



Agenda

Board of Commissioners Regular Meeting

7:00 PM October 09, 2023

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

This meeting will be live streamed on the [Town of Hillsborough YouTube channel](#)

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. Appointments

[A.](#) Tree Board – Appointment of Thomas Darling to a term ending Oct. 30, 2026

[B.](#) Board of Adjustment – Resolution to Orange County requesting appointment of Carl Edward (Eddie) Sain to an extraterritorial jurisdiction alternate member seat for a three-year term

5. Items for decision – consent agenda

[A.](#) Minutes

– Regular meeting Sept. 11, 2023

– Work session Sept. 25, 2023

[B.](#) Miscellaneous budget amendments and transfers

[C.](#) Changes to Police Career Progression and Adjustment to Classification and Pay Plan

[D.](#) American Rescue Plan Update and Proposed Transfer for Reimbursements

[E.](#) 2024 Board of Commissioners Meeting Schedule

[F.](#) Request from Corbinton Commons residents regarding extension of a hold harmless agreement to allow the town to provide services on private streets

6. Items for decision - regular agenda

[A.](#) Resolution approving the Falls Lake Consensus Principles II

[B.](#) Unified Development Ordinance text amendment- Section 6.17, Sidewalks (staff Initiated)

[C.](#) Request from Forest Ridge residents regarding crosswalk safety improvements on U.S. 70A

[D.](#) Hot topics for work session Oct. 23, 2023

7. Updates

A. Board members

B. Town manager

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

[C.](#) Staff (written reports in agenda packet)

8. Closed Session

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

9. Adjournment

Interpreter services or special sound equipment for compliance with the Americans 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 one business day in advance of the meeting.



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
Department: Public Space and Sustainability
Agenda Section: Regular
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Stephanie Trueblood, Public Space and Sustainability Manager

ITEM TO BE CONSIDERED

Subject: Tree Board – Appointment of Thomas Darling to a term ending Oct. 30, 2026

Attachments:

Volunteer application for Thomas Darling

Summary:

Thomas Darling has volunteered to serve a term of three years on the Hillsborough Tree Board. Thomas has served for the past year in a volunteer capacity on the Tree Board's Invasive Species Removal Team.

Financial impacts:

None

Staff recommendation and comments:

None

Action requested:

Consider appointment of Thomas Darling as a member of the Tree Board whose term will expire on Oct. 30, 2026.



Appointed Boards Application

If you are a Town of Hillsborough resident and willing to volunteer your time and expertise to your community, please complete this form. Volunteers for the Parks and Recreation Board must be at least 13 years old, and volunteers for all other boards must be at least 18 years old.

The town strives to reflect the diversity of its residents in the makeup of its boards. Demographics and residence location are considered during the appointment process.

First name (required):

Thomas

Last name (required):

Darling

Home address (required):

2401 Hardwood Drive

Home phone number:

919 616 5341

Work phone number:

None

Email address (required):

tdarling50@gmail.com

Place of employment:

City of Durham (Retired)

Job title:

Fire Inspector (retired)

Birth date (required):

April 18, 1961

Gender (required):

Male

Ethnic origin (check all that apply) (required):

White

First choice (required):

Tree Board

Second choice (required):

None

Third choice (required):

None

Reasons for wanting to serve (required):

Promoting, improving, increasing, and maintaining green space in Hillsborough, educating and engaging the public in the need for healthy and noninvasive plant species that support wildlife and pollinators.

Have you served or are you currently serving on a town board? If so, which ones and when? (required)?

No

Relevant work, volunteer or educational experience (required):

Working along the town greenway/ riverwalk in the removal of invasive species and the planting and nurturing of native replacements. Planting and maintaining a native pollinator garden on our home property.

How are you connected to Hillsborough (live, work, play, shop, own property) (required)?

Have lived in Cornwallis Hills since 1994, and enjoy going to downtown establishments to relax, take in the entertainment and see friends and community members. Frequent visitors to the Sportsplex for exercise.

Have you reviewed the Vision 2030 plan, and what are your thoughts about it (required)?

I have reviewed the Vision 2030 plan, which gives a great overview of the structure of the towns makeup, it's government, and objectives and strategy for keeping the town the best town in North Carolina!

Have you reviewed other town documents (budget, strategy map, small area plans), and what are your thoughts about them?

I have reviewed a number of town documents. The Comprehensive Sustainability Plan was well developed and gives clear direction moving forward for the town and I applaud all who had/have a hand in it.

What challenges do you see the town facing that could be addressed by the board or boards on which you wish to serve (required)?

We must continue to find ways to engage the public in supporting the very important need for green space and our natural world.

How did you hear about this opportunity (required)?

Current volunteer

Check the box to confirm (required):

✓



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
Department: Community Services
Agenda Section: Appointments
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

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

ITEM TO BE CONSIDERED

Subject: Board of Adjustment – Resolution to Orange County requesting appointment of Carl Edward (Eddie) Sain to an extraterritorial jurisdiction alternate member seat for a three-year term

Attachments:

1. Volunteer application
2. Draft Resolution

Summary:

Current extraterritorial jurisdiction alternate member Rob Bray's second full term on the Board of Adjustment expired June 30, 2023. Eddie Sain, who previously served as an extraterritorial jurisdiction regular board member (January 2008 – June 2014), has applied to fill the position. During his tenure, Sain was twice elected to the positions of vice-chair and chair and, in staff's opinion, exercised his duties fairly and equitably.

Neither Bray nor Sain are residents of the extraterritorial jurisdiction but reside in the county's planning and zoning jurisdiction. Sain 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.

Financial impacts:

None beyond possible funds necessary for occasional training opportunities.

Staff recommendation and comments:

Adopt the resolution supporting appointment of Carl Edward (Eddie) Sain for a full three-year term as an extraterritorial jurisdiction alternate Board of Adjustment member.

Action requested:

Consider adoption of the attached resolution supporting appointment of Carl Edward (Eddie) Sain for a full three-year term as an extraterritorial jurisdiction alternate Board of Adjustment member.



Appointed Boards Application

If you are a Town of Hillsborough resident and willing to volunteer your time and expertise to your community, please complete this form. Volunteers for the Parks and Recreation Board must be at least 13 years old, and volunteers for all other boards must be at least 18 years old.

The town strives to reflect the diversity of its residents in the makeup of its boards. Demographics and residence location are considered during the appointment process.

First name (required):

CARL (EDDIE)

Last name (required):

SAIN

Home address (required):

1010 US HWY 70A EAST HILLSBOROUGH NC

Home phone number:

919-7329245

Work phone number:

NONE

Email address (required):

csain59@gmail.com

Place of employment:

RETIRED

Job title:

Birth date (required):

Gender (required):

Male

Ethnic origin (check all that apply) (required):

White

First choice (required):

Board of Adjustment

Second choice (required):

Water and Sewer Advisory Committee

Third choice (required):

None

Reasons for wanting to serve (required):

I HAVE BEEN A BOARD OF ADJUSTMENTS IN PAST FOR 7 YEARS

Have you served or are you currently serving on a town board? If so, which ones and when? (required)?

BOARD OF ADJUSTMENTS FROM 2008 TO 2015

Relevant work, volunteer or educational experience (required):

WORKED ON PROJECTS WITH BOARD OF ADJUSTMENT

How are you connected to Hillsborough (live, work, play, shop, own property) (required)?
OWN PROPERTY

Have you reviewed the Vision 2030 plan, and what are your thoughts about it (required)?
VERY GOOD PLANHA

Have you reviewed other town documents (budget, strategy map, small area plans), and what are your thoughts about them?
HAVE NOT

What challenges do you see the town facing that could be addressed by the board or boards on which you wish to serve (required)?
TO MAKE SURE EVERY ONE TREATED FAIRLY

How did you hear about this opportunity (required)?
Current volunteer

Check the box to confirm (required):
✓



RESOLUTION

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

WHEREAS, as a result of a vacancy, it is necessary to appoint a person to an alternate member seat reserved on the Hillsborough Board of Adjustment for persons residing within the town's extraterritorial jurisdiction; and

WHEREAS, if a resident of the extraterritorial jurisdiction 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 extraterritorial jurisdiction 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 extraterritorial jurisdiction members to the 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 extraterritorial jurisdiction alternate 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. 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 9th day of October 2023.

Jenn Weaver, Mayor
Town of Hillsborough



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9 2023
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 Sept. 11, 2023
2. Work session Sept. 25, 2023

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 Sept. 11, 2023 and work session Sept. 25, 2023.



Minutes

Board of Commissioners Regular Meeting

7 p.m. Sept. 11, 2023

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

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

Staff: Planning and Economic Development Manager Shannan Campbell, Assistant Town Manager and Community Services Director Matt Efird, Budget and Management Analyst Josh Fernandez, Environmental Engineering Supervisor Bryant Green, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Communications Specialist JC Leser, Town Manager Eric Peterson, Utilities Director Marie Strandwitz, Public Space and Sustainability Manager Stephanie Trueblood, Police Major Jason Winn and Communications Manager Catherine Wright

Opening of the meeting

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

1. Public charge

Weaver did not read the public charge.

2. Audience comments not related to the printed agenda

There was none.

3. Agenda changes and approval

Staff asked to remove the following items from the agenda:

- Item 7C: Acceptance of water and sewer utilities in Harmony at Waterstone (Parcel 17)
- Item 8B: Unified Development Ordinance text amendment – Section 6.17, Sidewalks (Staff Initiated)

Motion: Commissioner Mark Bell moved to approve the agenda as amended. Commissioner Kathleen Ferguson seconded.

Vote: 4-0. Absent: Commissioner Robb English

4. Public hearing

A. Public hearing to collect public comment on system development fees

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

Vote: 4-0. Absent: English

There were no public comments at this time.

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

Vote: 4-0. Absent: English

Commissioner Robb English joined the meeting at 7:04 p.m.

5. Presentations

- A. Update presentation for the U.S. 70 Multimodal Corridor Plan
Orange County Transportation Services Director Nish Trivedi provided an update on the draft report regarding existing conditions for the U.S. 70 corridor, public workshop outcomes, and next steps for potential widening of the corridor with multimodal accommodations. Trivedi informed the board that the town’s comprehensive sustainability plan would be met for any portion of the development in Hillsborough.

The study found several key results:

- Traffic has returned to pre-COVID levels and includes higher speeds and more trucks.
- Some locations have high crash rates and speeds.
- Pedestrian and bicycle improvements are needed.
- Moderate, localized traffic growth is expected.
- Rail right of way constrains parts of the western corridor.
- Interstate 85 improvements are critical to U.S. 70 traffic.
- Full access to U.S. 70 is needed at the I-85 connector.
- N.C. 86 and N.C. 57 access via U.S. 70 is important.

A second round of project suggestions and public participation will be offered this fall.

6. Appointments

- A. Board of Adjustment – Re-appointment of Portia Made-Jamison for a term ending Sept. 30, 2026
B. Tree Board – Appointment of Jon Simpson for a term ending Sept. 30, 2026
C. Planning Board – Appointment of Christian Schmidt for a term ending Sept. 30, 2026

Motion: Hughes moved to approve all appointments. Ferguson seconded.
Vote: 5-0.

7. Items for decision – consent agenda

- A. Minutes
– Regular meeting Aug.14, 2023
– Special meeting Aug. 28, 2023
– Work session with joint Water and Sewer Advisory Committee meeting Aug. 28, 2023
B. Miscellaneous budget amendments and transfers
C. ~~Acceptance of Water and Sewer Utilities in Harmony at Waterstone (Parcel 17)~~
D. Approval of a water and sewer extension contract for 420 W. Tryon St.

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

8. Items for decision – regular agenda

- A. Unified Development Ordinance text amendment: Section 6.13.3.4, Minimum Number of Parking Spaces Required – Places of Worship (Applicant Initiated)

Planning and Economic Development Manager Shannan Campbell presented the topic and shared that the text amendment for the Unified Development Ordinance is applicant initiated. She highlighted the special parking needs of places of worship and the flexible parking needs for holidays and special events.

Ferguson expressed displeasure at the unilateral application of this text amendment, sharing her belief that the downtown area should have different parking requirements. Bell agreed with Ferguson and suggested the problem could be fixed in the next ordinance rewrite.

Weaver shared that the board must consider the parking considerations, the town's comprehensive sustainability plan, future transportation and the urban/rural divide both now and with a future rewrite of the ordinance. Ferguson said it would be more sustainable to add parking for this location now. She said if the church moved, parishioners likely would remain with it and drive further, hindering sustainability goals.

A member of the Holy Family Catholic Church said that the church encourages sustainability. He noted the sustainability plan focuses on the urban and downtown area, which the church property is not within.

Motion: Hughes moved to adopt the ordinance amendment as recommended by the Planning Board. English seconded.

Lloyd commended the church for its growth and agreed with Ferguson that the town should allow for more parking.

Vote: 2-3. Nays: Bell, Ferguson and Lloyd

Motion: Ferguson moved to adopt an ordinance and consistency statement amending the Unified Development Ordinance parking standard for churches and places of worship to a minimum of 1 per 8 seats or a maximum of 1 per 2.5 seats. Lloyd seconded.

Vote: 3-2. Nays: Hughes and English.

~~B. Unified Development Ordinance text amendment- Section 6.17, Sidewalks (Staff Initiated)~~

C. Resolution to adopt system development and capital facilities fees
When asked by Ferguson, Town Manager Eric Peterson expressed his support for the fees and the more equitable structure of fees by bedrooms for residential properties.

Motion: Ferguson moved to adopt the amended resolution. Hughes seconded.

Vote: 5-0.

D. Hot topics for work session Sept. 25, 2023

The following was noted for inclusion:

- Update on the transit-oriented development site.
- Ridgeway greenway feasibility study.
- Coordination among staff regarding development proposals and projects.

9. Updates

A. Board members

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

B. Town manager

There was none.

C. Staff (written reports in agenda packet)

There were no additional reports.

10. Adjournment

Mayor Weaver adjourned the meeting at 8:23 p.m.

Respectfully submitted,

Sarah Kimrey
Town Clerk
Staff support to the Board of Commissioners

DRAFT

FY 2023-2024

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT
DATES: 09/11/2023 TO 09/11/2023

REFERENCE	CHANGE NUMBER	DATE	USER	ORIGINAL BUDGET	BUDGET CHANGE	AMENDED BUDGET
GF 10-00-9990-5300-000 CONTINGENCY Contingency To cover safety dividend program.	41149	09/11/2023	JFernandez	450,000.00	-4,855.00	258,226.00
Safety & Risk Mgmt. 10-10-6600-5300-571 SAFETY AWARDS PROGRAM To cover safety dividend program.	41150	09/11/2023	JFernandez	15,120.00	4,855.00	19,975.00
Police 10-20-5100-5300-458 DATA PROCESSING SERVICES To cover Central Square annual contract	41148	09/11/2023	EBRADFORI	25,310.00	1,000.00	26,310.00
Police 10-20-5100-5300-730 DRUG ENFORCEMENT OPERATIONS To cover Central Square annual contract	41147	09/11/2023	EBRADFORI	5,000.00	-1,000.00	3,632.00
Admin of Enterprise 30-80-7200-5300-571 SAFETY AWARDS PROGRAM To cover safety dividend program.	41152	09/11/2023	JFernandez	0.00	2,826.00	2,826.00
Utilities Admin. 30-80-7220-5100-020 SALARIES To cover WWTP intern	41145	09/11/2023	EBRADFORI	368,043.00	2,500.00	370,543.00
W&S Contingency 30-80-9990-5300-000 CONTINGENCY To cover WWTP intern	41146	09/11/2023	EBRADFORI	400,000.00	-2,500.00	286,250.00
To cover safety dividend program.	41151	09/11/2023	JFernandez	400,000.00	-2,826.00	283,424.00
Storm-Water 35-30-5900-5300-570 MISCELLANEOUS To cover safety dividend program.	41154	09/11/2023	JFernandez	26,374.00	-191.00	25,183.00
Storm-Water 35-30-5900-5300-571 SAFETY AWARDS PROGRAM To cover safety dividend program.	41153	09/11/2023	JFernandez	0.00	191.00	191.00
					0.00	
					0.00	

DRAFT

APPROVED: 5/0

DATE: 9/11/23

VERIFIED: _____

Sarah E. Kimrey



ORDINANCE

Amending the Unified Development Ordinance of the Town of Hillsborough

The Hillsborough Board of Commissioners ordains the following amendments:

6.13.3.4 Table: MINIMUM NUMBER OF PARKING SPACES REQUIRED	
Use Type	Parking Standard
Adult Day Care	1 per staff person plus 1 per 8 clients
Adult Use	1 per 200 sf GFA
Amusement arcade	1 per game table, video game or amusement device
Athletic Field	10 spaces
Artisan Studio	1 per 300 sf GFA
Bank & Financial Institution	1 per 300 sf GFA
Bar	1 per 2 seats
Bed and Breakfast Facility	1 per guest room + 2 for owner's residence
Billiard or Pool Hall	2 per table or lane
Botanical Garden & Arboretum	2 spaces per acre
Brewery	1 space per employee + 1 space per every 2 seats in a public tasting room area + 1 space per 300 sf GFA of any retail/merchandise areas + 1 space per 75 sf GFA of any restaurant areas
Building/Trade Contractor's office	1 per 300 sf GFA
Cemetery	None
Child Day Care	1 per staff person plus 1 per 8 students
Church, Place of worship	1 per 8 seats (minimum) or 1 per 2.5 seats (maximum)
Detention facility	1 per staff person on max employment shift plus 10 visitor spaces
Dwelling: Accessory	2 per primary dwelling plus 1 per bedroom in accessory dwelling
Dwelling: Attached (1-4 units)	2 per unit
Dwelling: Attached (5-19 units)	2 per unit
Dwelling: Attached (20+ units)	2 per unit when the development has 100 or fewer units, 1 per bedroom plus 1 visitor space per 25 units when the development has more than 100 units
Dwelling: attached (20+ units, 100% of units affordable to households making 80% AMI or less at time of construction)	1 space per bedroom and no more than 2 spaces per unit.

Dwelling: Mobile Home A	NA
Dwelling: Mobile Home B	NA
Dwelling: Mobile Home C	NA
Dwelling: Single-family	NA
Electronic Gaming Operation	none
Event Center	1 per 100 sf GFA
Extended Care Facility	0.3 per room
Family Care Home	0.3 per room

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 11th day of September in 2023.

Ayes: 3
Noes: 2
Absent or excused: 0



Sarah E. Kimrey

Sarah E. Kimrey, Town Clerk

DRAFT

**TOWN BOARD OF COMMISSIONERS
Consistency Statement per Section 160D-604(d)**

**Text Amendment Request from: Holy Family Catholic Parish of Hillsborough
September 11, 2023**

The Town of Hillsborough Board of Commissioners has received and reviewed the application from Holy Family Catholic Parish of Hillsborough to amend the Town of Hillsborough Unified Development Ordinance as follows:

Amend UDO §6.13.3.4 (Table: Minimum Number of Parking Spaces Required) to change the parking requirement for "Church, Place of Worship" from 1 space per 8 seats to 1 space per 8 seats (minimum) and 1 space per 2.5 seats (maximum).

The Hillsborough Board of Commissioners has determined the proposed action **is** consistent with the Town of Hillsborough's Comprehensive Sustainability Plan for the following reason(s):

1. The amendment is consistent with the Transportation and Connectivity Chapter goal to "Develop and maintain a safe, efficient, and sustainable multimodal transportation system (including bicycle, pedestrian, and transit options) that offers alternatives to single-occupancy vehicle trips and promotes health and access to area jobs, destinations, and services."

Strategy: Adopt regulations that contribute to meeting identified transportation and connectivity needs in town.

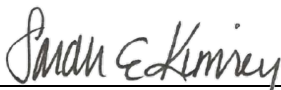
Adopted by the Hillsborough Board of Commissioners this 11th day of September 2023.

Ayes: 3

Noes: 2

Absent or excused: 0





Sarah E. Kimrey, Town Clerk



RESOLUTION

Adopt Utilities System Development and Capital Facilities Fees

WHEREAS, North Carolina General Statute Chapter 162A Article 8: System Development Fees sets forth the methodology and procedures for calculating, adopting and the collection of fees pertaining to water and sewer capacity for certain types of development impacting local government water and sewer providers; and

WHEREAS, the town retained Raftelis Financial Consultants to conduct a System Development Fee analysis and recommend System Development Fees in accordance with Chapter 162A, Article 8 of the North Carolina General Statutes; and

WHEREAS, the town has publicly noticed the System Development Fee analysis report and provided an avenue for written public comment during the 45-day notice period via its website beginning on July 25, 2023 and followed with a public hearing on September 11, 2023; and

WHEREAS, the town has also established Capital Facilities Fees which are similar to System Development Fees yet are not defined as one of the three System Development Fee scenarios outlined in Chapter 162A, Article 8 of the North Carolina General Statutes; and

WHEREAS, Section 14-71 of the town code of ordinances defines and establishes the payment of such System Development Fees and Capital Facilities Fees; and

WHEREAS, the proposed System Development and Capital Facilities Fees are as follows:

Residential	Water	Sewer	Total
One-bedroom	\$1,091	\$1,166	\$2,257
Two-bedroom	\$2,181	\$2,333	\$4,514
Three-bedroom	\$3,272	\$3,499	\$6,771
Four-bedroom	\$4,363	\$4,666	\$9,029
Five-bedroom	\$5,453	\$5,832	\$11,286
Six-bedroom	\$6,544	\$6,999	\$13,543
Non-Residential			
Fees will be based upon the NCAC 2T .0114 design values multiplied by the calculated capacity cost per gallon of \$9.09 for water and \$9.72 for sewer, or by dividing the estimated flow demonstrated by the applicant from a history of water use from similar facilities by 120 gallons per day. Design value examples:			
Business/office	\$227/employee	\$243/employee	\$470/employee
Restaurant	\$364/seat	\$389/seat	\$752/seat
Store – no food service	\$909/1,000 sq. ft.	\$972/1,000 sq. ft.	\$1,881/1,000 sq. ft.
Hotel – no room kitchen	\$1,091/room	\$1,166/room	\$2,257/room

and such fees will be published in the town's fees and charges schedule;

NOW, THEREFORE, be it resolved the Hillsborough Board of Commissioners adopts the above fees or as amended in the record effective immediately.

Approved this 11th day of September of the year 2023.



Jenn Weaver, Mayor
Town of Hillsborough

Attestation:

Sarah Kimrey, Town Clerk

DRAFT



Minutes

Board of Commissioners Work Session

7 p.m. Sept. 25, 2023

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

Present: Mayor Jenn Weaver and commissioners Mark Bell, Kathleen Ferguson, Matt Hughes, and Evelyn Lloyd

Absent: Commissioner Robb English

Staff: Planning and Economic Development Manager Shannan Campbell, Assistant Town Manager and Community Services Director Matt Efird, Budget and Management Analyst Josh Fernandez, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Communications Specialist JC Leser, Town Manager Eric Peterson, Utilities Director Marie Strandwitz and Public Space and Sustainability Manager Stephanie Trueblood

1. Opening of the work session

Mayor Jenn Weaver called the meeting to order at 7:01 p.m.

2. Agenda changes and approval

There were no changes.

Motion: Commissioner Kathleen Ferguson moved to approve the agenda as presented. Commissioner Mark Bell seconded.

Vote: 3-0. Absent: Commissioner Evelyn Lloyd

3. Items for decision – consent agenda

- A. Miscellaneous budget amendments and transfers
- B. Resolution to approve the 2023 Water Shortage Response Plan
- C. Acceptance of water and sewer utilities in Harmony at Waterstone (Parcel 17)

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

Vote: 3-0. Nays: 0. Absent: Lloyd

Lloyd joined the meeting at 7:03 p.m.

4. In-depth discussion and topics

- A. Ridgeway Feasibility Study: review and next steps

Public Space and Sustainability Manager Stephanie Trueblood presented the feasibility study on the Ridgeway greenway to the board. She highlighted constraints on the town due to the following issues:

- Acquiring right of way and private property
- Planned projects of the North Carolina Department of Transportation and timing of those projects
- Town plans and planned developments
- Regulatory and permitting requirements
- Jurisdictional boundaries

- Environmental impacts
- Utility conflicts and easement areas
- Stormwater system upgrades
- Budget

Trueblood said the town considered the following design criteria as a part of the study:

- Multimodal use
- Accessibility and universal design principles
- Lighting and safety
- Stormwater green infrastructure
- Regulatory requirements
- Character and aesthetics
- Landscaping best practices
- Maintenance considerations

The feasibility study shows preliminary cost estimates to be:

- Segment 1 — over \$9.6 million, about twice as much as anticipated due to a significant amount of elevated boardwalk needed for an accessible grade and a longer-than-expected pedestrian bridge over the railroad corridor. This segment would connect downtown Hillsborough to the Collins Ridge greenway.
- Segment 2 — over \$7.3 million, which is in line with early estimates but not currently included in the Capital Improvement Plan. This segment would connect the Collins Ridge greenway to Cates Creek Park.

Ferguson asked Trueblood if corporate sponsorship would help fund the greenway. Trueblood responded that grants and external funding may cause extra costs for data collection, analysis and environmental studies. Assistant Town Manager Matt Efird shared that the project will need to proceed with engineering before grants likely could be received. He said town staff could work toward building a plan of finance while Trueblood continues with studies.

Ferguson said she believes Ridgewalk is essential to the Comprehensive Sustainability Plan, but she wants to review a needs analysis before weighing in on the phasing of the project. She also asked if the North Carolina Railroad could be asked whether it would approve the project without the town first sinking significant cost into engineering.

Bell asked if the engineering cost needs to be approved in the next two budget years or if some of it could come later. Trueblood said the funds would likely be needed later as engineering of the project could take several years. When asked by Bell, she shared that the Riverwalk greenway took seven years, but the situations are not comparable because the challenges of Riverwalk were different.

Town Manager Eric Peterson shared the context of funding the greenway, with cost varying from 6 to 10 cents on the tax rate per year over the life of the loan. He said the greenway's cost would limit the ability of the town to complete other projects, like moving the fire station. He suggested that the board wait until the next budget cycle before committing to the project.

Weaver suggested that staff also further investigate alternate routes to save costs, including the Exchange Park Lane single trestle under the railroad.

B. Update presentation on ongoing development and infrastructure coordination challenges

The assistant town manager presented to the board regarding development coordination between staff. Efird said staff has had past issues following internal processes, including staff providing direction outside of approved procedures. He shared several developments being developed or in the process of the town taking over the utilities, including:

- Collins Ridge
- Corbinton Commons
- Fiori Hill
- Forest Ridge
- Harmony at Waterstone
- Hillsborough Chrysler Dodge Jeep Ram dealer

Efird said the challenges staff members face could worsen if the issues aren't resolved as several projects are coming to the area. He suggested the town can adopt several process improvements to help with consistency and enforcement to prevent future issues, including:

- Requiring water and sewer capacity applications earlier in the process.
- Requiring town-administered, developer-funded third-party construction inspections for water, sewer, street/sidewalk and stormwater.
- Providing a process and corrective requirements for continued observation of infrastructure during the building process, when infrastructure is damaged after inspection and approval, and when easements are encroached with unauthorized items.
- Staff agreeing on easements.
- Consolidating standards and enshrining those standards somewhere other than staff policy.
- Improving enforcement mechanisms, such as:
 - Withholding building permit issuance, setting of water meter, certificates of occupancy, agreement or master plan conditions until infrastructure is installed to standards and administrative requirements are met.
 - Determining if warranty bonds are worthwhile for the town.

C. Update presentation on Hillsborough station transit-oriented development

Efird presented conceptual plans, potential uses and possible strategies for development of town-owned property around a planned train station. Potential plans include varied amounts of residential, commercial and civic use. Efird said the town has previously planned for a third of the property to be reserved for affordable housing.

Efird shared that the following items are constraints on the development of this space:

- Parking
- Utility service
- Infrastructure
- Disposition method
- Development uses
- Other revenue sources to fund the project

Efird said developing affordable housing would be hard for this land without incentives for developers due to the higher costs developers are facing.

Ferguson said groups like Casa are using multiple methods to make affordable housing possible in this area.

Hughes stated his preference for greater density that creates more revenue for the town.

Weaver shared her belief that this parcel is a once-in-a-generation opportunity to develop with more density around transit-oriented development. She the town could put funds it is setting aside for affordable housing toward a significant project like this one.

5. Committee updates and reports

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

6. Adjournment

Weaver adjourned the meeting at 9:52 p.m.

Respectfully submitted,

Sarah Kimrey
Town Clerk
Staff support to the Board of Commissioners

DRAFT

FY 2023-2024

**TOWN OF HILLSBOROUGH
 BUDGET CHANGES REPORT**

DATES: 09/25/2023 TO 09/25/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
GF	10-00-3900-3900-000 FUND BALANCE APPROPRIATION						
Fund Bal	FY22 Roll-Over POs.	41211	09/25/2023	JFernandez	1,133,221.00	890,488.73	2,023,709.73
	Correction to FY22 Roll-Over POs.	41217	09/25/2023	JFernandez	1,133,221.00	-157.12	2,023,552.61
GF	10-00-9990-5300-000 CONTINGENCY						
Contingency	To move WWTP cleaning contract to Fac	41160	09/25/2023	EBRADFORI	450,000.00	-6,900.00	251,326.00
	To cover museum HVAC replacement	41246	09/25/2023	EBRADFORI	450,000.00	-6,567.00	244,759.00
Admin. Services	10-10-4200-5300-145 MAINTENANCE - BUILDINGS						
	FY22 Roll-Over POs	41161	09/25/2023	JFernandez	0.00	4,752.00	4,752.00
Admin. Services	10-10-4200-5300-350 UNIFORMS						
	To cover apparel order in Comms Divisio	41222	09/25/2023	JFernandez	0.00	200.00	200.00
	To cover apparel order in Comms Divisio	41225	09/25/2023	JFernandez	0.00	25.00	225.00
	To cover apparel order for Comms Divisic	41228	09/25/2023	JFernandez	0.00	40.00	265.00
Admin. Services	10-10-4200-5300-570 MISCELLANEOUS						
	To cover apparel order in Comms Divisio	41221	09/25/2023	JFernandez	57,553.00	-200.00	64,020.32
	To cover apparel order in Comms Divisio	41224	09/25/2023	JFernandez	57,553.00	-25.00	63,995.32
	To cover apparel order for Comms Divisic	41227	09/25/2023	JFernandez	57,553.00	-40.00	63,955.32
Financial Services	10-10-4400-5300-338 SUPPLIES - DATA PROCESSING						
	FY22 Roll-Over POs.	41162	09/25/2023	JFernandez	1,000.00	265.00	1,265.00
Planning	10-10-4900-5300-320 SUPPLIES - OFFICE						
	To cover office furniture - Planner II	41216	09/25/2023	EBRADFORI	0.00	6,500.00	6,500.00
Planning	10-10-4900-5300-441 C.S./ENGINEERING						
	FY22 Roll-Over POs.	41163	09/25/2023	JFernandez	0.00	36,000.00	36,000.00
Planning	10-10-4900-5300-467 C.S./MINUTES PREPARER						
	To cover office furniture - Planner II	41215	09/25/2023	EBRADFORI	6,500.00	-6,500.00	0.00
Planning	10-10-4900-5300-570 MISCELLANEOUS						
	FY22 Roll-Over POs.	41164	09/25/2023	JFernandez	17,000.00	1,763.50	18,763.50
Facilities Mgmt.	10-10-5000-5300-145 MAINTENANCE - BUILDINGS						
	To move WWTP cleaning contract to Fac	41159	09/25/2023	EBRADFORI	200,896.00	6,900.00	261,409.00
	FY22 Roll-Over POs.	41165	09/25/2023	JFernandez	200,896.00	9,381.25	270,790.25
	To cover preventative maintenance invoic	41219	09/25/2023	JFernandez	200,896.00	-479.00	270,311.25
Facilities Mgmt.	10-10-5000-5300-158 MAINTENANCE - EQUIPMENT						
	FY22 Roll-Over POs.	41166	09/25/2023	JFernandez	0.00	15,342.35	16,442.35
	To cover preventative maintenance invoic	41220	09/25/2023	JFernandez	0.00	479.00	16,921.35
Public Space	10-10-6300-5300-154 MAINTENANCE - GROUNDS						
	FY22 Roll-Over POs.	41180	09/25/2023	JFernandez	251,356.00	2,950.00	254,306.00
Public Space	10-10-6300-5300-155 MAINTENANCE - PARKS						
	FY22 Roll-Over POs.	41181	09/25/2023	JFernandez	25,000.00	37,744.38	62,744.38
Public Space	10-10-6300-5300-165 MAINTENANCE - INFRASTRUCTURE						
	FY22 Roll-Over POs.	41182	09/25/2023	JFernandez	7,000.00	2,575.00	9,575.00
Public Space	10-10-6300-5300-330 SUPPLIES - DEPARTMENTAL						
	FY22 Roll-Over POs.	41183	09/25/2023	JFernandez	25,000.00	12,494.11	37,494.11
Safety & Risk	10-10-6600-5300-330 SUPPLIES - DEPARTMENTAL						
	FY22 Roll-Over POs.	41184	09/25/2023	JFernandez	6,720.00	13,001.80	19,721.80
Safety & Risk	10-10-6600-5300-332 SUPPLIES - OSHA						
	JFernandez		09/20/2023	11:49:21AM			
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TOWN OF HILLSBOROUGH BUDGET CHANGES REPORT

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	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	FY22 Roll-Over POs.	41185	09/25/2023	JFernandez	50,775.00	1,919.55	52,694.55
IT	10-10-6610-5300-338 SUPPLIES - DATA PROCESSING						
	FY22 Roll-Over POs.	41186	09/25/2023	JFernandez	190,750.00	157.12	190,907.12
	Correction to FY22 Roll-Over POs.	41218	09/25/2023	JFernandez	190,750.00	-157.12	190,750.00
IT	10-10-6610-5700-743 CAPITAL - SOFTWARE						
	Fleet software conversion	41157	09/25/2023	EBRADFORI	20,000.00	-8,400.00	11,600.00
Police	10-20-5100-5300-145 MAINTENANCE - BUILDINGS						
	FY22 Roll-Over POs.	41167	09/25/2023	JFernandez	15,000.00	3,840.00	18,720.00
Police	10-20-5100-5300-330 SUPPLIES - DEPARTMENTAL						
	FY22 Roll-Over POs.	41168	09/25/2023	JFernandez	115,325.00	6,516.86	121,841.86
Police	10-20-5100-5300-350 UNIFORMS						
	FY22 Roll-Over POs.	41170	09/25/2023	JFernandez	27,140.00	580.75	27,720.75
Police	10-20-5100-5300-458 DATA PROCESSING SERVICES						
	FY22 Roll-Over POs.	41169	09/25/2023	JFernandez	25,310.00	1,560.00	27,870.00
Police	10-20-5100-5700-735 CAPITAL - BUILDINGS & IMPROVEMENTS						
	FY22 Roll-Over POs.	41171	09/25/2023	JFernandez	0.00	45,272.50	45,272.50
Fleet Mgmt.	10-30-5550-5300-113 LICENSE FEES						
	Fleet software conversion	41158	09/25/2023	EBRADFORI	6,900.00	8,400.00	15,300.00
Fleet Mgmt.	10-30-5550-5300-158 MAINTENANCE - EQUIPMENT						
	FY22 Roll-Over POs.	41172	09/25/2023	JFernandez	6,000.00	8,000.00	14,000.00
Fleet Mgmt.	10-30-5550-5300-530 DUES & SUBSCRIPTION						
	To est Dues budget	41230	09/25/2023	EBRADFORI	0.00	180.00	180.00
Fleet Mgmt.	10-30-5550-5300-570 MISCELLANEOUS						
	To est Dues budget	41229	09/25/2023	EBRADFORI	1,000.00	-180.00	820.00
Streets	10-30-5600-5300-455 C.S./ENGINEERING						
	FY22 Roll-Over POs.	41173	09/25/2023	JFernandez	26,000.00	40,222.50	66,222.50
Streets	10-30-5600-5300-760 POWELL BILL						
	FY22 Roll-Over POs.	41174	09/25/2023	JFernandez	745,500.00	268,260.00	1,013,760.00
Streets	10-30-5600-5700-729 CAPITAL - INFRASTRUCTURE						
	FY22 Roll-Over POs.	41175	09/25/2023	JFernandez	239,000.00	46,515.00	285,515.00
Solid Waste	10-30-5800-5700-740 CAPITAL - VEHICLES						
	FY22 Roll-Over POs.	41176	09/25/2023	JFernandez	130,000.00	331,375.06	475,834.06
Special Approp.	10-60-6900-5300-167 MAINTENANCE - MUSEUM						
	To cover museum HVAC replacement	41245	09/25/2023	EBRADFORI	10,000.00	6,567.00	16,567.00
W&S Fund Bal.	30-80-3900-3900-000 FUND BALANCE APPROPRIATED						
	FY22 Roll-Over POs.	41212	09/25/2023	JFernandez	1,768,570.00	785,922.41	2,554,492.41
Admin. of Enterprise	30-80-7200-5300-041 ATTORNEY FEES						
	To cover overage	41247	09/25/2023	EBRADFORI	17,000.00	5,500.00	22,500.00
Utilities Admin.	30-80-7220-5300-455 C.S./ENGINEERING						
	FY22 Roll-Over POs.	41187	09/25/2023	JFernandez	75,000.00	80,600.87	155,600.87
Utilities Admin.	30-80-7220-5300-477 C.S./UPDATE SEWER CAP FEES						
	FY22 Roll-Over POs.	41188	09/25/2023	JFernandez	0.00	2,945.00	2,945.00
Utilities Admin.	30-80-7220-5300-479 C.S./UTILITY LOCATES						
	JFernandez		09/20/2023	11:49:21AM			
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**TOWN OF HILLSBOROUGH
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DATES: 09/25/2023 TO 09/25/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
	FY22 Roll-Over POs.	41189	09/25/2023	JFernandez	100,000.00	100,000.00	200,000.00
Utilities Admin.	30-80-7220-5300-493 C.S./GIS FY22 Roll-Over POs.	41190	09/25/2023	JFernandez	90,000.00	15,407.50	105,407.50
Utilities Admin.	30-80-7220-5300-570 MISCELLANEOUS FY22 Roll-Over POs.	41191	09/25/2023	JFernandez	3,600.00	20,000.00	23,600.00
Billing & Collections	30-80-7240-5300-334 DEPT SUPP-METER READING FY22 Roll-Over POs.	41192	09/25/2023	JFernandez	125,000.00	8,215.59	133,215.59
WTP	30-80-8120-5300-323 SUPPLIES - CHEMICALS FY22 Roll-Over POs.	41193	09/25/2023	JFernandez	427,760.00	650.00	428,410.00
WTP	30-80-8120-5700-741 CAPITAL - EQUIPMENT FY22 Roll-Over POs.	41194	09/25/2023	JFernandez	37,000.00	52,200.00	89,200.00
WFER	30-80-8130-5300-153 DAM INSPECTION & EVALUATION FY22 Roll-Over POs.	41195	09/25/2023	JFernandez	0.00	12,000.00	12,000.00
WFER	30-80-8130-5300-154 MAINTENANCE - GROUNDS FY22 Roll-Over POs.	41196	09/25/2023	JFernandez	15,000.00	8,686.22	23,686.22
Water Dist.	30-80-8140-5300-330 SUPPLIES - DEPARTMENTAL FY22 Roll-Over POs.	41197	09/25/2023	JFernandez	131,440.00	6,509.64	136,467.64
Water Dist.	30-80-8140-5700-729 CAPITAL - INFRASTRUCTURE FY22 Roll-Over POs.	41198	09/25/2023	JFernandez	40,000.00	7,345.40	47,345.40
Water Dist.	30-80-8140-5700-741 CAPITAL - EQUIPMENT FY22 Roll-Over POs.	41199	09/25/2023	JFernandez	80,000.00	18,801.17	98,801.17
WW Collect.	30-80-8200-5300-158 MAINTENANCE - EQUIPMENT FY22 Roll-Over POs.	41200	09/25/2023	JFernandez	40,000.00	4,210.96	44,210.96
WW Collect.	30-80-8200-5300-165 MAINTENANCE - INFRASTRUCTURE FY22 Roll-Over POs.	41201	09/25/2023	JFernandez	187,500.00	84,202.00	271,702.00
WW Collect.	30-80-8200-5300-322 SUPPLIES - LIFT STATION PUMPS For capitalized costs of Churton Grove PS FY22 Roll-Over POs.	41155 41202	09/25/2023 09/25/2023	JFernandez JFernandez	193,000.00 193,000.00	-36,321.00 13,724.00	156,679.00 170,403.00
WW Collect.	30-80-8200-5300-326 SUPPLIES - PATCH FY22 Roll-Over POs.	41203	09/25/2023	JFernandez	16,000.00	1,663.95	17,663.95
WW Collect.	30-80-8200-5300-330 SUPPLIES - DEPARTMENTAL FY22 Roll-Over POs.	41204	09/25/2023	JFernandez	80,500.00	7,287.06	81,305.06
WW Collect.	30-80-8200-5300-583 MISC-TAX, TAGS, ETC. FY22 Roll-Over POs.	41205	09/25/2023	JFernandez	3,000.00	4,350.00	7,350.00
WW Collect.	30-80-8200-5700-740 CAPITAL - VEHICLES FY22 Roll-Over POs.	41206	09/25/2023	JFernandez	70,000.00	126,756.60	196,756.60
WW Collect.	30-80-8200-5700-741 CAPITAL - EQUIPMENT For capitalized costs of Churton Grove PS FY22 Roll-Over POs.	41156 41207	09/25/2023 09/25/2023	JFernandez JFernandez	20,000.00 20,000.00	36,321.00 154,020.29	57,615.00 211,635.29
WWTP	30-80-8220-5300-158 MAINTENANCE - EQUIPMENT FY22 Roll-Over POs.	41208	09/25/2023	JFernandez	84,150.00	35,346.16	119,496.16
WWTP	30-80-8220-5300-164 MAINTENANCE - INSTRUMENTATION FY22 Roll-Over POs.	41209	09/25/2023	JFernandez	19,470.00	9,560.00	29,030.00

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FY 2023-2024

**TOWN OF HILLSBOROUGH
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DATES: 09/25/2023 TO 09/25/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
WWTP	30-80-8220-5300-165 MAINTENANCE - INFRASTRUCTURE FY22 Roll-Over POs.	41210	09/25/2023	JFernandez	9,200.00	11,440.00	20,640.00
W&S Contingency	30-80-9990-5300-000 CONTINGENCY To cover Attorney Fee overage	41248	09/25/2023	EBRADFORI	400,000.00	-5,500.00	277,924.00
SDFs	70-00-3850-3850-000 INTEREST EARNED Adj to actual	41233	09/25/2023	EBRADFORI	100,889.20	186,944.68	287,833.88
SDFs	70-71-3870-3870-000 TRANSFER FROM WATER FUND Adj to actual	41234	09/25/2023	EBRADFORI	794,415.99	-794,415.99	0.00
SDFs	70-71-3870-3870-015 TRANSFER FROM SEWER FUND Adj to actual	41232	09/25/2023	EBRADFORI	1,949,845.96	-934,694.81	1,015,151.15
SDFs	70-71-6900-5970-001 TRANSFER TO UTILITY CAP IMPROV FUND Adj to actual	41231	09/25/2023	EBRADFORI	1,830,000.00	-527,014.97	1,302,985.03
SDFs	70-80-6900-5700-731 CAPITAL IMPROV.- SEWER Adj to actual	41236	09/25/2023	EBRADFORI	191,477.29	-191,477.29	0.00
SDFs	70-80-6900-5700-733 CAPITAL IMPROV.- WATER Adj to actual	41235	09/25/2023	EBRADFORI	823,673.86	-823,673.86	0.00
TDA	73-00-3900-3900-000 FUND BALANCE APPROPRIATED FY22 Roll-Over POs.	41213	09/25/2023	JFernandez	0.00	3,500.00	3,500.00
TDA	73-51-6250-5300-120 ADVERTISING FY22 Roll-Over POs.	41177	09/25/2023	JFernandez	23,275.00	3,100.00	26,375.00
TDA	73-51-6250-5300-530 DUES & SUBSCRIPTIONS FY22 Roll-Over POs.	41178	09/25/2023	JFernandez	0.00	400.00	400.00
TB	74-00-3900-3900-000 FUND BALANCE APPROPRIATED FY22 Roll-Over POs.	41214	09/25/2023	JFernandez	85,825.00	3,315.00	89,140.00
TB	74-51-6250-5300-731 SPECIAL PROJ/PARTNERSHIPS FY22 Roll-Over POs.	41179	09/25/2023	JFernandez	15,000.00	3,315.00	18,315.00
CRFs	75-71-3870-3870-156 TRAN FR W/S US BUS 70 WTR PHASE I Adj to actual	41241	09/25/2023	EBRADFORI	282,795.50	267,736.00	550,531.50
CRFs	75-71-3870-3870-157 TRAN FR W/S - WFER PH II DEBT PYMTS Close out project	41243	09/25/2023	EBRADFORI	175,000.00	-175,000.00	0.00
CRFs	75-71-3870-3870-509 TRAN FR W/S - GOV BURKE Close out project	41239	09/25/2023	EBRADFORI	119,408.00	-119,408.00	0.00
CRFs	75-71-6900-5970-928 TRAN TO FUND 69 - US 70 PHASE I Adj to actual	41242	09/25/2023	EBRADFORI	282,795.50	267,736.00	550,531.50
CRFs	75-71-6900-5970-933 TRAN TO FUND 69 - GOV BURKE WTR Close out project	41240	09/25/2023	EBRADFORI	119,408.00	-119,408.00	0.00
CRFs	75-71-6900-5970-950 TRAN TO WSF - WFER PH II DEBT PYMTS Close out project	41244	09/25/2023	EBRADFORI	175,000.00	-175,000.00	0.00
CRFs	76-71-3870-3870-155 TRAN FR W/S - COLLECT SYS REHAB Adj to actual	41237	09/25/2023	EBRADFORI	997,808.50	75,670.00	1,073,478.50
CRFs	76-71-6900-5970-927 TRAN TO UTIL CAP IMP FD - COLL SYS Adj to actual	41238	09/25/2023	EBRADFORI	997,808.50	75,670.00	1,073,478.50

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TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT
DATES: 09/25/2023 TO 09/25/2023

<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
					379,801.80	

APPROVED: 3/0

DATE: 9/25/23

VERIFIED: *Sam E. Kimrey*

DRAFT



RESOLUTION

Approval of 2023 Water Shortage Response Plan

WHEREAS, North Carolina General Statute 143-355 (l) requires that each system that provides public water services or plans to provide such services shall, either individually or together with other systems, prepare and submit a Water Shortage Response Plan and to update its contents at least once every five years; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for Hillsborough, has been developed, approved and updated routinely for many years with its key components having been codified into town ordinance Sections 14-40.1 through 14-41.2; and

WHEREAS, the Water Shortage Response Plan which contains the above code sections and town contact information has been recently updated again and submitted to the state for input and for which the state has found the updates to be satisfactory; and

WHEREAS, the Board of Commissioners finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for Hillsborough, as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, be it resolved by the Hillsborough Board of Commissioners that the Water Shortage Response Plan updated August 2023, has been submitted to the Department of Environment and Natural Resources, Division of Water Resources and is hereby approved; and

BE IT FURTHER RESOLVED that the Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department of Environment and Natural Resources, in accordance with the statute and sound planning practice.

Approved this 25th day of September of the year 2023.

Handwritten signature of Jenn Weaver in black ink.

Jenn Weaver, Mayor
Town of Hillsborough



Attestation:

Handwritten signature of Sarah Kimrey in black ink.

Sarah Kimrey, Town Clerk



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
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.

FY 2023-2024

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT

DATES: 10/09/2023 TO 10/09/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
GF	10-00-9990-5300-000 CONTINGENCY						
Contingency	To cover Crescent Magnolia streetlights	41297	10/09/2023	EBRADFORI	450,000.00	-2,000.00	242,759.00
	To cover museum HVAC replacement	41301	10/09/2023	EBRADFORI	450,000.00	-433.00	242,326.00
Police	10-20-5100-5300-460 C.S./DRIVER SAFTEY TRAINING						
	To cover emergency K-9 vet treatment.	41298	10/09/2023	JFernandez	4,000.00	-4,000.00	0.00
Police	10-20-5100-5300-574 MISC. - POLICE DOG						
	To cover emergency K-9 vet treatment.	41300	10/09/2023	JFernandez	4,100.00	5,600.00	9,700.00
Police	10-20-5100-5300-730 DRUG ENFORCEMENT OPERATIONS						
	To cover emergency K-9 vet treatment.	41299	10/09/2023	JFernandez	5,000.00	-1,600.00	2,032.00
Streets	10-30-5600-5300-130 UTILITIES						
	To cover Crescent Magnolia streetlights	41296	10/09/2023	EBRADFORI	146,410.00	2,000.00	148,410.00
Streets	10-30-5600-5300-455 C.S./ENGINEERING						
	To cover Lakeshore Dr repair	41262	10/09/2023	EBRADFORI	26,000.00	-13,970.00	52,252.50
Streets	10-30-5600-5700-729 CAPITAL - INFRASTRUCTURE						
	To cover Lakeshore Dr repair	41263	10/09/2023	EBRADFORI	239,000.00	13,970.00	299,485.00
Special Approp.	10-60-6900-5300-167 MAINTENANCE - MUSEUM						
	To cover museum HVAC replacement	41302	10/09/2023	EBRADFORI	10,000.00	433.00	17,000.00
W&S Fund Bal.	30-80-3900-3900-000 FUND BALANCE APPROPRIATED						
	Correct FY23 Roll-Over POs Duplicate.	41273	10/09/2023	JFernandez	1,768,570.00	-17,207.50	2,537,284.91
WW Dist.	30-80-8200-5700-741 CAPITAL - EQUIPMENT						
	Correct FY23 Roll-Over POs Duplicate.	41292	10/09/2023	JFernandez	20,000.00	-17,207.50	194,427.79
Storm-Water	35-30-5900-5300-000 CONTINGENCY						
	To cover trailer	41295	10/09/2023	EBRADFORI	25,000.00	-500.00	24,500.00
Storm-Water	35-30-5900-5700-741 CAPITAL - EQUIPMENT						
	To cover trailer	41294	10/09/2023	EBRADFORI	75,000.00	500.00	76,500.00
Cap Pro.	67-00-3850-3850-000 INTEREST EARNED						
WFER Carr Store	Close out project fund	41303	10/09/2023	EBRADFORI	6,796.39	-6,796.39	0.00
Cap Pro.	67-70-3980-3980-300 DEBT ISSUANCE PROCEEDS						
WFER Carr Store	Close out project fund	41304	10/09/2023	EBRADFORI	3,271,000.00	-3,271,000.00	0.00
Cap Pro.	67-80-8130-5700-000 CONTINGENCY						
WFER Carr Store	Close out project fund	41305	10/09/2023	EBRADFORI	150,875.39	-150,875.39	0.00
Cap Pro.	67-80-8130-5700-045 DESIGN						
WFER Carr Store	Close out project fund	41306	10/09/2023	EBRADFORI	132,468.00	-132,468.00	0.00
Cap Pro.	67-80-8130-5700-570 MISCELLANEOUS						
WFER Carr Store	Close out project fund	41307	10/09/2023	EBRADFORI	220,630.00	-220,630.00	0.00
Cap Pro.	67-80-8130-5700-710 LAND ACQUISITION						
WFER Carr Store	Close out project fund	41308	10/09/2023	EBRADFORI	5,500.00	-5,500.00	0.00
Cap Pro.	67-80-8130-5700-719 CONSTRUCTION ADMINISTRATION						
WFER Carr Store	Close out project fund	41309	10/09/2023	EBRADFORI	310,000.00	-310,000.00	0.00
Cap Pro.	67-80-8130-5700-720 CONSTRUCTION						
WFER Carr Store	Close out project fund	41310	10/09/2023	EBRADFORI	2,458,323.00	-2,458,323.00	0.00
Restr. Revenue	72-00-5000-3301-022 RESTRICTED REV-TOWN HALL GROUNDS						
	To adj to actual	41290	10/09/2023	EBRADFORI	0.00	22,000.00	22,000.00

JFernandez
fl142r03

10/02/2023 9:14:03AM

FY 2023-2024

TOWN OF HILLSBOROUGH
BUDGET CHANGES REPORT

DATES: 10/09/2023 TO 10/09/2023

<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
Restr. 72-10-5000-5300-367 TOWN HALL GROUNDS Revenue Adj to actual	41291	10/09/2023	EBRADFORI	0.00	22,000.00	22,000.00
					<u>-6,546,007.78</u>	



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
Department: Police
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Chief Duane Hampton

ITEM TO BE CONSIDERED

Subject: Changes to Police Career Progression and Adjustment to Classification and Pay Plan

Attachments:

1. Memo to town manager outlining proposed changes
2. Updated Classification and Pay Plan reflecting changes

Summary:

We are proposing a revision to the police department's career progression system to create more opportunities for officers to use the system and to simplify some aspects of the system. We are proposing to reduce the levels of advancement from three levels (Officer 1st Class, Senior Officer and Master Officer) to two (Officer 1st Class and Corporal) and to increase the associated raise for advancement from 2.5% to 5%. We are also proposing to introduce specializations whereby officers can be recognized as a specialist in specific areas based on their meeting specific criteria and earn an additional 2.5% increase for holding a specialization.

Financial impacts:

This proposal will result in an approximately 2.5% increase for employees who advance or attain a specialization under the new system compared to the previous plan. We are not sure how many employees this may impact but believe it will be gradual. We currently have 5 employees who are Officer 1st class and these 5 would get a 2.5% increase to bring them to the 5% they would get under the new system. The cost to do this for these employees would be approximately \$7800 total.

Staff recommendation and comments:

Please see attached memo for full details of the proposal.

Action requested:

We request that the new Classification and Pay plan be approved.

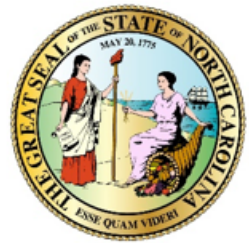


HILLSBOROUGH POLICE DEPARTMENT

127 N. CHURTON ST. HILLSBOROUGH, NC 27278

OFFICE (919) 296-9500 - FAX (919) 732-2187

Chief of Police Duane Hampton



Memo To: Town Manager Eric Peterson
From: Chief of Police Duane Hampton
Date: September 27, 2023
Subject: Proposal to Change Police Career Progression

We are proposing a revision to our career progression system to create more opportunities for officers to use the system and to simplify some aspects of the system. We are proposing to reduce the levels of advancement from three levels (Officer 1st Class, Senior Officer and Master Officer) to two (Officer 1st Class and Corporal) and to increase the associated raise for advancement from 2.5% to 5%. We are also proposing to introduce specializations whereby officers can be recognized as a specialist in specific areas based on their completing defined criteria and earn an additional 2.5% increase for holding a specialization.

Background

HPDs career progression system was established in 2012 as a way to give officers the ability to advance their careers when there were not opportunities to seek formal promotion. It was also established as a tool for recruiting and retention.

As it stands now, our system has 3 levels of advancement – Officer 1st Class, Senior Officer and Master Officer and each step comes with a 2.5% pay increase.

Currently Officer 1st Class, Senior Officer and Master Officer are all in separate salary grades (102, 201, 202) with a 5% spread between each grade. We additionally have Corporal as a salary grade as well (202) and it is an additional 5% above Master Officer. The next rank, Sergeant (402) is 10% above the corporal band. What this means is that between Officer 1st Class and Sergeant there is about a 26% increase in the bands.

Because of the age of our staff (relatively young/new officers) we have found that there has not been very much movement in our career progression system, and what there has been has been limited to primarily Officer 1st class. After taking a hard look at our staffing and how they may progress, we really do not feel that the three levels of advancement are needed and would like to use this as an opportunity to add in something different.

Proposal

We are proposing to change career progression to include two components: *Advancements* and *Specializations*.

Advancement – We would like to drop our current advancement from three levels to two. The two levels of advancement would be Officer 1st Class and Corporal. These would largely stay the same in terms of requirements as the current Officer 1st Class and Senior Officer. The main difference is that we would make the time requirement 12 months rather than the current 18 months. The Corporals would also have a specific requirement to attend 60 hours of supervisory training including First Line and a supervisor liability course so the Corporals would be available to be used as a fill-in supervisor when sergeants and Lieutenants are out.

I would like to see us change the increase from 2.5% to 5% for both levels. There is plenty of room for this within the band structure and I think this would have an impact on folks pursuing it and would help with salary advancement and retention.

Specializations – We would create 6 areas officers can specialize in. Each one would have specific training requirements officers had to complete, and then annual requirements they would have to fulfill to maintain it. The 6 specializations would be:

- Tactical and Medical
- Collision Investigation
- Drug and Traffic Enforcement
- Investigations
- Community Policing, and
- K9

Officers would be allowed to hold 2 specializations and would receive a 2.5% increase for each specialization they hold.

So overall, (assuming we change the advancements to 5% steps) if an officer advances through 1st class to Corporal, and holds 2 specializations, they would be getting a total of 15% increase over the two year period on top of any normal merit/COLA increases. Again, our existing pay bands clearly have room for this and I think it would be a beneficial and positive change in terms of recruitment and retention.

Cost - If this change does result in officers pursuing career progression more aggressively, then it could cost us 5-10% increases in salary over a 2- year period compared to what they can achieve now, but I think that would be worth it as a retention benefit and may make us able to not have to increase starting salaries as much or as quickly to keep out folks.

Conclusion

We believe this proposal would be well suited for our agency, is innovative and aligns with Objective 2 of our Strategic Plan: “Provide quality municipal services through operational excellence and a culture of innovation.” This change will also help us remain competitive, improve our retention and give us an edge when trying to secure the best quality candidates.

Regular (Non-Law Enforcement) Positions

Salary Grade	Minimum	Midpoint	Maximum	FLSA Status	Class Code	Classification
1	35,705	47,167	58,628			
2	37,415	48,190	58,965	N	201	ADMINISTRATIVE SUPPORT SPECIALIST
2	37,415	48,190	58,965	N	202	METER SERVICES TECHNICIAN
2	37,415	48,190	58,965	N	205	CUSTOMER SERVICE REPRESENTATIVE
3	39,211	50,524	61,838	N	302	EQUIPMENT OPERATOR I
3	39,211	50,524	61,838	N	303	UTILITY MAINTENANCE TECHNICIAN I
4	41,097	52,976	64,855	N	401	SENIOR CUSTOMER SERVICE REPRESENTATIVE
4	41,097	52,976	64,855	N	402	UTILITY MAINTENANCE TECHNICIAN II
4	41,097	52,976	64,855	N	403	WASTEWATER PLANT OPERATOR I
4	41,097	52,976	64,855	N	404	WATER PLANT OPERATOR I
5	43,076	55,549	68,022	N	502	EQUIPMENT OPERATOR II
5	43,076	55,549	68,022	N	503	SENIOR ADMINISTRATIVE SUPPORT SPECIALIST
5	43,076	55,549	68,022	N	504	UTILITY MAINTENANCE TECHNICIAN III
5	43,076	55,549	68,022	N	505	WASTEWATER PLANT OPERATOR II
5	43,076	55,549	68,022	N	506	WATER PLANT OPERATOR II
6	45,155	58,252	71,348	N	605	ACCOUNTS PAYABLE TECHNICIAN
6	45,155	58,252	71,348	N	605	EQUIPMENT OPERATOR III
6	45,155	58,252	71,348	N	601	PLANNING TECHNICIAN
6	45,155	58,252	71,348	N	602	PLANT MAINTENANCE MECHANIC I
6	45,155	58,252	71,348	N	604	UTILITY SYSTEMS MECHANIC I
6	45,155	58,252	71,348	N	607	STORMWATER TECHNICIAN
7	47,338	61,089	74,841	N	706	ACCOUNTING TECHNICIAN
7	47,338	61,089	74,841	N	701	CREW LEADER
7	47,338	61,089	74,841	N	702	PLANT MAINTENANCE MECHANIC II
7	47,338	61,089	74,841	N	703	UTILITY SYSTEMS MECHANIC II
7	47,338	61,089	74,841	N	704	WASTEWATER PLANT OPERATOR III
7	47,338	61,089	74,841	N	705	WATER PLANT OPERATOR III
8	49,630	64,069	78,508	N	801	FLEET MECHANIC
8	49,630	64,069	78,508	N	802	PLANT MAINTENANCE MECHANIC III
8	49,630	64,069	78,508	N	803	UTILITY SYSTEMS MECHANIC III
8	49,630	64,069	78,508	N	804	DIVERSION SOCIAL WORKER
9	52,036	67,197	82,358	E	901	BILLING & CUSTOMER SERVICE SUPERVISOR
9	52,036	67,197	82,358	N	902	METER SERVICES SUPERVISOR
9	52,036	67,197	82,358	N	903	UTILITIES INSPECTOR
9	52,036	67,197	82,358	E	904	PUBLIC WORKS SUPERVISOR
10	54,563	70,482	86,401	N	1001	BACKFLOW/FOG SPECIALIST
10	54,563	70,482	86,401	N	1002	CHIEF WASTEWATER PLANT OPERATOR
10	54,563	70,482	86,401	N	1003	COMMUNICATIONS SPECIALIST
10	54,563	70,482	86,401	N	1004	FACILITIES COORDINATOR
10	54,563	70,482	86,401	N	1005	OPERATOR IN RESPONSIBLE CHARGE
11	57,216	73,931	90,646	N	1101	PLANNER
12	60,002	77,553	95,104	E	1201	BUDGET & MANAGEMENT ANALYST
12	60,002	77,553	95,104	E	1202	FINANCIAL ANALYST
12	60,002	77,553	95,104	E	1203	FLEET MAINTENANCE SUPERVISOR
12	60,002	77,553	95,104	E	1204	HUMAN RESOURCES ANALYST
12	60,002	77,553	95,104	E	1205	MANAGEMENT ANALYST
12	60,002	77,553	95,104	N	1206	STORMWATER PROGRAM COORDINATOR

12	60,002	77,553	95,104	N	1207	WASTEWATER LABORATORY SUPERVISOR
12	60,002	77,553	95,104	N	1208	SENIOR COMMUNICATIONS SPECIALIST
12	60,002	77,553	95,104	N	1209	PLANNER II
13	62,927	81,356	99,784	E	1301	CIVIL ENGINEERING TECHNICAN
13	62,927	81,356	99,784	E	1302	SENIOR PLANNER
13	62,927	81,356	99,784	E	1303	UTILITY MAINTENANCE SUPERVISOR
13	62,927	81,356	99,784	E	1304	UTILITY SYSTEM SUPERVISOR
14	65,999	85,348	104,698	E	1401	TOWN CLERK/HUMAN RESOURCES TECHNICIAN
15	69,224	89,541	109,858	E	1501	SAFETY & RISK MANAGER
16	72,610	93,943	115,276	E	1601	WATER PLANT SUPERINTENDENT
17	76,165	98,565	120,965	E	1701	PUBLIC WORKS MANAGER
17	76,165	98,565	120,965	E	1702	STORMWATER & ENVIRONMENTAL SERVICES MANAGER
17	76,165	98,565	120,965	E	1703	UTILITY SYSTEM SUPERINTENDENT
18	79,899	103,418	126,938	E	1802	COMMUNICATIONS MANAGER
19	83,819	108,514	133,210	E	1901	INFORMATION TECHNOLOGY MANAGER
20	87,934	113,865	139,795	E	2001	BUDGET DIRECTOR
20	87,934	113,865	139,795	E	2002	ENVIRONMENTAL ENGINEERING SUPERVISOR
20	87,934	113,865	139,795	E	2003	HUMAN RESOURCES MANAGER
20	87,934	113,865	139,795	E	2004	PLANNING & ECONOMIC DEVELOPMENT MANAGER
20	87,934	113,865	139,795	E	2005	PUBLIC SPACE & SUSTAINABILITY MANAGER
20	87,934	113,865	139,795	E	2006	DEPUTY UTILITIES DIRECTOR - WATER TREATMENT
21	92,256	119,483	146,710			
22	96,794	125,382	153,970			
23	101,559	131,576	161,594			
24	106,562	138,080	169,599	E	2401	ADMINISTRATIVE SERVICES DIRECTOR
24	106,562	138,080	169,599	E	2402	ASSISTANT TOWN MANAGER/COMMUNITY SERVICES DIRECTOR
24	106,562	138,080	169,599	E	2403	FINANCE DIRECTOR
25	111,815	144,909	178,004	E	2501	UTILITIES DIRECTOR

Sworn Law Enforcement Officer Positions

Salary Grade	Minimum	Midpoint	Maximum	FLSA Status	Class Code	Classification
100	46,638	60,179	73,720	N	100	POLICE OFFICER TRAINEE
102	53,412	68,985	84,559	N	102	POLICE OFFICER/ POLICE OFFICER FIRST CLASS
201	56,008	72,360	88,712	N	203	SENIOR POLICE OFFICER POLICE OFFICER FIRST CLASS
202	58,733	75,903	93,073	N	204	POLICE CORPORAL
303	61,119	79,005	96,890	N	304	MASTER POLICE OFFICER
402	67,230	86,949	106,668	N	405	POLICE SERGEANT
502	73,967	95,707	117,447	E	507	POLICE LIEUTENANT
601	85,200	110,309	135,419	E	606	POLICE MAJOR
701	106,562	138,080	169,599	E	707	CHIEF OF POLICE



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
Department: Administrative Services
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Budget Director, Emily Bradford

ITEM TO BE CONSIDERED

Subject: American Rescue Plan Update and Proposed Transfer for Reimbursements

Attachments:

1. Memorandum - ARPA Water and Sewer Personnel Reimbursements
2. ARPA Transfers Worksheet
3. Fiscal Year 2023 Fund 30 Salaries Expenditure Report
4. Proposed Budget Amendments for ARPA/CSLFRF salaries reimbursement in Fund 30 for Fiscal Year 2023
5. Grant Project Amendment – ARP Galvanized Water Main Replacement
6. Grant Project Amendment – ARP Hydrant and Valve Project
7. Grant Project Amendment – ARP Lawndale Basin Rehabilitation
8. Grant Project Amendment – ARP McAdams Road Water Main Replacement
9. Grant Project Amendment – ARP Water Treatment Plant SCADA Update
10. Grant Project Amendment – ARP Water Treatment Plant Paving and Curbing Repair
11. Grant Project Amendment – ARP Wastewater Treatment Plant Clarifier Coatings
12. Grant Project Amendment – ARP Transfer to Water and Sewer Fund
13. Grant Project Amendment – Galvanized Water Main Replacement
14. Grant Project Amendment – Hydrant and Valve Project
15. Grant Project Amendment – Lawndale Basin Rehabilitation
16. Grant Project Amendment – McAdams Road Water Main Replacement
17. Grant Project Amendment – Water Treatment Plant Paving and Curbing Repair

Summary:

New guidance has been issued to reduce the administrative burden for those receiving less than \$10 million in ARPA funding. Under the new guidance, the School of Government and NC League of Municipalities are encouraging municipalities to use ARPA funds to reimburse themselves for prior expenses, then use the funds freed up by the reimbursement to fund the projects they had originally planned to allocate ARPA funds toward.

The town has allocated its funds toward water and sewer projects, each of which would need to meet various compliance and reporting standards. Switching to the reimbursement approach means that the remaining ARPA funds would be spent all at once, be subject to only one compliance and reporting process, and ensure all funds are obligated and spent ahead of their respective deadlines.

Reimbursing for FY23 Water & Sewer Fund salaries would exhaust the remaining ARPA funds. Then, the town could appropriate fund balance to fund the capital projects that were originally planned to be paid for with ARPA funds. Since these funds would no longer be considered federal funds, these projects would not be subject to the same

compliance and reporting requirements, reducing the administrative burden on staff. The net impact of these changes to the Water & Sewer Fund is zero.

Financial impacts:

The current balance of unspent ARPA funds and accumulated interest is \$2,022,647.40. The funds will be transferred from the ARPA Grant Project Fund (Fund 77) to the Water & Sewer Fund (Fund 30) to reimburse FY23 Water & Sewer Fund salaries, temporarily increasing the fund balance by the same amount.

Water & Sewer fund balance will then be appropriated to fund the remaining capital projects originally identified for ARPA funding. All previously unallocated funds (accumulated interest, original unallocated funds, and surplus funds from completed projects) will be allocated to the Hydrant and Valve project, which has anticipated expenditures beyond the ARPA allocation amount. This allocation will reduce the amount of operating revenue needed to fund the FY25 phase of this project by \$87,647.40.

Staff recommendation and comments:

Recommend approval and adoption of all project and grant ordinances, ordinance amendments, and budget amendments associated with these ordinances.

Action requested:

Approve/adopt all project and grant ordinances, ordinance amendments, and budget amendments associated with these ordinances.

Memorandum

To: File

From: Josh Fernandez, Budget and Management Analyst

Date: Monday September 18, 2023

Re: Use of American Rescue Plan Funds for Water and Sewer Fund Personnel Reimbursement

Background

The American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recover Fund (ARPA/CSLFRF) provides direct federal funding to North Carolina counties and municipalities. The Town of Hillsborough's allocation is **\$2,282,192.40**. Because the town's allocation is below \$10 million, the entirety of funds may be expended in *Expenditure Category 6.1: Revenue Replacement — Provision of Government Services* as defined by the United States Treasury's final ruling on the allowable uses of these funds. This particular expenditure category creates the most flexible and least demanding administrative procedures for compliance. Under this category, local units may expend CSLRF funds on any project or activity that they are legally authorized to undertake. Under the Town of Hillsborough's current plan and existing ARPA project ordinances, these funds are allocated towards a list of capital projects related to the water and sewer utility system. To date, just \$308,278 has been spent of the total allocation:

Table 1: Funds Available for Transfer to Fund 30 to Reimburse Operating Salaries in FY23

	Encumbered/Expended	Budget	Remaining
Project Allocations	\$308,278.00	\$2,158,460.00	\$1,850,182.00
Unallocated		\$123,732.40	\$123,732.40
Total ARPA Allocation		\$2,282,192.40	\$1,973,914.40
Interest Earned			\$48,733.00
Total Remaining			\$2,022,647.40

The United States Treasury requires that all CSLFRF funds be obligated by December 31, 2024 and expended by December 31, 2026. This timing requirement has presented challenges to the current plan for the use of funds due to utilities staff capacity constraints, bidding and quote delays, and supply chain issues. In addition, using CSLFRF funds directly for capital projects involves lengthy administrative reviews and compliance assurances, including but not limited to: conflict of interest review, federal award suspension and debarment review, allowable cost element reviews, and other cumbersome paperwork/filing requirements for *each* individual project.

To address both issues, the town may utilize the funds differently while still accomplishing the capital projects enabled by the funds. The United States Treasury allows local units to reimburse themselves for previous expenditures dating back to March 3, 2021. Because Expenditure Category 6.1 also allows local units to spend the funds on any activity in which the local government is authorized to undertake, the town can use the funds to reimburse itself for previous salary and benefit costs. By reimbursing these costs, the town would free up unrestricted fund balance cash that could then be allocated to the capital projects previously planned for direct CSLFRF funding. This strategy has been pursued by many North Carolina jurisdictions and is encouraged by the UNC School of Government Faculty and the Central Pines Regional Council due to the administrative ease of the process. For example, by moving the balance of the CSLFRF award to the Water and Sewer Fund for reimbursement, compliance steps must only be repeated once rather than for each individual project. In addition, the investigation of conflicts of interest and suspension and debarment are mitigated, because the reimbursed activity is internal to the government unit without the involvement of contractors or vendors. Finally, only one set of documentation will need to be preserved and retained through December 31, 2031 to capture the singular transaction.

Recommendation

Reimbursement of local government activity is outlined below:

Step 1: At a Board of Commissioners’ Meeting, adopt or amend grant ordinance to establish the allocation *from* Fund 77 *to* Fund 30 in the amount of \$2,022,647.40 representing the balance of unspent ARPA funds, and accumulated interest, to reimburse the operating fund (Fund 30) for personnel costs in Fiscal Year 2023.

Step 2: At the same meeting, amend Fund 30 budget to increase the budget allocation for transfer to Fund 69, balanced by an appropriation of fund balance on the revenue side. Also, adopt or amend capital project ordinances within Fund 69 to recognize a transfer in from Fund 30 and allocate to previously determined ARPA projects in the amounts listed below:

Table 2: Funds to Transfer from Fund 30 to Fund 69 for Capital Projects

Project	Fund 69 Grant Ordinance Allocation
Water Treatment Plant Paving and Curbing	\$90,000.00
Hydrant and Valve Project	\$487,647.40
McAdams Road Water Main	\$350,000.00
Lawndale Basin Rehabilitation	\$935,000.00
Galvanized Water Main	\$160,000.00
Grand Total: “ARPA Enabled Projects”	\$2,022,647.40

Step 3: Execute transfer of cash from Fund 77 to Fund 30. This transfer will result in a corresponding increase in the existing unrestricted fund balance in Fund 30. Once

complete, these funds are no longer considered ARPA funds and are not subject to the associated compliance requirements because they are a reimbursement. Then, execute a cash transfer from Fund 30 to Fund 69 authorized by the previous amendment to Fund 30 for a transfer out to Fund 69.

Step 4: Retain all documentation until December 31, 2031 and complete required annual Project and Expenditure Report to United States Treasury due by April 30.

Conclusion

By reimbursing the Water and Sewer Fund for personnel expenses from CSLFRF funds, the Town of Hillsborough may expend the balance of its award well before the 2024 obligation deadline and 2026 expenditure deadline. This will counter the challenges of time constraints on getting all projects quoted, bid, qualified, etc. In addition, the town will avoid repetitive compliance procedures and the need to steward multiple project files and documents.

Resources

<https://canons.sog.unc.edu/2022/05/budgeting-for-american-rescue-plan-act-coronavirus-state-and-local-fiscal-recovery-fund-expenditures/>

<https://canons.sog.unc.edu/2023/06/american-rescue-plan-act-coronavirus-state-and-local-fiscal-recovery-funds-reimbursements/>

<https://canons.sog.unc.edu/2022/09/american-rescue-plan-act-of-2021-new-fewer-compliance-requirements-for-revenue-replacement-expenditures/>

<https://canons.sog.unc.edu/2022/06/supplanting-salaries-and-benefits-with-american-rescue-plan-act-coronavirus-state-and-local-fiscal-recovery-funds/>

ARPA Expenditures at 10-02-2023

Project	FY22	FY23	FY24	Budget	Remaining
WTP Filters	83,460.00	-	-	83,460.00	-
WTP Paving & Curbing	-	-	-	90,000.00	90,000.00
WTP SCADA Update	-	-	48,618.00	50,000.00	1,382.00
Galvanized Water Main	-	-	-	60,000.00	60,000.00
Hydrant & Valve Project	-	-	-	400,000.00	400,000.00
McAdams Road Water Main	-	-	-	350,000.00	350,000.00
Lawndale Basin Rehabilitation	-	-	-	935,000.00	935,000.00
WWTP Clarifiers	-	176,200.00	-	190,000.00	13,800.00
Unbudgeted	-	-	-	123,732.40	123,732.40
Unbudgeted Interest	-	-	-	48,733.00	48,733.00
Grand Total	83,460.00	176,200.00	48,618.00	2,330,925.40	2,022,647.40

BUDGET REPORT BY FUND - EXPENDITURE

Fiscal Year Start Date: 07/01/2022
 Current Period End Date: 06/30/2023

Town Of Hillsborough
 FY 2022-2023
 Ideal Remaining Percent: 0 %

Account	Budgeted	Orig Budget	Year To Date	Encumbrance	Remaining Balance	PCT
Fund: 30 Water/Sewer						
30-80-7220-5100-020 Salaries	428,776.00	333,476.00	408,296.26	0.00	20,479.74	5
30-80-7240-5100-020 Salaries	299,358.00	288,308.00	232,497.79	0.00	66,860.21	22
30-80-8120-5100-020 Salaries	451,120.00	419,120.00	429,525.05	0.00	21,594.95	5
30-80-8140-5100-020 Salaries	466,543.00	393,583.00	443,441.09	0.00	23,101.91	5
30-80-8200-5100-020 Salaries	420,311.00	400,311.00	378,160.92	0.00	42,150.08	10
30-80-8220-5100-020 Salaries	470,931.00	413,431.00	450,885.64	0.00	20,045.36	4
Water/Sewer Subtotal	2,537,039.00	2,248,229.00	2,342,806.75	0.00	194,232.25	8
Report Total Expenditure	\$2,537,039.00	\$2,248,229.00	\$2,342,806.75	\$0.00	\$194,232.25	8

TOWN OF HILLSBOROUGH
UPDATE BUDGET CHANGES

FY 2023-2024

PRINT ONLY

2023-2024 BUDGET

<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
Revenue					
30					
30-80-3900-3900-000 FUND BALANCE APPROPRIATED	10/9/2023	41311	2,537,284.91	2,022,647.40	4,559,932.31
Appropriate ARPA-Enabled Funds for cap projects.					
Total for 30			2,537,284.91	2,022,647.40	4,559,932.31
69					
69-41-3870-3870-517 TRANSFER FROM WSF-GALVANIZED WATER	10/9/2023	41277	0.00	160,000.00	160,000.00
ARPA-Enabled project - transfer from WSF.					
69-42-3870-3870-518 TRANSFER FROM WSF-HYDRANT & VALVE	10/9/2023	41279	0.00	487,647.40	487,647.40
ARPA-Enabled project - transfer from WSF.					
69-43-3870-3870-519 TRANSFER FROM WSF-McADAMS RD WTR MA	10/9/2023	41281	0.00	350,000.00	350,000.00
ARPA-Enabled project - transfer from WSF.					
69-44-3870-3870-520 TRANSFER FROM WSF-LAWNDALE BASIN RE	10/9/2023	41283	0.00	935,000.00	935,000.00
ARPA-Enabled project - transfer from WSF.					
69-45-3870-3870-521 TRANSFER FROM WSF-WTP PAVING & CURB	10/9/2023	41285	0.00	90,000.00	90,000.00
ARPA-Enabled project - transfer from WSF.					
Total for 69			0.00	2,022,647.40	2,022,647.40
77					
77-00-3300-3310-006 GRANT - AMERICAN RESCUE PLAN (ARPA)	10/9/2023	41287	2,158,460.00	123,732.40	2,282,192.40
Recognize formerly unbudgeted ARPA award.					
77-00-3850-3850-000 INTEREST EARNED	10/9/2023	41288	0.00	48,733.00	48,733.00
Recognize formerly unbudgeted ARPA interest.					
Total for 77			2,158,460.00	172,465.40	2,330,925.40
Total for Revenue			4,695,744.91	4,217,760.20	8,913,505.11
Expenditure					
30					
30-71-8120-5982-001 TRANSFER TO UTIL CAP IMPROV FUND	10/9/2023	41274	0.00	90,000.00	90,000.00
Appropriate ARPA-Enabled Funds for cap projects.					
30-71-8140-5982-001 TRANSFER TO UTIL CAP IMPROV FUND	10/9/2023	41276	14,537.00	997,647.40	1,012,184.40
Appropriate ARPA-Enabled Funds for cap projects.					
30-71-8200-5982-001 TRANSFER TO UTIL CAP IMPROV FUND	10/9/2023	41275	1,119,997.00	935,000.00	2,054,997.00
Appropriate ARPA-Enabled Funds for cap projects.					

TOWN OF HILLSBOROUGH
UPDATE BUDGET CHANGES

FY 2023-2024

PRINT ONLY

2023-2024 BUDGET

<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
Expenditure					
Total for 30			1,134,534.00	2,022,647.40	3,157,181.40
69					
69-41-8140-5700-859 GALVANIZED WATER MAIN REPLACEMENT	10/9/2023	41278	0.00	160,000.00	160,000.00
ARPA-Enabled project - transfer from WSF.					
69-42-8140-5700-860 HYDRANT & VALVE PROJECT	10/9/2023	41280	0.00	487,647.40	487,647.40
ARPA-Enabled project - transfer from WSF.					
69-43-8140-5700-861 McADAMS RD WATER MAIN REPLACEMENT	10/9/2023	41282	0.00	350,000.00	350,000.00
ARPA-Enabled project - transfer from WSF.					
69-44-8200-5700-862 LAWNSDALE BASIN REHABILITATION	10/9/2023	41284	0.00	935,000.00	935,000.00
ARPA-Enabled project - transfer from WSF.					
69-45-8120-5700-863 WTP PAVING & CURBING	10/9/2023	41286	0.00	90,000.00	90,000.00
ARPA-Enabled project - transfer from WSF.					
Total for 69			0.00	2,022,647.40	2,022,647.40
77					
77-25-3001-5700-783 ARPA - WTP PAVING & CURBING REPAIR	10/9/2023	41265	90,000.00	-90,000.00	0.00
Close out ARPA projects in Fund 77 - Rev Replace.					
77-25-3001-5700-784 ARPA - WTP SCADA UPDATE	10/9/2023	41266	50,000.00	-1,382.00	48,618.00
Close out ARPA projects in Fund 77 - Rev Replace.					
77-25-3001-5700-787 ARPA - GALVANIZED WATER MAIN REPLC	10/9/2023	41267	60,000.00	-60,000.00	0.00
Close out ARPA projects in Fund 77 - Rev Replace.					
77-25-3001-5700-788 ARPA - HYDRANT & VALVE PROJECT	10/9/2023	41268	400,000.00	-400,000.00	0.00
Close out ARPA projects in Fund 77 - Rev Replace.					
77-25-3001-5700-789 ARPA - MCADAMS RD WTR MAIN REPLC	10/9/2023	41269	350,000.00	-350,000.00	0.00
Close out ARPA projects in Fund 77 - Rev Replace.					
77-25-3001-5700-790 ARPA - LAWNSDALE PS & BASIN REHAB	10/9/2023	41270	935,000.00	-935,000.00	0.00
Close out ARPA projects in Fund 77 - Rev Replace.					
77-25-3001-5700-791 ARPA - WWTP CLARIFIERS	10/9/2023	41271	190,000.00	-13,800.00	176,200.00
Close out ARPA projects in Fund 77 - Rev Replace.					

TOWN OF HILLSBOROUGH
UPDATE BUDGET CHANGES

FY 2023-2024

PRINT ONLY

2023-2024 BUDGET

<u>ACCOUNT</u>	<u>DATE</u>	<u>CHANGE NUMBER</u>	<u>CURRENT BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
Expenditure					
77-71-8280-5970-920 TRANSFER TO WATER/SEWER FUND	10/9/2023	41272	0.00	2,022,647.40	2,022,647.40
Transfer all ARPA funds to Fund 30 - Rev Replace.					
Total for 77			2,075,000.00	172,465.40	2,247,465.40
	Total for Expenditure		3,209,534.00	4,217,760.20	7,427,294.20
Grand Total			7,905,278.91	8,435,520.40	16,340,799.31



ORDINANCE

Grant Project Amendment

American Rescue Plan – Galvanized Water Main Replacement

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant 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>
American Rescue Plan	\$60,000	\$(60,000)	\$0

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Galvanized Water Main Replacement	\$60,000	\$(60,000)	\$0

Section 3. This grant project is hereby closed within Fund 77.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Grant Project Amendment

American Rescue Plan – Hydrant and Valve Project

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant 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>
American Rescue Plan	\$400,000	\$(400,000)	\$0

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
Hydrant and Valve Project	\$400,000	\$(400,000)	\$0

Section 3. This grant project is hereby closed within Fund 77.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE
Grant Project Amendment
 American Rescue Plan – Lawndale Basin Rehabilitation

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant 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>
American Rescue Plan	\$935,000	\$(935,000)	\$0

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Lawndale Basin Rehabilitation	\$935,000	\$(935,000)	\$0

Section 3. This grant project is hereby closed within Fund 77.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE
Grant Project Amendment
 American Rescue Plan – McAdams Road Water Main Replacement

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant 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>
American Rescue Plan	\$350,000	\$(350,000)	\$0

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
McAdams Road Water Main Replacement	\$350,000	\$(350,000)	\$0

Section 3. This grant project is hereby closed within Fund 77.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:
 Noes:
 Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Grant Project Amendment

American Rescue Plan – Water Treatment Plant SCADA Update

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant 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>
American Rescue Plan	\$50,000	\$(1,382)	\$48,618

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
WTP SCADA Update	\$50,000	\$(1,382)	\$48,618

Section 3. This grant project is hereby closed within Fund 77.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE
Grant Project Amendment
 American Rescue Plan – Water Treatment Plant Paving & Curbing Repair

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant 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>
American Rescue Plan	\$90,000	\$(90,000)	\$0

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

	<i>Current Budget</i>	<i>+/-</i>	<i>Amended Budget</i>
WTP Paving & Curbing Repair	\$90,000	\$(90,000)	\$0

Section 3. This grant project is hereby closed within Fund 77.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:
 Noes:
 Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Grant Project Amendment

American Rescue Plan – Wastewater Treatment Plant Clarifier Coatings

The Hillsborough Board of Commissioners ordains that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant 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>
American Rescue Plan	\$190,000	\$(13,800)	\$176,200

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

	<i>Current Budget</i>	+/-	<i>Amended Budget</i>
Wastewater	\$190,000	\$(13,800)	\$176,200
Treatment Plant			
Clarifier Coatings			

Section 3. This grant project is hereby closed within Fund 77.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Grant Project Amendment

American Rescue Plan – Transfer to Water and Sewer Fund

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

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

American Rescue Plan	\$1,973,914.40
American Rescue Plan - Interest	\$48,733.00

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

Transfer to Water and Sewer Fund	\$2,022,647.40
----------------------------------	----------------

Section 3. This grant project will close automatically upon projection completion.

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Galvanized Water Main Replacement

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

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

Transfer from Water and Sewer Fund	\$160,000
---------------------------------------	-----------

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

Galvanized Water Main Replacement	\$160,000
--------------------------------------	-----------

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

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Hydrant and Valve Project

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

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

Transfer from Water and Sewer Fund	\$487,647.40
------------------------------------	--------------

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

Hydrant and Valve Project	\$487,647.40
---------------------------	--------------

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

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Lawndale Basin Rehabilitation

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.

Transfer from Water and Sewer Fund	\$935,000
------------------------------------	-----------

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

Lawndale Basin Rehabilitation	\$935,000
-------------------------------	-----------

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

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

McAdams Road Water Main Replacement

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

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

Transfer from Water and Sewer Fund	\$350,000
------------------------------------	-----------

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

McAdams Road Water Main Replacement	\$350,000
-------------------------------------	-----------

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

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Capital Project Amendment

Water Treatment Plant Paving and Curbing Repair

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.

Transfer from Water and Sewer Fund	\$90,000
---------------------------------------	----------

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

Water Treatment Plant Paving and Curbing Repair	\$90,000
--	----------

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

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

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
Department: Administrative Services
Agenda Section: Consent
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Town Clerk Sarah Kimrey

ITEM TO BE CONSIDERED

Subject: 2024 Board of Commissioners Meeting Schedule

Attachments:

Draft 2024 Board of Commissioners meeting schedule

Summary:

The 2024 Board of Commissioners meeting schedule includes dates for regular meetings, monthly work sessions, quarterly joint public hearings with the Planning Board, joint meetings with the Water and Sewer Advisory Committee, and budget meetings (the budget retreat is TBD).

On Oct. 3, the Orange County Board of Commissioners approved its 2024 meeting calendar which includes the Assembly of Governments meeting on Jan. 23, 2024, at the Whitted Human Services Center in Hillsborough. This location is subject to change.

Financial impacts:

None.

Staff recommendation and comments:

None.

Action requested:

To adopt the 2024 Board of Commissioners meeting schedule.

Meeting Schedule: 2024

BOARD OF COMMISSIONERS



Meetings start at 7 p.m. in the Board Meeting Room of the Town Hall Annex, 105 E. Corbin St., unless otherwise noted. Times, dates and locations are subject to change.

The public will be able to view and listen to regular meetings and work sessions via live streaming video on the [town's YouTube channel](#).

Regular meetings

Regular meetings typically occur the second Monday of the month.

Jan. 8		Aug. 12
Feb. 12		Sept. 9
March 11		Oct. 14
April 8		Nov. 11
May 13	With budget presentation	Dec. 9
June 10	Tentative budget adoption	

Work sessions

Work sessions typically occur the fourth Monday of the month. The board generally does not make decisions or receive public comment at work sessions.

Jan. 22		June 24	Budget adoption, if needed
Feb. 26		Aug. 26	With joint WSAC meeting
March 25		Sept. 23	
April 22		Oct. 28	
May 28	Budget workshop, public hearing	Nov. 25	
June 3	Budget workshop, if needed		

Joint public hearings

Joint public hearings with the Planning Board typically occur the third Thursday of a month.

Jan. 18		Aug. 15
April 18		Oct. 17

Joint meetings

Meetings with the Water and Sewer Advisory Committee are planned biannually. The Orange County Assembly of Governments typically meets in January.

Jan. 23	Assembly of Governments Whitted Human Services Center 300 W. Tryon St.	Feb. 1	Water and Sewer Advisory Committee
---------	--	--------	------------------------------------

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

Adopted: Oct. 9, 2023



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date:	Oct. 9, 2023
Department:	Community Services
Agenda Section:	Consent
Public hearing:	No
Date of public hearing:	N/A

PRESENTER/INFORMATION CONTACT

Matt Efird, Assistant Town Manager
Dustin Hill, Public Works Manager

ITEM TO BE CONSIDERED

Subject: Request from Corbinton Commons residents regarding extension of a hold harmless agreement to allow the town to provide services on private streets

Attachments:

1. E-Mail from residents
2. Expired hold harmless agreement
3. Dec. 12, 2022 Board of Commissioners meeting minutes

Summary:

Town staff received the attached request from Corbinton Commons residents regarding potential extension of a prior agreement to hold the town harmless for damage to private streets in order to allow the provision of town services, namely snow plowing and solid waste collection, on the neighborhood-owned streets. It is the town's intent to take these streets into our system when the developer completes the required work to bring them to town standards, but as the board is aware that has not occurred at this time.

Financial impacts:

Minimal financial impact for time and materials to service the additional streets.

Staff recommendation and comments:

Staff recommends that the board approve the request as the developer has not made progress on bringing the streets up to standards.

This request is consistent with Strategic Plan: Service Excellence – Objective 2. The public/private street policy development is consistent with the Comprehensive Sustainability Plan: Transportation & Connectivity section.

Action requested:

Board approval of an extended hold harmless agreement.

From: [Doris Bargmann](#)
To: [Matt Efirm](#)
Cc: [Richard P. Carmody](#); [Merle Williams](#)
Subject: Corbinton snow plow agreement
Date: Friday, September 15, 2023 11:39:27 AM
Attachments: [corbinton hold harmless.pdf](#)
[Meet Minutes 12-12-23.pdf](#)

Dear Matt,

Temperatures are dropping into the 50s already with no further work having been done on Corbinton Commons' streets, alleys, and sidewalks. We are guessing that the asphalt-pouring season is over and hence the town will not take ownership of our infrastructure this year.

Last year our board worked with Margaret Hauth to arrange for the town to plow our streets and alleys for snow by executing a "hold harmless" agreement (see attached). The agreement we signed expired in April 2023. Would you be willing to provide us with a new agreement for the winter of 2023/24?

In December of 2022 we went before the Board of Commissioners to request this service, and they authorized it without any time limitations (see attached minutes). It's possible the town drafted the hold harmless agreement for a limited time because they hoped — as did we all — that the roads and alleys would be completed this summer.

If you would prefer that we go before the Board of Commissioners again, we can do so.

Dorie, Richard, and Merle
Corbinton Commons HOA

**HOLD HARMLESS AGREEMENT BETWEEN CORBINTON COMMONS
ASSOCIATION, INC. AND THE TOWN
OF HILLSBOROUGH FOR PERFORMANCE OF
SNOW REMOVAL SERVICES PRIOR
TO ACCEPTING DEDICATION OF RIGHT OF WAY**

Dated: December 19, 2022

WHEREAS, Corbinton Commons Association, Inc. (“CCA”) has transitioned away from developer-control to resident-control although not all developer responsibilities have been completed for the neighborhood, including dedication by the developer or acceptance by the Town of Hillsborough (the “Town”) of the streets and rights of ways; and

WHEREAS, the Town of Hillsborough Board of Commissioners (the “Town Board”) approved the Corbinton Commons project with the expectation that streets and sidewalks would be constructed to Town standards and dedicated to the public, following the completion of the standard dedication process by the developer that would verify the acceptable construction of streets and sidewalks lying within said rights of way; and

WHEREAS, the CCA has asked the Town to provide municipal snow removal services in the Corbinton Commons development during the upcoming 2022-2023 winter season prior to acceptance by the Town of the right-of-way dedication, and the Town Board has agreed to do so PROVIDED that the CCA indemnifies and holds the Town harmless from any claims for personal injury or property damage which may be made by any person related to the Town’s performance of such services prior to acceptance of the rights-of-way.

NOW, THEREFORE, based on the foregoing premises and for good and valuable consideration the sufficiency of which is hereby acknowledged by the parties, it is agreed by the CCA and the Town as follows:

1. The Corbinton Commons Association, Inc., a North Carolina nonprofit corporation, hereby agrees to hold the Town of Hillsborough, a municipal corporation formed and operated pursuant to N.C. Gen. Statutes Chapter 160A, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlement costs, charges, professional fees or other expenses or liabilities of every kind and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of the Town’s performance of snow removal services within the Corbinton Commons development, until such time as the Town formally accepts the dedication of the rights-of-way within the Corbinton Commons development.
2. The CCA also agrees to indemnify the Town, its officers, employees, agents to the fullest extent allowed by law, from any and all claims for damages due to personal injury or property damage arising from or related to the performance by the Town of snow removal services in Corbinton Commons pursuant to this agreement, except those claims

which are for damages or injuries caused by the Town's own negligent conduct. This obligation shall survive the termination or expiration of this agreement.

3. This agreement does not constitute a commitment by the Town to accept the dedication of the rights-of-way within the Corbinton Commons development.
4. The Town's agreement to perform snow removal services shall expire on April 30, 2023, unless sooner terminated by the Town upon 30 days written notice to the CCA.

WHEREFORE, the parties hereto have set their hands as of the date first written above.

CORBINTON COMMONS ASSOCIATION, INC.

By: Richard P. Carmody Pres

Date: 12/19/22

TOWN OF HILLSBOROUGH, a North Carolina municipality

By: Margaret A. Hawk

Date: 12/20/2022



Minutes

Board of Commissioners Regular Meeting

7 p.m. Dec. 12, 2022

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

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

Staff: Planning and Economic Development Manager Shannan Campbell, Police Chief Duane Hampton, Assistant Town Manager and Community Services Director Margaret Hauth, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Town Manager Eric Peterson, Utilities Director Marie Strandwitz and Communications Manager Catherine Wright

Opening of the meeting

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

1. Public charge

Mayor Weaver did not read the public charge.

2. Audience comments not related to the printed agenda

There was none.

3. Agenda changes and approval

The following changes were requested:

- Move Item 5E: Unified Development Ordinance text amendment – Section 6.5 Buffers; Sub-Section 6.5.7.2 Exceptions (Railroad Buffers) to Item 6F.
- Move Item 6F: Review of town code amendments related to appointed board procedures to Item 6G.

A motion was made to approve the agenda as amended.

Motion made by Commissioner Kathleen Ferguson, seconded by Commissioner Mark Bell.

Voting Yea: Commissioners Bell, Robb English, Ferguson and Matt Hughes, Absent: Evelyn Lloyd.

4. Appointments

- A. Tourism Board – Appointment of Megan Kimball with term ending May 9, 2024

A motion was made to approve appointment to the Tourism Board.

Motion made by Commissioner Hughes, seconded by Commissioner Ferguson.

Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd.

5. Items for decision – consent agenda

- A. Minutes
- Regular meeting Nov. 14, 2022
 - Work session Nov. 28, 2022
 - Work session closed session Nov. 28, 2022
- B. Miscellaneous budget amendments and transfers
- C. Community Development Block Grant-Coronavirus Quarterly Report
- D. Classification and pay amendment

- ~~E. Unified Development Ordinance text amendment – Section 6.5 Buffers; Sub-Section 6.5.7.2 Exceptions (Railroad Buffers)~~
- E. Resolution Accepting a Donation to Help Fund Improvements to the Outdoor Areas of the Town Hall Campus to Encourage and Enhance Public Use

A motion was made to approve the consent agenda as amended.

Motion made by Commissioner Ferguson, seconded by Commissioner Hughes.
Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd.

6. Items for decision – regular agenda

- A. Request from Corbinton Commons HOA regarding plowing of streets in advance of street dedication

Assistant Town Manager and Community Services Director Margaret Hauth reviewed the request for the town to plow streets in the Corbinton Commons neighborhood, noting the homeowners association would enter into a hold harmless agreement to cover any damage to town equipment that occurs in plowing. The roads have not yet been dedicated to the town by the developer, and the town has sent a letter to the owner and developer to encourage completion of the project. Dorie Bargmann, a resident and member of the homeowners association, spoke before the board about the request.

A motion was made to provide snow removal service with a hold-harmless agreement.

Motion made by Commissioner Ferguson, seconded by Commissioner Bell.
Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd.

- B. Annexation and General Use Rezoning – request from the Town of Hillsborough to:
- Annex approx. 19.5 ac consisting of OC PIN 9874132066
 - Rezone approx. 6.62 ac of that parcel from AR to LO (train station area)
 - Keep the remaining 12.88 ac zoned AR

Planning and Economic Development Manager Shannan Campbell reviewed the request from the town, which is related to a planned train station. The town owns the 19.5 acres located in the central part of town. Within the parcel, 6.62 acres for the train station is requested to be rezoned from agricultural residential to limited office.

A motion was made to approve the annexation ordinance, consistency statement and rezoning ordinance.

Motion made by Commissioner Hughes, seconded by Commissioner Ferguson.
Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd.

- C. General Use Rezoning – Owls Woods (1700 NC 86 South, OC PIN 9874429362); Limited Office to High Intensity Commercial

The planning and economic development manager reviewed the request to rezone the parcel owned by Owl Woods Development from limited office to high intensity commercial. She noted an initial request to rezone the parcel to multi-family was denied by the board.

A motion was made to approve the rezoning ordinance and adopt a consistency statement. Commissioner Bell noted all board members are aware of the issues with this parcel, which is at an intersection with varying other zoning districts adjacent to it.

Motion made by Commissioner Hughes, seconded by Commissioner Bell.
Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd.

- D. General Use Rezoning and Future Land Use Plan Amendment – 1220 NC 57, OC PIN 9875075617; Business Park to Office and Institutional and Update the Future Land Use Map from Light Industrial to Suburban Office

The planning and economic development manager reviewed this request to rezone a vacant lot adjacent to Eno River Academy from business park to office and institutional. The request includes updating a corresponding portion of the Future Land Use Map from light industrial to suburban office.

A motion was made to approve the rezoning ordinance and future land use plan amendment.

Motion made by Commissioner Ferguson, seconded by Commissioner Bell.
Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd

- E. Unified Development Ordinance text amendment – Section 6.7.5 Fenestration

The planning and economic development manager reviewed the proposed amendment to reduce the requirements for glass in the arrangement of windows and doors on a building. She noted the amendment would also clarify that faux glass can be used to mimic the appearance of glass in places where transparent glass may not make sense. It was noted that the town still desires glass coverage and a four-sided building that is aesthetically pleasing, but the current requirements are too large in some cases.

A motion was made to approve the Unified Development Ordinance text amendment and consistency statement.

Motion made by Commissioner Ferguson, seconded by Commissioner English.
Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd

- F. Unified Development Ordinance text amendment – Section 6.5 Buffers; Sub-Section 6.5.7.2 Exceptions (Railroad Buffers)

The planning and economic development manager reviewed the proposed amendment to exempt train stations from the 100-foot buffer requirement for new development or redevelopment. This would allow a train station to be closer to the tracks it serves. Campbell noted an expectation to not be bothered by train noise by a train station is low.

A motion was made to approve the Unified Development Ordinance text amendment and consistency statement.

Motion made by Commissioner Hughes, seconded by Commissioner Ferguson.
Voting Yea: Commissioners Bell, English, Ferguson and Hughes. Absent: Lloyd

- G. Review of town code amendments related to appointed board procedures

Community Services Director Margaret Hauth reviewed that the proposed Code of Ordinance amendments relating to the procedures of appointed boards involved consolidating language about the boards in one place in the code, removing three boards that no longer exist and creating language for one board that was not in the code.

Lloyd joined the meeting at 7:18 p.m.

Hauth further noted:

- More information was added about appointment, recruitment and orientation to make the processes more consistent across the boards.
- A consistent attendance policy for all boards was added.
- Language about how to fill a vacancy was reviewed to ensure it focuses on the Board of Commissioners and allows the board the flexibility to determine the process whenever a vacancy occurs.
- Park naming was moved from the Parks and Recreation Board responsibilities.

She suggested the board discuss whether to implement residency requirements for Parks and Recreation Board members and term limits and service stipulations for Board of Commissioners members serving on appointed boards.

The board will continue discussion at the January meeting and directed staff to:

- Add language to the proposal that appointees serve at the pleasure of the Board of Commissioners or the appointing board and can be removed with a formal vote.
- Add a requirement to the proposal for residency within a park district for Parks and Recreation Board appointees.
- Review the current procedures for each board to determine whether term limits and service stipulations should be set for commissioners serving in some capacity on appointed boards.
- Review defining language on boards to determine what should be included in the code.
- Review rules of procedures for each board to determine changes that should be made for consistency.
- Consider compensation at a later date for appointed board members to encourage diversity.

7. Updates

A. Board members

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

B. Town manager

There was none.

C. Staff (written reports in agenda packet)

There was none.

A motion was made to move to closed session at 8 p.m.

Motion made by Commissioner Hughes, seconded by Commissioner Bell.

Voting Yea: Commissioners Bell, English, Ferguson, Hughes and Lloyd.

8. Closed session

A. Closed session as authorized by North Carolina General Statute Section 143-318.11 (a)(6) regarding personnel matters (town manager's evaluation)

A motion was made to return to open session at 8:39 p.m.

Motion made by Commissioner Ferguson, seconded by Commissioner Bell.

Voting Yea: Commissioners Bell, English, Ferguson, Hughes and Lloyd.

A motion was made to grant the following benefits to the town manager following the annual evaluation:

- Increase in monthly vehicle allowance from \$350 to \$500.

- 3.75% merit raise.
- 8.43% market rate salary adjustment.
- Additional 40 hours of vacation leave per year.

Motion made by Commissioner Bell, seconded by Commissioner Ferguson.
Voting Yea: Commissioners Bell, English, Ferguson, Hughes and Lloyd.

9. Adjournment

Mayor Weaver adjourned the meeting at 8:42 p.m.

Respectfully submitted,



Sarah Kimrey
Town Clerk
Staff support to the Board of Commissioners



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
Department: Community Services
Agenda Section: Regular
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Stormwater and Environmental Services Manager, Terry Hackett

ITEM TO BE CONSIDERED

Subject: Resolution approving the Falls Lake Consensus Principles II

Attachments:

1. Resolution Endorsing Falls Lake Consensus Principles II
2. Falls Lake Consensus Principles II
3. UNRBA Concepts and Principles for Recommended Revised Nutrient Strategy

Summary:

The Consensus Principles II represent the culmination of 10 years of data collection and scientific studies completed by the Upper Neuse River Basin Association, the N.C. Collaboratory, and other organizations. This effort is part of the Upper Neuse River Basin Association's re-examination of the Falls Lake Nutrient Management Strategy. The re-examination has been a cooperative and collaborative process to develop recommendations for an improved nutrient management strategy that not only addresses water quality in Falls Lake, but also addresses feasibility and practicality of compliance by the regulated community.

Financial impacts:

Staff recommendation and comments:

Staff recommends endorsing the Falls Lake Consensus Principles II of the Upper Neuse River Basin Association for revised Falls Lake Rules.

Action requested:

To adopt resolution.



RESOLUTION

Endorsing Falls Lake Consensus Principles II of the Upper Neuse River Basin Association for Revised Falls Lake Rules

WHEREAS, the North Carolina Environmental Management Commission adopted the Falls Lake Rules and the N.C. Rules Review Commission approved the rules at its Dec. 16, 2010, meeting, with an effective date of Jan. 15, 2011; and

WHEREAS, the jurisdictions of the Falls Lake watershed developed an original set of consensus principles in February 2010 to guide the development of the current rules; and

WHEREAS, the rules (15A NCAC 02B .0275 (5)(f)) allow for their reexamination using an evaluation process approved by the North Carolina Division of Water Resources and for the reexamination results to be presented to the division and the Environmental Management Commission; and

WHEREAS, the Upper Neuse River Basin Association has followed the rules' reexamination process, secured required approvals of the process, and invested in a 10-year, \$10 million study of Falls Lake and its watershed to establish an updated and comprehensive scientific basis for revisions to the rules; and

WHEREAS, on Sept. 20, 2023, the Board of Directors of the Upper Neuse River Basin Association approved revised consensus principles for the readoption of the rules; and

WHEREAS, the association's member local government jurisdictions desire to endorse the Falls Lake Consensus Principles II for the readoption of the rules;

NOW, THEREFORE, be it resolved the Hillsborough Board of Commissioners endorses Consensus Principles II as adopted by the Upper Neuse River Basin Association Board of Directors and recommends that the North Carolina Department of Environmental Quality and the Environmental Management Commission use these consensus principles as guidelines in developing the revised rules for Falls Lake.

Approved this 9th day of October in the year 2023.

Jenn Weaver, Mayor
Town of Hillsborough

**UPPER NEUSE RIVER BASIN ASSOCIATION (UNRBA) CONSENSUS PRINCIPLES
II TO GUIDE REVISIONS TO THE FALLS LAKE RULES
Approval by the UNRBA Board of Directors September 20, 2023**

These Consensus Principles are based on scientific conclusions resulting from a 10-year evaluation of Falls Lake and its watershed by the UNRBA, NC Collaboratory, and other organizations. The information now available cannot be fully described in this set of Consensus Principles but is described in more detail in a companion document titled “[Concepts and Principles for the UNRBA Recommendations for a Revised Falls Lake Nutrient Management Strategy](https://unrba.org/reexamination)” available online at <https://unrba.org/reexamination>.

The UNRBA is committed to a cooperative and collaborative process to reach agreement on revised Falls Lake Rules (also referred to as the revised Falls Lake Nutrient Management Strategy). The Association appreciates our positive relationship with the NC Department of Environmental Quality and its Division of Water Resources (DEQ-DWR). The UNRBA will work diligently to maintain this relationship through the development and the adoption of a revised set of Falls Lake Rules. We have had the opportunity to interact and report to the NC Environmental Management Commission (EMC) on initiatives of the UNRBA. We plan to continue this communication through the readoption and implementation of the Falls Lake Rules. These Consensus Principles, and supporting information, will be provided to DEQ-DWR, the EMC, and the NC General Assembly as required by State law.

1. Revised rules are needed to promote effective action and sustainable investment by local governments, utilities, and other partners to meet the goals of maintaining, protecting, and improving water quality in Falls Lake into the future. The UNRBA recognizes the importance of this lake as a water supply source, an ecological and recreational resource, and a flood control reservoir.
2. NC DEQ-DWR and the EMC should move forward promptly with the revisions to the Falls Lake rules, taking into consideration these Consensus Principles.
3. The revised rules should embrace a systems approach focusing on solutions that consider interactions among surface water, land surfaces, groundwater, soils, and atmospheric and climatological drivers. This watershed-health approach should consider environmental benefits, costs, and impacts to users of the water resource and those asked to pay the costs of the regulations. The revised rules should improve water quality throughout the watershed, and not prioritize activities solely based on the reduction of nutrients to Falls Lake.
4. The revised rules should include adaptive management. Implementation of the rules should be reviewed every 5 years, with a report to address new information, conditions, or concerns that have developed during the previous 5 years. The UNRBA proposes that the adaptive management provision also include a detailed reevaluation of the rules completed 25 years after the date the revised rules are enacted. A detailed reevaluation should incorporate additional monitoring data collected by DWR and other organizations, data analysis, modeling evaluations, and consideration of technological advancements for improving water quality. The 25-year review should include a reexamination of the rules, so that changes may be proposed and put forward for consideration.
5. The revised rules for managed lands should be an investment-based, joint-compliance approach. Managed lands include residential, commercial, institutional (schools, hospitals, other state and federal facilities, etc.), agricultural (cropland and pasture), road rights of way, recreational (parks), etc.
6. The revised rules should not require nutrient load reductions from natural or unmanaged

areas including forests, land in forest succession, scrubland, non-pasture grassland, and isolated or connected wetlands. Nutrient loads from these areas should not be directly or indirectly assigned to other source categories.

7. The revised rules should promote land conservation and preservation of natural or unmanaged areas as an investment credit.
8. The revised rules should include a provision for a watershed organization to promote voluntary coordination of an investment-based, joint-compliance approach.
9. The revised rules should maintain the annual loading limits specified in the current new development rule, provide a more flexible evaluation-of-need for stormwater nutrient control for individual residential lots or for the subdivision of large family parcels for the purposes of passing land to heirs for building their homes, allow local governments to consider more innovative approaches to stormwater management, and include joint consultation among watershed organization members to assess and document consistent application of new development requirements.
10. Major and minor wastewater treatment plant owners should continue to optimize treatment performance using currently installed technologies. Review of plant performance should be included as a provision of the 25-year review. Plant and collection system owners should continue to track emerging technologies that may become technically and financially feasible in the future for further improvements to plant operations and biosolids handling; and identify and eliminate exfiltration from sewer lines and sanitary sewer overflows.
11. The revised rules should incorporate requirements for new wastewater treatment facility requests or expansion requests including provisions for technology upgrades, joint-compliance permits (e.g., the Lower Neuse Compliance Association's permit), nutrient offsets, and/or nutrient credit trading using practices on managed lands.
12. Investment credits should continue to be available for inspecting, identifying, and repairing or replacing malfunctioning onsite wastewater treatment systems and, as appropriate, for connecting onsite systems to sewer systems.
13. Separate, State-required nutrient management requirements should not be applied to managed lands in separate areas of the watershed (draining to an upstream watershed impoundment, arms of Falls Lake, etc.). However, water quality in all areas of the watershed should be tracked, particularly sub-watersheds with water-supply impoundments. The adaptive management provisions of the revised rules should address changing conditions in these waterbodies and allow for revisions to the program to address concerns as they arise.
14. The revised rules should expand the types of projects that qualify for investment credit, include the option of developing new credit types, and provide opportunity for other voluntary partners. The revised rules should promote local government participation in other watershed improvement actions.
15. The revised rules should encourage local governments to base implementation decisions on the principles of the fair and equitable treatment of members, and the residents of the watershed. The revised rules should promote opportunities for equitable stakeholder participation by encouraging input and participation from the public and interest groups.
16. The chlorophyll-a standard and water quality 303(d) assessment methodology for Falls Lake should be adjusted to better represent conditions in Falls Lake. The UNRBA supports an adjusted 303(d) assessment methodology and site-specific chlorophyll-a standard for Falls Lake and will continue to cooperate and collaborate with DEQ-DWR, Environmental Protection Agency (EPA), and other stakeholders on these revisions. The UNRBA does not recommend delaying rule revisions while these objectives continue to be developed and evaluated. Readoption of the Falls Lake Rules remains the priority so ongoing implementation efforts in the watershed can proceed.

Concepts and Principles for the Upper Neuse River Basin Association (UNRBA) Recommendations for a Revised Falls Lake Nutrient Management Strategy

Prepared for
Upper Neuse River Basin Association

Approved by the Board of Directors
September 20, 2023

Project Number: 170061



421 N. Harrington Street, Suite 420
Raleigh, North Carolina 27603

Statement of Purpose:

This document frames the concepts and principles that have been identified by the Upper Neuse River Basin Association (UNRBA) members and watershed stakeholders as important in developing a revised Falls Lake Nutrient Management Strategy. This document supports the Consensus Principles II that will be submitted as part of the UNRBA's recommendations for a revised nutrient management strategy. This document includes the core concepts and principles that need to be evaluated during the readoption of the rules and addressed in the final version of the rules. This document was not developed to provide specific regulatory language or regulatory requirements.

Executive Summary

Background and Supporting Information

Falls Lake Reservoir was constructed and filled in the late 1970s/early 1980s. Several pre-impoundment evaluations of the reservoir predicted that it would be eutrophic (overly productive biologically) but still meet its designated uses (DNER 1973, NCDWM 1983, USACE 1974): drinking water supply, recreational use, aquatic life use, and flood control. Based on information provided in the US Army Corps of Engineers (USACE) [2013 Falls Lake Master Plan](#) and the NC Division of Water Resources (DWR) [2021 Falls Lake Status Report](#), the designated uses of the reservoir are being met, and the reservoir provides:

- Flood control for downstream communities preventing over \$600 million in cumulative flood damages from construction through 2012
- Water supply for over a half-million customers treating 41 million gallons per day
- A regional recreation resource including swimming, fishing, and boating
- Habitat to aquatic and terrestrial wildlife (no nutrient-related fish kills have been reported since the 1980s)

Falls Lake was listed on the 303(d) list of impaired waters for exceedances of the North Carolina (NC) chlorophyll-a criterion of 40 micrograms per liter ($\mu\text{g/L}$). Chlorophyll-a measures the green pigment in a water sample and is used as an indicator for algal growth. Monitoring by the Division of Water Resources (DWR) and other organizations show elevated chlorophyll-a levels at some locations and times of year in the lake, especially in shallow areas. However, these levels are lower than predicted, and they have not resulted in any demonstrated water quality conditions that impair designated uses.

In 2005, the NC General Assembly passed a [bill](#) requiring the NC Environmental Management Commission (EMC) to develop a [Nutrient Management Strategy for Falls Lake](#). To support this effort, DWR used predictive modeling of the watershed and the reservoir to develop the Falls Lake Rules which set two stages of nutrient reduction requirements for the lake. The two stages of nutrient reductions are relative to a "baseline" year of 2006. Both the monitoring and modeling were developed on a compressed time schedule with limited data. As a result, there is significant uncertainty in the nutrient load reduction targets and the ability of the lake to meet the chlorophyll-a criterion regardless of the nutrient load reductions achieved.

Based on [DWR's 2010 Fiscal Analysis of the Falls Lake Rules](#), the nutrient load reductions prescribed by the Rules were estimated to cost \$604 million for Stage I and \$946 million for Stage II. In addition, a [review](#) by Cardno ENTRIX (2013) concluded that the required load reductions were not technically, financially, or logistically feasible. For example, each square foot of existing development would have to be treated by at least two stormwater control measures (SCMs) to meet

the Stage II requirements. Retrofitting existing development given site constraints with even one SCM is often not possible.

Recognizing the uncertainty associated with model-based load reduction targets, Section 5(f) of the Falls Lake Rules included an adaptive management provision allowing for a re-examination of the Stage II requirements. The decade-long evaluation process by the UNRBA and the four-year study period funded by the NC Collaboratory have provided exceptional scientific information and knowledge about conditions in the lake and its watershed. Falls Lake is at risk of increasing eutrophication, but data and analyses indicate a relatively stable trophic condition. The lake currently meets its designated uses. Furthermore, nutrient reduction efforts in the watershed and changes in environmental conditions have resulted in significant reductions in nutrient loading to the lake since the baseline year of 2006. These conditions have not yet reflected significant and demonstrative reductions in chlorophyll-a in the lake. Due to the slow response of nutrient cycling in the lake and its sediments, the full implications of reduced loading over the last 17 years have not fully manifested. It is likely that these positive changes in the nutrient balance will be reflected over a much longer time given the large store of nutrients present in the lake sediments and the continued addition of nutrients from the watershed.

Other watersheds in the country face similar challenges. The Chesapeake Bay Program Scientific and Technical Advisory Committee (STAC) released a [Comprehensive Evaluation of System Response](#) in May 2023. Similar to the Falls Lake watershed, the report concludes that “current efforts to reduce nutrient loads will not meet the TMDL targets” and that “estuary water quality has been slow to respond to realized nutrient and sediment reductions in many regions of the Bay.” This report focuses on an estuary that drains a much larger watershed with more opportunities for implementation given the relative amount of agricultural land and urban land in the watershed. Even with additional opportunities for implementation in the Chesapeake Bay watershed, the report concludes that “additional nutrient reductions will improve water quality, but water quality criteria may be unattainable in some regions of the Bay under existing technologies” and that “the legal requirements of the Clean Water Act (the water quality goal) divert attention away from considering multiple means of improving living resources (support of aquatic life as the designated use).”

As noted above, the current Falls Lake Nutrient Management Strategy is not technically, financially, or logistically feasible due to the unique characteristics of the watershed and the reservoir. A revised Nutrient Management Strategy for Falls Lake based on the science available and sound management principles is needed to protect this resource. While it is impossible to change the fundamental characteristics of this watershed and reservoir that make it eutrophic, a regulatory framework for nutrient management is essential for maintaining designated uses. The critical management objective for Falls Lake must be to mitigate impacts from existing activities in the watershed and to design and manage land use changes while continuing to maintain and improve water quality in Falls Lake. Without reasonable, balanced, and economically supportable actions, the risk of increased eutrophication, degradation of water quality, and adverse impacts to designated uses is a real possibility in the face of changing land use patterns and climatological conditions.

Key Findings from Information Gathering, Monitoring, and Modeling Studies

Before the comprehensive monitoring and modeling effort began, the UNRBA conducted an open and transparent planning process to ensure the requirements for a re-examination specified in the Falls Lake Rules were met. The state-approved monitoring and modeling quality assurance project plans (QAPPs) ensured the work of the UNRBA was conducted in a scientific and quality-assured manner. Since the monitoring effort started in 2014, the UNRBA has made considerable effort and investment to further the scientific understanding of the watershed and the lake. The UNRBA has

worked closely with researchers, third-party model reviewers, and DWR modeling staff to review and vet the watershed and lake models. Key findings from the UNRBA monitoring and modeling efforts are listed here and further described in the sections below as well as the UNRBA modeling reports:

- Efforts to reduce loading from the watershed since the baseline year of the Rules and DWR modeling (2006) have significantly reduced nutrient loading to Falls Lake.
 - Major wastewater treatment plants have reduced total nitrogen loads by 57 percent and total phosphorus loads by 73 percent (based on four-year average of loads discharged from 2015 to 2018).
 - Over 350 stormwater control measures and best management practices have been implemented to mitigate loading from existing development.
 - Requirements to limit nutrient export from development occurring since 2012 (i.e., new development) have been implemented by every local government in the watershed.
 - Atmospheric deposition of total nitrogen has decreased by approximately 20 percent since baseline.
 - Best management practices implemented on agriculture including nutrient management plans, livestock exclusion, and stream buffer restoration have reduced loading from this source. The acreage of agriculture has declined 44 percent since baseline due to economic and other pressures.
- 75 percent of the watershed is unmanaged, and opportunities for further nutrient reductions are limited.
- Precipitation is the key driver of increases in nutrient loading to the lake and an important driver of increase/decrease in lake residence time which is a controlling factor for algal growth.
- The watershed soils and lake sediments adsorb nutrients that can be released slowly over decades, extending the time that changes in the watershed will result in water quality changes in the lake.
- Reductions to the nutrients applied or deposited in the watershed do not have an equivalent reduction in delivered loading to Falls Lake. Only 20 percent of the loads applied to the watershed reach the lake, so reducing a pound applied or released will only result in approximately 0.2 pounds reduction to the lake.
- Levels of algae indicated by chlorophyll-a are not well correlated to nutrient loading. The hydrology, morphology, retention time, depth, and characteristics of the different areas of the lake are just as important as nutrient loading.
- Nutrient concentrations in Falls Lake are relatively low. Chlorophyll-a can reach high concentrations even when nutrient concentrations remain low.
- Falls Lake is meeting its designated uses:
 - Algal toxin levels are below U.S. Environmental Protection Agency (EPA) guidelines for drinking water and recreation (DWR 2021). Nutrient-related fish kills have not occurred in nearly 40 years since the lake was filled ([NCDEQ annual fish kill reports](#)).
 - Recreation is not limited by water quality (USACE 2013).
 - The City of Raleigh provides safe drinking water to over 500,000 customers and indicates that Falls Lake is an excellent source of raw water (DWR 2021)
 - In 2023, the American Water Works Association ranked the City of Raleigh 3rd in its international “Best of the Best” Water Taste Test”

- Forested areas are important to the ecological health of the watershed and should be protected. Natural areas, including forests, cycle nutrients and provide important nutrients to waters that sustain aquatic life.
- North Carolina is the only state that limits chlorophyll-a everywhere in a waterbody using instantaneous measurements. A summary of other state's approaches to chlorophyll-a standards is summarized in the [April 7, 2020 PFC meeting presentation](#) (slides 57 to 68)
- Several scenarios were evaluated with the UNRBA watershed and lake models. None of the scenarios were able to achieve delivered nutrient loading to Falls Lake that would meet Stage II of the Falls Lake Nutrient Management Strategy nor were any of the scenarios able to meet the chlorophyll-a standard everywhere in Falls Lake. Even a scenario that converts all land to forest and wetlands and removes all watershed-scale human inputs was not able to achieve these goals and standards (rates of atmospheric deposition were not changed for this scenario).
- Lake modeling indicates that an additional 50 percent reduction in total nitrogen delivered to Falls Lake would be needed to achieve the chlorophyll-a water quality standard 90 percent of the time. Achieving this level of additional reduction would require treating runoff from natural areas like forests. An evaluation of a pump-and-treat approach using an algal harvesting system studied by the City of Durham indicates that at least 138 systems would be needed to meet this level of nitrogen loading. However, there is not sufficient water consistently available in the stream network to run this many systems. While these systems should remain an option to consider as part of the revised nutrient management strategy, constraints like cost and land availability will limit widespread application.
- Achieving measurable load reductions to Falls Lake will require a systems approach directed at realistic and incremental change in the nutrient balance. The Stage I Interim Alternative Implementation Approach (IAIA) approved by the EMC provides a useful framework for the revised nutrient management strategy.
- Stakeholder participation in the process is critical to developing a successful strategy.
- A watershed approach for non-point sources provides nutrient management for all waters draining to Falls Lake, including upstream water supply impoundments.

Recommendations for a Comprehensive Approach to Nutrient Management Proposed by the UNRBA

The UNRBA has been working with other watershed stakeholders to study the Falls Lake watershed since 2011. These collaborative efforts have included discussions with internal and external stakeholders who recommend that the revised nutrient management strategy incorporate the fundamental principles of IAIA including using an investment-based, joint-compliance framework on the implementation of projects and activities beneficial to water quality across the watershed.

Based on the extensive work conducted by the UNRBA, the successes of the IAIA Program, and the feedback from external and internal stakeholders, the UNRBA Path Forward Committee (PFC) developed a list of foundational principles for a revised nutrient management strategy. It is anticipated that the jurisdictional governing boards or commissions of the UNRBA will sign a document stating their commitment to a list of foundational principles submitted as part of the UNRBA's recommendations. Below is a brief description of some of these principles which are further described later in this document:

Embrace a systems approach focusing on right-sized solutions. Progressive management of this watershed will require looking beyond individual pipes and parcels of land. Nutrient load reductions will be incremental as project identification and implementation are very challenging. A more comprehensive approach that considers the atmosphere, soils, surface water, groundwater, and

physical, biological, and chemical processes of the system will expand the opportunities for meaningful change. A triple-bottom line approach that considers environmental benefits, costs, and impacts to citizens must be an integral aspect of developing the revised strategy. The tools and models built by the UNRBA predict how management actions in the watershed affect nutrient loading to, and water quality in, Falls Lake. The UNRBA is also conducting economic analyses that consider capital, maintenance, and operational costs of nutrient management activities. By focusing on the whole watershed and local implementation, the proposed strategy aims to improve water quality across the watershed and not prioritize activities solely based on the reduction of nutrients to Falls Lake. Projects will result in reductions in nutrient loading through incremental and sustained progress across the watershed, but may also address other pollutants, long-term watershed sustainability, etc. This comprehensive approach is needed to provide lasting protection of the lake and its designated uses. Focusing on watershed health also addresses the sub-impoundments (e.g., Lake Michie, Little River Reservoir, Lake Orange, Lake Butler, etc.) used for water supply within the basin. Allowing investments throughout the watershed will positively impact water quality across the basin.

Because of the holistic nature of the recommendations, the UNRBA also recommends that its implementation for non-point sources be considered by the State as addressing all waterbodies in the watershed that are currently listed, or may be in the future, on the State's 303(d) list of waters for pollutants related to nutrients. These other waters may be considered Category 5 waters in future Integrated Reports if additional point source controls are required.

Create an adaptive program with scheduled assessments and reevaluation. The UNRBA recommends that the rules exclude the specifics of the program because it will be extremely difficult to adapt to new information and conditions. Rather, the UNRBA recommends development of an approved program document referenced by the rules with specific assessment, renewal, and reevaluation periods. The UNRBA recommends the revised strategy include a formal review period to evaluate how well the program is working in terms of water quality, necessary changes, and evolving technologies. The UNRBA proposes a full evaluation in 25 years following the date the revised rules are readopted with interim evaluations every five years. Interim evaluations and reporting years can address concerns or changes that occur during the 25-year period and assist with tracking trends and accomplishments over the longer 25-year period. As with the IAIA, annual reports are recommended to track implementation and compliance with annual investment commitments. It is in the interest of the state and the citizens of the watershed that these assessments be done in partnership with DWR.

The UNRBA recommends that the rules exclude the specifics of the program because it will be extremely difficult to use adaptive management provisions. Rather, the UNRBA recommends development of an approved program document referenced by the rules.

Cooperate and collaborate with stakeholders – The UNRBA has worked very closely with its members and external partners since the re-examination process began. Extraordinary access and participation by all stakeholders have been promoted by the UNRBA, and transparency has been an important theme in sharing the work and status of the re-examination effort. Internal and external stakeholders are invited to provide comments during monthly status meetings. The UNRBA has hosted several Technical Stakeholder Workshops, Regulatory Forums, or joint Symposia with the NC Collaboratory to hear and incorporate feedback in the process. The UNRBA has worked closely with researchers, third-party model reviewers, and DWR modeling staff to review and vet the watershed and lake models. The UNRBA also worked with DWR, representatives of agriculture, environmental groups, and land conservation organizations to expand the list of practices with state-approved

nutrient credits. This nutrient credit project led to the addition of three nutrient reduction practices eligible for use on existing development and led to the state allowing for over- and under-sized practices to receive an appropriate amount of credit for existing development retrofits. Nutrient practice development should be an ongoing commitment of an investment-based system. The UNRBA proposed a credit for land conservation and continues to work with DWR on securing a credit for this excellent practice in protecting the watershed and lake. The nutrient credit project formed strong working relationships with the organizations involved and ultimately led to discussions regarding the IAIA. The UNRBA recognizes that without these partners, a revised nutrient management strategy cannot be successful. The UNRBA encourages input during the crafting of the revised strategy from all stakeholders to identify opportunities, constraints, and solutions to achieve a shared vision to maximize the serviceable life of the reservoir and maintain its designated uses.

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Expand the types of projects and provide opportunity for other voluntary partners – The IAIA includes a broad range of eligible projects and activities approved by DWR for compliance with Stage I Existing Development Rules. The UNRBA members and stakeholders have discussed many types of additional projects and activities related to nutrient reduction opportunities for inclusion in the revised nutrient management strategy that would apply to specific types of land use, discharges, etc. As with the IAIA, the UNRBA recommends a provision for expansion of the list of eligible activities to be include in the revised strategy.

To apply a systems approach, opportunities that intersect with other watershed landowners and partners should be considered (e.g., a stream restoration project funded by a local government on private land under an agreement with the landowner). The UNRBA is not proposing that inclusion of other partners come with investment requirements, but where opportunities exist for improving water quality and quantity, the revised strategy allows and promotes local government participation in other watershed improvement actions.

Establish a Watershed Organization with tiered participation. The UNRBA anticipates investment requirements for its members under the revised nutrient management strategy. The potential partners (e.g., agriculture and institutions) would not have the burden of investment requirements. To foster cooperation and establish a functioning, holistic program, the UNRBA proposes establishment of a “Watershed Organization” with tiered membership. Those local governments, state and federal agencies, and utilities with investment requirements would be in Tier 1 and could support administration and implementation of the program through funding. Those without investment requirements could be in Tier 2. This tier would not be expected to fund the program but could participate on committees to identify opportunities and constraints, participate in decision making, etc. Committees specific to a sector (e.g., agriculture) could be chaired by a representative of that sector (i.e., committees may be chaired by a Tier 2 member). Annual compliance reporting and tracking of investment requirements for the Tier 1 members could be managed by the Watershed Organization, similar to the current IAIA. The initiation date of the Watershed Organization will be determined by the re-adoption of the Falls Lake Rules, which must be achieved in accordance with [Session Law 2018-5 Section 13.8.\(a\)](#). This session law specifies that the EMC must begin rule re-adoption no later than December 31, 2024. It is anticipated by DWR that re-adoption of the rules will occur no later than 2027.

Develop a fair and equitable strategy. The UNRBA strives to develop a revised nutrient management strategy that protects the watershed and Falls Lake in a fair and equitable manner. An investment-based, watershed-health approach will continue to be most effective when all parties in the

watershed are fully engaged and committed. This should include those with drainage to the lake and those benefiting from the ongoing management of the watershed and lake for reducing nutrient and other water quality impacts. As with the IAIA, the proposed framework provides equity by including those using Falls Lake and other intake points (e.g., Lake Michie, Lake Butner) as a water supply. Equity is also addressed through tiered membership in the program as some sectors can fund activities through taxes and fees, and others are comprised of local landowners and businesses that do not have this ability. The requirements of the revised strategy will consider these and other equity factors. Stakeholder feedback on this proposal and the UNRBA economic analyses will also be considered as the program is developed.

Consider environmental and social justice issues. The program should consider environmental and social justice issues in implementation of the revised nutrient management strategy (funding, siting, public input, public access, etc.). The revised rules should promote opportunities for equitable stakeholder participation by encouraging input and participation from the public and interest groups. Multiple state and federal databases and tools exist to support this effort. Jurisdictions participating in this program should make efforts to assure that the projects and actions do not create social justice issues.

Measure compliance by investment levels and track nutrient reductions as supplemental information. As with the IAIA, the UNRBA recommends that compliance under the revised strategy be tracked by investment and the amount of nutrient reductions be tracked as supplemental information. One of the fundamental differences of the IAIA compared to conventional regulatory approaches is that compliance is tracked by required investment in eligible activities rather than counting the nutrient pounds reduced. This approach provides three key benefits: 1) local governments can plan for required investment levels as part of their budgeting process, 2) activities that do not have state-approved nutrient credits that are known to be beneficial to water quality and quantity can be incorporated into the program, and 3) projects can occur within jurisdictional boundaries that benefit citizens across the watershed as well as downstream water quality. Representatives of agriculture have indicated that they prefer to maintain ownership of their nutrient loss tracking and reporting. This cooperative approach would allow that to continue while potentially leveraging funding from other sectors. Department of Transportation (DOT) representatives have indicated an interest in participating in this revised program.

Nutrient Reduction Opportunities

Nitrogen and phosphorus are naturally occurring elements that are necessary in appropriate amounts for a healthy ecosystem. These nutrients cycle through the air, soils, groundwater, surface water, plants, algae, and other organisms. The UNRBA recognizes the importance of continuing to address nutrient loading using conventional methods, and significant progress cannot be made in this unique watershed if only conventional methods are used. A watershed-approach is needed to limit inputs to the system and sequester nutrients before they reach Falls Lake.

The UNRBA recommends that all opportunities for nutrient reduction be considered in the revised strategy, not as requirements but rather as potential opportunities for cooperation.

Proposed Legislative Changes

The NC Collaboratory is funding a study to evaluate potential changes to the Falls Lake Rules that would allow for a more collaborative, system-based approach to nutrient management in the watershed. The UNRBA is working with the lead author of this study, Dan McLawhorn, to better understand existing legal constraints on its proposals and where legislative changes may be required. A link to the presentation on this topic at the 2023 Falls Lake Nutrient Management Study Symposium hosted by the NC Collaboratory is available [here](#). The UNRBA will begin developing

recommendations for potential rule changes after its December 2023 submittals and plans to coordinate this effort with DWR. Rules will be amended to be consistent with the General Statutes and Session Laws which apply to the program.

Status of the UNRBA Recommendations

This Concepts and Principles Document was developed based on input from the PFC and the Board of Directors, as well as input from external stakeholders, including staff from DWR and representatives from agriculture, DOT, and Non-Governmental Organizations (NGOs). These discussions identified several program components to guide development of the revised Falls Lake Rules. Many program components are designed to promote flexible implementation of the rules. These concepts and principles have been distilled into an updated set of Consensus Principles (called Consensus Principles II) for consideration by the governing bodies of the UNRBA members (e.g., county commissioners, town councils, city councils, utility boards). Once the individual governing bodies have signed the Consensus Principles II and endorsed the UNRBA recommendations for the revised nutrient management strategy, the UNRBA will submit these documents to the EMC and DWR.

As the rules readoption process unfolds, discussions among UNRBA members and other external stakeholders will continue. Additional recommendations and responses to stakeholder feedback will be considered during this process.

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Background and Supporting Information

History of the Reservoir and Characteristics of Falls Lake and its Watershed

The history of Falls Lake reservoir provides important context for its current water quality. The “lake” is a man-made body that results in an impoundment of the Neuse River at the natural fall line of the river at “the Falls of the Neuse.” The placement of the Falls Lake Dam converted a natural, riverine environment to one with hydrologic, habitat, and ecological conditions very different from those that existed previously. This conversion has resulted in factors that affect water quality that were not present before the river was dammed. The reality of this history brings us to the regulatory and water quality policy crossroads of how this management effort should proceed over the coming decades.

The Falls Lake reservoir project was authorized by Congress as part of the Flood Control Act in 1965 and began filling in January 1983. Figure 1 shows an old earthen dam uncovered during the construction of the Falls Lake dam in the late 1970s. The Congressionally authorized uses of Falls Lake include flood control, drinking water supply, recreation, fishing, aquatic life, and wildlife. Design and construction of the impoundment were conducted by the U.S. Army Corps of Engineers (USACE), which continues to manage and operate the reservoir today.

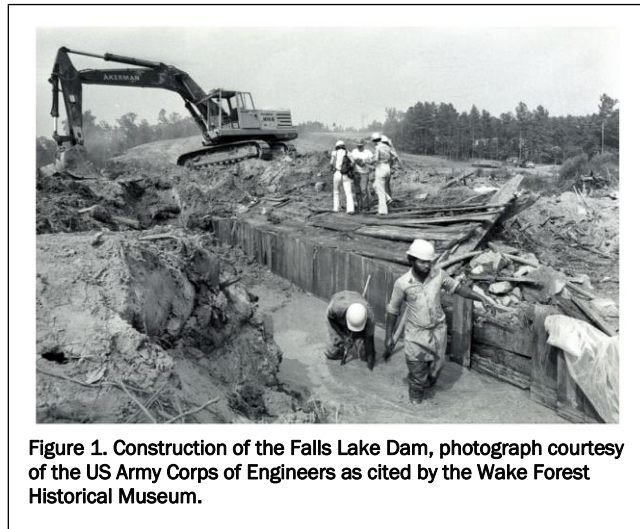


Figure 1. Construction of the Falls Lake Dam, photograph courtesy of the US Army Corps of Engineers as cited by the Wake Forest Historical Museum.

Pre-impoundment studies predicted that Falls Lake would be highly eutrophic (over-enriched with nutrients), especially in the shallow, upper end of the lake (DNER 1973, USACE 1974, NCDEM 1983). These studies also predicted that chlorophyll-a concentrations would be high and that dissolved oxygen would be depleted in deeper portions of the lake during thermally stratified (warm summer) conditions.

Laboratory analysis of chlorophyll-a measures the green pigment in a water sample and is used as an indicator for algal growth. In 1979, the NC EMC established a chlorophyll-a criterion of 40 µg/L. The driving force for this water quality standard was poor water quality conditions on the Chowan River in northeastern NC. The Chowan River is a tributary to Albemarle Sound. Water quality conditions in this estuary in the 1970s resulted in demonstrated impairments to the waterbody that directly impacted the classified, designated uses. In response to these impacts, the Division of Environmental Management (predecessor agency of what is now the Division of Water Resources, DWR) evaluated these conditions and convened a group of established scientists and subject matter experts. This group provided a recommendation for a benchmark level of algal activity, using chlorophyll-a as indicator. This threshold would guide regulatory action to address the problems on the Chowan River. The agency, through the EMC, adopted the benchmark level as a standard and applied this value to all waterbodies in the state. The evaluation that led to this standard was not specifically referenced to use support impacts in reservoirs.

Despite the water quality predictions provided in the pre-impoundment studies, it was concluded that the expected levels of algal activity would not impede the anticipated designated uses of Falls Lake. NC allowed the construction of the dam under Section 401 of the Clean Water Act (the Water

Quality Certification required for permitting of a “fill” under Section 404). Evaluations conducted as part of the reexamination process have demonstrated that the lake is meeting its designated uses. There have not been nutrient-related fish kills since the lake was filled. The City of Raleigh is able to use Falls Lake to provide drinking water to over 500,000 customers and was awarded 3rd place in the 2023 American Water Works Association’s international “Best of the Best” Water Taste Test.” Dissolved oxygen levels are sufficient to provide aquatic habitat to many species, and the lake supports recreational activities throughout the year.

Monitoring by DWR and other organizations show elevated chlorophyll-a levels at some locations and times of year in the lake. However, these levels are lower than predicted, and they have not resulted in any demonstrated water quality or use-related conditions that impair designated uses. For example, the earlier studies predicted summer average chlorophyll-a concentrations of 110 µg/L in the upper part of the lake while data collected from August 2014 to October 2018 show a summer average concentration of 41 µg/L. These data are summarized in the [UNRBA 2019 Monitoring Report](#).

The decade-long evaluation process by the UNRBA and the 4-year study period funded by the NC Collaboratory have provided exceptional scientific information and knowledge about conditions in the lake and its watershed. Falls Lake is at risk of increasing eutrophication, but data and analyses indicate a relatively stable trophic condition at this time. Falls Lake is eutrophic, but it is not increasing in the level of enrichment. The lake currently meets its intended uses.

Nutrient reduction efforts in the watershed and changes in environmental conditions have resulted in significant reductions in nutrient loading to the lake since the designated “baseline” year of 2006. These conditions have not yet reflected significant and demonstrative reductions in chlorophyll-a in the lake. Due to the slow response of nutrient cycling processes in the lake and its sediments, the full implications of reduced loading over the last 17 years may not have fully manifested. However, lake water quality has stabilized since the Rules were enacted, and the lake is continuing to meet its designated uses. The revised strategy should include a long-term water quality review process to track water quality in Falls Lake and the other water supply impoundments in the basin.

Other watersheds in the country face similar challenges. The Chesapeake Bay Program Scientific and Technical Advisory Committee (STAC) released a [Comprehensive Evaluation of System Response](#) in May 2023. Similar to the Falls Lake watershed, the report concludes that “current efforts to reduce nutrient loads will not meet the TMDL targets” and that “estuary water quality has been slow to respond to realized nutrient and sediment reductions in many regions of the Bay” This report focuses on an estuary that drains a much larger watershed with more opportunities for implementation given the relative amount of agricultural land and urban land in the watershed. Even with additional opportunities for implementation in the Chesapeake Bay watershed, the report concludes that “additional nutrient reductions will improve water quality, but water quality criteria may be unattainable in some regions of the Bay under existing technologies.”

Falls Lake was sited and constructed within a hydrologic, geologic, and nutrient balance environment that produced a unique morphological configuration and a reservoir environment that was destined to be eutrophic. All reservoirs in Piedmont NC strongly demonstrate a eutrophic nature, and this condition is unavoidable. Previous monitoring and evaluation as well as study, research, and assessment efforts over the last 11 years document this condition in Falls Lake. While all Piedmont reservoirs have different characteristics, site-specific water quality factors, and management challenges, the level of understanding of these factors and challenges are well understood for Falls Lake and its watershed. A revised Nutrient Management Strategy for Falls Lake needs to be based on the available science and sound management principles. While it is impossible to change the fundamental characteristics of this watershed and reservoir, a regulatory framework for nutrient

management is essential to maintaining designated uses. The critical management objective for Falls Lake must be to mitigate impacts from existing activities in the watershed and to design and manage land use changes while continuing to maintain and improve water quality in Falls Lake. Without reasonable, balanced, and economically supportable actions, the risk of increasing eutrophication, degradation of water quality, and adverse impacts to designated uses is a real possibility.

Regulatory and Statutory Requirements for Falls Lake, the UNRBA Response, and the Limitations of the Current Management Approach

Statutory Requirements and the Rules

In 2005, the NC General Assembly passed Senate [Bill 981](#) requiring the NC EMC to develop a [nutrient management strategy for Falls Lake](#). The bill also directed the Commission to “consider the cost of the proposed measures in relation to the effectiveness of the measures. These measures could include, but are not limited to, buffers, erosion and sedimentation control requirements, post-construction stormwater management, agricultural nutrient reduction measures, the addition of nutrient removal treatment processes to point source permitted wastewater treatment plants, the removal of point source discharging wastewater treatments through regionalization and conversion to non-discharge treatment technologies, and any other measures that the Commission determines to be necessary to meet the nutrient reduction goals.”

In 2009, [Senate Bill 1020](#) was passed to provide credit for early implementation of practices installed before the Rules were adopted. This bill also delayed adoption of the Rules from July 1, 2009, to January 15, 2011, and required that “stormwater management programs to reduce nutrient loading from new development be implemented no later than 30 months after the Rules become effective.” Additional measures listed for consideration in the nutrient management strategy were included in this bill: “measures to address nutrient inputs from on-site wastewater treatment systems, control of atmospheric deposition, allowing the sale and purchase of nutrient offsets, and allowing trading of nutrient loading allocations and credits for nutrient reductions.” The bill also specified design standards for sedimentation and erosion control for land-disturbing activities and stated that this section of the bill would not be delayed and would have a start date of January 1, 2010. These requirements were addressed in the [Falls Lake Rules](#).

To support rules development, DWR used predictive modeling of the watershed and the reservoir to develop the Falls Lake Rules, which set two stages of nutrient reduction requirements for the lake. In January 2011, the [Falls Lake Rules](#) were adopted by the EMC. The Rules state:

The objective of Stage I is to, at minimum, achieve and maintain nutrient-related water quality standards [chlorophyll-a criterion] in the Lower Falls Reservoir [downstream of Highway 50] as soon as possible but no later than January 15, 2021, and to improve water quality in the Upper Falls Reservoir [upstream of Highway 50]. The objective of Stage II is to achieve and maintain nutrient-related water quality standards throughout Falls Reservoir. This is estimated to require a reduction of 40 and 77 percent in average annual mass loads of nitrogen and phosphorus respectively, delivered from the sources named in Item (6) in the Upper Falls Watershed from a baseline of 2006. The resulting Stage II allowable loads to Falls Reservoir from the watersheds of Ellerbe Creek, Eno River, Little River, Flat River, and Knap of Reeds Creek shall be 658,000 pounds of nitrogen per year and 35,000 pounds of phosphorus per year. (15A NCAC 02B .0275)

However, both the monitoring and modeling were developed on a compressed time schedule with limited data. As a result, there is significant uncertainty in the nutrient load reduction targets and

the ability of the lake to meet chlorophyll-a water quality criteria regardless of the nutrient load reductions achieved.

In the 2010 Fiscal Analysis for Proposed Nutrient Strategy for Falls of Neuse Reservoir (hereinafter DWR Fiscal Analysis), DWR estimated compliance with Falls Lake Rules to cost \$1.54 billion, with \$604 million for Stage I requirements and \$946 million for Stage II requirements. According to the USEPA Municipal Preliminary Screener, Stage II reductions alone ranked as a “Large Impact” to affected communities with each household contributing approximately \$1,400 per year (Cardno ENTRIX 2013).

The DWR Fiscal Analysis described its cost estimates as “conservative high-end” because it assumed that technological advancements would lead to more effective nutrient removal measures and more cost-effective compliance options before the Rules took effect (DWR 2010). However, the analysis also presented evidence that costs could be much higher and nutrient reductions could be impossible to meet. Using a watershed assessment of Ellerbe Creek conducted by the City of Durham, DWR extrapolated data to estimate a total, high-end cost of the Rules. The resulting estimate was \$1.5 billion to achieve **one third of nitrogen reductions** and **one half of phosphorus reductions** required by the Rules. DWR addressed this possibility: “This suggests a much greater ultimate cost than we have estimated as high-end, or simply unachievable reductions. We expect, however, that more cost-effective solutions to conventional BMP [best management practices] retrofits will continue to emerge, making costs of this nature unnecessary” (DWR 2010, p.85). The 2011 Rules established two portions of Falls Lake for assessing compliance: upstream and downstream of Highway 50. These portions are called assessment units (AUs) which are used under NC’s 303(d) assessment process to determine compliance with water quality standards as required under Section 303(d) of the Federal Clean Water Act. NC has incrementally increased the number of AUs in Falls Lake over the past two decades to 12 AUs. The UNRBA has sought to stabilize the 303(d) process to be consistent with the Rules. The UNRBA offered the following comments to the EMC in a letter dated February 18, 2022: “The current dynamic assessment approach (changing AU's) represents a moving target and results in considerable confusion about attaining and maintaining compliance with the water quality standard. Consistent AUs should be established based on the lakes limnologic and morphologic characteristics consistent with EPA guidance. It is also important that the assessment approach be aligned with the management strategy laid out in the Falls Lake Rules. The Draft IR [now final] now includes 12 assessment units (7 upstream and 5 downstream of Highway 50). Falls Lake has a robust monitoring program performed by both the Division of Water Resources and the Center for Applied Aquatic Ecology. Combined, this effort represents approximately 28 monitoring stations in the lake. Applying the current Assessment Methodology continues to increase the number of Assessment Units and challenges the ability of ever attaining the water quality standard for chlorophyll-a in Falls Lake. This “station-by-station” approach does not reflect the physical morphology of the lake. Since the 2008 water quality assessment the number of AUs for Falls Lake has changed from 2 to 12. The increasing number of units has not been due to changes in standards or classification or even designated uses. Rather, it represents the expansion of data collection and the variability of the monitoring results.”

The established path for addressing waters that are not meeting water quality standards is laid out in the Federal Clean Water Act (first adopted in 1972). It is a model that has resulted in dramatic improvement of water quality across the country. Companion legislation in NC has been consistent with this framework. It is a “command and control” framework that is based on clear cause and effect of identified pollutant sources impacting downstream water quality. It has worked extremely well when the need for reduced pollution is primarily due to point sources or specific land use activities.

For more disparate watershed related water quality issues, the conventional framework is mostly ineffective. There are extremely limited situations where such regulatory efforts have been successful in reducing the impacts of non-point sources to the degree necessary. One well-known example of the struggles of managing a watershed-based water quality concern is the Chesapeake Bay program. With the application of tremendous financial and management resources, improvements have been elusive. Progress has been and continues to be made, but it remains a challenge to meet. The Chesapeake Bay Program STAC states in their May 2023 [Comprehensive Evaluation of System Response](#) that “the legal requirements of the Clean Water Act [the water quality goals in the Bay] divert attention away from considering multiple means of improving living resources [support of aquatic life as the designated use].” The “dead zone” at the mouth of the Mississippi River in the Gulf of Mexico provides another example of the monumental difficulty of achieving significant mitigation of existing land use within a watershed.

Individual degraded streams throughout the country have similar challenges. The Federal 303(d)-process identifies streams with degraded biological integrity, among other programs, usually resulting from watershed-based impacts. In NC, many of these situations do not lend themselves to establishing a Total Maximum Daily Load (TMDL) or do not have the regulatory authority to establish a Water Quality Management Plan that will effectively address the degraded biological integrity of the stream. Most of these streams stay on the 303(d) list of impaired waters and do not have actions in place to manage the pollutant sources within the watershed.

Nutrient issues are predominantly caused by watershed impacts and non-point sources distributed throughout the watershed feeding the reservoir, estuary, or slow-moving stream or river. The long-established framework of “put limits on the sources and solve the problem” does not work in these situations. This is not a failure of intention but rather a failure to identify the true need for a management framework and to define a feasible management system to address the real problem. Faced with similar challenges, the Chesapeake Bay STAC indicates that “additional funding of existing implementation efforts is unlikely to produce the intended nutrient reduction outcomes” and that “achieving and sustaining substantial nonpoint pollutant reductions will likely require development and adoption of new implementation programs and tools.”

In other words, the conventional framework does not work for watershed-based water quality issues. That is certainly true based on the findings of the scientific work on Falls Lake. To move this process forward with broad support and allocation of resources to maintain and improve water quality in Falls Lake, an updated nutrient management strategy for Falls Lake is essential.

The conventional source-control framework does not work for watershed-based water quality issues, particularly for the Falls Lake watershed which is mostly unmanaged lands. An updated approach is required to move this process forward with broad support and allocation of resources to maintain and improve water quality in Falls Lake.

In order to develop a more scientifically valid approach, a comprehensive reexamination effort was undertaken by the UNRBA as allowed by the Falls Lake Rules. The Falls Lake UNRBA reexamination effort and the research funded by the NC Collaboratory provide a unique and deep understanding of this watershed and reservoir. It is now the most monitored and studied reservoir in NC. The careful assessment of the data and information by subject matter expert review, statistical comparisons, and watershed and lake modeling provides clarity on how this watershed and lake behave. This level of information is not available for other NC reservoirs and was not available when the current Falls Lake Rules were developed.

However, scientific knowledge and understanding alone cannot effectively consider the unique characteristics of this watershed and lake in developing an improved management approach. Water quality management policy is an essential component in deciding the most effective way to maintain and improve water quality in Falls Lake, now and in the future. The science provides clear evidence regarding specific management actions that can meet the water quality standard for chlorophyll-a throughout the lake. The cause-and-effect aspects of nutrients in this watershed and lake cannot be dramatically changed. Despite significant reductions in nutrient loading to Falls Lake since the mid-2000s, chlorophyll-a concentrations have remained stable. While the chlorophyll-a concentrations are above the standard of 40 µg/L in some parts of the lake, there are no reports of impacts to water treatability, fish kills, algal scums, or mats. This evaluation indicates that the current water quality standard for chlorophyll-a is not well correlated to uses in this lake and is therefore not applicable to Falls Lake. The standard is incorrect for this system and cannot be achieved. Thoughtful and effective management actions, consistent with the scientific findings and feasible to implement, are needed to protect water quality in Falls Lake. The characteristics of this watershed and lake indicate that dramatic changes are not possible. A eutrophic Falls Lake will always exist.

A reasonable management objective should be to prevent a trophic condition that will impede designated uses. This watershed is becoming more urban and suburban, and that transition will continue. Development in the watershed is an essential economic factor for this region and the jurisdictions within the watershed. Land use is shifting away from its historic composition to more intensely developed areas within the watershed. The [New Development Rules](#) currently in place mitigate this shift, but long-term changes in the hydrology and nutrient balance within the watershed are still expected. Controls on runoff from new development manage the first inch of runoff from a developed site. While most rainfall events in our region do not exceed one-inch, higher rainfall storms, sometimes several inches, are becoming more frequent. A portion of storms greater than 1 inch bypasses treatment and delivers untreated flow and nutrients to Falls Lake. Larger storms also saturate pervious areas in the watershed including unmanaged lands. Saturated soils result in surface and subsurface transport of nutrients to streams.

Without other watershed mitigation efforts, nutrient loading to Falls Lake will continue to increase over time. Development increases the amount of impervious surface and results in compacted soils. These changes alter the hydrologic and water quality properties of the development site and downstream waters. Land preservation is a critical safeguard for keeping the watershed as natural as possible, particularly considering a recent decision by the US Supreme Court regarding protection of wetlands that do not have a “continuous surface connection to waters of the US” (Sackett versus EPA, Docket number 21-454). Other waters may also be at risk depending on interpretation of the decision. Land conservation should be a voluntary aspect of the revised management strategy and should be recognized by the State as a critical component of a long-term nutrient management strategy. The Raleigh Watershed Protection Program has a target of preserving 30,000 acres of high priority lands by 2045. Retrofits on existing land use are also useful, but 75 percent of the watershed is currently forested, wetlands, or other unmanaged lands. The Interim Alternative Implementation Approach (IAIA) is a sustainable model for keeping the watershed as stable as possible as it includes land conservation as an eligible practice in addition to more conventional stormwater control measures and best management practices.

Unmanaged land in this watershed is a critical reason that lake water quality continues to support designated uses. The composition of the watershed, implementation of new development rules, and the improvements that have been made since the baseline year of 2006 have resulted in a stable trophic condition. There is a tremendous opportunity to structure a management approach that is broadly supported, economically viable, and aimed at an achievable goal. This document identifies

the concepts and principles that outline a revised strategy based on the latest science, good public policy, and common ground among the many stakeholders.

Reexamination of the Rules Under the Adaptive Management Provision-

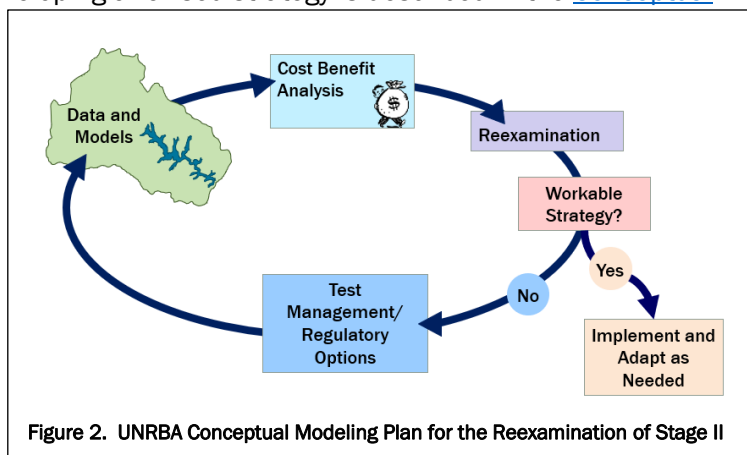
While the Rules were being developed, UNRBA member jurisdictions developed the Consensus Principles to address key provisions of the rules and recognize uncertainties about the basis for the requirements. The Consensus Principles are a memorandum of agreement between the jurisdictions in the watershed that called for a two-stage approach to nutrient reductions and the potential for reexamination of Stage II. This adaptive management provision was critical because it put in place a review process ahead of the very restrictive provisions of Stage II. In basic terms, the Falls Lake Rules adopted by the EMC allow for a “reexamination” of the required actions under Stage II. An entity is allowed to initiate and conduct a reexamination using a DWR-approved assessment process as laid out in the rules (15A NCAC 02B .0275 (5)(f)) and to bring findings back to the Division and the EMC.

The UNRBA began planning for the reexamination under the cited provision in 2011. In 2013, a [framework](#) for conducting the reexamination was developed and approved by DWR. This framework established the plan to review historic data and models for Falls Lake, develop recommendations for additional monitoring, conduct the monitoring, and develop modeling tools to allow assessment of the lake and evaluate different management approaches. The UNRBA’s plan included a watershed model and three lake water quality models.

The primary purpose of the [UNRBA monitoring program](#) was to provide the necessary data and information to support development of the models that would be used to evaluate updated management approaches. Prior to collecting data, the UNRBA evaluated all available data that had been collected on Falls Lake and its watershed. The monitoring program and other provisions of the reexamination required approval by DWR. The UNRBA secured necessary approvals from DWR for evaluation of the current Falls Lake Nutrient Management Strategy including the [UNRBA Monitoring Plan](#) and [UNRBA Monitoring Quality Assurance Project Plan \(QAPP\)](#). These documents and the publicly accessible database are available on the [UNRBA monitoring website](#).

Also as required by the Rules, the UNRBA submitted and DWR approved the [Description of the Modeling Framework](#) and the [UNRBA Modeling QAPP](#) that specifies how the models should be developed and assessed for performance. The UNRBA conducted a [model selection process](#) and selected the following models: the Watershed Analysis Risk Management Framework ([WARMF](#)) to conduct watershed and lake modeling, the Environmental Fluid Dynamics Code ([EFDC](#)) as the second lake model, and a statistical/Bayesian model as the third lake model. The purposes and relationships of these models toward developing a revised strategy is described in the [Conceptual Modeling Plan](#) (Figure 2). The UNRBA

has not only provided DWR with the required documentation for the reexamination but has also provided documentation of all its process and decision-making including model selection and discussions of the contracts and scopes of work for those efforts. DWR representatives regularly attend the meetings of the UNRBA, and many follow-up discussions have occurred with the agency to ensure there is a clear



understanding of the work being done to support the UNRBA's recommendations on a revised nutrient management strategy.

In 2016, the NC General Assembly passed [legislation](#) (Section 14.13.(a)) that established the NC Collaboratory. One of the initial charges of this organization was to study nutrient management strategies in general and for [Jordan and Falls Lakes specifically](#). This initial legislation required the Falls Lake study to be completed by December 2021. The General Assembly later passed [legislation](#) to extend the deadline to December 2023 to allow the UNRBA reexamination process to complete. This legislation also includes a reference to other evaluations of the Falls Lake Nutrient Management Strategy. The bill requires the EMC to consider that information along with the report by the NC Collaboratory.

Following the creation of the Collaboratory, the UNRBA coordinated closely with the organization and its researchers. This allowed the UNRBA to provide input each year on what additional studies would enhance and better inform its work. The UNRBA has shared all its data, work, and preliminary results with the Collaboratory. The Collaboratory also provides subject matter expert and third-party review of the UNRBA modeling efforts. This extremely valuable contribution has been occurring while the models were under development rather than after. This integrated approach allowed the reviewers to provide input and feedback as the models were developed and allowed the modeling team to incorporate adjustments before the models were finalized. Third party reviews increase transparency and provide an extra layer of assurance that the models can be relied upon to support regulatory and policy decisions.

By the end of this reexamination process, the UNRBA membership will have invested approximately \$10 million to support this effort. This is an unprecedented effort by a regulated community in NC to provide study and research to DWR, EMC, and the General Assembly to support the development of a management approach on a critically important water body. The purpose of this document is to compile key findings from the available studies and present a document that identifies important concepts and principles that should be included in a revised nutrient management strategy for Falls Lake. This document includes notes derived from discussions or materials generated by the Executive Director, Co-chairs of the Path Forward Committee (PFC), Chair of the Modeling and Regulatory Support Workgroup (MRSW), the Scenario Screening Workgroup and its subgroups, members of the MRSW, PFC, and Board of Directors, workshop/symposium participants, and interested stakeholders who have participated in this process. Most of these discussions are based on presentations that are available on the [UNRBA meeting page](#). Most of this input and discussion has occurred during UNRBA meetings. These meetings are open and all attendees, including stakeholders outside of the UNRBA membership, are invited to attend and provide input.

Key Findings from the Monitoring and Modeling Studies

UNRBA Monitoring Program

Routine water quality monitoring in the watershed began in August 2014 and continued through October 2018. The watershed monitoring program obtained monthly samples on 20 water quality parameters from 38 tributary stations. This effort resulted in more than 38,000 measurements and created a database that covered essentially every sub-watershed to Falls Lake. Targeted special studies were also conducted to provide a detailed understanding of the functions of the watershed and lake. It was essential to the analyses and modeling that this data and information collection effort identified the variation of the input of nutrients and other parameters into the lake. It was also a major objective to carefully document and measure Falls Lake's physical, chemical, biological, and geological characteristics. These special studies included storm event sampling, high-flow event sampling, lake sediment depth and quality, lake sediment nutrient storage and release, lake

bathymetry, constriction point monitoring of water movement and water quality from segment to segment of Falls Lake, and light extinction data. For example, Figure 3 shows the water depth information resulting from the UNRBA bathymetric study. This figure also shows how Interstate 85 and Highway 50 segment the lake into what is referred to below as the upper, middle, and lower lake segments.

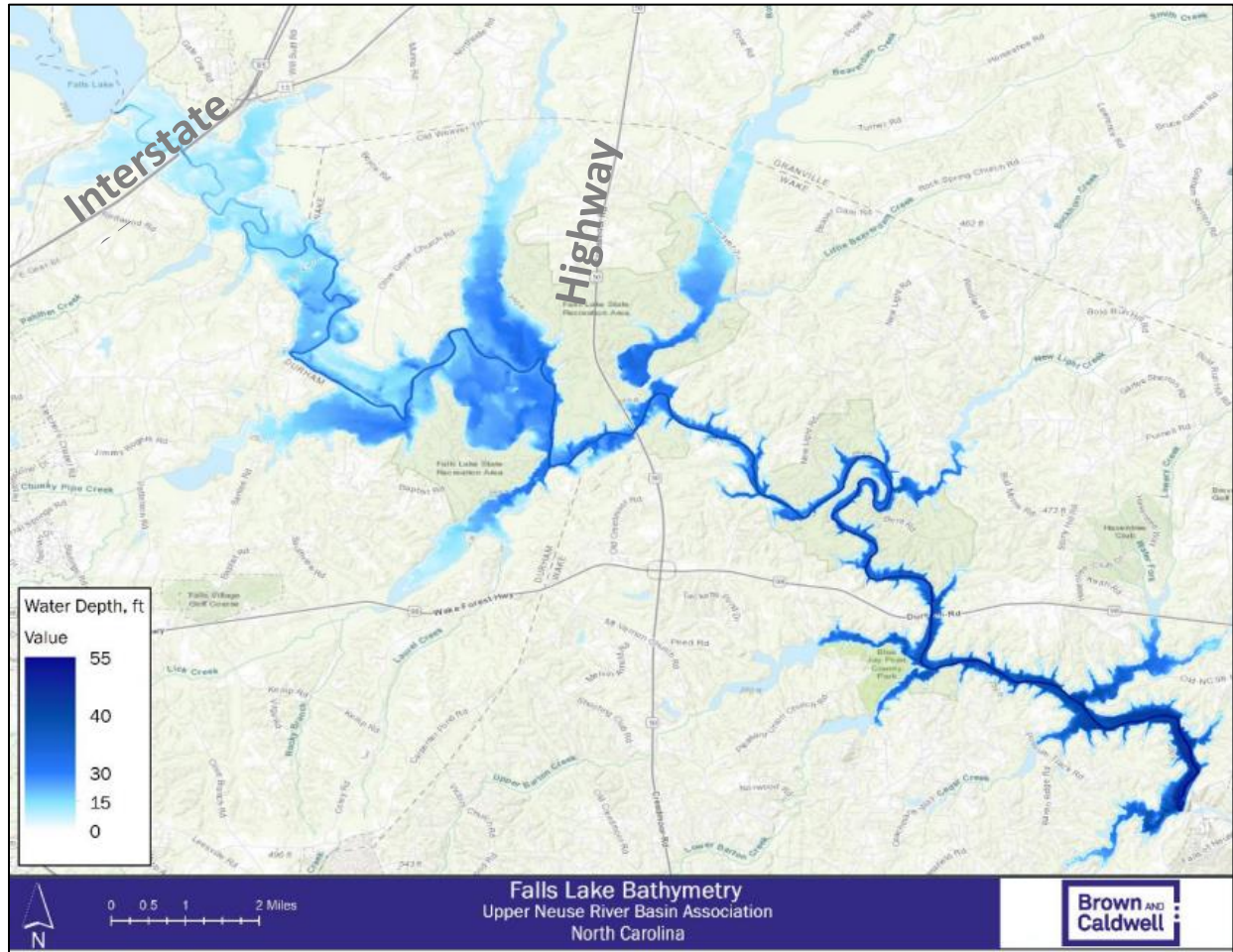


Figure 3. Falls Lake Water Depth

The UNRBA invested approximately \$3.5 million in the monitoring effort to fill data gaps in the previous monitoring and modeling effort and provide an improved understanding of the lake and the watershed. In addition to providing an annual report of the monitoring effort as it proceeded, the UNRBA developed a [comprehensive monitoring report](#) in 2019 that summarizes the monitoring data and special studies. These efforts provided a comprehensive database that covered the key nutrient-related water quality considerations of the lake, including nutrient loading summaries by source and through time, lake residence time, dissolved oxygen concentrations, and algal toxin data. The UNRBA’s monitoring data, DWR data, and data collected by other organizations (NC State University Center for Applied Aquatic Ecology, and the cities of Durham and Raleigh), has been evaluated and included in the data evaluation. This data has been used to develop watershed loading and lake water quality simulation models. The research funded by the Collaboratory has also provided critical insight and understanding of the watershed and lake. Monitoring studies conducted by the US Forest Service in the watershed have provided important information regarding nutrient loading from forested areas. All of this has been incorporated into the UNRBA’s evaluation of this

watershed-lake system to inform and support the concepts and principles for the revised nutrient management strategy.

While the UNRBA's complete effort includes comprehensive modeling and the development of tools that can assess the effectiveness of potential management approaches, the data, special studies, and information developed to support the modeling provides an excellent reference and basis for understanding this lake and watershed. The data itself is a "model" by conveying the status of water quality, spatial and temporal variation, and correlations among data sets. A large and extensive database provides important graphical and statistical information that informs further analysis and decision-making. The UNRBA's comprehensive monitoring report, which includes historic data, provides essential insight into the Falls Lake system and documents conditions that must be considered in the regulatory decision-making process.

As a result of the UNRBA's evaluation of the data, one critical finding is that nutrient loading is not the only driver of algal growth in the lake. At times, algal growth and changes in algal activity are independent of short-term changes in nutrient loading and nutrient concentrations in the lake. Other influences such as lake sediment nutrient release, hydrology, and hydraulics in the lake and watershed can be more important in determining the trophic conditions in the lake than nutrient concentrations or loading.

Physical conditions in the lake as well as chemical and biological variation are important drivers of algal growth. The amount of time the water remains in Falls Lake is controlled by the tributary inflows to the lake and releases from the dam which are controlled by the USACE. The release protocol for the dam is directed first at flood control and then, under low-flow situations, water supply and minimum releases to support downstream aquatic life. The longer the water remains in the lake, the more algal activity and growth. Other environmental issues arise during long detention periods including temperature increases and more pronounced fluctuations in dissolved oxygen and pH. This hydrologic condition also impacts lake stratification and the quality of water just above the lake sediment-water interface, impacting the rate of nutrient cycling in bottom sediments. Algal species distribution is impacted as well. Changes in detention time and environmental, chemical, and other physical characteristics impact the function of the arms of the lake including denitrification and settling of suspended materials.

The release protocol for the dam is directed first at flood control and then, under low-flow situations, water supply and minimum releases to support downstream aquatic life. The longer the water remains in the lake, the more algal activity and growth.

High-flow events impact algal conditions in the lake, particularly in the upper portion of the reservoir where the five major tributaries provide more than 60 percent of the flow to Falls Lake. Nutrient inputs in terms of tributary loading are driven by stream flows.

During wetter rainfall periods, high nutrient loading from the watershed associated with high precipitation and stream flows can transport higher sediment and nutrient loads to Falls Lake. These events may increase flushing and reduce residence times. Figure 4 shows the Flat River nearly rising to the bridge deck following a high rainfall event.



Figure 4. Flat River rising near the bridge deck following a UNRBA High Flow Sampling Storm Event

Periods of low loading from the watershed correspond to small inflows and longer residence times when algae are provided longer periods for growth. Sporadic storm events that occur during periods of long detention can provide pulses of nutrients to Falls Lake that may remain stagnant in the lake for an extended time.

The complex relationship between hydrologic condition, nutrient loading, and lake residence time means there is not a predictable cause-and-effect relationship between loading and algal growth. Figure 5 shows that in upper Falls Lake (upstream of Interstate 85), chlorophyll-a concentrations have been declining since the 1980s. This part of the lake historically had more variability in chlorophyll-a concentrations as demonstrated by the longer boxes and whiskers in Figure 5.

Chlorophyll-a data were not collected in the upper lake between 2008 and 2012. Since data collection restarted in 2013, chlorophyll-a concentrations have been relatively stable. The middle part of the lake (between Interstate 85 and Highway 50) has lower chlorophyll-a concentrations and less variability than the upper lake. Chlorophyll-a concentrations in this segment have been relatively stable since 2001. In the lower part of the lake (downstream of Highway 50), chlorophyll-a concentrations have been relatively stable over the life of the reservoir, even in the 1980s when concentrations in the upper lake were much higher. During the UNRBA 2014 to 2018 monitoring period, chlorophyll-a concentrations in Falls Lake were highest in 2017 (especially below Highway 50) compared to other UNRBA monitoring years, but nutrient loads that year were approximately half (see the following discussion of UNRBA Watershed Modeling for more information on this characteristic).

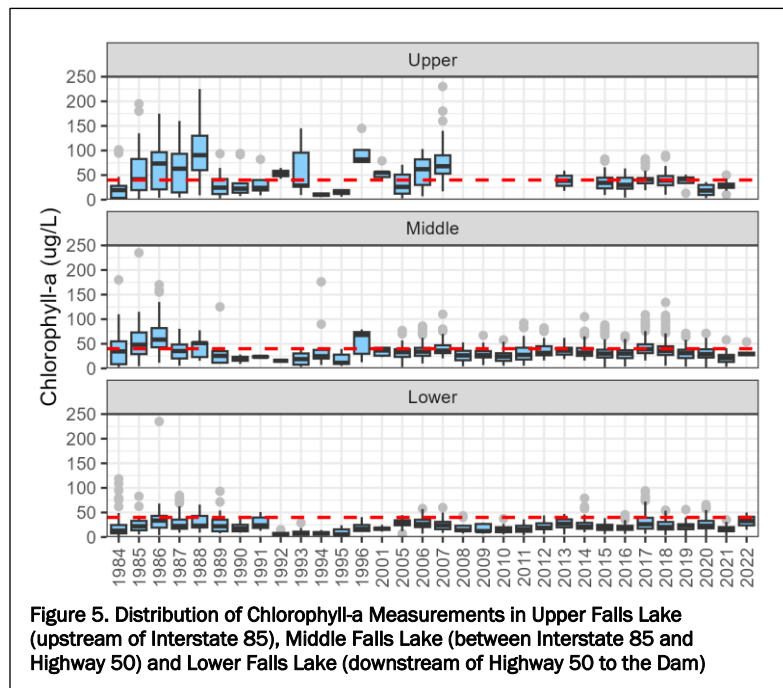


Figure 5. Distribution of Chlorophyll-a Measurements in Upper Falls Lake (upstream of Interstate 85), Middle Falls Lake (between Interstate 85 and Highway 50) and Lower Falls Lake (downstream of Highway 50 to the Dam)

Two additional sources of nutrient loading affect the lake directly. Atmospheric deposition contributes nitrogen, phosphorus, and organic carbon directly to the surface of Falls Lake as well as to the contributing drainage area. Atmospheric deposition data incorporated into the monitoring and modeling shows total nitrogen loads from atmospheric deposition have declined by approximately 20 percent since 2006 ([DWR 2021](#)). The bottom sediments within Falls Lake accumulate, release, and cycle nutrients. The UNRBA 2019 monitoring report estimated that lake sediments release approximately 200,000 pounds of total nitrogen each year (10 percent to 25 percent of the watershed load depending on rainfall and the year referenced) and 14,000 pounds of total phosphorus (5 percent to 15 percent of the watershed load depending on rainfall and the year referenced). These preliminary estimates of lake sediment releases have been refined through the UNRBA lake modeling efforts and Collaboratory studies.

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To summarize, the hydrology, morphology, retention time, depth, and characteristics of the different areas of the lake contribute significantly to nutrient loading and chlorophyll-a levels in the lake. These aspects of the lake are beyond the control of the regulated entities in the watershed. While the UNRBA aims to manage nutrient loading in the watershed, it recognizes it is not the only factor to consider in developing a revised nutrient management strategy.

Many important data results and relationships contribute to an updated and improved understanding of this lake and watershed. The best way to examine those in detail is to access the [UNRBA 2019 Monitoring Report](#).

UNRBA Watershed Modeling

The UNRBA has worked extensively with local governments, researchers, state and federal agencies, and utilities to obtain the most comprehensive and complete data available to develop a revised watershed model for Falls Lake. The UNRBA selected the Watershed Analysis Risk Management Framework (WARMF) model partly because it is the same model that DWR used to support development of the Falls Lake Nutrient Management Strategy. Data summaries and discussions related to the Falls Lake and watershed WARMF model development are documented in Modeling and Regulatory Support Workgroup (MRSW) [meeting](#) materials and the UNRBA watershed modeling report (BC and Systech Water Resources 2023, available at <https://unrba.org/reexamination>).

Development of a watershed model is an essential component of a fully informed management approach. The UNRBA has invested significant resources into an effective watershed model development process. The following summary of the watershed modeling effort is provided as context for the UNRBA recommendations for a revised nutrient management strategy. The modeling was reviewed extensively by subject matter experts, third-party model reviewers funded by the NC Collaboratory, and DWR modeling staff. The UNRBA has a high level of confidence in the results of this modeling. A more complete description of the model and the development process is available in the UNRBA Watershed Modeling Report (BC and Systech Water Resources 2023, available at <https://unrba.org/reexamination>).

Land Use Data and Existing Development Retrofits

A primary input to watershed models is land use data. The Falls Lake watershed is comprised predominately of unmanaged lands (75 percent, Figure 6). Unmanaged lands represent natural areas or areas where former land management activities are no longer occurring (unmanaged grass/shrub areas). Opportunities to reduce nutrient loading from natural areas are very limited.

Opportunities to reduce nutrient loading from natural areas are very limited.

Less than 10 percent of the watershed is used for agriculture, which has declined nearly 45 percent from the baseline year. This decline in production has reduced nutrient loading to the lake. The [NC Department of Agriculture and Consumer Services](#) (NCDA&CS) indicates that there are few additional actions that can be taken in the watershed to further reduce nutrient loading from active farmland. Most of the streams in the watershed are buffered, conservation tillage is commonly used, and nutrient management plans and the high cost of fertilizer have lowered the amounts of fertilizer applied. These limited opportunities for additional reductions from agriculture are important to consider in the development of a revised management strategy.

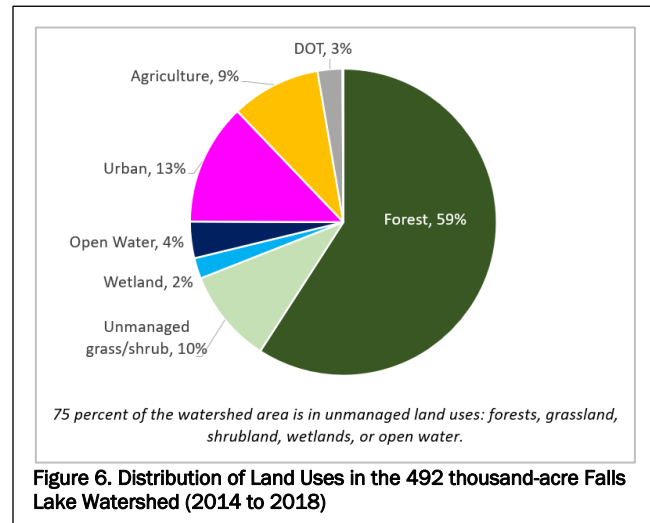


Figure 6. Distribution of Land Uses in the 492 thousand-acre Falls Lake Watershed (2014 to 2018)

Approximately 13 percent of the land is classified as developed, most of which is low intensity and non-DOT road rights of way. There are areas in the watershed like the City of Durham and central municipal areas in the smaller cities and towns where development is represented by more intensive “downtown” impervious land use, but this area is a small subset of the 13 percent classified as urban. In areas that are already densely developed, installation of engineered stormwater control measures (SCMs) is limited due to existing legal, logistical, technological, and economic constraints. Depending on soil conditions and other constraints, the application of some green infrastructure (including rain gardens and similar approaches) is possible with the cooperation of private property owners. The UNRBA’s IAIA program encourages these type projects, but nutrient loading reductions are modest. Overall, the opportunity for SCM retrofits on these areas is extremely limited. Even if there were a high level of funding available, private ownership and logistic difficulties may not allow retrofits to occur on most developed sites. The NC General Assembly has prohibited the use of local government eminent domain to condemn property for control of stormwater impacts.

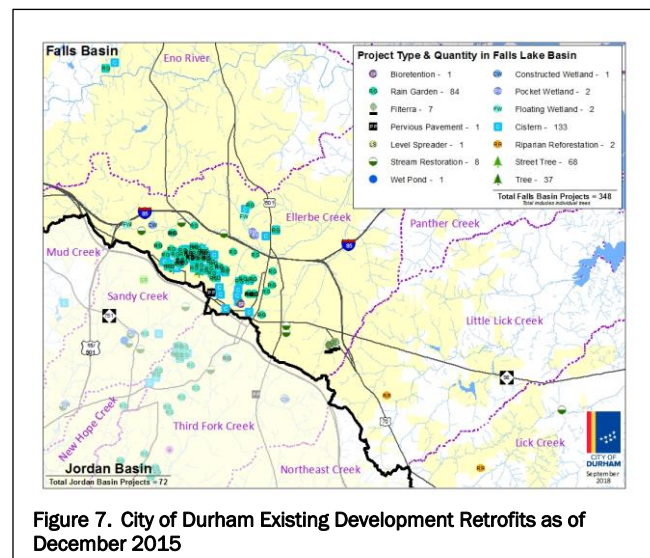


Figure 7. City of Durham Existing Development Retrofits as of December 2015

New development is already managed by every jurisdiction in the watershed under the current Falls Lake New Development Rule.

An example of installation of SCMs in an urban environment is in the City of Durham where the City installed over 350 nutrient and flow reduction measures by the end of 2015 on developed sites to improve water quality (Figure 7). Other local governments in the watershed have also installed retrofits to treat existing development. These projects were accounted for during calibration of the watershed model and were used for support of the IAIA concept. Installation of these projects illustrates the commitment of the jurisdictions in this watershed to mitigate water quality impacts of existing land use in the watershed.

More focused research on the question of applying retrofits was done through NC State University (Hunt et al. (2012), funded by the North Carolina Urban Water Consortium Stormwater Group, through the Water Resources Research Institute of The University of North Carolina). This [study](#) assessed opportunities and costs for the installation of SCM retrofits in several developed watersheds including Ellerbe Creek in the City of Durham. The findings indicated that if every potential existing development retrofit identified in the Ellerbe Creek watershed were implemented (at a cost of \$16 million capital and \$7 million annual maintenance costs), it would only reduce nitrogen loads by approximately 10 percent and total phosphorus loads by 25 percent. These reductions are much lower than the Stage II reduction requirements prescribed in the Falls Lake Rules (40 percent for total nitrogen and 77 percent for total phosphorus).

Development in the watershed occurring after 2011 is subject to the new development rules in the [Falls Lake Nutrient Management Strategy](#). These rules have been implemented by the local governments and require installation of stormwater control measures to limit the amount of nutrients leaving the development to 2.2 pounds per acre of total nitrogen 0.33 pounds per acre of total phosphorus; 50 percent of these reductions must occur on site and 50 percent can be obtained through offsite credits acquired from the State. These amounts were set so that as lands in the watershed were developed, the load delivered to Falls Lake would not increase. The City of Durham began implementing new development requirements before the rules were passed and the loading targets were established. These interim development controls were adopted to reduce the amount of development requiring retrofits once the rules were passed. State law no longer allows for this type of proactive approach.

Soil Properties, Hydrologic, and Nutrient Application Data

Soils data and precipitation data are key drivers of hydrologic response and determine actual loading to streams from nutrients “applied” or deposited in the watershed. These inputs not only determine stream flows and nutrient loads delivered to Falls Lake but also the ability of nutrients to be stored and cycled in the system. Soil hydrologic and chemistry data were obtained from the US Department of Agriculture Natural Resources Conservation Service and the US Geologic Survey. Radar precipitation data for 78 locations in the watershed were provided by the NC State Climate Office (with support from NC Department of Transportation).

Human inputs of nutrients to the land surface are also an important part of the nutrient balance. The model accounts for monthly nutrient application to land surfaces on urban and agricultural lands. Atmospheric deposition of nitrogen and phosphorus is also applied to water surfaces and all land within the watershed, including unmanaged lands.

The passage of the Falls Lake Nutrient Management Strategy resulted in the formation of the Watershed Oversight Committee (WOC) for the Falls Lake Basin. Under the Rules, the WOC is charged with compiling, analyzing, and reporting data related to agricultural production, nutrient reductions, and compliance with the Falls Lake Nutrient Management Strategy. The WOC includes staff from the NCDA&CS Division of Soil and Water Conservation (DSWC), the USDA Natural

Resources Conversation Service, North Carolina Cooperative Extension, and the NC Department of Environmental Quality (DEQ), as well as agricultural and environmental interests from within the watershed. Information on the acreage of crops and pasture in the watershed and the amount and timing of nitrogen application was provided by the WOC for each county for inclusion in the watershed model. Assumptions regarding potassium and phosphorus application rates were obtained from the report “[Delineating Agriculture in the Neuse River Basin](#)” (Osmond and Neas 2011).

For developed lands, pervious surfaces such as lawns also receive nutrient application to support plant growth. Less information is available to develop the modeling assumptions for these areas because the owner types and individual preferences and practices vary widely (homeowners, institutions, parks, etc.). Fortunately, two publications that included local homeowner surveys are available to provide reasonable estimates of nutrient application for these types of areas ([Fleming 2013](#) and [Osmond and Hardy 2004](#)). These data were used to help build the watershed model and provide a level of accounting for this source in the watershed that is not normally available.

Wastewater Treatment

The model also accounts for the treatment of wastewater as either point source discharges or non-point sources. Point sources are wastewater treatment plants (WWTPs) that can be considered major (discharging more than one million gallons per day) or minor (discharging less). Non-point sources are onsite wastewater treatment systems (e.g., septic systems and discharging sand filter systems).

There are four minor WWTPs (as defined by EPA) in the Falls Lake Basin that treat less than 1 million gallons per day of wastewater. Effluent data for these four facilities was provided by DWR. Two of these facilities are currently in compliance with the Falls Lake Rules, and two are not. While these systems do not contribute significantly to the nutrient load delivered to Falls Lake (one percent or less), they do represent an opportunity for incremental reduction in nutrient loading.

Effluent discharges from the major WWTPs (treating more than 1 million gallons per day of wastewater) were obtained directly from the North Durham Water Reclamation Facility, Town of Hillsborough, and the South Granville Water and Sewer Authority. Over \$80 million have been invested to upgrade and optimize these three facilities since 2006. Based on [DWR’s 2021 Status Report for Falls Lake](#), these three discharges have reduced their collective total nitrogen and total phosphorus loads by 57 percent and 73 percent, respectively, from the 2006 baseline.

Sources of Nutrient Loading Delivered to Falls Lake

During the UNRBA study period (2014 to 2018), annual rainfall each year was average to high. Under these conditions, WWTPs contributed approximately 6 percent of the total nitrogen load and 3 percent of the total phosphorus load delivered to Falls Lake (Figure 7). These estimates are based on actual discharges, not permit limits.

A lower rainfall condition was also simulated with the model to represent DWR’s baseline modeling period more closely (around 20 percent less rainfall than 2014-2018). Under these lower rainfall conditions, the model estimates that WWTPs would contribute approximately 10 percent of the total nitrogen load and 6 percent of the total phosphorus load delivered to Falls Lake. Based on the work of the Scenario Screening Group of the UNRBA and contact with the major system owners, further reducing the nutrient loading from these facilities would be extremely expensive and energy intensive. Additional reductions would also not significantly impact the total loads delivered to Falls Lake. Considering the contributions from watershed sources delivered to the lake, further reductions at WWTPs would have little impact on lake water quality. When looking at the types of actions that

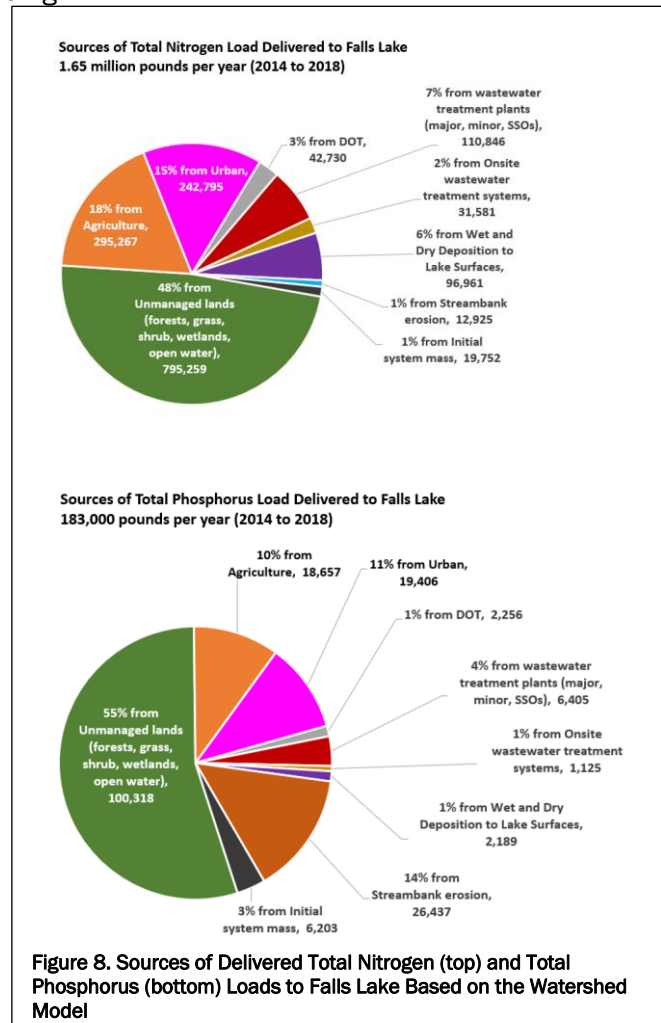
will be most effective in reducing nutrient loading to the lake, it is important to recognize that this watershed is not dominated by point source loading.

One source of nutrients, atmospheric deposition, affects all the land uses and waterbodies in the watershed including the surface of Falls Lake, and not all of this source originates within the watershed. While atmospheric deposition of nitrogen has decreased by approximately 20 percent since the baseline period based on monitoring data from the [National Atmospheric Deposition Program](#), it still contributes more than 40 percent of the total nitrogen that is applied or deposited to the watershed. Note that not all of this load is delivered to the lake. Figure 8 shows the projected amounts of nutrient load delivered from watershed sources to Falls Lake. There is also a component of the load that falls directly onto lake surfaces, and this contributes approximately 6 percent of the total nitrogen load to Falls Lake. As a point of reference, this percentage of loading from the atmosphere directly to the lake surface is the same contribution of total nitrogen load delivered from point sources.

The watershed model simulates stream bank erosion separately from the individual land uses. Loads from stream bank erosion are calculated based on the erosivity of the stream bank soils, the amount of flow in the stream and resulting shear stresses, and stream bank stability metrics due to root systems and other soil characteristics. The model estimates that during 2014 to 2018, stream bank erosion contributed approximately 14 percent of the total phosphorus load delivered to Falls Lake. Because nitrogen content is low in the soil, the amount of nitrogen loading from streambank erosion is not significant. The Collaboratory has recently funded a study to identify the most likely areas of streambank erosion as a result of this modeling and at the request of the UNRBA. This study will be extremely helpful in identifying potential stream restoration sites for future investment projects.

Impacts of Watershed Processes on Delivered Nutrient Loads to Falls Lake

Based on the data compiled for the UNRBA watershed model, an average of 8.6 million pounds of total nitrogen per year were applied or deposited in the watershed in 2014 to 2018. Relative to the baseline period of calendar year 2006, this amount has decreased by approximately 37 percent. Most of the nutrients applied, deposited, or released to the watershed are removed from the system by crop harvesting, denitrification, and other physical, chemical, and biological processes. During the UNRBA study



Reducing one pound of nutrients in the watershed does not translate to reducing one pound delivered to Falls Lake.

period (2014 to 2018), approximately 1.65 million pounds of total nitrogen were delivered to Falls Lake each year. Thus, the watershed processes and crop harvesting reduce the total nitrogen applied to the watershed by approximately 81 percent prior to delivery to Falls Lake. For total phosphorus, the watershed processes reduced the amounts applied, deposited, or released to the watershed by approximately 84 percent. These reductions due to watershed processes and crop harvesting are important considerations for the revised nutrient management strategy. Reducing one pound of nutrients in the watershed does not translate to reducing one pound delivered to Falls Lake. On average, depending on the project location, a one-pound reduction of input may result in 0.2 pounds reduction delivered to Falls Lake. The 770 square-mile watershed is processing a significant amount of nutrients before they reach Falls Lake.

The UNRBA’s watershed modeling has also improved understanding of the importance of soil chemistry on the transport, retention, and release of nutrients in the watershed. Soils in the watershed contain iron and aluminum that bind nutrients and release them slowly over time. This understanding must be factored into the revised strategy in terms of compliance dates and to moderate expectations about the length of time it will take for actions that reduce nutrients to impact water quality in the lake. The Chesapeake Bay STAC reported similar findings: realized nutrient load reductions had not translated to expected improvements in water quality.

The modeling also demonstrates that the significant efforts to reduce point and non-point source nutrient loading have had an important impact on delivered loads to Falls Lake. Because most of the land in the watershed is unmanaged (forests, wetlands, etc.) and extensive efforts have already reduced loading from human activities, approximately one-half of the delivered nutrient and carbon load to Falls Lake originates from unmanaged lands (Figure 8). Natural areas, including forests, cycle and provide important nutrients to waters that sustain aquatic life. Land preservation is a critical safeguard for keeping the watershed as natural as possible. These mostly natural areas dominate the drainage area and are important to the health of the watershed and the lake. Even watersheds that are 100 percent forested contribute flow, nutrients, and carbon to downstream waters – healthy ecosystems require nutrients and carbon to support life. Throughout UNRBA meetings, discussions, and document reviews, multiple stakeholders and experts have expressed that conservation must be a component of a revised nutrient management strategy. The [scientific work](#) supports this conclusion. The UNRBA’s efforts and implementation of the IAIA support this activity as a critical component of future management.

As noted above, another important finding is the importance of precipitation and flow on delivered loading to Falls Lake (Figure 9). During an average rainfall year like 2017 (approximately 45 inches of rain at Raleigh Durham International Airport, RDU), delivered total phosphorus and total nitrogen loads were

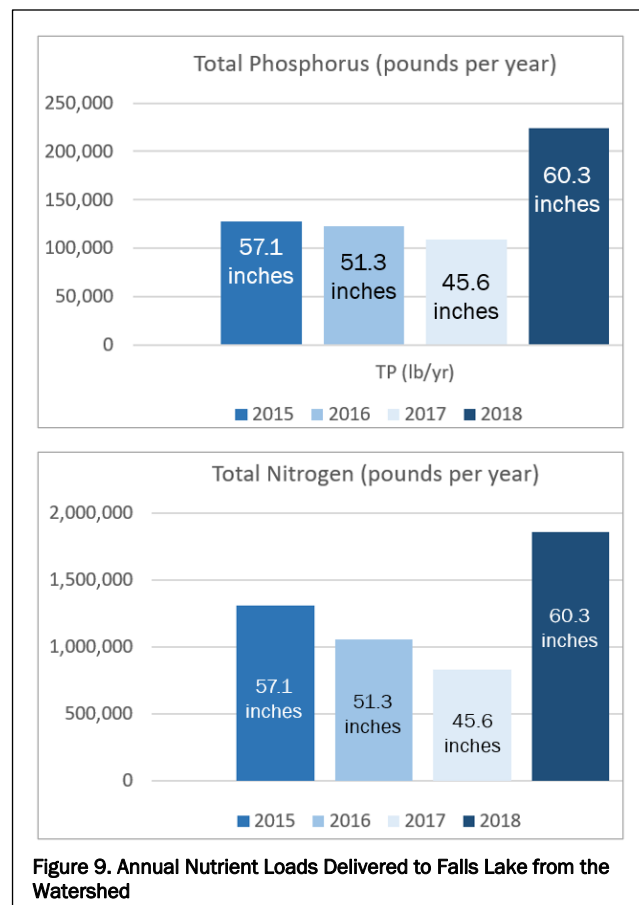


Figure 9. Annual Nutrient Loads Delivered to Falls Lake from the Watershed

approximately half of those delivered during a very wet rainfall year like 2018 (approximately 60 inches of rain at RDU).

The predictive models were developed and calibrated to observed water quality data from the monitoring period (2015-2018). The calibrated models were used to evaluate the impacts of different management options and model assumptions on delivered nutrient loading, lake water quality, and designated uses. The UNRBA convened a Scenario Screening Workgroup comprised of UNRBA members and representatives from DWR, agriculture, the US Forest Service, NC DOT, and environmental advocacy groups to prioritize these evaluations. Sensitivity analyses evaluate how much the parameters of concern (like chlorophyll-a) change when a model input or model parameter is changed (e.g., how much do simulated chlorophyll-a concentrations change if the modeled growth rate of algae is increased or decreased by 20 percent?). Scenarios were used to simulate different conditions than the model was originally calibrated for (e.g., how would simulated chlorophyll-a concentrations change if the USACE operated the lake differently?) Several model sensitivity analyses and model scenarios (e.g., 20 percent more or less rainfall) were evaluated using the watershed model to understand the impacts on delivered nutrients. The scenario with the greatest impact to delivered loading was the change in rainfall amount (Appendix H of the UNRBA Watershed Modeling Report). The majority of delivered load comes from non-point sources, and most of these areas are natural, unmanaged lands. This finding further demonstrates the limitations on additional, large-scale nutrient reductions as natural areas like forests are considered a balanced condition of nutrient inputs and outputs.

Implications for a Revised Nutrient Management Strategy

The watershed modeling results support the conclusion that achieving measurable load reductions to Falls Lake will require a systems approach directed at realistic and incremental change. The relatively small amount of managed land, constraints on the ability to install retrofits, relative effectiveness of load reduction projects, and the long response time of the watershed and lake will require a long-term effort to make progress. The revised rules should provide an adaptive management provision to reevaluate conditions in the future and make changes to the approach as needed (discussed later in this document). Any effective management approach must be flexible and include specific provisions for modifying the strategy as projects and improvements are tracked and as understanding about the system is supplemented. These recommendations for adaptive management are similar to the Chesapeake Bay STAC: “refining restoration goals over time should be considered as knowledge evolves about what future conditions are possible, what local communities and the partnership at-large see as priorities, and what is required to attain those possible futures.”

The current Falls Lake Rules require a 40 percent reduction of total nitrogen and a 77 percent reduction of total phosphorus load delivered to Falls Lake relative to the baseline year of 2006. While significant progress has been made, there is no feasible means to achieve these reductions, and as a result, a reexamination of the Rules is needed.

Lake Water Quality Modeling

Three lake water quality models for Falls Lake were developed. Two of these simulate the physical, chemical, and biological processes (e.g., settling of sediment and algae, growth and decay of algae, nutrient uptake rates) in the lake and have been calibrated to match water quality observations collected in Falls Lake.

Researchers funded by the NC Collaboratory have been studying nutrient-related processes in Falls Lake since 2019. Some of these researchers also provided third-party and subject matter expert review of the lake and watershed models. The results of these research studies have been

incorporated into the development of the lake models developed by the UNRBA. For example, researchers found that denitrification in the lake arms reduces nitrogen before reaching the main part of the lake. They also measured rates of nitrogen fixation by blue-green algae where the algae can “import” nitrogen from the atmosphere to support their growth. The researchers found that rates of nitrogen fixation in Falls Lake are currently low. Reports on these and other studies funded by the NC Collaboratory are available online at <https://nutrients.web.unc.edu/resources/>. The UNRBA models were developed with significant input from the Collaboratory researchers and modeling staff at DWR.

UNRBA Lake Water Quality Models Developed to Support the Reexamination

One of the process-based models is a complex hydrodynamic/water quality/sediment nutrient release model that uses the Environmental Fluid Dynamics Code (EFDC) model framework. One of the reasons EFDC was selected is because it was used by DWR to set the nutrient load reduction requirements specified in the Falls Lake Nutrient Management Strategy. The other UNRBA lake model is a simpler hydrologic/water quality model that uses the Watershed Analysis Risk Management Framework (WARMF). One reason this lake model was selected is because it is directly linked to the WARMF watershed model. This direct linkage generates results for lake water quality when changes in the watershed are simulated. The [DWR Falls Lake WARMF model](#) did not include the WARMF Lake model for Falls Lake in the development of the current Falls Lake Nutrient Management Strategy (other impoundments in the watershed were simulated with WARMF Lake).

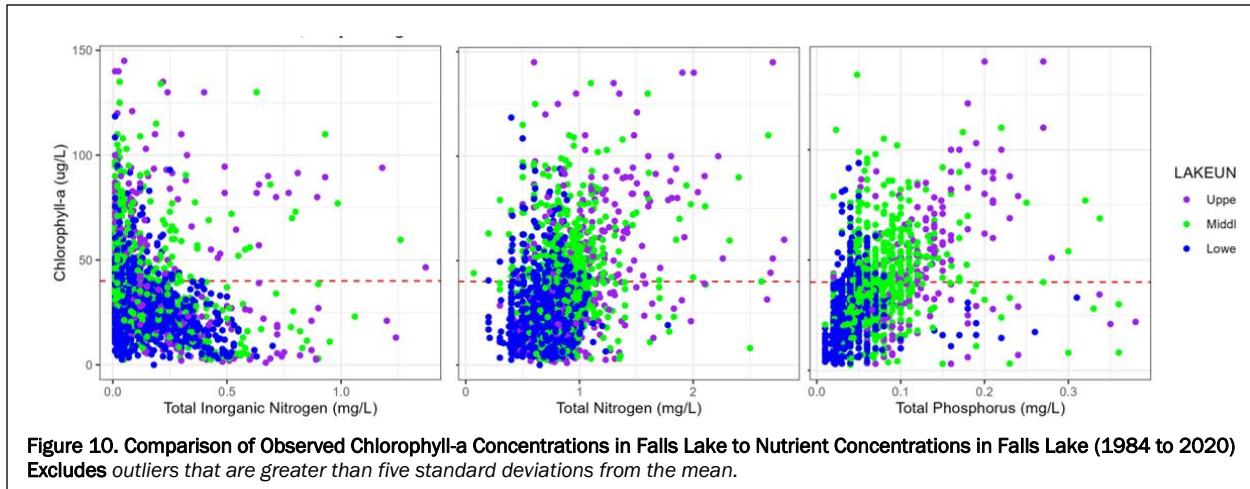
The UNRBA set up both the EDFC and WARMF Lake models for Falls Lake to use the information from the WARMF watershed model to simulate stream flows and associated sediment, nutrient, total organic carbon, and chlorophyll-a concentrations delivered to Falls Lake. This linked approach is a significant development in the assessment of changes in the watershed and how those are manifested in the lake. Previous modeling did not use a watershed model to provide input files to the lake model. Without this component of the modeling, there is no way to evaluate the feasibility of proposed management activities.

The UNRBA reexamination also includes the development of a third lake model to evaluate how designated uses are affected by lake water quality. This statistical model is primarily data driven and incorporates Bayesian techniques that allow expert opinion to be considered when relationships between parameters and designated uses are difficult to quantify or costly to measure. The UNRBA convened a Technical Advisors Workgroup including users of the lake for feedback on how lake water quality affects their organizations use of Falls Lake for recreation and drinking water supply. This workgroup included representatives from Triangle Fly Fishers, Wake County Parks and Recreation, City of Raleigh Water Treatment Plant, and other local experts in the fields of water chemistry and lake processes.

Comparison of UNRBA Lake Models to Water Quality Data and Algae Data Collected in Falls Lake

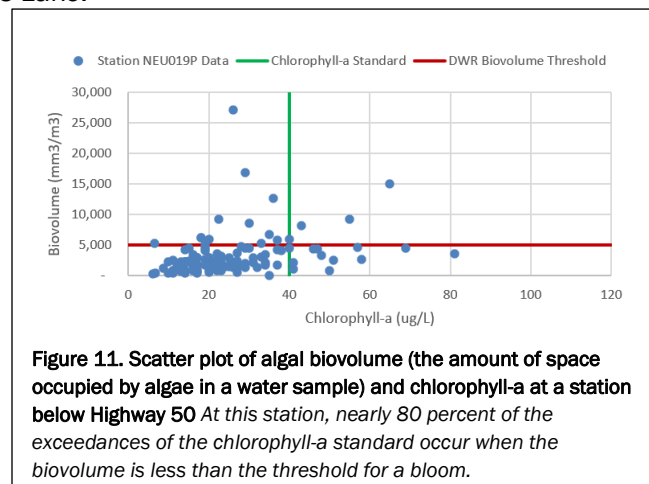
The findings of the three lake models for the study period are consistent with the evaluations presented in the UNRBA 2019 comprehensive monitoring report:

- Concentrations of nutrients in Falls Lake are usually relatively low for the study period (2014 to 2018).
- Ammonia releases from lake sediments are higher in the deeper areas of the lake.
- Chlorophyll-a can reach high concentrations even when nutrient concentrations remain low (Figure 10, 1984 to 2020)). Chlorophyll-a is better correlated to total nutrients than inorganic nutrients because algae consume inorganic nutrients and store nutrients as organic material in their cells.



DWR assesses the presence of different algal species in Falls Lake by counting and identifying algal cells in a water sample. This information is used to estimate the amount of space in the water that algae occupy. This estimate is called biovolume, and DWR provides these estimates monthly at three locations in Falls Lake. As chlorophyll-a is an indicator of algae growth, these two measures are expected to increase and decrease together. However, when the biovolume estimates in Falls Lake are compared to the chlorophyll-a concentrations, they do not always track together. Depending on environmental stressors and dominant algae groups, chlorophyll-a can reach high concentrations even when total biovolume is low (Figure 11). This complicates simulation of chlorophyll-a because the models are designed to predict more chlorophyll-a when more algae are present. Shifts in algal groups and complex algal metabolic and species variation relationships complicate the water quality assessment of Falls Lake.

The lake models can simulate three algal groups, typically modeled as green algae, diatoms, and blue green algae. However, evaluation of DWR algal group data shows that significant concentrations in chlorophyll-a were sometimes caused by species not categorized as one of these three groups. The DWR data also show that green algae are a very small component of the algae in Falls Lake. The alternate species of algae were simulated as a group called “green/other algae.”



Evaluation of Lake Model Scenarios

Following calibration to observed lake water quality data, WARMF Lake and EFDC were used to predict changes in lake water quality resulting from changes in the watershed or lake operations. One of the scenarios evaluated was a land conversion to “all forest” and wetlands with removal of watershed-scale human inputs (rates of atmospheric deposition were not changed for this scenario). This scenario simulates all lands as forests but leaves wetlands in place. It also removes point sources, fertilizer application, and onsite wastewater treatment systems. This scenario establishes the lowest potential loading to Falls Lake and resulting lake water quality. **Even this hypothetical “all**

forest” scenario does not achieve the Stage II nutrient allocations prescribed in the Falls Lake Rules or compliance with the chlorophyll-a criterion at all lake monitoring stations.

Figure 12 shows the simulated and observed chlorophyll-a concentrations using the UNRBA Falls Lake WARMF model developed for 2014 to 2018. The model was developed and calibrated to observations collected from 2015 to 2018 while 2014 was used to initialize the model. The orange line shows the calibrated model, and the dots show the observations. The top half of the figure shows results at Interstate 85 in the upper part of the lake. The bottom half of the figure shows results in the lower part of the lake near the dam.

As with the box and whisker plot shown in Figure 5, the upper lake has higher and more variable chlorophyll-a concentrations than the lower lake. While the “all forest” no watershed-scale human inputs scenario (green line) has lower chlorophyll-a concentrations than the calibrated model, it still exceeds the 40 µg/L chlorophyll-a standard (red dashed line) in the upper lake. At Interstate 85, approximately 32 percent of the simulated chlorophyll-a concentrations exceed 40 µg/L under this hypothetical scenario. For the calibrated model (2015 to 2018 conditions), 38 percent of the simulated chlorophyll-a values exceed 40 µg/L at this location. Therefore, while the percent exceedance decreases, not even this hypothetical scenario can meet the chlorophyll-a standard everywhere, all the time in Falls Lake. Therefore, it is not possible to achieve the chlorophyll-a standard in Falls Lake as currently applied.

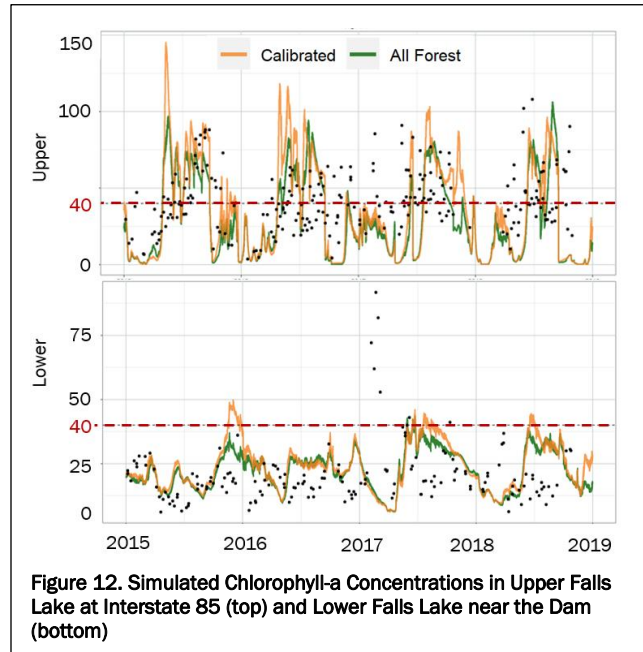


Figure 12. Simulated Chlorophyll-a Concentrations in Upper Falls Lake at Interstate 85 (top) and Lower Falls Lake near the Dam (bottom)

Significant reductions in nutrient loading to Falls Lake have been achieved since the baseline period. Another scenario was evaluated with the EFDC model to determine if these reductions from the watershed would eventually lead to reductions in the amount of nutrients cycled into and out of the Falls Lake sediments and whether this would lower simulated chlorophyll-a concentrations. While changes to the internal nutrient releases were predicted, the simulated chlorophyll-a concentrations did not change significantly. This finding indicates that algae and chlorophyll-a levels will be very resistant to changes in nutrient loading or other conditions of the lake.

A question that was frequently asked by stakeholders is the importance of USACE lake operations on nutrient storage, algal growth, and chlorophyll-a concentrations in Falls Lake. A scenario was evaluated that simulates an outflow structure at normal pool elevation so that water is not retained for flood control purposes. Because the USACE already targets this elevation in their operations, this scenario did not significantly affect simulated water quality in Falls Lake. Maximum values of some parameters either increased or decreased or shifted in time. However, the percent of simulated chlorophyll-a concentrations at I-85 exceeding 40 µg/L (37 percent) was nearly the same as the calibrated model (38 percent). Scenarios were also evaluated to determine the percent reduction in nitrogen and phosphorus loading to Falls Lake that would be required to meet the chlorophyll-a standard at least 90 percent of the time in the upper part of the lake where concentrations are usually highest. This analysis shows that an additional 50 percent reduction in total nitrogen loading beyond what has already been achieved would be required.

Implications for a Revised Nutrient Management Strategy

Given the vast amount of data collected in the watershed and lake, and the unavoidable constraints on further reductions in nutrient loading, a more reasonable implementation program with achievable water quality standards is the most correct path. A long-term, continued program based on investment in water quality management in the watershed and lake is needed. This approach will provide continued progress on protecting and improving water quality. The information developed during this evaluation process shows a reservoir that is eutrophic but meeting its designated uses. It also shows a lake that is subject to elevated algal activity and ongoing development in the watershed. To mitigate the impacts of development, implementation of the New Development Rule is an important management component of the strategy. The full impact of new development includes additional loading to the lake at flows exceeding SCM design standards. Land conservation and promoting the retention and creation of natural areas in the watershed are also essential components of an effective, ongoing strategy. Actions to improve watershed health and address current nutrient loading will provide protection of this important water resource.

Pump-and-Treat Scenario

As discussed in previous sections, one model scenario revealed that removal of all human-generated nutrient inputs and conversion of all land to forests would not meet the chlorophyll-a standard in Falls Lake. This means that all sources in the watershed would have to be treated to levels below that of a wooded watershed to comply with chlorophyll-a standards. This level of treatment would require a pump-and-treat system. To illustrate the cost, tremendous challenges, and economic impact of applying pump-and-treat systems to potentially meet the chlorophyll-a standard, a hypothetical implementation of an algal harvesting system called an algal floway is described below.

System Description

The City of Durham pilot tested a small-scale algal floway nutrient removal system that pumps water out of Falls Lake, releases the water to flow across shallow, open conveyances that grow algae, and then discharges the treated water back into the lake. The cultivated algae consume (remove) nitrogen and phosphorus as the water flows across the conveyance. These algae are periodically harvested along with the nutrients stored in their cells. The harvested material is transported to another location and treated to convert it into a soil amendment or to be disposed of alternatively (landfill, etc.). Reports associated with the pilot test, conceptual design, and 2021 construction cost estimates are available online at <https://www.durhamnc.gov/4678/Algal-Floway>.

Based on the pilot study results, the City of Durham evaluated the feasibility and operational aspects of a full-scale algal floway which could treat 10 million gallons of water per day. Approximately 2,000 wet tons of cultivated algae would be removed from the floway each year. The amount of nitrogen removed by the algae would range from 3,000 to 6,000 pounds each year. This range assumes the water level at the withdrawal point (either a tributary to Falls Lake or the lake itself) would always be high enough to pump water into the treatment system and that the concentrations of nutrients from the pumped water were like those observed in the pilot study. The cost to construct this facility was estimated at \$7.9 million with annual expenses over a 20-yr service life of \$170,000 per year. These costs do not include the cost of land or the effort of successfully siting the system.

Reductions Required to Meet the Chlorophyll-a Standard Ninety Percent of the Time

As noted in previous sections, the UNRBA watershed modeling estimates the current delivered total nitrogen load to Falls Lake averages 1.65 million pounds per year. The UNRBA EFDC lake model estimates that a 50 percent reduction in this total nitrogen load would be required to meet the

chlorophyll-a standard 90 percent of the time in the upper part of the lake. A 50 percent reduction in total nitrogen load from 2014 to 2018 levels translates to a reduction of 825,000 pounds per year on average. This is a massive reduction goal on top of the reductions already achieved since 2006. Multiple pump-and-treat type systems would be needed to achieve this level of reduction. Many, if not all of these systems, would be treating nutrients from unmanaged lands including forests and wetlands that do not receive watershed-scale human inputs (however, nutrients are “applied” to these areas from atmospheric deposition).

Implementation

Assuming the highest estimate of nitrogen removal (6,000 pounds per year, which is unlikely), removing 825,000 pounds of nitrogen per year would require 138 full-scale algal flowways. These flowways would generate an estimated 276,000 wet tons of harvested algae, which would need to be transported to an offsite treatment facility. A rough extrapolation of the pilot study estimates the cost of 138 algal flowways at \$1.1 billion for construction and \$23.4 million per year for operation and maintenance. These facilities have an assumed life span of 20 years, meaning that life-time costs would be approximately \$1.6 billion (construction plus 20 years of operational costs). Treatment beyond 20 years would require additional construction or repair costs. This is a conservative cost estimate as site selection, land costs, and legal costs are not included.

These costs assume the maximum amount of treatment based on the pilot study. Assuming the low end of the treatment range (3,000 pounds of nitrogen removed per year per system), construction costs would double to \$2.2 billion, and operation and maintenance would double to \$46.9 million for a total of \$2.7 billion for the 20-year life span of the systems.

Feasibility

While hypothetical costs can be estimated for 138 systems, there are many logistical reasons that warrant this approach infeasible:

- The City of Durham has faced challenges siting even one of these systems, so siting 138 would be unachievable.
- This number of systems would require treatment of 1.38 billion gallons of water per day (10 million gallons per day times 138 systems). This is more water than entered Falls Lake during the average to high precipitation conditions that were evaluated by the UNRBA (only 239 million gallons per day to 476 million gallons per day). If sufficient water is not present in the tributary or lake where pumping occurs, the systems cannot fully operate, and pumps may be stressed.
- More than 276,000 wet tons of algae would have to be harvested, transported, and composted each year. This would likely require construction of a dedicated composting facility.
- The effectiveness of the flowways is estimated based on the results of a pilot study. For the sake of illustration, constant removal efficiencies for all 138 systems are assumed. However, cumulative effects for multiple systems are unknown, and removal efficiency for a given flowway could decrease significantly if incoming water had already been treated by an upstream flowway. Similarly, some of these systems would have to be placed in areas that were predominately forested. Inflow concentrations from these areas would likely be lower than the pilot study, and removal efficiencies would be lower.
- Processing that volume of water and removing that level of nutrients from the system could have unknown environmental and ecological impacts.
- Addition of 138 algal flowway footprints and algal harvest transportation could have negative environmental impacts such as increased impervious area and greenhouse gas emissions.

- Community acceptance of widespread installation and maintenance could present an additional hurdle to implementation.
- Local governments cannot condemn land for stormwater treatment, so all systems would require willing landowner participation.

Implications for a Revised Nutrient Management Strategy

Given the cost and constraints listed above, the use of pump-and-treat systems to reduce total nitrogen loads to Falls Lake by 50 percent from recent levels is not feasible. Because of the nutrient reductions that have already been achieved, the mostly natural state of this watershed, and the relative stability of chlorophyll-a concentrations in Falls Lake, nutrient load reductions at the scale necessary to achieve compliance with the chlorophyll-a standard are not reasonable.

This hypothetical pump-and-treat scenario is presented to illustrate the challenges faced by UNRBA members and others in this watershed. The UNRBA is not attempting to avoid costs or responsibility. Rather, this scenario and the modeling discussed previously demonstrates UNRBA's commitment to finding management strategies that will protect water quality instead of applying conventional approaches to try to reach an unrealistic goal.

The data show that achieving the chlorophyll-a standard as currently assessed is not attainable in all areas of Falls Lake. The UNRBA has extensively researched this system and evaluated several scenarios to guide re-adoption of the Falls Lake Rules. The result of these efforts and discussions with stakeholders indicate that the most effective means to reduce nutrient loading from the watershed and protect water quality in Falls Lake is a measured and incremental investment program that focuses on watershed health. The path forward requires a revised nutrient management strategy that focuses on clear, attainable objectives that continue to maintain the reservoir's designated uses. To move management actions forward with broad support from stakeholders, the revised strategy should not focus on nutrient pounds delivered to Falls Lake with the only goal being attainment of the chlorophyll-a standard. There are finite resources within this watershed, and those allocated to this effort need to be used for enhancing and protecting the entire watershed in sustainable, resilient, and meaningful ways.

Economic Considerations

As recommended in the [Framework for a Reexamination Strategy of Stage II of the Falls Nutrient Strategy](#), the UNRBA planned to supplement monitoring and modeling efforts with a cost-benefit analysis (CBA). The CBA would update the DWR Fiscal Analysis by comparing modeling scenarios that would meet the chlorophyll-a standard in Falls Lake. However, monitoring data and calibrated models revealed that none of the scenarios investigated would comply with the chlorophyll-a standard as currently applied. As no reasonable means of meeting the standard was identified, a formal CBA of nutrient management strategy alternatives could not be conducted during the development of these recommendations. However, the UNRBA will cooperate with DWR to assist in developing a more thorough economic analysis during the rule revision process to evaluate impacts of rule language and alternative strategies as needed. The UNRBA continues to compile information from the local governments to support this effort.

Stakeholder Involvement

Some of the efforts on this vital component of the reexamination have already been briefly noted in this document. Stakeholder engagement for this effort is not limited to specific events but rather is an ongoing commitment to develop the science, support a revised strategy, communicate preliminary findings, and share perspectives on how these findings guide the reexamination.

The UNRBA membership has consistently used consensus to make decisions within the Association's more formal meetings and in conducting its business. The UNRBA is committed to reaching its decisions based on input from its members and representatives as well as other stakeholders. External stakeholders participate through attendance and participation at UNRBA meetings, which are open to the public. External stakeholders also have access to review UNRBA project activities, materials developed to describe and present its work, and documents generated by the UNRBA and its contractors in support of its objectives. As noted, stakeholders are invited to comment on these materials during meetings and in writing to provide input to the work of the UNRBA. Stakeholders have been included as members of workgroups created to support the UNRBA's decisions on many critical topics. Input from the NC DEQ, and its lead agency on the Falls Lake strategy, DWR, has been sought at every step regarding the work of the UNRBA. This agency is the organization that will move the readoption of the Falls Lake Rules forward. The UNRBA has and will continue to provide and enhance input opportunities during stakeholder meetings and workshops. Securing UNRBA input and recommendations to the DWR process is critical to developing a revised strategy and revised rules.

Stakeholder engagement will be expanded as rule revisions are developed. This outreach will include developers and home builders, the USACE, farmers and landowners (outreach to be led by representatives of agriculture), local Soil and Water Conservation Districts, County Health Departments, EPA, and members of the NC General Assembly. This input is critical to the success of implementing a revised nutrient management strategy for Falls Lake.

The Falls Lake Nutrient Management Strategy is an important, ongoing, programmatic commitment for local governments in the watershed. These governments are responsible for implementation of the New Development Rule requirements; identifying, funding, and managing watershed improvement projects; and achieving reductions of nutrient impacts from existing development. It is anticipated that this responsibility will continue, and the revised management strategy will continue to count on these local governments for implementation. The success of water quality management in this watershed requires an effective partnership between regulatory agencies and affected parties. Progress cannot be achieved without trust and collaboration between the state regulatory agencies, citizens, local governments, and landowners in this watershed.

Stage I Existing Development Interim Alternative Implementation Approach

The cooperative and collaborative nature of the UNRBA and its extensive stakeholder engagement process resulted in the development of an innovative and promising approach for ensuring progress for on-the-ground projects and activities that will improve watershed health. This approach addresses the challenges associated with reducing nutrient loading from existing development in the watershed by expanding opportunities for partnerships and the types of projects and activities eligible for compliance.

Beginning in 2018, the UNRBA began exploring an alternative option for achieving compliance with Stage I existing development nutrient load reductions under the Falls Lake Rules. To overcome some of the obstacles present in the current Rules, the UNRBA and its stakeholders developed the IAIA with the goal of protecting and improving water quality in the watershed and lake. The concept was originally suggested by environmental advocacy groups active in the watershed and engaged with the UNRBA and its efforts. The UNRBA worked with its members, representatives from environmental groups, conservation organizations, staff at DWR, other interest groups, and regulated entities to develop an alternative approach for meeting the Stage I Existing Development Rule. This compliance framework uses financial investment in eligible projects and activities that benefit water quality and quantity both for the lake and the watershed. This approach does not rely on the difficult compliance approach of counting pounds of nutrient reductions associated with individual projects,

rather it promotes actions that reduce nutrients, offset impacts, and improve watershed health associated with developed land in the watershed. This approach recognizes long-term benefits and emphasizes protecting lake uses and improving water quality in the watershed and lake. It also engages upstream jurisdictions in the watershed and direct users of the lake in a coordinated and mutual commitment to produce a positive future for water quality in this watershed and lake. The engagement of local governments that represent both lake users and those areas that drain to the lake provides a critical link between upstream actions and downstream benefits. The [IAIA Program Document](#) (approved by the EMC in January 2021) and other materials are available [here](#). **The following list identifies the activities and projects currently eligible for use under the IAIA. It is anticipated this list would be expanded in a similar manner allowed under the IAIA.**

- All state-approved practices with established nutrient credits including SCMs and retrofits.
- Green infrastructure and other BMPs that include water quality and quantity improvements.
- Stream and riparian buffer restoration and enhancement.
- Programmatic measures beyond baseline program activities (i.e., levels in 2006) for years after the start of the IAIA program.
 - Fertilizer application education of businesses and homeowners
 - On-site wastewater treatment system inspection programs, maintenance tracking, repair, replacement, and pump-out programs, education of owners regarding proper maintenance, and training of professionals who inspect and repair onsite systems
 - Pet waste pickup education, waste management stations, and enforcement
- Infrastructure improvements including:
 - Repair and replacement of leaky infrastructure
 - Reduction of sanitary sewer overflows
 - Extension of sewer lines to areas using onsite systems (targeting areas with known failure issues) or package plants
- Illicit discharge detection and elimination.
- Land conservation in high priority areas including isolated and connected wetlands, land in forest succession, non-pasture grassland, scrubland, and forests (as determined through an appropriate evaluation resource, i.e., land conservation programs that identify water quality aspects of available preservation sites); the Raleigh Watershed Protection Program has a target of preserving 30,000 acres of high priority lands by 2045.
- Floodplain restoration and reconnection.
- Greenways and parks with water quality and quantity benefits (water quality benefits would be identified as specific project components and documented within the adopted development plans).
- Projects and activities that focus on flooding and have an associated water quality benefit.
- Operation and maintenance costs associated with preserving long-term functionality of practices implemented under the IAIA.
- Hydrilla removal and control

The IAIA is a voluntary program that allows jurisdictions to use a joint compliance approach. The program was designed as a pilot effort to inform the development of the revised nutrient management strategy for Falls Lake. The initial period for undertaking this program was set at five years, but the IAIA is interim because it only applies until the Falls Lake Rules are readopted as required by the NC General Assembly (expected in 2025 or later). The continuation of this approach

to mitigate impacts from existing land use in the watershed is well-suited to the specific challenges of addressing non-point source impacts in the watershed using a long-term management approach.

Year 1 of the IAIA was hugely successful with all participants meeting or exceeding their minimum investment requirements. Participants were required to commit \$1.5 million to eligible projects and actions. Annual compliance reporting shows that \$5.5 million was committed in the first year. A wide range of projects were implemented including land conservation, green infrastructure, stormwater control measures, illicit discharge detection and elimination, and stream restoration.

Stakeholder feedback received in 2022 and 2023 encouraged the incorporation of this investment-based approach into the revised nutrient management strategy. For example, John Huisman (DWR) said the IAIA demonstrates “positive momentum in the implementation of the Falls Lake Rules and the commitment of the local governments to improve water quality” and that “this is a great success that we can point to as an example for other watersheds.” Peter Raabe of American Rivers said, “the adoption of this approach to improving our water supplies for people and nature is a groundbreaking modernization of our clean water regulation. It will deliver benefits that communities will see and appreciate every day and is only possible due to the great work of the UNRBA members and NC DEQ.”

Development of the UNRBA Recommendations for a Revised Management Strategy

The efforts of the UNRBA and other organizations including the Collaboratory have greatly improved the scientific understanding of the relationship between nutrients and algae in the lake, nutrient processing, and movement in the watershed, and how those factors should shape a revised strategy for managing water quality in Falls Lake. Revised policies must consider the science and realities of how, and to what extent, actions will impact the entire system. Good policy must be built on good science.

The revised strategy should consider that significant load reductions have occurred since the Rules were passed, and further reductions will be limited by technological, logistical, and economic constraints. The outlook for this watershed and lake is promising because the UNRBA recognizes the importance of protecting Falls Lake, maintaining designated uses, and improving water quality. There is an established and positive relationship between upstream jurisdictions and downstream users of the lake. Jurisdictions in this watershed seek to continue and expand the partnership established between the members of the UNRBA, DEQ/DWR, and the public interest community. A strategy cannot work effectively unless there is mutual agreement on the actions needed and a commitment to manage and oversee those actions for the long-term.

Simply using the models to simulate reduced loading until the standard is met will not work as a regulatory approach. There are significant limitations that existing land use places on the ability to change nutrient input to the lake. It is essential to establish the link between the watershed and the lake and acknowledge the sources and relative amounts of loading.

The concepts and principles aim to establish a revised nutrient management strategy consistent with the long-term realities of how this system responds to changes in the watershed and the length of the time it will take for water quality in the lake to respond. These challenges are best addressed through a flexible, progressive management program. The strategy must also include provisions for ongoing adaptive management plans that continue actions for the long term, assess progress using an appropriate timeline, and adjust the strategy moving forward.

Falls Lake has a specific and complex relationship with its watershed. Efforts on the ground intended to improve water quality in the lake are slow to manifest. Any strategy that expects change to occur quickly is not realistic. Nutrient and water quality management actions and improvements to lake water quality must be assessed over decades.

During 2022, the UNRBA moved into the discussion of concepts and principles for a revised strategy. This critical process began before the modeling was finalized. Discussions of the work completed by the UNRBA and the Collaboratory have occurred over the last several years and inform these recommendations. The lessons learned from the development and implementation of the IAIA have also established some clear guidelines for achieving effective management of the lake and watershed.

Falls Lake is the most thoroughly studied reservoir in NC and among the most studied in the country. As summarized above, the 2014 to 2018 UNRBA monitoring program provided fundamental data and information that was previously not available at this level of detail. The 2019 comprehensive report along with the preliminary results of the Collaboratory research provides an informed picture of the system. The modeling provides further clarification of the system as well as tools to test scenarios and management actions and their impacts on lake water quality.

This document frames the concepts and considerations that have been identified by the UNRBA members and watershed stakeholders as they reference the scientific findings and modeling results. The UNRBA expects to submit these recommendations for the revised strategy to DWR and the EMC by December 2023.

Recommendations for a Comprehensive Approach to Nutrient Management

The UNRBA has been working with other watershed stakeholders to study the Falls Lake watershed since 2011. This work is intended to support the reexamination of Phase II of the Falls Lake Rules. These efforts have led internal and external stakeholders to propose that the revised nutrient management strategy incorporate the fundamental principles of IAIA including using an investment-based, joint-compliance framework on the implementation of projects and activities beneficial to water quality across the watershed.

The IAIA includes a broad range of eligible projects and activities approved by DWR for compliance with Stage I Existing Development Rules. The UNRBA members and stakeholders have discussed many types of additional projects and activities related to nutrient reduction opportunities for inclusion in the revised nutrient management strategy that would apply to specific types of land, discharges, etc. As with the IAIA, the UNRBA recommends including a provision for expanding the list of eligible activities in the revised strategy. Potential expanded activities are organized by topic in this section. However, many of the opportunities and potential partners overlap, and the organization of this document attempted to account for this overlap. Additional projects and activities may be added as the revised nutrient management strategy is implemented.

Because of the holistic nature of the recommendations, the UNRBA also recommends that its implementation for non-point sources be considered by the State as addressing all waterbodies in the watershed that are currently listed, or may be in the future, on the State's 303(d) list of waters for pollutants related to nutrients. These other waters may be considered Category 5 waters in future Integrated Reports if additional point source controls are required. Separate, State-required nutrient management requirements should not be applied to managed lands in separate areas of the watershed (draining to an upstream watershed impoundment, arms of Falls Lake, etc.). However, water quality in all areas of the watershed should be tracked, particularly sub-watersheds with water-supply impoundments. The adaptive management provisions of the revised rules should address changing conditions in these waterbodies and allow for revisions to the program to address concerns as they arise.

The UNRBA anticipates investment requirements for its members under the revised nutrient management strategy. The potential partners (e.g., agriculture and institutions) would not have the burden of investment requirements. To foster cooperation and establish a functioning, holistic program, the UNRBA proposes establishment of a “Watershed Organization” with tiered membership. Those local governments, state and federal agencies, and utilities with investment requirements would be in Tier 1 and could support administration and implementation of the program through funding. Those without investment requirements could be in Tier 2. This tier would not be expected to fund the program but could participate on committees to identify opportunities and constraints, participate in decision making, etc. Committees specific to a sector (e.g., agriculture) could be chaired by a representative of that sector (i.e., committees may be chaired by a Tier 2 member). Annual compliance reporting and tracking of investment requirements for the Tier 1 members could be managed by the Watershed Organization, similar to the current IAIA. The initiation date of the Watershed Organization will be determined by the re-adoption of the Falls Lake Rules, which must be achieved in accordance with [Session Law 2018-5 Section 13.8.\(a\)](#). This session law specifies that the EMC must begin rule re-adoption no later than December 31, 2024. It is anticipated by DWR that re-adoption of the rules will occur no later than 2027. Additional details about the Watershed Organization and tiered membership are provided in the section called Program Administration.

Establishment of a Fair and Equitable Program

The UNRBA strives to develop a revised nutrient management strategy that protects the watershed and Falls Lake in a fair and equitable manner. The Falls Lake Rules affect a variety of sectors, some of which can fund compliance through taxes or fees and others that do not have that ability. Beyond financial capabilities, not all communities have the staff resources to fully evaluate potential projects and choose the best options for their citizens. The collaborative nature of a watershed organization will allow regulated parties to share resources and expertise as each member is working towards a common goal. Members will have the option to participate in multi-jurisdictional projects or invest in-kind contributions (i.e., use of equipment, labor and technical service hours, etc.) which allows for significant flexibility in meeting investment requirements.

The watershed organization structure addresses an inherent inequality with conventional water quality regulation: upstream/downstream distribution of costs and benefits. Traditionally, upstream sectors may bear the brunt of expenses for mitigative action without experiencing the corresponding benefits. While downstream sectors may have little influence over incoming water quality and are at the mercy of upstream actions (or inactions). The UNRBA recommendations seek to correct this imbalance by bringing users together to improve and protect valuable water resources regardless of their location within the watershed. The UNRBA recognizes that everyone within the watershed has the potential to be affected by poor water quality, and the recommended investment approach to manage existing development provides a way of fair and equitable means for creating and benefiting from watershed improvements. As with the successful IAIA, the revised strategy should allow projects to be implemented anywhere within the watershed with an expanded suite of compliance activities. Many of the approved activities produce benefits beyond nutrient reduction, such as infrastructure repair, community amenities with a water quality focus (parks, etc.), and high priority land conservation. The result is a fair and equitable strategy where citizens can benefit from projects in their communities and address their unique priorities while protecting water quality in the reservoir.

The UNRBA recommendations for a revised strategy will be most effective when all parties in the watershed are fully engaged and committed to the common goal of watershed protection and improvement. Beyond being a moral obligation to society, a fair and equitable strategy garners

public support and encourages participation, which ultimately results in a more effective nutrient management strategy. Encouraging stakeholder involvement, providing transparent record keeping, facilitating multiple funding vehicles, and offering an expanded suite of compliance activities all contribute to a fair and equitable program. The UNRBA acknowledges that the success of the program depends on participation, and willing participation depends on each member, and each citizen, being treated with respect, equality, and fairness.

Consideration of Environmental and Social/Community Impact Issues

The revised nutrient management strategy should consider environmental and social impact issues in implementation of the program. The revised rules should promote opportunities for equitable stakeholder participation by encouraging input and participation from the public and interest groups. The UNRBA believes that a voluntary and collaborative approach will give more opportunities for communities to be heard and included in the decision-making process. In addition, members are encouraged to employ the multitude of state and federal databases and tools that exist to protect historically underserved communities and individuals. One such tool is the EPA's EJSCREEN tool that can be used to assess whether potential for environmental justice issues may arise within a project's service area. Efforts should be made to ensure that the programs and actions of the regulatory system for nutrient management in Falls Lake and its watershed do not create environmental or social justice issues.

Measuring Compliance Under an Investment-Based, Joint Compliance Approach

As with the IAIA, the UNRBA recommends that compliance under the revised strategy be tracked by investment and the amount of nutrient reductions be tracked as supplemental information. One of the fundamental differences of the IAIA compared to conventional regulatory approaches is that compliance is tracked by required investment in eligible activities rather than counting the nutrient pounds reduced. This approach provides two key benefits: 1) local governments can plan for required investment levels as part of their budgeting process and 2) activities that do not have State-approved nutrient credits that are known to be beneficial to water quality and quantity can be incorporated into the program. Pledged investment levels remove fiscal uncertainty and simplify compliance administration, freeing members to prioritize water quality projects with more comprehensive and sustainable benefits that meet water quality objectives while addressing the unique needs of their communities.

This method of compliance is reminiscent of the EPA's Integrated Planning framework first launched in 2012 and included in the Water Infrastructure and Improvement Act (WIAA) (H.R.7279) of 2019. The integrated planning framework was developed as a means to address the increasingly complex challenges of meeting Clean Water Act (CWA) requirements. "An integrated plan is a process that identifies efficiencies from separate wastewater and stormwater programs to best prioritize capital investments and achieve our human health and water quality objectives. This approach can also lead to more sustainable and comprehensive solutions, such as green infrastructure, which improve water quality and provide multiple benefits that enhance community vitality" (<https://www.epa.gov/npdes/integrated-planning-municipal-stormwater-and-wastewater>). The success of Integrated Planning shows that moving beyond nutrient tracking into a more comprehensive means of compliance can result in sustainable solutions that reduce pollution sources rather than simply controlling or treating discharges. In fact, many municipalities who have undertaken similar programs have exceeded CWA requirements and saved money by synchronizing water quality goals with capital improvement projects.

Representatives of agriculture have indicated that they prefer to maintain ownership of their nutrient loss tracking and reporting, and this cooperative approach would allow that to continue while

potentially leveraging funding from other sectors. DOT representatives have also indicated an interest in participating in this revised program.

Site-Specific Chlorophyll-a Standard and 303(d) Listing Considerations

The UNRBA is proposing a path forward in our recommendations that sets an ambitious process toward protecting Falls Lake and for continuing those efforts into the future, but the current standard and 303(d) water quality assessment process should be adjusted to better reflect conditions in Falls Lake. The UNRBA could apply much additional financial resources, time, and effort to secure a new standard through administrative, legislative, or legal means. However, the time associated with these efforts would delay watershed improvement actions and put Falls Lake at risk of water quality degradation that could impact uses. Options include a variance, use-attainability analysis, judicial review, legislative action, or other effort to address the compliance issues. UNRBA membership recommends focusing time and financial resources on collaborative projects that address water quality and watershed health. A request for a site-specific standard may still be needed, and the goal would be to promote progress by setting an achievable goal for the watershed and the lake.

The established goal for improving water quality in Falls Lake is the current water quality standard for chlorophyll-a. As part of a comprehensive consideration of an effective nutrient management strategy for Falls Lake, it is appropriate to provide some comments related to this goal.

The UNRBA continues to evaluate and consider a site-specific chlorophyll-a standard for Falls Lake. The current standard was adopted in 1979 to address use support issues on the Chowan River.

The scientific data, research efforts, and an assessment of uses of Falls Lake shows no use impairment. The current standard is not appropriate for the lake because the designated uses are being met despite exceedances of the criterion in some locations. The 303(d)-assessment methodology being applied is not consistent with scientific evaluations of lake quality in NC or any reservoir environment in similar regions of the US.

Even if the UNRBA does not submit a new standard petition as part of this reexamination, the 303(d) assessment methodology should be adjusted for Falls Lake consistent with the science of using chlorophyll-a data to assess overall reservoir quality (how eutrophication is indicated for the reservoir as a whole rather than a station-by-station assessment). The 303(d) assessment methodology for Falls Lake should establish stable and consistent assessment segments based on the physical and limnologic characteristics of the reservoir. On several occasions, the UNRBA has provided comments and requests for an adjusted methodology for Falls Lake.

The data and scientific evaluations provide fundamental information about the reservoir and the watershed. The modeling and scenarios demonstrate the limitations of what can be achieved in terms of additional nutrient load reductions and attainment of the chlorophyll-a standard and the amount of time to realize changes given the soil chemistry in the watershed. Because 75 percent of the watershed is unmanaged and significant reductions in nutrient loading have already occurred since the baseline period of the Rules, additional, large-scale nutrient reductions are not likely to occur. Rather than focus on attainment of the chlorophyll-a standard, the goals of the revised strategy should be incremental improvements and long-term protection of the designated uses of Falls Lake.

The UNRBA supports an adjusted 303(d) assessment methodology and site-specific chlorophyll-a standard for Falls Lake and will continue to cooperate and collaborate with DEQ-DWR, Environmental Protection Agency (EPA), and other stakeholders on these revisions.

Consistent with established legislation, the UNRBA recommends that the NC DEQ-DWR and EMC move forward promptly with the revisions to the Falls Lake Rules taking into consideration these

consensus principles. The UNRBA does not recommend delaying rule revisions while these objectives continue to be developed and evaluated. Readoption of the Falls Lake Rules remains the first priority so ongoing implementation efforts in the watershed can proceed.

Urban Development, State and Federal Lands, and Institutional Lands

The UNRBA recommends an investment-based approach to continue improvements on existing lands. In addition to the eligible activities listed in the [IAIA Program Document](#), stakeholders have identified the following additional activities for inclusion or consideration in the revised nutrient management strategy. **It is noted that the specifics of how to accomplish these actions will need to be considered, evaluated, vetted, and accepted before they are incorporated into the rules or operating procedures. Different communities will have different needs and constraints and may elect to implement the concepts that best support their situation. The opportunities for retrofits will also vary by jurisdiction.** It is anticipated the list of eligible projects and activities would be expanded in a similar manner allowed under the IAIA.

- Expand education activities to address SCM maintenance
 - Focus on Homeowner Association (HOA) Boards and other SCM owners
- Coordinate to fund retrofits for existing and re-development
 - Provide incentives to owners to encourage participation
 - Pay for retrofits and take over inspection and maintenance, but practice ownership would not change (e.g., Hillsborough dry ponds)
 - Evaluate use of development bonds for SCMs as a funding source for maintenance and repairs; local government would not count funds expended from the bond as part of their investment, but staff resources to identify and research bonds and their applicability would count as in-kind investment
- Improve existing stormwater infrastructure on publicly owned lands and privately owned lands under a voluntary agreement
- Improve HOA management and maintenance
 - Inspection and maintenance
 - Outflow management to ensure proper discharge (e.g., cleaning trash debris racks, preventing/repairing erosion downstream of outfalls).

Additional projects and activities will be added to this list as the revised nutrient management strategy is developed.

Opportunities for Partnering on Agricultural Lands

In the Falls Lake watershed, the acreage of land in agricultural production (crops and pasture) has declined by approximately 45 percent since 2006. Most of the operations in the watershed are relatively small and have already implemented best management practices and reduced fertilizer application rates. Many of the streams in the watershed are buffered. The revised strategy should consider the footprint of this land use and its potential for nutrient input to Falls Lake.

In 2006, land identified as agricultural was approximately 89,000 acres. For the study period (2014 to 2018), agricultural land in the watershed was approximately 50,000 acres. The estimated percent contribution of total nitrogen from this land use is 18 percent and total phosphorus is 10 percent. Nonetheless, when incremental improvement is the goal, any reduction of nutrient input is helpful.

The UNRBA recognizes the importance of supporting agriculture in this watershed to maintain its rural nature and support the local food economy. As the revised strategy is being developed, farm-supporting organizations like the NC Farm Bureau and NCDA&CS have helped the UNRBA interface with farmers and make sure we present our common interests in productive ways. The following concerns have been raised during these discussions which should be considered in the transition to rule making to ensure that the interests of all parties are protected and to provide long-term stability for planning and implementation. For some of these concerns, potential solutions were offered (shown in italics). All of these concerns will require additional discussion as rulemaking commences:

- Potential risks to farmers who have received funding from non-agricultural organizations if the structure of the Rules or the accounting methods change in the future; the farmers would have lost reduction credits to other sectors. *Regulatory certainty will need to be addressed with input from DWR; as stated in this document, agriculture would continue to track nutrient loss reductions regardless of the source of funding.*
- Different funding structures or fluctuating levels of funding could affect allocations to the local Soil and Water Conservation Districts. *Funding the Agriculture Cost Share Program with consistent levels of funding is one way to address these allocation issues.*
- Local government funds used for investment credit should be in addition to current levels (2023), so the programs are expanded. *The recommendations in this document have been modified to include a year on which increases will be based.*
- There is a risk that the legislature may reduce funding for the Agriculture Cost Share Program since more funds would be provided by local governments.
- Fluctuating contribution levels from year to year could lead to instabilities in program administration. *Representatives suggest that a recurring minimum contribution level and/or multi-year planning periods with stated commitments (e.g., 5 years like the IAIA) would be helpful for planning and staffing purposes.*
- Farmers want to continue to receive best management practice and technical assistance from existing, trusted organizations like local Soil and Water Conservation Districts. *Funding the Agriculture Cost Share Program with consistent levels of funding would continue existing procedures for funding practices and for technical assistance.*
- Depending on the level of funding increase, additional administrative work may overwhelm staff at NCDA&CS. *Allocating some percent of contributions to support staff would help this issue.*
- Farmers are concerned that their stormwater fees will continue to increase to fund this program. One farmer indicated he pays as much as \$1,000 per year in stormwater fees. *By including funding of the Agriculture Cost Share Program as an eligible investment by local governments, farmers are more likely to receive direct benefits under this framework. Alternatively, the fees may increase under the revised nutrient management strategy but would fund projects like stormwater control measures on developed areas, sewer improvement projects, or land conservation.*
- Farmers are used to the existing rule structure that has been in place since 2011 and wary of change that may impact operations and regulatory burdens. Future changes in staff at regulatory agencies or changes in membership of the Watershed Organization could risk stability of the partnership. *Additional outreach is needed to build trust. Formal agreements are needed to protect all stakeholders. Inclusion of representatives of agriculture in the Watershed Organization and its bylaws and committees would solidify partnerships.*

It is always necessary in coordinating with agriculture and in working on all projects to respect the landowner's decision on participation. Since streambank erosion is a significant factor in phosphorus loading and streams normally intersect multiple landowners, farm agencies can help

facilitate coordination with farmers and large landowners on stream projects crossing multiple properties. As the following section of this document deals with forest lands in the watershed, farming-interest representatives pointed out that farmers often own large areas of forest land. Coordination with farmers on potential forest-related projects or initiatives could also be a favorable aspect of agricultural participation in a Watershed Organization.

During the Scenario Screening process, representatives of agriculture met several times with the local agricultural councils to determine if potential additional activities in the watershed could be implemented to further reduce nutrient losses from agriculture. These discussions indicated that in this watershed, additional actions would not significantly decrease nutrient losses.

While large-scale changes may not be feasible, there remain opportunities for local governments and other Tier 1 Watershed Organization members to continue to partner with agriculture. An eligible activity for a local government to meet their investment requirement under the revised nutrient management strategy could include contributing additional funds above and beyond existing investment commitments (for example 2023 levels) to support the following:

- Soil and Water Conservation District activities including soil conservation, water conservation, streambank restoration, and stormwater control measures
- Agricultural best management practices, projects, equipment, and materials
- Local technical assistance, grants, and tracking support
- Voluntary Agricultural Districts (allows for Enhanced Voluntary Agricultural Districts to protect farms from development for 10 years)
- Conservation Reserve Enhancement Program
- Farmland Preservation Program

The most efficient means to provide this funding to agriculture is to utilize existing organizations and programs. For example, the Agriculture Cost Share Program is currently administered by NCD&CS who coordinates and allocates funding to the local soil and water conservation districts. Utilizing this existing structure minimizes change in current administration of these programs and would rely on their existing decision-making frameworks.

The representatives of agriculture also indicated that they would prefer to maintain their own tracking and reporting systems for production acreages, nutrients applied, cost-share funding, projects implemented, and nutrient loss reductions. The agricultural community has invested a tremendous amount of time and resources into the Nitrogen Loss Estimation Worksheet (NLEW) which was developed by researchers at NC State University Extension. The UNRBA supports the agricultural community conducting its own tracking and reporting, which would be supplemental information to the investment-based compliance metrics under the revised nutrient management strategy. When projects have a method for quantifying nutrient reductions, agriculture would track these projects and reductions in their reporting. Representatives of agriculture indicate they may want to separately track joint projects (with funding support from others) and agriculture-only projects.

The UNRBA is not recommending nutrient reduction or investment regulatory requirements be placed on the agricultural sector, either collectively or individually. The UNRBA proposal is to work cooperatively with agriculture to identify where investment from local governments and other Tier 1 Watershed Organization members could support projects, technical assistance programs, and reporting. This approach would allow the Tier 1 members to work toward their own investment requirements while supporting agriculture in the watershed and allowing agriculture to maintain its autonomy.

The representatives from agriculture that participate in UNRBA meetings and workgroups have noted that an expanded outreach effort is needed as the revised strategy is developed. These representatives (Farm Bureau and NCDA&CS/DSWC) have begun these discussions to gauge farmer interest in these concepts and offered to continue these discussions as rule making progresses. The UNRBA would provide support to these discussions as requested and directed by the agricultural representatives.

Forest Lands

Forest lands comprise approximately sixty percent of the Falls Lake watershed. Forests are an important part of a healthy ecosystem as they store, cycle, and release nutrients. Atmospheric deposition in dry and wet forms provides continual inputs of nitrogen, phosphorus, and carbon to all land and water surfaces including forested areas. Natural breakdown of forest debris contributes nutrients to the system. Many stakeholders have expressed the importance of preserving and protecting forested areas in the Falls Lake watershed.

Sediment, nutrient, and carbon loading rates from forests are heavily influenced by hydrologic conditions. Antecedent conditions are important to consider as a dry forest will hold more rainfall than a saturated forest. Destructive storms that disturb the root zone of trees can result in much higher loads of nitrate for an extended period of time ([Yeakley et al. 2003](#), [Schaefer et al. 2000](#), [Hogan et al. 2020](#)).

[Researchers in Norway](#) are evaluating change to atmospheric deposition of nitrate and sulfate on changes to the biogeochemical processes in forested areas (Deininger et al. 2020). Their findings indicate that “declining sulfur deposition, through reducing the ionic strength in soil water, increases the solubility and mobility of organic soil compounds and may result in increased leaching of organically bound N [nitrogen] to freshwaters.” Similar observations of decreased inorganic nitrogen loads coupled with increased organic nitrogen loads were noted in DWR’s 20-yr status report for the Neuse and Tar-Pamlico Estuaries (DWR 2023, draft).

Based on the work of the Scenario Screening Group, there are projects and activities that can be implemented to reduce nutrient inputs and exports from forests. The UNRBA recommends that these activities be considered as eligible under the revised nutrient management strategy. Again, the UNRBA does not recommend that these would be regulatory requirements, but rather opportunities for local governments and other Tier 1 Watershed Organization members to invest in activities that would improve water quality and quantity. The first three bullets are currently included in the IAIA Program; the remaining bullets represent an expansion of the Program:

- Forest preservation
- Stream, wetland, and buffer restoration/enhancement
- Floodplain expansion
- Enhancement of Forestry Best Management Practices: stream crossings, haul roads, temporary skid trails, etc.
- Consideration of water usage by tree species in forestry management
- Nitrate capture/denitrification following large, destructive storms through temporary active treatment or passive treatment to enhance denitrification in an improved hyporheic zone
- Controlled burns, harvesting, forest management, vegetation management (native/non-native)
- Phytoremediation (using plants to clean up contaminated environments)

While there are contiguous areas of forests in the watershed, these typically are fractured in terms of ownership. Projects and activities that affect multiple owners will complicate implementation. The Watershed Organization would need to foster relationships with the associations listed and other

groups, including agricultural organizations (since a lot of forest land is on land that includes farming activity.)

As the UNRBA continues to develop the revised nutrient management strategy, stakeholder engagement will be expanded to include the NC Forest Service, NC Forestry Association, and other forest management organizations. Representatives of agriculture have existing working relationships with these associations and have offered to support this outreach. One suggestion has been to fund the NC Forest Service Forest Development Program that provides financial support to replant trees after harvesting or when agricultural production has ceased. As with the Agriculture Cost Share Program, this approach would fund existing organizations who have established administrative procedures, decision-making, and fund-allocation processes.

Streambank Erosion

Stream bank erosion is a significant contributor to the sediment and total phosphorus loads delivered to Falls Lake. Streams may become unstable following channelization, changes to land use, increased impervious surfaces, and changing hydrology. Stream restoration and/or infiltration of stormwater can be implemented to regain stability.

Based on the UNRBA WARMF watershed model, approximately 15 percent of the total phosphorus load to Falls Lake comes from streambank erosion. At the scale of the Falls Lake watershed, the model does not account for previously implemented stream restoration projects or site-scale conditions. While there is uncertainty with the stream bank loading estimates, their relative magnitude compared to other sources indicates opportunities for pollutant reductions (Figure 8).

The UNRBA is not proposing any specific regulatory requirements or projects associated with stream bank erosion, but rather allowing the local governments and other Tier 1 members to fund these projects as an eligible activity. The proposed activities associated with streambank erosion are currently allowed by the IAIA Program:

- Stream, wetland, buffer restoration/enhancement
- Floodplain expansion

Streambank erosion represents a truly “distributed” nutrient source in the watershed. The basin has many miles of streams and rivers. Streams and rivers cross multiple property and jurisdictional boundaries which will complicate implementation of this practice. Many organizations and researchers have studied stream bank erosion in the Falls Lake watershed including City of Durham, USGS, and researchers at NC State University. As a result of the UNRBA modeling study, the NC Collaboratory has recently funded a study to identify hot spots of streambank erosion and potential restoration activities that reduce potential of erosive flows that contribute to streambank erosion. The City of Raleigh is also working with USGS on a streambank erosion study.

Atmospheric Deposition and Climate Resilience

Atmospheric deposition of nitrogen, phosphorus, and carbon affects all land uses and waterbodies, including Falls Lake. While this deposition is a natural process needed to cycle nutrients through the environment, human sources of air emission impact atmospheric concentrations of pollutants, and remote air pollution sources move into the watershed based on weather and prevailing winds. This source may provide an opportunity for reducing the amount of nutrients deposited to the system each year.

According to [DWR's 2021 Status Report for Falls Lake](#), atmospheric deposition of nitrogen has declined by approximately 20 percent since the baseline period. Improvements to air quality

globally, regionally, and locally have contributed to this reduction. Estimates of reduction since baseline vary annually because the amount of rainfall influences the amount of wet deposition.

Changing weather patterns are important to consider as well. Large storms not only result in greater rates of deposition as direct inputs, but they also erode soil, disturb root systems, and increase runoff volumes and shallow ground water inputs to streams. Drought conditions at critical times can concentrate nutrients near the land surface and when rainfall occurs, wash larger loads of nutrients into waters when algal activity can be stimulated. Warmer temperatures for longer periods can cause biological, chemical, and ecological changes. Together, these factors can result in greater nutrient loading, increased algal growth and species shifts, and impact to downstream waterbodies. Therefore, the revised rules should promote projects and activities that are resilient, effective, and sustainable to provide long-term protection of the lake and the watershed.

The UNRBA recommends that the revised nutrient management strategy employ a systems-based approach that will require looking beyond the actions of individual landowners and facility operators. Tier 1 members could fund the following projects and activities to support this holistic effort. The first three bullets are currently included in the IAIA Program; the remaining bullets represent an expansion of the Program:

- Green infrastructure/infiltration devices
- Floodplain restoration and reconnection
- Projects and activities that focus on flooding that have an associated water quality benefit
- Farmer and forest landowner voluntary conservation work which can significantly contribute to climate solutions and offer many other ancillary benefits including soil health, water quality, and pollinator and wildlife habitat within the watershed.
- Climate sustainability and resiliency projects for water/wastewater/stormwater infrastructure (e.g., elevating key operational equipment like pumps at wastewater treatment plants to mitigate the risk of failure due to flooding)
- Tree planting adjacent to busy streets and highways, e.g., the Center for Watershed Protection [Forest-Friendly Codes and Ordinance Worksheet](#) and the [Wake County Land Cover Analysis and Tree Canopy Assessment](#) that provides tree-planting priorities by municipality
- Air pollution reduction technologies for point source and vehicle emissions
- Public transportation and green energy sources
- Flood preparedness communications (e.g., operations at watershed impoundments)

Distributed Wastewater Sources

In terms of the total nutrient load delivered to Falls Lake, distributed wastewater sources contribute a minor fraction of the load. Distributed wastewater sources include septic systems, discharging sand filter systems, and sanitary sewage releases. However, the smaller tributaries and headwaters may benefit from projects and activities that reduce nutrient loading. From a public health perspective, these projects and activities can be very beneficial.

The UNRBA does not recommend regulatory requirements in the revised rules for private landowners; however, local Health Departments may require private owner action due to violations of local and state health law and rule. The UNRBA recommends that Tier 1 members work toward their investment requirements by continuing to provide funding and technical assistance to support improvements. The activities listed below are currently included in the IAIA Program and should continue to be eligible under the revised rules:

- Address sanitary sewer overflows (SSO) and sewer exfiltration

- Continue to implement measures that reduce volumes reaching the stream
- Continue to identify and repair potential issues
- Develop grant programs for addressing failing sewer lateral lines
- Address failing on-site wastewater treatment systems (OWWS) and failing discharging sand filters (DSF)
 - Continue to conduct state-mandated operation and maintenance (O&M) inspections to proactively reduce failure rates, investigate and repair malfunctioning systems, prioritize inspections in older neighborhoods, and provide grant programs to subsidize homeowner costs for new systems/repairs
 - Continue to allow credits for connecting onsite systems to sewer systems
 - Consider that expanding sewer may reduce the number of onsite systems but will increase development intensity and impervious surfaces
 - Address regulatory issues with State-issued new permits for DSF
 - Consider financial assistance for system repair or connection to regional wastewater systems to address failing systems.

Point Sources (Major and Minor)

As noted in the “Key Findings from the Monitoring and Modeling Studies,” major and minor WWTPs contribute approximately six to ten percent of the total nitrogen load and three to six percent of the total phosphorus load delivered to Falls Lake. One reason these relative contributions are comparatively small is that the three largest dischargers have reduced their collective total nitrogen and total phosphorus loads by 57 percent and 73 percent, respectively, from the 2006 baseline ([DWR 2021](#)). Further reductions to nutrients discharged from the major facilities would be extremely expensive and energy intensive. Some of the minor facilities have also achieved significant reductions from the baseline period.

These relative contributions are based on actual discharges from each facility. None of the three major facilities are currently discharging at flows as high as their permit limits. The revised nutrient management strategy will need to address the potential for future facility expansions.

Based on the cost of additional facility upgrades relative to the percent contribution of delivered nutrient loads from WWTPs, the UNRBA is not recommending additional regulatory requirements for the WWTPs in the watershed beyond what has already been achieved. Major and minor wastewater treatment plant owners should continue to optimize treatment performance using currently installed technologies. Review of plant performance should be included as a provision of the 25-year review. Plant and collection system owners should continue to track emerging technologies that may become technically and financially feasible in the future for further improvements to plant operations including biosolids handling. Work should continue to identify and eliminate exfiltration from sewer lines and sanitary sewer overflows.

The revised rules should incorporate requirements for new wastewater treatment facility requests or expansion requests including provisions for technology upgrades, joint-compliance permits (e.g., the Lower Neuse Compliance Association’s permit), nutrient offsets, and/or nutrient credit trading using practices on managed lands.

Additionally, the UNRBA recommends that Tier 1 members have the opportunity to fund upgrades and improvements to reduce nutrient discharges from minor WWTPs serving low-income households

in the basin. Technical support to improve operations would also be eligible to meet the investment requirements described by the proposed strategy. The minor facilities are a very small percentage of the load to Falls Lake (one percent or less), but improvements at these facilities would contribute to incremental progress in the watershed.

New Development

The UNRBA proposes that the new development rules would mostly continue as currently prescribed in the Falls Lake Nutrient Management Strategy. Proposals to make slight modifications to these rules have been discussed at UNRBA meetings. One example is possibly waiving the requirement for a stormwater assessment by a professional engineer when family property is parceled and inherited by heirs. Another example is to evaluate the nutrient-related allowances and post-development nitrogen and phosphorus exports that are inherent to the currently-accepted exclusive use of low impact development (LID) criteria, as specified in the 2009 North Carolina Low Impact Development Guidebook to ensure that development meets both the hydrologic goals of LID and the water quality improvement goals for Falls Lake.

Additional activities that would support implementation of the new development rules and address concerns with land disturbance are proposed as eligible activities under the revised nutrient management strategy:

- Include joint consultation among watershed organization members to assess and document consistent application of new development requirements,
- Consider changes to Unified Development Ordinances to allow flexibility in implementing beneficial practices and activities.
- Incentivize green infrastructure, disconnected impervious services, soil improvement, low maintenance lawns, etc.
- Revisit soil improvement practice with NC Division of Energy, Mineral, and Land Resources (DEMLR). This practice is currently creditable only for existing development but is most beneficial for new development.
- Adopt policies allowing stormwater treatment within street rights of way or other easements.
- Encourage, partner, and incentivize larger, regional SCMs that treat upstream existing development and the new development for which new SCMs are being permitted.
- Improve information transfer from developers to HOA Boards.
- Build from current jurisdictional approaches including current inspection programs, enforcement programs, etc.
- Coordinate workshops among members to share information about existing programs and best practices.

Transfer Responsibility of SCMs to Local Governments (Not Recommended)

One suggestion proposed that stormwater systems be transferred into true utilities where existing and new SCMs would be placed under the jurisdiction of the local government. This migration would transfer the systems to the local governments so HOAs and private owners would not be tasked with maintaining them. Several issues were identified as reasons this approach would not be feasible or successful. These notes are included in this document as the UNRBA anticipates this suggestion will be posed again in the future.

- There are thousands of existing SCMs with new ones added regularly.
- Local stormwater programs are already underfunded and understaffed; the workload associated with managing and maintaining thousands of SCMs would be overwhelming.

- Fee increases to provide resources for this action would be large in most jurisdictions and very large in some. Increasing taxes and fees is already challenging, and approved rates are often less than originally proposed. Increased funding through additional taxes and fees could not be expected to provide the staffing levels needed. This approach also transfers the cost of maintenance to all rate payers, including low-income households.

The jurisdictions operating the local government stormwater programs (inspections, education, maintenance, and enforcement), indicate the current approach is the most efficient way to handle SCMs operation and maintenance. For these reasons, the UNRBA does not recommend transferring stormwater systems into utilities operated by the local governments.

Program Administration

Preliminary discussions by the UNRBA members and its advisors are leaning toward establishment of a watershed organization (to be named later). This “Watershed Organization” would include the local governments and utilities that currently comprise the UNRBA as well as other potential partners as described above. Formation of a Watershed Organization would occur as outlined in State law ([NCGS 143-214.14](#)). To allow for administration of the Program(s) managed by this organization, it would likely need to register with the State of NC and adopt Bylaws to establish the governance of the Watershed Organization and administer the revised nutrient management strategy. The State of NC would need to delegate authority to the Watershed Organization to implement the revised strategy. Establishing a Watershed Organization to coordinate compliance provides a clear line of communication with the membership and the regulatory agency.

The Collaboratory is funding a study to examine the legislative requirements and operational constraints that may apply to the Watershed Organization. As the rules revision process proceeds, the UNRBA will be working with the Collaboratory, Mr. McLawhorn, the UNRBA legal group, and UNRBA’s legal advisor to ensure that State and Federal statutory and regulatory requirements are met.

The Bylaws of the Watershed Organization will need to address the following elements:

- Organizational structure including committees
- Voting and decision making
- Annual administrative dues
- Adding members to the program
- Member resignation and termination - members that resign or are terminated will need to make arrangements with DWR to demonstrate compliance under an alternate framework; it will be the responsibility of the member leaving the program to contact DWR and to determine the actions they need to take to meet these requirements
- Revisions to minimum annual investment amounts
- Joint-funding of special projects)
- Definition of Tier 1 and Tier 2 members; flexibility to add additional member tiers as the program evolves

Participation in the Program will need to be confirmed by the Bylaws of the Watershed Organization, adoption of the program document for the revised strategy, and submission of a resolution of commitment by the members of the Watershed Organization.

Proposed Structure of the Watershed Organization

The preliminary concepts for the new Watershed Organization are to establish two membership tiers. Tier 1 would include local governments, state and federal agencies, and utilities that would have specific requirements under the revised nutrient management strategy. These requirements would likely be investment-based (cash and in-kind) as under the current IAIA Program. Internal and external stakeholders, including staff from DWR and environmental advocacy groups, indicate they would like to see this approach continued under the revised strategy. Tier 1 members would be responsible for funding projects and activities as well as administration of the program.

Administrative costs could include meeting coordination and development of meeting materials, compiling annual reports from members, generating a summary report for submittal to DWR, providing technical advisory support, and answering questions about the program from members of the Watershed Organization, regulatory agencies, elected officials, and the public.

Tier 2 members would not have specific requirements under the revised strategy. Their participation would be strictly voluntary. Tier 2 members would be potential partners in the implementation of practices and actions that improve water quality and quantity across the watershed. Tier 1 members would coordinate with and support Tier 2 members to identify and, if appropriate, implement projects across a wide range of land uses and nutrient sources. Funds from Tier 1 members may also be used by Tier 2 members to support reporting and tracking efforts as well as technical assistance programs. Tier 2 members would receive the benefits of investments from Tier 1 members but maintain their own tracking and reporting.

Tier 1 and Tier 2 members would maintain control of actions affecting their lands and interests and provide oversight by leading committees within the Watershed Organization that are focused on their area of responsibility. For example, a committee established to identify opportunities for supporting agriculture in the watershed would be led by representatives from agriculture. The same approach would apply to NC DOT.

As with the IAIA, it is not anticipated that the new Watershed Organization will receive or manage funds from members investing in their own projects, or on projects undertaken by agreement with other participants or other organizations. The current IAIA provides for the funding of “special” projects coordinated through the UNRBA, and the Bylaws for the Watershed Organization should address this potential. As envisioned currently, participating members would develop the necessary agreements and track and report individual and joint contributions. Participants would directly provide the investment funding or support to successfully complete projects and maintain appropriate project files for future reference. Project plans and specific information related to design, installation, operation, and maintenance would not have to be submitted to DEQ but should be kept on file by the participants in accordance with their file retention practices.

Investments

Investments in eligible projects and activities may be “cash” or in-kind (e.g., self-funded projects, donation of technical-service hours, or use of equipment). Individual members will provide annual reports to DEQ that identify each project and the investment amount (for multi-year activities/projects, the participating member will show a total investment and note the projected investment for the coming years). On the basis of these reports, the Watershed Organization will provide a summary report to DWR and to the membership on total participation and total investment.

As envisioned currently, each participant may allocate resources using one or more of four funding options. Participants can use a combination of project funding approaches and can change which funding options they utilize from year to year. Investment credits generated from multi-partner

projects shall be credited to the partners based on individual participant contribution levels including accounting for long-term operation and maintenance costs. The project agreement may provide other allocations for investment credits. The four funding options are listed below:

- Self-funded – An individual participant may use funds for eligible projects and activities within and managed by their own organization.
- Interlocal agreement – Individual participants may enter into interlocal agreements in which eligible projects and activities are jointly funded by two or more jurisdictions.
- Funding existing local organizations - Individual participants may contribute funds towards eligible projects or activities to other local organizations including local Soil and Water Conservation Districts, County Health Departments, School Districts, watershed improvement associations, land conservation groups, and Tier 2 members that do not have investment requirements that may implement projects to improve water quality. The receiving local organization is responsible for prioritizing and selecting from the list of eligible projects and activities under their established procedures for setting priority. Use of funds by other local organizations is limited to projects and activities associated with water quality and watershed improvement benefits. A separate agreement/contract may be required to specify use of funds by other local organizations. Local government funding of agriculture-related projects is discussed in the section called “Opportunities for Partnering on Agricultural Lands.”
- Development of a special project– individual participants may contribute to a special project as would be described in the bylaws. These projects would involve the Watershed Organization to manage the project and coordinate the project development steps. Project management subcontractors may be necessary if projects are complex or large. Joint funding would have to cover project management costs, either as managed by the Watershed Organization or by a contractor. The Watershed Organization would likely recommend that the two or more members participating in a proposed special project consider the alternative of a joint project through an interlocal or other type of acceptable agreement. Special projects must fall under the approved list of project types provided in the latest version of the program document.

If a local government receives grant funding for an eligible project, only the investment from the local government(s) used to contribute a match to the project may be counted toward their annual investment commitment under the program (i.e., the grant award may not be counted). It is the responsibility of the participant(s) to ensure that the requirements of the grant are met.

Minimum annual investment commitments for the Tier 1 members will be negotiated during the rules review process and specified in the program document for the revised strategy. Tier 1 members will be responsible for their assigned annual commitment, and if financial resources are made in excess of the annual commitment, the excess may be credited against the member’s future years commitment. Each member will have the option to withdraw from the program in accordance with the bylaws of the Watershed Organization as long as an alternate compliance framework is agreed upon by DWR prior to withdrawal. Alternate compliance frameworks may be specified in the revised rules but are not included in this document.

Duration

The revised nutrient management strategy for Falls Lake will be a long-term plan to improve water quality and quantity. Based on stakeholder input, the UNRBA proposes a 25-year program with interim evaluations of success and potential areas of improvement as part of an adaptive management program. The UNRBA recommends that the rules not include the specifics of the program because it will be extremely difficult to use adaptive management provisions. An approved program document referenced by the rules with specific renewal periods (e.g., five years) would be a

more reasonable and adaptative approach. This approach is similar to the IAIA where the Stage I Existing Development Rules reference the IAIA Program Document as the joint-compliance approach.

The initiation date of the revised nutrient management strategy will be determined by the re-adoption of the Falls Lake Rules which must be achieved in accordance with [Session Law 2018-5](#). This session law specifies that the EMC must begin rule re-adoption no later than December 31, 2024. It is anticipated by DWR that re-adoption of the rules will occur no later than 2027. The current IAIA program has an initial 5-year investment commitment. The program began on July 1, 2021, and is scheduled to end on June 30, 2026. Depending on the status of rule re-adoption, the IAIA program may need to be renewed to continue compliance with the Stage I Existing Development Rule. Implementation of the revised strategy will need to take into consideration the status of the IAIA.

Previous and ongoing nutrient reduction activities and projects, including those implemented prior to and under the IAIA will be credited as actions, investments, and/or reductions in the revised strategy. The UNRBA and its members are committed to making sure that projects and activities implemented prior to re-adoption of the rules are included in the framework for compliance with the re-adopted Falls Lake Nutrient Management Strategy.

Reporting

Annual reports would be submitted by each Tier 1 member to DWR. These annual reports will list all eligible projects and activities implemented under the program and include an assessment of compliance with respect to minimum investment requirements. Copies of annual reports will be provided to the Watershed Organization for tracking and summary purposes. The Watershed Organization will provide a summary report each year to DWR that summarizes the total investments and commitments for the previous fiscal year. Annual reports from Tier 1 members would be submitted to DWR (with copy to the Watershed Organization) by September 30th following the end of each fiscal year. A summary report based on the individual reports would be generated for consideration by the Watershed Organization at their following meeting in November with submittal to DWR by November 30th.

Regardless of the type of funding arrangement used to demonstrate participation under the revised strategy, each Tier 1 member will need to report, in accordance with the program document, the following types of information depending on the funding option utilized (i.e., as information is available). A template for reporting has been developed to support the IAIA Program and can be modified to support this expanded program:

- Funding option and partners
- Primary organization responsible for management and distribution of funds
- Types and locations of projects and activities planned and linkage to addressing water quality in the watershed and the Lake
- Status of projects and activities (e.g., permitting, construction, completion status)
- Funds allocated (cash and in-kind)
- Estimated nitrogen and phosphorus reductions associated with projects and activities if quantifiable, or other tracking metric, based on the information available for the action/project, for activities without State-approved nutrient credits (e.g., acres conserved, linear feet of pipe repaired). Nutrient credits determined and based on approved crediting methods effective at the time the project is planned, designed, and developed that may be needed for any future credit accounting requirements will not be decreased at a later time based on revisions to credit accounting methods or assumptions. **Note that for projects related to agriculture, Tier 1**

members may include their investments in their tracking reports, but the estimated nutrient reductions associated with the projects will be maintained in the agricultural reporting system.

- Anticipated timeline for completion

As noted previously, the primary reporting and compliance assessment metric will be based on investments. Actions and projects with State-approved nutrient reduction credits would continue to be tracked and reported in annual reports for informational purposes. Representatives of agriculture would continue to maintain their tracking methods and reporting for agricultural production and nutrient losses.

In addition to the annual reports, interim reports (e.g., every five years) will be developed summarizing the previous period of implementation. Interim evaluations and reporting can address concerns and assist with tracking trends and accomplishments during the 25-year assessment period. Challenges that arose during the preceding five years will be noted and revisions to the program suggested as needed. DWR's assessment of water quality and nutrient loading to Falls Lake in their five-year status reports will be summarized as well. Water quality conditions in other impoundments in the watershed will also be summarized. Additionally, these interim reports will be used to identify and track questions and issues that need to be considered in the full reassessment. These interim reports would be submitted by the Watershed Organization based on information and discussions with members and partners including DWR. Interim assessments provide an opportunity to revise the program to address challenges, concerns, and new technologies. Changes and modifications to the program may be considered by the Watershed Organization and DWR. As with the IAIA, the five-year report will also be used to reaffirm commitments of participating jurisdictions and support their capital improvement project planning. Members who choose not to participate in the program for the following years would negotiate a compliance framework with DWR. Alternative compliance frameworks may be developed during the rules review process and included in the revised rules.

The UNRBA recommends the revised strategy include a long-term reassessment of the program (e.g., 25 years) to evaluate performance, identify necessary program changes, and consider evolving technologies and climatological conditions. It is anticipated that the Watershed Organization would coordinate this review process and include a technical assessment of water quality conditions to help guide the readoption of the program with appropriate revisions as part of the reevaluation. The technical assessment would review monitoring data collected by DWR and other organizations and may recommend collection of additional monitoring data. The technical assessment may also require modeling support to assess proposed changes to the program. DWR and the Watershed Organization will work cooperatively to provide the data needed to support the evaluation. To prepare for this assessment, the Watershed Organization could hire a contractor to develop a monitoring plan and other supporting guidelines for the collection and analysis of data, including modeling as needed. DWR would work in conjunction with the Watershed Organization to develop this assessment process and would provide support in the collection of additional data. This adaptive management provision provides a reasonable period of time to assess the program and to determine if changes are needed for the future. Planning for this report and supporting studies should begin no later than 20 years after the start of the program.

Compliance Determination

The revised nutrient management strategy will likely be submitted to the NC EMC as a joint compliance framework for the continued improvement to water quality and quantity in the Falls Lake watershed. Compliance will likely be determined based on the Tier 1 members meeting and reporting on their annual investment levels as specified in an approved program document. This approach is consistent with EPA's [Integrated Planning for Municipal Stormwater and Wastewater](#)

which “allows a municipality to balance Clean Water Act requirements in a manner that addresses the most pressing public health and environmental protection issues first.” To better align with the requirements of the Integrated Planning Program, NPDES permit holders may need to reference this approach in their permit.

The revised program will likely be a joint compliance effort, but compliance under this program will be assessed individually for each Tier 1 member. An approved program document will be developed with this understanding and with the following basic provisions for demonstrating compliance:

- Each Tier 1 member must document and track investments and eligibility of funded actions or projects and submit annual reports to DWR (with copies provided to the Watershed Organization).
- A member’s adherence to the provisions of the program represents compliance with the readopted Falls Lake Rules.

If a Tier 1 member resigns or is terminated under the provisions of the Bylaws, the following is a list of guidelines related to the impacts and actions that the departing member must address or that will impact the member in departing:

- Reentry to the program can only be considered under the membership provisions of the Bylaws
- It is the responsibility of the departing member to contact DWR and to determine the actions it must take and the schedule it must follow to comply with the readopted rules
- The member must address specific program commitments made when joining the Watershed Organization as described in the Bylaws including agreements with other members on joint projects

The group as a whole is not out of compliance if a member drops out.

Financial resource commitments of the departing member for any joint projects not yet completed would be controlled by the agreement in place between the joint project members that developed the joint project.

The total investment level will change in the fiscal year following the departure or addition of a member by the amount of the commitment assigned to the member, but the remaining members investment commitments will not be revised.

Projects can be implemented anywhere in the watershed through this program. Additionally, the provisions of 15A NCAC 02B .0703 Nutrient Offset Credit Trading do not apply to existing land uses and therefore do not apply to the revised program.

Demonstration of compliance can be accomplished with a brief description of relevant programs or activities being implemented (e.g., heightened permitting or land use requirements, education programs, recurring program expenditures) by the applicable jurisdictions and are considered eligible practices under the program. This information will be provided by the participant in their individual annual report provided to DWR.

Participants should ensure that all local, state, and federal requirements under their jurisdictional control are met. These include but are not limited to water supply watershed protection, buffer rules, MS4 permits, and sediment and erosion control requirements. In determining whether to be the host jurisdiction (where the project would be located) for an SCM project, the host jurisdiction should be alert to the requirements of other permit programs and determine, in consultation with the Division of Energy, Mineral, and Land Resources, if the SCM will become a part of the MS4 inventory of local government owned facilities.

Proposed Legislative Changes

The NC Collaboratory is funding a study to evaluate potential changes to the Falls Lake Rules that would allow for a more collaborative, system-based approach to nutrient management in the watershed. The UNRBA is working with the lead author of this study, Dan McLawhorn, to better understand existing legal constraints on its proposals and where legislative changes may be required. A link to the presentation on this topic at the 2023 Falls Lake Nutrient Management Study Symposium hosted by the NC Collaboratory is available [here](#). The UNRBA will begin developing recommendations for potential rule changes after its December 2023 submittals and will coordinate this effort with DWR. Rules will be amended to be consistent with the General Statutes and Session Laws which apply to the program.

Status of the UNRBA Recommendations

This Concepts and Principles Document was developed based on input from the PFC and the Board of Directors as well as input from external stakeholders, including staff from DWR and representatives from agriculture, DOT, and NGOs. These discussions identified several program components to guide development of the revised Falls Lake Rules. Many of the program components identified are designed to promote flexible implementation of the rules.

Feedback provided to date supports the inclusion of significant flexibility in the revised strategy. Much of the existing land use or non-point source components of the revised rules need to be built on the submission of joint compliance plans for approval. This flexibility needs to provide for the opportunity to revise programmatic components of the efforts under the existing land use provisions of the strategy. Because the proposal is looking at a 25-year implementation period with planning for data analysis and potential additional data collection and modeling beginning by year 20, it is clear that the rules will not be open for change for a long period of time. Operational activity and the need for adjusting program components will likely arise before the formal assessment of the strategy. If the program is prescribed in the rules, revisions will be extremely difficult to manage. An approved program document referenced by the rules would be much more reasonable and adaptative.

This Concepts and Principles has been distilled into an updated set of Consensus Principles (called Consensus Principles II) for consideration by the governing bodies of the UNRBA members (e.g., county commissioners, town councils, city councils, utility boards). Once the individual governing bodies have signed the Consensus Principles II and endorsed the UNRBA recommendations for the revised nutrient management strategy, the UNRBA will submit these documents to the EMC and DWR by December 2023.

As the rules readoption process unfolds, discussions among UNRBA members and other external stakeholders will continue. Additional recommendations and responses to stakeholder feedback will be considered during this process.

*To provide your input on this document, please email
Forrest Westall, UNRBA Executive Director: forrest.westall@unrba.org*

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Consensus Principles II

October 2023



HILLSBOROUGH
NORTH CAROLINA

1

Current Falls Lake Rules

- Regulates different sectors (wastewater, stormwater, agriculture, etc.)
- Each sector must find and fund their own reductions
- Reduction requirements are quantified in pounds of nutrients
- Nutrient Reductions set in 2 stages
- Stage I of the current rules are currently being met
- Current Stage II reductions are not feasible and would not significantly reduce nutrient loading to Falls Lake



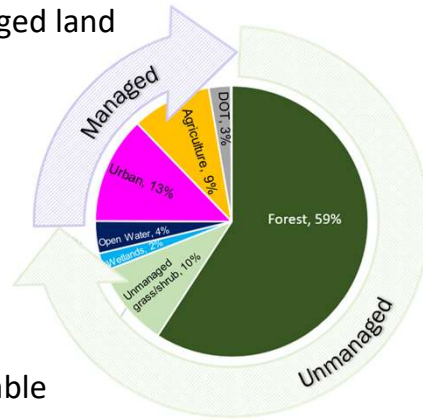
 HILLSBOROUGH

2

UNRBA Key Findings



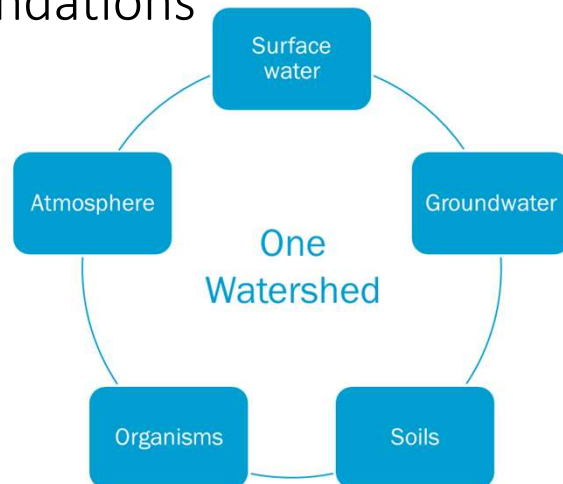
- 75 percent of the watershed is natural, unmanaged land (like forests)
- Nutrient loads to Falls Lake have been reduced significantly since 2006 (baseline year of rules)
- Soils store and cycle nutrients for decades
- Rainfall is key driver of nutrient loads
- The designated uses of Falls Lake are being met (recreation, drinking water supply, aquatic life)
- Water quality and algae levels in the lake are stable



3

Concepts and Recommendations

- Additional large-scale nutrient load reductions are not achievable
- Long-term nutrient management is most effective approach
- Protecting forests and other natural areas is key to long-term management of Falls Lake
- Collaborative action is needed to protect this resource and maintain uses
- A Watershed Organization is recommended to coordinate activities and partnerships



4

Does the UNRBA's Approach Benefit Hillsborough?

- No new requirements for the WWTP unless we expand capacity
- Provides for a broad range of projects including climate and resiliency
- Investment based joint compliance allows projects to be completed locally
- Projects can provide multiple values that directly benefit town residents



The Award-Winning Odie Street Stormwater Green Infrastructure Project



5

Consensus Principles II

- The Consensus Principles II have been developed and vetted through town staff and our town attorney
- The Consensus Principles II were unanimously approved by the UNRBA Board of Directors
- Staff recommends approving the resolution and the Consensus Principles II



Falls Lake Reservoir



6

Consensus Principles II (continued)

1. Falls Lake needs to be protected
2. Revised rules should be passed expeditiously
3. Focus on watershed health
4. Incorporate adaptive management
5. Investment-based, joint compliance
6. Avoid requirements for natural areas
7. Promote land conservation
8. Establish a watershed organization



7

Consensus Principles II (continued)

9. Continue implementing new development rules with refinements
10. Include requirements for new or expanded wastewater treatment plants (WWTPs)
11. Optimize treatment performance and evaluate emerging technologies for existing WWTPs
12. Allow investment credits for addressing poorly performing onsite wastewater treatment systems
13. Avoid separate management plans for other impoundments in the watershed
14. Expand list of eligible activities and potential partners
15. Promote opportunities for equitable stakeholder participation
16. Evaluate chlorophyll-a water quality standard and assessment methodology



8

Questions/Discussion/Action





Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date:	Oct. 9, 2023
Department:	Planning and Economic Development
Agenda Section:	Regular
Public hearing:	Yes
Date of public hearing:	Aug. 17, 2023

PRESENTER/INFORMATION CONTACT

Tom King, Senior Planner
Shannan Campbell, Planning and Economic Development Manager

ITEM TO BE CONSIDERED

Subject: Unified Development Ordinance text amendment- Section 6.17, Sidewalks (staff Initiated)

Attachments:

1. Unified Development Ordinance Section 6.17 Sidewalks, as proposed to be amended, with changes tracked from Planning Board and Joint Public Hearing
2. Consistency statement
3. Ordinance amending the Unified Development Ordinance

Summary:

September 2023:

Staff found a significant formatting error and rearrangement of language after packets had gone out in September resulting in this item being rescheduled to October.

Staff ran the language through a few current and future development scenarios to ensure that the resulting sidewalk requirements would provide sidewalks where the town and Comprehensive Sustainability Plan advise them to be constructed and that a payment in lieu could be accepted in areas where feasibility, constructability, and future connections are a challenge. Staff further organized the ordinance language to be more clear and follow a linear pattern for developments that would be required to build sidewalks, developments that could build and/or provide payment in lieu of sidewalk, and situations where neither construction or providing payment in lieu are necessary.

August 2023:

Staff made some additional changes and re-arranged some of the language for better readability since the last review. The Planning Board's initial discussion was captured in the minutes and included questions about any impacts to street trees and conversations about ways that developers may try to use payment in lieu to avoid building sidewalks in places where the town really does want/need sidewalks and there are no topographical or water way challenges in place. The public hearing was held and comments received were incorporated into subsequent drafts.

June 2023:

The current Unified Development Ordinance standards for sidewalks doesn't account for circumstances where sidewalks cannot or should not reasonably be constructed due topography, insufficient right of way width, stream crossings, etc. It also does not allow for the option for payment in lieu of construction in the above circumstances.

The only option for payment in lieu of construction is given for when the sidewalk is a low priority as identified in an older Orange County priority sidewalk plan.

Staff has re-written the full section to better reflect best practices in sidewalk location and allow for creative design where topography, insufficient right of way width, stream crossings or the like are present.

8/17 Joint Public Hearing Draft Minutes:

A. Unified Development Ordinance text amendment- Section 6.17, Sidewalks (Staff Initiated)

King said no member of the public had signed up to speak on this topic. He explained that town staff are running into issues such as challenging topography or lack of connectivity to other sidewalks. The current UDO still refers to the former community connectivity map, but staff is now referencing the new comprehensive sustainability plan, with the intent of pursuing its goals and strategies. He pointed to the proposed new section on exceptions to applicability. He said there were situations where it doesn't make sense to require sidewalks. He displayed a map of a subdivision with a cul-de-sac and eight lots and identified two areas where building a sidewalk wouldn't be feasible, one because of steep slopes and a stream with a riparian buffer of 100' and another segment where there was no connectivity. Weaver asked if it was impossible or just too expensive to build a sidewalk because of topography, noting the town wants residents to be able to move around outside of their street. King said whenever a stream buffer is involved, stormwater staff doesn't want to see the buffer impacted by a sidewalk. He said he had seen one ordinance that does require to build sidewalk over a gully, no matter how difficult. Schultz said if a road can be built there, it seems like a sidewalk could be built as well. King said a buffer authorization would be needed from stormwater staff, who would rather not see sidewalks built in stream buffers. Salvi said a sidewalk might be feasible, but might be expensive, which could be the real reason a developer requests a payment in lieu. Ferguson noted the town has lots of hills and must deal with topography issues, adding that the absence of sidewalks leaves steep shoulders, which can be dangerous. She added she didn't want to give developers an easy out through payment in lieu. Hughes said it was not just developers who are required to make impractical sidewalks. He cited a resident who had removed a mobile home and built a house and was required to put in a sidewalk in an inhospitable location with no curb or gutter and no connectivity to other sidewalks. In this case, he said, payment in lieu would have been a better option. Ferguson said that while there might be sidewalks to nowhere in the short term, in the long view these sidewalks might eventually have connectivity.

Salvi asked how the town would make sure the payment in lieu was sufficient to cover costs. Casadonte noted the board had discussed that question in its last meeting and had agreed to require a payment in lieu equal to 150% of the estimated cost. King said there was no timeline on using a payment in lieu, but the amendment stipulates that it be used on a sidewalk within 1000 feet. Ferguson said that requirement seemed too restrictive and didn't leave the town much flexibility in planning for the future and using the money where it's most needed. King said he believed any payment in lieu had to be spent on sidewalk construction in a nearby area. Weaver asked if that restriction was based on best practices or current law. King said he thought it might be a legal requirement. Ferguson said to the extent the law allows, the town should be strategic in using payments in lieu. King said he would check about laws concerning payment in lieu. He then summarized other changes included in the amendment and explained the rationale behind them.

8/17 Planning Board Recommendation Draft Meeting Minutes (July Joint Public Hearing Canceled):

B. Section 6.17, Sidewalks

Casadonte turned the board's attention to the sidewalk payment in lieu. Several members noted that the board had discussed the proposed changes in its June meeting. King noted that the current ordinance refers to a map and a plan that the town no longer uses and contains confusing language. The changes proposed by staff are intended to eliminate confusion, allow payments in lieu for situations where sidewalks aren't feasible,

clarify design and construction standards, clean up language about sidewalk shade trees, and build in flexibility for staff to deal with certain issues.

Schultz said he was comfortable approving the amendments, but asked if town management decided whether construction of a sidewalk is impractical. King explained that the decision would be made by the permit issuing authority, which would generally be the staff reviewing the plans. He added that he'd would like to make one more amendment to the section on exceptions for the scenario when a business changes ownership without any site improvements. Iglesias asked if the board needed to wait for the revised amendment before it made a recommendation. King said that revision would be addressed by the Board of Commissioners, so the planning board could make a recommendation. Asked by Salvi if the town might still require a sidewalk when property changes ownership without any site improvements, King explained there were legal barriers to doing so.

Motion: Salvi moved to recommend approval of the amendment to the UDO with one addition to the exceptions to applicability suggested by staff as discussed during the hearing. Schultz seconded.
Vote: 5-0.

Financial impacts:

Low. Planning staff will need to work with Finance staff to determine where payments in lieu of sidewalk construction will be captured and tracked for expenditure in future years.

Staff recommendation and comments:

Staff recommends approval of the text amendment as written.

Action requested:

Approve attached amendments, consistency statement, and ordinance, approve with conditions/modifications, or table/continue discussion of the item.

6.17 SIDEWALKS AND PEDESTRIAN ACCESS

6.17.1 PURPOSE AND INTENT

The regulations in this subsection are designed to advance identified goals and strategies found in the Town's adopted Comprehensive Sustainability Plan, and promote the public health, safety, and welfare by improving air quality and the quality of life for town residents and visitors. Providing sidewalks and other multi-modal travel methods adjacent to and within developments furthers the purposes for which these regulations are intended.

6.17.2 APPLICABILITY

~~Sidewalks shall be required as part of development subject to any of the following review procedures~~ The requirements of this subsection apply to developments that are subject to the following review procedures:

- (a) Creation of New Lots/Division of Land involving a Conservation, Major or Special Subdivision,
- (b) Site Plan Review,
- (c) Special Use Permit, including their modification, or
- (d) Zoning Compliance Permit involving a non-residential change of use if required by sub-paragraph 7.3.3, *Nonconforming Characteristics of Nonresidentially*^[TK1]_[TK2] *Zoned Properties*.

6.17.3 EXCEPTIONS TO APPLICABILITY SIDEWALK CONSTRUCTION REQUIREMENTS

6.17.3.1 Sidewalk construction, payment in-lieu of sidewalk construction (pursuant to paragraph 6.17.5, *Sidewalk Payment In-lieu of Construction*), or a combination of the two, -is ~~not~~ required where:

(a) the permit-issuing authority determines:

(1) the sidewalk will interfere with or disrupt drainage if constructed where required,

(2) construction is infeasible, impractical, or undesirable due to special circumstances including, but not limited to, topography, streams, or other environmental limitations such as the presence of regulatory floodplains and riparian buffers, or

~~(a)~~(3) if constructed, the sidewalk will not provide any present or future public safety benefit;

- 44 (b) ~~only site grading and/or utility improvements are involved~~ no sidewalk or
45 other pedestrian accessway exists, or is planned to be constructed, within
46 a 500-foot radius of the boundary of the land to be developed;
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- 48 (c) ~~vehicular access to lots or other development will be provided by alleys.~~
49 ~~Sidewalks will be required along streets to which the alleys connect,~~
50 the sidewalk will be provided as part of a Town or State scheduled and
51 funded roadway project to be built within three years of the proposed
52 development's approval; or
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- 54 (d) ~~the sidewalk would be located within unimproved right-of-way not~~
55 ~~requiring improvement as part of the development,~~ An impending road
56 widening project affecting the development is scheduled to begin within
57 three years of the proposed development's approval.
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- 60 (e) ~~the sidewalk will be provided as part of a Town or State scheduled and~~
61 ~~funded roadway project to be built within three years of the proposed~~
62 ~~development's approval,~~
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- 64 (f) ~~an impending road widening project affecting the development is~~
65 ~~scheduled to begin within three years of the proposed development's~~
66 ~~approval, or~~
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- 68 (g) ~~the permit-issuing authority determines:~~
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- 70 ~~1. the sidewalk will interfere with or disrupt drainage,~~
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 - 72 ~~2. construction is infeasible or impractical due to special~~
73 ~~circumstances including, but not limited to, topography, streams,~~
74 ~~or other environmental limitations, or~~
 - 75
 - 76 ~~3. if constructed, the sidewalk will not provide any present or future~~
77 ~~public safety benefit.~~
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79 ~~6.17.3.2~~ ~~Payment in lieu of sidewalk construction, as provided in paragraph 6.17.4,~~
80 ~~Sidewalk Payment In lieu of Construction, shall be required in all instances where~~
81 ~~an exception to sidewalk construction occurs.~~
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83 6.17.4 EXEMPTIONS FROM SIDEWALK CONSTRUCTION AND PAYMENT IN-LIEU

84 REQUIREMENTS

85 Sidewalk construction and/or payment in-lieu of construction is not required where:

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(a) the development project:

1. does not front on, or lie between, a street segment(s) identified as “recommended” on the Comprehensive Sustainability Plan’s Sidewalk System Map, and
2. no sidewalk or other pedestrian accessway exists, or is planned to be constructed, within 500 feet of the boundary of the land to be developed,

(b) only a change of use or occupancy will occur with no substantial site improvements required or proposed,

(c) only site grading and/or utility improvements are involved,

(d) vehicular access to lots or other development will be provided by alleys connecting to streets with existing sidewalks or streets that will be constructed with sidewalks as part of the proposed development,

(e) the sidewalk would be located within unimproved right-of-way not requiring improvement as part of the development, or

(f) the required sidewalk is committed as part of another development project’s permit, provided the permit is still valid and unexpired.

6.17.46.17.5 SIDEWALK PAYMENT IN-LIEU OF CONSTRUCTION

~~6.17.4.16.17.5.1~~ Where sidewalk construction is exempted under allowed by paragraph 6.17.3, ~~Exceptions to Applicability~~ Sidewalk Construction Requirements, the applicant shall make a payment to the Town in-lieu of sidewalk construction. A combination of construction and payment in-lieu may be made when an applicant chooses to construct a portion of sidewalk instead of making a full in-lieu payment. Nothing in this paragraph shall prevent an applicant from constructing sidewalks instead of making an in-lieu payment.

6.17.54.2 Payment shall be made to the Town at a rate set annually in the Town budget. Payment value shall equal the average linear foot of total sidewalk cost, including accessible ramps and required shade tree installation as determined by a professional engineer or other professional qualified to provide the estimate. The calculation shall include the time and material cost in place at the time of the request.

6.17.54.3 Payment shall be made prior to (i) issuance of a Certificate of Occupancy, or (ii) release of any financial security held in association with the development

129 project. Payments shall be deposited in the Town’s sidewalk construction capital
130 fund and used for sidewalk installation or repair within a .5 mile 1,000-foot
131 radius of the property for which the fee was collected.
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134 **6.17.54.4** Acceptance of payment-in-lieu shall not remove the requirement for sidewalks
135 under paragraph 6.17.2, *Applicability*, for future property development unless
136 exempted under paragraph 6.17.3, ~~*Exceptions to Applicability*~~ *Exemptions from*
137 *Sidewalk Construction and Payment In-lieu Requirements*.
138

139 **6.17.56.17.6 DESIGN REQUIREMENTS**

140 **6.17.65.1** Sidewalks shall:

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142 (a) be provided within street rights-of-way along all adjacent and perimeter
143 public streets on which the development tract has frontage. Additional
144 street right-of-way of a sufficient width to accommodate the required
145 sidewalk shall be dedicated along the street frontage in cases where the
146 existing right-of-way is not wide enough to accommodate a sidewalk,
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148 (b) be provided on both sides of all internal streets within a development,
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150 (c) align vertically and horizontally with abutting sidewalks,
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152 (d) connect via a direct link to primary building entrances,
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154 (e) within unsubdivided developments (e.g., attached dwelling projects), link
155 buildings with other buildings, adjacent public streets, on-site activity
156 centers such as parking areas, laundry facilities, and recreational areas
157 and facilities,
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159 (f) accommodate sidewalk shade trees required by paragraph 6.17.10¹,
160 *Sidewalk Shade Trees*,
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162 (g) avoid conflicts or obstruction with above-ground structures or trees, and
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164 (h) maintain required width around any existing or anticipated obstructing
165 object in the sidewalk’s path.
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167 **6.17.65.2** During the development review process, reviewing agencies may designate areas
168 where prior approval is required for any alteration to sidewalk locations. No
169 other changes are permitted without the approval of all agencies that approved
170 the original plans.
171

172 **6.17.65.3** The Public Works Manager may approve changes in sidewalk location for a
173 maximum linear distance of 200 feet without the need for amended plans. The
174 approved plans will be annotated to reflect any approved changes.

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176 **6.17.66.17.7 CONSTRUCTION REQUIREMENTS**

177 Sidewalks shall be constructed:

178 ~~(b)~~(a) _____ behind curb and gutter or a roadside swale,

180
181 ~~(c)~~(b) _____ to meet standards found in Appendix A, *Street Construction Standards*
182 *and Specifications*, of the Town Code of Ordinances and the Town’s adopted
183 Street Manual. NCDOT standards must be met for sidewalks constructed within
184 State-maintained street rights-of-way,

185
186 ~~(d)~~(c) _____ to meet all applicable ADA (Americans with Disabilities Act)
187 requirements,

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189 ~~(e)~~(d) _____ of concrete with a width of at least five feet and thickness of at least five-
190 inches (six-inches at driveway entrances), unless use of alternative materials is
191 approved by the Public Works Manager,

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193 (e) with a constructed barrier wherever a sidewalk is located within five-feet of a
194 retaining wall 30-inches or greater in height, or steep grades exceeding a 1:1
195 ratio, and

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197 (f) with sidewalk shade trees required by paragraph 6.17.10~~1~~, *Sidewalk Shade*
198 *Trees*.

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200 **6.17.76.17.8 ENCROACHMENT AGREEMENTS REQUIRED FOR STATE-MAINTAINED STREETS**

201 Sidewalks constructed within State-maintained-street rights-of-way shall be subject to
202 a three-party encroachment agreement between the developer, NCDOT and Town.

203
204 **6.17.86.17.9 ALTERNATIVE SIDEWALK PLANS**

205 The permit-issuing authority may approve alternative sidewalk plans where it is shown
206 that the alternative provides equal or greater internal and external pedestrian
207 circulation and connectivity through use of off-street trails or multi-use pathways
208 connecting to sidewalks, off-street trails, or multi-use pathways on the perimeter of the
209 development tract.

210
211 **6.17.109 ADDITIONAL MEANS OF PEDESTRIAN ACCESS**

212 (a) Whenever the permit-issuing authority determines a means of pedestrian
213 access is necessary to connect a residential development to schools, parks,
214 open space, playgrounds, other streets or facilities, and access is not

conveniently provided by sidewalks adjacent to the streets, the applicant may be required to provide an improved pedestrian accessway located within an easement of at least 10 feet in width to provide pedestrian access.

- (b) The pedestrian accessway must be either paved with concrete, asphalt, pervious pavement, gravel, or other suitable material approved by the permit-issuing authority. Gravel or other loose materials used for paving must be contained by framing to prevent paving material wash-out.
- (c) The accessway shall be owned and maintained by a property or homeowners' association.

6.17.10 6.17.11 SIDEWALK SHADE TREES

6.17.110.1 Shade trees shall be installed in front yards behind the sidewalk along all development street frontages and internal streets according to the following table. This requirement does not apply where non-residential buildings are built to within 10 feet of the street right-of-way or designed with front courtyards or other site features providing similar shading.

SIDEWALK SHADE TREE PLANTING REQUIREMENTS				
<i>Tree Size¹</i>	<i>Dbh at Planting (inches)²</i>	<i>Minimum Height at Installation (feet)</i>	<i>Minimum Distance from Sidewalk (feet – sidewalk edge to tree center point)</i>	<i>Spacing (feet on center)³</i>
Small	1.5	6	5	30
Large	3	10	10	40

¹Refer to Town's recommended planting list for acceptable species.
²Dbh (Diameter at breast height) is defined in Section 9, *Definitions*.
³Permit-issuing authority may approve varied spacing if there are conflicts between utilities and tree placement provided required number of trees are provided.

6.17.110.2 Where shade trees are planted on the development property behind street rights-of-way, a minimum 10-foot wide, private tree easement shall be provided for the planting and maintenance of required trees. Tree easements must be shown on site plans and subdivision plats and subject to a tree easement, planting, and maintenance agreement to be recorded in the register of deeds office.

6.17.110.3 Where non-residential buildings are built within 10 feet of a street right-of-way, shade trees shall be installed in "tree lawns" between the curb and sidewalk as follows:

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TREE LAWN PLANTING REQUIREMENTS					
Lawn Width (feet)	Tree Size ¹	Dbh at Planting (inches) ²	Minimum Height at Installation (feet)	Minimum Distance from Sidewalk (feet - sidewalk edge to tree center point)	Spacing (feet on center) ³
4 – 8	Small	1.5	6	2 - 2.5	30
≥8	Large	3	10	3.5	40
¹ Refer to Town’s recommended planting list for acceptable species. ² Dbh (Diameter at breast height) is defined in Section 9, <i>Definitions</i> . ³ Permit-issuing authority may approve varied spacing if there are conflicts between utilities and tree placement provided required number of trees are provided.					

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6.17.110.4 All shade tree planting areas and tree lawns shall be planted with grass, ground cover, or treated with other suitable cover material.

6.17.110.5 The following table lists recommended distances to be maintained between planted trees and various infrastructure and improvements:

RECOMMENDED MINIMUM DISTANCE FROM INFRASTRUCTURE AND IMPROVEMENTS	
Use	Minimum Distance (feet)
Back of curb/pavement	2
Catch basins	10
Driveways	10
Fire hydrants	10
Light poles	20
Manholes	10
Other trees	15 or 25 (depending on species)
Overhead and underground power distribution lines	½ average mature canopy width + 15 feet (measured from center of distribution corridor)
Sewer easements	Planting prohibited
Stop signs	30

Structures	10
Traffic signs (except Stop signs)	10
Utility boxes	3 feet sides and rear; 3 feet from doors
Water easements	Planting prohibited
Water meters	5
Water and sewer lines	Dependent on easement width; 10 feet where easement doesn't exist (measured from center of pipe)
All other services	10

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HILLSBOROUGH BOARD OF COMMISSIONERS
Consistency Statement per Section 160D-604(d)

Text Amendment Request from: Staff-Planning and Economic Development Division
Oct. 9, 2023

The Town of Hillsborough Board of Commissioners has received and reviewed the application from Town Planning and Economic Development Division staff to amend the Town of Hillsborough Unified Development Ordinance as follows:

Amend UDO §6.17 (Sidewalks and Walkways) to be re-titled and re-written in its entirety for better readability and to clarify that, with several exceptions, sidewalks are required in all new developments (as listed), and to expand upon the provisions for allowing limited acceptance of payment in-lieu of sidewalk construction in certain circumstances.

The Hillsborough Board of Commissioners has determined the proposed action **is/is not** consistent with the Town of Hillsborough’s Comprehensive Sustainability Plan for the following reason(s):

1. The amendments are consistent with the Transportation and Connectivity Chapter goal to “Develop and maintain a safe, efficient, and sustainable multimodal transportation system (including bicycle, pedestrian, and transit options) that offers alternatives to single-occupancy vehicle trips and promotes health and access to area jobs, destinations, and services.”

Strategy: Adopt regulations that contribute to meeting identified transportation and connectivity needs in town.

The foregoing consistency statement having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in the year 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



ORDINANCE

Amending the Unified Development Ordinance

The Hillsborough Board of Commissioners ordains the following amendments:

6.17 SIDEWALKS AND PEDESTRIAN ACCESS

6.17.1 PURPOSE AND INTENT

The regulations in this subsection are designed to advance identified goals and strategies found in the Town's adopted Comprehensive Sustainability Plan, and promote the public health, safety, and welfare by improving air quality and the quality of life for town residents and visitors. Providing sidewalks and other multi-modal travel methods adjacent to and within developments furthers the purposes for which these regulations are intended.

6.17.2 APPLICABILITY

The requirements of this subsection apply to developments that are subject to the following review procedures:

- (a) Creation of New Lots/Division of Land involving a Conservation, Major or Special Subdivision,
- (b) Site Plan Review,
- (c) Special Use Permit, including their modification, or
- (d) Zoning Compliance Permit involving a non-residential change of use if required by subparagraph 7.3.3, *Nonconforming Characteristics of Non residentially Zoned Properties*.

6.17.3 EXCEPTIONS TO SIDEWALK CONSTRUCTION REQUIREMENTS

6.17.3.1 Sidewalk construction, payment in-lieu of sidewalk construction (pursuant to paragraph 6.17.5, *Sidewalk Payment In-lieu of Construction*), or a combination of the two, is required where:

- (a) the permit-issuing authority determines:
 - (1) the sidewalk will interfere with or disrupt drainage if constructed where required,
 - (2) construction is infeasible, impractical, or undesirable due to special circumstances including, but not limited to, topography, streams, or other environmental limitations such as the presence of regulatory floodplains and riparian buffers, or
 - (3) if constructed, the sidewalk will not provide any present or future public

safety benefit;

(b) the sidewalk will be provided as part of a Town or State scheduled and funded roadway project to be built within three years of the proposed development's approval; or

(c) an impending road widening project affecting the development is scheduled to begin within three years of the proposed development's approval.

6.17.4 EXEMPTIONS FROM SIDEWALK CONSTRUCTION AND PAYMENT IN-LIEU REQUIREMENTS

Sidewalk construction and/or payment in-lieu of construction is not required where:

(a) the development project:

1. does not front on, or lie between, a street segment(s) identified as "recommended" on the Comprehensive Sustainability Plan's Sidewalk System Map, and
2. no sidewalk or other pedestrian accessway exists, or is planned to be constructed, within 500 feet of the boundary of the land to be developed,

(b) only a change of use or occupancy will occur with no substantial site improvements required or proposed,

(c) only site grading and/or utility improvements are involved,

(d) vehicular access to lots or other development will be provided by alleys connecting to streets with existing sidewalks or streets that will be constructed with sidewalks as part of the proposed development,

(e) the sidewalk would be located within unimproved right-of-way not requiring improvement as part of the development, or

(f) the required sidewalk is committed as part of another development project's permit, provided the permit is still valid and unexpired.

6.17.5 SIDEWALK PAYMENT IN-LIEU OF CONSTRUCTION

6.17.5.1 Where allowed by paragraph 6.17.3, *Exceptions to Sidewalk Construction Requirements*, the applicant shall make a payment to the Town in lieu of sidewalk construction. A combination of construction and payment in-lieu may be made when an applicant chooses to construct a portion of sidewalk instead of making a full in-lieu payment. Nothing in this paragraph shall prevent an applicant from constructing sidewalks instead of making an in-lieu payment.

6.17.5.2 Payment shall be made to the Town at a rate set annually in the Town budget. Payment value shall equal the average linear foot of total sidewalk cost, including accessible ramps

and required shade tree installation, as determined by a professional engineer or other professional qualified to provide the estimate. The calculation shall include the time and material cost in place at the time of the request.

6.17.5.3 Payment shall be made prior to (i) issuance of a Certificate of Occupancy, or (ii) release of any financial security held in association with the development project. Payments shall be deposited in the Town's sidewalk construction capital fund and used for sidewalk installation or repair within a 0.5-mile radius of the property for which the fee was collected.

6.17.5.4 Acceptance of payment-in-lieu shall not remove the requirement for sidewalks under paragraph 6.17.2, *Applicability*, for future property development unless exempted under paragraph 6.17.4, *Exemptions from Sidewalk Construction and Payment In-lieu Requirements*.

6.17.6 DESIGN REQUIREMENTS

6.17.6.1 Sidewalks shall be provided for all new developments and shall:

- (a) be provided within street rights-of-way along all adjacent and perimeter public streets on which the development tract has frontage. Additional street right-of-way of a sufficient width to accommodate the required sidewalk shall be dedicated along the street frontage in cases where the existing right-of-way is not wide enough to accommodate a sidewalk;
- (b) be provided on both sides of all internal streets within a development;
- (c) align vertically and horizontally with abutting sidewalks;
- (d) connect via a direct link to primary building entrances;
- (e) within unsubdivided developments (e.g., attached dwelling projects), link buildings with other buildings, adjacent public streets, on-site activity centers such as parking areas, laundry facilities, and recreational areas and facilities,
- (f) accommodate sidewalk shade trees required by paragraph 6.17.11, *Sidewalk Shade Trees*,
- (g) avoid conflicts or obstruction with above-ground structures or trees, and
- (h) maintain required width around any existing or anticipated obstructing object in the sidewalk's path.

6.17.6.2 During the development review process, reviewing agencies may designate areas where prior approval is required for any alteration to sidewalk locations. No other changes are permitted without the approval of all agencies that approved the original plans.

6.17.6.3 The Public Works Manager may approve changes in sidewalk location for a maximum linear distance of 200 feet without the need for amended plans. The approved plans will be annotated to reflect any approved changes.

6.17.7 CONSTRUCTION REQUIREMENTS

Sidewalks shall be constructed:

- (a) behind curb and gutter or a roadside swale,
- (b) to meet standards found in Appendix A, *Street Construction Standards and Specifications*, of the Town Code of Ordinances and the Town's adopted Street Manual. NCDOT standards must be met for sidewalks constructed within state-maintained street rights-of-way,
- (c) to meet all applicable ADA (Americans with Disabilities Act) requirements,
- (d) of concrete with a width of at least five feet and thickness of at least five-inches (six-inches at driveway entrances), unless use of alternative materials is approved by the Public Works Manager,
- (e) with a constructed barrier wherever a sidewalk is located within five-feet of a retaining wall 30-inches or greater in height, or steep grades exceeding a 1:1 ratio, and
- (f) with sidewalk shade trees required by paragraph 6.17.11, *Sidewalk Shade Trees*.

6.17.8 ENCROACHMENT AGREEMENTS REQUIRED FOR STATE-MAINTAINED STREETS

Sidewalks constructed within State-maintained-street rights-of-way shall be subject to a three-party encroachment agreement between the developer, NCDOT and Town.

6.17.9 ALTERNATIVE SIDEWALK PLANS

The permit-issuing authority may approve alternative sidewalk plans where it is shown that the alternative provides equal or greater internal and external pedestrian circulation and connectivity through use of off-street trails or multi-use pathways connecting to sidewalks, off-street trails, or multi-use pathways on the perimeter of the development tract.

6.17.10 ADDITIONAL MEANS OF PEDESTRIAN ACCESS

- (a) Whenever the permit-issuing authority determines a means of pedestrian access is necessary to connect a residential development to schools, parks, open space, playgrounds, other streets or facilities, and access is not conveniently provided by sidewalks adjacent to the streets, the applicant may be required to provide an improved pedestrian accessway located within an easement of at least 10 feet in width to provide pedestrian access.
- (b) The pedestrian accessway must be either paved with concrete, asphalt, pervious pavement, gravel, or other suitable material approved by the permit-issuing authority. Gravel or other loose materials used for paving must be contained by framing to prevent

paving material wash-out.

(c) The accessway shall be owned and maintained by a property or homeowners' association.

6.17.11 SIDEWALK SHADE TREES

6.17.11.1 Shade trees shall be installed in front yards behind the sidewalk along all development street frontages and internal streets according to the following table. This requirement does not apply where non-residential buildings are built to within 10 feet of the street right-of-way or designed with front courtyards or other site features providing similar shading.

SIDEWALK SHADE TREE PLANTING REQUIREMENTS				
<i>Tree Size¹</i>	<i>Dbh at Planting (inches)²</i>	<i>Minimum Height at Installation (feet)</i>	<i>Minimum Distance from Sidewalk (feet – sidewalk edge to tree center point)</i>	<i>Spacing (feet on center)³</i>
Small	1.5	6	5	30
Large	3	10	10	40
¹ Refer to Town's recommended planting list for acceptable species. ² Dbh (Diameter at breast height) is defined in Section 9, <i>Definitions</i> . ³ Permit-issuing authority may approve varied spacing if there are conflicts between utilities and tree placement provided required number of trees are provided.				

6.17.11.2 Where shade trees are planted on the development property behind street rights-of-way, a minimum 10-foot wide, private tree easement shall be provided for the planting and maintenance of required trees. Tree easements must be shown on site plans and subdivision plats and subject to a tree easement, planting, and maintenance agreement to be recorded in the register of deeds office.

6.17.11.3 Where non-residential buildings are built within 10 feet of a street right-of-way, shade trees shall be installed in "tree lawns" between the curb and sidewalk as follows:

TREE LAWN PLANTING REQUIREMENTS					
<i>Lawn Width (feet)</i>	<i>Tree Size¹</i>	<i>Dbh at Planting (inches)²</i>	<i>Minimum Height at Installation (feet)</i>	<i>Minimum Distance from Sidewalk (feet - sidewalk edge to tree center point)</i>	<i>Spacing (feet on center)³</i>
4 – 8	Small	1.5	6	2 - 2.5	30
≥8	Large	3	10	3.5	40
¹ Refer to Town's recommended planting list for acceptable species. ² Dbh (Diameter at breast height) is defined in Section 9, <i>Definitions</i> . ³ Permit-issuing authority may approve varied spacing if there are conflicts between utilities and tree placement provided required number of trees are provided.					

6.17.11.4 All shade tree planting areas and tree lawns shall be planted with grass, ground cover, or treated with other suitable cover material.

6.17.11.5 The following table lists recommended distances to be maintained between planted trees

and various infrastructure and improvements:

RECOMMENDED MINIMUM DISTANCE FROM INFRASTRUCTURE AND IMPROVEMENTS	
<i>Use</i>	<i>Minimum Distance (feet)</i>
Back of curb/pavement	2
Catch basins	10
Driveways	10
Fire hydrants	10
Light poles	20
Manholes	10
Other trees	15 or 25 (depending on species)
Overhead and underground power distribution lines	½ average mature canopy width + 15 feet (measured from center of distribution corridor)
Sewer easements	Planting prohibited
Stop signs	30
Structures	10
Traffic signs (except Stop signs)	10
Utility boxes	3 feet sides and rear; 3 feet from doors
Water easements	Planting prohibited
Water meters	5
Water and sewer lines	Dependent on easement width; 10 feet where easement doesn't exist (measured from center of pipe)
All other services	10

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 9th day of October in 2023.

Ayes:

Noes:

Absent or excused:

Sarah E. Kimrey, Town Clerk



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
Department: Community Services
Agenda Section: Discussion
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Stephanie Trueblood, Public Space and Sustainability Manager

ITEM TO BE CONSIDERED

Subject: Request from Forest Ridge residents regarding crosswalk safety improvements on U.S. 70A

Attachments:

E-Mail and Letter from Residents

Summary:

Town staff received the attached request from Forest Ridge residents regarding potential safety improvements to the crosswalks between the Forest Ridge neighborhood and the Sportsplex on U.S. 70A. The road is state-maintained, and most of the property surrounding the crosswalks is county-owned, so additional coordination will be required.

Financial impacts:

None at this time, as if approved, the only action will be for NCDOT to study the crosswalks for safety improvements.

Staff recommendation and comments:

Staff recommends that the board discuss the request and provide direction to staff on how to proceed.

This request is consistent with Strategic Plan: Community Safety – Objective 1. This request is not specifically identified for action in the Comprehensive Sustainability Plan or the ongoing U.S. 70 corridor study.

Action requested:

Board discussion and direction on how to proceed.

From: [Stephanie Trueblood](#)
To: [Matt Efirm](#)
Subject: Fwd: Letter Requesting Town of Hillsborough Assistance with Hwy70 Crosswalk Safety Concerns
Date: Tuesday, September 26, 2023 11:39:01 AM
Attachments: [HOA letter to town of Hillsborough 25 Sept 2023 .docx](#)

Stephanie Trueblood

Public Space and Sustainability Manager

[Town of Hillsborough](#)

101 E. Orange Street Hillsborough, North Carolina

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Begin forwarded message:

From: Michael Barritt <mbarritt@nc.rr.com>
Date: September 25, 2023 at 1:42:10 PM EDT
To: Stephanie Trueblood <stephanie.trueblood@hillsboroughnc.gov>
Cc: Matt Hughes <matt.hughes@hillsboroughnc.gov>, John Gillmor <john.gillmor@gmail.com>, Laura Kaufman <laura.hoa@theblendedtribe.com>, Brett Crosby <Bcrosby9@gmail.com>, Jason Tucker <jtbama36@gmail.com>, Loren Erickson <r.loren.erickson@gmail.com>
Subject: Letter Requesting Town of Hillsborough Assistance with Hwy70 Crosswalk Safety Concerns

Stephanie,

Please find attached a letter from the Forest Ridge HOA Board of Directors requesting the Town's assistance in advocating with the NCDOT for safety improvements to the crosswalks across Hwy 70A. We appreciate your assistance in presenting this request to the Town Commission for review and possible approval. Please let us know what further the Board should do to have this dangerous situation looked at for possible improvements for pedestrian safety.

Thank you for your time and consideration,

Mike Barritt
HOA President, Forest Ridge

25 September 2023

Forest Ridge HOA

To: The Honorable Jennifer Weaver, Mayor of the Town of Hillsborough
Mayor Pro Tem Matt Hughes
Commissioner Evelyn Lloyd
Commissioner Mark Bell
Commissioner Kathleen Ferguson
Commissioner Rob English

From: The Forest Ridge Homeowners Association

This letter is to alert you to a dangerous situation for Hillsborough citizens who reside at Forest Ridge, Fiori Hills, and Eno Haven Apartments, and who participate in activities at the Orange County Sportsplex and Passmore Senior Center. This letter is to enlist your support and assistance to convince the North Carolina Department of Transportation (NCDOT) to improve the safety of the crosswalks for this segment of Highway 70A.

Discussion:

Every day, cars exceed the posted speed limit of 40 mph on Highway 70A between Lawrence Road and Hwy 86, especially in the westbound direction and in the vicinity of the Sportsplex, Forest Ridge, Fiori Hills, and Eno Haven Apartments. The Hillsborough Police Department periodically set up speed checks along this stretch of road. Further, site visibility is limited due to hills and trees. Perhaps most concerning is the flagrant disregard for pedestrians crossing at the two established crosswalks across Highway 70A at Prestwood Drive and Quincy Cottage Road. Numerous people, including children and seniors, cross this busy road to reach the Sportsplex and the Passmore Senior Center. We are certain it will only be a matter of time before someone is struck by a vehicle. Therefore, we are asking the Town of Hillsborough for assistance and involvement with reaching out to the NCDOT, requesting that this situation with the crosswalks be reviewed and studied for possible safety improvements. Specifically, the residents would like to have additional signage installed, including the addition of flashing lights when a person is about to cross the highway. Further, a reduction in the speed limit should be considered.

We feel the involvement and advocacy of the Town of Hillsborough behind this request will provide weight with the NCDOT to treat this request with the priority and urgency it deserves.

Thank you for your concern and support,

The Forest Ridge Homeowners Association Board of Directors



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
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 Oct. 23, 2023

Attachments:

None.

Summary:

Possible topics for the Oct. 23 work session include:

- A presentation of the 2023 Government 101 program

Financial impacts:

None.

Staff recommendation and comments:

None.

Action requested:

None.



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Oct. 9, 2023
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 September 2023

Budget

- Began prepping for FY25 budget process.
- Finalizing community survey, which is scheduled for this fall. All in-town residents will receive a survey via mail, with an option to complete the survey online.

Communications

- Town materials — Updated communications brochure. Helped with bioswales fact sheet.
- Website — Signed contract with vendor for new website. Made navigation changes to public side of website. Worked on proclamations requests page and form and update to appointed boards application.
- Utilities Outreach — Worked on backflow prevention materials, water theft materials and revisions for utility bills. Completed Spanish version of Wastewater Quality Report.
- Other — Onboarded specialist, who started Sept. 11. Had minor renovations done to convert conference room to office in Administration Building. Reviewed text for One Orange Racial Equity Index Dashboard and drafted promotional materials. Held first three Government 101 sessions and utilities tour. Created invasive species yard signs for Tree Board use.

Fleet Maintenance

- No updates

Human Resources/Town Clerk

- Biweekly payrolls
- FY23 Innovation, Customer Service and Endurance Awards

RECRUITMENT AND SELECTION	
Position	Status
Communications Specialist	Started 9/11.
Diversion Social Worker	Start date: 10/9.
Equipment Operator	Start date: 11/6.
Planner II	Conditional offer accepted; start date TBD.
Police Officer	Continuous recruitment
Public Works Intern	Started 9/26 and 10/3.
Senior Customer Service Representative	Start date: 10/2.
Utility Maintenance Supervisor	Closed 8/27.
Utility Maintenance Technician (Locator)	Closes 10/15
Utility Maintenance Technician I, II, or III	Open until filled.
Wastewater Treatment Plant Intern	Started 9/11.

FY24 Governing Body Budget			
Account String	Itemization Description	Amount	Period Year
10-10-4100-5300-530	NCLM Annual Dues	\$8,500.00	2024
10-10-4100-5300-530	NCLM Letter Subscription	\$26.00	2024
10-10-4100-5300-530	Southern City Subscription	\$22.00	2024
10-10-4100-5300-530	School of Government Annual Dues	\$1,100.00	2024
10-10-4100-5300-530	Triangle J Council of Governments	\$3,500.00	2024
10-10-4100-5300-530	NC Black Elected Municipal Officials	\$65.00	2024
10-10-4100-5300-530	Hillsborough Chamber of Commerce	\$6,000.00	2024
10-10-4100-5300-530	Chapel Hill Chamber of Commerce	\$1,350.00	2024
10-10-4100-5300-530	Miscellaneous	\$500.00	2024
10-10-4100-5300-530	NC Mayors Association	\$300.00	2024
10-10-4100-5300-080	NCLM Town Hall Day (1)	\$30.00	2024
10-10-4100-5300-080	Newly Elected Officials School (FY20/22/24)	\$1,500.00	2024
10-10-4100-5300-080	UNC SOG Advanced Leadership Corps.	\$1,000.00	2024
10-10-4100-5300-080	State of the Community Report	\$280.00	2024
10-10-4100-5300-080	Triangle J Council Regional Summit	\$100.00	2024
10-10-4100-5300-080	International LGBTQ Leaders Conference	\$225.00	2024
10-10-4100-5300-080	NCLM City Vision	\$1,245.00	2024
10-10-4100-5300-080	Miscellaneous Training	\$5,000.00	2024
10-10-4100-5300-080	Travel Reimbursement for Meetings Outside County	\$600.00	2024

DETAIL ACCOUNT INQUIRY BY ACCOUNT

PERIOD: 07/01/2023 TO 06/30/2024

FY 2023-2024

10-10-4100-5300-530 DUES & SUBSCRIPTIONS		BUDGET	PERIOD TO DATE	ENC AMT	REMBAL		
		23,266.00	18,281.00	0.00	4,985.00		
DATE	MOD	REFERENCE	JE # or VOUCHER#	CHECK#	DEBIT	CREDIT	BALANCE
		BALANCE FORWARD					0.00
07/07/2023	AP	HILLSBOROUGH/OC CHAMBER OF COMMERCE	57242	5579	6,000.00		6,000.00
		TRUSTEE MEMBER RENEWAL - 07/23 - 06/24					
07/07/2023	AP	N C LEAGUE OF MUNICIPALITIES I00044849	57245	71570	10,470.00		16,470.00
		SERVICE FEE FY 2023-2024					
07/07/2023	AP	N C LEAGUE OF MUNICIPALITIES I00044849	57245	71570	22.00		16,492.00
		QTY 11 - SOUTHERN CITY SUBSCRIPTIONS					
08/11/2023	AP	SCHOOL OF GOVERNMENT 6310	58047	71638	1,414.00		17,906.00
		2023-24 SOG MEMBERSHIP DUES					
09/11/2023	AP	BANK OF AMERICA NA PAYPAL NCMAYORS	58726	6011	300.00		18,206.00
		NC MAYORS ASSOCIATION MEMBER DUES - FY 2023/2024 - J WEAVER					
09/22/2023	AP	N C BLACK ELECTED I0002183	58466	71745	75.00		18,281.00
		FY 2023-2024 MEMBERSHIP DUES - MATTHEW HUGHES					
SUBTOTALS FOR ACCOUNT 10-10-4100-5300-530 :					18,281.00	0.00	

10-10-4100-5300-080 TRAINING/CONF./CONV.			BUDGET	PERIOD TO DATE	ENC AMT	REMBAL	
			12,445.00	1,885.32	0.00	10,559.68	
DATE	MOD	REFERENCE	JE# or VOUCHER#	CHECK#	DEBIT	CREDIT	BALANCE
		BALANCE FORWARD					0.00
08/14/2023	AP	BANK OF AMERICA NA NATIONAL LEAGUE OF C WOMEN IN MUNICIPAL GOV SUMMER CONFERENCE - K FERGUSON	58037	5849	400.00		400.00
09/11/2023	AP	BANK OF AMERICA NA TRYON RESORT QTY 3 - LODGING NCARCOG FORUM MEETING- RUTHERFORDTON, NC- K FERGUSON - 08/02/23 - 08/04/23	58583	6011	447.00		847.00
09/11/2023	AP	BANK OF AMERICA NA TRYON RESORT OCCUPANCY TAX	58583	6011	13.41		860.41
09/11/2023	AP	BANK OF AMERICA NA HILTON CHARLOTTE QTY 2 - LODGING - WIMG CONF - K FERGUSON - 08/09/23 - 08/11/23	58584	6011	595.84		1,456.25
09/11/2023	AP	BANK OF AMERICA NA HILTON CHARLOTTE PARKING	58584	6011	48.00		1,504.25
09/11/2023	AP	BANK OF AMERICA NA HILTON CHARLOTTE OCCUPANY TAX	58584	6011	35.75		1,540.00
09/11/2023	AP	BANK OF AMERICA NA HILTON CHARLOTTE SPECIAL ASSESSMENT TAX	58584	6011	11.92		1,551.92
09/11/2023	AP	BANK OF AMERICA NA N C MAYORS ASSOCIATI REGISTRATION - NC MAYORS ASSOCIATION FALL MTG - J WEAVER - 9/20/23-9/21/23	58725	6011	100.00		1,651.92
09/11/2023	AP	BANK OF AMERICA NA HILTON ADVPURCH LODGING - NC MAYORS ASSOCIATION FALL MTG - J WEAVER - 09/20/23	58727	6011	220.19		1,872.11
09/11/2023	AP	BANK OF AMERICA NA HILTON ADVPURCH OCCUPANY TAX	58727	6011	13.21		1,885.32
SUBTOTALS FOR ACCOUNT 10-10-4100-5300-080 :					1,885.32	0.00	

Information Technology

- Upgrading current Fleet Management software, RTA, to cloud-hosted option. Data migration scheduled for Oct. 4, 2023.
- Continuing server upgrade work on servers for NC86, WWTP, and Town Hall.

Safety and Risk Management

- No updates



Public Works Report: September 2023

Work Orders

6 completed within two days.

Public Spaces

85 staff hours

Stormwater Maintenance

45 linear feet, 35 staff hours.

Inspections

6 driveway/sidewalk inspections, 9 Utility Cut Permits

Special Events

Last Friday's – 4 staff hours, Hog Day – 6 staff hours, 2 staff hours for bike fest.

Training

2 staff attended Intermediate Work Zone through ITRE, 2 staff attended Snow and Ice Control through ITRE, and 1 staff attended the 10-hour OSHA training course through ITRE.

Cemetery

1 monument marked

Asphalt Repairs

2 Road repairs



TOWN OF
HILLSBOROUGH

Utilities Department Status Report for Oct. 2023 (covering Sep. 2023)

PROJECT/CATEGORY	STATUS
WTP	<p>A broken finished water pump valve has been repaired.</p> <p>We are looking at advancing to a full SCADA system for the WTP and abandoning the 1970's push button control panel.</p> <p>Annual license to operate fees have increased by about \$700 with the new state budget passage.</p>
WWTP	<p>The annual wastewater quality report has been released. You can find it here: https://assets.hillsboroughnc.gov/media/documents/public/annual-wastewater-quality-report.pdf</p>
West Fork of the Eno Reservoir	<p>The reservoir is around 46.5 feet. Phase II normal pool is 53 feet.</p>
Water Restrictions	<p>We are on Stage 1 low flow water withdraw restrictions as of Sunday July 23. Withdraw from the Eno is limited to 1.510 mgd unless the town releases more to make up the difference. Our minimum release requirement is 1.0 cfs but we have been releasing between over 4 cfs due to additional demand and low flow in the Eno.</p>
Pumping Stations	<p>The current focus is a check valve that has failed at Cemetery pumping station rendering one of the pumps inoperable. Also, the backboard housing the control panel equipment is in poor shape. We hope to get these two items replaced together and soon, possibly using ARPA funds.</p>
Developments	<p>Harmony at Waterstone water and sewer was accepted on 9/11. The town has accepted a settlement agreement with Forest Ridge developer to receive money for future increased inspection and cleaning instead of having them replace two sagged sewer segments. This will allow the town to accept the remainder of the water and sewer (and streets) once a few more punch list items are completed. Attorneys are working with Fiori Hills developer to address some warranty punch list items and easement encroachments so that performance and warranty bonds can be released.</p> <p>We have invoiced Collins Ridge developer for two proffers in the amount of \$115,000. One is for flow monitoring. The other is a participatory share in our water main interconnects project which benefitted the development. That project was completed a few years ago. The developer still needs to pay.</p> <p>At the last BOC workshop, a presentation was given about development challenges and how the town is working to shore up its development process for future projects.</p>
Fiber Installs	<p>Starting to see a big uptick in water theft from subcontractors. We have been alerting the main vendors to the issues and invoicing the violators. Staff is fielding several calls and sending out fines.</p>

<p>System Development Fee Analysis</p>	<p>New system development fees have been adopted and are based upon bedrooms for residential development. Nonresidential development is based upon design flows in state regulations multiplied by our cost per gallon calculations. IF certain new laws pass, we may have to recalculate our fees based on a lower gallon per bedroom. To be determined.</p>
<p>Staffing</p>	<p>Our locator quit for family matters. Now two utility maintenance technician positions are open, one focused on locating are open. We are utilizing our outside locating contract to assist while we are short a locator. The admin team is also helping with locates. Interviews for Al Robertson’s position are not yet scheduled.</p> <p>Nathan Cates went to A surface school and Curtis Watkins went to B surface school recently and will take their certification tests. Tyler Freeman went to a government contracting course with the school of government. Lucas Cates attended a distribution certification school. Marie Strandwitz took a seminar at school of government. Joel’s team had a traffic control refresher and a valve operation course. Keith Scarboro passed his Collection Grade 4 exam (the highest collection system certification obtainable)!</p> <p>Several staff assisted with the Government 101 tour on 9/28. It was successful. Many great questions were asked of the participants. We could speak all day about utilities!</p>
<p>Backflow Code</p>	<p>Still under development but will be very simplified – no air gap agreement (too much to track for benefit) or hose bibb vacuum breaker (covered under plumbing code). Hope to bring forth to BOC in November or early December. Refunds for compliance with current code being discussed at WSAC October meeting with recommendations to BOC forthcoming.</p>
<p>Flow Monitoring</p>	<p>We are gearing up to insert flow monitors in our outfalls to monitor capacity.</p>
<p>Funding</p>	<p>Staff is working on the Engineering Report for Lawndale after receiving an Intend to Fund letter from the State Revolving Fund (\$1.16M at 0.76% interest over 20 yrs. with \$500K principal forgiveness). We will need to adjust our plans and specifications to add SRF conditions which will be a scope change with the consultant.</p> <p>The two FEMA BRIC grant awards are formally being drafted! We also have an option of a STAG grant for the OWASA booster pumping station we are working on evaluating.</p> <p>We need to investigate grants to assess lead service lines for which a town inventory on both the public AND private side is due by October 2024.</p>
<p>Water and Sewer Advisory Committee (WSAC) Activities</p>	<p>The WSAC/BOC joint meeting was held Aug 28. A direction was provided on backflow prevention for existing residential in ground pools. A study of an increasing block rate structure was not advanced. There is one out of town member vacancy that is being solicited. One applicant (and former member) changed their mind.</p>