



Morrisville Town Council

Work Session

May 20, 2021, 6:00 PM

1. Call to Order

2. Discussion Items

- 2.a [FY2022 Proposed Annual Operating Budget and Related Items](#)
[Martha Paige, Town Manager and Jeanne Hooks, Director of Management Services Presentation & Work Session - May 4](#)
[Brief & Work Session - May 11](#)
[Work Session - May 20](#)
[Public Hearing - May 25](#)
[Work Session - June 8 \(earliest adoption\)](#)
[Work Session - June 10 - tentative](#)
[Adoption - June 22 \(if not adopted earlier\)](#)
[Peak Supp - FY2022 Budget & CIP.pdf](#)
[2021-183-A FY2022 Budget Ordinance.pdf](#)
[2021-183-B Resolution to Levy Taxes & Fees.pdf](#)
[2021-183-C Resolution to Establish ARPA Fund.pdf](#)
[2021-183-0 Budget Report ABBREVIATED FY2022.FNL.pdf](#)
[2021-183-0 FY2022 Recommended Budget Presentation.pdf](#)
[2021-183-0 ATTH 01 FAQ Version 1 20210514 \(003\).pdf](#)
- 2.b [Bond Referendum Update](#)
[Jeanne Hooks, Director of Management Services](#)
[2021-125-0 Bond Referendum Update Presentation - fnl.pdf](#)
[2021-125-0 ATTH 01 April - May Intermediate Outreach_.pdf](#)

3. Adjournment

Town Council Agenda Item Report

Agenda Item No. 2.a

Submitted by: Jeanne Hooks

Submitting Department Administration

Meeting Date: May 20, 2021

SUBJECT

FY2022 Proposed Annual Operating Budget and Related Items

Martha Paige, Town Manager and Jeanne Hooks, Director of Management Services

Presentation & Work Session - May 4

Brief & Work Session - May 11

Work Session - May 20

Public Hearing - May 25

Work Session - June 8 (earliest adoption)

Work Session - June 10 - tentative

Adoption - June 22 (if not adopted earlier)

Recommendation:

Motion to adopt Budget Ordinance 2021-183-A as proposed establishing the annual operating budget/CIP for Fiscal Year 2022, adopt Resolution 2021-183-B authorizing the levy and collection of taxes and fees by Wake and Durham Counties and adopt Resolution 2021-183-C establishing the American Rescue Plan Act (ARPA) Fund.

Updates/History of Briefing:

May 20, 2021:

During this session Council will continue their deliberations on the proposed FY2022 Annual Operating Budget & CIP.

May 11, 2021:

Staff completed presentations of special topics relating to the FY2022 Annual Operating Budget & CIP to Council. Council discussed areas the budget aligned to key interest and identified other areas to consider, providing Staff will some preliminary feedback.

May 4, 2021:

Staff presented the FY2022 Annual Operating Budget & CIP to Council. An overview recapped the resiliency of FY2021 and briefly touched on pandemic impacts.

Staff relaunched for FY2022 by opening discussions highlighting the many outcomes offered by the recommended budget and CIP that intentionally align to the town's Strategic Goals. The review transitioned to special topics: Personnel & Compensation, Budget Priorities, Facts &

Figures, Reserves, Capital Investment Program, and Special ARPA Fund. The special topics will provide more in-depth information, giving Council adequate opportunities to discuss collectively, ask questions and identify additional information needs.

Discussions on each of the special topics will be continuous wrapping up by May 20 before the public hearing. Council and Staff completed reviews for Personnel & Compensation and Budget Priorities at the May 4 work session. The next work session will begin with Facts & Figures starting with how the budget proposes to pay for the strategically focused outcomes encompassed within the recommended budget/CIP.

Executive Summary and Background Information:

The Proposed Fiscal Year 2022 Annual Operating Budget & CIP has been prepared in accordance with the North Carolina Local Government Budget & Fiscal Control Act. The budget report represents an abbreviated version of the most pertinent information and action items necessary for Town Council deliberations and is designed to help facilitate focused discussions on budget priorities and designated capital needs.

Staff will formally present the budget on May 4 during a special work session to layout the basic framework and overall plan. The abbreviated budget report serves as the primary presentation throughout Council's deliberations. The FAQ tool will be utilized to capture questions and follow-up items to ensure productive conversations to build awareness and understanding.

- Work Sessions are scheduled for May 4, May 11, May 20, May 25 and June 8.
- Budget Portal will be available by May 5
- Public hearing will be scheduled for May 25.
- A tentative Work Session may be held on June 10 if necessary.
- Anticipate adoption of Budget and CIP may be held as early as June 8 or no later than June 22.

Budget Highlights:

Total operating budget equals \$42,200,000 (General Fund plus Stormwater).

Tax Rate is proposed to remain the same at \$0.36. Stormwater Equivalent Residential Unit (ERU) fee remains at \$25 per ERU. The Vehicle Decal Fee remains at the maximum authority of \$30 per vehicle annually.

Moderate adjustments for several development services fees aligning comparative rates with both the value of service provided and cost recovery where appropriate. Several Parks and Recreation fees were adjusted out of necessity from varying market conditions throughout the pandemic. The fee schedule includes a few minor adjustments to gradually restore rates to pre COVID-19 conditions.

The Budget was balanced utilizing \$2,574,550 of Fund Balance for the General Fund and \$75,000 for the Stormwater Fund for one time items. This is approximately 6% of total budget. The Base Budget is proposed to increase by \$3.3M or a 9.5% increase over base operating budget. The following are some highlights:

- Bond Referendum Costs
- Sustainability Program Expansion
- Smart City Program Expansion
- Smart Shuttle Full-Year Operations
- Land Use Plan UDO Update
- Affordable Housing Plan Development
- Small Business Program Development
- Wayfinding Phase 2
- Touchless Fixture Installation Phase 2
- Website Design and Functionality Assessment
- National Citizen Survey and Benchmarking
- Property Acquisition Program Services
- Council Chambers Audio Visual Replacement
- Additional Workforce Needs
- Merit Award and Pay Classification Adjustments from Market Comparisons
- Other Material Inflationary and Service Growth Demand Items

Budget Priorities are outlined on page 27 of the budget report totaling \$8.3M and provide a full summarized listing for contextual purposes. The budget priority summary is framed in new operating/recurring items, new onetime initiatives/capital items, and transfer/other reserves to better assess future operating impacts.

The American Rescue Plan Act funds are a strategic part of this proposed budget. Some funds will be dedicated to the replacement of lost revenues due to COVID-19 restrictions. Some funds will provide staff support to establish a foundational plan while providing for transformational type initiatives.

The CIP outlines a proposed plan largely based on recent financial debt capacity and affordability models provided by the Town's financial advisors. The capital budget will be adopted following a successful outcome from the bond referendum in November.

As mentioned above the abbreviated budget report serves as the working document focusing on pertinent content necessary for Town Council discussions. The report will be the primary presentation tool throughout deliberations. Staff will use PowerPoints as a discussion facilitation tool, a presentation will not include any substantially different information from the budget report. The most helpful section to start with first is the Town Manager's message that serves to impart a feel for the important challenges and opportunities in the development and sustainability of future budgets and how the recommended budget serves the interest of the

whole community. Other key items to review next should be the budget priorities summary, ordinance and resolutions. These items provide both context, strategic goal connections and a proposed budgetary plan.

A final full budget report will be edited, produced and published following the adoption of the budget.

Advisory Board/Committee Review:

None

Insert Date of Advisory Board/Committee Review:

Advisory Board/Committee Recommendation and/or Vote:

None

Potential Options:

Approve as recommended by Town Manager.

Identify desired modifications as consented by Town Council.

Staff Recommendation:

Motion to adopt Budget Ordinance 2021-183 A as proposed establishing the annual operating budget/CIP for Fiscal Year 2022, adopt Resolution 2021-183-B authorizing the levy and collection of taxes and fees by Wake and Durham Counties and adopt Resolution 2021-183-C establishing the American Rescue Plan Act (ARPA) Fund.

ATTACHMENTS

- [Peak Supp - FY2022 Budget & CIP.pdf](#)
- [2021-183-A FY2022 Budget Ordinance.pdf](#)
- [2021-183-B Resolution to Levy Taxes & Fees.pdf](#)
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FY2022 Annual Operating Budget and Related Items): (2021-183-0)
“Connect Morrisville” Strategic Plan Alignment

Goals	Objectives
Improved transportation mobility – <i>Enhance transportation options through improved accessibility, connectivity and collaboration</i>	<input checked="" type="checkbox"/> Obj. 1.1 Manage traffic congestion at targeted locations and targeted times of day <input checked="" type="checkbox"/> Obj. 1.2 Leverage resources through partnerships with other government entities and private sector <input checked="" type="checkbox"/> Obj. 1.3 Improve mobility options for non-drivers
Thriving, livable neighborhoods – <i>Enrich the quality of life through the preservation of natural resources, well-planned development and strengthened neighborhood vitality</i>	<input checked="" type="checkbox"/> Obj. 2.1 Provide a mix of housing options that meet the current and future needs of the community <input checked="" type="checkbox"/> Obj. 2.2 Create a sense of place through insightful development that balances commercial and residential growth <input checked="" type="checkbox"/> Obj. 2.3 Be responsible stewards of the natural environment <input checked="" type="checkbox"/> Obj. 2.4 Establish a planned approach for redevelopment and revitalization <input checked="" type="checkbox"/> Obj. 2.5 Plan and provide for current and future infrastructure
Engaged, inclusive community – <i>Enrich the quality of life through programs, events, amenities and services valued by the community</i>	<input checked="" type="checkbox"/> Obj. 3.1 Offer events and programs that meet the needs and interests of the community <input checked="" type="checkbox"/> Obj. 3.2 Increase awareness of activities and opportunities for engagement <input checked="" type="checkbox"/> Obj. 3.3 Effectively maintain assets and make the most of existing resources <input checked="" type="checkbox"/> Obj. 3.4 Provide opportunities for meaningful public engagement and collaboration
Public safety readiness – <i>Provide a safe and secure community through prevention, education, readiness and response</i>	<input checked="" type="checkbox"/> Obj. 4.1 Provide educational opportunities and encourage preparedness <input checked="" type="checkbox"/> Obj. 4.2 Be operationally ready <input checked="" type="checkbox"/> Obj. 4.3 React responsively to the public safety needs of the community <input checked="" type="checkbox"/> Obj. 4.4 Meet Demands for service
Operational excellence – <i>Deliver exceptional service with an engaged workforce that effectively manages public assets and promotes transparency</i>	<input checked="" type="checkbox"/> Obj. 5.1 Promote financial integrity through effectively and efficiently managing public assets <input checked="" type="checkbox"/> Obj. 5.2 Deliver customer-focused service <input checked="" type="checkbox"/> Obj. 5.3 Require the highest of professional standards <input checked="" type="checkbox"/> Obj. 5.4 Attract, develop and retain a diverse, high performing workforce <input checked="" type="checkbox"/> Obj. 5.5 Align priorities with resources <input checked="" type="checkbox"/> Obj. 5.6 Leverage the use of technology to maximize results
Economic prosperity – <i>Promote a business-friendly environment to diversify the economic base and create job opportunities for an educated, ready workforce</i>	<input checked="" type="checkbox"/> Obj. 6.1 Attract and retain businesses that provide a diverse tax base <input checked="" type="checkbox"/> Obj. 6.2 Support new and existing businesses by streamlining processes and minimizing complexities <input checked="" type="checkbox"/> Obj. 6.3 Understand business needs in order to supply a ready workforce <input checked="" type="checkbox"/> Obj. 6.4 Maximize partnership opportunities with the Morrisville Chamber of Commerce, regional and educational partners <input checked="" type="checkbox"/> Obj. 6.5 Develop an advocacy plan to address public education needs



ORDINANCE 2021-183-A OF MORRISVILLE TOWN COUNCIL TO APPROVE FISCAL YEAR 2022 ANNUAL OPERATING BUDGET & CAPITAL INVESTMENT PROGRAM

BE IT ORDAINED by the Town Council of the Town of Morrisville, North Carolina that the following anticipated fund revenues and expenditures by function, together with a financial plan, certain Fee and Charge Schedules, and certain restrictions and authorizations are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 01, 2021 and ending June 30, 2022.

Section 1. General Fund

ANTICIPATED REVENUES/TRANSFERS IN

Ad Valorem Taxes	22,753,000
Intergovernmental	10,939,200
Permit & Fees	1,448,350
Sales & Services	1,262,510
Restricted Intergovernmental	906,350
Miscellaneous	471,740
Investment Earnings	25,000
<i>Transfers (In)</i>	1,119,300
Appropriation Fund Balance	2,574,550
Total General Fund Revenues	\$41,500,000

AUTHORIZED EXPENDITURES/TRANSFERS OUT

General Government

Governing Body	8,306,900
-Administration	1,868,900
Communications & Outreach	839,600
Human Resources	524,700
Finance	818,500
Information Technology	2,732,800
Total	\$15,091,400

Economic & Development

Engineering	927,300
Inspections	960,300
Planning	2,105,800
Total	\$3,993,400

Public Works & Facility Management

Public Works & Facility Management	6,871,700
Powell Bill	590,000
Fleet	720,300
Total	\$8,182,000

Public Safety

Police	4,920,400
Fire	6,651,100
Total	\$11,571,500

Recreation & Cultural Resources

Parks & Recreation	2,661,700
Total	\$2,661,700

Total Expenditures	\$41,500,000
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Section 2. Healthcare Premium Fund

ANTICIPATED REVENUES

Transfer from General Fund	\$2,255,152
Transfer from Stormwater Fund	30,990
Appropriation of Fund Balance	-
Total Anticipated Revenues	\$2,286,142

AUTHORIZED EXPENDITURES

Operations – Healthcare Premiums	2,286,142
Total Anticipated Expenditures	\$2,286,142

Section 3. Municipal Service District Fund

ANTICIPATED REVENUES

Ad Valorem Special District Tax	119,000
Transfer from General Fund	110,000
Total Anticipated Revenues	\$229,000

AUTHORIZED EXPENDITURES

Operations	229,000
Total Anticipated Expenditures	\$229,000

Section 4. Debt Service Fund

ANTICIPATED REVENUES

Ad Valorem	-
Transfer from General Fund	3,807,500
Total Anticipated Revenues	\$3,807,500

AUTHORIZED EXPENDITURES

Debt Service Principal	1,869,720
Debt Service Interest	947,005
Issuance Cost	307,500
Debt Reserve	683,275
Total Anticipated Expenditures	\$3,807,500

Section 5. American Rescue Plan Act (ARPA) Fund

ANTICIPATED REVENUES

ARPA Funds	2,045,300
Appropriation Fund Balance	
Total Anticipated Revenues	\$2,045,300

AUTHORIZED EXPENDITURES

Operations	926,000
Transfer to General Fund	1,119,300
Total Anticipated Expenditures	\$2,045,300

Section 6. Stormwater Fund

ANTICIPATED REVENUES

Permits, Sales and Fees	625,000
Appropriation Fund Balance	75,000
Total Anticipated Revenues	\$700,000

AUTHORIZED EXPENDITURES

Personnel	307,110
Operations	307,900
Capital Outlay	54,000
Transfer out to Healthcare Premium Fund	30,990
Total Anticipated Expenditures	\$700,000

Section 7. Other Post-Employment Benefits (OPEB) Fund

ANTICIPATED REVENUES

Transfer from General Fund	406,600
Interest	2,000
Total Anticipated Revenues	\$408,600

AUTHORIZED EXPENDITURES

Net Assets in Trust	340,930
OPEB Benefits Paid	67,670
Total Expenditures	\$408,600

Section 8. Law Enforcement Separation Allowance Fund

ANTICIPATED REVENUES

Transfer from General Fund	98,600
Interest	250
Total Anticipated Revenues	\$98,850

AUTHORIZED EXPENDITURES

Net Assets in Trust	-
Law Enforcement Benefits Paid	98,850
Total Expenditures	\$98,850

Section 9. Levy of Taxes and Fees General Fund

- A. Under authority of GS 160A-209 there is hereby levied for Fiscal Year 2022 an Ad Valorem Tax Rate of \$0.36 per one hundred dollars (\$100.00) valuation of taxable property as listed for taxes as of January 01, 2021, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. The rate of tax is based on an estimated assessed valuation of \$6,361,200,000.
- B. Under the authority of GS 20-97, there is hereby levied an annual License Tax of thirty dollars (\$30.00) on each vehicle with the Town of Morrisville.
- C. Under authority of GS 160A-314, Session Law 2005-441 and Session Law 2011-109 the Town of Morrisville levies a Stormwater Equivalent Residential Unit (ERU) Fee at \$25.00 per Equivalent Residential Unit and hereby authorizes Wake County Revenue Department & Durham County Revenue Department to collect the ERU Fee as prescribed by the Fiscal Year 2022 Fee Schedule on behalf of the Town of Morrisville as a contracted billing service. The fee shall appear on the Annual Tax Bills. The ERU Fee is considered a restricted revenue source for the purpose of stormwater activities as prescribed by mandates. The Finance Department is hereby authorized to collect the ERU Fee from all qualifying property owners who do not otherwise receive an annual Wake County or Durham County Property Tax Statement.
- D. Under authority of GS 160A-215.1 there is hereby levied for Fiscal Year 2022 a Tax on Gross Receipts derived from retail short-term motor vehicle leases or rentals of one and one-half percent (1 ½%) of the gross receipts from the short-term lease or rental of vehicles at retail to the general public as defined in Section 105.871.1 of the North Carolina General Statutes.

Section 10. Levy of Taxes Municipal Service District

Under authority of GS 160A-536(a)(6), Session Law 2011-072 there is hereby levied for Fiscal Year 2022 an Ad Valorem Tax Rate of \$0.10 per one hundred dollars (\$100.00) valuation of taxable property located within the service district (residential subdivisions – Carpenter Park Townhomes , Carpenter Park Condominiums, Gables, Huntington Park Townhomes, Kelton II , Kelton Square Condos) as listed for taxes as of January 01, 2021, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues and in order to finance the foregoing applicable appropriations to pay the cost related to the transfer of ownership of private streets, evaluation of condition of private streets and the design/construction cost related to improving those specific private streets to public street standards to assume maintenance.

Section 11. Fee Schedule

There is hereby established for Fiscal Year 2022 various fees as contained in the Town of Morrisville's User Fee Schedule located in the Additional Information Section.

Section 12. Authorized Positions

- A. There are hereby 13 new fulltime positions and 1 three-quarter time position approved for the Fiscal Year 2022. The Authorized Positions Profile will increase to 215 fulltime positions with an estimated 38.6 part-time positions shown as full-time equivalents.
- B. Position authorizations are initially established by the annual budget ordinance. Changes to this schedule may occur during the fiscal year, as authorized by the Town Manager as reclassification of authorizations to meet the changing needs of the organization.

Section 13. Pay & Merit Plans

- A. Fiscal Year 2022 restores the merit pay benefit for all Staff. Merit awards for FY2021 Performance Evaluation Rating shall be 3%, 4.5% and 6% for Meets Expectations, Exceeds Expectations and Far Exceeds Expectations, accordingly. The average anticipated merit is projected at 4.5% overall.
- B. Job Classification adjustments resulting from the one-third annual review of positions include recognized market condition adjustments to classification. Specifically, Sworn Officers positions will be adjusted by two grade classifications, and Certified Fire Positions will be adjusted by one grade classification excluding department heads. Other positions identified within the review have also been adjusted.
- C. Provide for market adjustments necessary to remain competitive and address continued recruitment and retention issues susceptible position types.
- D. There is hereby established an authorized Fiscal Year 2022 Pay Grade Classification Schedule describing the approved positions, classifications, grades, and pay ranges as referenced in the Additional Information Section. The schedule includes an overall adjustment to the grade pay ranges of 2%. Salaries for existing employees that fall below the new minimum for their designated pay grade will be automatically adjusted to the minimum prior to adjustments to other changes and/or merit awards.
- E. There is hereby established an authorized Fiscal Year 2022 Town of Morrisville Part-time Pay Plan describing the approved position classifications, grades, and pay rates ranges as referenced in the Additional Information section.
- F. Stipends for Town Council will be adjusted annually at the same effective percentage increase as the Town's full-time employees.

Section 14. Federally Forfeited Property (DAG-71)

As it is the intent of any Federally Forfeited Property to enhance law enforcement, these funds have increased and not supplemented the departmental budget and all interest earned on said funds will also be utilized for law enforcement purposes. All forfeiture funds are hereby appropriated when received.

Section 15. Purchase Orders & Capital Outlay

All purchase orders will be pre-audited in accordance with the Local Government Budget and Fiscal Control Act and issued on all purchases over five-thousand dollars (\$5,000) including capital outlay purchases.

Section 16. Retirement Funds

As it is the intent of the Town to maintain and keep current the liability of both the LEO Separation Allowance Fund and the Retirement Healthcare Fund (OPEB), these funds will be transferred monthly from the General Fund as accumulated within the payroll accrual database.

Section 17. Healthcare Premium Fund

As it is the intent of the Town to maintain and manage the cost of rising healthcare and dental premiums, the Town will transfer anticipated employer healthcare and dental cost annually from the General Fund and direct accumulated employee contributions from the payroll system to a sub-fund of the General Fund to pay monthly premiums and retain any unused balances that may be used to offset future premium increases..

Section 18. Legal Services

There is hereby authorized for Fiscal Year 2022, an agreement with the Town Attorney for legal services establishing a monthly general legal retainer rate of \$800 to cover attendance at Town Meetings, work sessions, retreats, general consultation, advice, and the like. Charges on an hourly basis for work on specific cases and projects will be at a rate of \$220 per hour. When appropriate, assignment of legal matters to associate attorneys will occur and charges applied per hour based on a rate range of \$190 per hour for associates and \$95 per hour for paralegals. In addition, other reimbursements will include certain annual dues to professional organizations and registration/hotel fees for attending specific annual conferences.

Section 19. Special Authorization – Town Manager/Budget Officer or His/her Designee

A. Budget Transfer Authority

1. May reallocate appropriations within or across functions and/or major categories as deemed necessary and in accordance with Budget Transfer Policy. All budget transfers will be reviewed and approved by the Budget Officer or his/her designee.
2. May process interfund transfers as anticipated by the Budget Ordinance without additional approval by the Town Council.
3. May reallocate funds accrued because of personnel lapse salary for the purposes of providing the Town Manager with reasonable flexibility to mitigate unforeseen circumstances or effectively advance priorities operationally without unnecessarily appropriating from fund balance. The Town Manager will provide a formal mid-year report annually in January on the usage overall within the first six months and thereafter report to Town Council in accumulative increments of \$50,000. Use is subject to the Town Manager/Budget Officer's approval. This authority may not be designated.
4. May reallocate personnel lapse salary for staff professional development and training opportunities to promote and advance employee knowledge, skills and abilities including tuition reimbursements as outlined in the Personnel Policy.
5. May reallocate personnel lapse salary to address recruitment and retention issues within job classifications including market conditions and assessment centers.

B. Contract and/or Grants as Authority

1. May execute construction or repair projects, which do not require formal competitive bid procedures and for the purchase of apparatus, supplies, materials, service agreements, equipment and rental agreements, which are within budgeted appropriations.
 2. May approve the application and execution of grant agreements to or from public and nonprofit organizations unless a grantor organization requires execution by the Town Council.
 3. May execute contracts as the lessor or lessee of real property for a maximum duration of five years or less.
- C. Special Appropriation Authorization
1. May recognize and appropriate cost share reimbursements or other reimbursement types and direct said funds back to the appropriate Departmental Budget.
 2. May recognize and appropriate donations received for restricted or special designations.
 3. May recognize and appropriate all insurance claim reimbursements received along with fees for the disposal of assets and direct said funds back to the affected department.
- D. Inter-fund Loan Authorization
1. May make inter-fund loans as necessary to meet cash flow needs for approved capital project ordinances for working capital purposes pending receipt of debt proceeds, awarded grant reimbursements or other agreements.

Section 20. Utilization of Budget Ordinance

- A. This ordinance shall be the basis of the financial plan for the Morrisville Municipal Government during Fiscal Year 2022. The Town Manager/Budget Officer shall administer the Budget and ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget.
- B. The Finance Department shall establish and maintain all records, which are in consonance with this Budget Ordinance and the appropriate Statutes of the State of North Carolina.

Section 21. Re-appropriation of Funds Encumbered in FY 2021

Operating funds encumbered on the financial records as of June 30, 2021, are hereby re-appropriated to Fiscal Year 2022.

Adopted this ___ day of June 2021.

TJ Cawley, Mayor

ATTEST:

Eric W. Smith II, Town Clerk



Resolution 2021-183-B

THE MORRISVILLE TOWN COUNCIL AUTHORIZING THE WAKE AND DURHAM COUNTY REVENUE ADMINISTRATORS TO LEVY AND COLLECT SPECIFIED TAXES AND FEES ON BEHALF OF THE TOWN OF MORRISVILLE

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-209 to levy taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator and the Durham County Revenue Administrator in the amounts and from the taxpayers likewise; and

WHEREAS, the Town of Morrisville is authorized under G.S. 20-97 to levy an annual license tax on each vehicle; and

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-314 to charge a Stormwater ERU Fee; and

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-215.1 to levy a tax on gross receipts from retail short-term motor vehicle leases or rentals; and

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-536(a)(6) to establish and levy a tax in a specified Municipal Service District for the purpose of converting those private residential streets to public streets for only the affected neighborhoods that by majority petition have agreed to join the district; and

WHEREAS, the Town of Morrisville adopted Fiscal Year 2022 Annual Budget Ordinance prescribes and establishes such taxes and fees:

NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL bestows the Wake County Revenue Administrator and the Durham County Revenue Administrator with full and sufficient authority to levy and collect any real or personal property taxes and/or special district tax, annual license vehicle taxes, Stormwater ERU Fee where Session Laws 2005-441 and 2011-109 authorizes collection of fee on property tax bill, and retail short-term vehicle lease or rental fee on behalf of the Town of Morrisville as prescribed and ordered in Fiscal Year 2022 Adopted Annual Budget Ordinance.

Adopted this the ___ day of June 2021.

ATTEST:

TJ Cawley, Mayor

Eric W. Smith II, Town Clerk



Resolution 2021-183 - C

THE MORRISVILLE TOWN COUNCIL INTENT TO ESTABLISH AN AMERICAN RESCUE PLAN ACT (ARPA) FUND

WHEREAS, the American Rescue Plan Act (ARPA) (H.R. 1319) was signed into law March 11, 2021 providing for \$1.9 trillion in aid packages overall, with \$350 billion earmarked specifically for State and Local governments; and

WHEREAS, the funds are non-competitive federal grant monies meant to stabilize operations from the impacts of the COVID-19 pandemic; and

WHEREAS, the Town is projected to receive approximately a total of \$8.4 million dollars distributed in two allocations with the first distribution to be received sometime between May 11 and July 11, 2021 with the second following one year after; and

WHEREAS, the deadline to utilize these funds must occur by December 31, 2024 and Staff is actively participating in weekly discussion groups to remain current on the developing guidance from the US Treasury Department; and

WHEREAS, Staff has proactively aligned within the recommended Fiscal Year 2022 Budget one-time initiatives that leverage American Rescue Plan (ARPA) resources that serves to recover loss of current and past fiscal year revenues and support transformational outcomes expected from use of ARPA funds; and

WHEREAS, the creation of a separate fund will effectively establish a dedicated framework for tracking the utilization of the relief funds for compliance and transparency purposes:

NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL hereby establishes an American Rescue Plan Fund to appropriately account for the accumulation of limited federal grant resources to manage expectations, evaluate community needs, and develop sustainable programs that spur community recovery in accordance with guidance as defined by the US Treasury Department.

Adopted this __ day of June 2021.

TJ Cawley, Mayor

ATTEST:

Eric W. Smith II, Town Clerk



Morrisville

Live connected. Live well.

To Our Readers:

We appreciate your support and interest in the Town of Morrisville’s proposed annual plan for continuing to provide quality core services to the community as well as leveraging your tax dollars for future investments that improve and enhance your quality of life and safety.

This document serves as an abbreviated version of the proposed budget report for the purposes of facilitating an efficient presentation focusing on key budget highlights and discussion topics.

The full version will be published following adoption of the budget that will include other sections such as organizational chart, elected officials, budget snapshot, fund details, department profiles, policies, budget controls and glossary of terms.

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Strategic Plan

Morrisville adopted a Strategic Plan, the first in its history, in April of 2018. Town Council, citizens, community stakeholders and staff embarked on a year-long process of engagement culminating into the affirmation of the Mission, Vision and Values that serve as the core guiding principles of our work and service to Morrisville.

Mission Statement

Connecting our diverse community to an enhanced quality of life through innovative programs and services.

Vision Statement

A sustainable and thriving community that celebrates diversity and inclusion while enhancing the well-being of people who live, work, and play in Morrisville.

Values

Dedication – Integrity – Courtesy – Innovation

Connect Morrisville



The six pillars that are the framework of the Strategic Plan

Note: Connect Morrisville Strategic Plan alignment is provided for the current Strategic Plan Objectives. Town Council is in the process of reviewing and revising those elements and language within those elements may be modified when the plan is updated. Strategic Plan Goal alignment remains the same.

Budget Message

May 4, 2021

Mayor Cawley and Members of Town Council:

INTRODUCTION

I write this budget message introducing the proposed FY 2022 operating budget and capital investment program (CIP) filled with hope and optimism for the coming year. As we relaunch/reinvigorate our daily programs/activities and make progress on work tasks, FY 2022 is envisioned to be transformative, with brisk activity in a variety of core programmatic areas in addition to new emerging interests. These areas of focus, along with the update of the Town's strategic plan, *Connect Morrisville*, the highly anticipated bond referendum in November 2021 to support the Town's capital needs, and implementation of related policy statements adopted by Town Council in FY 2021 will frame our internal work priorities and our service success to the stakeholders in our town for years to come. Externally, the anticipated development along the McCrimmon Parkway corridor and Town Center, the recent adoption of the land use plan, and UDO amendments to enhance development in alignment with Town Council's vision for the community all will help shape the look and feel of our community. As staff implements policies that espouse Council's desired direction for future Town amenities and appearance, we can bring our good work together to attain our desired outcomes.

While optimistic, we must not ignore the challenges we face in the coming years. To support expanded workload, service expectations by the community, desired program development, and new initiatives, our recurring human capital and operating needs continue to grow. Many of those needs are addressed in this proposed operating budget but are forecast to affect future budget development cycles as well. Revenue enhancement options, always limited, must balance the property tax rate with the services it provides the community. We will need to continue to look within our own budget framework to find ways to balance expenditures to revenues. As programmable budget capacity continues to dwindle – i.e. the difference between anticipated revenues and recurring expenditures, there will be less opportunity to support one-time requests without some structural change to add capacity. I anticipate this will be an important conversation in FY 2022 and subsequent budget years.

As was anticipated during the development of the current year's budget, revenues, most notably Parks and Recreation facilities and programs, were impacted by the pandemic. Our relatively conservative approach to forecasting revenues helped mitigate these effects, but the unforeseen length of facility closures and program interruptions have significantly reduced earned revenues this year. Fortunately, sales tax revenues have been less influenced by the virtual shut-down than anticipated, and Morrisville's development activity has continued at a relatively normal pace. We have "weathered the storm" well.

The FY 2022 proposed annual operating budget has been developed with consideration given to the factors discussed above and without a proposed tax increase, which will be discussed later in this budget message. The proposed budget has also recognized anticipated distributions to Morrisville from the American Rescue Plan Act (ARPA) recently approved at the federal level to mitigate pandemic related revenue losses and allow for support of some proposed expenditures. The ability to replace lost revenues and offset some expenditures allowed for inclusion of many budget requests that would likely have been deferred or foregone in this year's budget proposal. Expanded explanation of the ARPA and a strategic plan for effectively utilizing these funds is provided more in depth in that section of this message.

Submitted for your discussion and deliberation are the proposed Town of Morrisville annual operating budgets for the General and Stormwater Funds. Associated Debt Service, Special Revenue, Capital Reserve and Capital Project Funds also are presented for review. The proposed budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act. The budget message outlines the key focus areas and provides important information that frames the budget requests.

- [Budget Priorities Overview with Strategic Plan Alignment](#)
- [Budget Ordinance/Resolutions](#)
- [General Fund Detail \(abbreviated\)](#)
- [Capital Investment Program \[CIP\] \(summary only\)](#)
- [Position and Pay Grade Classification Schedule](#)
- [User Fee Schedule and Fee Change Recommendations](#)

The proposed budget document has been streamlined to highlight essential areas of attention for budget presentation and analysis. The adopted budget document will include expanded content such as related information and supporting materials including:

- [Town Organizational Chart](#)
- [Elected and Appointed Officials Listing](#)
- [Budget Snapshot](#)
- [Department Budget Schedules](#)
- [CIP Project Concepts](#)
- [Budget Process Narrative](#)
- [Basis of Budget Narrative](#)
- [Policy Narrative](#)
- [Long-Range Forecast](#)
- [Glossary](#)

Note: The Budget Snapshot and Long-Range Forecast will be included and discussed as part of the budget presentation.

BUDGET OVERVIEW

The proposed tax rate for FY 2022 remains at \$.36 per \$100 of property valuation, which was adopted last year. Use of the ARPA resources, the recommended consideration of a solid waste fee in FY2023 and, most notably, the proposed \$.03 cent tax rate request to support Town infrastructure and community amenity needs in the planned November 2021 bond referendum are the primary reasons justifying this recommendation. The stormwater Equivalent Residential Unit (ERU) fee also remains at \$25 per ERU, pending review of the stormwater operations and capital infrastructure studies that will better inform recommendations for FY 2023.

An appropriation of \$ 2,574,550 of the Town's fund balance is proposed to support important one-time General Fund expenditures. ARPA funds have been utilized to support budget requests that are anticipated to be authorized in ARPA guidance currently being formulated by the federal government. The FY 2022 budget addresses deferred items and allocations not included in the FY 2021 budget. Additional discussion of the fund balance and ARPA is included in those sections of the budget message. The Capital Investment Program (CIP) has been updated to reflect Town Council priorities, policy

direction, and updated project cost estimates. The anticipated capital budget items proposed in the FY 2022 budget are pending the successful outcome of the November 2021 bond referendum.

The proposed budget requests full-year authorization for all items. An internally managed approach to timing of projects and initiatives to initiate some implementation triggers for authorized budget expenditures later in the year will ensure fiscal accountability and responsibility without delaying projects.

Only one balanced budget scenario is presented for Town Council consideration. Staff will be prepared to discuss adjustments and discuss impacts of changes as discussions with Town Council proceed.

The total proposed operating budget for FY 2022 is \$42,200,000 for the following annually adopted funds:

General Fund	\$ 41,500,000
Stormwater Fund	\$ 700,000

The proposed FY 2022 General Fund Budget excluding transfers (\$33,757,350) reflects an approximate 3.6% overall increase as compared to the original FY 2021 budget of \$32,572,150. Growth can be observed primarily in the public safety, information technology, planning and public works departmental budgets for FY 2022 over FY 2021. The influx is directly attributable to resources necessary to meet expanded services and programs such as sustainability and smart city programs, land use plan updates, affordable housing development, maintenance and care of existing and new facilities, essential equipment replacements, material inflationary factors to provide critical core services (landscaping, utilities and solid waste) and added workforce necessary to meet those growing demands. Higher base budget growth is expected to continue in future years.

For FY 2022, the available capacity between revenues and base budget expenditures is approximately \$3.5 million. Recurring expenditures requested in the FY 2022 proposed operating budget closely approximate available capacity.

Basic routine services and recurring expenses (excluding transfers, contributions and grants, and one-time capital outlay) are approximately \$34.8 million at current fiscal year's operational service levels. Proposed additions to recurring and routine expenditures to the base operating budget are \$3,308,700 for FY 2022 and represent a 9.5% increase to the base operating budget. Of this amount, approximately \$2.5 million represents additional investment in human capital that is essential to meet workload demand, and approximately \$.8 million is for operational initiatives and ongoing costs.

Beyond the increase in recurring and routine expenditures, the FY 2022 budget proposes an additional \$3,321,950 to support targeted programs and initiatives that enhance accomplishment of the strategic plan, maintain, and improve Town infrastructure, support priorities of Town Council, and the expectations of a growing community.

All recurring/routine and non-routine items are more fully described in the *Budget Priorities Summary*. Many of these items relate to a need to refurbish, replace, or repair/maintain existing assets and equipment necessary for programs and services. FY 2022 proposed operating budget recommendations

for personnel, debt, and use of fund balance are described in more detail in following sections of this budget message.

Capital Reserve allocations of \$1.7 million are proposed for future spending in key areas of roadway and transportation improvements, fire apparatus purchases and toward the remaining Municipal Service District project. An allocation towards resolution of prepaid acreage fee commitments is proposed this year in lieu of a contribution to the Capital Investment Program Reserve. There is no new debt service added for FY 2022.

Together, the targeted programs and initiatives and capital reserve allocations totaling \$5,001,950 account for 60% of the \$8,310,650 of the budget requests identified in the proposed FY 2022 operating budget.

Other non-operating budgets for FY 2022 include obligations related to NC pension plan and post-employment obligations:

Retirement Health Care Fund (OPEB)	\$ 408,600
Retirement LEO Separation Allowance Fund	\$ 98,850

Capital Project Funds with approved project ordinances are on multi-year budget schedules and are not related to the annual operating budget ordinance unless through planned interfund transfer(s) or debt obligation(s).

Outlook

Development of the current FY 2021 budget was difficult in light on many uncertainties and unknown impacts of COVID-19. However, as COVID-19 restrictions reached well into the current fiscal year, extending beyond a year of impacts in March, the Town of Morrisville fared well, with sales tax revenues being far less affected than anticipated. Parks and Recreation revenues have suffered the most, but we are hopeful they will be able to rebound and grow in FY 2022. We made difficult decisions for FY 2021 and yet we have continued to provide excellent services and programs to our community, and we are prepared for a strong FY 2022.

The proposed FY 2022 budget reflects resumption of normal natural revenue growth patterns but demonstrates unmet and burgeoning needs for personnel and operating support at higher levels than can be accommodated by that natural growth in the future. The proposed implementation of a solid waste fee for FY 2023 would return approximately 2.5 cents of available capacity to be used for other programming and aligning service expenditures with those who utilize and directly benefit from those services, while still allowing the Town of Morrisville to provide one of the lowest cost of services in Wake County.

Unlike many other communities, even with redevelopment, Morrisville will have to face the limited growth of future property assessed worth that has previously grown the tax increment value. Expanded programs and innovative services require continued support and people to perform the work. We can and will serve our community as we **Relaunch Morrisville** in FY 2022.

Acknowledgement

Preparing the budget message and working with the departments to put together a reasonable and balanced approach to many requests and opportunities is both rewarding and sobering at the same time. While we work together collaboratively throughout the year, the budget document captures collectively the vision for the future – both in the current year and for what lies beyond. Town Council’s guidance, direction and expectations are also visible in the requests from the departments. As the FY 2022 budget review and discussion illustrate, we work together to develop a strong budget and roadmap for the coming year.

Our department heads and employees are fully committed to the Town and its work. Departmental budget requests are reasonable but aggressive in striving to achieve the mission, vision and goals espoused in our strategic plan and daily work activities. I appreciate their support in understanding not all requests can be met in one year.

Thank you to each department head and their staff for balanced and thoughtful requests, and for recognizing budget limitations. Brandon Zuidema continues to learn and grow his budget knowledge and has helped assess and evaluate many of the needs and priorities across the organization. Thank you in advance to Town Council for considering the budget in positive and productive discussions.

Jeanne Hooks continues to be my strength and sounding board as we come together to formulate the proposed operating budget each year. In addition to the budget, Jeanne has tackled bond referendum, CIP, and special revenue topics this year to help inform and aid our future budget development. I would not want to partner with anyone else but her in this important and meaningful part of my job. I’d also like to recognize Dawn Raab who has helped Jeanne put together schedules and spreadsheets that have helped us both manage massive amounts of input and information.

Budget Deliberation Timeline

The budget will be available to the public by May 3 and will be formally presented to Town Council and the community at the May 4, 2021 Town Council Work Session. Formal presentation of the budget will be followed by more in-depth discussion of its development and core components. The budget portal will open for public input, feedback, and comment on May 5. An additional work session is planned for May 20. In-meeting work sessions during regularly scheduled meetings will occur on May 11, May 25, and June 8. The Public Hearing will be held on May 25. If budget discussion’s wrap-up early, the budget may be adopted on June 8. If more time is needed, an additional work session will be held on June 10, with adoption planned for June 22. In accordance with state law, a balanced budget must be adopted before July 1.

A Frequently Asked Questions (FAQ) tool will be utilized throughout deliberations to supplement information included in presentations to provide expanded detail and clarification of budget requests for the FY 2022 proposed budget.

Summary

The FY 2022 proposed budget is grounded in a return to addressing current and future needs with limited deferral of critical staff or program needs and is balanced with our ability to deliver intended and intentional results. The ARPA reimbursement plays a significant role in our ability to put forward the FY 2022 proposed budget in a careful, responsible, and deliberate manner. Town financial policies and related performance indicators and ratios continue to demonstrate our strong positioning in both fiscally responsible budgeting and performance, which will be critical as we pursue a bond referendum in November. We are at the launching pad for moving our town and many capital projects forward. We are prepared and ready to go for **Relaunch in 2022**. Thank you for your commitment to the Town of Morrisville. Let's get busy.

Sincerely,

A handwritten signature in blue ink that reads "Martha Paige". The signature is written in a cursive style with a small superscript "7" above the "e" in "Paige".

Martha Paige
Town Manager/Budget Officer

BUDGET PLANNING AND DEVELOPMENT

Budget planning, development and implementation is a year-round focus for Town Council and staff. Careful attention to revenue forecasting, management of expenditures, and key projects and initiatives facilitates recognition of and capitalizing on opportunities as they become available.

During FY 2021, scrutiny and oversight were even more robust, intentionally monitoring revenue projections that were influenced by economic conditions associated with the pandemic (notably sales tax revenues, collection rates and development fees) and those heavily impacted by state-wide restrictions that changed/closed programs and activities, primarily in our Parks and Recreation programming. Additionally, increased expenditures to address pandemic related activities (equipment, cleaning, signs, etc.) were monitored to proactively submit claims for eligible reimbursements through FEMA and/or Wake County.

The forethought to incorporate a cautious, yet effective strategy with the FY 2021 budget adoption established a budget authority contingent on the Town's financial condition as reported by the FY 2020 Comprehensive Annual Financial Report (CAFR) and fund balance, in addition to a mid-year financial assessment of FY 2021 before proceeding with implementation of several FY 2021 budget requests. Both of those reports provided a favorable financial outlook and mid-year implementation items advanced as budgeted.

Quarterly financial reports were implemented in FY 2021. Town Council receives administrative reports each quarter to provide more accountability and financial transparency to financial status and condition.

Town Council also heard directly from departments about operational successes, challenges, needs and goals through Departmental Updates provided in an October 2020 work session. The perspective of the practitioners increases understanding and awareness of the everyday challenges and needs that help Town Council during budget deliberations.

Capital investment planning continues to be a major focus of efforts for projects in design and development, and for future community amenities and needs. Prioritization exercises completed by Town Council have helped define projects for consideration in a bond referendum and for long-range planning in the Capital Investment Plan (CIP). The CIP policies adopted in FY 2021 – Town Center, Land Acquisition, Greenways, Affordable Housing, and Transit Oriented Development – have helped reinforce priorities and provide a pathway toward accomplishing policy goals desired by Town Council. The highly anticipated November 2021 bond referendum has been strongly influenced by Council's aspirational future vision for the Town.

Each step of the budget cycle is based on the guidance and understanding of Town Council, attention to community priorities, and an emphasis on historical context, trend analysis, benchmarking, forecasting, and continuous process improvement.

Budget kickoff occurred in January 2021 to assess mid-year results and project FY 2022 needs. Pre-budget meetings were held with departments in February that helped formulate the mid-year budget report and FY 2022 budget preview provided to Town Council in March. Formal budget requests were submitted in mid-March and meetings with each department were held to aid in understanding, awareness, and establishment of priorities in departmental requests. Departments do an excellent job of providing justification of need and rationale behind each budget request. The challenge always remains to prioritize at an organizational level in a way that maintains core services, fulfills desired programmatic and service goals, supports existing debt obligations, and advances goals and priorities in the current budget and in the future within realistic and reasonable anticipated resources.

Several factors have influenced FY 2022 proposed operating budget capacity available to incorporate new or expanded programs:

- *Reduced revenue growth due to the pandemic that not only influenced FY 2020 actual revenues, but projected growth for FY 2021.*
- *Extended impacts contributing to the inability to provide group activities and events has not influenced two fiscal years and will likely impact FY 2022 as well.*
- *Delayed reopening of MAFC due to COVID-19 and capacity restrictions have resulted in continued conservative revenue projections where faster growth was originally anticipated for an expanded facility.*
- *Purposefully reduced excess fund balance capacity to support capital projects in prior years.*
- *\$2.2 million in recurring expenses added in the FY 2021 budget to support operational programs and personnel costs. Six FTE (full-time equivalent) positions were added (two at mid-year), and merit/market pay adjustments and related benefit costs for existing staff account for a major portion of increased base budget (recurring) needs. The Smart Shuttle operations costs also account for approximately \$502,000 of the additional recurring expenses.*
- *Evaluation and modification of some user fees for FY2022 where justified for the cost and time required to provide these services.*

These factors have reduced available capacity to program new initiatives. Use of ARPA funds, where appropriate, has allowed for the ability to continue advancement of initiatives begun in FY 2021, meet base budget needs and support staff needs and plan for future needs. ARPA recovery funds will also help fill that gap over the next several years as Town Council grapples with those priorities and decisions that inform future budgetary needs and requests.

Available capacity (i.e., excess of projected revenues over routine [base budget] expenditures) continues to decline as base budget has grown. Growth in the base budget has been essential and directly linked to expanded program and service expectations. The need to identify alternative revenue sources to support goals and aspirations will be necessary in the near future to support both additional recurring needs and advance strategic goals and objectives for one-time programs and opportunities.

The Town has illustrated budget development through a base budget framework to highlight recurring expenditures since Fiscal Year 2015 to monitor and evaluate overall budget growth. Using this approach, available capacity for new initiatives and one-time funding requests is more readily evident. Additions to the base budget due to changes in programs, services and personnel are highlighted to demonstrate the effect on decisions that influence future budget development and available budget capacity. Once established, programs and services that add to the base budgets are future year commitments unless there is a corresponding program or service reduction.

From Fiscal Year 2015 to Fiscal Year 2021, the adopted annual operating budget has grown approximately 38%, or an average of 5.4% annually. Much of this growth has been attributed to two areas of significant growth:

- *Introduction of allocations to various reserves to prepare and plan for future investments in capital projects, including some specifically dedicated to roadways and transportation.*
- *Increase in debt service costs, primarily related to the 2012 Bond Referendum projects in Streets and Parks and Recreation improvements.*

Other notable growth has been predominantly influenced by the development of a Communications and Outreach department (from 1 person in 2015 to 4 in 2021), significant investments in technology (152% growth over the seven years) and Parks and Recreation program expansion, along with continued investments in Public Safety.

In all years prior to the FY 2022 proposed budget, additions to the base budget have been lower than one-time requests, capital projects, and reserves. FY 2022 represents a transition to addressing pent-up demands for additional staff and resources to support core Town operations and activities that was only exacerbated in FY 2021 by the need to delay and defer Town needs. The balancing of natural revenue growth with base budget capacity, desired capacity to add new programs and services, address strategic priorities, and plan and prepare for future capital investments will be a major policy discussion and organizational strategy emphasis.

Recurring operational costs continue to increase as the Town's footprint and service needs increase, programs grow and expand, and costs escalate due to inflation. Examples are solid waste services (recycling has stabilized this year), additional landscaped areas, utilities due to expanded or new facilities, more computers and phones, vehicle/equipment replacements and repairs/maintenance, and insurance costs.

Budget priorities and the rationale and logic for revenue forecasts and use of the anticipated ARP funds will be discussed during the budget workshops.

A fund balance appropriation to balance the budget is incorporated in the FY 2022 budget. Some capacity to address unanticipated needs or opportunities is a foundational aspect of a strong financial rating and was considered. This is more important than ever as we move towards a bond referendum and debt issuance.

Allocations to several reserve funds are restored in the proposed operating budget for future year planning purposes. A contribution to a reserve fund to plan for resolution of prepaid acreage fees is recommended in lieu of a Capital Investment Plan reserve.

As in past years, each budget recommendation has as its fundamental justification a connection to the Town's strategic plan, and is aligned with goals and objectives of *Connect Morrisville*:



FY2021 RECAP

Although COVID-19 affected many aspects of the Town's work, retaining essential services and productive work has been achieved in a substantially virtual office setting. Yet again, the commitment and resilience of our staff has been repeatedly demonstrated in many ways. Amongst the many highlights are:

- *Public Safety response continued uninterrupted at a high level of service even with the additional risk of COVID-19 exposure.*
- *Building inspection services adapted to remote video technology.*
- *Parks and Recreation programs and activities nimbly moved to alternate service delivery models even as conditions and needs changed multiple times.*
- *Public Works maintenance of facilities and buildings, including extra efforts and adaptations for social distancing and cleanliness.*
- *Planning's spearheading of the recently adopted Land Use Plan update, a variety of UDO text amendments, and sustained heavy plan review workload that was not significantly reduced by the pandemic.*
- *Engineering and Stormwater's oversight of multiple key initiatives, including sidewalk design, an intersection study, the stormwater master plan and notably, launch of the long-awaited Morrisville-Carpenter Road project.*
- *Finance and Information Technology Departments' ongoing implementation and integration of Munis and EnerGov to support more efficient transaction processing for multiple departments and services.*
- *Town Administration support of virtual Town Council and Advisory Committee meetings, strategic plan update, CIP policy placeholder development, bond referendum planning, and property acquisition program development.*
- *Communications and Outreach, who handled both regular Town messaging and increased demand for community messaging about Town response to COVID-19, alternative programs, planning of virtual events, and small business outreach. And, staff still found time to launch Engage Morrisville, and put Morrisville in the running as an All-America City.*
- *Human Resources, who provided unflinching support to our employees throughout the pandemic and supported COVID-19 response while still hiring employees, implementing a new HR information management system and moving vital succession planning efforts forward.*

Major Projects completed or underway during FY 2021 include:

- *Morrisville Aquatics and Fitness Center renovation and reopening of that facility.*
- *Senior Center construction and opening.*
- *Historic Christian Church parking lot completed.*
- *Crabtree Hatcher Creek Greenway connection opened.*
- *Parks/Greenways Amenity and ADA improvements.*
- *Morrisville Community Park playground updates.*
- *Fire Station land purchase and design for the Town's future fire station.*
- *Public Works/Wake County Convenience Center design.*
- *Green/Fairview Drive Drainage project.*
- *Morrisville Community Park Phase 3 design.*

- *Crabtree Creek Nature Park design.*
- *Airport Boulevard Extension Phase I Design.*
- *Morrisville-Carpenter Road Improvements.*
- *Town Center RFP issuance for this next transformational project for our Town.*

Other Key Programs and Initiatives initiated in FY 2021 are:

- *Stewardship program launch.*
- *Sustainability initiatives, including the Town's first solar array project.*
- *Smart City initiatives, including the Open Data Portal. The Smart City Steering Committee held its first meeting in March.*
- *Smart Shuttle, which will provide public transportation services in Town next fiscal year.*

Substantial work is also evident in several key areas that enhance capital investment planning. CIP Policy placeholders included in the CIP in 2020 have been transformed into policy guidance for incorporation in quantifiable ways. Ongoing work to plan and prepare for a future bond referendum postponed from November 2020 due to COVID-19 has continued. Town Council and staff are prepared to work with community stakeholders to share information and help them be informed as we strive to align resource needs with essential community needs.

The formative and foundational work in FY 2021 is the launching pad for many of the requests in the proposed FY 2022 operating budget. Several FY 2022 requests, most notably staff positions that were deferred in FY 2021, are repeat requests in FY 2022.

All this work allows us to **Relaunch Morrisville** quickly, efficiently, and effectively. We are **all** ready to move into FY 2022.

FY 2022 BUDGET HIGHLIGHTS

The FY 2022 proposed annual operating budget is framed around ensuring the stability of existing core programs and services, supplementing those with additional resources, particularly personnel, addressing growth in workload and community service demand and cost, advancing policy and strategic plan driven initiatives begun in FY 2021, and allocations toward specific reserve funds to plan for the future.

GENERAL FUND OVERVIEW

Ad Valorem Taxes (Property Tax/Motor Vehicle Tax)

The Fiscal Year 2022 property tax rate is recommended to remain the same as the current rate established in FY2021 of \$0.36 per \$100 of property valuation.

The General Fund Ad Valorem revenue for Fiscal Year 2022 is estimated at \$22,753,000 and represents 55% of the total budget. This estimate is based on a 99.8% collection rate.

In addition to the influences on the development of the proposed budget reasons mentioned in the Budget Overview section of this message, a tax rate increase is not proposed in FY 2022 due to several additional considerations:

- 1) The tax rate was adjusted last year to three and a half cents over the revenue neutral tax rate. Town Council carefully deliberated about the balance of tax rate and budgeted programs and services.*
- 2) The near-term transition out of the pandemic and stabilization of people's personal and professional lives and assessment of any residual or long-term impacts.*
- 3) Comprehensive evaluation of potential tax rate capacity models relating to alternative solid waste and stormwater fee scenarios proposed for continued discussion in FY 2022.*

Revenues collectively reflect the increased assessed property value from the natural growth in the tax base (3%) and from stable revenues in other categories. Real revenue growth (from sources other than transfers and carryover items) approximates 4%, compared to 1.5% projected last year. Discussion of revenue sources still being impacted by COVID-19 is provided in the COVID-19 Impacts section.

The Town has been fortunate to benefit from continued, stable real property growth over many years and has utilized natural revenue growth to support both recurring and one-time budgetary initiatives. This has allowed the Town to minimize the impact on property owners from increased taxes related to higher property value assessments. Projected near-term development in the McCrimmon Parkway Extension corridor is anticipated to retain those property value trends in the short-term. A longer-range analysis of projected property value growth trends and how they will change as the Town approaches build-out will better inform future tax rate discussions.

Town of Morrisville property owners continue to benefit from one of the lowest tax rates and costs for service in Wake County. The tax rate for the Town of Morrisville has only changed twice in the last eight years; on both occasions the tax adjustment followed a property revaluation year and adjustment in relation to the revenue neutral tax rate. The Town has demonstrated its ability to manage increased needs and new programs within available resources for operations and management.

In the future, it will be even more necessary to closely monitor the impact of development activity and growth has on assessed property values and other revenues related to development. Natural growth in revenues driven primarily by growth in the tax base may not keep up with community needs and

expectations. Development activity in FY 2022 is expected to provide insight into residential and commercial growth patterns that can be used to model future tax rate scenarios with more confidence in estimates and projections.

The motor vehicle tax fee of \$30 per vehicle approved in FY 2019 is the maximum levy authorized and remains at that level for FY 2022, with \$20 of that tax used toward public street maintenance and improvement as required by state statute. Of the remaining \$10, \$5 may be used for any lawful purpose and \$5 supports public transportation system costs.

Sales and Use Tax

Sales tax revenues were impacted in FY 2021 by COVID-19, although not as significantly as projected. These impacts are more fully described in the COVID-19 impacts section below. Sales tax revenues are forecast at \$6,980,700, a 4% increase over FY 2021 estimated actuals. This is a conservative growth assumption as the economy rebounds from pandemic influences. Sales tax revenues are 17% of the General Fund revenues and the second largest revenue source for the Town.

Other Major Revenues

Other major revenue sources for the Town include the Utility Franchise Tax, the Wake County Fire Tax and Video Programming Fees:

- *Utility Sales Tax is projected to generate \$1,656,400, which is 1% growth over estimated FY 2021 revenues and is 4 % of total General Fund Revenues. Utility Sales assumptions are relatively static with a minor growth factor. Underlying factors such as weather, energy prices, population expansion and technology changes primarily contribute to shifts in utility consumption.*
- *The Wake County Fire Tax projected revenues of \$782,000 represents the Town of Morrisville's cost share allocation from Wake County for fire protection and mutual aid. This allocation has been reduced by approximately 3% from the FY 2021 allocation of \$806,000 and was expected due to the expiration of the hold harmless commitment from fire service district alignment. The Morrisville Fire Chief and staff remain actively engaged in advocating for the MFRD service area to protect fire tax revenues. Future fire station location discussions are a critical part of this revenue distribution allocation.*
- *Video Programming revenues of \$659,500 reflect 2% growth over estimated FY 2021 projections and are approximately 1.5% of total revenues. This resource reflects the change in the consumer market from cable TV to streaming services.*

Development Services Permits and Fees (Planning, Engineering and Building Inspections) remain strong, and have been increased 8% over FY 2021 budget based on assumptions resulting from strong permitting activity in commercial development, while recognizing a slowing trend in residential permits. This budget projection remains more conservative than other revenues to safeguard against the unpredictability of construction activity.

Parks and Recreation Programs and Facility Revenues are projected conservatively for FY 2022, primarily due to continued capacity restrictions for events and programs, especially at the Morrisville Aquatics and Fitness Center. Membership growth strategies have not been fully activated in order to reasonably assess real growth in sales and services in FY 2021, although a business plan and associated marketing plan are developed and ready for launch.

Other intergovernmental revenues (Powell Bill, Beer & Wine, Rental Vehicle and Solid Waste Disposal) remain comparable to current year budget estimates.

User Fees

The Town assesses a variety of User Fees for Town services including administrative fees, inspection permits, police alarm fees, fire department services, and permit fees. During the FY 2022 budget development process, departments evaluated fee structures and rates for market comparability, value for services provided, and cost recovery, where appropriate. Changes in these fees for service have been recommended and are illustrated in the User Fee Schedule included in the budget document.

Operational Expenditures

Expenditures have been categorized into major types and focus areas to assist in review of budget requests in the Budget Priorities summary narrative to provide detail and justification.

Significant FY 2022 operational request include:

- ✓ Bond Referendum Costs
- ✓ Sustainability Program Expansion
- ✓ Smart City Program Expansion
- ✓ Smart Shuttle Full-Year Operations
- ✓ Land Use Plan UDO Update
- ✓ Affordable Housing Plan Development
- ✓ Small Business Program Development

Other, smaller scale but impactful items are also part of this year's request:

- ✓ Wayfinding Phase 2
- ✓ Touchless Fixture Installation Phase 2
- ✓ Website Design and Functionality Assessment
- ✓ National Citizen Survey and Benchmarking
- ✓ Property Acquisition Program Services
- ✓ Council Chambers Audio Visual Replacement

The General Fund includes three capital reserve funds: Fire Apparatus, CIP, and Roadway and Transportation Funds. The proposed FY 2022 budget includes allocations to the Roadway and Transportation Capital Reserve and Fire Apparatus Capital Reserve. A transfer of an equivalent of one cent (\$.01) on the tax rate has been transferred to the Roadway and Transportation Reserve in all years since 2017. In 2021, an approximate \$300,000 in additional funds (beyond the one cent on the tax rate) were allocated to this reserve. For FY 2022, the proposed transfer is \$620,000 (returning to one cent on the tax rate). Resources from this fund have previously been used to move the NC54 Traffic Mitigation

and Vehicle Traffic Preemption projects forward. The Roadway and Transportation Reserve has a current balance of approximately \$1.2 million, including investment earnings. There are no projects proposed that use these reserves in FY 2022.

The Fire Apparatus Capital Reserve allocation for FY 2022 is proposed to be \$750,000. This increased amount (compared to FY 2020) follows a year of no allocation to this reserve and an adjustment to the fire apparatus replacement plan to reflect adjusted replacement costs and a shorter life cycle for the equipment. The next major purchase is anticipated to be a Station 1 Quint/Aerial in FY 2024 estimated to cost \$1.6M including upfit replacement.

An allocation of \$110,000 towards the Municipal Service District Fund has been included in the proposed budget.

The proposed FY 2022 budget includes an allocation of \$200,000 to reserve fund in lieu of an allocation to the CIP reserve. As land is now accessible for development in the McCrimmon Parkway Extension area, the resolution of this almost forty-year old commitment/liability will be necessary. A plan for settlement of the value of these prepaid fees is in the process of being shared and discussed with stakeholders, including reasonable mechanisms for payment of claims over time. While a more immediate cashflow management issue for the Town, the anticipated future tax income from development in this area will ultimately positively benefit Town property tax revenues long-term.

The establishment of the Debt Service Fund in FY 2021 allows for more effective management of financial transactions related to debt service, especially as bond sale proceeds, retired debt and debt service reserves work together to support maximum capacity for projects. Existing debt service levels of \$3.5 million annually will be used to service existing debt. Proceeds from a tax increment authorized by voters will be captured in the General Fund and transferred to the Debt Service Fund for payment of debt service and related costs.

Personnel Expenditures

The Town needs appropriate levels of staff to meet desired goals, objectives, and service expectations. New position requests are always carefully and thoughtfully considered by our departments and then organizationally in the preparation of the budget since they impact future available budget capacity and increase the growth of future operating budgets. Performance metrics and work deadlines are compromised when staff needed to successfully achieve goals and outcomes are not considered when adding programs and services.

The FY 2022 budget includes requests for 13 full-time staff positions. An additional three-quarter position (30 hours) is requested for Parks and Recreation at MAFC, which will be partially offset by existing funds in the part-time staffing budget. Six of these positions were requested and deferred in FY 2021, and one position is currently being filled by use of an existing vacant position. Position requests include:

- *Senior Center Community Supervisor Currently filled against vacant position*
- *Fire Captains (3 Positions) Deferred from FY 2021*
- *MPD Traffic Unit (2 Positions) Deferred from FY 2021*

- *Financial Systems Manager (formerly Enterprise System Administrator) Deferred from FY 2021*
- *Fiscal Recovery Officer (Administration)*
- *Social Media Coordinator*
- *Police Lieutenant (Police)*
- *Facilities Maintenance Technician*
- *Grounds Maintenance Technician II*
- *Smart City Program Manager*
- *MAFC Community Center Customer Service Representative (3/4)*

New position requests have been incorporated into the Town's pay plan according to job description, classification, and level of responsibility. A review and discussion of the need for these investments in personnel will be shared with Town Council during presentations and work sessions. An authorized FTE per capita trend analysis will also be shared during a work session.

Employee Compensation/Merit Pay

In FY 2021, as a budget balancing measure, Town employees received a 3% pay adjustment in lieu of performance merit awards. Demand for knowledgeable, experienced, and skilled employees continues to influence recruitment and retention of our people. A meaningful performance adjustment is an essential component of market and peer community competitiveness. The FY 2022 proposed budget restores the merit pay benefit for all staff. Job Classification pay grade reclassifications are recommended for several staff positions. The proposed budget also incorporates the additional state required LGERS (Local Government Employees Retirement System) employer funding contribution increase and health care cost adjustments.

Proposed merit awards for FY 2021 performance evaluation ratings are recommended to be 3%, 4.5% and 6% for Meets Expectations, Exceeds Expectations and Far Exceeds Expectations, respectively, with a projected estimated average of 4.5%. Recognition of Far Exceeds Expectations performance in FY 2020 that was not recognized through the market adjustment has been incorporated into the FY 2021 performance evaluation process. These merit award factors are changed from 2%, 4% and 6% for FY 2019 merit awards (paid in FY 2020) to better recognize employee performance and allow for better alignment of actual employee salary with market-based competitors and enhance retention opportunities for the Town.

The one-third review of job classification positions resumed in FY 2021, including Police and Fire, who comprise over one-half of our employees. Market comparisons have noted aggressive pay policies by nearby communities with whom the Town of Morrisville competes for employees. For Police, advertised entry level salaries have reached \$50,000, with offers to match competitors for experienced officers. This market competition is being observed in Morrisville through continued recruitment struggles and loss of staff to other communities. As of March 31, 2021, there were five vacancies in the Fire Department and seven in Police. Both departments continue to actively seek qualified staff, but an adjustment to the job classification and starting pay is essential to supporting their efforts. Based on market analysis, a two-grade classification change for sworn police officers and a one-grade classification change for certified firefighter positions is recommended (department heads are not graded and thus not included in this recommendation.) Recommended adjustments to some positions in other departments that were

included as part of the 1/3 study have also been incorporated into the updated Pay Grade Classification Schedule. In addition to the pay grade classification changes described above, a 2% adjustment to all pay ranges is recommended to reflect rate adjustments to starting pay levels. Salaries for employees that fall below the new minimum pay for any pay grade will be automatically adjusted to the minimum prior to adjustments for pay grade classification changes and merit pay awards.

Total funds requested to support the merit pay adjustment and adjustments to the minimum pay grades are estimated to be approximately \$950,000 (total compensation). Job classification change adjustments can be absorbed through existing lapse salaries from vacant positions experienced in FY 2021 and will become part of future ongoing compensation forecasts.

This investment in our employees is significant but is critical to attracting qualified new staff and for retaining staff whom we have invested in training, and who have the knowledge and experience to keep pace with expanded workload and job expectations.

Part-time pay plan rates have also been evaluated and streamlined as a part of the Munis HR/Payroll upgrade. There is no significant impact on the budget from these recommendations.

Other Employee Benefits

The Local Government Employees Retirement System (LGERS) Board employer contribution rate for FY 2022 is 11.35% for non-LEO employees and 12.10% for LEO employees. This is an increase of 1.2% from FY 2021. The cost of this increase is estimated to be \$172,000 and has been included in personnel total compensation costs.

Further increases in the base rates will be effective July 1, 2022 and beyond. These projected rate increases have been included in future year forecasts.

Health Care Costs

The Town belongs to the North Carolina Health Insurance Pool (NChip) which allows for the sharing (pooling) of medical claim costs over a certain amount to smooth and minimize the fluctuations in plan renewal based on a relatively smaller number of covered lives and large claims that sometimes occur. It also allows the Town to stabilize health care costs over time. The pool has continued to grow (now 17 members) and will continue to allow for more spread of both administrative costs and large claims across a greater number of covered lives. Rate increase comparisons to our previous non-self-insured plan bears out the benefits of the pooled structure.

For FY 2022, health care costs are projected to increase 5% (compared to 6% for FY 2021). This reduction in premium rate increases has been achieved despite the Town having several high cost claimants with ongoing health care needs. Plan design remains substantially the same, other than a transition from the Health Savings Account to reduced deductible limits for the buy-up plan that the employee can receive directly at the time of medical expense (versus reimbursement). The Town's basic dental care plan, offered through the North Carolina League of Municipalities, reflects a 2% decrease. No change to employee premiums is proposed. To effectively manage current premiums and position the Town better

to potentially mitigate future rate escalations, a Healthcare Premium Fund (or sub-fund of the General Fund) will be established. This will logistically account for the processing of monthly premium benefit payments and allow for the retaining of unused balances that may be applied in future years to mitigate future rate increases.

Debt

The Town's debt policy is being updated to more accurately reflect the calculation of debt service utilized by credit rating agencies and that is part of our financial management guidelines. The debt policy outlines the goal of keeping tax-supported debt service to a maximum of 15% of governmental expenditures. The Town's current annual debt obligation of \$2,816,717 in FY 2022 is 6.7% of the proposed budget as compared to 9% of the original budget for FY 2021. Of the \$3,500,000 baseline annual debt commitment strategy to support the Town's total debt capacity model, \$683,000 in debt retired is recognized in FY 2022 and will be maintained in the Debt Reserve Fund (total debt obligation of 8.4%). There is no new debt added for FY 2022.

Fund Balance

The recommended budget includes total general fund balance appropriations of \$2,574,550, or 6% of expenditures. Fund balance appropriations support requested non-recurring or one-time expenses. The unassigned fund balance is projected to be at approximately \$10.4 million, or 30.9% of General Fund expenditures as of June 30, 2021 accounting for anticipated appropriations to FY 2022.

An additional \$2,045,300 of one-time expenses are supported through use of American Rescue Plan Act (ARPA) allocations. A sub-fund of the General Fund will be established to separate the tracking and utilization of the relief funds for compliance purposes in accordance to guidelines provided by the Treasury Department. A long-range plan for use of additional ARPA funds will be developed during FY 2022 and managed by the Fiscal Recovery Officer. The interrelationship between these funds and the maintenance of a healthy fund balance for unknown impacts (as was experienced during the COVID-19 pandemic), adequate cash flow, identified projects described in this budget message requiring fund balance appropriations and credit rating agency review will be evaluated and used to support long range revenue and expenditure forecasts. Careful monitoring continues to be essential to meeting our commitments and obligations during FY 2022 and beyond.

There are no proposed appropriations from Parkland Payment-in-Lieu (PPIL) to retain these funds for prioritized Parks and Recreation projects in conjunction with anticipated bond referendum proceeds. Policy development for use of Streets PIL is underway and will better inform the best ways to contribute those restricted assets toward intersection and other traffic mitigation projects. The estimated fiscal year-end balance for PPIL is \$4.0 million. Staff estimates approximately \$215,000 in PPIL contributions in FY 2022.

OTHER TOPICS

COVID-19 Impacts on FY2021 Revenues and FY2022 Projections

When COVID-19 initially invaded our everyday lives more than a year ago, staff was working through the same process to develop an annual budget as we are now. Many factors at that time were relatively unknown leaving budget development and more importantly, understanding of potential impacts to revenue projections in a precarious state. There are a number of revenues that are sensitive to economic uncertainties, most notably Sales Tax (the Town's second largest resource) in addition to other state distributed revenues, parks program fees and interest earnings. At that time, guidance from the North Carolina League of Municipalities encouraged a strong conservative approach to revenue projections as was applied to FY 2021 in addition to other financial management strategies to safeguard the Town's fiscal strength. As time passed, it became clearer the pandemic situation was not abating quickly, economic conditions shifted and in some way's consumer behavior adjusted to the circumstances out of necessity. As a result, some revenues such as Sales Tax fared better than expected due primarily to the adaptive changes in consumer spending. With that said, other sources identified above were impacted and remain restrained due to pandemic limitations and restrictions.

The outcome of actual revenue losses attributed directly to the pandemic in FY 2020 totals approximately \$790,000 (budget to actual comparison) and anticipated losses in FY 2021 are estimated at \$1.1 million. These figures have been adjusted for revenue losses associated with the renovation of MAFC.

Conversely, unforeseen expenditure resulting from mitigating the onset and duration of COVID-19 preparedness and safety totaled approximately \$275,000 in FY 2020 and are currently reported in FY 2021 as potential eligible expenses \$625,000. Through an established FEMA Team, their diligence in tracking pandemic related cost and applying for reimbursements, the Town has received back approximately \$486K in reimbursements through the CARES Act and \$25K from FEMA with another \$172,000 reimbursement applications in progress.

American Rescue Plan Act (ARPA)

The American Rescue Plan Act (ARPA) became law on March 11, 2021. For the first time, municipal governments will receive direct, non-competitive federal grant money to help stabilize operations from impacts of the COVID-19 pandemic. As of this writing, the estimated influx of funds to the Town of Morrisville is projected to be \$8.4 million dollars. Funds will be distributed in two tranches, with the first allocation anticipated sometime between May 11 – July 11, 2021. The second tranche is scheduled for one year after the distribution of the first tranche. The Town has until December 31, 2024 to utilize these funds.

Much detail about ARP and guidance for use of the funds remains uncertain. The US Treasury Department is balancing speed with accuracy in developing guidance to share with grantee agencies by the initial May 11 availability date. I am participating in weekly conference calls to remain up-to-date and ready to proceed as guidance becomes available. There are four areas of eligible expenditures currently identified for use of funds:

- *Response to public health emergency, including community assistance (such as small businesses). Expenditures must still be related to authorized expenditures of public money (i.e. not just handouts).*
- *Response to workers performing essential work during public health emergency (premium pay).*
- *Revenue replacement to the extent of revenue reductions experienced during COVID-19.*
- *Investments in water, sewer, or broadband infrastructure.*

Beyond this preliminary guidance, there are some established principles and initial interpretations from industry experts that support proceeding on several key projects in the proposed budget (sustainability and smart city initiatives, as examples) that will help us achieve identified Town of Morrisville priorities now.

Of the approximate \$4.2 million anticipated in the near term, the FY 2022 proposed budget includes \$1,000,000 in estimated replacement revenues (mostly Parks and Recreation fees) from both the FY 2020 and 2021 budgets that can be used to restore some capacity to fund one-time needs. Another \$1,045,300 is allocated to primarily one-time expenditures, including small business development programs, and to establishing a Fiscal Recovery Officer to help the Town manage and comply with the various ARPA planning tasks, record keeping and related initiatives that will be associated with these funds, and to support the small business program development referenced above. More detail about this position can be found in the Budget Priorities summary and will be explored in depth during the budget presentation and workshops.

This approach to including ARPA funds in the proposed FY 2022 budget is both aggressive and conservative at the same time. Planning ahead by authorizing funds for established community priorities avoids delays in these program initiatives, and each request has been scrutinized in consideration of anticipated likely guidance still to come. Establishing the Fiscal Recovery Officer position now allows us to help create the comprehensive needs assessment for both the Town and the overarching community. The Fiscal Recovery Officer will also develop our strategy and plan, monitor execution, and ensure compliance with documentation and record keeping. Allocating only 25% of these anticipated \$4.2 million distributions in the first tranche allows for validation of expenditures that have been included in the proposed FY 2022 budget. Alignment with the guidance being provided by the federal government to manage expectations, evaluate community needs, and develop sustainable programs and initiatives that help the community recover and move forward can also be affirmed before additional spending. As more definitive guidance and information comes forward, it will be shared with Town Council during the budget review and deliberation process.

(Note: there are other components of the American Rescue Plan Act, including the American Jobs Plan and American Families Plan that are not discussed here as the Town will not receive direct funding from those programs.)

Long Range Staffing Projections

In addition to positions requested for FY 2022, each department provides a snapshot of anticipated future needs. This information is not vetted or evaluated beyond awareness for response to added workload and budget forecasting. Preliminary long-range staffing plans suggest these staff needs for the next four years:

<u>Fiscal Year</u>	<u>Public Safety</u>	<u>Other</u>
FY 2023	4	7
FY 2024	5	3
FY 2025	1	2
FY 2026	3	<u>0</u>
Total	13	12

The other positions include Public Works and Parks and Recreation operations staff, and support functions in Finance, Information Technology and Administration

Municipal Service District

The Municipal Service District (MSD) budget for FY 2022 continues to assess a tax rate of \$0.10 per \$100 assessed value for the costs related to the transfer and improvement of the private streets to public street standards. Five of six original MSD projects are complete. The Gables is the final project remaining. With an estimated cost of more than \$1.3 million dollars, the current rate of accumulation of tax increment revenues, and the Town’s regular matching allocation, this project will not occur until FY 2024 unless the Town elects to accelerate funding through an increased allocation. Public Works and Finance staff are evaluating whether road paving funds may be used to accelerate this project.

Six original MSD neighborhoods approved an assessment of a special tax rate annually, beginning in FY 2014. The tax rate will continue to be levied for all six neighborhoods until the cost of all improvements for all projects is complete. The MSD tax increment is anticipated to generate approximately \$119,000 at an estimated 99% collection rate in FY 2022. The General Fund has provided for an annual transfer to the MSD Fund of \$110,000 to accelerate funding for these projects and will be repaid by the MSD tax increment over time, even after all projects are complete. The repayment timeline is approximately 25 or more years and is dependent upon both the revenues collected from the tax increment and the cost of the MSD projects themselves. Individual neighborhoods are not relieved of their responsibility for payment of the MSD tax increment until all street improvements within the district are complete and funds advanced by the General Fund are repaid.

STORMWATER ENTERPRISE FUND

The Stormwater Fund, an Enterprise Fund, is funded primarily by stormwater revenues based on an equivalent residential unit (ERU) fee (currently set at \$25 per ERU), permit fees, and any grant revenues received for stormwater projects. The stormwater ERU fee has not changed since FY 2016. In FY 2020, a stormwater program review study was completed that evaluated programming and administrative/operating components of the Stormwater Program. In FY 2021, a stormwater master plan study to compile an inventory and estimated costs of future capital projects and maintenance needs for the stormwater utility was commissioned and is underway. Both studies will better inform the level of

self-sustaining stormwater fee necessary to support long-term operating and capital needs. No fee adjustment is proposed for FY 2022 pending the completion of the master plan study and discussion with Town Council.

CAPITAL INVESTMENT PROGRAM (CIP)/CAPITAL OUTLAY

The Town has invested in several major capital projects over recent years. A synopsis and status for those projects is provided below.

- ✓ **NC54 Corridor Congestion Mitigation Project** - Engineering design work for the Airport Boulevard Extension from the intersection of Garden Square Boulevard to Church Street continues. LAPP (Locally Administered Public Projects) funding was approved in FY 2021 for construction. A public meeting to share information about the project with residents occurred in April. Right-of-way plans are projected to be complete by December 2021, with construction award in July 2022.

- ✓ **Public Safety Improvement Projects**

Harris Mill Road Site: Design plans are well underway and will be used to develop design level cost estimates and reconcile costs with the estimated budget. Sustainability and energy conservation enhancements are being evaluated as a part of the base design. The design phase is estimated to be complete in the next 30-60 days. Final construction drawings will follow for a future project award.

Paramount Parkway Site: Due diligence work has been completed for the purchase of this parcel for a future fire station.

- ✓ **Parks & Greenway Improvement Projects**

Morrisville Community Park Phase 3: Design is nearing completion. Building and stormwater permits applications have been submitted. Construction award is anticipated in November 2021.

Crabtree Creek Nature Park: The design process has been delayed due to an existing issue with the floodplain and work done on the site prior to Town acquisition of the property. Staff is working with Wake County and Natural Resources Conservation Service (NRCS) to resolve the issue so design work can resume.

These projects have been prioritized as a part of the Capital Investment Program and with Town of Morrisville funding to support getting these projects ready for construction in anticipation of the bond referendum planned in November 2021.

Other Active Projects

- *Morrisville-Carpenter Road construction is underway. This NCDOT road project enhances east/west connectivity through the center of town. The Town is managing this approximately \$9 million project, for which a \$6.3 million grant will offset project cost. Debt service for the \$2.7 million Town cost was included beginning in the FY 2020 approved operating budget.*
- *Design work on the Public Works facility (collaboratively with Wake County for an expanded convenience center) continues. Projected construction is planned in the FY 2023 planning year. This will be ahead of the NCDOT planned expansion of Aviation Parkway, which is delayed.*

- *Five sidewalk segment projects have been designed and are currently being bid for construction award. Existing Sidewalk/Pedestrian Enhancement Capital Project Fund balances, supplemented by fund balance appropriations, if needed, will be utilized for construction of these projects. Staff is also working on updates to policy criteria and sidewalk prioritization that will guide the next phase of sidewalk projects. The Airport Boulevard sidewalk project (joint with NCDOT) design is in the final stages. Future sidewalk projects are included in the proposed bond referendum for acceleration of completion of those segments and the approved NCDOT cost shares where applicable.*
- *The Indian Creek Greenway Connector construction is slated to begin this month and be complete in 90 days.*
- *The Green Drive/Fairview Avenue Stormwater project will start in spring 2021.*
- *Staff have also initiated design on two projects – Shiloh Park improvements and the Morrisville Community Park sidewalk segment to establish construction cost estimates for project award and/or inclusion in the CIP.*

Completed projects include the McCrimmon Parkway Extension (both Phases I and II) and the Town Center regional stormwater control measure (SCM). The renovation of Morrisville Aquatics and Fitness Center and reopening was slowed by COVID-19, but the facility reopened in August. Debt service for the McCrimmon Parkway Extension and MAFC were incorporated into the FY 2020 budget.

The Senior Center at McCrimmon Corners opened in March despite COVID-19 delays. The facility is being actively used at appropriately socially distanced levels. Program expansion in this larger dedicated facility is expected in FY 2022.

Future CIP Needs

Town Council issued a Town Center Core Demonstration Project Request for Proposal for public-private partnership developers in November 2020, with responses from three prospective partners. Town Council is in the initial stages of evaluating these proposals to determine next steps in the development of the future Town Center and related CIP priorities. The Morrisville Community Library is open and serving the Morrisville community.

Consideration of Church Street Park expansion is underway and may include the opportunity for a minor league cricket franchise and tournament events that require additional amenities and facilities. Proposals are currently being vetted by staff for future discussion with Town Council. Debt service of \$4 million for bonds issued in 2013 for Church Street Park is included in debt service commitments.

There are two studies underway that will better inform future capital outlay needs for intersection improvements and stormwater infrastructure. Once these studies are complete (anticipated in the next six months), project costs will be incorporated into CIP planning and operating budget requests.

Town Council has invested significant time and effort in evaluating CIP projects and priorities over the past two years to establish a long-range plan for financing these substantial needs. The Town is preparing to request support of voters in November 2021 for up to \$37 million in tax supported debt to facilitate completion of these projects and address CIP identified priorities, including land acquisition, in particular for parks and open space. As a AAA-rated agency, general obligation bonds, which are

approved by voters, are the most cost-effective way to borrow money for projects that cannot be managed within the town's operating budget limitations. Town Council has also reprioritized the next wave of projects for future development and is testing out future project concepts through provision of "pop-up" programs for a dog park and disc golf. The CIP is a long-range planning tool that effectively allows the Town to align resources meeting both capacity and affordability factors that serve to maintain existing assets while meeting emerging needs that enhance the economy, improve quality of life and safeguard safety expectations from the community.

The Capital Investment Program (CIP) has been updated to reflect Town Council priorities, policy direction, and updated project cost estimates. The anticipated capital budget items proposed in the FY 2022 budget are pending the successful outcome of the November 2021 bond referendum. A capital budget ordinance will be prepared following the results of the referendum to appropriate anticipated funds at that time.

The CIP is an integral part of the budget discussion and *Relaunch* envisions in FY 2022 and beyond. CIP projects and concepts will be explored further during budget work sessions.

Budgetary Priorities summary

Note: Connect Morrisville Strategic Plan alignment is provided for the current Strategic Plan Objectives. Town Council is in the process of reviewing and revising those elements and language within those elements may be modified when the plan is updated. Strategic Plan Goal alignment remains the same.

Operating Impacts (Routine or Recurring Annually)	Town Manager Requests
<p>Fire Captains (3): Three firefighters that are part of the long-range Quint concept plan approved in 2012. The addition of these officer positions (one per shift) for the promotion of existing staff to captain and subsequent promotions to hire three new firefighters, increases safety. The addition of the officer positions provides the necessary staffing to keep smaller rescue units in service that are not always available now because of current staffing levels and reduces the need to holdover staff to meet minimum staffing. Requested but not authorized in FY2021. Connect Morrisville > Public safety readiness and Operational excellence Multiple Objectives.</p>	290,000
<p>MPD Traffic Unit (Sergeant and Patrol Officer – Total 2): Reinstatement of the Morrisville Police Department Traffic Unit, which existed until 2010. Their sole function was to respond to major traffic collisions, coordinate traffic initiatives, participate in Governor’s Highway Safety Program initiatives and conduct educational seminars focused on traffic safety. As the Town and roadway infrastructure has grown, patrol officers are not able to keep up with the demand for traffic safety enforcement due to 911 calls for service and other service requests. One officer (out of an original request of 4 officers) was authorized mid-year in FY 2021 to initiate the unit. This request expands the development and capacity of the program. One additional officer from the original request in FY2021 remains deferred to a future year to allow for assessment of the unit’s operations. Connect Morrisville > Public safety readiness and Operational excellence Multiple Objectives.</p>	175,800
<p>Senior Center Community Center Supervisor: Supervisory level position providing oversight and management of programs, staff, and the Senior Center facility. This position will also manage Healthy Food Hub programs and support cricket events and relationships. Oversight of work will be provided under the direction of Parks and Recreation management and the Assistant Town Manager. Connect Morrisville > Engaged, inclusive community and Operational excellence Multiple Objectives.</p>	117,800
<p>Fiscal Recovery Officer: Professional position primarily related to implementation of American Rescue Plan (ARP) funding. Core principles of ARP funding will include developing and implementing an assessment program of government operations and community needs, serving as a liaison for program information and communicating with stakeholders, maintaining documentation, tracking, reporting, monitoring success and providing primary support for Small Business Programs. This position will be housed in Administration and will also provide support to other community development activities, property acquisition research and analysis, and other key work initiatives. This position will initially be supported by use of ARP funds and incorporated into the recurring operating budget in future years. Connect Morrisville > All Goals and Objectives.</p>	110,300

Operating Impacts (Routine or Recurring Annually)

Town Manager Requests

Police Lieutenant: Command Staff position in Support Services to provide audit and performance measurement oversight that are vital to improving police services and enhancing community trust and partnership. This position would centralize and streamline these functions currently performed by multiple staff. The current non-centralized approach creates overlap in tasks and takes away from the primary roles and responsibilities of personnel tasked with these additional duties. The proposed position will provide better focus and accountability to the critical support tasks performed by personnel within the department and enhance the department’s overall efficiency. **Connect Morrisville Public safety readiness and Operational excellence Multiple Objectives.**

108,100

Smart City Program Manager: Technical position responsible for managing the implementation of new Smart City projects and supporting programs already implemented. The momentum of the Smart City program has accelerated the need for the addition of this position, which was originally expected to occur in FY 2023. The Smart City Strategic Plan momentum has identified many initiatives in the next 3-5 years. Work has been absorbed by current staff in FY2021, but success cannot be maintained at a high level without direct and expanded support for development of new programs and maintenance of existing projects. **Connect Morrisville > Engaged, inclusive community and Operational excellence Multiple Objectives.**

101,000

Financial Systems Manager: Finance Department position performing professional, technical, and administrative work ensuring the reliable performance and optimum usage of the Town’s financial and business management systems. The position will require comprehensive knowledge of Munis and EnerGov systems dedicated to managing daily activities, workflows, and alignment of processes to effectively utilize financial accounting and reporting systems and programs. Other finance functions include centralized accounts receivable billing and collection for various Town services, PCI compliance, and management of financial and technical dates. This position was requested in FY 2021 as an Enterprise Systems Administrator but has been revised to ensure emphasis on essential finance related responsibilities and tasks. **Connect Morrisville > Operational excellence Multiple Objectives.**

101,000

Social Media Coordinator: Professional position primarily dedicated to managing multiple social media platforms to strategically plan for the timely, orderly, and most appropriate delivery of information. Currently these duties are handled by multiple Communications Department staff after other primary duties. Increasing needs for continuous engagement and monitoring of heavy social media activity is essential to a growing town for this primary messaging mechanism. The addition of this position also allows for enhanced alignment and use of the right tools for sharing information in collaboration with the website, newsletters, and events. **Connect Morrisville > Engaged, inclusive community Objective 3.2: Increase awareness of activities and opportunities for engagement.**

92,600

Facilities Maintenance Technician: Additional position to support expanded facility needs due to growth such as renovated Morrisville Aquatics and Fitness Center, the new Senior Center, and increased safety and security inspections and enhanced cleanliness efforts for all facilities, including park buildings. As the Town continues to grow, attention to an increased number of work orders and proactive maintenance will enhance longevity, enjoyment, and satisfaction with facilities for both visitors and employees. **Connect Morrisville > Operational excellence Multiple Objectives.**

71,800

Operating Impacts (Routine or Recurring Annually)**Town Manager Requests**

Grounds Maintenance Technician II: Additional position to support expanded grounds maintenance needs for a growing inventory of parks and grounds assets that must be maintained. This position is requested for the Community Enhancement Division of Public Works to provide a higher level of appearance and quality on Town grounds, greenways, and rights-of-way. This position will have a lead focus on plant selection, aesthetics, and level of service. **Connect Morrisville > Thriving, livable neighborhoods and Operational excellence Multiple Objectives.**

60,900

Center Aide (3/4 MAFC): Additional position to provide consistent and reliable service to the MAFC front desk. Early morning and evening shifts are more difficult to fill. Full-time staff is needed to support program development and implementation, resulting in a need for a regularly scheduled staff member with facility knowledge providing customer service and response to needs at a more enhanced level than available with part-time staff. The position is estimated at \$56,000 and is offset by \$30,000 available in the part-time salaries of the existing base budget. The “net” cost impact is reflected here. **Connect Morrisville > Engaged, inclusive community and Operational excellence Multiple Objectives.**

26,000

Merit/Market Adjustments: Proposed merit salary adjustments based on FY 2021 performance evaluation ratings. A performance pay plan was implemented in FY 2016 linking the amount of merit pay award to performance ratings. The actual merit pay award in FY 2020 was 3.52%; in FY 2021, all employees received a 3% market adjustment in lieu of performance evaluations due to the COVID-19 pandemic. The proposed budget allocation for merit pay provides for a tiered merit increase of 3%, 4.5% and 6% for meets, exceeds, and far exceeds expectations, respectively. Use of this capacity allocation will work strategically with realized lapse salary available within the budget year to effectively provide for merit, address identified market conditions and essential pay grade adjustments for some positions, most notably public safety, resulting from the job classification review in January 2021. Additional discussion can be found in the budget message. **Connect Morrisville > Operational Excellence Objective 5.4: Attract, develop and retain a diverse, high-performing workforce.**

950,000

Local Government Employee Retirement System Contributions: North Carolina Department of State Treasurer mandated increases in employer contributions to the state employees’ retirement plan. These escalations are expected to continue for the next 3-5 years, although at a lower basis point increase. **Connect Morrisville > Operational Excellence Objective 5.4: Attract, develop and retain a diverse, high-performing workforce.**

172,000

Health Insurance Costs: Increased cost of medical and dental insurance premiums for employees and their dependents. NChip has stabilized overall medical premium increases each year since we joined the pool. Overall cost increase for FY 2022 is 5% over current fiscal year costs. Premium increases are not proposed to be passed on to the employee. **Connect Morrisville > Operational excellence Objective 5.4: Attract, develop and retain a diverse, high-performing workforce.**

129,000

Operating Impacts (Routine or Recurring Annually)

Town Manager Requests

Risk and Workers Compensation Liability Insurance Increase: Increased costs for additional employees and new facilities due to service growth factors in addition to regularly anticipated premium escalation. **Connect Morrisville > Operational excellence Objective 5.4: Attract, develop and retain a diverse, high-performing workforce.**

34,200

Public Works Contracted Service Increases: Funding for the expansion of Town service contracts due to growth or enhanced services beyond regularly anticipated inflationary adjustments. Additional contract costs include landscaping, solid waste, athletic court maintenance, janitorial, pest control, generator maintenance, fire/security, traffic lights, and park disinfection. **Connect Morrisville > Operational excellence Multiple Objectives.**

221,500

Information Technology Service Agreements/Leases: Annual support costs for information technology equipment and services. **Connect Morrisville > Operational excellence Objective 5.6: Leverage the use of technology to maximize results.**

169,000

- Software Maintenance
- Smart City Initiatives
- Central Square (Police Department CAD Software)
- Virus Software (Pre/Post Incident Protection)
- Computer Leases
- Server Data Center
- Council Chamber Audio Visual Equipment
- Facility Security Cameras

Parks and Recreation Program Support: Programmatic items for several key programs and initiatives to be incorporated into base budget/ongoing operations. **Connect Morrisville > Engaged inclusive community and Operational excellence Multiple Objectives.**

144,800

-22,800

- MAFC Utility Increase – Increased utilities beyond normal inflation for expanded MAFC operations footprint and use.
- E-Sports Programs – Implementation of a new e-sports program in collaboration with the IT Department that offers community partnerships/sponsorship potential in future. The program would include individual play, competitive play, and tournaments for this fast-emerging sport. Mid-year implementation is anticipated once activity space is identified. **The cost of this initiative is offset by new program revenue.**
- MAFC Fitness Equipment – Replacement of two pieces of equipment annually. Equipment is being catalogued, along with age and maintenance information to develop program management benchmarks.
- Shiloh Park Lease – Allows for continued use of the front half of the athletic field between the church and the park entrance, the Luther Green Building, and the entrance to the park from Church Street. The original long-standing lease of \$1 per year expired in November. The new 10-year lease is \$9,000 annually.
- MAFC Marketing Support – Appropriation of printing and advertising funds to support comprehensive communications/marketing and membership recruitment.

Program Revenue

Operating Impacts (Routine or Recurring Annually)	Town Manager Requests
<p>Smart Shuttle Operations Costs: Additional annual operating costs for Smart Shuttle operations for a full year of service and established operating costs. One half of the annual costs are covered by anticipated Wake Transit CFAP Revenue.</p> <p>Connect Morrisville > Improved transportation mobility and Operational Excellence Multiple Objectives.</p>	<p>130,700</p> <p><u>-65,350</u></p> <p>Wake Transit Grant</p>
<p>Fire Department Operating Cost Increases: Funding for the increased costs of Morrisville Fire and Rescue operations beyond regularly anticipated inflationary adjustments. Additional costs include vehicle repairs and maintenance for large fire apparatus, and insurance and bonds. Connect Morrisville > Public safety readiness Objective 4.2 Be operationally ready and Objective 4.4 Meet demands for service.</p>	<p>53,000</p>
<p>Property Acquisition Program Support: Allocation of funds to support preliminary land acquisition expenses such as surveys, appraisals, and environmental assessments, including broker fees, if necessary. These fees are typically expended prior to a capital purchase. Connect Morrisville > Thriving, livable neighborhoods Objective 2.5: Plan and provide for current and future infrastructure.</p>	<p>25,000</p>
<p>Litter Program Expansion: Increase in allocation toward litter deployment program implemented in FY 2020 to provide more frequent service along major roadway corridors and other public areas. Connect Morrisville > Thriving, livable neighborhoods Objective 2.3: Be responsible stewards of the natural environment.</p>	<p>15,000</p>
<p>Miscellaneous Software Technologies: Annual license costs for additional Munis software modules to support efficient and effective work of Town departments. (Note: One-time software costs are captured separately.) Connect Morrisville > Operational Excellence Objective 5.6: Leverage the use of technology to maximize results.</p> <ul style="list-style-type: none"> • CAFR Builder and Performance Evaluation Modules - ERP System (Finance & HR) • Professional Excellence and Accountability Software (Police) 	<p>9,200</p>
<p>TOTAL RECURRING EXPENDITURES</p>	<p>\$3,308,700</p>

Onetime Operating or Capital Impacts (Non-Routine)	Town Manager Requests
<p>Vehicle Replacements: Projected replacement of vehicles that could be retired because they meet the Town’s vehicle replacement criteria. Scheduled replacements include six (6) police vehicles [five patrol and one sedan] and the Parks and Recreation Activity Bus. The Vehicle Replacement Policy is currently being evaluated and updated to consider the quality and condition ratings of vehicles in addition to level of usage and life of our rolling stock. This qualitative and quantitative methodology will apply a more practical replacement approach that serves to stabilize the annual appropriation required for vehicle replacements. Currently scheduled vehicles will be reassessed under the new policy to determine actual replacements. Vehicle replacements deferred in FY2021 have been reincorporated into this budget request. Connect Morrisville > Operational Excellence Objective 5.1: Promote financial integrity through effectively and efficiently managing public assets.</p>	504,300
<p>Bond Referendum Costs (November 2021): Financial advisory, bond counsel, Local Government Commission (LGC) and credit rating fees related to bond referendum and issuance of proposed \$37 million in general obligation bonds for public safety, parks and recreation and streets and sidewalk needs. Referendum election costs are also included in this request and are in addition to regular election costs. Connect Morrisville > Improved transportation mobility, Public safety readiness and Engaged, inclusive community Multiple Objectives.</p>	307,500
<p>Road Paving Projects: Proactive road maintenance to maintain acceptable road conditions and reduce the percentage of deficiencies. This allocation adds to the available Powell Bill funds to accelerate the amount of annual roadwork. Connect Morrisville > Thriving, livable neighborhoods Objective 2.5: Plan and provide for current and future infrastructure.</p>	300,000
<p>New Vehicles: Three (3) fully equipped police vehicles related to request for MPD Traffic Unit (2 officers) and a Police Lieutenant. Connect Morrisville > Public safety readiness Objective 4.2: Be operationally ready.</p>	216,000
<p>Small Business Program Development: Allocation of resources to support direct outreach and support for small businesses. Goals of the program could include financial support and assistance through grants, incentives and Town provided programs such as events, networking activities, marketing and communication support, and establishment/refinement of a business registry database of information to enhance regular and ongoing engagement with this segment of our community. These initial start-up resources could transform into an ongoing budgetary supported program annually. The FY 2022 initial request is aligned with anticipated revenues from the American Recovery Plan (ARP). Connect Morrisville > Operational excellence Multiple Objectives.</p>	200,000

Onetime Operating or Capital Impacts (Non-Routine)	Town Manager Requests
<p>Smart City Initiatives: Multiple Smart City Initiatives as outlined in the Smart Morrisville strategic plan. Connect Morrisville > Operational excellence Objective 5.2: Deliver customer-focused service and Objective 5.6: Leverage the use of technology to maximize results.</p> <ul style="list-style-type: none"> • Mobile App Development: Phase 1 of mobile application development. The discovery phase that includes stakeholder engagement, design planning and roadmap development is currently underway in FY2021 and will be the basis for development. • Connected Parks Initiative 1: Installation of IoT sensors, electric gates and digital signage at Morrisville Community Park and Church Street Park to help Public Works more effectively manage the parks. Replacement of an additional manual gate at Cedar Fork District Park is also included. • Connected Parks Initiative 2: Installation of IoT sensors to gather park usage data for analytical purposes and citizen use. The anonymized data would be published to our citizen IoT dashboard so that citizens can view the status of park amenities. • Smart Waste Initiative: Sensors on outdoor waste bins to allow Public Works to manage Town waste bins and collection more effectively. Through an analysis, this project was estimated to save 50-70% of man hours for these collection tasks by streamlining the collection process. 	185,000
<p>Information Technology Innovations: Strategic initiatives to expand and advance the Information Technology program. Connect Morrisville > Operational excellence Objective 5.6: Leverage the use of technology to maximize results.</p> <ul style="list-style-type: none"> • Security Cameras at Town Facilities. Phase 2 of implementation of a centralized video management system for both interior and exterior cameras at Town facilities, including PSMS, Cedar Fork Community Center and to be determined parks. Cameras will provide live and recorded content to further protect employees and patrons/visitors to these buildings and grounds. • Council Chamber Audio Visual Equipment: Replacement of the Council Chambers video system, streaming set up and production. The current system is older and needs to be updated with modern high definition video technology. Production of meetings would also be brought in house for better control over meeting production and dedicated AV support during meetings. • Computer Equipment Replacement: Thermal printers, Council laptops (election year officials), computer accessories (docks and monitors) and iPads. • Server Migration: Phase 1 of the migration of on-premises virtual services to a hosted datacenter. This project will reduce cost of datacenter hardware and maintenance and improve redundancy. • FortiEDR Implementation: Endpoint security allowing for the automation of incident response and remediation of potential threats in real time. An example is a ransomware attack that stops the attack and isolates the machine until remediation is completed. 	178,500

Onetime Operating or Capital Impacts (Non-Routine)	Town Manager Requests
<p>Land Use Plan – UDO Update: Alignment of the UDO with the recommendations in the updated Land Use Plan. The project will include a front to back review of the various standards in the UDO, including but not limited to a review of the principal use table, design guidelines, landscape requirements and other standards. Staff is also recommending a form-based code be developed for the Transit Oriented Development (TOD) area. The extent of the workload generated by the project cannot be absorbed at current staffing levels and completed within a reasonable timeframe. In addition, outside expertise is needed for the development of the form-based code elements. There are additional benefits drawing from the expertise and fresh eyes a consultant with experience working in multiple communities brings. The project is expected to take more than a year to complete. Connect Morrisville > Thriving, livable neighborhoods, All Objectives.</p>	150,000
<p>Public Works Heavy Equipment Replacements: Replacement of public works equipment needed for regular operations and special service response. Connect Morrisville > Operational excellence Multiple Objectives</p> <ul style="list-style-type: none"> • 4-Ton and 1-Ton Replacement Rollers – needed to maintain the Church Street Park cricket pitch at a playable level. Current equipment is 15+ years old and is no longer dependable. • Toro Workman Utility Vehicle – Equipment used daily by Community Enhancement Division and often borrowed by other departments for special events. The existing 15+ year old vehicle can no longer handle day to day use. • Zero Turn Replacement Mowers (2) – Engine hour meters had met the 2,200 hours operation threshold. Both mowers have wear and tear issues that affect their reliability and future maintenance costs. • Salt/Sand Spreader – The Streets Division currently has a 10-year old salt/sand spreader for use in inclement weather events that needs to be replaced. The combination of the abrasiveness of the sand and the corrosiveness of the salt wears out the moving parts on the spreaders very quickly. • Standing Core Aerator – Equipment needed to service smaller areas in parks and on Town grounds. Currently there are numerous turf areas that cannot be core aerated because the existing equipment is too large to fit in the area. The addition of a smaller aerator will allow the staff to enhance the quality of these turf areas. • Tow Behind Blower – An additional high turbine blower that can be towed behind a tractor, utility vehicle or truck is needed to assist with the maintenance of the athletic fields and park turf areas. 	144,400
<p>Facility System Replacement Program: Purchase and replacement of essential systems and equipment for Town Buildings. Connect Morrisville > Engaged, inclusive community Objective 3.3: Effectively maintain assets and make the most of existing resources.</p> <ul style="list-style-type: none"> • Roof replacement for the roof on the Chamber of Commerce. The roof has shingles that have fallen off around the edges exposing the underlayment. A portion of the cost of this roof replacement will be reimbursed from the MCCOA reserve fund. • Roof replacement for the Cedar Fork District Park bathroom building which also has shingles missing and needs replacement to protect the understructure of the building. • HVAC System Replacements: One at Town Hall, one at the Connector Building and one at the Public Safety Building (fire administration area). 	<p>140,000 <u>-68,000</u> MCCOA Reserve</p>

Onetime Operating or Capital Impacts (Non-Routine)	Town Manager Requests
<p>Affordable Housing Plan Implementation: In FY2020, the Town engaged a consultant to complete an affordable housing study for the Town. The study evaluated affordable housing needs in Morrisville and identified three recommendations for implementing affordable housing initiatives. Council adopted an Affordable Housing Policy that outlines critical goals and guidance. This request would build off the plan and policy direction combined with Town Council preferred options by engaging a consultant to help with implementation of the desired options. The project, planned in two parts, would consist of developing a package of development incentives and some limited, related UDO amendments, as well as preliminary research on the Community Servant Housing Choice Program and a survey of Town staff and local public schools which serve Town of Morrisville students. Part 2 would be implementation of the programs. Connect Morrisville > Thriving, livable neighborhoods, Objective 2.1: Provide a mix of housing options that meet the current and future needs of the community.</p>	125,000
<p>Branding – Wayfinding Phase 2: Fifteen (15) wayfinding signs focusing on the Morrisville Parkway and Davis Drive corridors and a few remaining NC54 South locations. Connect Morrisville > Engaged inclusive community Multiple Objectives.</p>	125,000
<p>Staffing Operations Costs: Required uniforms, equipment, training/evaluation, and computer/electronic equipment for three police officers, three fire captains, a fiscal recovery officer, social media coordinator, smart city program manager, financial systems manager, facilities maintenance technician and grounds maintenance technician. Connect Morrisville > Operational Excellence Objective 5.4: Attract, develop and retain a diverse, high-performing workforce.</p>	123,000
<p>Sustainability Projects: In an effort for the Town to be more sustainable, projects that are part of the master plan development are being proposed for the next fiscal year. Connect Morrisville > Thriving, livable neighborhoods Objective 2.3: Be responsible stewards of the natural environment, Engaged, inclusive community Objective 3.3: Effectively maintain assets and make the most of existing resources and Operational Excellence Objective 5.1: Promote financial integrity through effectively and efficiently managing public assets.</p> <ul style="list-style-type: none"> • Solar Array Installation – Addition of a second solar array that will allow the Town to expand the self-generation of electricity, reduce greenhouse gas emissions, and increase operational efficiencies for town buildings through cost savings. • Electric Vehicle (EV) Assessment and 2 Additional Electric Charging Stations – The EV assessment will provide a roadmap for expanding the Town’s EV infrastructure by developing an EV-friendly corridor of chargers at additional public facilities. Future grant opportunities may be available for cost share match of equipment. • Building Automation System (BAS) Implementation and Ionization Systems Implementation of BAS and the addition of HVAC ionization systems in 58 of the Town’s units will continue efforts started in FY2021. 	120,000

Onetime Operating or Capital Impacts (Non-Routine)	Town Manager Requests
<p>Touchless Fixture Conversion: Continued conversion of plumbing fixtures to a touchless environment in Town building bathrooms, kitchens, and park facilities to improve health and safety of Town employees and residents. Connect Morrisville > Public safety readiness Objective 4.3: React responsively to the public safety needs of the community.</p>	100,000
<p>Public Works Asset Maintenance Projects: Care and maintenance of existing Town assets (sidewalks and grounds) to support long-term quality and community aesthetics. Connect Morrisville > Thriving, livable neighborhoods Objective 2.5: Plan and provide for current and future infrastructure.</p> <ul style="list-style-type: none"> • Sidewalk Assessment- Evaluation of existing sidewalk network to identify areas of improvement for ADA compliance and to preserve pedestrian safety. The assessment will focus on higher traveled/used routes. • Landscaping Improvements – Renovating the poor-quality landscaping at MAFC for aesthetics, maintenance, and sustainability. The current landscaping will be removed and replanted. 	100,000
<p>Parks and Recreation Program and Facility Support: Enhancement of existing facilities and addition of innovative programming for parks and recreation program participants. Connect Morrisville > Engaged inclusive community Objective 3.1: Offer events and programs that meet the needs and interests of the community.</p> <ul style="list-style-type: none"> • E-Sports Equipment – Gaming PCs, chairs and related peripheral equipment and games to launch new program. There are potential grant opportunities and/or partnerships being explored to offset these costs. • Greenway Enhancements – Purchase and installation of additional benches, trash cans and picnic tables to be placed along the Town’s greenways. This will provide more convenient places for people to rest and enjoy the natural surroundings. • MCP Playground Upgrades – Additional equipment to maximize use of available play space. The equipment is planned to be ground level units that are more accessible to children of different ages and physical ability levels. 	86,000
<p>Communications/Outreach Programs: Strategic initiatives to expand and advance Communications and Outreach programs. Connect Morrisville > Engaged, inclusive community Multiple Objectives.</p> <ul style="list-style-type: none"> • Website Assessment & Enhancement - Professional assistance from a website consultant to address inefficiencies with the website’s search engine and to strategically redesign and enhance the information on multiple pages. An external “expert” will allow the Town to audit the entire site and evaluate back end search configuration more efficiently. • National Community Survey – The Town conducts a national community survey every three to five years. The last survey was done in 2017. This is a turnkey, statistically constructed survey to assess satisfaction with Town services and customer service. The survey is slated to be conducted in February 2022 and includes both a mail-in and online version to enhance participation. 	65,400

Onetime Operating or Capital Impacts (Non-Routine)	Town Manager Requests
<p>Fire Apparatus Equipment (Ladder 22): Additional funds needed to purchase essential equipment for new apparatus Ladder 22 that will be delivered by the end of the fiscal year. Some equipment from a vehicle to be surplus will be used as well. Connect Morrisville > Public safety readiness Objective 4.2: Be operationally ready.</p>	50,000
<p>2021 Municipal Elections: Estimated cost of 2021 municipal election costs provided by Wake County and Durham County. This estimate is based on projected precinct staffing, polling location costs and cost for ballots/forms for elections scheduled in November 2021. It does not include any early voting locations in Morrisville. Several factors could alter this estimate, including a probable delay in elections by Cary and Raleigh. Full detailed costs will not be known until after the elections and could change if Morrisville elections are delayed. Bond referendum costs are captured separately. Connect Morrisville > Engaged, inclusive community Objective 3.4: Provide opportunities for meaningful public engagement and collaboration.</p>	39,000
<p>Miscellaneous Software Technologies: One-time cost associated with purchase of software packages to support efficient and effective work of Town departments. (Recurring annual license costs is captured separately.) Connect Morrisville > Operational Excellence Objective 5.6: Leverage the use of technology to maximize results.</p> <ul style="list-style-type: none"> • CAFR Builder and Performance Evaluation Modules - ERP System (Finance & HR) • Professional Excellence and Accountability Software (Police) 	31,600
<p>Smart Shuttle Bus Node Construction: Construction of one additional standard bus node (location to be determined). Bus node construction is phased over five years. Connect Morrisville > Improved transportation mobility and Operational Excellence Multiple Objectives.</p>	31,250
<p>TOTAL ONE-TIME EXPENDITURES</p>	<p>\$3,321,950</p>

Transfers and Capital Reserves	Town Manager Requests
<p>Fire Apparatus Capital Reserve Fund: Allocation and transfer to Capital Reserve an amount reserved to prepare for future apparatus replacement. This allocation amount has been adjusted to reflect more accurate replacement timelines and vehicle cost. This amount compensates for no allocation in FY2021. Connect Morrisville > Public safety readiness Objective 4.2 Be operationally ready.</p>	750,000
<p>Roadway & Transportation Capital Reserve: Allocation and transfer to Capital Reserve Fund equivalent to one cent (\$0.01) of the tax rate for future roadway and transportation projects identified by Town Council. Connect Morrisville > Improved transportation mobility Multiple Objectives.</p>	620,000
<p>Prepaid Acreage Fee Reserve: Allocation and transfer to existing Shiloh Water and Sewer Reserve fund to address anticipated future needs for resolution of prepaid acreage fees. Connect Morrisville > Operational Excellence Multiple Objectives.</p>	200,000
<p>Municipal Service District: Town allocation of funds to support the completion of Municipal Service District Projects. The final project, The Gables, is projected for construction in FY 2024. Connect Morrisville > Thriving, livable neighborhoods Objective 2.5: Plan and provide for current and future infrastructure.</p>	110,000
<p>TOTAL TRANSFERS AND RESERVES</p>	\$1,680,000
<p>Budgetary Priorities Total</p>	\$8,310,650

Budgetary Priorities Total	\$8,310,650
Use of ARP Funds	1,045,300
Use of ARP Funds to Replace Lost Revenues in General Fund	1,000,000
Use of MCCOA Funds	68,000
Use of Wake Transit Grant	65,350
Use of Offsetting New Revenue	\$22,800
Use of Fund Balance (General Fund & Stormwater)	2,649,200
Net Total Capacity	\$3,460,000

**Items are anticipated to be absorbed by existing resources or anticipated restricted sources.*

American Rescue Plan Fund Summary**\$2,045,300**

Small Business Programs	\$200,000
Smart City Initiatives	185,000
Affordable Housing Plan	125,000
Sustainability Solar & EV Stations	120,000
Fiscal Recovery Officer (1-year expenses)	119,300
Touchless Fixture Conversion (phases 2, 3 & 4)	100,000
Council Chamber AV Upgrades	60,000
Sidewalk Assessment	50,000
E-Sports Program Development	36,000
Morrisville Community Park Playground Upgrades	15,000
Morrisville Greenway Enhancements	35,000
General Fund Revenue Replacement	1,000,000
Total	\$2,045,300

Note: A separate fund will be established to account for and track appropriate use of American Rescue Plan funds in accordance with Treasury guidelines for eligible expenses.

Ordinance & Resolutions

TOWN OF MORRISVILLE * 100 TOWN HALL DRIVE * MORRISVILLE, NC 27560



ORDINANCE 2021-183-A OF MORRISVILLE TOWN COUNCIL TO APPROVE FISCAL YEAR 2022 ANNUAL OPERATING BUDGET & CAPITAL INVESTMENT PROGRAM

BE IT ORDAINED by the Town Council of the Town of Morrisville, North Carolina that the following anticipated fund revenues and expenditures by function, together with a financial plan, certain Fee and Charge Schedules, and certain restrictions and authorizations are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 01, 2021 and ending June 30, 2022.

Section 1. General Fund

ANTICIPATED REVENUES/TRANSFERS IN

Ad Valorem Taxes	22,753,000
Intergovernmental	10,939,200
Permit & Fees	1,448,350
Sales & Services	1,262,510
Restricted Intergovernmental	906,350
Miscellaneous	471,740
Investment Earnings	25,000
<i>Transfers (In)</i>	1,119,300
Appropriation Fund Balance	2,574,550
Total General Fund Revenues	\$41,500,000

AUTHORIZED EXPENDITURES/TRANSFERS OUT

General Government

Governing Body	8,306,900
-Administration	1,868,900
Communications & Outreach	839,600
Human Resources	524,700
Finance	818,500
Information Technology	2,732,800

Total **\$15,091,400**

Economic & Development

Engineering	927,300
Inspections	960,300
Planning	2,105,800

Total **\$3,993,400**

Public Works & Facility Management

Public Works & Facility Management	6,871,700
Powell Bill	590,000
Fleet	720,300

Total **\$8,182,000**

Public Safety

Police	4,920,400
Fire	6,651,100

Total **\$11,571,500**

Recreation & Cultural Resources

Parks & Recreation	2,661,700
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Total **\$2,661,700**

Total Expenditures **\$41,500,000**

Section 2. Healthcare Premium Fund

ANTICIPATED REVENUES

Transfer from General Fund	\$2,255,152
Transfer from Stormwater Fund	30,990
Appropriation of Fund Balance	-
Total Anticipated Revenues	\$2,286,142

AUTHORIZED EXPENDITURES

Operations – Healthcare Premiums	2,286,142
Total Anticipated Expenditures	\$2,286,142

Section 3. Municipal Service District Fund

ANTICIPATED REVENUES

Ad Valorem Special District Tax	119,000
Transfer from General Fund	110,000
Total Anticipated Revenues	\$229,000

AUTHORIZED EXPENDITURES

Operations	229,000
Total Anticipated Expenditures	\$229,000

Section 4. Debt Service Fund

ANTICIPATED REVENUES

Ad Valorem	-
Transfer from General Fund	3,807,500
Total Anticipated Revenues	\$3,807,500

AUTHORIZED EXPENDITURES

Debt Service Principal	1,869,720
Debt Service Interest	947,005
Issuance Cost	307,500
Debt Reserve	683,275
Total Anticipated Expenditures	\$3,807,500

Section 5. American Rescue Plan Act (ARPA) Fund

ANTICIPATED REVENUES

ARPA Funds	2,045,300
Appropriation Fund Balance	
Total Anticipated Revenues	\$2,045,300

AUTHORIZED EXPENDITURES

Operations	926,000
Transfer to General Fund	1,119,300
Total Anticipated Expenditures	\$2,045,300

Section 6. Stormwater Fund

ANTICIPATED REVENUES

Permits, Sales and Fees	625,000
Appropriation Fund Balance	75,000
Total Anticipated Revenues	\$700,000

AUTHORIZED EXPENDITURES

Personnel	307,110
Operations	307,900
Capital Outlay	54,000
Transfer out to Healthcare Premium Fund	30,990
Total Anticipated Expenditures	\$700,000

Section 7. Other Post-Employment Benefits (OPEB) Fund

ANTICIPATED REVENUES

Transfer from General Fund	406,600
Interest	2,000
Total Anticipated Revenues	\$408,600

AUTHORIZED EXPENDITURES

Net Assets in Trust	340,930
OPEB Benefits Paid	67,670
Total Expenditures	\$408,600

Section 8. Law Enforcement Separation Allowance Fund

ANTICIPATED REVENUES

Transfer from General Fund	98,600
Interest	250
Total Anticipated Revenues	\$98,850

AUTHORIZED EXPENDITURES

Net Assets in Trust	-
Law Enforcement Benefits Paid	98,850
Total Expenditures	\$98,850

Section 9. Levy of Taxes and Fees General Fund

- A. Under authority of GS 160A-209 there is hereby levied for Fiscal Year 2022 an Ad Valorem Tax Rate of \$0.36 per one hundred dollars (\$100.00) valuation of taxable property as listed for taxes as of January 01, 2021, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. The rate of tax is based on an estimated assessed valuation of \$6,361,200,000.
- B. Under the authority of GS 20-97, there is hereby levied an annual License Tax of thirty dollars (\$30.00) on each vehicle with the Town of Morrisville.
- C. Under authority of GS 160A-314, Session Law 2005-441 and Session Law 2011-109 the Town of Morrisville levies a Stormwater Equivalent Residential Unit (ERU) Fee at \$25.00 per Equivalent Residential Unit and hereby authorizes Wake County Revenue Department & Durham County Revenue Department to collect the ERU Fee as prescribed by the Fiscal Year 2022 Fee Schedule on behalf of the Town of Morrisville as a contracted billing service. The fee shall appear on the Annual Tax Bills. The ERU Fee is considered a restricted revenue source for the purpose of stormwater activities as prescribed by mandates. The Finance Department is hereby authorized to collect the ERU Fee from all qualifying property owners who do not otherwise receive an annual Wake County or Durham County Property Tax Statement.
- D. Under authority of GS 160A-215.1 there is hereby levied for Fiscal Year 2022 a Tax on Gross Receipts derived from retail short-term motor vehicle leases or rentals of one and one-half percent (1 ½%) of the gross receipts from the short-term lease or rental of vehicles at retail to the general public as defined in Section 105.871.1 of the North Carolina General Statutes.

Section 10. Levy of Taxes Municipal Service District

Under authority of GS 160A-536(a)(6), Session Law 2011-072 there is hereby levied for Fiscal Year 2022 an Ad Valorem Tax Rate of \$0.10 per one hundred dollars (\$100.00) valuation of taxable property located within the service district (residential subdivisions – Carpenter Park Townhomes , Carpenter Park Condominiums, Gables, Huntington Park Townhomes, Kelton II , Kelton Square Condos) as listed for taxes as of January 01, 2021, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues and in order to finance the foregoing applicable appropriations to pay the cost related to the transfer of ownership of private streets, evaluation of condition of private streets and the design/construction cost related to improving those specific private streets to public street standards to assume maintenance.

Section 11. Fee Schedule

There is hereby established for Fiscal Year 2022 various fees as contained in the Town of Morrisville's User Fee Schedule located in the Additional Information Section.

Section 12. Authorized Positions

- A. There are hereby 13 new fulltime positions and 1 three-quarter time position approved for the Fiscal Year 2022. The Authorized Positions Profile will increase to 215 fulltime positions with an estimated 38.6 part-time positions shown as full-time equivalents.
- B. Position authorizations are initially established by the annual budget ordinance. Changes to this schedule may occur during the fiscal year, as authorized by the Town Manager as reclassification of authorizations to meet the changing needs of the organization.

Section 13. Pay & Merit Plans

- A. Fiscal Year 2022 restores the merit pay benefit for all Staff. Merit awards for FY2021 Performance Evaluation Rating shall be 3%, 4.5% and 6% for Meets Expectations, Exceeds Expectations and Far Exceeds Expectations, accordingly. The average anticipated merit is projected at 4.5% overall.
- B. Job Classification adjustments resulting from the one-third annual review of positions include recognized market condition adjustments to classification. Specifically, Sworn Officers positions will be adjusted by two grade classifications, and Certified Fire Positions will be adjusted by one grade classification excluding department heads. Other positions identified within the review have also been adjusted.
- C. Provide for market adjustments necessary to remain competitive and address continued recruitment and retention issues susceptible position types.
- D. There is hereby established an authorized Fiscal Year 2022 Pay Grade Classification Schedule describing the approved positions, classifications, grades, and pay ranges as referenced in the Additional Information Section. The schedule includes an overall adjustment to the grade pay ranges of 2%. Salaries for existing employees that fall below the new minimum for their designated pay grade will be automatically adjusted to the minimum prior to adjustments to other changes and/or merit awards.
- E. There is hereby established an authorized Fiscal Year 2022 Town of Morrisville Part-time Pay Plan describing the approved position classifications, grades, and pay rates ranges as referenced in the Additional Information section.
- F. Stipends for Town Council will be adjusted annually at the same effective percentage increase as the Town's full-time employees.

Section 14. Federally Forfeited Property (DAG-71)

As it is the intent of any Federally Forfeited Property to enhance law enforcement, these funds have increased and not supplemented the departmental budget and all interest earned on said funds will also be utilized for law enforcement purposes. All forfeiture funds are hereby appropriated when received.

Section 15. Purchase Orders & Capital Outlay

All purchase orders will be pre-audited in accordance with the Local Government Budget and Fiscal Control Act and issued on all purchases over five-thousand dollars (\$5,000) including capital outlay purchases.

Section 16. Retirement Funds

As it is the intent of the Town to maintain and keep current the liability of both the LEO Separation Allowance Fund and the Retirement Healthcare Fund (OPEB), these funds will be transferred monthly from the General Fund as accumulated within the payroll accrual database.

Section 17. Healthcare Premium Fund

As it is the intent of the Town to maintain and manage the cost of rising healthcare and dental premiums, the Town will transfer anticipated employer healthcare and dental cost annually from the General Fund and direct accumulated employee contributions from the payroll system to a sub-fund of the General Fund to pay monthly premiums and retain any unused balances that may be used to offset future premium increases..

Section 18. Legal Services

There is hereby authorized for Fiscal Year 2022, an agreement with the Town Attorney for legal services establishing a monthly general legal retainer rate of \$800 to cover attendance at Town Meetings, work sessions, retreats, general consultation, advice, and the like. Charges on an hourly basis for work on specific cases and projects will be at a rate of \$220 per hour. When appropriate, assignment of legal matters to associate attorneys will occur and charges applied per hour based on a rate range of \$190 per hour for associates and \$95 per hour for paralegals. In addition, other reimbursements will include certain annual dues to professional organizations and registration/hotel fees for attending specific annual conferences.

Section 19. Special Authorization – Town Manager/Budget Officer or His/her Designee

A. Budget Transfer Authority

1. May reallocate appropriations within or across functions and/or major categories as deemed necessary and in accordance with Budget Transfer Policy. All budget transfers will be reviewed and approved by the Budget Officer or his/her designee.
2. May process interfund transfers as anticipated by the Budget Ordinance without additional approval by the Town Council.
3. May reallocate funds accrued because of personnel lapse salary for the purposes of providing the Town Manager with reasonable flexibility to mitigate unforeseen circumstances or effectively advance priorities operationally without unnecessarily appropriating from fund balance. The Town Manager will provide a formal mid-year report annually in January on the usage overall within the first six months and thereafter report to Town Council in accumulative increments of \$50,000. Use is subject to the Town Manager/Budget Officer's approval. This authority may not be designated.
4. May reallocate personnel lapse salary for staff professional development and training opportunities to promote and advance employee knowledge, skills and abilities including tuition reimbursements as outlined in the Personnel Policy.
5. May reallocate personnel lapse salary to address recruitment and retention issues within job classifications including market conditions and assessment centers.

B. Contract and/or Grants as Authority

1. May execute construction or repair projects, which do not require formal competitive bid procedures and for the purchase of apparatus, supplies, materials, service agreements, equipment and rental agreements, which are within budgeted appropriations.

2. May approve the application and execution of grant agreements to or from public and nonprofit organizations unless a grantor organization requires execution by the Town Council.
 3. May execute contracts as the lessor or lessee of real property for a maximum duration of five years or less.
- C. Special Appropriation Authorization
1. May recognize and appropriate cost share reimbursements or other reimbursement types and direct said funds back to the appropriate Departmental Budget.
 2. May recognize and appropriate donations received for restricted or special designations.
 3. May recognize and appropriate all insurance claim reimbursements received along with fees for the disposal of assets and direct said funds back to the affected department.
- D. Inter-fund Loan Authorization
1. May make inter-fund loans as necessary to meet cash flow needs for approved capital project ordinances for working capital purposes pending receipt of debt proceeds, awarded grant reimbursements or other agreements.

Section 20. Utilization of Budget Ordinance

- A. This ordinance shall be the basis of the financial plan for the Morrisville Municipal Government during Fiscal Year 2022. The Town Manager/Budget Officer shall administer the Budget and ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget.
- B. The Finance Department shall establish and maintain all records, which are in consonance with this Budget Ordinance and the appropriate Statutes of the State of North Carolina.

Section 21. Re-appropriation of Funds Encumbered in FY 2021

Operating funds encumbered on the financial records as of June 30, 2021, are hereby re-appropriated to Fiscal Year 2022.

Adopted this __ day of June 2021.

TJ Cawley, Mayor

ATTEST:

Eric W. Smith II, Town Clerk



Resolution 2021-183-B

THE MORRISVILLE TOWN COUNCIL AUTHORIZING THE WAKE AND DURHAM COUNTY REVENUE ADMINISTRATORS TO LEVY AND COLLECT SPECIFIED TAXES AND FEES ON BEHALF OF THE TOWN OF MORRISVILLE

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-209 to levy taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator and the Durham County Revenue Administrator in the amounts and from the taxpayers likewise; and

WHEREAS, the Town of Morrisville is authorized under G.S. 20-97 to levy an annual license tax on each vehicle; and

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-314 to charge a Stormwater ERU Fee; and

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-215.1 to levy a tax on gross receipts from retail short-term motor vehicle leases or rentals; and

WHEREAS, the Town of Morrisville is authorized under G.S. 160A-536(a)(6) to establish and levy a tax in a specified Municipal Service District for the purpose of converting those private residential streets to public streets for only the affected neighborhoods that by majority petition have agreed to join the district; and

WHEREAS, the Town of Morrisville adopted Fiscal Year 2022 Annual Budget Ordinance prescribes and establishes such taxes and fees:

NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL bestows the Wake County Revenue Administrator and the Durham County Revenue Administrator with full and sufficient authority to levy and collect any real or personal property taxes and/or special district tax, annual license vehicle taxes, Stormwater ERU Fee where Session Laws 2005-441 and 2011-109 authorizes collection of fee on property tax bill, and retail short-term vehicle lease or rental fee on behalf of the Town of Morrisville as prescribed and ordered in Fiscal Year 2022 Adopted Annual Budget Ordinance.

Adopted this the ___ day of June 2021.

ATTEST:

TJ Cawley, Mayor

Eric W. Smith II, Town Clerk



Resolution 2021-183 - C

THE MORRISVILLE TOWN COUNCIL INTENT TO ESTABLISH AN AMERICAN RESCUE PLAN ACT (ARPA) FUND

WHEREAS, the American Rescue Plan Act (ARPA) (H.R. 1319) was signed into law March 11, 2021 providing for \$1.9 trillion in aid packages overall, with \$350 billion earmarked specifically for State and Local governments; and

WHEREAS, the funds are non-competitive federal grant monies meant to stabilize operations from the impacts of the COVID-19 pandemic; and

WHEREAS, the Town is projected to receive approximately a total of \$8.4 million dollars distributed in two allocations with the first distribution to be received sometime between May 11 and July 11, 2021 with the second following one year after; and

WHEREAS, the deadline to utilize these funds must occur by December 31, 2024 and Staff is actively participating in weekly discussion groups to remain current on the developing guidance from the US Treasury Department; and

WHEREAS, Staff has proactively aligned within the recommended Fiscal Year 2022 Budget one-time initiatives that leverage American Rescue Plan (ARPA) resources that serves to recover loss of current and past fiscal year revenues and support transformational outcomes expected from use of ARPA funds; and

WHEREAS, the creation of a separate fund will effectively establish a dedicated framework for tracking the utilization of the relief funds for compliance and transparency purposes:

NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL hereby establishes an American Rescue Plan Fund to appropriately account for the accumulation of limited federal grant resources to manage expectations, evaluate community needs, and develop sustainable programs that spur community recovery in accordance with guidance as defined by the US Treasury Department.

Adopted this __ day of June 2021.

TJ Cawley, Mayor

ATTEST:

Eric W. Smith II, Town Clerk

Fund Summaries Revenue/Expenditures

Revenues summarized by CATEGORY

Ad Valorem	2019 Actuals	2020 Actuals	2021 Estimated Actual	2022 Projected Budget
Current & Prior Years	\$ 18,806,953	\$ 19,552,315	\$ 22,128,667	\$ 22,703,000
Penalty & Interest	\$ 34,564	\$ 32,740	\$ 62,000	\$ 50,000
Total Ad Valorem	\$ 18,841,516	\$ 19,585,055	\$ 22,190,667	\$ 22,753,000
Year Over Year % Change Total	6%	4%	13%	3%
Year Over Year \$\$ Change Total	\$ 986,342	\$ 743,539	\$ 2,605,612	\$ 562,333
Intergovernmental				
Video Programming/Telecom	\$ 649,314	\$ 589,633	\$ 646,546	\$ 659,500
Vehicle Decal Fees	\$ 528,334	\$ 569,225	\$ 600,000	\$ 600,000
Wake County Fire Tax	\$ 854,943	\$ 846,120	\$ 796,656	\$ 782,000
Fire Reimbursements	\$ 901	\$ -	\$ 10,000	\$ 15,000
Beer & Wine	\$ 109,066	\$ 112,004	\$ 115,600	\$ 119,000
Utility Sale Tax Distribution	\$ 1,727,243	\$ 1,688,487	\$ 1,640,000	\$ 1,656,400
Sales Tax Distribution	\$ 5,757,210	\$ 6,047,027	\$ 6,712,199	\$ 6,980,700
Rental Vehicle Tax	\$ 110,104	\$ 100,532	\$ 105,525	\$ 107,600
Solid Waste Disposal Tax	\$ 18,754	\$ 18,154	\$ 18,200	\$ 19,000
Total Intergovernmental	\$ 9,755,869	\$ 9,971,181	\$ 10,644,726	\$ 10,939,200
Year Over Year % Change Total	9%	2%	7%	3%
Year Over Year \$\$ Change Total	\$ 802,808	\$ 215,312	\$ 673,545	\$ 294,474
Restricted				
Powell Bill	\$ 579,013	\$ 589,678	\$ 582,737	\$ 590,000
Grants	\$ 60,253	\$ 73,557	\$ 778,449	\$ 316,350
Total Restricted	\$ 639,266	\$ 663,235	\$ 1,361,186	\$ 906,350
Year Over Year % Change Total	-32%	4%	105%	-33%
Year Over Year \$\$ Change Total	\$ (298,854)	\$ 23,969	\$ 697,952	\$ (454,836)
Permits & Fees				
Fire Department Fees	\$ 64,581	\$ 62,164	\$ 61,200	\$ 63,750
Building Permits	\$ 964,413	\$ 1,274,196	\$ 1,027,500	\$ 924,600
Engineering Fees	\$ 108,058	\$ 130,547	\$ 100,000	\$ 130,000
Planning & Zoning Fees	\$ 718,878	\$ 916,356	\$ 415,000	\$ 315,000
Officer/Civil Fees	\$ 69,790	\$ 31,307	\$ 15,000	\$ 15,000
Total Permits & Fees	\$ 1,925,719	\$ 2,414,569	\$ 1,618,700	\$ 1,448,350
Year Over Year % Change Total	4%	25%	-33%	-11%
Year Over Year \$\$ Change Total	\$ 68,546	\$ 488,850	\$ (795,869)	\$ (170,350)
Sales & Services				
Recreation	\$ 680,119	\$ 297,459	\$ 232,681	\$ 1,135,350
Rents	\$ 158,884	\$ 127,263	\$ 127,158	\$ 127,160
Total Sales & Services	\$ 839,002	\$ 424,721	\$ 359,839	\$ 1,262,510
Year Over Year % Change Total	-22%	-49%	-15%	251%
Year Over Year \$\$ Change Total	\$ (241,103)	\$ (414,281)	\$ (64,882)	\$ 902,671
Miscellaneous Revenues				
Miscellaneous Revenues	\$ 42,699	\$ 162,043	\$ 71,025	\$ 111,840
ABC Revenues	\$ 210,932	\$ 204,163	\$ 208,500	\$ 212,400
Surplus Property	\$ 52,805	\$ 74,704	\$ 50,000	\$ 80,000
Wake County Landfill	\$ 67,828	\$ 70,204	\$ 60,000	\$ 60,000
Sponsorships	\$ 8,750	\$ 7,150	\$ -	\$ 7,500
Total Miscellaneous Revenues	\$ 383,014	\$ 518,264	\$ 389,525	\$ 471,740
Year Over Year % Change Total	7%	35%	-25%	21%
Year Over Year \$\$ Change Total	\$ 25,089	\$ 135,250	\$ (128,739)	\$ 82,215

Investment Earnings	2019 Actuals	2020 Actuals	2021 Estimated Actual	2022 Projected Budget
Total Investment Earnings	\$ 400,023	\$ 247,027	\$ 13,500	\$ 25,000
Year Over Year % Change Total	36%	-38%	-95%	85%
Year Over Year \$\$ Change Total	\$ 106,571	\$ (152,996)	\$ (233,527)	\$ 11,500

Transfers In

Transfers from Capital Reserves	\$ -	\$ 1,250,000	\$ -	\$ -
Transfers from Other Fund	\$ 570,000	\$ -	\$ -	\$ 1,119,300
Total Transfers	\$ 570,000	\$ 1,250,000	\$ -	\$ 1,119,300
Year Over Year % Change Total	-54%	119%	-100%	100%
Year Over Year \$\$ Change Total	\$ (673,617)	\$ 680,000	\$ (1,250,000)	\$ 1,119,300

Fund Balance

Streets PIL Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Fund Balance	\$ -	\$ -	\$ -	\$ 2,574,550
Total Fund Balance Appropriations	\$ -	\$ -	\$ -	\$ 2,574,550
Year Over Year % Change Total	0%	0%	0%	100%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ -	\$ 2,574,550

General Fund Total	\$ 33,354,411	\$ 35,074,053	\$ 36,578,144	\$ 41,500,000
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HEALTHCARE PREMIUMS FUND

Transfer from General Fund	\$ -	\$ -	\$ -	\$ 2,286,142
Total Revenues	\$ -	\$ -	\$ -	\$ 2,286,142
Year Over Year % Change Total	0%	0%	0%	100%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ -	\$ 2,286,142

Healthcare Premiums Fund Total	\$ -	\$ -	\$ -	\$ 2,286,142
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DEBT SERVICE

Transfer from General Fund	\$ -	\$ -	\$ 3,518,700	\$ 3,807,500
Total Revenues	\$ -	\$ -	\$ 3,518,700	\$ 3,807,500
Year Over Year % Change Total	0%	0%	100%	8%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ 3,518,700	\$ 288,800

Debt Service Total	\$ -	\$ -	\$ 3,518,700	\$ 3,807,500
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AMERICAN RESCUE PLAN ACT FUND

Grant Funds	\$ -	\$ -	\$ -	\$ 2,045,300
Total Revenues	\$ -	\$ -	\$ -	\$ 2,045,300
Year Over Year % Change Total	0%	0%	0%	100%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ -	\$ 2,045,300

American Rescue Plan Act Fund Total	\$ -	\$ -	\$ -	\$ 2,045,300
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STORMWATER ENTERPRISE

Permits, Sales and Fees	\$ 694,177	\$ 747,000	\$ 725,000	\$ 615,000
Investment Earnings	\$ 28,907	\$ 18,000	\$ 2,000	\$ 10,000
Transfers from General Fund	\$ 57,800	\$ -	\$ -	\$ -
Appropriation SW Fund Balance	\$ -	\$ 755,900	\$ 197,000	\$ 75,000
Total Revenues	\$ 780,884	\$ 1,520,900	\$ 924,000	\$ 700,000
Year Over Year % Change Total	-17%	95%	-39%	-24%
Year Over Year \$\$ Change Total	\$ (154,589)	\$ 740,016	\$ (596,900)	\$ (224,000)

Stormwater Enterprise Total	\$ 780,884	\$ 1,520,900	\$ 924,000	\$ 700,000
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Expenditures Summarized by DEPARTMENT

GENERAL GOVERNMENT

Governing Body	2019 Actuals	2020 Actuals	2021 Estimated Actual	2022 Projected Budget
Total Salary and Benefits	\$ 109,028	\$ 109,722	\$ 127,800	\$ 86,098
Operations	\$ 412,157	\$ 369,189	\$ 505,885	\$ 478,150
Capital Outlay	\$ 570,000	\$ -	\$ -	\$ -
Transfers out of General Fund	\$ 6,612,800	\$ 1,160,600	\$ 4,528,700	\$ 7,742,652
Total Expenditures	\$ 7,703,985	\$ 1,639,511	\$ 5,162,385	\$ 8,306,900
Year Over Year % Change Total	12%	-79%	215%	61%
Year Over Year \$\$ Change Total	\$ 812,246	\$ (6,064,474)	\$ 3,522,874	\$ 3,144,515

FY22 Budget Priorities	Fire Apparatus Reserve Allocation	\$	750,000
	Roadway & Transportation Allocation	\$	620,000
	Prepaid Acreage Reserve Allocation	\$	200,000
	Municipal Service District Allocation	\$	110,000
	Municipal Elections	\$	39,000

Administration

Total Salary and Benefits	\$ 932,780	\$ 899,322	\$ 902,400	\$ 1,029,450
Operations	\$ 1,052,398	\$ 1,072,833	\$ 1,176,950	\$ 839,450
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,985,178	\$ 1,972,154	\$ 2,079,350	\$ 1,868,900
Year Over Year % Change Total	11%	-1%	5%	-10%
Year Over Year \$\$ Change Total	\$ 195,027	\$ (13,024)	\$ 107,196	\$ (210,450)

FY22 Budget Priorities	Wayfinding Phase 2	\$	125,000
	Insurance & Workers Compensation Premium Increases	\$	34,200
	Property Acquisition Support	\$	25,000

Communications

Total Salary and Benefits	\$ -	\$ 266,092	\$ 404,600	\$ 473,230
Operations	\$ -	\$ 63,042	\$ 184,140	\$ 366,370
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ 329,134	\$ 588,740	\$ 839,600
Year Over Year % Change Total	-	0%	79%	43%
Year Over Year \$\$ Change Total	\$ -	\$ 329,134	\$ 259,606	\$ 250,860

FY22 Budget Priorities	Social Media Coordinator	\$	92,600
	Website Assessment & Enhancement	\$	38,000
	2021 National Community Survey	\$	27,400

Human Resources

Total Salary and Benefits	\$ 308,520	\$ 348,801	\$ 420,900	\$ 436,200
Operations	\$ 76,666	\$ 117,810	\$ 108,200	\$ 88,500
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 385,186	\$ 466,611	\$ 529,100	\$ 524,700
Year Over Year % Change Total	-4%	21%	13%	-1%
Year Over Year \$\$ Change Total	\$ (15,261)	\$ 81,425	\$ 62,489	\$ (4,400)

FY22 Budget Priorities	None	\$	-
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Finance

Total Salary and Benefits	\$ 423,052	\$ 448,788	\$ 505,250	\$ 572,480
Operations	\$ 435,445	\$ 190,944	\$ 221,050	\$ 246,020
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 858,497	\$ 639,732	\$ 726,300	\$ 818,500
Year Over Year % Change Total	34%	-25%	14%	13%
Year Over Year \$\$ Change Total	\$ 215,896	\$ (218,765)	\$ 86,568	\$ 92,200

FY22 Budget Priorities	Financial Systems Manager	\$	101,000
	CAFR Builder & Performance Evaluation Modules (ERP Phase 2)	\$	32,700

Information Technology	2019 Actuals	2020 Actuals	2021 Estimated Actual	2022 Projected Budget
Total Salary and Benefits	\$ 376,189	\$ 680,479	\$ 811,500	\$ 921,000
Operations	\$ 888,664	\$ 1,226,546	\$ 1,732,900	\$ 1,811,800
Capital Outlay	\$ 354,154	\$ 267,921	\$ 100,000	\$ -
Total Expenditures	\$ 1,619,007	\$ 2,174,945	\$ 2,644,400	\$ 2,732,800
Year Over Year % Change Total	13%	34%	22%	3%
Year Over Year \$\$ Change Total	\$ 187,228	\$ 555,938	\$ 469,455	\$ 88,400

FY22 Budget Priorities	Smart City Program Manager		\$	101,000
	Security Cameras at Town Facilities		\$	96,500
	Annual Service Agreements/Lease Inflationary Cost		\$	77,000
	Hardware Replacements		\$	54,500
	Asure VM Hosting		\$	25,000
	Smart City Initiatives		\$	24,500
	Council Chamber AV Upgrades		\$	10,000

General Government Total \$ **12,551,853** \$ **7,222,087** \$ **11,730,275** \$ **15,091,400**

DEVELOPMENT

Engineering

Total Salary and Benefits	\$ 492,063	\$ 587,329	\$ 906,255	\$ 849,600
Operations	\$ 53,696	\$ 91,601	\$ 511,300	\$ 77,700
Capital Outlay	\$ 29,630	\$ 12,270	\$ 186,000	\$ -
Total Expenditures	\$ 575,389	\$ 691,199	\$ 1,603,555	\$ 927,300
Year Over Year % Change Total	-18%	20%	132%	-42%
Year Over Year \$\$ Change Total	\$ (127,698)	\$ 115,810	\$ 912,356	\$ (676,255)

FY22 Budget Priorities None \$ -

Inspections

Total Salary and Benefits	\$ 664,708	\$ 781,238	\$ 895,600	\$ 895,800
Operations	\$ 47,326	\$ 38,428	\$ 33,400	\$ 64,500
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 712,034	\$ 819,666	\$ 929,000	\$ 960,300
Year Over Year % Change Total	10%	15%	13%	3%
Year Over Year \$\$ Change Total	\$ 62,695	\$ 107,632	\$ 109,334	\$ 31,300

FY22 Budget Priorities None \$ -

Planning

Total Salary and Benefits	\$ 1,154,769	\$ 1,014,581	\$ 1,017,200	\$ 1,117,550
Operations	\$ 446,084	\$ 310,947	\$ 259,511	\$ 957,000
Capital Outlay	\$ -	\$ -	\$ 425,000	\$ 31,250
Total Expenditures	\$ 1,600,853	\$ 1,325,527	\$ 1,701,711	\$ 2,105,800
Year Over Year % Change Total	29%	-17%	28%	24%
Year Over Year \$\$ Change Total	\$ 355,919	\$ (275,326)	\$ 376,184	\$ 404,089

FY22 Budget Priorities	Land Use Plan - UDO Update		\$	150,000
	Smart Shuttle Node Construction & Operational Increases		\$	161,950

Development Total \$ **2,888,276** \$ **2,836,393** \$ **4,234,266** \$ **3,993,400**

Police	2019 Actuals	2020 Actuals	2021 Estimated Actual	2022 Projected Budget
Total Salary and Benefits	\$ 3,298,353	\$ 3,774,688	\$ 3,967,860	\$ 4,332,800
Operations	\$ 511,253	\$ 337,263	\$ 483,700	\$ 587,600
Capital Outlay	\$ -	\$ -	\$ 33,900	\$ -
Total Expenditures	\$ 3,809,606	\$ 4,111,952	\$ 4,485,460	\$ 4,920,400
Year Over Year % Change Total	1%	8%	9%	10%
Year Over Year \$\$ Change Total	\$ 42,923	\$ 302,346	\$ 373,508	\$ 434,940
FY22 Budget Priorities	Traffic Safety Unit (2)			\$ 175,800
	Police Lieutenant (1)			\$ 108,100
	Professional Excellence & Accountability Software			\$ 8,100

Public Safety Total \$ 9,405,907 \$ 12,600,349 \$ 11,044,249 \$ 11,571,500

PARKS & RECREATION

Parks

Total Salary and Benefits	\$ 1,390,840	\$ 1,339,815	\$ 1,686,575	\$ 1,995,600
Operations	\$ 238,385	\$ 280,862	\$ 422,294	\$ 666,100
Capital Outlay	\$ 29,454	\$ 1,400	\$ -	\$ -
Total Expenditures	\$ 1,658,679	\$ 1,622,077	\$ 2,108,869	\$ 2,661,700
Year Over Year % Change Total	-13%	-2%	30%	26%
Year Over Year \$\$ Change Total	\$ (251,550)	\$ (36,602)	\$ 486,792	\$ 552,831

FY22 Budget Priorities	Senior Center Community Services Supervisor			\$ 117,800
	Center Aide 3/4 MAFC			\$ 26,000
	E-Sport Programs			\$ 22,800
	Fitness Equipment Replacement			\$ 21,000
	MAFC Marketing Support			\$ 12,000
	Shiloh Park & Luther Green Center Lease			\$ 9,000

Parks & Recreation Total \$ 1,658,679 \$ 1,622,077 \$ 2,108,869 \$ 2,661,700

General Fund Total \$ 31,550,527 \$ 30,712,877 \$ 35,737,013 \$ 41,500,000

HEALTHCARE PREMIUMS

Personnel	\$ -	\$ -	\$ -	\$ 2,286,142
Transfers	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ 2,286,142
Year Over Year % Change Total	0.0%	0.0%	0.0%	100%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ -	\$ 2,286,142

FY22 Budget Priorities	Healthcare Premiums Increase			\$ 129,000
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Healthcare Premiums Total \$ - \$ - \$ - \$ 2,286,142

DEBT SERVICE

Principle/Interest	\$ 2,130,414	\$ 3,492,066	\$ 3,144,290	\$ 2,816,725
Administrative Cost	\$ -	\$ -	\$ 26,500	\$ 307,500
Reserve	\$ -	\$ -	\$ 347,910	\$ 683,275
Total Expenditures	\$ 2,130,414	\$ 3,492,066	\$ 3,518,700	\$ 3,807,500
Year Over Year % Change Total	-2.6%	63.9%	0.8%	8.2%
Year Over Year \$\$ Change Total	\$ (56,966)	\$ 1,361,652	\$ 26,634	\$ 288,800

FY22 Budget Priorities	Bond Referendum Cost			\$ 307,500
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Debt Service Total \$ 2,130,414 \$ 3,492,066 \$ 3,518,700 \$ 3,807,500

AMERICAN RESCUE PLAN ACT FUND	2019 Actuals	2020 Actuals	2021 Estimated Actual	2022 Projected Budget
Operations	\$ -	\$ -	\$ -	\$ 926,000
Transfers	\$ -	\$ -	\$ -	\$ 1,119,300
Total Expenditures	\$ -	\$ -	\$ -	\$ 2,045,300
Year Over Year % Change Total	0.0%	0.0%	0.0%	100%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ -	\$ 2,045,300

FY22 Budget Priorities	General Fund Revenue Replacements	\$ 1,000,000
	Small Business Programs	\$ 200,000
	Smart City Initiatives	\$ 185,000
	Affordability Housing Plan	\$ 125,000
	Sustainability Solar & EV Stations	\$ 120,000
	Fiscal Recovery Officer (1-Year Expenses Transferred to General Fund)	\$ 110,300
	Touchless Fixture Conversion (phase 2, 3 & 4)	\$ 100,000
	Council Chambers AV Upgrades	\$ 60,000
	Sidewalk Assessment	\$ 50,000
	E-Sports Program Development	\$ 36,000
	Morrisville Greenway Enhancements	\$ 35,000
	Morrisville Community Park Playground Upgrades	\$ 15,000

American Rescue Plan Act Fund Total	\$ -	\$ -	\$ -	\$ 2,045,300
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STORMWATER ENTERPRISE

Total Salary and Benefits	\$ 256,976	\$ 267,630	\$ 325,660	\$ 307,110
Operations	\$ 228,947	\$ 195,869	\$ 108,300	\$ 307,900
Capital Outlay	\$ -	\$ -	\$ 10,000	\$ 54,000
Transfers out to capital project	\$ 475,000	\$ 984,250	\$ -	\$ 30,990
Total Expenditures	\$ 960,923	\$ 1,447,749	\$ 443,960	\$ 700,000
Year Over Year % Change Total	161%	51%	-69%	58%
Year Over Year \$\$ Change Total	\$ 592,715	\$ 486,826	\$ (1,003,789)	\$ 256,040

FY22 Budget Priorities	None	\$ -
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Stormwater Enterprise Total	\$ 960,923	\$ 1,447,749	\$ 443,960	\$ 700,000
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Note: Debt previously reported within the General Fund has been shifted to a separate Debt Service Fund as of FY2021. Funds necessary to fund the first year are shown through the General Fund as a transfer out to the Debt Service Fund.

Note: Merit awards, retirement increases and upfit cost for new positions were not called out specifically in this illustration. Cost are distributed across departments.

Capital Investment Program (CIP)

The CIP is a long-range planning tool that provides strategic guidance to effectively align potential resources and potential financing illustrating how priority projects may be implemented within a 5-Year period. The CIP demonstrates Active Projects, Future Conceptual Projects, proposed Funding Plan and anticipated Debt Obligation. The anticipated capital budget in this CIP will be appropriated following a successful 2022 Bond Referendum. The CIP and project alignment is evaluated annually.

Included in the CIP are Council's recent reprioritized ranking of projects largely consider unfunded to begin planning for the next wave of projects.

The CIP Chart below exhibits planned "Active Projects" having some level of designated funding or planned use of debt. (Larger format provided.)

Active Projects	Council Ranking 2021	Prior Years	Anticipated Capital			Future Planning Years			TOTAL
			FY2022	FY2023	FY2024	FY2025	FY2026	Future	
Bicycle & Pedestrian									
Sidewalk Connectivity & NCDOT Betterments*	Active		1,000,000	2,000,000					\$ 3,000,000
Parks & Recreation									
Crabtree Creek Nature Park*	Active	500,000		4,000,000					\$ 4,500,000
Church Street Park Expansion & Cricket Field Upgrades (NEW)	7			2,300,000	2,450,000				\$ 4,750,000
Dog Park (without land purchase)	4			1,400,000					\$ 1,400,000
Future Town Park Sites*	Active		2,300,000	2,100,000	2,900,000			4,000,000	\$ 11,300,000
Morr Comm Park Phase 3*	Active	700,000	2,000,000						\$ 2,700,000
Public Facility									
Fire Station 3 - Harris Mill*	Active	2,500,000	5,500,000						\$ 8,000,000
Fire Station 2 - Relocation	3	300,000						6,300,000	\$ 6,600,000
Emergency Traffic Pre-emption	Active	350,000							\$ 350,000
Public Works Facility**	Active	1,300,000	16,000,000						\$ 17,300,000
Transportation									
NC54 Traffic Congestion Mitigation - Airport Boulevard Ext Ph I*	Active	1,000,000	7,000,000						\$ 8,000,000
Other NC54 Traffic Congestion Mitigation Projects*	Active						5,500,000		\$ 5,500,000
Total Active Projects		6,650,000	17,800,000	27,800,000	5,350,000	-	5,500,000	10,300,000	\$ 73,400,000

The CIP Chart below exhibits "Future Conceptual Projects" that primarily are considered under development. These project concepts are largely unfunded until resource capacity and/or debt affordability can be identified in order to activate these future capital investment projects. (Larger format provided.)

Future Conceptual Projects	Council Ranking 2021	Prior Years	FY2022	FY2023	FY2024	FY2025	FY2026	Future	TOTAL
Bicycle & Pedestrian									
Crabtree Creek Greenway South Loop	14						100,000	593,000	\$ 693,000
Sawmill Creek Greenway & Stream Restoration	13							7,455,000	\$ 7,455,000
Parks & Recreation									
Cedar Fork Elementary Field	15				769,000				\$ 769,000
Cedar Fork District Park Field Improve	8				850,000		1,300,000	1,550,000	\$ 3,700,000
Cedar Fork District Park General Improvements	10				1,100,000		1,100,000		\$ 2,200,000
Historic Page Homesite	17							900,000	\$ 900,000
Recreation Center in Town Center	19							13,800,000	\$ 13,800,000
Shiloh Park Improvements (NEW)	TBD							653,000	\$ 653,000
Town Green	12							1,500,000	\$ 1,500,000
Public Facility									
Pugh House	TBD							-	\$ -
Town Center Parking Lot	20							1,500,000	\$ 1,500,000
Town Hall Replacement	16							-	\$ -
Town Multi-Purpose Meeting Space	9							-	\$ -
Train Depot	21							625,000	\$ 625,000
Transportation									
Church Street North Bypass	11							11,300,000	\$ 11,300,000
International Drive Extension	18							3,140,000	\$ 3,140,000
Total Future Conceptual Projects		-	-	-	-	2,719,000	2,500,000	43,016,000	\$ 48,235,000
Total Capital Investment Program		6,650,000	17,800,000	27,800,000	5,350,000	2,719,000	8,000,000	53,316,000	\$ 121,635,000

Notes: * Potential Bond Project(s); ** Potential Installment Financing Project(s). Cost shown above are based on estimates, include contingencies and cost modifier for inflationary adjustments over time. Cost are subject to change.

The following Fund Plan and anticipated Debt Obligation demonstrate how Active and Future Projects may be funded utilizing forms of debt financing, and/or combinations of other resources. Projects not funded are identified in the plan.

FUNDING PLAN	Prior Years	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Future	TOTAL
Parkland Payment in Lieu Anticipated Reserves	1,200,000		3,700,000					\$ 4,900,000
Other Reserve Funds	2,950,000							\$ 2,950,000
LAPP Grant Funds	3,800,000							\$ 3,800,000
Bond Referendum (Proposed)	2,500,000	14,000,000	8,100,000	2,900,000		5,500,000	4,000,000	\$ 37,000,000
Other Financing			16,000,000					\$ 16,000,000
Not Funded				2,450,000	2,719,000	2,500,000	49,316,000	\$ 56,985,000
Total Funding Assumptions	6,650,000	17,800,000	27,800,000	5,350,000	2,719,000	8,000,000	53,316,000	\$ 121,635,000

DEBT OBLIGATION as Annual Debt Service	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Current Annual Debt Service	\$ 2,816,717	\$ 2,693,571	\$ 2,615,630	\$ 2,533,839	\$ 2,459,248	\$ 2,384,557
New Proposed Debt		\$ 1,615,000	\$ 3,265,850	\$ 3,591,345	\$ 3,503,528	\$ 4,769,460
Total Debt	\$ 2,816,717	\$ 4,308,571	\$ 5,881,480	\$ 6,125,184	\$ 5,962,776	\$ 7,154,017
Tax Increment to Support New Debt Service = \$0.03		\$ 1,973,274	\$ 2,032,472	\$ 2,093,446	\$ 2,156,250	\$ 2,220,937
General Fund	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
Use of Debt Reserve						
Surplus/(Deduction)	683,283	1,164,703	(349,008)	(531,738)	(306,526)	(1,433,080)
Debt Reserve Fund Balance	\$ 1,039,124	\$ 2,203,827	\$ 1,854,819	\$ 1,323,081	\$ 1,016,555	\$ (416,525)

Notes: Annual Debt Service is projected based on current assumptions to dedicate a 3 Cent tax increment to pay for planned debt, applying a 3% annual growth factor for existing revenues and utilizes level principle amortization.

Updated 5/5/21

CIP Project Summary

The summary provides an abbreviated narrative of supporting information about each project types.

* Potential Bond Project(s); ** Potential Installment Financing Project(s). Cost shown above are based on estimates, include contingencies and cost modifier for inflationary adjustments over time. Cost are subject to change.

Project Title	Location	Strategic Goal	Justification	Brief Scope	Estimated Cost
Bicycle & Pedestrian					
Crabtree Hatcher Creek Greenway Loop	Along Crabtree Crossing Parkway from Morrisville Parkway to Crabtree Hatcher Creek Greenway	Improved Transportation Mobility	Serves the interest of mobility and connectivity. This would be an east side of road service enhancement. There is an existing sidewalk service on west side of road.	Improve greenway connectivity and non-vehicular transportation from Crabtree Hatcher Creek Greenway - extend an extension 0.50 miles along Crabtree Crossing from Morrisville Parkway to current stub - within existing ROW. This would be an 8 to 10 foot wide path	\$693K
Sawmill Creek Greenway & Stream Restoration/BMP	Between Church Street and NC54 - west side of railroad tracks	Improved Transportation Mobility	To improve pedestrian options and expand greenway system to connect Town Center to Indian Creek Trailhead and to Crabtree Hatcher Creek Greenway. Close proximity to Historic Church parking lot. Stream restoration should be completed prior to or in conjunction with greenway expansion to address water and erosion control issues that currently exist. Potential grant opportunities may be possible with CMAQ, Wake County Open Space, PARTF and CWMT.	Restore 0.4 miles of Sawmill Creek stream from erosion issues and develop 1.75 miles of greenway trail running north to south along the Sawmill Creek stream and rail corridor. This will enhance greenway trail network and connectivity to other greenway systems.	\$7.5M
Sidewalk Connectivity & NCDOT Project Betterments*	Various Prioritized Sidewalks Segments Across Town	Improved Transportation Mobility; Thriving and Livable Neighborhoods	2015 Sidewalk Program Development Policy outlines prioritized segments of sidewalks/betterments across Town identifying those in progress, scheduled by NCDOT either in whole or in partnership with Town and those remaining as future Town funded segments. Update in progress.	To design and construct sidewalk gap segments and other NCDOT betterments to improve pedestrian mobility and connectivity across Town based on prioritization.	\$3M
Parks & Recreation					
Cedar Fork Elementary Park	Town Hall Drive at Cedar Fork Community Center	Engaged, Inclusive Community	Existing field areas could accommodate additional youth, middle and adult programming. The land is part of a joint use agreement with school system, no land acquisition required. The existing Community Center provides for parking and restroom facilities.	Create a flexible Multi-purpose field at Cedar Fork Community Center to accommodate different recreational programs (youth soccer, lacrosse, etc....) with lighting to enhance programming options.	\$769k

Project Title	Location	Strategic Goal	Justification	Brief Scope	Estimated Cost
Cedar Fork District Park Field Improvements	Aviation Parkway/NC54	Engaged, Inclusive Community	The Parks Master Plan supports enhancing existing park assets. The facility compliments Crabtree Hatcher Creek Greenway system and future Crabtree Creek Nature Park. With some improvements, the fields could support a variety of sports/tournament play. This site is leased through Wake County.	Improve irrigation, lighting, and add a secondary access point to allow the site to have versatilely, greater functionality, improved safety and better overall flow.	\$3.7M
Cedar Fork District Park General Site Enhancements	Aviation Parkway/NC54	Engaged, Inclusive Community	The Parks Master Plan supports enhancing existing park assets through effective upgrades and expansions that improve maintenance and care of existing facilities that may influence programs and offerings provided by a growing community.	Improves several aesthetic and functional elements within the existing park such as landscaping, replacing restroom facility, better signage, resurfacing gravel parking lot and other amenities.	\$2.2M
Crabtree Creek Nature Park*	Abuts Cedar Fork District Park and Crabtree Creek Greenway trail; located just off NC54 at Keybridge Drive	Engaged, Inclusive Community	The Parks Master Plan supports this type of park amenity; could serve as trailhead with commuters for Crabtree Hatcher Creek Greenway, town owned property - providing a needed playground amenity in that service area.	Passive recreation with nature park - includes a parking lot, a picnic shelter with restrooms, a playground, an open play green space, and walking trails through wetland and forested areas. Educational interpretive signage would be installed throughout the site to describe the different wildlife and environmental aspects of the park.	\$4.5M
Church Street Park Expansion & Cricket Field Upgrades (NEW)	Church Street Park	Engaged, Inclusive Community; Economic Prosperity	There is interest from private leagues to partner with the Town to host professional cricket leagues that will attract tourism and international matches. The partnership would include some level of shared funding.	An expansion project to enhance the existing park. Phase I would improve the Cricket facility by adding improved pitches; increased seating areas, safety netting, broadcasting features and other elements that support tournament level league play and partnerships. Phase II would utilize town owned property (3.4 acres) to add new amenities (i.e. practice pitches, basketball court, restroom/shelter, road improvements and sidewalk along Church St. with associated stormwater controls.	\$4.7M

Project Title	Location	Strategic Goal	Justification	Brief Scope	Estimated Cost
Dog Park	To Be Determined	Engaged, Inclusive Community	Expressed interest through citizen survey and master plan process. Would be a new service area to define. The size and scope of the facility may vary depending on available property and/or cost factors. May require land acquisition or could be combined in an existing location.	Construct an off-leash dog park facility of approximately 2 - 3 acres that includes separate space for small dogs and large dogs. The ideal site would include parking, restrooms, small shelters and access-controlled gate system.	\$1.4M
Future Town Parks & Open Space*	Undeveloped or Available Land	Thriving, Livable Neighborhoods	To protect limited open space through the acquisition of parkland as identified by the Parks Master Plan over the next 10 years with a variety of park classifications contributing to the overall total acreage of parkland. This could include focus areas within the Town Center, historic preservation and open green spaces. Additionally support by the Land Acquisition Policy.	Develop a robust park system with adequate acreage and various park types, equitably distributed throughout Town. This project would only include land for the future public purpose of parks and open space aligning with the Town's land acquisition policy goals.	\$7.3M
Historic Page Homesite	116 South Page Street and other Town owned property in proximity across from Town Hall	Engaged, Inclusive Community	The Page House is oldest standing home in Town and is on National Historic Register and is not owned by the Town. A supported goal of the Parks Master Plan is to develop a unique open space which provides for a strong identity connecting natural features to historic elements. The Town owns the former Go Triangle site across from Town Hall and owns the historic Pugh House that are in proximity.	Create a unique heritage park with natural open space that commemorates the Town's historic and agricultural heritage. Amenities may include historic museum space, art exhibits, interpretive signage and agricultural educational exhibits.	\$900K
Morrisville Community Park Phase III*	Kudrow Lane parking Lot,	Engaged, Inclusive Community, Thriving, Livable Neighborhoods	The Parks Master Plan supports such amenities. Will allow for program expansion and partnership opportunities to meet the growing needs of community. Improves park access and safety.	Enhanced recreation amenities in existing Morrisville Community Park. Will connect adjacent communities to the park and the greenway system with hard surface walking trails, tennis courts, pickleball courts, small shelter and restroom. Walking trails from adjacent communities through the wooded areas and miscellaneous site amenities.	\$2.7M
Recreation Center in Town Center	Town Center Core	Engaged, Inclusive Community; Thriving, Livable Neighborhoods	To provide a variety of recreation opportunities that align to the goals of Parks Master Plan and Town Center Vision. The project scope will be impacted by the current development of the Town Center Project. This item is currently envisioned as a later phase.	Build a new Recreation Center to serve as a community focal point to improve program offerings (i.e. gym, multi-purpose rooms, senior & youth programs, indoor activities, office/storage space).	\$13.8M
Shiloh Park Improvements	922 Church Street and Barbee Road	Engaged, Inclusive Community; Thriving Livable Neighborhoods	One of the older parks with aging basketball court, drainage issues and outdated playground equipment. The design process is estimated to take about six months with another six to eight months for bidding and construction combined.	Renovation could include: Larger basketball court, fencing & lights, adding new concrete sidewalks & bleacher pads, installing code compliant accessible parking spaces using concrete wheel stops to improve ADA parking, and renovating the playground with new playground surfacing and equipment.	\$653K

Project Title	Location	Strategic Goal	Justification	Brief Scope	Estimated Cost
Town Center Green	Town Center Core in proximity of Carolina Street and Healthy Food Hub	Engaged, Inclusive Community; Thriving, Livable Neighborhoods	To provide a unique gathering place and desired open space that compliments other vision elements of Town Center. The project scope is subject to change based on the development and direction of Town Center. The Parks Master Plan identifies need for public gathering spaces. Cost will depend on size and scale of space available.	Develop a public gathering place and open space in Town Center area for events, multi-use, and passive recreation amenities that draw people to Town Center as a destination.	\$1.5M
Public Facilities (Including Public Safety)					
Fire Station 3 - Harris Mill*	1021 Harris Mill Road	Public Safety Readiness	Town has acquired 6.3 acres of land to construct a new Fire Station to relocate fire resources currently co-existing on a share site in the Town of Cary. Currently in design.	Fire station will use 2.5 acres for station with remaining acres viable for a future use to be determined. Building sqft 15,700, double deep bays with administration and personnel quarters for 27 staff, including an EMS bay on side. Site may require some road frontage improvements.	\$8M
Fire Station 2 - Relocation	Paramount Parkway/Wake Tech Site	Public Safety Readiness	While NCDOT road improvement will no longer render facility unusable, the building is reaching its life expectancy. The Town is purchasing land from Wake Tech and the location will allow us to improve distribution and cover a higher percentage of addresses in town within both 1.5 and 2.5 mile range which should improve first due response times.	Relocate and construct Fire Station 2 on the Wake Tech site with a 12,000 to 15,000 Sq foot, two bay station with an EMS option to meet growing community needs within the service area.	\$6.6M
Emergency Traffic Pre-emption	Targeted intersections near Fire Station facilities	Operational Excellence	This technology is a proven hazard mitigation tool that can reduce intersection crashes between emergency vehicles and other vehicles by up to 70 percent, eliminate priority conflicts in the intersections and grant the right of way to the emergency vehicles, improve response times by up to 25 percent, and reduce the Town of Morrisville's potential liability.	Allows emergency vehicles to safely navigate intersections by utilizing Infrared Technology to communicate with the traffic lights in intersections. As an emergency vehicle approaches the intersection, a transponder on the top of the emergency vehicle communicates with a detector installed on the traffic light and safely turns the light green for the emergency vehicle and provide it with the right of way. This service will also be added to all Police Department vehicles.	\$350K
Public Works Facility**	Existing site located at 414 Aviation Parkway	Operational Excellence	Existing asset replacement; site/access improvements, partnership with Wake County Convenience Site; current facility has reach end of life - originally built in 1988 and expanded in 2000.	Construct a new public works facility on existing site to include a administration/fleet building, workshop/ storage building and vehicle/equipment storage building. Includes road frontage improvements.	\$17.3M

Project Title	Location	Strategic Goal	Justification	Brief Scope	Estimated Cost
Pugh House (NEW)	Page Street & Morrisville Carpenter Road	Engaged, Inclusive Community	Existing owned structure that has overall historic value to the Community. The Town has invested funds to secure and take care of exterior façade, but the interior is currently not habitable. The cost will vary depending of the desired programmed use of the facility. Cost will vary depending on use and condition to bring up to code.	Renovate interior and construct adequate parking to return the facility to a functional use as a small office; historic center, meeting space and/or other.	TBD
Town Center Parking Lot	Town Center Core	Economic Prosperity	To meet a growing need for additional parking in Town Center Core area for public centers, Food Hub, complementary support for private interest and space flexibility for Town events. This project will be impacted by the overall vision of the Town Center demonstration project that may impact cost.	Public parking lot to support community use and business development in the Town Center. The original concept was for surface parking, through a public-private partnership other parking structures might be more viable solutions and therefore can impacts cost.	\$1.5M
Town Hall Replacement	Town Center	Operational Excellence	Town Hall was built in 1992. The space needs within the existing Town Hall having exceed maximum capacity. There are limited opportunities to expand the facility to meet growing needs according to space study assessments.	Build a new Town Hall in the Town Center area address both current and future space capacity needs, provide improved meeting and flexible space and recombined service departments within a central location.	TBD
Town Multi-Purpose Meeting Space	Town Center	Operational Excellence	There are limited opportunities to expand existing Town Campus facilities to meet growing needs according to space study assessments. Flexible meeting space was identified as a critical need for both employees and community gathering needs/interest.	Build a new flexible multi-purpose facility that will allow for both community program/meeting space as well as organizational meeting space for staff.	TBD
Train Depot	Corner of Morrisville Carpenter Road and NC54 - original location	Thriving, Livable Neighborhoods	The Town has a strong railroad history. A small train depot structure was an integral part of the Town's infrastructure and was once located in the vicinity of Old Fire Station One and the historic Pugh House. Alternatives may exist to combine as an amenity with other larger project concepts.	Create a replica Train Depot - to symbolize and preserve Town's unique railroad heritage. The depot can serve as an iconic gateway to Town Center in combination with Historic Page Homesite.	\$625K
Transportation					
Church Street North Bypass	Town Hall Drive at Harris Mill Road to Ferntree Court at New Mason Farm in Providence Place	Improved Transportation Mobility	Supported by Transportation Plan which identifies the extension as a secondary access to Church Street Park and Providence Place. Establishes an alternative north-south connection in Town to improve mobility in area. The land area is within RTP with significant topography and stream crossings.	Provide a future north-south connection on west side of Church Street between McCrimmon Parkway and NC540. Location starts at Town Hall Drive at Harris Mill Road extends north to Ferntree Court at New Mason Farm.	\$11.3M

Project Title	Location	Strategic Goal	Justification	Brief Scope	Estimated Cost
International Drive Extension	Northern terminus of International Drive to Intersection of Airport Boulevard	Improved Transportation Mobility	The extension will likely occur with private development. The improvement may allow truck traffic to use either Airport Blvd. or Aviation Parkway to access I-40, shifting heavy truck movements in area. The Transportation Plan identifies this as a long-term project.	Extend International Drive 0.35 miles - current northern terminus to intersect with Airport Boulevard - 3-lane roadway within 80ft ROW.	\$3.1M
NC54 Traffic Congestion Mitigation - Airport Boulevard Extension Phase I*	Between the Intersection of Garden Square Lane Church Street	Improved Transportation Mobility	Provides an important east-west route. The extension will also tie into a future grade separation of Airport Boulevard and the railroad/NC 54, creating an east-west connection from Davis Drive to I-40 and the airport. Most of the right-of-way was designated in prior years, only one additional parcel would be necessary to complete. The extension will qualify for LAPP funds from CAMPO; the segment is supported by the Comprehensive Transportation Plan.	Design and construct Phase I of the extension of Airport Boulevard (0.77 miles) from current terminus near Garden Square Lane to Church Street. The planning-level cost estimate provided includes engineering, ROW purchase and roadway construction. The improvement would include a 4-Lane cross-section divided with a 17.5 - 31 foot-wide median, a 10-foot sidepath on the south side and 5-foot sidewalk on the north side, and wide outside lanes.	\$8M
Other NC54 Traffic Congestion & Mitigation*	Various Intersection and/or Betterments Along NC54	Improved Transportation Mobility	The NC 54 & More Feasibility Study indicates significant cost (\$74M estimated by CAMPO/NCDOT SPOT 6.0 price last summer) to widen NC54 from Keybridge Drive to Perimeter Parkway. The Town recognizes traffic congestion and flow are significantly hindered across town from growth and commuter traffic. The cost exceed the Town's capacity and must continue to apply a regional approach. Smaller impactful projects at strategic cross-sections may improve traffic flow.	Improve various intersections, turn lanes and other betterments along NC54 corridor and cross-sections that will help mitigate traffic congestion and flow issues while continuing to work through CAMPO, NCDOT and other neighboring communities for a regional solution to the larger widening project.	\$5.5M

Positions & Pay Grade Classification

Position Change Summary

Full-time	2019	2020	2021	Proposed 2022	FY Changes
General Government					
ADMINISTRATION	9	5	6	7	1
COMMUNICATIONS/OUTREACH	-	4	4	5	1
HUMAN RESOURCES	3	3	4	4	0
FINANCE	5	5	5	6	1
INFORMATION TECHNOLOGY	4	6	7	8	1
	23	23	26	30	4
Public Safety					
POLICE	45	45	46	49	3
FIRE	54	58	58	61	3
	99	103	104	110	6
Development					
INSPECTIONS	8	10	10	10	0
PLANNING	12	12	12	12	0
ENGINEERING	7	8	8	8	0
STORMWATER	3	3	3	3	0
	30	33	33	33	0
Public Works					
	20	22	23	25	2
Parks & Recreation					
	12	15	16	17	1
GRAND TOTAL FULL-TIME	184	196	202	215	13
Part-time	2019	2020	2021	Proposed 2022	FY Changes
INFORMATION TECHNOLOGY	0.25	0.25	0.25	0.5	0.25
FIRE	18	18	18	3	-15
POLICE	1.3	2.3	2.3	2.3	-
PLANNING	-	-	-	-	-
PUBLIC WORKS	2	2	2	2	-
PARKS & RECREATION	18.8	25.05	30.05	30.80	.75
GRAND TOTAL PART-TIME	40.35	47.60	52.60	38.6	0.80
TOTAL ALL POSITIONS	224.35	243.60	254.60	253.6	13.80

Fulltime Pay Grade Classification Fy2022 – Effective July 1, 2021

Grade	Beginning	End	Classification Title
11	31,643	50,630	RECEPTIONIST (inactive)
			ADMINISTRATIVE SUPPORT ASSISTANT
12	33,225	53,160	COMMUNITY CENTER CUSTOMER SERVICE REPRESENTATIVE (30 HOUR)
			RECREATION PROGRAM LEADER (30 HOUR)
			WATER SAFETY SPECIALIST (30 HOUR)
			ATHLETIC FACILITIES MAINTENANCE TECHNICIAN I
13	34,888	55,818	GROUPS MAINTENANCE TECHNICIAN I
			STREET MAINTENANCE TECHNICIAN I
			PLANNING ASSISTANT (inactive)
14	36,631	58,610	SENIOR WATER SAFETY SPECIALIST
			ATHLETIC FACILITIES MAINTENANCE TECHNICIAN II
15	38,463	61,541	GROUPS MAINTENANCE TECHNICIAN II
			POLICE RECORDS TECHNICIAN (inactive)
			STREET MAINTENANCE TECHNICIAN II
			SENIOR ADMINISTRATIVE SUPPORT ASSISTANT
16	40,385	64,617	SENIOR ATHLETIC FACILITIES MAINTENANCE TECHNICIAN (inactive)
			ACCOUNTING TECHNICIAN
17	42,404	67,848	PAYROLL ADMINISTRATOR
			PERMIT TECHNICIAN
			ADMINISTRATIVE SUPPORT SPECIALIST
18	44,526	71,241	ATHLETICS PROGRAM SPECIALIST
			FACILITIES MAINTENANCE TECHNICIAN
			FITNESS PROGRAM SPECIALIST
			MECHANIC
			RECREATION PROGRAM SPECIALIST
			BUILDING CODES INSPECTOR I
19	46,752	74,803	DEVELOPMENT SERVICES COORDINATOR
			FIREFIGHTER
			PLANNING TECHNICIAN

Grade	Beginning	End	Classification Title
20	49,090	78,543	ATHLETICS SUPERVISOR
			CODE ENFORCEMENT OFFICER
			HUMAN RESOURCES SPECIALIST
			INSPECTIONS CUSTOMER SERVICE SUPERVISOR
			MAFC MARKETING AND MEMBERSHIP COORDINATOR
			POLICE SUPPORT SERVICE ANALYST
			SENIOR FACILITIES MAINTENANCE TECH
21	51,544	82,470	ATHLETICS FACILITIES MAINTENANCE SUPERVISOR
			AQUATICS MANAGER
			BUILDING CODES INSPECTOR II
			COMMUNITY RELATIONS LIAISON
			ENGINEERING INSPECTOR (inactive)
			GROUNDS MAINTENANCE SUPERVISOR
			MARKETING & EVENTS SPECIALIST
			MASTER FIREFIGHTER
			PLANNER I
			POLICE OFFICER I
			SENIOR MECHANIC
STREET MAINTENANCE SUPERVISOR			
22	54,120	86,593	HUMAN RESOURCES ANALYST (inactive)
			MASTER POLICE OFFICER
			TOWN CLERK
23	56,826	90,923	ENVIRONMENTAL SPECIALIST
			FIRE ENGINEER
			PARKS AND RECREATION PLANNER
			PLANNER II
			PROJECTS COORDINATOR (inactive)
			PUBLIC WORKS OPERATIONS ANALYST
			SENIOR BUILDING CODES INSPECTOR
SUSTAINABILITY PROGRAMS COORDINATOR			

Grade	Beginning	End	Classification Title
24	59,668	95,469	COMMUNITY CENTER SUPERVISOR
			FACILITIES AND FLEET SUPERINTENDENT
			FIRE LIEUTENANT
			INFORMATION TECHNOLOGY SUPPORT ANALYST I
			MANAGEMENT AND BUDGET ANALYST
			PARKS & GROUNDS SUPERINTENDENT (inactive)
			PROGRAMS COORDINATOR (inactive)
			PUBLIC INFORMATION OFFICER
			PURCHASING & CONTRACT MANAGER
			SENIOR POLICE OFFICER
25	62,651	100,243	ENGINEERING TECHNICIAN
			SENIOR HUMAN RESOURCES ANALYST
			SENIOR PLANNER
26	65,784	105,255	ASSISTANT FIRE MARSHAL
			INSPECTIONS OPERATIONS MANAGER
			FINANCIAL SYSTEMS MANAGER
			FIRE CAPTAIN
			INFORMATION TECHNOLOGY SUPPORT ANALYST II
			POLICE CORPORAL
			PUBLIC WORKS OPERATIONS MANAGER (inactive)
			RECREATION SUPERINTENDENT
			RISK MANAGER
SMART CITY PROGRAM MANAGER			
SPECIAL PROJECTS COORDINATOR (inactive)			
STRATEGIC PERFORMANCE MANAGER			

Grade	Beginning	End	Classification Title
27	69,073	110,517	BUDGET MANAGER (inactive)
			DEPUTY FIRE MARSHAL
			DEVELOPMENT SERVICES SUPERVISOR
			FIRE TRAINING OFFICER
			GIS MANAGER
			NETWORK AND SECURITY ADMINISTRATOR
			POLICE SERGEANT
			PRINCIPAL PLANNER
			SENIOR IT ANALYST
			STORMWATER ENGINEER
28	72,526	116,043	CAPITAL PROJECTS MANAGER
			CONTROLLER
			PLANNING MANAGER
			FISCAL RECOVERY OFFICER
29	76,152	121,845	LONG RANGE PLANNING MANAGER
			ASSISTANT PLANNING DIRECTOR
			BATTALION CHIEF
30	79,960	127,938	FIRE MARSHAL
			POLICE LIEUTENANT
			ASSISTANT PUBLIC WORKS DIRECTOR
			IT OPERATIONS MANAGER
31	83,958	134,335	SENIOR CAPITAL PROJECTS MANAGER (inactive)
			STORMWATER ENGINEER MANAGER
32	88,157	141,052	POLICE CAPTAIN
			ASSISTANT FIRE CHIEF

Grade	Beginning	End	Classification Title
			ASSISTANT TOWN MANAGER
			CHIEF INFORMATION OFFICER
			COMMUNICATIONS & OUTREACH DIRECTOR
			DIRECTOR OF ENGINEERING
			DIRECTOR OF MANAGEMENT SERVICES
			FINANCE DIRECTOR
NG	MARKET	BASED	FIRE CHIEF
			HUMAN RESOURCES DIRECTOR
			INSPECTIONS DIRECTOR
			PARKS & RECREATION DIRECTOR
			PLANNING DIRECTOR
			POLICE CHIEF
			PUBLIC WORKS DIRECTOR

Part-Time Pay Grade Classification Fy2022 – Effective July 1, 2021

Grade	Skill Level	Hourly Rates	Titles
1	Recreation Aide I	\$8.25	Scorekeeper
2	Recreation Aide II	\$9.00	Counselor* Bus Driver Center Aide I
3	Recreation Aide III	\$10.50	Field Supervisor Senior Programs Staff Lifeguard I Preschool Teacher
4	Recreation Aide IV	\$11.50	Duty Officer Lifeguard II Center Aide II Lead Counselor
5	Recreation Aide V	\$13.00	Duty Officer II
6	Market Pay	\$13/\$15 \$24 \$22.08 \$14.79 \$11.00 \$11.00	Swim Instructor Fitness Instructor Reserve Police Officer Firefighter Crossing Guard Maintenance Technician** Project/Program Assistant** Office Assistant**

Notes: *Early Arrivals add \$2.00/Critical Shift. **Unfilled – rate varies depending of job assignments.

User Fee Schedule - Effective July 1, 2021

Administration Fee Description	FY2021 Fee	Proposed Fee Change
Ad Valorem Tax	36¢ per \$100	
Ad Valorem Municipal Service District Tax (only impacts those residents located within Service District Area)	10 ¢ per \$100	
Vehicle Tag Fee	\$30.00	
Paper Copies (Includes Certified Documents)		
For Color (If available)– Double Fees		
8 ½" x 11" (one/two sided)	15¢	
8 ½" x 14" (one/two sided)	20¢	
11" x 17" (one/two sided)	25¢	
Site Plans & Construction Drawings (Full Size)	\$8 first sheet, \$1.50 each add 'l sheet	
Site Plans & Construction Drawings (11" x 17")	\$5 first sheet, \$1.00 each add 'l sheet	
<i>Files on Disk/CD-Rom</i>	-	
<i>CD-Rom</i>	\$6.00	No longer offer these
<i>DVD</i>	\$8.00	No longer offer these
<i>Digital Copies</i>		
All documents & maps, except custom, sent via email or FTP site	No Charge	
Documents provided via USB Flash Drive	\$6.00	
<i>Copies from Plotter (Maps)</i>		
17" x 22" (Size C)	\$7.00 first sheet, \$1.50 each add 'l sheet	
22" x 34" (Size D)	\$9.00 first sheet, \$1.50 each add 'l sheet	
34" x 44" (Size E)	\$13.00 first sheet, \$1.50 each add 'l sheet	
<i>Custom Map</i>		
Fee includes One digital version and one hard copy from plotter	Base map fee + \$130.00 per hour	
<i>Development Plans and Documents</i>		
Land Use Plan – Current Version	\$20	
Land Use Plan - Previous Version	\$5	
Town Center	\$40	

Administration Fee Description	FY2021 Fee	Proposed Fee Change
Transportation Plan – Current Version	Free	\$40
UDO	\$40	
Other Plans Not Listed Above	\$40	
Off- Site File Retrieval	\$60 per file/specific record	

Statutory authority to assess fees § 132-6.2. Provisions for copies of public records; fees. Reasonable "service fee" may be charged for defined extreme cases requiring "extensive use of IT resources or labor costs of personnel.

Planning Fee Description	FY2021 Fee	Proposed Fee Change
Comprehensive Plan Amendments		
Comprehensive Plan Amendments - Consultant Peer Review Fee	Actual Cost of Review	
Comprehensive Plan Amendments - Map Amendment	\$1,000	
Comprehensive Plan Amendments - Text Amendment	\$1,000	
Conceptual Master Plan Approval		
Conceptual Master Plan Approval / Major Modifications (includes first 3 reviews)	\$750 + \$30/acre	Text change only
Conceptual Master Plan Approval - Minor Modification (includes first 3 reviews)	\$600	
Conceptual Master Plan Approval: 4 th Review and each review thereafter	\$250	
Landscaping & Tree Preservation		
Alternative Landscape Plan	\$250 per requested alternative	
Payment in Lieu for Replacement Tree	\$305 per caliper inch	
Tree Damage Report	Actual Cost of Review	
Ordinance Amendments		
Ordinance Amendment - Conditional	\$1,000 + \$30/acre	
Ordinance Amendment - General Use	\$750 + \$30/acre	
Ordinance Amendment - Planned Development	\$2,000 + \$30/acre	
Ordinance Amendment - Planned Development: Minor Modification	\$600	
Sign Permits		
Specific Sign Types – Ground Sign A, Wall Mounted Fascia Sign, Projection Fascia Sign, Awning-Mounted Sign & Marquee Sign	\$135 (Sign less than or equal to 30 sqft); or \$6 per sqft (Sign greater than 30 sqft)	
Specific Sign Types - Bracket Mounted	\$6 per sqft	

Planning Fee Description	FY2021 Fee	Proposed Fee Change
Yard Sign A	\$5 per sqft	
Ground Sign B	\$135 (Sign less than or equal to 30 sqft); or \$6 per sqft (Sign greater than 30 sqft)	
Ground Sign C	\$6 per sqft	
Yard Sign B	\$25	
Temporary Sign - Light Pole Banner Sign	\$25 per pole (One-time fee required for initial installation. This is necessary to ensure banner location & brackets comply with UDO standards)	
Temporary Sign - Banner Sign or Sock Sign	\$25 per sign (One-time fee required for initial installation. This is necessary to ensure signs comply with UDO standards)	
Site Plan		
Site Plan: Minor Non-Residential use and Mixed Use (includes first 3 reviews)	\$800 + \$30/acre	
Site Plan: Minor Single Family Attached and Multi-family (includes first 3 reviews)	\$800 + \$25/unit	
Site Plan: Minor Modification (includes first 3 reviews)	\$600	
Site Plan: 4 th review and each review thereafter	\$600	
Site-Specific Development Plan Designation	\$1,015	
Subdivision Approval		
Subdivision Final Plat - Type 1 and Type 2 (includes first 3 paper reviews & mylar review)	\$200 + \$15/lot and \$25/unit (if mixed use has residential component)	
Subdivision Final Plat - Type 1 and Type 2 Each additional review	\$105	
Subdivision Final Plat - Determination of Subdivision Exclusion (includes first 3 paper reviews & mylar)	\$200	
Subdivision Final Plat - Determination of Subdivision Exclusion (each additional review)	\$105	
Subdivision Final Plat - Right-of-Way Dedication (includes first 3 paper reviews & mylar review)	\$200	
Subdivision Final Plat - Right-of-Way Dedication Each additional review	\$105	
Subdivision Preliminary - Type 1 / Major Modifications (includes first 3 reviews) * Note: Fee not required for single family attached. See Site Plan fees	\$1,000 + \$25/lot	

Planning Fee Description	FY2021 Fee	Proposed Fee Change
Subdivision Preliminary - Type 2/ Major Modifications (includes first 3 reviews) * Note: Fee not required for single family attached. See Site Plan fees	\$800 + \$25/lot	
Subdivision Preliminary - Type 1 and 2: Minor Modification (includes first 3 reviews) * Note: Fee not required for single family attached. See Site Plan fees	\$600	
Subdivision Preliminary - Type 1 and Type 2: 4 th review and each review thereafter	\$600	
Temporary Uses		
Street Vendor Permit	\$50	
Special Event Permit	Tier I - \$100 Tier II - \$25	
Special Event Permit: Late Fee by Tier	Tier I - \$250 (if not submitted 60 day prior to event) Tier II - \$50 (if not submitted 21 days prior to event)	Text adjustments only
All Other Temporary General Uses		\$50
All Other Fees		
Administrative Adjustment	\$250 per requested adjustment	
Administrative Appeal (UDO)	\$610	
Alternative Equivalent of Compliance	\$750 + \$30/acre	
Accessory Structure Fee	\$155	
Annexation Petition - Voluntary Annexation	\$360	
Cross Access Waiver	\$250 per cross access point	
Development Agreement	\$1,015	
Development Name Change	\$560	
Food Truck Permit	\$50	
Grave Removal Request	\$230	
Home Occupation Fee	\$50	
Interpretation (UDO)	\$250	
Loading Space Waiver	\$250 per application	
Parking - Alternative Parking Plan	\$250	
Parking - Master Parking Payment-in-Lieu	\$2030 per space	
Parkland Payment Appraisal	Actual Cost of the Appraisal	
Parkland Payment-in-Lieu (Multi-Family)	<u>\$2,244 per unit</u>	<u>\$2472</u>

Planning Fee Description	FY2021 Fee	Proposed Fee Change
Parkland Payment-in-Lieu (Single-Family attached, detached, duplex and manufactured home dwellings)	1/35 of an acre (predevelopment cost) times the number of dwelling units	
Public Notice Mailing Fee	\$1 per mailed notice	
Public Notice Sign	\$30 per required sign	-
Request to Waive Limitation on Subsequent Similar Applications	\$255	
Road Closing	\$3,000	-
Road Name Change	\$560	
Security Fence Plan	\$250	
Special Use Permit	\$1,000 + \$30/acre	
Special Use Permit: Minor Amendment	\$750	
Stockpiling Permit	\$105	
Structures in the Right-of-way (See Section 2.5.24 Right-of-Way Encroachment Agreement Approval)	\$510	
Telecommunications Facility: Small Cell Antenna/DAS [1][2] NOTE: Fees does not apply to those in the right-of-way.	\$100 per facility (first 5)	Text change only
Telecommunications Facility: Small Cell Antenna/DAS [1][2] NOTE: Fees does not apply to those in the right-of-way.	\$50 per facility (next 20)	Text change only
Telecommunications Facility: Small Cell Antenna/DAS [1][2] NOTE: Fees does not apply to those in the right-of-way.	\$500 Consultant Review/Application	Text change only
Telecommunications Facility: Colocation	\$1,000	
Telecommunications Facility: New Facility	\$4,500	
Traffic Signal - Town Review Fee	\$385	
Traffic Signal - Consultant Peer Review Fee	Actual Cost of Review	
Transportation Impact Analysis - Town Review Fee	\$700 + \$15/acre	
Transportation Impact Analysis - Consultant Peer Review Fee	Actual Cost of Review	
Variance (also see Riparian Buffer)	\$600 per request	
Waivers to UDO requirements by the Planning Director (not otherwise identified in this fee schedule)	\$250 per requested waiver	
Vesting Determination	\$250	
Zoning Compliance Letter	\$200	
[1] The consultant review fee is included in the Total fee.		
[2] Refer to NC S.L. 2017-159 for additional detail regarding Small Wireless Facilities.		

Engineering Fee Description	FY2021 Fee	Proposed Fee Change
Engineering Review Fees		
<u>Construction Site Plan Review Fee</u>		
Construction Plan Review includes 3 reviews Note: If submitted concurrent with Site Plan it includes first 4 reviews	\$750 + \$30/acre	
Construction Plan Review Re-submittal 4th review and after	\$560	
Construction Drawing Minor Modification Fee	\$600	
Encroachment/ Irrigation and Drainage Plan Review		\$50
Encroachment Utility		\$50
Floodplain Development Permit		
Elevation Certificate	\$150	
Map Revision (CLOMR/LOMR)	\$1,000	
Riparian Buffer Development (No practical alternatives) Submittal		
2 Reviews	\$250	
3 rd Review and thereafter	\$75	
Stormwater Plan Review Fee (Includes 3 review or if submitted concurrent with Site Plan includes first 4 reviews.)	\$550 + \$55/acre per disturbed acre	
Re-Submittal Stormwater Plan Review Fee (4th submittal and each thereafter.)	\$350	
Project Close-Out Fees (Paid upon Project Completion)		
Record Drawing Review - Includes 2 Reviews Note: Morrisville Only, See Town of Cary for fees related to utility As-Builts	\$250	
Re-submittal Record Drawing - 3rd Review and each Thereafter	\$150	
Stormwater As-Builts - includes 2 reviews	\$250 per SCM	
Stormwater As-Builts - 3rd Review and each Thereafter	\$125	
Miscellaneous Fees		
Administrative Appeal (EDCM)	\$610	
Alternative Standard (EDCM) - Request for alternative standard	\$150 per request standard	\$250
Bulletin Drawing Review - <i>per review (includes 2 reviews)</i>	\$150	
Interpretation (EDCM)	\$205	

Engineering Fee Description	FY2021 Fee	Proposed Fee Change
<u>Retaining Wall/Other Structures Submittal</u>		
1st Review	\$150	\$200
2nd Review and each Thereafter	\$100	
Riparian Buffer Variance	\$500	
Stream Buffer Determination	\$250 per Stream	
Stormwater ERU Fee - Per Equivalent Residential Unit (ERU) and billed by Wake County	\$25 per ERU	
Stormwater Variance	\$500	
Infrastructure Fees		
Roadway improvements w/in or adjacent to public right-of-way includes storm drainage, grading, curb and gutter, sidewalks, paving, and street acceptance (includes 1 punch-list walkthrough, 1 post punch-list walkthrough, 1 end of warranty punch-list and 1 final acceptance walkthrough	\$6.00 per linear foot [NOTE: punch-lists are only valid for 3 months from date of inspection letter unless otherwise allowed for by the Town Engineer. Failure to complete required repairs will result in a new punch-list walkthrough being completed and re-inspection fee required]]	
Street Acceptance Walk Through (Punch-list) Re-inspection	\$50 per street + \$0.50 per linear foot	
Roadway Improvements Re-inspection	\$50 per inspection	
Driveway curb cut includes excavation, forming, and concrete placement	\$50 per driveway opening	
Re-inspection of driveway curb cut	\$50 per driveway opening	
Encroachment in public right-of-way (includes excavation, backfill and work relating to the installation, repair, replacement, and removal of utilities, structures, or other encumbrances within Town R/W)	\$2.00 per linear foot	
Detached single-family dwelling unit (includes one inspection and one re-inspection)	\$150 per lot	
Re-inspection of detached single-family dwelling unit includes 2 additional re-inspections	\$150 per lot	
Sidewalk improvements outside public right-of-way	\$0.50 per linear foot	
Roadway / Fire lane improvements outside of public right-of-way	\$2.50 per linear foot	
Storm drainage improvements outside of public right-of-way	\$1.50 per linear foot	

Engineering Fee Description	FY2021 Fee	Proposed Fee Change
Drainage swale/ditch improvements (outside of public right-of-way)	\$1.50 per linear foot	
Attached town home dwelling unit (includes one inspection and one re-inspection)	\$75 per lot	
Re-inspection of attached town home dwelling unit (includes two additional re-inspections)	\$75 per lot	
Greenway (Public and Private)	\$0.50 per linear foot	
Apartments, commercial, office, institutional, and industrial lots (includes one inspection and one re-inspection)	\$400 per building	
Re-inspection of apartments, commercial, office, institutional, and industrial lots (includes two additional re-inspections)	\$400 per building	
Stormwater Facility(ies) Inspection (includes 1 inspection and 1 re-inspection)	\$250 per facility	
Stormwater Facility(ies) Re-inspection	\$100 per inspection	

Inspections Fee Description	FY2021 Fee	Proposed Fee Change
Residential - Single Family Dwelling & Single Family Townhome		
New Single Family & Duplex up to 1,200 sqft per dwelling	\$550	\$600
New Single Family & Duplexes over 1,200 sqft per dwelling	\$550+ \$0.25 per sqft	\$600+ \$0.25 per sqft
*Gross floor area served by either mechanical, plumbing, or electrical systems and suitable for occupant's use within the inside perimeter of the exterior walls - to include garages, corridors, stairs, closets, or other features such as decks, porches, or bonus rooms.		
<u>Residential Addition:</u>		
Bedrooms, bathrooms, sunrooms, or similar addition with up to 400 sqft	\$250	
Bedrooms, bathrooms, sunrooms, or similar addition with over 400 sqft	Same as New Single Family	
Multi-Family Dwelling	\$500 first unit (per unit)	\$600
Manufactured home or construction trailer (includes piers, tie-downs, steps, decks, electrical, plumbing & mechanical)	\$250	

Inspections Fee Description	FY2021 Fee	Proposed Fee Change
Modular Units/Dwellings Moved on Lot	\$80 each trade + \$0.25 per sqft	
Residential Accessory Structure - includes attached deck, garage, open porch, etc. Or detached shed or garage of more than 144 sqft or greater	\$80 each trade + \$0.25 per sqft	
Residential Alteration, Change Out or Individual Trade - Building, Electrical Plumbing, or Mechanical	\$80	
Electrical Service or Gas Utility - Conditional Power and/or Conditional Mechanical	\$80	
Non – Residential/Commercial		Text adjustments
Based on total construction cost of all trades including both labor and materials, fire suppression, and alarm systems if applicable. Permits limited in project scope to change outs are based off cost of construction of highest single trade only.		Text adjustments
\$0 - \$2,500	\$200	\$250
\$2,501 - \$7,500	\$250	\$300
\$7,501 - \$15,000	\$350	\$400
\$15,001 - \$25,000	\$500	\$600
\$25,001 - \$50,000	\$750	\$850
\$50,001 - \$100,000	\$1,400	\$1,500
\$100,001 - \$200,000	\$2,800	\$3,000
\$200,001 - \$350,000	\$4,500	\$5,000
\$350,001 - \$500,000	\$6,000	\$6,500
\$500,001 - \$750,000	\$8,000	\$8,500
\$750,001 - \$1,000,000	\$10,000	\$10,500
over \$1,000,000	\$10,000 + .20% (.0020) of everything over \$1,000,000	\$10,500 + .20% (.0020) of everything over \$1,000,000
Other Fees		
Application Re-processing	\$80	
Residential Irrigation Permit Only	\$80	
Commercial Irrigation Permit Only	\$200	
Residential - New Single Family & Townhome Application Submittal Fee Plan review fee	\$80	\$100

Inspections Fee Description	FY2021 Fee	Proposed Fee Change
Commercial Application Submittal Fee - Plan Review Fee (non-refundable)	\$200	New Construction-\$200 Alterations/Upfits/Single Trade-\$100, \$50 per shop drawing added to a permit
Re-review Fee		\$80
Re-Review / Plan Change Commercial	\$150	
Plan Change-New Residential		\$100
Plan Change-Existing Residential		\$50
Re-Inspection Fee	\$80 each trade	
Homeowner Recovery Fee	\$10	
Demolition Permit	\$200	
Temporary Electrical Power - Tree sales, etc..	\$80	
Work Without a Permit	Double Permit Fee	
Replacement Permit Card	\$10	Remove this
Replacement Certificate of Occupancy	\$10	Remove this
Plan Re-Stamp	\$50 * 24 hour turn around	Remove this
Permit Pick-up Issued	Forfeit Fees	Text adjustments
Refund Policy - Expired	Forfeit Fees	
Weekend Inspection	\$125 per hour with a minimum of 3 hours	
After Hours Inspection (Monday through Friday)	\$75 an hour with a minimum of 2 hours	
Temporary Structure	\$80	
Temporary Occupancy Request	\$200	\$250
Temporary Occupancy Request-Same Day		\$500
Safe to Stock Request	\$100	\$150
Building Plan Express Review	\$600	
Building Plan Express Review each quarter hour thereafter	\$150	
Building Plan Express cancellation fee, minimum 3-day notice required	\$200	
Change of Contractor	\$50	
Miscellaneous	\$80	
Same Day Inspection		\$125 per inspection commercial, \$80 per inspection residential (Single Family Dwelling & Single Family Townhome)
Cancelled Inspection Fee		\$80
Stop Work Order		\$150

Police Fee Description	FY2021 Fee	Proposed Fee Change
Residential & Commercial False Alarm Fees		
1 - 3 false alarms annually along with official notification from the Chief of Police	No Charge	
4 - 5 consecutive false alarms at same address during same year	\$80.00 per false alarm	
6 - 8 consecutive false alarms at same address during same year	\$150.00 per false alarm	
9 - 10 consecutive false alarms at same address during same year	\$200.00 per false alarm	
> 10 consecutive false alarms occurrences at same address during same year	\$300.00 per false alarm	

Fire Fee Description	FY2021 Fee	Proposed Fee Change
Fire Inspection Service Fees		
Single Family attached/detached, commercial, industrial, office, etc.... based on square footage		
Inspection Fee		
1-2,500 sqft	\$50.00	
2,501 - 5,000 sqft	\$75.00	
5,001 - 10,000 sqft	\$100.00	
10,001 - 25,000 sqft	\$125.00	
25,001 - 50,000 sqft	\$150.00	
50,001 - 100,000 sqft	\$175.00	
100,001 - 500,000 sqft	\$225.00	
>500,000 sqft	\$325.00	
1st Re - Inspection Fee	No Fee	
If violations still exist issue another warning, assess fee included with initial fire inspection		
2nd & 3rd Re - Inspection Fees	2 nd Re-Inspection	3 rd Re-Inspection
1-2,500 sqft	\$75.00	\$100.00
2,501 - 5,000 sqft	\$75.00	\$100.00
5,001 - 10,000 sqft	\$75.00	\$100.00
10,001 - 25,000 sqft	\$75.00	\$100.00
25,001 - 50,000 sqft	\$75.00	\$100.00
50,001 - 100,000 sqft	\$75.00	\$100.00
100,001 - 500,000 sqft	\$75.00	\$100.00
>500,000 sqft	\$75.00	\$100.00

Fire Fee Description	FY2021 Fee			Proposed Fee Change
If violations corrected - no fee. If violations still exist 2 nd /3 rd warning (time TBD by inspector) assess fee (below).				
Subsequent Offense	1st	2nd	3rd	
1-2,500 sqft	\$100.00	\$200.00	\$500.00	
2,501 - 5,000 sqft	\$100.00	\$200.00	\$500.00	
5,001 - 10,000 sqft	\$100.00	\$200.00	\$500.00	
10,001 - 25,000 sqft	\$100.00	\$200.00	\$500.00	
25,001 - 50,000 sqft	\$100.00	\$200.00	\$500.00	
50,001 - 100,000 sqft	\$100.00	\$200.00	\$500.00	
100,001 - 500,000 sqft	\$100.00	\$200.00	\$500.00	
>500,000 sqft	\$100.00	\$200.00	\$500.00	
Example: Locked/Blocked Exits, Over Capacity, etc....				
Violations from date of 2nd Re-inspection Fee	\$25.00 per day for each violation			
Fire Inspection Service Fees				
<u>Apartments, Hotel/Motel and Condominiums</u>				
Inspection Fee				
3 - 9 Units	\$50.00			
10 - 19 Units	\$100.00			
20 - 29 Units	\$150.00			
30 - 49 Units	\$200.00			
50 -99 Units	\$225.00			
100 Units	\$250.00			
1st Re-Inspection Fee	No Fee			
Subsequent 2nd & 3rd Re-Inspection Fees	2nd Re-Inspection	3rd Re-Inspection		
3 - 9 Units	\$75.00	\$100.00		
10 - 19 Units	\$75.00	\$100.00		
20 - 29 Units	\$75.00	\$100.00		
30 - 49 Units	\$75.00	\$100.00		
50 -99 Units	\$75.00	\$100.00		
100 Units	\$75.00	\$100.00		
Other Fire Inspection Fees				
<u>After Hours Commercial Fire Inspection</u>				
Monday - Friday	100.00 8a-5p, min. 2 hours			

Fire Fee Description	FY2021 Fee	Proposed Fee Change
Saturday - Sunday	200.00 include after hours, min. 3 hours	
2 hours minimum if already at work and 3 hours minimum if inspector must leave from his/her residence.		
Water Flow Testing	\$150.00	
Witness Flow Testing	\$75.00	
Fire Hydrant & Fire Lane No Parking Violations	\$75.00	
Pine Straw Violation	\$500.00	
<u>Private Fire Hydrant Non-Maintaining</u>		
1st Non-Compliance	\$250.00	
2nd Non-Compliance	\$500.00	
3rd Non-Compliance	\$1,000.00	
<u>Misc. Test</u>	50	
ABC License Application Inspection	\$60.00 Minimum or based on square footage, whichever is greater	
Work & Modification without plan submittal & approval (Fire Alarms & Sprinklers)	\$200.00	
<u>Fire Alarm System Reset</u>		
1st-3rd Offenses	\$250/occurrence	
4th Offense on	\$1,000/occurrence	
False Alarm Offense (4 Complimentary per Calendar Year)	150 for 4th offense, \$300 for 5th offense and \$500 for each offense after in the same calendar year	
Fire Permit Fees		
Amusement Buildings	\$70	
Carnival & Fairs	\$70	
Combustible Dust Producing Operations	\$70	
Covered Mall Building- Certain Indoor Activities	\$70	
Exhibits & Trade Shows	\$70	
Explosive Materials/Blasting	\$70	
Flammable & Combustible Liquids	\$70	
Fogging Hazardous Chemicals	\$150	
Fumigation & Insecticidal Fogging	\$70	
Fumigation & Thermal Insecticide	\$70	
Liquid or gas vehicles inside of an Assembly building	\$70	
Pitt Burning	\$70	
Private Fire Hydrants	\$70	

Fire Fee Description	FY2021 Fee	Proposed Fee Change
Public Fireworks Display	\$150	
Pyrotechnic Special Effects Material	\$70	
Spraying or Dipping	\$70	
Tents	\$70	
Underground Tank Removal	\$150 per Tank	
Fire Service Fees		
Fire Watch	\$75 per hour	
Public Education Employer Mandated Training	\$25 per hour	
Company Standby Fee	\$200 per hour	
Express Fire Plan Review Fee	\$300	
Resident Camp Fee	\$125	
Non-Resident Camp Fee	\$188	

Parks Fee Description	FY2021 Fee	Proposed Fee Change	
	Adopted	Covid Market Adjusted	Proposed Covid Adjustment
MAFC Membership			
<u>Daily Passes</u>			
Adult age 15-54 Senior age 55+ Youth age 12 - 22 Children age 3-14 (under 3 free)	Res \$6 / Non \$7 Res \$5 / Non \$6 Res \$4 / Non \$5 Res \$3 / Non \$4	Res \$3 / Non \$3.50 Res \$2.50 / Non \$3 Res \$2 / Non \$2.50 Res \$1.50 / Non \$2"	Res \$5 / Non \$6 Res \$4 / Non \$5 Res \$3 / Non \$4 Res \$2 / Non \$3
<u>Punch Passes (10 daily visits)</u>			
Adult age 15-54 Senior age 55+ Youth age 12 - 22 Children age 3-14 (under 3 free)	Res \$50 / Non \$60 Res \$45 / Non \$55 Res \$35 / Non \$45 Res \$25 / Non \$35	Res \$25 / Non \$30 Res \$23 / Non \$28 Res \$18 / Non \$23 Res \$13 / Non \$18	Res \$40 / Non \$50 Res \$30 / Non \$40 Res \$20 / Non \$30 Res \$15 / Non \$25
Membership Fees - 1 year			
1 Year Membership Adult age 23-54 Adult add-on (one in the same household) Corporate Adult Senior age 55+ Young Adult age 15-22 Child Add-on age 3-14 (under 3 free)	Did not offer during FY21	Did not offer during FY21	Res \$300 / Non \$350 Res \$255 / Non \$335 Res \$255 / Non \$335 Res \$150 / Non \$200 per child

Parks Fee Description	FY2021 Fee		Proposed Fee Change
Monthly Membership Adult age 23-54 Adult add-on (one in the same household) Corporate Adult Senior age 55+ Young Adult age 12-22 Child Add-on age 3-14 (under 3 free)	Res \$34 / Non \$38 Res \$32 / Non \$36 \$36 Res \$30 / Non \$34 Res \$28 / Non \$32 Res \$14 / Non \$16 per child	Res \$25 / Non \$30 Res \$23 / Non \$28 Res \$18 / Non \$23 Res \$13 / Non \$18	Res \$32 / Non \$36 Res \$28 / Non \$32 Res \$26 / Non \$30 Res \$12 / Non \$16 per child
Monthly Membership - Bank Draft or credit card Adult age 23-54 Adult add-on (1 in the same household) Corporate Adult Senior age 55+ Young Adult age 15-22 Child Add-on age 3-14 (under 3 free)	no drafts, but continued insurance-based benefit programs		Res \$32 / Non \$36 Res \$30 / Non \$34 \$34 Res \$28 / Non \$32 Res \$26 / Non \$30 Res \$12 / Non \$16 per child
Aquatics (varying age groups)			
Morning or Evening Swim Lessons	Res \$ 61 / Non \$82		
Stroke School	NA		
Adult Lessons	NA		
Parent/Tot Lessons	NA		
Athletics (varying age groups)			
Youth Soccer Programs	Res \$53 / Non \$78		
Youth Baseball Programs	Res \$53 / Non \$78		
Girls Volleyball Program	Res \$53 / Non \$78		
Youth Basketball Programs	Res \$72/ Non \$103		
Jr. Basketball Programs	Res \$53 / Non \$78		
Adult Corporate League Basketball Programs age 18+	\$460 Team Fee; plus \$25 each non-residential team member		
Fitness (varying age groups/dates/times)			
Teen Fit age 12-15	Free for members, daily visit cost or punch pass		
Shotokan Karate for Adults or Youth	Res \$53 / Non \$79 Res \$40 / Non \$59 (short sessions)		
Line Dancing age 18+	Free		
Aerobics Classes	Free for members / Nonmembers pay Daily Pass rate / insurance-based member fees		
Water Aerobics Classes	Free for members / Nonmembers pay Daily Pass rate / insurance-based member fees		
Tai Chi	Free		

Parks Fee Description	FY2021 Fee	Proposed Fee Change
Youth Programs		
Early Arrivals grades K-5	Res \$975 / Non \$1375 annual cost (monthly payment plans provided)	Rec \$20 / NR \$24 (weekly)
After School grades K-5	Res \$1,300 / Non \$1,800 annual cost (monthly payment plans provided)	Res \$25/week/program (up to 2 programs) NR \$30/week/program (up to 2 programs)
Teacher Workday Camps	Res \$37 / Non \$53 per session	
Early Release Days	Res \$15 / Non \$22 per session	
<u>Summer Camps</u>		
Deposit - nonrefundable	\$25 per session	\$50/session
Camp Wiggle Worms age 3-5	Res \$100 / Non \$125 per week session	
Camp Cedar Fork Jr. rising Kindergarteners	Res \$160 / Non \$225 per week session	
Camp Cedar Fork grades 1-5 (rising 5th graders)	Res \$140 / Non \$195 per week session	
Camp Cedar Fork Sr (rising 6 - 8 graders)	Res \$140 / Non \$195 per week session	
Counselor in Training (CIT) Camp (rising 9 graders)	Res \$140 / Non \$195 per week session	
<u>Education Classes</u>		
Academic Adventures in Kindergarten Readiness ages	Res \$150 / Non \$225 per session daily	
Ready, Set, Go A	Res \$950 / Non \$1,250 per year daily	
Ready, Set, Go B	Res \$1,500 / Non \$2,000 per year	
Senior Programs		
Senior BINGO	\$1 per card	
Senior Dominoes Night	\$1 for everyone	
Senior Friday Game Day	Free	
Senior Game Night	Free	
Senior Flex & Balance	Free for members / Nonmembers pay Daily Pass rate	
Senior Yoga	Free	
Senior Mat Yoga	Free	

Parks Fee Description	FY2021 Fee	Proposed Fee Change
Silver Sneakers Membership & Silver Sneakers Classic	Free for members / Nonmembers pay Daily Pass rate	
Arthritis Foundation Tai Chi	Free for members / Nonmembers pay Daily Pass rate	
Sponsorships		
<u>Athletics - Sports Leagues per season</u>		
MVP Sponsor	\$750 1 league / 16 or more Teams	
All-Star Sponsor	\$625 1 league / 11-15 teams	
Team Captain Sponsor	\$475 1 league / 6-10 teams	
Home Run Sponsor	\$300 1 league / 5 or less teams	
<u>Special Events</u>		
Opportunities vary year to year	programs and fees vary	
Park Facility Rentals		
<u>Cedar Fork Community Center</u>		
Deposit (2 hours minimum)	\$100 / \$200 after hours	
Classrooms		
During hours	Res \$39 per hr / Non \$59 per hr	
After hours	Res \$67 per hr / Non \$97 per hr	
Kitchen usage fee	\$22	
Gymnasium		
1 Court during hours	Res \$30 per hr / Non \$44 per hr	
1 Court after hours	Res \$57 per hr / Non \$85 per hr	
Both courts during hours	Res \$57 per hr / Non \$85 per hr	
Both courts after hours	Res \$85 per hr / Non \$126 per hr	
Gym Floor Covering Fee (during hours only)	\$225	
Volleyball Standards Setup	\$45	
<u>Morrisville Aquatics & Fitness Center</u>		
Deposit (during hours)	\$100	
Multipurpose Room (during hours)	Res \$36 per hr / Non \$54 per hr	
<u>Historic Christian Church</u>		
Deposit (2 hours minimum)	\$200.00	
Meeting Hall (8am - 9pm)	Res \$43 per hr / Non \$64 per hr	
<u>Luther Green Community Center</u>		
Deposit (2 hours minimum)	\$100.00	
Meeting Hall (8am - 9pm)	Res \$43 per hr / Non \$64 per hr	
<u>Shelter Rentals</u>		
Deposit (all shelters)	\$100 per shelter/\$200 for special event	
Church Street Park	Res \$79 / Non \$105 1/2 day Res \$158 / Non \$210 all day	
Morrisville Community Park Shelter	Res \$79 / Non \$105 1/2 day Res \$158 / Non \$210 all day	

Parks Fee Description	FY2021 Fee	Proposed Fee Change
Nathaniel Mayo Shelter	Res \$79 / Non \$105 1/2 day Res \$158 / Non \$210 all day	
Northwest Park Shelter		
Indian Creek Trailhead Shelter	Res \$64 / Non \$89 1/2 day Res \$128 / Non \$178 all day	
<u>Athletic Field Rentals (per field)</u>		
Deposit (all fields)	\$100 per field/ \$200 for special event	
Field Prep (all fields)	\$42.00	
Light Fee (all fields except Church Street)	\$27 per hr	
Church Street Park Fields	Res \$55 / Non \$75	
Church Street Park Field Light Fee	\$40 per hour	
Crabtree Nature Park Field	Res \$28 / Non \$38	
Morrisville Community Park Fields Shiloh Park Fields Cedar Fork District Park Fields	Res \$43 per hr / Non \$54 per hr	
Other		
Administrative Refund Fee	\$5	\$5 or 5% of transaction, whichever is higher
Membership Replacement Fee	\$5	

Disclaimers apply to all User Fees unless specifically designated by the disclaimer.

- 1. The Town Manager is authorized to waive the processing fees subject to administrative review authority that are considered "de minimus" or erroneous circumstances relating to minor site plan modifications such as switching from one tree species to another, shifting the location of several parking spaces, changing from one brick color to another or correcting review mistakes.*
- 2. The Parks and Recreational Fees follow the guidelines for the Parks, Recreation and Cultural Resources Fees and Charges Policy.*



FY2022 Annual Operation Budget
& Capital Investment Program

orrisville

FY 2022
Relaunch

Annual Operating Budget & CIP

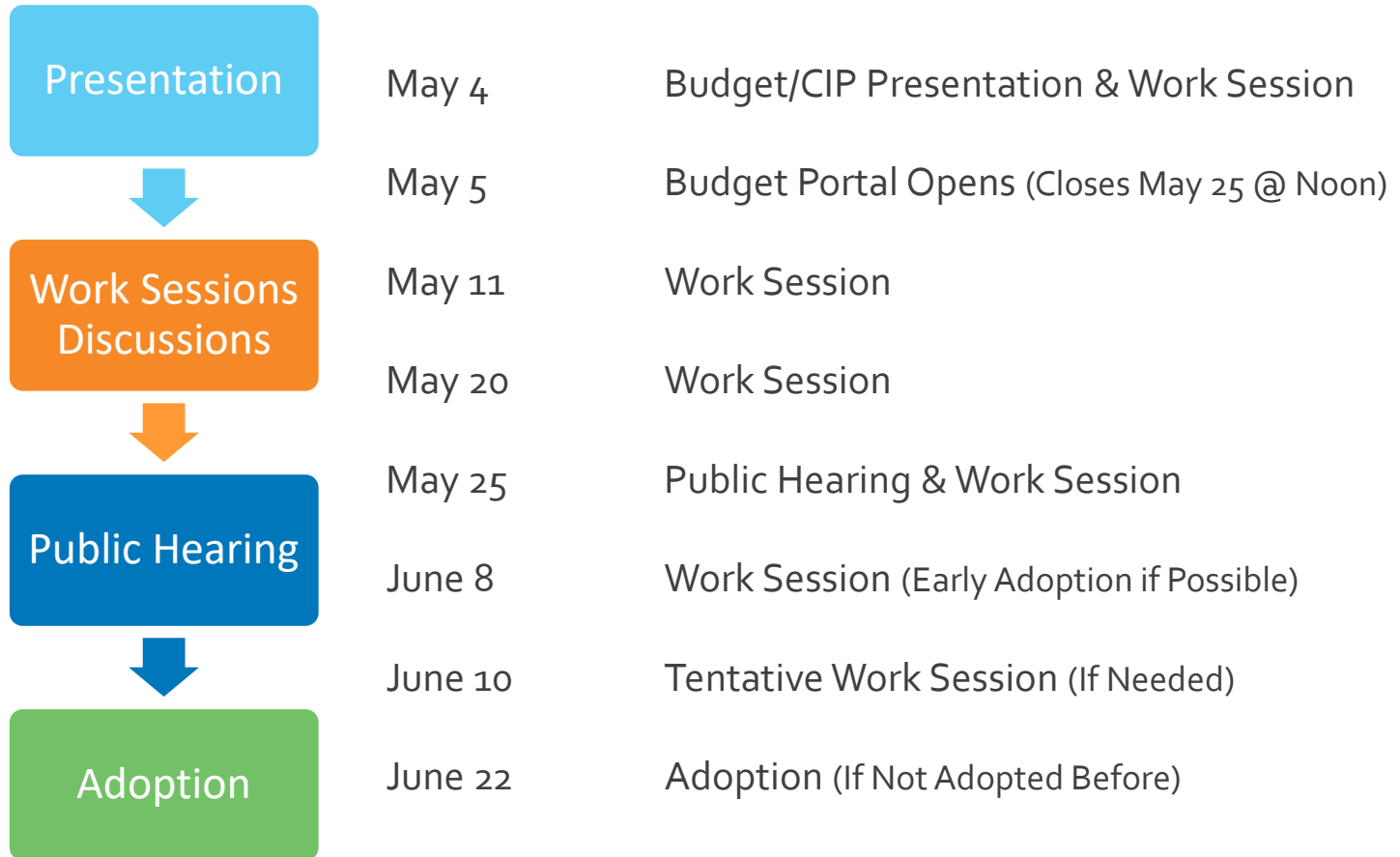
Presentation To Town Council
Primary Presentation to be Used Throughout Review

Town of

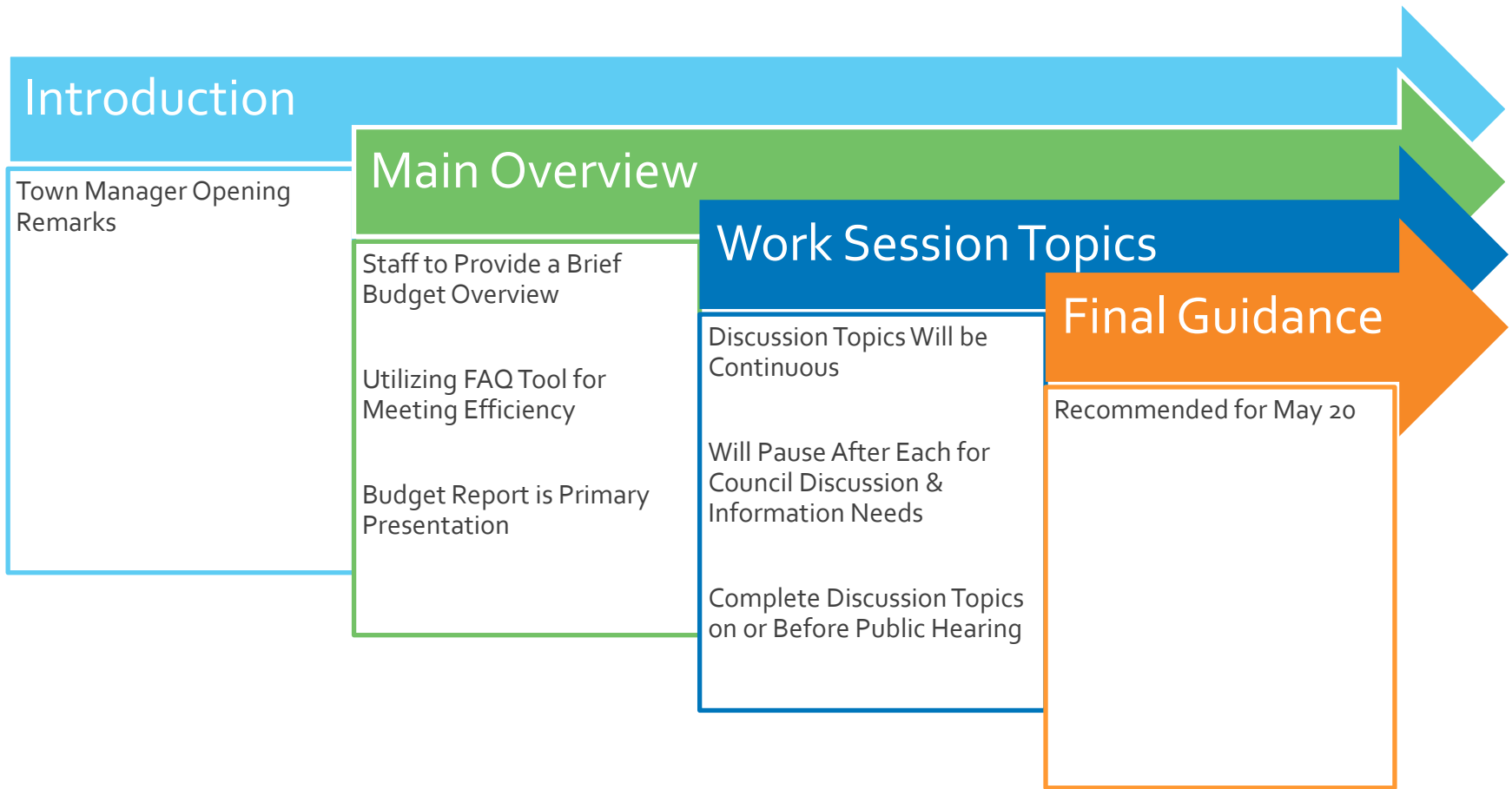
Morrisville



Budget Calendar



Budget & CIP Review Process



Introduction Of FY2022
Recommended
Budget & CIP

The logo features the word "Relaunch" in a blue, cursive font and "Morrisville" in a bold, black, serif font, both centered within a light blue circle. This circle is overlaid on a thick, dark blue curved line that starts from the bottom left and arcs towards the top right. A thin dark blue horizontal line is positioned near the top of the page. At the bottom right, there are two small, stylized green tree icons on a light green ground line.

Relaunch
Morrisville

Fiscal Year 2021 Resiliency

Financial Condition

- Overall –Financial Position Better Than Expected
- Effective Conservative Budget Strategy Worked Effectively
- Critical Major Revenues Better than Anticipated
- Revenue Loss in Other Sources
- Pandemic Impacts Remain

Services Observations

- Many Services Uninterrupted
- Other Programs Limited, but Nimble
- Created Safe Environments
- Initiatives & Projects Continued Unphased
- Significant Policy Development & Future Planning
- Outreach Hit High Gear



Pandemic Impacts



Projected Loss Revenues

Consumer Sensitive Resources:

FY20 = \$800K

FY21 = \$1.1M



Unforeseen Expenditures

FY20 = \$275K

FY21 = \$625K



- ❖ Aggressive Reimbursement Activities
- ❖ Operational Impacts / Navigating Changing Influences
- ❖ Robust Revenue Monitoring
- ❖ Keen Fiscal Management



Budget Planning & Development

- Intentional Budget Policy Development
- Capitalize on Opportunities & Recognize the Challenges
- Revenue & Reserves Assessment
- Sustain Quality Core Services
- Fine Tuning Base Budgets
- Aligning New Budget Priorities to Strategic Goals
- Safeguard Long-Range Sustainability
- Getting the Work Done
- Long-Range Focus



Responsive Services
Sustainability
ARPA

Affordable Housing
Partnerships
Smart City
Workforce

Taking Care of Assets
Future Investments

Recruitment and Retention

Family oriented centers
Sidewalks
Greenways
COVID-19 Website Enhancements
Innovative Programs

Capacity and Affordability
Small Businesses
Environment
Open Space
Amenities
Parks
Safety
Branding
Quality Programs
Growing Service Expectations

Smart Shuttle
Pedestrian
Green
Relaunch
Security
Critical Replacements
Mobility
quality of life
Wellbeing
Technology
Aesthetics
Open Data

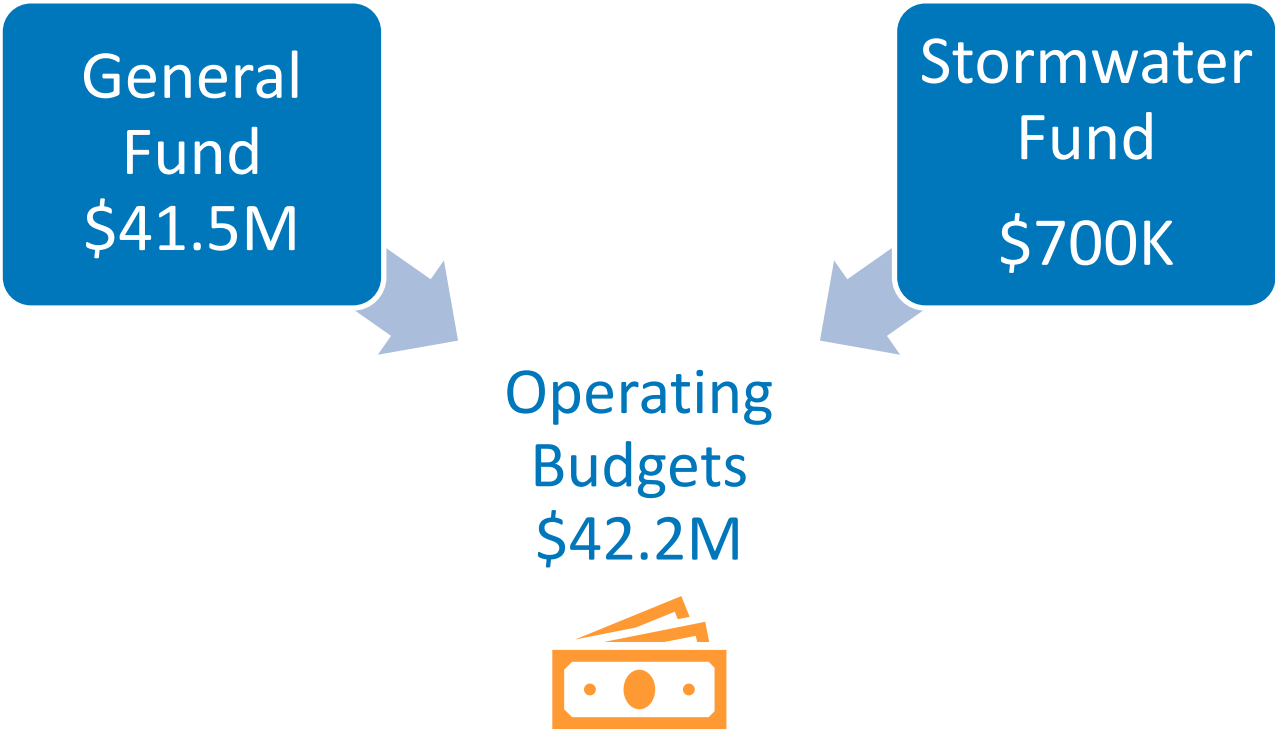
Traffic
Social Media
Intersection Improvements

Emerging Interest
Outreach and Engagement

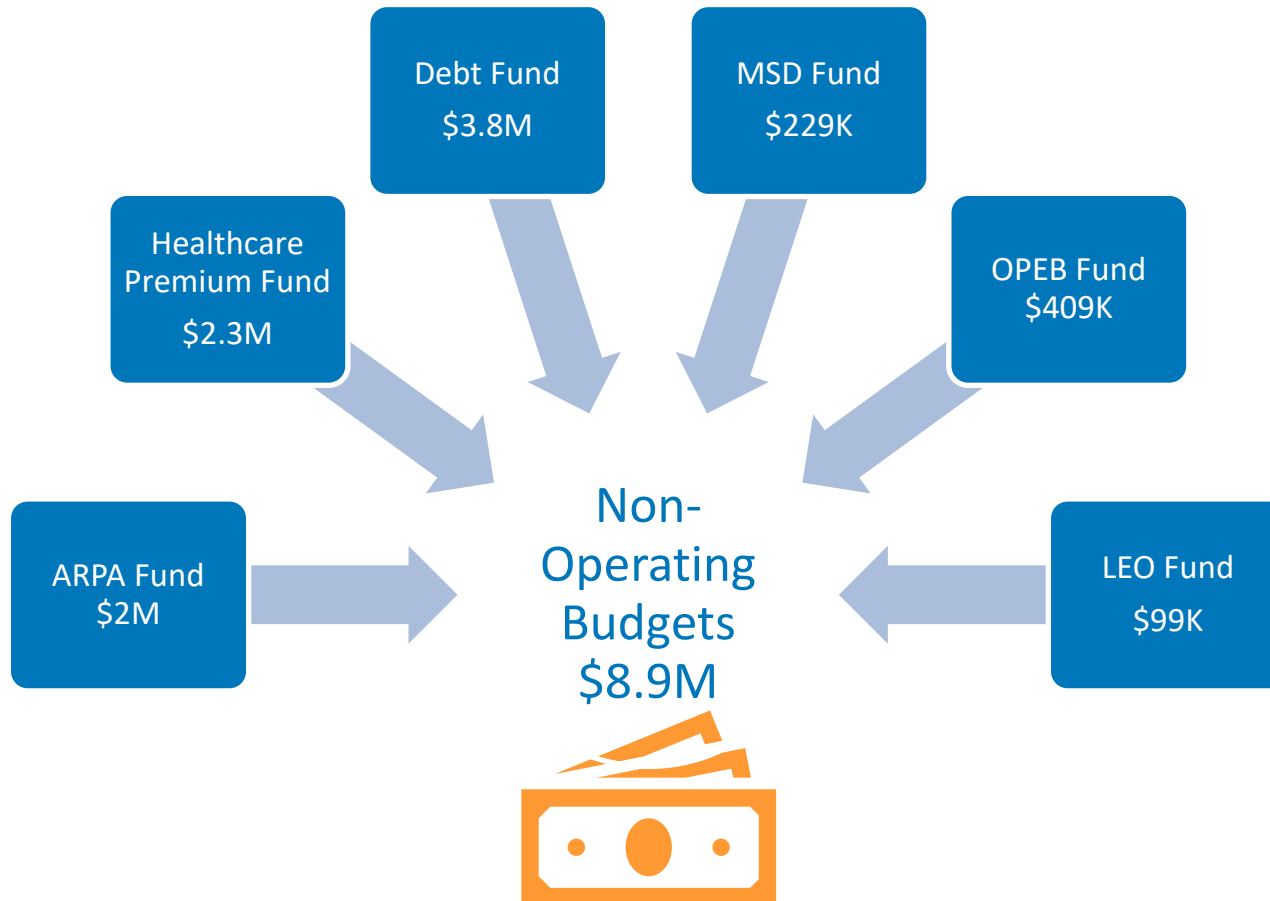
Relaunch
Budget
Priorities



Primary Annual Operating Budgets

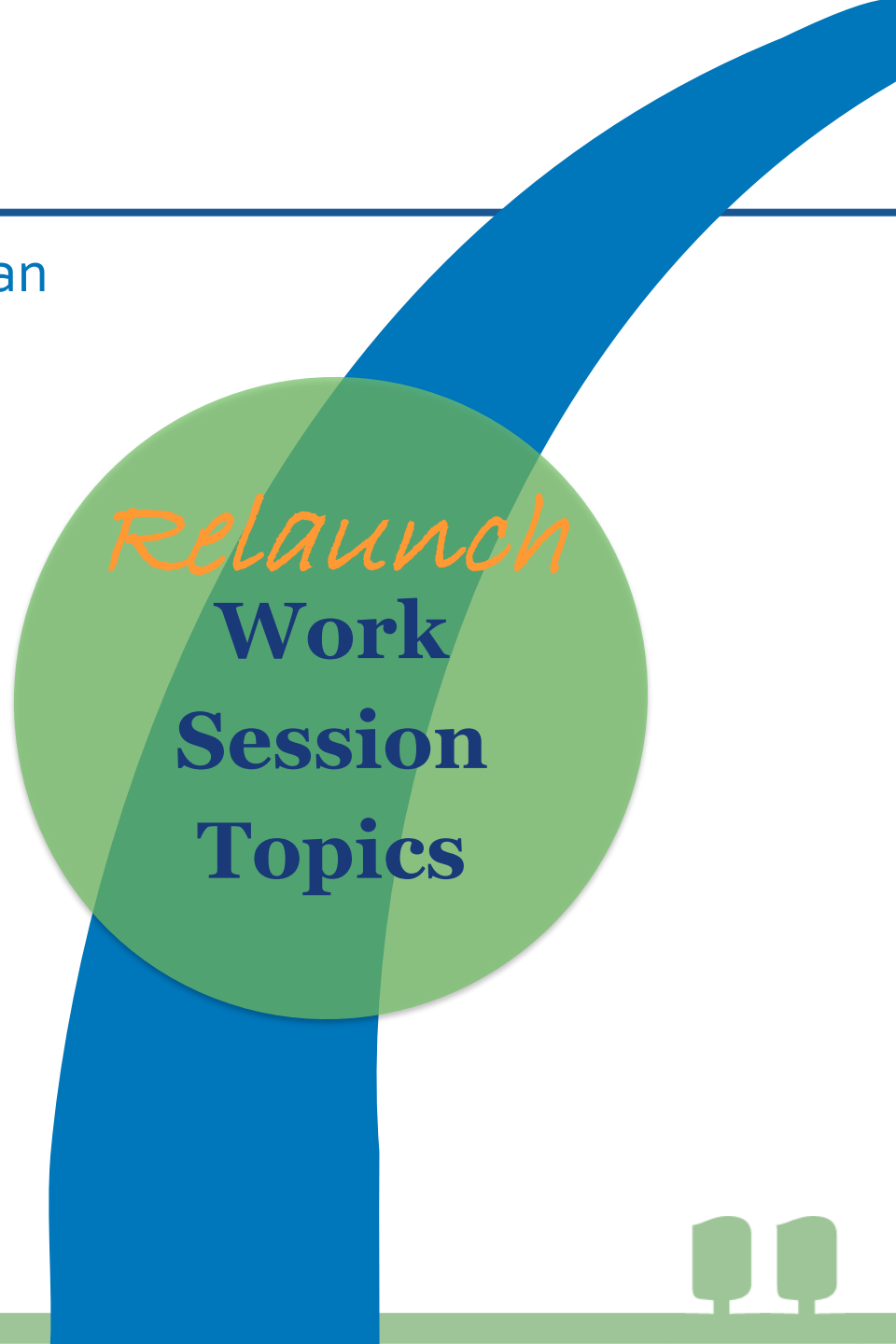


Other Non-Operating Budgets



- Personnel & Compensation Plan
- Budget Priorities
- Facts & Figures
- Reserves
- Capital Investment Program
- Special ARPA Fund

Transition now to budget deliberations sessions. Will work through topics across planned work sessions).



Relaunch
**Work
Session
Topics**

Personnel & Compensation Plan

Reference pages 17 -19 and pages 66 - 72 of Budget Report for this discussion

Personnel Details



Personnel Resources

Core Service Expectations

Growth

New Emerging Interest



Merit Pay System Adjusted

3% Meets Expectations

4.5% Exceeds Expectations

6% Far Exceeds Expectations



Pay Classification & Market Adjustments

Facing Competitive Recruitment & Retention Challenges

Key Position Market Adjustments

Pay Grade Range Classification Adjusted by 2%



Benefit Increases

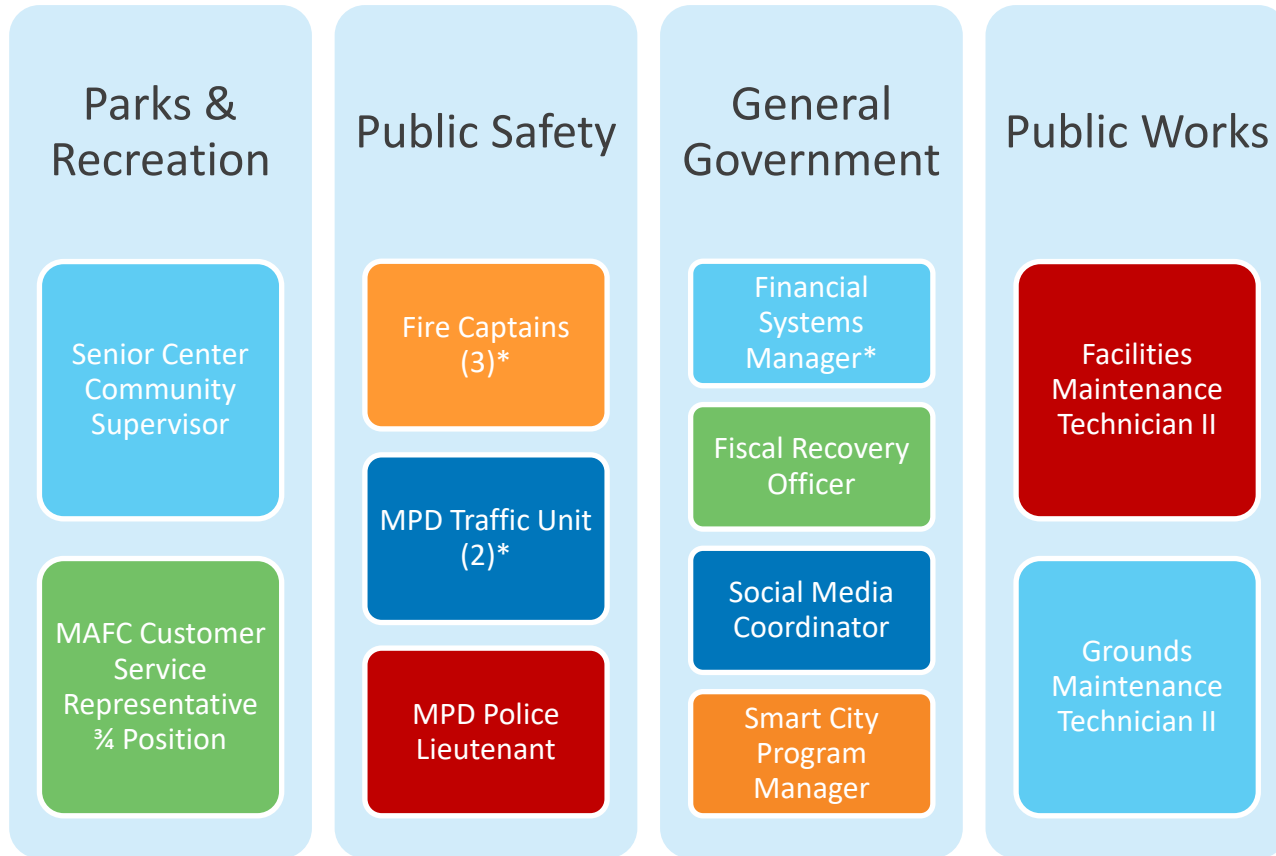
LGERS Retirement System 1.2%

Healthcare Premium 5%



Personnel Details

13 Fulltime Positions & 1 Three-Quarter Time Position



* Deferred positions from FY2021.



Personnel Growth per Capita

Full-time Authorized Positions per 1000 Population



Pending Official Census Update – Currently Based on In-House Estimates.
Peer Comparison to be Provided.



Budget Priorities

Reference pages 27 – 39 of Budget Report for this discussion

Budget Priorities – Connect Morrisville



Improved Transportation Mobility

- ❖ Sidewalk & Greenway Improvements Connecting People & Neighborhoods
- ❖ Mobility Alternatives - Smart Shuttle Operations & Expanded Bus Nodes
- ❖ Traffic Congestion & Intersection Improvements
- ❖ Committing to Future Roadway & Transportation Improvements

Includes both Budget and Capital Priorities.



Budget Priorities – Connect Morrisville



Thriving, Livable Neighborhoods

- ❖ Looking Ahead for Future Land & Open Space Needs
- ❖ Aligning UDO with Land Use Plan
- ❖ Shaping Affordable Housing Program
- ❖ Proactive Safety & Care of Roadways, Betterments & Public Facilities
- ❖ Improving Aesthetics - Parks, Grounds & Facilities
- ❖ Strengthening Sustainability to Reduce Carbon Footprint

Includes both Budget and Capital Priorities.



Budget Priorities – Connect Morrisville



Engaged, Inclusive Community

- ❖ Data Intelligence & Access
- ❖ Social Media Engagement and Outreach
- ❖ Customer Service & Marketing Enhancements MAFC
- ❖ Wayfinding – Expanding Our Brand
- ❖ E-Sports Innovation & Partnership
- ❖ Improving Play Spaces and Greenway Experience
- ❖ Municipal Elections and Bond Referendum

Includes both Budget and Capital Priorities.



Budget Priorities – Connect Morrisville



Public Safety Readiness

- ❖ Public Safety Facilities & Equipment to Meet Growing Needs
- ❖ Improving Fire Rescue Unit Responsiveness
- ❖ Expanding Police Traffic Safety & Educational Outreach
- ❖ Police Performance Oversight & Support
- ❖ Pivoting General Public Safety – Covid-19 Lessons Learned

Includes both Budget and Capital Priorities.



Budget Priorities – Connect Morrisville



Operational Excellence

- ❖ People Resources - Meet Growing & New Emerging Interest
- ❖ Getting In Front of Recruitment & Retention Challenges
- ❖ Inflationary Factors (due to growth)
- ❖ Expanding Programs & New Services
- ❖ Asset Maintenance & Replacement
- ❖ Organizational Efficiencies
- ❖ Staying Ahead of Technology & Communications Curve

Includes both Budget and Capital Priorities.



Budget Priorities – Connect Morrisville



Economic Prosperity

- ❖ Major Capital Investments
- ❖ Small Business Program Development
- ❖ Create Advocacy & Partnerships

Includes both Budget and Capital Priorities.

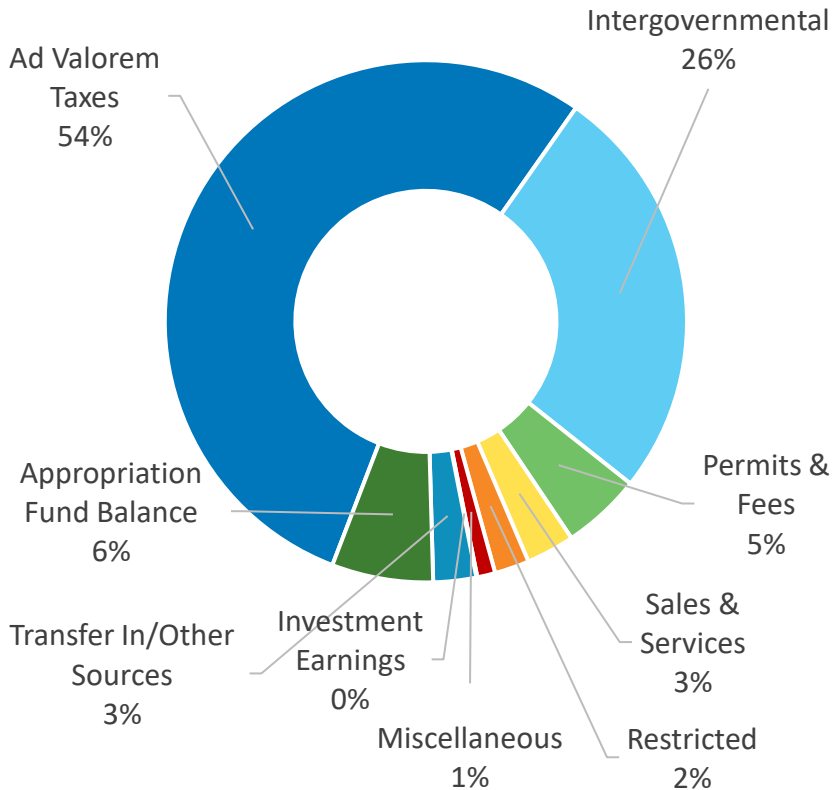


Facts & Figures

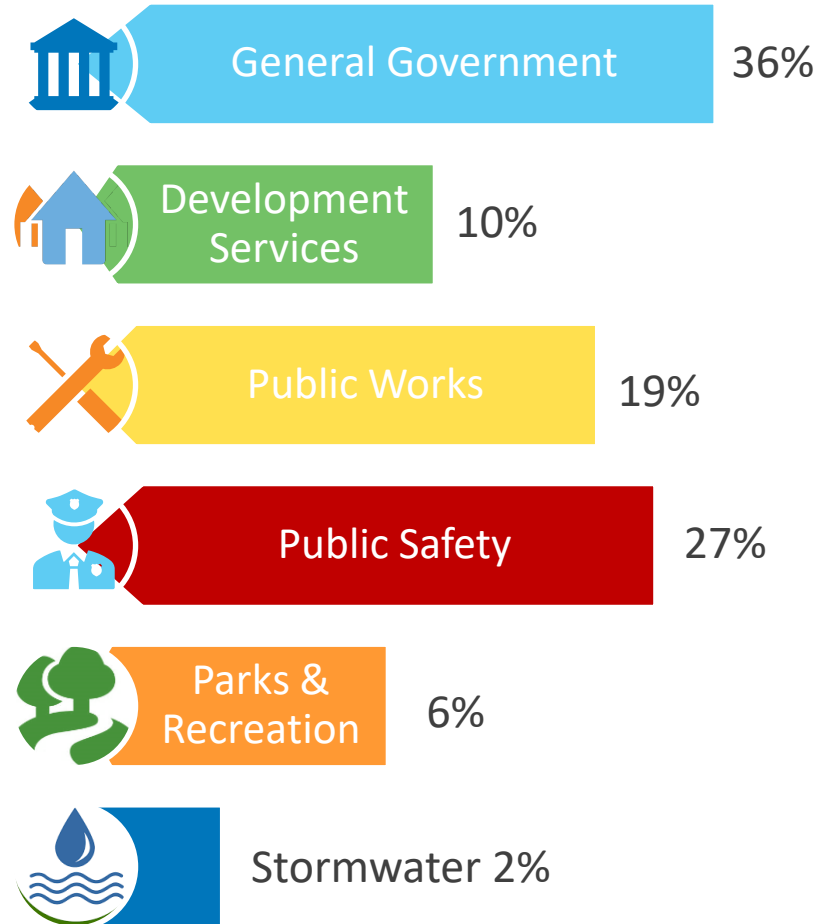
Reference pages 40 – 56 of Budget Report for this discussion

Operating Budgets = \$42,200,000

Operating Revenues



Operating Expenditures



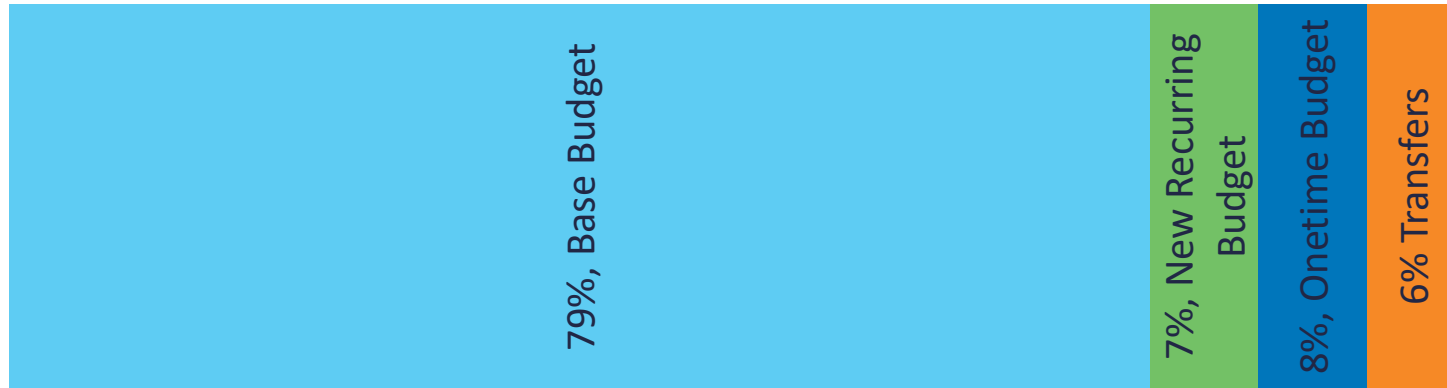
Operating Budget Highlights

- Economy Rebounding Slowly
- Tax Rate Remains \$0.36
- Vehicle Tax Fee \$30 (Maximum Authority)
- Stormwater ERU Remains \$25 Per ERU
- Moderate Fee Changes
- Conservative Forecasting (Where Most Appropriate)
- Optimistic Opportunities & Stimulus Resource Potential
- Use of Reserves for Onetime Items

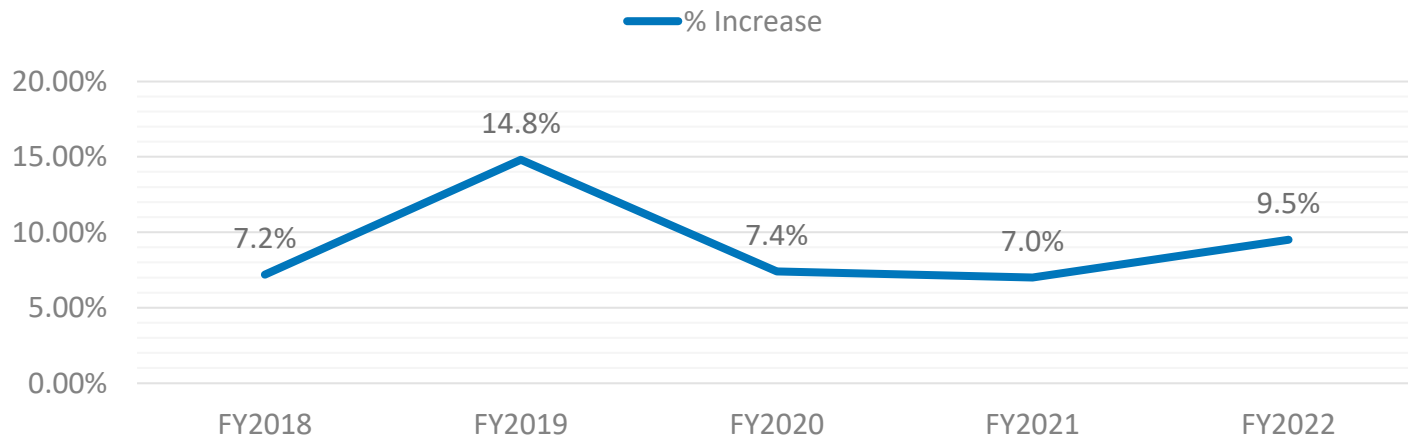


Operating Base Budget Development

Building A Budget



Base Budget % Change



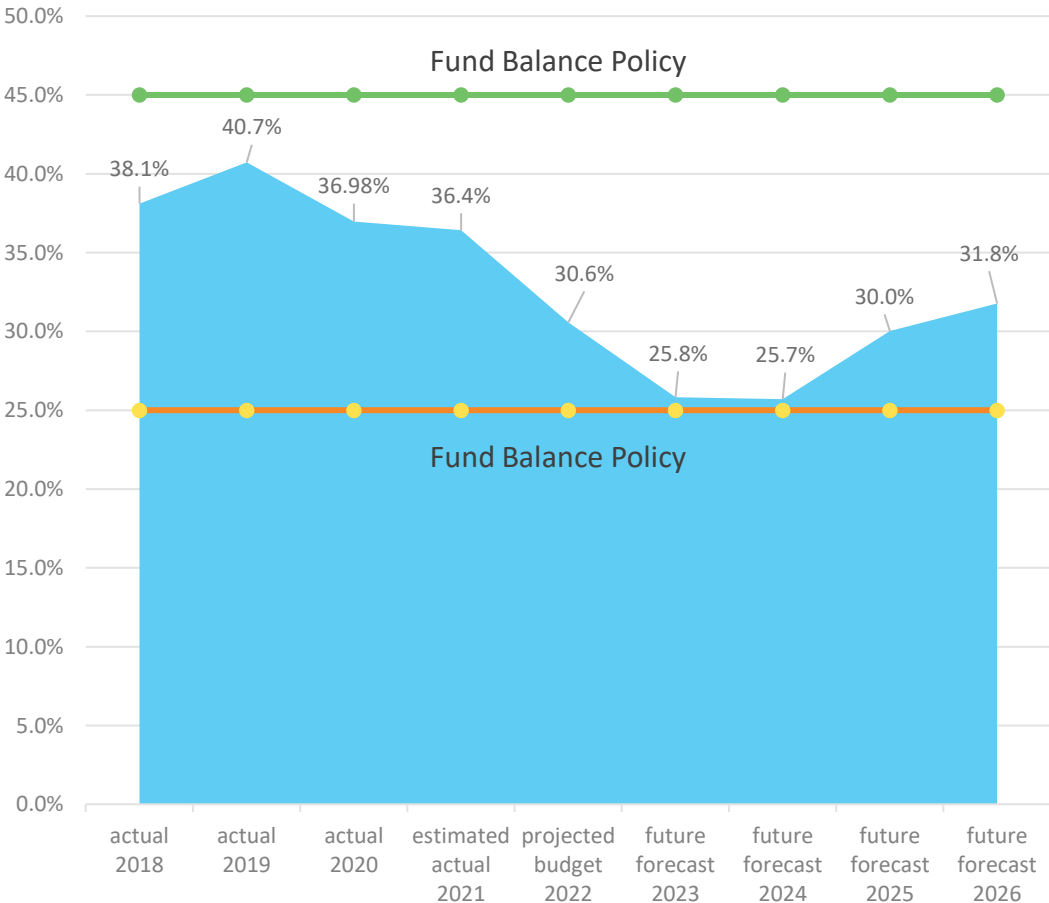
Fund Balance

Fund Balance

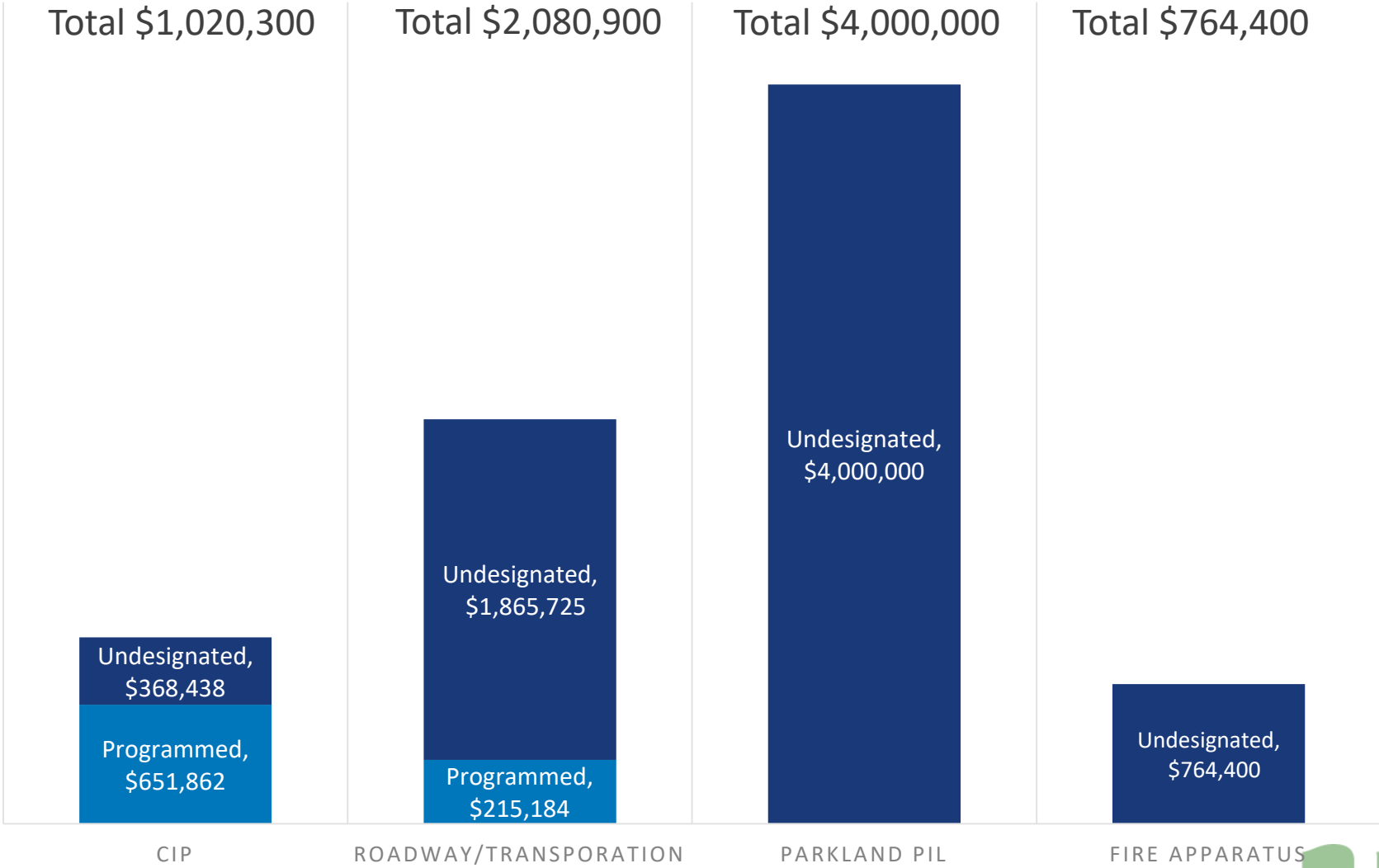
Other Reserves

Fund Balance

- FY22 Uses 6%
- Onetime Expenditures
- Cash Flow Needs Remain
- Estimated at Year End 30.9% of Expenditures



Other Reserves – FY22



Includes Current Undesignated and Designated, Plus FY22 Proposed Allocations.



Capital Investment Program (CIP)

Reference pages 57 – 65 of Budget Report for this discussion

Capital Investment Program – Active Projects

Active Projects	Council Ranking 2021	Prior Years	Anticipated Capital Budget		Future Planning Years				TOTAL
			FY2022	FY2023	FY2024	FY2025	FY2026	Future	
Bicycle & Pedestrian									
Sidewalk Connectivity & NCDOT Betterments*	Active		1,000,000	2,000,000					\$ 3,000,000
Parks & Recreation									
Crabtree Creek Nature Park*	Active	500,000		4,000,000					\$ 4,500,000
Church Street Park Expansion & Cricket Field Upgrades (NEW)	7			2,300,000	2,450,000				\$ 4,750,000
Dog Park (without land purchase)	4			1,400,000					\$ 1,400,000
Future Town Park Sites*	Active		2,300,000	2,100,000	2,900,000			4,000,000	\$ 11,300,000
Morr Comm Park Phase 3*	Active	700,000	2,000,000						\$ 2,700,000
Public Facility									
Fire Station 3 - Harris Mill*	Active	2,500,000	5,500,000						\$ 8,000,000
Fire Station 2 - Relocation	3	300,000						6,300,000	\$ 6,600,000
Emergency Traffic Pre-emption	Active	350,000							\$ 350,000
Public Works Facility**	Active	1,300,000		16,000,000					\$ 17,300,000
Transportation									
NC54 Traffic Congestion Mitigation - Airport Boulevard Ext Ph I*	Active	1,000,000	7,000,000						\$ 8,000,000
Other NC54 Traffic Congestion Mitigation Projects*	Active						5,500,000		\$ 5,500,000
Total Active Projects		6,650,000	17,800,000	27,800,000	5,350,000	-	5,500,000	10,300,000	73,400,000

Rank Key: H=High, M=Medium, L=Low



Capital Investment Program – Future Projects

Future Conceptual Projects	Council Ranking 2021	Prior Years	FY2022	FY2023	FY2024	FY2025	FY2026	Future	TOTAL
Bicycle & Pedestrian									
Crabtree Creek Greenway South Loop	14						100,000	593,000	\$ 693,000
Sawmill Creek Greenway & Stream Restoration	13							7,455,000	\$ 7,455,000
Parks & Recreation									
Cedar Fork Elementary Field	15					769,000			\$ 769,000
Cedar Fork District Park Field Improve	8					850,000	1,300,000	1,550,000	\$ 3,700,000
Cedar Fork District Park General Improvements	10					1,100,000	1,100,000		\$ 2,200,000
Historic Page Homesite	17							900,000	\$ 900,000
Recreation Center in Town Center	19							13,800,000	\$ 13,800,000
Shiloh Park Improvements (NEW)	TBD							653,000	\$ 653,000
Town Green	12							1,500,000	\$ 1,500,000
Public Facility									
Pugh House	TBD							-	\$ -
Town Center Parking Lot	20							1,500,000	\$ 1,500,000
Town Hall Replacement	16							-	\$ -
Town Multi-Purpose Meeting Space	9							-	\$ -
Train Depot	21							625,000	\$ 625,000
Transportation									
Church Street North Bypass	11							11,300,000	\$ 11,300,000
International Drive Extension	18							3,140,000	\$ 3,140,000
Total Future Conceptual Projects		-	-	-	-	2,719,000	2,500,000	43,016,000	\$ 48,235,000
Total Capital Investment Program		6,650,000	17,800,000	27,800,000	5,350,000	2,719,000	8,000,000	53,316,000	\$ 121,635,000

Notes: * Potential Bond Project(s); ** Potential Installment Financing Project(s). Cost shown above are based on estimates, include contingencies and cost modifier for inflationary adjustments over time. Cost are subject to change.



Capital Investment Program – Funding Plan

FUNDING PLAN	Prior Years	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Future	TOTAL
Parkland Payment in Lieu Anticipated Reserves	1,200,000		3,700,000					\$ 4,900,000
Other Reserve Funds	2,950,000							\$ 2,950,000
LAPP Grant Funds		3,800,000						\$ 3,800,000
Bond Referendum (Proposed)	2,500,000	14,000,000	8,100,000	2,900,000		5,500,000	4,000,000	\$ 37,000,000
Other Financing			16,000,000					\$ 16,000,000
Not Funded				2,450,000	2,719,000	2,500,000	49,316,000	\$ 56,985,000
Total Funding Assumptions	6,650,000	17,800,000	27,800,000	5,350,000	2,719,000	8,000,000	53,316,000	\$ 121,635,000

DEBT OBLIGATION as Annual Debt Service	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Current Annual Debt Service	\$ 2,816,717	\$ 2,693,571	\$ 2,615,630	\$ 2,533,839	\$ 2,459,248	\$ 2,384,557
New Proposed Debt		\$ 1,615,000	\$ 3,265,850	\$ 3,591,345	\$ 3,503,528	\$ 4,769,460
Total Debt	\$ 2,816,717	\$ 4,308,571	\$ 5,881,480	\$ 6,125,184	\$ 5,962,776	\$ 7,154,017
Tax Increment to Support New Debt Service = \$0.03		\$ 1,973,274	\$ 2,032,472	\$ 2,093,446	\$ 2,156,250	\$ 2,220,937
General Fund	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
Use of Debt Reserve Surplus/(Deduction)	683,283	1,164,703	(349,008)	(531,738)	(306,526)	(1,433,080)
Debt Reserve Fund Balance	\$ 1,039,124	\$ 2,203,827	\$ 1,854,819	\$ 1,323,081	\$ 1,016,555	\$ (416,525)

Notes: Annual Debt Service is projected based on current assumptions to dedicate a 3 Cent tax increment to pay for planned debt, applying a 3% annual growth factor for existing revenues and utilizes level principle amortization.

updated 5/5/21



American Rescue Act Plan (ARPA) Fund

Reference pages 21 – 22 and page 39 of Budget Report for this discussion

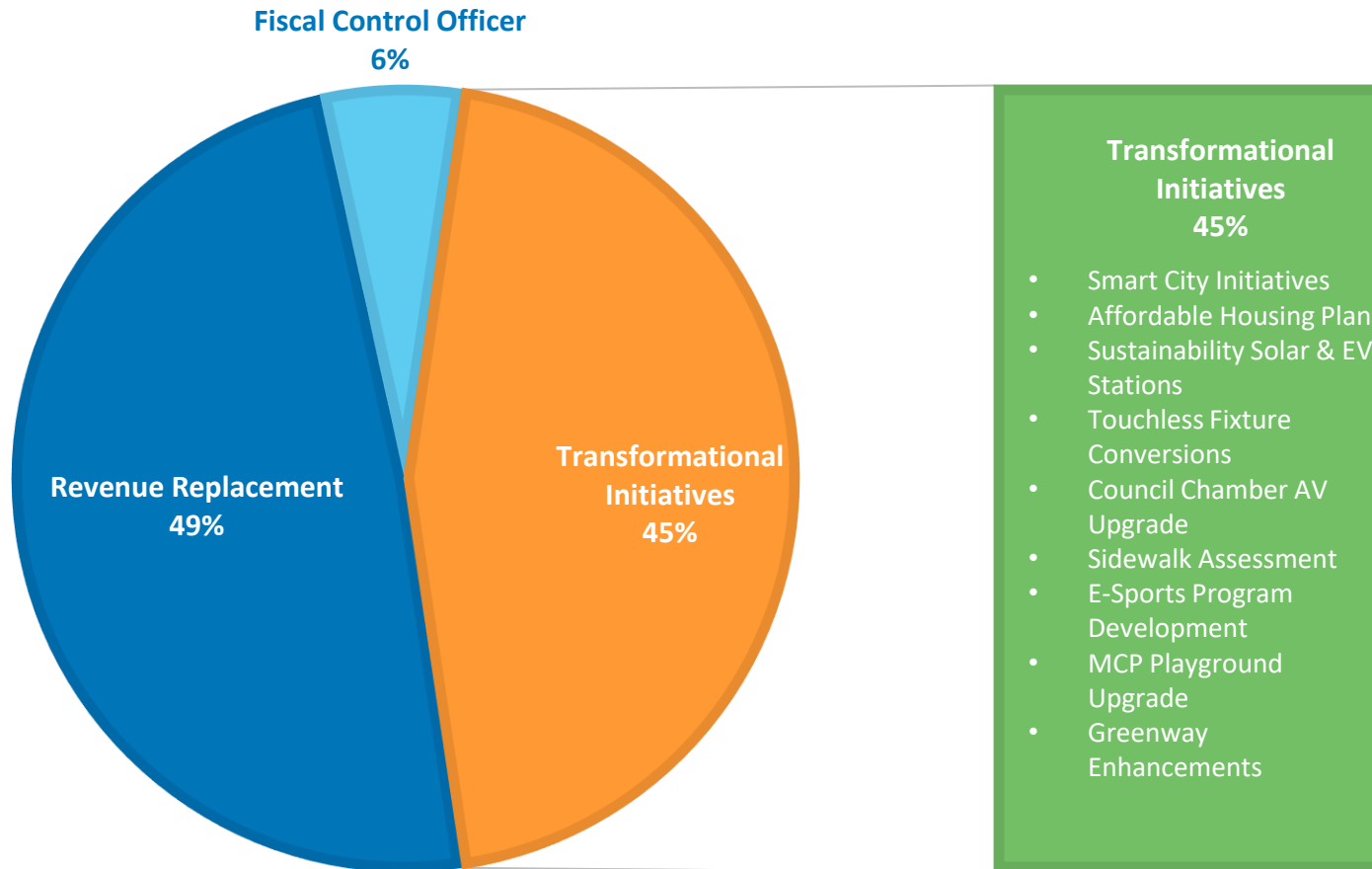
ARPA Opportunity

- Strategic Approach to Get in Front of Opportunity
- Non-Competitive Federal Grant
 - Must Use by December 2024
- Estimate to Receive \$8.4M Within a Year
 - 1st Distribution Between May/July 2021 = Approximately \$4.2M
- Treasury Guidance on Use Remains in Development
 - Four Eligible Use Categories Currently Identified & Initial Interpretations:
 - Revenue replacement due to experienced losses from COVID-19 impacts
 - Response to public health emergency, transformational community programs & assistance (with limitations)
 - Premium pay for essential public health workers
 - Investments in water, sewer or broadband infrastructure



ARPA Opportunity = \$2M

Total Proposed Allocation in FY2022 Budget is 50% of 1st Distribution



Council Discussion
Information Needs
to Make Decisions
Other Strategic
Priorities of Interest
Q&A Information
Supplement

Next Steps & Information Needs



FY2022 Frequently Asked Questions (FAQ V1)

The information provided within is supplemental information and responses to questions and requests captured through Town Council’s review and deliberations on the proposed FY2022 Budget & CIP. The information is meant to complement and inform Town Council’s decision-making processes. Future additions are indicated by **Yellow Highlighted** question(s) as versions of the original are updated throughout the process until adoption.

FAQ (as of May 14, 2021 @ 5pm)

1. Please provide breakdown of studies used as basis for compensation and recruitment recommendations.

Job classification studies resumed this fiscal year for one-third of full-time positions including Police and Fire. The 2021 Position Classification and Pay Study report and recommendations from Billings & Associates is attached. The report confirms market conditions are aggressively changing in nearby communities that will contribute to retention and recruitment issues if not addressed.

Please refer to the following for specific details in response to this inquiry:

- Addendum #1 – Billings & Associates 2021 Position Classification and Pay Study
- Addendum #2 – Employee Allocation List – Classification & Pay Analysis Recommendations

2. How does the FY2022 proposed pay and merit plan compare to our peers in Wake County?

The following information represents peer community proposed merit and pay plan changes currently recommended for FY 2022.

City or Town	Average Merit	Cola	Pay Plan Adjustment
Morrisville	4.5%	No	2%
Apex	4%	No	2%
Cary	4.5%	No	4.5%
Fuquay-Varina	3%	2%	2%
Garner	4%	No	No
Holly Springs	5%	No	1.4%
Wake Forest	4.5%	No	3%

3. Please provide a comprehensive narrative outlining the Additional Position Requests that explains basis of need, benefits and impacts if delayed.

Appropriate levels of staff provide the ability to meet desired goals, objectives, and service expectations. New position requests are thoroughly evaluated and carefully considered by our departments as the routine annual impact can significantly increase future operating budgets. Performance and operational excellence are compromised when staff needed to successfully achieve goals and outcomes are not considered when adding programs and services. Staff increases have been less than 5% on average over the last 8 years as the Town has continued to expand in population, footprint and range of core service delivery and programs. Supporting information is provided in the following two Addendums:

- Addendum #3 Additional Position Request Justification provides a more thorough breakdown of the 13 fulltime and 1 three-quarter time position requests in the proposed FY 2022 budget.
- Addendum #4 Historic FTE Position Change Detail (summary by department and then by position.)

4. What is the projected Lapse Salary estimate for FY2021 and how does it compare to historic lapse salary actuals?

Accrued lapse salaries are trending similarly to recent prior years. The table illustrates a comparison of recorded actuals as compared to current year actuals to date.

Historical Lapse Salary:

The information provided is a broad estimate. **Staff is verifying numbers based on recent vacancies.**

<i>Fiscal Year</i>	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimated*
<i>Lapse Salary</i>	\$1,495,389	\$976,641	\$1,760,470	\$1,154,652	\$1,000,000
<i>Original Personnel Budget</i>	\$15,963,700	\$16,529,200	\$17,298,000	\$18,613,210	\$20,321,550
<i>% of Budget</i>	9.3%	5.9%	10.1%	6.2%	4.9%

Data Source: CAFR, Munis Accounting System

5. What is the initial estimated cost associated for the projected long-range positions identified in the budget message between FY2023 – FY2026?

The following chart illustrates preliminary future position forecasts based on departmental long-range planning efforts. This information does not immediately equate to future budgetary impacts until thoroughly evaluated for service need, workload impacts and alignment to strategic goals. They do not represent a budget request. It does, however, allow for an annual budget process that looks beyond a single planning year to understand possible long-range impacts. This

information, therefore, is subject to change as it is evaluated and aligned with future annual budgets.

The chart below provides a summary of estimated annual cost associated with those preliminary position forecasts. The estimates are based on today’s cost and do not include any inflationary modifiers.

Preliminary Long-Range Position Forecast – Estimated Cost

FY 2023		<i>(Costs Not Adjusted for Time/Inflation)</i>		
Department	Notes	TOTAL COMPENSATION	ONE-TIME OTHER COSTS	TOTAL COSTS
Public Safety	Police (2), Fire (2)	\$ 414,667	\$ 324,000	\$ 738,667
Other	PW (2), Parks/Rec (1), IT (1), Fin (2), Admin (1)	\$ 610,591	\$ 56,500	\$ 667,091
TOTAL - 11	FY 2023 Forecast (FT Only)	\$ 1,025,258	\$ 380,500	\$ 1,405,758
FY 2024		<i>(Costs Not Adjusted for Time/Inflation)</i>		
Department	Notes	TOTAL COMPENSATION	ONE-TIME OTHER COSTS	TOTAL COSTS
Public Safety	Fire (3), Police (2)	\$ 411,263	\$ 124,500	\$ 535,763
Other	PW (1), HR (1), Eng (1)	\$ 264,492	\$ 30,000	\$ 294,492
TOTAL - 8	FY 2024 Forecast	\$ 675,755	\$ 154,500	\$ 830,255
FY 2025		<i>(Costs Not Adjusted for Time/Inflation)</i>		
Department	Notes	TOTAL COMPENSATION	ONE-TIME OTHER COSTS	TOTAL COSTS
Fire	Fire (1)	\$ 122,904	\$ 82,500	\$ 205,404
Other	PW (1), Parks/Rec (1)	\$ 146,025	\$ 7,000	\$ 153,025
TOTAL - 3	FY 2025 Forecast	\$ 268,929	\$ 89,500	\$ 358,429
FY 2026		<i>(Costs Not Adjusted for Time/Inflation)</i>		
Department	Working Title	TOTAL COMPENSATION	ONE-TIME OTHER COSTS	TOTAL COSTS
Fire	Fire (3)	\$ 282,998	\$ 25,500	\$ 308,498
TOTAL - 3	FY 2026 Forecast	\$ 282,998	\$ 25,500	\$ 308,498

6. Please provide a breakdown of social media platforms, current metrics, and areas of targeted improvement.

The Town adopted a Social Media Policy in 2020. The policy establishes high expectations for standards of use and engagement with the public, stakeholders, and organizations through

online technologies. Use of these digital tools enhance the efficiency and effectiveness of sharing important matters of interest within the Town aligning to Strategic Goals.

Town’s Current Social Media Platform Stats:

Social Media Platform	Followers	Target	Current Performance Apr 2020 - 2021	Audience/Platform Profile
<i>Facebook</i>	6,578	Goal is to add 120 new followers monthly	46	Biggest and most-used platform in social media. Allows for extensive, detailed information to be shared about subjects
<i>Twitter</i>	5,667	Goal is to add 75 new followers monthly	13	Fast-moving platform, ideal for traffic updates, emergency information, timely updates and situations that change quickly
<i>Instagram</i>	1,942	Goal is to add 50 new followers monthly	35	Image-based platform; younger demographics are most active
<i>LinkedIn</i>	744	Working to establish appropriate strategic direction; unlikely to develop large following due to nature of platform	18	Professional social networking platform; focused more on business than entertainment; Not visited as often as other social media platforms
<i>YouTube</i>	908	Building video catalogue; will market more heavily once site is populated with more videos	Grew from 119 to 893 followers Oct 20 – Dec 20 incremental growth since	Video-based platform. Populated with educational videos about Town projects and priorities
<i>Nextdoor</i>	8,576 (members)	Nextdoor connects neighbors to each other.	10	Platform allows sharing of information directly to specific neighborhoods

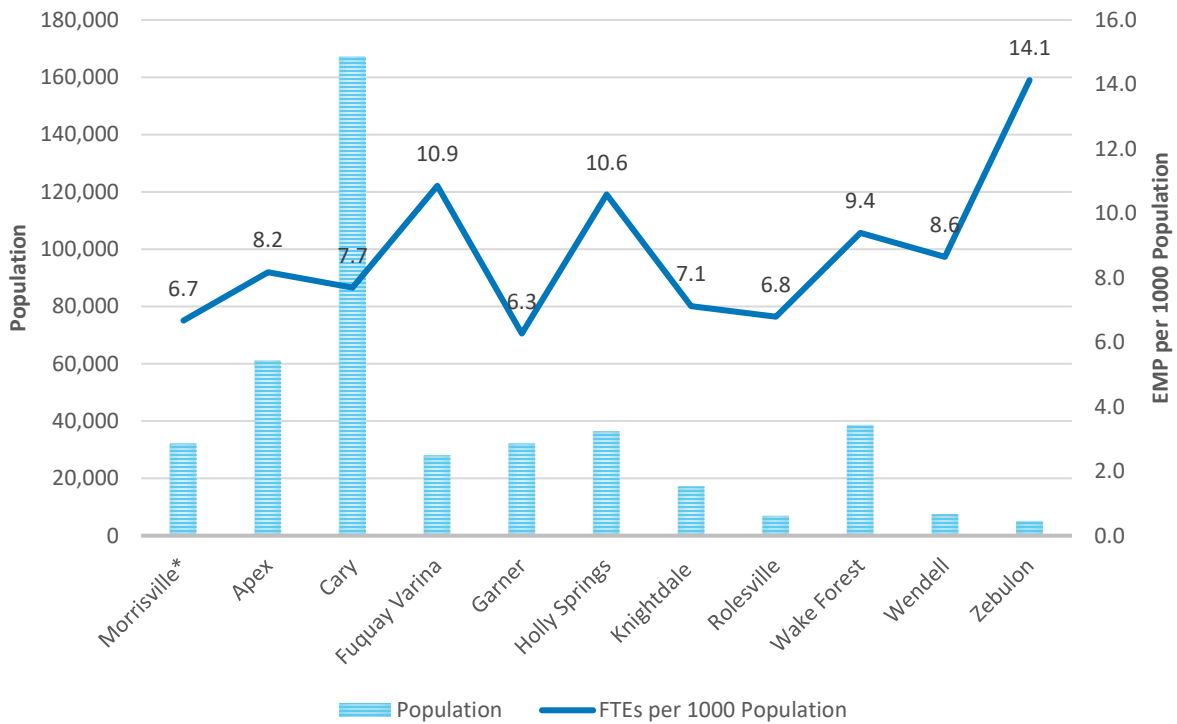
There are many platforms available that can reach large audiences, the key is finding the platforms that work best for the Town. Not all platforms are appropriate for local government channels. Digital platform sources are 24/7/365 channels of non-stop engagements requiring a higher level of monitoring.

7. What are peer city comparisons for municipal taxes & fees and personnel per capita?

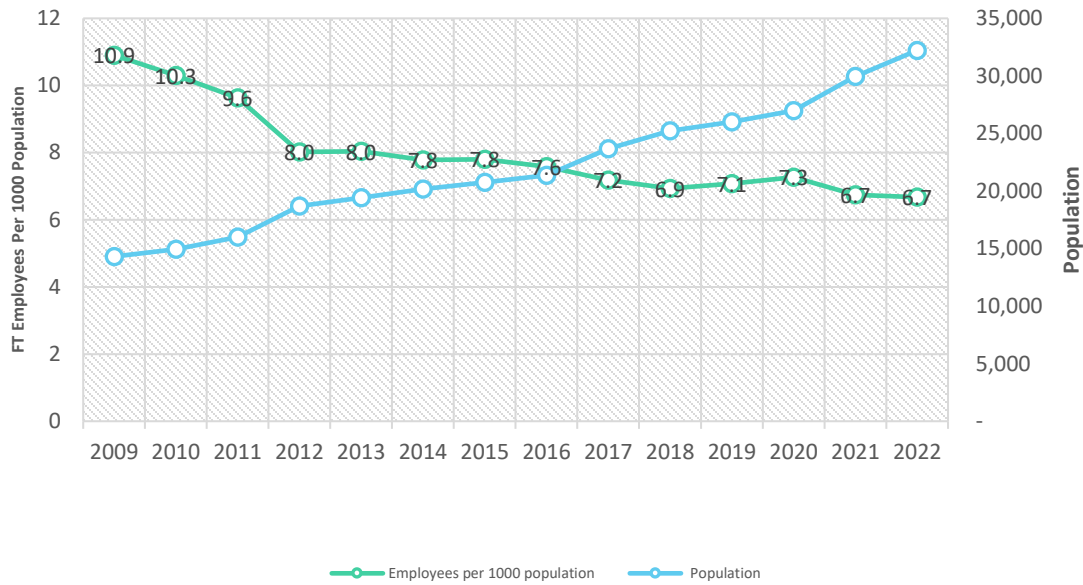
Municipal Cost Comparison Data and proposed changes this fiscal year.

Town	Current Tax Rate	Proposed Rate	Current Vehicle Fee	Proposed Vehicle Fee	Solid Waste Fee	Solid Waste Fee Proposed	SW Fee Current	SW Fee Proposed
Morrisville	0.36	0.36	\$ 30	\$ 30	Rate	Rate	\$ 25	\$ 25
Apex	0.38	0.39	\$ 30	\$ 30	\$ 21.44	\$ 21.75	\$ -	ERU
Cary	0.35	0.345	\$ 30	\$ 30	\$ 19.50	\$ 20.50	n/a	n/a
Fuquay Varina	0.395	0.395	\$ 30	\$ 30	\$14.25 + \$75 per cart	\$14.25 + \$75 per cart	n/a	n/a
Garner	0.4971	0.4971	\$ 30	\$ 30	\$0 but .06 of tax rate to cover	In Tax Rate	n/a	n/a
Holly Springs	0.42	0.42	\$ 25	\$ 25	\$ 19.09	TBD	\$ 5	\$ 5
Knightdale	0.42	0.42	\$ 30	\$ 30	\$ 16.55	\$ 16.55	\$ 4	\$ 7
Raleigh	0.355	Pending						
Rolesville	0.46	0.46	\$ 20	\$ 20	\$ 22	\$ 22	n/a	n/a
Wake Forest	0.495	0.495	\$ 25	\$ 25	\$ 21	\$ 21	n/a	n/a
Wendell	0.47	0.47	\$ 20	\$ 30	\$ 22	\$ 25	n/a	\$ 20
Zebulon	0.55	0.55	\$ 30	\$ 30	\$ 20.75	\$ 24	n/a	n/a

MUNICIPAL PEER FTE COMPARISON



Full-time Authorized Positions per 1000 Population



Notes & Data Sources:

State Demographer and available FY22 Budget Data
 Raleigh data was not available at this time and therefore not included.

*In-House population estimate
 Garner firefighters are not included in FTE counts shown.

8. What significant factors have contributed to how the base budget has grown since 2018?

The following is a comparison of historical base budgets and how they have changed. The base budget approach allows Council and staff to focus on new initiatives and interests when developing budgets. Staff will analyze resources as compared to needs to identify potential capacity to address these initiatives without impacting basic core services represented by a base budget. Over several years the Town’s base budget has expanded in order to maintain quality core service demands from a growing community using up more of that natural growth in revenues for recurring needs causing less and less capacity for new initiatives and onetime expenses annually.

FY 2018 to FY 2019

Total recurring base budget growth was \$1,889,600 or 7.2%. Of the recurring expenditures, \$1,280,500 (4.9%) was for personnel (new and existing) and \$609,100 (2.3%) was for recurring operating expenses.

New notable recurring operating expenses included Parks and Recreation Department office space, information technology investments (cybersecurity, disaster recovery,

telematics, software upgrade licenses), expanded landscaping contract, and the addition of a base level of support for an expanded communications department for the Town's information needs.

FY 2019 to FY 2020

Total recurring base budget growth was 4,166,800 or 14.8%. Of the recurring expenditures, \$1,490,000 (5.3%) was for personnel (new and existing), \$766,000 (2.7%) was for the full-year impact of the market classification study pay adjustments approved in February 2020, and \$497,200 (1.8%) was for recurring operation expenses. The remaining \$1,413,600 (5%) was for new debt service for McCrimmon Parkway, MAFC and Morrisville-Carpenter Road.

New notable recurring operating expenses included Senior Center Programming, increased recycling costs, streetlight traffic data analytics software, and the addition of Parkside Elementary crossing guards.

FY 2020 to FY 2021

Total recurring base budget growth was \$2,215,300 or 7.4%. Of the recurring expenditures, \$1,181,100 (3.6%) was for personnel (new and existing) and \$1,234,200 (3.8%) was for recurring operating expenses.

New notable recurring operating expenses included Smart Shuttle (\$500K), a base level of support for sustainability initiatives, additional recycling cost increases, and expanded communications and parks and recreation (cultural programs/food hub programming) base program support.

FY 2021 to FY 2022

Total recurring base budget growth is projected to be \$3,308,700 or 9.5%. Of the recurring expenditures, \$2,506,300 (7.2%) is for personnel (new and existing) and \$802,400 (2.3%) is for recurring operating expenses.

Personnel requested in the proposed FY 2022 budget are driven primarily by deferred public safety needs, growth in town's assets that must be maintained over several years, and expanded programmatic needs for smart city initiatives, communications, and financial management. New notable recurring operating expenses relate to some overall general operating increases in multiple departments, and smart shuttle service (full year).

9. Please provide additional context to the Other Reserves including Parkland Payment in Lieu and Capital Reserve Funds?

Parkland Payment in Lieu Funds: Since 2008, approximately \$8 million dollars has been collected in Parkland Payment-in-Lieu. Between 2018-2020, almost \$4 million of that amount was collected based on the multi-family residents PIL fees. The projected available balance in

June 2022 is \$4,000,000, including estimated FY 2022 collections. Future estimated collections in FY 2023 are approximately \$700,000.

PPIL funds are collected from development activity and have restricted authorized uses. Projects that have been paid for in whole or in part by PPIL funds include:

- Indian Creek Greenway
- Shiloh Greenway
- Hatcher Creek Greenway
- Church Street Park
- Northwest Park
- Morrisville Community Park Phase 3 Design
- Crabtree Creek Nature Park Design

A variety of other miscellaneous park improvements have also been implemented with use of PPIL funds.

CIP and Roadway Transportation Reserves: These two reserve accounts were established in FY 2017 to help plan for future major capital project costs. These funds may only be used for designated purposes defined by Town Council and at their discretion. Funds may be used for projects identified during the budget development process, during the budget year to address unbudgeted needs, or accumulated to support major projects. Funds to build these reserve accounts are incorporated into the annual budget process by appropriating available budget capacity or transfer from general fund balances.

The follow describes allocations, available balances and uses:

The Roadway and Transportation Reserve has received an allocation the equivalent of the value of one cent of the tax rate each year since FY 2017, except in FY 2021, when Town Council authorized a one and a half cent allocation. Total allocations over the six years are \$3,385,000 (including FY 2022 proposed allocations), plus investment earnings of \$45,900. In FY 2020, \$1,000,000 of this reserve was appropriated towards the Airport Boulevard Extension Phase 1 project and \$350,000 for a traffic preemption project. In FY 2021, \$215,184 of this reserve was used to close out the McCrimmon Parkway Extension Project. Projected available (undesigned) balance as of June 30, 2022 is \$1,865,725.

The CIP Reserve received an allocation of \$200,000 in each of fiscal years 2017, 2018 and 2020. In FY 2019, excess General Fund Balance of \$3,870,000 was transferred to the CIP Reserve. No allocation was made in FY 2021 and is not proposed for FY 2022 (the prepaid acreage fee allocation was substituted). Total allocations over the six years are \$4,470,000, plus investment earnings of \$100,300. In FY 2020, \$2,800,000 of this reserve was appropriated towards Fire Station design and land purchases and \$ 750,000 for the Town Center Regional Stormwater Control Measure. In FY 2021, \$651,862 of this reserve

was used for purchase of property on Scoggins Avenue (Lytle property). Projected available (undesignated) balance as of June 30, 2022 is \$368,438.

The Fire Apparatus Reserve is used to accumulate resources for future large apparatus and life-saving equipment over time to avoid large fluctuations in expenditures in any one fiscal year. Large apparatus includes three quints, one medium and two light rescue and air packs for all firefighters. Equipment replacement is scheduled on a ten-year cycle. The last vehicle purchase occurred in FY2020 and is scheduled for delivery in the next month (this is a normal delivery cycle for a fire truck). Reserve funds were substantially depleted after this purchase. The next vehicle purchase is scheduled for FY 2024. Estimated costs for the next ten-year cycle are \$9.4 million. There was no allocation to the Fire Apparatus Reserve in FY 2021. Allocations must be included in the current and future budgets to prepare for these purchases. The proposed FY 2022 operating budget included a \$750,000 allocation to begin saving for these future purposes.

10. Do we have vehicle and fire apparatus replacement plans that are criteria based?

The Town has historically used long-range replacement planning models to forecast and plan for future large fire apparatus, vehicles, and technology. These can be costly forms of expenses annually that can overwhelm an annual budget if not managed appropriately with policy guidance. Strategic use of replacement criteria, evaluation, and planning ensures a mechanism to balance needs within affordability and minimize forced deferment tactics that can inevitably impact service efficiencies. The policy goals are: 1) to apply a pay-as-go method rather than tying up debt capacity and save on interest cost for these forms of assets that have between a 5-10-year lifecycle and 2) evaluate and make informed decisions based on qualifying criteria to manage.

The Town currently uses advanced technology (Telematics) to monitor vehicle health, needs for preventive maintenance and assessment of repairs on our rolling stock. The data that is currently tracked with the telematics technology includes: vehicles due for oil change, engine error codes, idle times, tire pressures, fuel levels, and battery voltage among other elements. The information produced by this technology is not currently an established parameter for the vehicle replacement plan and needs to be incorporated to improve management and replacement timing. In FY 2022, Staff will be assessing the benefits, industry standards and trends of Fleet Maintenance programs in the area as a workplan item to effectively update our policy. Current policy criteria include:

- | Current Vehicle Criteria | Fire Apparatus Criteria |
|------------------------------------|-------------------------|
| • Damage exceeds 60% of NADA value | • Condition assessment |
| • Need no longer exist | • Lifecycles |
| • Overall condition unsafe | • Ladders – 10 years |
| • Lifecycles: | • Engines – 10 years |
| • PD – 6 years or 85K miles | • Rescues – 12 years |

- Fire – 8 years or 85K miles
- Others – 12 years or 85K miles

To ensure availability of operational vehicles, we retain between 5 – 10 vehicles in reserves to rotate in as other vehicles have annual maintenance and other repairs. Reserve vehicles are designated surplus vehicles that were already replaced due to current criteria but are suitable for short-term usage before final surplus processing. This strategy allows for a higher level of responsiveness in sustaining adequate rolling stock for service delivery.

We have worked to expand the methodology of applying replacement planning by incorporating other equipment types across the organization for items such as heavy equipment, roof/HVAC, and fitness equipment. Replacement plans consider manufacturers lifecycles based on equipment types, mileage, level of usage and severity of damage and/or escalating maintenance and performance issues. Replacement plans are updated annually recognizing and accounting for changing influences and cost of inflation to better plan. The Fire Apparatus is the only replacement plan that has a dedicated reserve fund due to the high cost factors associated with this form of equipment replacement. Others are incorporated in the annual budgeting process.

11. Please provide a breakdown of changes in MAFC operations as compared to pre COVID impacts?

The PRCR Department has a Fee and Charges Policy that attempts to balance cost-to-benefit ratio by providing facilities and services in a tiered structure. In this structure, fees are assessed based on the extent the facility or service benefits the community as well as the level to which the cost of providing the service is recovered.

MAFC programs and activities fall into two categories of fee coverage: “specialized” services for which fees are designed to recover at least the direct program costs. General usage of MAFC is included in this category. Fees must also be comparable to market rates and current fees being charged for like services in the local area.

Instruction programs, such as swim lessons, summer day camps and related types of activities are considered “enhanced” services and fees are directly related to costs of service delivery. MAFC has been operated as a facility provided to the community at a rate less than what is required to cover all costs of the facility. Full-time staff, general facility maintenance costs, utilities, and debt service are not fully covered through user fees.

In FY 2018 (the last full year of operations prior to closure for the facility renovation), the general fund subsidy for MAFC was \$225,000. This approximates the \$216,000 expenditures for full-time staff and demonstrates some cost recovery for maintenance and operating costs of the facility. Revenues of approximately \$304,000 substantially covered direct costs of \$228,000, (mostly part-time staff) and maintenance (\$85,000), resulting in a small deficit of direct cost recovery of \$9,000 for that year.

The budget for the re-opening of the renovated MAFC included anticipated increases in staff, operating and maintenance costs. A plan to generate increased membership and revenues was anticipated to cover those increased costs. However, COVID-19 has significantly impacted the ability to deploy that plan. The plan to increase revenue was (and still is) projected to grow over multiple fiscal years.

For FY 2021, staff, operating and maintenance costs have been incurred without the ability to activate the membership and recruitment plans. Even as the facility reopened, attendance has been restricted. Although revenues were projected to grow 36% from FY 2018 levels, projected costs were budgeted at 62% more in the initial year for the expanded facility. The budgeted deficit was approximately \$414,000. Actual results for FY 2021 will show a significantly larger deficit of closer to \$800,000 due to only minimal revenues for the fiscal year. (A reminder, most of the Town’s revenue loss that will be recouped with ARPA funds came from Parks and Recreation Activities.)

FY 2022 projected revenues reflect a “restart” of the facility, using the same revenue projections as FY 2021. The projected deficit for FY 2022 is approximately \$550,000. The marketing and membership plan is being updated to reflect changed conditions from COVID, including fee structures, which have been reduced from what were proposed for FY 2021.

The MAFC management team is updating the marketing and membership plan to relaunch plans to establish cost recovery strategies and performance goals to reduce the FY 2022 deficit and we move away from pandemic conditions.

12. The Capital Investment Program aligns funding sources to overall annual project cost in the aggregate. Please provide a breakdown of recommended funding sources proposed by each active project.

<i>Active Project</i>	<i>Debt Financing</i>	<i>PPIL/Other Reserves/ Grants</i>	<i>Total</i>
<i>Sidewalk Connectivity & NCDOT Betterments</i>	<i>\$3,000,000</i>		<i>\$3,000,000</i>
<i>Crabtree Creek Nature Park*</i>	<i>\$4,000,000</i>	<i>\$500,000</i>	<i>\$4,500,000</i>
<i>Church Street Park Expansion & Cricket Field Upgrades</i>		<i>\$4,750,000</i>	<i>\$4,750,000</i>
<i>Dog Park</i>		<i>\$1,400,000</i>	<i>\$1,400,000</i>
<i>Future Town Park Sites</i>	<i>\$11,300,000</i>		<i>\$11,300,000</i>
<i>Morrisville Community Park PH 3</i>	<i>\$2,000,000</i>	<i>\$700,000</i>	<i>\$2,700,000</i>
<i>Fire Station 3 – Harris Mill</i>	<i>\$8,000,000</i>		<i>\$8,000,000</i>
<i>Fire Station 2 – Relocation</i>		<i>\$300,000</i>	<i>\$300,000</i>
<i>Emergency Traffic Pre-emption</i>		<i>\$350,000</i>	<i>\$350,000</i>
<i>Public Works Facility</i>	<i>\$16,000,000</i>	<i>\$1,300,000</i>	<i>\$17,300,000</i>
<i>NC54 Traffic Congestion Mitigation – Airport Blvd. Ext. PH 1</i>	<i>\$3,200,000</i>	<i>\$4,800,000</i>	<i>\$8,000,000</i>
<i>Other NC54 Traffic Congestion Mitigation</i>	<i>\$5,500,000</i>		<i>\$5,500,000</i>

Note: *Project may require partial funding through PPIL depending on debt capacity in combination with recent grant award to execute.

13. How has the Town used unassigned fund balance historically?

The Town’s Fund Balance Policy states that the General Fund shall be no less than three months operating expenditures or 25% of the total operating expenditures. Funds more than 45% at year-end may be appropriated or designated for one-time capital expenditures, economic development or transferred to capital reserves. It is common practice in the development of an annual budget to designate a portion of fund balance as a mechanism to balance the budget rather than to falsely inflate revenues.

Historically, the Town has not had to draw on fund balance (as reported in the CAFR) at fiscal year-end to balance the operational budget in lieu of revenues exceeding expenditures. This is a direct result of conservative revenue forecasting strategies. The Town has in recent years intentionally transferred some fund balance out to other reserves/projects for future investments. The following chart demonstrates annual appropriation of fund balance as a percentage of total original budget.

General Fund	FY2018	FY2019	FY2020	FY2021
Original Budget (includes transfers)	\$34,030,000	\$37,212,000	\$35,320,000	\$37,100,850
Total Fund Balance Appropriation @ Adoption	\$2,823,000	\$5,395,000	\$945,000	\$1,142,200
Use of Fund Balance at Year End to Balance Operations	None	None	None	None Anticipated
% of Total Budget	8%	14%	3%	3%
Unassigned Fund Balance % of Expenditures (less transfers)	38.11%	40.73%	36.98%	30.6%*
Unassigned Fund Balance @ June 30	\$10,233,745	\$11,122,723	\$12,176,024	\$10,323,305*

Note: *The calculation for Unassigned Fund Balance shown above accounts for Fund Balance appropriation, committed funds to capital reserves and the state statute requirement to include in the calculation any prior year purchase order rollovers and accounts for appropriation of fund balance in FY2023 of \$2,574,550.

Council can at any time during a year choose to appropriate unassigned fund balance or other reserves toward projects or onetime expenses in the form of an ordinance amendment. Understanding that fund balance is measured and calculated as of June 30 annually, it is recommended that Council allow for the completion of the annual audit to provide the official year end calculation of unassigned fund balance.

14. What would future estimated fund balance look like for next revaluation if held at revenue neutral?

Staff is working on developing scenario specific estimates for revenue neutral in FY2025 to illustrate a possible comparison. This requires some additional evaluate to run comprehensive RNTR calculations. We will provide this information on Monday/Tuesday.

ADDENDUM ITEMS

R a n d a l l L . B i l l i n g s , d . b . a
B I L L I N G S & A S S O C I A T E S
133 Sierra Drive
Greensboro, North Carolina 27410

ADDENDUM #1

Telephone: (336) 339-8731 (Mobile)
E-mail: rbillings@icloud.com

MEMORANDUM

To: Lauri Shedlick, Director of Human Resources
From: Randy Billings
Date: May 13, 2021
Subject: Explanation of Recommendations for 2021 Position Classification and Pay Study

On January 12, 2021 I had a Zoom meeting with you and Martha Paige regarding my recommendations for this year's cycle of the position classification and pay study. I presented you with an employee allocation list that summarized the positions in this year's study and my recommendations for a grade level and title for each position. My explanation of the rationale for my recommendations was presented orally and I'm now writing to provide documentation on my thoughts and follow-up to our January 12 meeting. In the paragraphs below I will explain my recommendations only for the classes that changed. Unless there are compelling reasons to do so I will not address those classes that I recommended to stay the same. Suffice it to say, if I did not recommend a change then I determined the class to be competitive within the labor market, appropriately classified internally within the organization, appropriately titled and the work had not significantly changed since it was studied last year. I will summarize my recommendations by department.

I have updated the employee allocation list since we met in January based on some changes that I was subsequently made aware of. I am sending the allocation list in a separate e-mail.

Police

When I initially made my recommendations in January I used the information I had access to at the time. For the police department I recommended that the Town of Morrisville adjust all of the sworn police classifications by at least one grade but I suggested the town might want to consider a two grade adjustment as more information became available from other area local governments. As time passed into early spring I recognized that several of the area local governments were increasing police salaries to an entry level of \$50,000 or higher. I think you and Martha independently reached the conclusion that a two grade adjustment for all sworn police classes was necessary to remain competitive and we have discussed that amendment to my original recommendation. The employee allocation list that I am sending to you separately will reflect a two grade increase for all sworn police classes. I think Morrisville cannot afford to not make this change given what is happening in Cary, Apex, Wake Forest and other local governments.

Fire

My recommendation to you in January was to increase all classes in the fire department by one grade. I am staying with that recommendation. The recommendation was based on keeping the town competitive with other jurisdictions and to remain in the standard one-grade relationship with the police department. However, given the adjustment of police by more than one grade, there will now be a two-grade difference between entry levels for fire and police. The traditional one grade separation in other local governments is changing because of the extreme pressure on recruiting and retaining police officers that is not happening in fire. This by no means diminishes the importance of aggressive recruitment and retention of fire personnel. The proposed separation is more of a function of the reality of what is happening in police.

In addition to the one grade adjustment for all firefighter classifications, I am recommending a three grade increase, from grade 23 to 26, for the assistant fire marshal. Last year when the department was studied all positions within the fire marshal's office were either vacant or new. The assistant fire marshal's job was vacant. The way the duties are now distributed there is very little difference between the deputy fire marshal and assistant fire marshal. In a department the size of Morrisville it is not practical to have two deputy fire marshals so I opted to leave the deputy and assistant in the classification system but separating them by only one grade. This change resulted in a three grade increase for the assistant fire marshal.

Administration

Management and Budget Analyst

I am recommending that this class go from grade 22 to 24. I made this same recommendation last year as part of the comprehensive town-wide class and pay study. Given the relatively new nature of this position, last year management was reluctant to implement my recommendation until the employee in the position had more time to evolve to where the work was intended to be. After a year of maturation of the position I still have the recommendation to move the class to grade 24. My recommendation is based on what I see in other local governments and the level of work that the town should be requiring of such a position. I am also influenced by where the incumbent employee was in her previous position in public works.

Engineering

Capital Projects Manager

I am recommending this class go up one grade from grade 27 to 28. This recommendation is based on labor market considerations, the expansion of this position into "design/build" projects, and the relative relationship to the senior capital projects manager. The incumbent in this position is highly experienced in project management and has evolved into the management of more complex projects over the last year or so as he gained more experience with the town.

I mentioned in our briefing back in January that there now is very little difference between the work of the capital projects manager and the senior capital projects manager. I think the original intent of having a senior was to provide some project management and supervisory leadership to the function. That is not really happening. The two employees function relatively independently with the capital projects manager typically going to the town engineer for direction. I did not propose putting both employees in the same classification at

this time. However, if the town wants to change the staffing structure in the project management division, combining these positions into one classification would be warranted.

Finance

Accounting Technician

I am recommending a one grade increase for the accounting technician from grade 16 to grade 17. This recommendation is due primarily to market data that indicates a small adjustment is necessary to keep pace with other similar jobs in the area.

Inspections

Inspections Customer Service Supervisor and Permit Technician

For each of these three positions I am recommending a one grade increase. The change in the way work is now performed by the permit technicians, there are two of them, and their interaction with both the public and inspectors, warranted a slightly higher grade – from 16 to 17. Because of the significant and varied public contact required by the permit technicians the one grade increase will recognize a higher level of responsibility for the way inspections customer service is performed and maintain a competitive position in the area labor market.

The supervisor over the inspections customer service function is also recommended for a one grade increase, from grade [19 to 20](#). There are three classifications within the town that I paid particular attention to in making this recommendation. Those classes are in engineering, planning and inspections. While all three of these classes perform highly responsible work, this class in inspections has direct supervisory responsibility and therefor needs to be at a higher level than the other two classes.

Planning

Development Services Coordinator – Planning

When this position was studied last year it was left in its current grade because of what appeared to be a temporary assignment implementing the new software package. The work has become a little more defined around the planning function this year but a large component still involves implementation of different modules of the software and that is likely to continue into the future. Because of the complexity and responsibility of being the point person for software implementation, this position is recommended to go up one grade from a grade 18 to 19. This change will recognize the important work performed by the position, which does not involve supervision.

Planning Technician

This class is recommended for a one grade increase from grade 18 to grade 19. The change is recommended to recognize the level of public involvement required of the position and the technical level of planning knowledge that is required. This change puts this class in a better position relative to the planning classes in the department.

Public Works

There are a number of recommended changes in public works due to the following reasons:

1. To remain competitive with similar work in other area local governments;
2. To recognize a higher level of work being performed;
3. Changes in operational and management functions.

Athletic Facilities and Grounds Maintenance

All classes in these two divisions are recommended for a one grade increase. Such increase is the result of a reorganization into two separate divisions, one to take care of athletic facilities and the other to take care of all other grounds maintenance issues. The town has a high expectation of the quality of its fields and the aesthetics of its grounds and that high expectation has been passed along to the employees to perform more independently and at a higher, more technical level. This change in one grade will also help to position these positions to be more competitive with the other area local governments.

Initially I recommended a change in classification for one of the athletic facilities maintenance technicians whom I had been told had taken on a supervisory role. Subsequent to the study some reporting relationships and responsibilities were clarified, which eliminated the need for the change. Although grade levels changed no one in these divisions actually changed classifications.

The exception to the one grade increase in these divisions is a recommended two-grade increase for the grounds maintenance supervisor. When these positions were last studied it was recommended to classify the athletic facilities maintenance supervisor one grade higher than the grounds maintenance supervisor because of the highly technical nature of the cricket pitch. As work has evolved over the last year the two supervisors have become more interchangeable and therefore need to be at the same grade level. This means the grounds maintenance supervisor will be increased two grades from grade 19 to 21. There will now be total equity within the two divisions of all classes, which recognizes the high level of importance the town places on both grounds and athletic facilities functions.

Fleet - Senior Mechanic

I have studied this classification many times, including last year in the comprehensive study. Each time I've seen this position increase in independence and responsibility for not only the direct maintenance duties of the fleet but also in the garage administration and management. I've often expressed questions about the respective roles of the senior mechanic and the facilities and fleet superintendent and if the administrative and management duties should be handled by the superintendent. It was made clear during this cycle that the senior mechanic does and should have a direct administrative and management role over the garage with the superintendent being in a role of oversight. For that reason I have recommended a one grade increase from grade 20 to 21.

Streets

I am recommending a one grade increase for all three classifications in the street division. It is important to maintain the internal equity within the department and moving these classes up one grade will do that with the athletic facilities and grounds maintenance divisions. It will also make these positions more competitive with other area local governments.

The exception to the one grade increase is a two grade increase for the streets maintenance supervisor. I am recommending moving this class from grade 19 to grade 21. This will provide equity with all of the field supervisors in the public works department.

If needed I will be happy to follow up with additional information for classes that did not change if that is needed. As you well know, this process is complex and involves many internal and external considerations in making these recommendations. I'll be happy to explain further as necessary.

**Town of Morrisville
Employee Allocation List
Classification and Pay Analysis Recommendations
Effective July 1, 2021**

<u>Current Title</u>	<u>Proposed Title</u>	<u>Current Grade</u>	<u>Proposed Grade</u>	<u>Change</u>
ADMINISTRATION				
MANAGEMENT AND BUDGET ANALYST	MANAGEMENT AND BUDGET ANALYST	22	24	2
STRATEGIC PERF MGR	STRATEGIC PERFORMANCE MANAGER	26	26	0
TOWN CLERK	TOWN CLERK	22	22	0
COMMUNICATIONS AND OUTREACH				
COMMUNITY RELATIONS LIAISON	COMMUNITY RELATIONS LIAISON	21	21	0
MARKETING AND EVENTS SPECIALIST	MARKETING AND EVENTS SPECIALIST	21	21	0
PUBLIC INFORMATION OFFICER	PUBLIC INFORMATION OFFICER	24	24	0
ENGINEERING				
CAPITAL PROJECTS MANAGER	CAPITAL PROJECTS MANAGER	27	28	1
ENGINEERING SUPPORT SERVICES COORDINATOR	ENGINEERING SUPPORT SERVICES COORDINATOR	18	18	0
FINANCE				
ACCOUNTING TECH	ACCOUNTING TECHNICIAN	16	17	1
FIRE				
ASSISTANT FIRE CHIEF	ASSISTANT FIRE CHIEF	31	32	1
ASSISTANT FIRE MARSHAL	ASSISTANT FIRE MARSHAL	23	26	3
DEPUTY FIRE MARSHAL	DEPUTY FIRE MARSHAL	26	27	1
FIRE MARSHAL	FIRE MARSHAL	28	29	1
FIRE TRAINING OFFICER	FIRE TRAINING OFFICER	26	27	1
SENIOR ADMINISTRATIVE SUPPORT ASSISTANT	SENIOR ADMINISTRATIVE SUPPORT ASSISTANT	16	16	0
BATTALION CHIEF	BATTALION CHIEF	28	29	1
FIRE CAPTAIN	FIRE CAPTAIN	25	26	1
FIRE ENGINEER	FIRE ENGINEER	22	23	1
FIRE LIEUTENANT	FIRE LIEUTENANT	23	24	1
FIREFIGHTER	FIREFIGHTER	18	19	1
MASTER FIREFIGHTER	MASTER FIREFIGHTER	20	21	1
INSPECTIONS				
INSPECTIONS CUSTOMER SERVICES SUPERVISOR	INSPECTIONS CUSTOMER SERVICES SUPERVISOR	19	20	1
PERMIT TECHNICIAN	PERMIT TECHNICIAN	16	17	1
PERMIT TECHNICIAN	PERMIT TECHNICIAN	16	17	1
PARKS AND REC				
SENIOR ADMINISTRATIVE SUPPORT ASSISTANT	SENIOR ADMINISTRATIVE SUPPORT ASSISTANT	16	16	0
PLANNING				
DEVELOPMENT SERVICES COORDINATOR - PLANNING	DEVELOPMENT SERVICES COORDINATOR - PLANNING	18	19	1
PLANNING TECHNICIAN	PLANNING TECHNICIAN	18	19	1
POLICE				
MASTER POLICE OFFICER	MASTER POLICE OFFICER	20	22	2
POLICE CAPTAIN	POLICE CAPTAIN	29	31	2
POLICE LIEUTENANT	POLICE LIEUTENANT	27	29	2
POLICE OFFICER I	POLICE OFFICER I	19	21	2
POLICE SERGEANT	POLICE SERGEANT	25	27	2
POLICE SUPPORT SERVICES ANALYST	POLICE SUPPORT SERVICES ANALYST	20	20	0
SENIOR POLICE OFFICER	SENIOR POLICE OFFICER	22	24	2
PUBLIC WORKS				
ATHLETIC FACILITIES MAINTENANCE SUPERVISOR	ATHLETIC FACILITIES MAINTENANCE SUPERVISOR	20	21	1
ATHLETIC FACILITIES MAINTENANCE TECHNICIAN I	ATHLETIC FACILITIES MAINTENANCE TECHNICIAN I	12	13	1
ATHLETIC FACILITIES MAINTENANCE TECHNICIAN II	ATHLETIC FACILITIES MAINTENANCE TECHNICIAN II	14	15	1

<u>Current Title</u>	<u>Proposed Title</u>	<u>Grade</u>	<u>Grade</u>	<u>Change</u>
FACILITIES AND FLEET SUPERINTENDENT	FACILITIES AND FLEET SUPERINTENDENT	24	24	0
FACILITIES MAINTENANCE TECHNICIAN	FACILITIES MAINTENANCE TECHNICIAN	18	18	0
GROUNDS MAINTENANCE CREW LEADER	GROUNDS MAINTENANCE SUPERVISOR	19	21	2
GROUNDS MAINTENANCE TECHNICIAN I	GROUNDS MAINTENANCE TECHNICIAN I	12	13	1
GROUNDS MAINTENANCE TECHNICIAN II	GROUNDS MAINTENANCE TECHNICIAN II	14	15	1
MECHANIC	MECHANIC	18	18	0
PUBLIC WORKS OPERATIONS ANALYST	PUBLIC WORKS OPERATIONS ANALYST	23	23	0
PUBLIC WORKS OPERATIONS MANAGER	PUBLIC WORKS OPERATIONS MANAGER	26	26	0
SENIOR ADMINISTRATIVE SUPPORT ASSISTANT	SENIOR ADMINISTRATIVE SUPPORT ASSISTANT	16	16	0
SENIOR FACILITIES MAINTENANCE TECHNICIAN	SENIOR FACILITIES MAINTENANCE TECHNICIAN	20	20	0
SENIOR MECHANIC	SENIOR MECHANIC	20	21	1
STREETS MAINTENANCE CREW LEADER	STREETS MAINTENANCE SUPERVISOR	19	21	2
STREETS MAINTENANCE TECH I	STREETS MAINTENANCE TECHNICIAN I	12	13	1
STREETS MAINTENANCE TECH II	STREETS MAINTENANCE TECHNICIAN II	14	15	1

**Town of Morrisville
FY2022 Proposed Budget
Additional Position Request Justification**

Fire Captains (3 positions): The proposed additions to fire staffing (3 Fire Captains) is part of the phased approach to achieving minimum quint staffing levels (currently at 17 per shift, with desired staffing levels of 20 per shift). There are two additional increases of staffing currently forecast in FY 2023 and FY 2025. These fire officers, delayed from FY 2020, facilitate both the reduction of the amount of time it takes for the department to deliver an effective response force and allows more equipment to remain in service more frequently.

Another key element is that these positions will allow for four staff on Ladder 23. Running 4 (four) on an apparatus is in compliance with NFPA 1710 and will lead to a more effective handline crew when deployed to control fire. A 4-person crew is more likely to quickly impact the event than a 3-person crew, improving firefighter and customer safety.

Delay in filling these three spots will delay the full buildout of the quint staffing and performance metrics will not be improved, primarily the ability to timely deliver the effective response force.

MPD Traffic Unit (2 positions): Prior to 2009, the Morrisville Police Department operated a Traffic Unit. It was disbanded in 2009 to place more officers in patrol units. This 4-person unit was responsible for conducting general traffic enforcement, parking control, traffic safety educational campaigns, traffic safety enforcement campaigns, as well as specialized enforcement. In addition, the Sergeant served as a liaison to internal town departments and external entities such as NCDOT. The first position to reestablish the Traffic Safety Unit was added mid-year FY2021.

The number of traffic related incidents that officer must respond to has increased due to Morrisville's growth in population and infrastructure. From May 2019 to date, officers have responded to nearly 2000 traffic accidents, 476 traffic complaints, and 401 motorist assistance calls. In addition, they have directed traffic over 100 times, conducted 50 traffic operations, and stopped nearly 3000 vehicles for various moving and regulatory violations. In further evaluating events by nature of code (traffic and traffic related activity), officers, on average, spend between 55 – 90 minutes investigating individual traffic accidents.

In December 2020, the Morrisville Police Department sent out the 2020 Community Satisfaction survey to residents and visitors of the Town of Morrisville. The survey highlighted key areas of law enforcement/community interaction to include quality of life issues focused around traffic safety and enforcement. Only 71% of the respondents felt that traffic enforcement and safety was good or very good. This rating is well below the target rating of 90-95% satisfaction. Commentors expressed the desire to see more enforcement related to speed and other moving violations. Information received in the survey will be critical in designing more robust educational and enforcement traffic initiatives.



As we move forward into FY 2022, there is a well-defined need for this specialized unit. This unit would provide the opportunity for patrol officers to focus proactively on other evolving crime issues within our town.

The traffic unit would be responsible for the following basic activities:

- Enforcing state and local traffic laws, responding to traffic-related 911 calls for service, and providing assistance with other priority calls for service when needed.
- Conducting data analysis to determine enforcement initiatives at intersections and other high-volume locations in Morrisville and in such areas as crosswalks and school zones.
- Coordinating educational seminars for residents of the Town in both traffic and pedestrian safety.
- Working with NCDOT, Governors' Highway Safety Program (GHSP) and other government organizations to develop traffic mitigation initiatives.

Delay in filling these positions will result in pulling patrol officers and detectives from daily duties which will ultimately decrease the quality of service to the community. In addition, MPD will not be able to keep up with the increased demand for traffic safety enforcement, pedestrian and bicycle safety, and educational campaigns as population growth and roadway construction continues.

Senior Center Community Center Supervisor (Parks and Recreation): This function is currently being filled through use of an authorized position that is vacant (Parks and Recreation Director). The addition of this position will allow for the Parks and Recreation Director to be filled in the near future without increasing the town's authorized FTE count without Town Council approval.

Fiscal Recovery Officer: This position will be responsible for the establishment, coordination, and oversight of the Town of Morrisville's American Rescue Plan Act (ARPA) implementation. General duties include all facets of ARPA program management in accordance with federal requirements to ensure compliance with spending parameters, monitoring, and accurate reporting. This position will also be responsible for administration and support for ARPA related programs and initiatives, either directly or in collaboration with other Town departments and possible community stakeholder groups. The incumbent will conduct forms for research, community outreach and other forms of networking to develop strategic relationships and transformational programs that leverage ARPA funds for purposes of economic recovery. Other specific duties would include coordinating assessments of government operations and community needs for consideration of use of ARPA funds, establishing metrics and benchmarks for gauging success, researching and compiling peer community ARPA response efforts, developing a strategic plan for prioritization of programs, projects and initiatives, serve as the Small Business Development Program Manager, seek out and explore grants, earmarks and other revenue sources for these programs, and develop community awareness of accomplishments and success stories. Interaction and engagement with federal and state legislators is anticipated. The position is also anticipated to provide support for legislative agenda activities and communication, consider and evaluate other community development projects (Town Center, public art, and property acquisition, as examples). This position is projected to be needed long-term as ARPA funds are expended to support established programs and other expanded administrative needs.

Police Lieutenant:

The past year has demonstrated that oversight, audit, and performance measurement are vital to improving police services and enhancing community trust and partnership. The primary purpose of the proposed position is to enhance the department's capacity by centralizing essential oversight, audit, and performance tasks. This position will be assigned to the Support Services Division and report to an administrative Lieutenant. .

Three focal points are addressed as the primary purpose for the proposed position:

- **Essential checks and balances are required:** Streamlined processes are needed for clinical and operational review and improvement of work practices.
- **A Support Services Restructure is needed based on task requirements:** The organization of work activity must be focused on mission goals and objectives to provide for greater accountability, efficiency, and consistency.
- **Deconflict roles and responsibilities:** The Support Services Division should be structured such that decision-making authority, roles, and responsibilities are clearly delineated. In addition, field and support functions must be logically grouped and assigned to deconflict roles and responsibilities.

The current structure of the Support Services Division entails Criminal Investigation, a Training Sergeant, an Administrative Officer, and Support Analyst/Accreditation Manager. A Support Services Captain and Lieutenant manage all support functions tasked within this division. The tasks are numerous ranging from investigations, accreditation, special programs, and property and evidence control to training, professional standards, and information technology and communications administration. The problem is that many of the vital tasks that should be performed within the Support Services Division are decentralized and delegated among many personnel both inside and outside the division. This creates overlap in tasks and detracts from the primary roles and responsibilities of those being tasked with extra duties.

This position request allows the Support Services Division to be separated into two distinct sections (Oversight, Audit, & Performance Section and Investigations & Special Programs Section). Each section is managed by a Police Lieutenant with 3-5 direct reports. Defined as more "clinical tasks", the Oversight, Audit, & Performance Section oversees all tasks and responsibilities associated with accreditation and crime analysis; property and evidence control; extra-duty coordination and permits; information technology and communications administration; professional standards, records management, and policy review; and in-service training and career entry and development. Defined as more operational, the Investigations & Special Programs Section oversees all tasks and responsibilities associated with criminal investigation; PIO/social media coordination; State, local, and Federal liaisons; and both current and future special programs. This delineation of work activities brings better focus and accountability to the critical support tasks performed by personnel within the department. It also creates opportunity for the evaluation and streamlining of processes and procedures to enhance the department's overall efficiency.

If this position is not authorized, staff will continue to function in a semi efficient manner. True visualization of tasks at hand and future needs of the department will be harder to manage



without a streamlined system of role responsibility. As the needs of our community grow, so must the department structure, internal staff management and development, and external responsibilities. Further delay could potentially impact retention as well. Workload has increased due to both expanded community initiatives and regular workload increases. There are no identified viable options for managing this work. Staff members are currently balancing a multitude of assignments that are not aligned with each other or are not always organically connected.

Smart City Program Manager: This position was initially forecast for FY 2024 during the FY 2021 budget development process, but workload has accelerated the need for the position. The smart city program expectations and the expanded scope of the IT department for other key initiatives has led to the need for a program support position sooner than expected. The smart city program has taken off quickly, and it is necessary to expand support for this program if the momentum is to be maintained. The smart city strategic plan identifies many initiatives for this program over the next 3-5 years. A Smart City Steering Committee has been formed and staff has become actively involved in many smart city groups/organizations for networking and information sharing.

The additional workload created by this new program was absorbed in FY 2021 but cannot be adequately managed in future years impacting the level of initiatives we can reasonably accomplish. Additional initiatives cannot be added without dedicated support, similar to the Sustainability Coordinator position.

This position would be focused on managing the implementation of new smart city projects but also supporting the ones that have already been implemented, including the Open Data Portal. To maintain the effectiveness of the solutions we are implementing, it is important to make sure as many of them are as integrated as possible. This is another important function of this position and the necessary support needed for continued success. It is critical to protect our investment in technology by providing the appropriate support to ensure we get the most out of these initiatives. Any initiatives that are implemented will have some aspect of ongoing maintenance and support tied to it. The more initiatives implemented, the more that support workload increases. If the position is delayed, The Chief Information Officer has indicated some of the projects proposed in the FY 2022 budget would need to be deferred as well. The likely project lost would be the Mobile App Development. This would also affect the momentum of the program and impact the workplan development of the Smart City Steering Committee

Financial Systems Manager: This position will perform professional, technical, and administrative work ensuring the reliable performance and optimum usage of the Town's financial and business management systems. This position will coordinate a variety of complex duties in the alignment and application of technology to financial and business processes meant to improve the efficiency and effectiveness of organizational performance. This includes but is not limited to the administration of system parameters, data security and integrity, integration and process alignment, functional user profiles and workflows, specialized reports, and administration of billing systems. Considerable knowledge and understanding of governmental accounting principles, procedures, and financial enterprise resources planning systems is required.



Examples of job duties include providing extractions of specialized data requests, reporting, and other business analysis needs in order to streamline processes and test internal controls, serving as the centralized contact for financial and business systems support team, triaging to resolve or coordinate other critical support; analyze trends and common problems to proactively assess, diagnose and implement viable solutions or address end-user training needs, facilitate and lead service issues with system vendor support teams to ensure the appropriate service level support necessary to remediate both routine and escalated service issues, administer the effective processing of accounts receivables and established best practices in accordance to defined billing cycle(s), develops and recommends policies and procedures to provide efficient departmental operation, accountability, and system/process compliance, coordinates functional user support and training needs, document critical processes, and create user resource tools, ensure PCI compliance standards and serve as local administrator for the Town's on-line payment gateways for the ERP system.

If the position is delayed, it will essentially impact the effective transitioning of the ERP system from a state of project implementation (currently handled by IT Systems Analyst & Finance Director as project lead) to operations that typically manages the frontend utilization of an ERP system. In addition, it would limit our ability to centralize current account receivables and billing services and stage for the establishment future billing needs.

This position is critical to centralizing and integrating multiple points of contact into an organized structure for both workload and system efficiency, data integrity, and refined financial accounting and reporting processes. Similar positions are in place in many peer communities to support financial management and accounting roles and responsibilities.

Social Media Coordinator: The Communications & Outreach Department currently maintains various digital platforms to engage with residents on multiple levels. Social media platforms are 24/7/365 channels of non-stop, continuous engagement. Currently, the various platforms are handled by the public information officer (PIO) and a variety of other ad hoc and departmental staff. The PIO also manages the Town's website. Ideally social media is coordinated by one person, mostly so they can strategically plan for the timely, orderly, and most appropriate delivery of information and to monitor and respond to citizen inquiries and comments.

To create and maintain a more robust social media program, a social media coordinator is needed. The social media coordinator would also supervise the coordination of Town departmental social media pages and develop creative content, as well as act as a project manager for various Town departments to promote events and activities. This position will also provide support to enhance and develop other social media platforms and work with Engage Morrisville to enhance and promote more two-way communication. A significant part of this role is development of a social media "strategic plan" that maximizes the integration and utilization of the entire network of social media platforms.

One of the keys to success in social media management is being able to devote time to "social listening." Social listening is the process of monitoring social media channels for mentions of your brand, competitors (or cohorts) and more. Social monitoring – identifying and responding to individual brand mentions and questions on social media – is also very time consuming. Currently, there is no time available to support this component of a social media strategy. Being



able to do more social listening and monitoring would improve Morrisville's social media program and aligns with Goal 3 of the strategic plan – Engaged, Inclusive Community.

The PIO would remain as the lead for the website. Relieving the PIO of primary social media duties would allow more time for creative management and oversight of the Town's website – another medium that requires daily monitoring and updates.

Facilities Maintenance Technician: The Facilities Division of Public Works maintains approximately 110,000 sq. ft. of building space spread across five administration buildings, two community centers and six parks. The Facilities Division is currently handling a portion of its work using contractors in the areas of plumbing, electrical, painting and furniture/equipment moving. The goal is to bring some of this work in house to reduce costs.

The workload has increased with the addition of Northwest Park in 2016, an expanded aquatic center this year, the opening of the senior center, and a fire station soon to be under construction. Wait times for Town employees to have their needs addressed continues to lengthen each year and as more work is subbed out to keep up with the load, costs are rising. Facility work orders are growing rapidly from 369 to 541 compared to the same period (July 1 – February 26) in FY 2020 and FY2021.

Further, facilities maintenance has been more reactive than proactive. Mandatory routine safety inspections such as safety light testing, and trip hazard inspections utilize a considerable amount of time as facilities are added to the portfolio of Town assets. As the Town grows, it is imperative that a proactive approach to facilities maintenance is embraced. With the current facilities technicians, there is very little time for proactive procedures to be put in place and exercised. Adding a Technician-I would allow existing technicians to be freed up from these routine inspections to keep more repairs in-house thus saving the Town money and reducing the impact of problems on daily business.

The person that fills this position will perform entry level, semi-skilled manual work in the repair and maintenance of Town buildings. They will provide proactive procedures in the area of building inspections to discover problems before they peak.

The Facilities division maintains all Town buildings including park buildings to optimum conditions for the comfort of Town employees and park visitors. This position will provide much needed support as the Town continues to grow. The division is currently staffed with one Tech II and one Tech III. This position will increase the facilities support division to three.

Grounds Maintenance Technician II: The Grounds Maintenance crew is part of the Community Enhancement Division of Public Works. The vision for this division is to provide a higher level of appearance and quality to Town grounds, greenways, and rights-of-way. This position will provide additional support to the Community Enhancement Division with a lead focus on plant selection, aesthetics, and level of service. The division is currently staffed with two Tech I, one Tech II and a Crew Leader. This position will increase the Tech II count to two. At current staffing levels, there is a deficit between required staff maintenance hours for parks, greenways, town grounds and special event support (19,000 hours) to available man-hours (16,800 hours). This information was noted in the Public Works accreditation documentation.

Without additional support, the Town's properties will not look their best with seasonal plants to help beautify the areas. The Grounds crew will continue to be stretched to try to maintain all areas and plantings. Landscape contractors will be needed to plant the areas to look better but will add a substantial cost to the landscape contract.

This position performs semi-skilled manual work in the construction, repair and maintenance of parks, recreation, rights-of-way, and other town properties. Work involves providing leadership to others and performing work duties at a higher skill level and with greater independence. Work also requires the operation of mowing equipment in the maintenance of grounds, facilities, and rights-of-way. Work is performed under the direct supervision of the grounds maintenance crew leader.

MAFC $\frac{3}{4}$ Center Aide (Community Center Customer Service Representative): This position request is for a $\frac{3}{4}$ position from which a portion of the cost is offset by existing part-time resources. The rationale for transitioning the position from part-time to a regular, benefitted position includes:

- Full-time staff are the back-up, which limits hours for planning, staff meetings, programs development and implementation.
- Mornings and evenings are when MAFC is busiest, but also the most program focused which limits staff availability during those times.
- Allow a full-time staff to focus on programs, facility, and communication needs.
- Having consistent staff in the evening allows for consistent customer service, knowledge, and response to needs that may be beyond the capabilities or knowledge of part-time center aides.
- The variety of new programs and the varying exposure to insurance membership requires consistent presence at the desk to best understand the variety of participant needs.
- Stability at the front desk will be extremely important as programming is expanded and to support the launch of marketing initiatives and corporate partnerships.

Operations can continue at MAFC if this position is not authorized, but for minimal additional investment, the overall consistency in operational efficiency and quality of service can be enhanced long-term.

**TOWN OF MORRISVILLE
HISTORICAL POSITION CHANGE DETAIL**

YEAR	TOTAL FTEs	POSITION	ADDENDUM # DEPARTMENT
2014	157		
	1	Stormwater Engineer	Stormwater
	1	Turf/Landscape Technician	Public Works
	3	Firefighters	Fire
2015	162		
		None	
2016	162		
	4	Police Officers	Police
	1	Community Relations Liasion	Communications
	1	Inspector	Inspections
	1	Capital Projects Manager	Engineering
	1		
2017	170		
	3	Firefighters	Fire
	1	Police Officer (K9)	Police
	1	Transportation Planner	Planning
2018	175		
	3	Police (Lieutenant)	
	2	Planner I	
	1	Communications/Outreach Dir	
	1	Assistant Fire Chief	
	1	Info Technology Analyst	
	1	Deputy Fire Marshall	
2019	184		
	3	Firefighters	
	1	Fire Training Captain	
	1	MAFC Administrative Assistant	
	1	Mechanic	
	1	Parks & Grounds Technician II	
	1	Assistant Building Codes Administrator	
	2	Development Services Coordinator	(Insp/Eng)
	2	Aquatics Aides	+ 3 Part-time
2020	196		
	1	Police Officers (Traffic Safety)	1/2 Yr
	1	Network & Security Administrator	
	1	Recreation Program Specialist (Sr Ctr)	
	1	Sustainability Programs Coordinator	
	1	Athletics Facility Maintenance Tech	
	1	Human Resources Specialist	
2021	202		

HISTORICAL POSITION CHANGE DETAIL BY DEPARTMENT

ADDENDUM #

	2015	2016	2017	2018	2019	2020	2021	7-Year Change	FY 2022 Proposed	2022
GENERAL GOVERNMENT										
Administration	8	7	9	8	9	5	5	-3	1	6
Communications/Outreach	0	0	0	0	0	4	4	4	1	5
Human Resources	2	3	3	3	3	3	4	2	0	4
Finance	5	5	5	5	5	5	5	0	1	6
Information Technology	4	4	4	4	6	6	7	3	1	8
	19	19	21	20	23	23	25	6	4	29
PUBLIC SAFETY										
Police	36	36	41	42	45	45	46	10	3	49
Fire	49	49	49	52	54	58	58	9	3	61
	85	85	90	94	99	103	104	19	6	110
DEVELOPMENT										
Inspections	5	5	6	8	8	10	10	5	0	10
Planning	11	11	11	11	12	12	12	1	0	12
Engineering	5	5	5	5	7	8	8	3	0	8
Stormwater	3	3	3	3	3	3	3	0	0	3
	24	24	25	27	30	33	33	9	0	33
PUBLIC WORKS										
	21	21	21	21	20	22	24	3	2	26
PARKS & RECREATION										
	13	13	13	13	12	15	16	3	1	17
	162	162	170	175	184	196	202	40	13	215
Annual Growth		0.00%	4.94%	2.94%	5.14%	6.52%	3.06%			6.44%
Total Cumulative Growth							24.69%			32.72%
Average Annual Growth							4.12%			4.67%

Town Council Agenda Item Report

Agenda Item No. 2.b

Submitted by: Jeanne Hooks

Submitting Department Administration

Meeting Date: May 20, 2021

SUBJECT

Bond Referendum Update

Jeanne Hooks, Director of Management Services

Recommendation:

None

Updates/History of Briefing:

May 20th - Staff will review intermediate communications input and finalize ballot language to begin preparing formal documents for formal Notice of Intent and Bond Orders.

April 13th - Staff provided a brief update and outlined an intermediate communications strategy.

March 16th - Staff provided feedback and guidance from Bond Counsel in the development of appropriate ballot language for bond referendum. Council reached a consensus that the three bond referendum ballot categories would be Public Safety, Park, Recreation and Amenity Improvements and Streets, Sidewalks and Connectivity Improvements. Council continued discussions to determining which tax increment scenario best fits the community needs and interest to investment and leverage bond debt as well as expected installment financing within the Town's anticipated debt capacity.

March 9th - Financial Advisors and Staff presented Debt Capacity Models offering three case scenarios for both bond and installment financing needs for next 5-year Capital Investment needs. Staff reviewed preliminary ballot language and potential project alignment specifically as it relates to bond referendum initiative.

Executive Summary and Background Information:

The May 20 work session will finalize ballot language.

The April 13 work session seeks to attain Council's affirmation of which case scenario best aligns to investment interests for the community - 2 cent model or the 3 cent model. This direction is necessary to effectively take next steps with community outreach and education as it relates to holding a bond referendum in November 2021 to receive voter authority to leverage general obligation bond debt for future capital investment projects.

The only new information that Staff plans to provide will illustrate some examples of potential tax increment impacts to various household types, estimated annual debt service payments and intermediate outreach plans.

Once Council provides consensus on their preferred case scenario Communications will launch an additional intermediate outreach plan to begin on April 19 and run through May 14 to inform, educate and obtain additional feedback from community. Any feedback collected will be provided to Council on May 20. Staff will review next steps necessary to remain on track.

Advisory Board/Committee Review:

None

Insert Date of Advisory Board/Committee Review:

Advisory Board/Committee Recommendation and/or Vote:

None

Potential Options:

Receive information and provide direction.

Staff Recommendation:

Staff recommends receiving information and provide direction that will allow Staff to initiate next critical steps and remain on track with timeline.

ATTACHMENTS

- [2021-125-0 Bond Referendum Update Presentation - fnl.pdf](#)
- [2021-125-0 ATTH 01 April - May Intermediate Outreach_.pdf](#)



Morrisville
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Bond Referendum Update

Jeanne Hooks, Director of Management Services

May 20, 2021

-
- Intermediate Outreach Summary
 - Affirm Ballot Language
 - Next Steps
 - Advocacy Development
 - Formal Actions
 - Communications Phase II

Updates

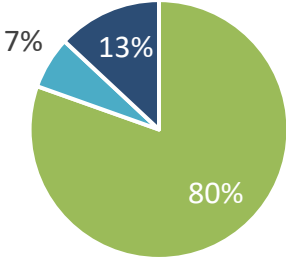
Intermediate Outreach Summary

Outreach Timeline * April 19 – May 14

- 47 Respondents in Total
- 27 Respondents Supported all Three Bond Categories
- 3 Respondents Said No to all Three Bond Categories
- 11 Respondents Replied Yes/Maybe Depending on Category
- 3 Respondents Replied Yes/No/Maybe Depending on Category
- Not all Respondents Answered all Questions

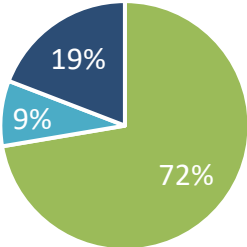
Intermediate Outreach Summary

Public Safety



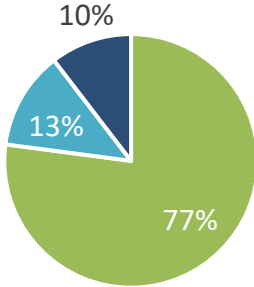
■ Yes ■ No ■ Maybe

Major Streets, Sidewalks/Greenways and Connectivity



■ Yes ■ No ■ Maybe

Parks, Recreation and Open Space



■ Yes ■ No ■ Maybe

Affirm Bond Ballot = \$37M

Public Safety Improvements

Shall the order adopted on July 27, 2021, authorizing not exceeding \$8,000,000 PUBLIC SAFETY BONDS of the Town of Morrisville, North Carolina, plus interest, for the purpose of providing funds, together with any other available funds, for acquiring, constructing and equipping various law enforcement and fire fighting facilities and improvements for said Town, including, without limitation, the acquisition of land and rights of way and the furnishing of incidental facilities and equipment, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on the bonds, be approved?

- YES []
- NO []

Parks, Recreational and Amenity Improvements

Shall the order adopted on July 27, 2021, authorizing not exceeding \$17,300,000 PARKS AND RECREATIONAL BONDS of the Town of Morrisville, North Carolina, plus interest, for the purpose of providing funds, together with any other available funds, for improving and expanding the existing park and recreational facilities of said Town and acquiring and constructing new park and recreational facilities of said Town, inside and outside its corporate limits, including, without limitation, the acquisition of open space land and other land for parks and recreational use, rights of way and equipment, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on said bonds, be approved?

- YES []
- NO []

Streets, Sidewalks and Connectivity Improvements

Shall the order adopted on July 27, 2021, authorizing not exceeding \$11,700,000 TRANSPORTATION BONDS of the Town of Morrisville, North Carolina, plus interest, for the purpose of providing funds, together with any other available funds, for various transportation related improvements inside and outside the corporate limits of said Town, including, without limitation, street, road, mobility, sidewalk and streetscape improvements, bridges, bicycle lanes, curbs and drains, traffic controls, greenways, bus and train station and shelter improvements, and the acquisition of any related land, rights of way and equipment, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on the bonds, be approved?

- YES []
- NO []

Bond Project Alignment

Public Safety Improvements

- Harris Mill Fire Station Construction
- Land Acquisition Reimbursement

Parks and Recreational Improvements

- Parks/Open Space Land Acquisition
- Crabtree Creek Nature Park
- Morrisville Community Park Phase III
- Other Park Enhancements

Streets and Sidewalk Improvements

- Airport Boulevard Extension
- Sidewalk & Greenway Connectivity
- Traffic Congestion Improvements

Bond Calendar – Critical Milestones

Timeline	Critical Milestones
December/January	<ul style="list-style-type: none">• Bond Portal Input• Preliminary Debt Capacity Analysis
February (Retreat)	<ul style="list-style-type: none">• Review Preliminary Debt Capacity• Identify Preliminary Bond Categories/Packages• Discuss Preliminary Project Alignment
March	<ul style="list-style-type: none">• Staff Formally Aligns Viable Projects within Debt Capacity Model• Bond Council Creates Preliminary Ballot Language
April/May	<ul style="list-style-type: none">• Intermediate Public Engagement/Outreach/Additional Feedback• Finalize Ballot Language
June - July	<ul style="list-style-type: none">• Preliminary Notice of Intent• Adopt Bond Order/Ballot Language• LGC Notice of Application
August - Oct	<ul style="list-style-type: none">• Phase II Communications Plan - Public Education/Advocacy
November	<ul style="list-style-type: none">• Bond Referendum Election
December	<ul style="list-style-type: none">• Declaration of Results/Publication

7 Notes: Reference Formal Bond Counsel Calendar for Details.

Next Steps



Advocacy **May - July**

- Identify Community Partners
- Invitation to Partner
- Develop Bond Advocacy Kits
- Orientation to Kick-Off



Formal Bond Order/ Ballots

June - July

- Adopt Bond Order
- LGC Application
- Preliminary Discussions

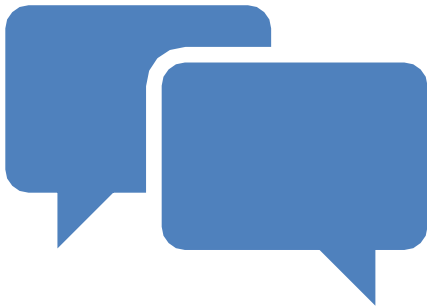


Phase Two Communications Plan

August - November

- Ramp Up Strategy
- Kick-Off – S'Morrisville Event
- Professional Video Production
- Update Marketing Materials
- Develop Additional Pop-up Displays
- Coordinate Creative Forums Opportunities
- Set Advocacy Partners in Motion

Bond Referendum Update



– Questions/Comments

Bond Referendum - Intermediate Communications Input

April 19 - May 14

					Will you support using tax dollars toward these critical community investments? - Yes/No/Maybe				
First Name	Last Name	Mailing Address	Email Address	What are your thoughts about the types of projects that are planned for the 2021 Bond Referendum?	Public Safety	Major Streets, Sidewalks/Greenways and Connectivity - Yes/No/Maybe	Parks, Recreation and Open Space - Yes/No/Maybe	Tell us why or why not?	Do you have any general comments about the 2021 Bond Referendum to share with the Town Council?
Robert	Wolfe	100 Bending Oak Way	n/a	I am unable to see a roadmap of CIP projects into the future that these projects fund or if current projects listed represent all projects. It is also unclear to me the period of these bonds. Do the citizens pay this increase for 20 years or is this replacing the 2012 bonds ?	Yes	Maybe	Yes		I could support public safety and parks, etc. However, it is perplexing to me that major streets and sidewalks/greenways are in the same category. One could very easily be for sidewalks and greenways (which are an environmentally friendly means of transportation) and against major streets. In my opinion, Sidewalks/Greenways are more akin to Parks/Recreation and Open Space. It has been said in the past that we can not continuously expect to build ourselves out of traffic and must look at alternative measures to help reduce congestion through development ordinances etc. It is my belief that this is often said by council members but never acted upon. We also do not know how the work-from-home trend and/or future technological developments (self driving cars?) will impact roadways in 2040. Therefore, I have a hard time advocating for roads based on 2040 transportation projections. I also am confused as it relates to the road projects this bond will be used to fund. It was my understanding that the Airport Blvd. extension phase 1 was already funded (and phase 2 was yet to be funded) as discussed at
Elizabeth	Jones	100 Bruington Court	herfreedm1-1@yahoo.com	We are just emerging from what is hopefully a once-in-a-lifetime pandemic, now amidst rising valuations, inflation, etc. While I really do enjoy the biking trails and parks, this is not the time to fund additional projects via tax increases. The local revenue should already be increasing due to additional home building and apartment developments, please do not consider any increase in the property tax rates for any reason, nor talk yourselves in to spending such money	No	No	No	If anything I would support the expansion of biking trails, however as such a large package of other things I definitely do not support skimming dollars from property taxes to pay for such initiatives. Rather find areas to cut/reduce public expenditures to offset some of the higher priority needs.	Not worth an increase in property taxes, I really hope and advocate for this bond effort to fail at the polls in November, especially if there are federal or state tax increases of other kinds enacted prior to then. Don't do this!
Kevin	Jones	100 Bruington Court	ourfreedm1@yahoo.com	Good projects, however not worth additional taxes	No	No	No	Taxes are already too high and continue to go up with recent valuations.	Do not raise taxes.
Dale	Howard	100 Kudrow Lane	daleehoward@bellsouth.net	Very important	Yes	Yes	Yes	Have to keep up with growth	

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John	Briggs	1001 Justice Walk Avenue	johnbriggs876@gmail.com	<p>Thank you for the opportunity to share input. Some comments below and some previously shared with NCDOT and Town Council.</p> <ol style="list-style-type: none"> 1. Not sure if "open space" includes trees. Morrisville is starting to get urban hotspots due to all the development and cutting down of trees. There should be an initiative to encourage the "calming, cooling, and greening" of the Town. For example, Town Hall Drive lacks a median from McCrimmon to Sterling School - bad development. 2. Morrisville lacks safe pedestrian crossings, specifically there needs to be more pedestrian bridges and/or tunnels. Many drivers fail to yield even with flashing yellow lights. 3. What about Public Works and a new facility? That building on Aviation looks very old and run down. 4. Why is there no focus on "reducing noise"? Town of Morrisville is noisy. Sure, can't stop it but at least there should be a goal to dial down where possible, for example sound walls or berms. 	Yes	Maybe	Yes	<p>Extension of Airport Blvd. would be a major mistake. It should not happen and works against other Bond justifications: safety, future parks, additional open spaces, and neighborhood connectivity. It splits two schools and neighborhoods, adds new pedestrian/student risks, ruins a greenway, takes out trees that calm and cool, adds a lot more noise and air/light pollution (see all those trucks on McCrimmon and Morrisville-Carpenter?), and generates what is called "induced demand". Latter means more traffic, not less - proven consequence.</p> <p>In short, the extension is not a net benefit to Morrisville residents. The McCrimmon extension has worked well. Widening Morrisville-Carpenter will help as well. It's not about being anti-development; rather, it's about community ROI. Note highways split cities and ruin waterfronts (regretted now) because of too little reflection and foresight years ago.</p>	<p>Be responsible, but bold. Town has missed many opportunities in the past. Perhaps give consideration to developed areas that could be turned back into parks.</p> <p>One can not safely walk to Harris Teeter shopping area if living on east side of Davis Drive. That situation has continued for way too long. Town and State have a responsibility to address.</p>
Jana	Chellaperumal	1009 Chessway Drive	janachell@gmail.com	The 3 projects are great initiatives to improve living standards for Morrisville Residents. We as residents of Morrisville need more park and recreation space for different and diverse sports played in the town by adults and youth	Yes	Yes	Yes	<p>The 3 projects are great initiatives to improve living standards for Morrisville Residents. We as residents of Morrisville need more park and recreation space for different and diverse sports played in the town by adults and youth</p> <p>Every year the number of youth and women playing a game known as Cricket is increasing but we cant rent fields for Cricket. Every year at least one ground where we used to play cricket is taken away and residents are not able to use them for teaching and playing the game.</p>	The 3 projects are great initiatives to improve living standards for Morrisville Residents. We as residents of Morrisville need more park and recreation space for different and diverse sports played in the town by adults and youth
Nandini	Pandya	102 Bristolwood Circle	Pandyaml@hotmail.com		Yes	Yes	Yes		
Greg	Johnson	104 Old Savannah Drive	bugfella@aim.com	These are great ideas and will improve living in Morrisville	Yes	Yes	Yes	These are all necessary as we have grown	
	Gurusaday	1041 Historic Circle	gurusaday.dey@gmail.com	Malls and Parks	Yes	Yes	Yes	Make the city better and urbanization	Need high raises and businesses to grow in this area. Also invest in Public Safety. Wider roads.
Archana	Gopal	1045 Benay Road	archanagmba@gmail.com	I sincerely feel Morrisville is having a good space to grow and improve the infrastructure as companies are flocking in to open a site for themselves in this area... Morrisville can also be named as silicon Valley of North Carolina if put in right words...	Yes	Yes	Yes		I would like to suggest the Town Council to improve more shady areas by planting more tall trees, and also concentrate more on social distancing games in the town like more slides so that the parks become a stress buster if we come out... Because this is our way of life for atleast another 2yrs or so...
Danielle	Juris	108 Hammond Wood Place	dcjuris@gmail.com	I'd like to learn more	Yes	Yes	Yes		I'm not super informed but would like to learn

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Guilherme	Correia	111 Union Ridge Drive	razzolini80@hotmail.com	The types of projects are ok, but they are too generic; a more detailed explanation of what and where would be good.		Yes	Yes	Parks and open space are a good idea; but the main focus should be on expanding the major streets, which will bring the biggest return on investment. At this point I don't see that we need to spend more in public safety than what we are already.	With the recent increase in housing prices, the town will collect a significant higher amount than projected just one year ago in coming years. The bond plus the home pricing adjustments would put a significant burden in the residents. Has the Town considered that the increase of tax collection alone due to homes pricing increase may be enough to pay for the projects?
Brian	Coyne	1116 Crinoline Lane	bcoynercep@yahoo.com	More funding for transportation infrastructure is needed. I like the idea of land for parks, but we really need to get more schools in town. Parents don't want their children bused for extended periods because their assigned schools are capped. The cost of land is too high to put more parks in town unless there's not sufficient room for a school. Why not use some money to work with the Wake County School Board and develop schools?	Yes	Yes	Maybe	Land costs are too high for new parks. We need more schools instead of parks. You can also use school playground equipment and fields as park space when students are not at school. Town Council should require developers to include more green space when developing land, especially if more apartment complexes are going to be allowed in town. If that happens, we'll need more transportation infrastructure too, and they should be required to help pay for road expansion and parks.	See previous comments.
Bob	Butler	112 Leacroft Way	bobbutler923@gmail.com		Yes	Yes	Yes	To make Morrisville an even better place to live.	
Antonio	Casanova	118 Chinabrook Court	tonc67@yahoo.com	I like the park/sidewalk and Airport Road project	Yes	Yes	Yes	I like parks & recreation projects	Present different options.
Steve	Creel	1204 Chessway Drive	titocreelcreel@gmail.com		Yes	Yes	Yes		
Rick	Vivolo	1214 Spring Garden Drive	Rickgottatri@gmail.com	I could have sworn these projects were brought up last election for a bond referendum and passed. Why do we have to do it again?	Yes	Yes	Yes		The playground at the end of town hall Dr has a fence all the way around. It's great for single parents w 2 or more kids. Why don't all the playgrounds have fences like this? I'm a single dad of 4, and one of my kids is autistic who likes to run. So afraid he's going to get hit by a car or taken if I take an eye off him for just a few seconds.
Rupal	Vora	1242 Alemany Street	Rupalvora@gmail.com		Yes	Yes	Yes		
Lee	Langston	125 Factors Walk Lane	leewlangston@gmail.com	The projects seem to reflect things people say they want. However, I believe all the dates cited are wildly unrealistic and will set us up for failure from the start. We have a quite checkered history in getting capital projects done in a timely manner. Most projects end up years behind dates, and those were seemingly realistic initially. The dates listed should be revised to something more in line with what is possible.	Yes	Yes	Yes		The projects seem to reflect things people say they want. However, I believe all the dates cited are wildly unrealistic and will set us up for failure from the start. We have a quite checkered history in getting capital projects done in a timely manner. Most projects end up years behind dates, and those were seemingly realistic initially. The dates listed should be revised to something more in line with what is possible.
Dhara	Sharma	125 Vista Brooke Drive	dhara08817@yahoo.com		Yes	Maybe	No	Must invest wants ????	
Swetha	Vemula	126 Began Street			Yes	Yes	Yes		

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Raymonde	Koonce	126 Hampton Pines Drive	RayKoo83@gmail.com	Public spaces, Parks, Gathering Places and Sidewalks	Yes	Yes	Yes	The community is very important for health and safety and social life of families. There is so much emphasis on the outdoors to keep us healthy and together. This will all help to create a good living environment, invest in the future and provide staff with good working conditions.	
Mimi	Pham	130 Fort Jackson Road	Mimipham91@gmail.com	We need more road expansions. Traffic on the one lane roads are backed up. Would be nice to have a road expansion on chapel hill road as well if possible. One lanes there always cause a backup	Maybe	Yes	No		
Rajesh	Nichenametla	1308 Garden Square Lane	rajesh.nich@gmail.com	Lakes cleaning and water plants (like lotus) plants which would not require maintain. Also, for public safety if we have CC Cameras in residential would be great help.	Yes	Yes	Yes		
Derwick	Paige	1321 Foxglove Drive	derwick@aol.com	Approve	Yes	Yes	Yes		
Brianne	Gaal	133 Factors Walk Lane	brigaal@gmail.com		Yes	Yes	Yes		
Donna	Fender	1500 Hemby Ridge Lane	donna.l.fender@gmail.com	Land acquisition for parks and greenspace is a major priority.	Maybe	Yes	Yes		
Stefanie	Reed	1672 Legendary Lane	Jeffandstef@gmail.com	It's a good start. I'm thrilled to hear TOM is planning to buy land for future parks and other uses.	Yes	Yes	Yes	We need the connectivity through greenspace trails as well as roads especially as traffic increases.	
Bill	Sadler	1701 Corwith Drive	bill.sadler6609@gmail.com	Excellent!! Let's keep it going!	Yes	Yes	Yes	I love this community and want the best for all.	
Pat	Chequer	180 Green Drive	chequerfandP180@gmail.com	Our community will surely benefit from all the projects planned. Incoming residents will be impressed and be drawn to live here.	Yes	Maybe	Yes		
Katie	Lovell	1800 Golden Horseshoe Circle, Apartment I	piscswit@gmail.com	I just want no more bikes in the road. And it would be nice if they paved the road instead of patching potholes.	Yes	Yes	Yes		
Nirmala	Kamath	1961 Weaver Forest Way	nkamath70@gmail.com	All the projects sound good, Public safety,more open spaces are all essential for a dynamic community	Yes	Yes	Yes	Our town is becoming congested with acres of trees being cut down for residential and commercial projects.we don't need a pharmacy at every intersection. Need more open areas ,more walkable sidewalks etc. I would like us to be a compostable town	I would like us to be a compostable town.so we spare our land fills by not throwing compostable waste and filling up our landfills faster than we need to. There are a lot of towns in the US that have done this successfully,we can be a model town by creating a compostable town. Thanks
Karen	Hiser	201 Ridge Creek Drive	clubuhi2017@gmail.com	Would like to see projects include bicycle "highways" to encourage bike transportation (not just for recreational purposes). See Heidelberg, Germany for examples. Please continue connecting Morrisville greenways with those of Cary and Apex!	Yes	Yes	Yes		

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Marie	Juris	205 Kudrow Lane	mariejuris@gmail.com	interested	Yes	Yes	Yes		
Archana	Mukkavalli	205 Union Ridge Drive	mukkavalliarchana@gmail.com	it's a good idea.	Yes	Yes	Yes	it will make Morrisville a better place to live in	
James	Klopovic	208 Courthouse Drive	jklopovic@gmail.com	Do it now - most cost effective	Yes	Yes	Yes	See above	Be forward looking. Too many critical decision have short term or personal agenda focused.
Anne	Miesel	212 Colwick Lane	amiesel@gmail.com	There are way too many projects that will increase traffic, noise pollution and congestion, not too mention destroying the green spaces and trees that attracted me to Morrisville in 2007. Morrisville is becoming a town too focused on development and is slowly losing me as wanting to live here anymore.	Yes	No	Yes	I don't like how Morrisville is focusing too much on development by cramming in cheaply built apartments and townhomes that then sell/rent for ridiculous prices. The town is destroying trees and green spaces all for the pursuit of the dollar. Has anyone considered that Morrisville has no supply of water other than the Town of Cary? I remember the drought and being down to 3 days of water and we've added 10K more citizens. This isn't sustainable.	Not answered
Ikong	Fu	212 Star Magnolia Drive	ikonghome@gmail.com		Maybe	Yes	Yes	I would like to see combined Futsal (soccer on a court) and basketball space or just Futsal. Pickle ball space would be amazing as well. These are incredibly fast growing sports, so it would be great to serve multiple generations for years to come.	
Jennifer	Breva	2120 Glade Valley Lane	Jenniferbreva@gmail.com	What have you been using the tax money you already have?	Yes	Yes	Yes	Use the money you already have. Ask the developers for more money.	We pay more taxes than Cary and we get what for improved quality of life? Town is one bog apartment complex parking lot with no infrastructure.
Roopanjali	Parande	250 Hampshire Downs Drive (Cary address)	roopanjali.voma@gmail.com		Yes	Yes	Yes		We want more green space in Morrisville.
Jan	Sommer	2821 Kudrow Lane	jsommer012@gmail.com	Its going to be tough to get around for a long time to come	Yes	Maybe	Maybe		
Linda	Shaw	311 Shakespeare Street	lindalshaw@juno.com	We need more police patrols on Louis Stephens, has become a reaceway after 11pm especially Friday - Sunday. Increased home & car burglaries.	Yes	Maybe	No	I will not give more tax \$ because recreation center requires a membership for classes vs. class fee or drop in especially ???	Traffic is terrible, it makes me want to move as a 34 year resident. Too many apartments, no accomodation for additional traffic. Please realize no everyone has internet at home especially seniors and provide more computers as senior center. Please make info on post cards earlier.

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Scott	Barkie	321 Willingham Road	scott@barkie.net	I don't think we should have a 2021 Bond Referendum. If you want to do things why don't you fund it out of our general operating budget instead of feeling the need to issue a bond. You already raised our taxes last year but not making our tax rate revenue neutral as a result of the Wake revaluation, instead you lowered our tax rate 1/2 the amount than it should have been if it was truly revenue neutral. Raleigh lowered their citizens taxes by the amount they should have, not half the amount.	No	No	No		<p>Random comments:</p> <p>Love the walk signals that are installed (I live near the one on MCR towards Town Hall) but anytime I press it I can guarantee at least 2 cars will blow right through with the third only stopping because I'm waving my arms like a lunatic and halfway in the road. How can the town help cars understand they are to yield to pedestrians in a cross walk?</p> <p>I think most citizens would agree if we could get a lane for right turns from Morrisville Parkway to Davis Drive, that would greatly reduce the backup on that road.</p> <p>The greenway expansions and connectivity is AWESOME!!! Keep it going!!! :)</p>
Lauryn	Kabrich	331 Scotlow Way (Cary address)	lkabrich@hotmail.com	Connectivity improvements and preserving open spaces for environmental and mental health benefits should be the highest priority for the bond referendum! If the public safety improvements are funded as described (ie fire department funding), then that is acceptable; I don't support any of the public safety funding going towards law enforcement capacities, however, as community safety is being reimagined away from policing.	Maybe	Yes	Yes		
Kevin	Holwell	905 Crabtree Crossing Pkwy	paula_kevin@att.net	The projects are reasonable, however, the Town should look for funding from the several relief programs recently enacted at the federal level before resorting to taking on additional debt. For instance, Wake County was to receive about \$215 million from the American Rescue Plan Act. Has the town petitioned the county for funds from that source? As you also know the federal government is working on a substantial infrastructure funding program. I hope the Town has been in contact with our representative to determine if funding for Morrisville projects can be provided through that legislation. In sum, can the Town represent that it has exhausted all other sources before resorting to this plan?	Maybe	Maybe	Maybe	See previous remarks - I'd like to be convinced that the Town has no other sources from which to fund these projects.	The Town should look for funding from the several relief programs recently enacted at the federal level before taking on additional debt. For instance, Wake County was to receive about \$215 million from the American Rescue Plan Act. Has the town petitioned the county for funds from that source? As you also know the federal government is working on a substantial infrastructure funding program. I hope the Town has been in contact with our representative to determine if funding for Morrisville projects can be provided through that legislation. In sum, can the Town represent that it has exhausted all other sources before resorting to this plan?

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Daniel	Gassaway	Huntington Park Drive	hablerpc@outlook.com	I am in favor of improving safety, roads, and parks.	Maybe	Maybe	Maybe	With reference to these proposed expenditures, I feel the planners should carefully review North Carolina General Statutes Chapter 20 to adhere to the guidelines already enacted by the NC General Assembly. Specifically, within the Town Limits the Town should allocate resources to ensure compliance with: motor vehicle licensing, motor vehicle annual car safety inspections, liability insurance, license tags renewal, out-of-state license reciprocity, truck weight limits, bridge weight limits, overnight truck parking laws, driver education, uninsured motorists penalties, etc. The improvements should allocate adequate resources to enforce stewardship of the projects long after the construction crews have left the area.	Not at this time.
Don	I.	n/a	n/a		Yes		Yes		
n/a	n/a	n/a	n/a		Yes	Maybe	Maybe	\$11.7 million is too much w/o more specific details on how the \$ is used. We allocated \$6 million for parks and recreation in 2012, the MAFC overspent 200% and funds for MCP was used up. Poor use of \$ too many people from Durham using our pool and little access for Morrisville residents.	Stop raising taxes.

Note: Addresses verified to be within Town limits unless highlighted in yellow.