# Morrisville Town Council

Regular Meeting
June 9, 2020, 6:00 PM

**Town of Morrisville Mission Statement:** Connecting our diverse community to an enhanced quality of life through innovative programs and services.

1. **Call to Order**

2. **Roll Call**

3. **Invocation** Invocation by Mayor TJ Cawley

4. **Pledge of Allegiance**

5. **Motion to Invoke Rule 19**

6. **Adoption of Regular Agenda** Call for any conflicts of interest in relation to the proposed agenda.

7. **Consent Agenda**

7.a Resolution 2020-123-0 Approving a Major Site Plan for 910 Church Street
Natalie Nye, Planner II
Action - June 9
2020-123-0 910 Church Street Peak Supplement
2020-123-0 Resolution DRAFT 910 Church Street
2020-123-0 910 Church Street ATTH 01 - Application
2020-123-0 910 Church Street ATTH 02 - Maps
2020-123-0 910 Church Street ATTH 03 - 2017-239-0 SO Resolution Authorizing Purchase
2020-123-0 910 Church Street ATTH 04 - Site Plan
2020-123-0 910 Church Street ATTH 05 - DRAFT PZB Minutes
Town Council Presentation

7.b Resolution and Budget Ordinance Adjustment Authorizing MAFC Roof Replacement Contract
Brandon Zuidema, Assistant Town Manager
Action - June 9
2020-181-0_BS__MAFC_Roof_Replacement.pdf

2020-181-0_RES_MAFC_Roof_Replacement.pdf
2020-181-0_BOA_MAFC_Roof_Replacement.pdf

**8. Items Pulled from Consent Agenda (if any)**

**9. Presentations**

9.a Town Center Core Stormwater Control Measure Project Update
Ben Mills, Stormwater Engineering Manager
2020-166-0-Atth-TCC SCM Presentation.pdf

9.b Proclamation Recognizing June as Pride Month
Pride Month 20200609.pdf

**10. Administrative Reports**

10.a Enterprise System Project Update
Nancy Emslie, Finance Director, Chuck Bryan, Senior IT Systems Analyst, and Rodney Wadkins, GIS Manager
TownCouncil-ERPProjectUpdate-9June2020.pdf

**11. Public Comment**

**12. Action Items**

12.a Resolution Supporting the Wake County Board of Education FY 2021 - 2027 Capital Improvement Plan
Erin Hudson, Strategic Performance Manager
Brief/Action - June 9
2020-168-0 Brief Supp WCPSS Resolution of Support for FY21-27 CIP.pdf
2020-168-0 RES WCPSS Resolution of Support for CIP.pdf
2020-168-0 ATTH 01 WCPSS FY21-27 CIP Resolution.pdf
2020-168-0 ATTH 02 WCPSS 2021 Capital Improvement Plan.pdf

12.b Resolution in Support of Fair, Direct Federal Emergency Funding to Reopen and Rebuild American Economies
Martha Paige, Town Manager
Brief/Action - June 9
2020-185-0 Peak Supp - Cities are Essent Emerg Fund.docx
2020-185-0 RES Cities Are Essential Morrisville Resolution (Emergency Funding).pdf

12.c Resolution Related to Wake Stone Mining Permit Application to the the North Carolina Department of Environmental Quality
Martha Paige, Town Manager

Brief/Action - June 9
2020-186-0 Peak Supp Wake Stone Mining Permit.pdf
2020-186-0 RES Wake Stone Mining Permit_ResolutionAlt.pdf

**13. Public Hearings**

13.a Public Hearing and Consideration of FY2021 Proposed Annual Operating Budget and Related Items
Martha Paige, Town Manager and Jeanne Hooks, Assistant to the Town Manager
Brief - May 12
Public Hearing - June 9
Action - June 23

2020-142-0 Peak Supp - FY2021 Annual Operating Budget.pdf
FY2021 Recommended Budget Presentation a.pdf
2020-142-0 A ORD FY2021 TC Modified Annual Operating Budget.pdf
2020-142-0 B RES UPDATED Authorizing Levy of Taxes and Fee Collections.pdf
2020-142-0 C RES UPDATED Establishing a Debt Service Fund.pdf
2020-142-0 ATTH 01 FY2021 Proposed Budget Report.pdf
2020-142-0 ATTH 02 UPDATED Budget Portal and Social Media Input - FY2021 20200528.pdf a.pdf
2020-142-0 ATTH 03 - UPDATED FAQ V3 with attachments including FTE 05282020.pdf
2020-142-0 ATTH 04 UPDATED Budget Scenario Modeling Packet - Final - all Versions.pdf

**14. Future Meetings, Events and Citizen Involvement Opportunities** For a full listing of events, please see the Town Calendar at www.townofmorrisville.org.

**15. Council and Manager Comments**

**16. Closed Session**

16.a Closed Session Pursuant to N.C.G.S. 143-318.11 (a)(3) to discuss a matter of attorney - client privilege.
(Town of Morrisville vs. Triangle Grading and Paving)

**17. Adjournment** Thank you for attending this meeting of the Morrisville Town Council. We hope you plan to join us again! Please feel free to email your Town Council members at TownCouncil@TownofMorrisville.org, or visit www.TownofMorrisville.org/Council for additional contact information.

# Town Council Agenda Item Report

Agenda Item No. 7.a
Submitted by: Natalie Nye
Submitting Department Planning
Meeting Date: June 9, 2020

**SUBJECT**
Resolution
Natalie Nye

**Recommendation:**
Staff recommends approval with conditions.

**Updates/History of Briefing:**

**Executive Summary and Background Information:**
SUMMARY/BACKGROUND: ISSV Realty Holdings of North Carolina, LLC is requesting approval of a Major Site Plan for a neighborhood place of worship, including an accessory dwelling unit for a religious leader to reside in (see ATTH 01 â€“ Application). The proposed development is located on Church Street, north of McCrimmon Parkway and just south of Shiloh Park. The property is comprised of approximately 3.49 acres and is zoned Low Density Residential (LDR) (see ATTH 02 â€“Maps). The requested use of neighborhood place of worship is a permitted use in the LDR zoning district. HISTORY: In 2017 it was discovered that a general access easement covered a portion of the property of 910 Church Street. This was discovered when the property owners began thinking about redeveloping the site. The general access easement did not specifically belong to any entity. After discussions among the attorneys it was decided that the only way to dissolve the easement was for each party that might have rights to the easement to terminate their rights. An easement termination agreement was then drafted and was to be signed by all impacted properties (910 Church Street, neighboring properties, Town of Morrisville, Railroad). During this process Parks and Recreation indicated that the easement may be the Townâ€™s as it was established around the same time Shiloh Park was purchased. Therefore, the Town agreed to sign the easement termination agreement if a new easement was recorded on the property that allowed for emergency and town vehicles to access Shiloh Park from Church Street. Additionally, there is a portion of the property that is already being used by the park. This portion of the property is not necessary for the redevelopment of the site and the Town facilitated a purchase agreement with the property owner to purchase the northeastern strip of the property to be used as a part of Shiloh Park. A resolution authorizing the purchase of the property was approved in September of 2017 (see ATTH 03 â€“ 2017-239-0). This authorization specified a cost of $3.30 per square foot, not to exceed $70,000 for the approximate .45 acre piece of

property. The funding for the purchase is set to be from the Parkland Payment-in-Lieu funds. The property owner is now developing the site as a temple. The majority of the development is occurring on the southern portion of the property and a cross access easement is proposed along the northern property line that would give the Town access to Shiloh Park (see ATTH 04 â€“ Site Plan). With a new easement proposed on the property, the Town is now able to move forward with the original easement termination agreement and with the purchase of the northeastern portion of the property for Shiloh Park. SITE INFORMATION: The proposed development is anticipated to be constructed in phases. The initial phase includes the development of a neighborhood place of worship, primarily on the southern portion of the property with a future phase planned on the northern portion of the property (see C-2.0 in ATTH 04 â€“ Site Plan). It has not been determined what the future phase will be however it will include the improvement of the cross access easement to Shiloh Park. Before any work commences on the future phase, site plan approval will be required. SITE DESIGN: The proposed stormwater control measure is a wet basin equipped to treat the stormwater for the entire site and will also includes a walking path with educational signage, which is a large component of the projectâ€™s open space requirement. All landscaping throughout the development including vehicle use area plantings, foundations plantings and perimeter and street yard buffers are compliant with the Unified Development Ordinance (UDO) (see Sheet L-3.0 in ATTH 04 - Site Plan). The architectural design of proposed building meets the standards set forth in the UDO (see A1 in ATTH 04 â€“ Site Plan). Furthermore, the site design, lighting and parking throughout the development comply with UDO. TRANSPORTATION AND INFRASTRUCTURE IMPROVEMENTS: Vehicular access to the proposed development will be by way of a full access driveway off Church Street. In accordance with Section 5.8.6.B.2.a of the UDO, a Transportation Impact Analysis (TIA) was not required for this development. Approximately 384 linear feet of curb and gutter will be installed along the frontage of the site. A sidewalk will be constructed along the entire length of the Church Street frontage as well. Two new street lights will also be installed along the Church Street frontage.

**Advisory Board/Committee Review:**
Planning and Zoning Board

**Insert Date of Advisory Board/Committee Review:**
2020-05-14

**Advisory Board/Committee Recommendation and/or Vote:**
The Planning and Zoning Board recommended approval of the item with the proposed conditions presented by staff at the May 14th, 2020 meeting by a vote of 5 to 0 (see ATTH 05 - DRAFT PZB Minutes).

**Potential Options:**
The requested Major Site Plan approval is an administrative decision, meaning that if all

development requirements are met, the application must be approved. The Town Council may: 1. Approve the application as submitted; 2. Approve the application with conditions deemed necessary to ensure compliance with the requirements of particular standards of the UDO; or 3. Deny the application if any standards set forth in the UDO are not met.

**Staff Recommendation:**
The proposed Major Site Plan is generally consistent with adopted plans and complies with the UDO. Therefore, the Planning Department recommends approval of the 910 Church Street Major Site Plan with the following conditions: 1. Prior to the issuance of the first building permit, the cross access easement depicted on the site plan allowing access from Church Street to Shiloh Park for Town and emergency vehicles shall be recorded with the County. 2. Prior to the issuance of the first building permit, the purchase of the 0.45 acre rear strip of land on the subject property and all required agreements and easements per Resolution 2017-239-0 shall be finalized.

ATTACHMENTS
- 2020-123-0 910 Church Street Peak Supplement
- 2020-123-0 Resolution DRAFT 910 Church Street
- 2020-123-0 910 Church Street ATTH 01 - Application
- 2020-123-0 910 Church Street ATTH 02 - Maps
- 2020-123-0 910 Church Street ATTH 03 - 2017-239-0 SO Resolution Authorizing Purchase
- 2020-123-0 910 Church Street ATTH 04 - Site Plan
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- Town Council Presentation

**2020-123-0: 910 Church Street Major Site Plan**

# "Connect Morrisville" Strategic Plan Alignment

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

**RESOLUTION 2020-123-0 OF THE MORRISVILLE TOWN COUNCIL APPROVING A MAJOR SITE PLAN FOR 910 CHURCH STREET**

**WHEREAS,** ISSV Realty Holdings of North Carolina, LLC is requesting approval of a major site plan for a neighborhood place of worship including an accessory dwelling unit for a relgious leader on approximately 3.49 acres at 910 Church Street; and

**WHEREAS,** the subject site is located on Church Street north of McCrimmon Parkway and identified by Wake County PIN 0746740048 and is depicted on Exhibit A attached hereto; and

**WHEREAS,** the proposed major site plan is generally consistent with adopted plans; and

**WHEREAS,** the proposed major site plan complies with the standards set forth in the Town of Morrisville *Unified Development Ordinance* (UDO); and

**WHEREAS,** the Planning and Zoning Board considered the proposed request at a public meeting on May 14, 2020 and forwarded a recommendation of approval by a vote of 5-0; and

**WHEREAS,** Town Council considered the Planning and Zoning Board's recommendation at its June 9, 2020 meeting:

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby approves ISSV Realty Holdings of North Carolina, LLC's major site plan for a neighborhood place of worship including an accessory dwelling unit for a religious leader to be located at 910 Church Street identified by Wake County PIN 0746740048 and, as shown on the plans prepared March 13, 2020 by Pabst Design Group, associated architectural drawings prepared February 3, 2020 by Robert L. Runyans and associated landscape plans prepared February 14, 2020 by Southwell Design Landscape Architecture subject to the following conditions:

1. Prior to the issuance of the first building permit, the cross access easement depicted on the site plan allowing access from Church Street to Shiloh Park for Town and emergency vehicles shall be recorded with the County.
2. Prior to the issuance of the first building permit, the purchase of the 0.45 acre rear strip of land on the subject property and all required agreements and easements per Resolution 2017-239-0 shall be finalized.

Adopted this 9th day of June, 2020.

_____
TJ Cawley, Mayor

ATTEST:

_____
Eric W. Smith, Town Clerk

# Exhibit A




910 Church Street

N

0 105 210 420 ft

1 inch = 200 feet

***Disclaimer***

*iMaps makes every effort to produce and publish the most current and accurate information possible. However, the maps are produced for information purposes, and are **NOT** surveys. No warranties, expressed or implied ,are provided for the data therein, its use,or its interpretation.*

ATTH 01

town of MORRISVILLE

# Development Application

Date Received: 5/29/19

Date Accepted for Review: 6/3/19

File Number: 18-0013-S/C

HTE Number: 19-11000015

**Type of Application (Check All that Apply)**

| | | | | | |
|---|---|---|---|---|---|
| | Administrative Adjustment | | Final Plat: Type 2 | | Site-Specific Development Plan Designation |
| | Administrative Appeal | | Floodplain Development Permit: Elevation Certificate | | Special Use Permit |
| | Alternative Equivalent Compliance | | Floodplain Development Permit: Map Revision (CLOMR/LOMR) | | Special Use Permit: Minor Modification |
| | Alternative Landscape Plan | | Grave Removal Request | | Stream Origin Determination |
| | Alternative Parking Plan | | Interpretation | | Street Vendor Permit |
| | Alternative Standards (EDCM) | | Record Drawing | | Stormwater As-Builts |
| | Bulletin Drawing | | Retaining Wall | ✓ | Stormwater Plan Review |
| | Comprehensive Plan Map Amendment | | Rezoning, Conditional | | Text Amendment |
| | Comprehensive Plan Text Amendment | | Rezoning, General | | Traffic Impact Analysis |
| | Conceptual Master Plan Approval | | Rezoning, Planned Development | | Traffic Signal Review |
| | Conceptual Master Plan: Minor Modification | | Rezoning, Planned Development: Minor Modification | | Type 1 Subdivision Preliminary Plat Approval |
| ✓ | Construction Plan Approval | | Right-of-Way Encroachment Agreement (structures in r/w) | | Type 2 Subdivision Preliminary Plat Approval |
| | Construction Plan Approval: Minor Modification | | Riparian Buffer No Practical Alternatives Determination | | Type 2 Subdivision Preliminary Plat Approval: Minor Modification |
| | Development Agreement | | Road Closing | | Type 1 or 2 Subdivision Preliminary Plat Approval: Minor Modification |
| | Development Name Change | | Road Renaming | | Variance: General |
| | Final Plat: Determination of Subdivision Exclusion | ✓ | Site Plan Approval, Major | | Variance: Riparian Buffer |
| | Final Plat: Right-of-Way or Easement Dedication | | Site Plan Approval, Minor | | Variance: Stormwater |
| | Final Plat: Type 1 | | Site Plan Approval: Minor Modification | | Waiver Request for: _____ |

| **Applicant** | **Owner** |
|---|---|
| Name: ISSV REALTY HOLDINGS OF NORTH CAROLINA, LLC/SSSM RALEIGH-DURHAM LLC | Name: ISSV REALTY HOLDINGS OF NORTH CAROLINA, LLC/SSSM RALEIGH-DURHAM LLC |
| Mailing Address: 424 BALMORAL ST, CLAYTON, NC 27520 | Mailing Address: 424 BALMORAL ST, CLAYTON, NC 27520 |
| E-mail Address: vipulp100@hotmail.com | E-mail Address: vipulp100@hotmail.com |
| Phone Number: (919) 939-1792 | Phone Number: (919) 939-1792 |
| **Contact Person (if not the applicant)** | **Property Location** |
| Name: Mark Phillips | Location (e.g., east side of Smith St, approximately 750 feet south of its intersections with Jones Ave.): |
| Mailing Address: 404-B Glenwood Ave. Raleigh, NC 27603 | On Church St., 1/3 mi. north of McCrimmon Pkwy. and 2 tenths of a mi. south of Barbee Rd./Everette Fields Rd. |
| E-mail Address: mphillips@pabstdesign.com | Latitude (decimal degrees): 35.84904 / Longitude (decimal degrees): -78.842416 |
| Phone Number: (919) 848-4399 | |

| **Property Description** | | | |
|---|---|---|---|
| Development Name: 910 Church Street | | Parcel Address: 910 Church Street, Morrisville, NC 27560 | |
| Parcel Identification Number(s): 0746740048 | | Town Limits (check one) note: annexation petition may be required | ■ Yes ☐ No |
| Zoning: | Existing: LDR<br>Proposed: LDR | Use: | Existing: Vacant<br>Proposed: Place of Worship |
| Site Acreage: 3.49 Acres (deeded) | | Overlay Zoning: N/A | |
| **Type 1 and Type 2 Preliminary Subdivisions Only** | | | |
| Number of Lots: N/A | | Predevelopment per acre value: N/A<br>Note: Must include required supporting documentation | |

I/We hereby certify that all information furnished in this application, and included materials, are true to the best of my/our knowledge. Furthermore, I/We have authority to file an application in accordance Section 2.4.3.A, Authority to File Applications, of the Unified Development Ordinance.

| Signature | Printed Name | Date |
|---|---|---|
| Vipulkumar K. Patel | Vipulkumar K. Patel | 5/28/2019 |
| | | |

If there are multiple owners, contract purchasers, or other persons authorized to submit the application, all such persons shall sign the application or a letter or document consenting to the application.

ATTH 02

# Map A - Location Map




910 Church Street

N

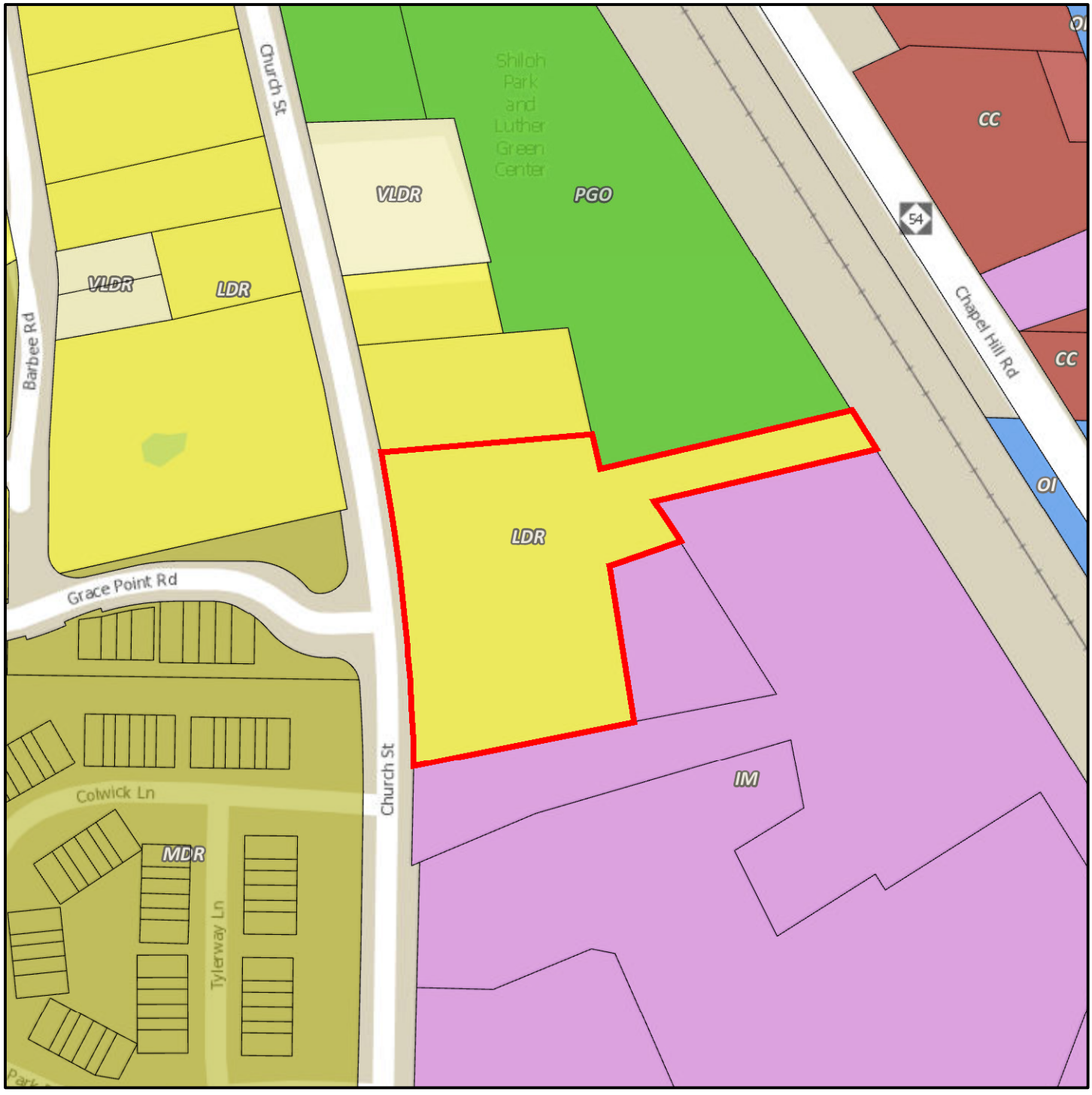
0 105 210 420 ft

1 inch = 200 feet

***Disclaimer***

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# Map B - Zoning Map




910 Church Street

N

0 105 210 420 ft

1 inch = 200 feet

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

# RESOLUTION 2017-239-0 OF THE MORRISVILLE TOWN COUNCIL AUTHORIZING THE PURCHASE OF A STRIP OF LAND COMPRISED OF APPROXIMATELY .45 ACRES AT THE REAR OF 910 CHURCH STREET TO BE USED AS PART OF SHILOH PARK

**WHEREAS,** the Town currently uses a 60-foot wide strip of land at the rear/eastern end of 910 Church Street as part of the adjacent Shiloh Park; and

**WHEREAS,** the general area of the aforementioned strip is depicted on the draft survey dated September 18, 2017 and prepared by Bass, Nixon, Kennedy, Inc., a copy of which is attached hereto as Exhibit "A"; and

**WHEREAS,** an access easement currently covers the entire strip and the benefactor of the easement is not definitively known; and

**WHEREAS,** those entities with potential rights to the easement have indicated that they are willing to sign an agreement terminating any rights they may have to the easement; and

**WHEREAS,** 910 Church Street was purchased on August 22, 2017, by ISSV Realty Holdings of North Carolina; and

**WHEREAS,** the new owner is willing to sell the strip of land to the Town for the same price they paid for it which is $3.30 per square foot; and

**WHEREAS,** the area that has been offerred to the Town for sale is comprised of approximately 19,250 square feet or .45 acres; and

**WHEREAS,** the purchase cost would be approximately $68,000 which includes land cost of approximately $63,525.00, closing cost of approximately $1,000.00 and a survey cost of approximately $3,500.00; and

**WHEREAS,** purchasing the property would be in the public interest as it would secure the Town's ability to utilize the strip for park purposes in perpetuity.

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby authorizes the following:

**Section One.** The purchase of the strip of land depicted on Exhibit "A" attached hereto which is made up of approximately. 45 acres and located at the rear of 910 Church Street for an amount equal to $3.30 per square foot and not to exceed $70,000 inclusive of all survey and closing costs.

**Section Two.** The authorization to purchase granted in Section One above shall not be effective until all adjacent property owners with potential rights to the aforementioned access easement

have terminated such rights by signature on an Access Easement Termination Agreement, a copy of which is attached hereto as Exhibit "B".

**Section Three.** The property authorized for purchase is to be used as part of Shiloh Park.

**Section Four.** Parkland Payment-in-Lieu funds shall be used to purchase the land.

Adopted this the 26th day of September, 2017.

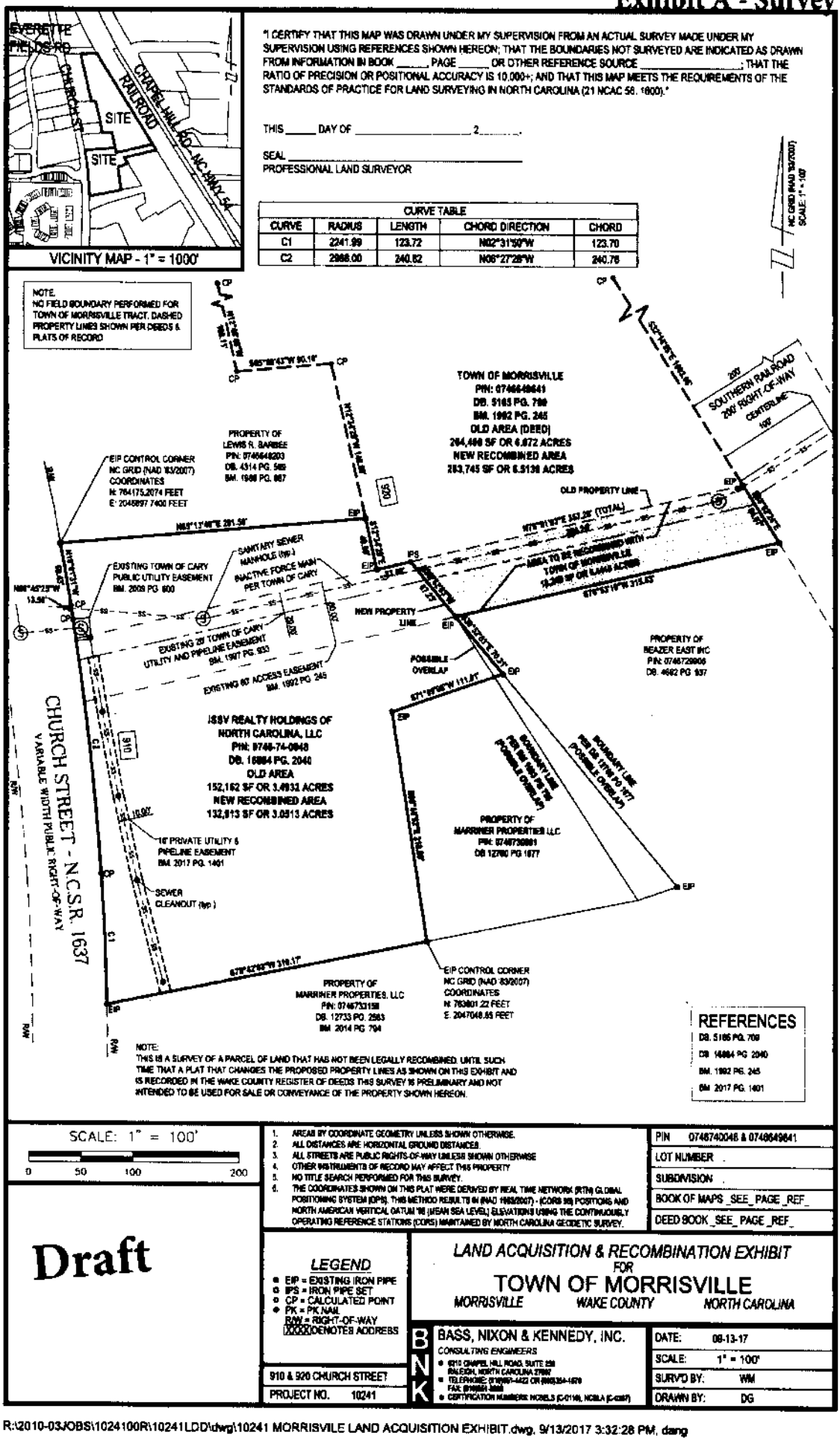
Mark Stoulman, Mayor

ATTEST:

Erin L. Hudson, Town Clerk

TOWN OF MORRISVILLE 1852 NORTH CAROLINA

# Exhibit A - Survey




R:\2010-03\JOBS\1024100R\10241LDD\dwg\10241 MORRISVILE LAND ACQUISITION EXHIBIT.dwg, 9/13/2017 3:32:28 PM, dang

**Prepared by and after recording hold for:**
**THOMAS A. EARLS, ATTORNEY AT LAW**
**VAULT BOX #1**

**NORTH CAROLINA**
**WAKE COUNTY**

**TERMINATION OF ACCESS EASEMENT**
**BOOK OF MAPS 1992, PAGE 245 AND**
**BOOK OF MAPS 1997, PAGE 933,**
**WAKE COUNTY REGISTRY**

THIS TERMINATION OF ACCESS EASEMENT ("Termination") is effective as of the date of its recordation in the Office of the Register of Deeds of Wake County, North Carolina and is made by and among **ISSV REALTY HOLDINGS OF NORTH CAROLINA, LLC**, a North Carolina limited liability company; **THE TOWN OF MORRISVILLE**, a municipal corporation of the State of North Carolina; **BEAZER EAST, INC.**, a Delaware corporation; and **NORTH CAROLINA RAILROAD COMPANY**, a North Carolina corporation.

WHEREAS, a sixty (60)-foot-wide access easement (the "Access Easement") is shown on plats recorded in Book of Maps 1992, Page 245, Wake County Registry and Book of Maps 1997, Page 933, Wake County Registry, which Access Easement runs from the eastern right-of-way line of Church Street (a sixty-foot-wide public right-of-way) to the western right-of-way line of Southern Railroad (a 200-foot-wide right-of-way) over and across the land owned by ISSV REALTY HOLDINGS OF NORTH CAROLINA, LLC, as described in deed recorded in Book 16884, Page 2044, Wake County Registry (the "ISSV Property"); and

WHEREAS, The Town of Morrisville is the owner of land bounding the Access Easement to the north, as described in deed recorded in Book 5165, Page 709, Wake County Registry (the "Town Property"); and

WHEREAS, Beazer East, Inc. is the owner of land bounding the Access Easement to the south, as described in deed recorded in Book 5669, Page 54, Wake County Registry (the "Beazer Property"); and

WHEREAS, North Carolina Railroad Company is the owner of the two hundred foot (200') wide railroad corridor ("Corridor") bounding the Access Easement to the east (i.e., at the western boundary of the Corridor), which Corridor was acquired by Charter of the North Carolina Railroad Company (11848-49 N.C. Laws, CH LXXXII – January 27, 1849), incorporating the North Carolina Railroad Company (the "Railroad Property"); and

WHEREAS, The Town of Morrisville, Beazer East, Inc. and North Carolina Railroad Company are referred to collectively herein as "Adjoining Owners"; and

WHEREAS, the Town Property, the Beazer Property and the Railroad Property are referred to collectively herein as "Adjoining Properties"; and

WHEREAS, the parties hereto are the owners of all of the lands within and bounding the Access Easement; and

WHEREAS, the parties hereto have determined that the Access Easement is no longer necessary and now desire to execute and record this Termination in the Wake County Registry to forever terminate the Access Easement.

NOW, THEREFORE, for and consideration of the foregoing premises and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the parties do hereby agree and declare as follows:

1. Incorporation. The above recitals are incorporated herein by this reference.

2. Termination. Adjoining Owners do hereby release, relinquish, convey and quitclaim any and all of their right, tile and interest in and to the Access Easement, if any, and do forever terminate the Access Easement as it pertains to the Adjoining Properties. Notwithstanding any provision of this Termination to the contrary, Adjoining Owners make no representation or warranty of any kind, express or implied, as to whether they have any rights whatsoever in the Access Easement, including without limitation the right, power, or authority to terminate the Access Easement. Other than the right to enforce Adjoining Owners' quitclaim and release of any rights they may have in the Access Easement, no party shall have the right, remedy or recourse of any kind against Adjoining Owners in connection with this Termination.

3. Governing Law. This Termination shall be governed by, interpreted and enforced in accordance with the laws of the State of North Carolina, excluding the conflicts of laws provisions thereof.

4. Headings. All headings herein are inserted for convenience and ease of reference only and are not to be considered in the construction or interpretation of any provision of this Termination.

5. Complete Agreement. This Termination constitutes the complete and exclusive statement of the agreement between the parties with respect to the subject matter hereof, and replaces and supersedes all prior agreements by and among the parties or any of them with respect thereto. This Termination supersedes all prior written and oral statements or agreements, and no representation, statement, condition or warranty not contained herein shall be binding on the parties or have any force or effect whatsoever.

6. Binding Effect. This Termination shall be binding upon and insure to the benefit of the parties hereto and their successors in title and assigns.

IN WITNESS WHEREOF, the parties have caused this Termination to be executed as of the day and year set forth in the acknowledgement blocks below.

ISSV REALTY HOLDINGS OF NORTH CAROLINA, LLC

By: _____
Printed Name: _____
Title: _____

STATE OF NORTH CAROLINA
COUNTY OF WAKE

I, the undersigned, a Notary Public in and for the County and State aforesaid, hereby certify that _____, personally known to me or known to me by presentation of government issued photo-identification, personally appeared before me this day and acknowledged that he/she is _____ of ISSV REALTY HOLDINGS OF NORTH CAROLINA, LLC, a North Carolina limited liability company, and that by authority duly given and as the act of said limited liability company, the foregoing instrument was duly and voluntarily signed in its name by him/her as its _____.

Witness my hand and official stamp or seal, this ____ day of _____, 2017.

(STAMP OR SEAL)

_____
Notary Public
Printed Name of Notary:

_____

My commission expires:

IN WITNESS WHEREOF, the parties have caused this Termination to be executed as of the day and year set forth in the acknowledgement blocks below.

THE TOWN OF MORRISVILLE

By: _____
Printed Name: _____
Title: _____

STATE OF NORTH CAROLINA
COUNTY OF WAKE

I, the undersigned, a Notary Public in and for the County and State aforesaid, hereby certify that _____, personally known to me or known to me by presentation of government issued photo-identification, personally appeared before me this day and acknowledged that he/she is _____ of The Town of Morrisville, a municipal corporation of the State of North Carolina, and that by authority duly given and as the act of said municipal corporation, the foregoing instrument was duly and voluntarily signed in its name by him/her as its _____.

Witness my hand and official stamp or seal, this ____ day of _____, 2017.

(STAMP OR SEAL)

_____
Notary Public
Printed Name of Notary:

My commission expires: _____

IN WITNESS WHEREOF, the parties have caused this Termination to be executed as of the day and year set forth in the acknowledgement blocks below.

BEAZER EAST, INC.

By: _____
Printed Name: _____
Title: _____

STATE OF _____
COUNTY OF _____

I, the undersigned, a Notary Public in and for the County and State aforesaid, hereby certify that _____, personally known to me or known to me by presentation of government issued photo-identification, personally appeared before me this day and acknowledged that he/she is _____ of Beazer East, Inc., a Delaware corporation, and that by authority duly given and as the act of said corporation, the foregoing instrument was duly and voluntarily signed in its name by him/her as its _____.

Witness my hand and official stamp or seal, this ____ day of _____, 2017.

(STAMP OR SEAL)

_____
Notary Public
Printed Name of Notary:

_____

My commission expires:

IN WITNESS WHEREOF, the parties have caused this Termination to be executed as of the day and year set forth in the acknowledgement blocks below.

NORTH CAROLINA RAILROAD COMPANY

By: _____
Printed Name: _____
Title: _____

STATE OF NORTH CAROLINA
COUNTY OF _____

I, the undersigned, a Notary Public in and for the County and State aforesaid, hereby certify that _____, personally known to me or known to me by presentation of government issued photo-identification, personally appeared before me this day and acknowledged that he/she is _____ of North Carolina Railroad Company, a North Carolina corporation, and that by authority duly given and as the act of said corporation, the foregoing instrument was duly and voluntarily signed in its name by him/her as its _____.

Witness my hand and official stamp or seal, this ____ day of _____, 2017.

(STAMP OR SEAL)

_____
Notary Public
Printed Name of Notary:

_____

My commission expires:

ATTH 04

# MAJOR SITE PLAN / CONSTRUCTION PLAN FOR:

# 910 CHURCH STREET

## TOWN OF MORRISVILLE, NC

### MUNICIPAL CONTACT LIST

DEVELOPMENT SERVICES
TOWN OF MORRISVILLE
PLANNING DEPARTMENT
KARI GRACE
260 TOWN HALL DRIVE
MORRISVILLE, NC 27560
TEL: 919.463.6194

STREETS AND HIGHWAYS
NCDOT
DIVISION 5, DISTRICT 1
M. SCOTT WHEELER, PE
4009 DISTRICT DRIVE
RALEIGH, NC 27607
TEL: 919.733.3213
FAX: 919.715.5778

DEVELOPMENT SERVICES
TOWN OF MORRISVILLE
INSPECTIONS DEPARTMENT
JP MORGAN
260 TOWN HALL DRIVE
MORRISVILLE, NC 27560
TEL: 919.463.6185

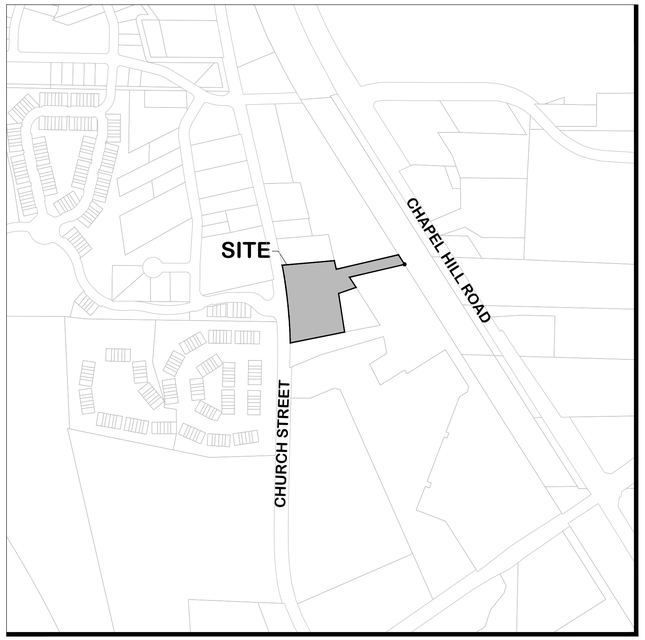
DEVELOPMENT SERVICES
TOWN OF MORRISVILLE
ENGINEERING DEPARTMENT
JIM MEYER
260 TOWN HALL DRIVE
MORRISVILLE, NC 27560
TEL: 919.463.6192

ENVIRONMENTAL SERVICES
DEPARTMENT
WAKE COUNTY (EROSION CONTROL)
CHARLES PHILLIPS, ENV. CONSULTANT
337 S. SALISBURY STREET
RALEIGH, NC 27602
TEL: 919.796.8769
CHARLES.PHILLIPS@WAKEGOV.COM

ELECTRIC SERVICE
DUKE ENERGY PROGRESS
CYNTHISA ROARTY
919.481.6119

NATURAL GAS SERVICES
PSNC ENERGY
DUNCAN WARREN
919.367.2715

WATER RESOURCES DEPARTMENT
TOWN OF CARY
COURTNEY LITCATA
316 N. ACADEMY STREET
CARY, NC 27513
TEL: 919.460.4943




*VICINITY MAP*
*1"=400'*

NORTH

OWNER/DEVELOPER:
NC TRIANGLE INVESTMENT, LLC
103 NORITAKE DRIVE
CARY, NC 27513
TEL: 919.332.6991
EMAIL: 1public.ok@gmail.com

CIVIL ENGINEER:
PABST DESIGN GROUP, PA
404-B GLENWOOD AVENUE
RALEIGH, NC 27603
TEL: 919.848.4399
EMAIL: DPABST@PABSTDESIGN.COM

SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING
1012 ROCK DRIVE
RALEIGH, NC 27610
TEL: 919.605.6953

ARCHITECT:
ROBERT RUNYANS
503 EAST FRANKLIN STREET
RALEIGH, NC 27604
TEL: 919.326.9431

### INDEX TO PLANS


| | |
|---|---|
| C-0.0 | COVER SHEET |
| | EXISTING CONDITITIONS PLAN & BOUNDARY & TOPOGRAPHIC SURVEY |
| C-1.0 | DEMOLITION PLAN |
| C-2.0 | SITE LAYOUT PLAN |
| C-2.1 | FIRE TRUCK ACCESS PLAN |
| C-2.2 | TRASH TRUCK ACCESS PLAN |
| C-3.0 | GRADING AND STORM DRAINAGE PLAN |
| C-4.0 | UTILITY PLAN |
| C-5.0 | EROSION CONTROL PLAN - PHASE 1 |
| C-5.1 | EROSION CONTROL PLAN - PHASE 2 |
| C-6.0 | WET POND PLAN & PROFILE |
| C-6.1 | SCM DETAIL SHEET |
| C-7.0 | ROAD IMPROVEMENT PLAN - CHURCH STREET |
| D-1.0 | SITE DETAIL SHEET |
| D-1.1 | SITE DETAIL SHEET |
| D-1.2 | SITE DETAIL SHEET |
| D-2.0 | STORMWATER DETAIL SHEET |
| D-3.0 | UTILITY DETAIL SHEET |
| D-3.1 | UTILITY DETAIL SHEET |
| D-4.0 | EROSION CONTROL DETAIL SHEET |
| D-4.1 | EROSION CONTROL DETAIL SHEET |
| L-01 | TREE SURVEY |
| L-02 | TREE PROTECTION PLAN |
| L-03 | LANDSCAPE PLAN |
| L-04 | SCM PLANTING PLAN |
| L-05 | LANDSCAPE DETAILS |
| SL-1.0 | SITE LIGHTING ISOLUX PLAN |
| SL-1.1 | CHURCH STREET LIGHTING PLAN |
| A1 | BUILDING FLOOR PLAN |
| A2 | BUILDING ELEVATION PLAN |


**EROSION CONTROL, STORMWATER AND FLOODPLAIN MANAGEMENT**

**APPROVED**

EROSION CONTROL ☐ S-_____

STORMWATER MGMT. ☐ S-_____

FLOOD STUDY ☐ S-_____

DATE_____

WAKE COUNTY NORTH CAROLINA EFFECTIVE COUNTY

ENVIRONMENTAL CONSULTANT SIGNATURE

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.

FILE #18-0013-S/C PROJ. #19-11000015


PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
NC TRIANGLE
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
PABST

PROJECT CADD DESIGNER:
LMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

910 CHURCH STREET
*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*
MAJOR SITE PLAN / CONSTRUCTION PLAN
COVER SHEET

SEAL:
NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 PHILIP A. PABST
03-13-20

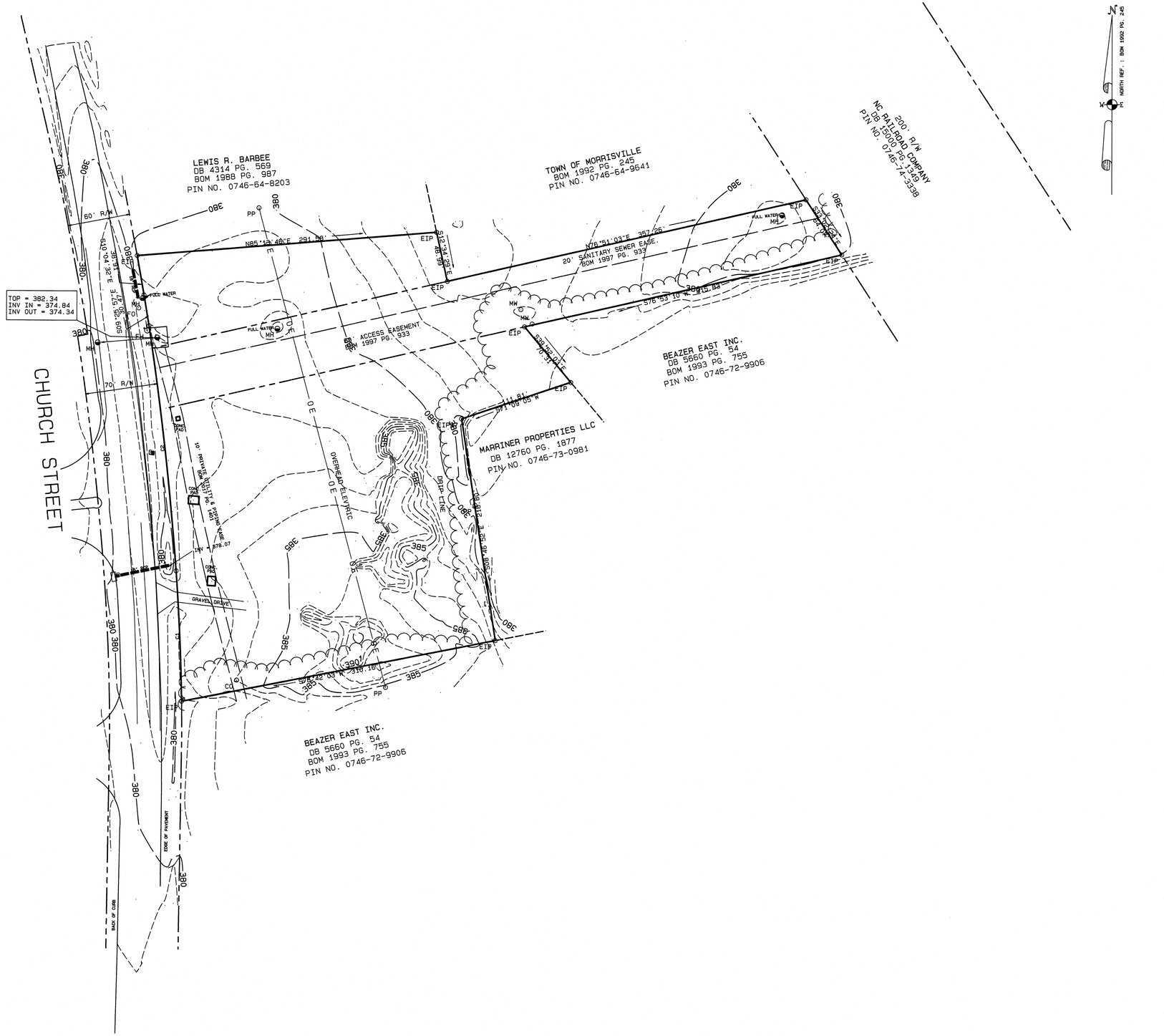
| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

DRAWING
SHEET
C-0.0

PROJECT NUMBER
448-19

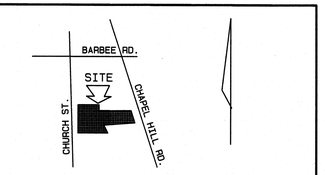

F:\Public\10-Projects\400-499\448-19 910 Church Street (SSM Raleigh-Durham)\50-Drawings\54-Design\C-0.0.dwg Mar 13, 2020 - 2:00pm BYrominset

| CURVE | CHORD BEARING | CHORD | DELTA | RADIUS | TANGENT | ARC |
|---|---|---|---|---|---|---|
| C1 | N02°35'39"W | 127.39 | 3°10'15" | 2301.99 | 63.72 | 127.41 |
| C2 | N06°32'20"W | 240.69 | 4°32'26" | 3038.00 | 120.44 | 240.75 |










VICINITY MAP (NTS)

LEGEND

| | | | |
|---|---|---|---|
| ———— | Lines Surveyed | LP | LIGHT POLE |
| - - - - - - | Lines Not Surveyed | PP | POWER POLE |
| EIP | Existing Iron Pipe | WV | WATER VALVE |
| | Control Corner | FH | FIRE HYDRANT |
| ECM | Exist. Concrete Monument | WM | WATER METER |
| NIP | New Iron Pipe | MH | MANHOLE |
| PKN | P K Nail | CO | CLEANOUT |
| DMD | Double Meridian Distance | F/O | FIBER OPTIC |
| 99 | New Lot Number | CB | CATCH BASIN |
| (99) | Old Lot Number | MW | MONITOR WELL |
| CM | Concrete Monument | RCP | CONCRETE PIPE |
| 0000 | Street Address | DIP | DUCTILE IRON PIPE |

WAKE COUNTY, NORTH CAROLINA
I, HAROLD A. SMITH, PLS L-3345, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION FROM INFORMATION SHOWN IN DEED BOOK 16884 PAGE 2040 AND DEED BOOK ----- PAGE ---, BOOK OF MAPS 1993 PAGE 755 THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES WAS GREATER THAN 1:20,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL THIS THE 12TH DAY OF FEBRUARY A.D., 2018.

THIS PLAT IS OF A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND.

HAROLD A. SMITH, L-3345
PROFESSIONAL LAND SURVEYOR

NORTH CAROLINA PROFESSIONAL SEAL L-3345 LAND SURVEYOR HAROLD A. SMITH

GENERAL NOTES :
1) THIS LOT IS NOT WITHIN A FLOOD PLAIN ACCORDING TO FEMA MAP COMMUNITY PANEL NO. 3720074600J, EFFECTIVE DATE : 05-02-06.
2) GRID TIE BASED ON PLAT BOOK 82 PAGE 68.
3) ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
4) TOTAL AREA = 152,187.85 SQ.FT./3.494 AC.
5) ALL UTILITIES LOCATED WERE VISIBLE ON DATE OF SURVEY; NO SUBSURFACE UTILITY WORK AQUIRED.
6) ELEVATION IS NAVD 88, BASED ON NCRA66 MON. ELEV. = 368.16

BARSCALE FOR REDUCTION
0 25 50 100 150

| NO. | REVISIONS |
|---|---|
| 1 | 02-03-20 : ADDITION OF 10' UTILITY EASE. |

BOUNDARY & TOPOGRAPHIC SURVEY FOR

# SSSM RALEIGH-DURHAM

910 CHURCH STREET
MORRISVILLE, NC

| | | |
|---|---|---|
| TOWNSHIP: CEDAR FORK | COUNTY: WAKE | |
| STATE: NORTH CAROLINA | | |
| ZONE: LDR | PIN NO. : 0746.04-74-0048 | |


HAROLD "TODD" SMITH
LAND SURVEYING L-3345
RALEIGH, N.C. (919) 605-6953


| | | |
|---|---|---|
| DATE: 02-12-18 | SURVEYED BY: RWC | FIELD BOOK S-253/37 |
| SCALE: 1" = 50' | DRAWN BY: HAS | DRAWING NO. |
| CHECKED & CLOSURE BY: HAS | | 218-031A |

## SURVEY NOTES:

1. THIS LOT IS NOT WITHIN A FLOOD PLAIN ACCORDING TO FEMA MAP COMMUNITY PANEL 3720074600J, EFFECTIVE DATE :05-02-06 GRID TIE BASED ON PLAT BOOK 82 PAGE 68.
2. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
3. TOTAL AREA = 152,187.85 SQ.FT./3.494 AC.
4. ALL UTILITIES LOCATED WERE VISIBLE ON DATE OF SURVEY; NO SUBSURFACE UTILITY WORK ACQUIRED.
5. ELEVATION IS NAVD 88, BASED ON NCRR66 MON. ELEV. = 368.16

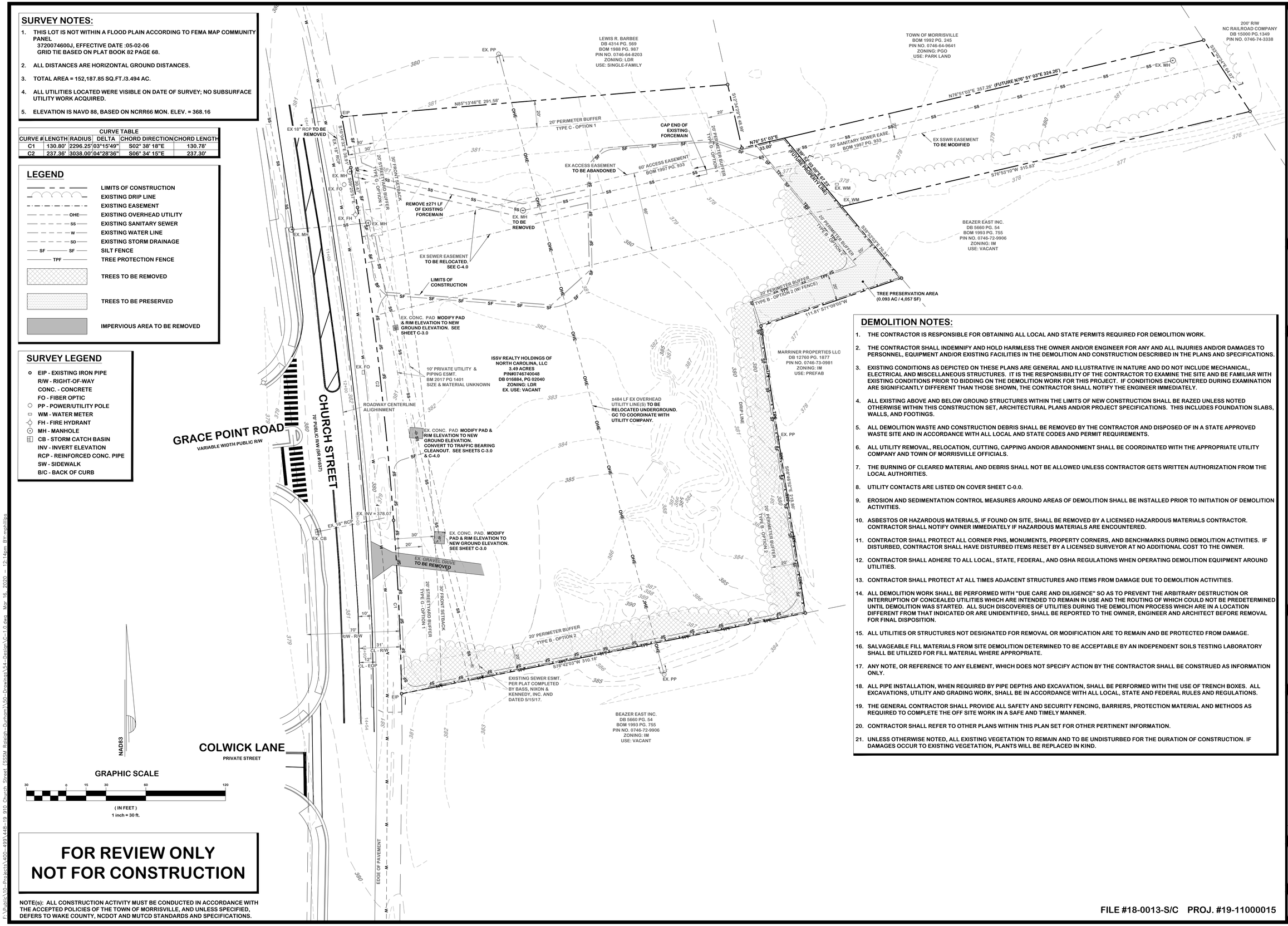
| CURVE TABLE | | | | | |
|---|---|---|---|---|---|
| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

## LEGEND

- LIMITS OF CONSTRUCTION
- EXISTING DRIP LINE
- EXISTING EASEMENT
- OHE — EXISTING OVERHEAD UTILITY
- SS — EXISTING SANITARY SEWER
- W — EXISTING WATER LINE
- SD — EXISTING STORM DRAINAGE
- SF — SF — SILT FENCE
- TPF — TREE PROTECTION FENCE
- TREES TO BE REMOVED
- TREES TO BE PRESERVED
- IMPERVIOUS AREA TO BE REMOVED

## SURVEY LEGEND

- EIP - EXISTING IRON PIPE
- R/W - RIGHT-OF-WAY
- CONC. - CONCRETE
- FO - FIBER OPTIC
- PP - POWER/UTILITY POLE
- WM - WATER METER
- FH - FIRE HYDRANT
- MH - MANHOLE
- CB - STORM CATCH BASIN
- INV - INVERT ELEVATION
- RCP - REINFORCED CONC. PIPE
- SW - SIDEWALK
- B/C - BACK OF CURB




## DEMOLITION NOTES:

1. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL LOCAL AND STATE PERMITS REQUIRED FOR DEMOLITION WORK.
2. THE CONTRACTOR SHALL INDEMNIFY AND HOLD HARMLESS THE OWNER AND/OR ENGINEER FOR ANY AND ALL INJURIES AND/OR DAMAGES TO PERSONNEL, EQUIPMENT AND/OR EXISTING FACILITIES IN THE DEMOLITION AND CONSTRUCTION DESCRIBED IN THE PLANS AND SPECIFICATIONS.
3. EXISTING CONDITIONS AS DEPICTED ON THESE PLANS ARE GENERAL AND ILLUSTRATIVE IN NATURE AND DO NOT INCLUDE MECHANICAL, ELECTRICAL AND MISCELLANEOUS STRUCTURES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO EXAMINE THE SITE AND BE FAMILIAR WITH EXISTING CONDITIONS PRIOR TO BIDDING ON THE DEMOLITION WORK FOR THIS PROJECT. IF CONDITIONS ENCOUNTERED DURING EXAMINATION ARE SIGNIFICANTLY DIFFERENT THAN THOSE SHOWN, THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY.
4. ALL EXISTING ABOVE AND BELOW GROUND STRUCTURES WITHIN THE LIMITS OF NEW CONSTRUCTION SHALL BE RAZED UNLESS NOTED OTHERWISE WITHIN THIS CONSTRUCTION SET, ARCHITECTURAL PLANS AND/OR PROJECT SPECIFICATIONS. THIS INCLUDES FOUNDATION SLABS, WALLS, AND FOOTINGS.
5. ALL DEMOLITION WASTE AND CONSTRUCTION DEBRIS SHALL BE REMOVED BY THE CONTRACTOR AND DISPOSED OF IN A STATE APPROVED WASTE SITE AND IN ACCORDANCE WITH ALL LOCAL AND STATE CODES AND PERMIT REQUIREMENTS.
6. ALL UTILITY REMOVAL, RELOCATION, CUTTING, CAPPING AND/OR ABANDONMENT SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY AND TOWN OF MORRISVILLE OFFICIALS.
7. THE BURNING OF CLEARED MATERIAL AND DEBRIS SHALL NOT BE ALLOWED UNLESS CONTRACTOR GETS WRITTEN AUTHORIZATION FROM THE LOCAL AUTHORITIES.
8. UTILITY CONTACTS ARE LISTED ON COVER SHEET C-0.0.
9. EROSION AND SEDIMENTATION CONTROL MEASURES AROUND AREAS OF DEMOLITION SHALL BE INSTALLED PRIOR TO INITIATION OF DEMOLITION ACTIVITIES.
10. ASBESTOS OR HAZARDOUS MATERIALS, IF FOUND ON SITE, SHALL BE REMOVED BY A LICENSED HAZARDOUS MATERIALS CONTRACTOR. CONTRACTOR SHALL NOTIFY OWNER IMMEDIATELY IF HAZARDOUS MATERIALS ARE ENCOUNTERED.
11. CONTRACTOR SHALL PROTECT ALL CORNER PINS, MONUMENTS, PROPERTY CORNERS, AND BENCHMARKS DURING DEMOLITION ACTIVITIES. IF DISTURBED, CONTRACTOR SHALL HAVE DISTURBED ITEMS RESET BY A LICENSED SURVEYOR AT NO ADDITIONAL COST TO THE OWNER.
12. CONTRACTOR SHALL ADHERE TO ALL LOCAL, STATE, FEDERAL, AND OSHA REGULATIONS WHEN OPERATING DEMOLITION EQUIPMENT AROUND UTILITIES.
13. CONTRACTOR SHALL PROTECT AT ALL TIMES ADJACENT STRUCTURES AND ITEMS FROM DAMAGE DUE TO DEMOLITION ACTIVITIES.
14. ALL DEMOLITION WORK SHALL BE PERFORMED WITH "DUE CARE AND DILIGENCE" SO AS TO PREVENT THE ARBITRARY DESTRUCTION OR INTERRUPTION OF CONCEALED UTILITIES WHICH ARE INTENDED TO REMAIN IN USE AND THE ROUTING OF WHICH COULD NOT BE PREDETERMINED UNTIL DEMOLITION WAS STARTED. ALL SUCH DISCOVERIES OF UTILITIES DURING THE DEMOLITION PROCESS WHICH ARE IN A LOCATION DIFFERENT FROM THAT INDICATED OR ARE UNIDENTIFIED, SHALL BE REPORTED TO THE OWNER, ENGINEER AND ARCHITECT BEFORE REMOVAL FOR FINAL DISPOSITION.
15. ALL UTILITIES OR STRUCTURES NOT DESIGNATED FOR REMOVAL OR MODIFICATION ARE TO REMAIN AND BE PROTECTED FROM DAMAGE.
16. SALVAGEABLE FILL MATERIALS FROM SITE DEMOLITION DETERMINED TO BE ACCEPTABLE BY AN INDEPENDENT SOILS TESTING LABORATORY SHALL BE UTILIZED FOR FILL MATERIAL WHERE APPROPRIATE.
17. ANY NOTE, OR REFERENCE TO ANY ELEMENT, WHICH DOES NOT SPECIFY ACTION BY THE CONTRACTOR SHALL BE CONSTRUED AS INFORMATION ONLY.
18. ALL PIPE INSTALLATION, WHEN REQUIRED BY PIPE DEPTHS AND EXCAVATION, SHALL BE PERFORMED WITH THE USE OF TRENCH BOXES. ALL EXCAVATIONS, UTILITY AND GRADING WORK, SHALL BE IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL RULES AND REGULATIONS.
19. THE GENERAL CONTRACTOR SHALL PROVIDE ALL SAFETY AND SECURITY FENCING, BARRIERS, PROTECTION MATERIAL AND METHODS AS REQUIRED TO COMPLETE THE OFF SITE WORK IN A SAFE AND TIMELY MANNER.
20. CONTRACTOR SHALL REFER TO OTHER PLANS WITHIN THIS PLAN SET FOR OTHER PERTINENT INFORMATION.
21. UNLESS OTHERWISE NOTED, ALL EXISTING VEGETATION TO REMAIN AND TO BE UNDISTURBED FOR THE DURATION OF CONSTRUCTION. IF DAMAGES OCCUR TO EXISTING VEGETATION, PLANTS WILL BE REPLACED IN KIND.

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.

FILE #18-0013-S/C PROJ. #19-11000015


PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
PDG

PROJECT CADD DESIGNER:
LMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

## MAJOR SITE PLAN / CONSTRUCTION PLAN
## DEMOLITION PLAN

SEAL:
NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 PHILIP D. GREEN
03-13-19

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 06/06/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/06/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

DRAWING SHEET
C-1.0

PROJECT NUMBER
448-19


F:\Public\10-Projects\400-499\448-19 910 Church Street (SSSM Raleigh-Durham)\00-Drawings\54-Design\C-1.0.dwg Mar 16, 2020 - 12:14pm BY:mhillips

## LEGEND

- EXISTING DRIP LINE
- PROPOSED DRIP LINE
- EXISTING EASEMENT
- PROPOSED EASEMENT
- PROPOSED FENCE
- TREE PRESERVATION AREA
- PROPOSED CONCRETE
- PROPOSED WET BASIN
- FUTURE PHASE AREA

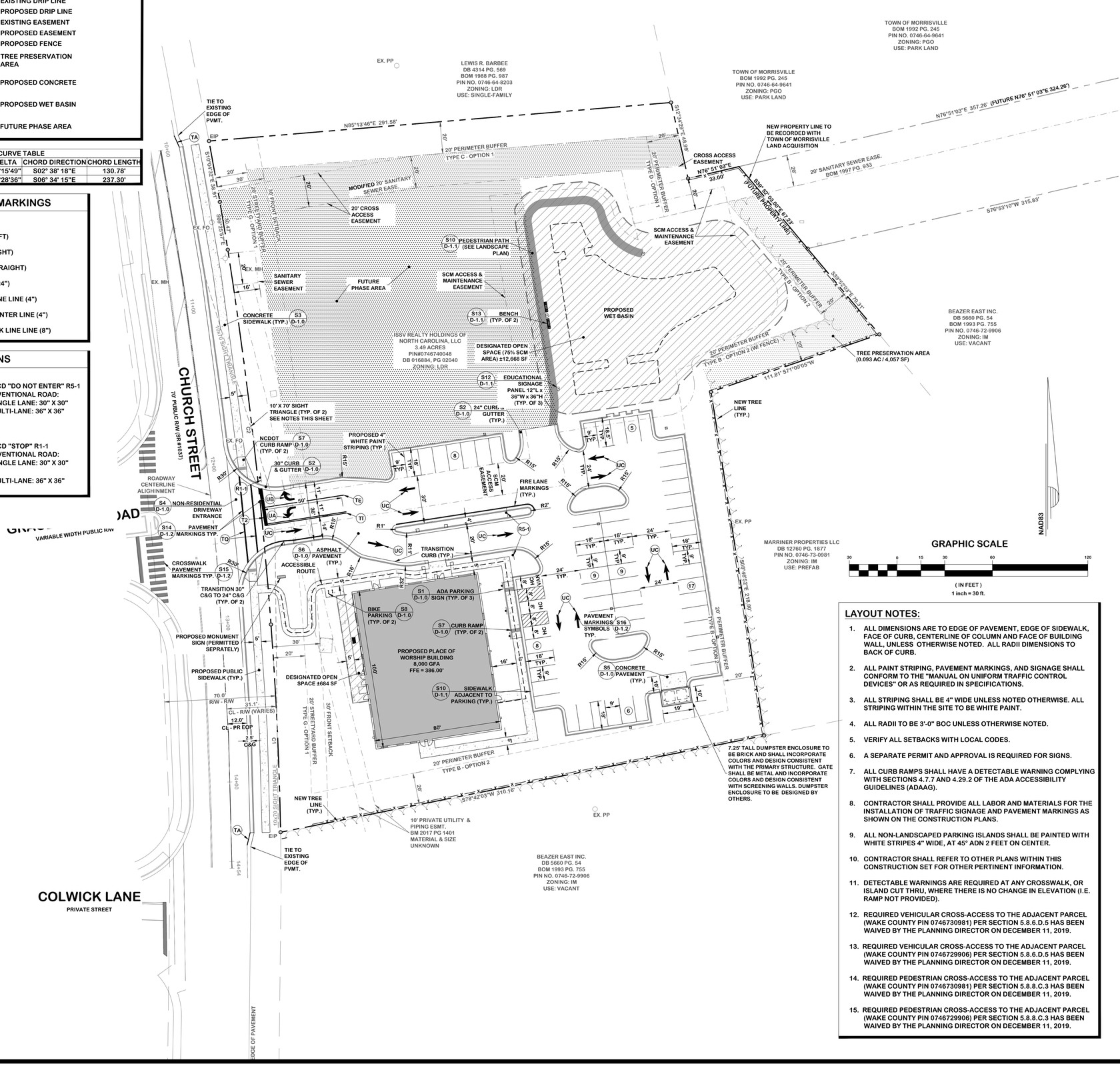
| CURVE TABLE | | | | | |
|---|---|---|---|---|---|
| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

## PAVEMENT MARKINGS

- (TA) EDGE LINE (4")
- (UA) WHITE ARROW (LEFT)
- (UB) WHITE ARROW (RIGHT)
- (UC) WHITE ARROW (STRAIGHT)
- (T2) WHITE STOPBAR (24")
- (TE) YELLOW SOLID LANE LINE (4")
- (TI) WHITE DOUBLE CENTER LINE (4")
- (TQ) WHITE CROSSWALK LINE LINE (8")

## SIGNS

- (R5-1) MUTCD "DO NOT ENTER" R5-1 CONVENTIONAL ROAD: SINGLE LANE: 30" X 30" MULTI-LANE: 36" X 36"
- (R1-1) MUTCD "STOP" R1-1 CONVENTIONAL ROAD: SINGLE LANE: 30" X 30" MULTI-LANE: 36" X 36"




### GRAPHIC SCALE

30 0 15 30 60 120

( IN FEET )
1 inch = 30 ft.

| SITE DATA TABLE | |
|---|---|
| SITE ADDRESS: | 910 CHURCH STREET<br>MORRISVILLE, NC 27560 |
| APPLICANT/ OWNER(s): | ISSV REALTY HOLDINGS OF NORTH CAROLINA, LLC<br>424 BALMORAL STREET<br>CLAYTON, NORTH CAROLINA, 27520<br>(O) 919.939.1792 |
| ENGINEER: | PABST DESIGN GROUP, PA<br>404-B GLENDOOD AVENUE<br>RALEIGH, NC 27603<br>919-848-4399 |
| PARCEL AREA: | 3.49 ACRES (DEEDED) |
| FUTURE PARCEL AREA: | 132,968 SF / 3.05 ACRES |
| PIN(s): | 0746-74-0048 |
| BUILDING SETBACKS: | FRONT: 30'<br>REAR: 20'<br>SIDE: N/A |
| LOT WIDTH AT ROAD FRONTAGE: | 437.5 LF ON CHURCH STREET (SR 1637) |
| EXISTING ZONING: | LOW DENSITY RESIDENTIAL (LDR) |
| EXISTING LAND USE: | VACANT |
| PROPOSED LAND USE: | PLACE OF WORSHIP, NEIGHBORHOOD |
| ACCESSORY USE: | DWELLING UNIT |
| GROSS FLOOR AREA: | EXISTING: 0 SF<br>PROPOSED: 8,000 SF |
| PARKING: | VEHICLE PARKING REQUIRED:<br>1/150 SF OF ASSEMBLY SPACE = 5,280 SF / 150 = 35.2<br>TOTAL REQUIRED: 36 SPACES<br>TOTAL PROVIDED: 58 SPACES (W/ 3 ADA, 1 VAN)<br><br>BICYCLE PARKING REQUIRED:<br>1/50 VEHICLE PARKING SPACES= 58 SPACES / 50 = 1.12<br>TOTAL REQUIRED: 1 SPACES<br>TOTAL PROVIDED: 4 SPACES |
| LOT COVERAGE: % IMPERVIOUS COVERAGE | FUTURE LOT AREA: 132,968 SF / 3.05 ACRES<br>BUILDING: 8,000 SF (0.18 ACRES) 6.0%<br>SIDEWALK: 2,715 SF (0.06 ACRES) 2.0%<br>PARKING: 9,396 SF (0.22 ACRES) 7.1%<br>DRIVE AISLES: 19,581 SF (0.45 ACRES) 14.7%<br><br>PROPOSED TOTAL LOT COVERAGE:<br>39,692 SF (0.91 ACRES) 29.9%<br>EXISTING TOTAL LOT COVERAGE:<br>742 SF (0.02 ACRES) 0.6% |
| ALLOWABLE LOT COVERAGE: | 65% MAXIMUM ALLOWABLE |
| MAX. HEIGHT: | 35' |
| BUFFER(S): | FRONT: 20 FT STREETYARD<br>PERIMETER: 20 FT TYPE C-OPTION 1 (NORTH)<br>20 FT TYPE B-OPTION 1 (EAST & SOUTH)<br>20 FT TYPE D-OPTION 1 (NORTHEAST) |
| OVERLAY(S): | NONE |
| RIVERBASIN: | NEUSE RIVER (EAST SIDE)<br>CAPE FEAR RIVER BASIN, JORDAN LAKE (WEST SIDE) |
| FLOOD PLAIN DATA: | THIS PROPERTY, IS NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE PER FLOOD INSURANCE RATE MAP 3720074600J, DATED 5/2/2008 |
| SOILS: | Wy, CrB2, Ma, MyB2 |
| SEWER DEMAND: | ±1,500 GPD (300 SEATS @ 5 GPD/SEAT) |
| PROPOSED SEWER: | PUBLIC: 0 LF<br>PRIVATE SERVICE: ±250 LF |

## LAYOUT NOTES:

1. ALL DIMENSIONS ARE TO EDGE OF PAVEMENT, EDGE OF SIDEWALK, FACE OF CURB, CENTERLINE OF COLUMN AND FACE OF BUILDING WALL, UNLESS OTHERWISE NOTED. ALL RADII DIMENSIONS TO BACK OF CURB.
2. ALL PAINT STRIPING, PAVEMENT MARKINGS, AND SIGNAGE SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" OR AS REQUIRED IN SPECIFICATIONS.
3. ALL STRIPING SHALL BE 4" WIDE UNLESS NOTED OTHERWISE. ALL STRIPING WITHIN THE SITE TO BE WHITE PAINT.
4. ALL RADII TO BE 3'-0" BOC UNLESS OTHERWISE NOTED.
5. VERIFY ALL SETBACKS WITH LOCAL CODES.
6. A SEPARATE PERMIT AND APPROVAL IS REQUIRED FOR SIGNS.
7. ALL CURB RAMPS SHALL HAVE A DETECTABLE WARNING COMPLYING WITH SECTIONS 4.7.7 AND 4.29.2 OF THE ADA ACCESSIBILITY GUIDELINES (ADAAG).
8. CONTRACTOR SHALL PROVIDE ALL LABOR AND MATERIALS FOR THE INSTALLATION OF TRAFFIC SIGNAGE AND PAVEMENT MARKINGS AS SHOWN ON THE CONSTRUCTION PLANS.
9. ALL NON-LANDSCAPED PARKING ISLANDS SHALL BE PAINTED WITH WHITE STRIPES 4" WIDE, AT 45° ADN 2 FEET ON CENTER.
10. CONTRACTOR SHALL REFER TO OTHER PLANS WITHIN THIS CONSTRUCTION SET FOR OTHER PERTINENT INFORMATION.
11. DETECTABLE WARNINGS ARE REQUIRED AT ANY CROSSWALK, OR ISLAND CUT THRU, WHERE THERE IS NO CHANGE IN ELEVATION (I.E. RAMP NOT PROVIDED).
12. REQUIRED VEHICULAR CROSS-ACCESS TO THE ADJACENT PARCEL (WAKE COUNTY PIN 0746730981) PER SECTION 5.8.6.D.5 HAS BEEN WAIVED BY THE PLANNING DIRECTOR ON DECEMBER 11, 2019.
13. REQUIRED VEHICULAR CROSS-ACCESS TO THE ADJACENT PARCEL (WAKE COUNTY PIN 0746729906) PER SECTION 5.8.6.D.5 HAS BEEN WAIVED BY THE PLANNING DIRECTOR ON DECEMBER 11, 2019.
14. REQUIRED PEDESTRIAN CROSS-ACCESS TO THE ADJACENT PARCEL (WAKE COUNTY PIN 0746730981) PER SECTION 5.8.8.C.3 HAS BEEN WAIVED BY THE PLANNING DIRECTOR ON DECEMBER 11, 2019.
15. REQUIRED PEDESTRIAN CROSS-ACCESS TO THE ADJACENT PARCEL (WAKE COUNTY PIN 0746729906) PER SECTION 5.8.8.C.3 HAS BEEN WAIVED BY THE PLANNING DIRECTOR ON DECEMBER 11, 2019.

## FIRE LANE NOTES:

1. FIRE LANE MARKINGS TO BE 4" WIDE ON 8" "NO PARKING FIRE LANE" FOR LENGTH OF LINE AS INDICATED ON THIS SHEET.

## OPEN SPACE CALCULATIONS:

EXISTING SITE PARCEL SIZE = 132,982 SF
REQUIRED OPEN SPACE: 10% OF 132,982 = ±13,298 SF
OPEN SPACE PROVIDED:
75% SCM AREA OF 16,890 = ±12,668 SF
FORMAL PLANTING AND GARDENS AREA = 684 SF

TOTAL OPEN SPACE PROVIDED = 13,352 SF (10.04%)

## SIGHT DISTANCE NOTES:

WITHIN THE SIGHT TRIANGLE, NOTHING SHALL BE ERECTED, PLACED, PLANTED OR ALLOWED TO GROW IN SUCH A MANNER AS TO IMPEDE THE SIGHT VISION AT THE INTERSECTION AND THE MAXIMUM HEIGHT OF ANY MATERIAL SHALL NOT EXCEED 3 1/2 FEET.

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.

FILE #18-0013-S/C PROJ. #19-11000015


PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
ISSV REALTY
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
RW

PROJECT CADD DESIGNER:
LMW

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA

## MAJOR SITE PLAN / CONSTRUCTION PLAN
## SITE LAYOUT PLAN

SEAL: NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 RYAN WILLIAM PABST 3/19/2020

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 01/09/20 |
| 4 | REVISED PER TOM COMMENTS | 03/19/20 |

DRAWING SHEET
C-2.0

PROJECT NUMBER
448-19

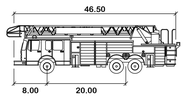

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## LEGEND

- EXISTING DRIP LINE
- PROPOSED DRIP LINE
- EXISTING EASEMENT
- PROPOSED EASEMENT
- PROPOSED FENCE
- PROPOSED TREE CONSERVATION AREA
- PROPOSED CONCRETE

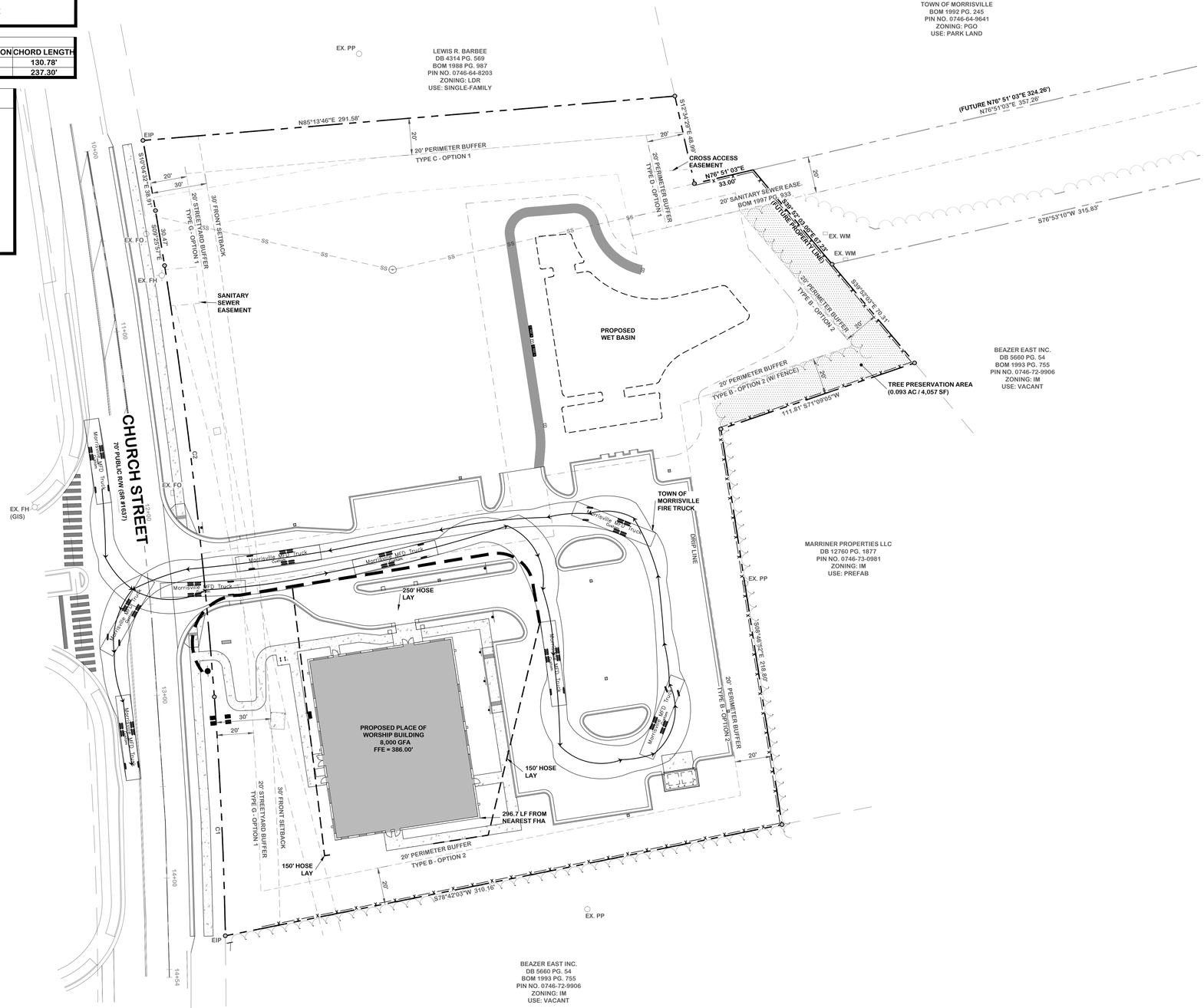
| CURVE TABLE | | | | | |
|---|---|---|---|---|---|
| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

## FIRE TRUCK APPARATUS




**Morrisville MFD Truck**

| | feet |
|---|---|
| Width | : 8.00 |
| Track | : 8.00 |
| Lock to Lock Time | : 6.0 |
| Steering Angle | : 40.1 |




NAD83

GRAPHIC SCALE

30 0 15 30 60 120

( IN FEET )
1 inch = 30 ft.

**FOR REVIEW ONLY**
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FILE #18-0013-S/C PROJ. #19-11000015


PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
JOHN HOLT
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
JOHN PABST

PROJECT CADD DESIGNER:
UMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

## MAJOR SITE PLAN / CONSTRUCTION PLAN
## FIRE TRUCK ACCESS PLAN

SEAL:
NORTH CAROLINA REGISTERED PROFESSIONAL ENGINEER SEAL 032573 JOHN E. PABST
5-19-20

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 01/03/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

DRAWING / SHEET
C-2.1

PROJECT NUMBER
448-19


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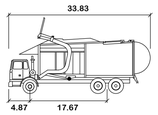
## LEGEND

- EXISTING DRIP LINE
- PROPOSED DRIP LINE
- EXISTING EASEMENT
- PROPOSED EASEMENT
- PROPOSED FENCE
- PROPOSED TREE CONSERVATION AREA
- PROPOSED CONCRETE

**CURVE TABLE**

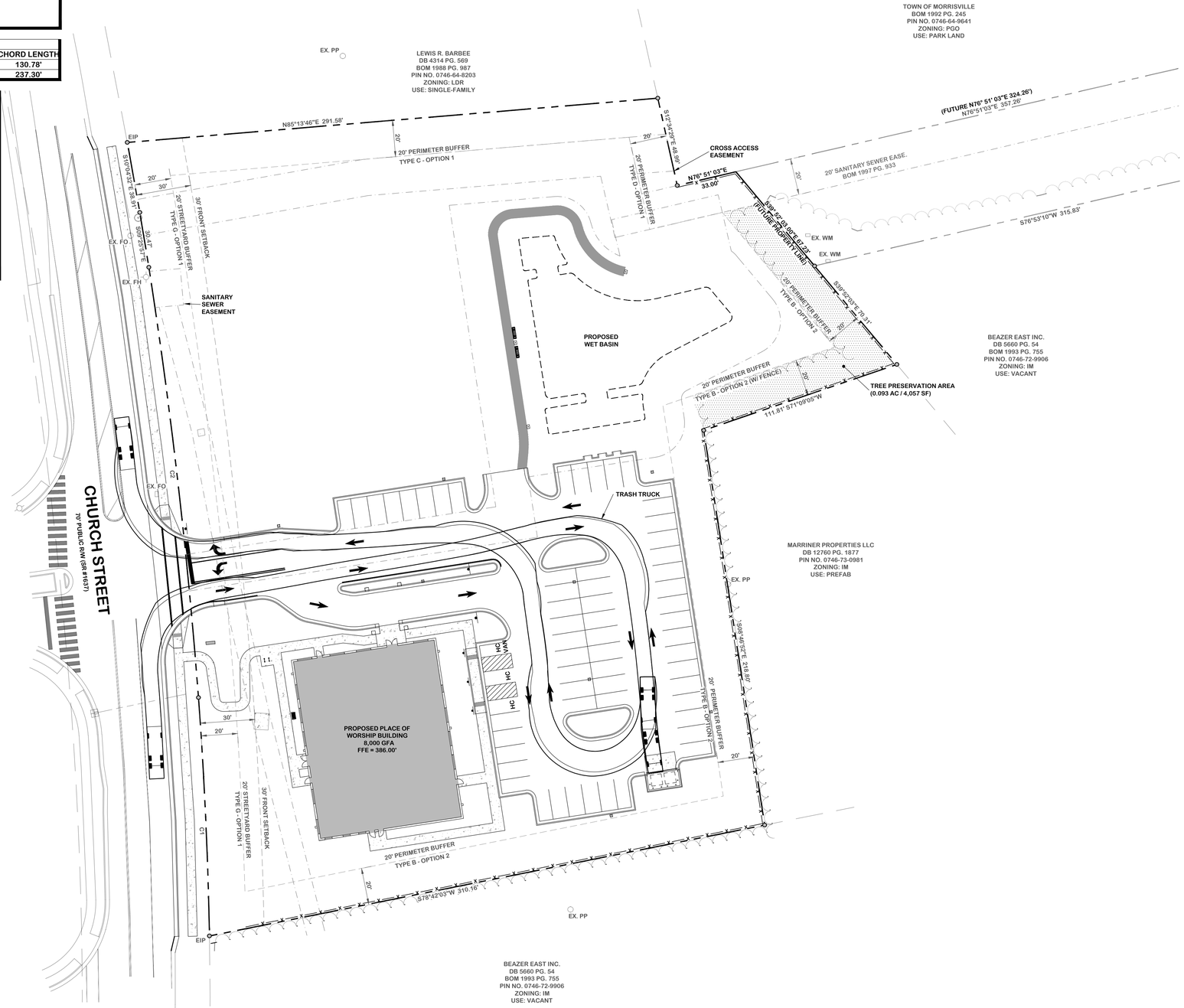
| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
|---|---|---|---|---|---|
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

## TRASH TRUCK APPARATUS




**Wayne Titan**

| | feet |
|---|---|
| Width | : 8.46 |
| Track | : 8.00 |
| Lock to Lock Time | : 6.0 |
| Steering Angle | : 45.0 |







**GRAPHIC SCALE**

30 0 15 30 60 120

( IN FEET )
1 inch = 30 ft.

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.

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FILE #18-0013-S/C PROJ. #19-11000015


PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
PABST DESIGN GROUP
424 E. MAIN STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
PABST

PROJECT CADD DESIGNER:
LMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

## MAJOR SITE PLAN / CONSTRUCTION PLAN
## TRASH TRUCK ACCESS PLAN

SEAL:




| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 01/03/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

DRAWING / SHEET
**C-2.2**

PROJECT NUMBER
**448-19**

## LEGEND

- LIMITS OF CONSTRUCTION
- EXISTING DRIP LINE
- PROPOSED DRIP LINE
- OHE — EXISTING OVERHEAD UTILITY
- EXISTING EASEMENT
- PROPOSED EASEMENT
- PROPOSED CROSS-ACCESS EASEMENT
- x — x — x — x — PROPOSED FENCE
- W — EXISTING WATER LINE
- W — PROPOSED WATER LINE
- SS — EXISTING SANITARY SEWER
- SS — PROPOSED SANITARY SEWER
- SD — EXISTING STORM DRAINAGE
- SD — PROPOSED STORM DRAINAGE
- PROPOSED TREE CONSERVATION AREA
- PROPOSED CONCRETE
- PROPOSED RISER STRUCTURE
- PROPOSED ENDWALL

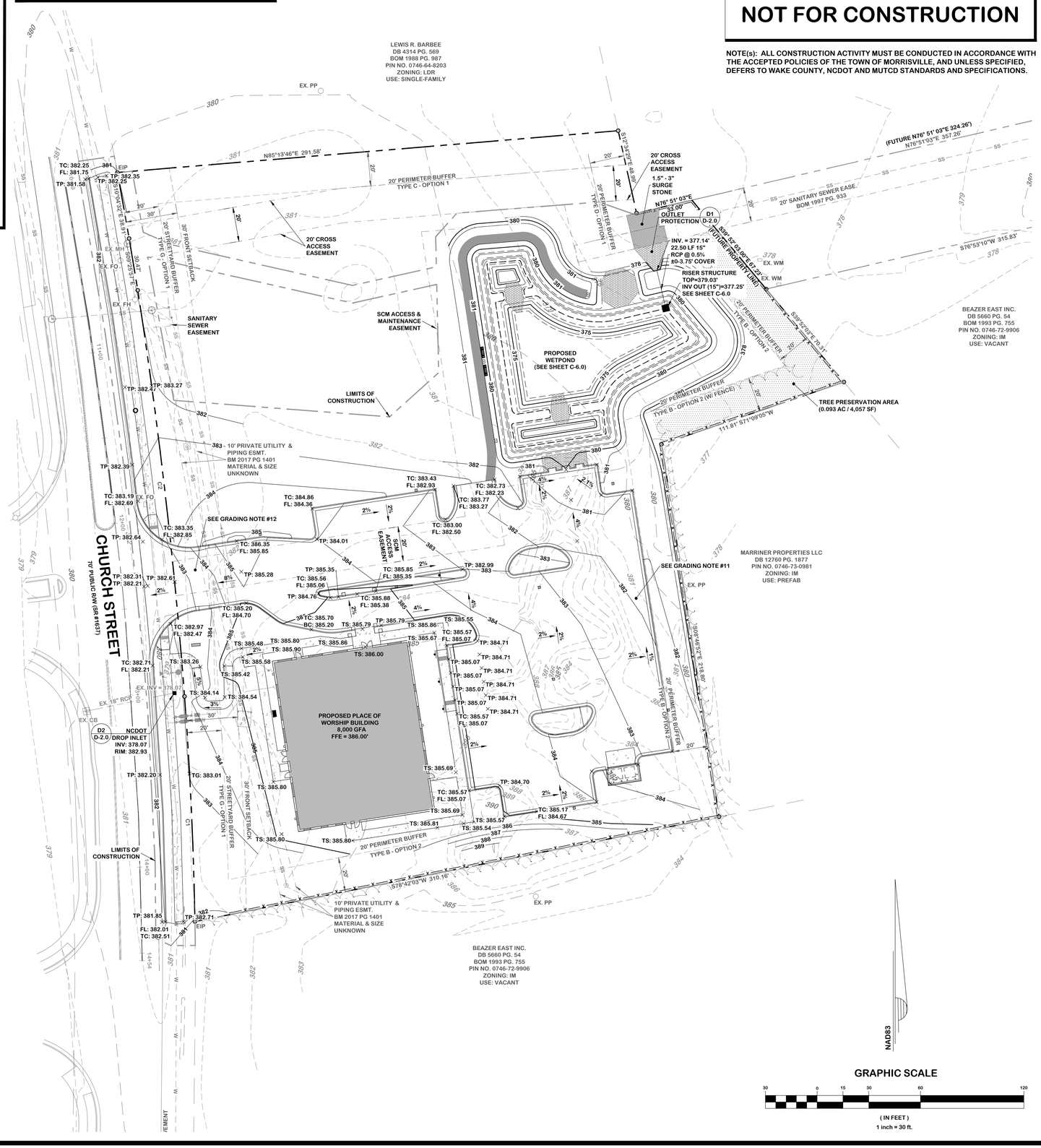
## KEY

GD - - - - TOP OF GROUND
BC - - - - BACK OF CURB
TC - - - - TOP OF CURB
HP - - - - LOCAL HIGH POINT
TW - - - - TOP OF WALL
BW - - - - BOTTOM OF WALL
TP - - - - TOP OF PAVEMENT
TS - - - - TOP OF SIDEWALK

| CURVE TABLE | | | | | |
|---|---|---|---|---|---|
| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

# FOR REVIEW ONLY
# NOT FOR CONSTRUCTION

**NOTE(S): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.**




### GRAPHIC SCALE

30 0 15 30 60 120

( IN FEET )
1 inch = 30 ft.

## GENERAL NOTES

1. ALL SITE WORK SHALL BE DONE IN ACCORDANCE w/ THE PLANS PREPARED BY PABST DESIGN GROUP, PA, THE CURRENT REQUIREMENTS OF THE TOWN OF MORRISVILLE, THE APPLICABLE SECTIONS OF THE NCDOT STANDARD SPECIFICATIONS FOR ROADWAY CONSTRUCTION, AND ALL OTHER PERTINENT FEDERAL AND STATE LAWS.
2. THE CONTRACTOR SHALL COMPLY AT ALL TIMES w/ APPLICABLE FEDERAL, STATE AND LOCAL LAWS, PROVISIONS, AND POLICIES GOVERNING SAFETY AND HEALTH, INCLUDING THE FEDERAL CONSTRUCTION SAFETY ACT (PUBLIC LAW 91-54), FEDERAL REGISTER, CHAPTER XVII, PART 1926 OF TITLE 29 REGULATIONS, OCCUPATIONAL SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION, AND SUBSEQUENT PUBLICATIONS UPDATING THESE REGULATIONS.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR EXAMINING THE AREAS AND CONDITIONS UNDER WHICH THE PROJECT IS TO BE CONSTRUCTED PRIOR TO THE SUBMISSION OF A BID. SUBMISSION OF A BID SHALL BE CONSTRUED TO MEAN THE CONTRACTOR HAS REVIEWED THE SITE AND IS FAMILIAR w/ CONDITIONS AND CONSTRAINTS OF THE SITE.
4. BEFORE EXCAVATION, ALL UNDERGROUND UTILITIES SHALL BE LOCATED IN THE FIELD BY THE PROPER AUTHORITIES. THE CONTRACTOR SHALL NOTIFY N.C. "ONE CALL" AT 1-800-632-4949. THE LOCATION OF ALL UTILITIES AND UNDERGROUND STRUCTURES ARE APPROXIMATE AND MAY NOT ALL BE SHOWN. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND EXACT LOCATION OF ALL UTILITIES AND UNDERGROUND STRUCTURES.
5. ALL EXISTING TREES, VEGETATION, PAVEMENTS, CONCRETE FOUNDATIONS, STRUCTURES AND ORGANIC TOPSOIL SHALL BE STRIPPED AND REMOVED FROM NEW CONSTRUCTION AREAS UNLESS NOTED OTHERWISE.
6. AN AS-BUILT DRAWING OF NEW UTILITY SERVICES MUST BE PREPARED BY THE CONTRACTOR AND SUBMITTED TO THE OWNER UPON COMPLETION OF THE PROJECT.
7. ALL AREAS NOT PAVED SHALL BE TOPSOILED, SEEDED, MULCHED OR LANDSCAPED UNLESS OTHERWISE NOTED IN THE CONSTRUCTION DRAWINGS, SITE SPECIFICATIONS OR INSTRUCTED BY THE OWNER.
8. CONTRACTOR SHALL BE FINANCIALLY RESPONSIBLE FOR DISPOSAL OF ALL WASTE MATERIALS OFF SITE. THIS RESPONSIBILITY SHALL INCLUDE ALL REQUIRED APPROVALS AND CONDITIONS DICTATED BY THE TOWN OF MORRISVILLE.
9. ALL OPEN STORM DRAIN PIPES SHALL BE PROTECTED w/ STONE FILTER PROTECTION AFTER STOPPAGE OF WORK EACH DAY.
10. CONTRACTOR SHALL ADHERE TO ALL TERMS AND CONDITIONS AS OUTLINED IN THE GENERAL NPDES PERMIT FOR STORMWATER DISCHARGE ASSOCIATED w/ CONSTRUCTION ACTIVITIES.
11. IF AN OFFSITE SOIL SPOIL OR BORROW SITE IS UTILIZED, THEN THE DISTURBED AREA FOR THE SPOIL/BORROW SITE MUST BE INCLUDED IN THE LAND-DISTURBANCE PLAN AND PERMIT UNLESS THE SPOIL/BORROW SITE ALREADY HAS A LAND-DISTURBANCE PERMIT.
12. CONTRACTOR TO PROVIDE SHOP DRAWINGS ON ALL STORM SEWER MANHOLES AND INLETS.
13. ALL STORM PIPE SHALL BE AS NOTED. ALL JOINTS SHALL BE WATERTIGHT.
14. ALL PERMITS RELATING TO THIS PROJECT MUST BE OBTAINED PRIOR TO CONSTRUCTION.
15. CONTRACTOR SHALL REFER TO OTHER PLANS w/IN THIS CONSTRUCTION SET FOR OTHER PERTINENT INFORMATION.

## GRADING NOTES

1. CONTRACTOR SHALL FIELD VERIFY EXISTING TOPOGRAPHY IN RELATION TO THE PROPOSED GRADES TO ENSURE DRAINAGE IN THE DIRECTION INDICATED ON PLANS.
2. INITIATE CONSTRUCTION SEQUENCE BEFORE BEGINNING CLEARING AND GRADING ON-SITE OPERATIONS.
3. STRIP TOPSOIL TO FULL DEPTH IN AREAS TO BE GRADED.
4. MAXIMUM GRADED SLOPE SHALL NOT EXCEED 4:1 UNLESS ADDITIONAL STABILIZATION TECHNIQUES ARE PROPOSED AND APPROVED BY TOWN OF MORRISVILLE TOWN ENGINEER.
5. AREAS TO BE GRADED SHALL BE CLEARED OF ALL EXISTING VEGETATION. CONTRACTOR TO PROTECT VEGETATION LOCATED BEYOND GRADING LIMITS.
6. COMPACT ALL FILL AREAS TO 95% OF MAXIMUM DENSITY, OR PER GEOTECHNICAL RECOMMENDATIONS.
7. PROPOSED SPOT ELEVATIONS ARE SHOWN AT FINISHED GRADE.
8. PLACEMENT OF ANY FILL MATERIAL (INCLUDING PAVEMENT SECTIONS) MUST BE CONDUCTED UNDER THE OBSERVATION OF A QUALIFIED LICENSED GEOTECHNICAL ENGINEER. UPON COMPLETION OF EARTHWORK ACTIVITIES, THE TOWN OF MORRISVILLE MUST BE PROVIDED WITH A FINAL GRADING REPORT THAT INCLUDES THE CORRESPONDING COMPACTION TEST RESULTS AND CERTIFIES THE TYPE OF FILL MATERIAL AND ITS PROPER PLACEMENT.
9. IN ACCORDANCE WITH CURRENT ADA REQUIREMENTS, THE RUNNING SLOPE OF WALKING SURFACES CANNOT BE STEEPER THAN 1:20 AND CROSS SLOPE OF WALKING SURFACES CANNOT BE STEEPER THAN 1:48.
10. CUT AND FILL SLOPES (2:1) OR GREATER SHALL BE STABILIZED WITH PERMANENT SLOPE RETENTION DEVICES OF ACRYLIC EROSION BLANKETS OR A SUITABLE COMBINATION OF PLANTINGS AND RETENTION DEVICES. SLOPES GREATER THAN (3:1) SHALL BE STABILIZED WITH VEGETATION THAT REQUIRES MINIMAL MAINTENANCE, NOT INCLUDING TURF GRASS. WEEPING LOVE GRASS, RED FESCUE OR OTHER APPROVED VARIETY.
11. TOWN OF MORRISVILLE'S RECOMMENDED RANGE FOR SLOPE OF PARKING AREAS IS FROM A MINIMUM OF 1% TO A MAXIMUM OF 5%.
12. TOWN OF MORRISVILLE'S RECOMMENDED RANGE FOR SLOPE OF DRIVEWAY IS FROM A MINIMUM OF 1% TO A MAXIMUM OF 10%.

**TOTAL DISTURBED AREA: 2.99 Ac. (130,129 SF)**

**FILE #18-0013-S/C PROJ. #19-11000015**


PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
CHURCH STREET
424 BLANCHAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
PHILIP A. PABST

PROJECT CADD DESIGNER:
LMV

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA

## MAJOR SITE PLAN / CONSTRUCTION PLAN
## GRADING AND STORM DRAINAGE PLAN

SEAL:
NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 PHILIP A. PABST
3/13/20

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

DRAWING SHEET
C-3.0

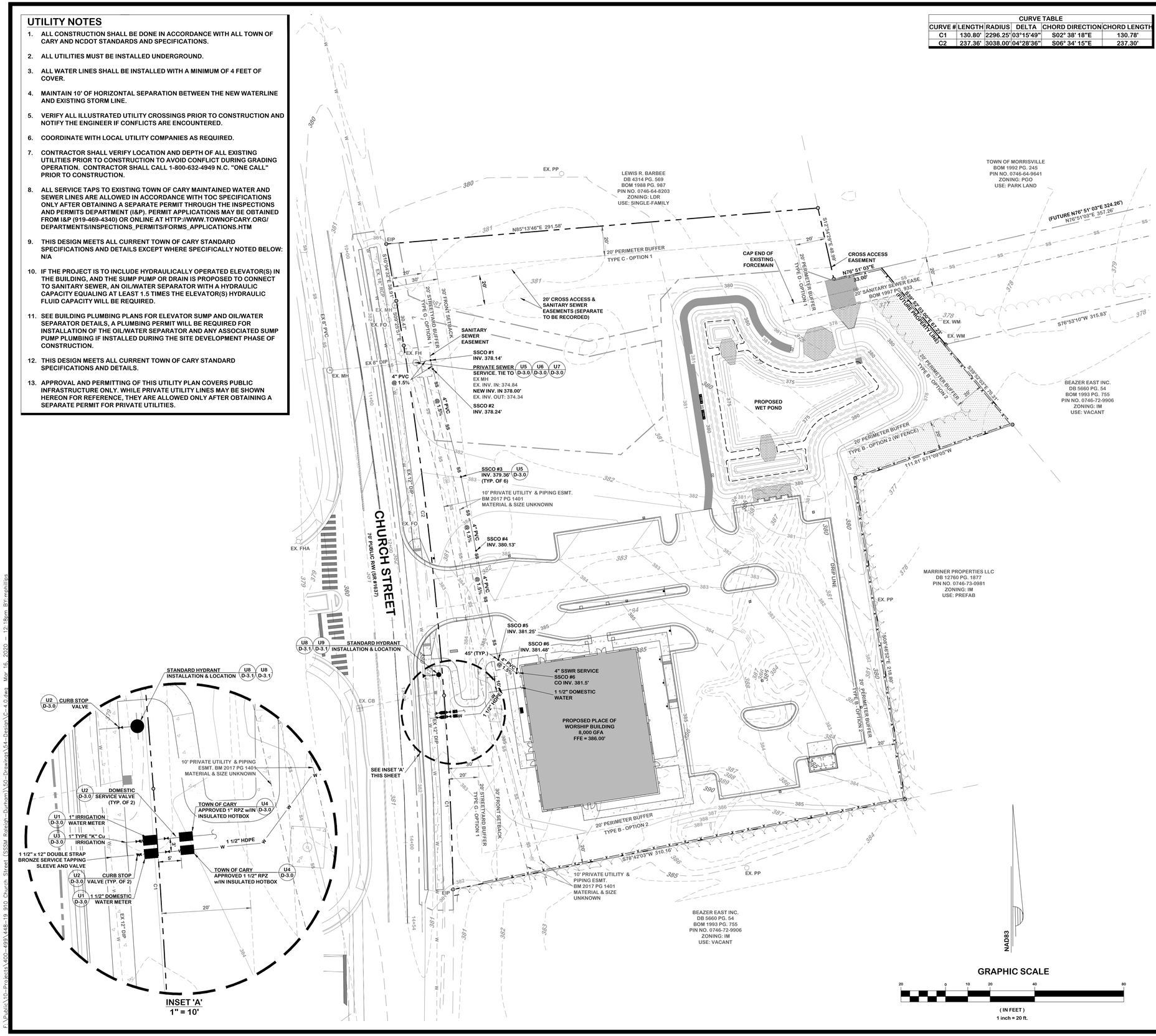
PROJECT NUMBER
448-19

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## UTILITY NOTES

1. ALL CONSTRUCTION SHALL BE DONE IN ACCORDANCE WITH ALL TOWN OF CARY AND NCDOT STANDARDS AND SPECIFICATIONS.
2. ALL UTILITIES MUST BE INSTALLED UNDERGROUND.
3. ALL WATER LINES SHALL BE INSTALLED WITH A MINIMUM OF 4 FEET OF COVER.
4. MAINTAIN 10' OF HORIZONTAL SEPARATION BETWEEN THE NEW WATERLINE AND EXISTING STORM LINE.
5. VERIFY ALL ILLUSTRATED UTILITY CROSSINGS PRIOR TO CONSTRUCTION AND NOTIFY THE ENGINEER IF CONFLICTS ARE ENCOUNTERED.
6. COORDINATE WITH LOCAL UTILITY COMPANIES AS REQUIRED.
7. CONTRACTOR SHALL VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION TO AVOID CONFLICT DURING GRADING OPERATION. CONTRACTOR SHALL CALL 1-800-632-4949 N.C. "ONE CALL" PRIOR TO CONSTRUCTION.
8. ALL SERVICE TAPS TO EXISTING TOWN OF CARY MAINTAINED WATER AND SEWER LINES ARE ALLOWED IN ACCORDANCE WITH TOC SPECIFICATIONS ONLY AFTER OBTAINING A SEPARATE PERMIT THROUGH THE INSPECTIONS AND PERMITS DEPARTMENT (I&P). PERMIT APPLICATIONS MAY BE OBTAINED FROM I&P (919-469-4340) OR ONLINE AT HTTP://WWW.TOWNOFCARY.ORG/DEPARTMENTS/INSPECTIONS_PERMITS/FORMS_APPLICATIONS.HTM
9. THIS DESIGN MEETS ALL CURRENT TOWN OF CARY STANDARD SPECIFICATIONS AND DETAILS EXCEPT WHERE SPECIFICALLY NOTED BELOW: N/A
10. IF THE PROJECT IS TO INCLUDE HYDRAULICALLY OPERATED ELEVATOR(S) IN THE BUILDING, AND THE SUMP PUMP OR DRAIN IS PROPOSED TO CONNECT TO SANITARY SEWER, AN OIL/WATER SEPARATOR WITH A HYDRAULIC CAPACITY EQUALING AT LEAST 1.5 TIMES THE ELEVATOR(S) HYDRAULIC FLUID CAPACITY WILL BE REQUIRED.
11. SEE BUILDING PLUMBING PLANS FOR ELEVATOR SUMP AND OIL/WATER SEPARATOR DETAILS, A PLUMBING PERMIT WILL BE REQUIRED FOR INSTALLATION OF THE OIL/WATER SEPARATOR AND ANY ASSOCIATED SUMP PUMP PLUMBING IF INSTALLED DURING THE SITE DEVELOPMENT PHASE OF CONSTRUCTION.
12. THIS DESIGN MEETS ALL CURRENT TOWN OF CARY STANDARD SPECIFICATIONS AND DETAILS.
13. APPROVAL AND PERMITTING OF THIS UTILITY PLAN COVERS PUBLIC INFRASTRUCTURE ONLY. WHILE PRIVATE UTILITY LINES MAY BE SHOWN HEREON FOR REFERENCE, THEY ARE ALLOWED ONLY AFTER OBTAINING A SEPARATE PERMIT FOR PRIVATE UTILITIES.

| CURVE TABLE | | | | | |
|---|---|---|---|---|---|
| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |







## GENERAL NOTES:

1. RECLAIMED WATER BEING HANDLED W/ FEE IN LIEU IF POSSIBLE PER CORRESPONDENCE W/ TOWN OF CARY.
2. ONLY EXPECTED SEWER UPDATE TO BE SERVICE FROM BUILDING TO GREASE TRAP.
3. ALL UTILITY WORK SHALL BE DONE IN ACCORDANCE WITH THE PLANS PREPARED BY PABST DESIGN GROUP, PA, THE CURRENT REQUIREMENTS OF THE TOWN OF MORRISVILLE, THE APPLICABLE SECTIONS OF THE NCDOT STANDARD SPECIFICATIONS FOR ROADWAY CONSTRUCTION AND ALL OTHER PERTINENT FEDERAL AND STATE LAWS.
4. THE CONTRACTOR SHALL COMPLY AT ALL TIMES WITH APPLICABLE FEDERAL, STATE AND LOCAL LAWS, PROVISIONS, AND POLICIES GOVERNING SAFETY AND HEALTH, INCLUDING THE FEDERAL CONSTRUCTION SAFETY ACT (PUBLIC LAW 91-54), FEDERAL REGISTER, CHAPTER XVII, PART 1926 OF TITLE 29 REGULATIONS, OCCUPATIONAL SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION, AND SUBSEQUENT PUBLICATIONS UPDATING THESE REGULATIONS.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR EXAMINING THE AREAS AND CONDITIONS UNDER WHICH THE PROJECT IS TO BE CONSTRUCTED PRIOR TO THE SUBMISSION OF A BID. SUBMISSION OF A BID SHALL BE CONSTRUED TO MEAN THE CONTRACTOR HAS REVIEWED THE SITE AND IS FAMILIAR WITH CONDITIONS AND CONSTRAINTS OF THE SITE.
6. BEFORE EXCAVATION, ALL UNDERGROUND UTILITIES SHALL BE LOCATED IN THE FIELD BY THE PROPER AUTHORITIES. THE CONTRACTOR SHALL NOTIFY N.C. 811 AT "811 OR 1-800-632-4949". THE LOCATION OF ALL UTILITIES AND UNDERGROUND STRUCTURES ARE APPROXIMATE AND MAY NOT ALL BE SHOWN. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND EXACT LOCATION OF ALL UTILITIES AND UNDERGROUND STRUCTURES.
7. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO BID AND PERFORM ALL UTILITY WORK IN COMPLIANCE TO ALL APPLICABLE LOCAL AND STATE CODES AND REGULATIONS.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FEES ASSOCIATED WITH THE INSTALLATION, INSPECTING, TESTING AND FINAL ACCEPTANCE OF ALL PROPOSED UTILITIES CONSTRUCTION.
9. ALL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE RESPECTIVE UTILITY COMPANY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE ALL UTILITIES ARE INSTALLED CORRECTLY TO MEET PROJECT REQUIREMENTS WHETHER PERFORMED BY THE CONTRACTOR OR NOT.
10. AN AS-BUILT DRAWING OF NEW UTILITY SERVICES SHALL BE PREPARED BY THE CONTRACTOR AND SUBMITTED TO THE OWNER UPON COMPLETION OF THE PROJECT.
11. CONTRACTOR SHALL REFER TO OTHER PLANS WITHIN THIS CONSTRUCTION SET FOR OTHER PERTINENT INFORMATION.
12. CONTRACTOR SHALL VERIFY ALL ILLUSTRATED UTILITY CROSSINGS PRIOR TO CONSTRUCTION AND NOTIFY THE ENGINEER IF CONFLICTS ARE ENCOUNTERED.
13. ALL NEW UTILITY (POWER,CABLE, ETC.) LINES MUST BE UNDERGROUND.
14. ALL TOWN OF CARY UTILITY CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH TOWN OF CARY STANDARD SPECIFICATIONS AND DETAILS IN EFFECT AT TIME OF UTILITY PERMITTING.

## LEGEND

- LIMITS OF CONSTRUCTION
- EXISTING DRIP LINE
- PROPOSED DRIP LINE
- EXISTING OVERHEAD UTILITY (OHE)
- EXISTING EASEMENT
- PROPOSED EASEMENT
- PROPOSED CROSS-ACCESS EASEMENT
- PROPOSED FENCE (x x x x)
- EXISTING WATER LINE (W)
- PROPOSED WATER LINE (W)
- EXISTING SANITARY SEWER (SS)
- PROPOSED SANITARY SEWER (SS)
- EXISTING STORM DRAINAGE (SD)
- PROPOSED STORM DRAINAGE (SD)
- PROPOSED TREE CONSERVATION AREA
- PROPOSED CONCRETE
- PROPOSED WATER VALVE
- PROPOSED WATER METER
- PROPOSED BACKFLOW PREVENTER
- PROPOSED SEWER CLEANOUT

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.

GRAPHIC SCALE
20 0 10 20 40 80
( IN FEET )
1 inch = 20 ft.

FILE #18-0013-S/C PROJ. #19-11000015


PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
EPP

PROJECT CADD DESIGNER:
LMW

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

## MAJOR SITE PLAN / CONSTRUCTION PLAN
## UTILITY PLAN

SEAL:
NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 EDWARD P. PABST
5-22-19

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 01/03/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

DRAWING SHEET
C-4.0

PROJECT NUMBER
448-19


F:\Public\10--Projects\400--499\448--19 910 Church Street (SSM Raleigh--Durham)\50--Drawings\54--Design\C-4.0.dwg Mon, 16, 2020 - 12:18pm BY:mphillips

## LEGEND

- LIMITS OF CONSTRUCTION
- EXISTING TREE LINE
- OHE — EXISTING OVERHEAD UTILITY
- EXISTING EASEMENT
- W — EXISTING WATER LINE
- SS — EXISTING SANITARY SEWER
- SD — EXISTING STORM DRAINAGE

## EROSION CONTROL LEGEND

- SF — TEMPORARY SILT FENCE
- TPF — TREE PROTECTION FENCE
- GRAVEL YARD INLET PROTECTION
- GRAVEL BAG INLET PROTECTION
- SILT FENCE OUTLET
- CONCRETE WASHOUT
- TEMPORARY DIVERSION DITCH
- TDD — TEMPORARY DIVERSION DITCH
- ROCK CHECK DAM
- TEMPORARY CONSTRUCTION ENTRANCE

**SEDIMENT TRAP SCHEDULE**

| | DRAINAGE AREA (AC) | DENUDED AREA (AC) | Q10 (CFS) | REQUIRED SURFACE AREA (SF) | REQUIRED VOLUME (CF) | TOTAL DEPTH (FT) | INTERIOR SIDE SLOPE | PROVIDED SURFACE AREA | PROVIDED VOLUME (CF) | WEIR LENGTH (FT) |
|---|---|---|---|---|---|---|---|---|---|---|
| SEDIMENT TRAP | 1.25 | 1.25 | 3.1 | 1,349 | 4,500 | 5.5 | 3 TO 1 | 2,415 | 4,607 | 8 |
| | DRAW DOWN TIME (DAYS) | TOP OF WATER SURFACE LENGTH | TOP OF WATER SURFACE WIDTH (FT) | BOTTOM LENGTH (FT) | BOTTOM WIDTH (FT) | FREEBOARD ABOVE WATER SURFACE (FT) | | | | |
| SEDIMENT TRAP | 3 | 70 | 35 | 48 | 19 | 1 | | | | |

**CURVE TABLE**

| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
|---|---|---|---|---|---|
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

## SELF INSPECTION NOTICE:

NOTIFICATION OF LAND RESOURCES SEDIMENT AND EROSION CONTROL SELF-INSPECTION PROGRAM:

THE SEDIMENTATION POLLUTION CONTROL ACT WAS AMENDED IN 2006 TO REQUIRE THAT PERSONS RESPONSIBLE FOR LAND-DISTURBING ACTIVITIES INSPECT A PROJECT AFTER EACH STAGE OF THE PROJECT TO MAKE SURE THAT THE APPROVED EROSION AND SEDIMENTATION CONTROL PLAN IS BEING FOLLOWED. RULES DETAILING THE DOCUMENTATION OF THESE INSPECTIONS TOOK EFFECT OCTOBER 1, 2010. THE SELF-INSPECTION PROGRAM IS SEPARATE FROM THE WEEKLY SELF-MONITORING PROGRAM OF THE NPDES STORMWATER PERMIT FOR CONSTRUCTION ACTIVITIES. THE FOCUS OF THE SELF-INSPECTION REPORT IS THE INSTALLATION AND MAINTENANCE OF EROSION AND SEDIMENTATION CONTROL MEASURES ACCORDING TO THE STAGE OF THE PROJECT. AND CONTINUED UNTIL PERMANENT GROUND COVER IS ESTABLISHED IN ACCORDANCE WITH NCGS 113A-54.1 AND 15A NCAC 4B.0131. THE SELF-INSPECTION REPORT FORM IS AVAILABLE AS A PDF FORM FROM

http://deq.nc.gov/about/divisions/energy-mineral-land-resources/erosion-sediment-control/forms

IF YOU HAVE QUESTIONS OR CANNOT ACCESS THE FORM, PLEASE CONTACT THE EMLR OFFICE AT (919)707-9200 FOR ASSISTANCE.

NPDES Stormwater Discharge Permit for Construction Activities (NCGO1) — NCDENR/Division of Energy, Mineral and Land Resources

**STABILIZATION TIMEFRAMES**
(Effective Aug. 3, 2011)

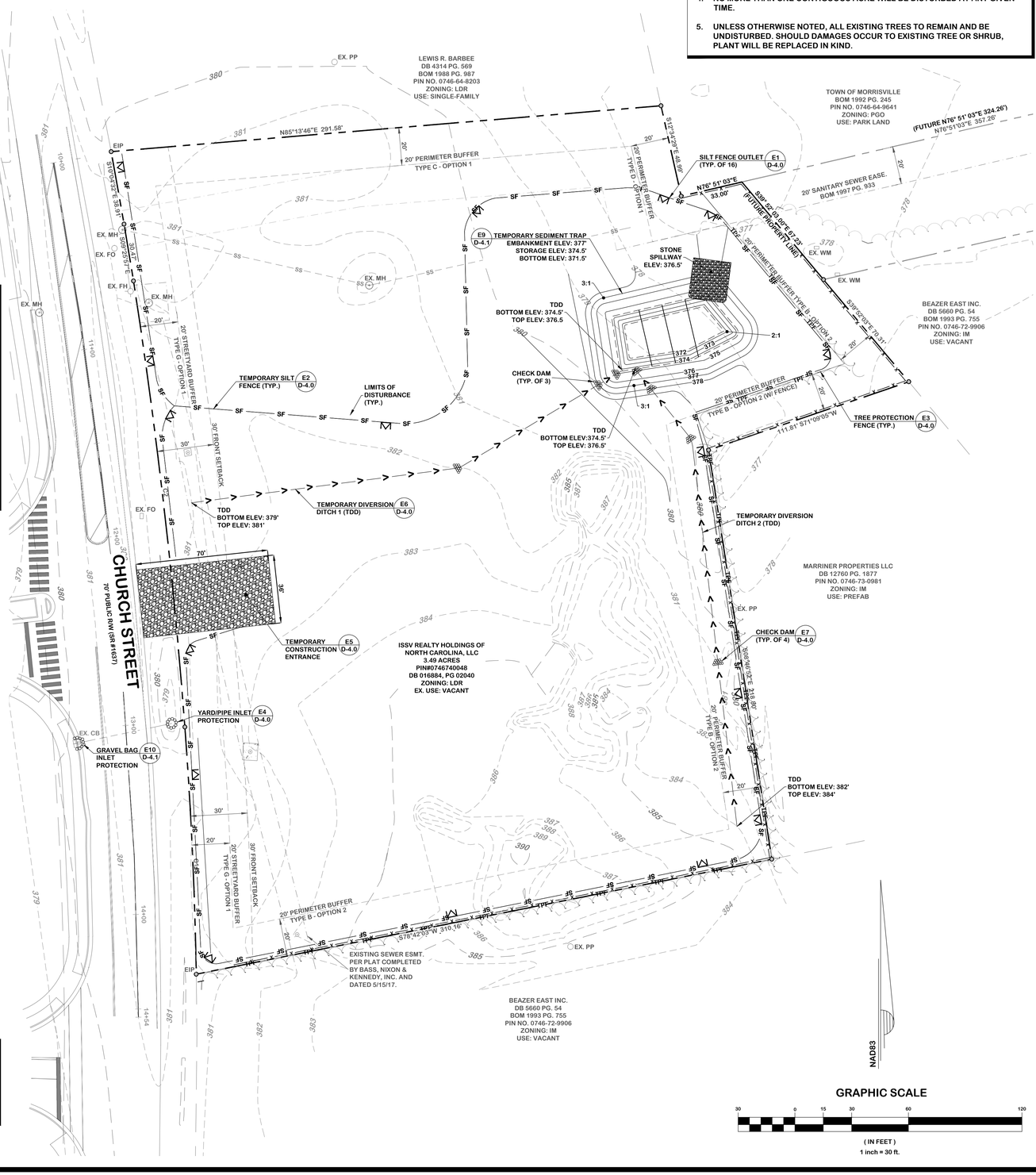
| SITE AREA DESCRIPTION | STABILIZATION | TIMEFRAME EXCEPTIONS |
|---|---|---|
| Perimeter dikes, swales, ditches, slopes | 7 days | None |
| High Quality Water (HQW) Zones | 7 days | None |
| Slopes steeper than 3:1 | 7 days | If slopes are 10' or less in length and are not steeper than 2:1, 14 days are allowed. |
| Slopes 3:1 or flatter | 14 days | 7 days for slopes greater than 50' in length. |
| All other areas with slopes flatter than 4:1 | 14 days | None, except for perimeters and HQW Zones. |

## EROSION CONTROL MAINTENANCE SCHEDULE

1. ALL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CHECKED FOR STABILITY AND OPERATION FOLLOWING EVERY RUN-OFF PRODUCING RAINFALL BUT IN NO CASE LESS THAN ONCE EVERY WEEK. ANY NEEDED REPAIRS WILL BE MADE IMMEDIATELY TO MAINTAIN ALL PRACTICES AS DESIGNED.
2. SEDIMENT WILL BE REMOVED FROM BEHIND THE SEDIMENT FENCE WHEN IT REACHES HALF CAPACITY OF THE FENCE. THE SEDIMENT FENCE WILL BE REPAIRED AS NECESSARY TO MAINTAIN A BARRIER.
3. ALL SEEDED ARES WILL BE FERTILIZED, RESEEDED AS NECESSARY, AND MULCHED ACCORDING TO SPECIFICATIONS IN THE VEGETATIVE PLAN TO MAINTAIN A VIGOROUS, DENSE VEGETATIVE COVER.
4. AFTER CONSTRUCTION, THE DEVELOPER WILL MAINTAIN ALL PERMANENT EROSION CONTROL DEVICES IN ORDER TO PREVENT ACCELERATED EROSION.
5. SILT FENCE OUTLETS WILL BE ADDED ALONG THE SILT FENCE AT ALL LOW POINTS AS NEEDED BASED ON FIELD CONDITIONS.

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.




**GRAPHIC SCALE**

30 0 15 30 60 120

( IN FEET )
1 inch = 30 ft.

## GENERAL NOTES

1. ALL DRAINAGE EASEMENTS SHALL REMAIN CLEAR FROM ANY CONSTRUCTION.
2. DISTURBANCE LIMITS SHALL NOT ENCROACH IN TREE COVERAGE AREAS. DISTURBANCE LIMITS ARE AT LIMITS OF GRADING.
3. ANY AREAS ON SITE THAT ARE SLOPED AT 3:1 OR STEEPER, CONTRACTOR IS TO USE APPROVED GEOTEXTILE FABRIC MATTING TO STABILIZE SLOPE. OTHER APPROVED METHODS MAY BE ACCEPTABLE. CONTRACTOR TO CONTACT ENGINEER TO DISCUSS OTHER APPROVED METHODS.
4. NO MORE THAN ONE CONTIGUOUS ACRE WILL BE DISTURBED AT ANY GIVEN TIME.
5. UNLESS OTHERWISE NOTED, ALL EXISTING TREES TO REMAIN AND BE UNDISTURBED. SHOULD DAMAGES OCCUR TO EXISTING TREE OR SHRUB, PLANT WILL BE REPLACED IN KIND.

## CONSTRUCTION SEQUENCE PHASE - 1

1. AFTER SITE PLAN/CONSTRUCTION PLAN APPROVAL HAS BEEN OBTAINED, CONTACT CINNAMON BLACK w/ WAKE COUNTY ENVIRONMENTAL SERVICES AT (919) 842-7142 AND PABST DESIGN GROUP AT 919-848-4399, TO SCHEDULE A PRE-CONSTRUCTION MEETING. OBTAIN LAND-DISTURBING PERMIT AND PLACARD, AND POST THE PLACARD ON SITE. THIS MUST BE DONE PRIOR TO BEGINNING WORK.
2. OBTAIN AN APPROVED (STAMPED) S&E CONTROL PLAN AND KEEP IT ON SITE, EITHER IN THE INSPECTION BOX, CONSTRUCTION OFFICE, OR WITH THE CONTRACTOR.
3. CONTRACTOR SHALL VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION TO AVOID CONFLICT DURING GRADING OPERATION. CONTRACTOR SHALL CALL 1-800-632-4949 N.C. "ONE CALL" PRIOR TO DIGGING TO LOCATE ALL EXISTING UNDERGROUND UTILITIES ON SITE.
4. INSTALL TEMPORARY CONSTRUCTION ENTRANCE, SILT FENCE WITH SILT FENCE OUTLETS, SEDIMENT TRAP AND REMAINING S&E MEASURES SPECIFIED ON THE PLAN, TREE PROTECTION FENCE AND INLET PROTECTION AROUND EXISTING DRAINAGE INLETS AS SHOWN ON PLANS. ALL EROSION CONTROL MEASURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE WAKE COUNTY STANDARDS AND SPECIFICATIONS.
5. CALL CHARLES PHILLIPS (919.868.6415) FOR AN ONSITE INSPECTION BY THE WATERSHED MANAGER TO OBTAIN A CERTIFICATE OF COMPLIANCE.
6. REMOVE ANY NON-SEDIMENT UPLAND MATERIALS THAT MAY WASH INTO THE TRAP/BASIN (E.G., LIMBS, DEBRIS, TRASH, BUILDING MATERIALS, ETC.) STABILIZE UPLAND AREAS THAT MAY CONTRIBUTE SIGNIFICANT AMOUNTS OF ERODED SOIL TO THE TRAP/BASIN AS QUICKLY AS POSSIBLE, TO AVOID FREQUENT DREDGING AND MAINTENANCE.
7. CONTRACTOR TO MAINTAIN EXISTING SEDIMENT AND EROSION CONTROL DEVICES AS SHOWN ON APPROVED PERMITTED PLANS.
8. SEDIMENT AND EROSION CONTROL DEVICES ARE TO BE INSPECTED AND MAINTAINED AFTER EVERY RAIN AND ONCE PER WEEK.
9. IF A STOCKPILE IS NECESSARY DUE TO EXCAVATION, A DOUBLE ROW OF SILT FENCE IS REQUIRED 10 FEET APART AT THE LIMITS OF THE STOCKPILE AREA.
10. BEGIN CLEARING, GRUBBING AND ROUGH GRADING OF SITE AS SPECIFIED ON PLAN.
11. CUT AND FILL SLOPES WILL BE STABILIZED WITHIN PER STABILIZATION TIMEFRAMES UPON COMPLETION OF ANY PHASE OF GRADING. (SEE STABLIZATION CRITERIA ON THIS SHEET)
12. AS THE SITE IS BROUGHT TO GRADE, INSTALL ALL STORM SEWER AND INLET PROTECTION ON PROPOSED INLETS AS INDICATED ON THIS PLAN AND SHEET C-3.0, WHILE ENSURING GRADES MAINTAIN DRAINAGE TO THE SEDIMENT TRAP UNTIL IT IS REMOVED.
13. CONTRACTOR TO RE-ESTABLISH TEMPORARY DIVERSION DITCHES, IF NEEDED, TO ENSURE POSITIVE DRAINAGE AT THE END OF EACH WORKING DAY.
14. INSTALL CURB AND GUTTER, CABC STONE, PAVEMENT AND SIDEWALK IN ALL HARDSCAPE AREAS.
15. STABILIZE SITE AS AREAS ARE BROUGHT UP TO FINISH GRADE WITH VEGETATION AND PAVING. ESTABLISH GROUND COVER ON DENUDED AREAS WITHIN FOURTEEN DAYS (14) DAYS OF COMPLETION OF ANY PHASE OF GRADING.
16. IF IT IS DETERMINED DURING CONSTRUCTION THAT SIGNIFICANT SEDIMENT IS LEAVING THE SITE, DESPITE PROPER IMPLEMENTATION AND MAINTENANCE, THE CONTRACTOR IS OBLIGATED TO TAKE ADDITIONAL CORRECTIVE ACTION.
17. THE CONTRACTOR SHALL INSPECT AND MAINTAIN THE EROSION CONTROL DEVICES SO THEY CONTINUE TO FUNCTION PROPERLY.
18. PERFORM REGULAR MAINTENANCE ON THE SEDIMENT TRAP FOR OPTIMUM PERFORMANCE. CHECK SPILLWAY FOR ACCUMULATED DEBRIS, EROSION, AND DISPLACEMENT OF ROCK. REMOVE SEDIMENT FROM THE TRAP WHEN SEDIMENT ACCUMULATES TO THE CLEAN OUT LEVEL (50 PERCENT OF WET STORAGE DEPTH). USE PUMP FOR THIS WHEN NECESSARY, PUMP OUT THROUGH A SILT SACK. STABILIZE OR USE SILT FENCING TO ADDRESS UPSLOPE AREAS THAT ARE CONTRIBUTING EXCESSIVE VOLUMES OF SEDIMENT TO THE TRAP AND INCREASING MAINTENANCE NEEDS. MAINTAIN ORIGINAL DIMENSIONS OF TRAP (GRADE, DEPTH, ETC.) THROUGHOUT LIFE OF PRACTICE.
19. SEE PHASE 2 EROSION CONTROL MEASURES AND CONTINUATION OF EROSION CONTROL CONSTRUCTION SEQUENCE ON SHEET C-5.1.

## EROSION CONTROL, STORMWATER AND FLOODPLAIN MANAGEMENT

**APPROVED**

EROSION CONTROL ☐ S-_____

STORMWATER MGMT. ☐ S-_____

FLOOD STUDY ☐ S-_____

DATE_____

WAKE COUNTY NORTH CAROLINA EFFECTIVE: 05/02/19

ENVIRONMENTAL CONSULTANT SIGNATURE


PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
910 CHURCH STREET
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
JAY PABST

PROJECT CADD DESIGNER:
MW

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA

## MAJOR SITE PLAN / CONSTRUCTION PLAN
## EROSION CONTROL PLAN - PHASE 1

SEAL: NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 PHILIP J. PABST — 5-22-19

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 01/09/20 |
| 4 | REVISED PER TOM COMMENTS | 03/19/20 |

DRAWING SHEET
C-5.0

PROJECT NUMBER
448-19

FILE #18-0013-S/C PROJ. #19-11000015

F:\Public\10-Projects\400-499\448-19 910 Church Street (SSM Raleigh-Durham)\50-Drawings\54-Design\C-5.0.dwg Mar 16, 2020 - 12:19pm BY:mphillips

## LEGEND

- LIMITS OF CONSTRUCTION
- EXISTING TREE LINE
- OHE — EXISTING OVERHEAD UTILITY
- EXISTING EASEMENT
- W — EXISTING WATER LINE
- SS — EXISTING SANITARY SEWER
- SD — EXISTING STORM DRAINAGE
- SD — PROPOSED STORM DRAINAGE
- PROPOSED CONCRETE
- PROPOSED STORM STRUCTURE
- PROPOSED STORM HEADWALL
- PROPOSED STORM RIPRAP

## EROSION CONTROL LEGEND

- SF — TEMPORARY SILT FENCE
- TPF — TREE PROTECTION FENCE
- GRAVEL YARD INLET PROTECTION
- GRAVEL BAG INLET PROTECTION
- SILT FENCE OUTLET
- CONCRETE WASHOUT
- TEMPORARY DIVERSION DITCH
- TDD — TEMPORARY DIVERSION DITCH
- ROCK CHECK DAM
- TEMPORARY CONSTRUCTION ENTRANCE

**CURVE TABLE**

| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
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| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

## SELF INSPECTION NOTICE:

**NOTIFICATION OF LAND RESOURCES SEDIMENT AND EROSION CONTROL SELF-INSPECTION PROGRAM:**

THE SEDIMENTATION POLLUTION CONTROL ACT WAS AMENDED IN 2006 TO REQUIRE THAT PERSONS RESPONSIBLE FOR LAND-DISTURBING ACTIVITIES INSPECT A PROJECT AFTER EACH STAGE OF THE PROJECT TO MAKE SURE THAT THE APPROVED EROSION AND SEDIMENTATION CONTROL PLAN IS BEING FOLLOWED. RULES DETAILING THE DOCUMENTATION OF THESE INSPECTIONS TOOK EFFECT OCTOBER 1, 2010. THE SELF-INSPECTION PROGRAM IS SEPARATE FROM THE WEEKLY SELF-MONITORING PROGRAM OF THE NPDES STORMWATER PERMIT FOR CONSTRUCTION ACTIVITIES. THE FOCUS OF THE SELF-INSPECTION REPORT IS THE INSTALLATION AND MAINTENANCE OF EROSION AND SEDIMENTATION CONTROL MEASURES ACCORDING TO THE STAGE OF THE PROJECT. AND CONTINUED UNTIL PERMANENT GROUND COVER IS ESTABLISHED IN ACCORDANCE WITH NCGS 113A-54.1 AND 15A NCAC 4B.0131. THE SELF-INSPECTION REPORT FORM IS AVAILABLE AS A PDF FORM FROM

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NPDES Stormwater Discharge Permit for Construction Activities (NCGO1) — NCDENR/Division of Energy, Mineral and Land Resources

**STABILIZATION TIMEFRAMES**
(Effective Aug. 3, 2011)

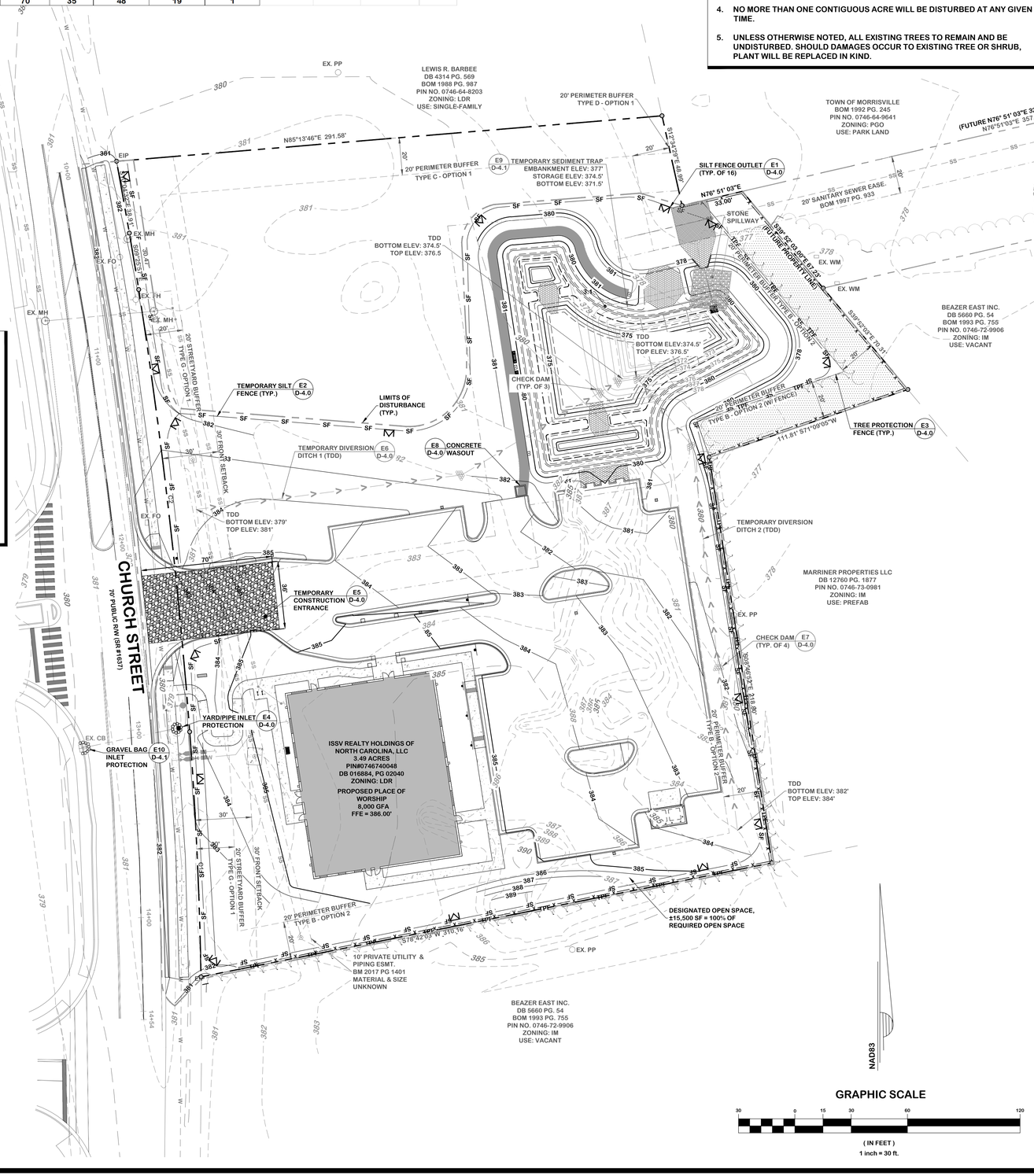
| Site Area Description | Stabilization | Timeframe Exceptions |
|---|---|---|
| Perimeter dikes, swales, ditches, slopes | 7 days | None |
| High Quality Water (HQW) Zones | 7 days | None |
| Slopes steeper than 3:1 | 7 days | If slopes are 10' or less in length and are not steeper than 2:1, 14 days are allowed. |
| Slopes 3:1 or flatter | 14 days | 7 days for slopes greater than 50' in length. |
| All other areas with slopes flatter than 4:1 | 14 days | None, except for perimeters and HQW Zones. |

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**SEDIMENT TRAP SCHEDULE**

| | DRAINAGE AREA (AC) | DENUDED AREA (AC) | Q10 (CFS) | REQUIRED SURFACE AREA (SF) | REQUIRED VOLUME (CF) | TOTAL DEPTH (FT) | INTERIOR SIDE SLOPE | PROVIDED SURFACE AREA | PROVIDED VOLUME (CF) | WEIR LENGTH (FT) |
|---|---|---|---|---|---|---|---|---|---|---|
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| | DRAW DOWN TIME (DAYS) | TOP OF WATER SURFACE LENGTH | TOP OF WATER SURFACE WIDTH (FT) | BOTTOM LENGTH (FT) | BOTTOM WIDTH (FT) | FREEBOARD ABOVE WATER SURFACE (FT) | | | | |
| SEDIMENT TRAP | 3 | 70 | 35 | 48 | 19 | 1 | | | | |




**GRAPHIC SCALE**

30 0 15 30 60 120

( IN FEET )
1 inch = 30 ft.

## GENERAL NOTES

1. ALL DRAINAGE EASEMENTS SHALL REMAIN CLEAR FROM ANY CONSTRUCTION.
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4. NO MORE THAN ONE CONTIGUOUS ACRE WILL BE DISTURBED AT ANY GIVEN TIME.
5. UNLESS OTHERWISE NOTED, ALL EXISTING TREES TO REMAIN AND BE UNDISTURBED. SHOULD DAMAGES OCCUR TO EXISTING TREE OR SHRUB, PLANT WILL BE REPLACED IN KIND.

## CONSTRUCTION SEQUENCE PHASE 2

1. REFER TO SHEET C-5.0 IN THIS PLAN SET FOR PHASE 1 E&S OPERATIONS PRIOR TO BEGINNING THIS CONSTRUCTION SEQUENCE AND INSTALLATION OF MEASURES ON THIS PLAN SHEET.
2. DURING CONTINUED CONSTRUCTION, ADJUST THE TEMPORARY DIVERSION DITCHES AND GRADES AS NECESSARY, STAY AS CLOSE TO THE ORIGINAL LOCATION AS POSSIBLE, TO MAINTAIN POSITIVE DRAINAGE AND CROSS SECTION PER THE DETAIL E6 ON SHEET D-6.0.
3. CONTINUE BRINGING THE SITE TO FINAL GRADES AND INSTALLING UTILITIES AS NECESSARY. SEDIMENT TRAP MUST REMAIN IN OPERATION UNTIL SUCH TIME THAT THE SITE UPSTREAM OF THE DEVICE IS STABILIZED. CONTACT TOWN OF MORRISVILLE/WAKE COUNTY INSPECTOR FOR INSPECTION AND APPROVAL TO REMOVE SEDIMENT BASIN.
4. PROPERLY REMOVE SEDIMENT TRAP, SEDIMENT, STONE, ETC., AND PREPARE TO CONVERT AREA TO WET BASIN SCM.
5. CONTRACTOR TO RE-ESTABLISH TEMPORARY DIVERSION DITCHES, IF NEEDED, TO ENSURE POSITIVE DRAINAGE AT THE END OF EACH WORKING DAY.
6. CUT AND FILL SLOPES WILL BE STABILIZED WITHIN 14 DAYS OF ANY PHASE OF GRADING. (SEE STABILIZATION CRITERIA ON THIS SHEET).
7. INSTALL CURB AND GUTTER, CABC STONE, PAVEMENT AND SIDEWALK IN ALL HARDSCAPE AREAS.
8. STABILIZE SITE AS AREAS ARE BROUGHT UP TO FINISH GRADE WITH VEGETATION AND PAVING. ESTABLISH GROUND COVER ON DENUDED AREAS WITHIN FOURTEEN DAYS (14) DAYS OF COMPLETION OF PROJECT.
9. IF IT IS DETERMINED DURING CONSTRUCTION THAT SIGNIFICANT SEDIMENT IS LEAVING THE SITE, DESPITE PROPER IMPLEMENTATION AND MAINTENANCE, THE CONTRACTOR IS OBLIGATED TO TAKE ADDITIONAL CORRECTIVE ACTION.
10. THE CONTRACTOR SHALL INSPECT AND MAINTAIN THE EROSION CONTROL DEVICES SO THEY CONTINUE TO FUNCTION PROPERLY.
11. FINE GRADE THE FINAL PORTION OF THE SITE. SEED OR OTHERWISE STABILIZE ANY RESULTING BARE AREAS.
12. MAINTAIN ALL REMAINING SOIL AND EROSION CONTROL MEASURES UNTIL PERMANENT GROUND COVER IS ESTABLISHED.
16. WHEN VEGETATION HAS BECOME ESTABLISHED, CALL FOR A FINAL SITE INSPECTION BY CINNAMON BLACK WITH WAKE COUNTY ENVIRONMENTAL SERVICES AT (919) 842-7142. IF SITE IS APPROVED, OBTAIN A CERTIFICATE OF COMPLETION.

## EROSION CONTROL MAINTENANCE SCHEDULE

1. ALL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CHECKED FOR STABILITY AND OPERATION FOLLOWING EVERY RUN-OFF PRODUCING RAINFALL BUT IN NO CASE LESS THAN ONCE EVERY WEEK. ANY NEEDED REPAIRS WILL BE MADE IMMEDIATELY TO MAINTAIN ALL PRACTICES AS DESIGNED.
2. SEDIMENT WILL BE REMOVED FROM BEHIND THE SEDIMENT FENCE WHEN IT REACHES HALF CAPACITY OF THE FENCE. THE SEDIMENT FENCE WILL BE REPAIRED AS NECESSARY TO MAINTAIN A BARRIER.
3. ALL SEEDED ARES WILL BE FERTILIZED, RESEEDED AS NECESSARY, AND MULCHED ACCORDING TO SPECIFICATIONS IN THE VEGETATIVE PLAN TO MAINTAIN A VIGOROUS, DENSE VEGETATIVE COVER.
4. AFTER CONSTRUCTION, THE DEVELOPER WILL MAINTAIN ALL PERMANENT EROSION CONTROL DEVICES IN ORDER TO PREVENT ACCELERATED EROSION.
5. SILT FENCE OUTLETS WILL BE ADDED ALONG THE SILT FENCE AT ALL LOW POINTS AS NEEDED BASED ON FIELD CONDITIONS.

## EROSION CONTROL, STORMWATER AND FLOODPLAIN MANAGEMENT

**APPROVED**

EROSION CONTROL ☐ S-_____

STORMWATER MGMT. ☐ S-_____

FLOOD STUDY ☐ S-_____

DATE_____

WAKE COUNTY NORTH CAROLINA EFFECTIVE ONLINE

ENVIRONMENTAL CONSULTANT SIGNATURE


PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
910 CHURCH STREET
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER: [illegible]
PROJECT CAD DESIGNER: MW
PROJECT SURVEYOR: HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLAN**
**EROSION CONTROL PLAN - PHASE 2**

SEAL: NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 — 03-14-19

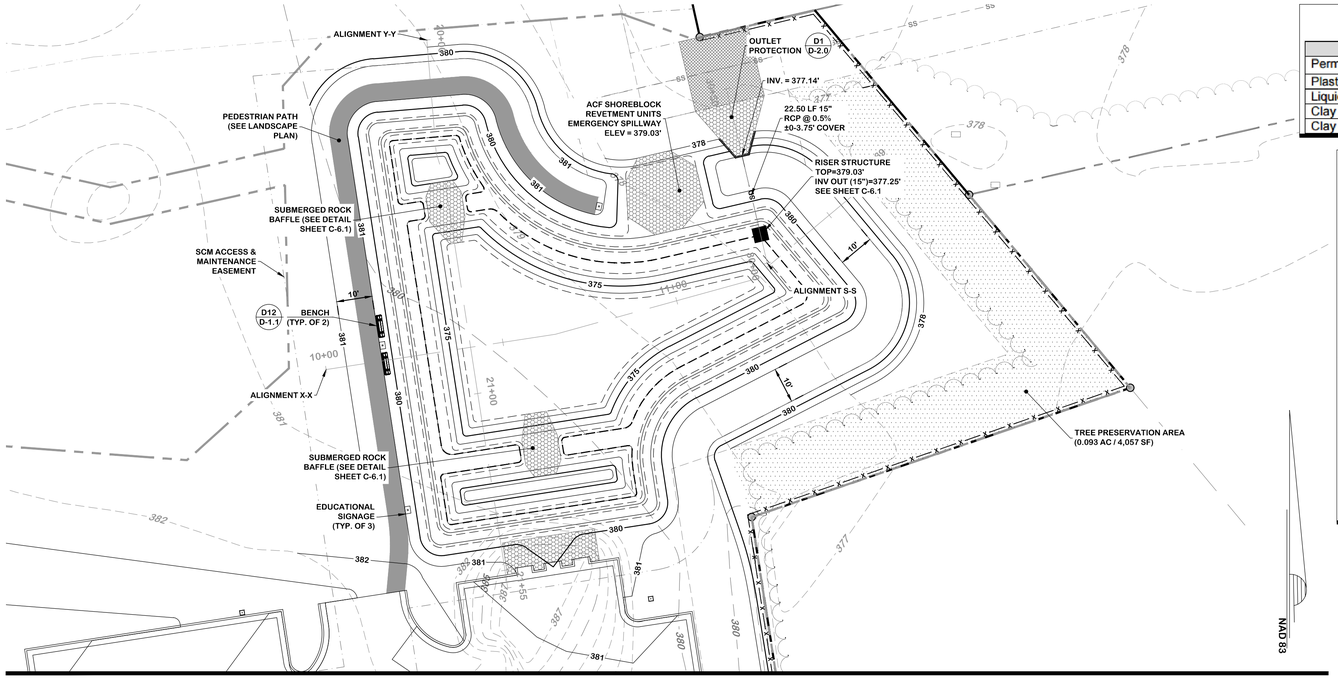
| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 06/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/10/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

DRAWING SHEET
**C-5.1**

PROJECT NUMBER
**448-19**

FILE #18-0013-S/C PROJ. #19-11000015

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## WET DETENTION BASIN PLAN VIEW

SCALE: 1" = 20'




## WET DETENTION BASIN PROFILE VIEW

### X-X

VERTICAL SCALE: 1" = 2'

HORIZONTAL SCALE: 1" = 20'

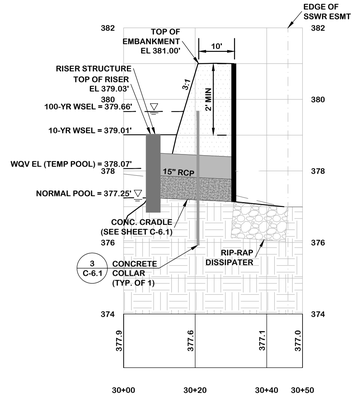



## WET DETENTION BASIN PROFILE VIEW

### Y-Y

VERTICAL SCALE: 1" = 2'

HORIZONTAL SCALE: 1" = 20'




## PRIMARY SPILLWAY PROFILE VIEW

### S-S

VERTICAL SCALE: 1" = 2'

HORIZONTAL SCALE: 1" = 20'

***Table 14.4. Clay Liner Specifications***

| Property | Test Method | Unit | Specification |
|---|---|---|---|
| Permeability | ASTM D-2434 | Cm/sec | $1 \times 10^{-5}$ |
| Plasticity Index of Clay | ASTM D-423/424 | % | Not less than 15 |
| Liquid Limit of Clay | ASTM D-2216 | % | Not less than 30 |
| Clay Particles Passing | ASTM D-422 | % | Not less than 30 |
| Clay Compaction | ASTM D-2216 | % | 95% of standard proctor density |

| WET POND DESIGN PARAMETERS | | | | |
|---|---|---|---|---|
| | | EXISTING / REQUIRED | DESIGN / PROVIDED | AS BUILT |
| DRAINAGE AREA | | - | 2.069 ACRES | |
| LAND USE AREA | IMPERVIOUS | - | 1.525 ACRES | |
| | PERVIOUS | - | 0.535 ACRES | |
| | WOODS | - | 0.009 ACRES | |
| SURFACE AREA | | 2,000 | 5,653 | |
| FOREBAY VOLUME | | 15% - 20% | 17.8% | |
| RUNOFF VOLUME | | 5,358 | 6,677 | |
| DESIGN STORM PEAK FLOWS | Q1 | 0.840 CFS | 0.549 CFS | |
| | Q2 | 1.739 CFS | 1.601 CFS | |
| | Q10 | 5.050 CFS | 4.997 CFS | |
| | Q25 | 7.386 CFS | 9.413 CFS | |
| | Q100 | 11.48 CFS | 12.890 CFS | |
| DESIGN STORM WATER SURFACE ELEV. | Q1 | - | 378.25' | |
| | Q2 | - | 378.42' | |
| | Q10 | - | 379.01' | |
| | Q25 | - | 379.25' | |
| | Q100 | - | 379.66' | |
| BOTTOM ELEV. | | - | 373.25' | |
| NORMAL POOL ELEV. | | - | 377.25' | |
| 1" WQV ELEV. | | - | 378.07' | |
| TEMPORARY POOL ELEV. | | - | 378.07' | |
| TOP OF EMBANK. | | - | 381.00' | |
| FREE BOARD | | 1' ABOVE 100-YR | 1.34' | |

| FUTURE BUILD-OUT CALCLUATIONS | |
|---|---|
| TOTAL LOT AREA | 132,968 |
| MAXIMUM ALLOWABLE (65% IMPERVIOUS) | 86,429 |
| PROPOSED IMPERVIOUS | 40,479 |
| ALLOWABLE FUTURE PROPOSED IMPERVIOUS | 45,950 |
| BUILDABLE FUTURE PROPOSED IMPERVIOUS | 28,887 |

## WET BASIN NOTES

1. EARTHEN EMBANKMENTS LESS THAN THREE (3) FEET WHICH PERMANENTLY IMPOUND WATER ARE NOT SUBJECT TO REQUIREMENTS FOR DAM DESIGN. THE PROPOSED WET BASIN IS AN EXCAVATED FACILITY THAT MEETS THE LANGUAGE ABOVE.
2. FOLLOWING EXCAVATION OF THE WET BASIN, THE CUT SLOPES AND BASIN BOTTOM SHALL BE INSPECTED BY A GEOTECHNICAL ENGINEER. IN AREAS THAT HAVE SANDY SOILS EXPOSED, THE CONTRACTOR SHALL UNDERCUT ONE (1) FOOT AND REPLACE WITH ONE (1) FOOT OF CL, ML & MH (CLAY AND SILT) MATERIAL OBTAINED FROM CONTRACTOR'S OWN SOURCE. THESE SOILS SHALL BE PLACED AND COMPACTED TO 95% OF STANDARD PROCTOR MAXIMUM DRY DENSITY (ASTM D-698).
3. THE WET DETENTION BASIN WILL REQUIRE ASBUILTS TO BE SUBMITTED TO THE TOWN OF MORRISVILLE BY PABST DESIGN GROUP, PA. CONTRACTOR TO COORDINATE ALL NECESSARY INFORMATION, TO INCLUDE SURVEY, WITH PABST DESIGN GROUP,PA AT CONTRACTOR'S COST.
4. CONTRACTOR SHALL REFER TO OTHER PLANS WITHIN THIS CONSTRUCTION SET FOR OTHER PERTINENT INFORMATION.
5. DEWATERING OF FACILITY SHALL BE PERFORMED VIA PUMPING AND HAULING. ELECTRIC PUMP SHALL BE PERMANENTLY PROVIDED ON SITE FOR EMERGENCY AND MAINTENANCE PURPOSES.

## LINER NOTES

1. INSTALL CLAY LINER WITH THE SPECIFICATIONS OUTLINED IN TABLE 14.4. INSTALL LINER TO THE ELEVATION CAPABLE OF MAINTAINING THE NORMAL POOL ELEVATION AT ±377.25'
2. A CLAY LINER SHOULD HAVE A MINIMUM THICKNESS OF 12" WITH AN ADDITIONAL 4" OF TOPSOIL WHERE VEGETATION WILL BE INSTALLED. REFER TO WET DETENTION BASIN LANDSCAPE PLAN ON SHEET L-1.0
3. CONTRACTOR TO DEWATER IF NECESSARY. DEWATERING SYSTEMS TO BE MAINTAINED CONTINUOUSLY DURING CONSTRUCTION OF CLAY LINER.
4. INSTALLATION SHALL BE OBSERVED AND CERTIFIED BY A GEOTECHNICAL ENGINEER.

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.


PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
PABST HOMES
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
EMILY PABST

PROJECT CADD DESIGNER:
UMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

SEAL:
NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 PHILLIP R. PABST
3/1/2019

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |
| 4 | REVISED PER TOM COMMENTS | 03/13/20 |

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

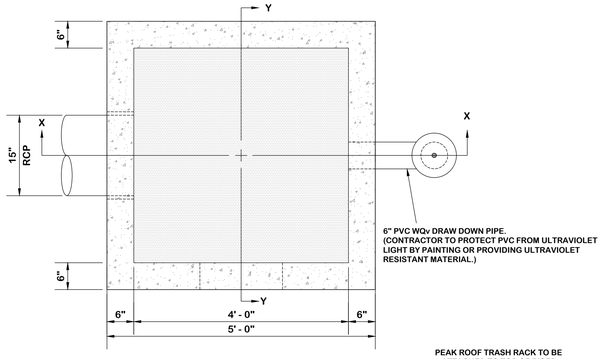
**MAJOR SITE PLAN / CONSTRUCTION PLAN**
**WET POND PLAN & PROFILE**

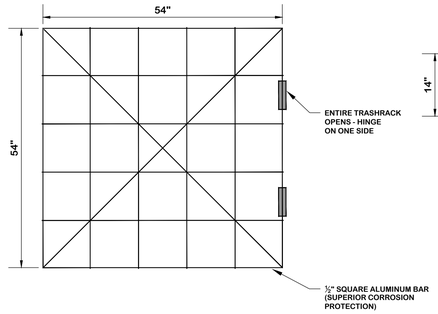
DRAWING / SHEET
**C-6.0**

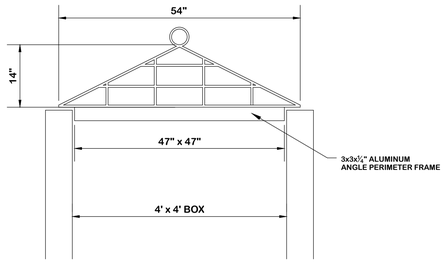
PROJECT NUMBER
**448-19**

FILE #18-0013-S/C PROJ. #19-11000015

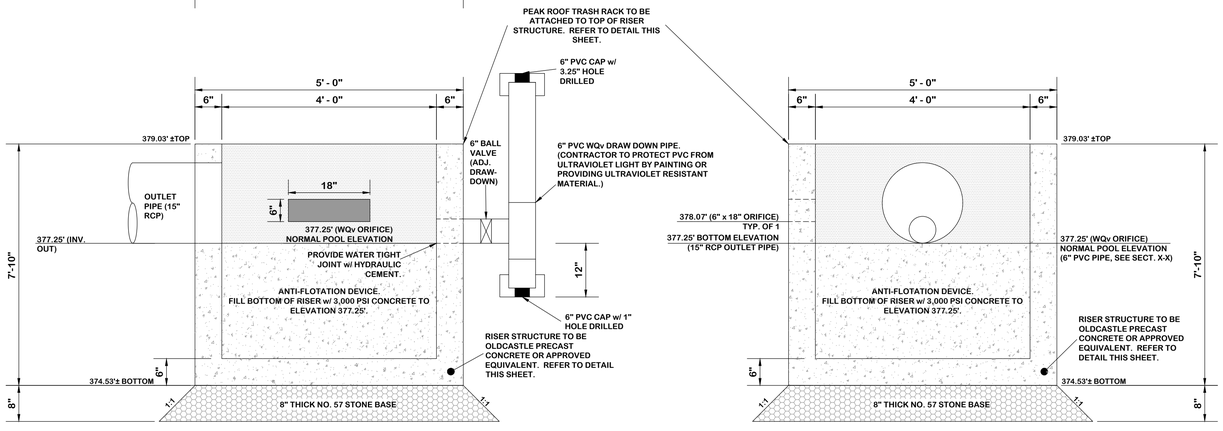
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**ALUMINUM BAR TRASH RACK FOR 4'X4' CONCRETE BOX**




**1 RISER STRUCTURE**
NTS

## RISER STRUCTURE NOTES

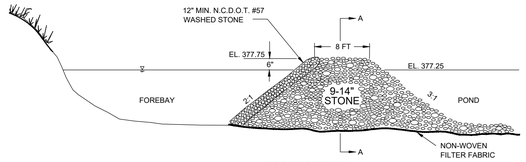
1. RISER STRUCTURE TO BE PRECAST REINFORCED CONCRETE.
2. RISER STRUCTURE SHALL BE LOCATED SUCH THAT DIRECT ACCESS FROM THE EMBANKMENT CAN BE ACHIEVED.
3. PEAK ROOF TRASH RACK TO BE PROVIDED w/ A MINIMUM SLOPE OF 2:1 PROVIDED.
4. TRASH RACK SHALL PROVIDE AN ACCESS HATCH w/ A MINIMUM CLEAR SPACE OPENING OF 2' x 3'.
5. TRASH RACK SHALL BE MOUNTED TO THE TOP OF THE RISER STRUCTURE. MOUNTING OF BOLTS IN SHEAR IS NOT ALLOWABLE.

## MISCELLANEOUS NOTES

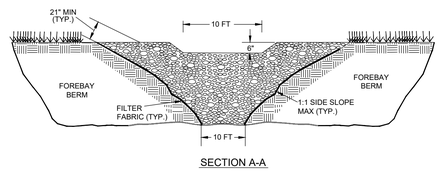
1. GATE VALVE SHALL BE FLANGE X FLANGE, CAST IRON, RESILIENT SEATED, NONRISING STEM TYPE CONFORMING TO AWWA C509, LATEST REVISION. VALVE SHALL BE EPOXY COATED, INSIDE AND OUT CONFORMING TO AWWA C550, LATEST REVISION. GATE VALVE SHALL BE SUPPORTED ON INSIDE BASE OF RISER STRUCTURE.
2. NONRISING EXTENSION STEM ASSEBMLY WITH CAST IRON HANDWHEEL AND ADJUSTABLE STEM GUIDE SHALL BE BY TROY VALVE, TROY, PA OR APPROVED EQUIVALENT.
3. PROVIDE POLYAMIDE EPOXY COATING TO ALL SURFACES. COATING SHALL BE TNEMEC SERIES 66 OR APPROVED EQUAL. APPLY TWO COATS. EACH COAT SHALL BE 3-5 MIL DRY FILM THICKNESS. ALLOW 7 DAY CURE TIME. PERFORM SURFACE PREPARATION AND APPLICATION PER MANUFACTURER'S RECOMMENDATIONS. PAINT COLOR TO BE SELECTED BY SHEETZ.
4. PROVIDE KEYED PADLOCK AND ⅞" PROOF COIL GALVANIZED CHAIN.

## TRASH RACK NOTES

1. CONTRACTOR TO PROVIDE FABRICATED ALUMINUM PEAK (MINIMUM OF 2:1) ROOF STYLE TRASH RACK. (MUST HAVE ACCEPTED DESIGN LIFE OF 75 YEARS)
2. ALUMINUM TRASH RACK SHALL BE BOLTED TO THE TOP OF THE RISER STRUCTURE. AT NO INSTANCE SHALL THE BOLTS BE IN SHEAR. BOLTS SHALL BE STAINLESS STEEL.
3. CONTRACTOR TO PROVIDE A MINIMUM 24" x 36" ACCESS HATCH ALIGNED DIRECTLY OVER THE STEPS INSIDE THE STRUCTURE. HATCHES SHALL BE SECURED w/ A LOCK AND CHAIN. MAXIMUM WEIGHT OF OF HATCH OPENING SHALL BE 75 POUNDS.
4. CONTRACTOR SHALL SUBMIT TO THE ENGINEER OF RECORD SHOP DRAWINGS FOR FINAL APPROVAL.

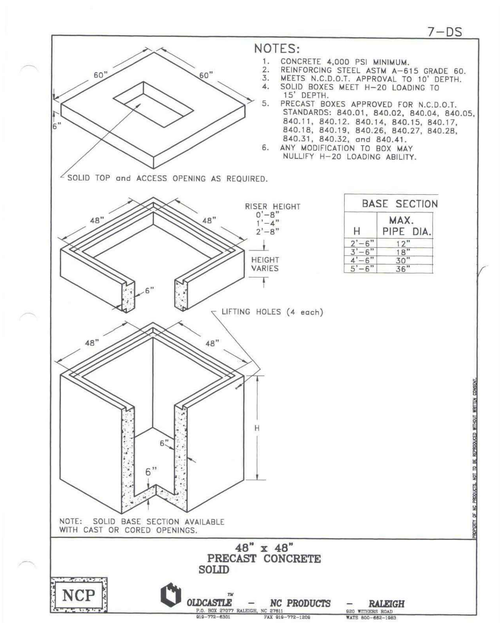



CROSS SECTION

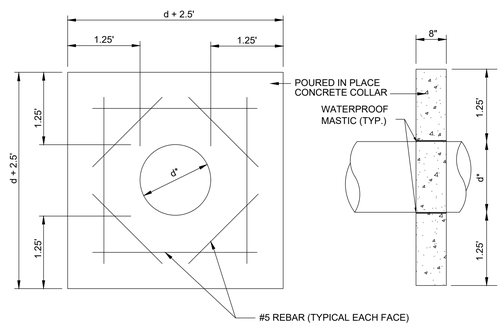



SECTION A-A

**4 SUBMERGED ROCKFILL BAFFLE**
NTS




**2 PRECAST RISER**
NTS




**3 ANTI-SEEPAGE COLLAR**
NTS




NOTES

1. THE CONCRETE CRADLE SHALL HAVE A 28-DAY COMPRESSIVE STRENGTH OF 3000 PSI. THE MINIMUM THICKNESS, ON THE SIDES AND BOTTOM SHALL BE 6". THE TOP OF THE CONCRETE SHALL BE AT LEAST TO THE CENTER OF THE PIPE.
2. CONCRETE SHALL BE CONSOLIDATED PRIMARILY BY INTERNAL VIBRATION AND SHALL BE FINISHED "ROUGH" SO AS TO ACHIEVE A MORE ADEQUATE BOND BETWEEN THE CONCRETE IN THE CRADLE AND THE FIRST LIFT OF STRUCTURAL FILL.

**5 CONCRETE CRADLE**
NTS

**FILE #18-0013-S/C PROJ. #19-11000015**

PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

PREPARED FOR :
SHEETZ, INC.
424 E. BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
TJP

PROJECT CADD DESIGNER:
LMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET
*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*
**MAJOR SITE PLAN / CONSTRUCTIO PLAN**
**SCM DETAIL SHEET**

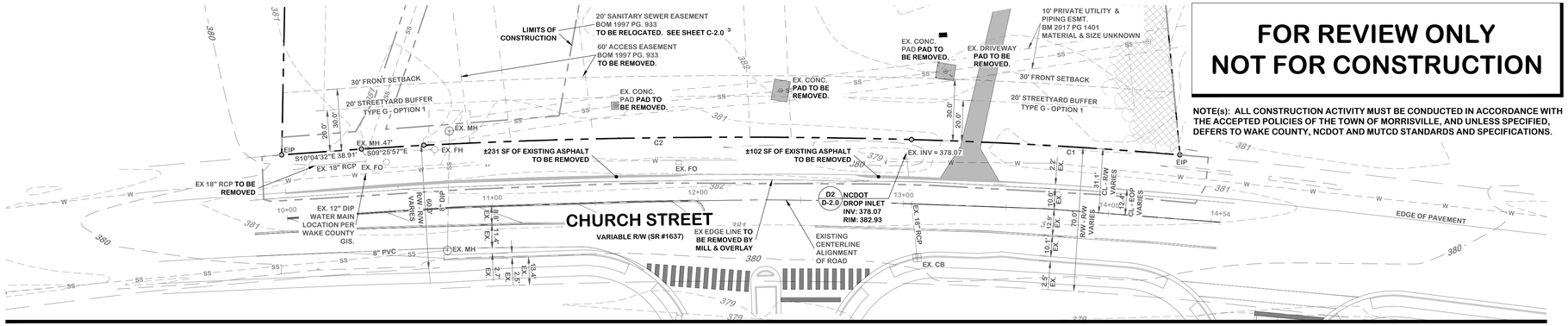
SEAL:
NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 035573 Phillip J. Pabst
8-9-19

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
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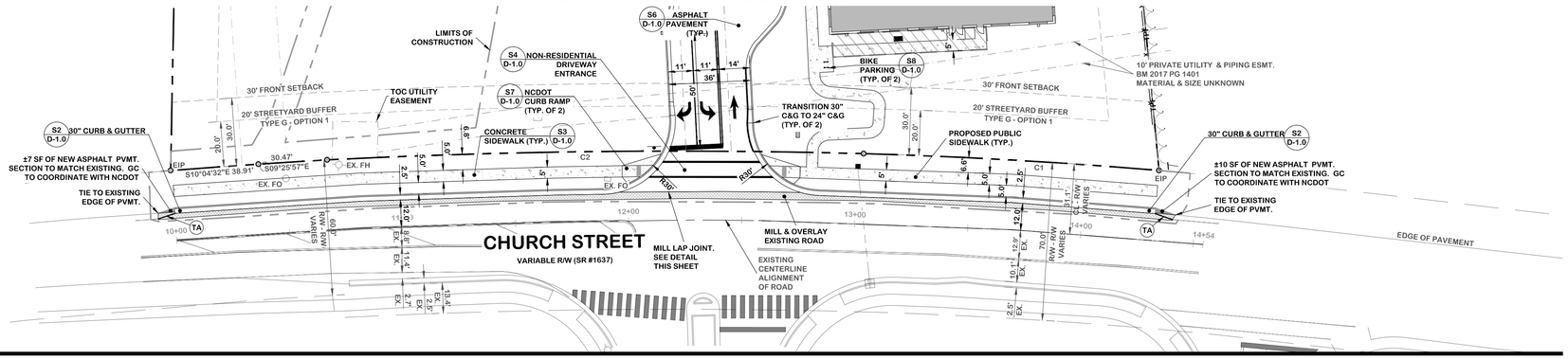
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PROJECT NUMBER
**448-19**

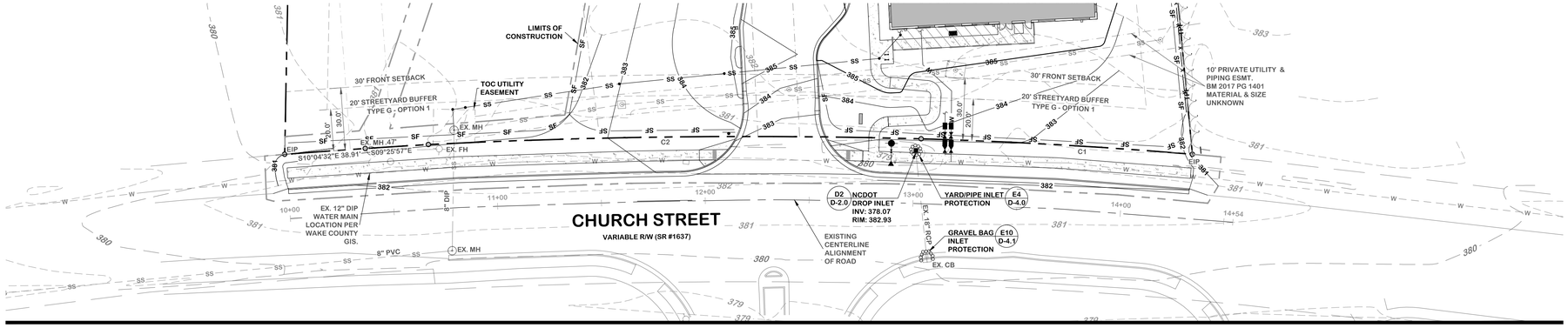
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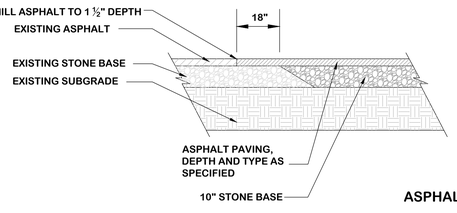

CHURCH STREET (SR 1637)
(VARIABLE PUBLIC RIGHT-OF-WAY)
EXISTING CONDITIONS AND DEMOLITION PLAN



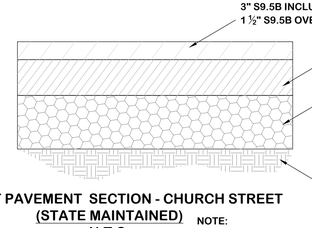

CHURCH STREET (SR 1637)
(VARIABLE PUBLIC RIGHT-OF-WAY)
PAVEMENT MARKINGS AND WIDENING PLAN (45 MPH)




CHURCH STREET (SR 1637)
(VARIABLE PUBLIC RIGHT-OF-WAY)
UTILITY, STORM DRAINAGE, GRADING AND E&S PLAN

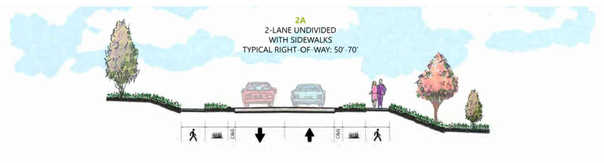



**MILL LAP JOINT**
N.T.S.




**ASPHALT PAVEMENT SECTION - CHURCH STREET**
**(STATE MAINTAINED)**
**N.T.S.**

NOTE:
1. FULL DEPTH ASPHALT IS REQUIRED FOR ANY AREAS 6 FEET WIDE OR LESS. USE 5" OF B25.0B.
2. THIS DEVELOPMENT IS LOCATED WITHIN THE TRIASSIC BASIN. ALL ROADWAYS WILL BE REQUIRED TO MEET ALL SPECIAL DESIGN REQUIREMENTS AS OUTLINED IN THE ENGINEERING DESIGN AND CONSTRUCTION STANDARDS SECTION 3.02J.




| KEY | STANDARD DIMENSIONS | ALTERNATIVE DIMENSIONS | NOTES: |
|---|---|---|---|
| | 12-ft lanes | 11-ft to 14-ft lanes | Town staff can consider alternative dimensions and alternative accommodations for bicycles and pedestrians. Sharrows shall be provided if 14-ft lanes are constructed. |
| | 5-ft minimum verge | 0-ft to 10-ft verge | |
| | N/A | 10-ft sidepath(s) | |
| | 5-ft sidewalks | 5-ft to 8-ft sidewalks | |

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

NOTE(s): ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO WAKE COUNTY, NCDOT AND MUTCD STANDARDS AND SPECIFICATIONS.

## GENERAL NOTES

1. ALL CONSTRUCTION SHALL BE DONE IN ACCORDANCE WITH ALL TOWN OF MORRISVILLE AND NCDOT STANDARDS AND SPECIFICATIONS.
2. ALL DIMENSIONS ARE TO EDGE OF PAVEMENT OR FACE OF CURB, UNLESS OTHERWISE NOTED.
3. ALL PAINT STRIPING, PAVEMENT MARKINGS, AND SIGNAGE SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" OR AS REQUIRED IN SPECIFICATIONS.
4. ALL PERMITS RELATING TO THIS PROJECT MUST BE OBTAINED PRIOR TO CONSTRUCTION.
5. PAVEMENT MARKINGS SHALL BE REMOVED FROM INDICATED AREAS BY TOWN OF MORRISVILLE / NCDOT APPROVED METHOD THAT CAUSES NEGLIGIBLE DAMAGE TO EXISTING PAVEMENTS.
6. THIS ROAD WORK IS IN THE TRIASSIC BASIN. ALL ROADWAYS WILL BE REQUIRED TO MEET ALL SPECIAL DESIGN REQUIREMENTS AS OUTLINED IN THE ENGINEERING DESIGN AND CONSTRUCTION STANDARDS SECTION 3.02J.
7. PAVEMENT DESIGN WILL REQUIRE NCDOT APPROVAL. THE MOST RESTRICTIVE CROSS-SECTION BETWEEN THE MINIMUM DESIGN, CALCULATED PAVEMENT DESIGN, TRIASSIC DESIGN, AND NCDOT DESIGN WILL APPLY.
8. REFER TO DETAIL SHEETS FOR NCDOT ROAD IMPROVEMENT DETAILS

## TRANSPORTATION CONSTRUCTION NOTES:

1. THE CONTRACTOR SHALL CONDUCT THE WORK IN A SAFE MANNER AND WITH A MINIMUM AMOUNT OF INCONVENIENCE TO TRAFFIC.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL AND SHALL ADHERE TO THE PROVISIONS OF THE MUTCD (MOST CURRENT EDITION).
3. PRIOR TO CONSTRUCTION BEGINNING, ALL SIGNAGE AND TRAFFIC CONTROL SHALL BE IN PLACE.
4. THE CONTRACTOR SHALL CONTACT NCDOT AND THE TOWN OF MORRISVILLE PUBLIC WORKS DEPARTMENT AT LEAST 72 HOURS PRIOR TO LANE CLOSURE.
5. THE CONTRACTOR SHALL HAVE A COMPLETE SET OF CONTRACT DOCUMENTS AS WELL AS ALL APPROVALS AND EASEMENTS ON THE JOB SITE AT ALL TIMES.
6. THE CONTRACTOR SHALL REPAIR ALL DRIVEWAYS, DRIVEWAY PIPES, CURB AND GUTTER, SIDEWALKS AND STREET TO EXISTING CONDITION OR BETTER.

## LEGEND

- LIMITS OF CONSTRUCTION
- EXISTING DRIP LINE
- EXISTING EASEMENT
- OHE — EXISTING OVERHEAD UTILITY
- PROPOSED EASEMENT
- PROPOSED CROSS-ACCESS EASEMENT
- SF — TEMPORARY SILT FENCE
- TPF — TREE PROTECTION FENCE
- GRAVEL YARD INLET PROTECTION
- GRAVEL BAG INLET PROTECTION

| CURVE TABLE | | | | | |
|---|---|---|---|---|---|
| CURVE # | LENGTH | RADIUS | DELTA | CHORD DIRECTION | CHORD LENGTH |
| C1 | 130.80' | 2296.25' | 03°15'49" | S02° 38' 18"E | 130.78' |
| C2 | 237.36' | 3038.00' | 04°28'36" | S06° 34' 15"E | 237.30' |

## PAVING LEGEND

- ASPHALT
- 1 1/2" MILLING & OVERLAY (THERMO REMOVAL)

## PAVEMENT MARKINGS

- TA — EDGE LINE (4")

GRAPHIC SCALE
NAD83
30 0 15 30 60 120
( IN FEET )
1 inch = 30 ft.

FILE #18-0013-S/C PROJ. #19-11000015

PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

PREPARED FOR :
TOWN OF MORRISVILLE
424 BUMPASS STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
EPP

PROJECT CADD DESIGNER:
LMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET
TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA
MAJOR SITE PLAN / CONSTRUCTION PLAN
ROAD IMPROVEMENT PLAN - CHURCH STREET

SEAL:
NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 032573 Phillip Pabst
2-9-20

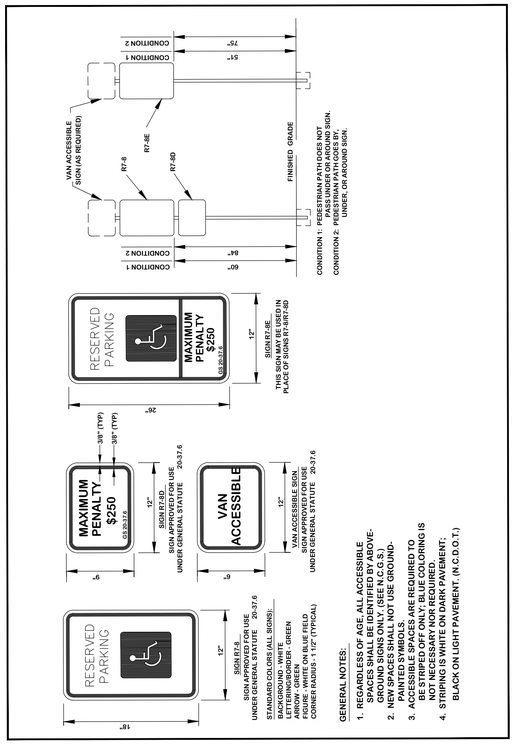
| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |

DRAWING SHEET
C-7.0

PROJECT NUMBER
448-19

F:\Public\10-Projects\400-499\448-19 910 Church Street (SSSM Raleigh-Durham)\50-Drawings\54-Design\C-7.0.dwg Feb 14, 2020 - 4:09pm BY:mphillips

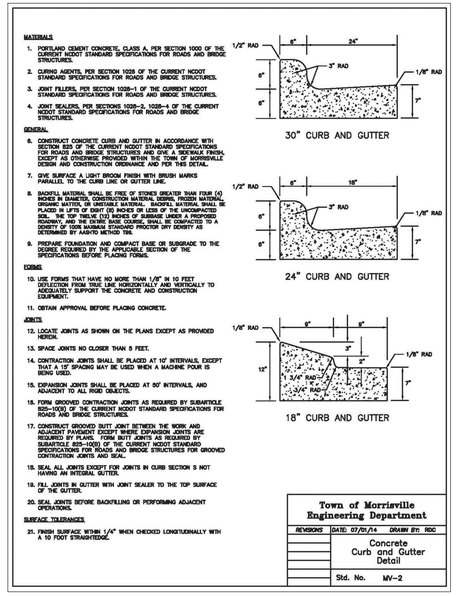
**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**



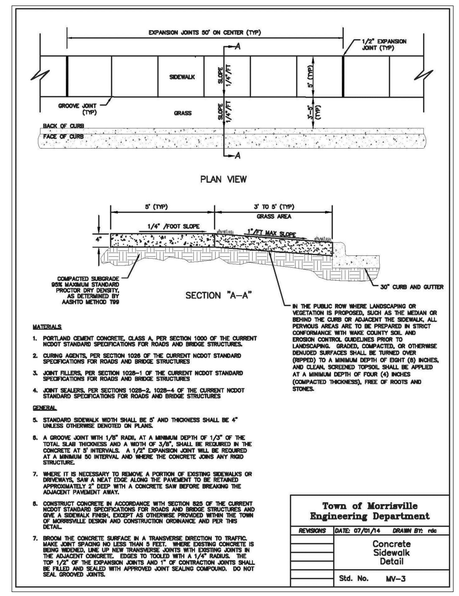

GENERAL NOTES:

1. REGARDLESS OF AGE, ALL ACCESSIBLE SPACES SHALL BE IDENTIFIED BY ABOVE-GROUND SIGNS ONLY. (SEE N.C.G.S.).
2. PAINTED SYMBOLS SHALL NOT USE GROUND-PAINTED SYMBOLS.
3. ACCESSIBLE SPACES ARE REQUIRED TO BE STRIPED OFF ONLY BLUE COLORING IS NOT REQUIRED FOR STRIPING.
4. STRIPING IS WHITE ON DARK PAVEMENT; BLACK ON LIGHT PAVEMENT. (N.C.D.O.T.)

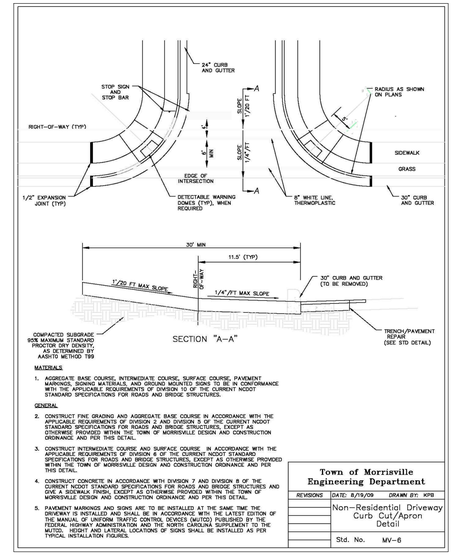
## S1 ACCESSIBLE PARKING SIGN



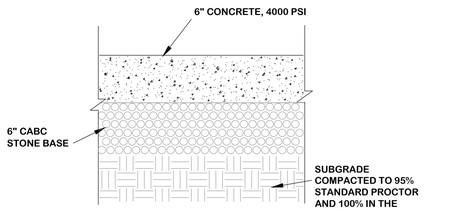

## S2 CURB AND GUTTER



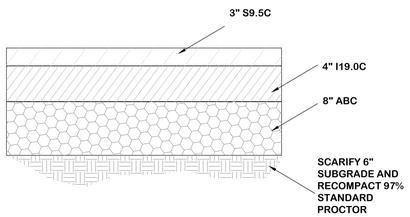

## S3 SIDEWALK




## S4 NON-RESIDENTIAL DRIVEWAY

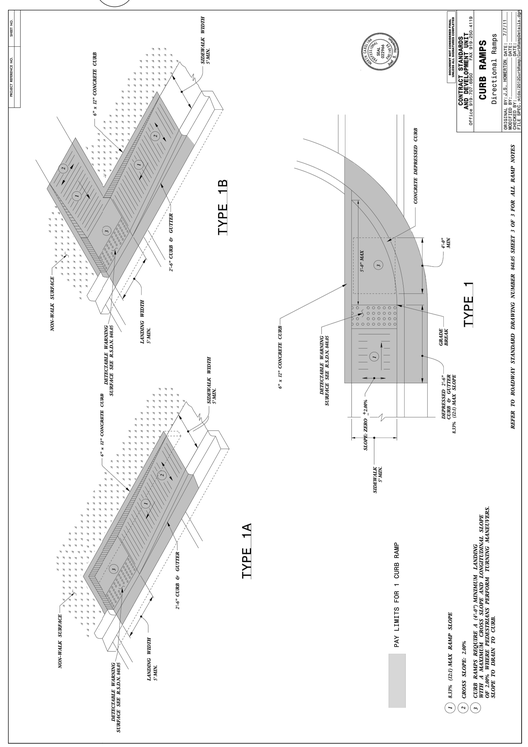



## S5 CONCRETE PAVEMENT SECTION

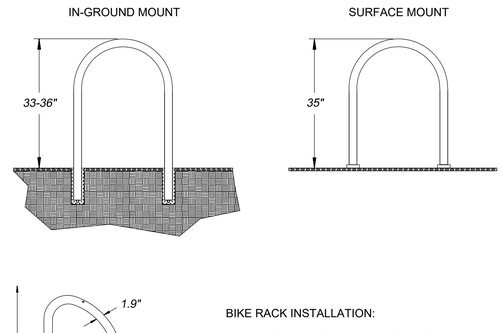



NOTE:
1. PAVEMENT SECTION MATCHES PAVEMENT SECTION PROPOSED FOR AVIATION PARKWAY ROAD IMPROVEMENTS ON NCDOT STIP 5506 ROADWAY PLANS.
2. FULL DEPTH ASPHALT IS REQUIRED FOR ANY AREAS 6 FEET WIDE OR LESS. USE 5" OF B25.0C.
3. THIS DEVELOPMENT IS LOCATED WITHIN THE TRIASSIC BASIN. ALL ROADWAYS WILL BE REQUIRED TO MEET ALL SPECIAL DESIGN REQUIREMENTS AS OUTLINED IN THE ENGINEERING DESIGN AND CONSTRUCTION STANDARDS SECTION 3.02J.

## S6 ASPHALT PAVEMENT SECTION




## S7 NCDOT CURB RAMP




STANDARD BIKE RACK

BIKE RACK INSTALLATION:

SURFACE MOUNT - WHEN INSTALLED ON CONCRETE SURFACE, USE 3/8" ANCHORS TO PLATE MOUNT. SHIM AS NECESSARY TO ENSURE VERTICAL PLACEMENT.

IN-GROUND MOUNT - WHEN INSTALLED ON PAVERS OR OTHER NON-STABLE SURFACES, EMBED INTO BASE. CORE HOLES NO LESS THAN 3" IN DIAMETER AND 10" DEEP.

BLACK POWDER COAT.

## S8 BIKE RACK


PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


PREPARED FOR :
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
MVP

PROJECT CADD DESIGNER:
MVP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLAN**
**SITE DETAIL SHEET**

SEAL:
NORTH CAROLINA REGISTERED PROFESSIONAL ENGINEER SEAL 032573 TODD SMITH
2-3-20

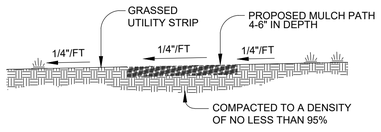
| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |

DRAWING SHEET
**D-1.0**

PROJECT NUMBER
**448-19**

**FILE #18-0013-S/C PROJ. #19-11000015**

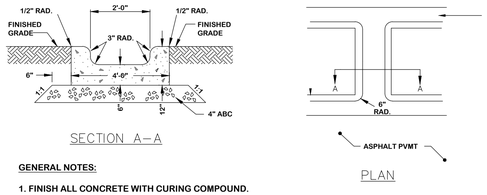

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TYPICAL SECTION

**NOT TO SCALE**

## S10 PEDESTRIAN PATH




**GENERAL NOTES:**

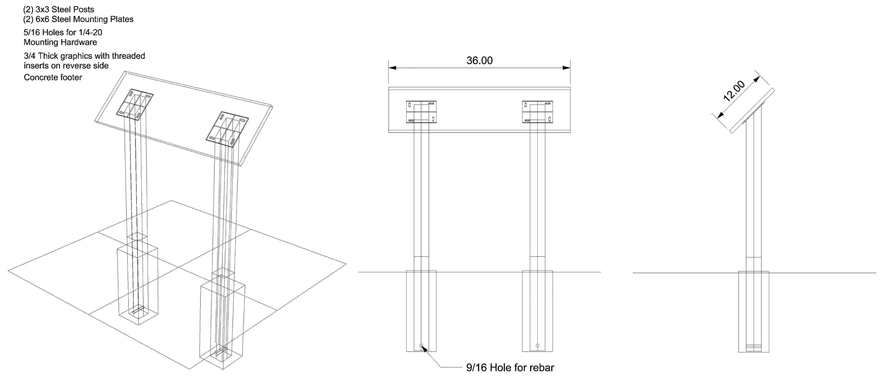
**1. FINISH ALL CONCRETE WITH CURING COMPOUND.**

**2. CONCRETE SHALL BE 3000 psi.**

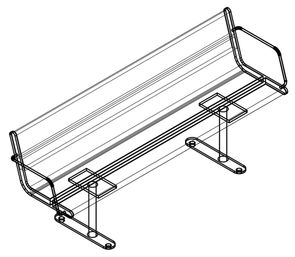
CONCRETE FLUME

**NOT TO SCALE**

## S11 24" CONCRETE FLUME DETAIL




## S12 EDUCATIONAL SIGNAGE DETAIL

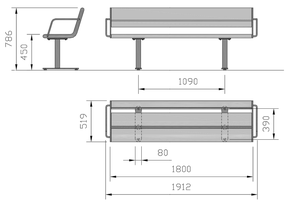


**MAINTENANCE**
**Steel components**
**Hot-dip galvanised and powder-coated steel is essentially maintenance free, although it is recommended that it is cleaned at frequent intervals. White rust may appear on products with hot-dip galvanised surfaces due to condensation and moisture. This will not impact the product's life span and will eventually be washed away by rain and wind. All steel components may be washed with a high pressure water jet although strong chemicals will affect the surface. Painted surfaces may be freshened up after a few years by using normal paint care agents.**
**Wooden laths**
**Linseed oil impregnated wooden laths (Linax) are not UV-resistant and will turn grey after a period of time. To prevents cracks and to extend the life span of the wood, it is recommended that the laths are oiled every 3-5 years. The need for this type of maintenance depends on wear and tear. The recommended oil may be ordered from Vestre (3 litres). It is also possible to use other linseed oil based wood oils, for example, royal oil. The wood's lustre may also be freshened up after a few years by using an oil with a colour pigment, for example, brown. Painted and stained woodwork will naturally require more frequent maintenance.**
**Miscellaneous**
**It is recommended that all screws and bolt clamps are examined and tightened after a few weeks' use.**

vestre

www.vestre.com

**april**
727.900
727.901






## S13 VESTRE BENCH

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PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

PREPARED FOR :
PDG, PLLC
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
PDG

PROJECT CADD DESIGNER:
UM7

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLAN**

**SITE DETAIL SHEET**

SEAL:

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT 3573 SEAL 032573 PHILIP E. PABST II

2-3-20

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |

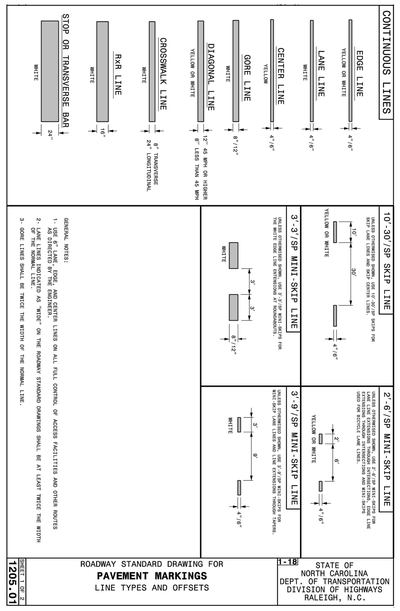
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SHEET

**D-1.1**

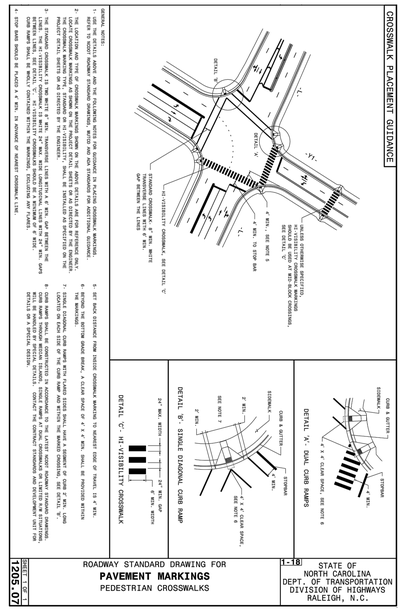
PROJECT NUMBER

**448-19**

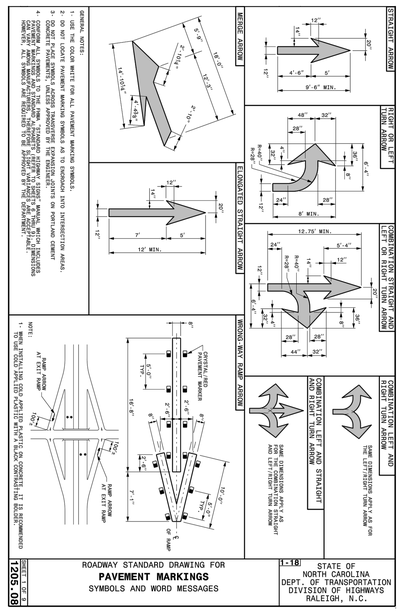
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S14 PAVEMENT MARKINGS - LINE TYPES




S15 PAVEMENT MARKINGS - CROSSWALKS




S16 PAVEMENT MARKINGS - SYMBOLS

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**NOT FOR CONSTRUCTION**

FILE #18-0013-S/C PROJ. #19-11000015

PABST DESIGN GROUP, PA
Engineering | Consulting
401-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

PREPARED FOR :
JOHN CHURCH
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
JMP

PROJECT CADD DESIGNER:
LMP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLAN**
**SITE DETAIL SHEET**

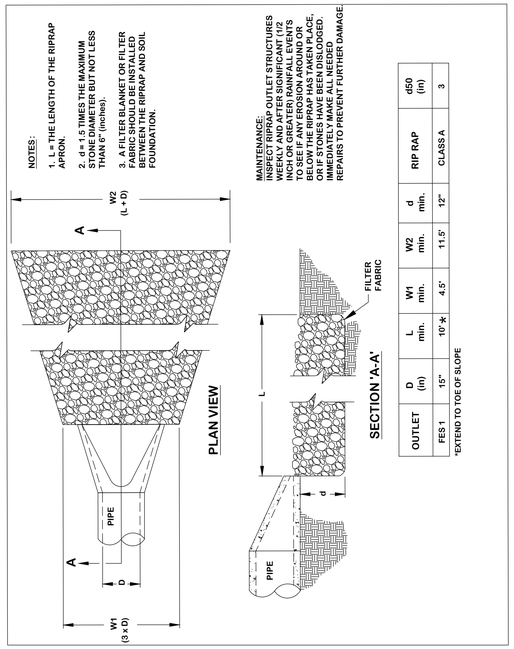
SEAL:

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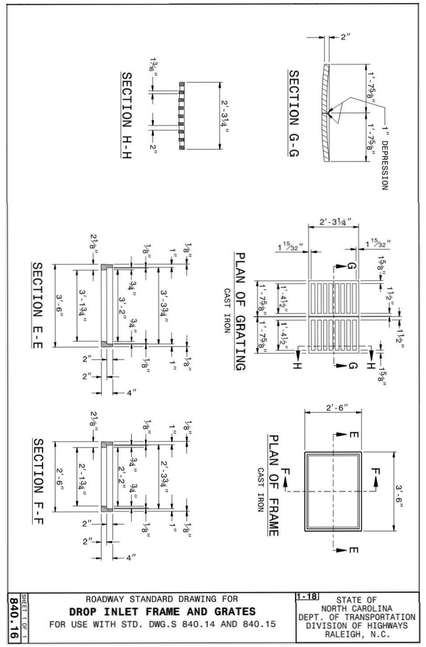
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D-1.2

PROJECT NUMBER
448-19

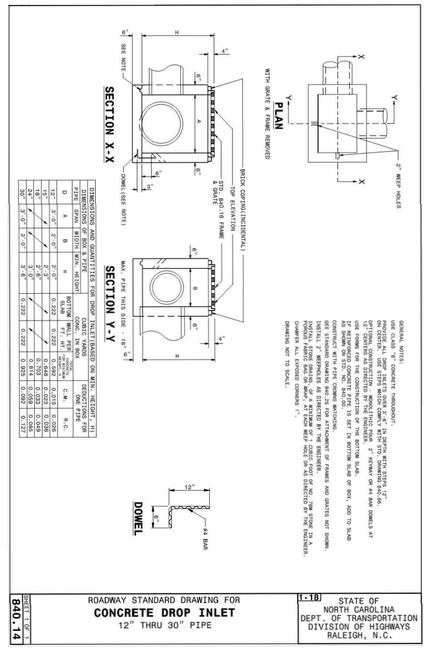
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D1 **OUTLET PROTECTION**




D2 **NCDOT DROP INLET**




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PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

PREPARED FOR :
VIPUL PATEL
KAJAL HOSPITALITY, LLC
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
TP

PROJECT CADD DESIGNER:
TP

PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLANS**
**STORM DRAINAGE DETAIL SHEET**

SEAL:

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |

DRAWING SHEET
**D-2.0**

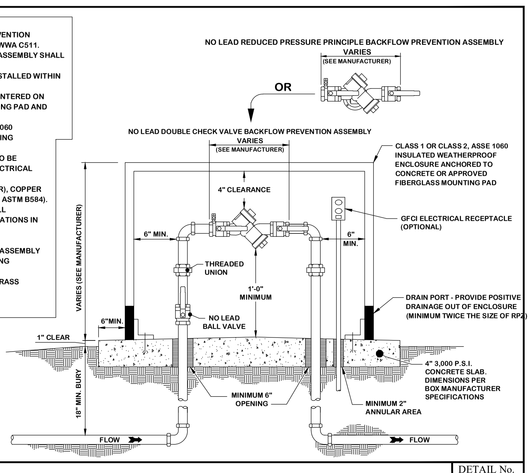
PROJECT NUMBER
**448-19**

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U4

## BACKFLOW ASSEMBLY

**NOTES:**
1. REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION ASSEMBLY SHALL COMPLY WITH ASSE 1013 & AWWA C511.
2. DOUBLE CHECK VALVE BACKFLOW PREVENTION ASSEMBLY SHALL COMPLY WITH ASSE 1015 & AWWA C510.
3. BACKFLOW PREVENTION ASSEMBLY SHALL BE INSTALLED WITHIN 5 FEET OF THE METER BOX.
4. BACKFLOW PREVENTION ASSEMBLY SHALL BE CENTERED ON CONCRETE OR APPROVED FIBERGLASS MOUNTING PAD AND CENTERED WITHIN ENCLOSURE.
5. MINIMUM INSULATED CLASS I OR CLASS II, ASSE 1060 WEATHERPROOF ENCLOSURE REQUIRED (HEATING OPTIONAL).
6. OPTIONAL 120V GFCI ELECTRICAL RECEPTACLE TO BE INSTALLED IN ACCORDANCE WITH THE N.C. ELECTRICAL CODE FOR OUTDOOR OPERATION.
7. PIPE MATERIAL SHALL BE PVC (SCH. 80 OR BETTER), COPPER (TYPE K), OR 'NO LEAD' BRASS (UNS C89833 PER ASTM B584).
8. INSTALLATION SHALL BE IN COMPLIANCE WITH ALL APPLICABLE TOWN ORDINANCES AND SPECIFICATIONS IN ADDITION TO THE N.C. PLUMBING CODE.
9. PROPERTY OWNER SHALL BE RESPONSIBLE FOR MAINTENANCE AND OPERATION OF BACKFLOW ASSEMBLY AND COMPLIANCE WITH REPORTING AND TESTING REQUIREMENTS.
10. ALL BRASS COMPONENTS SHALL BE 'NO LEAD' BRASS MEETING UNS C89833 AS PER ASTM B584.



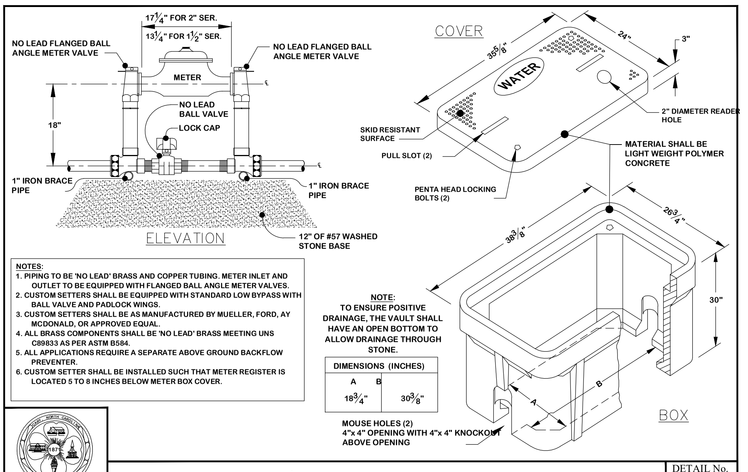

STANDARD 1" to 2" COMMERCIAL OUTDOOR BACKFLOW ASSEMBLY

EFFECTIVE: 01/05/17

DETAIL No. 06200.03 SHEET 1 OF 1

U1

## 1 1/2" AND 2" WATER METER




**NOTES:**
1. PIPING TO BE 'NO LEAD' BRASS AND COPPER TUBING. METER INLET AND OUTLET TO BE EQUIPPED WITH FLANGED BALL ANGLE METER VALVES.
2. CUSTOM SETTERS SHALL BE EQUIPPED WITH STANDARD LOW BYPASS WITH BALL VALVE AND PADLOCK WINGS.
3. CUSTOM SETTERS SHALL BE AS MANUFACTURED BY MUELLER, FORD, AY MCDONALD, OR APPROVED EQUAL.
4. ALL BRASS COMPONENTS SHALL BE 'NO LEAD' BRASS MEETING UNS C89833 AS PER ASTM B584.
5. ALL APPLICATIONS REQUIRE A SEPARATE ABOVE GROUND BACKFLOW PREVENTER.
6. CUSTOM SETTER SHALL BE INSTALLED SUCH THAT METER REGISTER IS LOCATED 5 TO 8 INCHES BELOW METER BOX COVER.

**NOTE:** TO ENSURE POSITIVE DRAINAGE, THE VAULT SHALL HAVE AN OPEN BOTTOM TO ALLOW DRAINAGE THROUGH STONE.

| DIMENSIONS (INCHES) | |
|---|---|
| A | B |
| 18¾" | 30⅜" |

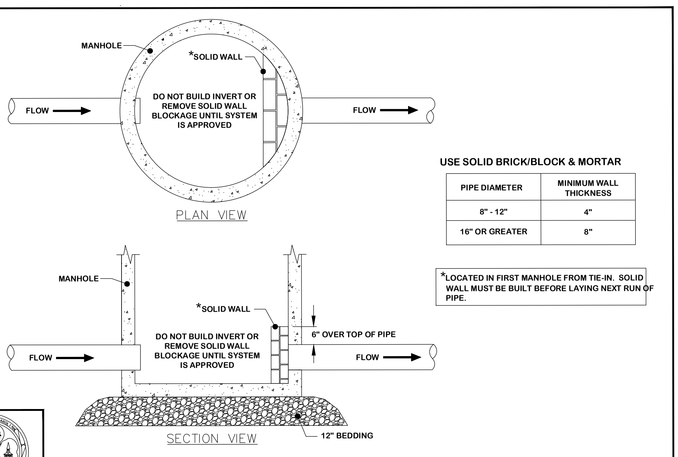
STANDARD 1½" & 2" METER INSTALLATION & VAULT

EFFECTIVE: 01/05/17

DETAIL No. 06000.02 SHEET 1 OF 1

U5

## SEWER PROTECTION




USE SOLID BRICK/BLOCK & MORTAR

| PIPE DIAMETER | MINIMUM WALL THICKNESS |
|---|---|
| 8" - 12" | 4" |
| 16" OR GREATER | 8" |

*LOCATED IN FIRST MANHOLE FROM TIE-IN. SOLID WALL MUST BE BUILT BEFORE LAYING NEXT RUN OF PIPE.

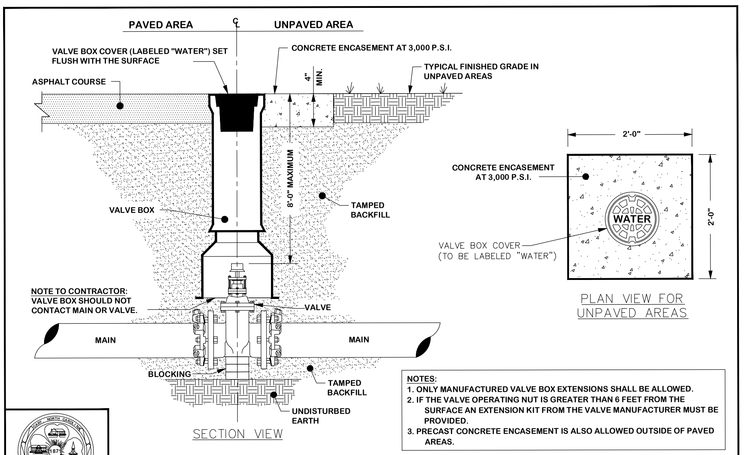
SANITARY SEWER PROTECTION DURING CONSTRUCTION

EFFECTIVE: 01/05/17

DETAIL No. 07000.16 SHEET 1 OF 1

U2

## VALVE BOX




**NOTES:**
1. ONLY MANUFACTURED VALVE BOX EXTENSIONS SHALL BE ALLOWED.
2. IF THE VALVE OPERATING NUT IS GREATER THAN 6 FEET FROM THE SURFACE AN EXTENSION KIT FROM THE VALVE MANUFACTURER MUST BE PROVIDED.
3. PRECAST CONCRETE ENCASEMENT IS ALSO ALLOWED OUTSIDE OF PAVED AREAS.

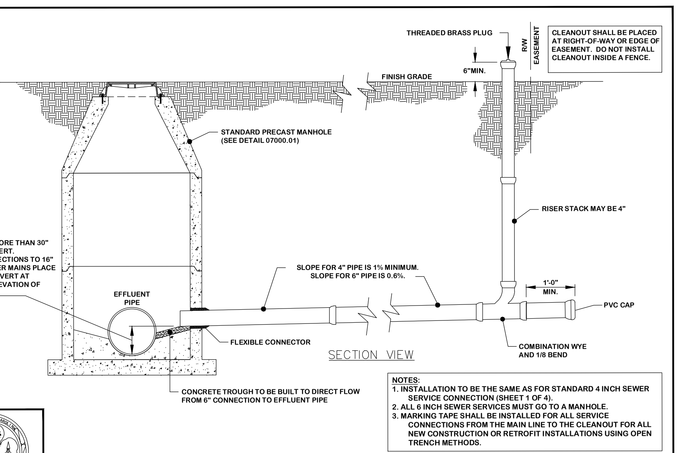
STANDARD WATER VALVE BOX INSTALLATION

EFFECTIVE: 01/05/17

DETAIL No. 06000.08 SHEET 1 OF 3

U6

## SEWER MANHOLE TAP




**NOTES:**
1. INSTALLATION TO BE THE SAME AS FOR STANDARD 4 INCH SEWER SERVICE CONNECTION (SHEET 1 OF 4).
2. ALL 6 INCH SEWER SERVICES MUST GO TO A MANHOLE.
3. MARKING TAPE SHALL BE INSTALLED FOR ALL SERVICE CONNECTIONS FROM THE MAIN LINE TO THE CLEANOUT FOR ALL NEW CONSTRUCTION OR RETROFIT INSTALLATIONS USING OPEN TRENCH METHODS.

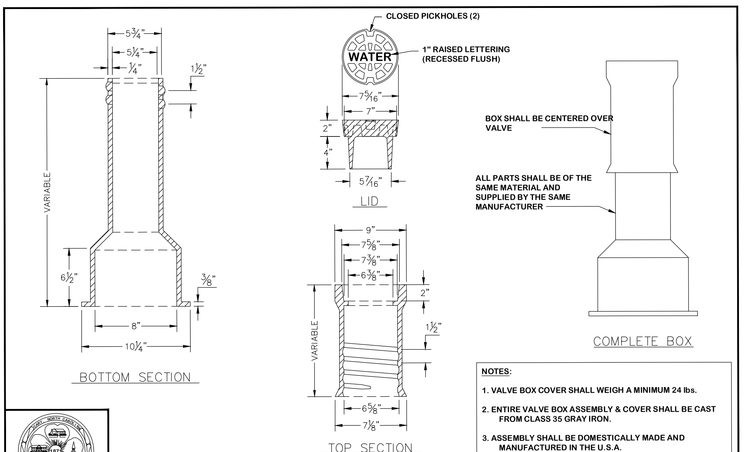
STANDARD SANITARY SEWER SERVICE MANHOLE TAP

EFFECTIVE: 01/05/17

DETAIL No. 07000.09 SHEET 3 OF 4

U2

## VALVE BOX




**NOTES:**
1. VALVE BOX COVER SHALL WEIGH A MINIMUM 24 lbs.
2. ENTIRE VALVE BOX ASSEMBLY & COVER SHALL BE CAST FROM CLASS 35 GRAY IRON.
3. ASSEMBLY SHALL BE DOMESTICALLY MADE AND MANUFACTURED IN THE U.S.A.

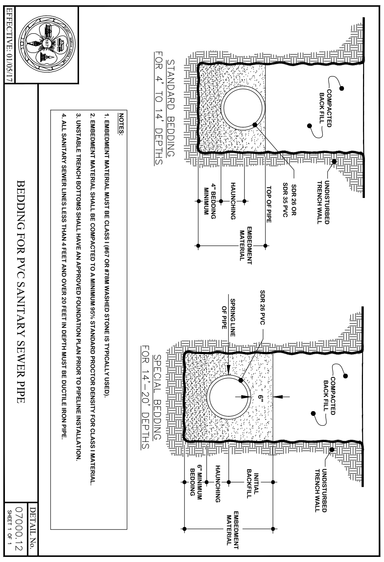
STANDARD WATER VALVE BOX

EFFECTIVE: 01/05/17

DETAIL No. 06000.08 SHEET 2 OF 3

U7

## PVC PIPE INSTALLATION




BEDDING FOR PVC SANITARY SEWER PIPE

NOTES:
1. EMBEDMENT MATERIAL MUST BE CLASS I OR BETTER WASHED STONE (#57 TYPICALLY USED).
2. EMBEDMENT MATERIAL SHALL BE COMPACTED TO A MINIMUM 95% STANDARD PROCTOR DENSITY FOR CLASS I MATERIAL.
3. ALL SANITARY SEWER PIPING LESS THAN 4 FEET FROM TOP OF PIPE TO FINISHED GRADE SHALL BE DUCTILE IRON PIPE.
4. ALL SANITARY SEWER PIPING LESS THAN 4 FEET FROM TOP OF PIPE TO FINISHED GRADE SHALL BE DUCTILE IRON PIPE.

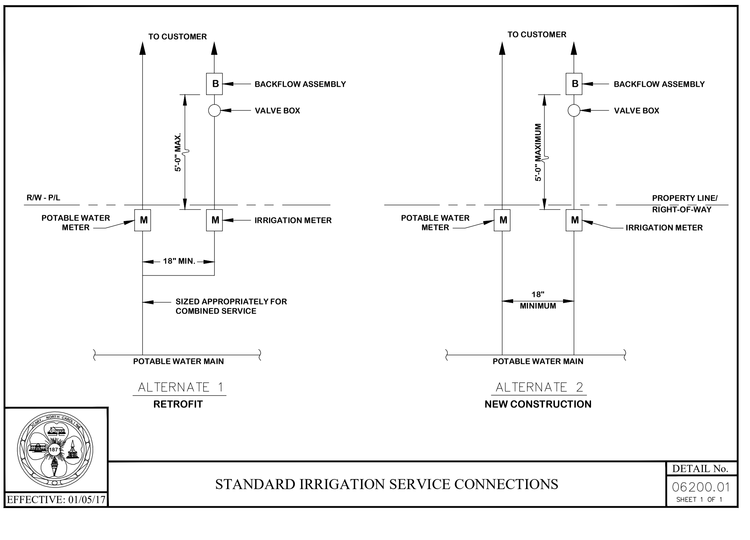
EFFECTIVE: 01/05/17

DETAIL No. 07000.12 SHEET 4 OF 12

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

U3

## IRRIGATION SERVICE




STANDARD IRRIGATION SERVICE CONNECTIONS

EFFECTIVE: 01/05/17

DETAIL No. 06200.01 SHEET 1 OF 1

FILE #18-0013-S/C PROJ. #19-11000015

PROJECT NUMBER 448-19

DRAWING SHEET D-3.0

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/09/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |

SEAL: NORTH CAROLINA PROFESSIONAL SEAL 032573 ENGINEER MICHAEL P. PABST, JR. 2-14-20

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLANS**
**UTILITY DETAIL SHEET**

PREPARED FOR : VIPUL PATEL, 424 BALMORAL STREET, CLAYTON, NC 27520

DATE : 5/22/2019

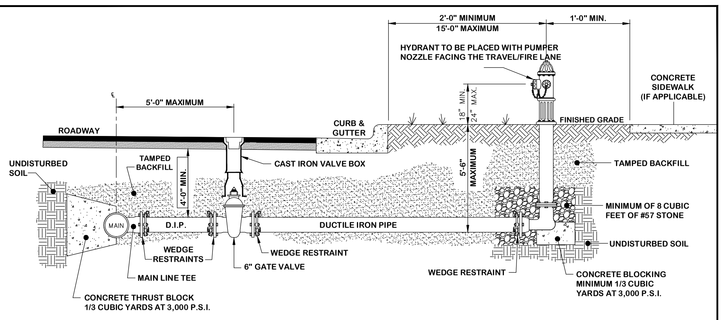
PROJECT ENGINEER: PDP

PROJECT CADD DESIGNER: MMP

PROJECT SURVEYOR: HAROLD TODD SMITH LAND SURVEYING

PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

U8 STANDARD HYDRANT INSTALLATION



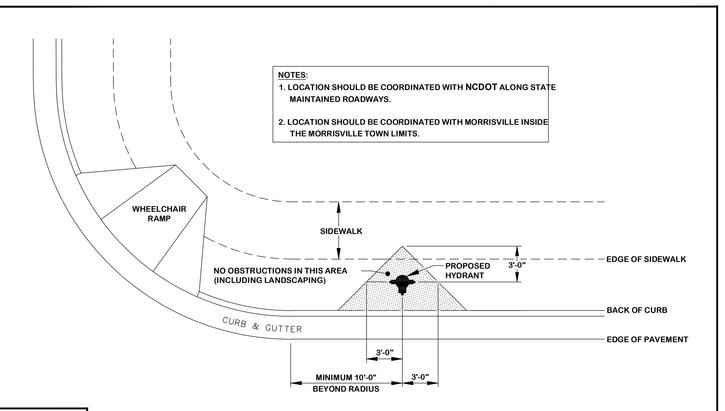

NOTES:
1. TOP OF BLOCKING TO BE 2 INCHES FROM HYDRANT WEEP HOLES.
2. IF HYDRANT IS LOCATED ON A DEPARTMENT OF TRANSPORTATION ROADWAY USE D.O.T. STANDARDS FOR LOCATION OF HYDRANT.
3. HYDRANT SHALL BE LOCATED FROM 2 TO 15 FEET FROM BACK OF CURB.
4. HYDRANT MAY BE LOCATED (AT LEAST 1 FOOT) BEHIND SIDEWALK WHEN IT CANNOT BE LOCATED INSIDE THE UTILITY STRIP.
5. HYDRANT SHALL BE INSTALLED AT LEAST 2 FEET BEYOND TOP SLOPE OF ANY DRAINAGE DITCHES. HYDRANT INSTALLATION WITHIN THE DITCH LINE OR SLOPE SHALL BE PROHIBITED.
6. STANDARD WEDGE ACTION RETAINER GLANDS MAY BE SUBSTITUTED WITH 3/4 INCH STAINLESS STEEL RODDING IN ORDER TO ACHIEVE CONTINUOUS RESTRAINT BETWEEN THE HYDRANT AND THE MAIN.
7. HYDRANT EXTENSIONS ARE PROHIBITED.
8. WITHIN THE TOWN OF MORRISVILLE ONLY, HYDRANTS NEAR FDC'S SHALL BE PROVIDED WITH A STORZ CONNECTION.

EFFECTIVE: 01/05/17

STANDARD HYDRANT INSTALLATION FOR ROADS WITH CURB & GUTTER

DETAIL No. 06000.06 SHEET 1 OF 3

U9 STANDARD HYDRANT LOCATION




EFFECTIVE: 01/05/17

STANDARD HYDRANT LOCATION

DETAIL No. 06000.07 SHEET 1 OF 2

FOR REVIEW ONLY
NOT FOR CONSTRUCTION

FILE #18-0013-S/C PROJ. #19-11000015

PROJECT NUMBER 448-19

DRAWING SHEET D-3.1

| NO. | REVISION | DATE |
|---|---|---|
| | | |

SEAL:
NORTH CAROLINA PROFESSIONAL SEAL 032573 ENGINEER VIPUL J. PATEL
2-5-20

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLANS**
**UTILITY DETAIL SHEET**

PREPARED FOR :
VIPUL PATEL
424 BALMORAL STREET
CLAYTON, NC 27520

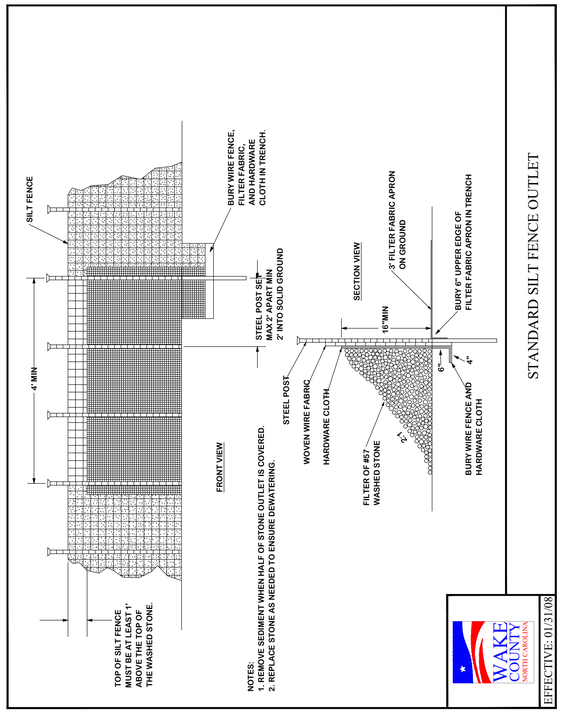
DATE : 5/22/2019

PROJECT ENGINEER:
PDP

PROJECT CADD DESIGNER:
MMP

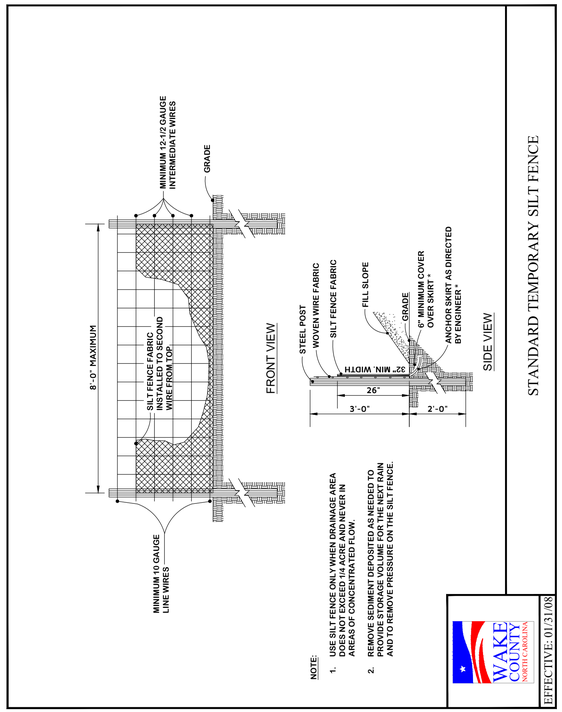
PROJECT SURVEYOR:
HAROLD TODD SMITH LAND SURVEYING

PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211



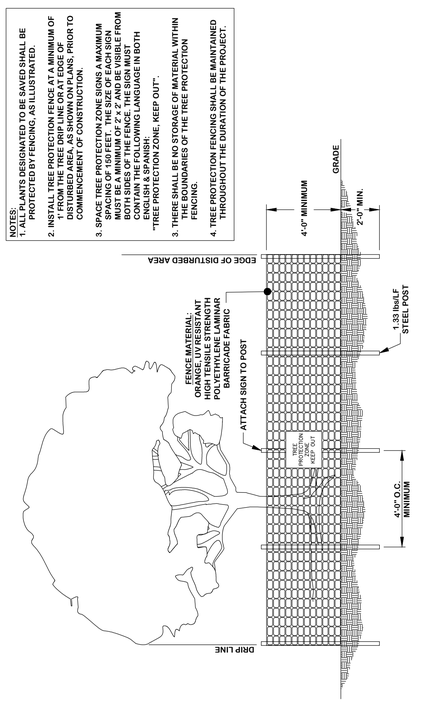

E1 **SILT FENCE OUTLET**

NTS



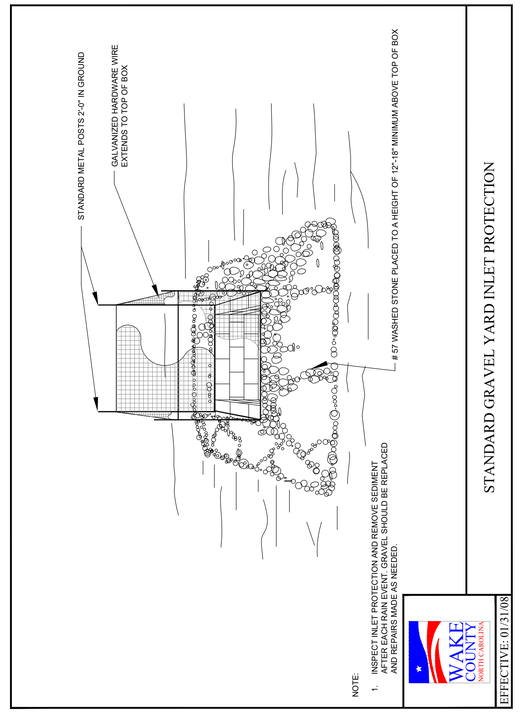

E2 **TEMPORARY SILT FENCE**

NTS



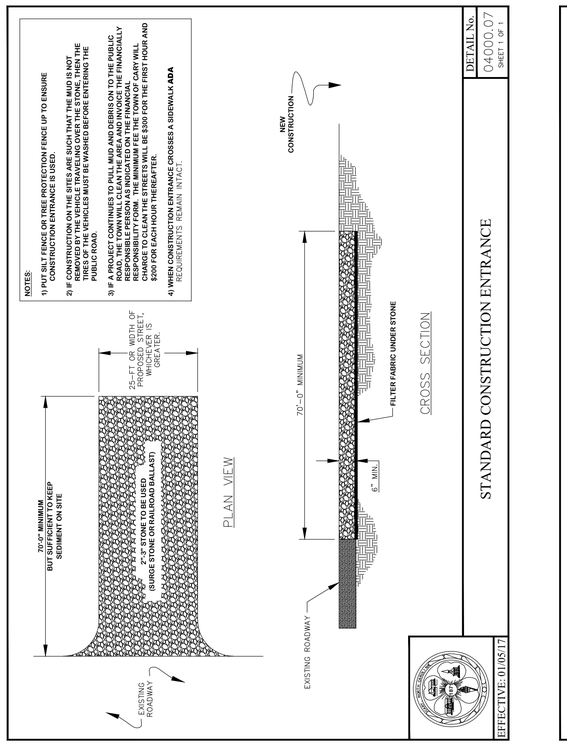

E3 **TREE PROTECTION FENCE**

NTS



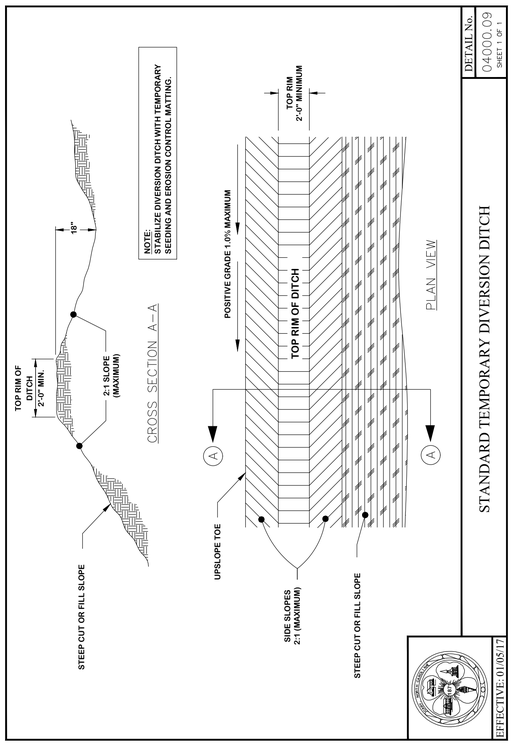

E4 **STANDARD GRAVEL YARD INLET PROTECTION**

NTS



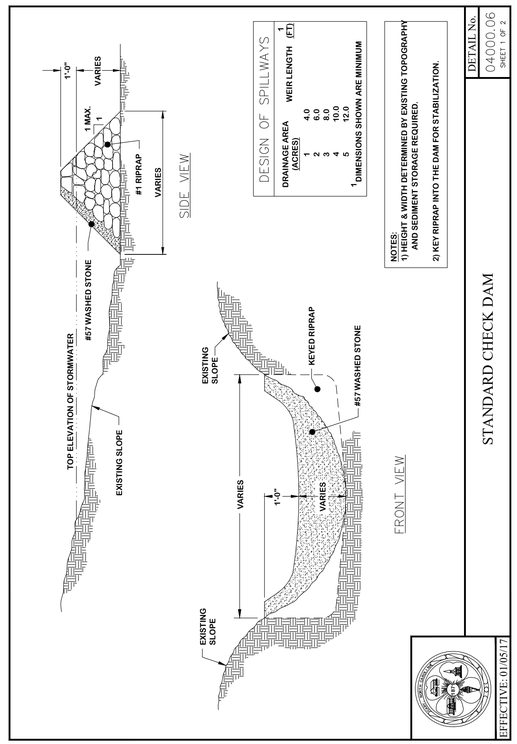

E5 **CONSTRUCTION ENTRANCE**

NTS



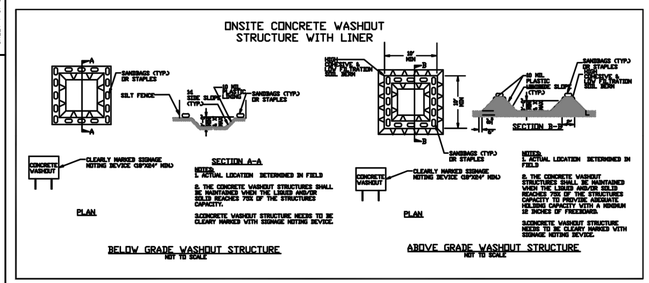

E6 **TEMPORARY DIVERSION DITCH**

NTS




E7 **STANDARD CHECK DAM**

NTS




E8 **CONCRETE WASHOUT-NCDEQ**

NTS

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

**FILE #18-0013-S/C PROJ. #19-11000015**

PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

PREPARED FOR :
VIPUL PATEL
KAJAL BHAKTA, STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
TOM

PROJECT CADD DESIGNER:
TOM

PROJECT SURVEYOR:
HAROLD TODD SMITH, LAND SURVEYING

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

## MAJOR SITE PLAN / CONSTRUCTION PLANS
## EROSION CONTROL DETAIL SHEET

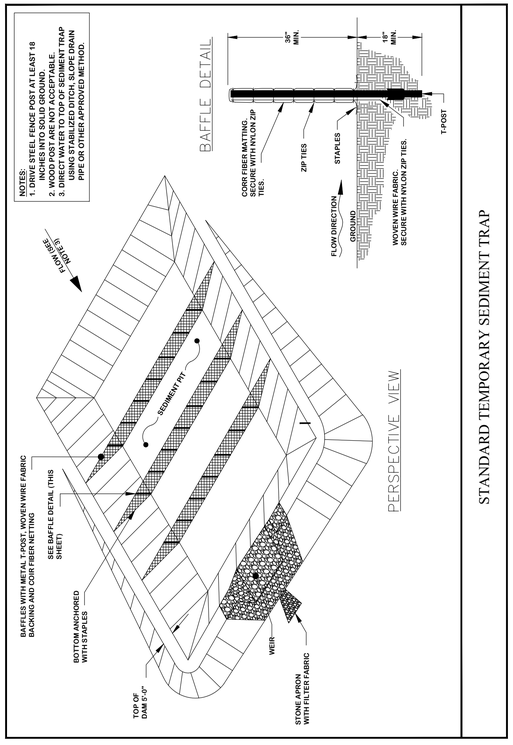
SEAL: SEAL 032573 — PROFESSIONAL ENGINEER — THOMAS E. PABST — NORTH CAROLINA — 2-5-20

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/30/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |

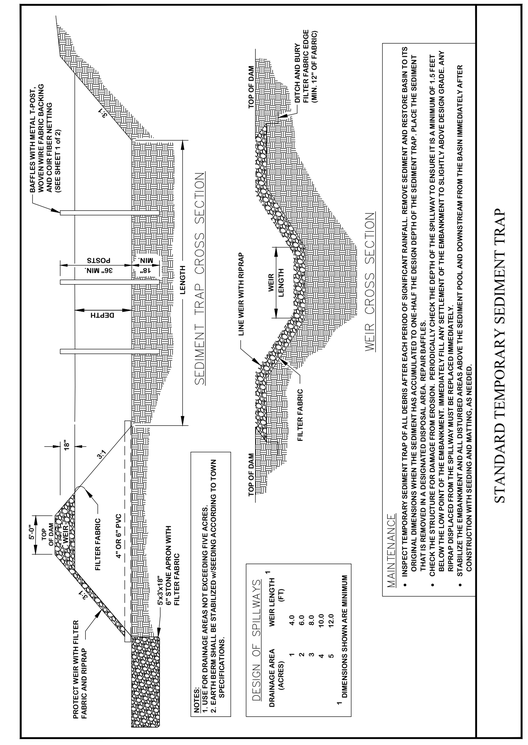
DRAWING SHEET
**D-4.0**

PROJECT NUMBER
**448-19**

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STANDARD TEMPORARY SEDIMENT TRAP




NOTES:
1. USE FOR DRAINAGE AREAS NOT EXCEEDING FIVE ACRES.
2. EXPOSED SOIL SURFACES SHALL BE STABILIZED w/SEEDING ACCORDING TO TOWN SPECIFICATIONS.

DESIGN OF SPILLWAYS

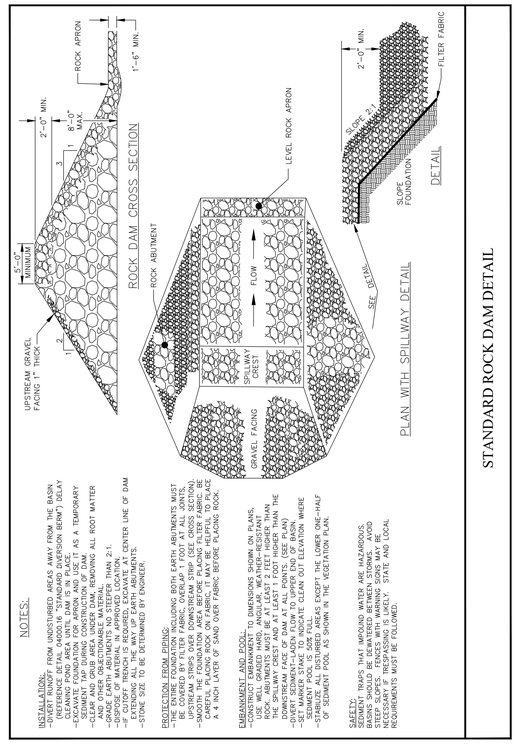
| DRAINAGE AREA (ACRES) | WEIR LENGTH [1] (FT) |
|---|---|
| 1 | 4.0 |
| 2 | 6.0 |
| 3 | 8.0 |
| 4 | 10.0 |
| 5 | 12.0 |

[1] DIMENSIONS SHOWN ARE MINIMUM

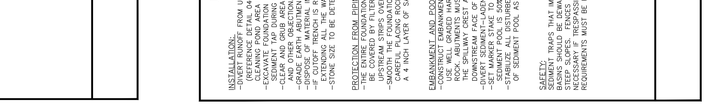
MAINTENANCE
- INSPECT TEMPORARY SEDIMENT TRAP OF ALL DEBRIS AFTER EACH PERIOD OF SIGNIFICANT RAINFALL. REMOVE SEDIMENT AND RESTORE BASIN TO ITS ORIGINAL DIMENSIONS WHEN THE SEDIMENT HAS ACCUMULATED TO ONE-HALF THE DESIGN DEPTH OF THE SEDIMENT TRAP. PLACE THE SEDIMENT REMOVED IN A SUITABLE AREA AND IN SUCH A MANNER THAT IT WILL NOT ERODE.
- CHECK THE STRUCTURE FOR DAMAGE FROM EROSION. PERIODICALLY CHECK THE DEPTH OF THE SPILLWAY TO ENSURE IT IS A MINIMUM OF 1.5 FEET BELOW THE LOW POINT OF THE EMBANKMENT. IMMEDIATELY FILL ANY SETTLEMENT OF THE EMBANKMENT TO SLIGHTLY ABOVE DESIGN GRADE. ANY REPAIRS SHALL BE DONE IMMEDIATELY.
- REMOVE THE TEMPORARY SEDIMENT TRAP WHEN ALL DISTURBED AREAS ABOVE THE SEDIMENT TRAP HAVE BEEN STABILIZED.
- STABILIZE THE EMBANKMENT AND ALL DISTURBED AREAS ABOVE THE SEDIMENT POOL AND DOWNSTREAM FROM THE BASIN IMMEDIATELY AFTER CONSTRUCTION WITH SEEDING AND MATTING, AS NEEDED.

STANDARD TEMPORARY SEDIMENT TRAP

## E9 TEMPORARY SEDIMENT TRAP




STANDARD ROCK DAM DETAIL




NOTES:
1. PLACE GRAVEL BAG BARRIER ON GENTLY SLOPING STREET, WHERE WATER CAN POND AND ALLOW SEDIMENT TO SEPARATE FROM RUNOFF.
2. USE SAND BAGS OF WOVEN GEOTEXTILE FABRIC (NOT BURLAP) AND FILL WITH ¾ INCH (OR SMALLER) GRAVEL. BAGS MUST BE LARGE ENOUGH TO SECURELY CLOSE OPENING.
3. INSPECT BARRIERS AND REMOVE SEDIMENT AFTER EACH STORM EVENT. SEDIMENT AND GRAVEL MUST BE REMOVED FROM THE STREET BY THE END OF THE WORK DAY.
4. WHEN INSTALLING CURB INLET PROTECTION DEVICES, NEVER BLOCK THE CURB INLET.

STANDARD GRAVEL BAG CURB INLET PROTECTION

## E10 STANDARD GRAVEL BAG INLET PROTECTION

NTS

WAKE COUNTY NORTH CAROLINA

EFFECTIVE: 01/31/08

| TABLE 04100 | | |
|---|---|---|
| SHOULDERS, SIDE DITCHES, SLOPES (For Slopes Between 2:1 and 3:1) | | |
| Date | Type | Planting Rate |
| Mar 1 - June 1 | Sericea Lespedeza (scarified) and | 50 lbs./acre |
| Mar 1 - Apr 15 | Add Tall Fescue or | 120 lbs./acre |
| Mar 1 - June 30 | Add Weeping Lovegrass or | 10 lbs./acre |
| Mar 1 - June 30 | Add Hulled Common Bermudagrass | 25 lbs./acre |
| June 1 - Sept 1 | ***Tall Fescue and ***Browntop Millet or ***Sorghum-Sudan Hybrids | 120 lbs./acre 35 lbs./acre 30 lbs./acre |
| Sept 1 - Mar 1 | Sericea Lespedeza (unhulled/unscarified) and Tall Fescue | 70 lbs./acre 120 lbs./acre |
| Nov 1 - Mar 1 | Add Abruzzi Rye | 25 lbs./acre |
| TABLE 04200 | | |
| SHOULDERS, SIDE DITCHES, SLOPES (For Slopes 3:1 and Flatter) | | |
| Date | Type | Planting Rate |
| Aug 15 - Nov 1 | Tall Fescue | 300 lbs./acre |
| Nov 1 - Mar 1 | Tall Fescue and Abruzzi Rye | 300 lbs./acre |
| Mar 1 - Apr 15 | Tall Fescue | 300 lbs./acre |
| Apr 15 - June 30 | Hulled Common Bermudagrass | 25 lbs./acre |
| July 15 - Aug 15 | Tall Fescue and ***Browntop Millet or ***Sorghum-Sudan Hybrids | 35 lbs./acre |

Notes:

Consult Stormwater Management Engineer or Natural Resources Conservation Service (NRCS) for additional information concerning other alternatives for vegetation of denuded areas. The above vegetation rates are those which do well under local conditions; other seeding rate combinations may be possible, but must be approved by the Engineer.

***Temporary - Reseed according to optimum season for desired permanent vegetation. Do not allow temporary cover to grow over 12 inches in height before mowing to keep fescue from being shaded out.

## SEEDING SCHEDULE

PERMANENT SEEDING SCHEDULE
SHOULDERS, SIDE DITCHES, RESIDENTIAL LAWNS, SLOPES (MAX 3:1)

| DATE | TYPE | PLANTING RATE |
|---|---|---|
| AUG 15- NOV 1 | TALL FESCUE | 300 LBS/ACRE |
| NOV 1- MAR 1 | TALL FESCUE AND ABRUZZI RYE | 300 LBS/ACRE |
| MAR 1- APR 15 | TALL FESCUE | 300 LBS/ACRE |
| APR 15- JUNE 30 | HULLED COMMON BERMUDAGRASS | 25 LBS/ACRE |

FERTILIZATION SCHEDULE

| | | |
|---|---|---|
| FERTILIZER | - | 16-4-0 AT 20 LBS/1000 SF |
| LIME | - | DOLOMITE AT 90 LBS/1000 SF |
| SUPERPHOSPHATE | - | 0-20-0 AT 12 LBS/1000 SF |

SEEDBED PREPARATION

1. CHISEL COMPACTED AREAS AND SPREAD TOPSOIL 3 INCHES DEEP OVER ADVERSE SOIL CONDITIONS, IF AVAILABLE.

2. RIP THE ENTIRE AREA TO 6 INCHES DEPTH.

3. REMOVE ALL LOOSE ROCK, ROOTS, AND OTHER OBSTRUCTIONS LEAVING SURFACE REASONABLY SMOOTH AND UNIFORM.

4. APPLY AGRICULTURAL LIME, FERTILIZER, AND SUPERPHOSPHATE UNIFORMLY AND MIX WITH SOIL (SEE BELOW *).

5. CONTINUE TILLAGE UNTIL A WELL-PULVERIZED, FIRM, REASONABLY UNIFORM SEEDBED IS PREPARED 4 TO 6 INCHES DEEP.

6. SEED ON A FRESHLY PREPARED SEEDBED AND COVER SEED LIGHTLY WITH SEEDING EQUIPMENT OR CULTIPACK AFTER SEEDING.

7. MULCH IMMEDIATELY AFTER SEEDING AND ANCHOR MULCH.

8. INSPECT ALL SEEDED AREAS AND MAKE NECESSARY REPAIRS OR RESEEDINGS WITHIN THE PLANTING SEASON, IF POSSIBLE. IF STAND SHOULD BE OVER 60% DAMAGED, REESTABLISH FOLLOWING ORIGINAL LIME, FERTILIZER AND SEEDING RATES.

9. CONSULT EFS ENVIRONMENTAL ENGINEER ON MAINTENANCE TREATMENT AND FERTILIZATION AFTER PERMANENT COVER IS ESTABLISHED.

* APPLY: AGRICULTURAL LIMESTONE - 2 TONS/ACRE (3TONS/ACRE IN CLAY SOILS)
FERTILIZER - 1,000 LBS/ACRE - 10-10-10
SUPERPHOSPHATE - 500 LBS/ACRE - 20% ANALYSIS
MULCH - 2 TONS/ACRE - SMALL GRAIN STRAW
ANCHOR - ASPHALT EMULSION @ 300 GALS/ACRE

SEEDING SCHEDULE

SLOPES (MAX 3:1)

| DATE | TYPE | PLANTING RATE |
|---|---|---|
| AUG 15 - NOV 1 | TALL FESCUE | 300 LBS/ACRE |
| NOV 1 - MAR 1 | TALL FESCUE & ABRUZZI RYE | 300 LBS/ACRE |
| MAR1 - APR 15 | TALL FESCUE | 300 LBS/ACRE |
| APR 15 - JUN 30 | HULLED COMMON BERMUDAGRASS | 25 LBS/ACRE |
| JUL 1 - AUG 15 | TALL FESCUE AND | 125 LBS/ACRE |
| | *** BROWNTOP MILLET OR | 35 LBS/ACRE |
| | *** SORGHUM- SUDAN HYBRIDS | 30 LBS/ACRE |

SLOPES (3:1 TO 2:1)

| | | |
|---|---|---|
| MAR 1 - JUN 1 | TALL FESCUE | 100 LBS/ACRE |
| JUN 1 - SEPT 1 | TALL FESCUE AND | 120 LBS/ACRE |
| | *** BROWNTOP MULLETOR | 35 LBS/ACRE |
| | *** SORGHUM- SUDAN HYBRIDS | 30 LBS/ACRE |
| SEPT 1 - MAR 1 (NOV 1 - MAR 1) | TALL FESCUE AND ABRUZZI RYE | 100 LBS/ACRE 25 LBS/ACRE |

NOTE:SERICEA LESPEDEZA AND WEEPING LOVE GRASS ARE NOT PERMITTED ON DAM EMBANKMENTS.

CONSULT CONSERVATION ENGINEER OR NATURAL RESOURCES CONSERVATION SERVICE FOR ADDITIONAL INFORMATION CONCERNING OTHER ALTERNATIVES FOR VEGETATION OF DENUDED AREAS. THE ABOVE VEGETATION RATES ARE THOSE WHICH DO WELL UNDER LOCAL CONDITIONS; OTHER SEEDING RATE COMBINATIONS ARE POSSIBLE.

***TEMPORARY - RESEED ACCORDING TO OPTIMUM SEASON FOR DESIRED PERMANANT VEGETATION. DO NOT ALLOW TEMPORARY COVER TO GROW OVER 12" IN HEIGHT BEFORE MOWING, OTHERWISE FESCUE MAY BE SHADED OUT.

**FOR REVIEW ONLY**
**NOT FOR CONSTRUCTION**

FILE #18-0013-S/C PROJ. #19-11000015

# 910 CHURCH STREET

*TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA*

**MAJOR SITE PLAN / CONSTRUCTION PLANS**
**EROSION CONTROL DETAIL SHEET**

PREPARED FOR :
VIPUL PATEL
910 CHURCH STREET
CLAYTON, NC 27520

DATE : 5/22/2019

PROJECT ENGINEER:
TDP

PROJECT CADD DESIGNER:
TDP

PROJECT SURVEYOR:
HAROLD TODD SMITH (AND SURVEYING)

SEAL:
NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT
SEAL 032573
PHILIP EDWARD PFEFFER
2-5-20

| NO. | REVISION | DATE |
|---|---|---|
| 1 | REVISED PER TOM COMMENTS | 08/20/19 |
| 2 | REVISED PER TOM COMMENTS | 12/06/19 |
| 3 | REVISED PER TOM COMMENTS | 02/03/20 |

DRAWING SHEET
**D-4.1**

PROJECT NUMBER
**448-19**


PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211


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TREE CANOPY CALCULATIONS

| | |
|---|---|
| DEVELOPMENT SITE AREA: | 3.048 AC / 132,776.1 SF |
| UTILITY EASEMENTS: | -0.248 AC / -10,812 SF |
| APPLICABLE SITE AREA: | 2.8 AC / 121,964.1 SF |
| EXISTING TREE CANOPY AREA: | 0.44 AC / 19,503.9 SF |
| EXISTING TREE CANOPY %: | 16% OF SITE |

TREE STAND DESCRIPTION

| | |
|---|---|
| STAND TYPE: | PRIORITY TWO |
| APPROXIMATE # OF TREES: | 250 |
| PREDOMINANT SPECIES: | PINE |

THIS IS A HEALTHY STAND OF MATURE EVERGREEN AND HARDWOOD TREES WITH SIZES RANGING FROM SAPLING TO 12" DIAMETER.

AVERAGE DBH OF TREE STAND: 8" DBH

THE PRIMARY SHADE TREE SPECIES ARE PINE, MAPLE, AND SWEETGUM. UNDERSTORY TREES INCLUDE EASTERN RED CEDAR AND DOGWOOD.

THERE ARE NO SPECIMEN TREES LOCATED ON THE SITE PER SURVEY PROVIDED BY HAROLD TODD SMITH LAND SURVEYING & FIELD OBSERVATIONS BY SOUTHWELL DESIGN, PLLC

NORTH

SCALE: 1 IN = 30 FT

30' 15' 0 30' 60'

SCALE IN FEET
HORIZONTAL

ORIGINAL DOCUMENT SIZE: 24"x36"

Know what's **below.** **Call** before you dig.

ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) STANDARD SPECIFICATIONS.

FILE #18-0013-S/C PROJ. #19-11000015

REVISIONS:
- 08/09/2019 RESPONSE TO COMMENTS #1
- 12/06/2019 RESPONSE TO COMMENTS #2
- 02/14/2020 RESPONSE TO COMMENTS #3

**910 CHURCH STREET**

910 CHURCH STREET, MORRISVILLE, NC 27560

MAJOR SITE PLAN / CONSTRUCTION PLAN

**TREE SURVEY**

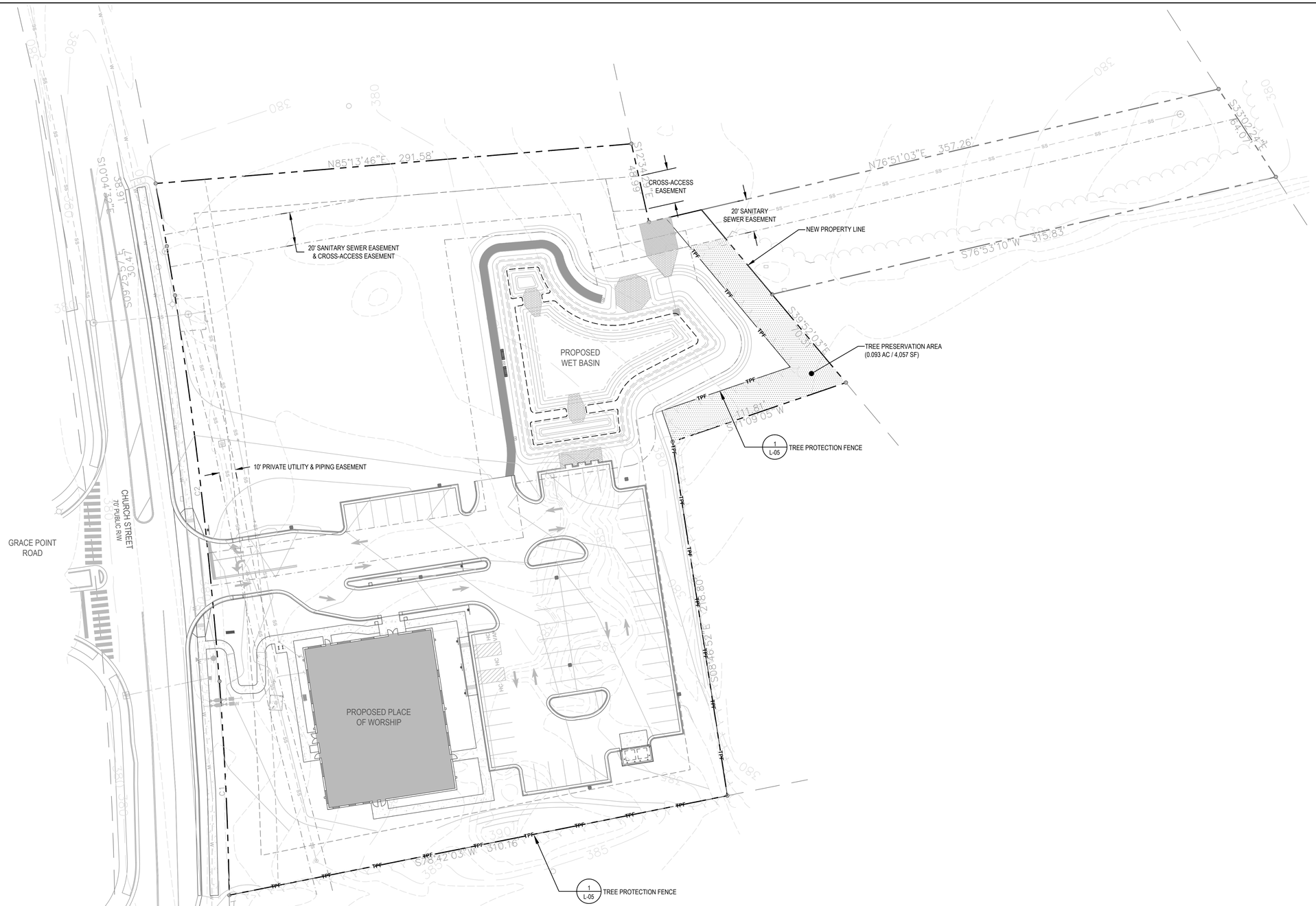
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SEAL
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DATE
FEBRUARY 14, 2020

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SHEET NO.
**L-01**




TREE CANOPY RETENTION CALCULATIONS

| | |
|---|---|
| DEVELOPMENT SITE AREA: | 3.048 AC / 132,776.1 SF |
| UTILITY EASEMENTS: | -0.248 AC / -10,812 SF |
| APPLICABLE SITE AREA: | 2.8 AC / 121,964.1 SF |
| EXISTING TREE CANOPY AREA: | 0.44 AC / 19,503.9 SF |
| EXISTING TREE CANOPY %: | 16% OF SITE |
| REQUIRED TREE CANOPY RETENTION AREA: | 0.089 AC / 3,900.78 SF |
| REQUIRED TREE CANOPY RETENTION %: | 20% OF EX. CANOPY |
| PROVIDED TREE CANOPY RETENTION AREA: | 0.093 AC / 4,057 SF |
| PROVIDED TREE CANOPY RETENTION %: | 20.8% OF EX. CANOPY |

TREE PROTECTION NOTES

1. DURING ANY DEVELOPMENT ACTIVITY (INCLUDING DEMOLITION ACTIVITY), THE PROPERTY OWNER OR DEVELOPER SHALL RESPONSIBLE FOR PROTECTING EXISTING OR REPLACEMENT TREES WITHIN A TREE PROTECTION AREA.
2. CONTINUOUS FENCING CONSISTING OF BRIGHT ORANGE PLASTIC MESH AT LEAST FOUR FEET HIGH SHALL BE PROVIDED ALONG THE BOUNDARIES OF TREE PROTECTION AREAS, NO CLOSER THAN ONE LINEAR FOOT OUTSIDE OF THE DRIP LINES OF THE TREES WITHIN THE AREA. THE PLANNING DIRECTOR SHALL CONSIDER EXISTING SITE CONDITIONS AND THE SPECIES AND SIZE OF THE TREES TO BE PROTECTED IN DETERMINING THE EXACT LOCATION OF TREE PROTECTIVE FENCING, AND MAY REQUIRE THE FENCING TO BE EXTENDED TO INCLUDE THE CRITICAL ROOT ZONES OF TREES.
3. WARNING SIGNS SHALL BE INSTALLED ALONG ANY REQUIRED TREE PROTECTIVE FENCING AT POINTS NO MORE THAN 150 FEET APART. THE SIGNS SHALL BE CLEARLY VISIBLE FROM ALL SIDES OF THE OUTSIDE OF THE FENCED-IN AREA. THE SIZE OF EACH SIGN MUST BE A MINIMUM OF TWO FEET BY TWO FEET. THE SIGN MESSAGE SHALL, IN BOTH ENGLISH AND SPANISH, IDENTIFY THE FENCED OR MARKED AREA AS A TREE PROTECTION AREA AND DIRECT CONSTRUCTION WORKERS NOT TO ENCROACH INTO THE AREA.
4. REQUIRED PROTECTIVE FENCING AND SIGNAGE SHALL BE ERECTED BEFORE ANY GRADING OR OTHER DEVELOPMENT ACTIVITY BEGINS AND SHALL BE MAINTAINED UNTIL ISSUANCE OF A CERTIFICATE OF COMPLIANCE/OCCUPANCY FOLLOWING COMPLETION OF ALL DEVELOPMENT IN THE IMMEDIATE AREA OF THE FENCING OR SIGNAGE.
5. EXCEPT WHERE AUTHORIZED BY THE TREE PROTECTION PLAN, ENCROACHMENTS INTO A TREE PROTECTION AREA MAY OCCUR ONLY WHEN NO OTHER ALTERNATIVE EXISTS, AND SHALL COMPLY WITH LANDSCAPING BEST MANAGEMENT PRACTICES AND THE FOLLOWING LIMITATIONS AND REQUIREMENTS:

- NO DEVELOPMENT ACTIVITY - INCLUDING GRADE CHANGES, THE OPERATION OR PARKING OF HEAVY EQUIPMENT, OR THE WASHING DOWN OF CONCRETE OR CEMENT HANDLING EQUIPMENT, OR THE STORAGE OF FUEL, CHEMICALS, MATERIALS, SUPPLIES, OR CONSTRUCTION WASTE AND DEBRIS - SHALL BE ALLOWED WITHIN THE TREE PROTECTION AREA.
- ANY CLEARING OF VEGETATION WITHIN THE TREE PROTECTION AREA SHALL BE ONLY BY HAND.
- RETAINING WALLS AND DRYWELLS MAY BE USED TO PROTECT TREES TO BE PRESERVED FROM SEVERE GRADE CHANGES IF VENTING ADEQUATE TO ALLOW AIR AND WATER TO REACH TREE ROOTS IS PROVIDED THROUGH ANY FILL.
- NO STRUCTURES OR HARD SURFACES CAN BE LOCATED WITHIN A TREE PROTECTION AREA.
- INSTALLATION OF FENCES AND WALLS SHALL TAKE INTO CONSIDERATION THE ROOT SYSTEMS OF EXISTING TREES. POST HOLES AND TRENCHES CLOSE TO TREES SHALL BE DUG BY HAND AND ADJUSTED AS NECESSARY TO AVOID DAMAGE TO MAJOR ROOTS. CONTINUOUS FOOTERS FOR MASONRY WALLS SHALL END AT THE POINT WHERE MAJOR LARGE ROOTS ARE ENCOUNTERED AND THESE ROOTS BRIDGED.

811 Know what's below. Call before you dig.

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NORTH

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30' 15' 0 30' 60'

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**910 CHURCH STREET**

910 CHURCH STREET, MORRISVILLE, NC 27560

MAJOR SITE PLAN / CONSTRUCTION PLAN

# TREE PROTECTION PLAN

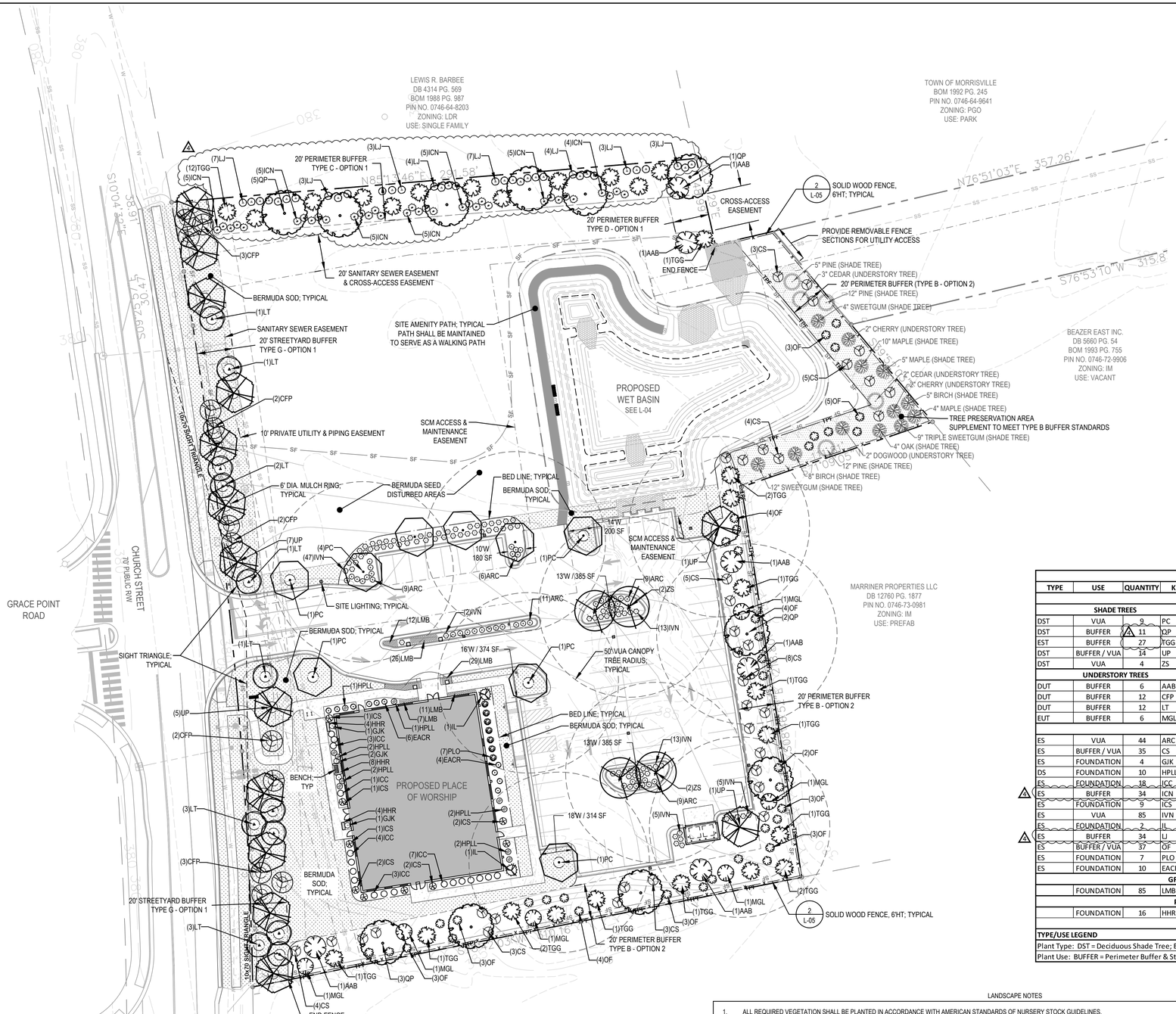
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FEBRUARY 14, 2020

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REVIEW

SHEET NO.
**L-02**




## LANDSCAPE CALCULATIONS

**PERIMETER BUFFERS**

20' TYPE B - OPTION 2:
- REQUIREMENT: 717 LF; 4 SHADE TREES PER 100 LF; 2 UNDERSTORY TREES PER 100 LF; 10 EVERGREEN SHRUBS PER 100 LF; SOLID FENCE OR WALL 6'HT MINIMUM; MINIMUM 50% OF ALL TREES TO BE EVERGREEN
- REQUIRED: 29 SHADE TREES; 15 UNDERSTORY TREES; 72 EVERGREEN SHRUBS
- PROVIDED: 31 SHADE TREES [12 EXISTING IN TREE PRESERVATION AREA + 19 PROPOSED]; 15 UNDERSTORY TREES [5 EXISTING IN TREE PRESERVATION AREA + 10 PROPOSED]; 72 EVERGREEN SHRUBS; 6' HT SOLID WOOD FENCE

20' TYPE C - OPTION 1: 272 LF
- REQUIREMENT: 6 SHADE TREES PER 100 LF; 25 SHRUBS PER 100 LF MINIMUM 75% OF ALL SHRUBS TO BE EVERGREEN
- REQUIRED: 17 SHADE TREES; 68 SHRUBS (75% EVERGREEN)
- PROVIDED: 17 SHADE TREES; 68 SHRUBS (100% EVERGREEN)

20' TYPE D - OPTION 1: 49 LF
- REQUIREMENT: 3 SHADE TREES PER 100 LF; 3 UNDERSTORY TREES PER 100 LF
- REQUIRED: 2 SHADE TREES; 2 UNDERSTORY TREES
- PROVIDED: 2 SHADE TREES; 2 UNDERSTORY TREES

**STREETYARD BUFFER**

20' TYPE G - OPTION 1: 400 LF
- REQUIREMENT: 3 SHADE TREES PER 100 LF; 6 UNDERSTORY TREES PER 100 LF
- REQUIRED: 12 SHADE TREES; 24 UNDERSTORY TREES
- PROVIDED: 12 SHADE TREES; 24 UNDERSTORY TREES

**VEHICULAR USE AREA**

PERIMETER
- REQUIRED: 30"HT EVERGREEN SCREENING IF VUA IS LOCATED WITHIN 50' OF RIGHT OF WAY OR PROPERTY LINE
- PROVIDED: N/A - ALL PORTIONS OF VUA WITHIN 50' OF PROPERTY LINE ARE SCREENED BY 6'HT SOLID WOOD FENCE AND TYPE B BUFFER

INTERIOR: 28,154 SF
- REQUIREMENT: 1 SHADE TREE PER 2,000 SF; 10 SHRUBS PER 2,000 SF
- REQUIRED: 15 SHADE TREES; 141 SHRUBS
- PROVIDED: 15 SHADE TREES; 141 SHRUBS (12 LOCATED IN PERIMETER BUFFER)

**FOUNDATION PLANTING**

REQUIRED: ALL FOUNDATIONS THAT FACE A STREET, OFF STREET PARKING, OR DRIVEWAY SHALL BE PLANTED WITH EVERGREEN AND/OR DECIDUOUS PLANTS; 6'O.C. MAXIMUM AND WITHIN 5' OF THE BUILDING
PROVIDED: ALL FOUNDATIONS PLANTED

## LANDSCAPE LEGEND

- (UP) LACEBARK ELM
- (QP) PIN OAK
- (ZS) ZELKOVA
- (PC) CHINESE PISTACHE
- (TGG) GREEN GIANT ARBORVITAE
- (MGL) LITTLE GEM MAGNOLIA
- (IL) LIBERTY HOLLY
- (LT) TUSCARORA CRAPE MYRTLE
- (CFP) FOREST PANSY REDBUD
- (AAB) SERVICEBERRY
- (OF) FORTUNE'S OSMANTHUS
- (CS) SASANQUA CAMELLIA
- (EACR) ENCORE AZALEA
- (HPLL) LITTLE LIME HYDRANGEA
- (ICS) STEED'S HOLLY
- (ICC) CARISSA HOLLY
- (PLO) OTTO LUYKEN LAUREL
- (IVN) DWARF YAUPON HOLLY
- (ARC) ROSE CREEK ABELIA
- (GJK) KLEIM'S HARDY GARDENIA
- (ICN) NEEDLEPOINT HOLLY
- (LJ) JAPANESE LIGUSTRUM

## PLANT SCHEDULE

| TYPE | USE | QUANTITY | KEY | BOTANICAL NAME | COMMON NAME | PLANTING SIZE | COMMENTS |
|---|---|---|---|---|---|---|---|
| **TREES** | | | | | | | |
| **SHADE TREES** | | | | | | | |
| DST | VUA | 9 | PC | Pistacia chinensis | Chinese Pistache | 3.5" cal; 14' ht MIN | B&B |
| DST | BUFFER | 11 | QP | Quercus palustris | Pin Oak | 3.5" cal; 14' ht MIN | B&B |
| EST | BUFFER | 27 | TGG | Thuja 'Green Giant' | Green Giant Arborviate | 3.5" cal; 14' ht MIN | B&B; Full to ground |
| DST | BUFFER / VUA | 14 | UP | Ulmus parvifolia | Lacebark Elm | 3.5" cal; 14' ht MIN | B&B |
| DST | VUA | 4 | ZS | Zelkova serrata 'Village Green' | Village Green Japanese Zelkova | 3.5" cal; 14' ht MIN | B&B |
| **UNDERSTORY TREES** | | | | | | | |
| DUT | BUFFER | 6 | AAB | Amelanchier x 'Autumn Brilliance' PP#5717 | Autumn Brilliance Serviceberry | 2" cal; 8' ht MIN | B&B |
| DUT | BUFFER | 12 | CFP | Cercis canadensis 'Forest Pansy' | Forest Pansy Redbud | 2" cal; 8' ht MIN | B&B |
| DUT | BUFFER | 12 | LT | Lagerstroemia indica x fauriei 'Tuscarora' | Tuscarora Crape Myrtle | 2" cal; 8' ht MIN | B&B; 3-5 Stem |
| EUT | BUFFER | 6 | MGL | Magnolia grandiflora 'Little Gem' | little Gem Magnolia | 2" cal; 8' ht MIN | B&B; Full to ground |
| **SHRUBS** | | | | | | | |
| ES | VUA | 44 | ARC | Abelia x 'Rose Creek' | Rose Creek Abelia | 18" ht MIN | Container |
| ES | BUFFER / VUA | 35 | CS | Camellia sasanqua | Sasanqua Camellia | 18" ht MIN | Container |
| ES | FOUNDATION | 4 | GJK | Gardenia jasminoides 'Kleim's Hardy' | Kleim's Hardy Gardenia | 18" ht MIN | Container |
| DS | FOUNDATION | 10 | HPLL | Hydrangea paniculata 'Jane' PPAF | Little Lime™ Hydrangea | 18" ht MIN | Container |
| ES | FOUNDATION | 18 | ICC | Ilex cornuta 'Carissa' | Carissa Holly | 18" ht MIN | Container |
| ES | BUFFER | 34 | ICN | Ilex cornuta 'Needlepoint' | Needlepoint Holly | 18" ht MIN | Container |
| ES | FOUNDATION | 9 | ICS | Ilex crenata 'Steeds' | Steeds Holly | 24" ht MIN | Container |
| ES | VUA | 85 | IVN | Ilex vomitoria 'Nana' | Dwarf Yaupon Holly | 18" ht MIN | Container |
| ES | FOUNDATION | 2 | IL | Ilex x Liberty 'Conty' PP#12009 | Liberty Holly | 5' ht MIN | Container |
| ES | BUFFER | 34 | LJ | Ligustrum japonicum | Japanese Ligustrum | 18" ht MIN | Container |
| ES | BUFFER / VUA | 37 | OF | Osmanthus x fortunei | Fortune's Osmanthus | 18" ht MIN | Container |
| ES | FOUNDATION | 7 | PLO | Prunus laurocerasus 'Otto Luyken' | Otto Luyken Laurel | 18" ht MIN | Container |
| ES | FOUNDATION | 10 | EACR | Rhododendron 'Roblec' PP#15339 | Autumn Carnation Encore Azalea | 18" ht MIN | Container |
| **GROUNDCOVER** | | | | | | | |
| | FOUNDATION | 85 | LMB | Liriope muscari 'Big Blue' | Big Blue Liriope | 1 gallon | 18"o.c. |
| **PERENNIALS** | | | | | | | |
| | FOUNDATION | 16 | HHR | Hemerocallis 'Happy Returns' | Happy Returns Daylily | 1 gallon | 18"o.c. |

**TYPE/USE LEGEND**

Plant Type: DST = Deciduous Shade Tree; EST = Evergreen Shade Tree; DUT = Deciduous Understory Tree; EUT = Evergreen Understory Tree; ES = Evergreen Shrub; DS = Deciduous Shrub

Plant Use: BUFFER = Perimeter Buffer & Streetyard Buffer; VUA = Vehicular Use Area; FOUNDATION = Building Foundation

## LANDSCAPE NOTES

1. ALL REQUIRED VEGETATION SHALL BE PLANTED IN ACCORDANCE WITH AMERICAN STANDARDS OF NURSERY STOCK GUIDELINES.
2. PLANT SIZES ARE MINIMUM AT THE TIME OF INSTALLATION.
3. ALL LANDSCAPE PLANT MATERIALS SHALL BE OF STANDARD QUALITY OR BETTER, TRUE TO NAME AND TYPE OF SPECIES OR VARIETY.
4. ALL REQUIRED LANDSCAPE PLANTING AREAS SHALL BE STABILIZED AND MAINTAINED WITH TURF, GROUND COVERS, OR OTHER APPROVED MATERIALS TO PREVENT SOIL EROSION AND ALLOW RAINWATER INFILTRATION.
5. NOTHING EXCEPT GROUND COVER SHALL BE PLANTED OR INSTALLED WITHIN ANY UNDERGROUND OR OVERHEAD UTILITY, DRAINAGE OR GAS EASEMENT, OR WITHIN THREE FEET OF A FIRE PROTECTION SYSTEM, EXCEPT IN ACCORDANCE WITH THE CONSENT, STANDARDS, OR GUIDELINES OF THE UTILITY PROVIDER, EASEMENT HOLDER, OR THE TOWN, AS APPROPRIATE.
6. ALL REQUIRED LANDSCAPING (INCLUDING GROUND COVER) SHALL BE INSTALLED IN ACCORDANCE WITH THE REQUIRED PLANTING STANDARDS PRIOR TO ISSUANCE OF A CERTIFICATE OF COMPLIANCE/OCCUPANCY UNLESS THE PLANNING DIRECTOR ALLOWS DELAYED INSTALLATION.
7. THE OWNER SHALL BE RESPONSIBLE FOR MAINTAINING, IN PERPETUITY, ALL REQUIRED LANDSCAPE AREAS AND LANDSCAPING MATERIALS (INCLUDING BERMS, WALLS, AND FENCES AS WELL AS VEGETATION) IN ACCORDANCE WITH THE APPROVED LANDSCAPE PLAN OR ALTERNATIVE LANDSCAPE PLAN AND THE STANDARDS OF THE UDO.
8. REQUIRED VEGETATION SHALL BE MAINTAINED IN A HEALTHY CONDITION AND LANDSCAPE AREAS SHALL BE KEPT IN AN ORDERLY APPEARANCE, FREE FROM REFUSE AND DEBRIS.
9. ALL REQUIRED VEGETATION SHALL BE MAINTAINED IN THEIR CHARACTERISTIC NATURAL SHAPE AND SHALL NOT BE SEVERELY PRUNED OR SHEARED. TREES SHALL NOT BE TOPPED OR SHAPED AS SHRUBS. VEGETATION THAT HAS BEEN SERVERLY PRUNED, SHEARED, TOPPED, OR SHAPED SHALL BE CONSIDERED DAMAGED AND SHALL BE REPLACED WITH HEALTHY COMPARABLE PLANT MATERIAL.
10. ACTIONS SHALL BE TAKEN TO PROTECT REQUIRED LANDSCAPING MATERIALS FROM UNNECESSARY DAMAGE DURING ALL FACILITY AND SITE MAINTENANCE OPERATIONS.
11. LANDSCAPING MATERIALS SHALL BE MAINTAINED IN A WAY THAT DOES NOT OBSTRUCT SIGHT VISIBILITY WITHIN INTERSECTION SIGHT DISTANCE AREAS, OBSTRUCT TRAFFIC SIGNS OR DEVICES, OR INTERFERE WITH THE USE OF BIKEWAYS AND WALKWAYS. WITHIN THE SIGHT TRIANGLE NOTHING SHALL BE ERECTED, PLACED, PLANTED, OR ALLOWED TO GROW IN SUCH A MANNER AS TO IMPEDE THE SIGHT VISION AT THE INTERSECTION AND THE MAXIMUM HEIGHT OF ANY MATERIAL SHALL NOT EXCEED 3.5 FEET.
12. LANDSCAPING SHALL COMPLY WITH BUILDING CODE RESTRICTIONS ON PLACING OR STORING COMBUSTIBLE MATERIALS NEAR BUILDINGS.
13. IF REQUIRED LANDSCAPING MATERIALS DIE, ARE SERIOUSLY DAMAGED, OR ARE REMOVED, THEY SHALL BE REPLACED WITH COMPARABLE LANDSCAPING MATERIALS WITHIN SIX MONTHS - OR WITHIN THE NEXT YEAR IF THE DEATH, DAMAGE, OR REMOVAL WAS DUE TO AN UNUSUAL WEATHER OCCURENCE OR OTHER ACT OF NATURE (e.g., TORNADO, HURRICANE). IN DETERMINING THE EXTENT OF REPLACEMENT REQUIRED, THE PLANNING DIRECTOR SHALL CONSIDER THE TYPE AND LOCATION OF THE REQUIRED LANDSCAPING MATERIALS AS WELL AS THE PROPENSITY FOR NATURAL RE-VEGETATION.
14. ALL INITIAL AND REPLACEMENT LANDSCAPING SHALL BE SUBJECT TO A TWO-YEAR PERFORMANCE GUARANTEE THAT ENSURES PROPER MAINTENANCE AND REPLACEMENT, IN ACCORDANCE WITH SECTION 8.1.4, PERFORMANCE GUARANTEES.
15. ALL HOTBOXES AND OTHER GROUND / FREE STANDING MECHANICAL EQUIPMENT SHALL BE SCREENED WITH VEGETATION PRIOR TO THE ISSUANCE OF A CERTIFICATE OF COMPLIANCE / OCCUPANCY.

Know what's below. Call before you dig.

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NORTH

SCALE: 1 IN = 30 FT
30' 15' 0 30' 60'
SCALE IN FEET
HORIZONTAL

ORIGINAL DOCUMENT SIZE: 24"x36"

T□□ □ □□M□rr□□□□
APPROVED FOR CONSTRUCTION

Signature: _____ Date: _____
Town of Morrisville, Town Engineer

Date / Initials
Engineering: _____
Planning: _____
Stormwater: _____
Wake County: _____

Signature: _____ Date: _____
Town of Cary Utilities, Water and Sewer

Engineering Inspection Services must be contacted (919) 463-6907 at a minimum 24 hours prior to the commencement of any construction activities.

FILE #18-0013-S/C PROJ. #19-11000015

REVISIONS:
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3 02/14/2020 RESPONSE TO COMMENTS #3
4 05/07/2020 RESPONSE TO COMMENTS #4

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910 CHURCH STREET, MORRISVILLE, NC 27560
MAJOR SITE PLAN / CONSTRUCTION PLAN

# LANDSCAPE PLAN

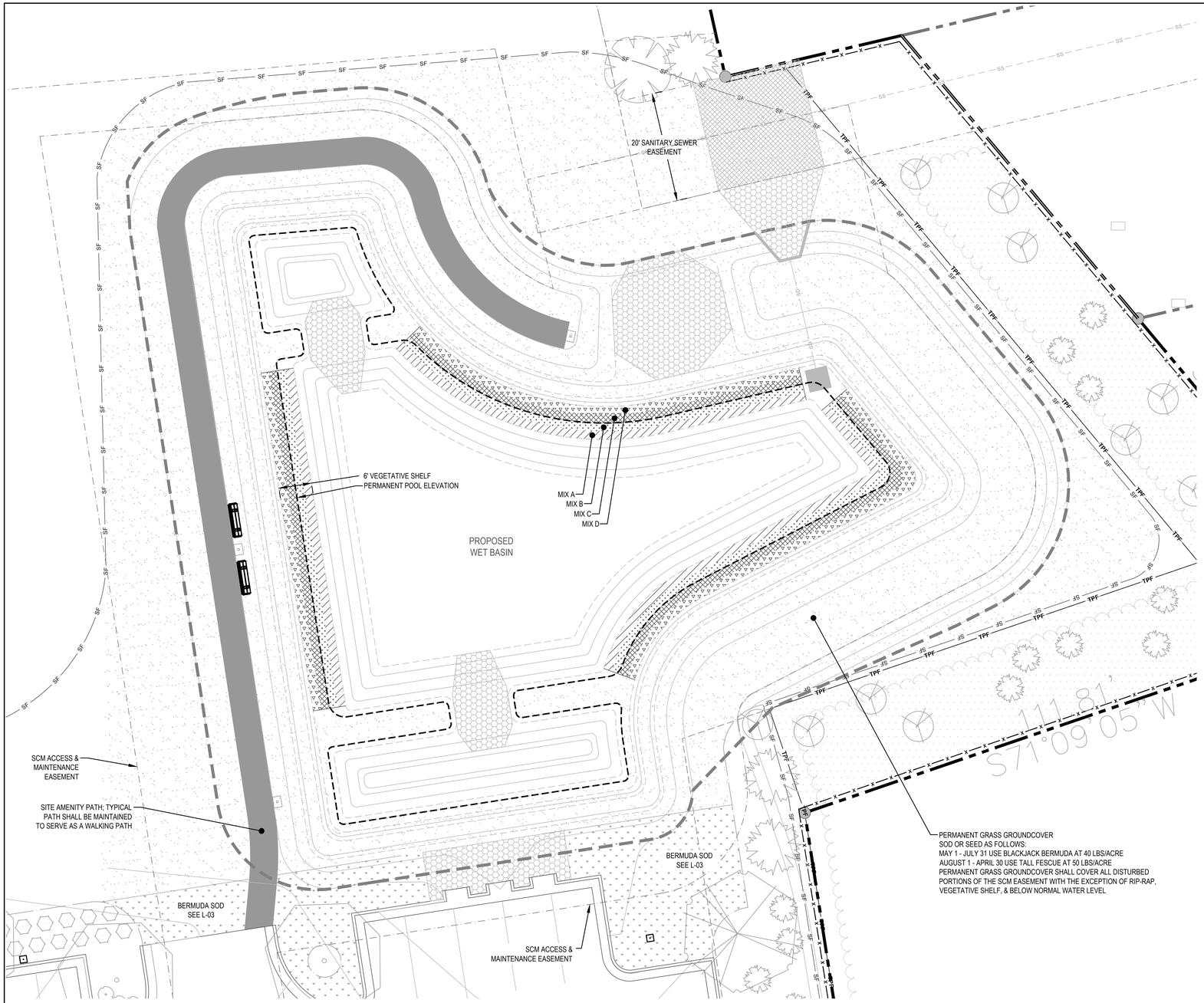
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MAY 7, 2020

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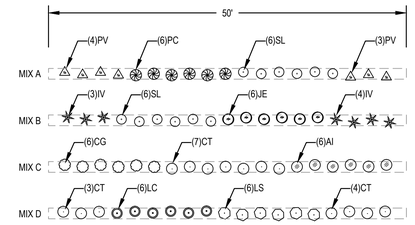



PLANTING NOTES

1. ALL VEGETATIVE SHELF PLANTS SHOULD BE PLANTED IN GROUPINGS OF 5-12 OF THE SAME SPECIES.
2. PROVIDE 4" TOPSOIL LAYER FOR VEGETATIVE SHELF PLANTINGS.

**VEGETATIVE SHELF PLANT SCHEDULE**

| QUANTITY | KEY | BOTANICAL NAME | COMMON NAME | PLANTING SIZE | COMMENTS |
|---|---|---|---|---|---|
| **MIX A** | **EMERGENT DEEP (6" - 3" BELOW WATER LEVEL)** | | | | |
| 31 | PV | Petlandra virginica | Arrow Arum | 12" ht | Container; 30"o.c. |
| 26 | SL | Sagittaria latifolia | Duck Potato | 9" ht | Container; 30"o.c. |
| 26 | PC | Pontaderia cordata | Pickerel Weed | 9" ht | Container; 30"o.c. |
| **MIX B** | **EMERGENT SHALLOW (3" - 0" BELOW WATER LEVEL)** | | | | |
| 31 | IV | Iris virginica | Blue Flag Iris | 18" ht | Container; 30"o.c. |
| 26 | JE | Juncus effusus | Soft Rush | 9" ht | Container; 30"o.c. |
| 26 | SL | Sagittaria latifolia | Duck Potato | 9" ht | Container; 30"o.c. |
| **MIX C** | **EDGE (0" - 3" ABOVE WATER LEVEL)** | | | | |
| 26 | AI | Asclepias incarnata | Swamp Milkweed | 24" ht | Container; 30"o.c. |
| 31 | CT | Carex tenera | Quill Sedge | 12" ht | Container; 30"o.c. |
| 27 | CG | Chelone glabra | White Turtlehead | 12" ht | Container; 30"o.c. |
| **MIX D** | **SATURATED (3" - 6" ABOVE WATER LEVEL)** | | | | |
| 30 | CT | Carex tenera | Quill Sedge | 12" ht | Container; 30"o.c. |
| 27 | LC | Lobelia cardinalis | Cardinal Flower | 18" ht | Container; 30"o.c. |
| 27 | LS | Lobelia siphilitica | Great Blue Lobelia | 18" ht | Container; 30"o.c. |




VEGETATIVE SHELF PLANTING LAYOUT - TYPICAL 50' SECTION

NOT TO SCALE

VEGETATIVE SHELF PLANTING CALCULATIONS

MIX A - 329 SF
REQUIREMENT: 50 PLANTS PER 200 SF
REQUIRED: 83 PLANTS
PROVIDED: 83 PLANTS

MIX B - 330 SF
REQUIREMENT: 50 PLANTS PER 200 SF
REQUIRED: 83 PLANTS
PROVIDED: 83 PLANTS

MIX C - 336 SF
REQUIREMENT: 50 PLANTS PER 200 SF
REQUIRED: 84 PLANTS
PROVIDED: 84 PLANTS

MIX D - 334 SF
REQUIREMENT: 50 PLANTS PER 200 SF
REQUIRED: 84 PLANTS
PROVIDED: 84 PLANTS

NORTH

SCALE: 1 IN =10 FT

10' 5' 0 10' 20'

SCALE IN FEET
HORIZONTAL

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910 CHURCH STREET, MORRISVILLE, NC 27560

MAJOR SITE PLAN / CONSTRUCTION PLAN

# STORMWATER CONTROL MEASURE PLANTING PLAN

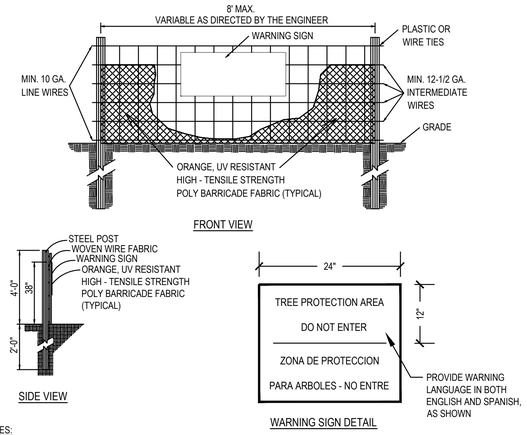
SOUTHWELL DESIGN
LANDSCAPE ARCHITECTURE
PO Box 37178 | Raleigh, North Carolina 27627
919.272.6729 | info@southwelldesign.com | www.southwelldesign.com
Copyright 2019 Southwell Design, PLLC C-408

SEAL
NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT 1700 R. Adam Southwell 02/14/2020

DATE
FEBRUARY 14, 2020

ISSUED FOR
REVIEW

SHEET NO.
**L-04**

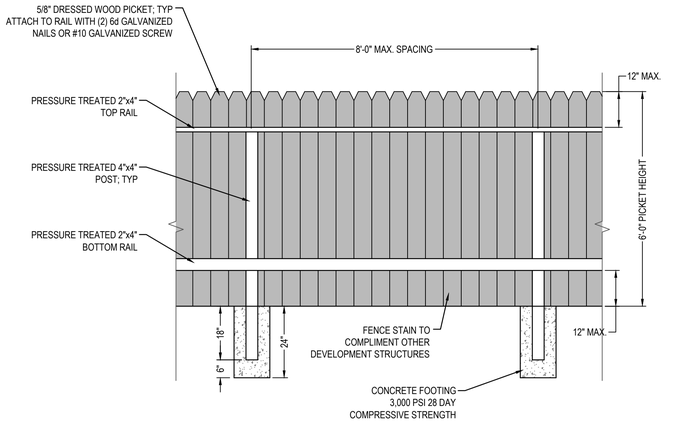



NOTES:

1. THE TREE PROTECTION FENCING MUST NOT BE VIOLATED FOR THE ENTIRE DURATION OF THE PROJECT.
2. THERE WILL BE ZERO TOLERANCE FOR STORING OR PARKING VEHICLES, SUPPLIES, OR EQUIPMENT UNDER PROTECTED TREES.
3. WARNING SIGNS TO BE MADE OF DURABLE, WEATHERPROOF MATERIAL. LETTERS TO BE 3" HIGH MINIMUM, CLEARLY LEGIBLE AND SPACED AS SHOWN.
4. SIGNS SHALL BE PLACED AT 150' MAXIMUM INTERVALS. PLACE A SIGN AT EACH END OF LINEAR TREE PROTECTION AND 150' ON CENTER THEREAFTER. FOR TREE PROTECTION AREAS LESS THAN 200' IN PERIMETER, PROVIDE NO LESS THAN ONE SIGN PER PROTECTION AREA.
5. ATTACH SIGNS SECURELY TO FENCE POSTS AND FABRIC. MAINTAIN TREE PROTECTION FENCE THROUGHOUT DURATION OF PROJECT.

1 / L-05 TREE PROTECTION FENCE

NO SCALE

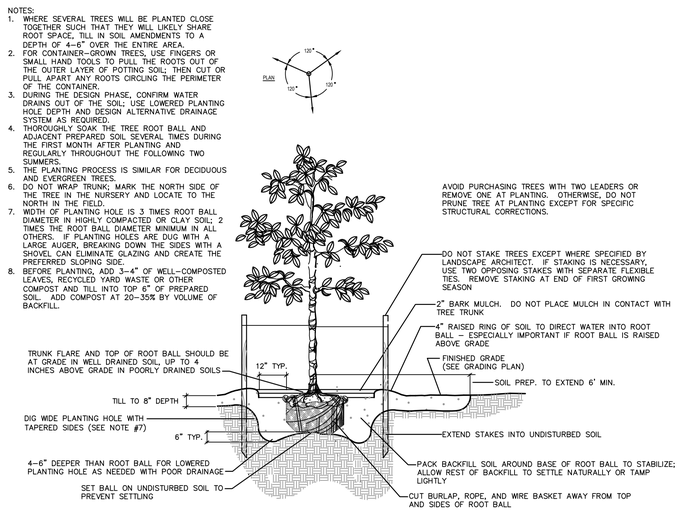



2 / L-05 SOLID WOOD FENCE DETAIL

NO SCALE

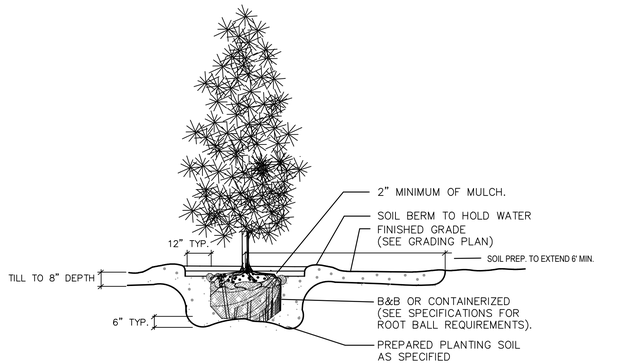
NOTES:

1. WHERE SEVERAL TREES WILL BE PLANTED CLOSE TOGETHER SUCH THAT THEY WILL LIKELY SHARE ROOT SPACE, TILL IN SOIL AMENDMENTS TO A DEPTH OF 4–6" OVER THE ENTIRE AREA.
2. FOR CONTAINER-GROWN TREES, USE FINGERS OR SMALL HAND TOOLS TO PULL THE ROOTS OUT OF THE OUTER LAYER OF POTTING SOIL; THEN CUT OR PULL APART ANY ROOTS CIRCLING THE PERIMETER OF THE CONTAINER.
3. DURING THE DESIGN PHASE, CONFIRM WATER DRAINS OUT OF THE SOIL; USE LOWERED PLANTING HOLE DEPTH AND DESIGN ALTERNATIVE DRAINAGE SYSTEM AS REQUIRED.
4. THOROUGHLY SOAK THE TREE ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.
5. THE PLANTING PROCESS IS SIMILAR FOR DECIDUOUS AND EVERGREEN TREES.
6. DO NOT WRAP TRUNK; MARK THE NORTH SIDE OF THE TREE IN THE NURSERY AND LOCATE TO THE NORTH IN THE FIELD.
7. WIDTH OF PLANTING HOLE IS 3 TIMES ROOT BALL DIAMETER IN HIGHLY COMPACTED OR CLAY SOIL; 2 TIMES THE ROOT BALL DIAMETER MINIMUM IN ALL OTHERS. IF PLANTING HOLES ARE DUG WITH A LARGE AUGER, BREAKING DOWN THE SIDES WITH A SHOVEL CAN ELIMINATE GLAZING AND CREATE THE PREFERRED SLOPING SIDE.
8. BEFORE PLANTING, ADD 3–4" OF WELL–COMPOSTED LEAVES, RECYCLED YARD WASTE OR OTHER COMPOST AND TILL INTO TOP 6" OF PREPARED SOIL. ADD COMPOST AT 20–35% BY VOLUME OF BACKFILL.



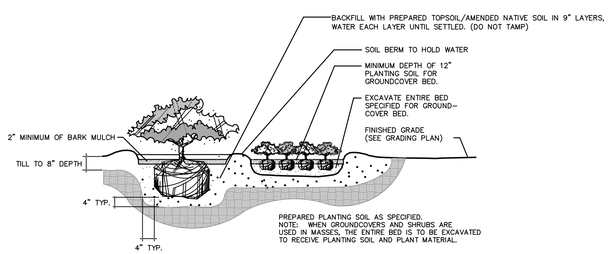

3 / L-05 STANDARD DECIDUOUS TREE PLANTING DETAIL

NO SCALE




4 / L-05 STANDARD EVERGREEN TREE PLANTING DETAIL

NO SCALE




5 / L-05 STANDARD EVERGREEN TREE PLANTING DETAIL

NO SCALE

811 Know what's below. Call before you dig.

ALL CONSTRUCTION ACTIVITY MUST BE CONDUCTED IN ACCORDANCE WITH THE ACCEPTED POLICIES OF THE TOWN OF MORRISVILLE, AND UNLESS SPECIFIED, DEFERS TO THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) STANDARD SPECIFICATIONS.

REVISIONS:
- 08/09/2019 RESPONSE TO COMMENTS #1
- 12/06/2019 RESPONSE TO COMMENTS #2
- 02/14/2020 RESPONSE TO COMMENTS #3

**910 CHURCH STREET**

910 CHURCH STREET, MORRISVILLE, NC 27560

MAJOR SITE PLAN / CONSTRUCTION PLAN

**LANDSCAPE DETAILS**

SOUTHWELL DESIGN
LANDSCAPE ARCHITECTURE
PO Box 37178 | Raleigh, North Carolina 27627
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SEAL

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT 1700 Adam Southwell 02/14/2020

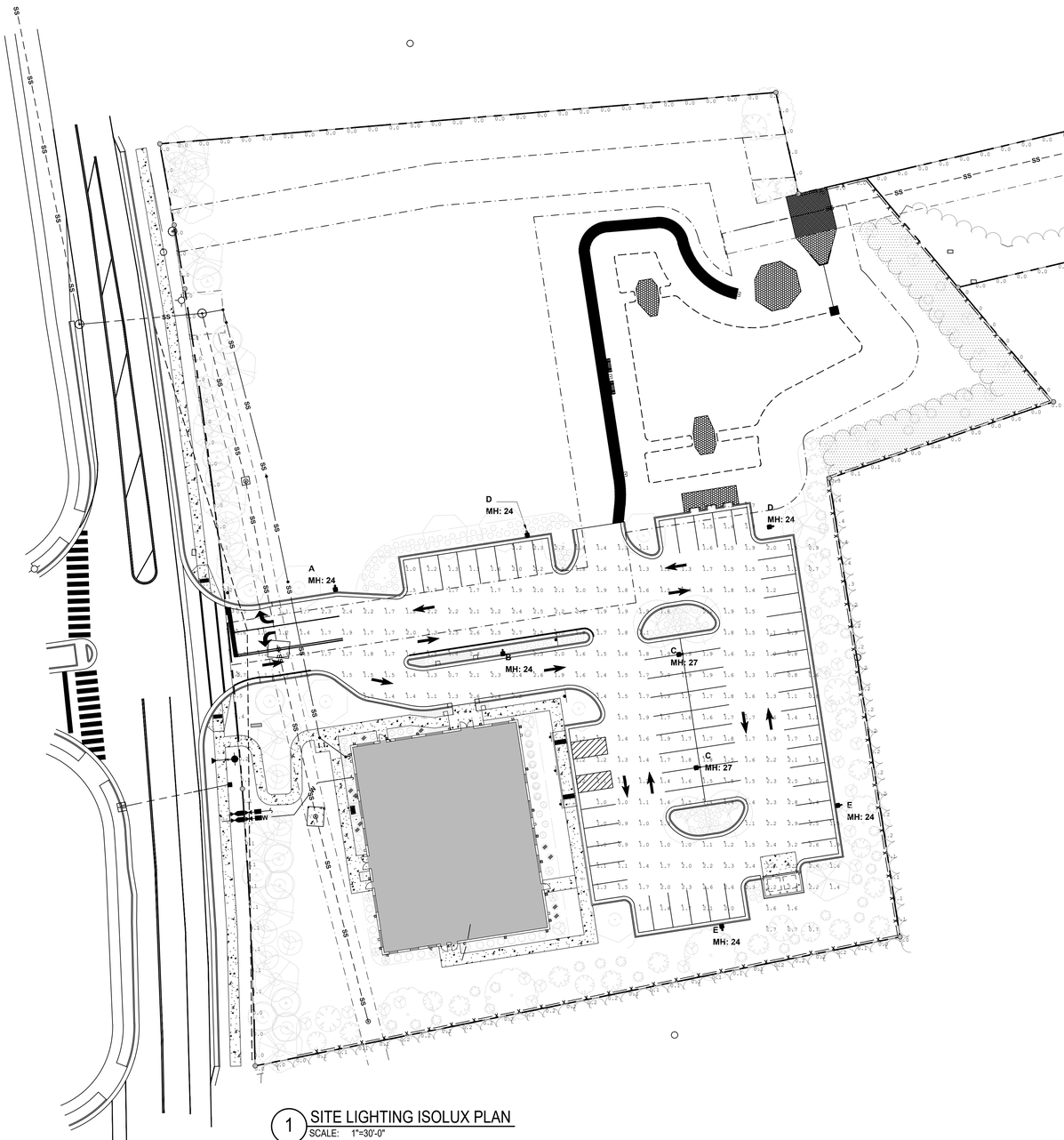
DATE
FEBRUARY 14, 2020

ISSUED FOR
REVIEW

SHEET NO.
**L-05**

FILE #18-0013-S/C PROJ. #19-11000015

SITE LIGHTING AND ELECTRICAL
GreenTech Consulting, Inc.
Plumbing, Mechanical, Electrical Engineers
Sustainable & LEED Design Services
1155 Kildaire Farm Road, Suite 206
Cary . NC. 27511
Voice . 919 . 608 . 2412
hsura@greentc.com
GREENTECH LICENSE # C-2720




1 SITE LIGHTING ISOLUX PLAN
SCALE: 1"=30'-0"

| Luminaire Schedule | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Symbol | Qty | Label | Arrangement | Description | | LLF | Lum. Watts | Lum. Lumens |
| | 1 | A | SINGLE | SLM-LED-12L-SIL-FT-(volt)-DIM-40-70CRI-(controls)-(finish) | MFR- LSI | 0.850 | 93.1 | 12591 |
| | 1 | B | SINGLE | SLM-LED-12L-SIL-5W-(volt)-DIM-40-70CRI-(controls)-(finish) | MFR- LSI | 0.850 | 93.1 | 11735 |
| | 2 | C | SINGLE | SLM-LED-12L-SIL-5W-(volt)-DIM-40-70CRI-(controls)-(finish) | MFR- LSI | 0.850 | 93.1 | 11735 |
| | 2 | D | SINGLE | SLM-LED-09L-SIL-FT-(volt)-DIM-40-70CRI-(controls)-(finish) | MFR- LSI | 0.850 | 68.2 | 9522 |
| | 2 | E | SINGLE | SLM-LED-09L-SIL-3-(volt)-DIM-40-70CRI-(controls)-(finish)-IL | MFR- LSI | 0.850 | 68.2 | 6956 |
| | 23 | W | SINGLE | ODW-20LED/40-UNV-(finish) | MFR- UTOPIA | 0.850 | 22.4701 | 1947 |

| Calculation Summary at Grade | | | | | | | |
|---|---|---|---|---|---|---|---|
| Label | CalcType | Units | Avg | Max | Min | Avg/Min | Max/Min |
| Property Line | Illuminance | Fc | 0.06 | 0.5 | 0.0 | N.A. | N.A. |
| Site Drive & Parking | Illuminance | Fc | 1.66 | 3.2 | 0.5 | 3.32 | 6.40 |

## NOTES:

1. MOUNTING HEIGHTS (MH) INDICATED NEXT TO LIGHT FIXTURE IS TOP OF FIXTURE ABOVE GRADE.
2. LIGHT FIXTURE TYPE C POLE SHOWN ON 3'-0" CONCRETE RAISED FOUNDATION.
3. ALL POLE HEIGHTS SHOWN ARE 24'-0" .



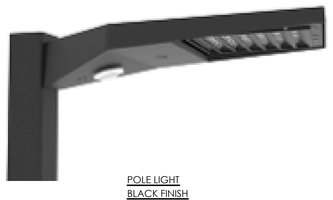

2 POLE DETAILS
SCALE: NTS




SECTION DETAIL

GENERAL NOTES:

1. CONCRETE WILL HAVE A MIN. 28-DAY COMPRESSIVE STRENGTH fc' = 3,000 psi.
2. REINFORCING BARS WILL BE ASTM A615 BILLET STEEL, GRADE A60 ksi.
3. CONCRETE ON UNDISTURBED SOIL OR COMPACTED GRAVEL FILL ABLE TO SUPPORT 1,500 PSF.
4. LIGHT POLE AND CURCUIT CONDUITS ARE NOT SHOWN HERE. SEE ELECTRICAL.



POLE LIGHT
BLACK FINISH



WALL SCONCE
BRONZE FINISH

**FILE #18-0013-S/C PROJ. #19-11000015**

PABST DESIGN GROUP, PA
Engineering | Consulting
404-B Glenwood Avenue, Raleigh, North Carolina 27603
Phone: 919 848 4399 | Fax: 919 848 4395 | NC LICENSE NUMBER: C-3211

PREPARED FOR :
KING & MISSEL STREET
424 BALMORAL STREET
CLAYTON, NC 27520

DATE : 02/13/2020

PROJECT ENGINEER:
PDG

PROJECT CADD DESIGNER:
MCS

PROJECT SURVEYOR:
N.A.

# 910 CHURCH STREET

TOWN OF MORRISVILLE, WAKE COUNTY, NORTH CAROLINA

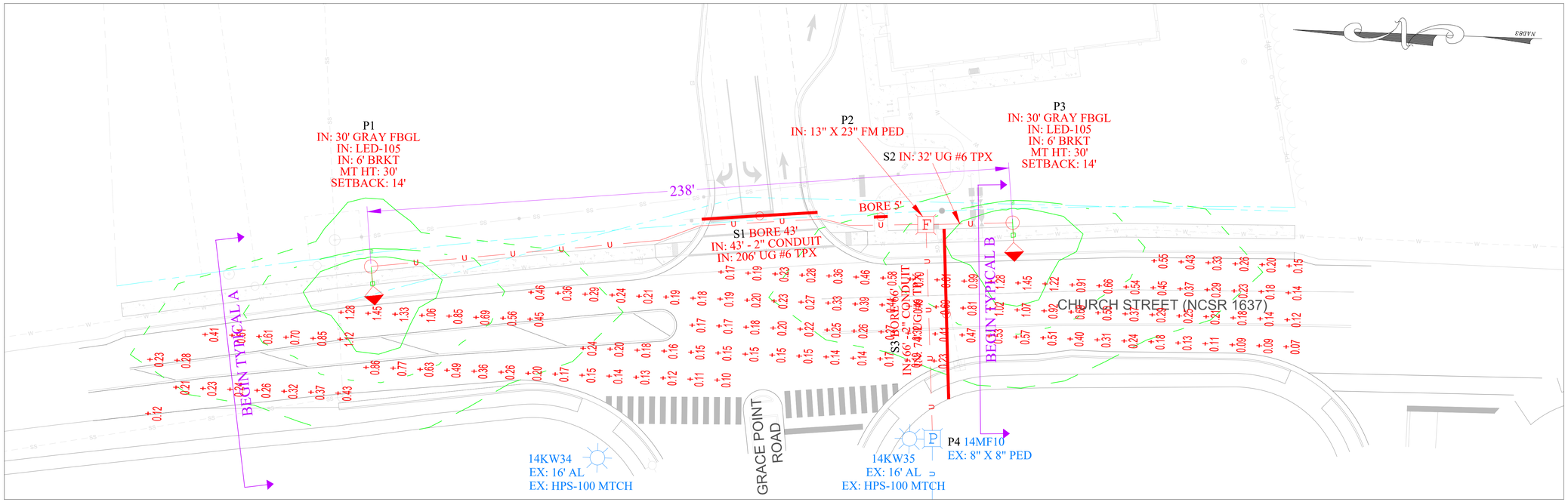
# SITE LIGHTING ISOLUX PLAN

SEAL:
NORTH CAROLINA REGISTERED
Clement Pabst
SEAL
023527
ENGINEER
CLEMENT C. PABST
02-13-2020

DATE
REVISION
NO.

DRAWING SHEET
SL1.0

PROJECT NUMBER
2019020




## NOTES

1. LIGHTING LEVELS ARE BASED ON A ONE-SIDED LIGHTING ARRANGEMENT FOR THE ROADWAY.

2. ALL LUMINARIES WILL BE 105 LED ROADWAY TYPE II, 4000K, RECTANGLE PATTERN WITH PHOTOCELLS AND BALLAST, RATED: 9,472 LUMENS 240V.

3. ALL LIGHTING WITH UNDERGROUND SERVICE WILL BE INSTALLED ON NEW FIBERGLASS POLES LOCATED INSIDE OF ROAD R/W.

4. MOUNTING HEIGHT FOR LIGHTING FIXTURES: 30' WITH 6' BRACKET ON NEW FIBERGLASS POLES,

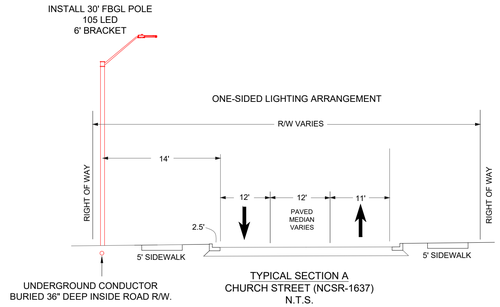
5. MINIMUM SETBACK OF NEW LIGHTING POLES IS 10' BACK OF TRAVEL LANE WHERE CURB AND GUTTER EXISTS. DESIGN SETBACK IS 14' BACK OF TRAVEL LANE OR APPROX 1 FOOT BEHIND SIDEWALK. SEE DESIGN FOR DETAILS

6. ALL POWER SOURCES WILL BE FROM DUKE ENERGY-PROGRESS FACILITIES.

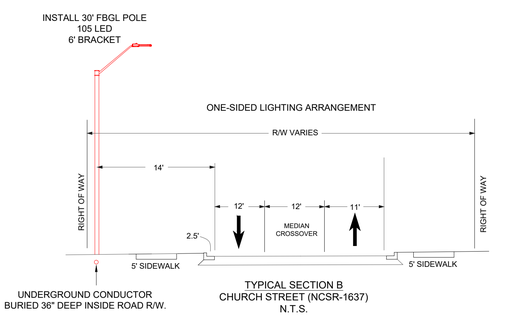
7. ALL CONSTRUCTION WILL COMPLY WITH NESC REQUIREMENTS AND DUKE ENERGY-PROGRESS SPECIFICATIONS. REFER TO THE DUKE ENERGY-PROGRESS DRAWINGS LISTED.

8. THIS IS AN NCDOT ROADWAY. APPROVED NCDOT ENCROACHMENT MUST BE ON-SITE DURING CONSTRUCTION.

| PROPOSED | EXISTING | REMOVE | ABANDON | LEGEND |
|---|---|---|---|---|
| | | | | LED LUMINAIRE |
| | | | | DECORATIVE LUMINAIRE |
| | | | | FIBERGLASS/STEEL LIGHTING POLE |
| | | | | DECORATIVE POST TOP LUMINAIRE |
| | | | | WOOD POLE |
| | | | | FOREIGN POLE |
| | | | | TRANSFORMER (POLE MOUNTED) |
| | | | | STREET LIGHT CIRCUIT UNDERGROUND |
| | | | | STREET LIGHT CIRCUIT OVERHEAD |
| | | | | OH PRIMARY CIRCUIT |
| | | | | RIGHT OF WAY |
| | | | | PROPERTY LINE |
| | | | | DIRECTIONAL BORE |
| F | F | F | F | 13" X 23" FLUSH MOUNTED PEDESTAL |
| P | P | P | P | 8" X 8" SECONDARY PEDESTAL |
| | | | | PAD MOUNTED TRANSFORMER |




TYPICAL SECTION A
CHURCH STREET (NCSR-1637)
N.T.S.




TYPICAL SECTION B
CHURCH STREET (NCSR-1637)
N.T.S.

(NCSR-1637 ) CHURCH STREET

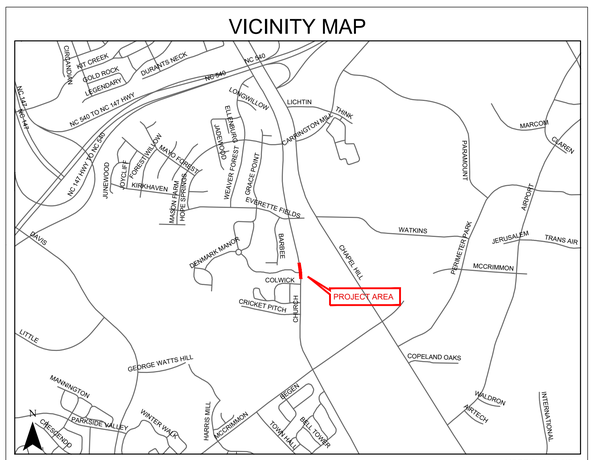
| IES REQUIREMENTS LOCAL/RESIDENTIAL | | | ACTUAL |
|---|---|---|---|
| AVE. MAINT. FC : | 0.4 | MIN. | 0.41 |
| AVE. / MIN. RATIO : | 6:1 | MAX. | 5.45:1 |
| Lv RATIO : | 0.4:1 | MAX. | 0.4:1 |

LIGHTING LEVELS CALCULATED USING ALADAN/LITEPRO
AVG DAILY TRAFFIC: 4,000
DESIGN SPEED LIMIT: 35 MPH
ACTUAL SPEED LIMIT: 35 MPH
AVG SPAN DISTANCE: 238 FEET

FOR CONSTRUCTION DETAILS, REFER IN PARTICULAR TO THE FOLLOWING PE SPECIFICATION DRAWINGS

| DRAWING NUMBER | DRAWING TITLE |
|---|---|
| 30.09-101 | GRAY FIBERGLASS POLE INSTALLATION |
| 30.02-120 | LIGHTING BRACKETS FOR STEEL (AND FIBERGLASS) POLES |
| 22.01-104 | TRENCH DETAILS |
| 22.02-100 | DIRECTIONAL BORING |

## VICINITY MAP




**Safety Reminders / Adverse Conditions**

SAFETYFirst
▷ PERSONAL ACCOUNTABILITY
▷ ACTIVE GAINS
▷ HAZARD RECOGNITION

?:
?:
?:

**WZS:** REMEMBER "YOUR CIRCLE OF SAFETY"
**WZS:** SET PROPER WORK ZONE NEEDED
**WZS:** SET PROPER SIGNS, CONES, AND BARRICADES
**WZS:** REMEMBER WALK AROUNDS AND PRETRIP
**WZS:**

**REMEMBER: Work zone area conditions may have changed for this job! Everyone is responsible for verifying the above safety information is correct prior to any work being performed each day.**

| NO. | DATE | REVISION | BY |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |

**LIGHTING DESIGN TOLERANCE**

The calculated footcandle light levels in this lighting design are predicted values and are based on specific information that has been supplied to Duke Energy. Any inaccuracies in the supplied information, differences in luminaire installation, lighted area geometry including elevation differences, reflective properties of surrounding surfaces, obstructions (foliage or otherwise) in the lighted area, or lighting from sources other than listed in this design may produce different results from the predicted values. Normal tolerances of voltage, lamp output, and ballast and luminaire manufacture will also affect results.

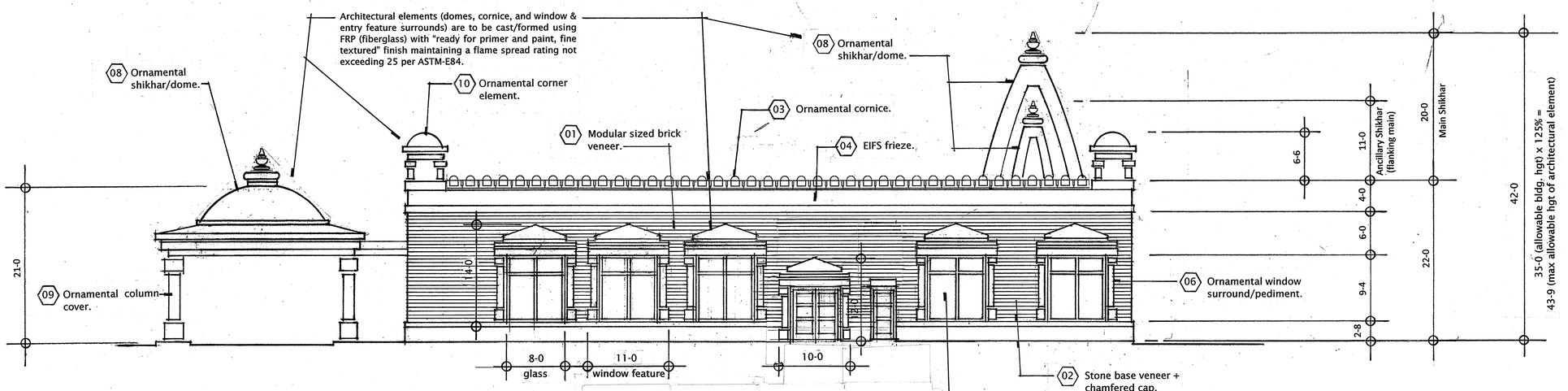
DUKE ENERGY® PROGRESS

**PROPRIETARY & CONFIDENTIAL**

This document together with the concepts and designs presented herein, presented as an instrument of service, is the sole property of Duke Energy, and is intended only for the specific purpose and prospective client as stated in the title block of this drawing. Any use, copying, reproduction or disclosure of the drawing, design or any information contained herein by the prospective customer or other entities, including without limitation, architects, engineers, or equipment manufacturers is hereby expressly prohibited and shall not be permitted absent prior written consent from, and payment of compensation to Duke Energy. Duke Energy disclaims any liability or responsibility for any unauthorized use of or reliance on this document.

STREET LIGHTING ARRANGEMENT FOR
(NCSR 1637) CHURCH STREET
MORRISVILLE, NC

Designed by DUKE ENERGY PROGRESS LIGHTING SOLUTIONS
Reviewed by WILLIAM MCLEAN Scale 1" = 20'
Date 11/27/2019 Size Drawing size "D"
Description UG WO 34876414
Drawing No. 876414 Sht. 1 OF 1




## West Building Elevation

1/8 = 1-0

Fronting Church Street

WEST FAÇADE WALL FEATURES TABULATION

- Total Façade Length = 100'-0"
- Wall Features Length = 65'-0" (65% provided) (60% min required)
  (Windows / 5 @ 11'-0" each = 55'-0")
  (Entry Area / 1 @ 10'-0"each = 10'-0")

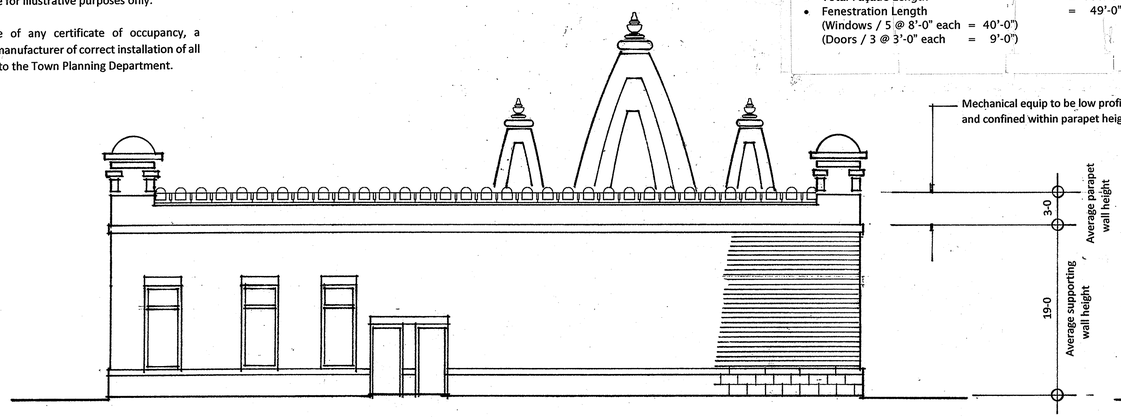
WEST FENESTRATION TABULATION

- Total Façade Length = 100'-0"
- Fenestration Length = 49'-0" (49% provided) (35% min required)
  (Windows / 5 @ 8'-0" each = 40'-0")
  (Doors / 3 @ 3'-0" each = 9'-0")

Note: Fascia signs require separate approval.

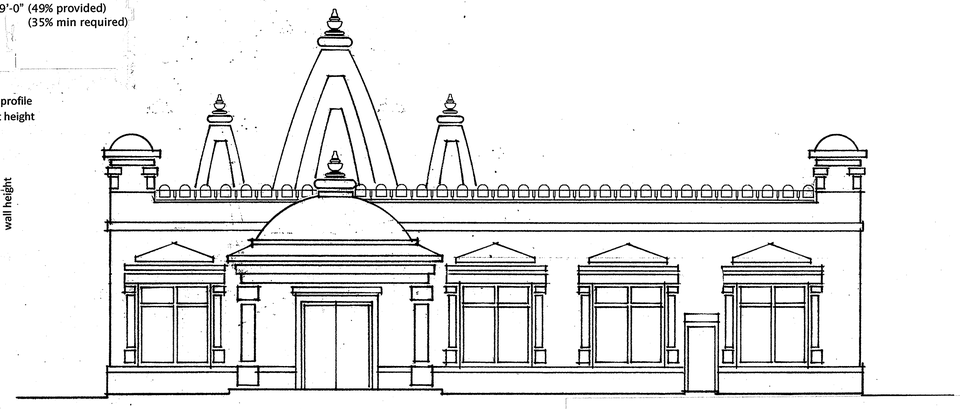
Note: Any signs proposed are for illustrative purposes only.

Note: Prior to the issuance of any certificate of occupancy, a certification from the manufacturer of correct installation of all EIFS shall be provided to the Town Planning Department.



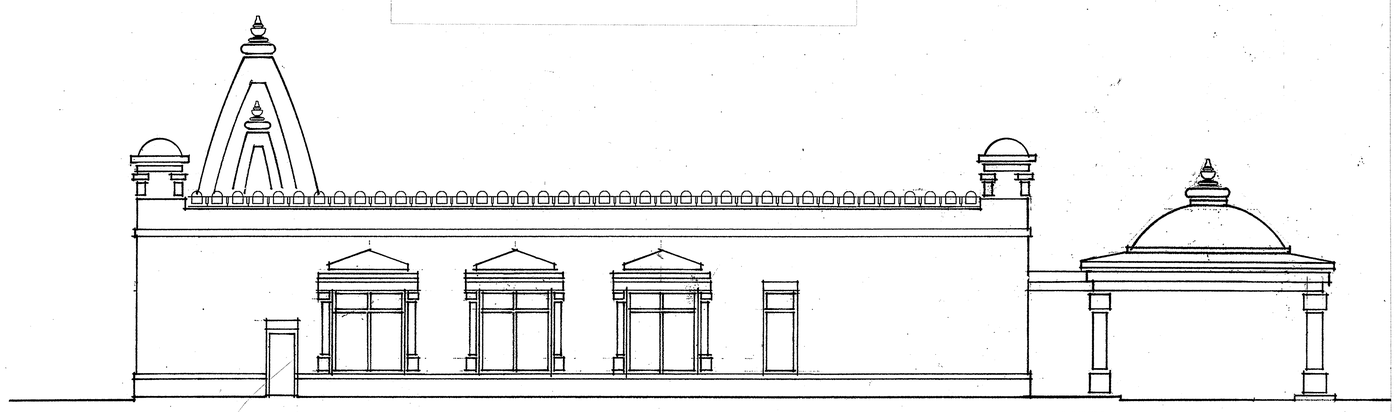

## South Building Elevation

1/8 = 1-0



## North Building Elevation

1/8 = 1-0



## East Building Elevation

1/8 = 1-0

Schedule of Exterior Building Materials

| | | |
|---|---|---|
| 01 | Brick veneer | Modular sized brick veneer. Manufacturer: Cherokee Brick Co. Style/color: Architectural Collection "Georgian Flash" using match colored mortar. |
| 02 | Stone base veneer | Manufacturer: Cordova Stone. Style/color: Ground face/ Buff (standard) using matching colored mortar. Provide integral chamfered cap/sill. |
| 03 | Cornice | Ornamental, factory fabricated, pre-cast (or molded) "Kangra" band, 12" nominal height. Color to match 02/Stone veneer. (reference: fiberglassshikhar.com). |
| 04 | Frieze | EIFS. Manufacturer: Dryvit (or equivalent). Sand textured. Color to match 02/stone veneer. |
| 05 | Not used | |
| 06 | Surround/pediment | Ornamental, factory fabricated, pre-cast (or molded) surround/pediment. Color to match 02/Stone veneer. (reference: fiberglassshikhar.com). |
| 07 | Windows | Tinted glazing in bronze anodized framing. |
| 08 | Shikhar/dome | Custom fabricated shikhar/dome. Color to match 02/stone veneer. (reference: fiberglassshikhar.com). |
| 09 | Column cover | Custom fabricated column cover. Color to match 02/stone veneer. (reference: fiberglassshikhar.com). |
| 10 | Corner element | Ornamental, factory fabricated, pre-cast (or molded) Column cover. Color to match 02/Stone veneer. (reference: fiberglassshikhar.com). |


ROBERT L. RUNYANS
ARCHITECT
503 EAST FRANKLIN STREET
RALEIGH, NORTH CAROLINA
27604


ROBERT LYNN RUNYANS, JR. REGISTERED ARCHITECT 3970 NORTH CAROLINA

# 910 CHURCH STREET

TOWN OF MORRISVILLE, WAKE COUNTY
NORTH CAROLINA

DRAWING DISTRIBUTION

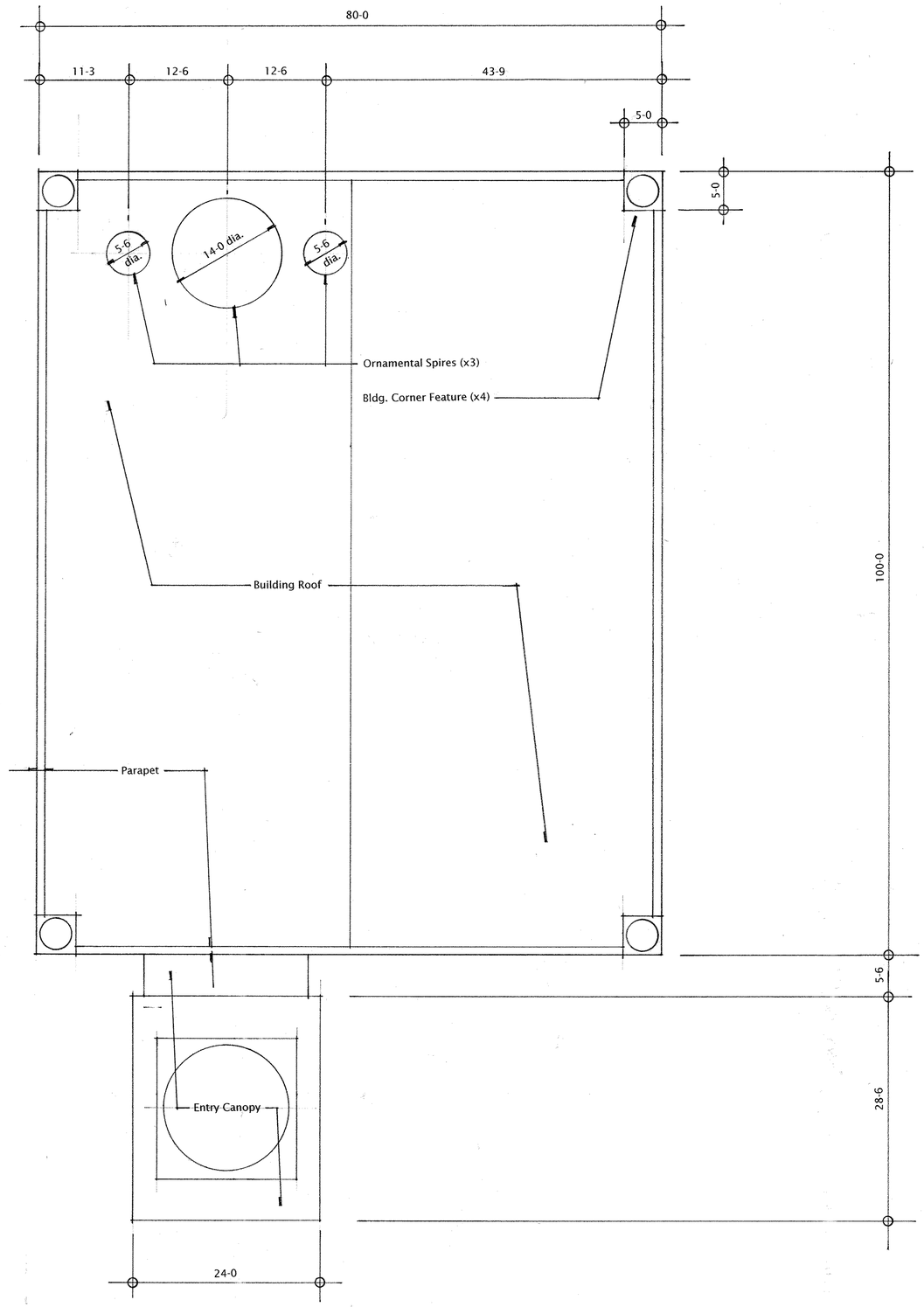
| | |
|---|---|
| 17 Sept 2018 | For Review Only / Not For Construction |
| 7 Aug 2019 | Issued for Town of Morrisville Review |
| 26 September 2018 | For Town of Morrisville Review |
| 3 Feb 2020 | Reissue |
| 29 April 2019 | Issued for Town of Morrisville Review |
| Reissue 11 March 2020 | |

Sheet No.

A1

FILE #18-0013-S/C

PROJ. #19-11000015

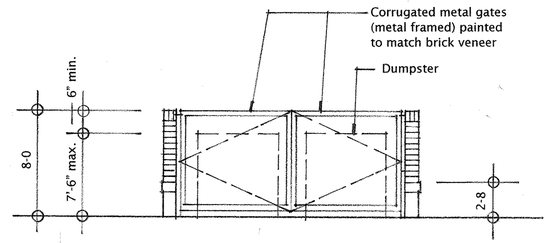



Building roof area
totals 8,000 SF

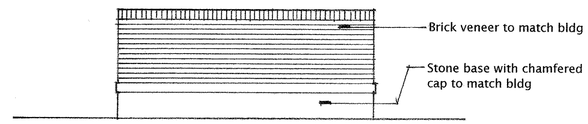
Spires and corner
features total 301.84 SF
(3.77% of bldg. roof total)

## Roof Plan

1/8" = 1'-0"




DUMPSTER ENCLOSURE - FRONT ELEVATION




DUMPSTER ENCLOSURE - REAR ELEVATION (SIDES SIMILAR)

ROBERT L. RUNYANS
ARCHITECT
503 EAST FRANKLIN STREET
RALEIGH, NORTH CAROLINA
27604

ROBERT LYNN RUNYANS, JR. REGISTERED ARCHITECT 3970 NORTH CAROLINA RALEIGH

# 910 CHURCH STREET

TOWN OF MORRISVILLE, WAKE COUNTY
NORTH CAROLINA

7 Aug 2019
Issued for Town
of Morrisville Review

3 Feb 2020
Re-Issue Town of Apex

Sheet No.

**A2**

FILE #18-0013-S/C PROJ. #19-11000015

# Planning and Zoning Board Meeting
# May 14, 2020 at 6:30 pm

**DRAFT MINUTES**

**1. Call to Order**

*Chairman Peter Prichard* called the meeting to order at 6:30 p.m.

Roll call was called. The following members were present: Member Acharya, Vice Chairman Langston, Member Sack, Member Toterhi, Alternate Member Michael, and Chairman Prichard. Staff members present were Town Manager Martha Paige, Planning Director Michele Stegall, Planner II Natalie Nye, Secretary Marty Saunders, Development Services Coordinator Amy Lindley and IT Director Rick Ralph. All Board members and staff participated remotely.

Alternate Member Robuck was absent.

A quorum was present for the meeting.

**2. Adoption of Agenda**

There were no changes to the agenda.

**MOTION:** *Member Acharya* made a motion to adopt the agenda as submitted. The motion was seconded by *Vice Chairman Langston*.

A roll call vote was called to adopt the agenda and were approved unanimously.

**3. Adoption of Minutes**

**MOTION:** *Member Sack* made a motion to approve the February 13, 2020 minutes as submitted. The motion was seconded by *Member Acharya*.

A roll call vote was called to approve the minutes and were approved unanimously.

**4. Presentations**

None.

**5. Public Address**

None.

**7. Old Business - Public Comment**

None.

**8. Old Business**

None.

**9. New Business - Public Comment**

None.

**10. New Business**

Resolution 2020-123-0 Approving a Major Site Plan for 910 Church Street

*Planner II Nye* presented the Major Site Plan for 910 Church Street. She informed the Planning and Zoning Board that the applicant proposes to develop a Neighborhood Place of Worship, which will also include a dwelling unit for the religious leader to reside in. This item is an administrative request and meets the required standards found in the Unified Development Ordinance (UDO).

Ms. Nye's report included the existing zoning, *Low Density Residential (LDR)*, which permits the proposed use. Currently, the Land Use Plan (LUP) designates the use of this property as Heritage Preservation Area. The Proposed Future Land Use Plan proposes a designation for Institutional uses, which the proposed use complies with. The project is proposed to be developed in two phases. The first phase will be the Neighborhood Place of Worship and the second phase has not yet been determined.

All dimensional requirements have been met, including setbacks, lot coverage, and open space. Many exceed the requirements such as parking. Town staff has reviewed the plan and determined that it meets all code requirements.

A large access easement is located on the property, which hinders development. In 2017, research occurred in an attempt to determine who had rights to the easements. At that time, the Parks, Recreation and Cultural Resource Department indicated that they believed the easement may have been established for the benefit of the Town and that an easement on the property would be useful to provide access to Shiloh Park located directly north of the site. Other parties with potential rights to the easement including neighboring property owners and the railroad indicated that they did not have a need for the easement and would be willing to terminate any rights they may have to the easement. Therefore as part of the project and in accordance with a land purchase agreement also agreed to 2017, the project includes the proposed abandonment of the easement and the establishment of a smaller access easement that would allow the Town access to Shiloh Park

The entrance to the site will be from Church Street. All development standards meet the UDO requirements such as stormwater and transportation improvements. Sidewalks will be constructed along Church Street.

The applicant members, *Vipul Patel* and *Jatin Patel,* applicants, *and Mark Phillips*, Design Group Engineer, introduced themselves to answer any questions from the Board.

*Member Acharya* asked if the tree buffer would remain in place when the cross-access is constructed. Planner Nye did respond that the cross-access location would not disturb the tree buffer.

*Member Toterhi* noted that the site will have 58 parking spaces. He wanted to know if the proposed parking applies to both phases and would it affect future transportation impacts. *Planner Nye* responded that future development would trigger a new review and transportation review would determine if a TIA would be required for this site.

*Chairman Prichard* asked when the second phase for the development was submitted, would a TIA be required for the entire site? *Planner Nye* stated that if the traffic volumes from phase I and phase II combined met the trigger for requiring a TIA then one would need to be submitted.

*Chairman Prichard* questioned that the current Land Use Plan designates the property for Heritage Preservation use and wondered if this designation still applies. *Planner Nye* explained that the use continues to apply. The Chairman also wanted to know if there were any comments from the Shiloh community. No comments had been received by the Planning Department.

*Chairman Prichard* continued with questions regarding overhead power lines. How would this site get power? *Mr. Phillips*, engineer representing the applicant, stated that there was an above ground line currently running through the property. The lines on site will be buried underground to serve the buildings. There will also be streetlights running along Church Street.

*Member Acharya* recommended that Duke Energy install and maintain underground power lines. *Planning Director Stegall* stated that this is not a main line, but a service line. *Mr. Phillips* stated that the existing line is not a distribution line but that an underground service line will be installed to serve the building and light poles.

*Member Sack* wanted to know if light poles would run along the site frontage and would they continue north and south of this parcel. *Planner Nye* informed the Board that light poles running along the front of the site meet the standards of the UDO and were planned along the site's frontage only

*Mr. Phillips* did add that according to the Duke Energy plan sheet, there are plans to install the lines underground to serve light poles and to this site.

*Member Acharya* wanted to know what the weekend attendance on the premises would be. Would the traffic flow and parking needs be affected? *Mr. Patel* said that the attendance is estimated to be 50-70 people. In some cases, off-site parking may be needed. *Mr. Patel* added that this issue has not been addressed. One of the neighbors is amenable to providing off-site parking if needed. *Planner Nye* did comment that the proposed parking does exceed the UDO requirements for this use. She added that the Town does have a Special Event Permit process, in the case of events such as festivals, etc.

**MOTION**: *Member Acharya* made a motion to recommend approval of the proposed Major Site Plan for 910 Church Street as it is consistent with adopted plans and complies with the UDO subject to the following conditions:

1. Prior to issuance of the first building permit, the cross-access easement depicted on the site plan allowing access from Church Street to Shiloh Park for Town and emergency vehicles will be recorded with the County.

2. Prior to the issuance of the first building permit, the purchase of the 0.45-acre rear of the subject property and all required agreements and easements per Resolution 2017-239-0 will be finalized.

Member Sack seconded the motion.

A roll call vote was called and the motion to approve the site plan and was approved unanimously.

**10. Staff Comments**

Town Manager Paige gave a brief update on COVID19. She had never had to close a Town Hall in her 23 years of experience. She thanked the Planning and Zoning Board members for their patience while staff worked on technology to hold this meeting remotely to continue to serve our community. The Town has working diligently to support and comply with the recommendations of the State and County to protect Morrisville citizens. The Town has had a progression response to the state of emergency. Many of the Town's facilities have been closed as a result. The Emergency Operations Center has been operational since the beginning of the stay at home orders. The Town has provided guidance on the Town website.

The Town is at the stage of re-opening which is being referred to as Re-Connect Morrisville. Town facilities have been deep cleaned, sanitation stations installed as well as doors modified to avoid touching handles, etc. to protect the public and staff. In addition to these safeguards, social distancing is being evaluated in the Town Council chambers.

March-April Planning Newsletter

*Director Stegall* stated that development continues to move forward. The workload has not changed much for staff. No new development applications during the March-April timeframe. There have been two pre-submittal meetings held remotely with applicants. The following site and construction plans were approved: Resort Lifestyle Community (senior living community), Providence Estates subdivision plat and construction plan (small 5 residential lots), and Davis Drive Apartments. No Town Council approvals were made during this time due to meetings being suspended.

The Planning and Zoning Board as well as members of the community were encouraged to fill out the census survey. The full draft of the Future Land Use Plan update has been received and is undergoing staff review at this time and will return to the Board for a work session in the near future. Lastly, the Planning Department will receive a Special Achievement in GIS (SAG) Award from ESRI for innovative technology used with the Land Use Plan.

**12. Planning and Zoning Board Comments**

*Chairman Prichard* acknowledged Planning Director Stegall for pursuing technology means to make the meeting possible. *Member Toterhi* agreed with this opportunity.

*Member Acharya* expressed his congratulations to the staff for receipt of the well-deserved Land Use Plan award.

*Vice Chairman Langston* wanted a status update on the Shiloh Greenway re-opening. *Manager Paige* announced that the greenway was re-opened on April 29.

**13. Upcoming Events**

None.

**14. Adjournment**

**MOTION:** *Member Toterhi* made a motion to adjourn the meeting. The motion was seconded by *Member Sack*.

A roll call vote was called and the motion to adjourn was approved unanimously.

The meeting adjourned at 7:28 PM.

| | |
|---|---|
| _____ | _____ |
| Peter Prichard,<br>Planning and Zoning Board Chair | Marty Saunders,<br>Secretary to the Board |
| _____ | _____ |
| Date | Date |

# 910 Church Street

2020-123-0

Major Site Plan

# Background - Executive Summary

- ISSV Realty Holdings of North Carolina, LLC proposes to develop a Neighborhood Place of Worship
- The development also includes one dwelling unit for a religious leader to reside in
- Located on Church Street north of McCrimmon Parkway
- Low Density Residential (LDR)
- Major Site Plan
- Administrative Request

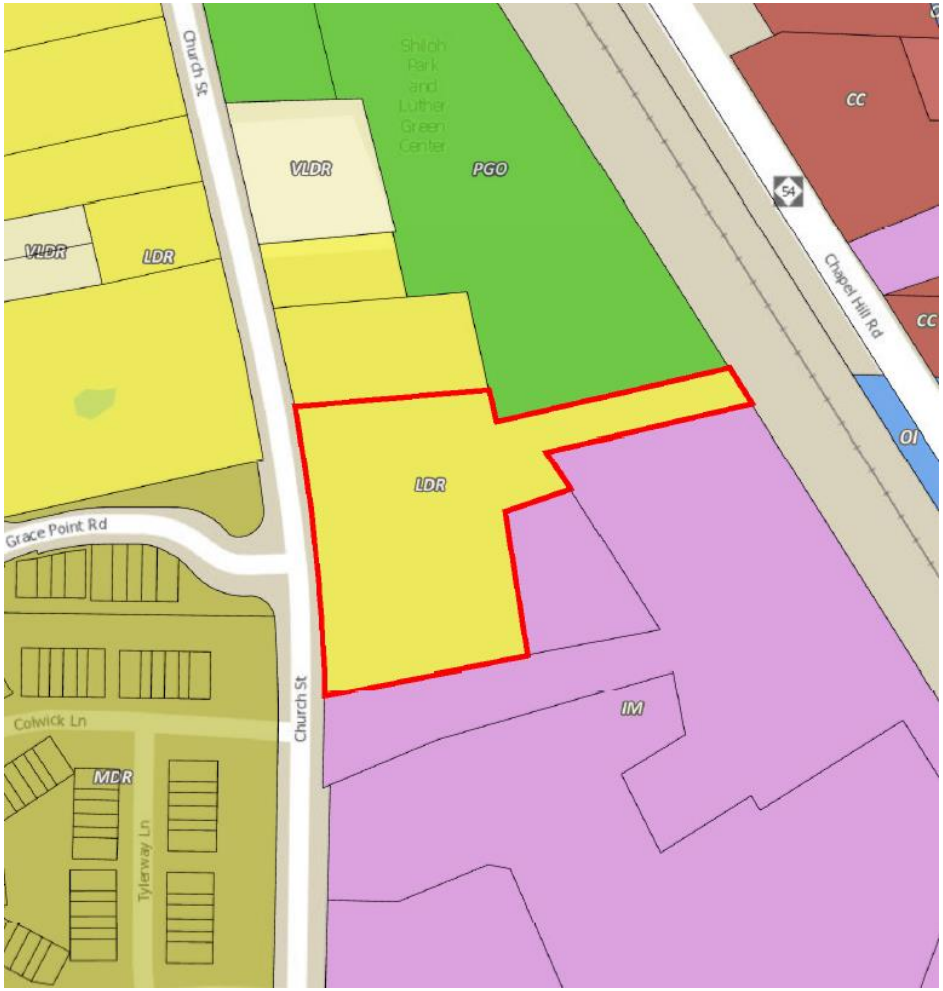





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# Background – Surrounding Area

| | |
|---|---|
| **North** | Low Density Residential– Single-Family Residence<br>Park/Greenway/Open Space District – Shiloh Park |
| **East** | North Carolina Railroad<br>Chapel Hill Road |
| **South** | Industrial Management – Industrial Businesses |
| **West** | Church Street<br>Low Density Residential – Vacant<br>Medium Density Residential – Single-Family Attached Residences (Townhomes) |






Morrisville

# Parcel Information

| | |
|---|---|
| **Property Owner:** | ISSV Realty Holdings of North Carolina, LLC |
| **Developer:** | ISSV Realty Holdings of North Carolina, LLC |
| **Wake County PINs:** | 0746740048 |
| **Site Acreage:** | 3.49 acres |
| **Land Use Plan Designation:** | Heritage Preservation Area |
| **Zoning:** | Low Density Residential (LDR) |
| **Proposed Use:** | Neighborhood Place of Worship |
| **Accessory Use:** | One (1) dwelling unit |
| **Number of Phases:** | 2 (Future Phase not yet determined) |
| **Stream Buffers:** | Located in the Neuse River Basin |
| **Town Limits:** | Within the Town Corporate Limits |



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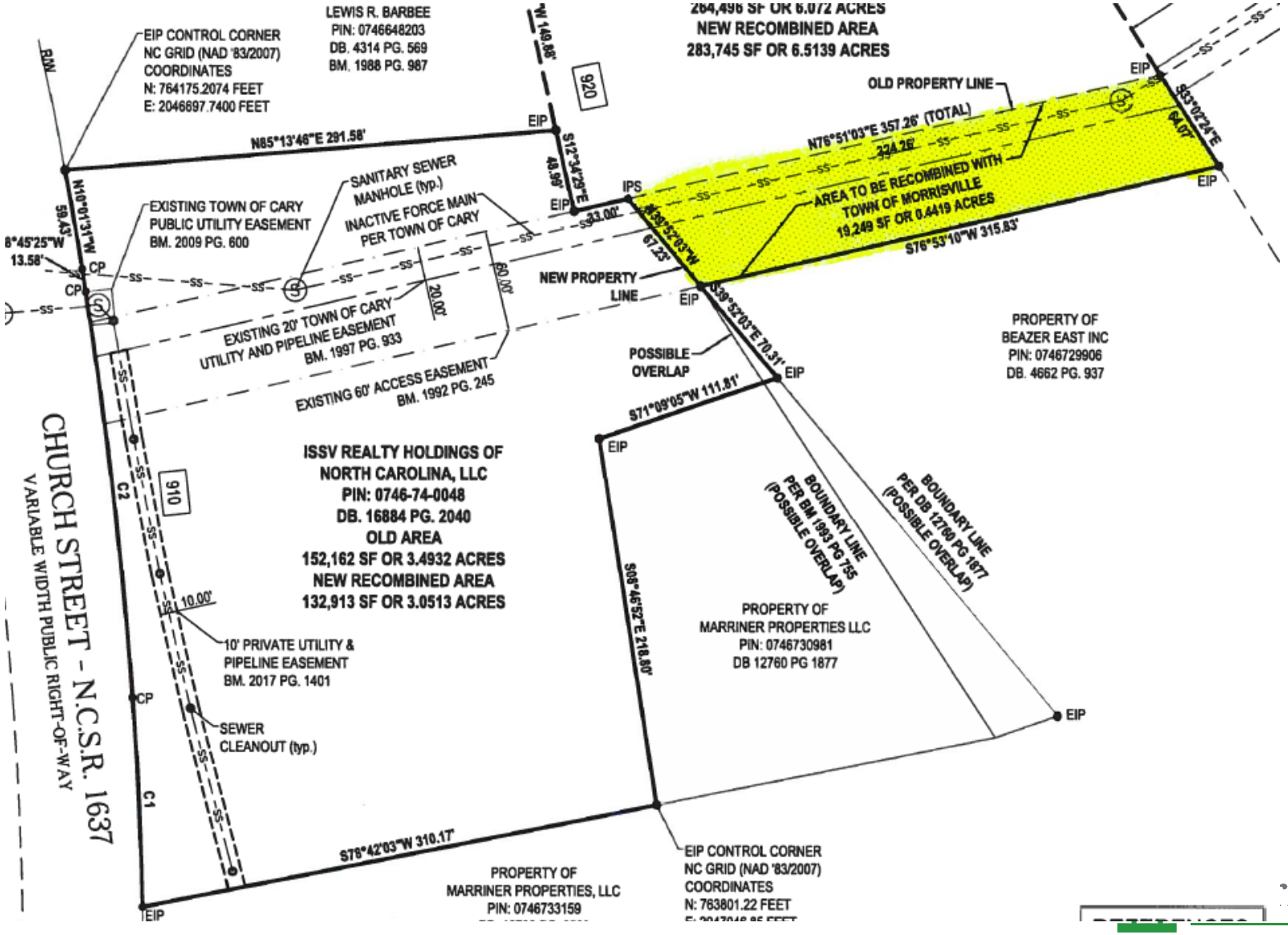
# Dimensional Standards

| | Required | Proposed |
|---|---|---|
| **Max. Building Height** | 35', 43'9" w/ architectural features | 22' 42' w/ architectural features |
| **Min. Required Parking:** | 36 spaces | 58 spaces |
| **Required Tree Preservation Area:** | 3,900 square feet | 4,057 square feet |
| **Min. Setbacks:** | | |
| **Front** | 30 feet | +50 feet |
| **Rear** | 20 feet | +160 feet |
| **Side** | 0 feet | +35 feet |
| **Max. Lot Coverage:** | 65% | 30.9% |
| **Open Space** | 13,298 square feet | 13,352 square feet |



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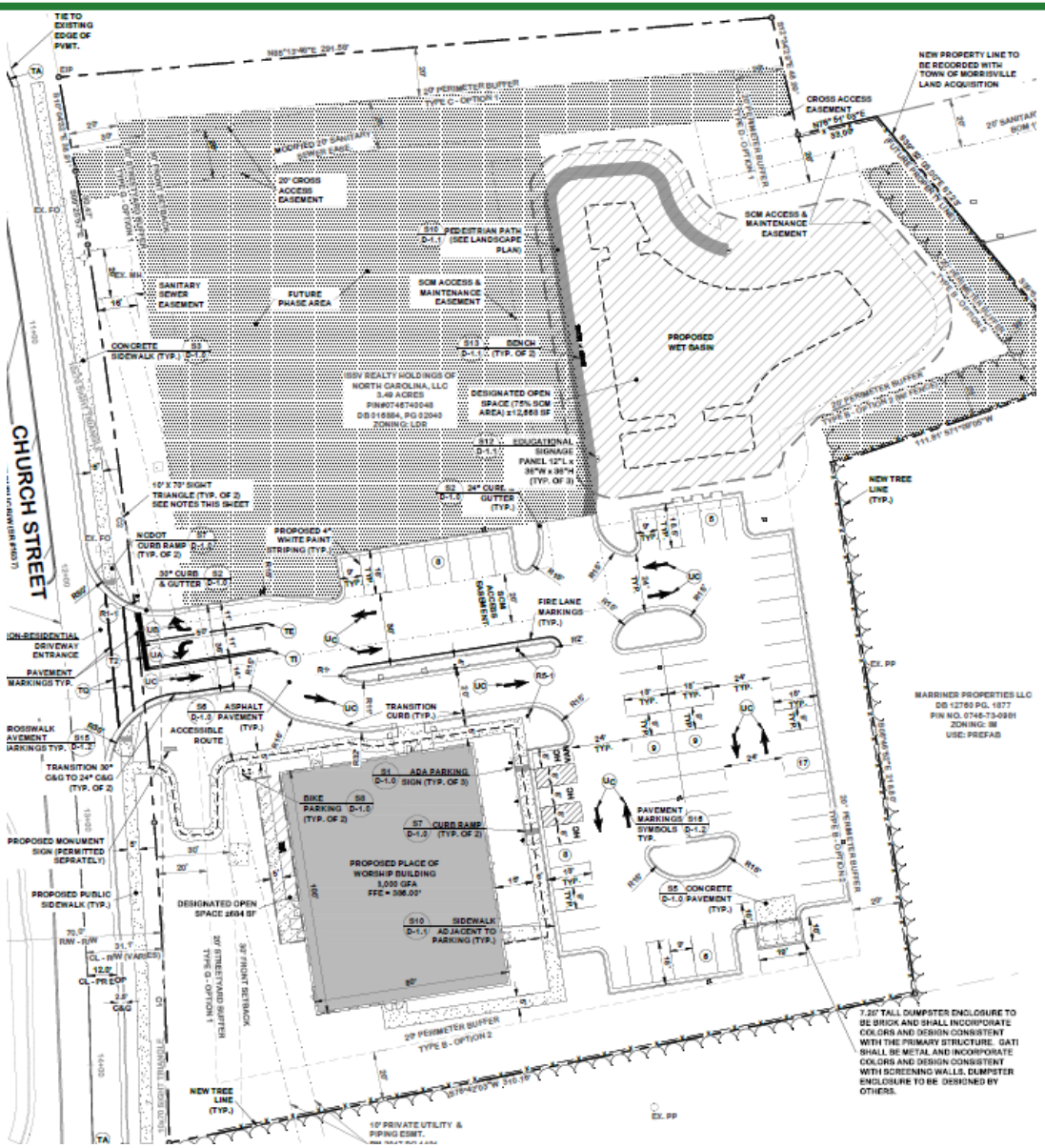
# Land Purchase Agreement



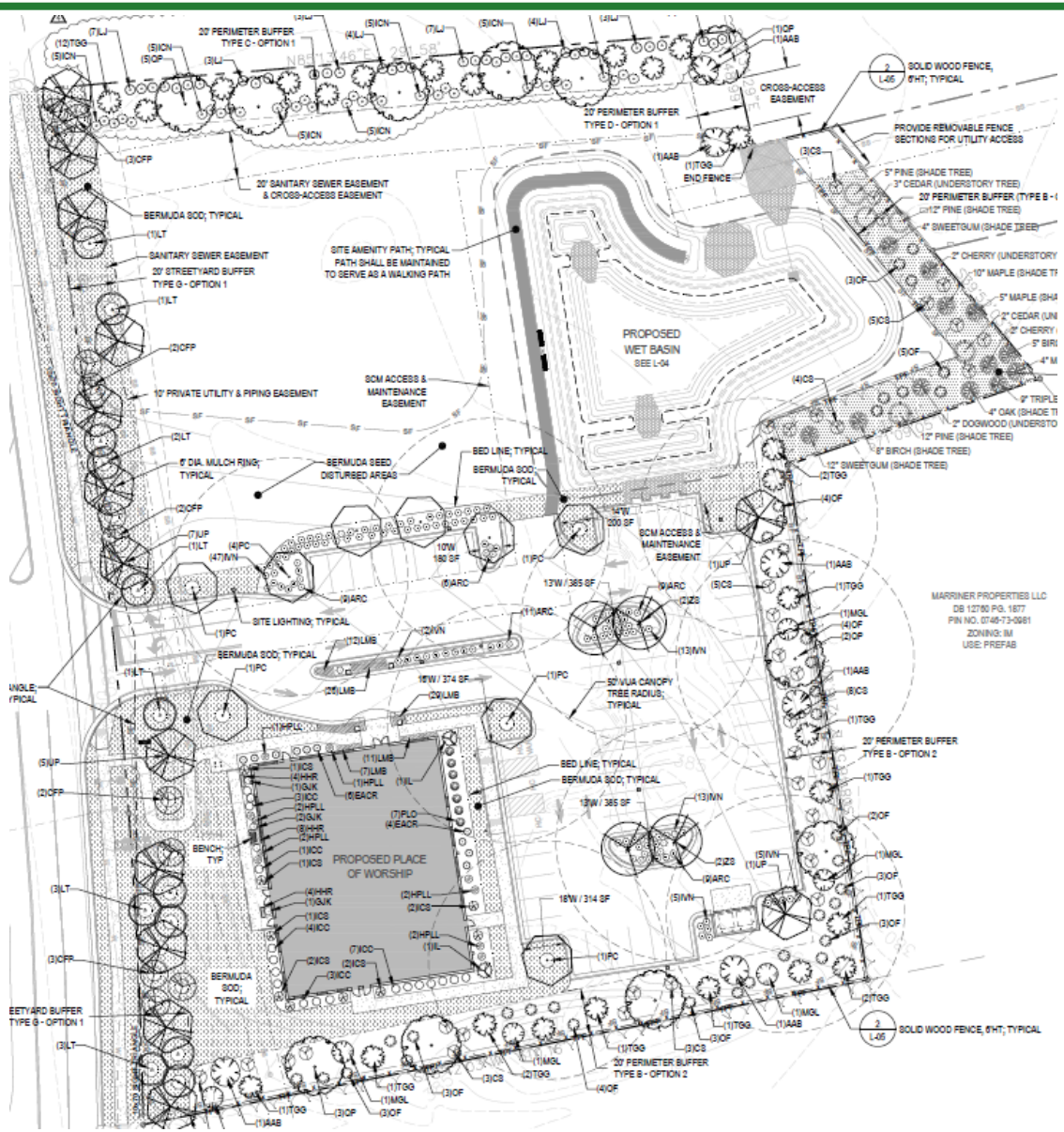
# Land Purchase Agreement

- A resolution (RES 2017-239-0) authorizing the purchase of approximately .45 acres of the subject property by the Town approved in September of 2017
- Authorization specified a cost of $3.30 per square foot not to exceed $70,000
- Purchased property to be combined and utilized by Shiloh Park

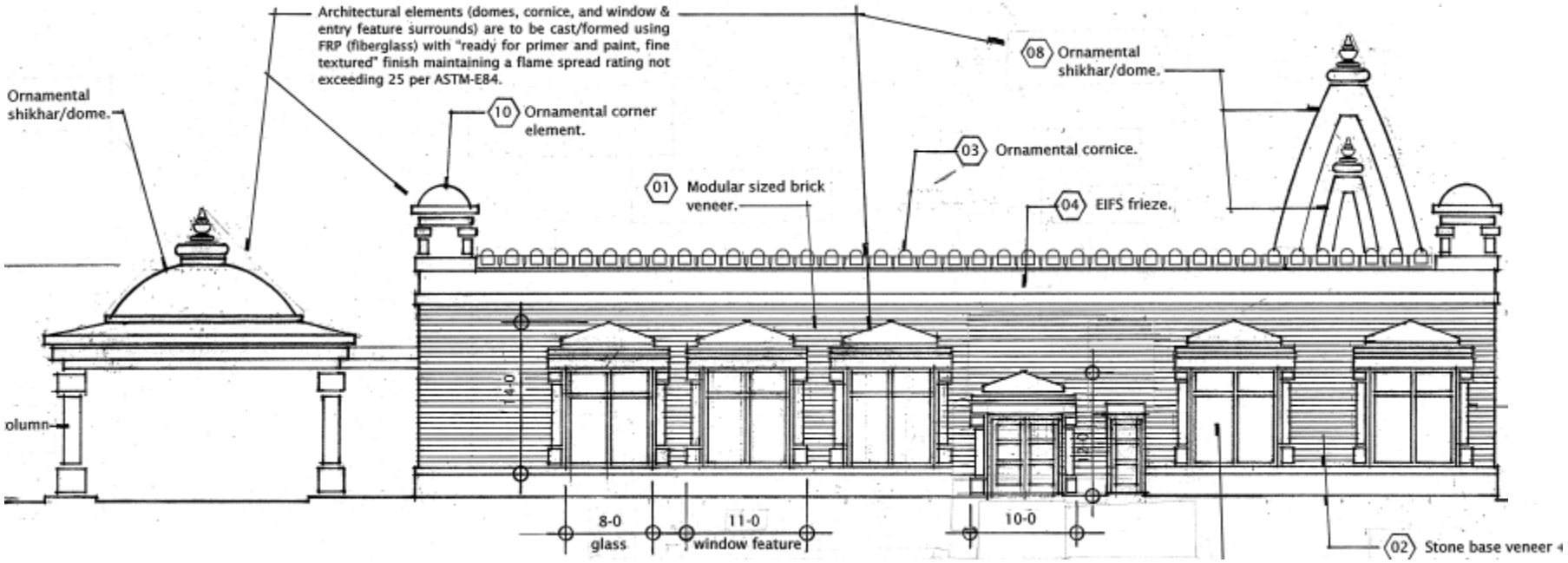
# Site Access and Improvements

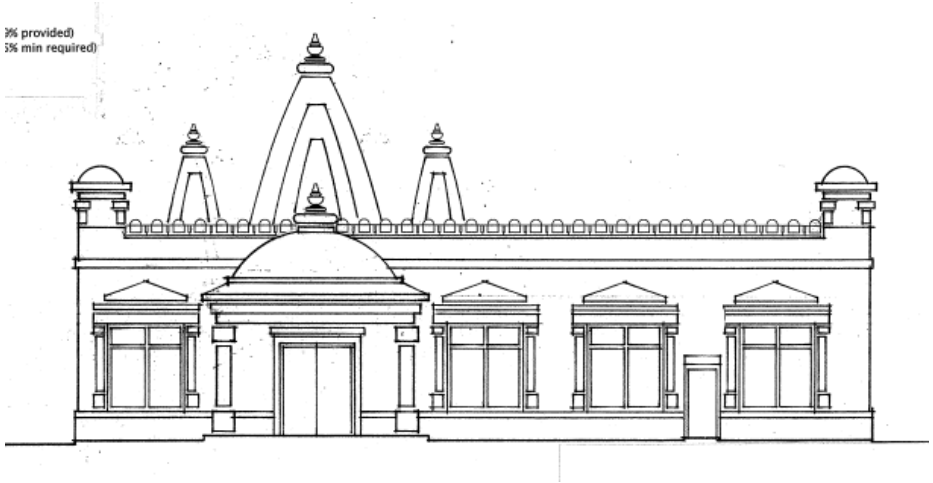


# Landscaping and Tree Save



# Elevations






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# Transportation Improvements

## Church Street

- Approximately 384’ of sidewalk along Church Street will be installed
- Approximately 384’ of curb and gutter along Church Street will be installed

## Cross Access

- Cross access easement from Church Street to Shiloh Park property provided and to be improved at the time of future phase

# Staff Recommendation

The proposed Major Site Plan is generally consistent with adopted plans and complies with the UDO. Therefore, the Planning Department recommends approval of the 910 Church Street Major Site Plan with the following conditions:

1. Prior to the issuance of the first building permit, the cross-access easement depicted on the site plan allowing access from Church Street to Shiloh Park for Town and emergency vehicles shall be recorded with the County.
2. Prior to the issuance of the first building permit, the purchase of the 0.45-acre rear strip of land on the subject property and all required agreements and easements per Resolution 2017-239-0 shall be finalized.

# PZB Recommendation

The Planning and Zoning Board recommended approval with the recommended conditions by staff with a vote of 5 to 0.

# Town Council Action

The requested Major Site Plan is an administrative request, meaning that if the requirements of the UDO are met, Resolution 2020-123-0 must be approved. The Town Council may:

- Approve the application as submitted;
- Approve the application with additional conditions to meet requirements of the UDO; or
- Deny the application if any standards set forth in the UDO are not met.

# Town Council Action

Resolution 2020-123-0 Approving a Major Site Plan for 910 Church Street



Morrisville

# Town Council Agenda Item Report

Agenda Item No. 7.b
Submitted by: Brandon Zuidema
Submitting Department Administration
Meeting Date: June 9, 2020

**SUBJECT**
Resolution & Ordinance
Brandon Zuidema

**Recommendation:**
Approve Resolution authorizing the Town Manager to award a construction contract for the replacement of the MAFC roof with the selected bidder (TBD) in the amount (TBD) and approve the Budget Ordinance Amendment appropriating the necessary funding.

**Updates/History of Briefing:**

**Executive Summary and Background Information:**
During the course of the MAFC renovation, staff was made aware of potential leaks in the roof of the existing building that were not previously believed to be active leaks. Staff met on site with a roofing contractor and confirmed that there are multiple small leaks in the roof membrane that necessitate the replacement of the roof. The existing roof is the original roof on the building; the most recent inspection of the roof condition had indicated it was at end-of-life and replacement had been planned once the new HVAC system was installed and the renovations to the existing building were completed. Given the current findings, the roof replacement should not be further delayed as we risk damage to the ceiling and infrastructure in the existing building. Roof replacement was not included as a component of the renovation project and thus is not eligible for funding from the capital project budget. Staff has reviewed potential funding sources and is recommending a transfer from fund balance to pay for this project. On June 5, 2020 we received bids from ## companies for this project; staff reviewed the bids and identified (Company TBD) as the lowest responsive, responsible bidder at $(TBD). Public Works is coordinating with the Engineering Department and the General Contractor on the MAFC renovation project to allow this work to begin while the MAFC renovation project is concluded. We anticipate approximately three weeks of work with the roof replacement being completed in July prior to the re-opening of MAFC.

**Advisory Board/Committee Review:**
None

**Insert Date of Advisory Board/Committee Review:**

**Advisory Board/Committee Recommendation and/or Vote:**
NONE

**Potential Options:**
- Approve the Resolution authorizing the Town Manager to execute a roof replacement contract with (Company TBD) in the amount (TBD) and approve the Ordinance transferring the necessary funds from the General Fund fund balance. - Deny and delay roof replacement.

**Staff Recommendation:**
Staff recommends that the Town Council authorize the Town Manager to execute the roof replacement contract with (Company TBD) in the amount (TBD) and authorize the Ordinance transferring the necessary funds from the General Fund fund balance.

ATTACHMENTS
- 2020-181-0_BS__MAFC_Roof_Replacement.pdf
- 2020-181-0_RES_MAFC_Roof_Replacement.pdf
- 2020-181-0_BOA_MAFC_Roof_Replacement.pdf

**Resolution 2020-181-0 Authorizing an Agreement with XXX for the MAFC Roof Replacement**

# "Connect Morrisville" Strategic Plan Alignment

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

# RESOLUTION 2020-181-0 OF THE MORRISVILLE TOWN COUNCIL AUTHORIZING AN AGREEMENT WITH XXX FOR MAFC ROOF REPLACEMENT

**WHEREAS,** the Morrisville Aquatics and Fitness Center (MAFC) is currently being renovated to provide enhanced aquatics and fitness opportunities for Town of Morrisville residents and other users; and

**WHEREAS,** Town staff and a roofing contractor have evaluated the existing roof of the MAFC and have confirmed that the roof has multiple leaks and needs to be replaced; and

**WHEREAS,** the roof replacement is necessary to protect the Town's investment in the renovation of the existing MAFC facility; and

**WHEREAS,** Town staff advertised this project and received XX responsive, responsible bids; and

**WHEREAS,** Town staff reviewed the bids and determined that the bid submitted by XXX in the amount of $XXX is the lowest responsive, responsible bid and recommends the award and approval of a contract with XXX.

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby authorizes the Town Manager to execute a contract in the amount of $XXX with XXX for the MAFC roof replacement.

Adopted this the 9th day of June 2020.

_____
TJ Cawley, Mayor

ATTEST:

_____
Eric W. Smith II, Town Clerk

Town of Morrisville
Morrisville, NC 27560

BUDGET ORDINANCE AMENDMENT 2020-181-0 to Appropriate Funds for MAFC Roof Replacement

Be it ordained by the Town Council of the Town of Morrisville, North Carolina that the following amendment is made to the Budget Ordinance for the Fiscal Year ending June 30, 2020.

Section 1. The following Fund revenues & expenditures are to be changed as prescribed below:

| **Revenue** | **Description** | | Increase/ (Decrease) per this Amendment |
|---|---|---|---|
| *General Fund* | | | |
| Fund Balance Appropriation | MAFC Emergency Roof Replacement | | $ 100,000 |
| | | **Total Revenues** | **$100,000** |
| **Expenditure** | | | |
| *General Fund* | | | |
| Facilities Maintenance & Repairs Parks | MAFC Emergency Roof Replacement | | $ 100,000 |
| | | **Total Expenditures** | **$100,000** |

Section 2. This will result in a budgetary increase of $100,000 in the General Fund. The budgets remain balanced in accordance with the Local Government Budget and Fiscal Control Act.

Section 3. The Annual Budget Ordinance was adopted on June 11, 2019.

Section 4. Copies of this budget amendment shall be furnished to the Clerk, to the Budget Officer, and to the Finance Director for their direction.

Adopted this 9th day of June, 2020.

Eric W. Smith II, Town Clerk

TJ Cawley, Mayor

# Town Council Agenda Item Report

Agenda Item No. 9.a
Submitted by: Mark Spanioli
Submitting Department Engineering
Meeting Date: June 9, 2020

**SUBJECT**
Presentaton w/ Attachments
Mark Spanioli

**Recommendation:**
Receive Update

**Updates/History of Briefing:**

**Executive Summary and Background Information:**
Provide Council with a project overview and update of the construction progress for the Town Center Core Stormwater Control Measure

**Advisory Board/Committee Review:**
None

**Insert Date of Advisory Board/Committee Review:**

**Advisory Board/Committee Recommendation and/or Vote:**
None

**Potential Options:**
None

**Staff Recommendation:**
Receive Update

ATTACHMENTS
- 2020-166-0-Atth-TCC SCM Presentation.pdf

Morrisville

Live connected. Live well.

# 2020-166-0

# Town Center Core Stormwater Control Measure Project Update

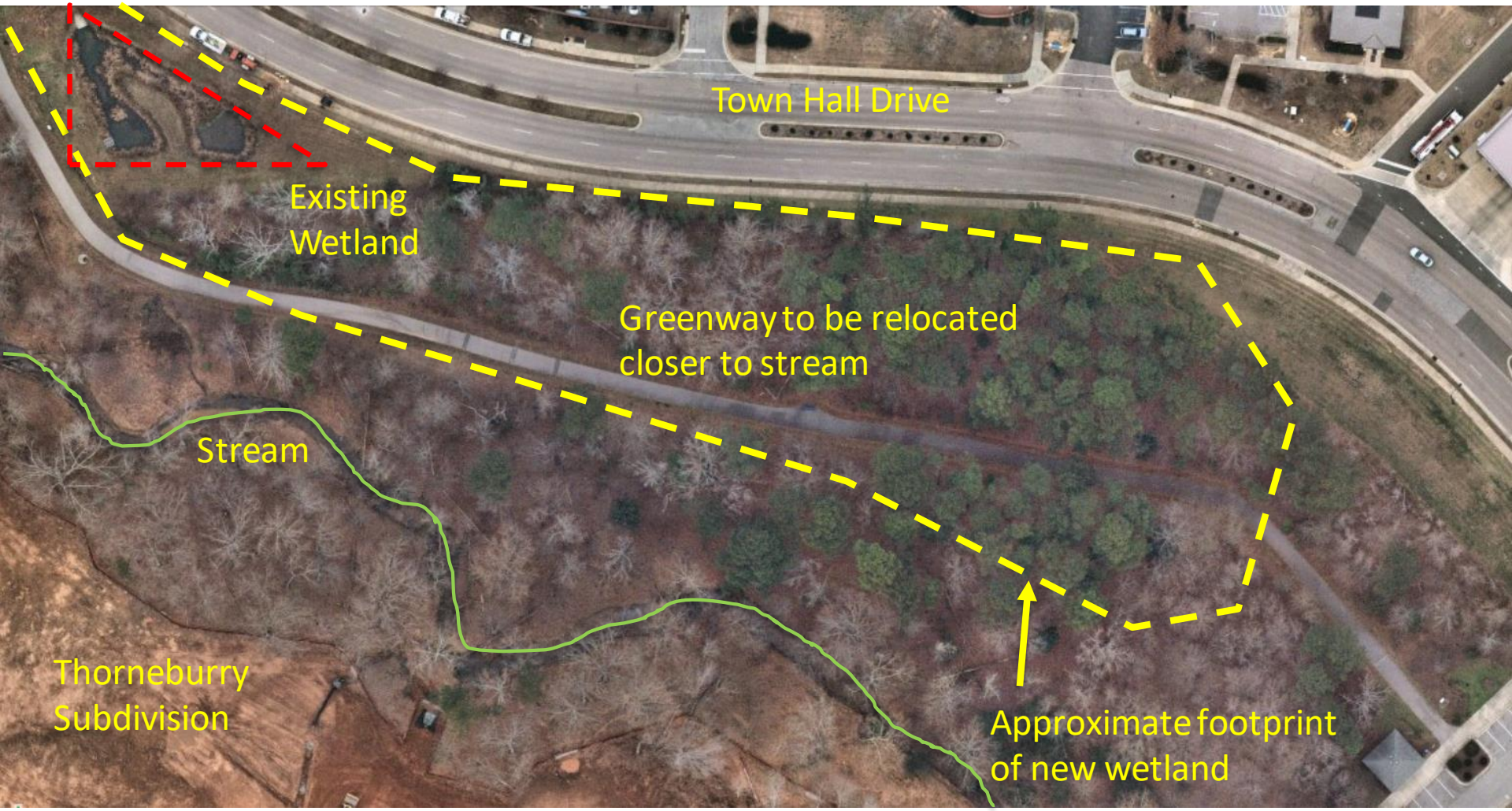
# Project Overview

- 1.62 Acre Stormwater Wetland
- 32 Acre watershed
- Relocation of Sanitary Sewer and Greenway
- Manages Stormwater from existing development and future development associated with Town Center Core
- Early Fall Completion Date



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# Project Area




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# Surrounding Area

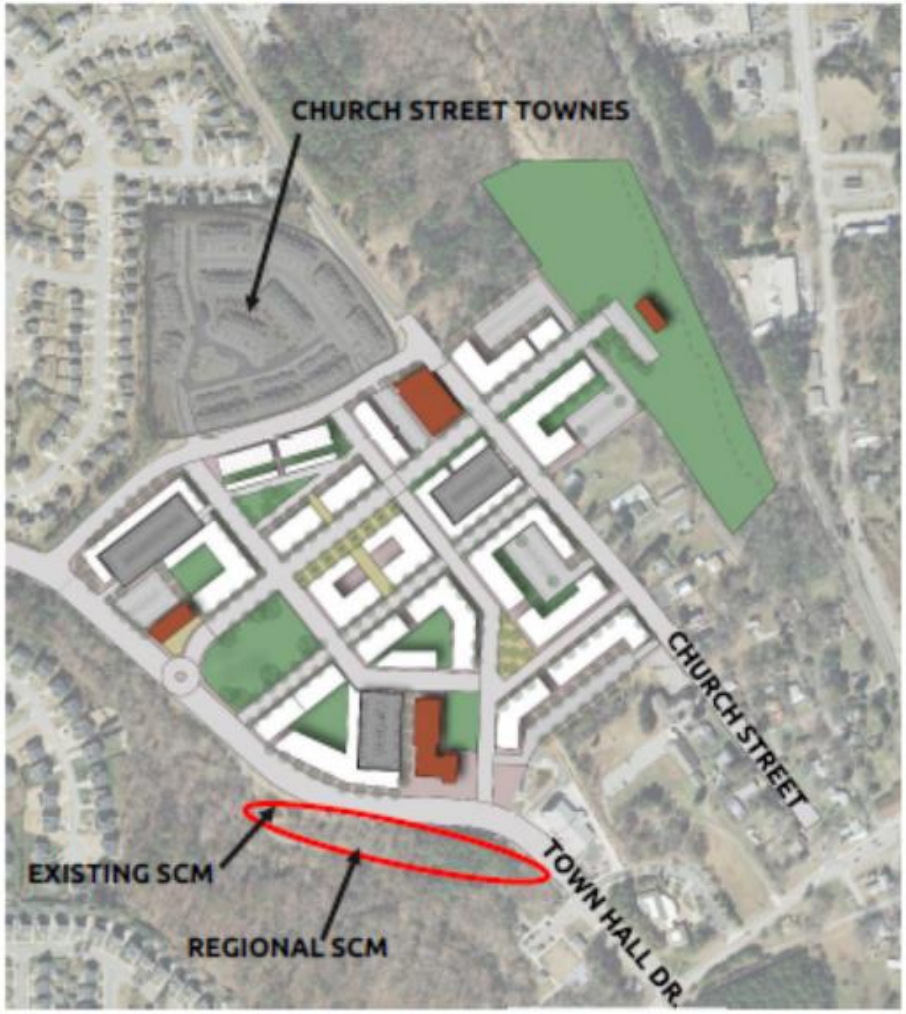
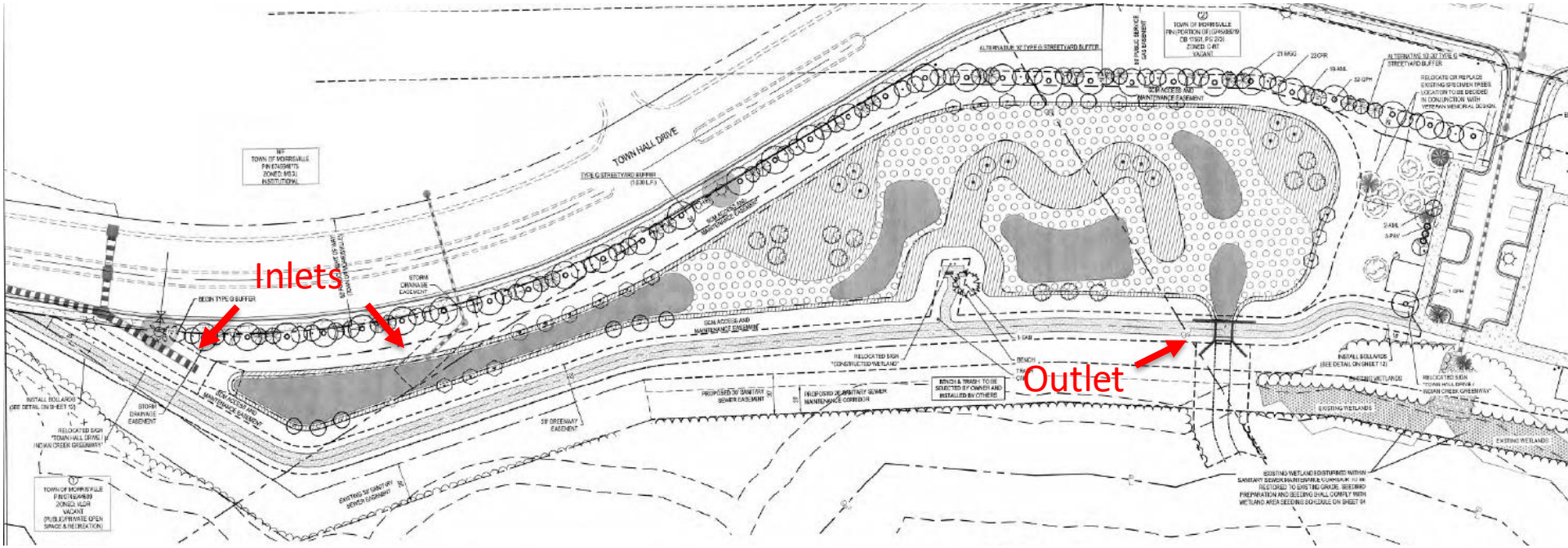



*Figure 1: Conceptual layout of Town Core Center between Town Hall Drive and Church Street. The regional SCM will occupy the area circled in red.*

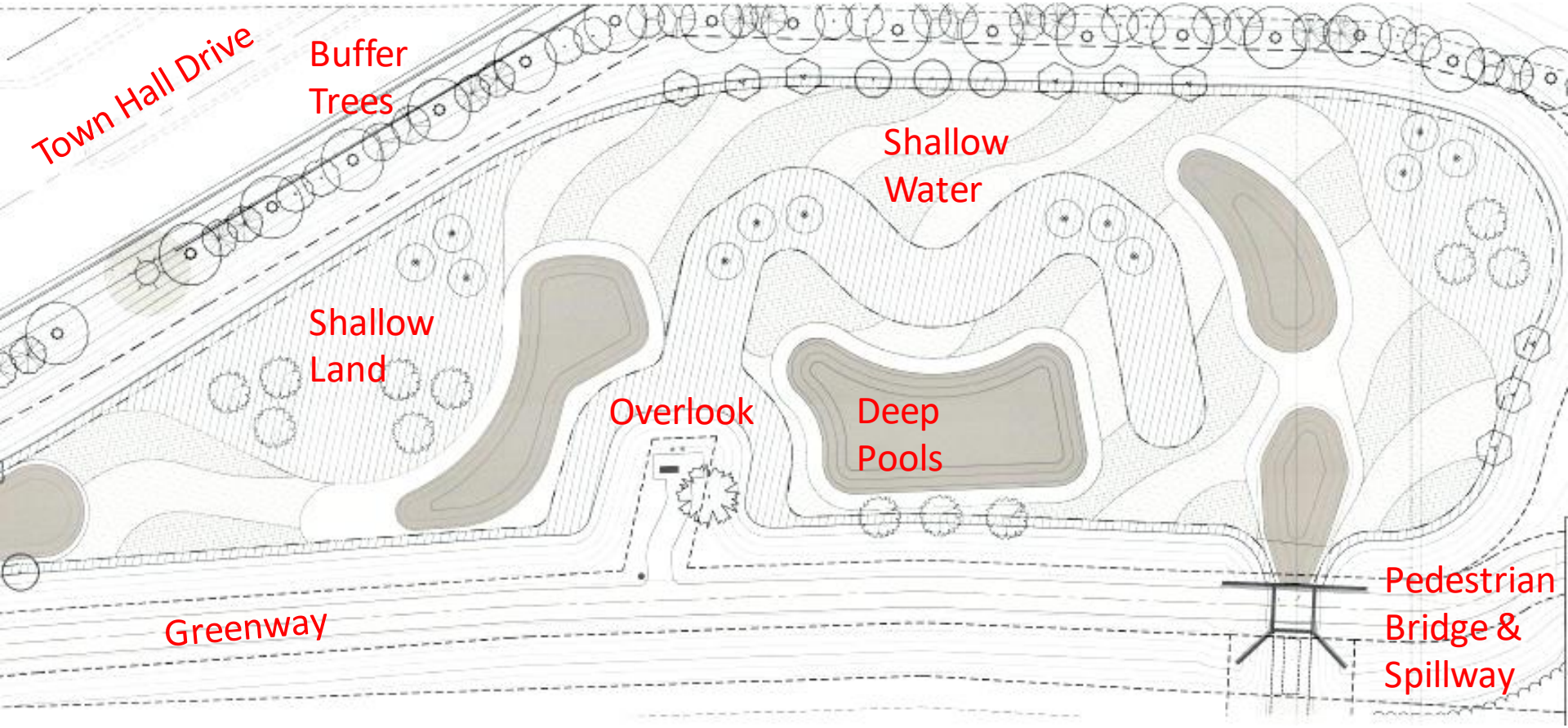
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# Design- Overview




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# Design-Landscaping




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# Construction Update

- Project contractor is the Fred Smith Company
- Construction commenced on April 3rd, 2020
- Project is on schedule and has a 6 month timeline
- Progress to date:
  - Clearing and grubbing has been completed
  - Sanitary sewer relocation has been completed
  - Underground stormwater pipe has been completed
  - Excavation for wetland has commenced

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# Construction Sign




Morrisville

# Rendering




MORRISVILLE SCM: VIEW 01

# Rendering



MORRISVILLE SCM: VIEW 02

# Town Council Agenda Item Report

Agenda Item No. 9.b
Submitted by: Eric Smith
Submitting Department Administration
Meeting Date: June 9, 2020

**SUBJECT**
Presentaton w/ Attachments
Eric Smith

**Recommendation:**
None

**Updates/History of Briefing:**

**Executive Summary and Background Information:**
N/A

**Advisory Board/Committee Review:**
None

**Insert Date of Advisory Board/Committee Review:**

**Advisory Board/Committee Recommendation and/or Vote:**
N/A

**Potential Options:**
N/A

**Staff Recommendation:**
N/A

ATTACHMENTS
- Pride Month 20200609.pdf

# Proclamation

*Recognizing June as Pride Month*

**WHEREAS,** June is Pride Month in which Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) people and allies come together in various celebrations; and

**WHEREAS**, the Town of Morrisville stands with the LGBTQ Community in a celebration of diversity and unity; and in remembrance of how far our country has come in the struggle to ensure that people live openly without discrimination and the affirmation of equal rights; and

**WHEREAS,** we are proud to join other communities in acknowledging June as Pride Month, and reaffirm our town's belief in the equal dignity of all citizens - regardless of their sexual orientation, gender identity, or gender expression;

**NOW, THEREFORE,** the Town Council of the Town of Morrisville, does hereby proclaim the month of June as LGBTQ Pride Month and invite everyone to reflect on ways we can all live and work together with a commitment to respect and dignity and to celebrate our diverse community.

Adopted this the 9th day of June 2020.

_____ _____

TJ Cawley, Mayor Eric W. Smith II, Town Clerk

# Town Council Agenda Item Report

Agenda Item No. 10.a
Submitted by: Nancy Emslie
Submitting Department Finance
Meeting Date: June 9, 2020

**SUBJECT**
Admin Report
Nancy Emslie

**Recommendation:**
Accept report.

**Updates/History of Briefing:**
Not Applicable

**Executive Summary and Background Information:**
This is a quarterly update on the progress made on the enterprise system project. The update was reviewed with the Town Council ERP Subcommittee on May 28.

**Advisory Board/Committee Review:**
None

**Insert Date of Advisory Board/Committee Review:**

**Advisory Board/Committee Recommendation and/or Vote:**
None

**Potential Options:**
Receive report.

**Staff Recommendation:**
Receive report.

ATTACHMENTS
- TownCouncil-ERPProjectUpdate-9June2020.pdf

# Enterprise System Project

Munis Financials | EnerGov | Munis HR & Payroll

Town Council Update

June 9, 2020

# Munis Financials

## Modules 100% Completed

- General Ledger
- Requisitions/Purchasing
- Accounts Payable
- Accounts Receivable
- General Billing
- Miscellaneous Cash Receipts
- System Administration
- Project and Grant Accounting
- Cash Management
- Capital Assets
- Budget
- P-Card Management

# Project Timeline – Munis Financials




Contract Signed November 2017

MUNIS Kickoff February 2018

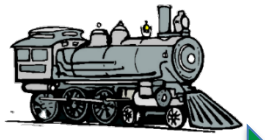
Initiate/Plan; Assess & Define

Build & Validate

Test & Train

Go Live! Dec 2018

Project Acceptance TBD





EnerGov Kickoff January 2018

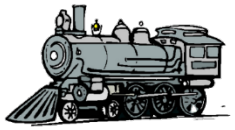
Initiate & Plan; Assess & Define

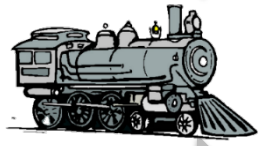
Build & Validate

Test & Train

Go Live! Sept - Dec 2019

Project Acceptance TBD





PR/Human Capital Kickoff March 2019

Initiate & Plan; Assess & Define

Build & Validate

Test & Train

Payroll Go Live!

HR Completion & Project Acceptance - TBD



# EnerGov

**January – May 2020**: Currently, **142** permit and plan applications are available for online submittal – added seventeen (17) new applications, including:

- Stormwater As-Builts
- Stream Determinations
- Floodplain
- Fire Educational Training
- Solar Panel
- Stockpiling
- Driveway

**Throughout 2020**: Completion of miscellaneous items and clean up, workflow correction and fine tuning

Continue customer improvements to CSS online portal, such as, adding instructions, success page with staff contacts (permit and plan specific), how-to documents, and general contact information

# EnerGov

## Additional Project Efforts

**Ongoing:** Extensive time committed to training employees, customers, and external municipal partners

**March 2020:** Inspections Department began transitioning Building permits from the legacy system into EnerGov

**May 2020:** EnerGov User Assessment survey – obtain information from users on frequency of use, comfort level with EnerGov, training, etc.

**Late 2020:** Work on enforcement piece for Code Enforcement, Fire and Stormwater

**EnerGov Upgrade to 2020.1 version**

- **Phase 1** (**July/August 2020**) **-** Most major applications (Permit, Plan, Code) rewritten in HTML, allowing staff to use any web browser for EnerGov and in anticipation of Microsoft sunsetting Silverlight on October 2021
- **Phase 2** (**mid-2021**) **-** As outlined by Tyler, EnerGov upgrade Phase 2 will transition the remainder of EnerGov applications to HTML before Silverlight sunsets

# Project Timeline - EnerGov




Contract Signed November 2017

MUNIS Kickoff February 2018

Initiate/Plan; Assess & Define

Build & Validate

Test & Train

Go Live! Dec 2018

Project Acceptance TBD

EnerGov Kickoff January 2018

Initiate & Plan; Assess & Define

Build & Validate

Test & Train

Go Live! Sept–Dec 2019

Project Acceptance TBD

PR/Human Capital Kickoff March 2019

Initiate & Plan; Assess & Define

Build & Validate

Test & Train

Payroll Go Live!

HR Completion & Project Acceptance - TBD

# Munis HR & Payroll

- Phase I: Payroll Go Live! – April 6th
  - Our new payroll system went live on April 6th
  - ExecuTime Time Entry for employee time recording
  - Employee Self Service (ESS) for:
    - Pay stubs; leave balances; W-4 information; personal demographics updates
  - ExecuTime and ESS are far more accessible to employees
    - Legacy system restricted to Internet Explorer use only, connected to the town network
    - ExecuTime and ESS are available on or off campus, on any computer, tablet, or even smart phone, and is widely compatible with browsers like Chrome, Firefox, Safari, Edge, and IE
  - Munis Payroll functions - seamlessly receive time entries from the ExecuTime add-on module, and publish pay and leave balance information to Employee Self Service, with real time (current pay period) leave accrual information

# Munis HR & Payroll

- Phase II: Human Capital Management
  - Personnel Actions Entry: completion and fine-tuning of configurations
  - Adjustments to, and completion of, PAE workflow
  - Configuration of Employee Evaluations Program
    - Previously served by a third-party system
    - Munis Employee Evaluations provides access and usage in this new common platform
  - Data imports from legacy system
    - Performance evaluation data/ratings, etc. – all current and historical information
    - Historical salary/personnel data – i.e. Status History information for all active employees
  - Rollout of, and training for, Personnel Actions and Employee Evaluations
  - July 2020 completion

# Munis HR & Payroll

- Phase III: ExecuTime Advanced Scheduling
  - To begin September/October 2020
  - ExecuTime Module Integration with Munis payroll – import of time entries during payroll process
  - Ability to automate timekeeping within ExecuTime – for employees with schedules, time entries are automatically populated
  - Facilitates manual schedule building, and schedule building based on availability (e.g. Parks & Rec part time employees)
  - Time exchange function for shift swaps and shift trades
  - Manage unlimited number of schedules and shifts

# Project Timeline – Munis HR & Payroll




Contract Signed November 2017

MUNIS Kickoff February 2018

Initiate/Plan; Assess & Define

Build & Validate

Test & Train

Go Live! Dec 2018

Project Acceptance TBD

EnerGov Kickoff January 2018

Initiate & Plan; Assess & Define

Build & Validate

Test & Train

Go Live! Sept-Dec 2019

Project Acceptance TBD

PR/Human Capital Kickoff March 2019

Initiate & Plan; Assess & Define

Build & Validate

Test & Train

Payroll Go Live!

HR Completion & Project Acceptance - TBD

# Town Council Agenda Item Report

Agenda Item No. 12.a
Submitted by: Martha Paige
Submitting Department Administration
Meeting Date: June 9, 2020

**SUBJECT**
Resolution
Martha Paige

**Recommendation:**
Approve proposed resolution of support.

**Updates/History of Briefing:**

**Executive Summary and Background Information:**
In 2017, the Wake County Board of Education began approving a rolling 7-year building plan. The plan allows for the effective operational and financial planning for new schools, major renovations and other capital needs. The plan also accounts for life cycle equipment replacement, educational equipment and furniture replacement, technology and security, land acquisition, environmental/ADA issues, mobile relocations, unique learning environment (SNAP), facilities assessments, program management, and program contingency. The plan is updated annually by a Joint Facilities Core Team, which includes representatives of both WCPSS and Wake County. Funding for the WCPSS building program is included as a component of the County's CIP. Wake County is responsible for funding the construction of schools for the Wake County Board of Education. They use a combination of bonds, other debt, and cash to fund these requests. In November 2018, Wake County voters approved bonds to support the FY2020 and FY 2021 funding needs requested in the Wake County Board of Education CIP. The Joint Facilities Core Team has recently completed its update of the CIP, covering FY 2021 through FY 2027. The funding necessary to implement this CIP totals $2,466,500,000 over the seven-year time period. The Wake County Board of Education passed a resolution on May 19 requesting the Wake County Board of Commissioners to take all necessary steps, by the issuance of bonds or otherwise, to provide funds for the school system's capital building needs. A copy of that Resolution is provided as ATT01. A copy of the FY 21-27 CIP is provided as ATTH02. A combination middle school/high school (MS/HS11) that would be built adjoining Parkside Elementary School in Research Triangle Park is included in FY 2021 proposed funding in the amount of $4.9 million for planning and design. This allocation has been moved forward one year from FY 2022 as proposed in the prior year 2019 CIP. Construction is still anticipated to occur in FY 24 and FY 25, with completion in calendar year 2025. While the CIP is subject to change, the inclusion of this school in the CIP

demonstrates recognition of the unique needs of the Morrisville community for a middle and/or high school in or near Morrisville. Support for the plan will demonstrate to WCPSS and Wake County the Town of Morrisville's continued advocacy and collaboration with our education partners.

**Advisory Board/Committee Review:**
Morrisville Public education Advisory Committee

**Insert Date of Advisory Board/Committee Review:**
2020-06-02

**Advisory Board/Committee Recommendation and/or Vote:**
MPEAC review this item at its June 2, 2020 meeting and approved unanimously with comments.

**Potential Options:**
- Approve Resolution of Support - Modify Resolution of Support - Defer Resolution of Support

**Staff Recommendation:**
- Approve Resolution of Support

ATTACHMENTS
- 2020-168-0 Brief Supp WCPSS Resolution of Support for FY21-27 CIP.pdf
- 2020-168-0 RES WCPSS Resolution of Support for CIP.pdf
- 2020-168-0 ATTH 01 WCPSS FY21-27 CIP Resolution.pdf
- 2020-168-0 ATTH 02 WCPSS 2021 Capital Improvement Plan.pdf

**Item Number 2020-168-0**
**Resolution of Support for WCPSS FY21-27 CIP**

# "Connect Morrisville" Strategic Plan Alignment

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

**RESOLUTION 2020-168-0**
**OF THE MORRISVILLE TOWN COUNCIL SUPPORTING**
**THE WAKE COUNTY BOARD OF EDUCATION**
**FY2021 – FY 2027 CAPITAL IMPROVEMENT PLAN**

**WHEREAS,** the Wake County Public School System (WCPSS), Wake County Board of Education, and Wake County Board of Commissioners are regional partners with the Town of Morrisville**;** and

**WHEREAS,** Morrisville currently has WCPSS elementary schools, but no WCPSS middle or high schools located in or adjoining Morrisville; and

**WHEREAS,** WCPSS has 20 schools with enrollment caps; and

**WHEREAS,** WCPSS has purchased land for a future school to be constructed adjoining the Town of Morrisville and Parkside Elementary School in the Research Triangle Park; and

**WHEREAS,** on May 19, 2020, the Wake County Board of Education approved a Resolution Requesting Funding for FY 2021 – FY 2027 Capital Improvement Plan (CIP); and

**WHEREAS,** the WCPSS CIP includes $4.9 in proposed funding for planning and design of the combined middle and high school in the FY 2021 Capital Improvement Plan; and

**WHEREAS,** construction of the combined middle and high school is projected in FY 24 and FY 25 of the CIP; and

**WHEREAS,** the Town of Morrisville Strategic Plan initiatives support addressing the middle and high school needs for its residents.

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby supports the Wake County Board of Education's FY 2021 – FY 2027 Capital Improvement Plan.

Adopted this the 9th day of June 2020.

_____
TJ Cawley, Mayor

ATTEST:

_____
Eric W. Smith II, Town Clerk

**RESOLUTION REQUESTING FUNDING FOR**
**FY 2021 – FY 2027 CAPITAL IMPROVEMENT PLAN**

**WHEREAS,** the Wake County Public School System Board of Education (Board) has determined and found that both renovations to existing school facilities and additional schools are needed to meet the needs of our current and future student population, and

**WHEREAS**, the Board has determined that facility improvements are necessary at many existing schools to assure that those facilities remain safe and healthy for students and staff, and will continue to support instructional programs that promote academic excellence for all students, and

**WHEREAS**, upon examining the school system's facility needs, the Board has determined and found that a building program is necessary to build new schools and improve existing schools, and

**WHEREAS**, the Wake County Public School System staff and Wake County staff have collaborated on the development and content of the proposed Capital Improvement Program, and

**WHEREAS,** the Board has created a 2021-2027 Capital Improvement Program which includes the purchase of land; construction of new schools; expansion and improvements to existing schools, and repairs to existing schools, and

**WHEREAS,** the funding necessary to implement this Capital Improvement Program totals $2,466,506,992 over the seven-year time period, and

**WHEREAS**, the Board of Commissioners has various options in how to provide funds to provide the additional amounts requested, including, without limitation, the calling of a bond referendum to authorize the issuance of general obligation bonds, the issuance of limited obligation bonds, the issuance of bonds anticipation notes in anticipation of the issuance of general obligation bonds or limited obligation bonds and funding a portion of the costs on a "pay as you go" basis, and also has various options for the timing of such actions to meet appropriations;

**BE IT THEREFORE RESOLVED**, the Board hereby requests and petitions the Board of Commissioners for the County of Wake, North Carolina to take all necessary steps, by the issuance of bonds or otherwise, to provide funds for the school system's capital building needs as described above.

Resolved this 19th day of May 2020.

THE WAKE COUNTY BOARD OF EDUCATION

By: _____
Keith Sutton
Chair

By: _____
Cathy Q. Moore
Secretary

| | C | D | H | K | L | M | N | O | P | Q | U |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 3 | | | | First Four (4) years | | | | Last Three (3) Years | | | |
| 4 | **School** | **Capacity as of Jan 2019** | **Calendar Year Const Complete** | **FY21 $M** | **FY22 $M** | **FY23 $M** | **FY24 $M** | **FY25 $M** | **FY26 $M** | **FY27 $M** | **Total FY21 - FY27** |
| 5 | | | | **Current Bond** | | | | | | | |
| 6 | | | | | | | | | | | |
| 7 | Herbert Akins Road MS | 936 | 2022 | 56.8 | | | | | | | |
| 8 | Apex Friendship ES | 508 | 2022 | 39.1 | | | | | | | |
| 9 | ES 51 | 716 | 2023 | | 51.5 | | | | | | |
| 10 | ES 44 | 716 | 2023 | | 46.9 | | | | | | |
| 11 | Fuquay Varina MS (M15) | 1248 | 2024 | | 44.5 | 35.4 | | | | | |
| 12 | ES x4 | 716 | 2024 | 3.3 | | 48.8 | | | | | |
| 13 | HS 12 | 2,246 | 2024 | | 84.4 | 60.0 | | | | | |
| 14 | ES x5 | 716 | 2025 | | 3.5 | | 51.0 | | | | |
| 15 | ES x6 | 716 | 2025 | | 3.5 | | 51.0 | | | | |
| 16 | MS/HS 11 | 1248/400 | 2025 | 4.9 | - | | 73.2 | 50.0 | | | |
| 17 | HS 15 | 1,000 | 2026 | | 4.5 | | | 67.8 | | | |
| 18 | MS 12 | 1,248 | 2027 | | | 6.6 | - | 36.7 | 50.0 | | |
| 19 | HS 3 | 2,246 | 2028 | | | | 8.0 | | 90.0 | 58.8 | |
| 20 | ES (TBD) | | | | | | 5.0 | | | 54.2 | |
| 21 | ES (TBD) | | | | | | | 5.5 | | | |
| 22 | ES (TBD) | | | | | | | 5.5 | | | |
| 23 | ES (TBD) | | | | | | | | | 6.0 | |
| 24 | **New School Totals** | | | **104.0** | **238.8** | **150.9** | **188.2** | **165.5** | **140.0** | **119.0** | **1,106.4** |
| 25 | | | | | | | | | | | |
| 26 | FVHS | 2,246 | 2021 | 4.0 | | | | | | | |
| 27 | Fuller ES | 508 | 2022 | 42.4 | | | | | | | |
| 28 | Swift Creek ES | 616 | 2024 | | | 49.4 | | | | | |
| 29 | W Millbrook MS | 1,248 | 2022 | 74.9 | | | | | | | |
| 30 | Baucom ES | 716 | 2024 | 4.9 | | 42.7 | | | | | |
| 31 | ES Reno 1 | 716 | 2027 | | | | 11.2 | | 50.0 | | |
| 32 | ES Reno 2 | 716 | 2027 | | | - | 5.5 | - | 55.7 | | |
| 33 | ES Reno 3 | 716 | 2028 | | | | - | 5.5 | - | 55.6 | |
| 34 | Reno TBD | | 2029 | | | | | 7.3 | | - | |
| 35 | **Existing School Totals** | | | **126.1** | **-** | **92.1** | **16.7** | **12.8** | **105.7** | **55.6** | **408.9** |
| 36 | | | | | | | | | | | |
| 37 | | | | | | | | | | | |
| 38 | Life CY Building | | | 27.8 | 18.7 | 20.5 | 35.0 | 40.0 | 45.0 | 46.4 | |
| 39 | Life CY Furniture | | | 2.0 | 2.1 | 2.1 | 2.2 | 2.2 | 2.3 | 2.4 | |
| 40 | Ed Equipment | | | 1.1 | 2.6 | 2.7 | 3.8 | 3.9 | 4.0 | 4.2 | |
| 41 | Enviro/ADA | | | - | - | - | 1.2 | 1.2 | 1.2 | 1.3 | |
| 42 | Tech Devices | | | 18.6 | 19.3 | 20.0 | 25.7 | 26.5 | 27.3 | 7.6 | |
| 43 | Tech Infrastructure | | | 6.4 | 6.6 | 6.8 | 7.0 | 7.1 | 7.4 | 28.1 | |
| 44 | Security | | | 4.5 | 8.1 | 4.8 | 4.9 | 5.0 | 5.2 | 5.4 | |
| 45 | Temp Classrooms | | | 1.3 | 2.7 | 2.8 | 2.9 | 3.0 | 3.1 | 3.2 | |
| 46 | Assessments | | | 0.5 | 0.5 | 0.6 | 0.6 | 0.6 | 0.6 | 0.6 | |
| 47 | Land | | | 5.9 | 9.3 | 4.6 | 11.9 | 12.2 | 12.7 | 13.0 | |
| 48 | SNAP | | | 13.0 | 12.5 | 15.0 | 16.0 | 16.4 | 17.0 | 17.5 | |
| 49 | Partial Renovations & Improvements | | | 4.2 | 4.4 | 4.5 | 9.0 | 18.0 | 23.7 | 24.4 | |
| 50 | Program Cont | | | 9.6 | 6.9 | 6.6 | 11.5 | 9.5 | 11.3 | 9.1 | |
| 51 | Program Mgmt | | | 9.6 | 9.9 | 9.8 | 11.5 | 9.5 | 11.3 | 9.1 | |
| 52 | **Program Requirements Totals** | | | **$ 104.6** | **$ 103.6** | **$ 100.6** | **$ 143.1** | **$ 155.1** | **$ 172.0** | **$ 172.2** | **$ 951.2** |
| 53 | | | | | | | | | | | **Total** |
| 54 | | | | | | | | | | | |
| 55 | **Total** | | | **$ 334.71** | **$ 342.34** | **$ 343.60** | **$ 347.99** | **$ 333.40** | **$ 417.68** | **$ 346.79** | **$ 2,466.5** |

# Town Council Agenda Item Report

Agenda Item No. 12.b
Submitted by: Erin Hudson
Submitting Department Administration
Meeting Date: June 9, 2020

**SUBJECT**
Resolution/Agreement
Erin Hudson

**Recommendation:**
None

**Updates/History of Briefing:**
Not Applicable

**Executive Summary and Background Information:**
At its June 4 Work Session, Mayor Cawley presented a resolution for council consideration in support of emergency funding for cities to replace revenue lost during the COVID-19 pandemic. The National League of Cities (NLC) initiated a "Cities are Essential" campaign to help reinforce that without Federal support for replacement revenue, it will be difficult for many cities to move forward in the current economy, and would have a further, prolonged impact on economic recovery. Cities nationwide have experienced loss across multiple revenue streams, many of them generated by local economic activity. With fewer revenue options, cities may not have the tools and resources they need to support their local communities. It is projected that America's cities, villages and towns will experience budgetary shortfalls of up to $134 Billion in Fiscal Year 2020, and these shortfalls vary significantly by state. Morrisville projects the potential revenue loss of approximately $1.4 million dollars due to COVID-19 impacts, causing personnel and program decisions to be delayed. In addition to revenue loss, cities have also incurred unexpected expenses due to the pandemic, and Morrisville has faced approximately $165,000 in unexpected expenditures. Critical purchases (some examples are personal protective equipment, sanitizing equipment, or touchless/remote entry devices) while unplanned, have been made to protect the safety and well-being of employees and citizens nationwide. The Coronavirus Aid, Relief, and Economic Security (CARES) Act established a $150 Billion Federal relief fund to be split among the the 50 states, the District of Columbia, the territories, and tribal governments. Wake County, with a population of over 500,000 according to 2019 Census Bureau data, is eligible to receive direct payment. Receiving counties may transfer funds for eligible expenses to a city or town within the county, but are not required to do so. A draft resolution in support of the Cities are Essential campaign is being prepared and will be attached to this agenda item for consideration on June 9.

**Advisory Board/Committee Review:**
None

**Insert Date of Advisory Board/Committee Review:**

**Advisory Board/Committee Recommendation and/or Vote:**
None

**Potential Options:**
- Approve Resolution - Approve with Amendments - Deny Resolution

**Staff Recommendation:**
Town Council discussion and consideration.

ATTACHMENTS
- 2020-185-0 Peak Supp - Cities are Essent Emerg Fund.docx
- 2020-185-0 RES Cities Are Essential Morrisville Resolution (Emergency Funding).pdf

Resolution in Support of Fair, Direct Federal Emergency Funding:(2020-185-0)

## "Connect Morrisville" Strategic Plan Alignment

| Goals | | Objectives |
|---|---|---|
| Improved transportation mobility – *Enhance transportation options through improved accessibility, connectivity and collaboration* | ☐ | Obj. 1.1 Manage traffic congestion at targeted locations and targeted times of day |
| | ☒ | Obj. 1.2 Leverage resources through partnerships with other government entities and private sector |
| | ☐ | Obj. 1.3 Improve mobility options for non-drivers |
| Thriving, livable neighborhoods – *Enrich the quality of life through the preservation of natural resources, well-planned development and strengthened neighborhood vitality* | ☐ | Obj. 2.1 Provide a mix of housing options that meet the current and future needs of the community |
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| | ☐ | Obj. 2.4 Establish a planned approach for redevelopment and revitalization |
| | ☒ | Obj. 2.5 Plan and provide for current and future infrastructure |
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| | ☒ | Obj. 3.3 Effectively maintain assets and make the most of existing resources |
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| | ☐ | Obj. 4.4 Meet Demands for service |
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| | ☒ | Obj. 5.2 Deliver customer-focused service |
| | ☐ | Obj. 5.3 Require the highest of professional standards |
| | ☐ | Obj. 5.4 Attract, develop and retain a diverse, high performing workforce |
| | ☒ | Obj. 5.5 Align priorities with resources |
| | ☐ | Obj. 5.6 Leverage the use of technology to maximize results |
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| | ☐ | Obj. 6.2 Support new and existing businesses by streamlining processes and minimizing complexities |
| | ☐ | Obj. 6.3 Understand business needs in order to supply a ready workforce |
| | ☐ | Obj. 6.4 Maximize partnership opportunities with the Morrisville Chamber of Commerce, regional and educational partners |
| | ☐ | Obj. 6.5 Develop an advocacy plan to address public education needs |

**RESOLUTION 2020-185-0 OF THE MORRISVILLE TOWN COUNCIL IN SUPPORT OF FAIR, DIRECT FEDERAL EMERGENCY SUPPORT TO REOPEN AND REBUILD LOCAL AMERICAN ECONOMIES**

**WHEREAS,** America's cities, towns and villages face unprecedented threats due to the ongoing COVID-19 pandemic emergency; and

**WHEREAS,** municipalities are essential to America's economic recovery and without funding support for local governments, municipalities may go from being a critical part of the economic solution, to becoming a major obstacle to long-term stabilization and recovery; and

**WHEREAS,** America's cities, towns and villages are projected to experience budgetary shortfalls of up $134 billion in fiscal year 2020 alone, and the negative effects of the pandemic emergency on local communities will likely continue long after this year; and

**WHEREAS,** three million critical municipal worker jobs may be at risk, threatening cuts to basic community services, including 9-1-1 response, sanitation, and maintenance; and

**WHEREAS,** communities have taken extraordinary measures to protect health, safety, and the continuation of essential services throughout the emergency; and

**WHEREAS,** Morrisville, North Carolina has an estimated FY2021 projected revenue decrease of approximately $ 1.4 million dollars due to COVID-19, which may lead to delays in funding personnel needs, including Fire/Rescue and Police personnel, and other important programs; and

**WHEREAS,** America's rural communities and small towns are struggling just as much as big cities and risk being left behind or wiped out entirely.

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby calls on Congress to allocate fair and direct federal support to all of America's communities, regardless of population size; and

**BE IT FURTHER RESOLVED** that this funding must be flexible and address not only the additional expenses incurred by communities to respond to the pandemic emergency, but also the dramatic budgetary shortfalls resulting from pauses in commerce, tourism, and other economic engines; and

**BE IT FURTHER RESOLVED** that local governments would ensure federal funds are immediately used to rebuild and reopen the national economy; and

**BE IT FURTHER RESOLVED** that funding would keep middle class workers employed and critical services operating; and

**BE IT FURTHER RESOLVED** that the Town of Morrisville has been part of the emergency response and now calls on Congress to build a united national partnership for a safe, healthy, prosperous life.

Adopted this the 9th day of June 2020.

_____ _____

TJ Cawley, Mayor Eric W. Smith II, Town Clerk

# Town Council Agenda Item Report

Agenda Item No. 12.c
Submitted by: Erin Hudson
Submitting Department Administration
Meeting Date: June 9, 2020

**SUBJECT**
Resolution/Agreement
Erin Hudson

**Recommendation:**
None

**Updates/History of Briefing:**
Not Applicable

**Executive Summary and Background Information:**
At its June 4 Work Session, Council Member Fender requested Town Council consider a resolution that would support asking the North Carolina Department of Environmental Quality to deny Wake Stone Corporation's mining permit for its future Triangle Quarry application on land owned by the Raleigh-Durham International Airport (RDU). The quarry site could impact Lake Crabtree County Park and Umstead State Park, areas frequented by Morrisville citizens. A draft proposed resolution was shared by CM Fender for Town Council discussion. Town Council discussed the proposed resolution and support of the statement's under the Town's control. There was some caution regarding statements within the proposed resolution that were "absolute". Council also wants to respect the long-standing working relationships with its partners at DEQ, RDU and Wake County Government. Council asked that staff review the language and circulate a draft proposed resolution for Town Council review and consideration on June 9. The proposed resolution will be attached to this agenda item when the draft is complete. Town Council has received comments from some citizens at previous meetings who are opposed to the quarry at the currently sited location. Due to significant public interest, the Division of Energy, Mineral and Land Resources (DEMLR) plans to hold a public hearing on the Wake Stone Corporation, Triangle Quarry application to modify permit number 92-10. In accordance with COVID-19 safety precautions, DEMLR is evaluating options. The public hearing must be held by July 7.

**Advisory Board/Committee Review:**
None

**Insert Date of Advisory Board/Committee Review:**

**Advisory Board/Committee Recommendation and/or Vote:**
None

**Potential Options:**
- Approve Resolution - Approve Resolution with amendments - Deny Resolution

**Staff Recommendation:**
Town Council discussion and consideration.

ATTACHMENTS
- 2020-186-0 Peak Supp Wake Stone Mining Permit.pdf
- 2020-186-0 RES Wake Stone Mining Permit_ResolutionAlt.pdf

# "Connect Morrisville" Strategic Plan Alignment

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

**RESOLUTION 2020-186-0 OF THE MORRISVILLE TOWN COUNCIL IN SUPPORT OF NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY REVIEW OF THE WAKE STONE MINING PERMIT**

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**WHEREAS,** the Town of Morrisville's mission statement is "Connecting our diverse community to an enhanced quality of life through innovative programs and services"; and

**WHEREAS,** the Town of Morrisville's objectives include providing mobility options for our non-driving citizens, and being responsible stewards of the natural environment; and

**WHEREAS,** the Town of Morrisville has invested in the Crabtree Creek Greenway and Hatcher Creek Greenway to specifically connect the Town of Morrisville to Lake Crabtree County Park and to the Reedy Creek Park entrance of our beloved William B. Umstead State Park; and

**WHEREAS,** Morrisville residents and businesses have relocated to our town for an enhanced quality of life and connected community; and

**WHEREAS,** Morrisville residents are frequent users of Lake Crabtree County Park and Umstead State Park for hiking, running, biking, and family outings; and

**WHEREAS,** Wake Stone Corporation has submitted a modification application to the State of North Carolina Department of Environmental Quality (DEQ) for its Mining Permit 92-10 requesting to expand its Triangle Quarry operations; and

**WHEREAS,** the proposed location of the expanded operations is the Raleigh Durham Airport Authority (RDUAA) 105-acre Odd Fellows Tract located directly across Crabtree Creek from the current Triangle Quarry pit; and

**WHEREAS,** the Odd Fellows Tract is on the North Carolina Division of Parks and Recreation critical land acquisition list to purchase and add to Umstead State Park,

**WHEREAS,** The Conservation Fund, a national environmental non-profit organization, offered to buy the Odd Fellows Tract from RDUAA to expand Umstead State Park in October 2017; and

**WHEREAS,** state guidance for applications, granting and conditions for operators desiring to engage in mining activities are governed by Article 7 of the Mining Act of 1971; and

**WHEREAS,** DEQ may deny a permit request based on violations of requirements outlined in subsection 74-51(d) of the Mining Act; and

**WHEREAS,** a public hearing to seek community feedback on the application is scheduled for June 23, 2020 beginning at 6:00 p.m. Due to COVID-19 limits on the size of public gatherings, the hearing will be conducted digitally; and

**WHEREAS,** all public and interested parties have the explicit right to submit public comments regarding Wake Stone's permit application; and

**WHEREAS,** many Town of Morrisville residents are concerned that expansion of the quarry operations may severely impact quality of life due to the loss of tree canopy and wildlife as well as the resulting pollution of our air and water resources; and

**WHEREAS,** Wake County Commissioners have emphasized a need for more Open Space for citizens of the County; and

**WHEREAS,** the Town of Morrisville is one of the local governmental units closest to the proposed expanded quarry operation; and

**WHEREAS,** the expanded mining operations by Wake Stone may violate standards of air quality, surface water quality, and ground water quality; and

**WHEREAS,** the expanded mining operations by Wake Stone may have a significantly adverse effect on the purposes of a publicly owned park, forest, or recreation area.

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby requests the NC Department of Environmental Quality to deny the permit for Wake Stone Corporation's mining permit modification application based on identified alternative options for the Odd Fellows tract and the potential negative impacts on the environment and quality of life in the surrounding area due its proximate location to Umstead Park and other area parks and recreational assets.

Adopted this the 9th day of June 2020

| | |
|---|---|
| _____ | _____ |
| TJ Cawley, Mayor | Eric W. Smith II, Town Clerk |

# Town Council Agenda Item Report

Agenda Item No. 13.a
Submitted by: Jeanne Hooks
Submitting Department Administration
Meeting Date: June 9, 2020

**SUBJECT**
Budget Ordinance Amendment
Jeanne Hooks

**Recommendation:**
Approve the fiscal year 2021 Annual Operating Budget & CIP, Resolution authorizing the levy and collection of taxes and Resolution establishing a Debt Service Fund

**Updates/History of Briefing:**

**Executive Summary and Background Information:**
The Proposed Fiscal Year 2021 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 should help facilitate focused discussions. Staff will formally present the budget on May 12 during a virtual council meeting and will follow with a work session to allow for questions and comments. In addition to the May 12 work session following the initial brief of the budget, budget work sessions are scheduled for May 19, May 26, May 28 and June 4. In response to uncertain circumstances, Staff has applied conservative forecasting overall and integrated other safeguarding best practices into budget development. These established responsive strategies to manage implementation during the performance year effectively preserve and protect the financial position of the Town. Revenue sources that would be uniquely sensitive to changing economic conditions resulting from COVID-19 have been carefully evaluated. It is important to stay focused on maintaining fiscal responsibility and to remain committed to not fall behind on the foundational investments we have already made towards the future. This recommended budget establishes the framework to continue our good work. Budget Highlights: -Total operating budget equals $38,180,000 (General Fund plus Stormwater). -Tax Rate proposed would change from $0.39 to $0.365; a $0.025 decrease from current rate and $0.04 above reported Revenue Neutral Tax Rate of approximately $0.325. Stormwater Equivalent Residential Unit (ERU) fee remains at $25 per ERU -Other fees - Vehicle Decal Fee remains at the maximum authority of $30 per vehicle annually, minor user fee adjustments proposed for development services and parks &

recreation. -Budget was balanced utilizing less than 3% of expenditures from Fund Balance for onetime items, leveraging other reserves where appropriate, carefully scrutinizing budget requests in alignment with strategic goals, planning for staggered implementation of certain spending, deferring reserve allocations and holding on specific equipment/vehicle replacements to effectively manage cash flow. Key Initiatives & Priorities totaling $5.6 million: -Workforce needed to meet growing service demands include 13 new positions overall (4 positions requested at full-year implementation = Network & Security Administrator, Sustainability Program Coordinator, Human Resource Specialist and Senior Center Recreational Program Specialist; 9 positions requested at 1/2-year implementation = MPD Traffic Unit, Fire Captains, Enterprise System Administrator and Athletics Facilities Maintenance Technician. This includes total compensation and incidentals for each position. -Employee Compensation/Pay Adjustments including increases associated with health care benefits and statutory retirement contributions. -Continuation of preventative roadway maintenance and intersection improvements study and projects. -Smart Shuttle program transportation service - start-up capital and initial operating cost. -Smart Cities project initiatives including Cedar Fork Park flood sensors and MAFC Electric Vehicle Charging stations. -Sustainability initiatives relating to solar and other energy and water quality programs. -Essential vehicle replacements only and vehicles associated with new positions requiring a vehicle for job. -Bond referendum planning & campaign cost. -Space needs and facility renovation funds including additional Senior Center upfit cost. -Cultural & Food Hub programming. -Technology replacements and other innovations. -Essential equipment replacements and other operational upgrades for Public Works, Fire and Police. -Stormwater master plan. -Facility maintenance and asset management initiatives. -Allocation to Municipal Service District (MSD). -Creation of a Debt Service Fund. The FY 2021 proposed operating budget does not include allocations to other reserves or capital investment plan (CIP) appropriation requests. The budget document also includes the identification of deferred or reduced requests, a summary of potential future budget considerations, a list of budget items proposed for implementation mid-year, and other tax rate increment scenarios. The abbreviated budget report serves as a working document focusing on pertinent content necessary for Town Council deliberations. 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 Direct modifications and approve

**Staff Recommendation:**
Adoption of the Fiscal Year 2021 Operating Budget and CIP.

ATTACHMENTS
- 2020-142-0 Peak Supp - FY2021 Annual Operating Budget.pdf
- FY2021 Recommended Budget Presentation a.pdf
- 2020-142-0 A ORD FY2021 TC Modified Annual Operating Budget.pdf
- 2020-142-0 B RES UPDATED Authorizing Levy of Taxes and Fee Collections.pdf
- 2020-142-0 C RES UPDATED Establishing a Debt Service Fund.pdf
- 2020-142-0 ATTH 01 FY2021 Proposed Budget Report.pdf
- 2020-142-0 ATTH 02 UPDATED Budget Portal and Social Media Input - FY2021 20200528.pdf a.pdf
- 2020-142-0 ATTH 03 - UPDATED FAQ V3 with attachments including FTE 05282020.pdf
- 2020-142-0 ATTH 04 UPDATED Budget Scenario Modeling Packet - Final - all Versions.pdf

**2020-142-0**
**FY2021 Proposed Operating Budget/CIP**

# "Connect Morrisville" Strategic Plan Alignment

| Goals | | Objectives |
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| **Improved transportation mobility** – *Enhance transportation options through improved accessibility, connectivity and collaboration* | ☒ | Obj. 1.1 Manage traffic congestion at targeted locations and targeted times of day |
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Town of Morrisville







*Fiscal Year 2020-21* Staying Focused*

# Annual Operating Budget & CIP

- Presentation To Town Council * May 12, 2020

Introduction
FY21 Budget
& CIP

# Staying Focused

# Budget Development Framework

- Policy Development Began Early and Changed Suddenly
- Re-evaluation of Current & Projected Revenue
  - COVID-19 Impacts
- Revaluation & RNTR
- Available Reserves Assessment
- Base Budget Reconciliation
  - Excess Revenues over Recurring Expenditures
- Careful Assessment of Budget Requests & Alternate Solutions
- Identify Fiscal Management Strategies (budget development/performance)
  - Deferments
  - Staggered Spending Alternatives
  - Mid –Year Spending Controls
  - Reduced Reserve Allocations

# Budget Strategy & Controls

- Sustain Core Services
- Continue Commitments to Existing Investments & Strategic Goals
- Leverage Authority
  - Tax Rate Change from $0.39 to $0.365 (RNTR $0.325)
  - Conservative Revenues
  - Leveraging of Reserves
- Address Staff Needs
  - Workload
  - Technology
- Long-range Focus
  - Continue Momentum for Existing Initiatives
  - Financial Condition
- Tax Increment Scenarios
  - Deferred Items Summary
  - Tax Rate Reduction Options

# FY2021 Staying Focused

- Address Current & Future Growth Needs
- Resources Necessary to Continue Our Good Work
- Mobility Solutions
- Smart City Initiatives & Sustainability
- Future Projects – Bond Referendum
- Outreach & Access
- Community Program Expansion & Enhancements
- Continued Maintenance of Assets

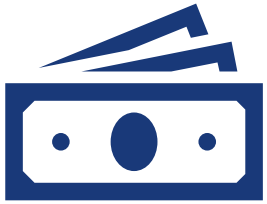
# Primary Annual Operating Budgets

General Fund $37,350,000

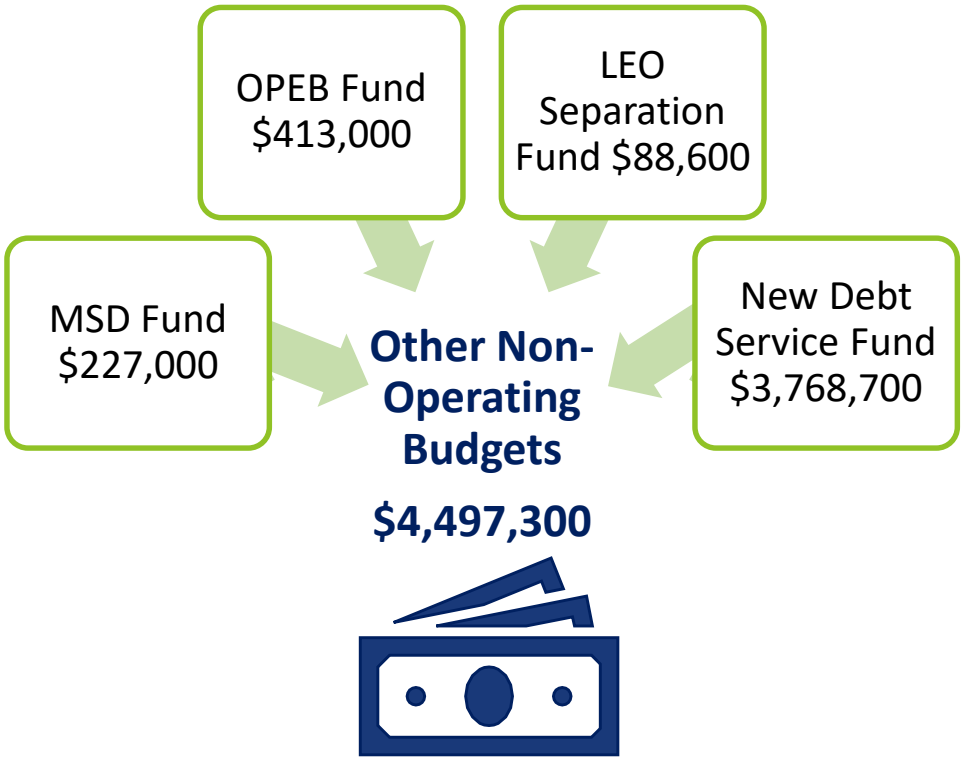
Stormwater Fund $830,000

**Operating Budgets**

**$38,180,000**



# Other Non-Operating Budgets



# Community Engagement

Budget Calendar

# Budget Calendar




| | |
|---|---|
| May 12 | Budget/CIP Presentation & Work Session |
| May 12 | Budget Portal Opens |
| May 19 | Work Session |
| May 26 | Work Session |
| May 28 | Work Session |
| June 4 | Work Session |
| June 9 | Public Hearing |
| June 16 | Work Session – If Necessary |
| June 23 | Adoption |

# Budget Work Session Overview

- **Revenue**
  - Revaluation
  - COVID-19 Impacts
- **Expenditures**
  - Personnel
  - Operations
- **Fund Balance & Capital Reserves**
- **Capital Investment Program**

This presentation will serve as the framework of facilitation through deliberations in combination with the Budget Report that provides detail.

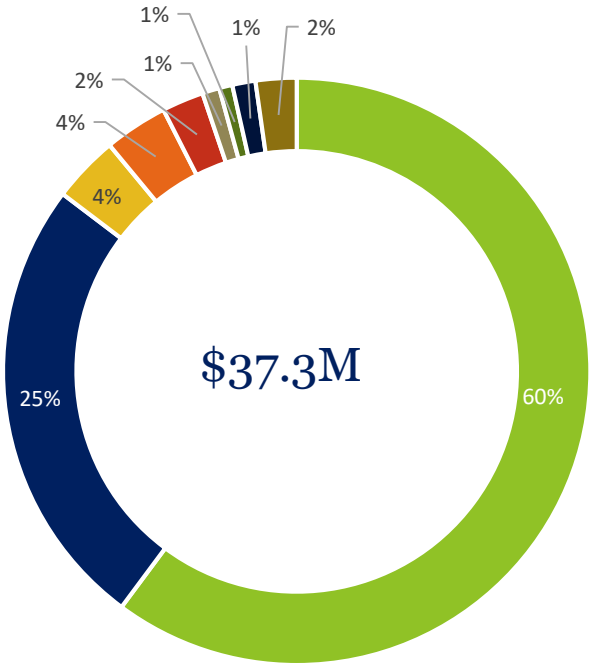
General Fund

Stormwater Fund

# Revenue

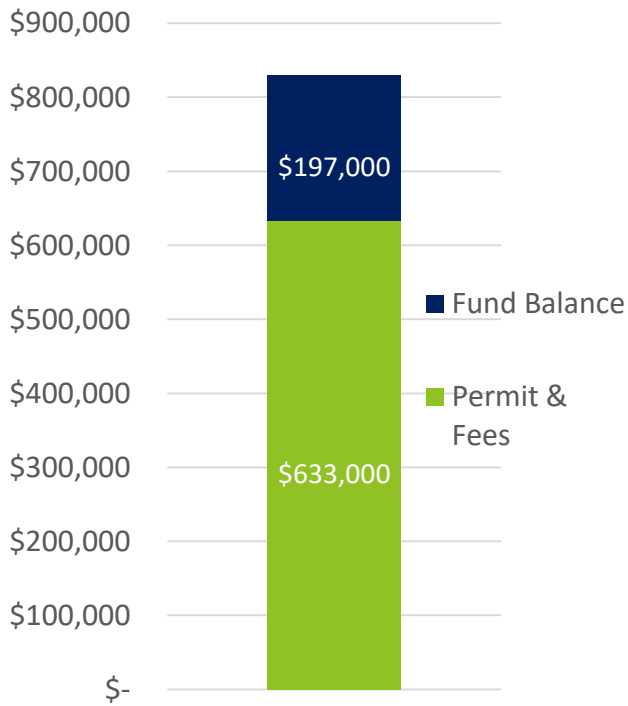
# Revenue Breakdown $38,180,000

## General Fund




- Ad Valorem Taxes $22,475,000
- Intergovernmental $9,393,800
- Permits & Fees $1,372,700
- Sales & Services $1,307,250
- Restricted $858,700
- Miscellaneous $355,600
- Investment Earnings $270,600
- Transfer In/Other Sources $476,000
- Appropriation Fund Balance 840,350

## Stormwater




$830K

# Revenue Details

- Uncertain Economy
  - Duration Unknown
  - Consumer Confidence Down
- Conservative Forecasting Strategy
  - Safeguard Approach
  - Trends & Data Unclear
- Less than 3% Use of Fund Balance for Onetime Items
- Leveraging Available Reserves
- $0.365 Tax Rate
  - Decrease from Current $0.39 Rate
  - 4 Cents Above RNTR
  - Reduced Tax Rate Scenarios Evaluated
- Vehicle Tax Fee
  - $30 Same (Maximum Authority)
- Other Moderate Fee Changes
  - Development Fees
  - MAFC Pending Review Prior to Opening
  - Other Parks & Recreation Fees
- Stormwater ERU
  - $25 Same Rate

# COVID-19 Impacts



***Projected Loss***

Consumer Sensitive Resources:

FY20 = $1M

FY21 = $1.4M

***Possible Gains***

Commercial Permit Activity UP

Deferred Payments – Catch UP

MAFC Re-Opening



Conservative Forecasting Strategies

- Reduced Collection Rate Assumptions
- Flattening/No Growth Assumptions Between FY20/FY21 Consumer Sensitive Sources
- Baseline Approach Unpredictable Development Sources
- Controlled Growth Assumptions Based on MAFC Re-opening

# Re-valuation Outcome & RNTR

## Tax Base

20% Overall Growth from Reappraisal

3% Annual Average Natural Growth Over 4-Year Period

Value Drivers:
Commercial=Hotel/Apartments
Residential = Homes < 250K

Values can be Greatly Different One Property to Another – Depends on Location, Age & Type Property

## RNTR

Estimated at $0.325

Not Required to Adopt RNTR

Council Sets Tax Rate Annually to Support Desired Level of Services/Projects

# Generic Sampling Property Values/Tax Bill



## Home Value Sample

| | |
|---|---|
| Previous Home Value | $290K |
| Reappraisal Value | $350K |
| Previous Bill | $1,131 |
| RNTR Bill Est. | $1,137 |
| Percentage +/- Value | +20% |
| 4 Cents Above RNTR | $140 |

## Commercial Value Sample

| | |
|---|---|
| Previous Commercial Value | $12M |
| Reappraisal Value | $15M |
| Previous Bill | $46K |
| RNTR Bill Est. | $49K |
| Percentage +/- Value | +30% |
| 4 Cents Above RNTR | $5,000 |

Note: Items above are generic scenarios for illustrative purposes only.



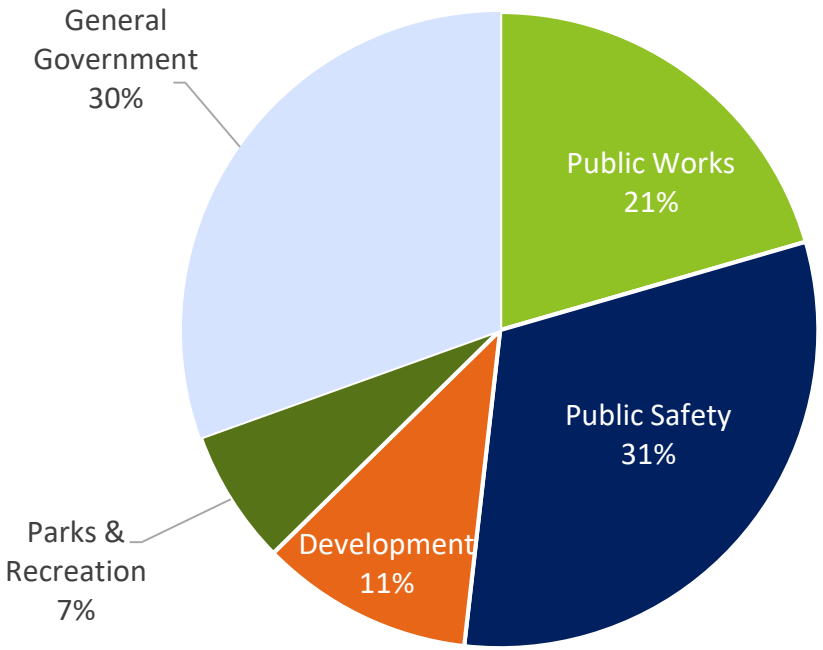
General Fund

Stormwater Fund

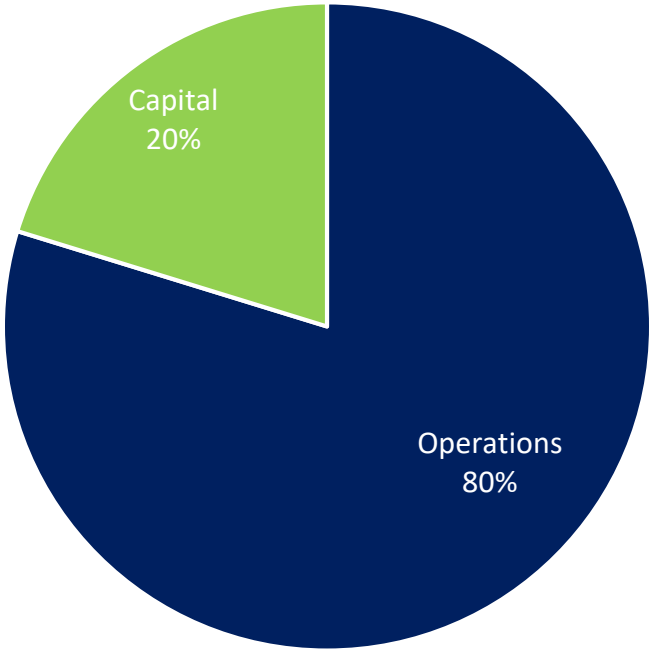
# Expenditures

# Expenditures $38,180,000

## General Fund
$37.3M




## Stormwater
$830K



# Personnel Details

13 Full-Time Positions

**Full-Year Request = 4**

- Network & Security Administrator
- Sustainability Program Coordinator
- Human Resources Specialist
- Senior Center Recreation Program Specialist

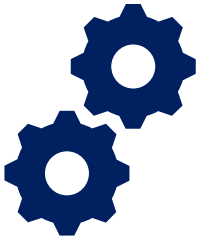
**Half-Year Request = 9**

- MPD Traffic Patrol Unit (4-officers)
- Fire Captains (3-officers)
- Enterprise System Administrator
- Athletics Facilities Maintenance Technician

# Other Personnel Details



# Budget Priority Highlights



## Current & Future Needs

Staying Ahead of Technology Curve

Continuity of Service

Addressing Space Constraints

Security (Facilities & Network)



## Continuing Our Good Work

Resources Necessary to Deliver Growing Services

Addressing Recruitment Needs

Organization Efficiencies

# Budget Priority Highlights



## Mobility Solutions

Public Transportation

Traffic Flow/Congestion Needs



## Smart City & Sustainability

Lessen Environmental & Energy Impacts

Technology Innovations

Data Intelligence

# Budget Priority Highlights

## Future Projects & Bond Referendum

Access Best Borrowing Solution

Invest in Community Needs

Tangible Improvements Valued by Community

## Outreach & Access

Expand Creative Engagement Opportunities

Information Access & Sharing

Create Advocacy & Partnerships

# Budget Priority Highlights



## Community Program Expansion & Enhancements

Meeting Service Interest of Community

Cultural & Quality of Life Enhancements



## Continued Maintenance of Assets

Planned Replacements

Master Plan Development

Proactive & Preventative Maintenance

# $3M in Deferred or Reduced Items

- Deferred Position Requests
- ½ Year implementation
  - Select Positions
  - Identified Priorities
- Equipment & Vehicle Deferments
- No Capital Budget Items
- Reduced Budget Priorities
- No Reserve Allocations

Details are shown starting on page 39 of budget report.

# Additional Reductions
## From Proposed Tax Rate

| Budget Priority Items | 1 Cent Tax Reduction Scenario | 2 Cent Tax Reduction Scenario |
|---|---|---|
| MPD Traffic Unit Personnel | 169,050 | 169,050 |
| MPD Traffic Unit Other Personnel Cost *(4 Officers ½ Year)* | 48,000 | 48,000 |
| MPD Traffic Unit Vehicles | 272,000 | 272,000 |
| MPD Traffic Unit Equipment | 66,000 | 66,000 |
| Utility Terrain Vehicle | 40,000 | 40,000 |
| Succession Planning | 25,000 | 25,000 |
| Space Modifications | | 250,000 |
| MSD Contribution | | 110,000 |
| Road Paving (reduced) | | 100,000 |
| Market Pay Adjustment (change to 2.5%) | | 82,500 |
| Sustainability Programs Coordinator (1/2 Year) | | 43,750 |
| Video Production Services | | 20,000 |
| **Total** | **$620,050** | **$1,226,300** |

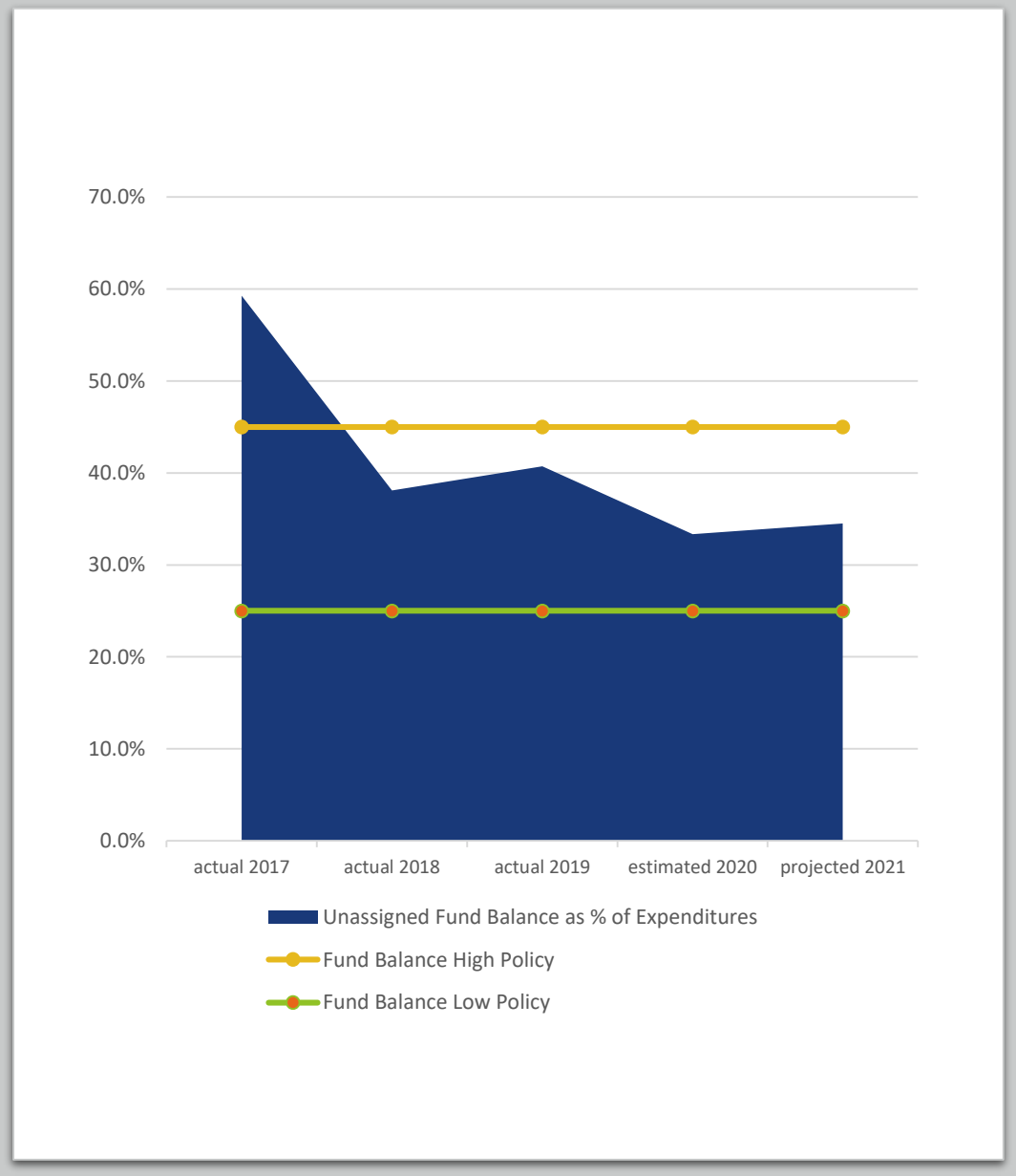
# Fund Balance

Fund Balance

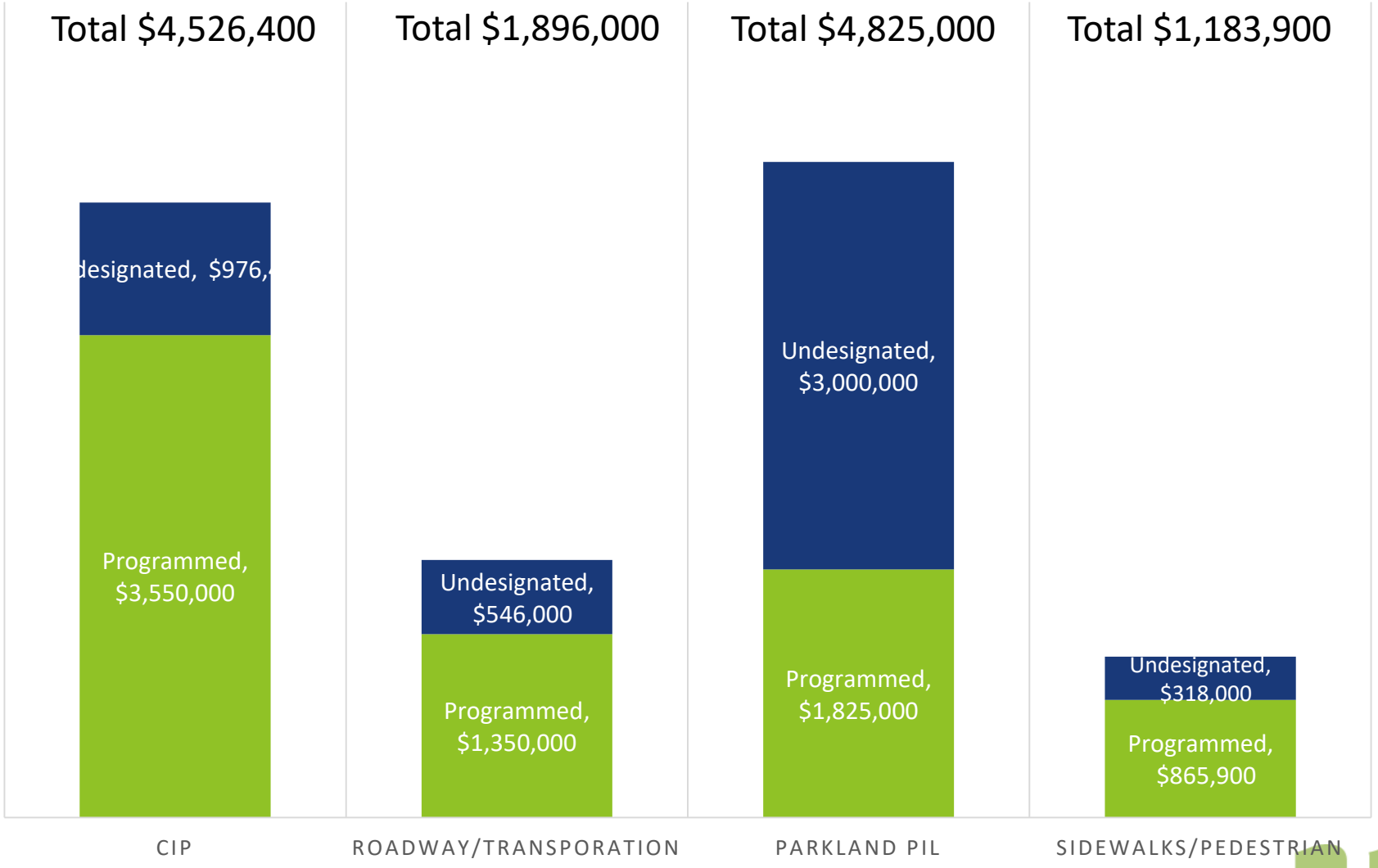
Other Reserves

# Fund Balance

- FY21 Uses < 3%
- Reserve Use for Onetime Expenditures
- Higher Balance Essential for Cash Flow Needs During Uncertain Conditions
- Estimated Unassigned $11.3M at End of FY20
- Morrisville-Carpenter Road Cash Flow



# Other Reserves – FY21 Proposed No Allocations




Current available balances are round for illustrative purposes.

# Capital Investment Program (CIP)

FY21 Recommendation

# FY2021 Recommended CIP

***(Larger Copy Provided)***

| | | | | Captial Budget | Future Planning Years<br>Rank Key: H=High, M=Medium, L=Low | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Bicycle & Pedestrian** | **Rank** | **Bond Candidate** | **Prior Years** | **FY 2021** | **FY 2022** | **FY 2023** | **FY 2024** | **FY 2025** | **Future** | **TOTAL** |
| Crabtree Hatcher Creek Greenway Loop | L | | $ - | $ - | $ - | $ - | $ - | $ 693,000 | $ - | $ 693,000 |
| Indian Creek Greenway - Town Hall Terraces | | | $ 275,000 | | | | | | | $ 275,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,455,000 | $ 7,455,000 |
| **Parks & Recreation** | | | | | | | | | | |
| Cedar Fork Elementary Field | M | Yes | $ - | $ - | $ - | $ 769,000 | $ - | $ - | $ - | $ 769,000 |
| Cedar Fork District Park Field Improve | H | Yes | $ - | $ - | | $ 936,000 | $ 1,417,500 | $ 1,417,500 | $ - | $ 3,771,000 |
| Cedar Fork District Park General Improvements | H | Yes | $ - | $ - | $ - | $ - | $ 564,500 | $ 1,693,000 | $ - | $ 2,257,500 |
| Crabtree Creek Nature Park | H | Yes | $ 500,000 | $ - | $ 4,117,000 | $ - | $ - | $ - | $ - | $ 4,617,000 |
| Dog Park | M | Yes | $ - | $ - | $ - | $ 277,000 | $ 836,500 | $ - | $ - | $ 1,113,500 |
| Morr Comm Park Phase 3 | H | Yes | $ 700,000 | $ - | $ 2,163,000 | $ - | $ - | $ - | $ - | $ 2,863,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 28,743,000 | $ 28,743,000 |
| **Public Facility** | | | | | | | | | | |
| Public Works Facility | H | | $ - | $ - | $ 8,250,000 | $ - | $ - | $ - | $ - | $ 8,250,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,078,500 | $ 1,078,500 |
| **Public Safety** | | | | | | | | | | |
| Fire Station #2 Relocation | H | Yes | $ 2,500,000 | $ - | $ 7,000,000 | $ - | $ - | $ - | $ - | $ 9,500,000 |
| Future Relocation of Fire Station #3 | M | Yes | $ - | $ - | Included | $ - | $ - | $ - | $ - | $ - |
| Northwest Fire Station | n/a | n/a | $ 300,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 300,000 |
| Park West Fire Station | n/a | n/a | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Transportation** | | | | | | | | | | |
| NC54 Corridor Congestion Mitigation | | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| - Airport Boulevard Extension Phase I | H | LAPP | $ - | $ - | $ 5,900,000 | $ - | $ - | $ - | $ - | $ 5,900,000 |
| -Future Identified Projects | TBD | | $ - | $ - | $ 4,700,000 | $ - | $ - | $ - | $ - | $ 4,700,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 14,502,500 | $ 14,502,500 |
| **Future Priorities (project scopes in development)** | | | | | | | | | | |
| Affordable Housing | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Greenway Improvements | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Land Acquisition | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Transit Oriented Development (TOD) | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Town Center | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | $ 8,000,000 | $ 8,000,000 |
| | | Total | $ 4,275,000 | $ - | $ 32,130,000 | $ 1,982,000 | $ 2,818,500 | $ 3,803,500 | $ 59,779,000 | $ 104,788,000 |
| **FUNDING PLAN** | | | | | | | | | | |
| Cash Outlay (Operations/FB) | | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| PPIL | | | $ 1,475,000 | $ - | $ 280,000 | $ 1,982,000 | $ 1,852,000 | $ - | $ - | $ 5,589,000 |
| Reserve | | | $ 2,800,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,800,000 |
| Bond Referendum (Proposed) | | | $ - | $ - | $ 20,000,000 | $ - | $ - | $ - | $ - | $ 20,000,000 |
| LAPP | | | $ - | $ - | $ 3,600,000 | $ - | $ - | $ - | $ - | $ 3,600,000 |
| Debt Service | | | $ - | $ - | $ 8,250,000 | $ - | $ - | $ - | $ - | $ 8,250,000 |
| Not Funded | | | $ - | $ - | $ - | $ - | $ 966,500 | $ 3,803,500 | $ 59,779,000 | $ 64,549,000 |
| | | Total | $ 4,275,000 | $ - | $ 32,130,000 | $ 1,982,000 | $ 2,818,500 | $ 3,803,500 | $ 59,779,000 | $ 104,788,000 |

# Continued Bond Referendum Discussion

## Does COVID-19…

- Change the Town's strategy and timing of future Bond Referendum?
- Shift the Town's immediate focus from future investments to the preservation and protection of essential core operations?
- Influence the voter approval rating and public perception on the Town's request to use GO Bond Debt to invest tax dollars?
- Lessen public engagement outreach?

Council Discussion

Information Needs to Make Decisions

Other Strategic Priorities of Interest

Q&A Information Supplement

# Next Steps & Information Needs

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

# ORDINANCE 2020-142-A OF MORRISVILLE TOWN COUNCIL TO APPROVE FISCAL YEAR 2021 ANNUAL OPERATING BUDGET

**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, 2020 and ending June 30, 2021.

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## SECTION 1. GENERAL FUND

ANTICIPATED REVENUES/TRANSFERS IN

| | |
|---|---|
| Ad Valorem Taxes | 22,175,000 |
| Intergovernmental | 9,393,800 |
| Permit & Fees | 1,372,700 |
| Sales & Services | 1,307,250 |
| Restricted Intergovernmental | 858,700 |
| Miscellaneous | 355,600 |
| Investment Earnings | 270,600 |
| *Transfers (In)* | - |
| Appropriation Streets PIL Fund Balance | 225,000 |
| Appropriation Fund Balance | 1,142,200 |
| **Total General Fund Revenues** | **$37,100,850** |

AUTHORIZED EXPENDITURES/TRANSFERS OUT

| | |
|---|---|
| **General Government** | |
| Governing Body | 5,071,500 |
| Administration | 1,929,800 |
| Communications & Outreach | 707,900 |
| Human Resources | 543,900 |
| Finance | 694,650 |
| Information Technology | 2,776,300 |
| **Total** | **$11,724,050** |
| **Economic & Development** | |
| Engineering | 1,184,100 |
| Inspections | 987,700 |
| Planning | 1,873,700 |
| **Total** | **$4,045,500** |
| **Public Works & Facility Management** | |
| Public Works & Facility Management | 6,430,750 |
| Powell Bill | 590,000 |
| Fleet | 440,000 |
| **Total** | **$7,460,750** |
| **Public Safety** | |
| Police | 4,786,100 |
| Fire | 6,550,000 |
| **Total** | **$11,336,100** |
| **Recreation & Cultural Resources** | |
| Parks & Recreation | 2,534,450 |
| **Total** | **$2,534,450** |
| **Total Expenditures** | **$37,100,850** |

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## SECTION 2. STORMWATER FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Permits, Sales and Fees | 633,000 |
| Appropriation Fund Balance | 197,000 |
| Total Anticipated Revenues | **$830,000** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Personnel | 316,200 |
| Operations | 459,800 |
| Capital Outlay | 54,000 |
| Transfer out to Capital Project | - |
| Total Anticipated Expenditures | **$830,000** |

## SECTION 3. MUNICIPAL SERVICE DISTRICT FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Ad Valorem Special District Tax | 117,000 |
| Transfer from General Fund | 110,000 |
| Total Anticipated Revenues | **$227,000** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Operations | 227,000 |
| Total Anticipated Expenditures | **$227,000** |

## SECTION 4. DEBT SERVICE FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Ad Valorem | - |
| Transfer from General Fund | 3,518,700 |
| Total Anticipated Revenues | **$3,518,700** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Debt Service Principle | 2,109,800 |
| Debt Service Interest | 1,034,500 |
| Issuance Cost | 26,500 |
| Debt Reserve | 347,900 |
| Total Anticipated Expenditures | **$3,518,700** |

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## SECTION 5. OTHER POST EMPLOYMENT BENEFITS (OPEB) FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Transfer from General Fund | 372,800 |
| Interest | 40,200 |
| Total Anticipated Revenues | **$413,000** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Net Assets in Trust | 358,100 |
| OPEB Benefits Paid | 54,900 |
| Total Expenditures | **$413,000** |

## SECTION 6. LAW ENFORCEMENT SEPARATION ALLOWANCE FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Transfer from General Fund | 83,600 |
| Interest | 5,000 |
| Total Anticipated Revenues | **$88,600** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Net Assets in Trust | - |
| Law Enforcement Benefits Paid | 88,600 |
| Total Expenditures | **$88,600** |

## SECTION 7. LEVY OF TAXES AND FEES GENERAL FUND

A. Under authority of GS 160A-209 there is hereby levied for Fiscal Year 2021 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, 2020, 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 $6,200,175,000.
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 2021 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 2021 a Tax on Gross Receipts derived from retail short-term motor vehicle leases or rentals of one and one-half

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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 Statues.

## SECTION 8. LEVY OF TAXES MUNICIPAL SERVICE DISTRICT

A. Under authority of GS 160A-536(a)(6), Session Law 2011-072 there is hereby levied for Fiscal Year 2021 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, 2020, 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 9. FEE SCHEDULE

There is hereby established for Fiscal Year 2021 various fees as contained in the Town of Morrisville's User Fee Schedule located in the Additional Information Section.

## SECTION 10. AUTHORIZED POSITIONS

A. There are hereby 6 new fulltime positions approved for the Fiscal Year 2021. The Authorized Positions Profile will increase to 202 fulltime positions with an estimated 52.60 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 11. PAY & MERIT PLANS

A. Planned market adjustment increase for the Town's Pay Plan for Fiscal Year 2021 were previously approved by Town Council in February 2020. There are no further adjustments included with this budget. The Full-time Pay Grades and Range Schedule is referenced within the annual operating budget.
B. The FY2020 Performance Evaluation process is hereby suspended.
C. Fiscal Year 2021 includes a onetime pay adjustment increase (prorated) for full-time employees hired prior to July 1, 2020 as a reasonable alternative to the suspended Performance Evaluation process. The onetime pay adjustment Increase is calculated at 3% of employee's base salary and is a permeant increase to the employee' base. The employee must be deemed eligible based on criteria established by the Town Manager.
D. There is hereby established an authorized Fiscal Year 2021 Town of Morrisville Part-time Pay Plan describing the approved position classifications, grades, and pay rates ranges as referenced in the Additional Information section.
E. Stipends for Town Council will be adjusted annually at the same effective percentage increase as the Town's full-time employees.

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## SECTION 12. 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 13. 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) and threshold of five-thousand dollars ($5,000) for capital outlay.

## SECTION 14. 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 15. LEGAL SERVICES

There is hereby authorized for Fiscal Year 2021, 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 16. 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 as a result 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

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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, assessment centers and to begin succession planning.

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 re-appropriate any unused funds originally designated in Fiscal Year 2020 Budget specifically for development of a Senior Center back to the appropriate Department Budget for the same intended purpose.
   4. 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.

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## SECTION 17. UTILIZATION OF BUDGET ORDINANCE

A. This ordinance shall be the basis of the financial plan for the Morrisville Municipal Government during Fiscal Year 2021. 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 18. RE-APPROPRIATION OF FUNDS ENCUMBERED IN FY 2020

Operating funds encumbered on the financial records as of June 30, 2020, are hereby re-appropriated to Fiscal Year 2021.

Adopted this __ day of June 2020

_____

TJ Cawley, Mayor

ATTEST:

_____

Eric W. Smith II, Town Clerk

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# RESOLUTION 2020-142-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 2021 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 2021 Adopted Annual Budget Ordinance.

Adopted this the ___ day of June 2020.

_____

ATTEST: TJ Cawley, Mayor

_____

Eric W. Smith II, Town Clerk

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# RESOLUTION 2020-142 - C

**THE MORRISVILLE TOWN COUNCIL INTENT TO ESTABLISHES A DEBT SERVICE FUND**

**WHEREAS,** the Town's Capital Investment Program (CIP) establishes sound short and long-range investment expectations that provides direction for staff to plan for such investments to realize tangible results to the community; and

**WHEREAS,** such large financial investments primarily are dependent on financing strategies to effectively accomplish; and

**WHEREAS,** a separate debt service fund would allow for appropriate tracking of debt obligations and related expenses outside of the general fund including the accumulation of retired debt reserves annually that can be reapplied to future debt:

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby establishes a Debt Service Fund to account for the accumulation of resources for expenditures associated with the principle, interest and other fees for short and long-term debt obligations annually.

Adopted this __ day of June 2020.

_____

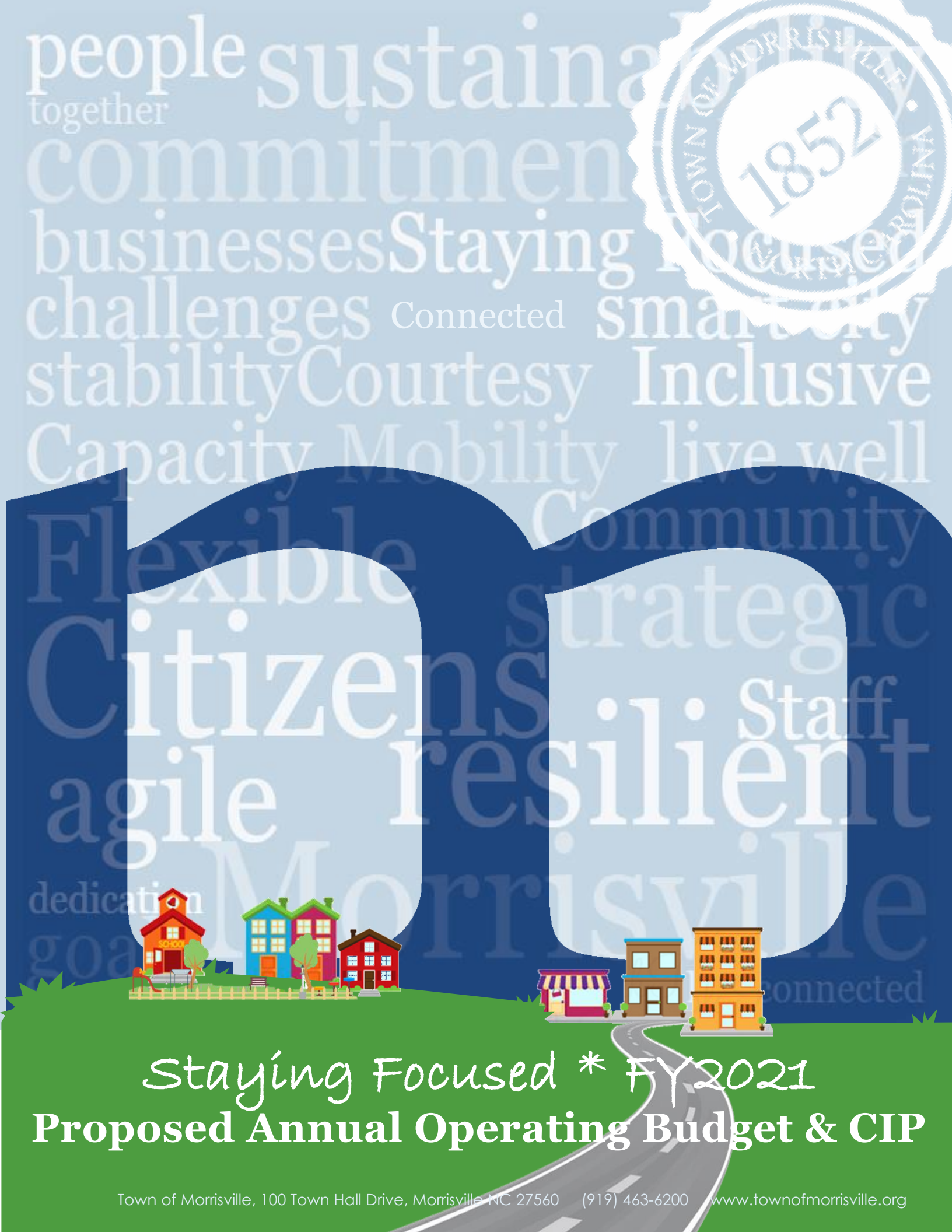
TJ Cawley, Mayor

ATTEST:

_____

Eric W. Smith II, Town Clerk

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# Staying Focused * FY2021

# Proposed Annual Operating Budget & CIP

Town of Morrisville, 100 Town Hall Drive, Morrisville NC 27560 (919) 463-6200 www.townofmorrisville.org

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## *To Our Readers:*

The following proposed budget report represents an abbreviated version for the purposes of facilitating an efficient presentation during a virtual Town Council meeting. The full version will be published following adoption of the budget that will include organization chart, elected officials & appointed officials, budget snapshot, policies, budget controls and glossary of terms.

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## 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

## STRATEGIC PLAN – CONNECT MORRISVILLE

The Strategic Plan serve as the core guiding principles of our work and service to Morrisville.



### GOAL 1: Improved transportation mobility - *Enhance transportation options through improved accessibility, connectivity and collaboration*

Obj. 1.1: Manage traffic congestion at targeted locations and targeted times of day
Obj. 1.2: Leverage resources through partnerships with other government entities and the private sector
Obj. 1.3: Improve mobility options for non-drivers



### GOAL 2: Thriving, livable neighborhoods - *Enrich the quality of life through the preservation of natural resources, well-planned development and strengthened neighborhood vitality*

Obj. 2.1: Provide a mix of housing options that meet the current & future needs of the community
Obj. 2.2: Create a sense of place through insightful development that balances commercial & residential growth
Obj. 2.3: Be responsible stewards of the natural environment
Obj. 2.4: Establish a planned approach for redevelopment and revitalization
Obj. 2.5: Plan and provide for current and future infrastructure



### GOAL 3: Engaged, inclusive community - *Enrich the quality of life through programs, events, amenities and services valued by the community*

Obj. 3.1: Offer events & programs that meet the needs & interests of the community
Obj. 3.2: Increase awareness of activities and opportunities for engagement
Obj. 3.3: Effectively maintain assets & make the most of existing resources
Obj. 3.4: Provide opportunities for meaningful public engagement & collaboration



### GOAL 4: Public safety readiness - *Provide a safe and secure community through prevention, education, readiness and response*

Obj. 4.1: Provide educational opportunities & encourage preparedness
Obj. 4.2: Be operationally ready
Obj. 4.3: React responsively to the public safety needs of the community
Obj. 4.4: Meet demands for service



### GOAL 5: Operational excellence - *Deliver exceptional service with an engaged workforce that effectively manages public assets and promotes transparency*

Obj. 5.1: Promote financial integrity through effectively & efficiently managing public assets
Obj. 5.2: Deliver customer-focused service
Obj. 5.3: Require the highest professional standards
Obj. 5.4: Attract, develop & retain a diverse, high-performing workforce
Obj. 5.5: Align priorities with resources
Obj. 5.6: Leverage the use of technology to maximize results



### Goal 6: Economic prosperity - *Promote a business-friendly environment to diversify the economic base and create job opportunities for an educated, ready workforce*

Obj. 6.1: Attract and retain businesses that provide a diverse tax base
Obj. 6.2: Support new and existing businesses by streamlining processes & minimizing complexities
Obj. 6.3: Understand business needs in order to supply a ready workforce
Obj. 6.4: Maximize partnership opportunities with the Morrisville Chamber of Commerce, regional & educational partners
Obj. 6.5: Develop an advocacy plan to address public education needs

Morrisville
Live connected. Live well.

May 12, 2020

## MAYOR CAWLEY AND MEMBERS OF TOWN COUNCIL:

Since budget preparation for the upcoming fiscal year began earlier this year, the focus of our daily lives and how we carry out our regular work activities has changed. As I write this budget message from my home office, I recognize that the experience of living through the COVID-19 pandemic event will have both short-term and long-range impacts on our community for our residents, our businesses, our interlocal partners, our elected officials and staff. How we view even the little things have changed. It will take a fiscally nimble Town to responsibly adapt and manage through the uncertainty while remaining committed to accomplishing our mission, vision, and goals that we value for the community.

The Town's values and ideals are captured in our strategic plan, which serves as the framework for what is incorporated into the annual operating budget and long-range forecast. Both the strategic and financial perspectives have been influenced by COVID-19 in the balancing of our recurring needs and obligations with proposed initiatives that prepare for the future strength and vitality of the town providing for programs and services desired by our citizens and stakeholders. The anticipated impacts to critical revenue resources in both current and future revenue streams is illustrated by the reduced capacity to build the proposed budget that effectively meets all of the town's needs.

The development of the FY 2021 proposed annual operating budget is heavily influenced by the 2019 reappraisal of real property, evaluation of a revenue neutral tax rate (RNTR) and leveraging of tax levy to sustain desired services and continued commitment toward realizing our strategic goals. Other significant budget drivers include rapidly changing trends and future economic uncertainty that cause the margin of error in forecasting to expand. Both factors have influenced our typical conservative approach to revenue forecasts for FY 2021.

The proposed Town of Morrisville annual operating budgets for the General and Stormwater funds along with associated, Special Revenue, and Capital Project funds for FY 2021 are submitted for your review and discussion. 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.

*The budget document has been streamlined to allow for more focused discussion of essential information in potentially alternative meeting circumstances. In addition to this Budget Message, the budget document consists of the following components:*

- ✓ Strategic Plan Summary
- ✓ Budget Priorities Summary
- ✓ Tax Rate Scenario Modeling
- ✓ Budget Ordinance/Resolutions
- ✓ General Fund Detail (abbreviated)
- ✓ Capital Investment Program [CIP] (summary only)
- ✓ Position and Pay Grade Classification Schedule
- ✓ User Fee Schedule

*The approved, published document will include the following "boilerplate" items:*

- ✓ Organizational Chart
- ✓ Listing of Elected and Appointed Officials
- ✓ Budget Snapshot
- ✓ Detailed Department Schedules
- ✓ CIP Project Pages
- ✓ 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.

As indicated in last year's budget message, the proposed FY 2021 budget is largely influenced by new and increased recurring operational expenditures based on the need to increase staff to meet the daily obligations and commitments of existing programs and services. The FY 2021 proposed budget reflects additional recurring needs to maintain current and expected operational service levels for a growing, vibrant community. As a result, remaining available capacity becomes more limited and allows for fewer one-time expenditures, program expansions, or new initiatives. This capacity usually provides for our ability to advance important strategic initiatives, manage the replacement of critical equipment and plan for future investments in a transparent and fiscally responsible manner.

How tax dollars support core services and meet growing demands is fundamentally important for Town Council, citizens, and community stakeholders to understand. The impact of expanded

programs, activities, and projects; and how current decisions affect future forecasting of and planning for Town needs is also important. FY 2021 and future year capacity is projected to become even more limited to advance new initiatives and projects as recurring expenditures increase to match the demand for existing programs and services, while anticipated resources are impacted by uncertain economic conditions. The driving focus of the proposed budget remains on fulfilling existing commitments, essential investments and keeping pace with growing service needs. The FY 2021 budget is balanced carefully utilizing our resource authority, leveraging available reserves and intentional deployment of good fiscal management strategies throughout the performance year.

The proposed tax rate for FY 2021 is adjusted from $0.39 to $0.365, which is a reduction of 2.5 cents from the current tax rate, and 4 cents over the RNTR of approximately $0.325. Please see the RNTR section of this budget message for additional information and disclosures.

An appropriation of $840,350 of capacity available in the Town's fund balance is proposed in addition to other available reserves to support important one-time General Fund expenditures. Controlled spending approaches have deferred or reduced many departmental requests to achieve a balanced budget. Additional discussion of the fund balance is included in that section of this budget message. There are no proposed allocations to roadway and transportation, capital investment or sidewalk and pedestrian safety reserve funds and no allocation to the fire apparatus reserve. There are also no proposed capital budget items for the Capital Investment Program (CIP) in FY 2021. Projected expenditures for the upcoming year outlined in the FY 2020 CIP have been shifted into future years. As the town considers a future bond referendum, work continues projects included in the FY 2020 operating budget and CIP projects identified in the capital budget until those discussions are complete and move forward.

The proposed budget includes implementation triggers for authorized budget expenditures to be spent only after a mid-year review to enhance the ability to manage and control the Town's financial position in these unusual circumstances. Many proposed new full-time positions and operational items in the budget are included with delayed implementation following the FY 2020 financial audit (September 2020) and mid-year review (December 2020) in order to effectively assess receipt of actual revenues in comparison to those forecasted for FY 2021. This approach allows the town to continue to illustrate to the public our confidence and optimism in our fiscal strength, our ability to rise above the challenging influences on this budget, and not fall behind on the foundational work we have done for the future, while also proceeding with care and caution resulting from the uncertainty of COVID-19. The goal of this approach is to limit service impacts while still demonstrating progress toward desired outcomes.

In addition to the balanced budget, a summary of items that have been deferred and/or delayed will demonstrate the challenges and tradeoffs that were considered to prepare a budget with reasonable growth that is developed in a time of uncertainty for the town and its residents and businesses. Additional reductions from the proposed budget that would be necessary to accommodate even further reduced alternative scenarios are also provided for Town Council review. These alternative scenarios do not fully address current needs and only postpone essential staffing, operational and project needs to future years' budgets, and do not prepare for the town's long-term vision and goals.

The budget will be made available to the public by May 11 and will be formally presented to Town Council and the community at the May 12, 2020, Town Council meeting. The budget presentation (provided in a virtual meeting setting) will be streamlined to focus on key topics and significant budget items. In particular, the discussion will focus on the RNTR, Smart Shuttle, smart city technology and other larger cost items. This year's proposed budget is also influenced by transportation and mobility initiatives, public safety enhancements, some equipment replacement and the reopening of the Morrisville Aquatics and Fitness Center. Human capital needs for both current and future staff will also be discussed in-depth. All meetings will be available for the public to listen.

Following the initial briefing, the budget portal will open for public input, feedback, and comment. Information about the budget will be enhanced by social media campaigns to promote engagement with the public. Work sessions are planned for May 19, May 28, and June 4. The Public Hearing will be held on June 9. If more time is needed, an additional work session will be held on June 16, with adoption planned for June 23. In accordance with state law, a balanced budget must be adopted by 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 2021 proposed budget.

## BUDGET HIGHLIGHTS

The FY 2021 proposed annual operating and capital budgets continue to be influenced by our rapid growth and demands of a flourishing community. Major work efforts stem from our ongoing efforts to address transportation and mobility needs, our emphasis on technology improvements to expand information sharing and data with the public, and expanded parks and recreational programming. Communications and outreach efforts support information sharing about many key initiatives leading to an engaged and informed public.

Productive and collaborative decision-making to move things forward has been evident in many decisions this year. An energized Town Council has focused much of the past year discussing and evaluating major policy and capital investment plan decisions as they explore a future bond referendum to meet significant capital needs. Affordable housing, land acquisition, and land use planning have dominated many of our conversations this year. With the completion of Carolina Street Extension last year, the pending completion of the Morrisville Community Library, and the recent start of the Town Center regional stormwater control measure, a downtown Morrisville becomes more a reality than a vision. An updated Request for Proposal (RFP) is in development for issuance later this calendar year. Continued efforts toward Town Center development will also heavily influence future budget decisions.

Progress on other capital investment projects continues as well. Fire station location options are being evaluated due to the future loss of Fire Station No. 2. An outcome of this review will be recommendations that will enhance long-term response for the entire service area. Two major park design projects are underway – Morrisville Community Park Phase 3 and Crabtree Creek Nature Park. An ongoing collaborative effort continues between the Town of Morrisville and Wake County to meet both expanded public works facility and convenience center needs.

Road connectivity and related mobility projects also dominate the work of the town. The McCrimmon-Parkway Extension – a 2012 general obligation bond project - opened in April and will prompt new development in this area. Design work on the Airport Boulevard Extension to facilitate additional east/west connectivity through town has begun. The long-awaited Morrisville-Carpenter Road project, delayed this year due to NCDOT budget challenges, is anticipated for bid and letting within the next several months. The Town requested and received a waiver to remove this critical project from the deferral list to advance this project forward. These and other related pedestrian access projects influence the FY 2021 transportation/mobility requests to be more focused on smaller, incremental improvements that support the overall road network performance.

Emphasis on "big picture" thinking has helped orient the focus of the proposed FY 2021 operating budget where capacity allows. Examples include:

- ✓ Public transportation service provided "on-demand" to key locations and business center in town (Smart Shuttle);
- ✓ Intersection improvements projects;
- ✓ Smart City initiatives and cloud-based information technology improvements, including parks Wi-Fi and sensor monitoring devices;
- ✓ Sustainability efforts and staff resources to support this strategic goal;
- ✓ Traffic unit reinstituted within Morrisville Police Department to support targeted traffic education and enforcement efforts;
- ✓ Recruitment and retention of staff, including development of a succession plan; and
- ✓ Modification and upfit of Town facilities to accommodate staff and program space needs.

The renovated Morrisville Aquatics and Fitness Center (MAFC) will reopen early in FY 2021 and provide more capacity for aquatics programs and other health and wellness activities. The Senior Center is also slated to open in FY 2021 and will provide room at Cedar Fork District Park for additional pre-school classes to help reduce our waiting list for this program. Other parks and greenway improvements included in the current year budget will be ready for summer use.

Other, more routine operational budget items include:

- ✓ Recycling program cost increases. The continued and significant escalation of this program cost is attributable to the change (loss) in global markets for recyclables;
- ✓ Various information technology equipment replacements and service agreements, including replacement of an outdated phone system;
- ✓ Police vehicle replacements and public works' heavy-duty dump truck. Other vehicle replacements are being deferred;
- ✓ Proactive road maintenance;
- ✓ Resources to further broaden and support communications and outreach activities; and
- ✓ Other equipment needs for various departments.

Our people continue to be our biggest resource and represent a significant portion of the operating budget. Appropriately and adequately compensating existing staff is essential to effective recruitment and retention. The FY 2021 proposed budget includes a pay adjustment for all staff as outlined later in this budget message. The proposed budget also considers the additional state required LGERS (Local Government Employees Retirement System) employer funding

contribution increase and health care costs. The proposed FY 2021 budget includes recommendations for thirteen (13) positions, of which seven (7) are in public safety. Of the position requests, four (4) are requested for full-year appropriation to address the expanded work in those departments that is now beyond the level of support that can be managed with existing staffing. All other position requests are proposed for mid-year implementation. Position requests are outlined in that section of this budget message.

When considering additions to staffing levels, requests are comprehensively vetted to justify the increased recurring cost. Demands for service in public safety continue to rise as the town grows and we serve more people. We must also provide the necessary internal administrative support for our personnel and our systems as our staff and technology needs increase and expand. Programmatic and facility needs also require additional staff to manage these programs.

A statement of need and basic job duties and responsibilities for each of these positions can be found in the Budget Priorities Summary following the budget message. Additional detail and discussion of forecasted future staffing needs will be provided during budget work sessions.

Proposed additions to staff are not unanticipated. In the FY 2020 budget, the preliminary forecast for new positions was 21 in FY 2021 and an additional 18 in FY 2022 – 2024. Updated forecasts project the following future staff needs for the next four years:

| Fiscal Year | Public Safety | Other |
|---|---|---|
| FY2022 | 3 | 9 |
| FY2023 | 4 | 3 |
| FY2024 | 1 | 8 |
| FY2025 | 3 | 1 |
| Total | 11 | 21 |

The position forecast is not a proposed or planned future staffing request but provides insight into projected needs to support the growing diverse and engaged community that is Morrisville and the resulting recurring expenses that would be incorporated into future budget requests. Many of these positions are anticipated for Public Works and Parks and Recreation (including a future downtown community center).

A budget priorities summary provides a high-level overview for all requests presented for your consideration in the proposed operating budget. Budget priorities will be highlighted in more detail during the budget workshops.

Together, the expanded base budget and specific project requests promote and enhance our opportunity to ***Connect Morrisville*** to fulfill our Town mission statement:

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

**Connect Morrisville**




*Each budget request has been aligned with one of the six pillars that are the framework of the Strategic Plan –*

## 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 purposeful attention to key projects and initiatives facilitates recognition of and capitalizing on opportunities as they become available.

In addition to ongoing attention to day-to-day operations, elected officials and professional staff address policy and process issues on a regular basis. Short-term goals and long-range planning both require care and attention. Decisions in one area impact those in another. There is no shortage of ideas and options than can be considered as we bring individual values and choices together in creative and cohesive ways, with attention to strategic plan goals. We have worked to encapsulate those values and choices into a responsible balanced budget.

FY 2020 has been a year of transition and change, with substantial time and attention at both the elected official and staff levels on completing major projects, some of which have been underway for many years. Capital investment planning has been the major focus of efforts for projects initiated in FY 2020 and ongoing intensive discussions to comprehensively evaluate and update capital project concept profiles through productive prioritization exercises.

Town Council began its work to formulate policies in key areas that will help in future prioritization decisions and bond referendum discussions. Several key initiatives that will guide and frame future budget and operational decisions, including the land use plan update, affordable housing, public transportation, and land acquisition for projects and other purposes, such as open and green space are in development. These critical conversations will help amplify the aspirations and commitments of our elected leaders for our community.

Operationally, we continue to strive to find new ways to engage with our community though provision of desired and necessary services and through cultivating interaction and feedback with all stakeholders in being part of the vitality of Morrisville. Engagement of our advisory boards is high, and effective use of social media and other engagement tools is ongoing. Accessibility to information and data has also been a highlight this year, with the introduction of a tool that will provide traffic data and other related analytics that help in traffic and development related discussions, and investment in several cloud-based initiatives that facilitate enhanced technological capacity for customer facing data sharing. One signature project – conversion of our legacy based financial system to Munis and EnerGov – was implemented this year. This project moves the town forward by enhancing our own financial management, reporting and brings our development services customer service into the electronic age, providing efficiencies and time savings for both customers and staff.

Town staff is eager to serve the public in the most efficient and effective way. Staff constantly seeks ways to enhance performance and identify ways to achieve service excellence. Our staff "experts" are responsible for ensuring Town Council is aware of essential needs and for facilitating awareness of unmet and anticipated future needs. This process is ongoing and iterative, i.e., builds on informed knowledge, inquisitive inquiry, difficult priority setting, and budget capacity parameters.

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 earlier this year in December 2019 to facilitate training and implementation of the new budget module in Munis. The initial development activities focused budget preparation on current fiscal year progress and factors affecting the accomplishment of operational goals, especially major projects. This was particularly important this year, with several new department heads and evaluations of existing strategic plan goals, and master plan evaluation and implementation expectations. Mid-year forecasts and discussion of potential FY 2021 budget requests were prepared in January. Pre-budget meetings were held with departments in mid-February that helped formulate the mid-year budget report and FY 2021 budget preview provided to Town Council in late February. These meetings are also effective in collaborative participation and decision-making and provide valuable insight into the needs and opportunities of the town. Town Council and staff have also worked collectively to explore and advance the Capital Investment Program (CIP) through significant dedication of resources in the current year. Periodic updates on other major projects are provided regularly, notably the recently completed McCrimmon Parkway Extension, the upcoming Morrisville-Carpenter Road project, and Town Center Core.

A significant component of this year's upcoming budget presentation focuses on property tax revaluation. Town Council received a pre-budget presentation in October 2019 to cover revenue topics, including revaluation and solid waste fees.

The goal of property tax revaluation, conducted by the Wake County Tax Assessor every four years, is to redistribute and equalize the tax burden through determining the assessed value to "catch up" to a current fair market value. Property owners were notified in December 2019 of the updated assessed value and have the right to appeal established values. A preliminary estimate was provided to the Town in February and was included in the FY 2021 budget review discussion. The appeal process wraps up in May, at which time the Town will receive final estimates. The Town is required to include a calculation of a Revenue Neutral Tax Rate (RNTR) in the upcoming budget. A more detailed discussion of RNTR is included in the ***General Fund Overview*** section later in this budget message.

Solid waste costs correlate to an approximate two and one-quarter cents of our tax rate and is currently absorbed in the property tax rate. Solid waste costs continue to escalate, in large part due to dramatic recycling program cost increases resulting from loss of recyclable markets. Most other Wake County municipalities charge for this service separately. As the Town evaluates current and future revenue streams and aligns them with priorities and needs, a user fee approach to solid waste services may need to be considered.

Departmental budgets were submitted in March. Reviews of budget submittals were vetted and reviewed virtually with department heads to ensure a comprehensive understanding of the requests and needs, justification, and prioritization. All requests are gathered to be reprioritized collectively for incorporation into available budget capacity (forecasted revenues less existing recurring expenditures). Recurring expenses such as staffing and increased programming are scrutinized since they commit future base budget capacity.

Several key factors have impacted the FY 2021 proposed operating budget capacity available to incorporate new or expanded programs:

- ✓ Addition of $2.0 million in recurring expenses in the FY 2020 budget to support expanded costs of services for existing and new programs. These include examples such as recycling, senior programming, additional staff support including Fire personnel, Public Works personnel, and Parks and Recreation personnel for the expanded Morrisville Aquatics and Fitness Center that is nearing completion;
- ✓ Recognition of $1.4 million in debt service for the McCrimmon Parkway Extension and Morrisville Aquatics and Fitness Center for the bonds issued in October 2018; and
- ✓ The adverse influences on revenue projections for both the current year and forecast for FY 2021 as a result of COVID-19 economic impacts that remain unknown.

Revenue forecasts, which were originally developed in early March were reevaluated in late March as States of Emergency at the local and state level were declared. While sales tax revenues are highly sensitive to economic conditions and the primary area where reduced projections are observed, effects on associated revenues such as vehicle tax, collection rates and Parks and Recreation programs have also been adjusted. Budget capacity levels associated with three levels of revenue estimates were analyzed and used to evaluate the potential availability of financial resources for programming. RNTR will be a major influence on available revenue levels.

While budget capacity has been modified to reflect these uncertain trends and potential long-term downturn, the town's needs are not being reduced. While tough prioritization choices are always made to balance a budget, this year has been even harder. The proposed FY 2021 budget presentation and related discussions will be different this year as we recognize that while some things may "pause," we must remain strong, focused, and confident in our underlying strength of our regularly conservative forecasting, healthy fund balance, and ability to manage and control spending, combined with confident optimism in the future for our town.

The proposed FY 2021 budget development has continued to employ the use of available capacity resulting from the excess of revenues over routine expenditures for impactful programs and initiatives. It also provides the funding necessary to:

1. Replace and replenish assets that are vital to the work of the Town. This has been done where essential, with some deferred replacements for assets with some remaining life. For departments requiring additional vehicles, vehicles with remaining useful life and in good condition will be retained and repurposed rather than placed in surplus.
2. Maintain and adjust base budgets in a reasonable manner. Examples of where this is demonstrated is Information Technology agreements and Public Works recycling program costs.
3. Enhanced staff efficiency, workload management and oversight in critical areas, noted in various front-line service level departments such as Public Safety, Public Works and Parks and Recreation, and internally in Information Technology.
4. Allocations to identified budget priorities. The most notable programs included in the proposed FY 2021 budget are the Smart Shuttle public transportation initiative, the Smart Cities program development, and various sustainability initiatives.

The proposed FY 2021 budget ***does not*** include any transfers to reserves (roadways and transportation, capital investment, sidewalk/pedestrian or fire apparatus) and does not propose any new capital investment program appropriations as were included in the FY 2020 proposed CIP. Work on projects appropriated in the current year budget can continue as Town Council explores bond referendum options and evaluates the future financial impacts of COVID-19.

A small fund balance appropriation to support one-time needs is proposed in FY 2021 to ensure essential needs are incorporated into the fiscal year plan lessening further impacts on strained resources. More than ever, maintaining a strong, healthy fund balance will be necessary to protect the town from the future uncertainty of a long-term downturn, but more importantly, to ensure the town has the necessary cash flow to award a contract for the Morrisville-Carpenter Road widening project expected in the next several months.

Ongoing friction at the state level between the executive and legislative branches of government has resulted in no adopted state budget, and the general inability for local governments to gain traction for discussion of additional municipal revenue options. This challenge further influences the programs and services we can provide within resources under our control. The local option sales tax, generally touted as one of the most viable options towns could use, is not a viable option at this time.

Available budget capacity will be greatly influenced by the determination of the property tax rate, this year more than ever. A RNTR will not provide the town the resources it needs to meet

expected and anticipated needs. The town must also consider that while the town has benefitted substantially from real property growth (that will be discussed later), the town is also approaching full build-out, and growth at historical levels will not be sustainable. At some point, the growth in value of a penny on the tax rate will not remain the same as it is today.

Town Council will need to continue evaluating both current and future budget year needs within existing available budget capacity. The solid waste/recycling program, which is paid for through property tax revenues, accounts for an approximate 2.25 cents of the property tax rate and reduces the capacity to program other expenditures. A comprehensive stormwater operations study completed in 2020 has provided valuable information to continue assessment of the stormwater utility. However, the cost of the stormwater program will also be heavily influenced by future capital infrastructure needs that must be evaluated and prioritized to appropriately evaluate the future fee, and in relation to policy decisions about whether the program should be self-sustainable or subsidized by the town's general fund. Currently, the town has no effective mechanism to bill or collect for these fees monthly, which must be in place before further implementation of these user fee models can proceed. Implementation discussions for such fees are recommended prior to preparation of the FY 2022 budget.

User fees have been updated for FY 2021 where warranted relating to the cost and time required to provide those services.

As always, collaborative relationships developed with our residents, key business and non-profit partners will be essential to productive conversations and decision-making for future budget discussions.

The FY 2021 proposed budget demonstrates commitment to strategic priorities but is grounded in cautious revenue forecasts. In addition, delayed implementation strategies for some staffing positions and purchases/projects to mid-year (January 2021) will aid, if necessary, fiscally responsible budget oversight. This strategy will provide for mechanisms to manage and control spending within economic conditions while allowing for the review of FY 2020 financial condition at audit conclusion. Town financial policies and related performance indicators and ratios will be used as guideposts to ensure efficient and effective use of resources, while maintaining the highest standards of financial stability and credit risk as evidenced by our AAA credit rating.

As we rise above challenging influences, we can maintain fiscal responsibility and not fall behind on the foundational work we have done to prepare for the future by **STAYING FOCUSED** and remain on course to provide for our community.

## BUDGET OVERVIEW

The total operating budget for FY 2021 is $38,180,000 for the following annually adopted funds:

| | |
|---|---|
| General Fund | $ 37,350,000 |
| Stormwater Fund | $ 830,000 |

The General Fund includes three capital reserve funds: Fire Apparatus, CIP, and Roadway and Transportation Funds. The growth in the original operating budget for FY 2021 over FY 2020 is approximately 5.7% and substantially provides core service levels that have been identified in

Town Council's policy development and strategic plan goals. Higher base budget growth is expected to continue in future years.

The recommended budget has been balanced with a proposed $0.365 tax rate, a reduction of 2.5 cents from the current $0.39 tax rate that has been in effect since adopted in FY 2017. The proposed $0.365 tax rate is 4 cents over the calculated revenue neutral tax rate of approximately $0.325 and is proposed to retain crucial resources essential to sustaining programs and services at existing expected levels. Resources generated from a RNTR do not fulfill that need. Alternatively, reduced tax rate scenarios have been evaluated and will be discussed during the budget work sessions but require substantial reductions in staff and programmatic priorities.

The proposed FY 2021 budget does not include allocations to the Roadway and Transportation Capital Reserve fund. A transfer of an equivalent of one cent ($0.01) on the tax rate has been transferred to this reserve since 2017. A total of $1,865,000 has been transferred to this reserve over the past four fiscal years. Appropriations of $1,350,000 from this reserve were included in the FY 2020 budget, resulting in a $546,000 (excluding interest) balance. An additional $476,000 of appropriations from this reserve for projects is proposed in FY 2021 and leaves approximately $100,000 in this reserve. Town staff has been working to explore possible legal application of collected Streets Payment in Lieu funds collected over the years. Should it be determined that this source of restricted reserves can appropriately be utilized for the items identified, staff will allow Roadway & Transportation reserves to remain intact for future identified CIP projects.

The proposed FY 2021 budget also does not include allocations to the CIP Reserve. This reserve has a balance of approximately $920,000 (excluding interest). No appropriations from the CIP reserve are proposed in FY 2021. Additionally, no allocation to the Fire Apparatus Reserve, used to accumulate funds for significant future purchase of fire vehicles over several years, is included in the budget proposal. The next significant fire vehicle purchase is slated for FY 2025. Higher allocations will need to be considered in future budget years to accumulate these funds.

Establishment of a Debt Service Fund is recommended in FY 2021 separate from the General Fund to more effectively manage budgetary debt capacity at consistent levels and recapture retired debt to facilitate efficient and transparent debt financing and payment activity. Existing debt service of $3,492,200 recognized in FY 2020 plus bond referendum costs included in the FY 2021 proposed budget will be transferred to the Debt Service Fund. The Debt Service Fund balance remains a part of Fund Balance calculations but reduces the perceived increases and decreases in the General Fund influenced by significant debt financing activity such as when bonds or other debt is issued. This recommendation is a financial accounting best practice for debt management programs.

The proactive road maintenance allocation of $300,000 that has been allocated since FY 2016 is included in the proposed FY 2021 budget. These additional funds complement Powell Bill resources to advance proactive remediation of roads in poor condition and to avoid expensive road deterioration before it occurs. These funds are spent in correlation with information received from a bi-annual pavement condition report.

The Sidewalk/Pedestrian Enhancements Capital Project Fund was established in FY 2018 to accumulate prior year allocations, more effectively reconcile the expenditures and offsetting revenues, and demonstrate commitment to utilizing allocations for their intended purpose. Town staff has initiated design and cost estimates for filling sidewalk gaps in the existing sidewalk network that will not be filled through NCDOT roadwork. That work is in progress. No allocation is proposed for FY 2021 until a master funding plan/program can be developed that will guide future allocation needs. Approximately $320,000 (excluding interest) remains available in this fund for design costs and future construction.

Significant (> $250,000), non-personnel appropriations of operational budget capacity in the proposed budget for FY 2021 are provided below.

- **Smart Shuttle ($502,000):** A node based, on-demand, shared shuttle service that will address public transportation goals within and around Morrisville. Costs include development of the technology backbone to support placement of requests for service and related capital and infrastructure costs and annual operating costs. The town has been awarded a Wake Transit Community Funding Agreement (CFA) grant to offset one-half of these annual costs.
- **Vehicle Replacements ($440,000):** Replacement of five police vehicles and the Public Works heavy duty dump truck. Hybrid police vehicles will be purchased. An additional $243,000 in scheduled vehicle replacements has been deferred.
- **Bond Referendum Costs ($301,500):** Financial advisory, bond counsel, Local Government Commission and credit rating fees related to the future bond referendum. Costs also include ballot and community engagement costs and will be captured in the Debt Service Fund.
- **New Vehicles ($272,000):** Fully equipped police vehicles related to establishment of the Morrisville Police Department Traffic Unit.
- **Space Needs/Facility Renovations ($250,000):** Projected costs for interior and/or exterior renovations needed to develop future staff space in various town owned buildings, including Town Hall, PSMS and Old Fire Station #1. Current space is not adequate for staff, training, or meeting space needs.

Other 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 2021 proposed operating budget recommendations for personnel, debt, and use of fund balance are described in following sections of this Budget Message.

The Stormwater Fund, an Enterprise Fund, is funded primarily by Stormwater Fund 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 and no change is recommended for FY 2021, pending the development of a stormwater master plan that establishes a framework for future capital projects and maintenance needs for the stormwater utility. Stormwater ERU revenues are increased by less than 1% over the FY 2020 budget. The basic level of stormwater programming for the upcoming fiscal year

remains consistent with existing operation levels. There is no general fund subsidy proposed but does include use of Stormwater Fund Balance appropriations to offset onetime expenses.

The Municipal Service District (MSD) budget for FY 2021 assesses 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 in excess of $1 million dollars and the current rate of accumulation of tax increment revenues and the town's regular matching allocation, this project will not occur until FY 2025 unless the town elects to accelerate funding through an increased allocation.

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 $117,000 at an estimated 99% collection rate in FY 2021. 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.

Other non-operating budgets for FY 2021 include obligations related to NC pension plan and post-employment obligations:

| | |
|---|---|
| Retirement Health Care Fund (OPEB) | $ 413,000 |
| Retirement LEO Separation Allowance Fund | $ 88,600 |

Capital Projects 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).

## GENERAL FUND OVERVIEW

### Ad Valorem Taxes (Property Tax/Auto Decal Fee)

The property tax rate is the only revenue in full control of Town Council. The FY 2021 property tax rate is recommended to decrease by $0.025 from the current rate of $0.39 to $0.365 per $100 of property valuation. The $0.025 decrease reflects an adjustment closer to the revenue neutral tax rate (RNTR) following revaluation of property values in 2019. Fully adjusting to the RNTR does not provide adequate resources to retain historical and desirable recurring budget appropriations for town programs and services. The calculated MSD RNTR is approximately $0.082 based on the revaluation of property within the service district. The tax rate is proposed to remain at $0.10 to complete the final neighborhood project and pay down the conversation cost.

The RNTR is defined as the rate that is estimated to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current tax rate if no revaluation had occurred. The calculation of RNTR takes into consideration more than real property and is the average annual tax base growth since the last revaluation as well as adjustments for annexations, de-annexations, mergers and other material events that may otherwise skew the results. A summary of the RNTR tax rate analysis is provided below:

Average Growth Rate over 4-Year Period

| Fiscal Year | Assessed Valuation (as noted in CAFR) | % Change |
|---|---|---|
| 2020-21 | $6,200,175,000 | |
| 2019-20 | $5,003,045,438 | 3.27% |
| 2018-19 | $4,844,680,828 | 5.60% |
| 2017-18 | $4,587,660,798 | 1.21% |
| 2016-17 | $4,532,717,369 | |
| | Average Growth Rate | 3.36% |

Revenue Neutral Tax Rate Based on 3.36% Average Growth Rate

| Year Prior to Revaluation | Assessed Valuation | Tax Rate | Estimated Levy @ Current Rate |
|---|---|---|---|
| 2019-20 | $5,003,045,438 | 0.390 | $ 19,511,877 |
| First Year of Revaluation | Assessed Valuation Estimate | Tax Rate @ Equivalent Levy | |
| 2020-21 | $6,200,175,000 | 0.315 | $ 19,511,877 |
| | | RNTR @ 3.36% Average Growth Rate | Estimated Levy @ RNTR |
| | | 0.325 | $ 20,167,698 |

The Town is not required to adjust the tax rate to RNTR. Adoption of the RNTR also does not suggest that a property owner will not see an adjustment to their annual tax bill, which considers both the change in the tax rate and the individual change in property tax value. In addition, the RNTR reflects only the Town of Morrisville portion of the property tax rate, excluding the Wake or Durham County component of the overall tax rate. When property values increase, additional revenue capacity is generated to support programs and services for a municipality. The Town has been fortunate to benefit from continued growth over the past four-year cycle and a relatively stable overall assessed property value. As a result, we have been able to effectively meet identified budget priorities until this year substantially from natural revenue growth allowing the Town to minimize the impact on property owners from increased taxes related to higher property value assessments. Property values do not change uniformly across town by location or by property type. As a result, the net financial impact to a property owner is due to both the change in value and tax rate. For property owners who experienced a decrease, or smaller increase in value, the related tax burden also decreases.

Town of Morrisville property owners benefit from one of the lowest tax rates and costs for service in Wake County. The tax rate for the Town of Morrisville has not been changed since the last revaluation cycle in FY 2017 when it was adjusted to the RNTR plus one-half cent to be allocated to the Roadway and Transportation Reserve. As a result, only natural growth capacity was realized through revenue streams – no additional capacity was captured to support the growth in development and services in an expanding residential and commercial customer base. The Town has historically (in almost thirty-years) not increased taxes other than to support bond debt for voter approved capital projects in 2012 and 2014. The Town has demonstrated its commitment to living within available resources for operations and management. However, the changing dynamics and expectations of our Town Council for strategic goals and priorities, future capital project investments and formative policy consideration demonstrates an unsustainable approach

to achieving future opportunities and aspirations of the Town. Growth in the tax base, combined with a reasonable increase in the tax rate, provides a path to fulfill some unmet needs. As the town approaches build-out of remaining available land, the average growth rate in our tax base values annually as experienced in the last two revaluation cycles will likely decline in the future. Growth in tax base is primarily driven annually by new development and changing market conditions during revaluation cycles.

Total revenues are reflective collectively of the increased assessed property value from the natural growth in tax base (ad valorem) and revenues in other categories. Other revenues more directly impacted by COVID-19 such as sales tax, program fees, Powell Bill funds and interest earnings are discussed separately. Real revenue growth (from sources other than transfers and carryover items) approximates 1.5% as compared to the prior year. Typical assumptions for natural growth annually are between 3%-4% in a more positive economic climate.

Staff continues to monitor the state and local economic conditions from stay-at-home orders during the current State of Emergency that could cause changes up or down in forecast revenues, and the related effects on our residents and businesses. Two additional balanced budget tax rate scenarios, illustrating a lower property tax rate with reduced levels of program and operational support have been evaluated and will be available for discussion as part of planned budget discussions. Adjustments to the tax rate associated with a future bond referendum may also be layered onto the current proposed budget as those discussions continue.

The General Fund Ad Valorem revenue for FY 2021 is estimated at $22,475,000 and represents 59% of the total budget. This estimate is based on a 99.0% collection rate. This collection rate has been lowered from 99.8% to account for potential COVID-19 related payment delays.

The vehicle decal tax of $30 per vehicle was approved in FY 2019 and is the maximum levy authorized. Of the $30, $5 may be used for any lawful purpose, and $5 may be used to fund public transportation system costs. The remaining $20 must be used to maintain, repair, construct, reconstruct, widen, or improve public streets in the municipality that are not part of the State highway system. The town's budget fulfills these requirements.

**Sales and Use Tax**

Prior to COVID-19, Sales Tax revenues showed strong growth trends ahead of FY 2020 projections which may provide some cushion from the now anticipated loss of sales tax revenues beginning in March as businesses closed due to stay at home orders. Forecasts of sales tax revenues for the remainder of FY 2020 have been adjusted down by 10% or to $5,400,000 as compared to original budget expectations of $6,080,000. Sales tax revenues are 14% of the General Fund revenues and the second largest revenue source for the Town.

Developing projections for the upcoming fiscal year has been challenging during these uncertain times. Because of the timing of reporting and receipt of sales tax revenues, the true loss of revenues for March and the remaining months in FY 2020 will not be known until around late May or June, when the March 2020 report will be available. This source is sensitive to consumer confidence and volatile shifts in economic climate. Budget forecasts are the best available under the circumstances. Projection assumptions for FY 2021 Sales Tax applies a flattening or no growth strategy. Sales Tax revenues for FY2021 are projected at $5,400,000. This results in an overall loss of 16% from the amount the source would have estimated at for FY2021 prior to the pandemic.

**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 $1,640,000, which is 2.5% growth over estimated FY 2020 revenues and is 4.4% 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 $806,000 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 6% from the FY 2020 allocation of $854,500 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 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 $656,000 reflect no growth over estimated FY 2020 projections and is approximately 2% of total revenues. This resource reflects the change in consumer market from cable TV to streaming services.

Development Services Permits and Fees (Planning, Engineering and Building Inspections) remain strong, and have been increased 9% over FY 2020 budget estimates 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. This forecasting strategy becomes even more vital during these uncertain times.

Parks and Recreation Programs and Facility Revenues are projected down for the remainder of FY 2020. COVID-19 related program and event facility rental cancellations have largely impacted this seasonal resource. FY 2021 projections demonstrate a stabilizing, yet conservative estimate recognizing expanded programs and the reopening of MAFC. A business plan and associated marketing plan to support increased membership growth and expanded program revenue as well as increased expenditures from a larger facility has been developed and will be used to guide and gauge performance.

Other intergovernmental revenues (Powell Bill, Beer & Wine, Rental Vehicle and Solid Waste Disposal) remain comparable to current year budget estimates. Powell Bill revenues have been purposefully flattened anticipating possible impacts to how this source might be influenced by COVID-19 stay-at-home orders.

**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 2021 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.

- Moderate changes to some development fees that includes an annual update to the parkland payment in lieu (Multi-Family) per unit rate is also included.

- Parks and Recreation fees reflected in the budget are reviewed regularly and are periodically adjusted for market rate fluctuations outside of the annual budget review cycle.

**Operational Expenditures**

The base budget for each department's operations is reviewed to help aid in understanding the core costs of ongoing and routine activities and helps clearly identify the budget capacity for new initiatives and one-time funding requests. Additions to the base budget due to changes in programs, services and personnel are identified and driven by Town Council decisions during the budget review process. As a result, the base budgets do not have significant capacity for reduction without corresponding program or service reduction. Adjustments to the base budget have been very modest historically, as staff have recognized the need for fiscal responsibility and have maintained a conservative approach to recommending major changes to the base budget. The FY 2020 adopted budget included a more significant request for additional staff to meet increasing identified needs. This "right-sizing" of staff needs, as well as requests for expanded operational and program support continues in the FY 2021 budget and is expected to continue in future budget years. Many of these increases are in departments providing direct citizen programming and engagement in the community.

Basic routine services and recurring expenses (excluding transfers, contributions and grants, and capital outlay) are approximately $32.5 million annually at current operational service levels. This amount includes the annualized impact of market pay adjustments authorized by Town Council in March 2020 in response to the comprehensive job classification study and in support of recruitment and retention goals for our staff. I am especially grateful for Town Council's unwavering recognition of the value of our staff in accomplishing the mission, vision, and goals on their behalf to our town. Proposed additions to recurring and routine expenditures to the base operating budget are $2.4 million for FY 2021 and represents a 7.4% increase to the base operating budget. Of this amount, $1.4 million represents additional investment in human capital that is essential to meet workload demand, and approximately $1,000,000 is for operational initiatives and ongoing costs.

The FY 2021 budget provides additional funding above the base operating budget to support $3.2 million in priorities that enhance accomplishment of the strategic plan, maintain and improve Town infrastructure, and support targeted programs and initiatives established as priorities by Town Council. Over 57% of budget priority recommendations remain one-time or nonrecurring items that address targeted needs.

There is no new debt recognized in the FY 2021 proposed operating budget. Funds set aside to support debt service payments have been included in the proposed Debt Service Fund. The Debt Service Fund will recapture retired debt capacity to be used for new debt (when approved by voters or Town Council); enhance our debt financing capacity when exploring available debt instruments; and will facilitate accomplishment of CIP and strategic infrastructure investment goals. The debt service ratio to general fund expenditures is approximately 9% of the FY 2021 proposed spending. Debt service for McCrimmon Parkway Phase II, MAFC renovations and the Town's cost share of $2.7 million for the Morrisville-Carpenter Road project are included in the FY 2021 proposed budget.

Expenditures have been categorized into major types and focus areas to assist in review of budget requests. A budget priorities summary narrative provides detail and justification. Discussion of alternate tax rate scenarios will be incorporated into FY 2021 budget presentations and work sessions.

**Personnel Expenditures**

The Town of Morrisville continues to have growing workload demands to serve the community and our own internal operations. Preliminary position forecasts illustrate continuing needs in the next two to five years. All requests are prioritized and considered through a deliberate and timed request for new personnel that considers impacts on customer service demand, overall service delivery quality and budget capacity.

The FY 2021 budget includes requests for 13 full-time staff positions. Of the 13, four are requested for a full-year and nine are requested for mid-year (January 2021) authorization as a managed spending strategy and timing of work needs.

**The following positions are requested effective July 1, 2020:**

- ✓ Network and Security Administrator *(Information Technology)*
- ✓ Sustainability Program Coordinator *(Public Works)*
- ✓ Human Resources Specialist *(Human Resources)*
- ✓ Senior Center Recreation Program Specialist *(Parks and Recreation)*

**The following positions are requested effective January 1, 2021:**

- ✓ MPD Traffic Unit *(Police - 4 Officers)*
- ✓ Fire Captains *(Fire - 3 Officers)*
- ✓ Enterprise System Administrator *(Finance)*
- ✓ Athletics Facilities Maintenance Technician I *(Public Works)*

The full personnel costs for these positions are incorporated into future year budget forecasts and would be fully funded beginning in FY 2022.

A summary of these requests and a brief justification for each position are provided as a part of the Budget Priorities Summary. Expenditures are reflected in the Department Budget Summaries. A review and discussion of the need for these investments in personnel will be shared with Town Council during presentations and work sessions.

New position requests are incorporated into the Town's pay plan according to job description, classification, and level of responsibility. Town Council adopted the job classification review

recommendations for position titles, grades and entry level market pay for the Pay Plan in February 2020. Those changes are incorporated in the Pay Plan illustrated starting on page 63 of the FY 2021 proposed operating budget. New and vacant positions not reviewed in FY 2020 will be incorporated into the one-third study conducted in 2021. No additional changes to the Pay Plan are recommended at this time.

**Health Care Costs**

The Town joined the North Carolina Health Insurance Pool (NChip) in FY 2019 as one of six inaugural members of that group. The health insurance risk pool 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 small number of covered lives and large claims that sometimes occur and stabilizes health care costs over time. The pool now has 11 members and is considering others. The growth in the pool will continue to allow for more spread of both administrative costs and large claims across a greater number of covered lives. The Town has also achieved more flexibility in plan design and opportunities to utilize pharmacy and wellness tools not readily available to small employers.

The Town of Morrisville has continued to reap the benefits by having a number of large cost medical claims experienced both last year and this year be shared with others in the pool rather than bear the brunt of those claims being incorporated into significant renewal premiums that subsequently increase both employer and employee costs. The town also continues to "cost compare" the pooled model with what an annual small employer renewal would be to validate our overall savings, even as health care costs continue to escalate.

Because the level of claims has outpaced our current premium structure, the Town has not been able to satisfactorily establish an internal pool reserve, which is a requirement of the plan. The pool has a policy that a reserve for a minimum of 1.5 to maximum 6 times the cost of estimated Incurred But Not Reported (IBNR) is needed to protect the pool. Members have five years to achieve this level of reserve. To allow for progress in achieving this goal and cover our existing non-shared medical costs (those under $40,000 for each covered member), our overall costs have increased approximately 6% for FY 2021. Finance and Budget staff also plan to establish a budget mechanism that clearly tracks and monitors health care costs budgeted versus actual expense to mitigate future budget impacts that will be implemented in FY 2021 that will also help offset future health care cost increases should the Town experience significant claim costs.

The Town has retained the two tiers of coverage and made modest plan design changes to reflect reasonable and peer/industry comparisons and matched appropriate levels of shared employee/employer cost to those programs that provide choice and responsibility for employees. Vision benefits have been added back for the buy-up plan and minor pharmacy tier changes and wellness program content will be incorporated into both plans. Council member and employee premiums remain the same. Town staff continue to monitor premium cost, in particular for dependent coverage.

The Town's basic dental care plan, offered through the North Carolina League of Municipalities, reflects a 2.5% increase ($1 increase in Employee Only coverage).

**Employee Compensation/Merit Pay**

Past and current merit structures have limited merit-based performance awards and the ability for employees to advance through their pay range. Employee salaries continued to fall behind both in routine market pay adjustments as compared to peer communities and in the industry. These factors have contributed to recruitment and retention challenges for staff.

A comprehensive job classification review for all positions and employees was conducted earlier this year and presented to Town Council in February. Recommendations from that study, including adjustments to actual pay for job classification changes, was implemented at that time. Other recommendations discussed at that time to further adjust the merit pay structure for performance were to be considered with the FY 2021 budget proposal.

Since that time, how we do our work has changed due to COVID-19. Employees have been absent from the workplace and focusing primarily on essential work through alternative strategies and delivery mechanisms. The ability to accomplish some workplan goals has been compromised for many employees. Other employees, most notably public safety employees, are significantly involved daily in COVID-19 response. As a result, the organization does not have the capacity to effectively conduct meaningful performance evaluations. Due to these factors, I have discontinued the performance evaluation process for this year in lieu of an alternative means of recognition.

It is still essential to reward our employees for their work in a fair and equitable manner, and to not undo the progress achieved with the mid-year pay adjustments. I am recommending a 3% pay adjustment (pro-rated for employees with less than one full year of service) for all employees. This recommendation correlates with the recommended minimum Meets Expectations merit pay percentage. A mechanism to address performance above the Meets Expectations level will be developed for consideration in FY 2021 as market conditions allow. Total funds requested to support the 3% pay adjustment and related payroll costs is approximately $450,000 (total compensation). In comparison, the average merit pay increase for FY2020 was 3.52% merit pay increase for FY 2019 performance evaluations as compared to 2.76% in FY 2019 for 2018 performance evaluations.

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.

<u>Other Employee Benefits</u>

At its meeting in January 2019, the Local Government Employees Retirement System (LGERS) Board amended its policy for employer contribution rates to LGERS for future years. Effective July 1, 2020, the base employer contribution rate with respect to law enforcement officers (LEOs) will increase from 9.70% to 10.90% of reported compensation. With respect to all other employees, it will increase from 8.95% to 10.15% percent of reported compensation. Additional rates, such as rates associated with death benefits, will be added to the base rate to determine the actual contribution percentage. The cost of these increases is estimated to be $151,000 and has been included in personnel total compensation costs.

Further increases in the base rates will be effective July 1, 2021, equal to 1.20% of reported compensation each year. Rates will be 11.35% for non-LEO employees and 12.10% for LEO

employees, respectively next fiscal year. These projected rate increases have been included in future year forecasts.

**Capital Investment Program Expenditures**

Several major capital projects were initiated in FY 2020:

- **NC54 Corridor Congestion Mitigation Project** - Engineering design work for the Airport Boulevard Extension from the intersection of Garden Square Boulevard to Church Street was authorized in FY 2020. One million dollars will be used support initial survey and wetland identification work in the area to develop right-of-way plans and prepare the project for a future LAPP (Locally Administered Public Projects) funding request. The current schedule shows the Right-of-Way plans complete by October, with completion of construction plans by May 2021. A future LAPP application is anticipated in FY 2021.

- **Public Safety Improvement Projects** - The adopted FY 2020 budget included $2,800,000 for two fire station location projects. Shortly after FY 2020 budget adoption, the Town was informed that the NC54 Road Widening project near McCrimmon Parkway will compromise the ability to continue to use Fire Station No. 2. Since then, staff has worked to identify potential future locations for both a relocated Fire Station No. 2 and best alignment of the next fire station (relocation of collocated staff with town of Cary at Fire Station No. 3) in relation to the first site. This work continues, with identification of suitable parcels of land underway and a design-build firm under contract. Work on this project will continue in FY 2021 within existing capital project funding until the project is further along.

- **Parks & Greenway Improvement Projects** - Two park design projects are also underway – Morrisville Community Park Phase 2 and Crabtree Creek Nature Park. Town Council will review design plans and consider proceeding on these projects as a part of its continued Capital Investment Plan and Bond Referendum Discussions. Design work on the Indian Creek Greenway Connector at Town Hall Terraces is also underway.

These projects will require additional future year funding for construction. Each of these projects is considered a viable future bond referendum project. If any of these projects is included in a bond referendum for consideration and approval by Town of Morrisville voters, these initial budget authorizations could be reimbursed from bond proceeds via resolution of Town Council.

Other Active Projects

Design of the Morrisville-Carpenter Road improvement project is complete and certified by NCDOT. This project will enhance east/west connectivity through the center of town and establish safety access points along the corridor between NC54 and Davis Drive. An approximate $9 million project, the Town will manage the project and received a $6.3 million grant from Capital Area Metropolitan Planning Organization (CAMPO). The project was placed on a suspension list earlier this year by NCDOT due to budget shortfalls at the state level, primarily due to the significant multiple hurricanes and winter weather event costs experienced over the past year. Town Management appealed the delay and requested authorization to proceed. The appeal was granted, with a provision that the Town would delay reimbursement requests to NCDOT for a period of time. The project is scheduled for bid in May 2020 and construction is anticipated to begin this summer. The Town is required to award the entire project cost and

request reimbursement as construction is completed. Debt service for the $2.7 million Town cost for this project was included beginning in the FY 2020 approved operating budget.

Construction of the Town Center regional stormwater control measure (SCM) has begun. This SCM will have capacity to treat stormwater generated for the future Town Center and the existing development in this area. Work is expected to be complete by the end of the calendar year.

The Town issued $10 million worth of Street Improvement Bonds in 2017 for Phase I of the McCrimmon Parkway Extension. An additional $4.3 million was issued in October 2018 for Phase 2 of that program which was managed by NCDOT. Phase I opened in August 2019 and Phase 2 opened in April 2020. Debt service for both segments was fully incorporated in the FY 2020 budget and continues in FY 2021.

The Town also issued $5.7 million in authorized bonds from the 2012 Park Improvement Bond Referendum and $1 million in installment financing for the MAFC renovation project. MAFC was closed in November 2018 and is slated for reopening this summer. Debt service for this bond issuance is recognized in FY 2020 and continues in FY 2021.

Debt service of $4 million for bonds issued in 2013 for Church Street Park is included in the FY 2020 budget and will continue until FY 2034.

The Town of Morrisville and Wake County continue their collaborative efforts toward maximizing the functional placement and programming for the Public Works facility and Wake County convenience center. Work on this project will continue during FY 2021, with projected construction moved to the FY 2023 planning year. This will be ahead of the NCDOT planned expansion of Aviation Parkway, which was delayed.

Town Council continues to discuss and deliberate on the future of our Town Center. An updated Request for Proposal is in development for planned issuance in the next several months. The Morrisville Community Library is nearing completion and is slated to open in summer 2020.

**Debt**

The Town's 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 $3,492,000 in FY 2021 is 9% of the proposed budget as compared to 9.9% of the original budget for FY 2020. There is no new debt added for FY 2021.

**Fund Balance**

The recommended budget includes total general fund balance appropriations of $840,350, less than 3% of expenditures. Fund balance appropriations support operational non-recurring or one-time expenses. The unassigned fund balance is projected to be at approximately $11.3M or an estimated 33.4% of general fund expenditures as of June 30, 2020.

Retention of a strong fund balance is essential to maintaining adequate working capital for cyclical cashflow and preparing for future unknown impacts. Such is the case currently with potentially unknown changes in revenue forecasts from COVID-19. More importantly, the Town must be able to award an approximate $9 million dollar contract to activate the Morrisville-Carpenter Road project this summer. The Town had originally expected to be able to leverage the available

payment due to NCDOT for the McCrimmon Parkway Extension Phase 2 before those funds needed to be paid. The significant delay in timing to commence the Morrisville-Carpenter Road project will not allow that to occur. Careful monitoring of both conditions will be essential to meeting our commitments and obligations during FY 2021.

Appropriations of $1,824,900 for FY 2020 from Parkland Payment-in-Lieu (PPIL) were made to support various park projects, resulting in a currently available balance of $3.2 million. The estimated fiscal year-end balance for PPIL is $4.0 million. No appropriation of PPIL is proposed as a part of the FY 2021 budget. Staff estimates approximately $100,000 in PPIL contributions in FY 2021.

**Future Outlook**

Until early March, the future outlook was very bright. The onset of a pandemic has disrupted virtually every facet of our everyday lives and of most local government operations. Revenue forecasts that were complete were redone. That may occur again, perhaps several times over the next six months. Expenditures, even those that are considered important and essential, will be scrutinized. Some have already been deferred and others may be authorized but strategically delayed for implementation until more certainty can be obtained about current and future year implications.

Building the budget this year has been the most challenging of my career. Yet still, I know we will come out of this stronger. It is essential to remain focused and committed to continuing to build our future capacity, even if perhaps at a slower pace. Further delaying staff and operational needs this year will only exacerbate the ability and difficult decision making for future years. These needs will not go away if we ignore them this year.

The proposed FY 2021 budget balances many things… revenue projections, impacts on our businesses and residents who also experience COVID-19 disruptions, desire to for more services and programs, future capital project needs, and the necessity of preserving fund balance to accomplish a significant capital project that has been promised to the community. Revenues may be lower, but service expectations continue with increasing pressure for new needs. As it will take additional resources and people to make things happen, we remain committed to delivering quality desirable services to our citizens.

We are strong. We are healthy. We are resilient. I am confident and optimistic about our fiscal health and the agility to deliver on the goals and priorities that underpin the framework of this proposed budget. We may need to recognize what I hope is a short-term detour in some plans and preparation but not a wholesale change in direction of the major plans and opportunities envisioned for Morrisville.

## ACKNOWLEDGEMENT

The development of a responsible operating budget for the Town is a responsibility I do not take lightly. It is rewarding and I am grateful. I also recognize and approach it as a serious duty I have to the community, Town Council and staff. This year has been unique in the many individual facets of financial and operational decisions that contributed to this balanced budget proposal… property revaluation, bond referendum discussions, policy development that is in progress, major

capital projects that are underway, continued growth in programs, services, and needs, and a pandemic that dramatically altered our approach in the midst of budget preparation.

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 needs can be met in one year.

Town Council also faces tough decisions to bring together their individual opinions and perspectives into the collective guidance and direction for the upcoming budget. I believe I have appropriately balanced these many inputs into the proposed FY 2021 operating budget.

I again want to thank Town Council for their support of all town employees in addressing pay equity issues earlier this year and in considering the pay adjustment incorporated into this budget proposal. Our people remain our biggest asset.

Special thanks to Jeanne Hooks, who has worked in two budget systems this year, re-forecast revenues multiple times, and has substantially guided the budget process virtually with its many stakeholders - while also managing COVID-19 related items and continued bond referendum discussions. Jeanne is the guiding force and shining light to make the budget process happen in a manner that works for us all. She makes us all better. Thank you also to Brandon Zuidema who weathered an unconventional approach in his first Town of Morrisville budget experience. His work with department heads to bring forward thoughtful and deliberate budget recommendations was observed throughout the process.

## CONCLUSION

The FY 2021 proposed operating budget and capital investment program will be presented to Town Council and the citizens of Morrisville virtually at the Tuesday, May 12 Town Council meeting. The budget portal will open on May 13 to facilitate and promote public input. Work sessions to discuss the budget are slated for May 19, May 28 and June 4. The public hearing is scheduled for June 9. A final work session, if needed, will occur on June 16, with adoption on June 23.

Public participation remains a vital part of the budget process. Creative information sharing and engagement opportunities are being developed for citizens to learn more, ask questions and provide comment on the budget as social distancing requirements prevail and may preclude in-person meetings.

Sincerely,



Martha Paige

Town Manager/Budget Officer

## BUDGETARY PRIORITIES SUMMARY

| *Operating Impacts (Routine or Recurring Annually)* | *Town Manager Requests* |
|---|---|
| ***MPD Traffic Unit (Sergeant and Patrol Officers – Total 4):*** Reinstatement of the Morrisville Police Department Traffic Team, which existed until 2010. Their sole function was to respond to major traffic collisions, coordinate traffic initiatives, participate in Governors 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 enforcement due to 911 calls for service and other service requests. Proposed half-year (January 2021) for FY2021 and full year ($337,800) beginning in FY2022. ***Connect Morrisville > Public safety readiness and Operational excellence Multiple Objectives.*** | 169,050 |
| ***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 level to keep smaller rescue units in service not always available now because of staffing levels and reduces the need to holdover staff to meet minimum staffing. Proposed half-year (January 2021) for FY2021 and full year ($286,400) beginning in FY2022. ***Connect Morrisville > Public safety readiness and Operational excellence Multiple Objectives.*** | 142,900 |
| ***Network and Security Administrator:*** Information Technology professional performing difficult technical work related to the development and support of a complex network of servers, computers and software. A dedicated staff person will aid in improving the town's security posture and staying ahead of ever-changing security threats to the organization, reducing response time to resolving network related issues and reduce the recurring cost of network related contract cost. ***Connect Morrisville > Operational excellence Multiple Objectives.*** | 104,200 |
| ***Sustainability Program Coordinator:*** Professional position responsible for developing, coordinating and promoting effective sustainability initiatives to reduce the town's impact on the environment, particularly in the areas of solid waste/recycling, facilities enhancements and fleet management. This position would also work closely with the development and implementation of Smart City initiatives, the MESC Committee, and the community at large to enhance public support for and engagement in new and existing environmentally friendly programs and activities. This position would also be available to assist in other program and project coordination under the direction of the Public Works Director. ***Connect Morrisville > Thriving, livable neighborhoods and Operational excellence Multiple Objectives.*** | 87,500 |
| ***Human Resources Specialist:*** Staff support level position to perform administrative and professional work in support of the increasingly expanding employee population, complex human resource needs and programs including benefits administration, recruitment, new hire processing and exit administrative processes, and organizational training. Additional support for ongoing administrative support for leaves of absence, job description maintenance, personnel policy updates and data management and tracking. ***Connect Morrisville > Operational excellence Multiple Objectives.*** | 76,900 |

| | |
|---|---|
| ***Senior Center Recreation Program Specialist:*** Staff support level position providing primary program and facility support to the Senior Center as their primary work location. This position would assist in planning and executing senior programs, trips and events and daily operations of the Senior Center. The position may also include other general Parks and Recreation program and event responsibilities. Oversight of work will be provided under the direction of Parks and Recreation management. ***Connect Morrisville > Engaged, inclusive community and Operational excellence Multiple Objectives.*** | 70,700 |
| ***Enterprise System Administrator:*** Finance Department professional with comprehensive knowledge of Munis and EnerGov dedicated to managing daily activities in support of user needs in all departments related to system administration, management and analysis that are needed to effectively centralize critical core financial functions. This position will also be responsible for developing metrics and performance measurement tools for data analysis, end-user training and related documents and manuals, creating reports, PCI compliance, developing new processes and workflows to enhance efficiency and system accuracy and other related responsibilities currently divided among multiple staff members in various departments. Proposed half-year (January 2021) for FY2021 and full year ($99,300) beginning in FY2022. ***Connect Morrisville > Operational excellence Multiple Objectives.*** | 49,850 |
| ***Athletics Facilities Maintenance Technician I:*** Additional position to support Athletic Division of Public Works dedicated to maintaining fields to optimum conditions. Work includes facility and field maintenance, playing field markings and overall turf management. Increasing workloads have resulted in workload management and preventive maintenance delays. Other landscaping and general maintenance activities during off season are also managed by this work unit. Proposed half-year (January 2021) for FY2021 and full year ($55,100) beginning in FY2022. ***Connect Morrisville > Engaged, inclusive community and Operational Excellence Multiple Objectives.*** | 27,650 |
| ***Merit/Market Adjustments:*** Proposed market adjustments for all regular full-time and part-time benefitted employees as of June 30, 2020 (pro-rated). The proposed market adjustment (in lieu of performance evaluations that were suspended due to COVID-19) represents a minimum adjustment reflective of the merit pay proposed in January 2020 in order to facilitate the recruitment and retention goals for town employees and ultimately avoid continuing to fall behind peer market comparisons. The actual average merit pay award for FY2019 and FY2020 was 2.76% and 3.52%, respectively. The performance merit plan will be reimplemented in FY2022 for FY2021 performance and include consideration for exceptional performance during FY 2020. ***Connect Morrisville > Operational Excellence Objective 5.4: Attract, develop and train a diverse, high-performing workforce.*** | 450,000 |
| ***Local Government Employee Retirement System Contributions:*** North Carolina Department of State Treasurer mandated increases in employer contributions to the state employees' retirement plan. ***Connect Morrisville > Operational Excellence Objective 5.4: Attract, develop and train a diverse, high-performing workforce.*** | 151,000 |
| ***Health Insurance Costs***: Increased cost of medical and dental insurance premiums for employees and their dependents. After modest plan design changes and recalibration of employee premiums between the base and buy-up plans, the overall cost increase is approximately 6% over current fiscal year costs. ***Connect Morrisville > Operational excellence Objective 5.4: Attract, develop and train a diverse, high-performing workforce.*** | 101,000 |
| ***Smart Shuttle:*** A shared shuttle service that will address public transportation needs within and around Morrisville by serving customers at fifteen identified nodes (designated pickup and drop-off locations) based on a request for service over the telephone, internet, or smart phone application. The service will be provided | 502,000 |

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| through a service agreement with GoCary at no cost to the customer via daily routes during both peak and non-peak hours. Annual costs include capital/start-up costs, capital expenditures for technology and node infrastructure at some locations and annual operating costs. Five-year costs are projected to be $3,363,000, offset 50% by the Wake Transit Community Funding Agreement matching grant (net $1,681,500 over 5 years). The first year will supplement the start-up cost from Transportation Capital Reserve. ***Connect Morrisville > Improved transportation mobility and Operational excellence Multiple Objectives.*** | |
| ***Parks and Recreation Program Support:*** Programmatic items for several key initiatives to be incorporated into base budget/ongoing operations. ***Connect Morrisville > Engaged include community and Operational excellence Multiple Objectives.***<br>• Cultural Programs – Implementation of a comprehensive program of cultural programming including support of one major festival annually. This request would also allow for some collaborative programs with outside organizations. Costs include staff, equipment, supplies and advertising/promotion for various events.<br>• Food Hub Programs – Utilization of the Healthy Food Hub open space for public events and activities. Activities would be held in conjunction with the Farmer's Market on Saturdays and other days and times throughout the year. This request includes the provision of arts and crafts vendor fairs, music/entertainment, food vendors and kid's activities. Costs include staff and an allowance for collaborative programs at the Food Hub location.<br>• MAFC Pool Maintenance Contract – Contracted professional maintenance of the new pool pump, filtration, chlorination and water treatment systems. These systems are mechanically and technologically advanced well beyond the previous pool systems and experience/expertise of staff. The contractor will perform daily water and air quality checks, inspect the system, and perform regular maintenance and minor repairs as needed.<br>• Preschool Program Expansion – Expansion of the current schedule of "Ready Set Go" program to provide relief to typical long wait lists. This opportunity has become available due to the planned relocation of senior programs that are currently using space needed for this second session. Costs include hiring staff needed to support the doubling of the program and related supplies for program activities. The cost of this initiative is offset by new program revenue. | 112,350 |
| ***Recycling Cost Increase:*** Additional recycling costs related to the significant reduction in commodity markets needed to generate revenues to offset recycling program costs and avoid drastic changes to or reductions in Town recycling programs. This is a nationwide challenge. Additional costs are based on the number of households and tonnage projected for the year. A comprehensive review of options is underway for discussion during FY2021. ***Connect Morrisville > Thriving, livable neighborhoods Objective 2.3: Be responsible stewards of the natural environment.*** | 110,000 |
| ***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.***<br>• Computer HaaS Lease<br>• Hosted Phone Yearly Subscription<br>• GIS Small Government Enterprise Agreement<br>• Parks WiFi (Morrisville Community Park, Church Street Park, Luther Green) Internet Services<br>• Facility Security Cameras Annual Maintenance (Town Hall, PSMS, MAFC) | 106,800 |

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|---|---|
| ***Sustainability Initiatives:*** Annual allocation of funds to support sustainability initiatives. Examples include solar panels, other electrical, water and air quality programs such as tree archives, composting and other related activities, and development of a comprehensive sustainability plan to guide ongoing sustainability initiatives. This annual allocation could be expanded in future years once a program is developed and adopted by Town Council. ***Connect Morrisville > Thriving, livable neighborhoods and Engaged, inclusive community Multiple Objectives.*** | 50,000 |
| ***Communication/Outreach Programs:*** Services and resources to expand promotion of event communications and outreach for town events, programs activities, and general information and advocacy. ***Connect Morrisville > Engaged, inclusive community Multiple Objectives.***<br>• Video Production – Professional video production services that are essential to continue to develop creative, engaging content for various digital communications platforms, including website and social media.<br>• Graphic Design Services – Design services with cutting-edge graphics to aid in promotion and implementation of the town's brand and important for signature events, town events, building signage and social media platforms.<br>• Advertising/Marketing – Strategically placed paid advertising and marketing in appropriate platforms/publications and that align with the mission and values of the town are key strategies to market town programs, initiatives or events. | 47,050 |
| ***Public Works Asset Management Initiatives:*** Proactive efforts to maintain town assets and maintain high standards of safety and customer service for pedestrian amenities. ***Connect Morrisville > Improved transportation mobility and Thriving livable neighborhoods Multiple Objectives.***<br>• Pedestrian Bridge Structural Inspections – Hiring of an independent consultant/engineering company to evaluate pedestrian bridges bi-annually to predict future expenditures and develop a budget for greenway bridge maintenance. Public Works staff does not have the level of expertise to conduct these assessments. This bi-annual expenditure will rotate every other year with the Pavement Condition Report for roadways.<br>• Pedestrian Safety Improvements – Regular allocation of funds to address expenses to maintain existing crosswalks, traffic calming features, traffic control devices and associated signage, pavement markings, solar panels, amber flashers and RRFBs (rectangular rapid flashing beacons) that are already in place in town. Public Works also gets requests to add other pedestrian safety features at unmarked crosswalks and intersections. Expense will be offset by available funds from Sidewalk/Pedestrian Fund. | 35,000 |
| ***Strategic Plan Support:*** The Connect Morrisville Strategic Plan is an ongoing initiative and takes committed funds on a recurring annual basis, specifically during review period years to cover outreach, training and branding materials. Funds will be utilized for ClearPoint user licenses, training/refresh for new and existing staff and a town event/hosted stakeholder feedback sessions. ***Connect Morrisville > Engaged inclusive community and Operational excellence Multiple Objectives.*** | 15,000 |
| ***Law Enforcement Recruitment Campaign:*** Participation in a regional, collaborative effort coordinated by Triangle J Council of Governments and WRAL in a police officer recruitment partnership with 10-20 local government entities. This initiative was identified by Triangle J as its 2020 Sandbox Challenge. Recruitment of police officers has become more and more challenging. A comprehensive outreach effort that provides for shared access to the potential pool of applicants will assist in reaching new police officer candidates. ***Connect Morrisville > Public safety readiness and Operational excellence Multiple Objectives.*** | 6,000 |
| ***TOTAL*** | **$2,414,950** |

| Onetime Operating or Capital Impacts (Non-Routine) | Town Manager Requests |
|---|---|
| ***Vehicle Replacements:*** Replacement of vehicles that will be retired because they meet the Town's vehicle replacement criteria. Scheduled replacements include the public works heavy duty dump truck and five police vehicles (hybrid vehicles). Replacement cost also includes the up-fit/installation of special equipment such as lights, sirens, and necessary computer equipment. Replacement of other Administration, Fire and Public Works vehicles, and the Parks and Recreation bus have been deferred. ***Connect Morrisville > Operational Excellence Objective 5.1: Promote financial integrity through effectively and efficiently managing public assets.*** | 440,000 |
| ***Road Paving Projects:*** Proactive road maintenance to maintain acceptable levels of road condition 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.*** | 300,000 |
| ***Bond Referendum Costs (November 2020):*** Financial advisory, bond counsel, Local Government Commission (LGC) and credit rating fees related to bond referendum and issuance of proposed $20 million in general obligation bonds for public safety, parks and recreation and transportation/mobility needs. Election costs are also included in this request. ***Connect Morrisville > Improved transportation mobility, Public safety readiness and Engaged, inclusive community Multiple Objectives.*** | 275,000 |
| ***New Vehicles:*** Fully equipped police vehicles related to request for MPD Traffic Unit. ***Connect Morrisville > Public safety readiness Objective 4.2: Be operationally ready.*** | 272,000 |
| ***Space Renovation/Upfit (Town Buildings, old Fire Station #1 & Related Modifications):*** Current public buildings are not able to accommodate staff, meeting or storage needs. Modifications to existing town buildings to support increased staff needs, and interior and exterior renovations to bring Old Fire Station #1 into compliance with the UDO and return it to functional use for Town staff and activities. Costs include addressing limited parking, landscaping and information technology needs. ***Connect Morrisville > Operational excellence Multiple Objectives.*** | 250,000 |
| ***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.***<br>• Security Cameras at Town Facilities. This is a phased implementation of a centralized video management system for both interior and exterior cameras at town facilities, with Phase I including Town Hall, PSMS and MAFC. Cameras will provide live and recorded content to further protect employees and patrons/visitors to these buildings. Costs include running cables for and installation of cameras. The system will be managed by IT staff once installed.<br>• GIS Server Migration: GIS Software Suite to include online and expanded access to software used by multiple departments and that will support Open Data strategic goals. ESRI (provider of ArcGIS software) will assist | 188,400 |

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| town staff with setting up the on-premise virtual server and GIS server and enterprise software, provide technical knowledge transfer and support development of best practices.<br>• Active Directory and Device Management: Migration of directory services that manages user credentials and access to network resources and device management from on-premise to Microsoft Cloud to provide better management and greater flexibility of services. This upgrade will also allow for single sign-on and remote management end user devices.<br>• Parks Wi-Fi: Installation of Google Fiber and related equipment at Morrisville Community Park, Church Street Park and Luther Green/Shiloh Park. Power to equipment (solar or electric) will be evaluated as a part of this project.<br>• Emergency Operations Center: Build of a fully functional EOC at Fire Station #1 that meets the needs of staff and the community during an event activation. Recommended improvements are based on an assessment performed in FY2020. | |
| **Staffing Operations Costs:** Required uniforms, equipment, training/evaluation and computer/electronic equipment for four traffic unit police officers, three fire captains, a network & security administrator, a human resource specialist, a senior center recreation program specialist, an enterprise system administrator, sustainability coordinator, and athletic facilities maintenance technician. ***Connect Morrisville > Operational Excellence Objective 5.4: Attract, develop and train a diverse, high-performing workforce.*** | 145,500 |
| ***Stormwater Master Plan:*** Develop a stormwater master plan to evaluate current and future stormwater program to establish a framework for future capital projects and maintenance needs for the utility program. ***Connect Morrisville > Thriving, livable neighborhoods Multiple Objectives.*** | 150,000 |
| ***Fire Department Equipment and Operational Upgrades:*** Purchase and replacement of essential equipment for Morrisville Fire/Rescue Departments. ***Connect Morrisville > Public safety readiness Objective 4.2: Be operationally ready.***<br>• Utility Terrain Vehicle (UTV) – Purchase of a vehicle to be used by emergency services to access areas of town and greenways where access by typical fire vehicles is not possible. The 2-4 person 4-wheel drive vehicle will include a skid unit which will have a small water pump and hose on one side and a patient carrier platform on the other. This UTV can also be used on mountain biking trails and to fight woods fires and during special events.<br>• Rescue Equipment – Replacement of an aging cache of both hydraulic and rescue equipment on apparatus. Equipment includes hydraulic cutters and spreaders along with the corresponding pumps.<br>• Emergency Operations Plan (EOP) Update – Current EOPs are outdated and not current with best practices of with the town's current staffing. The proposed update would include a new appendix on active assailants.<br>• Digital Fire Simulator – Purchase of a simulated fire prop that could be used for training the public to use fire extinguishers and could be used by fire suppression staff in simulated environments to train safely. | 116,900 |

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| ***Public Works Equipment:*** Replacement of public works equipment needed for regular operations and special service response. ***Connect Morrisville > Operational excellence Multiple Objectives.***<br>• Skidsteer (Bobcat)- A skidsteer is an instrumental part of daily work and is utilized by Public Works staff to load materials, dig holes with the auger attachment, sweep streets with the broom attachment and to load/unload heavy, large and oversized deliveries for all departments. The current equipment is 15 years old and has many years of hard use.<br>• Workman – Replacement of this small wheelbase, multi-use vehicle that accesses the various parks and greenway trails to move equipment, materials and personnel to areas that are not readily accessible to standard vehicles. This equipment is also used by other departments and during special events.<br>• Water Trailer – Purchase of a trailer to allow for movement of a large quantity of water around town in order to water planted areas that require more water during planting or drought seasons.<br>• Ventrac Attachments – The Ventrac is a piece of equipment used to maintain parks, town grounds and greenway trails. Equipment needs include a new set of wheels for added stability on slopes, a blower to clean greenway trails after mowing and during the fall and winter to cleanup and blow off leaves, and an aerator to maintain smaller areas around buildings on town grounds. | 114,400 |
| ***Police Department Equipment Replacement:*** Replacement of essential equipment for the Morrisville Police Department. ***Connect Morrisville > Public safety readiness Multiple Objectives.***<br>• Motorola Handheld Radios – Replacements and additions to inventory of Motorola handheld radios to maintain the optimum supply of radios for new officers, use during events, and when radios may need repair/become inoperable.<br>• Replacement K9 Working Dog – Due to a canine handler vacancy and training concerns for a new handler, a new working dog will need to be purchased to replace K9 Dylan. Life of a working dog is generally 7 years. K9 Dylan is being evaluated by other agencies.<br>• Watchguard Warranty Renewal – Renew of warranty and software for 3 In-Car Camera Systems for fifth year. | 101,400 |
| ***Smart City Projects:*** Initial outlay of funds for implementation of prioritized initiatives anticipated by the smart city assessment currently underway, anticipated for completion in June 2020. Types of initiatives could include environmental (solar and electric vehicle), public safety, stormwater management, customer service kiosks, building management, traffic, and other similar items. (Please also see Budget Requests Deferred or Reduced) ***Connect Morrisville > Operational excellence Multiple Objectives.*** | 100,000 |
| ***Senior Center Upfit Costs:*** Additional resources potentially needed to complete renovation/upfit of Senior Center space at 4117 Davis Drive. This request was outlined as part of the lease approval by Town Council on April 28. ***Connect Morrisville > Engaged, inclusive community Objective 3.3: Effectively maintain assets and make the most of existing resources.*** | 100,000 |

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| ***Computer Hardware Replacements:***<br>• Annual hardware refresh plan, computer accessories (docks and monitors), a server, thermal printers, projectors and an Aquos conference room board.<br>• Desk Phone Hardware related to replacement of phone system.<br>***Connect Morrisville > Operational excellence Objective 5.6: Leverage the use of technology to maximize results.*** | 84,000 |
| ***Town Building Maintenance/Repairs:*** Allocation of funds to support the needs of aging infrastructure to maintain quality fixed assets and meet the needs of customers. ***Connect Morrisville > Public safety readiness and Engaged, inclusive community Multiple Objectives.***<br>• HVAC Replacement – Replacement of three HVAC systems that are old, outdated and starting to fail. Units at Town Hall, Town Hall Connector and PSMS (Fire/Engineering side) will be updated. In addition, the project will replace the failing Trane HVAC control system at Town Hall with an updated model that will provide full control and remote access through the internet.<br>• Irrigation Master Plan – Design of an irrigation plan for planting beds on town properties and right of ways to improve the appearance and health of planting beds on medians and town properties for the overall health and vitality of plants. Purchase of equipment and construction of irrigation systems will require future funding.<br>• Cricket Pitch Quick Connect – Will assist with ease and efficiency for irrigating the cricket pitch block. Expense will be offset by available funds from Church Street Capital Project. | 77,000 |
| ***MPD Traffic Unit Equipment:*** Equipment to support the initiation of the Morrisville Police Department Traffic Unit. Equipment can also be used to support town special events and EOC operations. ***Connect Morrisville > Public safety readiness and Engaged, inclusive community Multiple Objectives.***<br>• Mobile Camera – Mobile surveillance unit that will aid in intersection traffic assessment/monitoring, crime prevention and on the ground monitoring of special events. The mobile unit will provide officers with additional resources in which to monitor traffic patterns and driver behavior at some of our busiest intersections.<br>• Unmanned Aircraft System (Drone) – Replace outdated reconstruction equipment and improve overall job task efficiency. Unmanned aircraft system technology will provide a more efficient way in which to improve service to the community as well as work collaboratively with other town departments.<br>• Speed Trailer – Enhanced communication public safety responsiveness and awareness. Speed trailers are commonly used for speed deterrence and awareness and can be used to measure traffic patterns and data and assist in planning enforcement operations for optimal outcomes. The MPD old speed trailer is no longer functioning. Expense will be offset by recognized DOJ forfeiture proceeds.<br>• Crash Reconstruction Training | 66,000 |

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| ***Bond Referendum Ballot Costs:*** Bond referendum community outreach plan to inform and educate residents about the needs of the town and the proposed solutions presented in the referendum. Following identification of stakeholder priorities, a diverse platform of communications tools, including social media, video, website, e-newsletters, print flyers/brochures yard signs, mailers, information open houses, presentation board and posters, frequently asked questions and an e-mail address where the public can submit questions, will be launched. Tools will be implemented into an overall calendar that will organize the communications plans. ***Connect Morrisville > Engaged, inclusive community Objective 3.4: Provide opportunities for meaningful public engagement and collaboration.*** | 26,500 |
| ***Succession Planning:*** External consultant to provide comprehensive facilitation and assessment of a Town-wide succession planning program. An independent, subject matter expert can aide in evaluating current status and future needs to guide professional development and future recruitment and retention efforts to avoid program and project delays in the absence of a key managers and department/division heads. ***Connect Morrisville > Operational excellence Multiple Objectives.*** | 25,000 |
| ***Smart City Initiative – Cedar Fork District Park:*** Inaugural Smart City initiative to provide automation in the management of Cedar Fork District Park and a management solution related to flooding issues. The initiative includes a flood sensor, moister sensors, digital signage and an electric gate. The flood sensor will monitor flooding and once a threshold is reached, will send a notification alert to Public Works staff, activate digital signage and close the front gate. Moisture sensors will allow for remote monitoring of field conditions to know when to reopen the park. This project will significantly reduce the trips to the park unnecessarily and allow for quicker decision making. ***Connect Morrisville > Engaged inclusive community and Operational excellence.*** | 25,000 |
| ***Electric Vehicle Charging Stations*:** Installation of electric vehicle charging stations at Morrisville Aquatics and Fitness Center and replacement of the outdated charging stations in front of the Public Safety building. This request supports the town's Smart City initiative development and provides infrastructure necessary for the Town to purchase electric vehicles for business use. Expense will be offset by seeking a Clean Fuel Grant. ***Connect Morrisville > Engaged, Inclusive Community Multiple Objectives.*** | 24,100 |
| ***TOTAL*** | **$2,881,200** |
| **Transfers and Capital Reserves** | **Town Manager Requests** |
| ***Intersection Improvement Projects:*** Miscellaneous roadway construction work to support addressing safety concerns, traffic study or operational deficiencies that are discovered during the fiscal year. Expense will be offset by use of Streets Payment-in-Lieu or Transportation Capital Reserves. ***Connect Morrisville > Improve transportation mobility Multiple Objectives.*** | 125,000 |
| ***Intersection Improvement Study:*** Specific intersections have been identified by the Police and Planning Departments in need of potential signal timing, operational, geometric or signage improvements. This request would support contracting with an external traffic engineering | 100,000 |

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| consulting firm to outline and propose improvements for future implementation. Expense will be offset by use of Streets Payment-in-Lieu or Transportation Capital Reserves. ***Connect Morrisville > Improved transportation mobility Multiple Objectives.*** | |
| ***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 FY2024. ***Connect Morrisville > Thriving, livable neighborhoods Objective 2.5: Plan and provide for current and future infrastructure.*** | 110,000 |
| ***TOTAL*** | **$335,000** |
| ***Budget Priorities Total*** | **$5,631,150** |

| BREAKDOWN | |
|---|---|
| Budgetary Priorities Total | $5,631,150 |
| Use of Grants | $268,700 |
| Use of Offsetting New Revenue | $56,000 |
| Use of Existing Capital Project Available Funds* | $18,000 |
| Use of Recognized DOJ Proceeds* | $28,800 |
| Use of Streets PIL or Roadway/Transportation Reserve | $476,000 |
| Use of Fund Balance (General Fund & Stormwater) | $1,037,350 |
| **Net Total** | **$3,746,300** |

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

## BUDGETARY ITEMS DEFERRED OR REDUCED

The following items were considered but not included as a part of the proposed FY2021 operating budget:

| **Personnel Additions (Includes partial-year requests included in proposed budget)** | **Amount** |
|---|---|
| ***MPD Traffic Unit (Sergeant and Patrol Officers – Total 4):*** Remainder of annual cost impact for addition of Traffic Unit. | 169,050 |
| ***Fire Captains (3):*** Remainder of annual cost impact for addition of Fire Captains in support of Quint staffing model. | 142,900 |
| ***Enterprise System Administrator:*** Remainder of annual cost impact for addition of Enterprise System Administrator. | 49,850 |
| ***Athletics Facilities Maintenance Technician I:*** Remainder of annual cost impact for addition of Athletic Facilities Maintenance Technician I. | 27,650 |
| ***Deputy Fire Marshall:*** Deferred staffing request for Deputy Fire Marshal needed to address workload demands that exceed the current workforce in fire prevention. Potential impacts of not filling the position are quality of plan review, not meeting timelines for plan review comment, and delays in inspections also performed by Fire Prevention. Currently using additional part-time staff to support the needs of this division. | 99,000 |
| ***Recreation Center Supervisor (Senior Center):*** Deferred staffing request for dedicated Center Supervisor for the proposed Senior Center. Staffing for the Senior Center is proposed to comprise of a full-time program specialist and part-time staff oversee by Parks and Recreation Center senior management and other center supervisors. | 91,300 |
| ***Project/Program Coordinator (Public Works):*** Deferred staffing request to address expanded public works initiatives and workload capacity. This position is envisioned to assist in timely management of key work items, assist in development review and represent public works in evaluation of capital projects, and provide general overall assistance to other staff. This position previously existed in Public Works until transferred to Engineering to help in overseeing capital projects. | 87,500 |
| ***TOTAL*** | **$667,250** |
| **Operating Impacts (Routine or Recurring Annually)** | **Amount** |
| ***Sidewalk Construction:*** A sidewalk and pedestrian improvement capital project fund was established in FY2019 to collect allocations of funds set aside to advance various sidewalk projects in progress and planned in future years. The current available balance is being used to design multiple sidewalk segment projects that will require future construction funding to complete. | 250,000 |
| ***Vehicle Replacements:*** Replacement of two public works vehicles, one administration vehicle, one fire vehicle and the Parks and Recreation bus are deferred. | 243,000 |
| ***Smart City Projects:*** Deferral of $150,000 of original $250,000 request to support Smart City projects. | 150,000 |

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|---|---|
| ***Staffing Operations Costs:*** Required uniforms, equipment, training/evaluation and computer/electronic equipment for Deputy Fire Marshal, Recreation Center Supervisor and Project/Program Coordinator. Also includes vehicle for Deputy Fire Marshal. Vehicle needs for other two positions have not been assessed. | 119,500 |
| ***Affordable Housing Implementation Plan:*** Consultant assistance to help develop a strategy to implement affordable housing initiatives. This request would have helped develop a plan to implement one or more of the options in the affordable housing study completed in FY2020 based on Town Council's policy guidance and direction. | 100,000 |
| ***Road Paving Projects:*** Additional request to accelerate proactive road maintenance to maintain acceptable levels of road condition and reduce the percentage of deficiencies. | 100,000 |
| ***Public Works Initiatives and Equipment:*** Proposed requests to address facility and equipment needs.<br>• Town Hall Public Bathrooms Renovation Design<br>• Town Hall Carpet (excluding Council Chambers)<br>• Dynamic Sign Boards | 78,800 |
| ***Communications/Outreach Programs:*** Proposed requests to support video production, graphic design and advertising/marketing services were reduced by more than ½ to balance proposed operating budget for FY 2021. | 52,050 |
| ***Council Contingency:*** Undesignated (contingency) allocation reserved to advance Council initiatives. | 50,000 |
| ***Park and Recreation Program Support:*** Proposed requests to support Cultural Program and Healthy Food Hub programs were reduce by ½ to balance proposed operating budget for FY 2021. | 36,750 |
| ***Citizen Satisfaction Survey:*** The town conducts a National Community Survey every three to five years. The last survey was done in 2017. The plan to conduct the survey this year has been deferred. | 27,400 |
| ***TOTAL*** | **$1,207,500** |
| **Capital Reserve Allocations** | **Amount** |
| ***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. | 600,000 |
| ***Fire Apparatus Capital Reserve Fund:*** Allocation and transfer to Capital Reserve an amount reserved to prepare for future apparatus. | 400,000 |
| ***CIP Capital Reserve Fund:*** Annual allocation and transfer to Capital Reserve an amount reserved to prepare for future CIP Projects. | 200,000 |
| ***TOTAL*** | **$1,200,000** |
| ***Budgetary Items Deferred or Reduced Total*** | **$3,074,750** |

## FY2021 DEFERRED IMPLEMENTATION ITEMS

The following items, if authorized through the approval of recommended budget, will be implemented during the second half of the fiscal year as a short-term safeguard to manage and control spending levels within an uncertain economy.

| **FY2021 – 2nd Half Implementation** | |
|---|---|
| Road paving | 300,000 |
| Smart city initiatives | 100,000 |
| Police traffic unit equipment | 66,000 |
| Public Works equipment | 46,200 |
| Utility Terrain Vehicle | 40,000 |
| Emergency Operation Center Build-out | 40,000 |
| Digital Fire Extinguisher Prop | 11,900 |
| Irrigation master plan | 10,000 |
| **Total** | **$614,100** |

## IDENTIFIED FUTURE FORECASTING NEEDS

The following list of items represent future policy and initiatives work not currently advanced at this time due to workload, budget constraints or not ready to come forward.

| ***FUTURE NEEDS (Not Quantified)*** |
|---|
| Affordable housing – cost to implement plan |
| Capital needs not funded (including land acquisition) |
| Church Street Park Expansion (concept design) |
| Council chambers update/renovation (including carpet) |
| NC54 – median beautification (town cost share for enhancements) |
| Irrigation master plan implementation (based on FY2021 master plan) |
| Security camera installation – future phases (parks and other buildings) |
| Town Hall restroom renovation |
| Traffic signal transfer to Cary (additional cost TBD) |
| UDO update – town wide rezoning (following LUP) – consultant/public engagement |

## TAX INCREMENT REDUCTION SCENARIOS

The following items would be eliminated from proposed operating budget should additional reductions be considered by Town Council.

| **Budget Priority Items** | **1 Cent Tax Reduction Scenario** | **2 Cent Tax Reduction Scenario** |
|---|---|---|
| MPD Traffic Unit Personnel | 169,050 | 169,050 |
| MPD Traffic Unit Other Personnel Cost *(4 Officers ½ Year)* | 48,000 | 48,000 |
| MPD Traffic Unit Vehicles | 272,000 | 272,000 |
| MPD Traffic Unit Equipment | 66,000 | 66,000 |
| Utility Terrain Vehicle | 40,000 | 40,000 |
| Succession Planning | 25,000 | 25,000 |
| Space Modifications | | 250,000 |
| MSD Contribution | | 110,000 |
| Road Paving (reduced) | | 100,000 |
| Market Pay Adjustment (change to 2.5%) | | 82,500 |
| Sustainability Programs Coordinator (1/2 Year) | | 43,750 |
| Video Production Services | | 20,000 |
| **Total** | **$620,050** | **$1,226,300** |

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

# ORDINANCE 2020-142-A OF MORRISVILLE TOWN COUNCIL TO APPROVE FISCAL YEAR 2021 ANNUAL OPERATING BUDGET

**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, 2020 and ending June 30, 2021.

DRAFT

## SECTION 1. GENERAL FUND

ANTICIPATED REVENUES/TRANSFERS IN

| | |
|---|---|
| Ad Valorem Taxes | 22,475,000 |
| Intergovernmental | 9,393,800 |
| Permit & Fees | 1,372,700 |
| Sales & Services | 1,307,250 |
| Restricted Intergovernmental | 858,700 |
| Miscellaneous | 355,600 |
| Investment Earnings | 270,600 |
| *Transfers (In)* | 476,000 |
| Appropriation Fund Balance | 840,350 |
| **Total General Fund Revenues** | **$37,350,000** |

AUTHORIZED EXPENDITURES/TRANSFERS OUT

| | |
|---|---|
| **General Government** | |
| Governing Body | 4,446,500 |
| Administration | 2,129,800 |
| Communications & Outreach | 707,900 |
| Human Resources | 568,900 |
| Finance | 752,500 |
| Information Technology | 2,780,300 |
| **Total** | **$11,385,900** |
| **Economic & Development** | |
| Engineering | 1,184,100 |
| Inspections | 987,700 |
| Planning | 1,873,700 |
| **Total** | **$4,045,500** |
| **Public Works & Facility Management** | |
| Public Works & Facility Management | 6,363,100 |
| Powell Bill | 590,000 |
| Fleet | 712,000 |
| **Total** | **$7,665,100** |
| **Public Safety** | |
| Police | 4,948,900 |
| Fire | 6,734,800 |
| **Total** | **$11,683,700** |
| **Recreation & Cultural Resources** | |
| Parks & Recreation | 2,569,800 |
| **Total** | **$2,569,800** |
| **Total Expenditures** | **$37,350,000** |

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## SECTION 2. STORMWATER FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Permits, Sales and Fees | 633,000 |
| Appropriation Fund Balance | 197,000 |
| Total Anticipated Revenues | **$830,000** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Personnel | 316,200 |
| Operations | 459,800 |
| Capital Outlay | 54,000 |
| Transfer out to Capital Project | - |
| Total Anticipated Expenditures | **$830,000** |

## SECTION 3. MUNICIPAL SERVICE DISTRICT FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Ad Valorem Special District Tax | 117,000 |
| Transfer from General Fund | 110,000 |
| Total Anticipated Revenues | **$227,000** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Operations | 227,000 |
| Total Anticipated Expenditures | **$227,000** |

## SECTION 4. DEBT SERVICE FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Ad Valorem | - |
| Transfer from General Fund | 3,768,700 |
| Total Anticipated Revenues | **$3,768,700** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Debt Service Principle | 2,109,800 |
| Debt Service Interest | 1,034,500 |
| Issuance Cost | 276,500 |
| Debt Reserve | 347,900 |
| Total Anticipated Expenditures | **$3,768,700** |

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## SECTION 5. OTHER POST EMPLOYMENT BENEFITS (OPEB) FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Transfer from General Fund | 372,800 |
| Interest | 40,200 |
| Total Anticipated Revenues | **$413,000** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Net Assets in Trust | 358,100 |
| OPEB Benefits Paid | 54,900 |
| Total Expenditures | **$413,000** |

## SECTION 6. LAW ENFORCEMENT SEPARATION ALLOWANCE FUND

ANTICIPATED REVENUES

| | |
|---|---|
| Transfer from General Fund | 83,600 |
| Interest | 5,000 |
| Total Anticipated Revenues | **$88,600** |

AUTHORIZED EXPENDITURES

| | |
|---|---|
| Net Assets in Trust | - |
| Law Enforcement Benefits Paid | 88,600 |
| Total Expenditures | **$88,600** |

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## SECTION 7. LEVY OF TAXES AND FEES GENERAL FUND

A. Under authority of GS 160A-209 there is hereby levied for Fiscal Year 2020 an Ad Valorem Tax Rate of $0.365 per one hundred dollars ($100.00) valuation of taxable property as listed for taxes as of January 01, 2020, 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 $6,200,175,000.
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 2021 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 2021 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 Statues.

## SECTION 8. LEVY OF TAXES MUNICIPAL SERVICE DISTRICT

A. Under authority of GS 160A-536(a)(6), Session Law 2011-072 there is hereby levied for Fiscal Year 2021 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, 2020, 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 9. FEE SCHEDULE

There is hereby established for Fiscal Year 2021 various fees as contained in the Town of Morrisville's User Fee Schedule located in the Additional Information Section.

## SECTION 10. AUTHORIZED POSITIONS

A. There are hereby 13 new fulltime positions approved for the Fiscal Year 2020. The Authorized Positions Profile will increase to 209 fulltime positions with an estimated 52.60 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 11. PAY & MERIT PLANS

A. Planned market adjustment increase for the Town's Pay Plan for Fiscal Year 2021were previously approved by Town Council in February 2020. There are no further adjustments included with this budget. The Full-time Pay Grades and Range Schedule is referenced within the annual operating budget.
B. The FY2020 Performance Evaluation process is hereby suspended.
C. Fiscal Year 2021 includes a flat pay adjustment increase (prorated) for full-time employees hired prior to July 1, 2020 as a reasonable alternative to the suspended Performance Evaluation process. The flat pay adjustment Increase is calculated at 3% of employee's base salary and is a permeant increase to the employee' base. The employee must be deemed eligible based on criteria established by the Town Manager.
D. There is hereby established an authorized Fiscal Year 2021 Town of Morrisville Part-time Pay Plan describing the approved position classifications, grades, and pay rates ranges as referenced in the Additional Information section.
E. Stipends for Town Council will be adjusted annually at the same effective percentage increase as the Town's full-time employees.

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## SECTION 12. 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 13. 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) and threshold of five-thousand dollars ($5,000) for capital outlay.

## SECTION 14. 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 15. LEGAL SERVICES

There is hereby authorized for Fiscal Year 2021, 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 16. 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 as a result 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

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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 re-appropriate any unused funds originally designated in Fiscal Year 2020 Budget specifically for development of a Senior Center back to the appropriate Department Budget for the same intended purpose.
   4. 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 17. UTILIZATION OF BUDGET ORDINANCE

A. This ordinance shall be the basis of the financial plan for the Morrisville Municipal Government during Fiscal Year 2021. 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.

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## SECTION 18. RE-APPROPRIATION OF FUNDS ENCUMBERED IN FY 2020

Operating funds encumbered on the financial records as of June 30, 2020, are hereby re-appropriated to Fiscal Year 2021.

Adopted this __ day of June 2020

_____

TJ Cawley, Mayor

ATTEST:

_____

Eric W. Smith II, Town Clerk

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# RESOLUTION 2020-142-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 2021 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 2021 Adopted Annual Budget Ordinance.

Adopted this the ___ day of June 2020.

_____

ATTEST: TJ Cawley, Mayor

_____

Eric W. Smith II, Town Clerk

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# RESOLUTION 2020-142 - C

**THE MORRISVILLE TOWN COUNCIL INTENT TO ESTABLISHES A DEBT SERVICE FUND**

**WHEREAS,** the Town's Capital Investment Program (CIP) establishes sound short and long-range investment expectations that provides direction for staff to plan for such investments to realize tangible results to the community; and

**WHEREAS,** such large financial investments primarily are dependent on financing strategies to effectively accomplish; and

**WHEREAS,** a separate debt service fund would allow for appropriate tracking of debt obligations and related expenses outside of the general fund including the accumulation of retired debt reserves annually that can be reapplied to future debt:

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN COUNCIL** hereby establishes a Debt Service Fund to account for the accumulation of resources for expenditures associated with the principle, interest and other fees for short and long-term debt obligations annually.

Adopted this __ day of June 2020.

_____

TJ Cawley, Mayor

ATTEST:

_____

Eric W. Smith II, Town Clerk

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# OPERATING FUNDS SUMMARY

## REVENUES SUMMARIZED BY CATEGORY

| | 2018 Actual | 2019 Actual | 2020 Estimated Actual | 2021 Projected Budget |
|---|---|---|---|---|
| **Ad Valorem** | | | | |
| Current & Prior Years | $ 17,835,044 | $ 18,806,953 | $ 19,515,000 | $ 22,425,000 |
| Penalty & Interest | $ 20,130 | $ 34,564 | $ 32,000 | $ 50,000 |
| Total Ad Valorem | $ 17,855,174 | $ 18,841,516 | $ 19,547,000 | $ 22,475,000 |
| Year Over Year % Change Total | 1.9% | 5.5% | 3.7% | 15.0% |
| Year Over Year $s Change Total | $ 331,739 | $ 986,342 | $ 705,484 | $ 2,928,000 |
| **Intergovernmental** | | | | |
| Video Programming/Telecom | $ 672,521 | $ 649,314 | $ 655,807 | $ 656,000 |
| Vechicle Decal Fees | $ 292,135 | $ 528,334 | $ 572,000 | $ 628,000 |
| Wake County Fire Tax | $ 854,943 | $ 854,943 | $ 854,500 | $ 806,000 |
| Fire Reimbursements | $ 9,179 | $ 901 | $ - | $ 30,000 |
| Beer & Wine | $ 105,926 | $ 109,066 | $ 115,600 | $ 115,600 |
| Utility Sale Tax Distribution | $ 1,635,899 | $ 1,727,243 | $ 1,599,000 | $ 1,640,000 |
| Sales Tax Distribution | $ 5,265,430 | $ 5,757,210 | $ 5,400,000 | $ 5,400,000 |
| Rental Vehicle Tax | $ 100,781 | $ 110,104 | $ 100,000 | $ 100,000 |
| Solid Waste Disposal Tax | $ 16,247 | $ 18,754 | $ 18,000 | $ 18,200 |
| Total Intergovernmental | $ 8,953,061 | $ 9,755,869 | $ 9,314,907 | $ 9,393,800 |
| Year Over Year % Change Total | 4.3% | 9.0% | -4.5% | 0.8% |
| Year Over Year $s Change Total | $ 367,257 | $ 802,808 | $ (440,962) | $ 78,893 |
| **Restricted** | | | | |
| Powell Bill | $ 569,720 | $ 579,013 | $ 589,678 | $ 590,000 |
| Grants | $ 368,400 | $ 60,253 | $ 60,287 | $ 268,700 |
| Total Restricted | $ 938,120 | $ 639,266 | $ 649,965 | $ 858,700 |
| Year Over Year % Change Total | 33.4% | -31.9% | 1.7% | 32.1% |
| Year Over Year $s Change Total | $ 234,775 | $ (298,854) | $ 10,698 | $ 208,735 |
| **Permits & Fees** | | | | |
| Fire Department Fees | $ 67,698 | $ 64,581 | $ 61,200 | $ 61,200 |
| Building Permits | $ 881,742 | $ 964,413 | $ 1,083,600 | $ 926,500 |
| Stormwater Fees | $ 794,116 | $ 694,177 | $ 747,000 | $ 615,000 |
| Engineering Fees | $ 146,355 | $ 108,058 | $ 120,000 | $ 130,000 |
| Planning & Zoning Fees | $ 723,896 | $ 718,878 | $ 545,000 | $ 215,000 |
| Officer/Civil Fees | $ 37,483 | $ 69,790 | $ 37,000 | $ 40,000 |
| Total Permits & Fees | $ 2,651,290 | $ 2,619,896 | $ 2,593,800 | $ 1,987,700 |
| Year Over Year % Change Total | 3.7% | -1.2% | -1.0% | -23.4% |
| Year Over Year $s Change Total | $ 93,709 | $ (31,394) | $ (26,096) | $ (606,100) |
| **Sales & Services** | | | | |
| Recreation | $ 948,894 | $ 680,119 | $ 563,174 | $ 1,180,550 |
| Rents | $ 131,212 | $ 158,884 | $ 126,700 | $ 126,700 |
| Total Sales & Services | $ 1,080,106 | $ 839,002 | $ 689,874 | $ 1,307,250 |
| Year Over Year % Change Total | -5.2% | -22.3% | -17.8% | 89.5% |
| Year Over Year $s Change Total | $ (59,170) | $ (241,103) | $ (149,128) | $ 617,376 |
| **Miscellanous Revenues** | | | | |
| Miscellaneous Revenues | $ 74,723 | $ 42,699 | $ 164,025 | $ 50,000 |
| ABC Revenues | $ 176,407 | $ 210,932 | $ 185,500 | $ 190,000 |
| Surplus Property | $ 59,161 | $ 52,805 | $ 60,000 | $ 50,000 |
| Wake County Landfill | $ 41,003 | $ 67,828 | $ 58,100 | $ 58,100 |
| Sponsorships | $ 6,632 | $ 8,750 | $ 7,150 | $ 7,500 |
| Total Miscellanous Revenues | $ 357,926 | $ 383,014 | $ 474,775 | $ 355,600 |
| Year Over Year % Change Total | 6.0% | 7.0% | 24.0% | -25.1% |
| Year Over Year $s Change Total | $ 20,241 | $ 25,089 | $ 91,761 | $ (119,175) |

| Investment Earnings | 2018 Actual | 2019 Actual | 2020 Estimated Actual | 2021 Projected Budget |
|---|---|---|---|---|
| Total Investment Earnings | $ 308,809 | $ 428,931 | $ 296,900 | $ 288,600 |
| Year Over Year % Change Total | 121.0% | 38.9% | -30.8% | -2.8% |
| Year Over Year $s Change Total | $ 169,084 | $ 120,122 | $ (132,031) | $ (8,300) |
| **Transfers In** | | | | |
| Transfers from Capital Reserves | $ 1,171,000 | $ - | $ 1,250,000 | $ 476,000 |
| Transfer from General Fund | $ 126,000 | $ 57,800 | $ - | $ - |
| Transfers from Capital Project | $ 72,617 | $ 570,000 | $ - | $ - |
| Total Transfers | $ 1,369,617 | $ 627,800 | $ 1,250,000 | $ 476,000 |
| Year Over Year % Change Total | 100.0% | -54.2% | 99.1% | -61.9% |
| Year Over Year $s Change Total | $ 1,254,717 | $ (741,817) | $ 622,200 | $ (774,000) |
| **Fund Balance** | | | | |
| General Fund | $ - | $ - | $ - | $ 840,350 |
| Stormwater Fund | $ - | $ - | $ 755,900 | $ 197,000 |
| Total Fund Balance Appropriations | $ - | $ - | $ 755,900 | $ 1,037,350 |
| Year Over Year % Change Total | - | - | - | 37.2% |
| Year Over Year $s Change Total | $ - | $ - | $ 755,900 | $ 281,450 |
| **TOTAL GENERAL FUND** | $ 32,578,375 | $ 33,354,386 | $ 34,052,221 | $ 37,350,000 |
| Transfers In | $ 1,243,617 | $ 570,000 | $ 1,250,000 | $ 476,000 |
| Fund Balance | $ - | $ - | $ - | $ 840,350 |
| Total Less Transfers In | $ 31,334,758 | $ 32,784,386 | $ 32,802,221 | $ 36,033,650 |
| Year Over Year % Changes Total | 3.5% | 4.6% | 0.1% | 9.9% |
| Year Over year $s Changes Total | $ 1,070,942 | $ 1,449,628 | $ 17,835 | $ 3,231,429 |
| **TOTAL STORMWATER FUND** | $ 935,728 | $ 780,909 | $ 1,520,900 | $ 830,000 |
| Transfers in | $ 126,000 | $ 57,800 | $ - | $ - |
| Subtotal Fund Balance | $ - | $ - | $ 755,900 | $ 197,000 |
| Total Less Transfers In | $ 809,728 | $ 723,109 | $ 765,000 | $ 633,000 |
| Year Over Year % Changes Total | 12.0% | -10.7% | 5.8% | -17.3% |
| Year Over year $s Changes Total | $ 86,693 | $ (86,619) | $ 41,891 | $ (132,000) |

## OPERATING FUNDS SUMMARY

**GENERAL GOVERNMENT**

| **Governing Body** | 2018 Actual | 2019 Actual | 2020 Estimated Actual | 2021 Projected Budget |
|---|---|---|---|---|
| Total Salary and Benefits | $ 111,367 | $ 109,028 | $ 108,364 | $ 142,500 |
| Operations | $ 335,238 | $ 412,157 | $ 389,514 | $ 425,300 |
| Capital Outlay | $ 426,134 | $ 570,000 | | $ - |
| Transfers out of General Fund | $ 6,019,000 | $ 6,612,800 | $ 1,150,000 | $ 3,878,700 |
| Total Expenditures | $ 6,891,739 | $ 7,703,985 | $ 1,647,878 | $ 4,446,500 |
| Year Over Year % Change Total | 37.7% | 11.8% | -78.6% | 169.8% |
| Year Over Year $s Change Total | $ 1,886,426 | $ 812,246 | $ (6,056,107) | $ 2,798,622 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Transfer to establish Debt Service Fund including Bond Referendum cost. | $ 3,768,900 |
| | Transfer allocation to MSD | $ 110,000 |
| | Election cost | $ 25,000 |

| **Administration** | | | | |
|---|---|---|---|---|
| Total Salary and Benefits | $ 1,068,136 | $ 932,780 | $ 843,406 | $ 933,600 |
| Operations | $ 722,015 | $ 1,052,398 | $ 1,240,173 | $ 1,196,200 |
| Capital Outlay | $ - | $ - | $ - | $ - |
| Total Expenditures | $ 1,790,151 | $ 1,985,178 | $ 2,083,579 | $ 2,129,800 |
| Year Over Year % Change Total | 6.5% | 10.9% | 5.0% | 2.2% |
| Year Over Year $s Change Total | $ 109,458 | $ 195,027 | $ 98,401 | $ 46,221 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Strategic plan support | $ 15,000 |
| | Space renovation/upfit | $ 250,000 |

| **Communications** | | | | |
|---|---|---|---|---|
| Total Salary and Benefits | $ - | $ - | $ 263,585 | $ 406,300 |
| Operations | $ - | $ - | $ 73,098 | $ 301,600 |
| Capital Outlay | $ - | $ - | $ - | |
| Total Expenditures | $ - | $ - | $ 336,683 | $ 707,900 |
| Year Over Year % Change Total | - | - | - | 110.3% |
| Year Over Year $s Change Total | $ - | $ - | $ 336,683 | $ 371,217 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Communication/outreach programs | $ 47,050 |

| **Human Resources** | | | | |
|---|---|---|---|---|
| Total Salary and Benefits | $ 311,447 | $ 308,520 | $ 348,630 | $ 462,000 |
| Operations | $ 89,000 | $ 76,666 | $ 124,746 | $ 106,900 |
| Capital Outlay | $ - | $ - | $ - | $ - |
| Total Expenditures | $ 400,447 | $ 385,186 | $ 473,376 | $ 568,900 |
| Year Over Year % Change Total | 2.7% | -3.8% | 22.9% | 20.2% |
| Year Over Year $s Change Total | $ 10,573 | $ (15,261) | $ 88,190 | $ 95,524 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Human Resource Specialist (full year) | $ 84,900 |
| | Succession planning | $ 25,000 |

| **Finance** | | | | |
|---|---|---|---|---|
| Total Salary and Benefits | $ 443,185 | $ 423,052 | $ 441,168 | $ 552,100 |
| Operations | $ 199,416 | $ 435,445 | $ 215,351 | $ 200,400 |
| Capital Outlay | $ - | $ - | $ - | $ - |
| Total Expenditures | $ 642,601 | $ 858,497 | $ 656,519 | $ 752,500 |
| Year Over Year % Change Total | 6.8% | 33.6% | -23.5% | 14.6% |
| Year Over Year $s Change Total | $ 40,915 | $ 215,896 | $ (201,978) | $ 95,981 |

| **Information Techonology** | 2018 Actual | 2019 Actual | 2020 Estimated Actual | 2021 Projected Budget |
|---|---|---|---|---|
| Total Salary and Benefits | $ 408,678 | $ 376,189 | $ 670,700 | $ 858,200 |
| Operations | $ 877,037 | $ 888,664 | $ 1,274,205 | $ 1,827,100 |
| Capital Outlay | $ 146,064 | $ 354,154 | $ 108,400 | $ 95,000 |
| Total Expenditures | $ 1,431,779 | $ 1,619,007 | $ 2,053,305 | $ 2,780,300 |
| Year Over Year % Change Total | 27.6% | 13.1% | 26.8% | 35.4% |
| Year Over Year $s Change Total | $ 309,587 | $ 187,228 | $ 434,298 | $ 726,995 |
| FY21 Budget Priorities: | IT innovations and IT service support agreements/leases | | | $ 295,200 |
| | Network & Security Administrator (full year) | | | $ 112,200 |
| | Smart city initiatives and projects | | | $ 125,000 |
| | Computer hardware replacements & new personnel equipment | | | $ 104,000 |
| ***General Government Total*** | ***$ 11,156,717*** | ***$ 12,551,853*** | ***$ 7,251,340*** | ***$ 11,385,900*** |
| **DEVELOPMENT** | | | | |
| **Engineering** | | | | |
| Total Salary and Benefits | $ 461,182 | $ 492,063 | $ 562,871 | $ 884,900 |
| Operations | $ 11,798 | $ 53,696 | $ 82,008 | $ 174,200 |
| Capital Outlay | $ 230,107 | $ 29,630 | $ - | $ 125,000 |
| Total Expenditures | $ 703,087 | $ 575,389 | $ 644,879 | $ 1,184,100 |
| Year Over Year % Change Total | 22.9% | -18.2% | 12.1% | 83.6% |
| Year Over Year $s Change Total | $ 130,961 | $ (127,698) | $ 69,490 | $ 539,221 |
| FY21 Budget Priorities: | Roadway and intersection improvements | | | $ 225,000 |
| **Inspections** | | | | |
| Total Salary and Benefits | $ 614,797 | $ 664,708 | $ 754,459 | $ 927,600 |
| Operations | $ 34,542 | $ 47,326 | $ 42,377 | $ 60,100 |
| Capital Outlay | $ - | $ - | $ - | $ - |
| Total Expenditures | $ 649,339 | $ 712,034 | $ 796,836 | $ 987,700 |
| Year Over Year % Change Total | 33.5% | 9.7% | 11.9% | 24.0% |
| Year Over Year $s Change Total | $ 162,871 | $ 62,695 | $ 84,802 | $ 190,864 |
| FY21 Budget Priorities: | No new initatives | | | $ - |
| **Planning** | | | | |
| Total Salary and Benefits | $ 998,316 | $ 1,154,769 | $ 1,040,359 | $ 1,185,200 |
| Operations | $ 246,618 | $ 446,084 | $ 414,670 | $ 238,500 |
| Capital Outlay | $ - | $ - | $ - | $ 450,000 |
| Total Expenditures | $ 1,244,934 | $ 1,600,853 | $ 1,455,029 | $ 1,873,700 |
| Year Over Year % Change Total | 6.2% | 28.6% | -9.1% | 28.8% |
| Year Over Year $s Change Total | $ 72,812 | $ 355,919 | $ (145,824) | $ 418,671 |
| FY21 Budget Priorities: | Smart Shuttle public transportation - start-up cost | | | $ 502,000 |
| ***Development Total*** | ***$ 2,597,360*** | ***$ 2,888,276*** | ***$ 2,896,744*** | ***$ 4,045,500*** |

**PUBLIC WORKS & FACILITY MAINTENANCE**

| **Public Works** | 2018 Actual | 2019 Actual | 2020 Estimated Actual | 2021 Projected Budget |
|---|---|---|---|---|
| Total Salary and Benefits | $ 1,458,532 | $ 1,231,213 | $ 1,515,151 | $ 1,776,200 |
| Operations | $ 3,379,244 | $ 2,933,320 | $ 4,781,785 | $ 4,176,400 |
| Capital Outlay | $ 543,646 | $ 92,244 | $ 318,626 | $ 410,500 |
| Total Expenditures | $ 5,381,422 | $ 4,256,777 | $ 6,615,562 | $ 6,363,100 |
| Year Over Year % Change Total | -2.4% | -20.9% | 55.4% | -3.8% |
| Year Over Year $s Change Total | $ (134,725) | $ (1,124,645) | $ 2,358,785 | $ (252,462) |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Preventative road maintenance allocation | $ 300,000 |
| | Public Works equipment and Asset Management initiatives | $ 149,400 |
| | Recycling cost increase | $ 110,000 |
| | Sustainability Coordinator (full year) | $ 96,000 |
| | Town building Maintenance/Repairs | $ 77,000 |
| | Sustainability initiatives & electric vehicle charging station MAFC | $ 74,100 |
| | Athletics Facilities Maintenance Tech (1/2 year) | $ 34,650 |

| **Powell Bill** | | | | |
|---|---|---|---|---|
| Operations | $ 569,720 | $ 341,900 | $ 238,099 | $ 590,000 |
| Capital Outlay | $ - | $ - | $ - | $ - |
| Total Expenditures | $ 569,720 | $ 341,900 | $ 238,099 | $ 590,000 |
| Year Over Year % Change Total | 2.8% | -40.0% | -30.4% | 147.8% |
| Year Over Year $s Change Total | $ 15,406 | $ (227,820) | $ (103,801) | $ 351,901 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | No new initiatives | $ - |

| **Fleet** | | | | |
|---|---|---|---|---|
| Operations | $ - | $ - | | $ - |
| Capital Outlay | $ 502,075 | $ 447,135 | $ 402,201 | $ 712,000 |
| Total Expenditures | $ 502,075 | $ 447,135 | $ 402,201 | $ 712,000 |
| Year Over Year % Change Total | -12.8% | -10.9% | -10.0% | 77.0% |
| Year Over Year $s Change Total | $ (73,656) | $ (54,940) | $ (44,934) | $ 309,799 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Vehicle replacments for Police & Public Works (deferments) | $ 440,000 |
| | Required vehicles & upfit Traffic Patrol Unit | $ 272,000 |

| | | | | |
|---|---|---|---|---|
| ***Public Works Total*** | ***$ 6,453,217*** | ***$ 5,045,812*** | ***$ 7,255,862*** | ***$ 7,665,100*** |

**PUBLIC SAFETY**

| **Fire** | 2018 Actual | 2019 Actual | 2020 Estimated Actual | 2021 Projected Budget |
|---|---|---|---|---|
| Total Salary and Benefits | $ 4,464,493 | $ 4,744,880 | $ 5,162,858 | $ 5,870,600 |
| Operations | $ 588,208 | $ 723,283 | $ 823,512 | $ 774,200 |
| Capital Outlay | $ 41,416 | $ 128,138 | $ 2,410,508 | $ 90,000 |
| Total Expenditures | $ 5,094,117 | $ 5,596,301 | $ 8,396,878 | $ 6,734,800 |
| Year Over Year % Change Total | 7.8% | 9.9% | 50.0% | -19.8% |
| Year Over Year $s Change Total | $ 368,813 | $ 502,184 | $ 2,800,577 | $ (1,662,078) |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Capitains/quint concept (1/2 year) | $ 172,900 |
| | Equipment & operational upgrades | $ 116,900 |

| **Police** | | | | |
|---|---|---|---|---|
| Total Salary and Benefits | $ 3,357,315 | $ 3,298,353 | $ 3,613,300 | $ 4,405,300 |
| Operations | $ 397,868 | $ 511,253 | $ 395,300 | $ 449,000 |
| Capital Outlay | $ 11,500 | $ - | $ - | $ 94,600 |
| Total Expenditures | $ 3,766,683 | $ 3,809,606 | $ 4,008,600 | $ 4,948,900 |
| Year Over Year % Change Total | 2.3% | 1.1% | 5.2% | 23.5% |
| Year Over Year $s Change Total | $ 85,735 | $ 42,923 | $ 198,994 | $ 940,300 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Traffic patrol unit - sergeant & patrol officers (1/2 year) | $ 217,050 |
| | Equipment & other replacements | $ 101,400 |
| | Traffic unit equipment | $ 66,000 |
| | Law enforcement recruitment campaign | $ 6,000 |

| ***Public Safety Total*** | ***$ 8,860,800*** | ***$ 9,405,907*** | ***$ 12,405,478*** | ***$ 11,683,700*** |
|---|---|---|---|---|

**PARKS & RECREATION**

| **Parks** | | | | |
|---|---|---|---|---|
| Total Salary and Benefits | $ 1,535,812 | $ 1,390,840 | $ 1,334,630 | $ 1,928,100 |
| Operations | $ 374,417 | $ 238,385 | $ 491,500 | $ 641,700 |
| Capital Outlay | $ - | $ 29,454 | $ - | $ - |
| Total Expenditures | $ 1,910,229 | $ 1,658,679 | $ 1,826,130 | $ 2,569,800 |
| Year Over Year % Change Total | 10.5% | -13.2% | 10.1% | 40.7% |
| Year Over Year $s Change Total | $ 181,724 | $ (251,550) | $ 167,451 | $ 743,670 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | Parks & recreational program support | $ 112,350 |
| | Senior Center additional upfit cost | $ 100,000 |
| | Senior Center Recreation Program Specialist (full year) | $ 78,700 |

| ***Parks & Recreation Total*** | ***$ 1,910,229*** | ***$ 1,658,679*** | ***$ 1,826,130*** | ***$ 2,569,800*** |
|---|---|---|---|---|

**DEBT SERVICE**

| **Debt*** | | | | |
|---|---|---|---|---|
| Principle/Interest | $ 2,187,380 | $ 2,130,414 | $ 3,471,367 | $ 3,144,290 |
| Adminstrative Cost | $ - | $ - | $ - | $ 276,500 |
| Reserve | $ - | $ - | $ - | $ 347,910 |
| Total Expenditures | $ 2,187,380 | $ 2,130,414 | $ 3,471,367 | $ 3,768,700 |
| Year Over Year % Change Total | -67.3% | -2.6% | 62.9% | 9% |
| Year Over Year $s Change Total | $ (4,493,862) | $ (56,966) | $ 1,340,953 | $ 297,333 |

| | | |
|---|---|---|
| FY21 Budget Priorities: | No new debt & retired debt experienced | |
| | Creation of debt service fund | |

| ***Debt Service Total*** | ***$ 2,187,380*** | ***$ 2,130,414*** | ***$ 3,471,367*** | ***$ 3,768,700*** |
|---|---|---|---|---|

| Stormwater | 2018 Actual | 2019 Actual | 2020 Estimated Actual | 2021 Projected Budget |
|---|---|---|---|---|
| Total Salary and Benefits | $ 217,182 | $ 256,976 | $ 250,609 | $ 316,200 |
| Operations | $ 151,026 | $ 228,947 | $ 155,370 | $ 459,800 |
| Capital Outlay | $ - | $ - | $ 1,045 | $ 54,000 |
| Transfers out to capital project | $ - | $ 475,000 | $ - | $ - |
| Total Expenditures | $ 368,208 | $ 960,923 | $ 407,024 | $ 830,000 |
| Year Over Year % Change Total | -21.8% | 161.0% | -57.6% | 103.9% |
| Year Over Year $s Change Total | $ (102,867) | $ 592,715 | $ (553,899) | $ 422,976 |
| FY21 Budget Priorities: | Stormwater master plan | | | $ 150,000 |
| ***Stormwater Enterprise Total*** | ***$ 368,208*** | ***$ 960,923*** | ***$ 407,024*** | ***$ 830,000*** |
| **TOTAL GENERAL FUND** | $ 33,165,703 | $ 33,680,941 | $ 35,106,921 | $ 37,350,000 |
| Transfers Out | $ 6,019,000 | $ 6,612,800 | $ 1,150,000 | $ 3,878,700 |
| Total Less Transfers Outs | $ 27,146,703 | $ 27,068,141 | $ 33,956,921 | $ 33,471,300 |
| Year Over Year % Changes Total | -11.1% | -0.3% | 25.4% | -1.4% |
| Year Over year $s Changes Total | $ (3,384,062) | $ (78,562) | $ 6,888,780 | $ (485,621) |
| **TOTAL DEBT SERVICE FUND*** | $ - | $ - | $ - | $ 3,768,700 |
| Year Over Year % Changes Total | 0.0% | 0.0% | 0.0% | 100.0% |
| Year Over year $s Changes Total | $ - | $ - | $ - | $ 3,768,700 |
| **TOTAL STORMWATER FUND** | $ 368,208 | $ 960,923 | $ 407,024 | $ 830,000 |
| Transfers Out | $ - | $ 475,000 | $ - | $ - |
| Total Less Transfers Outs | $ 368,208 | $ 485,923 | $ 407,024 | $ 830,000 |
| Year Over Year % Changes Total | -21.8% | 32.0% | -16.2% | 103.9% |
| Year Over year $s Changes Total | $ (102,867) | $ 117,715 | $ (78,899) | $ 422,976 |

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: Onetime pay adjustments, health benefit and retirement increase have been distributed across departments.

## CAPITAL INVESTMENT PROGRAM (CIP) - ABBREVIATED

The recommended CIP has been updated to account for rising development cost and other influences such as adopted plan priorities, study results and changing needs. This year in particular, it was necessary to safeguard the organization from the uncertainty surrounding COVID-19 impacts to resources for both short and long-term affects. It is for this reason that FY2021 does not propose any new Captial Budget appropriations as were included in FY2020 budget adoption.

Items were generally moved out a year and adjusted for 3% for FY2022, 4% for FY2023 and 5% for 2024 and future years. For illustrative purposes a projected $20 million bond with a $7M/$7M/$6M split between the identified categories of Public Safety, Transportation and Parks and Recreation (illustrative only). Projected use of Parkland PIL funds was identified for up to the projected known deposits in FY2021.

It is anticipated that work will continued on the active projects as the Town explores bond referendum options and evalutes the future financial impacts of COVID-19.

| | | | | Captial Budget | Future Planning Years Rank Key: H=High, M=Medium, L=Low | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Bicycle & Pedestrian** | **Rank** | **Bond Candidate** | **Prior Years** | **FY 2021** | **FY 2022** | **FY 2023** | **FY 2024** | **FY 2025** | **Future** | **TOTAL** |
| Crabtree Hatcher Creek Greenway Loop | L | | $ - | $ - | $ - | $ - | $ - | $ 693,000 | $ - | $ 693,000 |
| Indian Creek Greenway - Town Hall Terraces | | | $ 275,000 | | | | | | | $ 275,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 7,455,000 | $ 7,455,000 |
| **Parks & Recreation** | | | | | | | | | | |
| Cedar Fork Elementary Field | M | Yes | $ - | $ - | $ - | $ 769,000 | $ - | $ - | $ - | $ 769,000 |
| Cedar Fork District Park Field Improve | H | Yes | $ - | $ - | | $ 936,000 | $ 1,417,500 | $ 1,417,500 | $ - | $ 3,771,000 |
| Cedar Fork District Park General Improvements | H | Yes | $ - | $ - | $ - | $ - | $ 564,500 | $ 1,693,000 | $ - | $ 2,257,500 |
| Crabtree Creek Nature Park | H | Yes | $ 500,000 | $ - | $ 4,117,000 | $ - | $ - | $ - | $ - | $ 4,617,000 |
| Dog Park | M | Yes | $ - | $ - | $ - | $ 277,000 | $ 836,500 | $ - | $ - | $ 1,113,500 |
| Morr Comm Park Phase 3 | H | Yes | $ 700,000 | $ - | $ 2,163,000 | $ - | $ - | $ - | $ - | $ 2,863,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 28,743,000 | $ 28,743,000 |
| **Public Facility** | | | | | | | | | | |
| Public Works Facility | H | | $ - | $ - | $ 8,250,000 | $ - | $ - | $ - | $ - | $ 8,250,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,078,500 | $ 1,078,500 |
| **Public Safety** | | | | | | | | | | |
| Fire Station #2 Relocation | H | Yes | $ 2,500,000 | $ - | $ 7,000,000 | $ - | $ - | $ - | $ - | $ 9,500,000 |
| Future Relocation of Fire Station #3 | M | Yes | $ - | $ - | Included | $ - | $ - | $ - | $ - | $ - |
| Northwest Fire Station | n/a | n/a | $ 300,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 300,000 |
| Park West Fire Station | n/a | n/a | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| **Transportation** | | | | | | | | | | |
| NC54 Corridor Congestion Mitigation | | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| - Airport Boulevard Extension Phase I | H | LAPP | $ - | $ - | $ 5,900,000 | $ - | $ - | $ - | $ - | $ 5,900,000 |
| -Future Identified Projects | TBD | | $ - | $ - | $ 4,700,000 | $ - | $ - | $ - | $ - | $ 4,700,000 |
| Future Projects | | | $ - | $ - | $ - | $ - | $ - | $ - | $ 14,502,500 | $ 14,502,500 |
| **Future Priorities (project scopes in development)** | | | | | | | | | | |
| Affordable Housing | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Greenway Improvements | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Land Acquisition | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Transit Oriented Development (TOD) | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | TBD | $ - |
| Town Center | TBD | | $ - | $ - | TBD | TBD | TBD | TBD | $ 8,000,000 | $ 8,000,000 |
| | | Total | $ 4,275,000 | $ - | $ 32,130,000 | $ 1,982,000 | $ 2,818,500 | $ 3,803,500 | $ 59,779,000 | $ 104,788,000 |
| **FUNDING PLAN** | | | | | | | | | | |
| Cash Outlay (Operations/FB) | | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| PPIL | | | $ 1,475,000 | $ - | $ 280,000 | $ 1,982,000 | $ 1,852,000 | $ - | $ - | $ 5,589,000 |
| Reserve | | | $ 2,800,000 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,800,000 |
| Bond Referendum (Proposed) | | | $ - | $ - | $ 20,000,000 | $ - | $ - | $ - | $ - | $ 20,000,000 |
| LAPP | | | $ - | $ - | $ 3,600,000 | $ - | $ - | $ - | $ - | $ 3,600,000 |
| Debt Service | | | $ - | $ - | $ 8,250,000 | $ - | $ - | $ - | $ - | $ 8,250,000 |
| Not Funded | | | $ - | $ - | $ - | $ - | $ 966,500 | $ 3,803,500 | $ 59,779,000 | $ 64,549,000 |
| | | Total | $ 4,275,000 | $ - | $ 32,130,000 | $ 1,982,000 | $ 2,818,500 | $ 3,803,500 | $ 59,779,000 | $ 104,788,000 |

Notes: Project cost estimates updated, include a contingency and a cost modifier applied for inflationary adjustments over time. Design cost are typically estimated at 25% of total project cost.

# POSITIONS & PAY GRADE CLASSIFICATION

## POSITION CHANGE SUMMARY

| Full-time | 2018 | 2019 | 2020 | Proposed 2021 | Changes |
|---|---|---|---|---|---|
| **General Government** | | | | | |
| ADMINISTRATION | 8 | 9 | 5 | 5 | 0 |
| COMMUNICATIONS/OUTREACH | - | - | 4 | 4 | 0 |
| HUMAN RESOURCES | 3 | 3 | 3 | 4 | 1 |
| FINANCE | 5 | 5 | 5 | 6 | 1 |
| INFORMATION TECHNOLOGY | 4 | 4 | 6 | 7 | 1 |
| | 20 | 23 | 23 | 26 | 3 |
| **Public Safety** | | | | | |
| POLICE | 42 | 45 | 45 | 49 | 4 |
| FIRE | 52 | 54 | 58 | 61 | 3 |
| | 94 | 99 | 103 | 110 | 7 |
| **Development** | | | | | |
| INSPECTIONS | 8 | 8 | 10 | 10 | 0 |
| PLANNING | 11 | 12 | 12 | 12 | 0 |
| ENGINEERING | 5 | 7 | 8 | 8 | 0 |
| STORMWATER | 3 | 3 | 3 | 3 | 0 |
| | 27 | 30 | 33 | 33 | 0 |
| **Public Works** | 21 | 20 | 22 | 24 | 2 |
| **Culture and Recreation** | 13 | 12 | 15 | 16 | 1 |
| **GRAND TOTAL FULL-TIME** | **175** | **184** | **196** | **209** | **13** |

| Part-time | 2018 | 2019 | 2020 | Proposed 2021 | Changes |
|---|---|---|---|---|---|
| INFORMATION TECHNOLOGY | 0.25 | 0.25 | 0.25 | 0.25 | - |
| FIRE | 18 | 18 | 18 | 18 | - |
| POLICE | 1.3 | 1.3 | 2.3 | 2.3 | - |
| PLANNING | 0.2 | - | - | - | - |
| PUBLIC WORKS | 2 | 2 | 2 | 2 | - |
| PARKS & RECREATION | 18.8 | 18.8 | 25.05 | 30.05 | 5 |
| **GRAND TOTAL PART-TIME** | **40.55** | **40.35** | **47.60** | **52.60** | **5** |
| **TOTAL ALL POSITIONS 224.35** | **215.55** | **224.35** | **243.60** | **261.60** | **18** |

## FULLTIME PAY GRADE CLASSIFICATION FY2021 – EFFECTIVE JULY 1, 2020

| Grade | Beginning | End | Classification Title |
|---|---|---|---|
| **11** | $31,023 | $49,637 | RECEPTIONIST (inactive) |
| **12** | $32,574 | $52,118 | ADMINISTRATIVE SUPPORT ASSISTANT |
| | | | ATHLETIC FACILITIES MAINTENANCE TECHNICIAN I |
| | | | COMMUNITY CENTER CUSTOMER SERVICE REP (30 HR) |
| | | | GROUNDS MAINTENANCE TECHNICIAN I |
| | | | RECREATION PROGRAM LEADER (30 HOUR) |
| | | | STREET MAINTENANCE TECHNICIAN I |
| | | | WATER SAFETY SPECIALIST (30 HOUR) |
| **13** | $34,204 | $54,724 | (RESERVED FOR FUTURE USE) |
| **14** | $35,913 | $57,461 | ATHLETIC FACILITIES MAINTENANCE TECHNICIAN II |
| | | | GROUNDS MAINTENANCE TECHNICIAN II |
| | | | PLANNING ASSISTANT (inactive) |
| | | | SENIOR WATER SAFETY SPECIALIST |
| | | | STREET MAINTENANCE TECHNICIAN II |
| **15** | $37,709 | $60,334 | POLICE RECORDS TECHNICIAN (inactive) |
| **16** | $39,593 | $63,350 | ACCOUNTING TECHNICIAN |
| | | | PERMIT TECHNICIAN |
| | | | SENIOR ADMINISTRATIVE SUPPORT ASSISTANT |
| | | | SENIOR ATHLETIC FACILITIES MAINTENANCE TECH |
| **17** | $41,573 | $66,518 | PAYROLL ADMINISTRATOR |
| **18** | $43,653 | $69,844 | ADMINISTRATIVE SUPPORT SPECIALIST |
| | | | ATHLETICS PROGRAM SPECIALIST |
| | | | DEVELOPMENT SERVICES COORDINATOR |
| | | | FACILITIES MAINTENANCE TECHNICIAN |
| | | | FIREFIGHTER |
| | | | FITNESS PROGRAM SPECIALIST |
| | | | MECHANIC |
| | | | PLANNING TECHNICIAN |
| | | | RECREATION PROGRAM SPECIALIST |
| **19** | $45,835 | $73,336 | BUILDING CODES INSPECTOR I |
| | | | INSPECTIONS CUSTOMER SERVICE SUPERVISOR |
| | | | GROUNDS MAINTENANCE SUPERVISOR |
| | | | POLICE OFFICER I |
| | | | STREET MAINTENANCE CREW LEADER |
| **20** | $48,127 | $77,003 | ATHLETICS SUPERVISOR |
| | | | ATHLETICS FACILITIES MAINTENANCE SUPERVISOR |
| | | | CODE ENFORCEMENT OFFICER |
| | | | HUMAN RESOURCES SPECIALIST |
| | | | MAFC MARKETING AND MEMBERSHIP COORDINATOR |
| | | | MASTER FIREFIGHTER |
| | | | MASTER POLICE OFFICER |
| | | | POLICE SUPPORT SERVICE ANALYST |
| | | | SENIOR FACILITIES MAINTENANCE TECH |
| | | | SENIOR MECHANIC |

| Grade | Beginning | End | Classification Title |
|---|---|---|---|
| **21** | $50,533 | $80,853 | AQUATICS MANAGER |
| | | | BUILDING CODES INSPECTOR II |
| | | | COMMUNITY RELATIONS LIAISON |
| | | | ENGINEERING INSPECTOR (inactive) |
| | | | MARKETING & EVENTS SPECIALIST |
| | | | PLANNER I |
| **22** | $53,059 | $84,895 | FIRE ENGINEER |
| | | | HUMAN RESOURCES ANALYST (inactive) |
| | | | MANAGEMENT AND BUDGET ANALYST |
| | | | SENIOR POLICE OFFICER |
| | | | TOWN CLERK |
| **23** | $55,712 | $89,140 | ASSISTANT FIRE MARSHAL |
| | | | ENVIRONMENTAL SPECIALIST |
| | | | FIRE LIEUTENANT |
| | | | PARKS AND RECREATION PLANNER |
| | | | PLANNER II |
| | | | PROJECTS COORDINATOR |
| | | | PUBLIC WORKS OPERATIONS ANALYST |
| | | | SENIOR BUILDING CODES INSPECTOR |
| | | | SUSTAINABILITY PROGRAMS COORDINATOR |
| **24** | $58,498 | $93,597 | COMMUNITY CENTER SUPERVISOR |
| | | | FACILITIES AND FLEET SUPERINTENDENT |
| | | | INFORMATION TECHNOLOGY SUPPORT ANALYST I |
| | | | PROGRAMS COORDINATOR |
| | | | PUBLIC INFORMATION OFFICER |
| | | | PURCHASING & CONTRACT MANAGER |
| **25** | $61,423 | $98,277 | ENGINEERING TECHNICIAN |
| | | | FIRE CAPTAIN |
| | | | POLICE SERGEANT |
| | | | SENIOR HUMAN RESOURCES ANALYST |
| | | | SENIOR PLANNER |
| **26** | $64,494 | $103,191 | DEPUTY FIRE MARSHAL |
| | | | INSPECTIONS OPERATIONS MANAGER |
| | | | ENTERPRISE SYSTEMS ADMINISTRATOR |
| | | | FIRE TRAINING OFFICER |
| | | | INFORMATION TECHNOLOGY SUPPORT ANALYST II |
| | | | PUBLIC WORKS OPERATIONS MANAGER |
| | | | RECREATION SUPERINTENDENT |
| | | | RISK MANAGER |
| | | | SPECIAL PROJECTS COORDINATOR (inactive) |
| | | | STRATEGIC PERFORMANCE MANAGER |

| Grade | Beginning | End | Classification Title |
|---|---|---|---|
| **27** | $67,719 | $108,350 | BUDGET MANAGER (inactive) |
| | | | CAPITAL PROJECTS MANAGER |
| | | | DEVELOPMENT SERVICES SUPERVISOR |
| | | | GIS MANAGER |
| | | | NETWORK AND SECURITY ADMINISTRATOR |
| | | | POLICE LIEUTENANT |
| | | | SENIOR INFORMATION TECHNOLOGY ANALYST |
| | | | STORMWATER ENGINEER |
| **28** | $71,104 | $113,768 | BATTALION CHIEF |
| | | | CONTROLLER |
| | | | CURRENT PLANNING MANAGER |
| | | | FIRE MARSHAL |
| | | | LONG RANGE PLANNING MANAGER |
| **29** | $74,659 | $119,456 | POLICE CAPTAIN |
| **30** | $78,392 | $125,429 | INFORMATION TECHNOLOGY OPERATIONS MANAGER |
| | | | SENIOR CAPITAL PROJECT MANAGER |
| | | | STORMWATER ENGINEERING MANAGER |
| **31** | $82,312 | $131,701 | ASSISTANT FIRE CHIEF |
| **NG** | MARKET | BASED | ASSISTANT TOWN MANAGER |
| | | | CHIEF INFORMATION OFFICER |
| | | | COMMUNICATIONS & OUTREACH DIRECTOR |
| | | | DIRECTOR OF ENGINEERING |
| | | | DIRECTOR OF MANAGEMENT SERVICES |
| | | | FINANCE DIRECTOR |
| | | | FIRE CHIEF |
| | | | HUMAN RESOURCES DIRECTOR |
| | | | INSPECTIONS DIRECTOR |
| | | | PARKS & RECREATION DIRECTOR |
| | | | PLANNING DIRECTOR |
| | | | POLICE CHIEF |
| | | | PUBLIC WORKS DIRECTOR |

Note: Market range adjustments/reclassifications were made based on recommendation from our consultant (Billings & Associates) during this annual evaluation period. There is a 5% spread between each grade and a 60% spread within each range (minimum to maximum).

## PART-TIME PAY GRADE CLASSIFICATION FY2021 – EFFECTIVE JULY 1, 2020

| 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 | Swim Instructor |
| | | $24 | Fitness Instructor |
| | | $22.08 | Reserve Police Officer |
| | | $14.79 | Firefighter |
| | | $11.00 | Crossing Guard |
| | | $11.00 | 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, 2020

| Administration Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| **Ad Valorem Tax** | 39¢ per $100 | 36.5¢ per $100 |
| **Ad Valorem Municipal Service District Tax** (only impacts those residents located within Service District Area) | 10.00 ¢ per $100 | |
| **Vehicle Tag Fee** | $30.00 | |
| **General Facility Rentals:** | | |
| Town Council Chambers | | |
| Fire Station One Training Room | | |
| PSMS Training Room | | |
| **Public Record Fees and Copy Fees:** | | |
| **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 | |
| ***Files on Disk/CD Rom*** | | |
| CD Rom | $6.00 | |
| DVD | $8.00 | |
| ***Digital Copies*** | | |
| All documents & maps, except custom, sent via email or FTP site | No Charge | |
| Documents provided via USB Flash Drive | $6.00 | |
| ***Copies from Plotter (Maps)*** | | |
| 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 | |
| | | |

| Administration Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| ***Custom Map*** | | |
| Fee includes One digital version and one hard copy from plotter | Base map fee + $130.00 per hour | |
| ***Development Plans and Documents*** | | |
| Land Use Plan – Current Version (updated March 24, 2009) | $20 | |
| Land Use Plan - Previous Version | $5 | |
| *Town Center* | $40 | |
| *Transportation Plan – Current Version* | Free | |
| *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 | Current 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 | |
| Conceptual Master Plan Approval - Minor Modification (includes first 3 reviews) | $250 per modified plan sheet (maximum of $2000) | $600 |
| Conceptual Master Plan Approval: 4th Review and each review thereafter | $250 | |
| **Landscaping & Tree Preservation** | | |
| Alternative Landscape Plan | $250 per requested alternative | |

| Planning Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| PIL 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 | $250 per modified page in PD Plan/Agreement. (maximum of $2000) | $600 |
| **Sign Permits** | | |
| *Specific Sign Types - Ground, Wall Mounted, Projection, Awning-Mounted & Marquee* | $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 | |
| *Specific Sign Type - Sandwich board* | $25 | |
| *Special Purpose Sign - Address (Ground mounted)* | $25 | |
| *Special Purpose Sign - Address (Wall Mounted)* | No Fee | |
| *Special Purpose Sign - Contractor/Construction Signs* | $5 per sqft | |
| *Special Purpose Sign - Residential Development Identification Signs* | $135 (Sign less than or equal to30 sqft); or $6 per sqft (Sign greater than 30 sqft) | |
| *Special Purpose Sign - Directional Signage* | $6 per sqft | |
| *Special Purpose Sign - Directory Signs* | $135 (Sign less than or equal to30 sqft); or $6 per sqft (Sign greater than 30 sqft) | |
| *Temporary Sign - Home Garden Produce Sale Sign* | $25 | |
| *Temporary Sign - Real Estate (Commercial Only)* | $25 | |
| *Temporary Sign - Promotional Event Signs* | $65 per calendar year | |

| Planning Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| *Temporary Sign - Temporary Directional Signage associated with Special Events Permit* | $25 per sign | |
| *Temporary Sign - Temporary Directional Signage associated with Residential Developments* | $75 per sign | |
| *Temporary Sign - Light Pole Banner* | $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 Signs on Ground-mounted Signage:* | $25 per sign (One-time fee required for initial installation. This is necessary to ensure banner location & brackets comply with UDO standards) | |
| ***Site Plan*** | | |
| Site Plan: Major Non-Residential and Mixed Use / Major Modifications (includes first 3 reviews) Note: If submitted concurrent with Construction Drawing it includes first 4 reviews. | $1,000 + $30/acre | |
| Site Plan: Major Single Family Attached and Multi-family/Major Modifications (includes first 3 reviews) Note: If submitted concurrent with Construction Drawing it includes first 4 reviews | $1,000 + $25/unit | |
| 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) | $250 per modified plan sheet (maximum of $2000) | $600 |
| Site Plan: 4th review and each review thereafter | $600 | |
| Site-Specific Development Plan Designation | $1,015 | |

| Planning Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| **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 | |
| 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 | $250 per modified plan sheet (maximum of $2000) | $600 |
| Subdivision Preliminary - Type 1 and Type 2: 4th review and each review thereafter | $600 | |
| **All Other Fees** | | |
| Administrative Adjustment | $250 per requested adjustment | |
| Administrative Appeal (UDO) | $610 | |
| Alternative Equivalent of Compliance | $750 +$30/acre | |
| Accessory Structure Fee | $155 | |

| Planning Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Annexation Petition - Voluntary Annexation | $360 | |
| Cross Access Waiver | $250 per cross access point | |
| Development Agreement | $1,015 | |
| Development Name Change | $510 | $560 |
| Food Truck Permit | $50 | |
| Grave Removal Request | $230 | |
| Home Occupation Fee | $155 | $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) | $2,172 per unit | $2,244 per unit |
| 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 Event Permit | Tier I - $100 Tier II- $25 | |
| Special Event Permit: Late Fee | Tier I - $250 Tier II- $50 | |
| Special Use Permit | $1,000 + $30/acre | |
| Special Use Permit: Minor Amendment | $750 | |
| Stockpiling Permit | $105 | |
| Street Vendor Permit | $50 | |
| Structures in the Right-of-way (See Section 2.5.24 Right-of-Way Encroachment Agreement Approval) | $510 | |

| Planning Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Telecommunications Facility: Small Cell Antenna/DAS [1][2] | $100 per facility (first 5) | |
| Telecommunications Facility: Small Cell Antenna/DAS [1][2] | $50 per facility (next 20) | |
| Telecommunications Facility: Small Cell Antenna/DAS [1][2] | $500 Consultant Review/Application | |
| Telecommunications Facility: Collocation | $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 | Current Fee | Proposed Fee Change |
|---|---|---|
| **Engineering Review Fees** | | |
| Construction Site Plan Review Fee | | |
| 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 | |
| Floodplain Development Permit | | |

| Engineering Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Elevation Certificate | $150 | |
| Map Revision (CLOMR/LOMR) | $1,000 | |
| Riparian Buffer Development (No practical alternatives) Submittal | | |
| 2 Reviews | $250 | |
| 3rd 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 - *per review(includes 2 reviews)* | *$150* | |
| Interpretation (EDCM) | $205 | |
| Retaining Wall/Other Structures Submittal | | |
| 1st Review | $150 | |
| 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* | |

| Engineering Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| 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 [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]) | $6.00 per linear foot | |
| 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 & Stormwater Fee Description | Current 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 | Current Fee | Proposed Fee Change |
|---|---|---|
| **Residential** | | |
| New Single Family & Duplex up to 1,200 sqft per dwelling | $550 | |
| New Single Family & Duplexes over 1,200 sqft per dwelling | $550+ $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. | | |
| Residential Addition: | | |
| 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 | |

| Inspections Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Multi-Family Dwelling | $500 first unit (per unit) | |
| Manufactured home or construction trailer - includes piers, tie-downs, steps, decks, electrical, plumbing & mechanical | $250 | |
| 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** | | |
| Based on total construction cost of all trades including both labor and materials, fire suppression, and alarm systems if applicable. | | |
| $0 - $2,500 | $200 | |
| $2,501 - $7,500 | $250 | |
| $7,501 - $15,000 | $350 | |
| $15,001 - $25,000 | $500 | |
| $25,001 - $50,000 | $750 | |
| $50,001 - $100,000 | $1,400 | |
| $100,001 - $200,000 | $2,800 | |
| $200,001 - $350,000 | $4,500 | |
| $350,001 - $500,000 | $6,000 | |
| $500,001 - $750,000 | $8,000 | |
| $750,001 - $1,000,000 | $10,000 | |
| over $1,000,000 | $10,000 + .20% (.0020) of everything over $1,000,000 | |
| **Other Fees** | | |
| Application Re-processing | $80 | |
| Residential Irrigation Permit Only | $80 | |
| Commercial Irrigation Permit Only | $200 | |

| Inspections Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Residential - New Single Family & Townhome Application Submittal Fee | $80 | |
| Commercial Application Submittal Fee - Non-Refundable | *$200* | |
| Re-Review / Plan Change | $150 | |
| 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 | |
| Replacement Certificate of Occupancy | $10 | |
| Plan Re-Stamp | $50 * 24hour turn around | |
| Permit Pick-up | Forfeit Fees | |
| 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 | |
| Safe to Stock Request | $100 | |
| 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 | |

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

| Fire Fee Description | Current 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 | | |

| Fire Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| **2nd Re - Inspection Fee** | | |
| 1-2,500 sqft | $75.00 | |
| 2,501 - 5,000 sqft | $75.00 | |
| 5,001 - 10,000 sqft | $75.00 | |
| 10,001 - 25,000 sqft | $75.00 | |
| 25,001 - 50,000 sqft | $75.00 | |
| 50,001 - 100,000 sqft | $75.00 | |
| 100,001 - 500,000 sqft | $75.00 | |
| >500,000 sqft | $75.00 | |
| If violations corrected - no fee. If violations still exist 2nd warning (time TBD by inspector) assess fee (below). | | |
| **3rd Re - Inspection Fee** | | |
| 1-2,500 sqft | $100.00 | |
| 2,501 - 5,000 sqft | $100.00 | |
| 5,001 - 10,000 sqft | $100.00 | |
| 10,001 - 25,000 sqft | $100.00 | |
| 25,001 - 50,000 sqft | $100.00 | |
| 50,001 - 100,000 sqft | $100.00 | |
| 100,001 - 500,000 sqft | $100.00 | |
| >500,000 sqft | $100.00 | |
| If violations corrected - no fee. If violations still exist 2nd warning (time TBD by inspector) assess fee (below). | | |
| **Subsequent 1st Offense** | | |
| 1-2,500 sqft | $100.00 | |
| 2,501 - 5,000 sqft | $100.00 | |
| 5,001 - 10,000 sqft | $100.00 | |
| 10,001 - 25,000 sqft | $100.00 | |
| 25,001 - 50,000 sqft | $100.00 | |
| 50,001 - 100,000 sqft | $100.00 | |
| 100,001 - 500,000 sqft | $100.00 | |
| >500,000 sqft | $100.00 | |
| Example: Locked/Blocked Exits, Over Capacity, etc.... | | |

| Fire Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| **Subsequent 2nd Offense** | | |
| 1-2,500 sqft | $200.00 | |
| 2,501 - 5,000 sqft | $200.00 | |
| 5,001 - 10,000 sqft | $200.00 | |
| 10,001 - 25,000 sqft | $200.00 | |
| 25,001 - 50,000 sqft | $200.00 | |
| 50,001 - 100,000 sqft | $200.00 | |
| 100,001 - 500,000 sqft | $200.00 | |
| >500,000 sqft | $200.00 | |
| Example: Locked/Blocked Exits, Over Capacity, etc.… | | |
| **Subsequent 3rd Offense** | | |
| 1-2,500 sqft | $500.00 | |
| 2,501 - 5,000 sqft | $500.00 | |
| 5,001 - 10,000 sqft | $500.00 | |
| 10,001 - 25,000 sqft | $500.00 | |
| 25,001 - 50,000 sqft | $500.00 | |
| 50,001 - 100,000 sqft | $500.00 | |
| 100,001 - 500,000 sqft | $500.00 | |
| >500,000 sqft | $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** | | |
| *Apartments, Hotel/Motel and Condominiums* | | |
| **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 | |

| Fire Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| **2nd Re-Inspection Fee** | | |
| 3 - 9 Units | $75.00 | |
| 10 - 19 Units | $75.00 | |
| 20 - 29 Units | $75.00 | |
| 30 - 49 Units | $75.00 | |
| 50 -99 Units | $75.00 | |
| 100 Units | $75.00 | |
| **3rd Re-Inspection Fee** | | |
| 3 - 9 Units | $100.00 | |
| 10 - 19 Units | $100.00 | |
| 20 - 29 Units | $100.00 | |
| 30 - 49 Units | $100.00 | |
| 50 -99 Units | $100.00 | |
| 100 Units | $100.00 | |
| **Other Fire Inspection Fees** | | |
| After Hours Commercial Fire Inspection | | |
| Monday - Friday | 100.00 8a-5p, min. 2 hours | |
| Saturday - Sunday | 200.00 include after hours, min. 3 hours | |
| 2 hour minimum if already at work and 3 hours minimum if inspector has to 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 | |
| Private Fire Hydrant Non-Maintaining | | |
| 1st Non-Compliance | $250.00 | |
| 2nd Non-Compliance | $500.00 | |
| 3rd Non-Compliance | $1,000.00 | |
| Misc. Test | 50 | |
| ABC License Application Inspection | $60.00 Minimum or based on square footage, whichever is greater | |

| Fire Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Work & Modification without plan submittal & approval (Fire Alarms & Sprinklers) | $200.00 | |
| Fire Alarm System Reset | | |
| 1st-3rd Offenses | $250/occurrence | |
| 2nd Offense | $250.00 | |
| 3rd Offense | $500.00 | |
| 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 | |
| *Public Fireworks Display* | $150 | |
| *Pyrotechnic Special Effects Material* | $70 | |
| *Spraying or Dipping* | $70 | |
| *Tents* | $70 | |
| *Underground Tank Removal* | $150 per Tank | |

| Fire Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| **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 | Current Fee | Proposed Fee Change |
|---|---|---|
| **MAFC Membership** | | |
| Daily Passes | | |
| Adult age 15-54<br>Senior age 55+<br>Youth age 12 - 22<br>Children age 3-14 (under 3 free) | $2 single class pay | Res $6 / Non $7<br>Res $5 / Non $6<br>Res $4 / Non $5<br>Res $3 / Non $4 |
| Punch Passes (10 daily visits) | | |
| Adult age 15-54<br>Senior age 55+<br>Youth age 12 - 22<br>Children age 3-14 (under 3 free) | $20/ 10 classes<br>$15/ 10 classes<br>$15/ 10 classes | Res $50 / Non $60<br>Res $45 / Non $55<br>Res $35 / Non $45<br>Res $25 / Non $35 |
| Membership Fees - 1 year | | |
| 1 Year Membership<br>Adult age 23-54<br>Adult add-on (one in the same household)<br>Corporate Adult<br>Senior age 55+<br>Young Adult age 15-22<br>Child Add-on age 3-14 (under 3 free) | NONE in 2020 | Res $300 / Non $350<br>$255<br>$325<br><br>Res $255 / Non $335<br>Res $255 / Non $335<br>Res $150 / Non $200 per child |
| Monthly Membership<br>Adult age 23-54<br>Adult add-on (one in the same household)<br>Corporate Adult<br>Senior age 55+<br>Young Adult age 12-22<br>Child Add-on age 3-11 (under 3 free) | Adult (23-54) $20/month<br>$0<br>$0<br>Senior (55+) $15/month<br>Young Adult (12-22) $15/mo<br>$0 | Res $34 / Non $38<br>Res $32 / Non $36<br>$36<br>Res $30 / Non $34<br>Res $28 / Non $32<br>Res $14 / Non $16 per child |

| Parks Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Monthly Membership - Bank Draft or credit card<br>Adult age 23-54<br>Adult add-on (1 in the same household)<br>Corporate Adult<br>Senior age 55+<br>Young Adult age 15-22<br>Child Add-on age 3-14 (under 3 free) | no drafts, but continued insurance-based benefit programs | Res $32 / Non $36<br>Res $30 / Non $34<br>$34<br><br>Res $28 / Non $32<br>Res $26 / Non $30<br>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 | NA | Free for members, daily visit cost or punch pass |
| Shotokan Karate for Adults or Youth | Res $53 / Non $79<br>Res $40 / Non $59 (short sessions) | |
| Line Dancing age 18+ | Free | |
| Aerobics Classes | Class pass fees above or insurance-based benefit members | Free for members / Non members pay Daily Pass rate / insurance-based member fees |
| Water Aerobics Classes | Class pass fees above, insurance-based benefit members and Silverton members | Free for members / Non members pay Daily Pass rate / insurance-based member fees |
| Tri Masters Swim Group | no longer offering | |
| Tai Chi | Free | |

| Parks Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| **Youth Programs** | | |
| Early Arrivals grades K-5 | Res $975 / Non $1375 (monthly payment plans provided) | |
| After School grades K-5 | Res $1,300 / Non $1,800 (monthly payment plans provided) | |
| Teacher Workday Camps | Res $37 / Non $53 per session | |
| Early Release Days | Res $15 / Non $22 per session | |
| Summer Camps | | |
| Deposit - non refundable | $25 per 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 grader) | Res $140 / Non $195 per week session | |
| Camp Cedar Fork Sr (rising 6 - 8 grade) | Res $140 / Non $195 per week session | |
| Counselor in Training (CIT) Camp (rising 9 grade) | Res $140 / Non $195 per week session | |
| Education Classes | | |
| 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 / Non members pay Daily Pass rate | |
| Senior Yoga | Free | |
| Senior Mat Yoga | Free | |

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

| Parks Fee Description | Current Fee | Proposed Fee Change |
|---|---|---|
| Nathaniel Mayo Shelter | Res $79 / Non $105 1/2 day<br>Res $158 / Non $210 all day | |
| Indian Creek Trailhead Shelter | Res $64 / Non $89 1/2 day<br>Res $128 / Non $178 all day | |
| Athletic Field Rentals (per field) | | |
| 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<br>Shiloh Park Fields<br>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.

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TOWN OF MORRISVILLE

Adopted FY2021 Annual Operating Budget & Capital Investment Program

# STAYING FOCUSED

*Recommendation by Town Manager, Martha Paige*
*100 Town Hall Drive * Morrisville, NC 27560 * 919-463-6200*
*www.townofmorrisville.org*

# Budget Comments - FY2021 Budget

5/24/2020

| Source | Date | Name | Address | Email | *1. Your tax dollars support core operations and essential programs in a growing community. Are there any priorities, programs or services you feel should be added, expanded, reduced, removed or improved? Please explain why.* | *2. Long-range capital investments are important to help shape the future of the Town's vision. What projects should Town Council consider when planning for the future?* | *3. Is there anything else you would like to share with Town Council that may help during their deliberation of the proposed budget?* |
|---|---|---|---|---|---|---|---|
| Portal | 5/13/2020 | Katie Lovell | 1800 Golden Horseshoe Circle | pisceswit@gmail.com | Paving roads is a huge one. Also development in areas of current congestion. That is a big issue. So many unnecessary grocery stores and Apartments in areas already clogged with development. Build out. Out further. | Paving roads. Finishing the connection of all the Greenways. | No. I said it all previous. |
| Portal | 5/13/2020 | Bob Butler | 112 Leacroft Way | bobbutler923@gmail.com | n/a | A dog park. It could be paid for by a fee for people to use. Cary's dog park charges $40 a year for residents and $60 for non residents. | Only spend money on things that a large number residents want, based on the citizens survey, not pet projects by one or two residents. |
| Portal | 5/14/2020 | Stefanie Reed | 1672 Legendary Lane | jeffandstef@gmail.com | The Town of Morrisville needs it's own Community Center The town should sell the portion attached to Cedar Fork Elementary to WCPSS and build it's own Community Center with it's own programs such as adult education classes, kids classes and camps, kids athletics, meeting rooms for girls scouts and boy scouts, study rooms, indoor/outdoor theatre. I was disappointed that the library, just built, doesn't have any meeting rooms. You need programs that support seniors. I'm not sure what will be provided in the new Aquatic Center, but it should have classes that provide water exercises that support health such as arthritis, back issues, etc. | See number 2 -- separate building that houses the community center. Please buy the land next to Kitts Creek to develop into a park. Our community would love a public Town of Morrisville park. | None |
| Portal | 5/15/2020 | Lou Urani | 502 Misty Groves Circle | louisurani@gmail.com | As a Parks and Recreation Citizens Advisory Committee Member I simply want to provide ideas on how to reduce costs of current projects while continuing to offer the Citizens of Morrisville new recreational opportunities. | Focusing on Parks and Recreation: The Priority Investment List is our guide. | Instead of looking at the Parks and Rec Priorities for Investment in a top down fashion I would recommend evaluating all elements as a whole and assigning a value score to each one. One easy way to do this is to make an educated ballpark guess of the cost to implement each element and then divide the estimated cost by PIR Rating number to give a dollars spent per PIR Rating Point. This will give us better idea where our money is best spent and will highlight lower cost higher value projects that can be implemented more quickly while remaining fiscally conservative in these uncertain times..<br>Calculation Example:<br>The Nature Park has an Estimated Cost of $3.967M and a PIR Rating of 175 so the cost per PIR Point is $22,668 per PIR point.<br><br>In contrast I will use a Medium Priority Investment element which I am very familiar with, Disc Golf. This element has a PIR Rating of 54 and a top of the line 9 Hole Course can be placed for under $20,000 (If anyone is interested in how I got to this number I am able to itemize the associated costs) so for this element the cost per PIR Rating Point would be under $370 per PIR Point.<br><br>Combining multiple elements into one project could also help decrease the cost per PIR point. For example if the Nature Park project could fit in the Dog Park like was done at Apex Nature Park then the total PIR points for that project increases to 300. If enough cost can be pulled out of the current Nature Park project to cover the Dog Park then the Nature Park cost would be reduced from $22,668 per PIR point to $13,223 per PIR Point. |
| Portal | 5/18/2020 | Tyler Peek | 309 Colwick Lane | Tylerapeek@yahoo.com | Stop the cricket field money pit!!! | Greenways | This used to be a nice town :( |
| Portal | 5/22/2020 | Anita Kapur | 1021 Governess Lane | culturedpearl123@yahoo.com | I think it's vital to alleviate traffic on NC-54 in the area between the Walmart supercenter and ParkWest Shopping Center. Also, I'm not sure if we have adequate safe public transportation options for the elderly or disabled so that<br>they can take care of their basic needs easily and independently. | we need to preserve green spaces! We need more parks and outdoor gathering places. we have had too many subdivisions and dense housing complexes added in the last 10 yrs! Change our laws so that developers must pay for schools and widening of roads that are needed for those new subdivisions. | Can we make it easier to properly dispose of hazardous items like batteries? Every household uses alkaline batteries, but how many of us have a convenient place to dispose of them? how many of us are trekking out to the hazardous waste center so far away? can we require stores that sell batteries to also collect them for disposal? |

| Source | Date | Name | Address | Email | *1. Your tax dollars support core operations and essential programs in a growing community. Are there any priorities, programs or services you feel should be added, expanded, reduced, removed or improved? Please explain why.* | *2. Long-range capital investments are important to help shape the future of the Town's vision. What projects should Town Council consider when planning for the future?* | *3. Is there anything else you would like to share with Town Council that may help during their deliberation of the proposed budget?* |
|---|---|---|---|---|---|---|---|
| Portal | 5/22/2020 | Stefanie Reed | 1672 Legendary Lane | jeffandstef@gmail.com | 1. I think we need to rework the Town Center plan. I gave up on the idea of a downtown shopping district. We need a location where all residents can come together to share in Morrisville's rich culture and history.<br>2. We need to enhance general health services for seniors and people with disabilities. I have a mentally and physically handicapped sister. I use to take her to an arthritis oriented water aerobics class in the DC area. | Town Center: we need a community center that's located near town hall, chamber, Fire, police, food hub, and the library. This is related to #1 above. It's doesn't need to be huge like Apexs'. Maybe an indoor outdoor field/court Or small arena that's attached to a building that has classrooms and or meeting rooms. An outdoor stage is needed for the Mayor to make announcements but also show off Local talent like kids singing, a band playing during Christmas tree lighting. I loved it when Morrisville had those years where the town re-enacted a part of the civil war. With a stage, history and culture can be re-enacted in a play. I'm surprised no one has taken the opportunity to create a ghost tour. The town has the Historic walking trail surrounding the town hall area and there are plenty of spooky cementaries scattered throughout town to feed stories off of. | No |
| | 5/25/2020 | Mo Vidwans | 124 Heartsease Lane | mpvidwans@yahoo.com | I like what I see. But I do have concerns. Our recycling program is not as strong as it could be. Also our population is not as educated in that as they should be. I am concerned that right things are not going to the recycling center and almost 40% of our recycling material is thrown as trash. We could do better. I think much education is necessary to tell residents what is recyclable and what is not.<br>Second, there are not enough programs for seniors. I don't know what % of our population is seniors but a good starting point could be a transport system especially for them. | Programs and a center for seniors<br>Cut back on building especially apartments<br>Building should not be built by cutting/clearing the trees or all those trees should be replaced as a condition of the license/permit.<br>emphasis on recycling program. Keep in mind Japan recycles 95% and Germany almost 80%. | Councilmen should discuss/consider only communities where they don't live. Most of the councilmen focus on their own communities where as they are elected to support the best for the entire city. |
| | 5/26/2020 | Jamie Mancuso | 211 Governors House Drive | mancusoj19@gmail.com | I'd like to see town specific volunteer opportunities such as clean up, or organized services for the neediest citizens. It would be especially beneficial to have a teen focused volunteer program so our kids can experience giving back to their community as well as gain access to local opportunities to enhance their community service resume for college applications. | Attracting business is important but so is community. I love the growth and am excited for Morrisville's future. I hope we continue having events that bring everyone together, such as East Meets West and Fall Festival. It is the kind of environment that will attract caring and thoughtful citizens. | None. |

| Source | Date | Name | Address | Email | *Comments posted relating to a budget social media outreach post.* |
|---|---|---|---|---|---|
| Facebook | 5/13/2020 | Steve Lauderdale | n/a | n/a | I 'm pleased there is No Solid Waste Fee. I'm not impressed with jurisdictions that play a shell game by slightly lowering property taxes but increasing taxes by calling it a "solid waste fee"! |
| Email | 5/19/2020 | Pete Martin | n/a | mart45@hotmail.com | My Thoughts<br>Having had the opportunity to listen to the recent Council meeting and read its agenda, I have three important concerns:<br>1. The 45/55% tax base ratio (residential vs commercial) is questionable. The number of vehicles owned by residents and the taxes paid are not properly taken into consideration in the calculation. Remember that most of the commercial workers coming into Morrisville register his/her vehicle in the town where they live. Also, we have hundreds of trucks owned by businesses which are registered out of town. These vehicles are missing from our tax base. The acreage utilized by commercial vs residential vehicles doesn't equate to our tax base ratio. It would be helpful if we know on what acreage those percentage are built. It would be beneficial to know of the remaining unbuilt land what the percentage of commercial verses residential will be. In addition, how are apartments considered? are they commercial or residential?.<br>2.It was also noted that the Council gave itself an annual increase built in as the employees get an annual salary adjustment. This is to me an abuse of authority, especially when looking at other towns and the salary they receive. In a matter of time, the Morrisville Town Council would be one of the highest paid boards in the area. You must remember that it's called public service and as such should be just that. Take the additional compensation into account (free medical/dental), for it's quite rewarding. What's next, Pensions?<br>3.The approval of nearly half a million dollars upgrade to a building that is not owned by the town is outrageous. Don't get me wrong, you could not find another resident who is a stronger supporter of seniors and the senior center than me. The planning of a center should be on government property. This is thoughtful planning and promotes our long-term goals. Let us spend less and with this thought in mind. We need to live in a town and not an industrial park. |

| Source | Date | Name | Address | Email | *1. Your tax dollars support core operations and essential programs in a growing community. Are there any priorities, programs or services you feel should be added, expanded, reduced, removed or improved? Please explain why.* | *2. Long-range capital investments are important to help shape the future of the Town's vision. What projects should Town Council consider when planning for the future?* | *3. Is there anything else you would like to share with Town Council that may help during their deliberation of the proposed budget?* |
|---|---|---|---|---|---|---|---|
| Email | 5/24/2020 | Dan Dzamba | n/a | bdzamba@mindspring.com | These extraordinary past three months of widespread health and economic hardship has motivated me to write and request that you support a revenue neutral tax rate of .32.5 cents for the town budget of 2020-2021 (equivalent tax rate to the current .39 cent). Raising taxes during this economic recession is not the time and is ill-advised. I offer town precedent and a personal business anecdote to support my request.<br><br>As you know Morrisville is made up of primarily middle class commuter workers and professionals as well as a large number of small and mid-sized businesses owners. These demographics are getting hammered in this severe economic downturn. However, it is worth noting facts from your own town archives that previous Morrisville town councils have never raised property taxes during recent economic recessions. In the not-long-ago recession of 2008-2009 and in the previous 2001-2002 recession both respective councils kept property tax rates flat with no year-over-year increase...not only in that recession year but for at least the year following. There was an intuitive understanding by those elected officials that a tax increase during an economic downturn was an unnecessary financial gut punch to the citizens and businesses alike. Those town councils understood temporary shared sacrifice and that better times would return.<br><br>And this gets to my second point emphasizing temporarily shared sacrifice in this a more severe recession. As all of you know I own the Morrisville Square retail center here in our town center district. As the pandemic and economic toll began to mount in mid-March I proactively granted to all of my tenant businesses a temporary 50% rent reduction for the months of April and May. I have now extended that reduction thru June. This was not an easy decision as I am a small business owner myself. It was however the correct decision to assist in some way to these businesses….many of whom have served Morrisville residents for many years. I wish I could share with you the appreciation and gratitude that these businesses expressed to me. I reveal this story to you humbly. Yet, I suspect every retail and restaurant business in Morrisville is similarly under distress and any temporary rent abatement or tax neutral rate would be beneficial. The individual citizenry have similar stories of stress. I have heard them myself. Lastly, industry experts report that upwards to 20% of the restaurants in this country may have to permanently close their doors as a result of his economic pandemic. If that % number is anywhere near accurate for Morrisville then our town's "live, work and play" community culture will be significantly set back.<br><br>I ask you as this year's elected officials to adopt a revenue neutral tax rate of .32.5 cents for the upcoming budget year. Better times will return.<br><br>In fact, I particularly liked Town Manager Martha Paige's concluding sentiment toward the end of her cover letter of the budget document. I paraphrase her comments<br>here as she expressed "confidence, optimism and resilience in our strong and healthy town…and that this short term detour will pass". I couldn't have expressed it any better.<br><br>I request you do the right thing for our citizens and businesses. To each of you I thank you for your public service to our town and county.<br>Sincerely,<br>Dan Dzamba<br>Morrisville Business Owner, Tax Payer, Civic Contributor | | |
| Facebook | 5/27/2020 | Msreddy | n/a | n/a | is there any additional budget to support communities development and sidewalks, install street lights (LED) improvements? | | |

## FY2021 Frequently Asked Questions (FAQ V3)

*The information provided within is supplemental information and responses to questions and requests captured through Town Council's budget & CIP review process that were pending responses. The information is meant to supplement and support Town Council's review and adoption of the budget & CIP. Additions are indicated by Yellow Highlighted question.*

# FAQ (as of May 28, 2020 @ 5pm)

1. ***How does the change in tax payment deadlines impact town's revenue projections?***

Extended payment deadlines for federal taxes do not have a direct impact to local government revenues, there may be some indirect impacts. It is possible that due to current stay at home orders, unemployment circumstances and overall economic uncertainties, that some revenues will experience a lower collection rates from late payments. It is for this reason that Staff has considered lower collection rates in its projections for Ad Valorem, Vehicle Decal Fees and Utility Sales Tax. Conversely, Staff has also considered a little catch-up "surge" next year specifically with Vehicle Decal Fees generated from interest to comply with tag renewals.

2. ***Please provide an overview of revenue forecasting approach, identify revenue sources that are primarily impacted by COVID-19, and a breakdown of anticipated losses in FY20 and FY21.***

The following revenue sources were assessed for potential anticipated losses resulting from current economic conditions stemming from COVID-19 impacts:

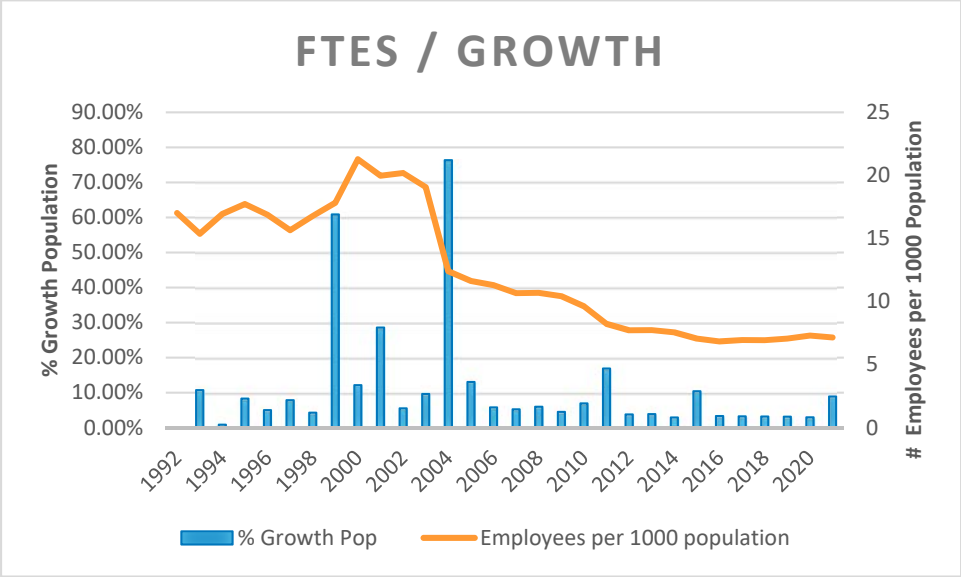
| *Revenue* | FY20 Loss | FY21 Loss | Forecasting Basis |
|---|---|---|---|
| *Ad Valorem* | n/a | 125,000 | Reduced collection impact by 1% |
| *Sales Tax* | 680,000 | 1044,800 | 10% loss in FY20, 15% loss in FY21 - flattened projection – no growth |
| *Vehicle Decal Fees* | 28,200 | n/a | 5% loss in FY20 due to reduced collection impact; anticipated 5% surge in late payments in FY21 |
| *Video Programming* | 37,900 | 14,000 | 5% loss in FY20, flattened projection – no growth FY21 |
| *Utility Sales Tax* | 41,000 | 32,800 | 2.5% loss in FY20 due to reduced collection impact, flattened projection – no growth FY21 |
| *Powell Bill* | n/a | 12,000 | 2% loss in FY21 |
| *Rental Vehicle Tax* | 10,000 | 12,300 | Flattened projection – no growth |
| *Parks Fees* | 204,000 | 40,000 | Conservative approach – recognizing new/expanding programs |
| *Interest Earnings* | 117,000 | 130,000 | Conservative approach – recognizing significant decline |
| *Total Est.* | 1,179,354 | 1,410,900 | Anticipated Revenue Loss |
| *Gross Impact as Compared to Original Budget* | -3.5% | -4% | |

The estimates above are staff's best assumptions at this time, much can change should the economy linger longer than expected past the 1st and 2nd quarters of the fiscal or if development activities begin to react. Much is unclear with Sales Tax due to lag in receipt reporting, as available data does not yet reflect the rapidly

changing climate yet. Staff has reached out to partners through the NCLM, School of Government and Budget Association to collaborate and share information to develop the best assumptions to safeguard revenues, while recognizing gains where reasonable.

***3. What has Morrisville's tax rate been over the past 30 years? (Note: Additional requested detail in progress, 1 cent on tax rate, FTEs, appraised value, % growth, tax base components, original budget.)***

| Year | Tax Rate | Appraised Value | 1 Cent on Tax Rate | Tax Base C%/R% | GF Original Budget | Population | Notes |
|---|---|---|---|---|---|---|---|
| 1992 | 0.66 | $ 224,042,671 | $ 23,243 | n/a | $ 2,856,599 | 1586 | Reval Yr |
| 1993 | 0.6 | $ 311,073,462 | $ 31,560 | n/a | $ 3,287,114 | 1756 | |
| 1994 | 0.6 | $ 333,179,173 | $ 32,793 | n/a | $ 3,392,423 | 1771 | |
| 1995 | 0.6 | $ 346,154,760 | $ 34,366 | n/a | $ 3,755,720 | 1918 | |
| 1996 | 0.6 | $ 381,428,960 | $ 37,092 | n/a | $ 3,375,112 | 2014 | |
| 1997 | 0.6 | $ 429,630,278 | $ 42,598 | n/a | n/a | 2172 | |
| 1998 | 0.6 | $ 468,432,500 | $ 46,396 | n/a | $ 4,501,749 | 2265 | |
| 1999 | 0.6 | $ 520,362,565 | $ 51,456 | n/a | $ 5,697,519 | 3644 | |
| 2000 | 0.6 | $ 677,817,333 | $ 67,074 | 64% / 36% | $ 7,140,892 | 4087 | Reval Yr |
| 2001 | 0.47 | $ 1,215,420,263 | $ 120,696 | 57% / 43% | $ 9,666,415 | 5255 | |
| 2002 | 0.47 | $ 1,410,664,216 | $ 138,344 | 51% / 49% | $ 11,721,000 | 5546 | |
| 2003 | 0.47 | $ 1,564,768,380 | $ 154,530 | 51% / 49% | $ 12,913,075 | 6080 | |
| 2004 | 0.47 | $ 1,654,322,848 | $ 163,882 | 46% / 54% | $ 11,721,165 | 10723 | |
| 2005 | 0.47 | $ 1,732,733,717 | $ 171,418 | 43% / 57% | $ 13,007,657 | 12126 | |
| 2006 | 0.4677 | $ 1,875,069,362 | $ 187,173 | 42% / 58% | $ 16,993,178 | 12829 | |
| 2007 | 0.4677 | $ 2,000,287,960 | $ 198,590 | 43% / 57% | $ 19,250,633 | 13501 | |
| 2008 | 0.4677 | $ 2,203,278,816 | $ 219,649 | 44% / 56% | $ 21,988,771 | 14308 | Reval Yr |
| 2009 | 0.3665 | $ 3,035,117,473 | $ 303,707 | 44% / 56% | $ 21,581,740 | 14956 | RTNR = .3692 |
| 2010 | 0.3665 | $ 3,242,901,456 | $ 322,295 | 44% / 56% | $ 19,743,819 | 15996 | |
| 2011 | 0.3665 | $ 3,345,384,268 | $ 334,105 | 44% / 56% | $ 21,329,191 | 18700 | |
| 2012 | 0.3665 | $ 3,390,164,543 | $ 337,753 | 43% / 57% | $ 21,820,910 | 19406 | Bonds Authorized |
| 2013 | 0.3665 | $ 3,521,406,350 | $ 350,861 | 41% / 59% | $ 24,397,772 | 20164 | |
| 2014 | 0.39 | $ 3,660,598,315 | $ 368,862 | 42% / 58% | $ 26,545,983 | 20753 | Bond Increment |
| 2015 | 0.39 | $ 3,759,730,020 | $ 375,824 | 50% / 50% | $ 26,871,560 | 22914 | |
| 2016 | 0.41 | $ 3,980,820,832 | $ 396,542 | 53% / 47% | $ 27,625,000 | 23682 | Reval Yr; Bond Increment; |
| 2017 | 0.39 | $ 4,532,717,369 | $ 448,401 | 53% / 47% | $ 31,238,500 | 24456 | TCRF (1 cent); RTNR = .3845 |
| 2018 | 0.39 | $ 4,587,660,798 | $ 457,825 | 53% / 47% | $ 34,030,000 | 25242 | |
| 2019 | 0.39 | $ 4,844,680,828 | $ 483,116 | 53% / 47% | $ 37,212,000 | 26041 | |
| 2020 | 0.39 | $ 5,003,045,438 | $ 501,205 | 53% / 47% | $ 35,320,000 | 26820 | |
| 2021 | 0.365 | $ 6,200,175,000 | $ 615,753 | 55% / 45% | $ 37,350,000 | 29205 | Reval Yr; RTNR = .325 |




***4. What is the comparative impact on property taxes for property sold more recently as compared to properties sold 5 years ago as it relates to RNTR?***

See the attached Residential Property Values analysis – ATTH 1.

Staff has prepared a sampling of residential property data comparing property values and tax bill impacts from 2015 prior to the last revaluation at the 41 cents tax rate, current values from 2019 at current tax rate of 39 cents to the 2020 revaluation at the proposed tax rate of 36.5 cents.

As shown in the comparative samplings, there are indications that some property groups may experience a reduced tax bill with a RNTR as compared to current billings, while some others may experience an increase. Sell prices of properties sold more recently are more similar or comparable to reappraised values and impacts are folded into most mortgages.

***5. How much revenue might be generated if the multi-family apartment fee were raised higher than proposed? What other opportunities could be achieved by raising other user fees in the permitting and inspections area?***

User Fees are typically cost recovery fees in nature, meant to pay for at least a portion of the cost of providing the service or address code compliance issues. In local government they are not levied on a for profit basis. Staff evaluates User Fees annually for:

- *legislative authority changes*
- *disproportionate or non-comparable to other jurisdictions or competitive entities*
- *how a proposed change may affect demand*
- *indicators of negative changes in special legislative authorities from special interest factions*
- *what economic conditions exist*
- *rechecks the cost recovery ability in relation to providing the service*

Generally, adjustments to most User Fees contribute to minor overall growth in revenues annually.

The Parkland Payment in Lieu Fee for apartments is proposed for an adjustment from $2,172 to $2,244 per unit. Town Council established the adjustment approach for the multi-family PIL when the fee was authorized

and is adjusted based on this formula. The fee adjustment is based on an average 5-year growth factor of 3%. Due to the nature of special legislative authority, potential push back from development community and importance to remain comparable to peers, it would be prudent to ensure this fee increases at a reasonable rate. Additionally, this revenue does not flow through the general fund as it is a legislatively restricted source. For purposes of tracking, this revenue is directly collected and reserved within a separate fund to be allocated to capital projects as deemed necessary if an eligible funding source. It can not be used to offset general operational service funding gaps.

Overall, Staff has evaluated all fees based on the criteria noted above and recommends only the identified moderate adjustments at this time. All proposed User Fee changes are highlighted starting on page 66 of the abbreviated Budget Report.

***6. What sustainability initiatives are anticipated with the requested allocation of $50,000?***

The $50,000 included in the FY 2021 proposed operating budget is anticipated to support installation of solar panels on Fire Station #1. An initial allocation of $100,000 was considered during the budget development process but was reduced to balance the budget.

The reduction to spearhead this specific project would still allow the recruitment of a Sustainability Coordinator, establishment of this function within Public Works, and realignment of some duties and programs from other staff, including work with the MESC committee, inventorying of existing sustainability initiatives, expansion of existing environmental programs and initiatives and development of educational programs and communications tools. Most importantly, a strategic plan for sustainability could be developed to evaluate the necessary future recurring support needed to fully implement a formal sustainability program.

The additional $50,000 not requested was envisioned to support memberships in sustainability organizations, applications, and related resources to support expanded and targeted efforts in other areas of sustainability/green initiatives that will be outlined in a sustainability plan. Examples could include additional solar panels, tree archiving, conservation, composting, building and fleet improvements, pollution reduction, Earth Day programming, and other similar items that would be incorporated into a comprehensive and prioritized plan.

As the sustainability effort becomes more mature, ongoing resources will be needed to support programmatic costs. The deferral of the additional programmatic support will still allow for the integration of the position, realignment of the existing resources and allow for a more accurate assessment of future recurring and one-time requests for this function.

***7. What resources would be necessary to provide WiFi along some or all of our greenways?***

Providing WiFi along greenway is problematic at best due to the nature of its long, sometimes narrow corridors where patrons are constantly moving. This would require many WiFi access points along the trail with a need for power and internet connectivity. The internet connectivity would either be provided via direct fiber or cellular based. The power would more than likely have to be a solar type solution. This is not a viable solution in greenways like Crabtree Hatcher Creek Greenway that has a substantial tree canopy along the entirety of the trail. Before realistic estimates could be effectively assessed, it would be necessary to perform a proper site study to gauge environmental characteristics, logistical hurdles and other impacts.

***8. What funds were allocated in FY20 to the Morrisville Community Park Phase III project and the Crabtree Creek Nature Park project? Please provide a breakdown of spending and remaining available funds to date within these project funds.***

The capital budget for FY2020 allocated Parkland Payment in Lieu funds for design related cost as follows:

| | Current Budget Allocation | Spent to Date | Available Balance |
|---|---|---|---|
| Crabtree Creek Nature Park | $500,000 | $341,419 | $158,580 |
| Morrisville Community Park PH III | $700,000 | $223,660 | $476,340 |

The Crabtree Creek Nature Park design contract for CLH totals $341,420. The conceptual design cost for construction was recently estimated at approximately $3.967M. The project concept is potentially grant eligible for a 50% matching PARTF Grant totaling up to $500,000. Staff is working to develop key elements to include with the grant application that may improve the overall scoring of the project. Of the original $500,000 allocated to the project, the initial design contract is approximately $342,000. The remaining balance of $158,000 would be available for other project costs should this project proceed. A contract modification to rezone and combine the two parcels of land is pending.

Morrisville Community Park Phase III design is in the early stages and the contract with CLH totals $223,660. Preliminary construction estimates of $2.2M will be updated once the design is substantially complete. Of the $700,000 allocated to the project, the initial design contract is approximately $225,000. An estimated cost based on the design is not yet available. The remaining balance would be available for other project costs should this project proceed.

Both projects will require additional appropriations. Additional funding may come from Parkland Payment-in-Lieu reserves. The estimated balance in the PPIL reserve at the end of the current fiscal year is $4 million. Other financing options for either of these projects or other CIP projects may also be considered.

***9. What is included in deferred Smart Cities project initiatives?***

The original funding request from the Chief Information Officer to support development of the Smart Cities program was $250,000. The proposed $100,000 is requested to complete some first stage initiatives of the program.

The FY2020 budget included funding for a Smart City assessment to seek ways to leverage technology for town projects. Initially, the assessment was devoted to developing a transportation/traffic needs strategy, but the scope was expanded to all areas of opportunity. The assessment is nearing completion and first review. The report is anticipated to include a list of prioritized initiatives. Types of initiatives could include environmental (solar and electric vehicle), public safety, stormwater management, kiosks, building management, and traffic remediation.

***10. What is the status of Town Hall Terraces greenway connection previously funded in FY20?***

The first draft of engineering construction drawings internally are complete. Staff is currently reviewing the drawings for necessary revisions. After the plans are approved, they will proceed through for permit and get ready to advertise for bid sometime in July.

***11. Would it be feasible to combine the Network & Security Administrator and the Enterprise System Administrator positions?***

These positions require different skill sets and serve different purposes in the organization. A combination of these positions is not feasible. Both positions were identified as needs as a part of the FY2020 proposed budget in the additional tax increment scenarios but were not authorized for FY2020.

The Network and Security Administrator position is a back-end information technology position that is dedicated to network availability, access and security of the town's network. These are technical and complex skills requiring computer network education and training. This position will also be responsible for staying abreast of system vulnerabilities and active monitoring and management of cyber-attack and other related threats, and will document, develop, and test policies to protect the information technology investment. This

position has become even more essential as we explore customer facing projects such as Smart Cities and Open Data management. The position already represents a combination of two unique roles within one request.

One of the challenges with the former legacy financial system and the extended time needed to implement the new enterprise system was not fully developing the capacity of the system and failing to keep it upgraded with available functionality. The Enterprise System Administrator is a Finance Department function that provides frontline system support and management for enterprise system functions to departments in the daily accomplishment of transactional activities and enhanced ability to create reports, perform analysis and share information used for decision making processes, ensuring financial system compliance, PCI (credit card) and management of online payment gateways supporting integrated financial accounting in the enterprise system. This position would also assume centralized responsibility for the upgrade, training and documentation for the system and the deployment of new applications.

The Network and Security Administrator position is the highest priority position request. The addition of this position was a priority recommendation of the Network Security report conducted in 2018. Forty per cent (40%) of this position will be highly technical work to build, design, implement and manage the Town's network infrastructure. As observed during the current COVID-19 pandemic, system abilities and vulnerabilities are even more magnified and remain a critical need for the town. An addition 40% of this position's responsibilities will be dedicated to researching and identifying potential vulnerabilities and threats and development of effective mechanisms and procedures for mitigating those risks and threats, well beyond the current random testing in place. The positions will also develop and administer security policies and act as team lead in the administration of IT security related automated tools, including secure end user workstation LAN policy settings and access methods, remote access, and security for mobile computing devices. Lastly, routine and specialized technical support for a variety of computer technology equipment will further develop and mature both the Town's infrastructure network and corresponding trust and safety of that network.

The Enterprise System Administrator, while important and necessary, can be deferred again and collaboration team mechanisms, including support from Information Technology Staff, would continue. Other finance related functions envisioned to be managed by the Enterprise System Administrator will also continue to be managed by other staff as time is available and on an ad hoc basis as required for critical functions. Staff can also explore performance and capacity for the newly hired Purchasing and Contracts Manager, who has been a part of the ERP Conversion team.

***12. What workload or service impacts would result if any of the identified ½ year implementation positions were delayed until FY2022? Please provide more detail specifically on the Traffic Unit and benefits to the Town?***

Traffic Unit (4 police officers) - Currently, traffic accidents, issues and concerns are handled by patrol officers. These calls typically take an extended period of time for patrol to be out of service from other calls, regular patrol and for other types of calls. Requests to assist at events, school crossings support, monitoring activities at intersections, crash reconstructions, and support for other traffic safety enforcement and education campaigns are limited. As overall population and police service needs increase, the reintroduction of a traffic unit helps address these community needs more effectively. A delay in implementation of this unit would result in a continuation of existing conditions of management of traffic and non-traffic calls. Response time and prioritization of calls will be used to effectively address law enforcement needs of the town. The first-year implementation costs for police officers is significant due to the purchases of vehicles.

Fire Captains (3 Fire Officers) – The addition of three firefighter positions is part of the Long-range Quint staffing plan that supports increased safety for staff, and avoids holdovers of staff caused by leave time, training, military time, and light duty assignments. The added positions will allow the fire department to staff the small rescue at Station 2 more often, reducing mileage on Ladder 2, and leaving the primary unit in service

more often. Currently, staff are held over or overtime is utilized to meet minimum staffing levels, with not all units in service. If delayed, this method of operations would continue until additional staff are available.

Enterprise System Administrator – See above for explanation of the position. If delayed until FY2022, an ad hoc group would continue to support the ERP implementation and management. Upgrades and implementation of applications could be delayed and potentially impede desirable functionality and would delay an anticipated benefit of the enterprise system implementation of enhanced data availability and analysis.

Athletic Facilities Maintenance Technician I – This position is requested to support the already expanded workload from increased landscaping and athletics field maintenance needs. If delayed until FY 2022, the Public Works division would continue to pull crews to address priority needs and events and delay preventive maintenance when necessary to support workload.

As a follow up to the May 10 work session discussion, the Town Manager met with the Police Chief to discuss the impacts of delayed implementation of a traffic unit. The reimplementation of the traffic unit was a direct outcome of Town Council's routine and repeated questions and concerns about traffic accidents, dedicated resources for traffic reconstruction and remediation reviews, requests for support at special events and school crossings, increase parking violations, and limited opportunity for proactive education.
After further consideration, Chief Andrews indicated the request for an additional four (4) officers for the traffic unit could be deferred to a future year. This recommendation does not, in anyway, diminish the need for a full-time team. However, COVID has found our Town in different times. The priority of continuing to look for ways to ensure stability for staff is most important. Given the overall amount needed to fund the personnel and equipment needed for the team, she believes this money would be better spent maintaining the great work done to retain our current staff.

Chief Andrews does request the purchase of the traffic unit support equipment be maintained in the recommended budget to allow training and access and use by patrol units when available. Chief Andrews will work with staff to develop a temporary solution with the understanding that a permanent traffic team will be requested again for FY22.

Alternative Scenarios to address Town Council concerns about the increase in recurring costs related to the addition of staff will be shared with Town Council for further consideration. A summary of future potential position requests will also be shared with Town Council.

### *13. Could the proposed 3% employee performance pay be increased to match the average actual Merit compensation provided in FY20?*

The additional cost to adjust the performance pay from 3.0% to 3.52% is approximately $86,000, of which $67,000 is salaries and 19,000 is benefits/tax cost. This would match FY20 average Merit compensation.

The proposed performance pay adjustment is recommended to avoid loss of competitiveness with peer communities, and in conjunction with the FY 2020 mid-year adjustments. All employees received a 2% range adjustment. Pay plan positions with grade changes received an additional 2.5% or 5% based on the number of levels that were changed.

Preliminary information provided by peer municipalities indicate pay adjustments from an average of 2% to 7%. The Town of Cary, the peer leader in salaries, is not including adjustments this year in recognition that their salaries are already above peer municipalities. Raleigh implemented mid-year adjustments as did Morrisville. The Town of Apex proposed budget includes comprehensive adjustments of approximately 7% for all employees.

***14. Please outline the fiscal spending controls Staff will utilize in monitoring and mitigating any financial performance issues that may materialize as the fiscal year progresses to safeguard the town's financial condition.***

In the development of this budget proposal, Staff has inserted fiscal spending control levers within the development and execution of this budget to effectively manage future spending within anticipated resources.

The proposed budget employs the following strategies that set the framework that establishes a budget authority level that Staff can work within to stay focused on the Town's Strategic Goals but remain agile to respond effectively should conditions deteriorate within the year:

- *Recognize potential revenue loss and implement conservative forecasting methods*
- *Scrutinize department base budgets*
- *Defer key initiatives until next fiscal year (equipment replacements, some initiatives and positions)*
- *Designate a ½ year implementation of key initiatives included in budget (9 positions and identified budget requests). This will allow Staff to assess financial conditions in 1st and 2nd quarters prior to advancing the initiatives.*
- *Forego capital reserve allocations at this time (this could be a mid-year adjustment post audit)*
- *Hold on any new capital investment spending (work will continue with existing allocated resources)*
- *Leverage no more than 3% of expenditures from Fund Balance for onetime items*
- *Use other available reserves as appropriate*

Budget evaluations through the course of the year will be escalated to aggressively assess budget performance of revenue inflows in comparison to spending patterns and economic indicators on a monthly basis through the 1st and 2nd quarters of the fiscal year and beyond as needed. Specific points of increased review would occur in September/October after the FY 2020 audit and fund balance review, and when sales tax allocations for April, May and June are known and can be compared to revenue projections. A second specific trigger would occur in January after an additional three months of sales tax revenues are received, vehicle decal taxes can be assessed, and the mid-year FY 2021 forecast is complete. Specific reauthorization by Town Council to proceed on mid-year implementation requests can be sought at that time.

As part of the Town's current financial policies, the Town Manager is also responsible to review and authorize any and all purchase orders and contracts as a measure of internal control. If at mid-year revenue performance falls below an acceptable margin of error, Staff will bring a budget ordinance amendment to Town Council reducing the budget authority in line with newly assessed revenue projections.

***15. Could the town's conservative financial projections result in a revenue surplus mid-year should revenue perform better than anticipated? If so, how could Town Council add project initiatives either reduced or deferred items once the fiscal year begin?***

The performance of revenues in FY 2021 will largely depend on the duration of this recession like event, the economy's ability to rebound/adapt from pandemic impacts, and a return of more normal consumer trends. Conservative forecasting of revenues is a necessary strategy to protect the financial condition of the town from a level of risk that may exist under these circumstances.

Council may elect at mid-year to recognize and appropriate additional resources from reserves and/or better revenue performance to advance unfunded project initiatives. Following the audit of fiscal year 2020, Staff will advise of any possible opportunities based on year-end results and an assessment of FY2021 first and second quarter.

### *16. Could fund balance reserves be used to offset projected revenue loss?*

Best practices indicate that a logical approach to mitigating potential revenue losses is a more prudent long-term policy that avoids overuse/dependency of any one resource as a solution. Staff has taken a responsible and reasonable approach to utilizing fund balance as a part of an overall balanced strategy to mitigate potential revenue losses in combination with conservative revenues, deferred request, and delayed spending plans. An aggressive drawdown of fund balance can greatly impact the town's cash flow ability within a performance year and can take years to replenish.

Council may elect to increase the appropriation of fund balance to fund onetime initiatives. With that said, Staff suggest to not exceed a total of 3% of expenditures to sustain available reserves for cash flow needs and to be prepared should economy deteriorate further and for major grant projects such as Morrisville Carpenter Road. This methodology has been incorporated into the FY2021 proposed budget.

### *17. Please provide a summary of business data to better understand our business community demographics as compared to the identified commercial 55% tax base component.*

The following information from Wake County Data provides a break down by category for Morrisville's tax base components. Apartments are considered a corporate business and therefore are part of the reported commercial tax base and not residential.

Tax Base Components

| Commercial Tax Base Components = 55% | Break Down |
|---|---|
| Commercial | 41.00% |
| Forestry | 0.21% |
| Condo | 3.00% |
| Leased | 0.00% |
| Partially Exempt | 0.05% |
| Golf Course | 0.10% |
| Apartments | 22.00% |
| Vacant Land | 2.10% |
| Industrial | 13.00% |
| Public Utilities | 1.00% |
| Machinery / Equipment | 17.00% |
| Registered Vehicles | 0.55% |

| Residential Tax Base Components = 45% | Break Down |
|---|---|
| Improved Acreage | 0.01% |
| Condo | 1.60% |
| Residential Homes | 84.00% |
| Vacant Land | 1.30% |
| Partially Exempt | 0.01% |
| Registered Vehicles | 12.07% |
| Personal Property | 1.00% |

The following data provides a further break down of specifically Morrisville businesses within the commercial category. There is not a direct correlation to the 55% as this information was obtained from another source.

| Type of Businesses in Morrisville, NC | TOTAL | % | SALES | EMPLOYEES |
|---|---|---|---|---|
| Agriculture, Forestry, Fishing and Hunting | 1 | 0.07 | $ 480,000 | 2 |
| Mineral, Oil and Gas Extraction | 3 | 0.22 | $ 1,943,000 | 20 |
| Utility Services: Power, Gas, Steam, Water, and Sewage | 1 | 0.07 | $ 14,845,000 | 20 |
| Construction | 79 | 5.92 | $ 165,390,000 | 841 |
| Manufacturing - Processed Food, Textiles, Clothing | 9 | 0.67 | $ 34,773,000 | 210 |
| Manufacturing - Chemical, Fuel, Paper, Plastic, Wood | 14 | 1.05 | $ 580,519,000 | 761 |
| Manufacturing - Electronics, Furniture, Machinery, Metal, Transportation, Misc. | 28 | 2.1 | $ 137,816,000 | 537 |
| Wholesalers | 62 | 4.65 | $3,199,879,000 | 2147 |

| | | | | |
|---|---|---|---|---|
| Retail: Home, Food, Automobiles, Personal Care | 103 | 7.72 | $ 227,434,000 | 1001 |
| Retail: Hobby, Media, General Merchandise | 34 | 2.55 | $ 80,942,000 | 667 |
| Transportation & Warehousing: Private & Public Transportation, Oil and Gas Pipelines, Sightseeing | 32 | 2.4 | $ 209,677,000 | 1149 |
| Transportation & Warehousing: Couriers and Messengers, Warehousing and Storage | 2 | 0.15 | $ 1,370,000 | 11 |
| Information | 39 | 2.92 | $ 421,835,000 | 926 |
| Banking, Finance and Insurance | 47 | 3.52 | $ 156,575,000 | 332 |
| Real Estate and Rentals | 69 | 5.17 | $ 93,145,000 | 431 |
| Professional, Scientific, and Technical Services | 141 | 10.57 | $ 248,626,000 | 2384 |
| Holding Companies and Managing Offices | 11 | 0.82 | $ 20,757,000 | 33 |
| Administrative and Support and  Waste Management and Remediation Services | 50 | 3.75 | $ 64,349,000 | 763 |
| Education | 32 | 2.4 | $ 4,897,000 | 509 |
| Health Care and Social Services | 199 | 14.92 | $ 162,725,000 | 1273 |
| Arts, Sports, Entertainment, and Recreation | 24 | 1.8 | $ 19,365,000 | 304 |
| Accommodation and Food Services | 112 | 8.4 | $ 112,985,000 | 1906 |
| Other Services - Repair, Personal Care, Laundry, Religious, etc. | 68 | 5.1 | $ 18,371,000 | 385 |
| Public Administration | 10 | 0.75 | $ - | 168 |
| Unclassified | 164 | 12.29 | $ - | 125 |

Data Source: Zoomprospector.com 2019

### *18. Has the Town considered inclusion of an Economic Development staff member?*

Staff had not considered inclusion of an Economic Development staff member in the budget. These responsibilities are currently managed for the Town through an agreement with Morrisville Chamber of Commerce as outlined in a separate response about that contract. At the time of preparing the proposed budget, there was no indication from staff or Town Council of a desire to change that relationship. The agreement very specifically defines the economic development activities and are primarily related to recruitment of new businesses that bring additional capital investment and jobs to the Morrisville community. The Morrisville Chamber of Commerce (through Sarah Gaskill, former President), has been very successful in assisting in response to economic development bid proposals and securing several major projects over her five years of employment.

The job scope and duties for an economic development staff person may be more broadly defined and tailored to meet the needs of the communities. Town Council has discussed in the past the need for a small business ombudsman but has not proceeded with a position. To address some of those identified needs, a Community Relations Liaison was approved as a part of the FY2019 budget and has started to develop programs and communications channels collaboratively with the Chamber of Commerce. Economic Development expertise may also closely align and work with Development Services departments to better serve the business community. Currently, the Development Services Departments work with the MCOC Developer's Council to address some of those needs.

If Town Council wishes to pursue in-house Economic Development support, a discussion and clear understanding of the purpose, expectations and desired outcomes for this position should be established to ensure Town Council is in agreement, to strategically align the position with these goals and within the organization, and to effectively develop a job description that meets the specific needs of our community. Staff also recommends obtaining input from stakeholders, including the Morrisville Chamber of Commerce, which is considered an important part of that process.

Appropriately framing these needs is essential to placement and salary/personnel range within the organization. Assuming a reasonable placement of this position into the pay plan, estimated total compensation costs are approximately $100,000 plus approximately $12,000 staff onboarding costs (excluding a vehicle, if necessary). In addition, consideration of additional budgetary support to facilitate the goals and objectives of the program would need to be considered and incorporated into the budget request. If Town Council wishes to consider this position, it may be more appropriate to include it as a FY 2021 work plan goal for the Town Manager/staff so that we can fully consider the impacts of incorporating this function into core service delivery and prepare to provide services directly.

***19. Please provide an overview of the contractual arrangement, terms, defined responsibilities and performance benchmarks of the Morrisville Chamber of Commerce? What is the annual membership fee for the Town of Morrisville? Please include the last year years of quarterly performance reports.***

The current agreement with the Morrisville Chamber of Commerce was executed in 2013 and includes an automatic renewal provision unless terminated by March 31. The contract value was initially $40,000 and is included in the proposed FY 2021 operating budget at $46,100 due to annual CPI indexed increases. In FY 2020, Town Council separately authorized an ongoing $6,000 for a database management software platform to assist in developing economic development project proposals. The Town and MCOC also have a separate trade agreement for services provided to MCOC (network, internet, phone services) in exchange for complimentary membership, participation at some events that members typically pay for, Leadership Morrisville attendance and some free use of MCOC meeting rooms. The value of this trade is approximately $4,000.

The agreement broadly references economic growth and development, capital investment, and creation of new jobs, and recruiting new businesses. Specific provisions of the agreement include site selection and research for new businesses, representing the town at economic development meetings, conferences and with Wake County Economic Development, and fostering relationships for ongoing education within the realm of economic development. Administrative responsibilities include providing budget and annual financial reports to the town and providing reports to the town on economic development activities. A copy of the agreement is attached. Copies of the 2019 annual report and two quarterly reports (one from 2017 and one from 2018) are also provided.

There is no small business support component of the current MCOC agreement. However, both the town and MCOC recognized the need and opportunity to communicate more effectively with small businesses, and in FY2019, a Community Relations Liaison was authorized. Collaboration by this staff person with MCOC staff was initiated in March 2019. However, staffing vacancies at both the town and MCOC have hampered further development and expansion of that program. With appropriate town staff in place in Communications and Planning, efforts to develop direct education and information outreach to small businesses may continue in order to meet small businesses' individual needs. This program can be integrated back with MCOC once their staffing needs are addressed.

***20. Provide a high-level list of items (e.g. staff positions, projects, one-time city's, recurring costs) that are considered "new" and are funded by the four cents of tax over the revenue neutral tax rate?***

Each cent of the town's tax rate currently provides approximately $600,000 in revenue. The four cents proposed over the revenue neutral tax rate provides approximately $2,400,000 in recurring revenue. This revenue goes toward offsetting the $5.6 million in budget requests proposed for this year and would be available for future needs in future years' budgets.

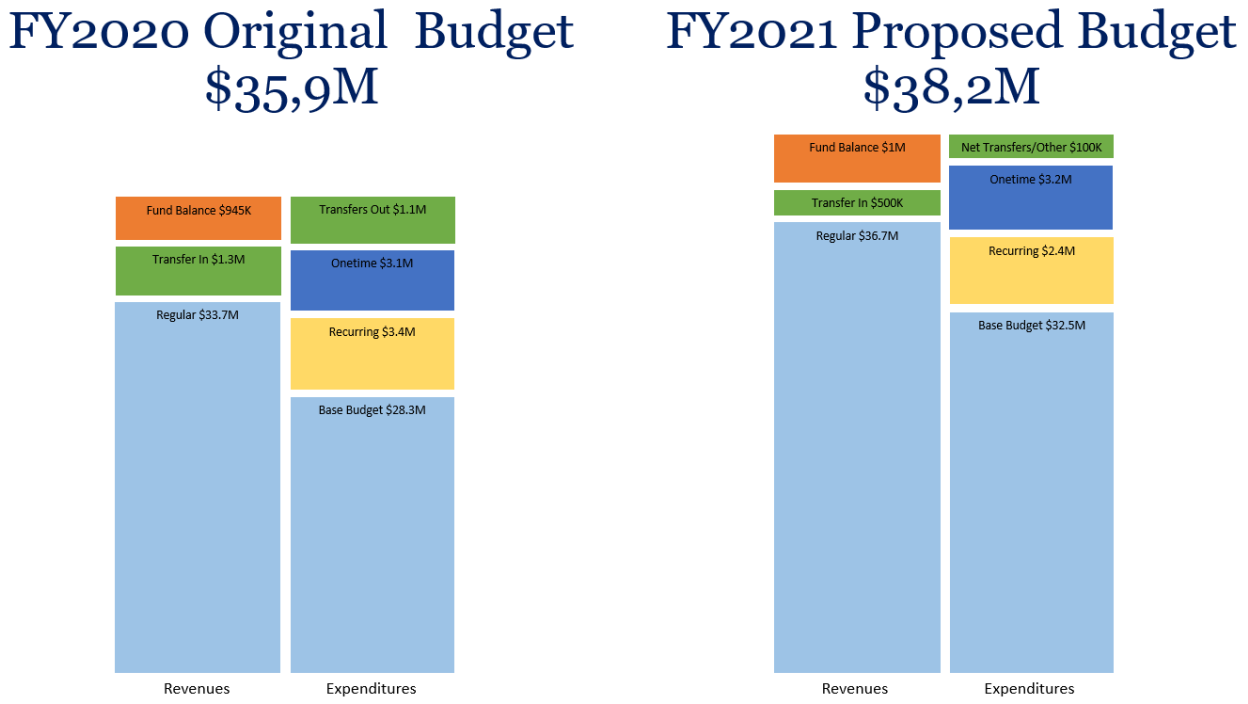
The annual proposed budget was balanced by determining projected revenues anticipated for the fiscal year and reviewing base budget expenses. Base budget expenses are best defined as the annual recurring

personnel costs and operating expenditures that support the established and approved level of services, adjusted for cost increases or prior year approved changes. Examples of base budget operating expenses are contracts and agreements for services, supplies, etc. The difference between these two numbers becomes the available capacity to program new items or those that repeat at varying expenditure levels (equipment replacement, vehicles, etc.)

That capacity is used to program either new items (personnel or initiatives), growth/expansion needs or major equipment replacements. These items are illustrated in two categories – recurring or one-time in the Budget Priorities Summary that begins on Page 29 of the proposed budget in order to clearly identify which items become part of a future base budget.

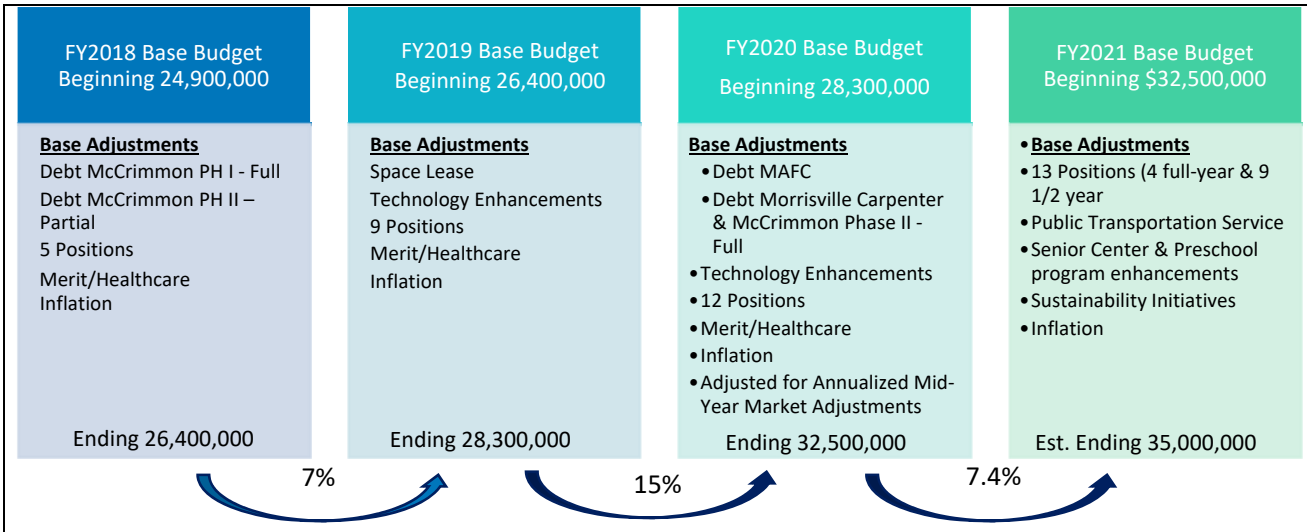
Recurring expenditures are better aligned with recurring revenue forecasts.

Please see additional schedules and information that illustrate existing expenditures, and new recurring and one-time costs and other allocation – ATTH 2; ATTH 3.




***21. Please provide a base budget breakdown, illustrating annual growth factors.***

In FY2020 the beginning base budget totaled $28.3M. The proposed budget that year added $2.4M in recurring annually cost and $1.4M in additional annual debt resulting to a total of $31.7M. Including the annualized impact of the market pay adjustment implemented mid-year, the beginning base budget for FY2021 totals $32.5M. With the proposed recurring additions of $2.4M, the end base budget for FY2021 will be $35M.




***22. What are the long-range impacts from added recurring annual cost and retaining 4 cents above revenue neutral to future budget capacity projections?***

The long-range impacts of the proposed budget would be the addition of $2.4 million in annual recurring expenses (approximately 4 cents on the tax rate), with an addition approximately $400,000 in FY 2022 for the positions being proposed mid-year. The base budget would increase to approximately $35.3 million in FY 2022 prior to any other adjustments. The recurring expenses are aligned with the proposed four cent request in the proposed budget that would continue to keep remaining capacity available for one-time expenses. Additional recurring capacity is also anticipated to become available again as the economic rebounds from COVID-19 for future one-time expenses and that would allow restoration of allocations and CIP investments.

Unless the tax rate is adjusted in a RNTR year, the town does not recoup any other growth in property investment other than natural growth that occurs through development. Growth in program services, demands, needs, and wants may be addressed through a reasonable readjustment of the tax rate in a revaluation year where management of the impact on residents and businesses can be managed and controlled. A reasonable adjustment in the tax rate could also avoid larger increases in future years (or reduction in programs, services, and staff) when considered incrementally. Town Council considers and adjust the tax rate every year using a balanced approach to current conditions and future needs.

***23. Please clarify the generic samples illustrating revaluation and tax impacts to a type of residential and type of commercial property tax bills. Are these samples theoretical?***

The samples provided are theoretical for illustrative purposes only. They do not represent any specific property address only a type of property based on the value drivers as indicated by revaluation primarily driven by hotels, apartments and homes with value around $250K or less. The sample merely demonstrates potential impacts to a tax bill at those values and property types at the proposed 4 cents above RNTR.

***24. Can Staff provide additional tax scenario options to consider with different items? (Note: Council indicated demonstrating scenarios that include or consider RNTR, current rate of 39 cents, more onetime initiatives, less new positions or recurring expenses, and inclusion of some reserve allocations.)***

See additional schedules and scenario analysis provided separately – ATTH 4. Staff has provided 4 New Scenarios based on Council's recent feedback on May 26 – ATTH 5.

***25. Please clarify the recommendation to defer any new capital investment budget allocations in FY 2021. How does that effect allocations of Parkland Payment in Lieu to advance projects like Crabtree Nature Park? How will progress continue on CIP projects (get things shovel ready)?***

There are a number of best practices to balancing a budget in the midst of a recession like event. Many tactics include means to contract spending levels appropriately with the intent to preserve at least existing service levels. One of the common strategies includes limiting new capital outlay or onetime expenses. The nature of these types of expenses tend to be easier to defer or delay then routine expenses. Reductions in routine annual cost typically are more impactful to sustaining service levels. With that said, capital cost can be advanced easily at mid-year should uncertain conditions improve. This decision must be balanced with the possibility that deferring any cost can result in it costing more in the future. Fund balance should not be used to supplement annual operations to avoid creating a dependency on what are limited funds that take time to replenish. Reserves are meant for cash flow, onetime expenses and mitigating onetime unforeseen events.

Parkland Payment in Lieu undesignated reserves or one-time allocation of general fund may be budgeted and used to initiate projects in the current CIP (such as a dog park or sidewalks/greenway) or held to ensure larger projects can be completed. As the design estimate for construction becomes more definitive for Crabtree Creek Nature Park design, staff will develop a funding strategy with the construction contract award to Town Council for approval. Funding sources may include a combination of a PARTF Grant if awarded, additional use of Parkland Payment in Lieu funds, other reserves and/or a financing instrument to effectively advance the project.

To get any project shovel ready requires the necessary due diligence to define the scope of the project, in some case identify or even acquire land, evaluate environmental site conditions and complete project design. These frontloaded steps are necessary to develop a realistic cost estimate for construction that can influence the development of funding strategies.

Town Council committed significant funds to activate several capital projects in the FY 2020 operating budget and 5-year CIP plan. Those projects ALL continue to proceed in various stages of design and construction cost estimating. Future costs for most of those projects continue to be eligible for bond referendum financing or other financing mechanisms (LAPP, Installment Debt, PIL). All those financing mechanisms continue to be available. As projects progress, prioritization and timing for those projects may be necessary, but does not delay projects at this stage of work. Staff will continue to utilize the designated funds allocated to those projects for the very purpose of getting them shovel ready. Oftentimes the preliminary due diligence and design stage of any project development can in most cases take between 6 months to a year to complete depending on the complexity of a project. Strategic management of those projects will also be enhanced as Town Council continues its overall development of policy guidance in key areas and continues its CIP review and prioritization already underway and that will provide clear direction for future year planning in the CIP.

The tax rate (at any level) also has long-range impacts on availability of budget capacity to support debt or allocate money one-time from Fund Balance to complete projects.

Town Council may consider appropriations to CIP projects at any time once costs are clearer or when the economic picture resulting from COVID-19 is clearer.

***26. Please provide a brief overview of the timing and cost breakdown for the Smart Shuttle.***

Staff recently provide an update to Council on the progress and planning of the Smart Shuttle public transportation service. The following are key highlight from that presentation relating to timing and cost:

- Project submitted for Wake Transit Funding
- Propose using 15 of 19 nodes recommended in Study

  - Service can be expanded to additional nodes in future years
- Service Planning, Capital and Infrastructure work completed July 2020 – June 2021
  - Purchase of technology backbone for service
  - Construction of up to 5 nodes and other infrastructure at some nodes
    - At minimum, all nodes will have signage, bus stop pad and any necessary sidewalk improvements to provide connectivity
  - Marketing of new service
  - Training residents on how to use service and associated technology
- Smart Shuttle proposed to begin operating in June 2021
- Years Two through Five – FY2022-FY2025
  - FY2022, FY2024: Construction of 1-2 additional Nodes
  - FY2023, FY2025: Construction of 3-4 additional Nodes

Below is a breakdown of funding in comparison to operating and capital cost over the next five years.

| Funding Category | Funding Source | FY2021 | FY2022 | FY2023 | FY2024 | FY2025 | Total Funding |
|---|---|---|---|---|---|---|---|
| **Total Funding** | Town, Wake Transit | **$502,000** | **$666,000** | **$732,000** | **$698,000** | **$765,000** | **$2,703,000** |
| **Wake Transit Funding** | Capital | $225,000 | $0 | $0 | $0 | $0 | *$225,000* |
| | Operating | $26,000 | $308,000 | $316,000 | $324,000 | $332,500 | *$1,306,500* |
| **Total Wake Transit Funding** | | **$251,000** | **$308,000** | **$316,000** | **$324,000** | **$332,500** | **$1,531,500** |
| **Town Funding** | Capital | $225,000 | $50,000 | $100,000 | $50,000 | $100,000 | *$525,000* |
| | Operating | $26,000 | $308,000 | $316,000 | $324,000 | $332,500 | $1,306,500 |
| **Total Town Funding** | | **$251,000** | **$358,000** | **$416,000** | **$374,000** | **$432,500** | **$1,831,500** |

***27. Does the recommended onetime use of Roadway and Transportation Reserves for the capital start-up cost for Smart Shuttle align to the original scope intent of the capital reserve fund?***

The original intent of the capital reserve fund scope was to remain flexible to address the growing roadway and transportation needs facing out community. The capital reserve fund aligns to the Town's Strategic Plan Goal 1 – Improve transportation mobility – Enhance transportation options through improved accessibility, connectivity and collaboration. The associated objectives further define the goal to focus on traffic congestion improvements, leverage of other resources/grants and improve mobility options for non-drivers. Town Council can establish, change or eliminate any capital reserve fund and alter the defined scope of a reserve fund.

Balancing FY 2021 budget was complicated by anticipated losses in revenues and potential lingering impacts from an uncertain economy. For these reasons, Staff proposed to leverage other resources within the Town's authority to lessen the burden on tax resources in this fiscal year for some eligible onetime cost. Should Council not wish to utilize the capital reserve funds for the first-year capital start-up cost, it will be necessary to appropriate additional fund balance (another type of reserve) or reduce other onetime proposed initiatives to effectively offset the capital start-up cost.

***28. What are the overall impacts to not allocating funds this year to capital reserves?***

The impacts of not allocating fund this year in the proposed operating budget are two-fold. First, capacity is available to be used for current programs and needs, rather than be placed in "savings". Second, "savings" are not increased and available for larger or future projects. This can create a greater burden on future revenue growth and existing reserves as future needs quickly become the present reality.

Several alternative budget scenarios have been provided to illustrate approaches to restoring some or all the Roadway and Transportation and CIP allocations that may be considered if this is a priority for Town Council. An allocation to the Fire Apparatus reserve is not proposed in any scenario. While an allocation to this reserve will be necessary to pay for the next large vehicle replacement, that will not occur until FY 2025 and the "lost" allocation will be adjusted back into the reserve allocation over multiple years to minimized the impact of the increase in any one year.

***29. Please describe how the Town can effectively advance work on affordable housing initiatives in FY 2021? Can we advance without use of a consultant?***

In FY 2020, 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 potential options for implementing affordable housing. Separately, Town Council members have completed a policy questionnaire that supplemented available options with priorities and preferences for developing a policy that was better informed by the completed study. Town Council prioritized its continued work on policy development and affordable housing was not the highest ranked priority (land acquisition and Town Center were determined to be the highest priorities).

This request would build off the study by engaging a consultant to help develop a plan to implement one or more of the options in the study. Additional direction and discussion with Town Council is needed before proceeding regarding which option or options they wish to pursue. Depending on the selected option(s), the cost of the project, timeline for completion, future year fiscal impacts and partners we may want to include would all be impacted.

Before issuing an RFQ and selecting a consultant, a work session with Town Council to provide direction on which options they may want to pursue would help support development of an action plan. Depending on those choices, a consultant may or may not be necessary, determined by what technical knowledge, skill and structure is selected for affordable housing initiatives.

***30. Considering the current status of Morrisville Carpenter Road project due to NCDOT financial status, hoes does that effect approval conditions and payment in lieu funds for road and sidewalk improvements from the Thornbury project? Who pays for the improvements?***

The Thornebury project had the option of how to proceed with their connection and road improvement contributions; they elected to use the Street PIL option and paid $109,238 toward the Morrisville-Carpenter Road improvements. The delay of the project should not impact their contribution amount; it was already paid. The Town will use those funds held in reserves toward Morrisville-Carpenter Road when it does occur.

Due to NCDOT's delay in Morrisville-Carpenter Road project, staff expects that Thornebury will likely have to revise their plans for their connection from their interior street / parking lot to Morrisville-Carpenter Road because what they submitted anticipated the new / wider roadway would exist. Staff will work with Thornebury.

***31. What are the budget implications with the delay of Morrisville Carpenter Road project?***

The financial model for issuance of an RFP for Morrisville-Carpenter Road was originally anticipated to be available street improvement bond proceeds issued in 2018 and 2019 for the McCrimmon Parkway Extension project. There was available funding from Phase 1 for the bonds issued in 2018, and the remaining bonds issued in 2019 for Phase 2. The Town's agreement with NCDOT for Phase 2 is a reimbursement agreement, meaning we would not pay for our share of those costs until the project is complete. The recent completion of the McCrimmon Parkway Project Phase 2 means the town will receive the invoice for payment on that project, reducing the available funds to issue the RFP for Morrisville-Carpenter Road.

The town plans to aggressively pursue the reactivation of authority to proceed with the Morrisville-Carpenter Road project, so needs to ensure funds are available to bid and let this project. This project will be managed by the town, meaning we will need to be able to issue a purchase order for the full cost of construction, estimated to be approximately $9 million. The town would ultimately receive reimbursement from NCDOT for its share and reimburse the town. (Per Ben Howell, LAPP funds are not in jeopardy).

Unassigned fund balance is currently sufficient to support an award of a contract for Morrisville-Carpenter Road should we receive the authorization to bid this project in the near future. Reserving that ability is paramount to being able to move quickly on this project. If the project continues to be delayed, fund balance would remain available as unassigned or for other projects.

***32. Can staff provide peer comparison information. Please includes FTEs per-capita?***

Please refer to the attached Municipal Peer Comparison report – ATTH 6. FTE comparison is attached just behind the original peer comparison.

***33. Could the Dog Park CIP project concept be advanced and what would be the impacts?***

Yes. If determined to be a priority, Town Council could choose to allocate a portion or all the estimated project cost for a dog park from Parkland Payment in Lieu. The current dog park concept description proposed an off-leash dog park facility of approximately 2-3 acres that includes separate space for small and large dogs. The ideal site would include parking, restrooms, small shelters, and electronic controlled gates for access control. The estimated cost for this concept is approximately $1.1 million, which includes land cost, design, and construction. A site has not been researched or identified. Considerations for a site must account for limitations with use of flood prone areas, potential co-location near existing park facilities or be included with future park sites to save on support infrastructure and land acquisition cost. Other considerations that could influence cost (lower or higher) could be size, amenities and location/access for the broader community. Fees could be assessed for use of the dog park but would generally cover only some or all the routine maintenance and upkeep costs, not the capital costs.

If advanced through use of PPIL funds, the project could be activated as a part of the proposed operating budget or at mid-year. Town Council may wish to consider allocating some funds to support design of a project, along with staff evaluating and researching potential locations. Affirmation of the project concept by Town Council before launch of the project would also ensure alignment with the envisioned amenity. If PPIL funds are used, they would not be available to support other projects.

***34. What recommendations in the proposed budget correlate to any of our adopted master plans such as Parks Master Plan and Transportation Plan.***

Starting no page 29 of the budget report, all new initiatives have identified the Strategic Goal and Objective the initiative best supports. In addition, the follow summarizes budget priorities that may align directly or indirectly towards other committed concepts, adopted plans and mandates:

Parks Master Plan:
Senior Center and enhanced programs
Enhanced Preschool programs and MAFC enhanced programs
Athletics Facilities Maintenance Tech
Cultural and Food Hub programming

Transportation Plan:
Smart Shuttle Service
Intersection Improvement Study and Projects

Quint Concept:
Fire Captains

Stormwater Program and Mandates:
Stormwater Master Plan study

***35. Please provide a sampling of commercial and residential property values and impact to tax bill at proposed rate.***

See the attached Residential and Commercial property value analysis – ATTH 1.

Overall, reappraisals affect properties very differently depending a number of factors such as market conditions, type of product, age and location. There is not a one size fits all approach when setting a tax rate to support services.

Reappraisals are meant to equitably redistribute the tax burden to right size impacts across all properties based on current market values as conditions have changed since last revaluation skewing the burden. Fair market values change between revaluations and as they change the property's value no longer reflects an actual fair value and thereby a property's share of tax supported services. Revaluations eliminate this disparity allowing a property owners share of services funded by property taxes to be an equitable representation of the property's value.

Both the residential and commercial samplings indicate that some property groups may experience a reduced tax bill with a RNTR as compared to current billings, while others may experience an increase.

It is evident from the sampling that residential primary value drivers are from neighborhoods with property values of 250K – 350K. While some properties have gained in value, there are some properties since the last revaluation of 2015 which demonstrates a reduction in value. These properties are some with values greater than $600K, with a few older properties greater than 900K.

The commercial samplings support that the strongest value drivers are apartments, class A offices and industrial spaces. To better understand the possible impacts to a small business, the analysis breaks down the tax bill differential by square footage as most small businesses lease space. Impacts likely result in a pass on cost circumstance in these cases.

Most businesses, especially small retail, more than likely lease space rather than own the property. Impacts of tax rate changes will immediately impact the property owner. The pass on cost or impacts of a change in tax rate are likely not immediately experienced by the lessee due to lease term agreements. In most lease agreements Inflation and other cost recovery factors are typically built in. Under normal circumstances businesses pass on inflationary cost impacts to their customers. Covid-19 could liking cause businesses to rethink that strategy as they transition and reopen in these uncertain conditions.

Impacts to tax bills can vary greatly depending on how the property value changes from one revaluation period to another as well as between commercial and residential tax base components. Revaluation resets the burden of disparity based on market value so that a property equitably supports their share of taxes to provide services. The cost to provide services can also vary greatly between commercial and residential. It is Council's decision how to balance the need to raise revenues to support growing services within a concept of affordability.

# Residential Property Values

Comparative Sampling - Recent Sales/Property Values/Tax Bill RNTR

| | | Property Value Comparison | | | Tax Rate to Tax Bill Comparison | | | | Differential Comparison | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Subdivision | | Value in 2015 | Value in 2019 | Value in 2020 | 2015 Tax Rate 0.41 | Current Tax Rate 0.39 | RTNR 0.325 | 2021 Proposed Tax Rate 0.365 | Current Tax Rate to RTNR | Current Tax Rate to Proposed Tax Rate | 2015 Tax Rate to Proposed Tax Rate |
| Breckenridge | Sample Average | $ 244,542 | $ 248,938 | $ 335,964 | $ 1,003 | $ 971 | $ 1,092 | $ 1,226 | $ 121 | $ 255 | $ 224 |
| | | | | 35% | | | | | | | |
| Carpenter Park | Sample Average | $ 189,891 | $ 200,828 | $ 263,050 | $ 779 | $ 783 | $ 855 | $ 960 | $ 72 | $ 177 | $ 182 |
| | | | | 31% | | | | | | | |
| Chesington | *Sample Average* | $ 511,017 | $ 486,286 | $ 560,244 | $ 2,095 | $ 1,897 | $ 1,821 | $ 2,045 | $ (76) | $ 148 | $ (50) |
| | | | | 15% | | | | | | | |
| Cotton Place | *Sample Average* | New | $ 293,341 | $ 350,171 | New | $ 1,144 | $ 1,138 | $ 1,278 | $ (6) | $ 134 | New |
| | | | | 19% | | | | | | | |
| Fairview/Green/Clement | *Sample Average* | $ 152,085 | $ 157,296 | $ 198,416 | $ 624 | $ 613 | $ 645 | $ 724 | $ 31 | $ 111 | $ 101 |
| | | | | 26% | | | | | | | |
| Kitts Creek | *Sample Average* | $ 422,905 | $ 381,833 | $ 438,447 | $ 1,734 | $ 1,489 | $ 1,425 | $ 1,600 | $ (64) | $ 111 | $ (134) |
| | | | | 15% | | | | | | | |
| Preston | *Sample Average* | $ 840,971 | $ 848,306 | $ 960,936 | $ 3,448 | $ 3,308 | $ 3,123 | $ 3,507 | $ (185) | $ 199 | $ 59 |
| | | | | 13% | | | | | | | |
| Providence | *Sample Average* | $ 359,154 | $ 372,050 | $ 442,961 | $ 1,473 | $ 1,451 | $ 1,440 | $ 1,617 | $ (11) | $ 166 | $ 144 |
| | | | | 19% | | | | | | | |
| Ridgemont | *Sample Average* | $ 314,737 | $ 326,759 | $ 402,235 | $ 1,290 | $ 1,274 | $ 1,307 | $ 1,468 | $ 33 | $ 194 | $ 178 |
| | | | | 23% | | | | | | | |
| Savannah | *Sample Average* | $ 350,947 | $ 346,037 | $ 413,028 | $ 1,439 | $ 1,350 | $ 1,342 | $ 1,508 | $ (7) | $ 158 | $ 69 |
| | | | | 19% | | | | | | | |
| Shiloh Grove/Hamlet | *Sample Average* | $ 170,065 | $ 185,600 | $ 237,892 | $ 697 | $ 724 | $ 773 | $ 868 | $ 49 | $ 144 | $ 171 |
| | | | | 28% | | | | | | | |
| Weston | *Sample Average* | $ 761,146 | $ 638,815 | $ 773,094 | $ 3,121 | $ 2,491 | $ 2,513 | $ 2,822 | $ 21 | $ 330 | $ (299) |
| Sampling: | | | | 21% | | | | | | | |

Wake County Data - With Property Sales Between 2014 - 2020
Added Some Older Sales for Comparison
Each group include 5 sample properties

Observations:
2015 - Property Values prior to 2016 Revaluation
2019 - Property Values prior to 2020 Revaluation
2020 - Property Values post Revaluation
FY2016 rate changed to 39 cents from 41 cents in 2015
FY2021 determine tax rate from current rate of 39 cents
Sample demonstrates that revaluation impacts properties in very different ways. There are no one size fits all.
Since 2015 - some properties gained value, while others have adjusted down (visable in some newer properties greater than 600K, a few older properties 900K and a property <150K)
Sampling supports that value drivers from residential with largest value gains are with in neighborhoods of property values of 250K - 350K
Recognize that property types vary greatly within Preston, Breckenridge, Kits Creek - can influence the average
Sampling indicates some property groups may experience a reduced tax bill with RNTR

# Commercial Property Values

Comparative Sampling - SQFT/Property Vaules/Tax Bill RNTR

| | | Property Value Comparison | | | Tax Rate to Tax Bill Comparison | | | | Differential Comparison | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Subdivision | SQFT | Value in 2015 | Value in 2019 | Value in 2020 | 2015 Tax Rate 0.41 | Current Tax Rate 0.39 | RTNR 0.325 | 2021 Proposed Tax Rate 0.365 | Current Tax Rate to RTNR | Current Tax Rate to RTNR per SQFT | Current Tax Rate to Proposed Tax Rate | Current Tax Rate to Proposed Tax Rate per SQFT | 2015 Tax Rate to Proposed Tax Rate | 2015 Tax Rate to Proposed Tax Rate per SQFT |
| Supermarket Commercial Businesses | 67,585 | $ 8,622,575 | $ 8,556,744 | $ 10,887,476 | $ 35,353 | $ 33,371 | $ 35,384 | $ 39,739 | $ 2,013 | $ 0.059 | $ 6,368 | $ 0.128 | $ 4,387 | $ 0.128 |
| | | | | 27% | | | | | | | | | | |
| Big Box Commercial Businesses | 168,499 | $ 19,106,528 | $ 20,792,338 | $ 26,715,691 | $ 78,337 | $ 81,090 | $ 86,826 | $ 97,512 | $ 5,736 | $ 0.034 | $ 16,422 | $ 0.100 | $ 19,176 | $ 0.108 |
| | | | | 28% | | | | | | | | | | |
| Apartments | 298,782 | $ 19,846,388 | $ 34,527,837 | $ 47,470,891 | $ 81,370 | $ 134,659 | $ 154,280 | $ 173,269 | $ 19,622 | $ 0.073 | $ 38,610 | $ 0.138 | $ 91,899 | $ 0.341 |
| | | | | 37% | | | | | | | | | | |
| Hotel/Motel | 77,234 | $ 8,267,352 | $ 10,486,573 | $ 13,463,955 | $ 33,896 | $ 40,898 | $ 43,758 | $ 49,143 | $ 2,860 | $ 0.055 | $ 8,246 | $ 0.123 | $ 15,247 | $ 0.185 |
| | | | | 28% | | | | | | | | | | |
| Class A Office Space Businesses | 182,637 | $ 23,913,934 | $ 27,743,277 | $ 38,252,881 | $ 98,047 | $ 108,199 | $ 124,322 | $ 139,623 | $ 16,123 | $ 0.074 | $ 31,424 | $ 0.155 | $ 41,576 | $ 0.192 |
| | | | | 38% | | | | | | | | | | |
| Office/Flex Warehouse | 67,157 | $ 5,499,288 | $ 9,961,982 | $ 12,891,689 | $ 22,547 | $ 38,852 | $ 41,898 | $ 47,055 | $ 3,046 | $ 0.031 | $ 8,203 | $ 0.095 | $ 24,508 | $ 0.248 |
| | | | | 29% | | | | | | | | | | |
| Industrial/Bulk Space Businesses | 197,218 | $ 8,423,097 | $ 9,808,318 | $ 13,415,352 | $ 34,535 | $ 38,252 | $ 43,600 | $ 48,966 | $ 5,347 | $ 0.040 | $ 10,714 | $ 0.074 | $ 15,185 | $ 0.048 |
| | | | | 37% | | | | | | | | | | |
| Small Stand Alone Businesses | 8,020 | $ 1,027,975 | $ 1,082,484 | $ 1,402,046 | $ 4,215 | $ 4,222 | $ 4,557 | $ 5,117 | $ 335 | $ 0.015 | $ 896 | $ 0.091 | $ 903 | $ 0.091 |
| | | | | 30% | | | | | | | | | | |
| Small Retail Centers | 25,998 | $ 3,256,749 | $ 3,846,851 | $ 4,639,380 | $ 10,682 | $ 15,003 | $ 15,078 | $ 16,934 | $ 75 | $ (0.010) | $ 1,931 | $ 0.064 | $ 6,252 | $ 0.256 |
| Sampling: | | | | 21% | | | | | | | | | | |

Wake County Data

Each group include 5 sample properties

Observations:

Lease terms exist - might not have immedidate impacts the leaser

Class A office space - lease rates are higher

Inflation factors likely built in lease terms - to recover cost

Commercial is parcel based and can include a mix of uses within a property

RNTR may result in some tax bill reduction

# FY2021 BUDGET

STAYING FOCUSED

## BUILDING THE BUDGET

**START WITH FY2020 ORIGINAL BUDGET**

$35,958,300

**LESS PRIOR YEAR ONETIME ITEMS** **$3.4M**



back out onetime items from Prior Year budget

**1.1M** **PLUS BASE ADJUSTMENTS**

inflation
market salary adjustments
other adjustments



**NEW RECURRING COST** **$2.4M**



new operational cost
expanded programs
new positions & debt

**$3.2M** **NEW ONETIME ITEMS**

vehicle & equipment replacements
projects & facility upgrades
onetime consulting services



**LESS NET TRANSFERS** **$1.1M**



net difference between transfers in & transfers out

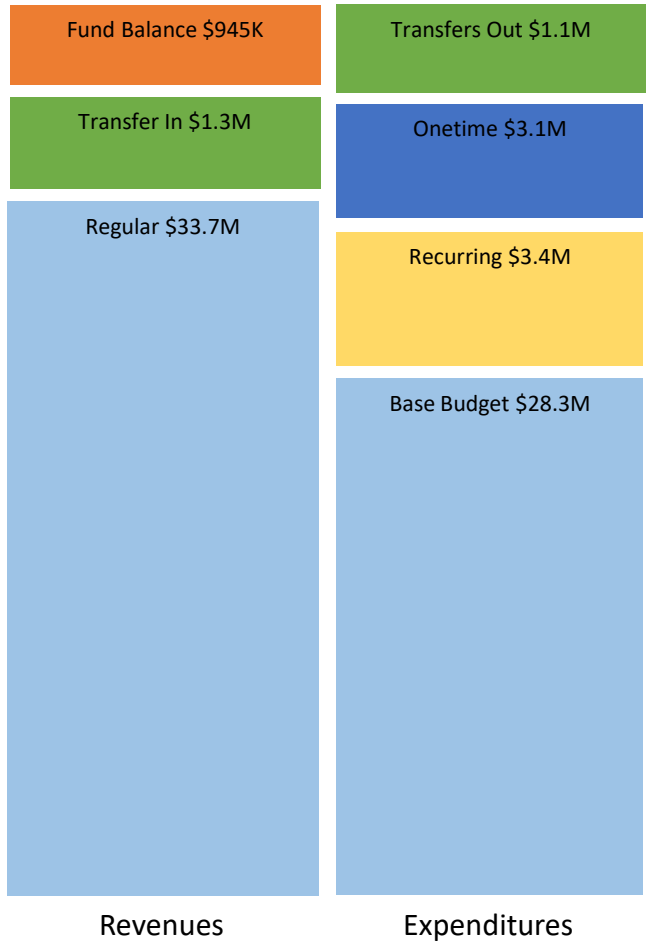
**FY2021 = $38,180,000**

**items shown are rounded**

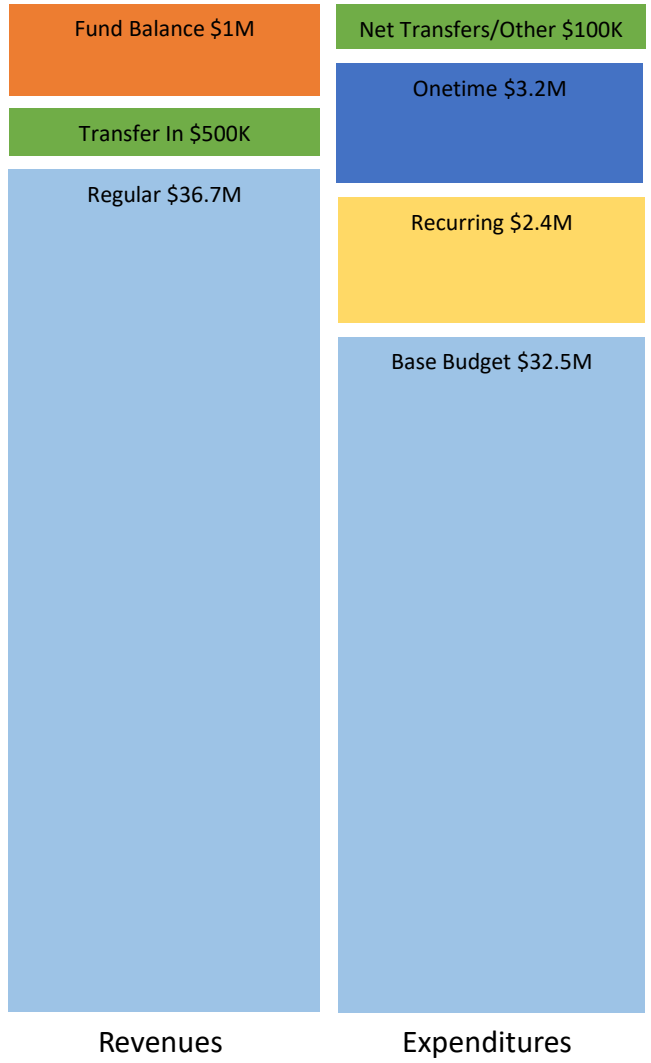
# Morrisville Original Budget Comparison



## FY2020 Original Budget $35,9M




## FY2021 Proposed Budget $38,2M



Morrisville
Live connected. Live well.

# FY 2021 Proposed Operating Budget
## Tax Rate Scenario Modeling
## May 25, 2020

**OVERVIEW:** The Budget modeling scenarios are provided to facilitate Town Council discussion and consideration. The scenarios provide a variety of tax rate options, and alternative scenarios for two of the tax rate scenarios (proposed $0.365 and $0.355). Three spreadsheets are provided. All spreadsheets are formatted similarly and include the following:

- A Scenario # (alpha characters ranging from A to N) to facilitate ease of reference.
- Tax rate, and the amount above RNTR.
- Estimated revenues at each level of tax rate. While some revenues sources are linked specifically with some proposed expenditure balancing (grants or program revenue for example), resources are provided in one total amount, and generally reflect a $600,000 difference in revenue for each cent of tax rate added or reduced.
- Base Budget Expenditures – this number is the same for every scenario and reflects the base budget as outlined in the budget message and before base budget adjustments and expenditure requests for FY 2021. For purposes of this narrative, transfers and allocations will be considered expenditures.
- Real Budget Capacity – The difference between revenues and base budget available for expenditure programming (not using fund balance).
- Fund Balance – Proposed use of fund balance to balance the budget. In general, no more than 3% of expenditures should be paid for by Fund Balance and should only support one-time expenditures. As recurring revenues (taxes) become larger, there should also be less reliance on fund balance to balance a budget.
- Programmed Capacity – A summary, with corresponding breakdown of proposed recurring and one-time expenditures illustrated for each scenario.
- Detailed listing of expenditures. The expenditure listing (from your budget book beginning on page 29) are listed in detail. The detail includes a reference to the department for which the expenditures is aligned and expands the detail costs for some categories of expenses for which multiple items are included (Parks and Recreation Program support on page 31 for example). Expenditures are also listed as "R" (Recurring) or "O" (One-Time). One-time expenditures may occur every year but are not automatic and we are able to exercise some flexibility in balancing those items into the budget capacity.
- For all models, expenditure items that include a dedicated or identified offsetting resources is identified. If those expenditures are removed, revenues would also need to be adjusted. This for example refers to the intersection improvements and study and the Smart Shuttle. If Town Council desires to not use proposed resources, additional reductions in expenditures (either these items or other items) would need to be made to rebalance the budget (approximately $500,000) and pay for these items from the General Fund Balance.
- Original Deferred Items are those items that were not included in the proposed budget but were taken into consideration in some models illustrated in the spreadsheets. These items are listed in your budget book beginning on page 39 and include the allocations to various reserves.

FOR ALL MODELS OTHER THAN THE PROPOSED BUDGET, THE $300,000 ALLOCATED FOR THE BOND REFERENDUM HAS BEEN REMOVED FROM THE MODELING.

Four spreadsheets are attached. One is a summary of all model scenarios. Three are snapshots of the summary that are easier to read and are divided into three categories (Reduced, Alternate Proposed and Enhanced):

1. Five scenarios illustrating a tax rate lower than the proposed rate of $0.365. One RNTR model. Two models at a rate of $0.355 to illustrate some trades offs in programming of budget priorities.
2. The proposed FY2021 budget model and five alternative scenarios at the same rate of $0.365 demonstrating some trade offs in programming of budget priorities. One model "Scenario G" is designated as a preferred alternative to the proposed budget.
3. Three scenarios illustrating a higher than proposed tax rate, including one at the current tax rate.

Assumptions used to develop alternative scenarios are based on initial discussions and FAQs requested by Town Council and include the following:

- Reductions of the impact on recurring revenues on the budget, in particular personnel.
- 3% pay adjustment and associated other compensation costs for current employees.
- Bond referendum expenses removed and senior center upfit costs included.
- Incorporation of allocations to the Roadway and Transportation Reserve and CIP Reserve.
- Focus on addressing essential equipment needs, including previously proposed deferred items and those that create efficiencies or support current base budget services. A primary example of this category is information technology items.
- Reductions or additions to new programs and service beyond the current base budget as available for the revenue levels.
- Progressive inclusion of new or expanded programs and services as revenues allow.
- Approximate similar usage of Fund Balance in all scenarios.
- Future fire apparatus allocation not included in any scenario.
- Sidewalk construction project allocation may still be addressed mid-year as projects are designed and costs are known.
- Parkland PIL may be separately allocated to evaluate a dog park location/design or other parks projects in progress as a part of continued CIP discussions, during this budget review process, or mid-year.

**Staff will be prepared to discuss models and answer questions at the May 26 Work Session.**

**SCENARIO ANALYSIS SUMMARY**

**Scenario A - $0.325 (Revenue Neutral Tax Rate) – *Not Sufficient for Current Budget Programming***

- Revenues do not support FY 2021 base budget needs
- No new positions
- No new programs or services
- Deferred items remain unfunded
- No capacity for any reserve allocations

**Scenario B - $0.335 (1 Cent over RNTR) – *Keep the Lights On***

- Revenues minimally over FY 2021 base budget needs.
- Same expenditures as RNTR scenario.
- Deferred vehicle replacements added back in. (This should be done if addressing this level of current and future revenues.)
- Partial addition of Roadway and Transportation Reserve allocation; no Capital Reserve allocation
- Future ongoing programming needs limited and may rely too heavily on Fund Balance

**Scenario C - $0.345 (2 Cents over RNTR) – *Stay the Course – Existing Program Needs Support Only***

Four (4) total position requests. Two full-year; two mid-year implementation
    - Network and Security Administrator
    - Human Resources Specialist
    - Senior Center Recreation Program Specialist (1/2 year)
    - Athletic Facilities Maintenance Tech (1/2 year)
    - No Police, Fire, Sustainability, and Enterprise System Coordinator
- Expenditures Not Included (Primarily New Initiatives)
    - Cultural and Food Hub Programming
    - Sustainability Initiatives
    - Parks Wi-Fi
    - IT Initiatives – GIS and Active Directory/Device Management
    - Emergency Operations Center
    - Space Renovation Needs
    - Public Works Equipment Replacements (Partial)
    - Traffic Unit Equipment
    - Bond Referendum Communications Campaign (FY 2021 Preparation)
    - Succession Planning
    - Smart City Allocation or Cedar Fork District Park Initiative
- Deferred Items Included
    - Vehicle Replacements
    - Roadway and Transportation Reserve allocation; no Capital Reserve allocation

**Scenario D - $0.355 (3 Cents over RNTR) – *Staying the Course + Value Adds (1)***

- Five (5) total position requests. Two full-year; three mid-year implementation
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator (1/2 year)
  - Senior Center Recreation Program Specialist (1/2 year)
  - Athletic Facilities Maintenance Tech (1/2 year)
  - No Police, Fire, and Enterprise System Coordinator
- Expenditures Not Included (Primarily New Initiatives)
  - Cultural and Food Hub Programming
  - Parks Wi-Fi
  - Succession Planning
  - Smart City Allocation (Partial)
- Expenditures Included
  - IT Initiatives – GIS and Activity Director/Device Management
  - Sustainability Programs (Partial)
  - Space Renovation Upfit (Partial to Address Current Needs)
  - Emergency Operations Center
  - Public Works Equipment (Partial)
  - Traffic Unit Equipment (to be used by current patrol staff)
  - Smart City Project – Cedar Fork District Park
- Deferred Items Included
  - Vehicle Replacements
  - Roadway and Transportation Reserve Allocation (full)
  - Capital Reserve Allocation (full)

**Scenario E - $0.355 (3 Cents over RNTR) – This model illustrates different "trade-offs" from Scenario D at same tax rate) – *Staying the Course + Value Adds (2)***

- Additions to Scenario D
  - Smart City Allocation (Partial)
  - Succession Planning
- Reductions from Scenario D
  - Sustainability Program Coordinator (1/2 year) and Sustainability Initiatives (Partial)
  - Emergency Operations Center

**Scenario F - $0.365(4 Cents over RNTR) – Proposed Operating Budget - *Staying Focused - Balancing Growing Needs and Strategic Goals for the Future***

- Revenue Assumptions:
  - Retains Morrisville growth in property value to support current and growing core service and program needs.
  - Provides future capacity to reasonably continue to address growth needs and program expansion requests and other one-time initiatives already in progress.
  - Allows for some expanded programs and services as outlined in strategic plan and as expressed by stakeholders.
  - Recognizes current reduction in revenues from pandemic through deferral of items (vehicle replacements and allocations) that can be incorporated as revenues rebound or at mid-year.
  - Utilizing reserves to lessen burden on tax rate and other strained revenues.
- Expenditure Information included in Budget Message and Presentations

**Scenario G - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused – Program Delivery***

- Staff preferred alternative based on preliminary Town Council input.
- Reduces recurring expenditures and addresses allocation and key project initiatives
- Five (5) total position requests. All full year
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator
  - Senior Center Recreation Program Specialist
  - Athletic Facilities Maintenance Tech
- No Police, Fire, and Enterprise System Coordinator
- Expenditures Removed from Proposed Budget
  - Succession Planning (request use of lapse salary)
  - Space Renovation/Upfit (reduced to $75,000; request mid-year review)
- Expenditures Added to Proposed Budget
  - Smart City Allocation (Remainder)
  - Sustainability Allocation (Remainder)
- Roadway and Transportation Reserve and CIP Reserve allocations restored

**Scenario H - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused – People and Program Delivery***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Nine (9) total position requests. Seven full-year; 2 mid-year implementation
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator
  - Senior Center Recreation Program Specialist
  - Fire Captains (3)

    - Athletic Facilities Maintenance Tech (1/2 year)
    - Enterprise System Administrator (1/2 year)
- No Police Traffic Unit
- Expenditures Removed from Proposed Budget
    - Space Renovation/Upfit (reduced to $75,000; request mid-year review)
- Expenditures Added to Proposed Budget
    - Smart City Allocation (Remainder)
    - Sustainability Allocation (Remainder)
- Roadway and Transportation Reserve and CIP Reserve allocations restored

**Scenario I - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused – People and Program Delivery Plus***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Ten (10) total position requests. Eight full-year; 2 mid-year implementation
    - Network and Security Administrator
    - Human Resources Specialist
    - Sustainability Program Coordinator
    - Senior Center Recreation Program Specialist
    - MPD Traffic Unit (4)
    - Athletic Facilities Maintenance Tech (1/2 year)
    - Enterprise System Administrator (1/2 year)
- No Fire Captains
- Expenditures Added Proposed Budget
    - Smart City Allocation (Remainder)
- Roadway and Transportation Reserve restored, no CIP Reserve allocation

**Scenario J - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused - Internal Operations Emphasis***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Six (6) total position requests. Four full-year; 2 mid-year implementation
    - Network and Security Administrator
    - Human Resources Specialist
    - Sustainability Program Coordinator
    - Senior Center Recreation Program Specialist
    - Athletic Facilities Maintenance Tech (1/2 year)
    - Enterprise System Administrator (1/2 year)
- No Police or Fire
- Expenditures Removed from Proposed Budget
    - Space Renovation/Upfit (reduced to $75,000; request mid-year review)
- Expenditures Added to Proposed Budget
    - Smart City Allocation (Remainder)
    - Sustainability Allocation (Remainder)
    - Council Contingency
- Roadway and Transportation Reserve and CIP Reserve allocations restored

**Scenario K - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget - *Staying Focused – External Operations Emphasis***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Twelve (12) total position requests. Ten full-year; 2 mid-year implementation
  - MPD Traffic Unit (4)
  - Fire Captains (3)
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator (1/2 Year)
  - Senior Center Recreation Program Specialist
  - Athletic Facilities Maintenance Tech (1/2 year)
- No Enterprise System Administrator
- Expenditures Removed from Proposed Budget
  - Space Renovation/Upfit (reduced to $50,000; request mid-year review)
  - Succession Planning (request use of lapse salary)
- Roadway and Transportation Reserve allocation restored, no CIP Reserve allocation

**Scenario L - $0.375(5 Cents over RNTR) – *Realignment of Reserves***

- Same recurring and one-time expenditures as proposed budget; increased revenue capacity
- Reduced reliance on Fund Balance for one-time expenditures
- Roadway and Transportation Reserve – partial allocation restored, no CIP Reserve allocation

**Scenario M - $0.385(6 Cents over RNTR) – *Building of Reserves***

- Same recurring and one-time expenditures as proposed budget; increased revenue capacity
- Reduced reliance on Fund Balance for one-time expenditures
- Deferred vehicle replacements included
- Roadway and Transportation Reserve and CIP Reserves restored

**Scenario N - $0.39(6.5 Cents over RNTR; current Tax Rate) – *Maximum Programming***

- Increased recurring and one-time expenditures as proposed budget; increased revenue capacity
- Reduced reliance on Fund Balance for one-time expenditures
- Thirteen full-time positions – all full-year
- Deferred expenditures for vehicle replacements, public works, parks and recreation, and communications/outreach included.
- Additional allocations for sustainability included Not included for smart city
- Roadway and Transportation Reserve and CIP Reserves restored

**FINAL** **BUDGET SCENARIO MODELING (General and Stormwater Fund Combined)**

**5.24.20**

| | | | | REDUCED SCENARIOS | | | | | Proposed | Preferred Alt | ALTERNATE PROPOSED ITEMS | | | | | ENHANCED | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **MASTER** | | | | | | | | | | | | | | | | | |
| | SCENARIO # | | | A | B | C | D | E | F | G | H | I | J | K | L | M | N |
| | Cents Above RNTR | | | 0 | 0.01 | 0.02 | 0.03 | 0.03 | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 | 0.05 | 0.06 | 0.065 |
| | TAX RATE | | Other Source | 0.325 | 0.335 | 0.345 | 0.355 | 0.355 | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 | 0.375 | 0.385 | 0.39 |
| | REVENUES | | | $ 34,742,650 | $ 35,342,650 | $ 35,942,650 | $ 36,542,650 | $ 36,542,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,742,650 | $ 38,342,650 | $ 38,642,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 2,175,800 | $ 2,775,800 | $ 3,375,800 | $ 3,975,800 | $ 3,975,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 5,175,800 | $ 5,775,800 | $ 6,075,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 1,099,100 | $ 1,142,100 | $ 1,148,350 | $ 1,136,600 | $ 1,127,850 | $ 1,037,350 | $ 1,078,200 | $ 1,098,300 | $ 1,042,100 | $ 1,003,050 | $ 1,031,750 | $ 612,350 | $ 605,350 | $ 600,450 |
| | **PROGRAMMED CAPACITY** | | | **$ 3,289,900** | **$ 3,932,900** | **$ 4,539,150** | **$ 5,130,400** | **$ 5,121,650** | **$ 5,631,150** | **$ 5,672,000** | **$ 5,692,100** | **$ 5,635,900** | **$ 5,596,850** | **$ 5,625,550** | **$ 5,806,150** | **$ 6,399,150** | **$ 6,694,250** |
| | Routine Cost | | | $ 1,518,600 | $ 1,518,600 | $ 1,811,350 | $ 1,930,100 | $ 1,836,350 | $ 2,414,950 | $ 2,130,800 | $ 2,295,900 | $ 2,299,700 | $ 2,180,650 | $ 2,321,350 | $ 2,414,950 | $ 2,414,950 | $ 2,631,250 |
| | Onetime | | | $ 1,771,300 | $ 2,414,300 | $ 2,727,800 | $ 3,200,300 | $ 3,285,300 | $ 3,216,200 | $ 3,541,200 | $ 3,396,200 | $ 3,336,200 | $ 3,416,200 | $ 3,304,200 | $ 3,391,200 | $ 3,984,200 | $ 4,063,000 |
| | **EXPENDITURES** | **Type** | | | | | | | | | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | | | | | | 169,050 | - | - | 169,050 | - | 169,050 | 169,050 | 169,050 | 169,050 |
| Fire | Fire Captains (3) (1/2) | R | | | | | | | 142,900 | - | 142,900 | - | - | 142,900 | 142,900 | 142,900 | 142,900 |
| IT | Network/Security Administrator | R | | | - | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | | | | 43,750 | - | 87,500 | 87,500 | 87,500 | 87,500 | 87,500 | 43,750 | 87,500 | 87,500 | 87,500 |
| HR | Human Resources Specialist | R | | | - | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | | | 35,350 | 35,350 | 35,350 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 |
| Fin | Enterprise System Administrator (1/2) | R | | | | | | | 49,850 | - | 49,850 | 49,850 | 49,850 | - | 49,850 | 49,850 | 49,850 |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | | | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | - | - | - | - | - | | | | | | | | | |
| Parks Rec | Cultural Programs | R | | | - | | - | - | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | | | - | | - | - | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | | | | | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | | | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | | | | | - | - | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | | | - | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | | | | 50,000 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | | | | | | - | - | - | - | - | - | - | - | - |
| Comm | Video Production | R | | | - | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | - | - | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | - | - | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | | | | | | 250,000 | - | - | - | - | - | - | - | - |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | | | | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | | | | | | 25,000 | | | | | | | | |
| Fleet (PW) | New Vehicles | O | | | | | | | 272,000 | | - | 272,000 | - | 272,000 | 272,000 | 272,000 | 272,000 |
| Admin | Space Renovation/Upfit | O | FB | | | | 50,000 | 50,000 | 250,000 | 250,000 | 75,000 | 75,000 | 75,000 | 50,000 | 250,000 | 250,000 | 250,000 |
| | Information Technology Innovations | | | | | | | | | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | | | - | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | | | | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | | | | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | | | | - | - | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | | | | | 40,000 | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | | | | | | - | - | - | - | - | - | - | - | - |
| HR | Human Resources Specialist | O | | | - | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | | - | | | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | - | 12,000 | 12,000 | 12,000 |
| IT | Network and Security Administrator | O | | | - | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | | | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | | | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | | | | | | 48,000 | - | - | 48,000 | - | 48,000 | 48,000 | 48,000 | 48,000 |
| Fire | Fire Captains | O | | | | | | | 30,000 | - | 30,000 | - | - | 30,000 | 30,000 | 30,000 | 30,000 |

| | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SW | Stormwater Master Plan | O | SFB | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | | | | | | - | - | - | - | - | - | - | - | - |
| Fire | Utility Terrain Vehicle | O | | | | | | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | | - | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | | | | | | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 |
| | Public Works Equipment (Partial) | | | | | | | | | | | | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | | - | - | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | | | - | - | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | | | | | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | | | | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | | | | | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | | | | | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | - | - | - | - | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | | | | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | | | | | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | | | | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | | | | | - | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - | 25,000 | 25,000 | 25,000 |
| IT | Smart City Initiative - CFDP | O | | | - | - | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | | 3,289,900 | 3,289,900 | 3,696,150 | 4,087,400 | 4,078,650 | 5,631,150 | 4,644,350 | 4,692,100 | 5,008,250 | 4,519,200 | 5,025,550 | 5,356,150 | 5,356,150 | 5,356,150 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | | | | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | 169,050 | | | | | | | - | - | | | | | | |
| | Fire Captains (2nd Half) | R | 142,900 | | | | | | | - | - | | | | | | |
| | Enterprise System Administrator (2nd Half) | R | 49,850 | | | | | | | - | - | | | | | | 49,850 |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | 27,650 | | | | | | | 27,650 | - | 27,650 | 27,650 | - | - | - | 27,650 |
| | Deputy Fire Marshal | R | 99,000 | | | | | | | - | - | | | | | | |
| | Recreation Center Supervisor (Senior Center) | R | 91,300 | | | | | | | - | - | | | | | | |
| | PW Project/Programs Coordinator | R | 87,500 | | | | | | | - | - | | | | | | |
| | Sidewalk Construction | O | 250,000 | | | | | | | - | - | | | | | | |
| | Vehicle Replacements (Remainder) | O | 243,000 | | 243,000 | 243,000 | 243,000 | 243,000 | | - | - | | | | - | 243,000 | 243,000 |
| | Smart City Projects (Remainder) | O | 150,000 | | | | | | | 150,000 | 150,000 | - | 150,000 | - | - | - | |
| | Staffing Operations Costs (Remainder) | O | 119,500 | | | | | | | - | - | | | | | | |
| | Affordable Housing Implementation Plan | O | 100,000 | | | | | | | - | - | | | | | | |
| | Road Paving Projects (Additional Allocation) | O | 100,000 | | | | | | | - | - | | | | | | |
| | Public Works Initiatives/Equipment (Remainder) | O | 78,800 | | | - | | | | - | - | | | | | | 78,800 |
| | Communications/Outreach Programs (Remainder) | R | 52,050 | | | | | | | - | - | | | | | | 52,050 |
| | Council Contingency | O | 50,000 | | | | - | - | | - | - | | 50,000 | | - | - | - |
| | Parks/Recreation Program Support (Remainder) | R | 36,750 | | | | | | | - | - | | | | | | 36,750 |
| | Citizen Satisfaction Survey | O | 27,400 | | | | | | | - | - | | | | | | |
| | Roadway & Transportation Capital Reserve | O | 600,000 | | 400,000 | 600,000 | 600,000 | 600,000 | | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | 450,000 | 600,000 | 600,000 |
| | Fire Apparatus Capital Reserve | O | 400,000 | | | | | | | - | - | | | | | | |
| | CIP Capital Reserve | O | 200,000 | | - | - | 200,000 | 200,000 | | 200,000 | 200,000 | - | 200,000 | - | | 200,000 | 200,000 |
| | Sustainability Initiative Programming | R | | | | | | - | | 50,000 | 50,000 | | 50,000 | | - | - | 50,000 |
| | | | 3,074,750 | - | 643,000 | 843,000 | 1,043,000 | 1,043,000 | - | 1,027,650 | 1,000,000 | 627,650 | 1,077,650 | 600,000 | 450,000 | 1,043,000 | 1,338,100 |
| | TOTAL | | - | 3,289,900 | 3,932,900 | 4,539,150 | 5,130,400 | 5,121,650 | 5,631,150 | 5,672,000 | 5,692,100 | 5,635,900 | 5,596,850 | 5,625,550 | 5,806,150 | 6,399,150 | 6,694,250 |

| FINAL | BUDGET SCENARIO MODELING (General and Stormwater Fund Combined) | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| 5.24.20 | MASTER | | | REDUCED SCENARIOS | | | | | | |
| | SCENARIO # | | | A | | B | | C | D | E |
| | Cents Above RNTR | | | 0 | | 0.01 | | 0.02 | 0.03 | 0.03 |
| | TAX RATE | | Other Source | 0.325 | | 0.335 | | 0.345 | 0.355 | 0.355 |
| | REVENUES | | | $ 34,742,650 | $ | 35,342,650 | $ | 35,942,650 | $ 36,542,650 | $ 36,542,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ | 32,566,850 | $ | 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 2,175,800 | $ | 2,775,800 | $ | 3,375,800 | $ 3,975,800 | $ 3,975,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 1,099,100 | $ | 1,142,100 | $ | 1,148,350 | $ 1,136,600 | $ 1,127,850 |
| | **PROGRAMMED CAPACITY** | | | **$ 3,289,900** | **$** | **3,932,900** | **$** | **4,539,150** | **$ 5,130,400** | **$ 5,121,650** |
| | Routine Cost | | | $ 1,518,600 | $ | 1,518,600 | $ | 1,811,350 | $ 1,930,100 | $ 1,836,350 |
| | Onetime | | | $ 1,771,300 | $ | 2,414,300 | $ | 2,727,800 | $ 3,200,300 | $ 3,285,300 |
| | **EXPENDITURES** | **Type** | | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | | | | | | | |
| Fire | Fire Captains (3) (1/2) | R | | | | | | | | |
| IT | Network/Security Administrator | R | | | | - | | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | | | | | | 43,750 | - |
| HR | Human Resources Specialist | R | | | | - | | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | | | | | 35,350 | 35,350 | 35,350 |
| Fin | Enterprise System Administrator (1/2) | R | | | | | | | | |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | | | | | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | | 450,000 | | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | | 151,000 | | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | | 101,000 | | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | | 502,000 | | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | - | | - | | - | - | - |
| Parks Rec | Cultural Programs | R | | | | - | | | - | - |
| Parks Rec | Food Hub Programs | R | | | | - | | | - | - |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | | 28,600 | | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | | 47,000 | | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | | 110,000 | | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | | 25,000 | | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | | 48,000 | | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | | | | | | 25,000 | 25,000 |
| IT | Parks WiFi | R | | | | | | | - | - |
| IT | Facility Security Cameras | R | | | | - | | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | | | | | | 50,000 | - |
| | Communications/Outreach Programs (Partial) | | | | | | | | | |
| Comm | Video Production | R | | | | - | | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | - | | - | | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | - | | - | | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | | 20,000 | | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | | 15,000 | | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | | 15,000 | | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | | 6,000 | | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | | 440,000 | | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | | 300,000 | | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | | | | | | | |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | | | | | | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | | | | | | | |
| Fleet (PW) | New Vehicles | O | | | | | | | | |
| Admin | Space Renovation/Upfit | O | FB | | | | | | 50,000 | 50,000 |
| | Information Technology Innovations | | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | | | | - | | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | | | | | | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | | | | | | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | | | | | | - | - |
| IT | Emergency Operations Center | O | | | | | | | 40,000 | - |
| | Staffing Operations Costs | | | | | | | | | |
| HR | Human Resources Specialist | O | | | | - | | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | | | - | | | | |
| IT | Network and Security Administrator | O | | | | - | | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | | | | | | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | | | | | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | | | | | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | | | | | | | |
| Fire | Fire Captains | O | | | | | | | | |
| SW | Stormwater Master Plan | O | SFB | 150,000 | | 150,000 | | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | | | | | | | |
| Fire | Utility Terrain Vehicle | O | | | | | | | | |
| Fire | Rescue Equipment Replacement | O | | 50,000 | | 50,000 | | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | | | - | | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | | | | | | | |
| | Public Works Equipment (Partial) | | | | | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | | 68,200 | | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | | 22,800 | | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | | | - | | - | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | | | | - | | - | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | | 62,300 | | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | | 20,500 | | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | | 18,600 | | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | | | | | | | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | | 100,000 | | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | | 56,000 | | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | | 28,000 | | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | | 64,000 | | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | - | | - | | - | - | - |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | | 3,000 | | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | | 28,800 | | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | | | | | | 9,800 | 9,800 |
| Police | Speed Trailer | O | | | | | | | 22,400 | 22,400 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Police | Crash Reconstruction Training | O | | | | | 5,000 | 5,000 |
| HR | Succession Planning | O | | | | | - | 25,000 |
| IT | Smart City Initiative - CFDP | O | | | - | - | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | | 3,289,900 | 3,289,900 | 3,696,150 | 4,087,400 | 4,078,650 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | 169,050 | | | | | |
| | Fire Captains (2nd Half) | R | 142,900 | | | | | |
| | Enterprise System Administrator (2nd Half) | R | 49,850 | | | | | |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | 27,650 | | | | | |
| | Deputy Fire Marshal | R | 99,000 | | | | | |
| | Recreation Center Supervisor (Senior Center) | R | 91,300 | | | | | |
| | PW Project/Programs Coordinator | R | 87,500 | | | | | |
| | Sidewalk Construction | O | 250,000 | | | | | |
| | Vehicle Replacements (Remainder) | O | 243,000 | | 243,000 | 243,000 | 243,000 | 243,000 |
| | Smart City Projects (Remainder) | O | 150,000 | | | | | |
| | Staffing Operations Costs (Remainder) | O | 119,500 | | | | | |
| | Affordable Housing Implementation Plan | O | 100,000 | | | | | |
| | Road Paving Projects (Additional Allocation) | O | 100,000 | | | | | |
| | Public Works Initiatives/Equipment (Remainder) | O | 78,800 | | | - | | |
| | Communications/Outreach Programs (Remainder) | R | 52,050 | | | | | |
| | Council Contingency | O | 50,000 | | | | - | - |
| | Parks/Recreation Program Support (Remainder) | R | 36,750 | | | | | |
| | Citizen Satisfaction Survey | O | 27,400 | | | | | |
| | Roadway & Transportation Capital Reserve | O | 600,000 | | 400,000 | 600,000 | 600,000 | 600,000 |
| | Fire Apparatus Capital Reserve | O | 400,000 | | | | | |
| | CIP Capital Reserve | O | 200,000 | | - | - | 200,000 | 200,000 |
| | Sustainability Initiative Programming | R | | | | | | - |
| | | | 3,074,750 | - | 643,000 | 843,000 | 1,043,000 | 1,043,000 |
| | TOTAL | | - | 3,289,900 | 3,932,900 | 4,539,150 | 5,130,400 | 5,121,650 |

**FINAL** **BUDGET SCENARIO MODELING (General and Stormwater Fund Combined)**

| | | | | Proposed | Preferred Alt | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **5.24.20** | **MASTER** | | | **ALTERNATE PROPOSED ITEMS** | | | | | |
| | SCENARIO # | | | F | G | H | I | J | K |
| | Cents Above RNTR | | | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 |
| | TAX RATE | | Other Source | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 |
| | REVENUES | | | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 1,037,350 | $ 1,078,200 | $ 1,098,300 | $ 1,042,100 | $ 1,003,050 | $ 1,031,750 |
| | **PROGRAMMED CAPACITY** | | | **$ 5,631,150** | **$ 5,672,000** | **$ 5,692,100** | **$ 5,635,900** | **$ 5,596,850** | **$ 5,625,550** |
| | Routine Cost | | | $ 2,414,950 | $ 2,130,800 | $ 2,295,900 | $ 2,299,700 | $ 2,180,650 | $ 2,321,350 |
| | Onetime | | | $ 3,216,200 | $ 3,541,200 | $ 3,396,200 | $ 3,336,200 | $ 3,416,200 | $ 3,304,200 |
| | **EXPENDITURES** | **Type** | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | 169,050 | - | - | 169,050 | - | 169,050 |
| Fire | Fire Captains (3) (1/2) | R | | 142,900 | - | 142,900 | - | - | 142,900 |
| IT | Network/Security Administrator | R | | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | 87,500 | 87,500 | 87,500 | 87,500 | 87,500 | 43,750 |
| HR | Human Resources Specialist | R | | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 |
| Fin | Enterprise System Administrator (1/2) | R | | 49,850 | - | 49,850 | 49,850 | 49,850 | - |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | | | | | | |
| Parks Rec | Cultural Programs | R | | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | - | - | - | - | - | - |
| Comm | Video Production | R | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | 250,000 | - | - | - | - | - |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | 25,000 | | | | | |
| Fleet (PW) | New Vehicles | O | | 272,000 | | - | 272,000 | - | 272,000 |
| Admin | Space Renovation/Upfit | O | FB | 250,000 | 250,000 | 75,000 | 75,000 | 75,000 | 50,000 |
| | Information Technology Innovations | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | - | - | - | - | - | - |
| HR | Human Resources Specialist | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | - |
| IT | Network and Security Administrator | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | 48,000 | - | - | 48,000 | - | 48,000 |
| Fire | Fire Captains | O | | 30,000 | - | 30,000 | - | - | 30,000 |
| SW | Stormwater Master Plan | O | SFB | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | - | - | - | - | - | - |
| Fire | Utility Terrain Vehicle | O | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 |
| | Public Works Equipment (Partial) | | | | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - |
| IT | Smart City Initiative - CFDP | O | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | | 5,631,150 | 4,644,350 | 4,692,100 | 5,008,250 | 4,519,200 | 5,025,550 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | 169,050 | | - | - | | | |
| | Fire Captains (2nd Half) | R | 142,900 | | - | - | | | |
| | Enterprise System Administrator (2nd Half) | R | 49,850 | | - | - | | | |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | 27,650 | | 27,650 | - | 27,650 | 27,650 | - |
| | Deputy Fire Marshal | R | 99,000 | | - | - | | | |
| | Recreation Center Supervisor (Senior Center) | R | 91,300 | | - | - | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| PW Project/Programs Coordinator | R | 87,500 | | - | - | | | |
| Sidewalk Construction | O | 250,000 | | - | - | | | |
| Vehicle Replacements (Remainder) | O | 243,000 | | - | - | | | |
| Smart City Projects (Remainder) | O | 150,000 | | 150,000 | 150,000 | - | 150,000 | - |
| Staffing Operations Costs (Remainder) | O | 119,500 | | - | - | | | |
| Affordable Housing Implementation Plan | O | 100,000 | | - | - | | | |
| Road Paving Projects (Additional Allocation) | O | 100,000 | | - | - | | | |
| Public Works Initiatives/Equipment (Remainder) | O | 78,800 | | - | - | | | |
| Communications/Outreach Programs (Remainder) | R | 52,050 | | - | - | | | |
| Council Contingency | O | 50,000 | | - | - | | 50,000 | |
| Parks/Recreation Program Support (Remainder) | R | 36,750 | | - | - | | | |
| Citizen Satisfaction Survey | O | 27,400 | | - | - | | | |
| Roadway & Transportation Capital Reserve | O | 600,000 | | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 |
| Fire Apparatus Capital Reserve | O | 400,000 | | - | - | | | |
| CIP Capital Reserve | O | 200,000 | | 200,000 | 200,000 | - | 200,000 | - |
| Sustainability Initiative Programming | R | | | 50,000 | 50,000 | | 50,000 | |
| | | 3,074,750 | - | 1,027,650 | 1,000,000 | 627,650 | 1,077,650 | 600,000 |
| TOTAL | | - | 5,631,150 | 5,672,000 | 5,692,100 | 5,635,900 | 5,596,850 | 5,625,550 |

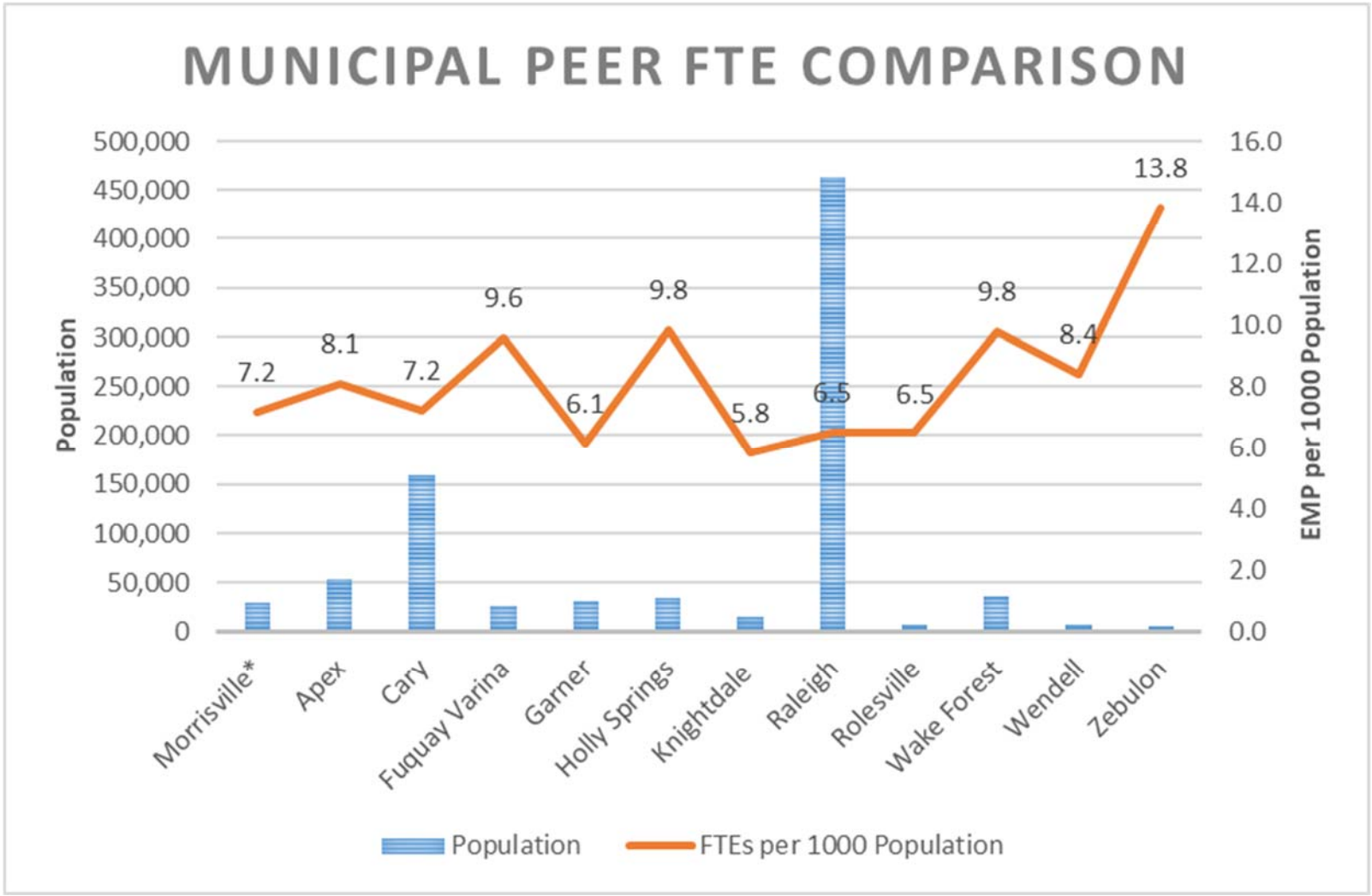
| FINAL | BUDGET SCENARIO MODELING (General and Stormwater Fund Combined) | | | | | |
|---|---|---|---|---|---|---|
| 5.24.20 | **MASTER** | | | **ENHANCED** | | |
| | SCENARIO # | | | L | M | N |
| | Cents Above RNTR | | | 0.05 | 0.06 | 0.065 |
| | TAX RATE | | Other Source | 0.375 | 0.385 | 0.39 |
| | REVENUES | | | $ 37,742,650 | $ 38,342,650 | $ 38,642,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 5,175,800 | $ 5,775,800 | $ 6,075,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 612,350 | $ 605,350 | $ 600,450 |
| | **PROGRAMMED CAPACITY** | | | **$ 5,806,150** | **$ 6,399,150** | **$ 6,694,250** |
| | Routine Cost | | | $ 2,414,950 | $ 2,414,950 | $ 2,631,250 |
| | Onetime | | | $ 3,391,200 | $ 3,984,200 | $ 4,063,000 |
| | **EXPENDITURES** | **Type** | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | 169,050 | 169,050 | 169,050 |
| Fire | Fire Captains (3) (1/2) | R | | 142,900 | 142,900 | 142,900 |
| IT | Network/Security Administrator | R | | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | 87,500 | 87,500 | 87,500 |
| HR | Human Resources Specialist | R | | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | 70,700 | 70,700 | 70,700 |
| Fin | Enterprise System Administrator (1/2) | R | | 49,850 | 49,850 | 49,850 |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | | | |
| Parks Rec | Cultural Programs | R | | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | - | - | - |
| Comm | Video Production | R | | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | - | - | - |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | | | |
| Fleet (PW) | New Vehicles | O | | 272,000 | 272,000 | 272,000 |
| Admin | Space Renovation/Upfit | O | FB | 250,000 | 250,000 | 250,000 |
| | Information Technology Innovations | | | | | |
| IT | Security Cameras at Town Facilities | O | | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | - | - | - |
| HR | Human Resources Specialist | O | | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | 12,000 | 12,000 | 12,000 |
| IT | Network and Security Administrator | O | | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | 48,000 | 48,000 | 48,000 |
| Fire | Fire Captains | O | | 30,000 | 30,000 | 30,000 |
| SW | Stormwater Master Plan | O | SFB | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | - | - | - |
| Fire | Utility Terrain Vehicle | O | | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | 11,900 | 11,900 | 11,900 |
| | Public Works Equipment (Partial) | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | 14,800 | 14,800 | 14,800 |

| | | | | | | |
|---|---|---|---|---|---|---|
| Pub Works | Ventrac Attachments | O | | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | 10,000 | 10,000 | 10,000 |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | | 25,000 | 25,000 | 25,000 |
| IT | Smart City Initiative - CFDP | O | | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 |
| | | | | 5,356,150 | 5,356,150 | 5,356,150 |
| **ORIGINAL DEFERRED ITEMS** | | | | | | |
| MPD Traffic Unit (2nd Half) | | R | 169,050 | | | |
| Fire Captains (2nd Half) | | R | 142,900 | | | |
| Enterprise System Administrator (2nd Half) | | R | 49,850 | | | 49,850 |
| Athletics Facilities Maintenance Tech (2nd Half) | | R | 27,650 | - | - | 27,650 |
| Deputy Fire Marshal | | R | 99,000 | | | |
| Recreation Center Supervisor (Senior Center) | | R | 91,300 | | | |
| PW Project/Programs Coordinator | | R | 87,500 | | | |
| Sidewalk Construction | | O | 250,000 | | | |
| Vehicle Replacements (Remainder) | | O | 243,000 | - | 243,000 | 243,000 |
| Smart City Projects (Remainder) | | O | 150,000 | - | - | |
| Staffing Operations Costs (Remainder) | | O | 119,500 | | | |
| Affordable Housing Implementation Plan | | O | 100,000 | | | |
| Road Paving Projects (Additional Allocation) | | O | 100,000 | | | |
| Public Works Initiatives/Equipment (Remainder) | | O | 78,800 | | | 78,800 |
| Communications/Outreach Programs (Remainder) | | R | 52,050 | | | 52,050 |
| Council Contingency | | O | 50,000 | - | - | - |
| Parks/Recreation Program Support (Remainder) | | R | 36,750 | | | 36,750 |
| Citizen Satisfaction Survey | | O | 27,400 | | | |
| Roadway & Transportation Capital Reserve | | O | 600,000 | 450,000 | 600,000 | 600,000 |
| Fire Apparatus Capital Reserve | | O | 400,000 | | | |
| CIP Capital Reserve | | O | 200,000 | | 200,000 | 200,000 |
| Sustainability Initiative Programming | | R | | - | - | 50,000 |
| | | | 3,074,750 | 450,000 | 1,043,000 | 1,338,100 |
| TOTAL | | | - | 5,806,150 | 6,399,150 | 6,694,250 |

# Wake County Municipality Budget Data

updated: 5/20/2020

| Town | General Fund Budget | % Growth | Current Tax Rate | RNTR | Proposed Rate | Current Vehicle Fee | Proposed Vehicle Fee | Solid Waste Fee | Solid Waste Fee Proposed | SW Fee Current | SW Fee Proposed | % Merit Growth | % Healtcare increase | # New Pos. GF | # New Pos. SW | % Pay Range Adj. | Notes |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Morrisville** | **$ 38,180,000** | **5.70%** | **0.39** | **0.325** | **0.365** | **$ 30** | **$ 30** | **In Tax Rate** | **In Tax Rate** | **$ 25** | **$ 25** | **3% pay adjustment** | **6%** | **13** | **0** | **2%** | **Flat budget approach, 1/2 year implementation of 9/13 positions, hold on capital outlay, deferred equipment, 1/2 spending implementation plan** |
| Apex | $ 71,936,100 | 3.58% | 0.415 | 0.3493 | 0.38 | $ 25 | $ 30 | $ 20.62 | $ 21.44 | n/a | n/a | 7% onetime increase | 10.9% decrease | 11 | 0 | 7% adj | Flat budget approach, tiered reductions, personnel additions, pay increases |
| Cary | ? | ? | 0.35 | 0.295 | ? | $ 30 | $ 30 | $ 19.50 | | n/a | n/a | 0.0% | ? | ? | ? | 0% | 15% of Solid Waste is subsidized but moving toward 100% recovery, base salaries lead in market |
| Fuquay Varina | $ 43,080,144 | 28.50% | 0.4325 | 0.395 | 0.395 | $ 30 | $ 30 | 14.24 + $75 | $14.25 + $75 per cart | n/a | n/a | 3% performance compensation | 10% increase | 16 | 0 | 2% market | flat budget approach, hiring delays, hold on captial outlays |
| Garner | $ 39,240,542 | 4.80% | 0.56 | 0.462 | 0.4871 | $ 30 | $ 30 | $0 but .06 of tax rate to cover | In Tax Rate | n/a | n/a | ? | ? | 1 | 0 | ? | 3 positions added mid-year FY20, worst case scenario approach, hiring freeze |
| Holly Springs | ? | ? | 0.48250 | 0.42000 | 0.4216 | $ 10 | ? | $ 18.10 | $ 19.09 | $ 36 | ? | 4.25% | 9% | 6 | 0 | See notes | Only a few positions were adj based on consultant study, keep lights on approach, revamp CIP |
| Knightdale | $ 20,091,402 | 22.70% | 0.43 | 0.355 | 0.42 | $ 15 | ? | $ 15.81 | ? | $ 48 | $ 51 | ? | ? | 15 | 0 | ? | 1/2 year implementation on 13 positions. Trash fee does not include yard waste, contingency based budget |
| Raleigh | $ 507,400,000 | 2.2% decrease | 0.4382 | 0.355 | 0.3552 | $ 30 | $ 30 | $ 17.05 | $ 19 | $ 60 | $ 60 | 2% base increase | 7.80% | 0 | 0 | living wage adj to 34,130 | Department budget reductions, reduction to capital outlay/CIP, hiring freeze |
| Rolesville | $ 9,528,136 | 10% | 0.48 | 0.44 | 0.46 | $ 20 | $ 20 | $ 22 | $ 22 | n/a | n/a | 3% | 5% | 3 | n/a | n/a | Covid contingency, capital plan |
| Wake Forest | $ 56,053,825 | 13.80% | 0.52 | 0.46 | 0.495 | $ 25 | $ 25 | In Tax Rate | $ 21 | n/a | n/a | 4.5% | None | 16 | n/a | 3% for 1/3 of positions | Introduced Solid Waste Fee - pulling out of tax rate, 15% growth in fire department |
| Wendell | $ 19,507,171 | 159.10% | 0.49 | 0.41 | 0.47 | $ 20 | $ 20 | $ 22 | $ 22 | n/a | n/a | 0.00% | 15-17% | 4 | 1 | 3% | growth posture, utility merger Ral |
| Zebulon | $ 13,555,400 | 12.30% | 0.592 | 0.55 | 54.3 | $ 20 | $ 30 | $ 20.50 | $ 21 | $ 24 | Moved to Tax Rate | ? | ? | 1 | 0 | 1.65% adj | $7 sm, $38 med, $92 lg-commertial |




Data Sources:

State Demographer and available FY20/21 Budget Data

* In-House population estimate

**FINAL** **BUDGET SCENARIO MODELING (General and Stormwater Fund Combined)**

**5.27.20**

| | | | Proposed | Preferred Alt | New Scenarios | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | **MASTER** | | **ALTERNATE PROPOSED ITEMS** | | | | | | |
| | SCENARIO # | | D | E | F | G | O | P | Q | R | S |
| | Cents Above RNTR | | 0.03 | 0.03 | 0.04 | 0.04 | 0.03 | 0.035 | 0.035 | 0.04 | 0.035 |
| | TAX RATE | | 0.355 | 0.355 | 0.365 | 0.365 | 0.355 | 0.36 | 0.36 | 0.365 | 0.36 |
| | REVENUES | | $ 36,542,650 | $ 36,542,650 | $ 37,142,650 | $ 37,142,650 | $ 36,291,650 | $ 36,591,650 | $ 36,591,650 | $ 36,891,650 | $ 36,591,650 |
| | BASE BUDGET EXPENDITURES | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | $ 3,975,800 | $ 3,975,800 | $ 4,575,800 | $ 4,575,800 | $ 3,724,800 | $ 4,024,800 | $ 4,024,800 | $ 4,324,800 | $ 4,024,800 |
| | FUND BALANCE - Target <3% of budget | | $ 1,136,600 | $ 1,127,850 | $ 1,037,350 | $ 1,078,200 | $ 1,337,300 | $ 1,300,300 | $ 1,299,200 | $ 1,176,800 | $ 1,339,200 |
| | **PROGRAMMED CAPACITY** | | **$ 5,130,400** | **$ 5,121,650** | **$ 5,631,150** | **$ 5,672,000** | **$ 5,080,100** | **$ 5,343,100** | **$ 5,342,000** | **$ 5,519,600** | **$ 5,382,000** |
| | Routine Cost | | $ 1,930,100 | $ 1,836,350 | $ 2,414,950 | $ 2,130,800 | $ 2,017,800 | $ 2,080,800 | $ 2,087,700 | $ 2,165,300 | $ 2,137,700 |
| | Onetime | | $ 3,200,300 | $ 3,285,300 | $ 3,216,200 | $ 3,541,200 | $ 3,062,300 | $ 3,262,300 | $ 3,254,300 | $ 3,354,300 | $ 3,244,300 |
| | **EXPENDITURES** | **Type** | | | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | | 169,050 | - | | | | | |
| Police | MPD Traffic Officer | R | | | | | | | 42,250 | 84,500 | 42,250 |
| Police | MPD Traffic Officer Vehicle/Equipment | O | | | | | | | 80,000 | 80,000 | 12,000 |
| Fire | Fire Captains (3) (1/2) | R | | | 142,900 | - | | | | | |
| IT | Network/Security Administrator | R | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | 43,750 | - | 87,500 | 87,500 | 87,500 | 87,500 | 87,500 | 87,500 | 87,500 |
| HR | Human Resources Specialist | R | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | 35,350 | 35,350 | 70,700 | 70,700 | 35,350 | 70,700 | 35,350 | 70,700 | 35,350 |
| Fin | Enterprise System Administrator (1/2) | R | | | 49,850 | - | | | | | |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | - | - | | | - | - | - | - | - |
| Parks Rec | Cultural Programs | R | - | - | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | - | - | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | | | |
| IT | Computer Haas Lease | R | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | - | - | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | 50,000 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | | - | - | | | | | |
| Comm | Video Production | R | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | | | 250,000 | - | | | | | |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | | | 25,000 | | | | | | |
| Fleet (PW) | New Vehicles | O | | | 272,000 | | | | | | |
| Admin | Space Renovation/Upfit | O | 50,000 | 50,000 | 250,000 | 250,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | Information Technology Innovations | | | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | - | - | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | 40,000 | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | | - | - | | | | | |
| HR | Human Resources Specialist | O | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | | 12,000 | 12,000 | | | | | |
| IT | Network and Security Administrator | O | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | | 48,000 | - | | | 12,000 | 12,000 | - |
| Fire | Fire Captains | O | | | 30,000 | - | | | | | |
| SW | Stormwater Master Plan | O | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | | - | - | | | | | |
| Fire | Utility Terrain Vehicle | O | | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | | 11,900 | 11,900 | | | | | |
| | Public Works Equipment (Partial) | | | | | | | | | | |
| Pub Works | Skidsteer | O | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | | | |
| Police | Motorola Handheld Radios | O | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | | | |
| IT | Annual Hardware Refresh | O | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | | | |
| Pub Works | HVAC Replacement | O | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | - | - | 10,000 | 10,000 | - | - | - | - | - |
| Pub Works | Cricket Pitch Quick Connect | O | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | - | 25,000 | 25,000 | 25,000 | - | - | - | - | - |
| IT | Smart City Initiative - CFDP | O | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | 4,087,400 | 4,078,650 | 5,631,150 | 4,644,350 | 4,350,100 | 4,385,450 | 4,484,350 | 4,561,950 | 4,404,350 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | | | | - | | | | | |
| | Fire Captains (2nd Half) | R | | | | - | | | | | |
| | Enterprise System Administrator (2nd Half) | R | | | | - | | | | | |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | | | | 27,650 | | 27,650 | 27,650 | 27,650 | 27,650 |
| | Deputy Fire Marshal | R | | | | - | | | | | |
| | Recreation Center Supervisor (Senior Center) | R | | | | - | | | | | |
| | PW Project/Programs Coordinator | R | | | | - | | | | | |
| | Sidewalk Construction | O | | | | - | | | | | |
| | Vehicle Replacements (Remainder) | O | 243,000 | 243,000 | | - | 130,000 | 130,000 | 130,000 | 130,000 | - |
| | Smart City Projects (Remainder) | O | | | | 150,000 | | | | | |
| | Staffing Operations Costs (Remainder) | O | | | | - | | | | | |
| | Affordable Housing Implementation Plan | O | | | | - | | | | | |
| | Road Paving Projects (Additional Allocation) | O | | | | - | | | | | |
| | Public Works Initiatives/Equipment (Remainder) | O | | | | - | | | | | |
| | Communications/Outreach Programs (Remainder) | R | | | | - | | | | | |
| | Council Contingency | O | - | - | | - | - | - | - | - | - |
| | Parks/Recreation Program Support (Remainder) | R | | | | - | | | | | |
| | Citizen Satisfaction Survey | O | | | | - | | | | | |
| | Roadway & Transportation Capital Reserve | O | 600,000 | 600,000 | | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | 900,000 |
| | Fire Apparatus Capital Reserve | O | | | | - | | | | | |
| | CIP Capital Reserve | O | 200,000 | 200,000 | | 200,000 | - | 200,000 | 100,000 | 200,000 | - |
| | Sustainability Initiative Programming | R | | - | | 50,000 | | | | | 50,000 |
| | | | 1,043,000 | 1,043,000 | - | 1,027,650 | 730,000 | 957,650 | 857,650 | 957,650 | 977,650 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| TOTAL | 5,130,400 | 5,121,650 | 5,631,150 | 5,672,000 | 5,080,100 | 5,343,100 | 5,342,000 | 5,519,600 | 5,382,000 |

Morrisville
Live connected. Live well.

# FY 2021 Proposed Operating Budget
## Tax Rate Scenario Modeling – Supplemental Models
## May 27, 2020

**OVERVIEW:** Four additional models are provided for Town Council discussion and consideration following input and feedback from the May 26, 2020 budget work session. Models include a revised model at $0.355, two new models at $0.360 (3.5 cents over RNTR) and a revised $0.365 model. The two originally presented $0.355 models, the proposed budget at $0.365 and the preferred alternative at $0.365 remain illustrated for comparative purposes.

Color Coding to facilitate review:

- Salmon colored highlight shows budget items that are the same for all the new scenarios and that were either discussed at Tuesday's meeting or changed from the previous alternate scenarios.
- Yellow color highlight shows budget items that <u>are not</u> the same for all the new scenarios and that illustrate tradeoffs in budget scenarios.

All supplemental additional models include:

- Sustainability Coordinator with a full-year implementation (various alternatives in some previously shown models)
- Proposed parks/recreation program support for cultural and food hub programming (not in $0.355 model previously).
- Proposed Parks Wi-Fi installation (not in $0.355 model previously)
- Sustainability Initiatives @ $50,000 (not in one of the previous $0.355 models)
- Emergency Operations Center (not in one of the previous $0.355 models)
- Fire Utility Terrain Vehicle (not in either previous $0.355 model)
- Smart City Projects @ $100,000 (not in one of the previous $0.355 models)
- Space Renovation/Upfit @ $50,000 (reduced from $250,000 in proposed budget)
- Deferred Vehicle Replacements for Parks and Recreation and Public Works (total $130,000). This allocation would allow replacement of the Public Works crane truck and the Parks and Recreation bus. Three remaining vehicles are still in good condition and can be used another year.
- Full allocation ($600,000) of Roadway and Transportation Reserve Allocation (none or portion in previous models).

All supplemental models <u>do not</u> include:

- Succession planning (request authorization to utilize lapse salary)
- Digital Fire Simulator (approx. $12,000 – can be considered mid-year)
- Irrigation master plan ($10,000 – can be considered mid-year)

All models have also been adjusted to eliminate use of the Roadway and Transportation Reserve for the intersection study and intersection improvements ($225,000) and the Smart Shuttle ($251,000). The Smart Shuttle funding source will be an additional $251,000 of fund balance appropriation.

The updated proposed source of funding for the two intersection projects is Streets Payment in Lieu. Use of these funds are restricted to improvement projects related to those for which funds were collected. Staff is optimistic a nexus between these projects and some of those funds can be substantiated. This funding analysis would be developed and reviewed by the Town Attorney prior to expenditure of funds.

Fund balance is maintained at less than 4% of budgeted expenditures. While higher than the best practice of 3% or less, the deferred implementation strategy for some of the one-time expenses provide some buffer in the event of actual financial forecasting results are substantially different than projections.

**Staff will be prepared to discuss models and answer questions at the May 28 Work Session.**

**SUPPLEMENTAL SCENARIO ANALYSIS SUMMARY**

**Scenario O - $0.355 (3 Cents over RNTR) – *Staying the Course + Value Adds (3)***

- Five (5) total position requests. Three full-year; three mid-year implementation
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator
  - Senior Center Recreation Program Specialist (1/2 year)
  - Athletic Facilities Maintenance Tech (1/2 year)
  - No Police, Fire, and Enterprise System Coordinator
- Differences from Other New Modeling Scenarios
  - No CIP Capital Reserve Allocation

**Scenario P - $0.360 (3.5 Cents over RNTR) – *NEW RATE MODEL – Addl ½ Cent Increment***

- Five (5) total position requests. All full-year implementation
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator
  - Senior Center Recreation Program Specialist
  - Athletic Facilities Maintenance Tech
  - No Police, Fire, and Enterprise System Coordinator
- Differences from Other New Modeling Scenarios
  - CIP Capital Reserve Allocation included ($200,000)

**Scenario Q - $0.360 (3.5 Cents over RNTR) – *NEW RATE MODEL – Addl ½ Cent Increment + Traffic Unit Launch***

- Six (6) total position requests. Four full-year implementation; two mid-year implementation
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator
  - Senior Center Recreation Program Specialist (1/2 Year)
  - Athletic Facilities Maintenance Tech
  - **NEW – Traffic Safety Officer (1/2 year) –** One police officer to spearhead traffic program initiatives, including education and investigation: various other duties (precursor to reestablishment of Traffic Unit)
  - No Traffic Unit, Fire, and Enterprise System Coordinator
- Differences from Other New Modeling Scenarios
  - Partial Capital Reserve Allocation included ($100,000)

**Scenario R - $0.365 (4.5 Cents over RNTR) – *Preferred Alternate Modified***

- Six (6) total position requests.  All full-year implementation
    - Network and Security Administrator
    - Human Resources Specialist
    - Sustainability Program Coordinator
    - Senior Center Recreation Program Specialist
    - Athletic Facilities Maintenance Tech
    - **NEW – Traffic Safety Officer (full-year)–** One police officer to spearhead traffic program initiatives, including education and investigation: various other duties (precursor to reestablishment of Traffic Unit)
    - No Traffic Unit, Fire, and Enterprise System Coordinator
- Differences from Other New Modeling Scenarios
    - CIP Capital Reserve Allocation included ($200,000)

| FINAL | BUDGET SCENARIO MODELING (General and Stormwater Fund Combined) | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | Proposed | Preferred Alt | | New Scenarios | | | |
| 5.27.20 | MASTER | | | | ALTERNATE PROPOSED ITEMS | | | | | | |
| | SCENARIO # | | D | E | F | G | | O | P | Q | R |
| | Cents Above RNTR | | 0.03 | 0.03 | 0.04 | 0.04 | | 0.03 | 0.035 | 0.035 | 0.04 |
| | TAX RATE | | 0.355 | 0.355 | 0.365 | 0.365 | | 0.355 | 0.36 | 0.36 | 0.365 |
| | REVENUES | | $ 36,542,650 | $ 36,542,650 | $ 37,142,650 | $ 37,142,650 | | $ 36,291,650 | $ 36,591,650 | $ 36,591,650 | $ 36,891,650 |
| | BASE BUDGET EXPENDITURES | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | $ 3,975,800 | $ 3,975,800 | $ 4,575,800 | $ 4,575,800 | | $ 3,724,800 | $ 4,024,800 | $ 4,024,800 | $ 4,324,800 |
| | FUND BALANCE - Target <3% of budget | | $ 1,136,600 | $ 1,127,850 | $ 1,037,350 | $ 1,078,200 | | $ 1,337,300 | $ 1,300,300 | $ 1,299,200 | $ 1,176,800 |
| | **PROGRAMMED CAPACITY** | | **$ 5,130,400** | **$ 5,121,650** | **$ 5,631,150** | **$ 5,672,000** | | **$ 5,080,100** | **$ 5,343,100** | **$ 5,342,000** | **$ 5,519,600** |
| | Routine Cost | | $ 1,930,100 | $ 1,836,350 | $ 2,414,950 | $ 2,130,800 | | $ 2,017,800 | $ 2,080,800 | $ 2,087,700 | $ 2,165,300 |
| | Onetime | | $ 3,200,300 | $ 3,285,300 | $ 3,216,200 | $ 3,541,200 | | $ 3,062,300 | $ 3,262,300 | $ 3,254,300 | $ 3,354,300 |
| | **EXPENDITURES** | **Type** | | | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | | 169,050 | - | | | | | |
| Police | MPD Traffic Officer | R | | | | | | | | 42,250 | 84,500 |
| Police | MPD Traffic Officer Vehicle/Equipment | O | | | | | | | | 80,000 | 80,000 |
| Fire | Fire Captains (3) (1/2) | R | | | 142,900 | - | | | | | |
| IT | Network/Security Administrator | R | 104,200 | 104,200 | 104,200 | 104,200 | | 104,200 | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | 43,750 | - | 87,500 | 87,500 | | 87,500 | 87,500 | 87,500 | 87,500 |
| HR | Human Resources Specialist | R | 76,900 | 76,900 | 76,900 | 76,900 | | 76,900 | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | 35,350 | 35,350 | 70,700 | 70,700 | | 35,350 | 70,700 | 35,350 | 70,700 |
| Fin | Enterprise System Administrator (1/2) | R | | | 49,850 | - | | | | | |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | 27,650 | 27,650 | 27,650 | 27,650 | | 27,650 | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | 450,000 | 450,000 | 450,000 | 450,000 | | 450,000 | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | 151,000 | 151,000 | 151,000 | 151,000 | | 151,000 | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | 101,000 | 101,000 | 101,000 | 101,000 | | 101,000 | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | 502,000 | 502,000 | 502,000 | 502,000 | | 502,000 | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | - | - | | | | - | - | - | - |
| Parks Rec | Cultural Programs | R | - | - | 24,250 | 24,250 | | 24,250 | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | - | - | 12,500 | 12,500 | | 12,500 | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | 28,600 | 28,600 | 28,600 | 28,600 | | 28,600 | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | 47,000 | 47,000 | 47,000 | 47,000 | | 47,000 | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | 110,000 | 110,000 | 110,000 | 110,000 | | 110,000 | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | | | |
| IT | Computer Haas Lease | R | 25,000 | 25,000 | 25,000 | 25,000 | | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | 48,000 | 48,000 | 48,000 | 48,000 | | 48,000 | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | 25,000 | 25,000 | 25,000 | 25,000 | | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | - | - | 7,200 | 7,200 | | 7,200 | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | 1,600 | 1,600 | 1,600 | 1,600 | | 1,600 | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | 50,000 | - | 50,000 | 50,000 | | 50,000 | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | | - | - | | | | | |
| Comm | Video Production | R | 20,000 | 20,000 | 20,000 | 20,000 | | 20,000 | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | 12,500 | 12,500 | 12,500 | 12,500 | | 12,500 | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | 14,550 | 14,550 | 14,550 | 14,550 | | 14,550 | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | 20,000 | 20,000 | 20,000 | 20,000 | | 20,000 | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | 15,000 | 15,000 | 15,000 | 15,000 | | 15,000 | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | 15,000 | 15,000 | 15,000 | 15,000 | | 15,000 | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | 6,000 | 6,000 | 6,000 | 6,000 | | 6,000 | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | 440,000 | 440,000 | 440,000 | 440,000 | | 440,000 | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | 300,000 | 300,000 | 300,000 | 300,000 | | 300,000 | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | | | 250,000 | - | | | | | |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | 26,500 | 26,500 | 26,500 | 26,500 | | 26,500 | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | | | 25,000 | | | | | | |
| Fleet (PW) | New Vehicles | O | | | 272,000 | | | | | | |
| Admin | Space Renovation/Upfit | O | 50,000 | 50,000 | 250,000 | 250,000 | | 50,000 | 50,000 | 50,000 | 50,000 |
| | Information Technology Innovations | | | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | 55,000 | 55,000 | 55,000 | 55,000 | | 55,000 | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | 23,400 | 23,400 | 23,400 | 23,400 | | 23,400 | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | 35,000 | 35,000 | 35,000 | 35,000 | | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | - | - | 35,000 | 35,000 | | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | 40,000 | - | 40,000 | 40,000 | | 40,000 | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | | - | - | | | | | |
| HR | Human Resources Specialist | O | 12,000 | 12,000 | 12,000 | 12,000 | | 12,000 | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | | 12,000 | 12,000 | | | | | |
| IT | Network and Security Administrator | O | 12,000 | 12,000 | 12,000 | 12,000 | | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | 12,000 | 12,000 | 12,000 | 12,000 | | 12,000 | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | 12,000 | 12,000 | 12,000 | 12,000 | | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | 7,500 | 7,500 | 7,500 | 7,500 | | 7,500 | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | | 48,000 | - | | | | 12,000 | 12,000 |
| Fire | Fire Captains | O | | | 30,000 | - | | | | | |
| SW | Stormwater Master Plan | O | 150,000 | 150,000 | 150,000 | 150,000 | | 150,000 | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | | - | - | | | | | |
| Fire | Utility Terrain Vehicle | O | | | 40,000 | 40,000 | | 40,000 | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | 50,000 | 50,000 | 50,000 | 50,000 | | 50,000 | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | 15,000 | 15,000 | 15,000 | 15,000 | | 15,000 | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | | 11,900 | 11,900 | | | | | |
| | Public Works Equipment (Partial) | | | | | | | | | | |
| Pub Works | Skidsteer | O | 68,200 | 68,200 | 68,200 | 68,200 | | 68,200 | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | 22,800 | 22,800 | 22,800 | 22,800 | | 22,800 | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | 14,800 | 14,800 | 14,800 | 14,800 | | 14,800 | 14,800 | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | 8,600 | 8,600 | 8,600 | 8,600 | | 8,600 | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | | | |
| Police | Motorola Handheld Radios | O | 62,300 | 62,300 | 62,300 | 62,300 | | 62,300 | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | 20,500 | 20,500 | 20,500 | 20,500 | | 20,500 | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | 18,600 | 18,600 | 18,600 | 18,600 | | 18,600 | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | 100,000 | 100,000 | 100,000 | | 100,000 | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | 100,000 | 100,000 | 100,000 | 100,000 | | 100,000 | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | | | |
| IT | Annual Hardware Refresh | O | 56,000 | 56,000 | 56,000 | 56,000 | | 56,000 | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | 28,000 | 28,000 | 28,000 | 28,000 | | 28,000 | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | | | |
| Pub Works | HVAC Replacement | O | 64,000 | 64,000 | 64,000 | 64,000 | | 64,000 | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | - | - | 10,000 | 10,000 | | - | - | - | - |
| Pub Works | Cricket Pitch Quick Connect | O | 3,000 | 3,000 | 3,000 | 3,000 | | 3,000 | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | 28,800 | 28,800 | 28,800 | 28,800 | | 28,800 | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | 9,800 | 9,800 | 9,800 | 9,800 | | 9,800 | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | 22,400 | 22,400 | 22,400 | 22,400 | | 22,400 | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | 5,000 | 5,000 | 5,000 | 5,000 | | 5,000 | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | - | 25,000 | 25,000 | 25,000 | | - | - | - | - |
| IT | Smart City Initiative - CFDP | O | 25,000 | 25,000 | 25,000 | 25,000 | | 25,000 | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | 24,100 | 24,100 | 24,100 | 24,100 | | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | 125,000 | 125,000 | 125,000 | 125,000 | | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | 100,000 | 100,000 | 100,000 | 100,000 | | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | 110,000 | 110,000 | 110,000 | 110,000 | | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | 4,087,400 | 4,078,650 | 5,631,150 | 4,644,350 | | 4,350,100 | 4,385,450 | 4,484,350 | 4,561,950 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | | | | - | | | | | |
| | Fire Captains (2nd Half) | R | | | | - | | | | | |
| | Enterprise System Administrator (2nd Half) | R | | | | - | | | | | |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | | | | 27,650 | | | 27,650 | 27,650 | 27,650 |
| | Deputy Fire Marshal | R | | | | - | | | | | |
| | Recreation Center Supervisor (Senior Center) | R | | | | - | | | | | |
| | PW Project/Programs Coordinator | R | | | | - | | | | | |
| | Sidewalk Construction | O | | | | - | | | | | |
| | Vehicle Replacements (Remainder) | O | 243,000 | 243,000 | | - | | 130,000 | 130,000 | 130,000 | 130,000 |
| | Smart City Projects (Remainder) | O | | | | 150,000 | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Staffing Operations Costs (Remainder) | O | | | | - | | | | |
| Affordable Housing Implementation Plan | O | | | | - | | | | |
| Road Paving Projects (Additional Allocation) | O | | | | - | | | | |
| Public Works Initiatives/Equipment (Remainder) | O | | | | - | | | | |
| Communications/Outreach Programs (Remainder) | R | | | | - | | | | |
| Council Contingency | O | - | - | | - | - | - | - | - |
| Parks/Recreation Program Support (Remainder) | R | | | | - | | | | |
| Citizen Satisfaction Survey | O | | | | - | | | | |
| Roadway & Transportation Capital Reserve | O | 600,000 | 600,000 | | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 |
| Fire Apparatus Capital Reserve | O | | | | - | | | | |
| CIP Capital Reserve | O | 200,000 | 200,000 | | 200,000 | - | 200,000 | 100,000 | 200,000 |
| Sustainability Initiative Programming | R | | - | | 50,000 | | | | |
| | | 1,043,000 | 1,043,000 | - | 1,027,650 | 730,000 | 957,650 | 857,650 | 957,650 |
| TOTAL | | 5,130,400 | 5,121,650 | 5,631,150 | 5,672,000 | 5,080,100 | 5,343,100 | 5,342,000 | 5,519,600 |

Morrisville
Live connected. Live well.

# FY 2021 Proposed Operating Budget
## Tax Rate Scenario Modeling
## May 25, 2020

**OVERVIEW:** The Budget modeling scenarios are provided to facilitate Town Council discussion and consideration. The scenarios provide a variety of tax rate options, and alternative scenarios for two of the tax rate scenarios (proposed $0.365 and $0.355). Three spreadsheets are provided. All spreadsheets are formatted similarly and include the following:

- A Scenario # (alpha characters ranging from A to N) to facilitate ease of reference.
- Tax rate, and the amount above RNTR.
- Estimated revenues at each level of tax rate. While some revenues sources are linked specifically with some proposed expenditure balancing (grants or program revenue for example), resources are provided in one total amount, and generally reflect a $600,000 difference in revenue for each cent of tax rate added or reduced.
- Base Budget Expenditures – this number is the same for every scenario and reflects the base budget as outlined in the budget message and before base budget adjustments and expenditure requests for FY 2021. For purposes of this narrative, transfers and allocations will be considered expenditures.
- Real Budget Capacity – The difference between revenues and base budget available for expenditure programming (not using fund balance).
- Fund Balance – Proposed use of fund balance to balance the budget. In general, no more than 3% of expenditures should be paid for by Fund Balance and should only support one-time expenditures. As recurring revenues (taxes) become larger, there should also be less reliance on fund balance to balance a budget.
- Programmed Capacity – A summary, with corresponding breakdown of proposed recurring and one-time expenditures illustrated for each scenario.
- Detailed listing of expenditures. The expenditure listing (from your budget book beginning on page 29) are listed in detail. The detail includes a reference to the department for which the expenditures is aligned and expands the detail costs for some categories of expenses for which multiple items are included (Parks and Recreation Program support on page 31 for example). Expenditures are also listed as "R" (Recurring) or "O" (One-Time). One-time expenditures may occur every year but are not automatic and we are able to exercise some flexibility in balancing those items into the budget capacity.
- For all models, expenditure items that include a dedicated or identified offsetting resources is identified. If those expenditures are removed, revenues would also need to be adjusted. This for example refers to the intersection improvements and study and the Smart Shuttle. If Town Council desires to not use proposed resources, additional reductions in expenditures (either these items or other items) would need to be made to rebalance the budget (approximately $500,000) and pay for these items from the General Fund Balance.
- Original Deferred Items are those items that were not included in the proposed budget but were taken into consideration in some models illustrated in the spreadsheets. These items are listed in your budget book beginning on page 39 and include the allocations to various reserves.

FOR ALL MODELS OTHER THAN THE PROPOSED BUDGET, THE $300,000 ALLOCATED FOR THE BOND REFERENDUM HAS BEEN REMOVED FROM THE MODELING.

Four spreadsheets are attached. One is a summary of all model scenarios. Three are snapshots of the summary that are easier to read and are divided into three categories (Reduced, Alternate Proposed and Enhanced):

1. Five scenarios illustrating a tax rate lower than the proposed rate of $0.365. One RNTR model. Two models at a rate of $0.355 to illustrate some trades offs in programming of budget priorities.
2. The proposed FY2021 budget model and five alternative scenarios at the same rate of $0.365 demonstrating some trade offs in programming of budget priorities. One model "Scenario G" is designated as a preferred alternative to the proposed budget.
3. Three scenarios illustrating a higher than proposed tax rate, including one at the current tax rate.

Assumptions used to develop alternative scenarios are based on initial discussions and FAQs requested by Town Council and include the following:

- Reductions of the impact on recurring revenues on the budget, in particular personnel.
- 3% pay adjustment and associated other compensation costs for current employees.
- Bond referendum expenses removed and senior center upfit costs included.
- Incorporation of allocations to the Roadway and Transportation Reserve and CIP Reserve.
- Focus on addressing essential equipment needs, including previously proposed deferred items and those that create efficiencies or support current base budget services. A primary example of this category is information technology items.
- Reductions or additions to new programs and service beyond the current base budget as available for the revenue levels.
- Progressive inclusion of new or expanded programs and services as revenues allow.
- Approximate similar usage of Fund Balance in all scenarios.
- Future fire apparatus allocation not included in any scenario.
- Sidewalk construction project allocation may still be addressed mid-year as projects are designed and costs are known.
- Parkland PIL may be separately allocated to evaluate a dog park location/design or other parks projects in progress as a part of continued CIP discussions, during this budget review process, or mid-year.

**Staff will be prepared to discuss models and answer questions at the May 26 Work Session.**

**SCENARIO ANALYSIS SUMMARY**

**Scenario A - $0.325 (Revenue Neutral Tax Rate) – *Not Sufficient for Current Budget Programming***

- Revenues do not support FY 2021 base budget needs
- No new positions
- No new programs or services
- Deferred items remain unfunded
- No capacity for any reserve allocations

**Scenario B - $0.335 (1 Cent over RNTR) – *Keep the Lights On***

- Revenues minimally over FY 2021 base budget needs.
- Same expenditures as RNTR scenario.
- Deferred vehicle replacements added back in. (This should be done if addressing this level of current and future revenues.)
- Partial addition of Roadway and Transportation Reserve allocation; no Capital Reserve allocation
- Future ongoing programming needs limited and may rely too heavily on Fund Balance

**Scenario C - $0.345 (2 Cents over RNTR) – *Stay the Course – Existing Program Needs Support Only***

Four (4) total position requests. Two full-year; two mid-year implementation
    - Network and Security Administrator
    - Human Resources Specialist
    - Senior Center Recreation Program Specialist (1/2 year)
    - Athletic Facilities Maintenance Tech (1/2 year)
    - No Police, Fire, Sustainability, and Enterprise System Coordinator
- Expenditures Not Included (Primarily New Initiatives)
    - Cultural and Food Hub Programming
    - Sustainability Initiatives
    - Parks Wi-Fi
    - IT Initiatives – GIS and Active Directory/Device Management
    - Emergency Operations Center
    - Space Renovation Needs
    - Public Works Equipment Replacements (Partial)
    - Traffic Unit Equipment
    - Bond Referendum Communications Campaign (FY 2021 Preparation)
    - Succession Planning
    - Smart City Allocation or Cedar Fork District Park Initiative
- Deferred Items Included
    - Vehicle Replacements
    - Roadway and Transportation Reserve allocation; no Capital Reserve allocation

**Scenario D - $0.355 (3 Cents over RNTR) – *Staying the Course + Value Adds (1)***

- Five (5) total position requests. Two full-year; three mid-year implementation
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator (1/2 year)
  - Senior Center Recreation Program Specialist (1/2 year)
  - Athletic Facilities Maintenance Tech (1/2 year)
  - No Police, Fire, and Enterprise System Coordinator
- Expenditures Not Included (Primarily New Initiatives)
  - Cultural and Food Hub Programming
  - Parks Wi-Fi
  - Succession Planning
  - Smart City Allocation (Partial)
- Expenditures Included
  - IT Initiatives – GIS and Activity Director/Device Management
  - Sustainability Programs (Partial)
  - Space Renovation Upfit (Partial to Address Current Needs)
  - Emergency Operations Center
  - Public Works Equipment (Partial)
  - Traffic Unit Equipment (to be used by current patrol staff)
  - Smart City Project – Cedar Fork District Park
- Deferred Items Included
  - Vehicle Replacements
  - Roadway and Transportation Reserve Allocation (full)
  - Capital Reserve Allocation (full)

**Scenario E - $0.355 (3 Cents over RNTR) – This model illustrates different "trade-offs" from Scenario D at same tax rate) – *Staying the Course + Value Adds (2)***

- Additions to Scenario D
  - Smart City Allocation (Partial)
  - Succession Planning
- Reductions from Scenario D
  - Sustainability Program Coordinator (1/2 year) and Sustainability Initiatives (Partial)
  - Emergency Operations Center

**Scenario F - $0.365(4 Cents over RNTR) – Proposed Operating Budget - *Staying Focused - Balancing Growing Needs and Strategic Goals for the Future***

- Revenue Assumptions:
  - Retains Morrisville growth in property value to support current and growing core service and program needs.
  - Provides future capacity to reasonably continue to address growth needs and program expansion requests and other one-time initiatives already in progress.
  - Allows for some expanded programs and services as outlined in strategic plan and as expressed by stakeholders.
  - Recognizes current reduction in revenues from pandemic through deferral of items (vehicle replacements and allocations) that can be incorporated as revenues rebound or at mid-year.
  - Utilizing reserves to lessen burden on tax rate and other strained revenues.
- Expenditure Information included in Budget Message and Presentations

**Scenario G - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused – Program Delivery***

- Staff preferred alternative based on preliminary Town Council input.
- Reduces recurring expenditures and addresses allocation and key project initiatives
- Five (5) total position requests. All full year
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator
  - Senior Center Recreation Program Specialist
  - Athletic Facilities Maintenance Tech
- No Police, Fire, and Enterprise System Coordinator
- Expenditures Removed from Proposed Budget
  - Succession Planning (request use of lapse salary)
  - Space Renovation/Upfit (reduced to $75,000; request mid-year review)
- Expenditures Added to Proposed Budget
  - Smart City Allocation (Remainder)
  - Sustainability Allocation (Remainder)
- Roadway and Transportation Reserve and CIP Reserve allocations restored

**Scenario H - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused – People and Program Delivery***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Nine (9) total position requests. Seven full-year; 2 mid-year implementation
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator
  - Senior Center Recreation Program Specialist
  - Fire Captains (3)

    - Athletic Facilities Maintenance Tech (1/2 year)
    - Enterprise System Administrator (1/2 year)
- No Police Traffic Unit
- Expenditures Removed from Proposed Budget
    - Space Renovation/Upfit (reduced to $75,000; request mid-year review)
- Expenditures Added to Proposed Budget
    - Smart City Allocation (Remainder)
    - Sustainability Allocation (Remainder)
- Roadway and Transportation Reserve and CIP Reserve allocations restored

**Scenario I - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused – People and Program Delivery Plus***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Ten (10) total position requests. Eight full-year; 2 mid-year implementation
    - Network and Security Administrator
    - Human Resources Specialist
    - Sustainability Program Coordinator
    - Senior Center Recreation Program Specialist
    - MPD Traffic Unit (4)
    - Athletic Facilities Maintenance Tech (1/2 year)
    - Enterprise System Administrator (1/2 year)
- No Fire Captains
- Expenditures Added Proposed Budget
    - Smart City Allocation (Remainder)
- Roadway and Transportation Reserve restored, no CIP Reserve allocation

**Scenario J - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget – *Staying Focused - Internal Operations Emphasis***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Six (6) total position requests. Four full-year; 2 mid-year implementation
    - Network and Security Administrator
    - Human Resources Specialist
    - Sustainability Program Coordinator
    - Senior Center Recreation Program Specialist
    - Athletic Facilities Maintenance Tech (1/2 year)
    - Enterprise System Administrator (1/2 year)
- No Police or Fire
- Expenditures Removed from Proposed Budget
    - Space Renovation/Upfit (reduced to $75,000; request mid-year review)
- Expenditures Added to Proposed Budget
    - Smart City Allocation (Remainder)
    - Sustainability Allocation (Remainder)
    - Council Contingency
- Roadway and Transportation Reserve and CIP Reserve allocations restored

**Scenario K - $0.365(4 Cents over RNTR) – Alternative Scenario to Proposed Operating Budget - *Staying Focused – External Operations Emphasis***

- Reduces recurring expenditures and addresses allocation and key project initiatives
- Twelve (12) total position requests. Ten full-year; 2 mid-year implementation
  - MPD Traffic Unit (4)
  - Fire Captains (3)
  - Network and Security Administrator
  - Human Resources Specialist
  - Sustainability Program Coordinator (1/2 Year)
  - Senior Center Recreation Program Specialist
  - Athletic Facilities Maintenance Tech (1/2 year)
- No Enterprise System Administrator
- Expenditures Removed from Proposed Budget
  - Space Renovation/Upfit (reduced to $50,000; request mid-year review)
  - Succession Planning (request use of lapse salary)
- Roadway and Transportation Reserve allocation restored, no CIP Reserve allocation

**Scenario L - $0.375(5 Cents over RNTR) – *Realignment of Reserves***

- Same recurring and one-time expenditures as proposed budget; increased revenue capacity
- Reduced reliance on Fund Balance for one-time expenditures
- Roadway and Transportation Reserve – partial allocation restored, no CIP Reserve allocation

**Scenario M - $0.385(6 Cents over RNTR) – *Building of Reserves***

- Same recurring and one-time expenditures as proposed budget; increased revenue capacity
- Reduced reliance on Fund Balance for one-time expenditures
- Deferred vehicle replacements included
- Roadway and Transportation Reserve and CIP Reserves restored

**Scenario N - $0.39(6.5 Cents over RNTR; current Tax Rate) – *Maximum Programming***

- Increased recurring and one-time expenditures as proposed budget; increased revenue capacity
- Reduced reliance on Fund Balance for one-time expenditures
- Thirteen full-time positions – all full-year
- Deferred expenditures for vehicle replacements, public works, parks and recreation, and communications/outreach included.
- Additional allocations for sustainability included Not included for smart city
- Roadway and Transportation Reserve and CIP Reserves restored

**FINAL** **BUDGET SCENARIO MODELING (General and Stormwater Fund Combined)**

**5.24.20**

| | | | | REDUCED SCENARIOS | | | | | Proposed | Preferred Alt | ALTERNATE PROPOSED ITEMS | | | | | ENHANCED | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **MASTER** | | | | | | | | | | | | | | | | | |
| | SCENARIO # | | | A | B | C | D | E | F | G | H | I | J | K | L | M | N |
| | Cents Above RNTR | | | 0 | 0.01 | 0.02 | 0.03 | 0.03 | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 | 0.05 | 0.06 | 0.065 |
| | TAX RATE | | Other Source | 0.325 | 0.335 | 0.345 | 0.355 | 0.355 | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 | 0.375 | 0.385 | 0.39 |
| | REVENUES | | | $ 34,742,650 | $ 35,342,650 | $ 35,942,650 | $ 36,542,650 | $ 36,542,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,742,650 | $ 38,342,650 | $ 38,642,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 2,175,800 | $ 2,775,800 | $ 3,375,800 | $ 3,975,800 | $ 3,975,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 5,175,800 | $ 5,775,800 | $ 6,075,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 1,099,100 | $ 1,142,100 | $ 1,148,350 | $ 1,136,600 | $ 1,127,850 | $ 1,037,350 | $ 1,078,200 | $ 1,098,300 | $ 1,042,100 | $ 1,003,050 | $ 1,031,750 | $ 612,350 | $ 605,350 | $ 600,450 |
| | **PROGRAMMED CAPACITY** | | | **$ 3,289,900** | **$ 3,932,900** | **$ 4,539,150** | **$ 5,130,400** | **$ 5,121,650** | **$ 5,631,150** | **$ 5,672,000** | **$ 5,692,100** | **$ 5,635,900** | **$ 5,596,850** | **$ 5,625,550** | **$ 5,806,150** | **$ 6,399,150** | **$ 6,694,250** |
| | Routine Cost | | | $ 1,518,600 | $ 1,518,600 | $ 1,811,350 | $ 1,930,100 | $ 1,836,350 | $ 2,414,950 | $ 2,130,800 | $ 2,295,900 | $ 2,299,700 | $ 2,180,650 | $ 2,321,350 | $ 2,414,950 | $ 2,414,950 | $ 2,631,250 |
| | Onetime | | | $ 1,771,300 | $ 2,414,300 | $ 2,727,800 | $ 3,200,300 | $ 3,285,300 | $ 3,216,200 | $ 3,541,200 | $ 3,396,200 | $ 3,336,200 | $ 3,416,200 | $ 3,304,200 | $ 3,391,200 | $ 3,984,200 | $ 4,063,000 |
| | **EXPENDITURES** | **Type** | | | | | | | | | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | | | | | | 169,050 | - | - | 169,050 | - | 169,050 | 169,050 | 169,050 | 169,050 |
| Fire | Fire Captains (3) (1/2) | R | | | | | | | 142,900 | - | 142,900 | - | - | 142,900 | 142,900 | 142,900 | 142,900 |
| IT | Network/Security Administrator | R | | | - | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | | | | 43,750 | - | 87,500 | 87,500 | 87,500 | 87,500 | 87,500 | 43,750 | 87,500 | 87,500 | 87,500 |
| HR | Human Resources Specialist | R | | | - | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | | | 35,350 | 35,350 | 35,350 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 |
| Fin | Enterprise System Administrator (1/2) | R | | | | | | | 49,850 | - | 49,850 | 49,850 | 49,850 | - | 49,850 | 49,850 | 49,850 |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | | | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | - | - | - | - | - | | | | | | | | | |
| Parks Rec | Cultural Programs | R | | | - | | - | - | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | | | - | | - | - | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | | | | | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | | | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | | | | | - | - | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | | | - | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | | | | 50,000 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | | | | | | - | - | - | - | - | - | - | - | - |
| Comm | Video Production | R | | | - | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | - | - | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | - | - | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | | | | | | 250,000 | - | - | - | - | - | - | - | - |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | | | | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | | | | | | 25,000 | | | | | | | | |
| Fleet (PW) | New Vehicles | O | | | | | | | 272,000 | | - | 272,000 | - | 272,000 | 272,000 | 272,000 | 272,000 |
| Admin | Space Renovation/Upfit | O | FB | | | | 50,000 | 50,000 | 250,000 | 250,000 | 75,000 | 75,000 | 75,000 | 50,000 | 250,000 | 250,000 | 250,000 |
| | Information Technology Innovations | | | | | | | | | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | | | - | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | | | | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | | | | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | | | | - | - | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | | | | | 40,000 | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | | | | | | - | - | - | - | - | - | - | - | - |
| HR | Human Resources Specialist | O | | | - | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | | - | | | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | - | 12,000 | 12,000 | 12,000 |
| IT | Network and Security Administrator | O | | | - | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | | | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | | | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | | | | | | 48,000 | - | - | 48,000 | - | 48,000 | 48,000 | 48,000 | 48,000 |
| Fire | Fire Captains | O | | | | | | | 30,000 | - | 30,000 | - | - | 30,000 | 30,000 | 30,000 | 30,000 |

| | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SW | Stormwater Master Plan | O | SFB | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | | | | | | - | - | - | - | - | - | - | - | - |
| Fire | Utility Terrain Vehicle | O | | | | | | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | | - | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | | | | | | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 |
| | Public Works Equipment (Partial) | | | | | | | | | | | | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | | - | - | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | | | - | - | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | | | | | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | | | | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | | | | | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | | | | | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | - | - | - | - | - | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | | | | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | | | | | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | | | | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | | | | | - | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - | 25,000 | 25,000 | 25,000 |
| IT | Smart City Initiative - CFDP | O | | | - | - | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | | 3,289,900 | 3,289,900 | 3,696,150 | 4,087,400 | 4,078,650 | 5,631,150 | 4,644,350 | 4,692,100 | 5,008,250 | 4,519,200 | 5,025,550 | 5,356,150 | 5,356,150 | 5,356,150 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | | | | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | 169,050 | | | | | | | - | - | | | | | | |
| | Fire Captains (2nd Half) | R | 142,900 | | | | | | | - | - | | | | | | |
| | Enterprise System Administrator (2nd Half) | R | 49,850 | | | | | | | - | - | | | | | | 49,850 |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | 27,650 | | | | | | | 27,650 | - | 27,650 | 27,650 | - | - | - | 27,650 |
| | Deputy Fire Marshal | R | 99,000 | | | | | | | - | - | | | | | | |
| | Recreation Center Supervisor (Senior Center) | R | 91,300 | | | | | | | - | - | | | | | | |
| | PW Project/Programs Coordinator | R | 87,500 | | | | | | | - | - | | | | | | |
| | Sidewalk Construction | O | 250,000 | | | | | | | - | - | | | | | | |
| | Vehicle Replacements (Remainder) | O | 243,000 | | 243,000 | 243,000 | 243,000 | 243,000 | | - | - | | | | - | 243,000 | 243,000 |
| | Smart City Projects (Remainder) | O | 150,000 | | | | | | | 150,000 | 150,000 | - | 150,000 | - | - | - | |
| | Staffing Operations Costs (Remainder) | O | 119,500 | | | | | | | - | - | | | | | | |
| | Affordable Housing Implementation Plan | O | 100,000 | | | | | | | - | - | | | | | | |
| | Road Paving Projects (Additional Allocation) | O | 100,000 | | | | | | | - | - | | | | | | |
| | Public Works Initiatives/Equipment (Remainder) | O | 78,800 | | | - | | | | - | - | | | | | | 78,800 |
| | Communications/Outreach Programs (Remainder) | R | 52,050 | | | | | | | - | - | | | | | | 52,050 |
| | Council Contingency | O | 50,000 | | | | - | - | | - | - | | 50,000 | | - | - | - |
| | Parks/Recreation Program Support (Remainder) | R | 36,750 | | | | | | | - | - | | | | | | 36,750 |
| | Citizen Satisfaction Survey | O | 27,400 | | | | | | | - | - | | | | | | |
| | Roadway & Transportation Capital Reserve | O | 600,000 | | 400,000 | 600,000 | 600,000 | 600,000 | | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | 450,000 | 600,000 | 600,000 |
| | Fire Apparatus Capital Reserve | O | 400,000 | | | | | | | - | - | | | | | | |
| | CIP Capital Reserve | O | 200,000 | | - | - | 200,000 | 200,000 | | 200,000 | 200,000 | - | 200,000 | - | | 200,000 | 200,000 |
| | Sustainability Initiative Programming | R | | | | | | - | | 50,000 | 50,000 | | 50,000 | | - | - | 50,000 |
| | | | 3,074,750 | - | 643,000 | 843,000 | 1,043,000 | 1,043,000 | - | 1,027,650 | 1,000,000 | 627,650 | 1,077,650 | 600,000 | 450,000 | 1,043,000 | 1,338,100 |
| | TOTAL | | - | 3,289,900 | 3,932,900 | 4,539,150 | 5,130,400 | 5,121,650 | 5,631,150 | 5,672,000 | 5,692,100 | 5,635,900 | 5,596,850 | 5,625,550 | 5,806,150 | 6,399,150 | 6,694,250 |

| FINAL | BUDGET SCENARIO MODELING (General and Stormwater Fund Combined) | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| 5.24.20 | MASTER | | | REDUCED SCENARIOS | | | | | | |
| | SCENARIO # | | | A | | B | | C | D | E |
| | Cents Above RNTR | | | 0 | | 0.01 | | 0.02 | 0.03 | 0.03 |
| | TAX RATE | | Other Source | 0.325 | | 0.335 | | 0.345 | 0.355 | 0.355 |
| | REVENUES | | | $ 34,742,650 | $ | 35,342,650 | $ | 35,942,650 | $ 36,542,650 | $ 36,542,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ | 32,566,850 | $ | 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 2,175,800 | $ | 2,775,800 | $ | 3,375,800 | $ 3,975,800 | $ 3,975,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 1,099,100 | $ | 1,142,100 | $ | 1,148,350 | $ 1,136,600 | $ 1,127,850 |
| | **PROGRAMMED CAPACITY** | | | **$ 3,289,900** | **$** | **3,932,900** | **$** | **4,539,150** | **$ 5,130,400** | **$ 5,121,650** |
| | Routine Cost | | | $ 1,518,600 | $ | 1,518,600 | $ | 1,811,350 | $ 1,930,100 | $ 1,836,350 |
| | Onetime | | | $ 1,771,300 | $ | 2,414,300 | $ | 2,727,800 | $ 3,200,300 | $ 3,285,300 |
| | **EXPENDITURES** | **Type** | | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | | | | | | | |
| Fire | Fire Captains (3) (1/2) | R | | | | | | | | |
| IT | Network/Security Administrator | R | | | | - | | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | | | | | | 43,750 | - |
| HR | Human Resources Specialist | R | | | | - | | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | | | | | 35,350 | 35,350 | 35,350 |
| Fin | Enterprise System Administrator (1/2) | R | | | | | | | | |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | | | | | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | | 450,000 | | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | | 151,000 | | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | | 101,000 | | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | | 502,000 | | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | - | | - | | - | - | - |
| Parks Rec | Cultural Programs | R | | | | - | | | - | - |
| Parks Rec | Food Hub Programs | R | | | | - | | | - | - |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | | 28,600 | | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | | 47,000 | | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | | 110,000 | | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | | 25,000 | | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | | 48,000 | | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | | | | | | 25,000 | 25,000 |
| IT | Parks WiFi | R | | | | | | | - | - |
| IT | Facility Security Cameras | R | | | | - | | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | | | | | | 50,000 | - |
| | Communications/Outreach Programs (Partial) | | | | | | | | | |
| Comm | Video Production | R | | | | - | | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | - | | - | | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | - | | - | | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | | 20,000 | | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | | 15,000 | | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | | 15,000 | | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | | 6,000 | | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | | 440,000 | | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | | 300,000 | | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | | | | | | | |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | | | | | | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | | | | | | | |
| Fleet (PW) | New Vehicles | O | | | | | | | | |
| Admin | Space Renovation/Upfit | O | FB | | | | | | 50,000 | 50,000 |
| | Information Technology Innovations | | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | | | | - | | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | | | | | | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | | | | | | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | | | | | | - | - |
| IT | Emergency Operations Center | O | | | | | | | 40,000 | - |
| | Staffing Operations Costs | | | | | | | | | |
| HR | Human Resources Specialist | O | | | | - | | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | | | - | | | | |
| IT | Network and Security Administrator | O | | | | - | | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | | | | | | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | | | | | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | | | | | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | | | | | | | |
| Fire | Fire Captains | O | | | | | | | | |
| SW | Stormwater Master Plan | O | SFB | 150,000 | | 150,000 | | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | | | | | | | |
| Fire | Utility Terrain Vehicle | O | | | | | | | | |
| Fire | Rescue Equipment Replacement | O | | 50,000 | | 50,000 | | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | | | - | | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | | | | | | | |
| | Public Works Equipment (Partial) | | | | | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | | 68,200 | | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | | 22,800 | | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | | | - | | - | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | | | | - | | - | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | | 62,300 | | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | | 20,500 | | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | | 18,600 | | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | | | | | | | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | | 100,000 | | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | | 56,000 | | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | | 28,000 | | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | | 64,000 | | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | - | | - | | - | - | - |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | | 3,000 | | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | | 28,800 | | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | | | | | | 9,800 | 9,800 |
| Police | Speed Trailer | O | | | | | | | 22,400 | 22,400 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Police | Crash Reconstruction Training | O | | | | | 5,000 | 5,000 |
| HR | Succession Planning | O | | | | | - | 25,000 |
| IT | Smart City Initiative - CFDP | O | | | - | - | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | | 3,289,900 | 3,289,900 | 3,696,150 | 4,087,400 | 4,078,650 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | 169,050 | | | | | |
| | Fire Captains (2nd Half) | R | 142,900 | | | | | |
| | Enterprise System Administrator (2nd Half) | R | 49,850 | | | | | |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | 27,650 | | | | | |
| | Deputy Fire Marshal | R | 99,000 | | | | | |
| | Recreation Center Supervisor (Senior Center) | R | 91,300 | | | | | |
| | PW Project/Programs Coordinator | R | 87,500 | | | | | |
| | Sidewalk Construction | O | 250,000 | | | | | |
| | Vehicle Replacements (Remainder) | O | 243,000 | | 243,000 | 243,000 | 243,000 | 243,000 |
| | Smart City Projects (Remainder) | O | 150,000 | | | | | |
| | Staffing Operations Costs (Remainder) | O | 119,500 | | | | | |
| | Affordable Housing Implementation Plan | O | 100,000 | | | | | |
| | Road Paving Projects (Additional Allocation) | O | 100,000 | | | | | |
| | Public Works Initiatives/Equipment (Remainder) | O | 78,800 | | | - | | |
| | Communications/Outreach Programs (Remainder) | R | 52,050 | | | | | |
| | Council Contingency | O | 50,000 | | | | - | - |
| | Parks/Recreation Program Support (Remainder) | R | 36,750 | | | | | |
| | Citizen Satisfaction Survey | O | 27,400 | | | | | |
| | Roadway & Transportation Capital Reserve | O | 600,000 | | 400,000 | 600,000 | 600,000 | 600,000 |
| | Fire Apparatus Capital Reserve | O | 400,000 | | | | | |
| | CIP Capital Reserve | O | 200,000 | | - | - | 200,000 | 200,000 |
| | Sustainability Initiative Programming | R | | | | | | - |
| | | | 3,074,750 | - | 643,000 | 843,000 | 1,043,000 | 1,043,000 |
| | TOTAL | | - | 3,289,900 | 3,932,900 | 4,539,150 | 5,130,400 | 5,121,650 |

**FINAL** **BUDGET SCENARIO MODELING (General and Stormwater Fund Combined)**

| | | | | Proposed | Preferred Alt | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **5.24.20** | **MASTER** | | | **ALTERNATE PROPOSED ITEMS** | | | | | |
| | SCENARIO # | | | F | G | H | I | J | K |
| | Cents Above RNTR | | | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 | 0.04 |
| | TAX RATE | | Other Source | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 | 0.365 |
| | REVENUES | | | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 | $ 37,142,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 | $ 4,575,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 1,037,350 | $ 1,078,200 | $ 1,098,300 | $ 1,042,100 | $ 1,003,050 | $ 1,031,750 |
| | **PROGRAMMED CAPACITY** | | | **$ 5,631,150** | **$ 5,672,000** | **$ 5,692,100** | **$ 5,635,900** | **$ 5,596,850** | **$ 5,625,550** |
| | Routine Cost | | | $ 2,414,950 | $ 2,130,800 | $ 2,295,900 | $ 2,299,700 | $ 2,180,650 | $ 2,321,350 |
| | Onetime | | | $ 3,216,200 | $ 3,541,200 | $ 3,396,200 | $ 3,336,200 | $ 3,416,200 | $ 3,304,200 |
| | **EXPENDITURES** | **Type** | | | | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | 169,050 | - | - | 169,050 | - | 169,050 |
| Fire | Fire Captains (3) (1/2) | R | | 142,900 | - | 142,900 | - | - | 142,900 |
| IT | Network/Security Administrator | R | | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | 87,500 | 87,500 | 87,500 | 87,500 | 87,500 | 43,750 |
| HR | Human Resources Specialist | R | | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 | 70,700 |
| Fin | Enterprise System Administrator (1/2) | R | | 49,850 | - | 49,850 | 49,850 | 49,850 | - |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | | | | | | |
| Parks Rec | Cultural Programs | R | | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | - | - | - | - | - | - |
| Comm | Video Production | R | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | 250,000 | - | - | - | - | - |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | 25,000 | | | | | |
| Fleet (PW) | New Vehicles | O | | 272,000 | | - | 272,000 | - | 272,000 |
| Admin | Space Renovation/Upfit | O | FB | 250,000 | 250,000 | 75,000 | 75,000 | 75,000 | 50,000 |
| | Information Technology Innovations | | | | | | | | |
| IT | Security Cameras at Town Facilities | O | | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | - | - | - | - | - | - |
| HR | Human Resources Specialist | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | - |
| IT | Network and Security Administrator | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | 48,000 | - | - | 48,000 | - | 48,000 |
| Fire | Fire Captains | O | | 30,000 | - | 30,000 | - | - | 30,000 |
| SW | Stormwater Master Plan | O | SFB | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | - | - | - | - | - | - |
| Fire | Utility Terrain Vehicle | O | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 | 11,900 |
| | Public Works Equipment (Partial) | | | | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 | 14,800 |
| Pub Works | Ventrac Attachments | O | | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - |
| IT | Smart City Initiative - CFDP | O | | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | | | 5,631,150 | 4,644,350 | 4,692,100 | 5,008,250 | 4,519,200 | 5,025,550 |
| | **ORIGINAL DEFERRED ITEMS** | | | | | | | | |
| | MPD Traffic Unit (2nd Half) | R | 169,050 | | - | - | | | |
| | Fire Captains (2nd Half) | R | 142,900 | | - | - | | | |
| | Enterprise System Administrator (2nd Half) | R | 49,850 | | - | - | | | |
| | Athletics Facilities Maintenance Tech (2nd Half) | R | 27,650 | | 27,650 | - | 27,650 | 27,650 | - |
| | Deputy Fire Marshal | R | 99,000 | | - | - | | | |
| | Recreation Center Supervisor (Senior Center) | R | 91,300 | | - | - | | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| PW Project/Programs Coordinator | R | 87,500 | | - | - | | | |
| Sidewalk Construction | O | 250,000 | | - | - | | | |
| Vehicle Replacements (Remainder) | O | 243,000 | | - | - | | | |
| Smart City Projects (Remainder) | O | 150,000 | | 150,000 | 150,000 | - | 150,000 | - |
| Staffing Operations Costs (Remainder) | O | 119,500 | | - | - | | | |
| Affordable Housing Implementation Plan | O | 100,000 | | - | - | | | |
| Road Paving Projects (Additional Allocation) | O | 100,000 | | - | - | | | |
| Public Works Initiatives/Equipment (Remainder) | O | 78,800 | | - | - | | | |
| Communications/Outreach Programs (Remainder) | R | 52,050 | | - | - | | | |
| Council Contingency | O | 50,000 | | - | - | | 50,000 | |
| Parks/Recreation Program Support (Remainder) | R | 36,750 | | - | - | | | |
| Citizen Satisfaction Survey | O | 27,400 | | - | - | | | |
| Roadway & Transportation Capital Reserve | O | 600,000 | | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 |
| Fire Apparatus Capital Reserve | O | 400,000 | | - | - | | | |
| CIP Capital Reserve | O | 200,000 | | 200,000 | 200,000 | - | 200,000 | - |
| Sustainability Initiative Programming | R | | | 50,000 | 50,000 | | 50,000 | |
| | | 3,074,750 | - | 1,027,650 | 1,000,000 | 627,650 | 1,077,650 | 600,000 |
| TOTAL | | - | 5,631,150 | 5,672,000 | 5,692,100 | 5,635,900 | 5,596,850 | 5,625,550 |

| FINAL | BUDGET SCENARIO MODELING (General and Stormwater Fund Combined) | | | | | |
|---|---|---|---|---|---|---|
| 5.24.20 | **MASTER** | | | **ENHANCED** | | |
| | SCENARIO # | | | L | M | N |
| | Cents Above RNTR | | | 0.05 | 0.06 | 0.065 |
| | TAX RATE | | Other Source | 0.375 | 0.385 | 0.39 |
| | REVENUES | | | $ 37,742,650 | $ 38,342,650 | $ 38,642,650 |
| | BASE BUDGET EXPENDITURES | | | $ 32,566,850 | $ 32,566,850 | $ 32,566,850 |
| | REAL BUDGET CAPACITY | | | $ 5,175,800 | $ 5,775,800 | $ 6,075,800 |
| | FUND BALANCE - Target <3% of budget | | | $ 612,350 | $ 605,350 | $ 600,450 |
| | **PROGRAMMED CAPACITY** | | | **$ 5,806,150** | **$ 6,399,150** | **$ 6,694,250** |
| | Routine Cost | | | $ 2,414,950 | $ 2,414,950 | $ 2,631,250 |
| | Onetime | | | $ 3,391,200 | $ 3,984,200 | $ 4,063,000 |
| | **EXPENDITURES** | **Type** | | | | |
| Police | MPD Traffic Unit (4 Officers) (1/2) | R | | 169,050 | 169,050 | 169,050 |
| Fire | Fire Captains (3) (1/2) | R | | 142,900 | 142,900 | 142,900 |
| IT | Network/Security Administrator | R | | 104,200 | 104,200 | 104,200 |
| Pub Works | Sustainability Program Coordinator | R | | 87,500 | 87,500 | 87,500 |
| HR | Human Resources Specialist | R | | 76,900 | 76,900 | 76,900 |
| Parks Rec | Senior Center Rec Program Specialist | R | | 70,700 | 70,700 | 70,700 |
| Fin | Enterprise System Administrator (1/2) | R | | 49,850 | 49,850 | 49,850 |
| Pub Works | Athletics Facilities Maint Tech (1/2) | R | | 27,650 | 27,650 | 27,650 |
| All | Merit/Market Adjustments | R | | 450,000 | 450,000 | 450,000 |
| All | LGERS Contributions | R | | 151,000 | 151,000 | 151,000 |
| All | Health Insurance Costs | R | | 101,000 | 101,000 | 101,000 |
| Planning | Smart Shuttle | R | TCRF | 502,000 | 502,000 | 502,000 |
| | Parks/Rec Program Support (Partial) | | | | | |
| Parks Rec | Cultural Programs | R | | 24,250 | 24,250 | 24,250 |
| Parks Rec | Food Hub Programs | R | | 12,500 | 12,500 | 12,500 |
| Parks Rec | MAFC Pool Maintenance Contract | R | | 28,600 | 28,600 | 28,600 |
| Parks Rec | Preschool Program Expansion (Revenue Offset) | R | | 47,000 | 47,000 | 47,000 |
| Pub Works | Recycling Increase | R | | 110,000 | 110,000 | 110,000 |
| | Info Tech Service Agreements/Leases | | | | | |
| IT | Computer Haas Lease | R | | 25,000 | 25,000 | 25,000 |
| IT | Hosted Phone Yearly Subscription | R | | 48,000 | 48,000 | 48,000 |
| IT | GIS Small Govt Enterprise Agreement | R | | 25,000 | 25,000 | 25,000 |
| IT | Parks WiFi | R | | 7,200 | 7,200 | 7,200 |
| IT | Facility Security Cameras | R | | 1,600 | 1,600 | 1,600 |
| Pub Works | Sustainability Initiatives (Partial) | R | FB | 50,000 | 50,000 | 50,000 |
| | Communications/Outreach Programs (Partial) | | | - | - | - |
| Comm | Video Production | R | | 20,000 | 20,000 | 20,000 |
| Comm | Graphic Design Services | R | | 12,500 | 12,500 | 12,500 |
| Comm | Advertising/Marketing | R | | 14,550 | 14,550 | 14,550 |
| | PW Asset Management Initiatives | | | | | |
| Pub Works | Pedestrian Bridge Structural Inspections | R | | 20,000 | 20,000 | 20,000 |
| Pub Works | Pedestrian Safety Improvements | R | CP | 15,000 | 15,000 | 15,000 |
| Admin | Strategic Plan Support | R | | 15,000 | 15,000 | 15,000 |
| Police | Law Enforcement Recruitment Campaign | R | | 6,000 | 6,000 | 6,000 |
| Fleet (PW) | Vehicle Replacements (Partial) | O | | 440,000 | 440,000 | 440,000 |
| Pub Works | Road Paving Projects | O | | 300,000 | 300,000 | 300,000 |
| Debt Serv | Bond Referendum Costs | O | FB | - | - | - |
| Debt Serv | Bond Referendum Ballot Costs (Education/Promotion) | O | | 26,500 | 26,500 | 26,500 |
| Gov Body | Bond Referendum Ballot Costs | O | FB | | | |
| Fleet (PW) | New Vehicles | O | | 272,000 | 272,000 | 272,000 |
| Admin | Space Renovation/Upfit | O | FB | 250,000 | 250,000 | 250,000 |
| | Information Technology Innovations | | | | | |
| IT | Security Cameras at Town Facilities | O | | 55,000 | 55,000 | 55,000 |
| IT | GIS Server Migration | O | | 23,400 | 23,400 | 23,400 |
| IT | Active Directory and Device Management | O | | 35,000 | 35,000 | 35,000 |
| IT | Parks WiFi Installation | O | | 35,000 | 35,000 | 35,000 |
| IT | Emergency Operations Center | O | | 40,000 | 40,000 | 40,000 |
| | Staffing Operations Costs | | | - | - | - |
| HR | Human Resources Specialist | O | | 12,000 | 12,000 | 12,000 |
| Fin | Enterprise System Administrator | O | | 12,000 | 12,000 | 12,000 |
| IT | Network and Security Administrator | O | | 12,000 | 12,000 | 12,000 |
| Pub Works | Sustainability Programs Coordinator | O | | 12,000 | 12,000 | 12,000 |
| Parks Rec | Senior Center Rec Program Specialist | O | | 12,000 | 12,000 | 12,000 |
| Pub Works | Athletic Facilities Maintenance Technician | O | | 7,500 | 7,500 | 7,500 |
| Police | MPD Traffic Unit | O | | 48,000 | 48,000 | 48,000 |
| Fire | Fire Captains | O | | 30,000 | 30,000 | 30,000 |
| SW | Stormwater Master Plan | O | SFB | 150,000 | 150,000 | 150,000 |
| | Fire Dept Equipment/Operational Upgrades | | | - | - | - |
| Fire | Utility Terrain Vehicle | O | | 40,000 | 40,000 | 40,000 |
| Fire | Rescue Equipment Replacement | O | | 50,000 | 50,000 | 50,000 |
| Fire | Emergency Operations Plan Update | O | | 15,000 | 15,000 | 15,000 |
| Fire | Digital Fire Simulator | O | | 11,900 | 11,900 | 11,900 |
| | Public Works Equipment (Partial) | | | | | |
| Pub Works | Skidsteer | O | | 68,200 | 68,200 | 68,200 |
| Pub Works | Workman | O | | 22,800 | 22,800 | 22,800 |
| Pub Works | Water Trailer | O | | 14,800 | 14,800 | 14,800 |

| | | | | | | |
|---|---|---|---|---|---|---|
| Pub Works | Ventrac Attachments | O | | 8,600 | 8,600 | 8,600 |
| | Police Dept Equipment Replacement | | | | | |
| Police | Motorola Handheld Radios | O | | 62,300 | 62,300 | 62,300 |
| Police | Replacement KP Working Dog | O | | 20,500 | 20,500 | 20,500 |
| Police | WatchGuard Warranty Renewal | O | | 18,600 | 18,600 | 18,600 |
| IT | Smart City Projects | O | | 100,000 | 100,000 | 100,000 |
| Parks Rec | Senior Center Upfit Costs | O | | 100,000 | 100,000 | 100,000 |
| | Computer Hardware Replacements | | | | | |
| IT | Annual Hardware Refresh | O | | 56,000 | 56,000 | 56,000 |
| IT | Desk Phone Hardware | O | | 28,000 | 28,000 | 28,000 |
| | Town Building Maintenance/Repairs | | | | | |
| Pub Works | HVAC Replacement | O | | 64,000 | 64,000 | 64,000 |
| Pub Works | Irrigation Master Plan | O | | 10,000 | 10,000 | 10,000 |
| Pub Works | Cricket Pitch Quick Connect | O | CP | 3,000 | 3,000 | 3,000 |
| | MPD Traffic Unit Equipment | | | | | |
| Police | Mobile Camera (DOJ Proceeds) | O | DOJ | 28,800 | 28,800 | 28,800 |
| Police | Unmanned Aircraft Equipment (Drone) | O | | 9,800 | 9,800 | 9,800 |
| Police | Speed Trailer | O | | 22,400 | 22,400 | 22,400 |
| Police | Crash Reconstruction Training | O | | 5,000 | 5,000 | 5,000 |
| HR | Succession Planning | O | | 25,000 | 25,000 | 25,000 |
| IT | Smart City Initiative - CFDP | O | | 25,000 | 25,000 | 25,000 |
| Pub Works | Electric Vehicle Charging Stations | O | GRANT | 24,100 | 24,100 | 24,100 |
| Eng | Intersection Improvement Projects | O | TCRF | 125,000 | 125,000 | 125,000 |
| Eng | Intersection Improvement Study | O | TCRF | 100,000 | 100,000 | 100,000 |
| Gov Body | Municipal Service District | O | | 110,000 | 110,000 | 110,000 |
| | | | | 5,356,150 | 5,356,150 | 5,356,150 |
| **ORIGINAL DEFERRED ITEMS** | | | | | | |
| MPD Traffic Unit (2nd Half) | | R | 169,050 | | | |
| Fire Captains (2nd Half) | | R | 142,900 | | | |
| Enterprise System Administrator (2nd Half) | | R | 49,850 | | | 49,850 |
| Athletics Facilities Maintenance Tech (2nd Half) | | R | 27,650 | - | - | 27,650 |
| Deputy Fire Marshal | | R | 99,000 | | | |
| Recreation Center Supervisor (Senior Center) | | R | 91,300 | | | |
| PW Project/Programs Coordinator | | R | 87,500 | | | |
| Sidewalk Construction | | O | 250,000 | | | |
| Vehicle Replacements (Remainder) | | O | 243,000 | - | 243,000 | 243,000 |
| Smart City Projects (Remainder) | | O | 150,000 | - | - | |
| Staffing Operations Costs (Remainder) | | O | 119,500 | | | |
| Affordable Housing Implementation Plan | | O | 100,000 | | | |
| Road Paving Projects (Additional Allocation) | | O | 100,000 | | | |
| Public Works Initiatives/Equipment (Remainder) | | O | 78,800 | | | 78,800 |
| Communications/Outreach Programs (Remainder) | | R | 52,050 | | | 52,050 |
| Council Contingency | | O | 50,000 | - | - | - |
| Parks/Recreation Program Support (Remainder) | | R | 36,750 | | | 36,750 |
| Citizen Satisfaction Survey | | O | 27,400 | | | |
| Roadway & Transportation Capital Reserve | | O | 600,000 | 450,000 | 600,000 | 600,000 |
| Fire Apparatus Capital Reserve | | O | 400,000 | | | |
| CIP Capital Reserve | | O | 200,000 | | 200,000 | 200,000 |
| Sustainability Initiative Programming | | R | | - | - | 50,000 |
| | | | 3,074,750 | 450,000 | 1,043,000 | 1,338,100 |
| TOTAL | | | - | 5,806,150 | 6,399,150 | 6,694,250 |

# Town Council Agenda Item Report

Agenda Item No. 16.a
Submitted by: Eric Smith
Submitting Department Administration
Meeting Date: June 9, 2020

**SUBJECT**
Work Session (Info Only)
Eric Smith

**Recommendation:**
N/A

**Updates/History of Briefing:**

**Executive Summary and Background Information:**
N/A

**Advisory Board/Committee Review:**
None

**Insert Date of Advisory Board/Committee Review:**

**Advisory Board/Committee Recommendation and/or Vote:**
None

**Potential Options:**
N/A

**Staff Recommendation:**
N/A

ATTACHMENTS