Land Use Map & Other 11x17 Color Maps	\$	2.00	
Photocopies	\$	0.10	per page

¹ All town produced documents and maps can be provided in electronic form (PDF, JPEG, Word or Excel) at no cost if we are provided with the media.

Development Services Review Fees

Predevelopment Meeting/Concept Plan Review		No Charge	
Water/Sewer Availability Review (less than one hour of staff time)		No Charge	
Annexation Interest Letter	\$	50.00	
Annexation Petition	\$	500.00	
Transportation Impact Analysis (TIA) Scoping & Review Fee	\$	500.00	
Development Agreement Review	\$	1,000.00	

Site Plans

Site Plan Review (includes first 3 reviews)	\$	800.00	
Additional Site Plan Review (4th review and subsequent additional reviews)	\$	300.00	

Construction Drawings

Non-Residential Construction Drawing Plan Review (without extensions; includes first 3 review)	\$	2,000.00	
Non-Residential Construction Drawing Plan Review (with extensions; includes first 3 reviews)	\$	2,500.00	
Master Metered Multi-Family Construction Drawing Review (includes first 3 reviews)	\$	3,000.00	
Residential (townhome, quad, tri, single family) Construction Drawing Review (includes first 3 reviews)	\$	200.00	per connection
Additional Construction Drawing Plan Review (4th review and subsequent additional reviews)	\$	1,000.00	

Site Plan + Construction Drawing Combination Review

Non-Residential Construction Drawing + Site Plan Review (without extensions; includes first 3 review)	\$	2,500.00	
Non-Residential Construction Drawing + Site Plan Review (with extensions; includes first 3 reviews)	\$	3,000.00	
Master Metered Multi-Family Construction Drawing Review (includes first 3 reviews)	\$	3,500.00	
Residential (townhome, quad, tri, single family) Construction Drawing Review (includes first 3 reviews)	\$	300.00	per connection
Additional Construction Drawing + Site Plan Review (4th review and subsequent additional reviews)	\$	1,300.00	
Pump Stations (review, inspection, start-up, and acceptance)	\$	8,000.00	

Construction Observation/As-built Review

As-built Drawings Review	\$	400.00	
Street Acceptance Walkthrough Inspection	\$	50.00	per street
Street Acceptance Walkthrough Re-Inspection	\$	100.00	per re-inspection
Hydrant Flow Test	\$	250.00	
General Inspection	\$	80.00	per hour

Power System CCTV (per review for all projects with more

than 500' of sewer proposed for acceptance)	\$	500.00	per submittal
Rejected CCTV due to nonconformance with specifications	\$	100.00	each occurrence

Police

Description	Rate	Basis
Excessive Noise Violation		Fine up to \$250.00
Fire Lane Parking Violation	\$	50.00
Handicap Parking Violation	\$	150.00
No-Through Truck Violation	\$	50.00
Parking Citation	\$	10.00
Sidewalk Table Service Permit Violation		Fine up to \$500.00

Public Space

Description	Rate	Basis
Portions of town parks may be reserved for private events according to the fees below.		
Large Picnic Shelter in Gold Park		
In-town resident	\$	30.00 per 3 hours
Out-of-town resident	\$	60.00 per 3 hours
Multi-Use Field in Gold Park or Cates Creek Park		
In-town resident	\$	25.00 per hour
Out-of-town resident	\$	50.00 per hour

Solid Waste

Description	Rate	Basis
Roll-Out Refuse Container ¹	\$	75.00 per container
Bulk Pick-Up / Oversized Load (fee at the discretion of the Public Works Supervisor and dependent on quantity, size and weight) ¹	\$	50.00 minimum
Special Brush/Vegetation Collection	\$	130.00

¹Pursuant to Town Code Sections 11-16 and 11-17, each residential customer shall receive one (1) free roll-out container. One (1) additional container per customer may be purchased. No more than two (2) containers may be maintained per customer, or will be picked up during scheduled collection times. The Town will replace, at no cost to the customer, one (1) roll-out container that is damaged or no longer serviceable per service address.

²Oversized loads are those larger than the bed of a standard pick-up truck. This fee is set at staff discretion to limit overuse of the service covered by general tax revenues.

Stormwater

Description	Rate	Basis
Plan Review		
Single Lot Residential ¹	\$	100.00 per plan
LID Project ²	\$	250.00 per plan
Standard Project (less than 1-acre of new impervious)	\$	500.00 per plan
Standard Project (greater than 1-acre of new impervious) ³	\$	500.00 per plan plus \$50/acre of new impervious
Standard Phased Projects ⁴	\$	250.00 per each subsequent phase submittal

¹ Not part of a larger common plan for development or sale.

² Projects that meet the State of North Carolina's Low Impact Development requirements and calculations.

³ For standard projects (non-LID projects) requiring stormwater management approval, the fee includes one project review meeting with staff and no more than three rounds of staff comments. If stormwater plans are still incomplete after the third review or if additional meetings with staff are required, the applicant will be required to pay an additional \$500 review fee to cover the significant staff time spent reviewing incomplete or non-compliant stormwater management plans.

⁴ Phased development projects are required to obtain a stormwater management plan approval for the entire project; as each subsequent phase is submitted, an additional fee will be required to ensure the phase plans comply with the overall stormwater management plan approval.

Stormwater Fee

Residential Property	\$	120.00 per year
Tier 1, Non-residential Property (0 to 10,000 sq. ft.)	\$	240.00 per year
Tier 2, Non-residential Property (10,001 to 30,000 sq. ft.)	\$	840.00 per year
Tier 3, Non-residential Property (30,001 to 100,000 sq. ft.)	\$	2,760.00 per year
Tier 4, Non-residential Property (100,001 to 200,000 sq. ft.)	\$	6,480.00 per year
Tier 5, Non-residential Property (200,001 to 600,000 sq. ft.)	\$	17,160.00 per year
Tier 6, Non-residential Property (600,001 to 800,000 sq. ft.)	\$	30,000.00 per year

Streets

Description	Rate	Basis
Driveway Permit - new/maintenance not with new construction	\$	150.00
Utility Cut Permit application	\$	150.00 each
Failure to repair initial cut within 30 calendar days	\$	250.00 each
Failure to make warranty repair within 14 calendar days	\$	250.00 each
Failure to obtain a permit prior to making a non-emergency cut	\$	250.00 each

If owner requests town to do the work, the owner will also reimburse the town the full cost of materials in addition to the permit amount.

Driveways constructed in conjunction with new construction will be reviewed concurrently with the permit for construction at no additional fee.

Owners must call/schedule inspection of driveway installation at least 24 hours in advance.

Water & Sewer

Description	Rate	Basis
Water Volume Charges:		
Residential Volume Charges - Inside Town		
Residential Service:		
Block 1 (0-2,000 gallons/month)	\$	26.64
Block 2 (> 2,000 gallons/month)	\$	13.32 per 1,000 gallons
Residential Volume Charges - Outside Town		
Residential Service:		
Block 1 (0-2,000 gallons/month)	\$	51.94
Block 2 (> 2,000 gallons/month)	\$	25.97 per 1,000 gallons
Bulk Water	\$	25.97 per 1,000 gallons
Sewer Volume Charges:		
Inside Town		
Block 1 (0-2,000 gallons/month)	\$	37.50
Block 2 (> 2,000 gallons/month)	\$	18.75 per 1,000 gallons
Outside Town		
Block 1 (0-2,000 gallons/month)	\$	73.12
Block 2 (> 2,000 gallons/month)	\$	36.56 per 1,000 gallons

Water & Sewer: Treatment & Distribution Use Fees

Water System Development or Capital Facilities Fee¹

Unit Cost of Capacity	\$	9.09	per gallon/day
Residential			
One-bedroom	\$	1,091.00	120 gallons/day
Two-bedroom	\$	2,181.00	240 gallons/day
Three-bedroom	\$	3,272.00	360 gallons/day
Four-bedroom	\$	4,363.00	480 gallons/day
Five-bedroom	\$	5,453.00	600 gallons/day
Six-bedroom	\$	6,544.00	720 gallons/day
Non-Residential ^{2,3}			
General Business/Office Facilities	\$	227.00	25 gallons/employee
Restaurant (full service)	\$	364.00	40 gallons/seat
Store (without food service)	\$	909.00	100 gallons/1,000 sq. ft.
Hotel (without in-room cooking)	\$	1,091.00	120 gallons/room
Irrigation	Average Monthly Use x Unit Cost of Capacity		Average usage of current irrigation accounts based on facility type (residential or non-residential) over the past five years

¹ The System Development Fee shall be applied to new development that connects to the utility system as defined in ordinance 14-71 and which will or potentially result in additional water and sewer use after July 1, 2017. The Capital Facility Fee shall apply to existing development that connects to the system, or redevelopment of a parcel, vacant or otherwise, with a prior water or sewer connection that was in existence before January 1, 1990.

² For non-residential customers, system development fees are scaled³ for various categories of demand as specified by the North Carolina Administrative Code 15A NCAC 02T.0114 Wastewater Design Flow Rates.

³ The maximum cost justified system development fees for non-residential customers may also be calculated by dividing estimated flow from the Administrative Code by the one-bedroom gallons per day.

Wastewater System Development or Capital Facilities Fee¹

Unit Cost of Capacity	\$	9.72	per gallon/day
Residential			
One-bedroom	\$	1,166.00	120 gallons/day
Two-bedroom	\$	2,333.00	240 gallons/day
Three-bedroom	\$	3,499.00	360 gallons/day
Four-bedroom	\$	4,666.00	480 gallons/day
Five-bedroom	\$	5,832.00	600 gallons/day
Six-bedroom	\$	6,999.00	720 gallons/day
Non-Residential ^{2,3}			
General Business/Office Facilities	\$	243.00	25 gallons/employee
Restaurant (full service)	\$	389.00	40 gallons/seat
Store (without food service)	\$	972.00	100 gallons/1,000 sq. ft.
Hotel (without in-room cooking)	\$	1,166.00	120 gallons/room

¹ The System Development Fee shall be applied to new development that connects to the utility system as defined in ordinance 14-71 and which will or potentially result in additional water and sewer use after July 1, 2017. The Capital Facility Fee shall apply to existing development that connects to the system, or redevelopment of a parcel, vacant or otherwise, with a prior water or sewer connection that was in existence before January 1, 1990.

² For non-residential customers, system development fees are scaled³ for various categories of demand as specified by the North Carolina Administrative Code 15A NCAC 02T.0114 Wastewater Design Flow Rates.

³ The maximum cost justified system development fees for non-residential customers may also be calculated by dividing estimated flow from the Administrative Code by the one-bedroom gallons per day.

Water Connection Charge

Front Footage Fee ^{1,2} :	-	-
0 - 50 Feet	\$	750.00 per connection
> 50 Feet	\$	15.00 per foot per connection

¹ For a lot abutting two or more water lines, the front footage fee will be calculated on the longest length of the side abutting the main.

² To recover a portion of the costs of town-installed water mains, hydrants, valves and appurtenances after 1987 which are necessary to provide water service to abutting properties.

Lateral Fee:

Licensed utility contractors shall make connections to the town's existing water system after an approved connection request and payment of an application fee of \$200, which includes a preconstruction meeting, town observation and technical assistance about the tapping work. Tapping shall be at the owner's / applicant's expense. Where a licensed contractor makes connections as part of an approved water extension project there shall be no separate connection application required. The town may make water connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)

Water Meter Fees^{1,2}

5/8"	\$	340.00	Based on quote from supplier +\$100
3/4"	\$	530.00	Based on quote from supplier +\$100
1"	\$	570.00	Based on quote from supplier +\$100
1.5"	\$	1,040.00	Based on quote from supplier +\$100
2"	\$	1,340.00	Based on quote from supplier +\$100
>2"			Contact the town for rates for meters greater than 2"

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

² Meter pricing is based upon disc type meters. If the meter supervisor determines an ultrasonic meter is better suited for a use (typically for large meters), pricing will be at town cost + \$100.

Fire Hydrant Meter Fees

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

Wastewater Connection Charge

Front Footage Fee ¹ :		
0 - 50 Feet	\$	1,000.00
> 50 Feet	\$	20.00 per foot per connection

¹ For a lot abutting two or more sewer lines, the front footage fee will be calculated on the longest side of the lot abutting the main.

² To recover a portion of the costs of town-installed public sewer mains and appurtenances after 1987 which are necessary to provide sewer service to abutting properties.

Lateral Fee:

Licensed utility contractors shall make connections to the town's existing sewer system after an approved connection request and payment of an application fee of \$200, which includes a preconstruction meeting, town observation and technical assistance about the tapping work. Tapping shall be at the owner's/applicant's expense. Where a licensed contractor makes connections as part of an approved sewer extension project there shall be no separate connection application required. The town may make connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)

Construction Observation / As Built Review

The town will observe all water and sewer meaningful work on projects not involving an extension of mains. On approved main extensions, inspectors will periodically stop by and confer with the 3rd party inspector on progress or when called by the contractor. The town inspector shall be present for all tapping of existing mains, acceptance testing and for planned shutdowns for all work unless delegated or waived. A penalty will be incurred for performing tapping work without authorization or coordination.

Return trip for acceptance testing		\$300 + \$0.25 per linear foot of main over 1,000 linear feet + general inspection time
FOG Device	\$	200.00
Reinspection of service taps (including sewer cleanout, meter box, curb stop), mainline valves, hydrants, manholes, air release valves, and other singular items	\$	50.00 each + general inspection time
As-Built Plan Review Fee		\$300 + \$0.25 per linear foot of water and sewer mains

Other

Meter Replacement Fee	\$50 or associated parts cost + \$50	At request or fault of customer (includes any part of meter, register, antenna, box)
Meter Relocation Fee (includes physically moving the meter to a newly set box but not the tapping or relocation of the meter box)	\$	100.00
Special Meter Read	\$	10.00
Meter Test Charge	\$	35.00
Hydrant Flow Test	\$	250.00
Meter Pressure Test	\$	25.00 Unless confirmed problem due to public system operation
Interruptible Water Meter Install - Return Trip	\$	50.00 per trip
Special Irrigation Permit	\$	20.00 each
Water Irrigation & Restriction Violations		Town Code 14-19, 14-41.1
Cross Connection Control Violations		Town Code 14-56
Perpetual Maintenance (new sewage pump stations)	Per Formula in Town Code	
Tampering Fees		Town Code 14-16 (a) (6) (i) and (ii)
Meter Tampering Fee	\$	350.00
Meter Tamping Civil Penalty ¹	\$	500.00
Hydrant Tampering Fee	\$	500.00
Hydrant Tampering Civil Penalty ²	\$	3,000.00
Making tap connections to water and sewer without approval or notification of work	\$	1,000.00 each

The civil penalty shall be doubled for any future offenses within a two-year period.

² The civil penalty shall be doubled for any future offenses by the same person.

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Fees & Charges Schedule (Recommended)

FY2027 Operating & Capital Budget

Accounting

Description	Rate	Basis
Food & Beverage		
Food & Beverage Tax (failure to pay)	\$	500.00 Not to exceed \$500.00
Single-Day Pre-Paid Food & Beverage Fee	\$	15.00
Mobile Food Vendor Permit Fee ¹	\$	50.00
Beer and Wine License		
On-premise malt beverage	\$	15.00
Off-premise malt beverage	\$	5.00
On-premise unfortified wine, on-premise fortified wine, or both	\$	15.00
Off-premise unfortified wine, off-premise fortified wine, or both	\$	10.00

¹ Mobile food vendor permits are valid as long as permit holder timely files Food & Beverage tax receipts and reports.

Administration

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

Billing & Collections

Description	Rate	Basis
Returned Check / Bank Draft Fee	\$	25.00 per occurrence
Disconnect / Reconnect for Returned Item	\$	40.00 per occurrence
Connection Fee	\$	20.00
Security Deposits:		
Water/Sewer Service		
Inside Town	\$	75.00
Outside Town	\$	150.00
Delinquent Fee	\$	40.00
Late Fee (after 25th of month)		15%
Reconnection Fee:		
Business Hours		No Charge
After Hours (Town Error)		No Charge
Same Day Turn-On Service	\$	50.00
After Hours (Customer Request)	\$	50.00

Account Servicing Fee for Payments Made with Unwrapped Coins

A \$1.00 fee for 100 coins or fraction thereof that the town is required to count in excess of the first \$10.00 of unwrapped coins submitted for payment of the utility bill. \$ 1.00 per 100 coins

Water Use Reduction Rebate

One time rebate per water and/or sewer customer for new or replacement installation of low-flow faucets, showerheads and toilets (receipt or billing invoice of work required). \$ 10.00 per customer

Cemetery

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

Engineering Services

Description	Rate	Basis
Water / Sewer Availability Review		
 < 2 hours of effort		No charge and then rounded to next dollar hourly rate of involved staff
 Outside Engineering or Legal Costs (includes legal assistance in drafting easements, water and sewer extension contracts and other legal matters)		Actual Cost to Town
 Entitlement Change Utilities Review Fee	\$ 500.00	per annexation application and/or rezoning application. Fee is charged per application, annexation interest letters are excluded.
Engineering Construction Drawing Review		
 Site Plan Review Fee	\$ 150.00	per review
 Non-Residential Construction Drawings without Extensions¹	\$ 1,200.00	per review
 Multi-Family Construction Drawing Review Fee¹		
 Water, Sewer and Stormwater Construction Drawing Review Fee (< 20 lots)¹	\$ 1,500.00	per review
 Water, Sewer and Stormwater Construction Drawing Review (> 20 lots)¹	\$ 3,000.00	per review
 Pumping Stations (engineering review, inspection, start-up and acceptance)	\$ 8,000.00	for up to two reviews and comments

~~¹This fee applies to any set of construction drawings where any street, water line, sewer line or stormwater conveyance is proposed for construction and donation to the town, as well as any project where a new water meter and sewer tap are proposed. The fee must be included with each review submittal and will be assessed per set of drawings received. Reviews will begin once the fee is paid. Construction drawings are not required for individual lots with single family homes, duplexes, triplexes, or ADUs unless a public street, subdivision of the lot, or permitted water/sewer extension is proposed. All assets to be donated to the town must go through As-Built review and will be billed per submittal at the above rate.~~

Planning

Description	Rate	Basis
Zoning Compliance Permits		
Basic Permits		
Change of Use (one use of building/property to another use (e.g. Office to Retail))	\$	20.00
Minor Site Change (i.e. fences, sheds, gazebos, decks, converted ADUs)	\$	50.00
Major Site Change (i.e. additions, covered porches, garages, new ADUs)	\$	75.00
After-the-Fact Zoning Compliance Permit	\$	200.00
Home Occupation Permit	\$	35.00
Zoning Compliance/Verification Letter	\$	50.00
Final Site Inspection		No Charge
Final Site Re-Inspection	\$	50.00 each
New Residential or Non-Residential Construction		
New Detached Residential Unit(s)	\$	350.00
New Attached Residential Unit(s)	\$	400.00 per building
New Non-Residential Construction	\$	500.00
Signs (New, Replacement, or Refacing)		
Special Event Banner (allowed by 6.18.6.3 & without other temporary signage)	\$	5.00
Special Event Sign Package (package of signs allowed by 6.18.6.2)	\$	20.00
Free-Standing	\$	150.00
Sandwich Board	\$	15.00
Wall Mounted	\$	75.00
Special Event Permits		
Public or Private Events on Private Property	\$	30.00
Public or Private Events on Public Property	\$	50.00
Street or Greenway Use Events	\$	75.00
Special Event Permit Rush Fee (permits submitted less than 60 days in advance)	\$	100.00
Plats		
Additional Plat Review (4th review and subsequent additional reviews)	\$	200.00 per review
	\$	50.00
Exempt Plat (per NCGS 160D-802; includes first 3 reviews)	\$	75.00
	\$	100.00
Assessment and Right-of-Way Plats (includes first 3 reviews)	\$	120.00

	\$ 100.00	
Final Plat Review (includes first 3 reviews)	\$ 120.00	
Minor Subdivision Preliminary Plat Review (1-4 lots; includes first 3 reviews)	\$ 300.00	+ \$100.00 per lot
Major Subdivision Review (5-19 lots; includes first 3 reviews)	\$ 600.00	+ \$100.00 per lot
Map, Plan & Unified Development Ordinance Amendments		
Future Land Use Map or Comprehensive Sustainability Plan Amendment	\$ 750.00	
Master Plan or Planned Development Amendments	\$ 750.00	
Unified Development Ordinance Text Amendment	\$ 1,000.00	
Zoning Map Amendment - General Use or Overlay District	\$ 1,000.00	+ \$50.00 per acre
Zoning Map Amendment - Planned Development District	\$ 2,500.00	+ \$50.00 per acre
Board of Adjustment		
Appeals	\$ 400.00	
Special Use Permits	\$ 1,500.00	+ \$200.00 per acre
SUP Modifications	\$ 1,000.00	
Variance	\$ 600.00	
Historic District		
Certificates of Appropriateness		
Minor Work (Staff Approval)	\$1.00 per \$1,000 in construction ¹ costs	\$25.00 minimum
Major Work (Historic District Commission Approval)	\$1.00 per \$1,000 in construction ¹ costs	\$150.00 minimum
Demolition Request Review	\$ 50.00	
Certificate of Appropriateness, after the fact (work done without a COA or not in accordance with the approved COA, Minor and Major work) Fee	\$ 500.00	

¹ The following items are all included in the "construction cost" used to determine the permit fee: grading, landscaping, site preparation, stormwater control, utilities, paving and structures. ZCPs will be issued for "grading only" and "paving only" projects consistent with the UDO.

Other Requests & Fees

Sidewalk Fee-in-Lieu	125%	of written, sealed engineer's estimate for the cost of required sidewalk installation
Street or Right-of-Way Closing Request	\$ 650.00	
Street Renaming Request	\$ 350.00	
Consultant Fee Reimbursement ¹	Consultant Fee Reimbursement	
Zoning Compliance Penalty Fee	No-Permit Penalty	
Local Landmark Designation	\$ 500.00	
Formal Unified Development Ordinance or Vesting Determination	\$ 200.00	

¹ Projects constructing new roads will reimburse the Town for consultant fees to review road construction plans, specifications, and traffic impact analysis if needed.

Documents & Maps¹

Unified Development Ordinance	\$ 25.00
Historic District Design Guidelines	\$ 25.00
Community Connectivity Plan	\$ 15.00
Comprehensive Sustainability Plan	\$ 25.00
Administrative Manual	\$ 10.00
Parks & Recreation Plan and Small Area/Corridor Plans	\$ 10.00
Opening Map or Other Color Plot/Map (larger than 11x17)	\$ 10.00

Town Street Map with Street Grid (11x17 Black & White)	\$	2.00
Future Land Use Map & Other 11x17 Color Maps	\$	2.00
Photocopies	\$	0.10 per page

¹ All town produced documents and maps can be provided in electronic form (PDF, JPEG, Word or Excel) at no cost if we are provided with the media.

Development Services Review Fees

Predevelopment Meeting/Concept Plan Review		No Charge
Water/Sewer Availability Review (less than one hour of staff time)		No Charge
	\$	0.00
Annexation Interest Letter	\$	50.00
	\$	75.00
Annexation Petition	\$	500.00
Transportation Impact Analysis (TIA) Scoping & Review Fee	\$	500.00
	\$	400.00
Development Agreement Review	\$	1,000.00

Site Plans

Site Plan Review (includes first 3 reviews)	\$	800.00
Additional Site Plan Review (4th review and subsequent additional reviews)	\$	300.00

Construction Drawings

Non-Residential Construction Drawing Plan Review (without extensions; includes first 3 review)	\$	1,200.00
	\$	2,000.00
Non-Residential Construction Drawing Plan Review (with extensions; includes first 3 reviews)	\$	2,500.00
	\$	2,500.00
Master Metered Multi-Family Construction Drawing Review (includes first 3 reviews)	\$	3,000.00
	\$	3,000.00
Residential (townhome, quad, tri, single family) Construction Drawing Review (includes first 3 reviews)	\$	200.00
	\$	200.00 per connection
Additional Construction Drawing Plan Review (4th review and subsequent additional reviews)	\$	300.00
	\$	1,000.00

Site Plan + Construction Drawing Combination Review

Non-Residential Construction Drawing + Site Plan Review (without extensions; includes first 3 review)	\$	1,200.00
	\$	2,500.00
Non-Residential Construction Drawing + Site Plan Review (with extensions; includes first 3 reviews)	\$	3,000.00
	\$	3,000.00
Master Metered Multi-Family Construction Drawing Review (includes first 3 reviews)	\$	3,500.00
	\$	3,500.00
Residential (townhome, quad, tri, single family) Construction Drawing Review (includes first 3 reviews)	\$	300.00
	\$	300.00 per connection
Additional Construction Drawing + Site Plan Review (4th review and subsequent additional reviews)	\$	300.00
	\$	1,300.00
Pump Stations (review, inspection, start-up, and acceptance)	\$	8,000.00

Construction Observation/As-built Review

As-built Drawings Review	\$	400.00
	\$	400.00
Street Acceptance Walkthrough Inspection	\$	50.00
	\$	50.00 per street
Street Acceptance Walkthrough Re-Inspection	\$	100.00
	\$	100.00 per re-inspection
Hydrant Flow Test	\$	250.00
	\$	250.00
General Inspection	\$	75.00
	\$	75.00 per hour
	\$	80.00
Sewer System CCTV (per review for all projects with more than 500' of sewer proposed for acceptance)	\$	1.00
	\$	1.00 per linear foot
	\$	500.00 per submittal
Rejected CCTV due to nonconformance with specifications	\$	100.00 each occurrence

Police

Description	Rate	Basis
Excessive Noise Violation	Fine up to \$250.00	
	\$ 25.00	
Fire Lane Parking Violation	\$ 50.00	
	\$ 100.00	
Handicap Parking Violation	\$ 150.00	
No-Through Truck Violation	\$ 50.00	
Parking Citation	\$ 10.00	
Sidewalk Table Service Permit Violation	Fine up to \$500.00	

Public Space

Description	Rate	Basis
Portions of town parks may be reserved for private events according to the fees below.		
Large Picnic Shelter in Gold Park		
	\$ 20.00	
In-town resident	\$ 30.00	per 3 hours
	\$ 40.00	
Out-of-town resident	\$ 60.00	per 3 hours
Multi-Use Field in Gold Park or Cates Creek Park		
	\$ 20.00	
In-town resident	\$ 25.00	per hour
	\$ 40.00	
Out-of-town resident	\$ 50.00	per hour

Solid Waste

Description	Rate	Basis
Roll-Out Refuse Container ¹	\$ 75.00	per container
Residential Refuse Collection		
1 Roll-Out Container	No Charge	
2 or More Roll-Out Containers	TBD	
Bulk Pick-Up / Oversized Load (fee at the discretion of the Public Works Supervisor and dependent on quantity, size and weight) ¹	\$ 50.00	minimum
Special Brush/Vegetation Collection	\$ 130.00	

¹Pursuant to Town Code Sections 11-16 and 11-17, each residential customer shall receive one (1) free roll-out container. One (1) additional container per customer may be purchased. No more than two (2) containers may be maintained per customer, or will be picked up during scheduled collection times. The Town will replace, at no cost to the customer, one (1) roll-out container that is damaged or no longer serviceable per service address.

²Oversized loads are those larger than the bed of a standard pick-up truck. This fee is set at staff discretion to limit overuse of the service covered by general tax revenues.

Stormwater

Description	Rate	Basis
Plan Review		
Single Lot Residential ¹	\$ 100.00	per plan
LID Project ²	\$ 250.00	per plan
Standard Project (less than 1-acre of new impervious)	\$ 500.00	per plan
Standard Project (greater than 1-acre of new impervious) ³	\$ 500.00	per plan plus \$50/acre

Standard Phased Projects⁴ \$ 250.00 per each subsequent phase submittal of new impervious

¹ Not part of a larger common plan for development or sale.

² Projects that meet the State of North Carolina's Low Impact Development requirements and calculations.

³ For standard projects (non-LID projects) requiring stormwater management approval, the fee includes one project review meeting with staff and no more than three rounds of staff comments. If stormwater plans are still incomplete after the third review or if additional meetings with staff are required, the applicant will be required to pay an additional \$500 review fee to cover the significant staff time spent reviewing incomplete or non-compliant stormwater management plans.

⁴ Phased development projects are required to obtain a stormwater management plan approval for the entire project; as each subsequent phase is submitted, an additional fee will be required to ensure the phase plans comply with the overall stormwater management plan approval.

Stormwater Fee

Residential Property	\$ 105.00	\$ 120.00 per year
Tier 1, Non-residential Property (0 to 10,000 sq. ft.)	\$ 210.00	\$ 240.00 per year
Tier 2, Non-residential Property (10,001 to 30,000 sq. ft.)	\$ 735.00	\$ 840.00 per year
Tier 3, Non-residential Property (30,001 to 100,000 sq. ft.)	\$ 2,415.00	\$ 2,760.00 per year
Tier 4, Non-residential Property (100,001 to 200,000 sq. ft.)	\$ 5,670.00	\$ 6,480.00 per year
Tier 5, Non-residential Property (200,001 to 600,000 sq. ft.)	\$ 15,015.00	\$ 17,160.00 per year
Tier 6, Non-residential Property (600,001 to 800,000 sq. ft.)	\$ 26,250.00	\$ 30,000.00 per year

Streets

Description	Rate	Basis
Driveway Permit - new/maintenance not with new construction	\$ 100.00	\$ 150.00
Utility Cut Permit application	\$ 100.00	\$ 150.00 each
Failure to repair initial cut within 30 calendar days	\$ 150.00	\$ 250.00 each
Failure to make warranty repair within 14 calendar days	\$ 150.00	\$ 250.00 each
Failure to obtain a permit prior to making a non-emergency cut	\$ 150.00	\$ 250.00 each

If owner requests town to do the work, the owner will also reimburse the town the full cost of materials in addition to the permit amount.

Driveways constructed in conjunction with new construction will be reviewed concurrently with the permit for construction at no additional fee.

Owners must call/schedule inspection of driveway installation at least 24 hours in advance.

Water & Sewer

Description	Rate	Basis
Water Volume Charges:		
Residential Volume Charges - Inside Town		
Residential Service:		
Block 1 (0-2,000 gallons/month)	\$ 24.78	

	\$	26.64	
	\$	12.39	
Block 2 (> 2,000 gallons/month)	\$	13.32	per 1,000 gallons
Residential Volume Charges - Outside Town			
Residential Service:			
	\$	48.32	
Block 1 (0-2,000 gallons/month)	\$	51.94	
	\$	24.16	
Block 2 (> 2,000 gallons/month)	\$	25.97	per 1,000 gallons
Bulk Water			
	\$	24.16	
	\$	25.97	per 1,000 gallons
Sewer Volume Charges:			
Inside Town			
	\$	34.88	
Block 1 (0-2,000 gallons/month)	\$	37.50	
	\$	17.44	
Block 2 (> 2,000 gallons/month)	\$	18.75	per 1,000 gallons
Outside Town			
	\$	68.02	
Block 1 (0-2,000 gallons/month)	\$	73.12	
	\$	34.01	
Block 2 (> 2,000 gallons/month)	\$	36.56	per 1,000 gallons
Water & Sewer: Treatment & Distribution Use Fees			
Water System Development or Capital Facilities Fee ¹			
Unit Cost of Capacity	\$	9.09	per gallon/day
Residential			
One-bedroom	\$	1,091.00	120 gallons/day
Two-bedroom	\$	2,181.00	240 gallons/day
Three-bedroom	\$	3,272.00	360 gallons/day
Four-bedroom	\$	4,363.00	480 gallons/day
Five-bedroom	\$	5,453.00	600 gallons/day
Six-bedroom	\$	6,544.00	720 gallons/day
Non-Residential ^{2,3}			
General Business/Office Facilities	\$	227.00	25 gallons/employee
Restaurant (full service)	\$	364.00	40 gallons/seat
Store (without food service)	\$	909.00	100 gallons/1,000 sq. ft.
Hotel (without in-room cooking)	\$	1,091.00	120 gallons/room
Irrigation			
	Average Monthly Use x Unit Cost of Capacity		Average usage of current irrigation accounts based on facility type (residential or non-residential) over the past five years

¹ The System Development Fee shall be applied to new development that connects to the utility system as defined in ordinance 14-71 and which will or potentially result in additional water and sewer use after July 1, 2017. The Capital Facility Fee shall apply to existing development that connects to the system, or redevelopment of a parcel, vacant or otherwise, with a prior water or sewer connection that was in existence before January 1, 1990.

² For non-residential customers, system development fees are scaled³ for various categories of demand as specified by the North Carolina Administrative Code 15A NCAC 02T.0114 Wastewater Design Flow Rates.

³ The maximum cost justified system development fees for non-residential customers may also be calculated by dividing estimated flow from the Administrative Code by the one-bedroom gallons per day.

Wastewater System Development or Capital Facilities Fee¹

Unit Cost of Capacity	\$	9.72	per gallon/day
Residential			
One-bedroom	\$	1,166.00	120 gallons/day
Two-bedroom	\$	2,333.00	240 gallons/day

Three-bedroom	\$	3,499.00	360 gallons/day
Four-bedroom	\$	4,666.00	480 gallons/day
Five-bedroom	\$	5,832.00	600 gallons/day
Six-bedroom	\$	6,999.00	720 gallons/day
Non-Residential ^{2,3}			
General Business/Office Facilities	\$	243.00	25 gallons/employee
Restaurant (full service)	\$	389.00	40 gallons/seat
Store (without food service)	\$	972.00	100 gallons/1,000 sq. ft.
Hotel (without in-room cooking)	\$	1,166.00	120 gallons/room

¹ The System Development Fee shall be applied to new development that connects to the utility system as defined in ordinance 14-71 and which will or potentially result in additional water and sewer use after July 1, 2017. The Capital Facility Fee shall apply to existing development that connects to the system, or redevelopment of a parcel, vacant or otherwise, with a prior water or sewer connection that was in existence before January 1, 1990.

² For non-residential customers, system development fees are scaled³ for various categories of demand as specified by the North Carolina Administrative Code 15A NCAC 02T.0114 Wastewater Design Flow Rates.

³ The maximum cost justified system development fees for non-residential customers may also be calculated by dividing estimated flow from the Administrative Code by the one-bedroom gallons per day.

Water Connection Charge	-	-
Front Footage Fee ^{1,2} :		
0 - 50 Feet	\$	750.00 per connection per foot per
> 50 Feet	\$	15.00 connection

¹ For a lot abutting two or more water lines, the front footage fee will be calculated on the longest length of the side abutting the main.

² To recover a portion of the costs of town-installed water mains, hydrants, valves and appurtenances after 1987 which are necessary to provide water service to abutting properties.

Lateral Fee:

Licensed utility contractors shall make connections to the town's existing water system after an approved connection request and payment of an application fee of \$200, which includes a preconstruction meeting, town observation and technical assistance about the tapping work. Tapping shall be at the owner's / applicant's expense. Where a licensed contractor makes connections as part of an approved water extension project there shall be no separate connection application required. The town may make water connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)

Water Meter Fees^{1,2}

	\$	420.00	Based on quote from
5/8"	\$	340.00	supplier +\$100
			Based on quote from
3/4"	\$	530.00	supplier +\$100
	\$	580.00	Based on quote from
1"	\$	570.00	supplier +\$100
	\$	1,000.00	Based on quote from
1.5"	\$	1,040.00	supplier +\$100
			Based on quote from
2"	\$	1,340.00	supplier +\$100

~~Actual Cost of-
Meter to Town
+ \$100 Installation
Fee~~

Contact the town for rates for meters greater than 2"

➤ 1" > 2"

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

² Meter pricing is based upon disc type meters. If the meter supervisor determines an ultrasonic meter is better suited for a use (typically for large meters), pricing will be at town cost + \$100.

~~Strainer Fees¹~~

2"	\$ 670.00	Based on quote from supplier rounded to nearest dollar
3"	\$ 1,081.00	
4"	\$ 1,996.00	
6"	\$ 2,835.00	
8"	\$ 4,738.00	
10"	\$ 7,284.00	

~~¹ Strainers are not required if Neptune Mach 10 Ultrasonic Meters are used. For other meters, strainers are required for 2" or larger and will be at cost.~~

Fire Hydrant Meter Fees

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

Wastewater Connection Charge

Front Footage Fee¹:

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

¹ For a lot abutting two or more sewer lines, the front footage fee will be calculated on the longest side of the lot abutting the main.

² To recover a portion of the costs of town-installed public sewer mains and appurtenances after 1987 which are necessary to provide sewer service to abutting properties.

Lateral Fee:

Licensed utility contractors shall make connections to the town's existing sewer system after an approved connection request and payment of an application fee of \$200, which includes a preconstruction meeting, town observation and technical assistance about the tapping work. Tapping shall be at the owner's/applicant's expense. Where a licensed contractor makes connections as part of an approved sewer extension project there shall be no separate connection application required. The town may make connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)

Construction Observation / As Built Review

The town will observe all water and sewer meaningful work on projects not involving an extension of mains. On approved main extensions, inspectors will periodically stop by and confer with the 3rd party inspector on progress or when called by the contractor. The town inspector shall be present for all tapping of existing mains, acceptance testing and for planned shutdowns for all work unless delegated or waived. A penalty will be incurred for performing tapping work without authorization or coordination.

Return trip for acceptance testing		\$300 + \$0.25 per linear foot of main over 1,000 linear feet + general inspection time
FOG Device	\$	200.00
Reinspection of service taps (including sewer cleanout, meter box, curb stop), mainline valves, hydrants, manholes, air release valves, and other singular items	\$	50.00 each + general inspection time
As-Built Plan Review Fee		\$300 + \$0.25 per linear foot of water and sewer mains

Other

Meter Replacement Fee	\$50 or associated	At request or fault
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	parts cost + \$50	of customer (includes any part of meter, register, antenna, box)
Meter Relocation Fee (includes physically moving the meter to a newly set box but not the tapping or relocation of the meter box)	\$ 100.00	
Special Meter Read	\$ 10.00	
Meter Test Charge	\$ 35.00	
Hydrant Flow Test	\$ 250.00	
Meter Pressure Test	\$ 25.00	Unless confirmed problem due to public system operation
Interruptible Water Meter Install - Return Trip	\$ 50.00	per trip
Special Irrigation Permit	\$ 20.00	each
Water Irrigation & Restriction Violations		Town Code 14-19, 14-41.1
Cross Connection Control Violations		Town Code 14-56
Perpetual Maintenance (new sewage pump stations)	Per Formula in Town Code	
Tampering Fees		Town Code 14-16 (a) (6) (i) and (ii)
Meter Tampering Fee	\$ 350.00	
Meter Tamping Civil Penalty ¹	\$ 500.00	
Hydrant Tampering Fee	\$ 500.00	
Hydrant Tampering Civil Penalty ²	\$ 3,000.00	
Making tap connections to water and sewer without approval or notification of work	\$ 1,000.00	each

¹ The civil penalty shall be doubled for any future offenses within a two-year period.

² The civil penalty shall be doubled for any future offenses by the same person.



Financial Summary: General Fund

FY2027 Operating & Capital Budget

Financial Summary

General Fund Financial Summary

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Revenues	\$18,754,948.66	\$20,819,328.00	\$19,472,572.00	\$19,630,400.00	\$19,815,400.00
Expenses	\$15,691,673.88	\$21,567,995.00	\$19,472,572.00	\$20,030,636.00	\$21,864,048.00
Surplus/(Deficit) - w/o fund balance appropriation	\$3,063,274.78	(\$748,667.00)	\$0.00	(\$400,236.00)	(\$2,048,648.00)
Fund Balance	-	\$15,733,111.00	\$15,733,111.00	\$15,332,875.00	\$13,284,227.00
Fund Balance %	\$0.00	\$0.73	\$0.81	\$0.77	\$0.61

Revenues

General Fund Revenue by Type

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Revenues					
Intergovernmental	\$1,824,155	\$1,741,204	\$1,695,500	\$1,695,500	\$1,695,500
Other	\$289,505	\$1,171,451	\$108,472	\$96,300	\$96,300
Grants	\$62,720	\$0	\$0	\$0	\$0
Property Tax	\$10,474,657	\$12,319,376	\$13,015,000	\$13,245,000	\$13,480,000
Licenses/Permits/Fees	\$147,573	\$203,452	\$125,100	\$125,100	\$125,100
Sales Tax	\$3,419,504	\$3,408,000	\$3,408,000	\$3,408,000	\$3,408,000
Interfund Transfers	\$1,707,759	\$1,215,845	\$720,500	\$660,500	\$610,500
Interest	\$829,076	\$760,000	\$400,000	\$400,000	\$400,000
REVENUES TOTAL	\$18,754,949	\$20,819,328	\$19,472,572	\$19,630,400	\$19,815,400

Expenditures

General Fund Expenditures by Type

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Expenses					
Personnel	\$8,704,589	\$9,803,750	\$10,671,739	\$11,303,567	\$11,941,030
Operating	\$7,672,090	\$9,174,600	\$9,476,537	\$9,645,626	\$10,033,508
Cost Allocations	(\$3,014,602)	(\$3,603,031)	(\$3,896,348)	(\$4,112,296)	(\$4,139,470)
Debt Service	\$346,942	\$396,625	\$621,818	\$610,913	\$1,596,154
Capital	\$400,345	\$3,603,448	\$1,067,000	\$691,000	\$576,000
Interfund Transfers	\$1,582,309	\$2,192,603	\$1,531,826	\$1,891,826	\$1,856,826
EXPENSES TOTAL	\$15,691,674	\$21,567,995	\$19,472,572	\$20,030,636	\$21,864,048



Financial Summary: Stormwater Fund

FY2027 Operating & Capital Budget

Financial Summary

Stormwater Fund Financial Summary

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Revenues	\$930,756.40	\$1,060,300.00	\$1,158,100.00	\$1,158,100.00	\$1,158,100.00
Expenses	\$897,193.55	\$1,179,603.00	\$1,193,164.00	\$1,220,206.00	\$1,250,531.00
Surplus/(Deficit) - w/o fund balance appropriation	\$33,562.85	(\$119,303.00)	(\$35,064.00)	(\$62,106.00)	(\$92,431.00)
Fund Balance	–	\$878,987.00	\$843,923.00	\$781,817.00	\$689,386.00
Fund Balance %	\$0.00	\$0.75	\$0.71	\$0.64	\$0.55

Revenues

Stormwater Revenue (by type)

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Revenues					
Licenses/Permits/Fees	\$879,386	\$1,012,800	\$1,133,100	\$1,133,100	\$1,133,100
Interest	\$51,371	\$47,500	\$25,000	\$25,000	\$25,000
REVENUES TOTAL	\$930,756	\$1,060,300	\$1,158,100	\$1,158,100	\$1,158,100

Expenditures

Stormwater Expenditures (by type)

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Expenses					
Personnel	\$461,221	\$485,955	\$506,332	\$537,830	\$568,830
Operating	\$101,820	\$298,862	\$338,220	\$339,220	\$340,220
Cost Allocations	\$259,153	\$237,586	\$248,612	\$268,156	\$266,481
Capital	–	\$12,200	\$0	\$0	\$0
Interfund Transfers	\$75,000	\$145,000	\$100,000	\$75,000	\$75,000
EXPENSES TOTAL	\$897,194	\$1,179,603	\$1,193,164	\$1,220,206	\$1,250,531



Financial Summary: Water & Sewer Fund

FY2027 Operating & Capital Budget

Financial Summary

Water and Sewer Fund Financial Summary

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Revenues	\$14,786,295.35	\$18,605,940.00	\$14,757,000.00	\$15,469,000.00	\$16,381,000.00
Expenses	\$15,299,739.85	\$18,834,649.00	\$15,753,344.00	\$15,479,282.00	\$16,638,107.00
Surplus/(Deficit) - w/o fund balance appropriation	(\$513,444.50)	(\$228,709.00)	(\$996,344.00)	(\$10,282.00)	(\$257,107.00)
Fund Balance	–	\$9,297,800.00	\$8,301,456.00	\$8,291,174.00	\$8,034,067.00
Fund Balance %	\$0.00	\$0.49	\$0.53	\$0.54	\$0.48

Revenues

Water and Sewer Fund Revenue by Type

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Revenues					
Intergovernmental	–	\$26,490	\$0	\$0	\$0
Other	\$311,578	\$472,118	\$15,000	\$15,000	\$15,000
Licenses/Permits/Fees	\$13,629,465	\$15,756,092	\$14,442,000	\$15,354,000	\$16,266,000
Interfund Transfers	\$213,523	\$1,761,200	\$0	\$0	\$0
Interest	\$631,730	\$590,040	\$300,000	\$100,000	\$100,000
REVENUES TOTAL	\$14,786,295	\$18,605,940	\$14,757,000	\$15,469,000	\$16,381,000

Expenditures

Water and Sewer Fund Expenditures by Type

	FY25 Actual	FY26 Estimate	FY27 Budget	FY28 Projection	FY29 Projection
Expenses					
Personnel	\$4,014,541	\$4,218,958	\$4,472,621	\$4,719,655	\$4,997,967
Operating	\$3,165,371	\$4,365,404	\$3,719,695	\$3,855,245	\$4,079,315
Cost Allocations	\$2,755,449	\$3,365,462	\$3,647,752	\$3,844,154	\$3,873,004
Debt Service	\$1,685,314	\$2,138,782	\$2,721,496	\$2,865,228	\$3,007,821
Capital	\$353,939	\$2,878,904	\$996,240	\$95,000	\$200,000
Interfund Transfers	\$3,325,126	\$1,867,139	\$195,540	\$100,000	\$480,000
EXPENSES TOTAL	\$15,299,740	\$18,834,649	\$15,753,344	\$15,479,282	\$16,638,107

Rate Coverage

Surplus/(Deficit) at Projected Rates	FY27 Budget	FY28 Projection	FY29 Projection
Water (FY27 - FY29 - 7.5% projected rate increase per year)	(\$802,773)	(\$358,388)	(\$868,978)
Sewer (FY27 - FY29 - 7.5% projected rate increase per year)	(\$193,571)	\$348,106	\$611,871
Total Surplus/(Deficit)	(\$996,344)	(\$10,282)	(\$257,107)



ORDINANCE

Capital Project

Rainey Avenue Sidewalk

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. This ordinance is a capital project ordinance hereby authorizing the design and construction of a sidewalk on Rainey Avenue.

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

Rainey Avenue Sidewalk	<u>\$30,000</u>
TOTAL	\$30,000

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

Rainey Avenue Sidewalk	<u>\$30,000</u>
TOTAL	\$30,000

Section 4. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital projects, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 5. This capital project will close automatically upon projection completion.

Section 6. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in 2026

Ayes:
Noes:
Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project

Undersized Sewer Main Replacements

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. This ordinance is a capital project ordinance hereby authorizing the replacement of undersized sewer mains.

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

Undersized Sewer Main Replacements	<u>\$500,000</u>
TOTAL	\$500,000

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

Undersized Sewer Main Replacements	<u>\$500,000</u>
TOTAL	\$500,000

Section 4. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital projects, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 5. This capital project will close automatically upon projection completion.

Section 6. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in 2026

Ayes:
Noes:
Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE
Capital Project Amendment
Cates Creek Outfall Upgrade

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby adopted as follows.

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Cates Creek Outfall Upgrade	\$195,000	\$2,705,000	\$2,900,000

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Cates Creek Outfall Upgrade	\$195,000	\$2,705,000	\$2,900,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:
 Noes:
 Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE
Capital Project Amendment
 Elizabeth Brady Pump Station and Force Main Upgrade

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>Amended Budget</i>
Elizabeth Brady Pump Station and Force Main Upgrade	\$1,000,000	\$800,000	\$1,800,000

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Elizabeth Brady Pump Station and Force Main Upgrade	\$1,000,000	\$800,000	\$1,800,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:
 Noes:
 Absent or excused:

Sarah E. Kimrey, Town Clerk



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	\$195,000	\$75,000	\$270,000

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	\$195,000	\$75,000	\$270,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Eno River Interceptors - East

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>Amended Budget</i>
Eno River Interceptors - East	\$750,000	\$2,080,000	\$2,830,000

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Eno River Interceptors - East	\$750,000	\$2,080,000	\$2,830,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE
Capital Project Amendment
 Fire Station

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby amended:

Section 1. Revenues anticipated to be available to the town to complete the project are hereby amended as follows.

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Fire Station	\$1,050,000	\$300,000	\$1,350,000

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Fire Station	\$1,050,000	\$300,000	\$1,350,000

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in 2026.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE
Capital Project Amendment
 Ridgewalk Greenway

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>
Ridgewalk Greenway	\$791,003	\$333,000	\$1,124,003

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Ridgewalk Greenway	\$791,003	\$333,000	\$1,124,003

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Sodium Hypochlorite Conversion

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>Amended Budget</i>
Sodium Hypochlorite Conversion	\$615,600	\$1,350,000	\$1,965,600

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Sodium Hypochlorite Conversion	\$615,600	\$1,350,000	\$1,965,600

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

West Fork Eno Reservoir Dam Repairs

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>Amended Budget</i>
West Fork Eno Reservoir Dam Repairs	\$115,840	\$2,800,000	\$2,915,840

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
West Fork Eno Reservoir Dam Repairs	\$115,840	\$2,800,000	\$2,915,840

Section 3. This ordinance shall be amended in any manner to add additional appropriations, modify or eliminate existing capital projects, and/or add new capital project, so long as it continues to fulfill the requirements of G.S. 159-13.2 and other applicable laws.

Section 4. This capital project will close automatically upon projection completion.

Section 5. Copies of this ordinance should be furnished to the clerk, budget officer and finance officer to be kept on file by them for their direction in carrying out this project.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 8th day of June in the year 2026.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: Administrative Services
Agenda Section: Regular
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Town Manager Eric Peterson

ITEM TO BE CONSIDERED

Subject: Hot topics for work session June 22, 2026

Attachments:

None

Summary:

The June 22, 2026 work session may include budget adoption, if needed.

Financial impacts:

None

Staff recommendation and comments:

None

Action requested:

None



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: June 8, 2026
Department: All
Agenda Section: Regular
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Department Heads

ITEM TO BE CONSIDERED

Subject: Staff (written reports in agenda packet)

Attachments:

Monthly departmental reports

Summary:

N/A

Financial impacts:

N/A

Staff recommendation and comments:

None.

Action requested:

Accept reports.



Administrative Services Report

May 2026

Budget

- FY27 Budget and Financial Forecast
 - Presented on May 11.
 - Public hearing and Workshop 1 held May 18.
 - Workshop 2 held May 27.
 - Budget adoption anticipated June 8.

Communications

- Website — Moved information to be spotlighted to the hero slideshow section on the home page for better visibility. Placed static items under the quick link buttons. Static items newcomers, Riverwalk, tourism and utilities information. Updated stormwater page and added additional information on ponds maintenance and geese.
- Emergency Management — Rolled out internal alerts system for staff.

Fleet Maintenance

- No updates.

Human Resources/Town Clerk

- Biweekly payrolls.
- 2025 Innovation and Service Excellence Awards Ceremony

RECRUITMENT AND SELECTION	
Position	Status
Equipment Operator	Offer pending.
IT Intern	Started 5/26.
Police Officer	Continuous recruitment.
Wastewater Plant Operator	Offer accepted, start date TBD.
Water Plant Operator (night shift)	Started 5/18.

Information Technology

- Approval for moving forward with Tanium.
- Approval for moving forward with Access Control project for FY25-26.
- New IT Intern onboarded.
- Laptop refresh schedule set.

Safety and Risk Management

- Workers' Comp and Property Liability insurance renewal applications completed and submitted to NCLM.
- County and town Heat Action Plan was completed and adopted by the Board of Commissioners.

Detail vs Budget Report

Account Detail

Town of Hillsborough, NC

Date Range: 07/01/2025 - 06/30/2026

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10 - GENERAL								
Expense								
10-10-4100-5300080		TRAINING/CONF/CONV	0.00	17,160.00	0.00	7,244.30	7,244.30	9,915.70 57.78%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
07/01/2025	GLPKT03396	JN00811		RECLASS DARAB/ENGLISH LEADERSHIP CO...			3,750.00	
08/10/2025	APPKT00199	HUGHES,M-\$175.00	10336	INT'L LGBTQ LEADERS CONF REGIS.-12/4-6...	224 - BANK OF AMERICA NA		175.00	
10/14/2025	APPKT00299	DARAB,M-\$265.00	DFT0000268	AFFORDABLE HOUSING SEMINAR-10/16/25	224 - BANK OF AMERICA NA		265.00	
10/14/2025	APPKT00299	ENGLISH,R-\$265.00	DFT0000268	AFFORDABLE HOUSING SEMINAR-R.ENGLI...	224 - BANK OF AMERICA NA		265.00	
10/14/2025	APPKT00299	KIMREY,S-\$265.00	DFT0000268	AFFORDABLE HOUSING SEMINAR-KFERGU...	224 - BANK OF AMERICA NA		265.00	
11/10/2025	APPKT00346	HUGHES,M-\$19.25	DFT0000321	ALLIANZ TRAVEL INS-2025LGBTQ CONF12...	224 - BANK OF AMERICA NA		19.25	
11/10/2025	APPKT00346	HUGHES,M-\$277.97	DFT0000321	AIR FARE-2025 LGBTQ LEADERS CONF 12/...	224 - BANK OF AMERICA NA		277.97	
11/10/2025	APPKT00346	HUGHES,M-\$4.99	DFT0000321	DELTA SEAT RESERVATION FEE-12/03,07/...	224 - BANK OF AMERICA NA		4.99	
01/10/2026	APPKT00439	HUGHES,M-\$1,108.48	DFT0000400	ROOM TAX	224 - BANK OF AMERICA NA		152.48	
01/10/2026	APPKT00439	HUGHES,M-\$1,108.48	DFT0000400	HOTEL-2025 LGBTQ CONF-WASH DC,12/3-...	224 - BANK OF AMERICA NA		956.00	
02/10/2026	APPKT00485	FERGUSON,K-\$28.53	DFT0000470	TRAVEL INSURANCE-NCLM CITYVISION-RA...	224 - BANK OF AMERICA NA		28.53	
02/10/2026	APPKT00485	FERGUSON,K-\$425.00	DFT0000470	REGISTER-NCLM CITY VISION-RALEIGH5/5...	224 - BANK OF AMERICA NA		425.00	
04/13/2026	APPKT00573	HUGHES,M-\$500.00	DFT0000540	2026 CITYVISION CONF-RALEIGH,NC-5/5-7...	224 - BANK OF AMERICA NA		500.00	
05/22/2026	APPKT00610	05-07	11614	MILEAGE-2026 CITY VISION CONF-RALEIGH..	092579 - HUGHES, MATTHEW		160.08	
10-10-4100-5300530		DUES & SUBSCRIPTIONS	0.00	26,870.00	0.00	26,584.24	26,584.24	285.76 1.06%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
07/11/2025	APPKT00126	I00048480	73117	SERVICE FEE-FY 2025-2026	1355 - N C LEAGUE OF MUNICIPALITIES		11,262.00	
08/01/2025	APPKT00158	7751	73156	2025-2026 SOG MEMBERSHIP DUES	928 - SCHOOL OF GOVERNMENT		1,590.00	
08/10/2025	APPKT00199	KIMREY,S-\$1,314.00	10336	FY26 MEMBER DUES - NAT'L LEAGUE OF C...	224 - BANK OF AMERICA NA		1,314.00	
09/10/2025	APPKT00244	KIMREY,S-\$300.00	DFT0000253	FY25/26-MAYORS ASSN DUES - MARK BELL	224 - BANK OF AMERICA NA		300.00	
09/19/2025	APPKT00239	130235	73207	BUSINESS BUILDER MEMBERSHIP-FY25-26	2884 - CHAPEL HILL-CARRBORO CHAMBER OF...		1,495.00	
09/19/2025	APPKT00239	I0002671	73209	FY2025/2026 MEMBERSHIP DUES-MATTH...	1267 - N C BLACK ELECTED		75.00	
10/10/2025	APPKT00281	8679485	10500	TRUSTEE MEMBER -FY 2026	825 - HILLSBOROUGH/OC CHAMBER OF CO...		6,000.00	
11/26/2025	APPKT00347	15551	73292	2025-2026 MEMBERSHIP DUES	3242 - CENTRAL PINES REGIONAL COUNCIL		4,398.24	
12/19/2025	APPKT00376	I00001534	73332	2026 MEMBERSHIP DUES-KATHLEEN FER...	3154 - NC WOMEN IN MUNICIPAL GOVERN...		75.00	
01/30/2026	APPKT00437	I00001543	73378	2026 MEMBERSHIP DUES-MEAGHUN DAR...	3154 - NC WOMEN IN MUNICIPAL GOVERN...		75.00	
Expense Totals:			0.00	44,030.00	0.00	33,828.54	33,828.54	10,201.46 23.17%
10 - GENERAL Totals:			0.00	44,030.00	0.00	33,828.54	33,828.54	10,201.46 23.17%
Report Total:			0.00	44,030.00	0.00	33,828.54	33,828.54	10,201.46 23.17%

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10 - GENERAL	0.00	44,030.00	0.00	33,828.54	33,828.54	10,201.46	23.17%
Report Total:	0.00	44,030.00	0.00	33,828.54	33,828.54	10,201.46	23.17%



Hillsborough Police Department Q1 (January – March) 2026 Summary



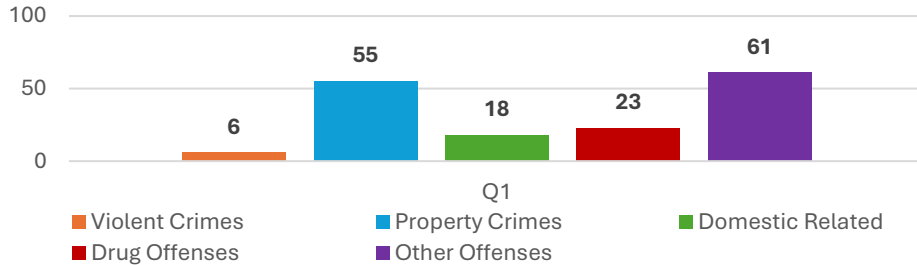
Total Activity:

1,118 Dispatched Calls
3,555 Self-Initiated

Reported Incidents	Q1	%
Violent Crimes	6	4%
Property Crimes	55	34%
Domestic Related	18	11%
Drug Offenses	23	14%
Other Offenses	61	37%
Total	163	100%

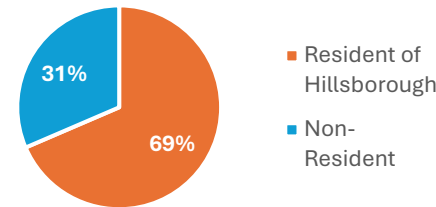
This summary provides a high-level overview of values related to HPD's work during the first quarter of 2026.

Reported Incidents



Arrest Summary: 89 Total Arrests

Residency of Arrestees

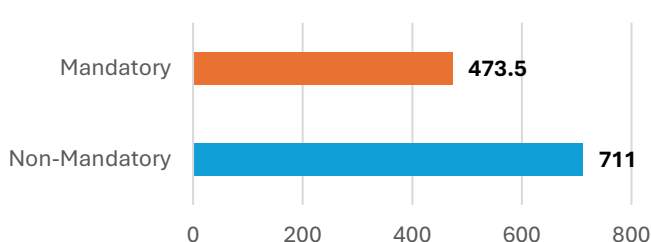


Arrest Summary	Q1	%
Custodial Arrest	27	30%
Citation/Summons	30	34%
Warrant Service	32	36%
Total Arrests	89	100%

"Other Offenses" refers to a variety of reported activity including but not limited to drug offenses, alcohol violations, simple assault, fraud, vandalism and disorderly conduct.

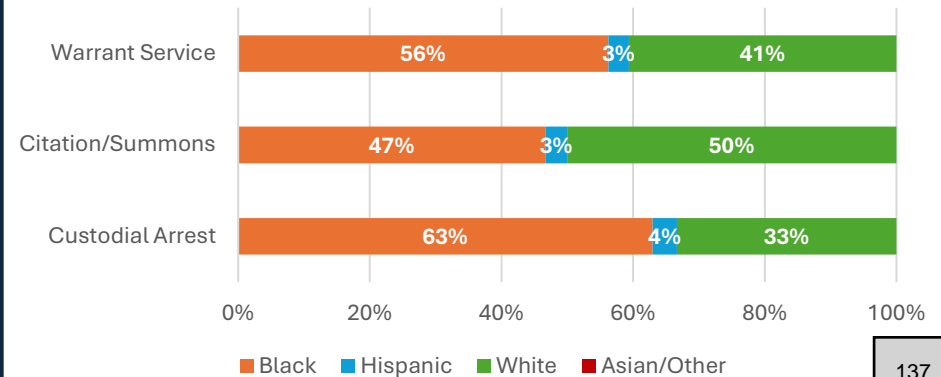
Training and Community Engagement

Training Hours



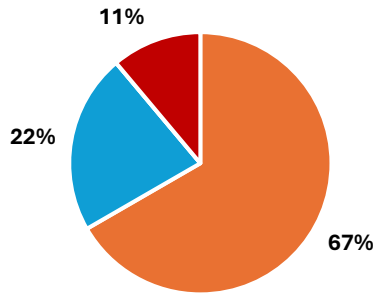
25
Community
Engagement
Events
Attended

Arrests by Type and Race



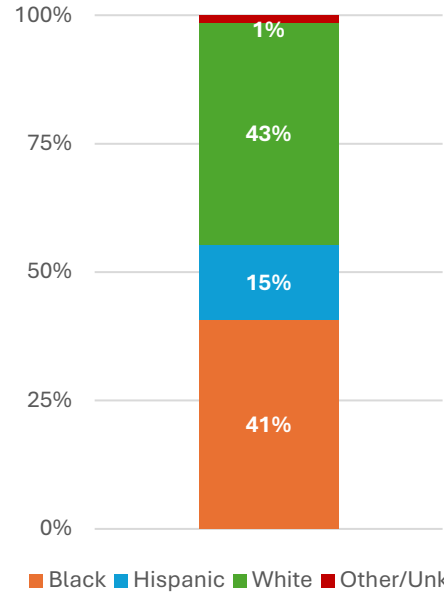
Mental Health Outcomes

- Involuntary Commitment
- Voluntary Commitment
- Emergency Commitment
- No Action by Officer



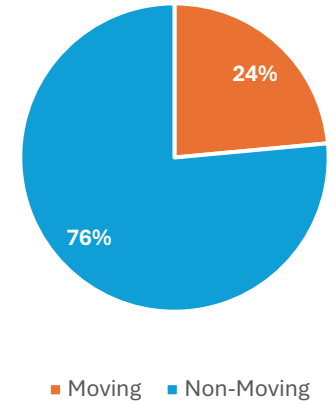
Mental Health:
9 Total Outcomes

Traffic Stops by Race



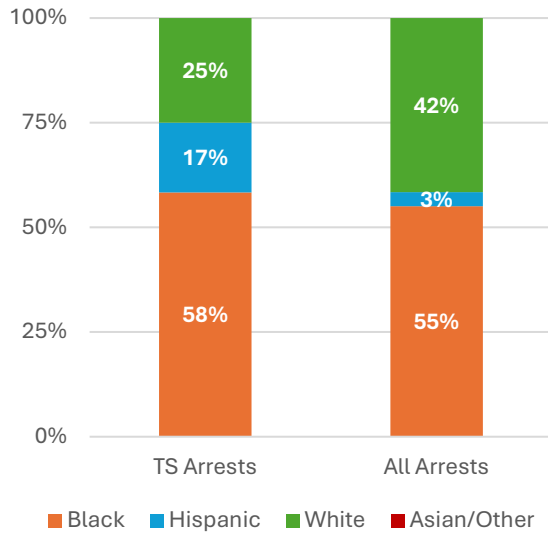
Traffic Stop Data:
272 Total Stops

Moving vs Non-Moving

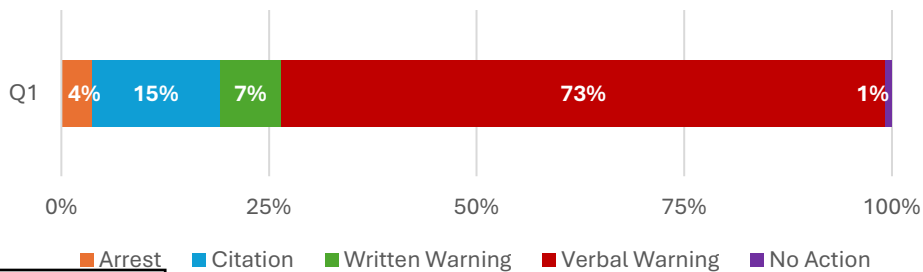


Traffic Stop Enforcement:
10 Traffic Stop Arrests vs 89 Total Arrests

TS Arrests vs All Arrests by Race



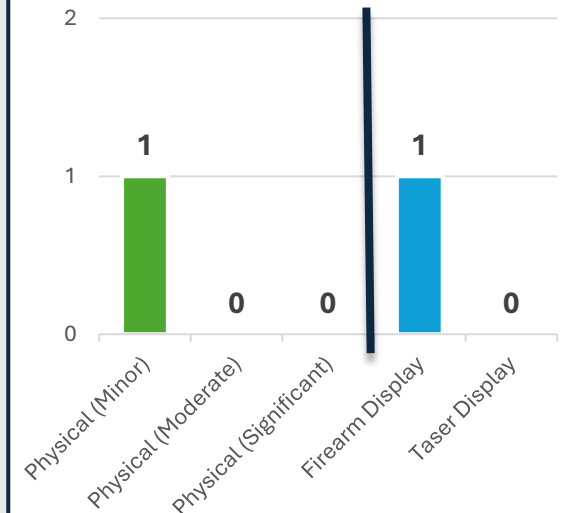
Enforcement Actions



Internal Accountability Reviews Q1

Response to Resistance Reviews	2
PEWS	1
Complaints	0
Pursuit/Refuse to Stop	3
Internal/Admin	1
Total	7

Responses to Resistance



Internal Accountability and Use of Force

1 Use of Force and 1 Preventative Display

138



Public Works Report: May 2026

Work Orders

46 Completed

Public Spaces

21 Staff hours

Stormwater Maintenance

97 Storm Drains cleaned, 170 Linear Feet and 48 Staff Hours

Inspections

0 Utility inspections, 6 sidewalk inspections, and 2 Driveway Inspections

Special Events

12 Staff Hours Changing Banners (Pride Month, Memorial Day)

Asphalt Patches

3 Utility cut patches

Training

5 Staff completed training through NEOGOV

Cemetery

0 Graves marked and 0 Monument

Asphalt Repairs

3 Potholes

Leaf Collection