Wendell Town Board of Commissioners

Town Hall, Board Room

15 E Fourth Street, Wendell, NC, 27591

Regular Session Agenda

Monday, May 22, 2023 @ 7:00 PM

CALL TO ORDER

Call to Order - Mayor Virginia Gray
Pledge of Allegiance - Lake Myra Elementary School Student, Dylan Robles
Invocation - Wendell United Methodist Church

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

2. PUBLIC COMMENT PERIOD

The public may participate in public comment period in the following ways:
1. Signing up for public comment period the night of the meeting if attending in person. Please sign up at the podium in the Board Room lobby. Sanitation stations will be available. You will have three minutes to speak.
2. Submitting written statements via email to the Town Clerk at mtew@townofwendellnc.gov by the Friday prior to the Board Meeting, before 5 p.m. Please include your full name and address for the record. All written public comments timely received will be read into the record for a length of three minutes and copies will be provided to the Board of Commissioners at or before the meeting.

3. CONSENT AGENDA

3.a Property Tax Collection Order to Wake County for Fiscal Year 2024

Staff Contact: Garrett Johnson
Finance Director
gjohnson@townofwendellnc.gov

3.b Stormwater Fee Collection Order to Wake County for Fiscal Year 2024

Staff Contact: Garrett Johnson
Finance Director
gjohnson@townofwendellnc.gov

3.c Password Policy for the Employee Personnel Policy

Staff Contact: Stephanie Smith
Assistant Town Manager
ssmith@townofwendellnc.gov

3.d Letter of Obligation for Bond Counsel Services between Womble, Bond, Dickenson LLP and the Town of Wendell

Staff Contact: Marc Collins

Town Manager
mcollins@townofwendellnc.gov

3.e Update to the Flowers and Gifts Policy

Staff Contact: Marc Collins
Town Manager
mcollins@townofwendellnc.gov

3.f Motion to Postone the Decision to Annex (A22-11) and Rezone (CD22- 02) Approximately 29.38 acres from Wake County Residential-30 (R-30) to Neighborhood Center Conditional District (NC-CD) to create Old Tarboro Road Townhomes at 617 Old Tarboro Road to the June 26, 2023 Board Meeting

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

3.g Wake County Tax Report

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

3.h Approval of Summary of Minutes from May 8, 2023

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

4.a Recognition of Lake Myra Elementary School Staff Member, Ms. Amy Byrd

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

4.b Proclamation Recognizing May 21-27, 2023 as National Public Works Week

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

4.c Personnel Policy Update Presentation

Staff Contact: Marc Collins, ICMA-CM
Town Manager
mcollins@townofwendellnc.gov

4.d Presentation of the Wake County Economic Development Site Identification Study

Staff Contact: Matt Garner

Economic Development Specialist
mgarner@townofwendellnc.gov

5. PUBLIC HEARINGS

6. ADMINISTRATIVE ITEMS

6.a Fiscal Year 2023-2024 (FY 2024) Town of Wendell Budget, Budget Ordinance, Fee Schedule, and Pay Plan

Staff Contact: Marc Collins
Town Manager
mcollins@townofwendellnc.gov

6.b Decision to Approve Rankings and Authorize the Town Manager to Negotiate and Sign a Contract for the Request for Qualifications for Transportation Design Services for the Intersections of Wendell Falls Parkway & Eagle Rock Road and Wendell Boulevard & Selma Road

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

6.c Letter of Engagement for Owner Project Services for a New Public Works Yard Facility between Cumming Corporation and the Town of Wendell

Staff Contact: Marc Collins
Town Manager
mcollins@townofwendellnc.gov

7. OTHER BUSINESS

Update on Board Committees by Town Board Members:
Capital Area Metropolitan Planning Organization - Commissioner Deans Eatman
Eastern Wake Senior Center - Commission Joe DeLoach
Wake County Fire Commission - Mayor Pro Tempore Jason Joyner

8. COMMISSIONERS' REPORTS / COMMENTS

9. MAYOR'S REPORTS / COMMENTS

10. CLOSED SESSION

ADJOURN

AGENDA ITEM NO. 3.a

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Garrett Johnson, Finance
ITEM TYPE:	Agreements/Contracts
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Property Tax Collection Order to Wake County for Fiscal Year 2024
SPECIFIC ACTION REQUESTED:	Authorize the Wake County Tax Administration to Collect Property Taxes on Behalf of the Town of Wendell for Fiscal Year 2024

ITEM SUMMARY:

The Wake County Tax Administration provides the Town of Wendell with tax collection services that include billing, collecting, and distributing tax revenue via wire transfer. Approval authorizes the Mayor to sign the order for the provision of the service for Fiscal Year 2024.

ATTACHMENTS:

FY 2024 Order to Collect - Wake County - Property Taxes

TOWN OF WENDELL **NORTH CAROLINA**

BOARD OF COMMISSIONERS

STATE OF NORTH CAROLINA

COUNTY OF WAKE

To the Revenue Director of the County of Wake:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Wake County Tax Administration in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Wendell and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

Witness my hand and office seal, this 22nd day of May, 2023.

_____
Virginia Gray, Mayor
Town of Wendell, North Carolina

ATTEST:

_____
Mary Beth Tew, Town Clerk

AGENDA ITEM NO. 3.b

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Garrett Johnson, Finance
ITEM TYPE:	Agreements/Contracts
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Stormwater Fee Collection Order to Wake County for Fiscal Year 2024
SPECIFIC ACTION REQUESTED:	Authorize the Wake County Tax Administration to Collect Stormwater Fees on Behalf of the Town of Wendell for Fiscal Year 2024

ITEM SUMMARY:

The Wake County Tax Administration provides the Town of Wendell with stormwater fee collection services that include billing, collecting, and distributing revenues via wire transfer. Approval authorizes the Mayor to sign the order for the service to be provided for Fiscal Year 2024.

ATTACHMENTS:

FY 2024 Order to Collect - Wake County - Stormwater Fees

TOWN OF WENDELL **NORTH CAROLINA**

BOARD OF COMMISSIONERS

STATE OF NORTH CAROLINA

COUNTY OF WAKE

To the Revenue Director of the County of Wake:

You are hereby authorized, empowered, and commanded to collect the stormwater fees set forth in the tax records filed in the office of the Wake County Tax Administration in the amounts and from the taxpayers likewise therein set forth. Such stormwater fees are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Wendell and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

Witness my hand and office seal, this 22nd day of May, 2023.

_____
Virginia Gray, Mayor
Town of Wendell, North Carolina

ATTEST:

_____
Mary Beth Tew, Town Clerk

Personnel Policy

Article XII, Section 2, Item 10

PASSWORD POLICY

Passwords are an important part of Town of Wendell's efforts to protect its technology systems and information assets by ensuring that only approved individuals can access the Town's information systems and assets. Passwords provide the first line of defense against unauthorized access to computers and personal information. Passwords are used for various purposes at the Town. Some of the more common uses include computer login, email login, Intranet login, voicemail password login and network equipment logins. Passwords offers authentication, confidentiality, and accountability in information assurance. This policy is designed to establish best practices for the composition, lifecycle, and general usage of passwords.

Password Construction

To provide system security, a password must meet minimum length and complexity requirements. Because of technology constraints, password construction rules may vary from one system to another, but the long and complex passwords may be difficult for users to remember. Therefore, this policy provides guidance to end users on how to construct a memorable password that meets (or exceeds) these requirements.

A password should be made up of:

- Eight (8) or more characters.
- At least one uppercase letter.
- At least one lowercase letter.
- At least one number (0 through 9).
- At least one special character ($, @. # and so on

Password Change and Reuse

To minimize the window of opportunity for misuse by someone who has discovered a user's password, users will be required to change their passwords periodically. A user's new password will be completely different from any recently used password. Users must create a new password that is different from their previous four passwords. A user will be free to choose a new password at any time, but a user may not perform multiple changes in quick succession to enable continued use of a recently used password.

Password Change and Reuse Rules:

- **Users must change his or her password a minimum of every 90 days.**
- Users may not change his or her password more than once in two days.
- User's passwords must be different from the previous four passwords.

Responsibilities

All Authorized users have the following responsibilities:
• Always keep passwords confidential.
• Do not disclose passwords to anyone or talk about a password in front of others.
• Do not hint at the format of a password to anyone.
• Do not write down passwords.
• Do not reveal passwords on questionnaires or security forms.
• Do not use the “remember password” feature in any Web browser.
• Do not send a password electronically via email.
• Do not use any “password keeper” or “password wallet” software or service.
• Choose a password that meets or exceeds the length and complexity requirements set out in this policy.
• Choose a new password that has no more than three characters in common with your previous password.
• Do not change your password more than once in two days.
• Computers should be locked when not in use.

If an account or password is suspected to have been compromised, the incident should be reported to the Information Technology Specialist.

AGENDA ITEM NO. 3.d

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Marvin Collins, Administration
ITEM TYPE:	Agreements/Contracts
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Letter of Obligation for Bond Counsel Services between Womble, Bond, Dickenson LLP and the Town of Wendell
SPECIFIC ACTION REQUESTED:	Motion to Authorize the Town Manager to Sign the Letter of Engagement for Bond Counsel Services
ITEM SUMMARY:	In consultation with the Town Attorney, the Town Manager and Finance Director conducted an informal selection process with bond counsel services. Staff recommends Womble, Bond, Dickenson LLP to provide the services required based on the selection process and recommendation of the Town Attorney. Bond counsel services are typically paid through the issuance of debt and the letter provides for a nominal compensation within the expected cost range in the event that the financing is not completed.

ATTACHMENTS:
Engagement Letter - Town of Wendell, NC General Obligation Bonds (Updated)

G. Thomas Lee
Partner
Direct Dial: 919-755-2139
Direct Fax: 919-755-6074
E-mail: Tom.Lee@wbd-us.com

Womble Bond Dickinson (US) LLP

555 Fayetteville Street
Suite 1100
Raleigh, NC 27601

t: 919.755.2100
f: 919.755.2150

May 15, 2023

VIA E-MAIL

Garrett Johnson
Finance Director
Town of Wendell
15 E. Fourth Street
Wendell, North Carolina 27591

Re: General Obligation Bonds of the Town of Wendell, North Carolina

Dear Garrett:

We are pleased to serve as bond counsel to the Town of Wendell, North Carolina (the "Town") in connection with the authorization and issuance by the Town of the above-referenced bonds (the "Bonds"). The Bonds are to be approved by the voters of the Town in the bond referendum scheduled for November 7, 2023, and the Town will issue the Bonds at one or more times thereafter. We wish to set forth in this letter our understanding of the terms of this engagement and the terms of future engagements for which we are retained by the Town.

ROLE OF BOND COUNSEL

Bond counsel is engaged as a recognized independent legal expert whose primary responsibility is to render an objective legal opinion with respect to the due authorization, issuance, validity and tax-exempt status of Bonds. We will provide all services customarily rendered by bond counsel in connection with the authorization, sale and issuance of the Bonds, including (a) preparation of the various proceedings, notices, certificates and other legal documentation of the Town and various other governmental authorities, (b) preparation of the various financing documents under which the Bonds will be issued and the proceeds of the

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Bonds will be applied, (c) rendering legal advice as to the tax consequences of the financing, (d) assist the Town, the Town's Financial Advisor and the Local Government Commission in the preparation of the Official Statement and other documents to be used in connection with the public sale of the Bonds, and (e) advising the Town in structuring the Bond issue and expending the proceeds thereof in order for the Bonds to comply with the applicable North Carolina and federal tax laws.

LEGAL OPINION

In connection with the issuance of the Bonds, subject to our satisfactory review of all proceedings and other documentation, we will render an approving legal opinion relating to the validity and tax-exempt status of Bonds.

The opinion will be signed and delivered by us in written form on the date the Bonds are exchanged for their purchase price and will be based on facts and law existing as of that date. In rendering our approving legal opinion, we will rely upon certified copies of proceedings and certificates of public officials and other persons furnished to us without undertaking to verify the same by independent investigation. The opinion will contain certain qualifications and assumptions that are customary for opinions of bond counsel delivered in North Carolina bond transactions. Upon delivery of our opinion with respect to a specific issue of the Bonds, our responsibilities as bond counsel will be concluded with respect to that issue of Bonds. The Town may, of course, consult with us as the Town believe necessary or appropriate for advice on specific questions regarding compliance with the federal tax laws.

In performing our services as bond counsel, our client will be the Town, and we will represent the Town's interests. We assume that other parties to the transaction will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction. Our representation of the Town does not alter our responsibility to render an objective legal opinion as bond counsel.

CONFLICTS OF INTEREST

We anticipate that the Bonds will be publicly sold at a competitive bid sale to be held by the Local Government Commission. Our firm represents a number of financial institutions on other unrelated matters. It is possible that the financial institution that the Town chooses as the underwriter for this transaction may be a client of our firm with respect to unrelated matters. Because of our representation of the Town in this financing and our representation of the financial institution in other unrelated matters, we hereby request that the Town waive any conflict of interest that might arise on account of our representation of the Town in connection with the financing, and the simultaneous representation in unrelated transactions of the selected financial institution. We agree that the Town's prospective consent to conflicting representation contained in the preceding sentence shall not apply in any instance where, as a result of our representation of the Town, we have obtained proprietary or other confidential information of a

non-public nature, that, if known to the financial institution, could be used in any such other matter by such client to the Town's material disadvantage.

INTERNAL ADVICE AND PRIVILEGE

Womble Bond Dickinson (US) LLP is a multi-jurisdictional law firm representing many clients and handling a large number of complex matters each year. As a result, conflict of interest issues arise and, from time to time, may even include disputes between the firm and our own clients over the handling of a matter. Under such circumstances, we need the ability to seek expert analysis of our obligations from our firm personnel assigned to such matters (General Counsel's office) or outside counsel without waiving any attorney client privilege. We believe that seeking expert advice is in our clients' interest as well as our own. Accordingly, in accepting the terms of our engagement, the Town consents to our seeking advice from our General Counsel's office or outside counsel of our choosing on legal ethics or related issues that may arise during our representation of the Town and that our representation of the Town shall not, thereby, waive any attorney-client privilege that Womble Bond Dickinson (US) LLP may have to protect the confidentiality of our communications with counsel.

FEES AND CHARGES

Our fee for legal services will be a fixed fee to be determined at a future date plus any out-of-pocket expenses such as copying, transcript preparation, express delivery services and mileage. Our fees are based on the complexity of the issues encountered and the amount of time required to carry out the bond issue. Sometimes the bonds are issued at one time, and at other times there are several issues done from time to time. This, of course, will result in higher fees. We are confident that we and the Town will reach an agreement on fees that both of us will find satisfactory to both parties.

In the absence of unforeseen circumstances, we expect that our fee for services in connection with the bond referendum and first issue of bonds would be about $50,000.

COMPLETION OF SERVICES

At the conclusion of our work for the Town on this matter, we will return to the Town, upon its request, any materials the Town has furnished us in connection with it. Thereupon, we will store files respecting this matter for a minimum of six (6) years following the conclusion of our representation of the Town in this matter, and we will provide the Town with access to those files upon request. After six years from the conclusion of our representation in this matter, we will review the stored files with respect to whether they should be retained or destroyed. We disclaim any obligation to provide further notice to the Town before destroying the files concerning this matter at any time after six years from the conclusion of our representation of the Town in this matter.

LEGAL SUPPORT SERVICE PROVIDERS

In an effort to continue delivering cost effective services, our firm uses legal support service providers located both inside and outside the U.S. to assist with help desk and technology issues, word processing, time entry, photocopying and other administrative tasks. In order for these service providers to complete these tasks, we must share certain client information. We have made reasonable efforts to ensure that these services are performed in a manner that is consistent with our firm's obligations under the relevant Rules of Professional Conduct with regards to maintaining client confidentiality and supervision of non-lawyer assistants, and the firm bears responsibility for the resulting work product. As part of the engagement with the firm, the Town agrees and consents to the use of the services of these providers in the manner stated above.

CLOSING

We wish to express our sincere appreciation to the Town for entrusting this matter to us. If the Town has any questions regarding the terms of our engagement, please do not hesitate to give me a call. Otherwise, we would appreciate it if you would execute this letter as indicated below and email a signed copy to us for our files. You may also indicate the Town's acceptance of our proposed terms of engagement by having an appropriate Town representative send an e-mail to me to that effect.

We look forward to working with the Town on this financing.

Very truly yours,

WOMBLE BOND DICKINSON (US) LLP

Tom

G. Thomas Lee

ACCEPTED AND AGREED TO:

TOWN OF WENDELL, NORTH CAROLINA

By: _____

Name: _____

Title: _____

AGENDA ITEM NO. 3.e

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Marvin Collins, Administration
ITEM TYPE:	Policies
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Update to the Flowers and Gifts Policy
SPECIFIC ACTION REQUESTED:	Motion to Approve the Updated Flowers and Gifts Policy
ITEM SUMMARY:	The change to the existing policy reflects current pricing for the same level of service originally approved in the policy. The Employee Committee reviewed the policy and recommended the changes to ensure a continuation of the existing policy. The changes are as follows (old amount in strikethrough and new amount is bold italics):

1. If there is a death in the immediate family of any Town Employee or Town elected official and it is determined that the sending of flowers or a suitable gift would be appropriate, such flowers or gift may be sent as determined by the Town Manager or Mayor at a cost not to exceed ~~$75.00~~ ***$125.00***. The sending of flowers or gifts will be handled by individual Departments based on approval from the Town Manager.

2. If there is a birth of children to a Town Employee, flowers or suitable gifts may be sent at a cost not to exceed ~~$50.00~~ ***$75.00***.

3. If a Town employee or Town elected official is hospitalized beyond out-patient surgery or is listed in critical condition, the Town Manager may authorize the sending of flowers or suitable gift not to exceed the cost of $125.00.

4. If there is an individual of some other unit of government, elected or otherwise, hospitalized or in the event of a death and it is determined by the Town Manager or Mayor that sending of flowers or a suitable gift would be appropriate, such flowers or gift may be sent at a cost not to exceed ~~$75.00~~ ***$125.00***.

5. Flowers may be sent on other occasions as deemed appropriate by the Town Manager.

ATTACHMENTS:
Flowers and Gifts Policy - Updated 05-23-2023.pdf

Effective Date: 05/23/2023
Supersede Date: 08/23/2021
Policy Number: 111

TOWN OF WENDELL
POLICY FOR FLOWERS AND GIFTS FOR TOWN EMPLOYEES, TOWN ELECTED OFFICIALS AND OTHER MUNICIPAL OFFICIALS

The following policy shall apply to all town employees and all elected town officials:

1. If there is a death in the immediate family of any Town Employee or Town elected official and it is determined that the sending of flowers or a suitable gift would be appropriate, such flowers or gift may be sent as determined by the Town Manager or Mayor at a cost not to exceed ~~$75.00~~ ***$125.00***. The sending of flowers or gifts will be handled by individual Departments based on approval from the Town Manager.

2. If there is a birth of children to a Town Employee, flowers or suitable gifts may be sent at a cost not to exceed ~~$50.00~~ ***$75.00***.

3. If a Town employee or Town elected official is hospitalized beyond out-patient surgery or is listed in critical condition, the Town Manager may authorize the sending of flowers or suitable gift not to exceed the cost of $125.00.

4. If there is an individual of some other unit of government, elected or otherwise, hospitalized or in the event of a death and it is determined by the Town Manager or Mayor that sending of flowers or a suitable gift would be appropriate, such flowers or gift may be sent at a cost not to exceed ~~$75.00~~ ***$125.00***.

5. Flowers may be sent on other occasions as deemed appropriate by the Town Manager.

NOTE: Immediate family includes:

Spouse	Parent (Mother/Father)	Child (Daughter/Son)	Brother/Sister	Grand/Great	Dependents **/** Life Partner
Husband Wife	Biological Adoptive Step in Loco Parentis In-law	Biological Adoptive Foster Step in Loco Parentis In-law	Biological Adoptive Step Half In-law	Parent Child Step In-law	Living in the employee's household

_____, Town Manager
May _____, 2023

AGENDA ITEM NO. 3.f

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Bryan Coates, Planning
ITEM TYPE:	Rezoning
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Motion to Postone the Decision to Annex (A22-11) and Rezone (CD22-02) Approximately 29.38 acres from Wake County Residential-30 (R-30) to Neighborhood Center Conditional District (NC-CD) to create Old Tarboro Road Townhomes at 617 Old Tarboro Road to the June 26, 2023 Board Meeting
SPECIFIC ACTION REQUESTED:	Motion to continue the item until the June 26, 2023 Board of Commissioners Meeting.
ITEM SUMMARY:	**Background** The Board held the public hearings and received the reports for the annexation and rezoning application at the February 27, 2023 meeting. After closing the public hearing, the Board voted to continue the request to the March 27, 2023 meeting. Town staff, including the Town Manager and Town Attorney, met with the applicant to discuss the project and recommended that additional information be prepared and presented to receive feedback on Comprehensive Land Use Plan consistency prior to the Board decision. The Boardapproved a request from the applicant for the Town to continue the item for a presentation to be provided on May 22, 2023. The applicant needs additional time to address feedback received and requests that the Board approve a continuance until the June 26, 2023 Board meeting. Staff recommends the Board continue the item as requested by the applicant. **Item Summary** Applications have been received for the annexation and rezoning of a 29.38-acre portion of a parcel located off Old Tarboro Road, near the intersection of Wendell Boulevard

and Eagle Rock Road from Wake County Residential-30 (R-30) to Neighborhood Center Conditional District (NC-CD). The intent is to create a residential townhome neighborhood. The applicant's proposal features 224 townhomes. There is an existing cemetery on the site that will remain.

Planning Board Action

At their November 21, 2022 meeting, the Planning Board voted 6-1 on the motion to recommend approval of the rezoning request.

Voting in Favor: Jonathan Olson, Benjamin Griffin, Bradley Taylor, J. Harold Broadwell, Brad Jordan and Tina Cheek

Voting Against: Tevis High

Absent: Adam King and Phil Veasley,

Statement of Plan Consistency and Reasonableness

A portion of the proposed project falls under the Innovation District placetype. While the Innovation District allows for multi-family residential (condominiums and apartments), townhomes are not mentioned and therefore the 10.27 acres within the project is inconsistent with this placetype. If the development is approved, this portion of the project will need to be coded as Medium-Residential 2 placetype to be consistent with the rest of the development. Roughly 19.38 acres would be remaining of the parcel and classified as Innovation District along Wendell Boulevard.

The plan is partially consistent with Blueprint Wendell 2030, and could be considered reasonable as it assists with the plan goals listed below:

- Neighborhoods & Housing NH3. *Diversify housing to appeal to different groups: age, income, lifestyle preferences, family situations.*
- Connectivity C2. *Improve the connectivity, robustness, and resiliency of the transportation system* within and near Wendell. The project is reserving 12,800 square feet for future right-of-way to facilitate the future realignment of Eagle Rock Road.

ATTACHMENTS:
O-05-2023 - Ordinance Annexing A22-11 - Old Tarboro
Old Tarboro Townhomes Staff Analysis
Old Tarboro Townhomes - Town Board Set
Report of 6.29.2022 Neighborhood Meeting - 617 Old Tarboro Rezoning (signed)
Old Tarboro - NCDOT TIA Review
Arterial & Collector Street Plan
PB Recommendation - Old Tarboro Townhomes

Return Address: Bryan Coates, Planning Director
Town of Wendell
15 E. Fourth Street
Wendell, NC 27591

ANNEXATION PETITION: A22-11
REZONING PETITION: CD22-02
PIN: 1774471144
Owners: Nancy Medlin Gardner, Janice Medlin Jones, Susie Medlin Flanagan and Kenneth Owen Medlin
Non-Contiguous; 29.387 +/- acres

ORDINANCE NO. O-05-2023
AN ORDINANCE TO EXTEND THE CORPORATE LIMITS AND AMEND THE ZONING ORDINANCE AND ZONING MAP OF THE TOWN OF WENDELL, NORTH CAROLINA

WHEREAS, the Town of Wendell has been petitioned under G.S. 160A-58.1 to annex the area described below; and

WHEREAS, a petition has been filed with the Board of Commissioners of the Town of Wendell requesting an amendment to the Zoning Ordinance and Zoning Map of the Town of Wendell to include in the Neighborhood Center Conditional District (NC-CD22-02) zone the property described below, said property formerly being zoned Wake County Residential-30 (R-30); and

WHEREAS, said property is owned by Nancy Medlin Gardner, Janice Medlin Jones, Susie Medlin Flanagan and Kenneth Owen Medlin and bears the PIN set forth above; and

WHEREAS, the Planning Board of the Town of Wendell has reviewed the proposed zoning change(s) and made a recommendation thereupon; and

WHEREAS, the Town of Wendell has by resolution directed the Town Clerk to investigate the sufficiency of the annexation petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the annexation petition; and

WHEREAS, notice of a public hearing to consider the annexation petition was duly published in The Wake Weekly, a local newspaper of general circulation, as required by Section 160A-58.2 of the North Carolina General Statutes; and

WHEREAS, notice of a public hearing to consider the proposed zoning change was duly published in The Wake Weekly, a local newspaper, as required by the Wendell Unified Development Ordinance and by Section 160D-601 of the North Carolina General Statutes; and

WHEREAS, a notice of the proposed zoning classification action was mailed to the owner(s) of the parcel(s) of land involved, as shown on the County Tax Listings, and to the owners of all parcels of land abutting that (those) parcel(s) of land as shown on the County Tax Listings, by depositing a copy of the same in the United States Mail, first class postage paid, as required by the Zoning Ordinance of the Town of Wendell and by Section 160D-602 of the General Statutes; and

WHEREAS, the said public hearing on the question of the annexation petition and the proposed zoning change was actually conducted at 7:00 p,m. on February 27, 2023 wherein a reasonable opportunity was given to all those in attendance to speak either in favor or against the said change or to make relevant comments; and

WHEREAS, the Town of Wendell finds that the annexation petition meets the requirements of G.S. 160A-58.1(b) to wit:

a. The nearest point on the proposed satellite corporate limits is not more than three miles from the corporate limits of the Town;
b. No point on the proposed satellite corporate limits is closer to another municipality than to the Town;
c. The area described is so situated that the Town will be able to provide the same services within the proposed satellite corporate limits that it provides within the primary corporate limits;
d. No subdivision, as defined in G.S. 160D-802, will be fragmented by this proposed annexation; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Wendell, North Carolina that:

Section 1: Extending the Corporate Limits of the Town of Wendell, North Carolina.

Part 1. By virtue of the authority granted by G.S. 160A-58.2, the following described territory is hereby annexed and made part of the Town of Wendell as of February 27, 2023:

The property identified by PIN 1774471144 and also shown as the 29.83-acre tract located at 617 Old Tarboro Road on the below identified survey plat is hereby annexed and made part of the Town of Wendell, North Carolina, as of the date of adoption of this Ordinance on February 27, 2023. The survey plat that describes the annexed territory is that certain survey plat entitled "Annexation Plat, Satellite Extension of Corporate Limits of the Town of Wendell" and recorded in Book of Maps Book Number _____, Page Number _____, Wake County Registry.

Part 2. Upon and after February 27, 2023, the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Wendell and shall be entitled to the same privileges and benefits as other parts of the Town of Wendell. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Part 3. The Mayor of the Town of Wendell shall cause to be recorded in the office of the Register of Deeds of Wake County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Section 2: Amending the Zoning Ordinance and Zoning Map of the Town of Wendell, North Carolina.

Part 1. That the Unified Development Ordinance of the Town of Wendell is hereby amended to include in the Neighborhood Center Conditional District (NC-CD22-02) zone the following described property:

General Description:
Property is located at: 617 Old Tarboro Road

Specific Description:
Parcel Identification Number: 1774471144

Part 2. That the official Town of Wendell Zoning Map is hereby amended to include in the Neighborhood Center Conditional District (NC-CD22-02) zoning district 29.38 acres of land located at 617 Old Tarboro Road (PIN: 1774471144).

Part 3. The requested zoning map amendment for the parcel within the rezoning area identified as CD22-02 from Wake County Residential-30 (R-30) to NC-CD22-02 is found to be consistent with the Blueprint Wendell 2030 Comprehensive Plan placetype designation of Medium Residential Living – 2 because the density falls within the range of 4 and 8 dwelling units per acre. It would be considered inconsistent due to the inclusion of the parcel coded as Innovation District since townhomes are not mentioned as a use. The requested map amendment can be considered reasonable since it supports the following goals:

- Neighborhoods & Housing NH3. Diversify housing to appeal to different groups: age, income, lifestyle preferences, family situations;
- Connectivity C2. Improve the connectivity, robustness, and resiliency of the transportation system within and near Wendell. The project is reserving 12,800 square feet for future right-of-way to facilitate the future realignment of Eagle Rock Road.

Part 4. That the application is approved with the following zoning/site plan conditions:

1. The Apartment building type is prohibited.
2. The minimum heated square footage of each townhome unit shall be 1,500 square feet.
3. Each unit of a townhouse building shall have a garage.
    a. Garages on front-loaded townhomes will be a one-car garage of at least 16'-8" x 19'-0" in size in order to accommodate refuse containers and have a garage door with window. Garage doors on front-loaded townhomes must contain carriage-style adornments.
    b. Garages on rear-loaded townhomes will be a two-car garage of at least 19'-0" x 19'-0" in size in order to accommodate refuse containers and have a garage door with window.
4. Townhouse units shall have a covered front stoop.
5. Vinyl siding is prohibited except for trim elements. At least two (2) of the following materials shall be used on each townhouse building: wood, fiber-cement, metal, masonry brick, brick veneer, masonry stone, stone veneer, board and batten, or synthetic stone.
6. A minimum of 12” roof overhang shall be provided along the front and back of each townhouse unit. End units will have 12” roof overhand along on the sides.
7. A 20' wide buffer shall be maintained along the property boundary to the north and northwest. Existing plant material may be used but shall be supplemented to meet the requirements of the 20' type B buffer yard as defined in the Town's UDO.
8. All townhouse end units shall have at least one window per floor.
9. Townhouse buildings shall have at least (2) front facing gables.
10. To avoid monotony of exterior elevations, a 2' offset in the front façade shall be used every third unit at a minimum.
11. Townhouse buildings shall have window shutters on at least 25% of the windows on the front façade.
12. Townhouse buildings shall contain an element of each of the following siding styles: horizontal, shake and board and batten.

13. Each unit shall utilize a decorative front door with minimum 10% glazing.
14. Each townhome lot shall have a minimum width of 20 feet and a minimum depth of 80 feet.
15. Garage doors on front-loaded townhomes must contain carriage-style adornments and windows.
16. Amenities shown on the Master Plan (including a pool, bathhouse, pickle ball courts, playground) shall be provided as shown on the Master Plan and maintained by the Property Owners Association/Home Owners Association (the "HOA"). All improved open space areas will include paved walkways, public seating, supplemental plantings, trash receptacles, and bicycle parking in accordance with Wendell UDO 7.4.1.2.a.
17. HOA shall be responsible for mowing grass within the development and caring for landscaping in commonly owned areas. The initial covenants for the HOA will provide that the HOA is responsible for maintenance of the roofs on the townhouse buildings.
18. Townhome uses shall be permitted by right as part of the approved conditional uses.
19. Street 'F' shall be a local street exempt from the standards for a local street set out in section 9.4 of the UDO. Street 'F' shall comply with the following standards set out in the Master Plan:
    a. Right-of-way width: 36-feet
    b. Pavement width: 22-feet (two 11-foot lanes)
    c. Curb & gutter: 2.5-feet (both sides of street)
    d. Planting strip: 7-feet (both sides of street)
        i. North side of street is partially within the right-of-way and partially within a 5-foot landscape easement.
        ii. South side of street is completely within the Right-of-Way.
20. Sidewalk: 5-feet (south side of street, within a 6-foot easement outside of the right-of-way)
21. A 10' wide multi-purpose path shall be provided on the property adjacent to the Eagle Rock Road right-of-way or within the adjacent Eagle Rock Road right-of-way between Old Tarboro Road and the property's shared boundary with 729 Eagle Rock Road (PIN: 1774456682, Estate File 11-e-2338).

Part 5. That if any section, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

Part 6. That this ordinance shall become effective immediately upon its adoption.

DULY ADOPTED by the Board of Commissioners of the Town of Wendell this 27th day of February 2023 while in regular session.

(Town Seal)

_____
Virginia R. Gray, Mayor

ATTEST:

_____
Mary Beth Tew, Town Clerk

APPROVED AS TO FORM:

_____
James P. Cauley III, Town Attorney

STATE OF NORTH CAROLINA
COUNTY OF WAKE

CLERK'S CERTIFICATION

I, MARY BETH TEW, Town Clerk of the Town of Wendell, North Carolina, do hereby certify that the attached is original ordinance #O-05-2023, as adopted by the Wendell Board of Commissioners on the 27th day of February 2023 for property owned by Nancy Medlin Gardner, Janice Medlin Jones, Susie Medlin Flanagan and Kenneth Owen Medlin and is approved for recording in the Wake County Register of Deeds.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official Seal of the Town of Wendell, North Carolina this _____ day of _____, 2023.

[TOWN SEAL]

_____
Mary Beth Tew, Town Clerk

Planning

Staff Analysis

Item Title: CD22-02 – This request is to annex (A22-11) and rezone (CD22-02) approximately 29.38 acres from Wake County Residential-30 (R-30) to Neighborhood Center Conditional District (NC-CD) to create Old Tarboro Road Townhomes.

Item Summary:

Applications have been received for the annexation and rezoning of a 29.38-acre portion of a parcel located off Old Tarboro Road, near the intersection of Wendell Boulevard and Eagle Rock Road from Wake County Residential-30 (R-30) to Neighborhood Center Conditional District (NC-CD). The intent is to create a residential townhome neighborhood. The applicant's proposal features 224 townhomes. There is an existing cemetery on the site that will remain.

Impacts to Town Services

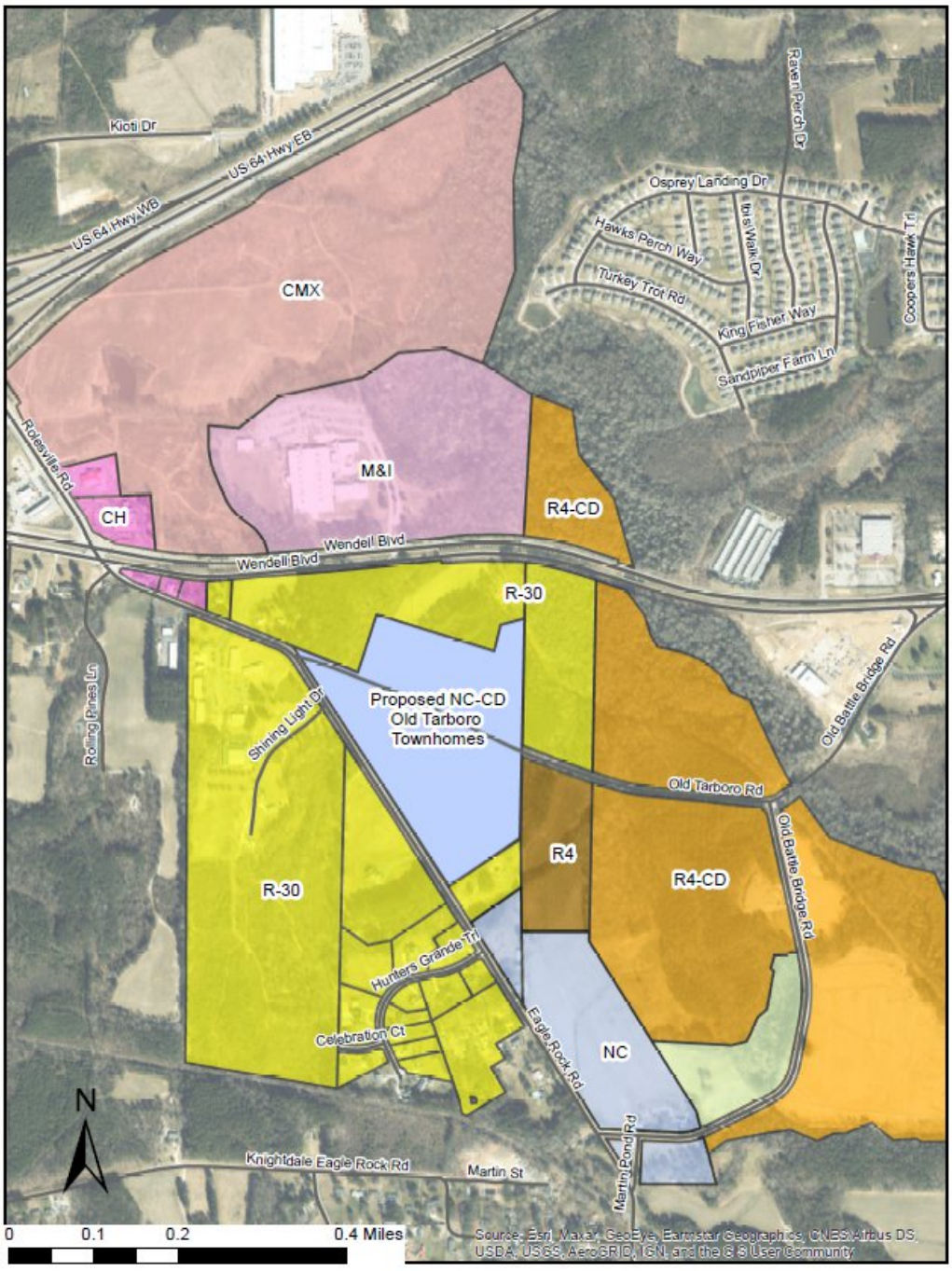
The proposed annexation area would require services from the Town's Police, Public Works, and Parks and Recreation Departments if annexed and developed. Secondary service impacts will be incurred by other Town departments that support the operational departments. The property is already served by the Wendell-Holmes Fire District. Water and sewer are readily available to the property and provided by the Wendell Service Area by the City of Raleigh Utilities Department. Specific impacts are dependent on the use, density, and design of development and subject to approvals for utility allocations and land use.

Project Profile	
Location	Off Old Tarboro Rd, near the intersection of Wendell Blvd and Eagle Rock Rd. Address: 617 Old Tarboro Road PIN: 1774471144
Current Zoning	Wake County Residential-30 (R-30)
Requested Zoning	Neighborhood Center Conditional District- (NC-CD)
Area of Request	29.38 acres of the 48.76 acre parcel
Corporate Limits	Wake County Jurisdiction
Current Land Use	Agriculture
Proposed Land Use	Townhomes
Property Owners	Nancy Medlin Gardner, Janice Medlin Jones, Susie Medlin Flanagan & Kenneth Owen Medlin
Applicant	Kimley-Horn & Associates

Project Setting – Surrounding Districts and Land uses:

DIRECTION	LANDUSE	ZONING
North	Vacant	R-30
South	Residential	R-30/NC
East	Vacant/Residential	R-30/R4
West	Residential/College	R-30

Zoning Map



Zoning District

The subject property is currently located in Wake County Residential-30 zoning district. The surrounding properties are zoned Residential-30 (R-30), Residential-4 (R4), and Neighborhood Center (NC).

The request is for Neighborhood Center Conditional District (NC-CD). The Neighborhood Center District is coded to provide for areas for residential and mixed-use development in close proximity to existing and planned neighborhood centers. The intent is to create higher density residential areas that compliment commercial districts with physical proximity and pedestrian connectivity. Different housing types and lot styles are encouraged. Development in this district should encourage pedestrian use through connections to adjacent neighborhoods and the construction of mixed-use buildings.

The lot dimensions required by the Unified Development Ordinance and those proposed by the applicant are below:

NC UDO Required Dimensions	Proposed Dimensions by the Applicant
Lot Width: 16 feet	Lot Width: 20 feet
Front Setback: 0 feet (10 feet)*	Front Setback: 0 feet (10 feet)*
Side Setback: 5 or 10 feet (between bldgs.)	Side Setback: 5 or 10 feet (between bldgs.)
Rear Setback: 0 feet	Rear Setback: 0 feet

*Along designated throughfares or collector streets, the minimum front setback shall be 10 feet.

- The applicant's proposal meets all setbacks within the NC zoning district for townhomes.

Proposed Zoning Conditions

The applicant has proposed the following zoning conditions:

1. The Apartment building type is prohibited.
2. The minimum heated square footage of each townhome unit shall be 1,500 square feet.
3. Each unit of a townhouse building shall have a garage.
    a. Garages on front-loaded townhomes will be a one-car garage of at least 16'-8" x 19'-0" in size in order to accommodate refuse containers and have a garage door with window. Garage doors on front-loaded townhomes must contain carriage-style adornments.
    b. Garages on rear-loaded townhomes will be a two-car garage of at least 19'-0" x 19'-0" in size in order to accommodate refuse containers and have a garage door with window.
4. Townhouse units shall have a covered front stoop.
5. Vinyl siding is prohibited except for trim elements. At least two (2) of the following materials shall be used on each townhouse building: wood, fiber-cement, metal,

masonry brick, brick veneer, masonry stone, stone veneer, board and batten, or synthetic stone.

6. A minimum of 12” roof overhang shall be provided along the front and back of each townhouse unit. End units will have 12” roof overhand along on the sides.
7. A 20' wide buffer shall be maintained along the property boundary to the north and northwest. Existing plant material may be used but shall be supplemented to meet the requirements of the 20' type B buffer yard as defined in the Town's UDO.
8. All townhouse end units shall have at least one window per floor.
9. Townhouse buildings shall have at least (2) front facing gables.
10. To avoid monotony of exterior elevations, a 2' offset in the front façade shall be used every third unit at a minimum.
11. Townhouse buildings shall have window shutters on at least 25% of the windows on the front façade.
12. Townhouse buildings shall contain an element of each of the following siding styles: horizontal, shake and board and batten.
13. Each unit shall utilize a decorative front door with minimum 10% glazing.
14. Each townhome lot shall have a minimum width of 20 feet and a minimum depth of 80 feet.
15. Garage doors on front-loaded townhomes must contain carriage-style adornments and windows.
16. Amenities shown on the Master Plan (including a pool, bathhouse, pickle ball courts, playground) shall be provided as shown on the Master Plan and maintained by the Property Owners Association/Home Owners Association (the “HOA”). All improved open space areas will include paved walkways, public seating, supplemental plantings, trash receptacles, and bicycle parking in accordance with Wendell UDO 7.4.1.2.a.
17. HOA shall be responsible for mowing grass within the development and caring for landscaping in commonly owned areas. The initial covenants for the HOA will provide that the HOA is responsible for maintenance of the roofs on the townhouse buildings.
18. Townhome uses shall be permitted by right as part of the approved conditional uses.
19. Street 'F' shall be a local street exempt from the standards for a local street set out in section 9.4 of the UDO. Street 'F' shall comply with the following standards set out in the Master Plan:
    a. Right-of-way width: 36-feet
    b. Pavement width: 22-feet (two 11-foot lanes)
    c. Curb & gutter: 2.5-feet (both sides of street)

d. Planting strip: 7-feet (both sides of street)
    i. North side of street is partially within the right-of-way and partially within a 5-foot landscape easement.
    ii. South side of street is completely within the Right-of-Way.

20. Sidewalk: 5-feet (south side of street, within a 6-foot easement outside of the right-of-way)
21. A 10' wide multi-purpose path shall be provided on the property adjacent to the Eagle Rock Road right-of-way or within the adjacent Eagle Rock Road right-of-way between Old Tarboro Road and the property's shared boundary with 729 Eagle Rock Road (PIN: 1774456682, Estate File 11-e-2338).

Public Utilities

Development of this site will require connection to city water and sewer.

Environmental

The applicant will need to obtain stormwater and sedimentation-erosion control permits from Wake County Environmental Services before any site work can commence. The proposed development plan will need to meet the requirements of the UDO. Wake County provides stormwater, sedimentation, and erosion control services for the Town of Wendell.

- The proposed plans show the development creating two stormwater control measure ponds and one bioretention area to be used for stormwater management.

Buffers

UDO Section 8.6.A requires a 10-foot Type C buffer between NC and R4 based on the zoning districts alone; however, since the townhome use is more intense than an adjacent existing single-family residential use, a 20-foot Type B is required in those areas. Section 8.9 requires a 10-foot street yard where any rear yard abuts a street right-of-way.

- The proposed development plan includes a 20-foot Type B buffer along the northern and southern boundaries since these abut existing single-family residential uses. A Type B buffer requires one tree every 25 feet and one shrub every 6 feet.
- The proposed development plan includes a 10-foot Type C buffer along the eastern boundary. A Type C buffer requires one canopy tree every 40 feet and one shrub every eight feet.
- The proposed development plan includes a 10-foot street yard buffer along Eagle Rock Road and Old Tarboro Road. A street yard buffer for the proposed townhome use is two canopy trees per 100 linear feet of frontage.

Open Space

UDO Section 7.5 requires 1,000 square feet of open space per townhome dwelling unit. UDO Section 7.4 requires that 75% of the required open space be passive and 25% be improved park space of which 1/3 needs to be considered active.

- The proposed development plan of 224 lots needs to have a minimum 5.14 acres of Open Space. The applicant is proposing 5.25 acres of open space. The active open space will include a pool, pickleball courts and a playground.

Streams and Wetlands

UDO Section 16.3 Environmental Survey requires that all streams, wetlands, floodplains, and other features be shown on preliminary plans.

- The current development plan does show the locations of streams and wetlands. No floodplain exists on site. A stream runs along the southeastern side of the site and the development plan shows the required 50' Neuse Riparian Buffer which is measured from the top of the stream bank.
- No proposed lots are within the 50' Neuse Riparian Buffer.

Transportation

UDO Section 16.11 requires a Traffic Impact Analysis (TIA) for a development plan that exceeds 100 peak hour trips per day. The applicant prepared a TIA for the proposed development.

The TIA contains the following roadways and improvements:

Eagle Rock Road at Shining Light Drive/Street B (North Site Driveway):

- Construct the North Site Driveway as a right-in/right-out driveway with one ingress lane and one egress lane.

Eagle Rock Road at Street A (Central Site Driveway):

- Construct an exclusive southbound left-turn lane on Eagle Rock Road with 50 feet of storage and appropriate tapers.
- Construct the Central Site Driveway with one ingress lane and one egress lane.

Eagle Rock Road at Minor Thoroughfare (South Site Driveway):

- Construct Minor Thoroughfare (South Site Driveway) with one ingress lane and one egress lane.

Old Tarboro Road at Street E (West Site Driveway):

- Construct the West Site Driveway as a right-in/right-out driveway with one ingress lane and one egress lane.

Old Tarboro Road at Street A (Central Site Driveway):

- Construct the Street A (Central Site Driveway) with one ingress lane and one egress lane.

Old Tarboro Road at Street D (East Site Driveway):

- Construct the East Site Driveway with one ingress lane and one egress lane.

The applicant has worked with Town Staff to reserve roughly a quarter acre of area at the intersection of Old Tarboro Road and Eagle Rock Road for future right of way if needed as the Town plans for the adjustment of Eagle Rock Road. As part of the reservation of future right of way the Street B connection to Eagle Rock Road has been eliminated. The road connectivity without the Street B connection still complies with the Town of Wendell UDO regulations and provides ample ingress and egress points for the proposed neighborhood.

Eagle Rock Road is a future four-lane divided road. A four-lane undivided roadway contains a 110-foot right-of-way that includes 12-foot travel lanes, 5-foot bike lanes, 6-foot sidewalks and street trees. In the Arterial & Collector Street Plan, the extension of Eagle Rock Road is shown to extend north from Old Tarboro to the Wake Tech Entrance at Wendell Boulevard. The Town of Wendell is undergoing an RFQ process to have the extension studied to determine the future location. As part of the study Eagle Rock Road could be extended northeast to the entrance of Micro Measurements therefore having the area reserved for future right of way at Old Tarboro Road and Eagle Rock Road is important and needed.

If the land is not needed for the future extension of Eagle Rock Road, then it will be retained as open space within the proposed community.

The plan also identifies the Minor Thoroughfare as a three-lane undivided roadway which contains a 79-foot right-of-way that includes 12-foot travel lanes, 5-foot bike lanes, 6-foot sidewalks and street trees.

- All road frontages will contain 5-foot sidewalks throughout the development except for Eagle Rock Road which will have a 10-foot multi-use path and the Minor Thoroughfare that will have 6-foot sidewalks.
- The proposed streets within the development meet the Town of Wendell local street standards and have 52-foot ROW.
- In addition, the site plan is providing 27 off-street parking spaces at the amenity center, 15 parking spaces at the mail kiosks, and five more at the dog park.

Phasing

The current plan shows two phases.

Comprehensive Plan

The Wendell Blueprint 2030 Comprehensive Plan identifies this parcel as both Medium Residential Living 2 and Innovation District.

MEDIUM RESIDENTIAL LIVING - 2

MRL-2

Characterized by moderate-density residential development, this area is composed of predominantly single-family detached homes but may have attached single-family units such as townhomes and duplexes. The mix of housing types is intended to create intergenerational neighborhoods. The average density of these neighborhoods is between 4 and 8 dwelling units per acre. Improved open spaces in the form of greens, pocket parks, and neighborhood parks are interspersed. Greenway trails connect internally as well as provide links to trails and walkways in neighboring development.

USES + BUILDINGS

Existing Development:
- *Single-family detached homes, up to 4 unit per acre sf/ac*
- *Attached single-family: Duplex*

New Development:
- *Medium-lot single-family detached homes*
- *Small-lot single-family detached homes*
- *Pocket neighborhood cottages*
- *Attached single-family: Duplex, Triplex, Townhome*

Both:
- *Accessory dwelling units**
- *Neighborhood centers and amenity buildings (clubhouses)*
- *Off-street parking*

STREET PATTERN

Street Pattern: *Grid / Modified Grid*

Max Block Length:
- *400'*
- *800' with mid-block pedestrian connections*

Connectivity:
Highly connected internally and externally (to adjacent development)

Street Types:
- *Private*
- *Local 2-lane*
- *Local 2-lane divided*

OPEN SPACE

- *Pocket parks*
- *Formal and informal greens*
- *Neighborhood parks*
- *Greenway trails*

The proposed project meets characteristics outlined in the descriptions of the Medium Residential Living – 2 placetype as it relates to uses, street pattern, street types, connectivity and open space.

- Moderate-density comprised of single-family or attached single-family units such as townhomes or duplexes. The proposed project is entirely comprised of townhomes.
- Density of these neighborhoods between 4 and 8 dwelling units per acre. The proposed project will have a density of 7.6 units/acre.
- Improved open spaces in the form of pocket and neighborhood parks. The proposed development has a dog park, playground, pool and pickleball courts.

INNOVATION DISTRICT

INN

Innovative businesses here benefit from co-locating with uses that are complementary. The mix of uses ranges from light industrial operations and makerspaces to office, retail, and service. The presence of incubator and accelerator spaces, co-working, and educational facilities expands both the range and complementarity. Open space is composed primarily of informal green spaces, plazas, trails, and special use areas (e.g., demonstration garden) that can serve as an amenity, a learning space, and/or a buffer to surrounding development. Portions of this area may be suitable for residential uses.

USES + BUILDINGS

- *Light industrial – manufacturing, research and development, distribution, logistics*
- *Flex space and makerspaces*
- *Offices*
- *Educational facilities – private or public, (i.e. community college satellite locations, magnet high schools)*
- *Restaurants*
- *Breweries and Distilleries*
- *Lodging, hotels*
- *Retail, especially small independent shops or those selling goods created in the district*
- *Personal services*
- *Live/work units*
- *Multi-family: Condominiums, apartments*

STREET PATTERN

Street Pattern: *Grid, Modified Grid*
Max Block Length: *500'*
Connectivity:
- *High internal and external connectivity (to adjacent development and roadways)*

Street Types:
- *Local 2-lane*
- *Local 2-lane with on-street parking*
- *Collector*

OPEN SPACE

- *Walking trails and paths*
- *Parks*
- *Gathering spaces like greens and amphitheaters that can host events*

<u>Statement of Plan Consistency and Reasonableness</u>

Any recommended change to the zoning map should be accompanied by a statement explaining how the change is/is not consistent with the comprehensive plan and is/is not reasonable in nature.

A portion of the proposed project falls under the Innovation District placetype. While the Innovation District allows for multi-family residential (condominiums and apartments), townhomes are not mentioned and therefore the 10.27 acres within the project is inconsistent with this placetype. If the development is approved, this portion of the project will need to be coded as Medium-Residential 2 placetype to be consistent with the rest of the development. Roughly 19.38 acres would be remaining of the parcel and classified as Innovation District along Wendell Boulevard.

The plan is partially consistent with Blueprint Wendell 2030, and could be considered reasonable as it assists with the plan goals listed below:

- Neighborhoods & Housing NH3. *Diversify housing to appeal to different groups: age, income, lifestyle preferences, family situations.*

- Connectivity C2. *Improve the connectivity, robustness, and resiliency of the transportation system* within and near Wendell. The project is reserving 12,800 square feet for future right-of-way to facilitate the future realignment of Eagle Rock Road.

Technical Review Committee (TRC) Comments:

The Technical Review Committee has completed their review of the applicant's Master Plan and the applicant has made corrections based on their comments. Additional review would occur upon submittal of construction drawings (final development plan for conditional districts).

Neighborhood Meeting

A neighborhood meeting was held virtually on June 29, 2022, with twelve people in attendance. The minutes from the meeting are included in the attachments.

Staff Comments:

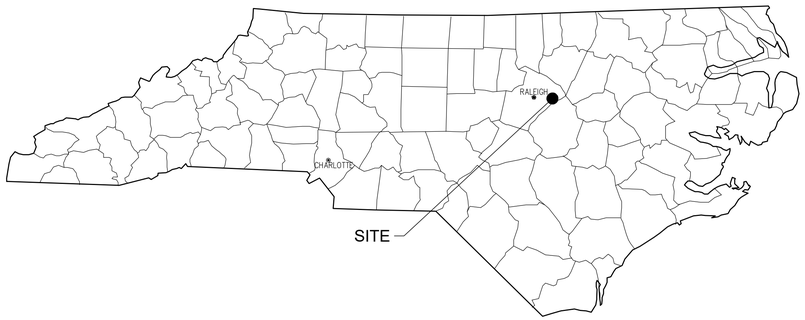
The proposed development is partially consistent with the Wendell Comprehensive Plan – Blueprint Wendell 2030 and is could be considered reasonable since it fulfills the goals of the comprehensive plan noted above and therefore staff recommends approval.

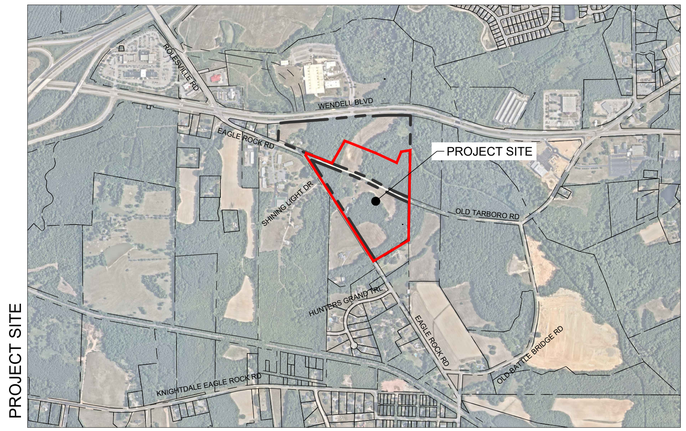
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

MASTER PLAN DOCUMENT

OLD TARBORO ROAD TOWNHOMES

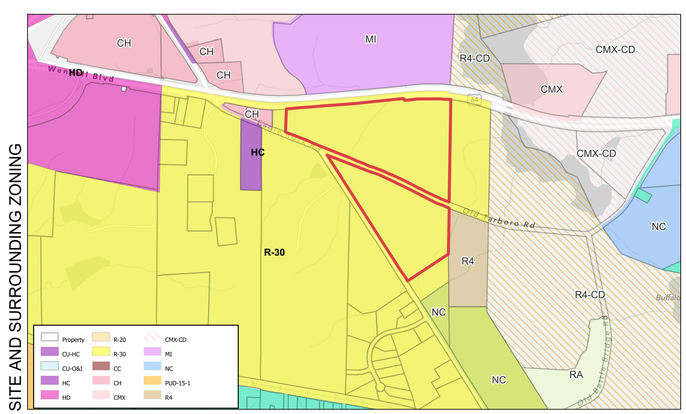
617 OLD TARBORO ROAD
WENDELL, WAKE COUNTY, NORTH CAROLINA, 27591
TOWN OF WENDELL CASE NUMBER CD22-02





PROJECT SITE

SCALE:1" = 1,000'



SITE AND SURROUNDING ZONING

SCALE:1" = 800'

SHEET LIST TABLE	
Sheet Number	Sheet Title
C0.00	COVER SHEET
C1.00	EXISTING CONDITIONS
C2.00	PROPOSED SITE PLAN
C2.10	PHASING & ROAD CENTERLINE GEOMETRY
C2.20	LOT DIMENSION TABLE
C3.00	UTILITY PLAN
C4.00	LANDSCAPE PLAN
C5.00	SUPPORTING DETAILS
C5.10	SUPPORTING DETAILS

SITE DATA TABLE	
PIN	1774471144
REAL ESTATE ID	0046749
DEVELOPMENT NAME	OLD TARBORO ROAD TOWNHOMES
PROPERTY OWNER(S)	NANCY GARDNER, JANICE MEDLIN JONES 3715 SWIFT DR, RALEIGH NC 27606-2543
DEVELOPER	HAILEY DEVELOPMENT, L.C. 3905 NATIONAL DRIVE, SUITE 105, BURTONSVILLE, MD 20866
EXISTING LAND USE	SINGLE FAMILY; AGRICULTURE
EXISTING ZONING	R-30
GROSS SITE AREA	29.38 ACRES
RIGHT-OF-WAY DEDICATION (OLD TARBORO RD, EAGLE ROCK RD, ASTROMEDA AVE)	2.14 ACRES
NET SITE AREA (DEVELOPABLE AREA)	27.24 ACRES
PROPOSED RIGHT-OF-WAY (STREETS A, B, C, D, E, & F)	5.38 ACRES
PROPOSED LAND USE	TOWNHOMES - SINGLE FAMILY (29.38 ACRES)
PROPOSED ZONING	NEIGHBORHOOD CENTER CONDITIONAL DISTRICT (NC-CD)
TOTAL LOTS AND HOUSING UNITS	224 TOWNHOME LOTS (20' MIN. LOT WIDTH; 80' MIN. LOT DEPTH) 224 HOUSING UNITS
LOT SETBACKS	FRONT: 0' (10' ALONG DESIGNATED THOROUGHFARES & COLLECTOR STREETS) REAR: 0' DRIVEWAY: 20' (ON WHICHEVER SIDE OF THE LOT CONTAINS A DRIVEWAY) SIDE & CORNER: 5' (10' BETWEEN BUILDINGS)
BEDROOMS PER UNIT	3 BEDROOMS (ALL 224 TOWNHOMES)
GROSS DENSITY PER ACRE PROVIDED	8.22 LOTS PER ACRE
LINEAR FEET OF STREETS	36' LOCAL STREET R/W: 812 LF 52' LOCAL STREET R/W: 5,833 LF 79' 3 LANE UNDIVIDED' R/W: 508 LF 110' 4 LANE DIVIDED R/W:1,652 LF ALLEY: 1,879 LF
OPEN SPACE REQUIRED	224 UNITS * 1,000 SF = **224,000 SF** (1,000 SF PER UNIT)
OPEN SPACE PROVIDED	**228,562 SF**
FEMA DATA:	FIRM PANEL 3720177400J; DATED 5/2/2006

OPEN SPACE
(UDO CHAPTER 7)

	PHASE 1	PHASE 2 (TO SUPPLEMENT PHASE 1)	TOTAL
TOTAL OPEN SPACE	REQUIRED: 107 TH LOTS X 1,000 SF = **107,000 SF** PROVIDED: **185,616 SF**	REQUIRED: 117 TH LOTS X 1,000 SF = **117,000 SF** PROVIDED: **42,946 SF**	REQUIRED: 224 TH LOTS X 1,000 SF = **224,000 SF** PROVIDED: 185,616 SF + 42,946 SF = **228,562 SF**
IMPROVED OPEN SPACE	REQUIRED: 107,000 SF X 25% = **26,750 SF** PROVIDED: **43,916 SF**	REQUIRED: 117,000 SF X 25% = **29,250 SF** PROVIDED: **21,779 SF**	REQUIRED: 224,000 SF X 25% = **56,000 SF** PROVIDED: 43,916 SF + 21,779 SF = **65,695 SF**
ACTIVE OPEN SPACE	REQUIRED: 26,750 SF X 33% = **8,828 SF** PROVIDED: **20,000 SF (10,000 SF POOL, 6,500 SF PICKLEBALL COURTS, 3,500 SF PLAYGROUND)**	REQUIRED: 29,250 SF X 33% = **9,653 SF** PROVIDED: **0 SF**	REQUIRED: 56,000 SF X 33% = **18,480 SF** PROVIDED: 20,000 SF + 0 SF = **20,000 SF (10,000 SF POOL, 6,500 SF PICKLEBALL COURTS, 3,500 SF PLAYGROUND)**
PASSIVE OPEN SPACE	MAXIMUM: 107,000 SF X 75% = **80,250 SF** PROVIDED: **141,700 SF (132.4%)** **33,826 SF** WITHIN ENVIRONMENTAL AREAS	MAXIMUM: 117,000 SF X 75% = **87,750 SF** PROVIDED: **21,167 SF (18.1%)** **803 SF** WITHIN ENVIRONMENTAL AREAS	MAXIMUM: 224,000 SF X 75% = **168,000 SF** PROVIDED: 141,700 SF + 21,167 SF = **162,867 SF (72.7%)** **34,629 SF** WITHIN ENVIRONMENTAL AREAS

PROPOSED NC-CD ZONING CONDITIONS

1. THE APARTMENT BUILDING TYPE IS PROHIBITED.
2. THE MINIMUM HEATED SQUARE FOOTAGE OF EACH TOWNHOME UNIT SHALL BE 1,500 SQUARE FEET.
3. EACH UNIT OF A TOWNHOUSE BUILDING SHALL HAVE A GARAGE.
   a. GARAGES ON FRONT-LOADED TOWNHOMES WILL BE A ONE CAR GARAGE OF AT LEAST 16'-8" x 19'-0" IN SIZE IN ORDER TO ACCOMMODATE REFUSE CONTAINERS AND HAVE A GARAGE DOOR WITH WINDOW. GARAGE DOORS ON FRONT-LOADED TOWNHOMES MUST CONTAIN CARRIAGE-STYLE ADORNMENTS.
   b. GARAGES ON REAR-LOADED TOWNHOMES WILL BE A TWO CAR GARAGE OF AT LEAST 19'-0" x 19'-0" IN SIZE IN ORDER TO ACCOMMODATE REFUSE CONTAINERS AND HAVE A GARAGE DOOR WITH WINDOW.
4. TOWNHOUSE UNITS SHALL HAVE A COVERED FRONT STOOP.
5. VINYL SIDING IS PROHIBITED EXCEPT FOR TRIM ELEMENTS. AT LEAST TWO (2) OF THE FOLLOWING MATERIALS SHALL BE USED ON EACH TOWNHOUSE BUILDING: WOOD, FIBER-CEMENT, METAL, MASONRY BRICK, BRICK VENEER, MASONRY STONE, STONE VENEER, BOARD AND BATTEN, OR SYNTHETIC STONE.
6. A MINIMUM OF 12" ROOF OVERHANG SHALL BE PROVIDED ALONG THE FRONT AND BACK OF EACH TOWNHOUSE UNIT. END UNITS WILL HAVE 12" ROOF OVERHAND ALONG ON THE SIDES.
7. A 20' WIDE BUFFER SHALL BE MAINTAINED ALONG THE PROPERTY BOUNDARY TO THE NORTH AND NORTHWEST. EXISTING PLANT MATERIAL MAY BE USED, BUT SHALL BE SUPPLEMENTED TO MEET THE REQUIREMENTS OF THE 20' TYPE B BUFFER YARD AS DEFINED IN THE TOWN'S UDO.
8. ALL TOWNHOUSE END UNITS SHALL HAVE AT LEAST ONE WINDOW PER FLOOR.
9. TOWNHOUSE BUILDINGS SHALL HAVE AT LEAST (2) FRONT FACING GABLES.
10. TO AVOID MONOTONY OF EXTERIOR ELEVATIONS, A 2' OFFSET IN THE FRONT FAÇADE SHALL BE USED EVERY THIRD UNIT AT A MINIMUM.
11. TOWNHOUSE BUILDINGS SHALL HAVE WINDOW SHUTTERS ON AT LEAST 25% OF THE WINDOWS ON THE FRONT FAÇADE.
12. TOWNHOUSE BUILDINGS SHALL CONTAIN AN ELEMENT OF EACH OF THE FOLLOWING SIDING STYLES: HORIZONTAL, SHAKE AND BOARD AND BATTEN.
13. EACH UNIT SHALL UTILIZE A DECORATIVE FRONT DOOR WITH MINIMUM 10% GLAZING.
14. EACH TOWNHOME LOT SHALL HAVE A MINIMUM WIDTH OF 20 FEET AND A MINIMUM DEPTH OF 80 FEET.
15. GARAGE DOORS ON FRONT-LOADED TOWNHOMES MUST CONTAIN CARRIAGE-STYLE ADORNMENTS AND WINDOWS.
16. AMENITIES SHOWN ON THE MASTER PLAN (INCLUDING A POOL, BATHHOUSE, PICKLE BALL COURTS, PLAYGROUND) SHALL BE PROVIDED AS SHOWN ON THE MASTER PLAN AND MAINTAINED BY THE PROPERTY OWNERS ASSOCIATION/HOME OWNERS ASSOCIATION (THE "HOA"). ALL IMPROVED OPEN SPACE AREAS WILL INCLUDE PAVED WALKWAYS, PUBLIC SEATING, SUPPLEMENTAL PLANTINGS, TRASH RECEPTACLES, AND BICYCLE PARKING IN ACCORDANCE WITH WENDELL UDO 7.4.1.2.A.
17. HOA SHALL BE RESPONSIBLE FOR MOWING GRASS WITHIN THE DEVELOPMENT AND CARING FOR LANDSCAPING IN COMMONLY-OWNED AREAS. THE INITIAL COVENANTS FOR THE HOA WILL PROVIDE THAT THE HOA IS RESPONSIBLE FOR MAINTENANCE OF THE ROOFS ON THE TOWNHOUSE BUILDINGS.
18. TOWNHOME USES SHALL BE PERMITTED BY RIGHT AS PART OF THE APPROVED CONDITIONAL USES.
19. STREET 'F' SHALL BE A LOCAL STREET EXEMPT FROM THE STANDARDS FOR A LOCAL STREET SET OUT IN SECTION 9.4 OF THE UDO. STREET 'F' SHALL COMPLY WITH THE FOLLOWING STANDARDS SET OUT IN THE MASTER PLAN:
    a. RIGHT-OF-WAY WIDTH: 36-FEET
    b. PAVEMENT WIDTH: 22-FEET (TWO 11-FOOT LANES)
    c. CURB & GUTTER: 2.5-FEET (BOTH SIDES OF STREET)
    d. PLANTING STRIP: 7-FEET (BOTH SIDES OF STREET)
       i. NORTH SIDE OF STREET IS PARTIALLY WITHIN THE RIGHT-OF-WAY AND PARTIALLY WITHIN A 5-FOOT LANDSCAPE EASEMENT.
       ii. SOUTH SIDE OF STREET IS COMPLETELY WITHIN THE RIGHT-OF-WAY.
20. SIDEWALK: 5-FEET (SOUTH SIDE OF STREET, WITHIN A 6-FOOT EASEMENT OUTSIDE OF THE RIGHT-OF-WAY)
21. A 10' WIDE MULTI-PURPOSE PATH SHALL BE PROVIDED ON THE PROPERTY ADJACENT TO THE EAGLE ROCK ROAD RIGHT-OF-WAY OR WITHIN THE ADJACENT EAGLE ROCK ROAD RIGHT-OF-WAY BETWEEN OLD TARBORO ROAD AND THE PROPERTY'S SHARED BOUNDARY WITH 729 EAGLE ROCK ROAD (PIN 1774456682, ESTATE FILE 11-E-2338).

GENERAL NOTES

1. BOUNDARY INFORMATION HAS BEEN FIELD MAPPED AND PROVIDED BY SURVEY AND MAPPING DATED 01/11/2022.
2. ALL POTENTIAL JURISDICTIONAL STREAMS AND WETLANDS HAVE BEEN PRELIMINARILY MAPPED BY KIMLEY-HORN & ASSOCIATES AND WILL NEED TO BE VERIFIED PRIOR TO DESIGN DEVELOPMENT.
3. FIELD TOPOGRAPHIC INFORMATION TAKEN FROM WAKE COUNTY GIS
4. THESE PLANS ARE FOR REZONING, ANNEXATION AND MASTER PLANNING PURPOSES ONLY AND ARE NOT RELEASED FOR CONSTRUCTION. CONSTRUCTION DRAWINGS WILL BE SUBMITTED UNDER A SEPARATE SUBMITTAL PACKAGE AND PROCESS.
5. ALL UTILITIES ARE TO BE LOCATED UNDERGROUND AND SHALL CONFORM TO THE CITY OF RALEIGH STANDARDS AND SPECIFICATIONS.
6. ALL PARKING HAS BEEN ANTICIPATED TO BE LOCATED ON STREET AS ALLOWED IN THE LOCAL STREET STREET SECTIONS.
7. SIGN PERMITS SHALL BE REQUIRED FOR ANY SIGNAGE IN THE TOWN OF WENDELL. PERMITS WILL BE REQUIRED PRIOR TO FABRICATION OR INSTALLATION OF SIGNS. SIGN PERMITTING IS A SEPARATE SUBMITTAL AND REVIEW AND APPROVAL PROCESS.
8. AN EROSION CONTROL PERMIT IS REQUIRED FROM WAKE COUNTY ENVIRONMENTAL SERVICES PRIOR TO ANY GRADING ON THIS SITE. GRADING CONTRACTOR SHALL CONTACT WAKE COUNTY FOR FINAL VERIFICATION OF ON-SITE EROSION CONTROL MEASURES PRIOR TO CONSTRUCTION.
9. NO REVISIONS MAY BE MADE WITHOUT PERMISSION FROM THE PERMIT ISSUING AUTHORITY.
10. ALL LANDSCAPING SHOULD BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE TOWN OF WENDELL'S STANDARDS.
11. DO NOT SCALE DRAWINGS. DIGITAL INFORMATION SHALL BE PROVIDED FOR CONSTRUCTION.
12. A LOT RECOMBINATION SHALL BE DONE TO DIVIDE THE EXISTING PROPERTY INTO TWO DIFFERENT PARCELS.
13. ACTIVE AND PASSIVE OPEN SPACE AREAS AND AMENITY FACILITIES ARE TO BE OWNED AND MAINTAINED BY PROPERTY OWNERS ASSOCIATION.
14. AT TIME OF SIGNAGE AND MARKING PLANS, PLANS SHALL ENSURE THAT ALL AREAS WHERE ON STREET PARKING IS PROHIBITED ARE CLEARLY MARKED.
15. THE AMENITY AREA HAS BEEN SHOWN FOR REFERENCE ONLY WITHIN THIS DRAWING PACKAGE. THE AMENITY PACKAGE WILL BE SUBMITTED UNDER A SEPARATE PACKAGE AND WILL FOLLOW A SEPARATE PROCESS PRIOR TO CONSTRUCTION.

City of Raleigh Public Utilities Department

Preliminary approval only. Does not constitute construction approval for any proposed water or sewer main extensions. Valid only with signature of a City of Raleigh Review Officer. This electronic approval may not be edited once issued. Any modification to this approval once issued will invalidate this approval.

GOVERNING AGENCY CONTACTS:

PLANNING DEPARTMENT:
15 EAST FOURTH STREET
WENDELL, NC 27591
(919)365-4448

UTILITIES:
WATER AND SEWER - CITY OF RALEIGH
(919)996-3245

STORMWATER & EROSION CONTROL:
WENDELL PUBLIC WORKS
(919)365-4822

PROJECT DESIGN TEAM:

DEVELOPER
HAILEY DEVELOPMENT, L.C.
3905 NATIONAL DRIVE, SUITE 105
BURTONSVILLE, MD 20866

SURVEYOR
SAM
2641-116 SUMNER BLVD.
RALEIGH, NC 27616

CIVIL ENGINEER

ENVIRONMENTAL

LANDSCAPE ARCHITECT

KIMLEY-HORN AND ASSOCIATES, INC.
421 FAYETTEVILLE STREET, SUITE 600
RALEIGH, NC 27601

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT 2063 — PRELIMINARY NOT RELEASED FOR CONSTRUCTION — MATTHEW R. GROSS

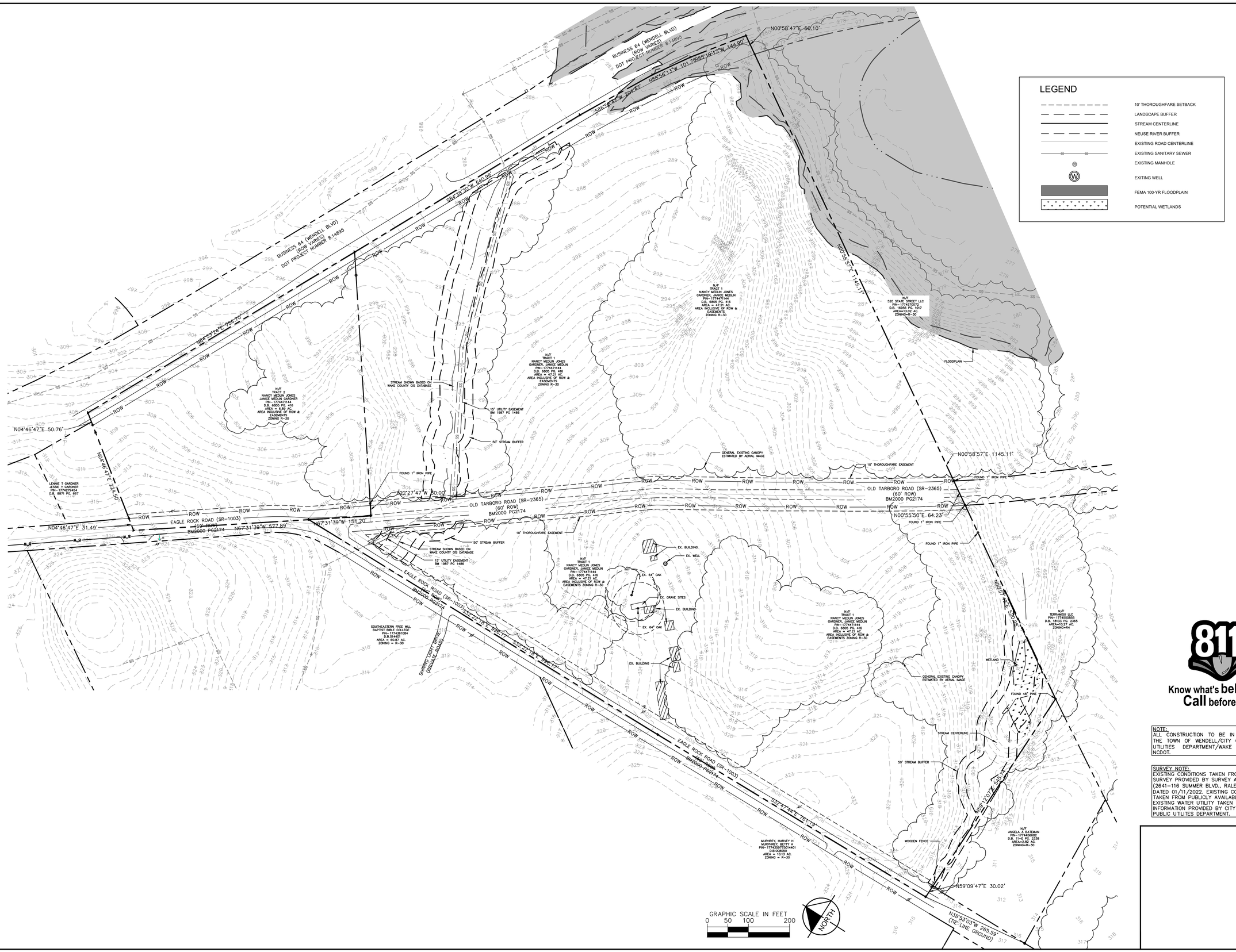
No.	REVISIONS	DATE	BY
4	RESPONSE TO TOWN COMMENTS	9/30/2022	MRG
3	RESPONSE TO TOWN COMMENTS	8/26/2022	MRG
2	RESPONSE TO TOWN COMMENTS	7/8/2022	MRG
1	RESPONSE TO TOWN COMMENTS	4/14/2022	MRG

COVER SHEET

02/04/2022

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
TOWN OF WENDELL NORTH CAROLINA

SHEET NUMBER
C0.00



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

NOTE:
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE TOWN OF WENDELL/CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT/WAKE COUNTY AND/OR NCDOT.

SURVEY NOTE:
EXISTING CONDITIONS TAKEN FROM BOUNDARY SURVEY PROVIDED BY SURVEY AND MAPPING NC (2641-116 SUMMER BLVD., RALEIGH, NC 27616) DATED 01/11/2022. EXISTING CONTOURS SHOWN TAKEN FROM PUBLICLY AVAILABLE GIS DATA. EXISTING WATER UTILITY TAKEN FROM GIS INFORMATION PROVIDED BY CITY OF RALEIGH PUBLIC UTILITES DEPARTMENT.

No.	REVISIONS	DATE	BY
4	RESPONSE TO TOWN COMMENTS	9/30/2022	MRG
3	RESPONSE TO TOWN COMMENTS	8/26/2022	MRG
2	RESPONSE TO TOWN COMMENTS	7/8/2022	MRG
1	RESPONSE TO TOWN COMMENTS	4/14/2022	MRG

Kimley»Horn
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421 FAYETTEVILLE STREET, SUITE 600, RALEIGH, NC 27601
PHONE: 919-677-2000
WWW.KIMLEY-HORN.COM
NC LICENSE #F-0102

NORTH CAROLINA LANDSCAPE ARCHITECTURE PRELIMINARY NOT FOR CONSTRUCTION 4/14/2022 KEW R. GROSS

KHA PROJECT
DATE
SCALE AS SHOWN
DESIGNED BY
DRAWN BY
CHECKED BY

EXISTING CONDITIONS

OLD TARBORO ROAD TOWNHOMES

PREPARED FOR
HAILEY DEVELOPMENT, LLC
TOWN OF WENDELL NORTH CAROLINA

SHEET NUMBER
C1.00

Plotted By:Fullerton, Adam Sheet Set:Old Tarboro Road TH Layout:C1.00 EXISTING CONDITIONS October 24, 2022 10:11:05am K:\RAL_LDE\012451000_Old Tarboro Road TH\Planning Phase\PTO_CAD Files\02 Plan Sheets\C1.00 EXISTING CONDITIONS.dwg
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

SITE DATA TABLE

PIN	1774471144
REAL ESTATE ID	0046749
DEVELOPMENT NAME	OLD TARBORO ROAD TOWNHOMES
PROPERTY OWNER(S)	NANCY GARDNER, JANICE MEDLIN JONES 3715 SWIFT DR. RALEIGH NC 27606-2543
DEVELOPER	HAILEY DEVELOPMENT, L.C. 3905 NATIONAL DRIVE, SUITE 105, BURTONSVILLE, MD 20866
EXISTING LAND USE	SINGLE FAMILY; AGRICULTURE
EXISTING ZONING	R-30
GROSS SITE AREA	29.38 ACRES
RIGHT-OF-WAY DEDICATION (OLD TARBORO RD, EAGLE ROCK RD, ASTROMEDA AVE)	2.14 ACRES
NET SITE AREA (DEVELOPABLE AREA)	27.24 ACRES
PROPOSED RIGHT-OF-WAY (STREETS A, B, C, D, E, & F)	5.38 ACRES
PROPOSED LAND USE	TOWNHOMES - SINGLE FAMILY (29.38 ACRES)
PROPOSED ZONING	NEIGHBORHOOD CENTER CONDITIONAL DISTRICT (NC-CD)
TOTAL LOTS AND HOUSING UNITS	224 TOWNHOME LOTS (20' MIN. LOT WIDTH; 80' MIN. LOT DEPTH) 224 HOUSING UNITS
LOT SETBACKS	FRONT: 0' (10' ALONG DESIGNATED THOROUGHFARES & COLLECTOR STREETS) REAR: 0' DRIVEWAY: 20' (ON WHICHEVER SIDE OF THE LOT CONTAINS A DRIVEWAY) SIDE & CORNER: 5' (10' BETWEEN BUILDINGS)
BEDROOMS PER UNIT	3 BEDROOMS (ALL 224 TOWNHOMES)
GROSS DENSITY PER ACRE PROVIDED	8.22 LOTS PER ACRE
LINEAR FEET OF STREETS	36' LOCAL STREET R/W: 812 LF 52' LOCAL STREET R/W: 5,833 LF 79' 3 LANE UNDIVIDED' R/W: 508 LF 110' 4 LANE DIVIDED R/W:1,652 LF ALLEY: 1,879 LF
OPEN SPACE REQUIRED	224 UNITS * 1,000 SF = **224,000 SF** (1,000 SF PER UNIT)
OPEN SPACE PROVIDED	**228,562 SF**
FEMA DATA:	FIRM PANEL 3720177400J; DATED 5/2/2006

LEGEND

- PROPOSED PROPERTY LINE
- PROPOSED LOT LINE
- ACCESS EASEMENT
- PROPOSED CURB AND GUTTER
- 10' THOROUGHFARE SETBACK
- FRONT / SIDE / REAR SETBACK
- LANDSCAPE BUFFER
- STREAM CENTERLINE
- NEUSE RIVER BUFFER
- EXISTING SANITARY SEWER
- EXISTING MANHOLE
- FEMA 100-YR FLOODPLAIN
- POTENTIAL WETLANDS
- APPROXIMATE MILL AND OVERLAY LOCATION
- PERMANENT ACCESS EASEMENT
- 20' WIDTH LOTS (126)
- 22' WIDTH LOTS (98)

SITE PLAN NOTES:

1. ALL DEVELOPMENT PARKING SHALL BE LOCATED ON-STREET WITH THE EXCEPTION OF AMENITY PARKING AND MAIL KIOSK PARKING. SEE PLAN FOR MAIL KIOSK PARKING LOCATIONS.
2. EAGLE ROCK ROAD SECTION SHALL ULTIMATELY FOLLOW THE TOWN OF WENDELL STANDARD 110' STREET SECTION. DEVELOPER WILL ONLY PROVIDE 27' DEDICATED R.O.W., 5' BIKE LANE AT EXISTING PAVEMENT EDGE, AND 10' MULTI-USE PATH ALONG PROPERTY BOUNDARY.
3. 5' BIKE LANE SHALL NOT BE STRIPED IN ACCORDANCE WITH NCDOT POLICY.
4. SEE SHEET 2.10 FOR SITE PHASING AND ROAD CENTERLINE GEOMETRY.
5. SEE SHEET 2.20 FOR LOT DIMENSION INFORMATION.
6. AMENITY HAS BEEN PROVIDED FOR REFERENCE ONLY. REFER TO CONDITIONS FOR AMENITY COMMITMENTS.
7. ADA PARKING SPACES LOCATED AT MAIL KIOSKS SHALL HAVE EITHER A FLUSH CURB CONDITION OR ADA ACCESSIBLE RAMP.

NOTE:
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SURVEY NOTE:
EXISTING CONDITIONS TAKEN FROM BOUNDARY SURVEY PROVIDED BY SURVEY AND MAPPING NC (2641-116 SUMMER BLVD., RALEIGH, NC 27616) DATED 01/11/2022. EXISTING CONTOURS SHOWN TAKEN FROM PUBLICLY AVAILABLE GIS DATA. EXISTING WATER UTILITY TAKEN FROM GIS INFORMATION PROVIDED BY CITY OF RALEIGH PUBLIC UTILITES DEPARTMENT.

OPEN SPACE DESCRIPTIONS

OS-A (PHASE 1)	IMPROVED OPEN SPACE*: **13,916 SF**
OS-B (PHASE 1)	PASSIVE OPEN SPACE: **62,930 SF**
AMENITY AREA (PHASE 1)	IMPROVED OPEN SPACE: **20,000 SF** (20,000 SF ACTIVE IMPROVED OPEN SPACE)
OS-C (PHASE 1)	PASSIVE OPEN SPACE: **26,452 SF** (18,411 SF IN ENVIRONMENTAL AREAS)
OS-D (PHASE 1)	PASSIVE OPEN SPACE: **4,505 SF**
OS-E (PHASE 1)	PASSIVE OPEN SPACE: **1,741 SF**
DOG PARK (PHASE 1)	IMPROVED OPEN SPACE*: **10,000 SF**
OS-F (PHASE 1)	PASSIVE OPEN SPACE: **42,845 SF** (15,415 SF IN ENVIRONMENTAL AREAS)
OS-G (PHASE 1)	PASSIVE OPEN SPACE: **3,227 SF**
OS-H (PHASE 2)	PASSIVE OPEN SPACE: **2,142 SF**
OS-I (PHASE 2)	IMPROVED OPEN SPACE*: **6,036 SF**
OS-J (PHASE 2)	IMPROVED OPEN SPACE*: **7,063 SF**
OS-K (PHASE 2)	IMPROVED OPEN SPACE: **8,680 SF**
OS-L (PHASE 2)	PASSIVE OPEN SPACE: **12,699 SF** (803 SF IN ENVIRONMENTAL AREAS)
OS-M (PHASE 2)	PASSIVE OPEN SPACE: **6,326 SF**

*PER TOWN OF WENDELL UDO CHAPTER 7, IMPROVED OPEN SPACE AREAS OS-A, OS-I, OS-J, OS-K, AND THE DOG PARK SHALL INCLUDE PUBLIC SEATING, SUPPLEMENTAL PLANTINGS, TRASH RECEPTACLES, BICYCLE PARKING, AND PAVED WALKWAYS.

OPEN SPACE (UDO CHAPTER 7)

	PHASE 1	PHASE 2 (TO SUPPLEMENT PHASE 1)	TOTAL
TOTAL OPEN SPACE	REQUIRED: 107 TH LOTS X 1,000 SF = **107,000 SF** PROVIDED: **185,616 SF**	REQUIRED: 117 TH LOTS X 1,000 SF = **117,000 SF** PROVIDED: **42,946 SF**	REQUIRED: 224 TH LOTS X 1,000 SF = **224,000 SF** PROVIDED: 185,616 SF + 42,946 SF = **228,562 SF**
IMPROVED OPEN SPACE	REQUIRED: 107,000 SF X 25% = **26,750 SF** PROVIDED: **43,916 SF**	REQUIRED: 117,000 SF X 25% = **29,250 SF** PROVIDED: **21,779 SF**	REQUIRED: 224,000 SF X 25% = **56,000 SF** PROVIDED: 43,916 SF + 21,779 SF = **65,695 SF**
ACTIVE OPEN SPACE	REQUIRED: 26,750 SF X 33% = **8,828 SF** PROVIDED: **20,000 SF (10,000 SF POOL, 6,500 SF PICKLEBALL COURTS, 3,500 SF PLAYGROUND)**	REQUIRED: 29,250 SF X 33% = **9,653 SF** PROVIDED: **0 SF**	REQUIRED: 56,000 SF X 33% = **18,480 SF** PROVIDED: 20,000 SF + 0 SF = **20,000 SF (10,000 SF POOL, 6,500 SF PICKLEBALL COURTS, 3,500 SF PLAYGROUND)**
PASSIVE OPEN SPACE	MAXIMUM: 107,000 SF X 75% = **80,250 SF** PROVIDED: **141,700 SF (132.4%)** **33,826 SF** WITHIN ENVIRONMENTAL AREAS	MAXIMUM: 117,000 SF X 75% = **87,750 SF** PROVIDED: **21,167 SF (18.1%)** **803 SF** WITHIN ENVIRONMENTAL AREAS	MAXIMUM: 224,000 SF X 75% = **168,000 SF** PROVIDED: 141,700 SF + 21,167 SF = **162,867 SF (72.7%)** **34,629 SF** WITHIN ENVIRONMENTAL AREAS

No.	REVISIONS	DATE	BY
1	RESPONSE TO TOWN COMMENTS	4/14/2022	MRG
2	RESPONSE TO TOWN COMMENTS	7/8/2022	MRG
3	RESPONSE TO TOWN COMMENTS	8/26/2022	MRG
4	RESPONSE TO TOWN COMMENTS	9/30/2022	MRG

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NORTH CAROLINA PRELIMINARY NOT FOR CONSTRUCTION OR RECORDATION 421 FAYETTEVILLE STREET, SUITE 600 RALEIGH, NC 27601 PHONE: 919-677-2000 EW R. GROSS

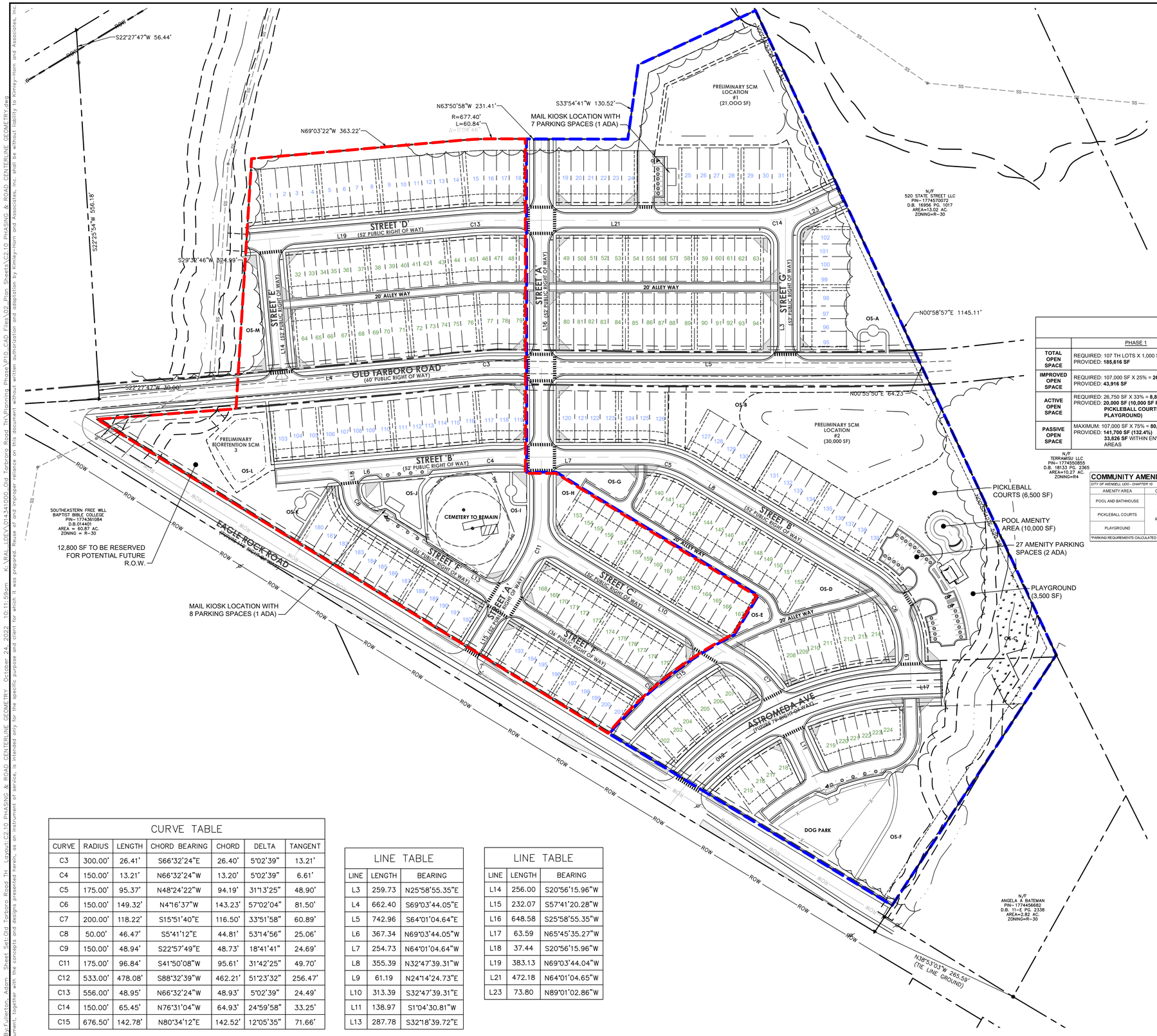
KHA PROJECT	014341000
DATE	02/04/2022
SCALE	AS SHOWN
DESIGNED BY	MRG
DRAWN BY	AWF
CHECKED BY	MRG

OVERALL SITE PLAN

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
TOWN OF WENDELL NORTH CAROLINA

SHEET NUMBER
C2.00

Plotted By: Fullerton, Adam Sheet Set: Old Tarboro Road Th Planning Phases\210_CAD Files\02 Plan Sheets\C2.00 PROPOSED SITE PLAN.dwg
This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.
Old Tarboro Road Th\Planning Phases\210_CAD Files\02 Plan Sheets\C2.00 PROPOSED SITE PLAN October 24, 2022 10:11:37am K:\RAL_LDEV\014341000_Old Tarboro Road Th\



LEGEND

- PROPOSED PROPERTY LINE
- PROPOSED LOT LINE
- ACCESS EASEMENT
- PROPOSED CURB AND GUTTER
- 10' THOROUGHFARE SETBACK
- FRONT / SIDE / REAR SETBACK
- LANDSCAPE BUFFER
- STREAM CENTERLINE
- NEUSE RIVER BUFFER
- EXISTING SANITARY SEWER
- EXISTING MANHOLE
- FEMA 100-YR FLOODPLAIN
- POTENTIAL WETLANDS
- PERMANENT ACCESS EASEMENT
- 20' WIDTH LOTS (126)
- 22' WIDTH LOTS (98)

PHASING LEGEND

- PHASE 1
- PHASE 2

OPEN SPACE
(UDO CHAPTER 7)

	PHASE 1	PHASE 2 (TO SUPPLEMENT PHASE 1)	TOTAL
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COMMUNITY AMENITY AREA PARKING REQUIREMENTS

CITY OF WENDELL UDO - CHAPTER 10

AMENITY AREA	CODE REQUIREMENT	TOTAL QUANTITY REQUIRED	TOTAL QUANTITY PROVIDED	CODE SECTION
POOL AND BATHHOUSE	1-2 PARKING SPACES PER 1,000SF OF RECREATIONAL SPACE	10,000 SF OF AMENITY SPACE / 1,000 SF = 10 x 1 = 10 PARKING SPACES	27 PROPOSED PARKING SPACES (2 ADA-ACCESSIBLE SPACES)	TABLE 10.4
PICKLEBALL COURTS		6,500 SF OF PICKLEBALL SPACE / 1,000 SF = 6.5 x 1 = 7 PARKING SPACES		
PLAYGROUND		3,500 SF OF PLAYGROUND SPACE / 1,000 SF = 3.5 x 1 = 4 PARKING SPACES		

*PARKING REQUIREMENTS CALCULATED FOR RECREATIONAL USE REQUIREMENTS FROM CH. 10.4 TABLE OF CITY OF WENDELL UDO.

CURVE TABLE

CURVE	RADIUS	LENGTH	CHORD BEARING	CHORD	DELTA	TANGENT
C3	300.00'	26.41'	S66°32'24"E	26.40'	5°02'39"	13.21'
C4	150.00'	13.21'	N66°32'24"W	13.20'	5°02'39"	6.61'
C5	175.00'	95.37'	N48°24'22"W	94.19'	31°13'25"	48.90'
C6	150.00'	149.32'	N4°16'37"W	143.23'	57°02'04"	81.50'
C7	200.00'	118.22'	S15°51'40"E	116.50'	33°51'58"	60.89'
C8	50.00'	46.47'	S5°41'12"E	44.81'	53°14'56"	25.06'
C9	150.00'	48.94'	S22°57'49"E	48.73'	18°41'41"	24.69'
C11	175.00'	96.84'	S41°50'08"W	95.61'	31°42'25"	49.70'
C12	533.00'	478.08'	S88°32'39"W	462.21'	51°23'32"	256.47'
C13	556.00'	48.95'	N66°32'24"W	48.93'	5°02'39"	24.49'
C14	150.00'	65.45'	N76°31'04"W	64.93'	24°59'58"	33.25'
C15	676.50'	142.78'	N80°34'12"E	142.52'	12°05'35"	71.66'

LINE TABLE

LINE	LENGTH	BEARING
L3	259.73	N25°58'55.35"E
L4	662.40	S69°03'44.05"E
L5	742.96	S64°01'04.64"E
L6	367.34	N69°03'44.05"W
L7	254.73	N64°01'04.64"W
L8	355.39	N32°47'39.31"W
L9	61.19	N24°14'24.73"E
L10	313.39	S32°47'39.31"E
L11	138.97	S1°04'30.81"W
L13	287.78	S32°18'39.72"E

LINE TABLE

LINE	LENGTH	BEARING
L14	256.00	S20°56'15.96"W
L15	232.07	S57°41'20.28"W
L16	648.58	S25°58'55.35"W
L17	63.59	N65°45'35.27"W
L18	37.44	S20°56'15.96"W
L19	383.13	N69°03'44.04"W
L21	472.18	N64°01'04.65"W
L23	73.80	N89°01'02.86"W

NOTE:
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE TOWN OF WENDELL/CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT/WAKE COUNTY AND/OR NCDOT.

SURVEY NOTE:
EXISTING CONDITIONS TAKEN FROM BOUNDARY SURVEY PROVIDED BY SURVEY AND MAPPING NC (2641-116 SUMMER BLVD., RALEIGH, NC 27616) DATED 01/11/2022. EXISTING CONTOURS SHOWN TAKEN FROM PUBLICLY AVAILABLE GIS DATA. EXISTING WATER UTILITY TAKEN FROM GIS INFORMATION PROVIDED BY CITY OF RALEIGH PUBLIC UTILITES DEPARTMENT.

NORTH

GRAPHIC SCALE IN FEET
0 40 80 160

No.	REVISIONS	DATE	BY
4	RESPONSE TO TOWN COMMENTS	9/30/2022	MRG
3	RESPONSE TO TOWN COMMENTS	8/26/2022	MRG
2	RESPONSE TO TOWN COMMENTS	7/8/2022	MRG
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NC LICENSE #F-0102

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NORTH CAROLINA LANDSCAPE ARCHITECT
PRELIMINARY NOT FOR CONSTRUCTION
4/21/2022
EW R. GROSS

KHA PROJECT 014341000
DATE 02/04/2022
SCALE AS SHOWN
DESIGNED BY MRG
DRAWN BY AWF
CHECKED BY MRG

PHASING & ROAD CENTERLINE GEOMETRY

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
TOWN OF WENDELL NORTH CAROLINA

SHEET NUMBER
C2.10

Plotted By: Fullerton, Adam Sheet Set: Old Tarboro Road TH Layout: C2.10 PHASING & ROAD CENTERLINE GEOMETRY October 24, 2022 01:11:39pm K:\RAL_LDEV\014341000_Old Tarboro Road TH\Planning Phase\210_CAD Files\02 Plan Sheets\C2.10 PHASING & ROAD CENTERLINE GEOMETRY.dwg
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LOT DIMENSION TABLE

Lot Number	Required Lot Width (LF)(MIN.)	Actual Lot Width (LF)	Required Lot Depth (LF)	Actual Lot Depth (LF)	Lot Area (SF)
1	22	30	80	95	2850
2	22	22	80	95	2090
3	22	22	80	95	2200
4	22	30	80	95	2850
5	22	30	80	95	3000
6	22	22	80	95	2200
7	22	22	80	95	2200
8	22	30	80	95	3000
9	22	30	80	95	3000
10	22	22	80	95	2200
11	22	22	80	95	2200
12	22	22	80	95	2200
13	22	22	80	95	2200
14	22	30	80	95	3000
15	22	30	80	95	3453
16	22	22	80	95	2200
17	22	22	80	95	2200
18	22	30	80	95	3000
19	22	25.5	80	95	2422.5
20	22	22	80	95	2200
21	22	22	80	95	2200
22	22	22	80	95	2200
23	22	22	80	95	2200
24	22	27	80	95	2700
25	22	32	80	100	3200
26	22	22	80	100	2200
27	22	22	80	100	2200
28	22	32	80	100	3200
29	22	32	80	100	3200
30	22	22	80	100	2200
31	22	32	80	81	2878.7
32	20	30	80	80	2400
33	20	20	80	80	1600
34	20	20	80	80	1600
35	20	20	80	80	1600
36	20	20	80	80	1600
37	20	30	80	80	2400
38	20	30	80	80	2400
39	20	20	80	80	1600
40	20	20	80	80	1600
41	20	20	80	80	1600
42	20	20	80	80	1600
43	20	30	80	80	2400
44	20	30	80	80	2400
45	20	20	80	80	1683.5
46	20	20	80	80	1740
47	20	20	80	80	1600
48	20	30	80	80	2400
49	20	30	80	80	2400
50	20	20	80	80	1600
51	20	20	80	80	1600
52	20	20	80	80	1600
53	20	30	80	80	2400
54	20	30	80	80	2400
55	20	20	80	80	1600
56	20	20	80	80	1600
57	20	20	80	80	1600
58	20	30	80	80	2400
59	20	30	80	80	2400
60	20	20	80	80	1600
61	20	20	80	80	1600
62	20	20	80	80	1600
63	20	30	80	80	2364.9
64	20	30	80	99.4	2982
65	20	20	80	99.4	1988
66	20	20	80	99.4	1988
67	20	30	80	99.4	2982
68	20	30	80	99.4	2982
69	20	20	80	99.4	1988
70	20	20	80	99.4	1988
71	20	30	80	99.4	2982
72	20	30	80	99.4	2982
73	20	20	80	99.4	1988
74	20	20	80	99.4	1988
75	20	20	80	99.4	1988
76	20	30	80	99.7	2991
77	20	30	80	99.7	3366
78	20	20	80	100.3	2006
79	20	30	80	100.3	3009
80	20	30	80	98.7	2961
81	20	20	80	98.7	1974
82	20	20	80	98.7	1974
83	20	20	80	98.7	1974
84	20	30	80	98.7	2961
85	20	30	80	98.7	2961
86	20	20	80	98.7	1974
87	20	20	80	98.7	1974
88	20	20	80	98.7	1974
89	20	20	80	98.7	1974
90	20	30	80	98.7	2961
91	20	20	80	98.7	1974
92	20	20	80	98.7	1974
93	20	20	80	98.7	1974
94	20	30	80	98.7	2961
95	22	32	80	80	2560
96	22	22	80	80	1760
97	22	22	80	80	1760
98	22	32	80	80	2560
99	22	32	80	86.2	2758
100	22	22	80	86.2	1896
101	22	22	80	86.2	1896
102	22	30	80	86.2	2532
103	22	32	80	87.4	2796.8
104	22	22	80	87.4	1922.8
105	22	30	80	87.4	2622
106	22	30	80	87.4	2622
107	22	22	80	87.4	1922.8
108	22	22	80	87.4	1922.8
109	22	22	80	87.4	1922.8
110	22	30	80	87.4	2622
111	22	30	80	87.9	2637
112	22	22	80	87.3	1920.6
113	22	22	80	89.1	1960.2
114	22	22	80	89.9	1977.8
115	22	22	80	90.7	1995.4
116	22	30	80	90.4	2712
117	22	30	80	90.4	3039.1
118	22	22	80	91.3	2008.6
119	22	30	80	90.8	2724
120	22	32	80	90	2880
121	22	22	80	89.4	1966.8
122	22	22	80	89	1958
123	22	32	80	89	2848
124	22	32	80	89	2848
125	22	22	80	87.6	1927.2
126	22	32	80	87.6	2866.2
127	22	32	80	82.4	2513
128	22	22	80	80.5	1764
129	22	22	80	80	1760
130	22	32	80	80	2560
131	22	32	80	80	2560
132	22	22	80	80	1760
133	22	22	80	80	1760
134	22	32	80	80	2560
135	22	32	80	80	2560
136	22	22	80	80	1760
137	22	22	80	80	1760
138	22	22	80	80	1760
139	22	32	80	80	2560
140	20	30	80	80	2311
141	20	20	80	82	1628
142	20	20	80	82	1640
143	20	30	80	82	2460
144	20	30	80	82	2460
145	20	20	80	82	1640
146	20	20	80	82	1640
147	20	30	80	82	2460
148	20	30	80	82	2460
149	20	20	80	82	1640
150	20	20	80	80.5	1640
151	20	20	80	80.5	1701
152	20	30	80	86.7	2930
153	20	30	80	84.5	2509
154	20	20	80	86	1720
155	20	20	80	86	1720
156	20	20	80	86	1720
157	20	30	80	86	2580
158	20	30	80	86	2580
159	20	20	80	86	1720
160	20	20	80	86	1720
161	20	20	80	86	1720
162	20	30	80	86	2580
163	20	30	80	86	2580
164	20	20	80	86	1720
165	20	20	80	86	1720
166	20	20	80	86	1720
167	20	30	80	86	2566
168	20	30	80	80	2404
169	20	20	80	80	1600
170	20	20	80	80	1600
171	20	20	80	80	1600
172	20	20	80	80	1600
173	20	30	80	80	2400
174	20	30	80	80	2400
175	20	20	80	80	1600
176	20	20	80	80	1600
177	20	20	80	80	1600
178	20	20	80	80	2265
179	20	30	80	80	2440
180	22	30	80	98.1	3340
181	22	22	80	80.7	2018
182	22	30	80	84	2540
183	22	30	80	84	2520
184	22	22	80	84	1848
185	22	22	80	84	1848
186	22	22	80	84	1848
187	22	30	80	84	2520
188	22	30	80	84	2520
189	22	22	80	84	1848
190	22	22	80	84	1848
191	22	22	80	84	1848
192	22	30	80	84	2520
193	22	32	80	83.5	2672
194	22	22	80	83.5	1837
195	22	22	80	83.5	1837
196	22	32	80	83.5	2672
197	22	32	80	83.5	2672
198	22	22	80	83	1826
199	22	22	80	83	1826
200	22	22	80	82.5	1815
201	22	30	80	82.5	2475
202	20	30	80	84	2520
203	20	20	80	84	2000
204	20	30	80	84	3000
205	20	30	80	84	3000
206	20	20	80	84	2000
207	20	30	80	84	2576
208	20	30	80	100	2500
209	20	20	80	100	2000
210	20	20	80	100	2000
211	20	30	80	100	3000
212	20	30	80	100	3433.5
213	20	20	80	105.5	2110
214	20	30	80	104.5	2945.9
215	20	30	80	80.5	2932.6
216	20	20	80	80	1600
217	20	20	80	80	1600
218	20	30	80	80	2983
219	20	26	80	81.7	2790
220	20	20	80	81	1640
221	20	20	80	81	1640
222	20	20	80	81	1640
223	20	20	80	81	1642
224	20	26	80	81.5	2796

NOTE:
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NORTH CAROLINA ENGINEERING
PRELIMINARY NOT FOR CONSTRUCTION
REW. R. GROSS 42111

KHA PROJECT 014341000
DATE 02/04/2022
SCALE AS SHOWN
DESIGNED BY MRG
DRAWN BY AWF
CHECKED BY MRG

LOT DIMENSION TABLE

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
TOWN OF WENDELL NORTH CAROLINA

SHEET NUMBER
C2.20

Plotted By:Fullerton, Adam Sheet Set:Old Tarboro Road TH Layout:LOT DIMENSION TABLE October 24, 2022 10:12:14am K:\RAL_LDE\014341000_Old Tarboro Road TH\Planning Phase\P10_CAD Files\02_Plan Sheets\C2.20_LOT DIMENSION TABLE.dwg
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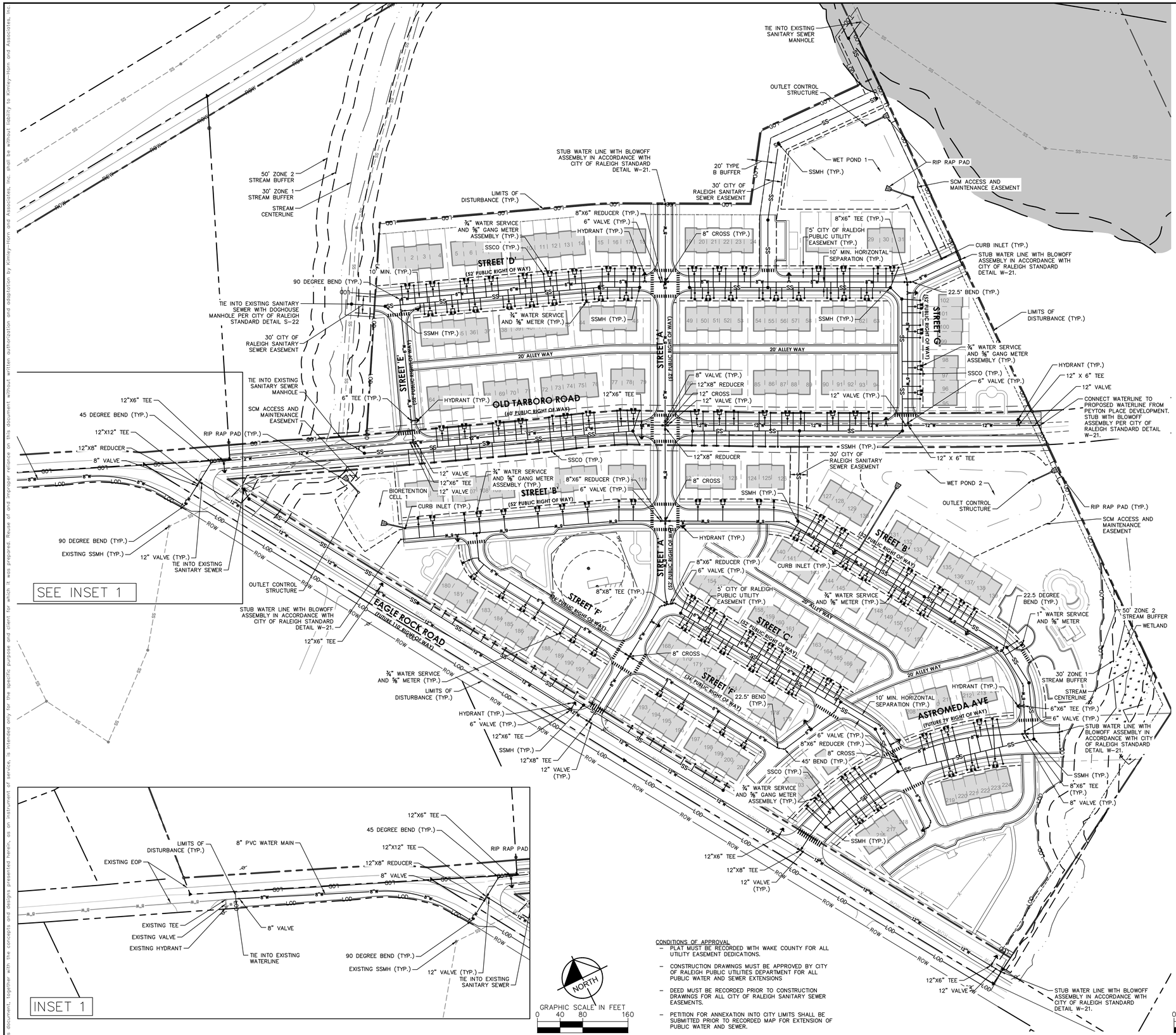

UTILITY LEGEND

- WATER LINE
- SEWER LINE
- EXISTING SANITARY SEWER MAIN
- PIPE BENDS/TEE/CROSS
- PROPOSED WATER METER
- PROPOSED WATER VALVE
- PROPOSED SANITARY SEWER MANHOLE
- EXISTING SANITARY SEWER MANHOLE
- PROPOSED SANITARY SEWER CLEANOUT

STANDARD UTILITY NOTES (AS APPLICABLE):

1. ALL MATERIALS & CONSTRUCTION METHODS SHALL BE IN ACCORDANCE WITH CITY OF RALEIGH DESIGN STANDARDS, DETAILS & SPECIFICATIONS (REFERENCE: CORPUD HANDBOOK, CURRENT EDITION).
2. UTILITY SEPARATION REQUIREMENTS:
   A) A DISTANCE OF 100' SHALL BE MAINTAINED BETWEEN SANITARY SEWER & ANY PRIVATE OR PUBLIC WATER SUPPLY SOURCE SUCH AS AN IMPOUNDED RESERVOIR USED AS A SOURCE OF DRINKING WATER. IF ADEQUATE LATERAL SEPARATION CANNOT BE ACHIEVED, FERROUS SANITARY SEWER PIPE SHALL BE SPECIFIED & INSTALLED TO WATERLINE SPECIFICATIONS. HOWEVER, THE MINIMUM SEPARATION SHALL NOT BE LESS THAN 25'FROM A PRIVATE WELL OR 50'FROM A PUBLIC WELL.
   B) WHEN INSTALLING WATER &/OR SEWER MAINS, THE HORIZONTAL SEPARATION BETWEEN UTILITIES SHALL BE 10'. IF THIS SEPARATION CANNOT BE MAINTAINED DUE TO EXISTING CONDITIONS, THE VARIATION ALLOWED IS THE WATER MAIN IN A SEPARATE TRENCH WITH THE ELEVATION OF THE WATER MAIN AT LEAST 18" ABOVE THE TOP OF THE SEWER & MUST BE APPROVED BY THE PUBLIC UTILITIES DIRECTOR. ALL DISTANCES ARE MEASURED FROM OUTSIDE DIAMETER TO OUTSIDE DIAMETER.
   C) WHERE IT IS IMPOSSIBLE TO OBTAIN PROPER SEPARATION, OR ANYTIME A SANITARY SEWER PASSES OVER A WATERMAIN, DIP MATERIALS OR STEEL ENCASEMENT EXTENDED 10'ON EACH SIDE OF CROSSING MUST BE SPECIFIED & INSTALLED TO WATERLINE SPECIFICATIONS.
   D) 5.0'MINIMUM HORIZONTAL SEPARATION IS REQUIRED BETWEEN ALL SANITARY SEWER & STORM SEWER FACILITIES, UNLESS DIP MATERIAL IS SPECIFIED FOR SANITARY SEWER.
   E) MAINTAIN 18"MIN. VERTICAL SEPARATION AT ALL WATERMAIN & RCP STORM DRAIN CROSSINGS; MAINTAIN 24"MIN. VERTICAL SEPARATION AT ALL SANITARY SEWER & RCP STORM DRAIN CROSSINGS. WHERE ADEQUATE SEPARATIONS CANNOT BE ACHIEVED, SPECIFY DIP MATERIALS & A CONCRETE CRADLE HAVING 6'MIN. CLEARANCE (PER CORPUD DETAILS W-41 & S-49).
   F) ALL OTHER UNDERGROUND UTILITIES SHALL CROSS WATER & SEWER FACILITIES WITH 18"MIN. VERTICAL SEPARATION REQUIRED.
3. ANY NECESSARY FIELD REVISIONS ARE SUBJECT TO REVIEW & APPROVAL OF AN AMENDED PLAN &/OR PROFILE BY THE CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT PRIOR TO CONSTRUCTION.
4. CONTRACTOR SHALL MAINTAIN CONTINUOUS WATER & SEWER SERVICE TO EXISTING RESIDENCES & BUSINESSES THROUGHOUT CONSTRUCTION OF PROJECT. ANY NECESSARY SERVICE INTERRUPTIONS SHALL BE PRECEDED BY A 24 HOUR ADVANCE NOTICE TO THE CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT.
5. 3.0'MINIMUM COVER IS REQUIRED ON ALL WATER MAINS & SEWER FORCEMAINS. 4.0' MINIMUM COVER IS REQUIRED ON ALL REUSE MAINS.
6. IT IS THE DEVELOPER'S RESPONSIBILITY TO ABANDON OR REMOVE EXISTING WATER & SEWER SERVICES NOT BEING USED IN REDEVELOPMENT OF A SITE UNLESS OTHERWISE DIRECTED BY THE CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT. THIS INCLUDES ABANDONING TAP AT MAIN & REMOVAL OF SERVICE FROM ROW OR EASEMENT PER CORPUD HANDBOOK PROCEDURE.
7. INSTALL 8" PVC SEWER SERVICES @ 1.0% MINIMUM GRADE WITH CLEANOUTS LOCATED AT ROW OR EASEMENT LINE & SPACED EVERY 50 LINEAR FEET MAXIMUM.
8. PRESSURE REDUCING VALVES ARE REQUIRED ON ALL WATER SERVICES EXCEEDING 80 PSI; BACKWATER VALVES ARE REQUIRED ON ALL SANITARY SEWER SERVICES HAVING BUILDING DRAINS LOWER THAN 1.0'ABOVE THE NEXT UPSTREAM MANHOLE.
9. ALL ENVIRONMENTAL PERMITS APPLICABLE TO THE PROJECT MUST BE OBTAINED FROM NCDWQ, USACE &/OR FEMA FOR ANY RIPARIAN BUFFER, WETLAND &/OR FLOODPLAIN IMPACTS (RESPECTIVELY) PRIOR TO CONSTRUCTION.
10. NCDOT / RAILROAD ENCROACHMENT AGREEMENTS ARE REQUIRED FOR ANY UTILITY WORK (INCLUDING MAIN EXTENSIONS & SERVICE TAPS) WITHIN STATE OR RAILROAD ROW PRIOR TO CONSTRUCTION.
11. GREASE INTERCEPTOR / OIL WATER SEPARATOR SIZING CALCULATIONS & INSTALLATION SPECIFICATIONS SHALL BE APPROVED BY THE CORPUD FOG PROGRAM COORDINATOR PRIOR TO ISSUANCE OF A BUILDING PERMIT. CONTACT TIM BEASLEY AT (919) 996-2334 OR TIMOTHY.BEASLEY@RALEIGHNC.GOV FOR MORE INFORMATION.
12. CROSS-CONNECTION CONTROL PROTECTION DEVICES ARE REQUIRED BASED ON DEGREE OF HEALTH HAZARD INVOLVED AS LISTED IN APPENDIX-B OF THE RULES GOVERNING PUBLIC WATER SYSTEMS IN NORTH CAROLINA.THESE GUIDELINES ARE THE MINIMUM REQUIREMENTS. THE DEVICES SHALL MEET AMERICAN SOCIETY OF SANITARY ENGINEERING (ASSE) STANDARDS OR BE ON THE UNIVERSITY OF SOUTHERN CALIFORNIA APPROVAL LIST. THE DEVICES SHALL BE INSTALLED AND TESTED (BOTH INITIAL AND PERIODIC TESTING THEREAFTER) IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS OR THE LOCAL CROSS-CONNECTION CONTROL PROGRAM, WHICHEVER IS MORE STRINGENT. CONTACT JOANIE HARTLEY AT (919) 996-5923 OR JOANIE.HARTLEY@RALEIGHNC.GOV FOR MORE INFORMATION.

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

NOTE:
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SURVEY NOTE:
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CONDITIONS OF APPROVAL
- PLAT MUST BE RECORDED WITH WAKE COUNTY FOR ALL UTILITY EASEMENT DEDICATIONS.
- CONSTRUCTION DRAWINGS MUST BE APPROVED BY CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT FOR ALL PUBLIC WATER AND SEWER EXTENSIONS
- DEED MUST BE RECORDED PRIOR TO CONSTRUCTION DRAWINGS FOR ALL CITY OF RALEIGH SANITARY SEWER EASEMENTS.
- PETITION FOR ANNEXATION INTO CITY LIMITS SHALL BE SUBMITTED PRIOR TO RECORDED MAP FOR EXTENSION OF PUBLIC WATER AND SEWER.

No.	REVISIONS	DATE	BY
4	RESPONSE TO TOWN COMMENTS	9/30/2022	MRG
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PHONE: 919-677-2000
WWW.KIMLEY-HORN.COM
NC LICENSE #F-0102

NORTH CAROLINA PROFESSIONAL ENGINEER TIM JACKSON — PRELIMINARY NOT FOR CONSTRUCTION

KHA PROJECT 014341000
DATE 10/24/2022
SCALE AS SHOWN
DESIGNED BY JAJ
DRAWN BY QAS
CHECKED BY MRG

UTILITY PLAN

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
NORTH CAROLINA
TOWN OF WENDELL

SHEET NUMBER
C3.00

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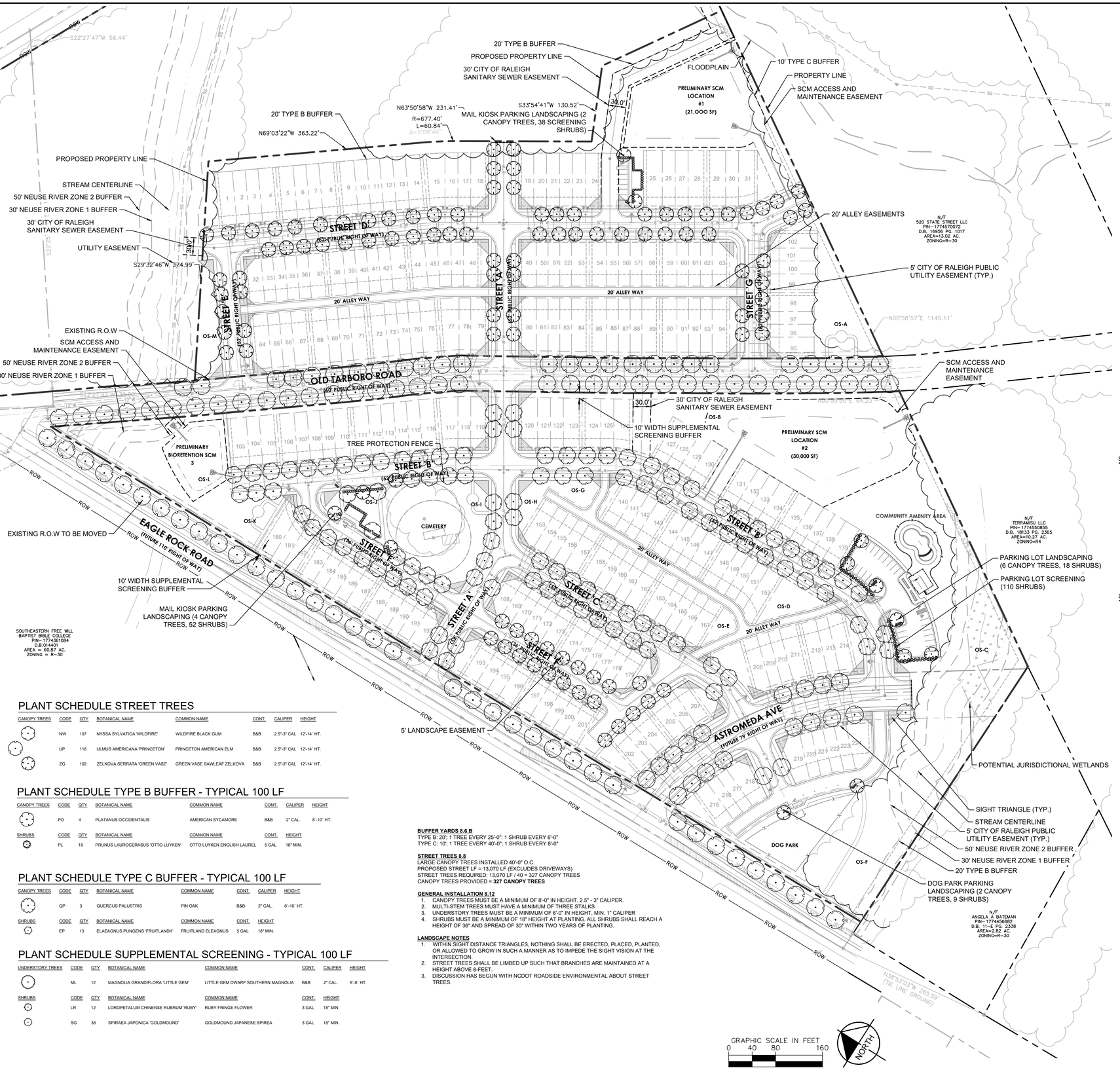
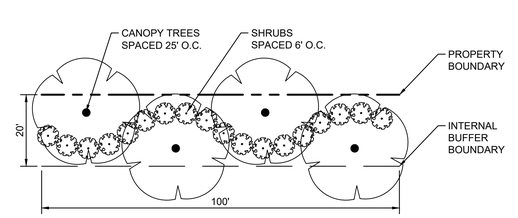
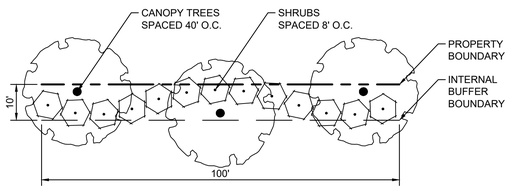
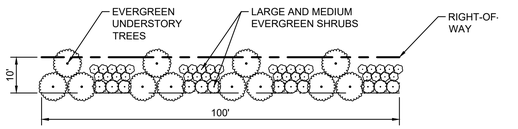




TYPE B BUFFER YARD - TYPICAL 100 LF



TYPE C BUFFER YARD - TYPICAL 100 LF



SUPPLEMENTAL SCREENING BUFFER - TYPICAL 100 LF
(BETWEEN OLD TARBORO RD AND TOWNHOMES 102-126)

PLANT SCHEDULE STREET TREES

CANOPY TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CALIPER	HEIGHT
	NW	107	NYSSA SYLVATICA 'WILDFIRE'	WILDFIRE BLACK GUM	B&B	2.5"-3" CAL	12'-14' HT.
	UP	118	ULMUS AMERICANA 'PRINCETON'	PRINCETON AMERICAN ELM	B&B	2.5"-3" CAL	12'-14' HT.
	ZG	102	ZELKOVA SERRATA 'GREEN VASE'	GREEN VASE SAWLEAF ZELKOVA	B&B	2.5"-3" CAL	12'-14' HT.

PLANT SCHEDULE TYPE B BUFFER - TYPICAL 100 LF

CANOPY TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CALIPER	HEIGHT
	PO	4	PLATANUS OCCIDENTALIS	AMERICAN SYCAMORE	B&B	2" CAL.	8'-10' HT.
SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT.**	**HEIGHT**	
	PL	18	PRUNUS LAUROCERASUS 'OTTO LUYKEN'	OTTO LUYKEN ENGLISH LAUREL	5 GAL	18" MIN.	

PLANT SCHEDULE TYPE C BUFFER - TYPICAL 100 LF

CANOPY TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CALIPER	HEIGHT
	QP	3	QUERCUS PALUSTRIS	PIN OAK	B&B	2" CAL.	8'-10' HT.
SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT.**	**HEIGHT**	
	EP	13	ELAEAGNUS PUNGENS 'FRUITLANDII'	FRUITLAND ELEAGNUS	5 GAL	18" MIN.	

PLANT SCHEDULE SUPPLEMENTAL SCREENING - TYPICAL 100 LF

UNDERSTORY TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	CALIPER	HEIGHT
	ML	12	MAGNOLIA GRANDIFLORA 'LITTLE GEM'	LITTLE GEM DWARF SOUTHERN MAGNOLIA	B&B	2" CAL.	6'-8' HT.
SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT.**	**HEIGHT**	
	LR	12	LOROPETALUM CHINENSE RUBRUM 'RUBY'	RUBY FRINGE FLOWER	3 GAL	18" MIN.	
	SG	36	SPIRAEA JAPONICA 'GOLDMOUND'	GOLDMOUND JAPANESE SPIREA	3 GAL	18" MIN.	

BUFFER YARDS 8.6.B
TYPE B: 20'; 1 TREE EVERY 25'-0"; 1 SHRUB EVERY 6'-0"
TYPE C: 10'; 1 TREE EVERY 40'-0"; 1 SHRUB EVERY 8'-0"

STREET TREES 8.8
LARGE CANOPY TREES INSTALLED 40'-0" O.C.
PROPOSED STREET LF = 13,070 LF (EXCLUDES DRIVEWAYS)
STREET TREES REQUIRED: 13,070 LF / 40 = 327 CANOPY TREES
CANOPY TREES PROVIDED = **327 CANOPY TREES**

GENERAL INSTALLATION 8.12
1. CANOPY TREES MUST BE A MINIMUM OF 8'-0" IN HEIGHT, 2.5" - 3" CALIPER.
2. MULTI-STEM TREES MUST HAVE A MINIMUM OF THREE STALKS.
3. UNDERSTORY TREES MUST BE A MINIMUM OF 6'-0" IN HEIGHT, MIN. 1" CALIPER
4. SHRUBS MUST BE A MINIMUM OF 18" HEIGHT AT PLANTING. ALL SHRUBS SHALL REACH A HEIGHT OF 36" AND SPREAD OF 30" WITHIN TWO YEARS OF PLANTING.

LANDSCAPE NOTES
1. WITHIN SIGHT DISTANCE TRIANGLES, NOTHING SHALL BE ERECTED, PLACED, PLANTED, OR ALLOWED TO GROW IN SUCH A MANNER AS TO IMPEDE THE SIGHT VISION AT THE INTERSECTION.
2. STREET TREES SHALL BE LIMBED UP SUCH THAT BRANCHES ARE MAINTAINED AT A HEIGHT ABOVE 8-FEET.
3. DISCUSSION HAS BEGUN WITH NCDOT ROADSIDE ENVIRONMENTAL ABOUT STREET TREES.

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

NOTE:
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE TOWN OF WENDELL/CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT/WAKE COUNTY AND/OR NCDOT.

SURVEY NOTE:
EXISTING CONDITIONS TAKEN FROM BOUNDARY SURVEY PROVIDED BY SURVEY AND MAPPING NC (2641-116 SUMMER BLVD., RALEIGH, NC 27616) DATED 01/11/2022. EXISTING CONTOURS SHOWN TAKEN FROM PUBLICLY AVAILABLE GIS DATA. EXISTING WATER UTILITY TAKEN FROM GIS INFORMATION PROVIDED BY CITY OF RALEIGH PUBLIC UTILITES DEPARTMENT.

No.	REVISIONS	DATE	BY
4	RESPONSE TO TOWN COMMENTS	9/30/2022	MRG
3	RESPONSE TO TOWN COMMENTS	8/26/2022	MRG
2	RESPONSE TO TOWN COMMENTS	7/8/2022	MRG
1	RESPONSE TO TOWN COMMENTS	4/14/2022	MRG

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NC LICENSE #-0102

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT PRELIMINARY FOR CONSTRUCTION 43131 GROSS FEW R.

KHA PROJECT	014341000
DATE	02/04/2022
SCALE	AS SHOWN
DESIGNED BY	MRG
DRAWN BY	AWF
CHECKED BY	MRG

LANDSCAPE PLAN

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
NORTH CAROLINA
TOWN OF WENDELL

SHEET NUMBER
C4.00

Plotted By:Fullerton, Adam Sheet Set:Old Tarboro Road TH Layout:C4.00 LANDSCAPE PLAN October 24, 2022 10:13:06am K:\RAL_LDE\014341000_Old Tarboro Road TH\Planning Phase\PTO_CAD Files\02 Plan Sheets\C4.00 LANDSCAPE PLAN.dwg
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22' REAR LOAD WITH 2 CAR GARAGE
40' BUILDING HEIGHT

22' REAR LOAD WITH 2 CAR GARAGE
40' BUILDING HEIGHT

20' REAR LOAD WITH 2 CAR GARAGE
40' BUILDING HEIGHT

TYPICAL TOWNHOME ELEVATION NOTES:

1. MAXIMUM BUILDING HEIGHT SHOWN IS FROM TOP OF SLAB FOUNDATION TO PEAK OF ROOF PITCH IS 8/12 FEET FOR ALL TOWNHOME TYPES.

SURVEY NOTE:
EXISTING CONDITIONS TAKEN FROM BOUNDARY SURVEY PROVIDED BY SURVEY AND MAPPING NC DATED 01/17/2022. EXISTING CONTOURS SHOWN TAKEN FROM PUBLICLY AVAILABLE GIS DATA. ADDITIONAL UTILITY INFORMATION PROVIDED BY CITY OF RALEIGH PUBLIC UTILITIES DEPARTMENT.

NOTE:
ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF WENDELL / CITY OF RALEIGH / WAKE COUNTY UTILITIES DEPARTMENT / WAKE COUNTY AND/OR NCDOT.

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

SHEET NUMBER C5.00

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
TOWN OF WENDELL NORTH CAROLINA

SUPPORTING DETAILS

KHA PROJECT	014341000
DATE	02/04/2022
SCALE	AS SHOWN
DESIGNED BY	
DRAWN BY	
CHECKED BY	

NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT — PRELIMINARY - NOT FOR CONSTRUCTION — 10/11/2022 — LOUIS R. GROSS

Kimley»Horn
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PHONE: 919-677-2000
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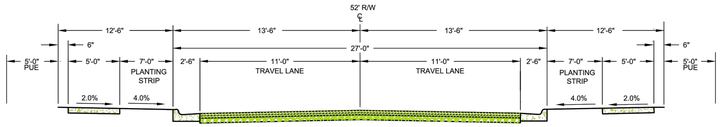
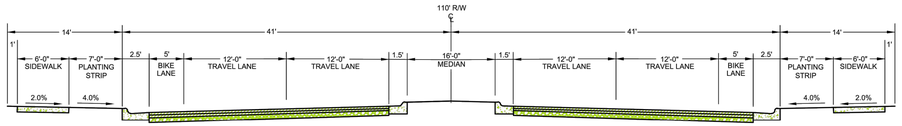
2	RESPONSE TO TOWN COMMENTS	7/8/2022	MRC
1	RESPONSE TO TOWN COMMENTS	4/14/2022	MRC



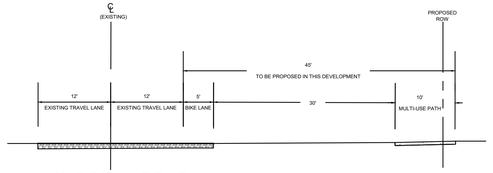
LOCAL STREET
(OLD TARBORO, STREET 'A', STREET 'B', STREET 'C', STREET 'D', STREET 'E', AND STREET 'G')

N.T.S. - SEE NOTE 1



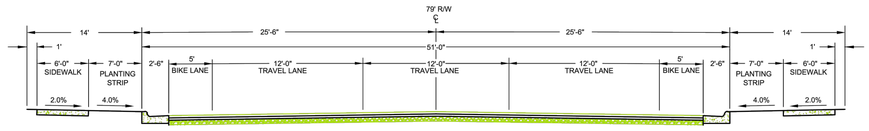
4 LANE DIVIDED
(EAGLE ROCK ROAD)
(MAJOR THOROUGHFARE STANDARD SECTION)

N.T.S. - SEE NOTE 2



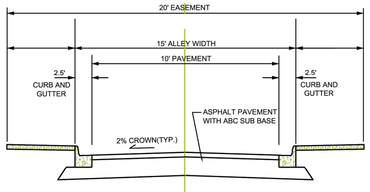
(EAGLE ROCK ROAD)
(PROPOSED IN THIS DEVELOPMENT)

N.T.S. - SEE NOTE 2



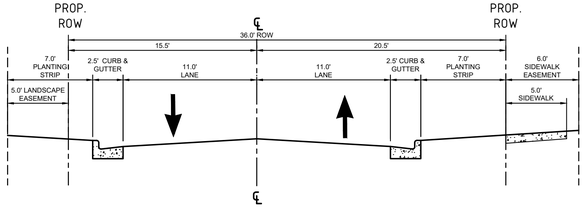
3 LANE UNDIVIDED
(ASTROMEDA AVE)
(MINOR THOROUGHFARE STANDARD SECTION)

N.T.S.



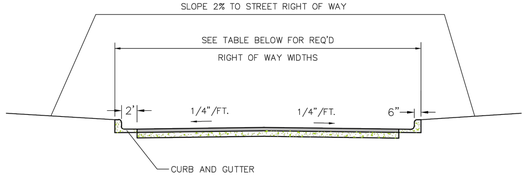
RESIDENTIAL ALLEY TYPICAL SECTION

N.T.S.



(STREET 'F')

N.T.S.



STREET SECTION

NOTES:
1. ALL STREETS SHALL HAVE CURB & GUTTER.
2. NORMAL CROWN SHALL BE 1/4" PER FOOT UNLESS OTHERWISE DIRECTED BY TOWN ENGINEER.
3. GRADES SHALL NOT EXCEED 10%.

STREET CLASSIFICATION	MINIMUM R/W WIDTH	MIN. PAVEMENT WIDTH(B TO B)	PAVEMENT REQUIRED
MAJOR THOROUGHFARE, 6-LANE DIVIDED	134 FT	(2) 45 FT	10" ABC, 4" I-19.0B, 3" S-9.5B
MAJOR THOROUGHFARE, 4-LANE DIVIDED	110 FT	(2) 33 FT	10" ABC, 4" I-19.0B, 3" S-9.5B
MINOR THOROUGHFARE, 4-LANE DIVIDED	110 FT	(2) 33 FT	10" ABC, 4" I-19.0B, 3" S-9.5B
MINOR THOROUGHFARE, 3-LANE UNDIVIDED	79 FT	51 FT	10" ABC, 4" I-19.0B, 3" S-9.5B
MAJOR COLLECTOR, 3-LANE UNDIVIDED	79 FT	51 FT	8" ABC, 3" I-19.0B, 2" S-9.5B
MAJOR COLLECTOR, 2-LANE DIVIDED	86 FT	(2) 21 FT	8" ABC, 3" I-19.0B, 2" S-9.5B
MINOR COLLECTOR, 2-LANE UNDIVIDED	67 FT	39 FT	8" ABC, 3" I-19.0B, 2" S-9.5B
INDUSTRIAL ROAD	69 FT	41 FT	10" ABC, 3" I-19.0B, 2" S-9.5B
MAIN STREET	75 FT	45 FT	6" ABC, 3" I-19.0B, 2" S-9.5B
RESIDENTIAL STREET	67 FT	43 FT	6" ABC, 3" I-19.0B, 2" S-9.5B
RURAL ROAD	60 FT	20 FT (E-E)	6" ABC, 3" I-19.0B, 2" S-9.5B
LOCAL STREET	52 FT	27 FT	6" ABC, 3" I-19.0B, 2" S-9.5B
COMMERCIAL ALLEY	24 FT	24 FT	6" ABC, 3" I-19.0B, 2" S-9.5B
RESIDENTIAL ALLEY	20 FT	15 FT	6" ABC, 3" I-19.0B, 2" S-9.5B

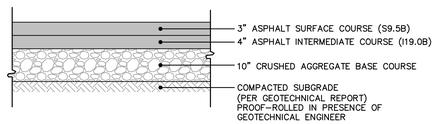
REFER TO NCDOT PAVEMENT SECTION SHOWN BELOW FOR EAGLE ROCK ROAD

REVISIONS	
DATE	DESCRIPTION

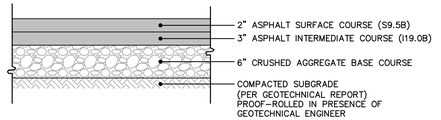
TOWN OF WENDELL
STANDARD DETAILS
Effective Date: 7/23/2018
Supersedes Date: N/A
Policy Number: 120

TYPICAL STREET SECTION

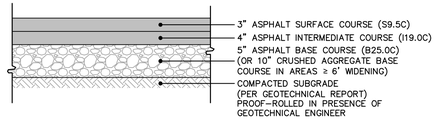
12



MINOR THOROUGHFARE
PAVEMENT SECTION



RESIDENTIAL ALLEY / LOCAL STREET / STREET 'F'
PAVEMENT SECTION



EAGLE ROCK ROAD
NCDOT PAVEMENT SECTION

NOTES

1. ALL PAVEMENT MATERIALS SHALL BE IN ACCORDANCE WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) STANDARD SPECIFICATIONS.
2. PAVEMENT SECTION MUST MEET THE CRITERIA GIVEN IN THE SITE SOIL REPORT.

ASPHALT PAVEMENT SECTIONS

N.T.S.

TYPICAL STREET SECTION NOTES:

1. OLD TARBORO ROAD SHALL MATCH TOWN OF WENDELL STANDARD CROSS SECTION FOR LOCAL STREET. RIGHT OF WAY SHALL MATCH EXISTING 60' WIDTH.
2. EAGLE ROCK ROAD SECTION SHALL ULTIMATELY FOLLOW THE TOWN OF WENDELL STANDARD 110' STREET SECTION. DEVELOPER WILL ONLY PROVIDE 27' DEDICATED R.O.W., 5' BIKE LANE AT EXISTING PAVEMENT EDGE, AND 10' MULTI-USE PATH ALONG PROPPERTY BOUNDARY. EAGLE ROCK ROAD SHALL USE NCDOT PAVEMENT SECTION.
3. 5' BIKE LANE SHALL NOT BE STRIPED IN ACCORDANCE WITH NCDOT POLICY.

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NORTH CAROLINA REGISTERED LANDSCAPE ARCHITECT
PRELIMINARY NOT FOR CONSTRUCTION
421111
DREW R. GROSS

KHA PROJECT 014341000
DATE 02/04/2022
SCALE AS SHOWN
DESIGNED BY
DRAWN BY MRG
CHECKED BY

SUPPORTING DETAILS

OLD TARBORO ROAD TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
TOWN OF WENDELL NORTH CAROLINA

SHEET NUMBER
C5.10

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PROPOSED REZONING

29.26 Acres – 617 Old Tarboro Road

REPORT OF JUNE 29, 2022 NEIGHBORHOOD MEETING

In connection with the proposed rezoning of approximately 29.26 acres located at 617 Old Tarboro Road to Neighborhood Center Conditional District (NC-CD), a neighborhood meeting was noticed with respect to this proposed rezoning case for 6 p.m. on Wednesday, June 29, 2022. The meeting was held virtually. Attached as Exhibit 1 is a list of those persons and organizations contacted about the meeting. Those persons and organizations were mailed a letter of invitation concerning the meeting, a copy of which is attached as Exhibit 2. The letters were mailed by the Petitioner on June 17, 2022 via first class U.S. Mail. Attached as Exhibit 3 is a list of those persons who attended the meeting.

Representatives of the Petitioner Hailey Development, LC were present for the meeting at the designated time and place and remained for two hours until 8:00 p.m. Twelve (12) members of the public attended. The Petitioner and its representatives provided a powerpoint presentation and overview of the planned rezoning and development proposal. Attendees were able to submit questions in advance of the meeting, and to ask questions and make comments during the meeting.

Attendees raised the following questions or comments regarding the proposed rezoning:

1) What additional services would be provided to surrounding neighbors if the rezoning is approved? (Question asked by Daniel Osborne);
2) Why does the property need to be changed from R-30, how can we uphold the current zoning?
3) Why does the Petitioner think this area needs more townhomes?
4) Does the Petitioner think a shortage of housing should ruin the balance of development?
5) Can this development be designed without three entrances onto Eagle Rock Road?
6) Is the petitioner encouraging the State to fix the old battle bridge?
7) Does the Petitioner believe its traffic study is valid knowing that other developments are in progress? (Questions 2-7 asked by Heather Osborne);
8) Which will come first, the road improvements or the building of townhomes? Will Tarboro Road be paved?
9) Will the proposed townhomes be for personal sales or can they be rented? (Questions 8-9 asked by David Breese);
10) Does the Petitioner's traffic study take into account recent accidents on the road?
11) When will the rezoning application be submitted? (Questions 10-11 asked by DJ Pendley);
12) Currently, from 7:00-8:30 a.m. and 4:30-5:30 p.m., cars are backed up waiting to cross Hwy. 64 Business. Are the Town's proposed road plans approved at this point?
13) It seems that building this many homes in this area would overwhelm the road systems which are already not sufficient;
14) Has the Petitioner already purchased and closed on the property?

15) How long will it take to complete the project? Will it be completed in phases?
16) What is the possibility that, if the rezoning is approved, the development would be changed to apartments rather than townhomes? (Questions/Comments 12-16 submitted by Steve Berry);
17) Will the development be within Town limits?
18) Will intersections change? (Questions 17-18 asked by Sharon Bledsoe).

This the 24th day of Octoba, 2022.

James R. Todd
Attorney for Petitioner

Exhibit 1

List of Adjacent Owners Who Received Notice

SMITH, FAYE MARTIN LLOYD, CAROLE MARTIN	PO BOX 1932	WENDELL NC 27591-1932
STATE EMPLOYEES CREDIT UNION	PO BOX 26807	RALEIGH NC 27611-6807
YOUSEF, RAMZI ALI AL MASRI, MAYSA MAHMOUD	6310 TERRA VERDE DR UNIT 137	RALEIGH NC 27609-5394
SOUTHERN BELL TELEPHONE	1155 PEACHTREE ST NE # 15H08	ATLANTA GA 30309-7629
BAYNES, AUBREY SIDNEY BAYNES,		
ANN KNOTT GARDNER, LENNIE T GARDNER, JESSIE Y	PO BOX 968 1508 HALL BLVD	WENDELL NC 27591-0968 GARNER NC 27529-4305
OSBORNE, DANIEL S OSBORNE, HEATHER R	1111 HUNTERS GRANDE TRL	WENDELL NC 27591-6805
MURPHREY, HARVEY H MURPHREY, BETTY A	808 EAGLE ROCK RD	WENDELL NC 27591-9696
SOUTHEASTERN FREE WILL BAPTIST BIBLE COLLEGE	PO BOX 1067	WENDELL NC 27591-1067
PIKE, JOHNNY	291 PA NOBLES STORE RD	DEEP RUN NC 28525-9641
MEASUREMENTS GROUP INC	PO BOX 27777	RALEIGH NC 27611-7777

THE TRUSTEES OF WAKE TECHNICAL COMMUNITY COLLEGE	9101 FAYETTEVILLE RD	RALEIGH NC 27603-5655
OSBORNE, DANIEL SEVERE OSBORNE, HEATHER RENEE SHUPE	1116 HUNTERS GRANDE TRL	WENDELL NC 27591-6804
TRINH, CAMHUONG	1115 HUNTERS GRANDE TRL	WENDELL NC 27591-6805
BARRERA, CESAR	5091 MARGARITA LN	KNIGHTDALE NC 27545
WILLARD, GRACE	PO BOX 392	WENDELL NC 27591-0392
WALL, JAMES A JR	1120 HUNTERS GRANDE TRL	WENDELL NC 27591-6804
BATEMAN, ANGELA A	729 EAGLE ROCK RD	WENDELL NC 27591-9600
ANDERSON, ASHLEY L ANDERSON,		
MELISSA GARDNER,	813 EAGLE ROCK RD	WENDELL NC 27591-9697
NANCY MEDLIN		
JONES, JANICE MEDLIN	3715 SWIFT DR	RALEIGH NC 27606-2543
BUNN FAMILY IRREVOCABLE TRUST I	313 OLD BATTLE BRIDGE RD	WENDELL NC 27591-9077
DR HORTON INC	2000 AERIAL CENTER PKWY STE 110	MORRISVILLE NC 27560-9294
520 STATE STREET LLC	2912 HIGHWOODS BLVD STE 100	RALEIGH NC 27604-1095

Exhibit 2

Copy of Notice Letter and Attachments Sent to Adjacent Owners

OFFICES
Wells Fargo Capitol Center
150 Fayetteville Street, Suite 2300
Raleigh, North Carolina 27601

TOBY R. COLEMAN
DIRECT DIAL: (919) 821-6778
E-Mail: tcoleman@smithlaw.com

MAILING ADDRESS
P.O. Box 2611
Raleigh, North Carolina
27602-2611

TELEPHONE: (919) 821-1220
FACSIMILE: (919) 821-6800

June 17, 2022

Re: Notice of neighborhood meeting to discuss proposed rezoning CD22-02 for land located at 617 Old Tarboro Road, Wendell, NC 27591 (PIN: 17774471144) (the "Property")

Dear Neighboring Property Owners:

On behalf of Hailey Development, I would like to invite you to participate in a virtual neighborhood information meeting concerning the proposed development of Old Tarboro Road Townhomes on the Property.

This meeting will be virtual only and no in-person meeting will be held.

Per Town of Wendell ordinance requirements, we are notifying you of this meeting because your property is located within the written notification area for public hearings. While this meeting is not a public hearing, it is an opportunity for you to meet with the owners and/or applicants to hear about their intention to rezone and/or develop the land. You are encouraged to ask questions so that we may help you more fully understand the proposed project.

Hailey Development has requested a rezoning of a 29.26-acre portion of the Property from Wake County Residential-30 (R-30) to Neighborhood Center-Condition District (NC-CD) to allow for the development of a new neighborhood containing approximately 224 townhomes. Maps showing the area to be rezoned and the overall site plan are enclosed.

The online virtual meeting will be held on June 29, 2021 at 6 p.m. You can access the meeting by going to one of the following virtual meeting links:

attendee.gotowebinar.com/register/5798128757770567439

OR

bit.ly/Rezoning617OldTarboroRd

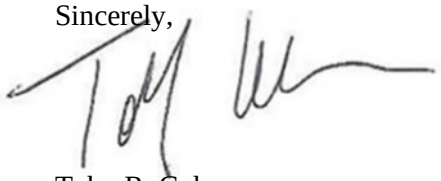
When you open either of these links, you will be asked for your name and address. Once you provide that information, you will be provided with a personal link to join the online virtual meeting.

If you encounter any technical difficulties, please contact Rob Baker at (919)838-2010 or via email at rbaker@smithlaw.com.

In addition to the printed handouts included with this mailed notice, you may also view electronic PDF versions here:
Town Planning staff will not attend this meeting. Property owners within the notification area will receive a separate notice from Town Planning staff when a public hearing is scheduled before the Town Board. If you have any questions about this neighborhood information meeting, or if you are unable to attend and would like to leave comments for our consideration, please feel free to contact me at 919-821-6778 or via email at tcoleman@smithlaw.com. You may also contact the Wendell Planning Department at (919) 365-4448.

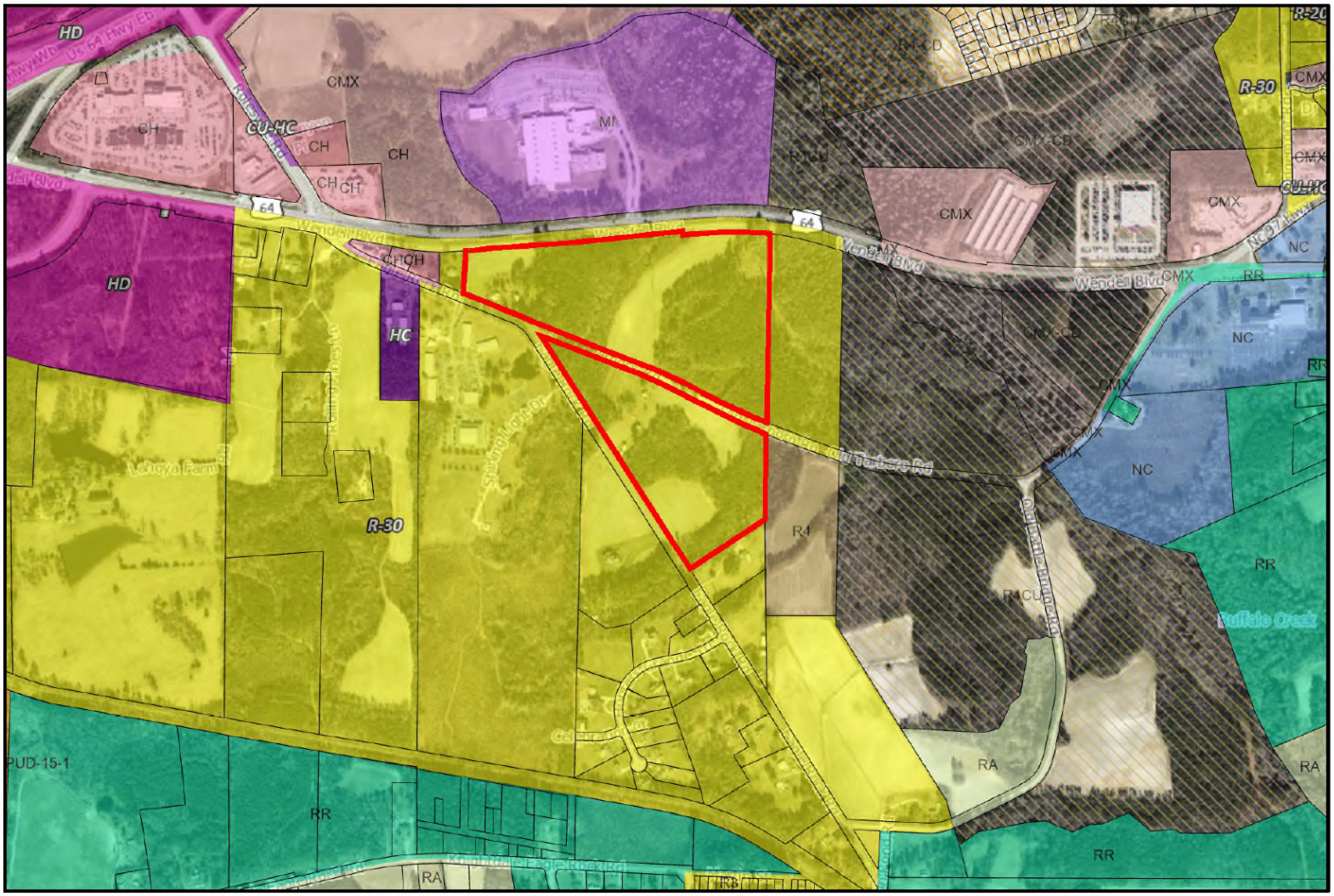
We look forward to seeing you at the meeting.

Sincerely,



Toby R. Coleman

CURRENT ZONING



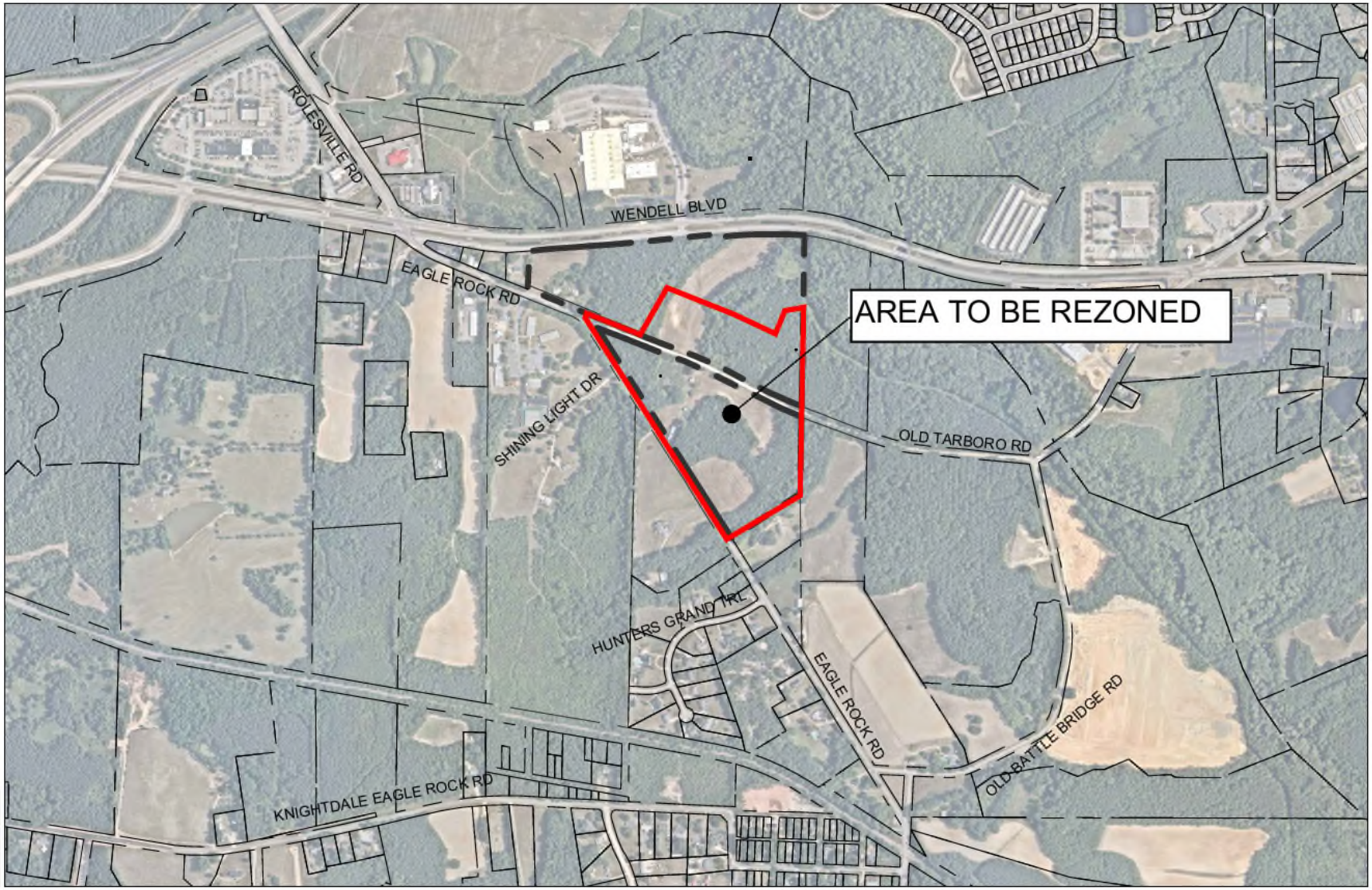
N

0 430 860 1,720 ft

1 inch = 800 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.*


AREA TO BE REZONED
ROLESVILLE RD
WENDELL BLVD
EAGLE ROCK RD
SHINING LIGHT DR
OLD TARBORO RD
HUNTERS GRAND TRL
EAGLE ROCK RD
OLD BATTLE BRIDGE RD
KNIGHTDALE EAGLE ROCK RD

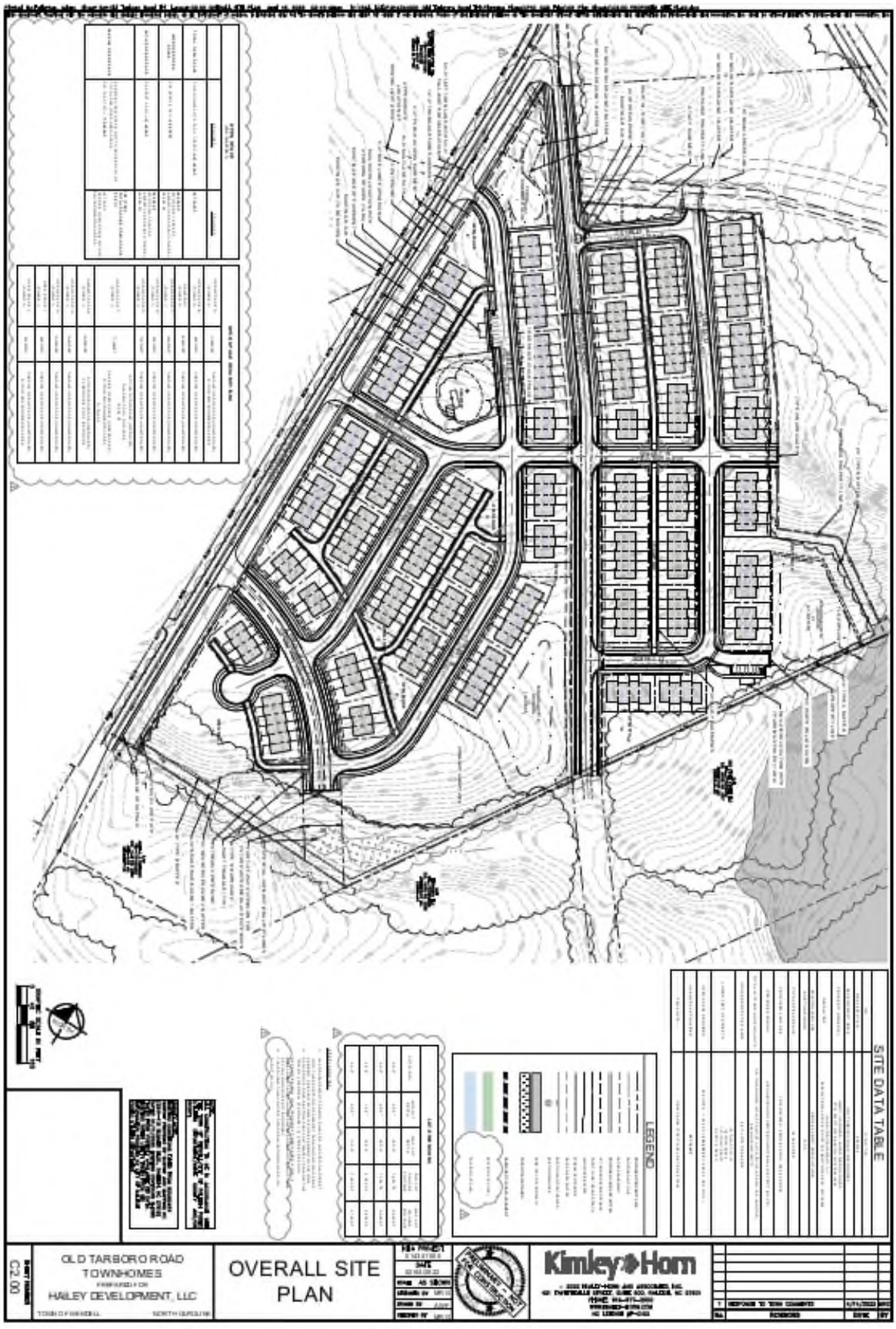

OLD TARBORO ROAD
TOWNHOMES
PREPARED FOR
HAILEY DEVELOPMENT, LLC
OVERALL SITE PLAN
C2.00
SITE DATA TABLE
LEGEND
Kimley»Horn

Exhibit 3

List of Attendees at June 29, 2022 Neighborhood Meeting

1) Ashley Anderson – ashleylaurenanderson@gmail.com; 813 Eagle Rock Road, Wendell
2) Aubrey Baynes - baynesandcompany@nc.rr.com; 3900 Wendell Blvd., Wendell
3) David Breese – dbreese54@gmail.com; 100 Hunters Grande Trail, Wendell
4) Richard Hibbits - richard@hibbits.us; 4227 Galax Drive, Raleigh
5) Sarah Marcum – sarahb685@yahoo.com; 532 Eagle Rock Road, Wendell
6) Kenneth Medlin – ko4742@bellsouth.net; 3715 Swift Drive, Raleigh
7) Harvey Murphy – hmurphrey@bellsouth.net; 808 Eagle Rock Road, Wendell
8) Daniel Osborne – dosborne@sfwbc.edu; 1116 Hunters Grande Trail, Wendell
9) Heather Osborne - heather_osborne@icloud.com; 1116 Hunters Grande Trail, Wendell
10) DJ Pendley – dpendley@sfwbc.edu; 532 Eagle Rock Road, Wendell
11) Steve Berry – sberry@sfwbc.edu; 532 Eagle Rock Road, Wendell
12) Sharon Bledsoe - queensharon1st@aol.com; 1104 Hunters Grande Trail, Wendell

STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

June 16, 2022

Old Tarboro Road Townhomes

Traffic Impact Analysis Review Report
Congestion Management Section

TIA Project: SC-2022-028R1
Division: 5
County: Wake

Doumit Y. Ishak, Regional Engineer
Clarence B. Bunting, IV, P.E. Project Engineer
Braden M. Walker, P.E. Project Design Engineer

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
TRANSPORTATION MOBILITY & SAFETY DIVISION
1561 MAIL SERVICE CENTER
RALEIGH, NC 27699-1561

Telephone: (919) 814-5000
Fax: (919) 771-2745
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:
750 N. GREENFIELD PARKWAY
GARNER, NC 27529

Old Tarboro Road Townhomes

SC-2022-028R1	Wendell	Wake County

Per your request, the Congestion Management Section (CMS) of the Transportation Mobility and Safety Division has completed a review of the subject site. The comments and recommendations contained in this review are based on data for background conditions presented in the Traffic Impact Analysis (TIA) and are subject to the approval of the local District Engineer's Office and appropriate local authorities.

Date Initially Received by CMS	05/19/22	Date of Site Plan	02/04/22
Date of Complete Information	05/19/22	Date of Sealed TIA	05/17/22

Proposed Development

The TIA assumes the development is to be completed by 2023 and consist of the following:

Land Use	Land Use Code	Size
Multifamily Housing (Low-Rise)	220	250 d.u.

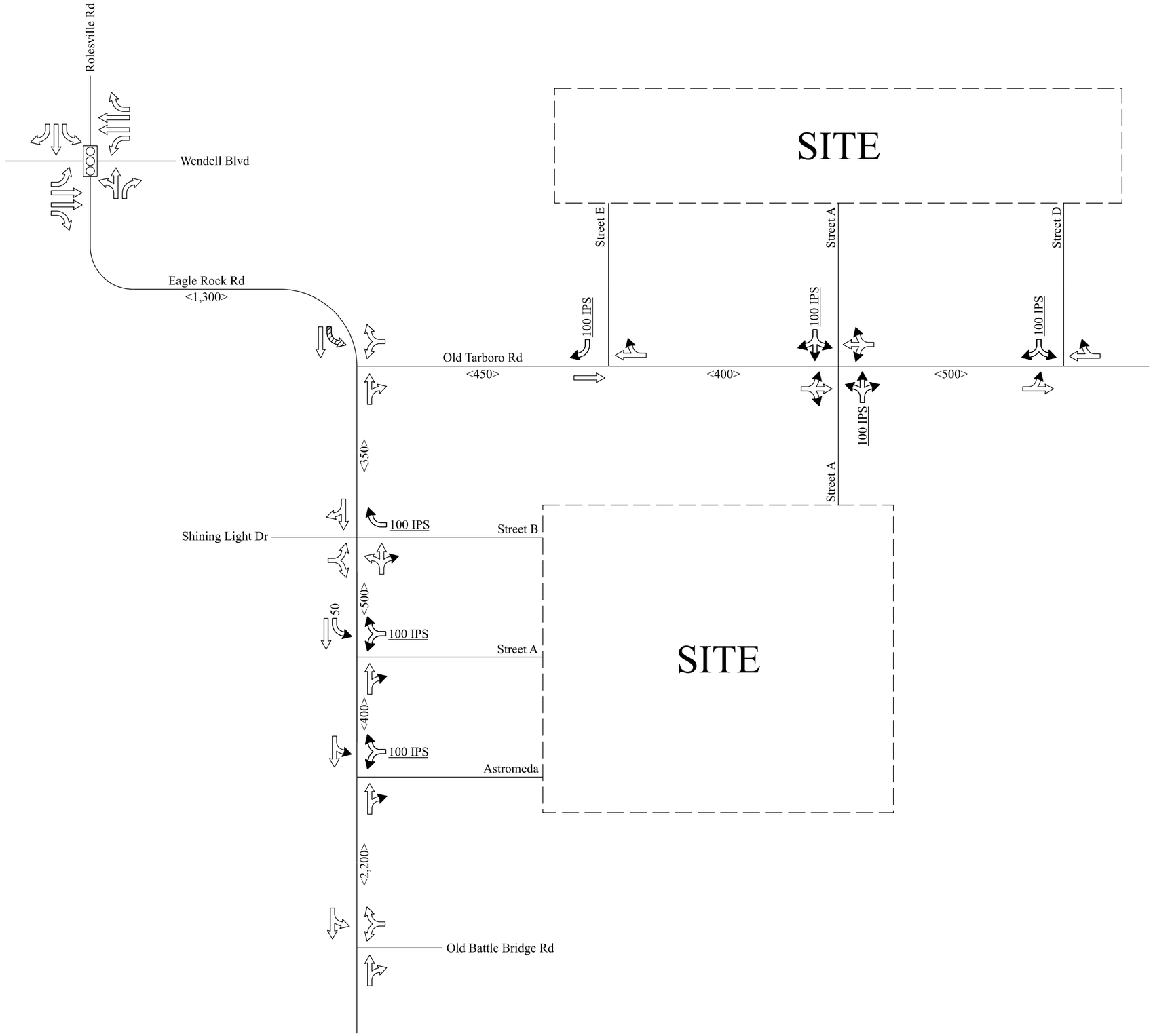
Trip Generation - Unadjusted Volumes During a Typical Weekday

	IN	OUT	TOTAL
AM Peak Hour	26	88	114
PM Peak Hour	84	49	133
Daily Trips			1,850

General Reference

For reference to various documents applicable to this review please reference the following link: *https://connect.ncdot.gov/resources/safety/Pages/Congestion-Management.aspx*

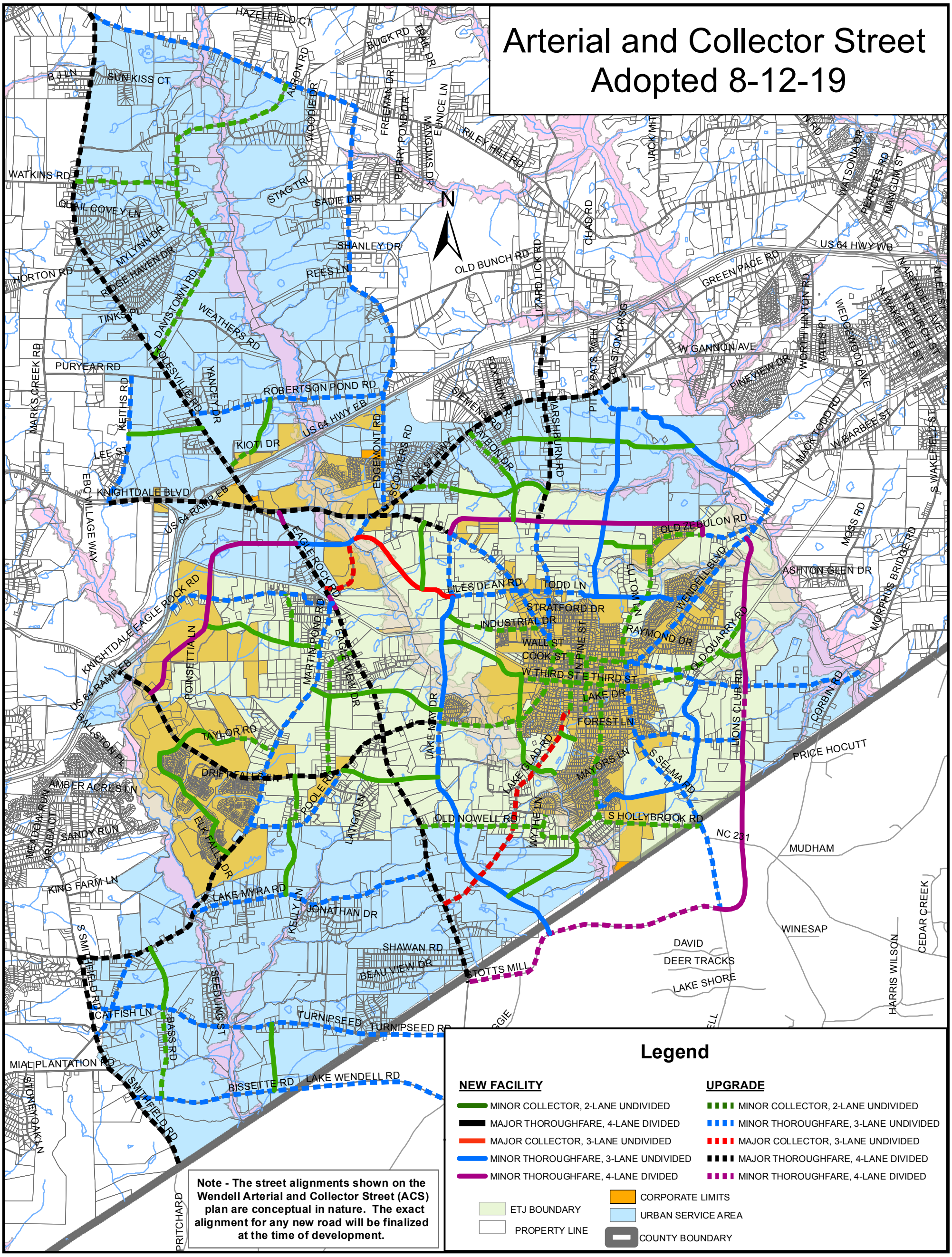
Once the driveway permit has been approved and issued, a copy of the final driveway permit requirements should be forwarded to this office. If we can provide further assistance, please contact the Congestion Management Section.



Old Tarboro Road Townhomes
Wenell, Wake County
SC-2022-028R1

- Existing Laneage
- Recommended Laneage
- Laneage Built By Others
- NCDOT Recommendation
- Existing Signal
- Signal Proposed By Others
- Developer Proposed Signal
- Monitor for Signal
- XXX Storage
- XXX NCDOT Recommended Storage
- <XXX> Distance Between Intersections
- IPS Internal Protected Stem
- All Distances in Feet
- Drawing Not to Scale

EXHIBIT 1


Arterial and Collector Street
Adopted 8-12-19
N
HAZELFIELD CT
BUCK RD
ALISON RD
WOODIE DR
FREEMAN DR
PERRY POND DR
MAGNOLIA DR
EUNICE LN
RILEY HILL RD
JACK MH
WATSONIA DR
PEARCES RD
MANGUM ST
B J LN
SUN KISS CT
WATKINS RD
STAG TRL
SADIE DR
QUAIL COVEY LN
MYLYNN DR
RIDGE HAVEN DR
SHANLEY DR
REES LN
OLD BUNCH RD
CHAD RD
LIZZARD LICK RD
US 64 HWY WB
GREEN PACE RD
HORTON RD
TINKS PL
DAVISTOWN RD
WEATHERS RD
WORTH HINTON RD
WEDGEWOOD AVE
YATES PL
W GANNON AVE
PINEVIEW DR
FOX RUN LN
SIEMENS RD
COLISTON CRSG
PITTY PATS PATH
MARSHBURN RD
MARKS CREEK RD
PURYEAR RD
ROBERTSON POND RD
ROLESVILLE RD
JANCEY DR
KEITHS RD
KIOTI DR
US 64 HWY EB
EDGEMONT RD
S COUTERS RD
NC 97 HWY
LEE ST
EBCY VILLAGE WAY
KNIGHTDALE BLVD
US 64 RAMP EB
EAGLE ROCK RD
OLD ZEBULON RD
MACK TODD RD
W BARBEE ST
S WAKEFIELD ST
MOSS RD
MORPHUS BRIDGE RD
ASHTON GLEN DR
WENDELL BLVD
ELTOWN LN
TODD LN
LILES DEAN RD
STRATFORD DR
INDUSTRIAL DR
WALL ST
COOK ST
W THIRD ST
E THIRD ST
NINE ST
RAYMOND DR
OLD QUARRY RD
LAKE DR
FOREST LN
LIONS CLUB RD
CORBIN RD
PRICE HOCUTT
MARTIN FORD RD
EAGLE VIEW DR
POINSETTIA LN
KNIGHTDALE EAGLE ROCK RD
US 64 RAMP EB
BALLSTON PL
TAYLOR RD
DRIFTDALE DR
AMBER ACRES LN
ROOLE RD
JAKE MAY DR
LAKE GLAD RD
MAYORS LN
S SELMA RD
OLD NOWELL RD
WAYNE LN
S HOLLYBROOK RD
NC 231
MUDHAM
MEADOW RUN
ARUBA CT
SANDY RUN
ELKY FALLS DR
LATIGO LN
KING FARM LN
LAKE MYRA RD
KELLY LN
JONATHAN DR
SHAWAN RD
BEAU VIEW DR
STOTTS MILL
DAVID
DEER TRACKS
LAKE SHORE
WINESAP
HARRIS WILSON
CEDAR CREEK
S SMITHFIELD RD
SEEDLING ST
CATFISH LN
BASS RD
TURNIPSEED
TURNIPSEED RD
MIAL PLANTATION RD
BISSETTE RD
LAKE WENDELL RD
SMITHFIELD RD
STONEY OAK LN
PRITCHARD
Note - The street alignments shown on the Wendell Arterial and Collector Street (ACS) plan are conceptual in nature. The exact alignment for any new road will be finalized at the time of development.
Legend
NEW FACILITY
MINOR COLLECTOR, 2-LANE UNDIVIDED
MAJOR THOROUGHFARE, 4-LANE DIVIDED
MAJOR COLLECTOR, 3-LANE UNDIVIDED
MINOR THOROUGHFARE, 3-LANE UNDIVIDED
MINOR THOROUGHFARE, 4-LANE DIVIDED
UPGRADE
MINOR COLLECTOR, 2-LANE UNDIVIDED
MINOR THOROUGHFARE, 3-LANE UNDIVIDED
MAJOR COLLECTOR, 3-LANE UNDIVIDED
MAJOR THOROUGHFARE, 4-LANE DIVIDED
MINOR THOROUGHFARE, 4-LANE DIVIDED
ETJ BOUNDARY
PROPERTY LINE
CORPORATE LIMITS
URBAN SERVICE AREA
COUNTY BOUNDARY
0 0.25 0.5 1 1.5 2
Miles

WENDELL

Planning Department

Wendell Planning Board Recommendation to the Wendell Board of Commissioners

CD22-02:

Request to rezone approximately 29.38 acres from Wake County Residential-30 (R-30) to Neighborhood Center Conditional District (NC-CD) to create Old Tarboro Road Townhomes.

Case Description:

- The applicant is requesting to rezone a 29.38-acre portion of a parcel located off Old Tarboro Road, near the intersection of Wendell Boulevard and Eagle Rock Road from Wake County Residential-30 (R-30) to Neighborhood Center Conditional District (NC-CD). The intent is to create a residential townhome neighborhood. The applicant's proposal features 224 townhomes.

Project Profile	
Location	Off Old Tarboro Rd, near the intersection of Wendell Blvd and Eagle Rock Rd. **Address:** 617 Old Tarboro Road **PIN:** 1774471144
Current Zoning	Wake County Residential-30 (R-30)
Requested Zoning	Neighborhood Center Conditional District- (NC-CD)
Area of Request	29.38 acres of the 48.76 acre parcel
Corporate Limits	Wake County Jurisdiction
Current Land Use	Agriculture
Proposed Land Use	Townhomes
Property Owners	Nancy Medlin Gardner, Janice Medlin Jones, Susie Medlin Flanagan & Kenneth Owen Medlin
Applicant	Kimley-Horn & Associates

Proposed Conditional District Conditions:

The applicant has proposed the following zoning conditions:

1. The Apartment building type is prohibited.
2. The minimum heated square footage of each townhome unit shall be 1,500 square feet.
3. Each unit of a townhouse building shall have a garage.
    a. Garages on front-loaded townhomes will be a one-car garage of at least 16'-8" x 19'-0" in size in order to accommodate refuse containers and have a garage door with window. Garage doors on front-loaded townhomes must contain carriage-style adornments.
    b. Garages on rear-loaded townhomes will be a two-car garage of at least 19'-0" x 19'-0" in size in order to accommodate refuse containers and have a garage door with window.
4. Townhouse units shall have a covered front stoop.
5. Vinyl siding is prohibited except for trim elements. At least two (2) of the following materials shall be used on each townhouse building: wood, fiber-cement, metal, masonry brick, brick veneer, masonry stone, stone veneer, board and batten, or synthetic stone.
6. A minimum of 12" roof overhang shall be provided along the front and back of each townhouse unit. End units will have 12" roof overhand along on the sides.
7. A 20' wide buffer shall be maintained along the property boundary to the north and northwest. Existing plant material may be used but shall be supplemented to meet the requirements of the 20' type B buffer yard as defined in the Town's UDO.
8. All townhouse end units shall have at least one window per floor.
9. Townhouse buildings shall have at least (2) front facing gables.
10. To avoid monotony of exterior elevations, a 2' offset in the front façade shall be used every third unit at a minimum.
11. Townhouse buildings shall have window shutters on at least 25% of the windows on the front façade.
12. Townhouse buildings shall contain an element of each of the following siding styles: horizontal, shake and board and batten.
13. Each unit shall utilize a decorative front door with minimum 10% glazing.
14. Each townhome lot shall have a minimum width of 20 feet and a minimum depth of 80 feet.

15. Garage doors on front-loaded townhomes must contain carriage-style adornments and windows.
16. Amenities shown on the Master Plan (including a pool, bathhouse, pickle ball courts, playground) shall be provided as shown on the Master Plan and maintained by the Property Owners Association/Home Owners Association (the "HOA"). All improved open space areas will include paved walkways, public seating, supplemental plantings, trash receptacles, and bicycle parking in accordance with Wendell UDO 7.4.1.2.a.
17. HOA shall be responsible for mowing grass within the development and caring for landscaping in commonly owned areas. The initial covenants for the HOA will provide that the HOA is responsible for maintenance of the roofs on the townhouse buildings.
18. Townhome uses shall be permitted by right as part of the approved conditional uses.
19. Street 'F' shall be a local street exempt from the standards for a local street set out in section 9.4 of the UDO. Street 'F' shall comply with the following standards set out in the Master Plan:
    a. Right-of-way width: 36-feet
    b. Pavement width: 22-feet (two 11-foot lanes)
    c. Curb & gutter: 2.5-feet (both sides of street)
    d. Planting strip: 7-feet (both sides of street)
        i. North side of street is partially within the right-of-way and partially within a 5-foot landscape easement.
        ii. South side of street is completely within the Right-of-Way.
20. Sidewalk: 5-feet (south side of street, within a 6-foot easement outside of the right-of-way)
21. A 10' wide multi-purpose path shall be provided on the property adjacent to the Eagle Rock Road right-of-way or within the adjacent Eagle Rock Road right-of-way between Old Tarboro Road and the property's shared boundary with 729 Eagle Rock Road (PIN: 1774456682, Estate File 11-e-2338).

Planning Board Action:

At their November 21, 2022 meeting, the Planning Board voted 6-1 on the motion to recommend approval of the rezoning request.

Voting in Favor: Jonathan Olson, Benjamin Griffin, Bradley Taylor, J. Harold Broadwell, Brad Jordan and Tina Cheek

Voting Against: Tevis High

Absent: Phil Veasley and Adam King

Statement of Plan Consistency and Reasonableness:

A portion of the proposed project falls under the Innovation District placetype. While the Innovation District allows for multi-family residential (condominiums and apartments), townhomes are not mentioned and therefore the 10.27 acres within the project is inconsistent with this placetype. If the development is approved, this portion of the project will need to be coded as Medium-Residential 2 placetype to be consistent with the rest of the development. Roughly 19.38 acres would be remaining of the parcel and classified as Innovation District along Wendell Boulevard.

The plan is partially consistent with Blueprint Wendell 2030, and could be considered reasonable as it assists with the plan goals listed below:

- Neighborhoods & Housing NH3. *Diversify housing to appeal to different groups: age, income, lifestyle preferences, family situations.*
- Connectivity C2. *Improve the connectivity, robustness, and resiliency of the transportation system* within and near Wendell. The project is reserving 12,800 square feet for future right-of-way to facilitate the future realignment of Eagle Rock Road.

Signed by the Planning Board Chairperson

Planning Board Chairperson

20 NOV 2022

Date

AGENDA ITEM NO. 3.g

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Mary Beth Tew, Administration
ITEM TYPE:	Tax Reports
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Wake County Tax Report
SPECIFIC ACTION REQUESTED:	Information Only
ITEM SUMMARY:	The Town of Wendell Board of Commissioners will receive the attached tax report submitted to the Town by Wake County.

ATTACHMENTS:
Wake County Tax Report May 2023

WAKE COUNTY
NORTH CAROLINA

Board of Commissioners
P.O. Box 550 • Raleigh, NC 27602

TEL 919 856 6180
FAX 919 856 5699

SHINICA THOMAS, CHAIR
SUSAN EVANS, VICE-CHAIR
VICKIE ADAMSON
MATT CALABRIA
DON MIAL
CHERYL STALLINGS
JAMES WEST

May 2, 2023

Ms. Mary Beth Tew
Town Clerk
Town of Wendell
15 East Fourth Street
Wendell, NC 27591

Dear Ms. Tew:

The Wake County Board of Commissioners, in regular session on May 1, 2023, approved and accepted the enclosed tax report for the Town of Wendell.

The attached adopted actions are submitted for your review; no local board action is required.

Sincerely,

Yvonne Gilyard
Clerk to the Board
Wake County Board of Commissioners

Enclosure(s)

Board Report

Return

Date : 05/01/2023

Approved By : DocuSigned by: kim lorbacher 48E02562268A4D0...

TO : WAKE COUNTY BOARD OF COMMISSIONERS

RE: CONSIDERATION OF REFUND FOR TAXES, INTEREST AND PENALTIES FOR WENDELL

No.	Name of Tax Payer	Account Number	Tax and Penalties		Total Rebate	Total Refund	Request Status
1	NASH WENDELL FALLS LLC 733 EIGHTH AVE SAN DIEGO CA, 92101	0000459311- 2022- 2022- 000000	City County	1,029.63 1,602.13	2,631.76	2,631.76	Refund
2	NASH WENDELL FALLS LLC 733 EIGHTH AVE SAN DIEGO CA, 92101	0000459316- 2022- 2022- 000000	City County	1,103.48 1,715.61	2,819.09	2,819.08	Refund
	Marcus D. Kinrade		Total City Rebated	2,133.11			
	Wake County Tax Administrator		Total County Rebated	3,317.74			
	DocuSigned by: Marcus Kinrade 03C5063B04D7486...		**Total Rebate/Refund**		5,450.85	5,450.84	

CC:

***Refund amount may differ from rebated total due to released interest or application of payment to any balance due on the account.**

Print Lock

WAKE COUNTY
NORTH CAROLINA

Wake County Tax Administration
Rebate Details
03/01/2023 - 03/31/2023
WENDELL

DATE	TIME	PAGE
04/02/2023	11:13:48 PM	1

REBATE NUMBER	PROPERTY	CITY TAG	LATE LIST	BILLED INTEREST	TOTAL REBATED	PROCESS DATE	ACCOUNT NUMBER	TAX YEAR	YEAR FOR	BILLING TYPE	OWNER
BUSINESS ACCOUNTS											
841286	146.88	0.00	14.69	0.00	161.57	03/09/2023	0006893867	2021	2021	000000	3RD ST SOCIAL LLC
SUBTOTALS FOR BUSINESS ACCOUNTS	**146.88**	**0.00**	**14.69**	**0.00**	**161.57**		**1 Properties Rebated**				
BUSINESS REAL ESTATE ACCOUNTS											
842926	1,029.63	0.00	0.00	0.00	1,029.63	03/30/2023	0000459311	2022	2022	000000	NASH WENDELL FALLS LLC
842927	1,103.48	0.00	0.00	0.00	1,103.48	03/30/2023	0000459316	2022	2022	000000	NASH WENDELL FALLS LLC
SUBTOTALS FOR BUSINESS REAL ESTATE ACCOUNTS	**2,133.11**	**0.00**	**0.00**	**0.00**	**2,133.11**		**2 Properties Rebated**				
TOTAL REBATED FOR WENDELL	**2,279.99**	**0.00**	**14.69**	**0.00**	**2,294.68**		**3 Properties Rebated for City**				

AGENDA ITEM NO. 3.h

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Mary Beth Tew, Administration
ITEM TYPE:	Minutes
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	Approval of Summary of Minutes from May 8, 2023
SPECIFIC ACTION REQUESTED:	Approve the Summary of Minutes
ITEM SUMMARY:	On Monday, May 8, 2023, at 7:00 p.m., the Town Board of Commissioners held a Regular Meeting at Town Hall, 15 E Fourth Street, Wendell, NC 27591. The attached Summary of Minutes are to be approved at the Town Board of Commissioners' Meeting and then posted to the website and kept in the Minutes Book.

ATTACHMENTS:
Summary of Minutes - May 8, 2023

TOWN OF WENDELL
TOWN BOARD OF COMMISSIONERS REGULAR SESSION MINUTES
May 8, 2023

The Wendell Town Board of Commissioners held their Regular Session on Monday, May 8, 2023, in the Town Board Room, Wendell Town Hall, 15 East Fourth Street.

Present: Mayor Virginia Gray, Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach

Absent: Commissioner Philip Tarnaski

CALL TO ORDER

Mayor Gray called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by East Wake High School Student, Kelsea McNair.

The Invocation was led by Wallace Johnson, from Wendell United Methodist Church.

1. ADJUSTMENT AND APPROVAL OF THE AGENDA

ACTION
Mover: Mayor Pro Tempore Jason Joyner made a motion to approve the agenda as presented.
Ayes: Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach
Nays: None
Vote: 4-0

2. PUBLIC COMMENT PERIOD

The following people spoke during Public Comment Period:

Caitlin Gooch, 6400 Knightdale Eagle Rock Road
Halleigh Gooch, 6400 Knightdale Eagle Rock Road

3. CONSENT AGENDA

ACTION
Mover: Mayor Pro Tempore Jason Joyner made a motion to approve the Consent Agenda.
Ayes: Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach
Nays: None
Vote: 4-0

3.a A23-01: Certificate of Sufficiency and Resolution Fixing Date of the Public Hearing for Non-Contiguous Annexation of Approximately 161.65 acres, PINs: 1774215619, 1774310710, 1774208592, 1774303504, 1774400683, 1774400477, 1774400372, 1774400176, 1773490956, 1773490866, 1773490750, 1773490554, 1773490348,

1774307526, 1773299719, 1774404748, 1774400779, 1773390385, 1773382633, 1773495822, 1774403200, 1773393718, 1773397748, Located at 0 Carrington Woods Dr, 0 Petunia Ln, 0 Martin Pond Rd, 6320, 6401, 6417, 6429, 6432, 6505 Petunia Ln and 0 Poppys Pond Path

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

3.b A23-02: Resolution Directing the Clerk to Investigate a Non-Contiguous Annexation for Approximately 41.43 Acres, PINs: 1773450771, 1773459902, 1773550778, 1773369082, 1773463324, 1773467369, Located at 0 & 1812 Wendell Falls Parkway and 400 & 405 Richardson Farm Lane

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

3.c A22-04: Resolution Directing the Clerk to Investigate a Non-Contiguous Annexation for a 10.92-Acre Parcel, PIN: 1784238304, Located at 0 Liles Dean Road

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

3.d Acceptance of 1,150ft of Roadway of Landing View Drive for Town Maintenance

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

3.e Approval of Summary of Minutes from August 24, 2023 - Budget Work Session

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

3.f Approval of Summary of Minutes from April 24, 2023

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

4. RECOGNITIONS, REPORTS, AND PRESENTATIONS

4.a Recognition of East Wake High School Staff Member, Tiffany Robinson

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

Mayor Gray recognized Mrs. Tiffany Robinson.

Mrs. Robinson thanked the Board.

4.b Proclamation Recognizing May 8-12, 2023 as National Economic Development Week

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

Mayor Gray read the Proclamation and presented it to Matt Garner, Economic Development Specialist.

4.c Proclamation Recognizing May 14-20, 2023 as National Police Week and May 15, 2023 as Peace Officers' Memorial Day

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

Mayor Gray read the Proclamation and presented it to Captain John Slaughter.

4.d Proclamation Recognizing May 20, 2023 as Kids to Parks Day

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

Mayor Gray read the Proclamation.

5. PUBLIC HEARINGS

5.a Public Hearing for the Proposed Fiscal Year (FY) 2023-2024 Town of Wendell Budget

Staff Contact: Marc Collins
Town Manager

mcollins@townofwendellnc.gov

Marc Collins, Town Manager, provided the staff report for this item.

Mayor Gray opened the Public Hearing and asked if there were anyone who wished to speak. Seeing none, she closed the Public Hearing.

6. ADMINISTRATIVE ITEMS

6.a Fourth Amendment to the Agreement for Upgraded Streetlight Services Between the Town of Wendell and Wendell Falls Community Association

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

Bryan Coates, Planning Director, provided the staff report for this item.

ACTION

Mover: Commissioner Deans Eatman made a motion to approve the fourth amendment to the upgraded streetlight services agreement and authorize the Town Manager to sign an amended Streetlight Reimbursement Agreement with Wendell Falls.

Ayes: Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach

Nays: None

Vote: 4-0

6.b Agreement for Upgraded Streetlight Services Between the Town of Wendell and Hollybrook Association

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

Bryan Coates, Planning Director, provided the staff report for this item.

ACTION

Mover: Commissioner Deans Eatman made a motion to approve the agreement for upgraded streetlight services between the Town of Wendell and Hollbrook Association and authorize the Town Manager to sign.

Ayes: Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach

Nays: None

Vote: 4-0

6.c Agreement for Upgraded Streetlight Services Between the Town of Wendell and NC Wendell Parkway LLC

Staff Contact: Bryan Coates
Planning Director
bcoates@townofwendellnc.gov

Bryan Coates, Planning Director, provided the staff report for this item.

ACTION

Mover: Mayor Pro Tempore Jason Joyner made a motion to approve the agreement and authorize the Town Manager to sign the Streetlight Reimbursement Agreement with NC Wendell Parkway LLC.

Ayes: Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach

Nays: None

Vote: 4-0

6.d Agreement Between Geosyntec Consultants and The Town of Wendell to Provide Environmental Services for the Wendell Brownfield Program

Staff Contact: Matt Garner
Economic Development Specialist
mgarner@townofwendellnc.gov

Matt Garner, Economic Development Specialist, provided the staff report for this item.

ACTION	
Mover:	Mayor Pro Tempore Jason Joyner made a motion to approve the agreement between Geosyntec and the Town of Wendell to provide environmental services and administer the EPA Brownfield Grant and authorize the Town Manager or his designee to sign the agreement.
Ayes:	Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach
Nays:	None
Vote:	4-0

6.e Appointments to the Planning Board and Parks and Recreation Commission (In Town)

Staff Contact: Mary Beth Tew
Town Clerk
mtew@townofwendellnc.gov

Mary Beth Tew, Town Clerk, provided the staff report for this item.

Written ballots were provided to the Commissioners for the Planning Board and the following votes were recorded:
Matthew Meinig: Mayor Pro Tempore Joyner, Commissioner Lutz, Commissioner Eatman, and Commission DeLoach

Matthew Meinig was appointed to the Planning Board.

Written ballots were provided to the Commissioners for the Parks and Recreation Commission and the following votes were recorded:
Crystal McFaden: Mayor Pro Tempore Joyner, Commissioner Eatman, and Commissioner DeLoach
Shelly Ryan: Commissioner Lutz
Leslye Rubio: Mayor Pro Tempore Joyner, Commissioner Lutz, Commissioner Eatman, and Commissioner DeLoach
Nicholas Kuhn: Mayor Pro Tempore Joyner, Commissioner Lutz, Commissioner Eatman, and Commissioner DeLoach
Laurel Castillo: Mayor Pro Tempore Joyner, Commissioner Lutz, Commissioner Eatman, and Commissioner DeLoach

Crystal McFaden, Leslye Rubio, Nicholas Kuhn, and Laurel Castillo were appointed to the Parks and Recreation Commission.

6.f Request to Adopt the 2023 Strategic Plan

Staff Contact: Marc Collins, ICMA-CM
Town Manager
mcollins@townofwendellnc.gov

Marc Collins, Town Manager, provided the staff report for this item.

ACTION

Mover: Mayor Pro Tempore Jason Joyner made a motion to adopt the 2023 Strategic Plan as presented.

Ayes: Mayor Pro Tempore Jason Joyner, Commissioner Jon Lutz, Commissioner Deans Eatman, and Commissioner Joe DeLoach

Nays: None

Vote: 4-0

7. OTHER BUSINESS

Update on Board Committees by Town Board Members:

Wendell Volunteer Fire Department Board of Directors - Mayor Pro Tempore Jason Joyner
Triangle J Council of Governments - Commissioner Joe DeLoach
Eastern Wake Senior Center - Commissioner Joe DeLoach

8. COMMISSIONERS' REPORTS / COMMENTS

Mayor Pro Tempore Joyner spoke about the Spring into the Arts and Wendell Market event, as well as urged citizens to apply for the vacancies on the Citizen Advisory Boards.

Commissioner Lutz noted how excited he was to see the new crosswalks and new stops sign throughout the downtown area.

Commissioner Eatman spoke about the budget and the upcoming General Obligation Bonds.

Commissioner DeLoach thanked all of the citizens who applied for the Citizen Advisory Boards and urged citizens to continue to apply to the vacancies.

9. MAYOR'S REPORTS / COMMENTS

1. *Wendell Community Garden is welcoming gardeners to join their team for the common goal of growing something that can also be shared at the table! To be a member, there is a small fee of $15 to be paid annually, which covers two growing seasons: Summer and Fall. There is no age limit to join, and registration can be found on the Town's website under the Parks and Recreation Programs page.*
2. *The Wendell Police Department would like feedback from the public as a part of its initial assessment process with The Commission on Accreditation for Law Enforcement Agencies, otherwise known as CALEA. This is an opportunity for the community to submit comments, commendations, and other information regarding Wendell PD's compliance with CALEA standards, engagement in the service community, delivery of public safety services, and overall candidacy for accredited status. To learn more, visit the Police Accreditation page on the Town's website.*
3. *Our Town Square is getting some much-needed improvements, including new electrical connections, new sod, and an updated gazebo! Wendell Public Works asks that the public kindly refrain from walking at Town Square until May 14th to allow the work to be completed.*
4. *Thank you to all who came out to enjoy Public Safety Day on Saturday at West Campen Street! This free community awareness event was an opportunity for public safety agencies*

to demonstrate their equipment and vehicles, provide educational booths, kids' bounce houses, balloon artists, face painting, raffles, and free food and drinks for families to enjoy!

5. *Thank you to the Wendell Historical society for hosting its first Greenmount Cemetery Walking Tour on Sunday, May 7th. This was a great opportunity for the community to learn about many of Wendell's outstanding citizens and the history of their legacies.*
6. *We would like to encourage members of the Community to apply to be on our citizen advisory boards that still have vacancies available. This is a great opportunity to give back and contribute to the future of Wendell and the Board greatly appreciates your contributions.*
7. *For all you creatives out there, Wendell Community Center is now offering Watercolor classes! Amy Richards Illustration is offering several watercolor classes for anyone interested in trying out watercolor painting. Materials are provided, so all you need to bring is yourself! For more information, visit her website at amyillustration.squarespace.com*

10. CLOSED SESSION

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 8:27 p.m.

_____
Virginia R. Gray
Mayor

ATTEST:

_____
Mary Beth Tew
Town Clerk

AGENDA ITEM NO. 4.a

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Mary Beth Tew, Administration
ITEM TYPE:	Awards and Presentations
AGENDA SECTION:	RECOGNITIONS, REPORTS, AND PRESENTATIONS
SUBJECT:	Recognition of Lake Myra Elementary School Staff Member, Ms. Amy Byrd
SPECIFIC ACTION REQUESTED:	Recognition

ITEM SUMMARY:

Ms. Byrd is the Lake Myra Instructional Assistant of the Year and a WCPSS Finalist. She is well-loved by all students, staff, and families at Lake Myra. When you first meet Ms. Byrd, you will immediately notice her warm, comforting, and infectious smile. Ms. Byrd has the biggest heart and is always thinking of ways to support the students, staff, and families at Lake Myra. Ms. Byrd values each student's individual strengths and differences. Ms. Byrd loves the students at Lake Myra and it shows every day. Ms. Byrd is one of the hardest-working individuals you will ever meet. She is dedicated to not only the students who she supports but the entire Lake Myra community.

AGENDA ITEM NO. 4.b

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Mary Beth Tew, Administration
ITEM TYPE:	Proclamations
AGENDA SECTION:	RECOGNITIONS, REPORTS, AND PRESENTATIONS
SUBJECT:	Proclamation Recognizing May 21-27, 2023 as National Public Works Week
SPECIFIC ACTION REQUESTED:	Present the Proclamation
ITEM SUMMARY:	Mayor Gray will present the Proclamation Recognizing May 21-27, 2023 as National Public Works Week

ATTACHMENTS:
Proclamation - National Public Works Week 2023

TOWN OF WENDELL **NORTH CAROLINA**

PROCLAIMING MAY 21-27, 2023 AS NATIONAL PUBLIC WORKS WEEK FOR THE TOWN OF WENDELL

WHEREAS, Public Works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities, and to the public health, high quality of life and well-being of the people of Wendell; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of Public Works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Wendell to gain knowledge of and to maintain a progressive interest and understanding of the importance of Public Works and Public Works programs in their respective communities; and

WHEREAS, the year 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association.

NOW THEREFORE, on behalf of the Wendell Town Board of Commissioners, I, Virginia Gray, Mayor of the Town of Wendell, do hereby designate the week May 21 – 27, 2023 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

DULY PROCLAIMED this the 22nd day of May, 2023.

_____

Virginia R. Gray, Mayor

AGENDA ITEM NO. 4.c

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Stephanie Smith, Administration
ITEM TYPE:	Awards and Presentations
AGENDA SECTION:	RECOGNITIONS, REPORTS, AND PRESENTATIONS
SUBJECT:	Personnel Policy Update Presentation
SPECIFIC ACTION REQUESTED:	Receive presentation on Personnel Policy updates
ITEM SUMMARY:	The Human Resources Administrator has reviewed several sections of the Personnel Policy and recommends updates to wording. Additionally, the policy is reformatted for consistency and clearer wording. The Town Manager will present the proposed changes. The policy will be returned at a future meeting in June for decision.

AGENDA ITEM NO. 4.d

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Matt Garner, Administration
ITEM TYPE:	Planning
AGENDA SECTION:	RECOGNITIONS, REPORTS, AND PRESENTATIONS
SUBJECT:	Presentation of the Wake County Economic Development Site Identification Study
SPECIFIC ACTION REQUESTED:	Receive Staff Presentation and Discuss Next Step Options to be Presented
ITEM SUMMARY:	Wake County Economic Development (WCED) launched the Site Identification Study to identify the priority industrial site(s) in each Wake County Municipality in partnership with Creative Economic Development Consulting. While Wake County has an edge in talent, final location decisions generally start with real estate. The Economic Development Partnership of North Carolina (EDPNC) currently only lists 9 available industrial sites in Wake County, while WCED receives an average of 44 inquiries each year for these sites. A deeper inventory of quality industrial sites supports the business attraction, retention, and expansion programs of the Wake County municipalities such as Wendell. Wendell staff worked with the consultants to create a preliminary list of sites which were then more deeply vetted by the consultant. The consultant, WCED, and Town Staff worked to finalize a final potential site inventory, prioritization, and were provided with some proposed next steps.

AGENDA ITEM NO. 6.a

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Mary Beth Tew, Administration
ITEM TYPE:	Budget Item
AGENDA SECTION:	ADMINISTRATIVE ITEMS
SUBJECT:	Fiscal Year 2023-2024 (FY 2024) Town of Wendell Budget, Budget Ordinance, Fee Schedule, and Pay Plan
SPECIFIC ACTION REQUESTED:	The Board is asked to take four actions on the FY 2023-2024 Town of Wendell Budget: 1. Motion to adopt the Fiscal Year 2024 Town of Wendell Budget 2. Motion to approve the Fiscal Year 2024 Budget Ordinance 3. Motion to approve the Fiscal Year 2024 Fee Schedule 4. Motion to approve the Fiscal Year 2024 Pay Plan
ITEM SUMMARY:	Pursuant to Section 159-11 of the North Carolina General Statutes, the Town Manager submitted the Fiscal Year 2023-2024 (FY 2024) budget for Board consideration. The submitted budget is balanced and in compliance with the Local Government Budget and Fiscal Control Act and the Financial Policies of the Town of Wendell. The FY 2024 budget totals $33,718,314, which represents a 20.1% increase over FY 2022 due primarily to carryover capital projects totaling $9,510,545 as part of over $19 million in planned capital expenses. No change in property tax rate is recommended and the Town Budget proposes a flat property tax rate of $0.47 per $100 of taxable values. The link to the complete FY 2024 Budget and Budget Ordinance is available at https://www.townofwendell.com/departments/finance/budget. The Budget Ordinance is included Budget Summary section

of the Budget book.

All fees that affect all residents and property owners (Solid Waste Fee and Auto Decal Fee as examples) remain unchanged in the FY 2024 Budget. The Stormwater Fee is increased from $20 to $75 and is collected annually for each property in the Town. Proposed fee changes reflect adjustments for comparative fees for recreation and development that are directed to users of the program or service. Planning fees increase for residential zoning inspections and adds a new re-inspection fee. The Fee Schedule is included in the supplemental materials section of the Budget for review.

The proposed budget increases the number of positions from 76 to 78 in FY 2024. The two (2) new positions include a Police Officer and a Town Engineer. The new staff reflects the necessary investment for a sufficient workforce to maintain service levels understanding that continued growth places additional strain on staff. The Pay Plan is included in the supplemental materials section of the Budget and for review.

Staff made all requested changes received from the Board between the Budget Hearing and the May 22, 2023. The changes included the elimination of the early voting site for the Fall municipal election due to extreme cost per voter and re-assigned the like amount to increase the employee in-range salary adjustment from 3% to 4% and provide for hiring the Town Engineer position at the beginning of the Fiscal Year in July instead of January 2024. There are no other changes from the initial recommended Budget. The Budget document considered by the Board for approval reflects these changes. The Town Manager will present the recommended Budget as amended at the Meeting.

ATTACHMENTS:
2024 Town of Wendell Recommended Budget

Town of Wendell
Fiscal Year 2024 Budget

Proposed Version

Last updated 05/16/23

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INTRODUCTION

WENDELL

ANNUAL BUDGET

FISCAL YEAR 2024

TOWN OF WENDELL
NORTH CAROLINA

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Town of Wendell
North Carolina

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morrill

Executive Director

TOWN OF WENDELL, NORTH CAROLINA

2023-2024 BUDGET

FOR THE YEAR ENDING JUNE 30, 2024

Town Officials

Mayor and Town Commission

Virginia R. Gray - Mayor
Jason Joyner - Mayor Pro Tempore
Joe DeLoach - Commissioner
Deans Eatman - Commissioner
Jon Lutz - Commissioner
Phil Tarnaski - Commissioner

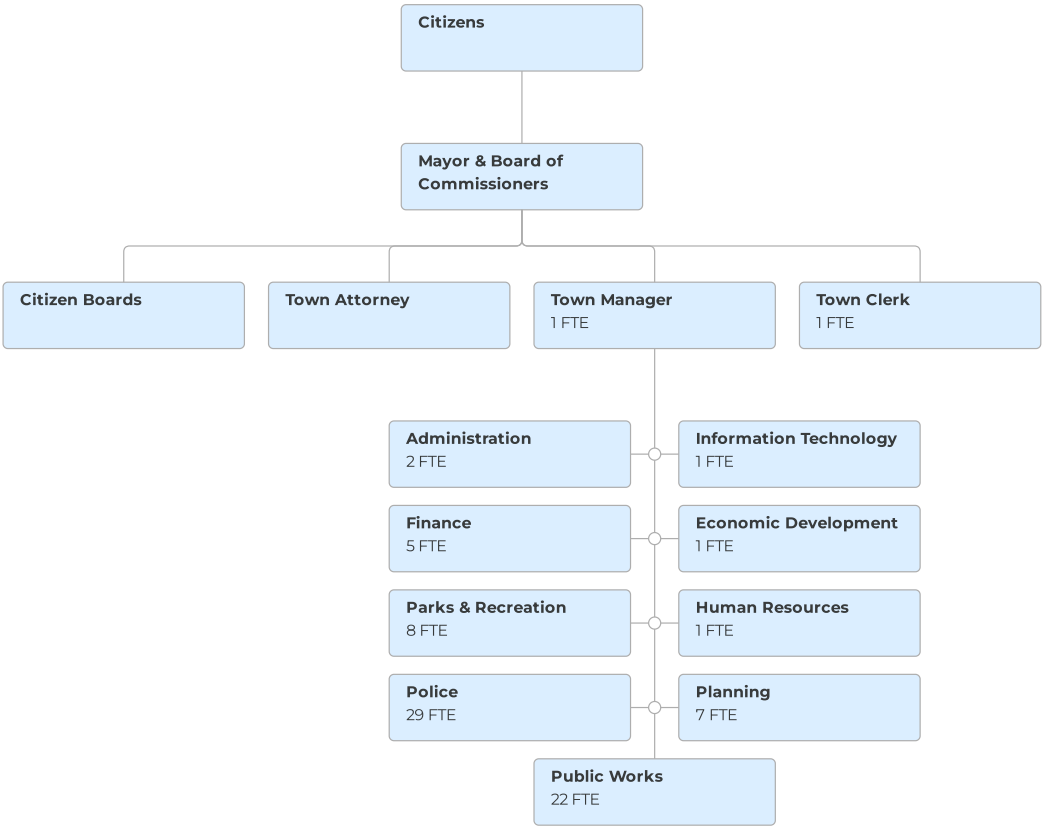
Officials

Marvin "Marc" Collins - Town Manager
James P. Cauley, III - Town Attorney
Mary Beth Tew - Town Clerk

Department Heads and Budget Staff

Brian Bray - Public Works Director
Bill Carter - Police Chief
Bryan Coates - Planning Director
Garrett Johnson - Finance Director
Jeff Polaski - Parks & Recreation Director
Stephanie Smith - Assistant Town Manager

Organization Chart



78 Full Time Equivalents (FTE)

Note: Elected Officials, Citizen Advisory Boards, and the Town Attorney are not employees of the Town of Wendell. The five (5) Citizen Advisory Boards are Planning Board, Board of Adjustment, Downtown Development Committee, Appearance Commission, and Parks & Recreation Advisory Board. The organization chart does not reflect part-time, seasonal, or contract labor used by the Town to provide additional service.

Town Manager's Budget Message

15 E Fourth St, Wendell NC 27591 919.365.4450
www.townofwendellnc.gov

Honorable Mayor and Board of Commissioners:

Pursuant to Section 159-11 of the North Carolina General Statutes, I am honored to submit the Fiscal Year 2023-2024 (FY 2024) budget for your consideration. The submitted budget is balanced and in compliance with the Local Government Budget and Fiscal Control Act and the Financial Policies of the Town of Wendell. The FY 2024 Budget document format is beginning to change to reflect the transition to the ClearGov digital budget platform that will provide greater transparency, process efficiencies, and more information to the public. Such transformation is reflected in the community as exciting new opportunities and challenges are discussed and advanced through the allocation of resources consistent with the new 2023 Strategic Plan included in this budget document.

The FY 2024 budget totals $33,718,134, which represents a 20.1% increase over FY 2023 due primarily to carryover capital projects totaling $9,510,545 as part of over $19 million in planned capital expenses. No change in property tax rate is recommended and the Town budget proposes a flat property tax rate of $0.47 per $100 of taxable values.

Utility services provided in the Town remain Water and Sewer provided by the City of Raleigh and Stormwater provided by the Town of Wendell. With the final payments required to complete the utility system Merger Agreement with Raleigh Utilities, water and sewer will reflect the water and sewer rates adopted by the City of Raleigh for the system in FY 2024 and updated annually. The annual utility fee is increased to $75 in FY 2024 for the Stormwater Utility and is used to offset ad valorem subsidy of the required program. The $55 increase is necessary to offset capital and program costs required by law to bring the Stormwater program into compliance with the municipal stormwater permit issued and audited by the State.

All fees that affect all residents and property owners (Solid Waste Fee and Auto Decal Fee as examples) remain unchanged in the FY 2024 budget. Proposed fee changes reflect adjustments for comparative fees for recreation and development that are directed to users of the program or service. Recreation fee changes include increases in adult team registrations of $50 and non-resident youth athletic fees of $20. Planning Department fee increases for zoning compliance include a change in the residential new structure from $100 to $150 per permit and a new re-inspection fee of $50 per inspection.

The budget maintains comparative tax rates and fees to other area communities given the valuation of assessed property and fiscally conservative policy approach to reduce the impact of taxation on residents. In addition to maintaining fiscal controls, the Town of Wendell is experiencing steady growth evidenced by approximately $152 million in new development being assessed for FY 2024 compared to $129 million in FY 2023 and increasing residential and commercial development rates reflected in planning and permitting permits. The increased valuation from the Wake County Tax Office reflects an 11.9% increase from FY 2023 to FY 2024 ($1,283,322,115 to $1,435,467,021). Despite continued growth, the development of the budget in FY 2024 remains cautious due to uncertainties remaining due to lingering global supply chain and health impacts on revenues, supply and material logistics and labor availability.

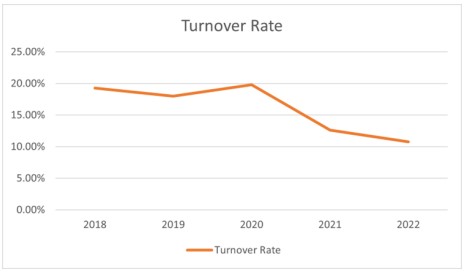
Budget Priorities

Establishing priorities for the development of the FY 2024 budget began with discussions of strategic initiatives during the fall of 2022 that lead to the establishment of the 2023 Strategic Plan found in this budget document. As the budget process proceeded, discussions with the Board and Departments clarified that a consistency of effort and direction existed and provided for the following three, clear budget priorities for the FY 2024 budget: #1 Maintain a People First Commitment, #2 Invest in Recurring Core Services, and #3 Solve for the Capital Needs of our Growing

Community. In advancing these budget priorities of the Board, the Wendell community will continue to visibly see improvements in the built environment and the Town organization and staff that provide the core municipal services and programs sought.

1. Maintain a People First Commitment

The public services and programs by a municipal government are only as good and effective as the staff that provide them. A professional, positive workforce reflects an investment in organizational culture and resources to counter current trends of employees leaving public service due to burnout, public harassment, and pay. A clear commitment from the Board and Management in the FY 2024 Budget is to maintain this effort to place people first in our efforts.



This effort is reflected in a reduction of the turnover rate over the past five years (see chart above).

The FY2024 budget continues this effort by providing for a comprehensive approach to organizational culture through compensation, benefits, staffing levels, training, equipment, and facility investments that provide for a supportive environment sought by staff. A few examples within the budget include the following:

- Provides a 4% in-range adjustment to reduce compression between experienced employees and new employees.
- Implements year 2 of the compensation and classification market analysis for approximately one-third of the job descriptions in the pay plan. The Town reviews all positions on a three-year rotation and provides a comprehensive evaluation at least every five years.
- Maintains health savings account assistance for benefit expenses to provide flexible cost reductions for employee health expenses and reduce dependent care costs.
- Adds two new positions and reclassifies four other positions to provide staff resources needed by departments in addition to a 10-year staffing plan that provides a roadmap for future staffing needs.
- Continues “Dare to Lead” based training that builds trust and leadership throughout the organization for two new employee groups during the year.
- Provides for needed improvements in employee work environments through the design and construction of a new public works yard.

The collective commitment and investment in the FY 2024 budget maintains the Board policy objective to foster a people first organizational culture that retains professionals committed to providing municipal services to the Wendell community.

2. Invest in Recurring Core Services

The Town initiated investments in recurring programs that provide for the maintenance and replacement of core infrastructure and equipment necessary to provide municipal services and achieve regulatory compliance. Recurring core programs established include the streets resurfacing program, sidewalk program, vehicle replacement program, technology replacement program, and stormwater permit compliance. FY 2024 continues these program initiatives as follows.

FY 2024 represents the third year for programmed street maintenance and replacement efforts as part of the 5-year pavement condition survey completed. In FY 2024, the street resurfacing program will focus on completing $691,680 of micro-slurry application to extend the functional life of older streets in town. Additionally, the streets program provides $21,600 to improve and replace signs and fixtures, $25,000 for an emergency traffic signal upgrade coordinated with Wendell Fire Department, and $15,000 in minor street repairs (pothole repairs for example). Further, two capital projects move from design to construction and will provide significant road improvements including the signalization of the intersection of Wendell Boulevard and Wendell Falls Parkway and lane improvements on Hollybrook Road adjoining a new Town park site.

The sidewalk program enters Year 2 in the FY 2024 budget and maintains the $250,000 funding level to replace old sidewalks and design and install new sidewalk sections. In addition, two capital projects further extend sidewalks by installing sidewalks on Wendell Boulevard from Marshburn Road to Hanor Lane and along Hollybrook Road at the new Town park site.

The goal of the vehicle replacement program is to transition eligible vehicles to the vehicle lease program to provide reduced maintenance costs, improved safety, and higher trade in values through a 4-year replacement cycle. The FY 2024 budget allocates $433,480 towards vehicle lease expenses and provides for four (4) new vehicles.

The technology replacement program enters year four during the FY 2024 budget. The program replaces the final two (2) computers in the replacement schedule, adds field tablets to assist with collecting infrastructure data, acquires a diagnostic system to advance fleet maintenance, updates the public Wi-Fi system, and advances network infrastructure maintenance.

As anticipated, the Town received findings from the State audit of the stormwater program that identified the program as non-compliant. Particular emphasis was placed on the post-construction maintenance of the public system and reporting for private stormwater features. While the findings were consistent with many municipal stormwater program audits from around the State, the Town is committed to bringing the program into full compliance within the 5-year permit period that begins in FY 2024 as required. To this end, the FY 2024 budget increases the Stormwater fee from $20 per parcel annually to $75 per parcel. Additional resources will assist in achieving compliance. Efforts to improve the Stormwater program in the budget include hiring a Town Engineer to assist with program and infrastructure design, $95,475 in neighborhood stormwater improvements, a $400,000 dam repair in the Northside Park property, and an additional $55,000 in Town-wide maintenance of existing infrastructure.

3. Solve for the Capital Needs of our Growing Community

The capital needs of our community can be into four categories: recurring programs, carryover projects, core government facilities, and referendum-based capital projects. The proposed 5-yrear capital improvement plan limits future appropriation of general fund reserves and provides a fiscally constrained plan to advance capital needs in all four categories.

Recurring capital programs seek to maintain core municipal programs that have been initiated during the previous four (4) budgets that include streets, sidewalks, stormwater, vehicle replacement, and technology investments that were described in Budget Priority #2 above.

Carryover projects represent multi-year, complex capital projects that total $9,510,545 in FY 2024. Key projects in this category include the Wendell Boulevard Pedestrian Project, Hollybrook Road Neighborhood Park, Pleasant Grove Community Center design and construction, and greenway designs for the Buffalo Creek Greenway and Main Street Greenway.

The core government facility included in the FY 2024 Budget is the design and construction of a new public works yard to provide accessible, functional, and safe workspace designed for the diverse services provided by the department. The total project cost estimate is $6,700,000.

New referendum-based projects include $45,858,852 worth of recreation facilities, new parks, greenway construction, and transportation projects. Anticipated projects include a new multi-gym recreation center, an athletic field complex with five (5) fields, greenway construction, and implementation of the Transportation Plan to improve the intersection at Wendell Falls Parkway and Eagle Rock Road and a project comparative to widening Wendell Falls Parkway to four lanes from Jake May to Poole Road. The Board intends to work with the financial advisor, bond counsel, and staff to prepare referendum questions related to this borrowing and for consideration during the Fall 2023 Municipal Election. An early voting site will be provided in Wendell to encourage participation.

General Fund

Revenues

Total revenues for FY 2024 are $33,718,134. Revenues include loan proceeds for capital projects of $8,219,527 (24% of revenue), ad valorem (property) tax of $6,500,000 (19% of revenue), unrestricted intergovernmental revenues of $3,907,000 (12% of revenue) for anticipated grants, fund balance transfers for capital projects of $3,888,658 (12% of revenue) and Permits and Fees of $3,656,150 (11% of revenue) represent the largest five sources of revenues. Revenues tied to development and population growth reflected positive growth overall in developing the FY 2024 budget.

Despite the uncertainty of Covid-19 and global economic trends on revenues, overall revenues are anticipated to grow, but perhaps at a slower or flatter rate than would otherwise occur due to the high-growth market conditions of the surrounding region, land annexed into Town jurisdiction, and various public and private development projects in various phases of construction throughout Town.

Expenses
Total expenses for the FY 2024 budget are $33,718,134, including a fund balance appropriation of $3,888,658 for capital expenses and one-time expenses.

Operating
Operating expenses of $5,259,391 account for 15.6% of the total budget and reflect the investment in supplies, training, and equipment needed to maintain existing services and infrastructure in a growing community. Further, the increases reflect the budget priorities established by the Board and regulatory requirements related to stormwater and accessibility. Continued increases in future years are anticipated consistent with growing revenues to keep pace with demand for municipal services.

Personnel
Personnel expenses total $7,292,800 (salary, FICA, and retirement) and account for 21.6% of the FY 2024 budget. The proposed budget increases the number of positions from 76 to 78 in FY 2024. The two (2) new positions include a Police Officer (starting July 2022) and a Town Engineer. The new staff reflects the necessary investment in a sufficient workforce to maintain service levels understanding that continued growth places additional strain on staff.

In addition to positions, the budget provides for a 4% in-range adjustment for all positions. In addition to salary increases, one-third of positions are reviewed annually to maintain the Compensation and Classification Plan. The budget includes grade changes in various positions in the Public Works, Planning, Administration and Finance Departments. Overtime compensation lines are continued in the budget for Public Works and Police. Benefit costs are increasing in FY 2024 to reflect new positions and claims experience and continues health plan options to reduce employee costs for dependent and spouse plans instituted in FY 2022 through the implementation of a health spending account for all employees in the Town insurance plan.

Capital Expenditures
The capital budget for FY 2024 is $19,970,178 with revenues matching expenditures representing 59.2% of the total budget. Highlights of the capital budget include a $3,703,014 investment in transportation and infrastructure projects, $493,222 in vehicle, equipment, and technology, $13,176,297 in buildings, grounds and land, and $2,597,645 in economic and community development in FY 2024. Please see the capital improvement project descriptions in the long-range financial sections for specific details of the existing investments.

The five-year capital improvement program identifies both revenues and expenses for FY 2024 through FY 2028 for a total expenditure of $94,184,269. The capital improvement program includes planning for revenue growth to offset the use of fund balance, needed road and sidewalk improvements, a new public works yard, vehicle and equipment replacement, and new parks and community spaces. However, years two through five are for planning purposes only and will be evaluated regularly to reflect community growth, adopted plans, and economic conditions.

Debt Management
Two debt issuances are recommended in the FY 2024 budget. The first issuance is a $6,5000,000 loan to assist in the design and construction of the public works yard facility. The second is a General Obligation (GO) borrowing of $1,169,261 contingent on a public referendum in Fall 2024. The complete future GO borrowing considered in the 5-year capital improvement plan totals $45,858,852 for $35,858,852 of parks, recreation facilities, and greenways and $10,000,000 for transportation projects.

The net debt of the Town is $20,333,329 and the legal debt margin (amount legally available) is $94,504,033 (up from $86,889,065 in FY 2023). Debt service expenses ($1,195,765) represent 4% of the FY 2024 budgeted expenses.

Fund Balance
The FY 2024 budget appropriates $3,888,658 from the fund balance to fund capital expenditures. The remaining fund balance of 59.9% (up from 49.6% in FY 2023) exceeds the suggested minimum of the Local Government Commission (8%) and the fiscal policy of the Town of Wendell (40%). The fund balance remains healthy and available if needed.

Water and Sewer Funds

The two enterprise funds of the Town of Wendell are the Water Fund and the Sewer Fund. Since the Merger Agreement with the City of Raleigh for the provision of water and sewer service in 2006, the Water and Sewer Funds are used to account for the retirement of past utility debt. In past fiscal years, debt service payments are determined annually and paid by the Town. The City of Raleigh would then provide a like payment to the Town to offset the debt payment. The debt schedule reflects the retirement of the sewer debt last fiscal year (FY 2023). As such, there is no activity budgeted for the Sewer Fund or the Water Fund in FY 2024.

Budget Summary

The FY 2024 budget maintains a people first commitment and ensures that the organization and its employees have the resources and support to meet the public service demands of our growing community. Recognizing that growth, the Budget also represents a significant investment in sustaining recurring programs for infrastructure, facilities, and vehicles, and technology that are core to municipal service. Beyond the build environment and organization of today, the budget provides a fiscally constrained 5-year capital improvement plan that provides the community the opportunity to decide on recreation facilities, new parks, greenways, and transportation to ensure that residents have access to the quality of life and amenities expected in a quality community. Given the attention to transparency and accountability, connection of resource allocation to the budget priorities of the Board of Commissioners, investment in community, and maintained property tax rate, I trust the budget document will provide the materials needed to work together toward adoption of our FY 2024 budget.

Respectfully submitted,

Marc Collins
Marvin “Marc” Collins
Town Manager

A Guide for Reviewing the Budget

The following guide is provided to assist the reader understand and locate information within the budget document. It is the intent of the Town to provide the information that is clear, concise, and organized in a manner that flows in a logical sequence. Above all else, it is the intent of this document to identify the services provided by the Town of Wendell and the connection of those services to funding. The Budget document is organized into the following sections:

Introduction and Overview – This section identifies the elected, appointed, and staff leadership of the Town as well as the organization chart for Fiscal Year 2024. The Manager's Message provides an overview of the budget and identifies the issues addressed and opportunities achieved in the budget tied to the resources needed to address them. The budget message is followed by this Guide for Reviewing the Budget, the budget process calendar, the basis of budgeting used to develop the budget, and the financial and budget policies.

Strategic Plan – The Town of Wendell Strategic Plan is incorporated into the Budget in this section. The Strategic Plan identifies five key policy goals and establishes prioritized initiatives for each goal. The goals provide policy direction for economic development, public safety, infrastructure and transportation, parks and recreation, and the communication and culture of the Town organization. An update on progress in achieving the initiatives through this budget is provided for the final year of the two-year plan.

Budget Summary - The Budget Ordinance provides adopted totals in the form required by the North Carolina General Statutes. A summary of revenues and expenditures is provided for all funds by type, category, and function. The section also identifies descriptions, trends, projections, and assumptions for each revenue type and expense by function. An analysis of past and proposed staffing for FY 2024 and a ten-year staffing projection is provided.

General Fund – A line-item summary of revenues and expenditures in the general fund is provided for past years, the previous budget, department requests, recommended amounts, and the adopted budget. Further detail and analysis for each department is provided including a general description of service, a discussion of revenues and expenditures, staffing, department goals, and performance measures.

Water and Sewer Fund – The water and sewer funds provide an update of the merger agreement with the City of Raleigh Utilities Department and any programmed capital or debt related to the utilities. The City of Raleigh is responsible for all revenues and expenses related to the operation, maintenance, and capital replacement of the systems.

Long-Range Financial Planning. – This section incorporates the Five-Year Capital Improvement Plan into the budget document. Year one of the plan is the capital budget programmed for expenditure in FY 2024 and years two through five are for planning purposes. Capital projects are expenditures over $10,000 and typically involves facilities, land, plans, vehicles, and equipment. A description of each expense is provided in the capital improvement program. The debt management program is provided in this section to identify current debt of the Town. A five-year Operations Plan is also included to accompany Capital.

Supplemental and Statistical Materials – The section provides information that is applicable to the entire document including the history, form of government, population projections, community profile, demographics, pay plan, and Town statistics. Next is a comparison of rates and values with communities in the area and the schedule of fees for FY 2024. Finally, a glossary of terms and common acronyms is provided.

Budget Timeline

The following budget calendar was prepared in compliance with the Local Government Budget and Fiscal Control Act (LGBFCA) and local procedures as applicable. A date with an asterisk (*) indicates an opportunity for public input is provided.

Jan 2, 2023

Review of Financial Policy for Amendments
Local Procedure

Jan 11, 2023

Initial budget materials provided to Departments
Local Procedure

Feb 24, 2023

Department Requests Submitted to Budget Officer (LGBFCA deadline is April 30)
NCGS 159.10

Mar 11, 2023

Board of Commission Budget Retreat*
Local Procedure

Apr 7, 2023

Individual Meetings with Commissioners Completed (if needed)
Local Procedure

Apr 10, 2023

Approval of Financial Policy Amendments (if needed)
Local Procedure

Apr 24, 2023

Detailed Budget Work Session & Presentation of Draft Budget*
Local Procedure

Apr 28, 2023

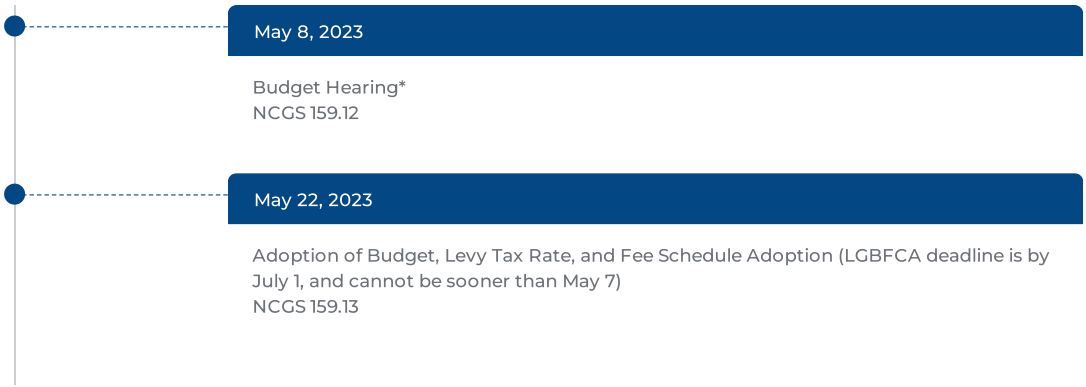
Submission of Budget with Message to Commission (LGBFCA deadline is June 1)
NCGS 159.11

Apr 28, 2023

Budget made available to the public and press
NCGS 159.12

Apr 28, 2023

Publish budget statement and public hearing date NCGS 159.12



Budget Amendments are subject to the process set forth in NCGS 159-15 that allows the Town to amend the budget ordinance at any time after the ordinance's adoption so long as the amendment does not change the property tax levy. In practice, the Budget Officer conducts a regular review of projects and finances to determine if a budget amendment is needed prior to the regular end of fiscal year budget amendment each June.

The Budget process is guided by a bi-annual Strategic Planning process that incorporates significant public input and goal setting by the Town Board and Departments. The FY 2024 Budget process uses the Strategic Plan adopted in FY 2023 to guide public goal direction for department and capital project development. A new strategic plan will be completed in FY 2025 to assist in the development of the FY 2026 and FY 2027 Budgets. The Town has incorporated the use of the National Citizen Survey instrument to assist in receiving public guidance for the document and to assist in establishing service documents.

Basis for Budgeting

The Town of Wendell uses the modified accrual method as the basis for budgeting and for accounting of all funds. This approach to accounting recognizes revenues when they become measurable and expenditures at the time the liability is incurred. All revenues and expenditures must be included in the annual budget ordinance. Any operational appropriations that are not expended or encumbered shall lapse. The North Carolina Local Government Budget and Fiscal Control ACT (LGBFCA) controls how
municipalities budget and spend money. The major effects of the LGBFCA on the budgetary process are as follows:

- Budget Preparation Calendar
- Budget Forms and Procedures
- Departmental Requests
- Recommended Budget
- Board Review
- Adoption of the Budget Ordinance
- Budget Adoption and Amendment

The Town of Wendell budget process and documents are consistent with the requirements of the LGBFCA.

Financial Policies

The following Town of Wendell Financial Goals & Policies were adopted by the Board of Commissioners on March 25, 2019 as Town Policy 107. The Goals & Policies were reviewed by Budget staff in January 2023 and recommended no changes for Fiscal Year 2024.

General

The Town of Wendell has an important responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely, and to plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities. The desires of the public in the provision of public services are imperative, and it is the role of the Board of Commissioners to communicate the public's desires.

The Town needs to ensure that it is capable of adequately funding and providing those government services desired by the community. To that end, and while remaining in compliance with the Local Government Budget and Fiscal Control Act, the Town will follow the Generally Accepted Accounting Principles (GAAP) and budgetary guidance from the Government Finance Officers Association (GFOA). The financial goals and policy statements set forth in this section are intended to establish guidelines for
the continued financial strength and stability of the Town of Wendell and to maintain public trust and confidence by utilizing resources in the most efficient manner possible.

Financial Goals

Financial goals are broad, fairly timeless statements of the financial position the Town seeks to attain. The financial goals for the Town of Wendell focus on the following areas: Accountability; Budget; Fund Balance and Reserves; Cash Management; Capital Improvement Plan; Tax Rate and Fees; Debt Management; and Asset Replacement Schedule.

1. Accountability - The Town will insure the legal use of public assets through an effective system of internal controls.
   - The Town will strive to establish the lowest reasonable tax rate for its citizens without compromising the quality of municipal services.
   - The Town will maintain a budgetary control system to ensure compliance with the approved budget and will maintain adequate internal controls to safeguard public assets.
   - Expenditures will be monitored through the accounting system with monthly reports to assure budgetary compliance.
   - Reports demonstrating the status of financial activity and results (including an annual independent audit) will be prepared on a timely basis and in compliance with Generally Accepted Accounting Procedures (GAAP).
   - The Town will prepare and submit an Annual Comprehensive Financial Report (ACFR) to the Government Finance Officers Association (GFOA).

2. Budget - A comprehensive annual budget will be adopted after careful consideration of public needs, their input, and availability of funding.
   - During the budget development process, the Town will strive to maintain the tax rate and fees at the lowest possible rate.
   - During the budget development process, the Town staff will strive to show and explain where areas of increased needs exist.
   - After a thorough budget process, an annual comprehensive budget will be adopted by ordinance. A detailed budget document disclosing all anticipated revenues and authorized appropriations for operating and capital expenditures will be prepared and published. The budget will establish the level of services to be provided by each department with anticipated revenues and available
   - resources.
   - Where possible, grants or contributions of capital will be identified for proposed town expenditures. When grants are undertaken, the Town will strive to be mindful of the long-term requirements and commitments involved in acceptance of such grants.
   - If the presented balanced budget includes a tax rate increase, staff must also present a balanced budget showing a tax rate decrease in the same amount of the tax rate increase.

3. Fund Balance and Reserves - The Town will strive to maintain a General Fund fund balance of 40%.
   - The purpose of the fund balance will be to provide sufficient operating reserves (working capital) to manage monthly and daily cash flow variability, as well as adequate liquidity to provide for limited interruptions in revenues (natural disasters, unexpected loss of revenue source, etc.).
   - The budgetary fund balance reserve will be calculated using the percentage of the last audited fund balance and the proposed operations and maintenance budget. The fund balance represents only the unassigned fund balance and not the full GAAP fund balance. The operations and maintenance budget does not include capital expenditures for the calculation.
   - Contingency and reserve funds will be available for use in the event of emergency and/or unforeseen events.

- Cash balances in excess of the amount required to maintain strategic reserves can be used, with approval from the Board of Commissioners, to fund one-time or non-recurring costs. Preference will be given to uses that reduce ongoing expenses (for example - early retirement of debt or the reduction of debt necessary to complete a significant capital project).
- It is the intent of the Town to replenish fund balance reserves in an expedient manner if conditions necessitate expenditure below the 40% policy level. The Town will restore the balance using any combination of end of year balances, reduced capital expenditures, or direct appropriation of revenues. The restoration of the fund balance will be done in a manner that maintains the structural balance of the whole budget.

4. Cash Management - The Town's cash management policy will promote responsible, efficient and legal use of public funds and will optimize the management and earnings on the public funds.

- Central Depository – The Town will maintain an interest-bearing account as its official central depository, as approved by the Board of Commissioners. The Town also shall maintain a checking account for disbursements. Other accounts can be maintained as is necessary, with board approval.
- Banking Relations – To ensure the lowest fees, best services, and highest rates of interest, the Town's banking services will be continuously monitored and reviewed. No more than every five years, the Town will review banking services to get the most competitive services and rates available and a recommendation for services will be submitted to the Board of Commissioners for approval.

5. Capital Improvement Plan - The Capital Improvement Plan will be comprehensive and updated every year.

- The Town will update a Capital Improvements Plan (CIP) every year and provide a copy to the Town Board. This plan will be a long-range plan that will forecast facility needs and requirements town-wide for each of the next five years.
- In the CIP, staff will attempt to forecast projected revenues and resources required to finance the capital improvement plans to ensure that the plan represents projects that can be realistically funded by the Town.
- The CIP will be established in collaboration with Town departments and provide for public input in the Budget process.
- In addition to facilities, the plan will include projections for equipment requirements valued in excess of $10,000.
- Long-term borrowing will be confined to significant capital improvements (or similar projects) that have an extended life and to instances when it is not practicable to provide financing from the current revenues. All other available and appropriate sources of financing will be exhausted before long term borrowing is pursued.

6. Tax Rate and Fees - The Town will establish a responsible tax rate and schedule of fees and will strive for public transparency in the establishment of these taxes and fees.

- The Town will strive to maintain the tax rate and fees at the lowest possible level to provide the level of services established by the Commission in the annual Budget.
- The Town will strive to educate the public concerning the fact that the Town of Wendell is the only town in Wake County that does not provide municipal fire service and for which fire service is provided through a county fire district and a county fire district tax.
- Whenever possible, fees will be established at rates that allow those using/benefitting from public services to pay for those services.
- The tax rates and fee schedule will be reviewed annually as part of the budget development process.

7. Debt Management - The Town will use a balanced approach to funding capital improvements, projects, and vehicle and/or equipment needs.

- The balanced approach will consist of various funding options to include utilizing debt financing, draws on fund balances in excess of policy targets, and current year (pay-as-you-go) appropriations.
- The general fund debt as a percentage of total assessed value of taxable property should not exceed 2.5%.
- The ratio of debt service expenditures as a percentage of total general fund expenditures should not exceed 15% with an aggregate ten-year principal payout ratio target of 55% or better.

8. Asset Replacement Schedule - The Town will set forth an outline/criteria for the replacement of Town owned vehicles and equipment in order to ensure that replacement is in the most efficient and cost effective manner.

- The criteria chart takes into account age, mileage, condition, services, reliability, and maintenance costs to serves as the general indicator for initiating vehicles and equipment replacement.
- Each vehicle and piece of equipment accumulates points using the criteria chart. Once all points have been totaled for each vehicle and piece of equipment, a replacement rating will be assigned (Good, Poor, and Priority). The criteria chart will provide descriptions of the replacement rating.

STRATEGIC PLAN

TOWN OF WENDELL

2023 STRATEGIC PLAN

VISION GOALS INITIATIVES

PURPOSE

The Town of Wendell recognizes that the realization of a community vision is only achieved when the strategic goals of the community are in alignment with available and planned resources.

As such, the purpose of the strategic plan is to provide for a process that aligns resources with commitment from Town organization leaders to bridge the gap between the assessed current conditions and the envisioned community of the future.

To this end, the Strategic Plan is developed and guides the development of the Budget for two (2) successive fiscal years. The plan is reviewed and re-prioritized in the second fiscal year to ensure that Board vision and staff implementation is consistent with resources allocated.

PROCESS

The Strategic Planning process was initiated at the fall 2022 Board policy retreat. Management presented strategic initiatives that are in progress, emerging issues identified by departments, and facilitated the identification of new or changed initiatives with the Board. Staff used the guidance to establish draft initiatives that were presented to appointed citizen committees and boards for additional feedback and revision.

The draft initiatives for each of the five (5) strategic goals were presented to the public at four (4) community charettes held in differing areas of Wendell (Downtown, Edgemont Landing, Pleasant Grove, and Wendell Falls). The community feedback was presented to the Board at the Budget Retreat in March 2023 and initiatives were prioritized in a facilitated process.

Initiatives are divided into two categories: Management in Progress (staff-committed items to complete) and Strategic Initiatives (Board valued items to advance in Budgets). While all components of the Strategic Plan are of value, prioritization of the Strategic Initiatives by the Board provides policy guidance to staff for the direction of limited resources in developing the Budget. Priority initiatives are categorized as Top Priority (priority of 5 or 6 Board Members) and High Priority (priority of 3 or 4 Board Members).

VISION STATEMENT

The Town of Wendell is clean, safe, vibrant, and full service with a diverse population. Our citizen-friendly reputation is assured by the quality of our facilities and professional staff who work efficiently to provide great customer service.

We have a knowledgeable Town Board who works efficiently to incorporate input from Citizen Advisory Boards and staff to be responsible stewards of our tax dollars, through leveraging, by watching return on investments and maintaining our fund balance.

Wendell Board of Commissioners

Left to right, back to front.

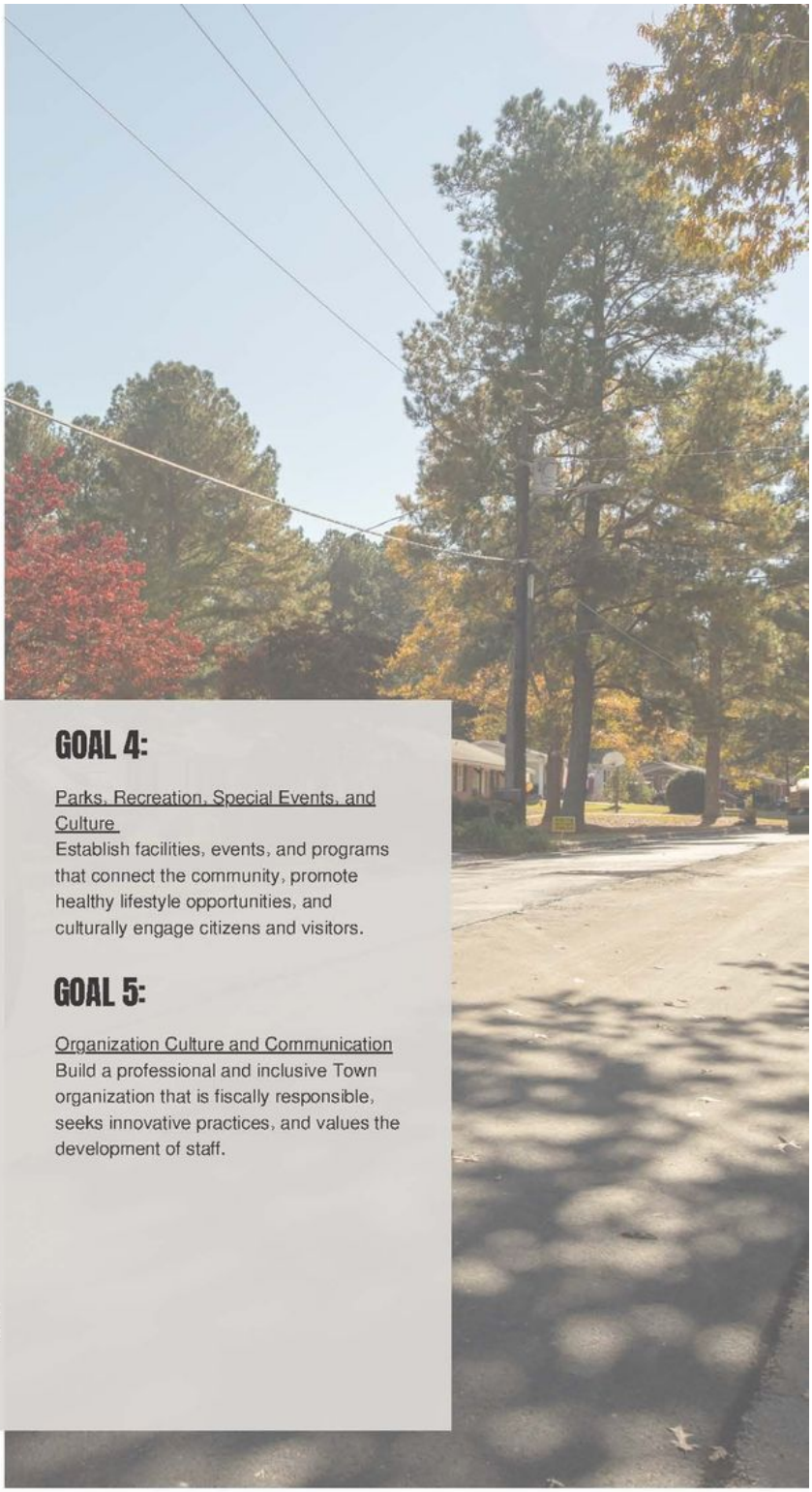
Dr. Jon Lutz, Commissioner
Jason Joyner, Mayor Pro-Tem
Joe DeLoach, Commissioner
Deans Eatman, Commissioner
Virginia Gray, Mayor
Phil Tarnaski, Commissioner

In working to achieve this vision for the Town of Wendell, the Board of Commissioners have committed to the following:

- Consider all aspects of a situation and make thorough, deliberate, and well-reasoned decisions.
- Explore all viewpoints. We are open to hearing from others, learning from them, and compromising, when needed.
- Stay cohesive, collaborative, collegial, and connected to the manager and to each other.
- Demonstrate respect for all opinions, especially in public. We support the decisions of the Board. Once decisions are made by the majority, we support that decision.
- Strive for efficiency in the way we handle business. We are hard-working and attend all meetings.
- Keep the best interests of the Town uppermost in our minds.
- Tackle new and novel ideas and processes.

POLICY GOALS

Policy goal areas are intentionally broad and are used to identify the most critical issues facing the community. Each policy goal has specific action initiatives that are annually prioritized to assist in the allocation of resources and staff time to ensure efficiency and effectiveness. The policy goal areas are identified to include the following:



GOAL 1:

Downtown Vibrancy, Economic Growth, and Community Character
Promote economic vitality through the development of a vibrant Downtown, economic growth, and unique community character.

GOAL 2:

Public Safety and Neighborhood Improvement
Provide for a safe and secure community that nurtures livable and well-maintained neighborhoods that are family friendly.

GOAL 3:

Infrastructure, Transportation, and the Environment
Develop and maintain infrastructure and policies to support new growth, improve the quality of life for residents, and provide for a clean and green environment.

GOAL 4:

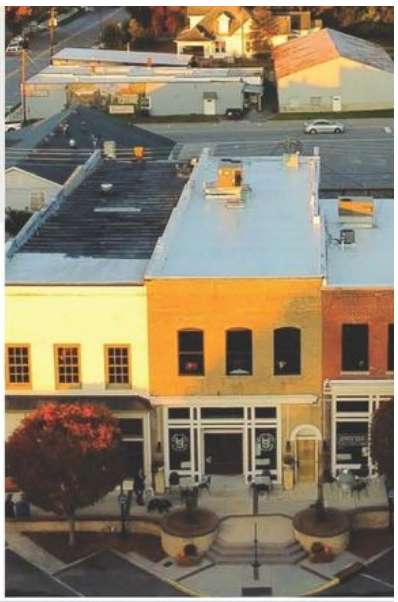
Parks, Recreation, Special Events, and Culture
Establish facilities, events, and programs that connect the community, promote healthy lifestyle opportunities, and culturally engage citizens and visitors.

GOAL 5:

Organization Culture and Communication
Build a professional and inclusive Town organization that is fiscally responsible, seeks innovative practices, and values the development of staff.

Goal 1: Downtown Vibrancy, Economic Growth & Community Character

Promote economic vitality through the development of a vibrant Downtown, economic growth, and unique community character.



Downtown vibrancy, economic growth, and community character goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Downtown contains a vibrant mix of businesses that are centered on food and beverage retail, and neighborhood services that attract area residents in coordination with sufficient parking, attractive public spaces, and regular special events to foster the "Small Town, Big Charm" motto.

B.) The Town contains an appropriate mix of land uses including the development of commercial, office, and industrial uses to enhance property values, create jobs for residents, and make opportunities available for shopping, services, and products desired by the community and region.

Management in Progress

1. Complete the update of the Unified Development Ordinance (UDO) to reflect the policies established in the Blueprint Wendell 2030 Comprehensive Plan.

2. Complete the Downtown Streetscape Plan to replace dated infrastructure, ensure ADA accessibility is in compliance, and enhance attractive public spaces and parking areas in the downtown area.

3. Implement the Brownfield Program using Assessment Program funds received from the US Environmental Protection Agency (EPA) to assess and plan for adaptive reuse of selected properties.

4. Continue working with education and health industry partners for the construction of the Wake Tech East Wake Campus, new and renovated public school sites, and medical office and health infrastructure expansion.

Strategic Initiatives

Top priority

- Seek opportunities around Downtown and encourage infill development and redevelopment for vacant, dilapidated, and under-utilized properties while encouraging the preservation of historic structures and architectural elements.

Top priority

- Evaluate areas near I-87 and the Wake Tech campus for expansion of non-residential development to promote diversification of the tax base and job growth.

High priority

- Seek opportunities to promote and preserve the unique history and environment around Wendell by identifying projects with Capital Area Preservation, Wendell Historical Society, the Conservation Fund, Triangle Land Conservancy, and other like partners.

High priority

- Identify funding opportunities to implement the Downtown Streetscape Plan and fund enhanced services in the Downtown area.

High priority

- Work with the Pleasant Grove Baptist Church, Wake County, area non-profits, and neighborhood residents to complete a neighborhood plan to include areas within the Town jurisdiction, rehabilitate the Old Carver School into a community center, and extend services and infrastructure (public and private) into the community.

Goal 1: Downtown Vibrancy, Economic Growth & Community Character

Promote economic vitality through the development of a vibrant Downtown, economic growth, and unique community character.

Downtown vibrancy, economic growth, and community character goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Downtown contains a vibrant mix of businesses that are centered on food and beverage retail, and neighborhood services that attract area residents in coordination with sufficient parking, attractive public spaces, and regular special events to foster the "Small Town, Big Charm" motto.

B.) The Town contains an appropriate mix of land uses including the development of commercial, office, and industrial uses to enhance property values, create jobs for residents, and make opportunities available for shopping, services, and products desired by the community and region.

Strategic Initiatives (continued)

- Work with Wake County to update the Broadband Access Plan and identify needs and means to implement expanded broadband access including an update of the Downtown public Wi-Fi service area.
- Seek redevelopment of a site identified in the Brownfield Program to encourage infill development in the downtown area.
- Initiate an update of the 2025 Economic Development Strategic Plan to guide economic development initiatives for the following five (5) years.
- Work with Wake County and housing partners to ensure continued opportunities for housing affordability, diversity of housing types, and the services and transportation needed to support the housing.
- Identify opportunities to enhance gateways to Town, update wayfinding signs, and provide aesthetic improvements to public spaces and medians throughout the jurisdiction.

Goal 2: Public Safety & Neighborhood Improvement

Provide for a safe and secure community that nurtures livable and well-maintained neighborhoods that are family friendly.

Public safety and neighborhood improvement goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Develop an environment for community-engaged policing and code enforcement that emphasizes maintaining safe, family-friendly neighborhoods, improving the public environment for accessibility, and encourage community ownership in improving private property.

Management in Progress

1. Complete the CALEA accreditation process and maintain efforts to retain the accreditation once received.

2. Continue department-wide training on implicit bias and community-engaged policing to promote the mission of the Wendell Police Department.

3. Hold a "Neighborhood Clean Up Day" to promote awareness of services available to improve housing, utility savings, social services, and food accessibility in conjunction with service projects by property owners and groups to beautify, improve access, and remove debris from the neighborhood.

4. Maintain Crisis Intervention Training (CIT) for all police officers to properly assist persons in crisis receive appropriate agency referrals and awareness of resources available.

Strategic Initiatives

Top priority

- Further traffic calming efforts when warranted through evaluation of speed limits, physical improvements, all-way stops and signalization, public education, and enforcement.

Top priority

- Support police department efforts and public safety partnerships to enhance training and equipment for high risk and active shooter response in coordination with area education and community partners.

High priority

- Continue Neighborhood Improvement Program project efforts in Zone 2 to improve sidewalk connectivity between existing housing, schools, and downtown.

Goal 2: Public Safety & Neighborhood Improvement

Provide for a safe and secure community that nurtures livable and well-maintained neighborhoods that are family friendly.

Public safety and neighborhood improvement goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Develop an environment for community-engaged policing and code enforcement that emphasizes maintaining safe, family-friendly neighborhoods, improving the public environment for accessibility, and encourage community ownership in improving private property.

Strategic Initiatives (continued)

- Implement the Police Department Communication Plan and related policies to develop an intentional community engagement program to increase awareness of efforts, visibility in the community, and programs to support public safety awareness.
- Develop a pedestrian and bicycle safety strategy to include public education, communication, and enforcement.
- Identify opportunities to encourage safe housing options for both rental and home ownership programs through communications, partnerships, and code enforcement.
- Implement speed limit reductions on local roads in residential neighborhoods to 25 mph unless otherwise posted to encourage safer driving practices.
- Continue efforts to partner with Wendell Fire Department and Wake County EMS to promote fire prevention and health awareness as well as implement traffic signal enhancements and neighborhood connectivity to maintain response times to calls for service.

Goal 3: Infrastructure, Transportation, and the Environment

Develop and maintain infrastructure and policies to support new growth, improve the quality of life for residents, and provide for a clean and green environment.

Infrastructure, transportation, and the environment goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Public utilities, land services, and open spaces are designed, maintained, and extended to provide for necessary water, sewer, stormwater, roads, sidewalks, bikeways, paths, intersections, facilities, and debris removal for the existing and planned community.

Management in Progress

1. Implement the updated 5-year 2020 Pavement Condition Study for the maintenance and resurfacing of Town streets and establish plans for the next 5-year cycle.

2. Continue efforts to implement the Stormwater Management Plan and maintain a compliant program to maintain, replace, and inspect systems that drain and treat stormwater.

3.Complete construction of the Wendell Boulevard Pedestrian and Intersection improvements to install sidewalks from Hanor Lane to Wendell Falls Parkway and a traffic signal at Wendell Falls Parkway.

4. Implement the Utility Merger Close-out and update the Utility Allocation Policy to convey properties to the City of Raleigh and align available resources to be consistent with the Comprehensive Plan.

Strategic Initiatives

Top priority

- Conduct a Sidewalk Condition Survey and establish a 5-year plan for maintenance, replacement, and extension of sidewalks consistent with the Wendell Pedestrian Plan.

Top priority

- Work with regional partners to promote mobility options such as the continuation of the Go Wake micro-transit service and implementing the regional bus plan.

High priority

- Evaluate opportunities to update the Transportation Plan and Pedestrian Plan for consistency with adopted land use plans to promote mobility and accessibility.

High priority

- Establish an infrastructure plan for the extension and connection of water and sewer in coordination with the City of Raleigh to promote appropriate development, annexation, and close service gaps.

High priority

- Implement projects to improve stormwater drainage by repairing existing systems that cross Third Street Downtown and restoring the Blakeford Dam on Todd Lane.

Goal 3: Infrastructure, Transportation, and the Environment

Develop and maintain infrastructure and policies to support new growth, improve the quality of life for residents, and provide for a clean and green environment.

Infrastructure, transportation, and the environment goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Public utilities, land services, and open spaces are designed, maintained, and extended to provide for necessary water, sewer, stormwater, roads, sidewalks, bikeways, paths, intersections, facilities, and debris removal for the existing and planned community.

Strategic Initiatives (continued)

- Establish a Sustainability Program to encourage the use of alternative energy sources, composting, natural resource protection, and more efficient practices by the Town organization and encourage the same in the community.
- Conduct an analysis of the pre-regulatory landfill owned by the Town to establish a plan to address any needed concerns and evaluate opportunities to return the property to a useful condition through the Brownfield Program.
- Evaluate the condition of the Town cemetery and establish a Cemetery Improvement Plan to guide future improvements and maintenance of the property.
- Complete the design for intersection improvements for Eagle Rock Road at both Wendell Falls Parkway and Wendell Boulevard and seek funding opportunities and partnerships to implement.
- Complete a tree health study to encourage a healthy tree canopy and improved public safety in conjunction with programs recognizing Wendell reaching 40 years as a Tree City.

Goal 4: Parks, Recreation, Special Events, and Culture

Establish facilities, events, and programs that connect the community, promote healthy lifestyle opportunities, and culturally engage citizens and visitors.

Parks, recreation, special events, and culture goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Provide recreation amenities and services to residents and visitors through quality facilities, a diverse program offering, varied parks, and special events guided by a community-driven master plan that provides for accessibility, connectivity and healthy fun for all.

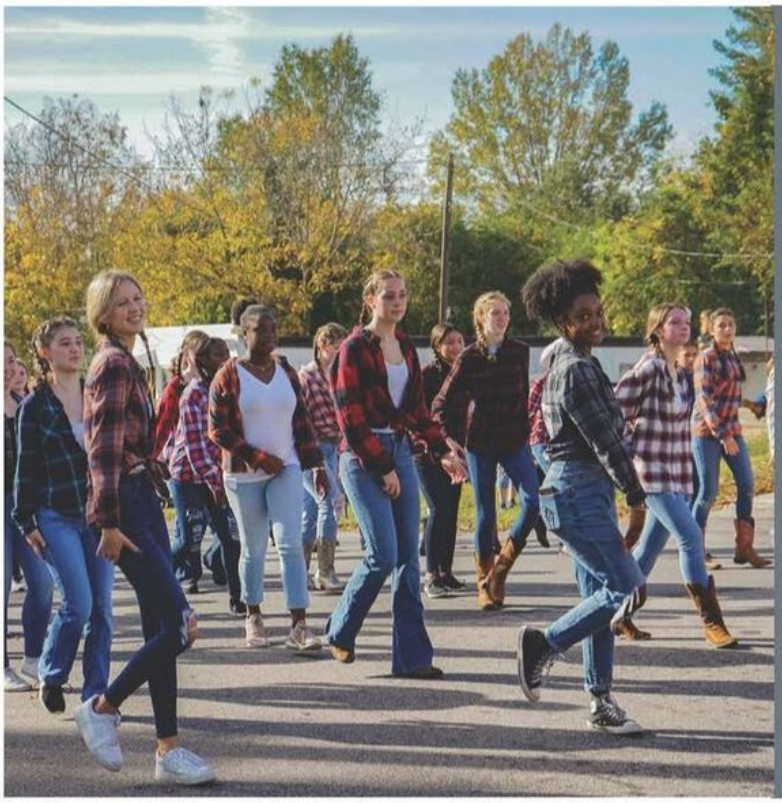
Management in Progress

1. Complete the construction of the neighborhood park at the Hollybrook Road site.

2. Complete the design and construction of the Main Street Greenway Project.

3.Encourage Wake County to complete the design and begin construction on Lake Myra Park.

4. Coordinate and plan with Wake County for the future of the next library site in Wendell.



Strategic Initiatives

Top priority

- Initiate design on a recreation facility to provide accessible program space and increase the number of indoor recreation and gym facilities to accommodate growing programs for basketball, volleyball, and other court sports.

Top priority

- Complete the concept design and construction of the first phase of the Buffalo Creek Greenway and schedule the construction of future phases.

Top priority

- Establish a project schedule to implement greenway projects identified in the updated Wendell Greenway Plan.

High priority

- Identify and plan for the acquisition of neighborhood parks and open space in areas of Town that need additional access consistent with the Parks and Recreation Master Plan.

High priority

- Design an athletic field complex to increase the local options for field sports such as soccer, lacrosse, and football in Wendell.

Goal 4: Parks, Recreation, Special Events, and Culture

Establish facilities, events, and programs that connect the community, promote healthy lifestyle opportunities, and culturally engage citizens and visitors.

Parks, recreation, special events, and culture goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Provide recreation amenities and services to residents and visitors through quality facilities, a diverse program offering, varied parks, and special events guided by a community-driven master plan that provides for accessibility, connectivity and healthy fun for all.

Strategic Initiatives (continued)

- Develop a capital funding plan and schedule to implement the Parks & Recreation Master Plan.
- Establish a natural resource and open space program for the acquisition and stewardship of public and private open space in coordination with Federal, State, non-profit and private efforts within and adjoining the Town.
- Develop the concept plan and construction schedule for the Northside Park neighborhood park to include the Todd Road extension to provide access.
- Evaluate opportunities for the expansion of programming for diverse and special populations and to improve inclusion and access to existing programs.
- Implement the splash pad recommendation consistent with the Parks & Recreation Master Plan.

Goal 5: Organization Culture & Communication

Build a professional and inclusive Town organization that is fiscally responsible, seeks innovative practices, and values the development of staff.

Organization culture and communication goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Build an organization committed to improving daily towards a goal of excellence in service to its citizens, businesses, visitors, and employees through responsible fiscal management, inclusive communication, innovative technologies, and professional development.

Management in Progress

1. Continue implementation of the ADA Transition Plan to improve accessibility to Town facilities, programs, infrastructure, meetings, and communications for all persons.

2. Evaluate benefits and health plan options for competitive costs and comparative services for employees, partners, and dependents.

3.Complete the design and construction of the Public Works Yard facility to provide adequate space and functionality to maintain core services.

4. Establish a timeline and financial plan for the future design and construction of a new police station.

Strategic Initiatives

Top priority

- Work with the financial advisor to establish a fiscally sustainable plan to fund needed capital improvements to ensure adequate public facilities, parks, greenways, roads, and infrastructure is available to the community as it grows.

Top priority

- Establish an organization-wide customer relations management (CRM) system to receive, track, respond, and report to inquiries from citizens and customers of the Town to maintain responsive service delivery as the community grows.

Top priority

- Continue enhancements to employee professional development and continuing education opportunities to establish succession planning and meet ever increasing skills needed for public service delivery.

High priority

- Enhance organization communication to support clear and consistent messaging to the public for the municipal services provided and achievements obtained through the implementation of established communication plans.

Goal 5: Organization Culture & Communication

Build a professional and inclusive Town organization that is fiscally responsible, seeks innovative practices, and values the development of staff.

Organization culture and communication goal attainment occurs when the following opportunities are realized or conditions exist.

A.) Build an organization committed to improving daily towards a goal of excellence in service to its citizens, businesses, visitors, and employees through responsible fiscal management, inclusive communication, innovative technologies, and professional development.

Strategic Initiatives (continued)

- Organize wellness efforts for employees and promote public health awareness materials of partners to provide a positive environment for physical and mental health in the community.
- Develop resilient technology resources for the Town organization to ensure that services are maintained through crisis and technology that is updated to achieve efficiencies and accessibility in program delivery.
- Evaluate the existing financial enterprise and asset management systems to ensure that fiscal records are maintained in an efficient and effective manner.
- Plan for new and expanded WiFi services in Downtown and park properties.

Connecting the 2023 Town of Wendell Strategic Plan to the FY 2024 Budget

At the Fall 2022 Work Session, the Board of Commissioners participated in a facilitated process to identify new or advance existing strategic goal initiatives that mattered most to them individually. The members shared their initiatives to assist in developing Board initiatives. The initiatives were shared with department heads to assist with crafting department budget requests for the FY 2024 and FY 2025 Budgets. Draft strategic initiatives were presented to appointed boards in Winter 2022 and at four (4) community charrettes for public input.

The draft 2023 Strategic Plan was presented to the Board of Commissioners and public on March 27, 2023. A month was provided to receive public feedback and recommended edits from the Board. The final draft of the FY 2023 Strategic Plan was adopted by the Board of Commissioners on May 8, 2023 and incorporated into the FY 2024 and FY 2025 Budget documents.

The FY 2024 Budget represents Year 1 of the two-year strategic plan and is developed to maximize opportunities to achieve strategic goals of the community through the allocation of available and planned resources. Details are provided to outline how the budget is designed to advance the adopted plan.

The priorities and budget implementation for each goal are as follows:

Goal 1: Downtown Vibrancy, Economic Growth, and Community Character
- Funds efforts to implement Comprehensive Plan Recommendations in a UDO update (Spring 2024)
- Brownfield Program funded and started (Summer 2023)
- Completes the Downtown Streetscape Plan (Start Summer 2023)
- Pleasant Grove Community Center (Design completed and construction started)

Goal 2: Public Safety and Neighborhood Improvement
- Complete CALEA accreditation (evaluation Summer 2023)
- Continues Police training budget funding for implicit bias and community-engaged policing
- Completes equipment purchases and provides for training for high risk situations and non-lethal use of force
- Provides for public safety traffic signal enhancements

Goal 3: Infrastructure, Transportation, and the Environment
- Implements Microslurry identified in the Paving Condition Survey
- Advances efforts of Stormwater Management Plan
- Wendell Blvd. Pedestrian Project (construction starts Fall 2023)
- Utility Merger Closeout (Funds ½ remaining survey work)
- Provides funds to start implementation of Sidewalk Condition Survey
- Intersection improvement design funding for Eagle Rock Road at Wendell Blvd and Wendell Falls Pkwy (Starts Summer 2023)

Goal 4: Parks, Recreation, Special Events, and Culture
- Constructs Hollybrook Neighborhood Park
- Main Street Greenway design completed
- Acquires land for new Recreation Center
- Completes design of Buffalo Creek Greenway
- Prepares Pleasant Grove Neighborhood Park to “Practice Fields”
- Acquires land and completes design of Wendell Athletic Field Complex

Goal 5: Organization Culture and Communication
- Completes design and construction of a new Public Works Yard
- Provides funding to work with a Financial Advisor
- Provides funding for IT Network resiliency
- Expand WiFi (Downtown updated and Wendell Park)

BUDGET SUMMARY

Budget Summary

The Budget Summary provides the descriptive overview of the funds used by the Town through the preparation of the Budget Ordinance as required by the Local Government Budget and Fiscal Control Act (LGBFCA). Following the ordinance is the budget overview for all funds that shows the fund structure and the relationship of departments to the funds. The Revenues by Type section describes the major revenue sources and explains the assumptions and trends used to establish the revenue estimates. Likewise, expenditures are evaluated by functional area to show trends and statistics. As a provider of municipal public service, personnel costs related to the recruitment and retention of talent is a primary cost center. As such, the Budget Summary includes a staffing history, analysis, and positions authorized in the budget.

Budget Ordinance

TOWN OF WENDELL
FISCAL YEAR 2023-2024 BUDGET ORDINANCE
O-10-2023

BUDGET ORDINANCE: BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF WENDELL, NORTH CAROLINA THAT:

Section 1: The following accounts are hereby appropriated to the fund set forth for the operation of the town government and its activities for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this town:

CODE	GENERAL FUND		AMOUNT
10-410	Governing Body	$	159,277
10-420	Administration	$	862,900
10-430	Information Technology	$	408,652
10-440	Finance	$	604,910
10-450	Economic Development	$	668,750
10-490	Community Development/Planning	$	1,296,526
10-500	Public Buildings & Ground	$	455,370
10-510	Police - Law Enforcement	$	3,312,433
10-530	Fire Services	$	3,900
10-560	Public Works	$	9,847,550
10-570	Streets	$	3,405,319
10-580	Stormwater	$	1,033,275
10-620	Parks and Recreation	$	9,554,287
10-660	Non-Departmental	$	2,102,485
10-690	Special Appropriations	$	2,500
	FUND SUBTOTAL	$	33,718,134
	WATER FUND		
30-660	Non-Departmental	$	0
	FUND SUBTOTAL	$	0
	SEWER FUND		
32-660	Non-Departmental	$	0
	FUND SUBTOTAL	$	0
	TOTAL FUND ALLOCATIONS	**$**	**33,718,134**

Section 2: It is estimated, and therefore appropriated, that the following revenues will be made available to the respective funds for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as follows:

CODE	FUND		AMOUNT
10	General Fund	$	33,718,134
	TOTAL FUND ALLOCATIONS	**$**	**33,718,134**

TOWN OF WENDELL
FISCAL YEAR 2023-2024 BUDGET ORDINANCE
O-10-2023

Section 3: That found included in Section 1 of this ordinance are appropriations in an amount of $1,195,765 from the General Fund which are payments for the following long-term capital debt service payments during FY 2023-2024:

ACCOUNT	DEBT SERVICE DESCRIPTION		AMOUNT
10-570-4400	Street and Drainage Improvement Projects	$	126,400
10-660-9100	Open Space and Facility Improvements	$	115,630
10-660-9100	Municipal Buildings/Facilities and Neighborhood Improvements	$	953,735
		TOTAL $	**1,195,765**

Section 4: There is hereby levied an Ad Valorem Tax of forty-seven cents ($0.47) per one hundred dollar ($100) valuation of taxable property for the purpose of raising a portion of the revenue listed in the General Fund appropriation in Section 2 of this Ordinance. This rate is based upon a Wake County Tax Department estimated assessed valuation of $1,435,467,021 for the Town of Wendell and an estimated collection rate of 96.34%.

Section 5: Community Development/Planning fees are remitted to the Town at the time application is submitted for consideration.

Section 6: Parks and Recreation fees are to be remitted prior to participation in the program.

Section 7: Fees related to removal of solid waste will be charged on a monthly or case by case basis dependent upon the type of materials involved with payments remitted in accordance with the approved fee schedule.

Section 8: Stormwater fees will be assessed to all parcels within the Town's corporate jurisdiction. Fees will be assessed annually as part of the annual property tax bill as administered by Wake County Tax Department.

Section 9: Copies of this Budget Ordinance and accompanying document shall be furnished to the Town Clerk, Budget Officer, and other Department Heads of the Town of Wendell to be kept on file by them for their direction in the disbursement of funds.

Upon introduction of this Ordinance by Commissioner _____ this ordinance is hereby adopted this 22nd day of May, 2023.

Ayes:	
Nays:	
Absent:	

Virginia Gray - Mayor

Mary Beth Tew - Town Clerk

James P. Cauley, III - Town Attorney

Budget Overview - All Funds

The Town of Wendell is served by three funds; the General Fund, the Water Fund, and the Sewer Fund. The General Fund provides the revenues and expenses for all operating departments and expenses of the Town other than the retirement of water and sewer debt. The Water Fund and Sewer Fund only provide debt service payments and do not provide or receive transfers from other funds.

Department Relationship to Funds

The General Fund contains all the governmental services provided by the Town of Wendell and typically includes governmental services that do not generate sufficient revenue to support their activities such as the departments listed in the table. In the FY 2024 Budget, the General Fund is balanced with a property tax of forty-seven cents ($0.47) per one hundred dollars ($100) valuation which is flat (no increase) in comparison to last fiscal year.

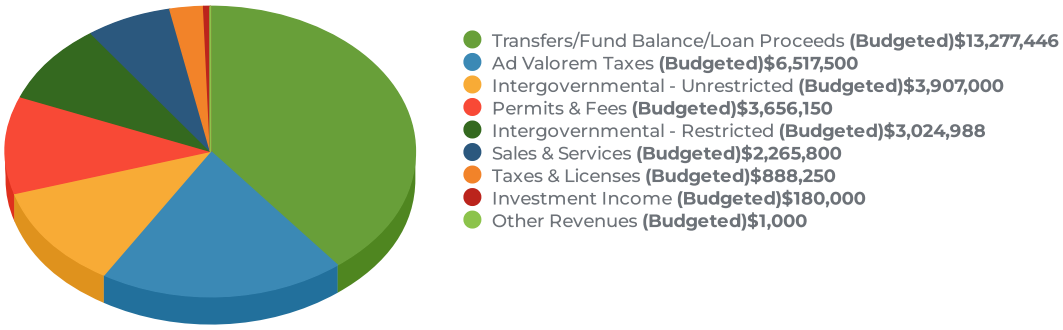
	FY2024	Capital	Net
Governing Body	$159,277	$0	$159,277
Administration	$862,900	$0	$862,900
Information Technology	$408,652	$59,742	$348,910
Finance	$604,910	$0	$604,910
Economic Development	$668,750	$497,650	$171,100
Community Development/Planning	$1,296,526	$350,000	$946,526
Public Buildings & Grounds	$455,370	$123,200	$332,170
Police - Law Enforcement	$3,312,433	$154,230	$3,158,203
Fire Services	$3,900	$0	$3,900
Public Works	$9,847,550	$6,979,250	$2,868,300
Streets	$3,405,319	$2,860,539	$544,780
Stormwater	$1,033,275	$495,475	$537,800
Parks & Recreation	$9,554,287	$8,450,092	$1,104,195
Non-Departmental	$2,102,485	$0	$2,102,485
Special Appropriations	$2,500	$0	$2,500
	$33,718,134	**$19,970,178**	**$13,747,956**

Ad Valorem Taxes	$6,517,500
Taxes & Licenses	$888,250
Intergovernmental - Unrestricted	$3,907,000
Intergovernmental - Restricted	$3,024,988
Permits & Fees	$3,656,150
Sales & Services	$2,265,800
Other Revenues	$1,000
Investment Income	$180,000
Fund Balance/Transfers	$3,888,658
Loan Proceeds	$9,388,788
Total Revenues	**$33,718,134**

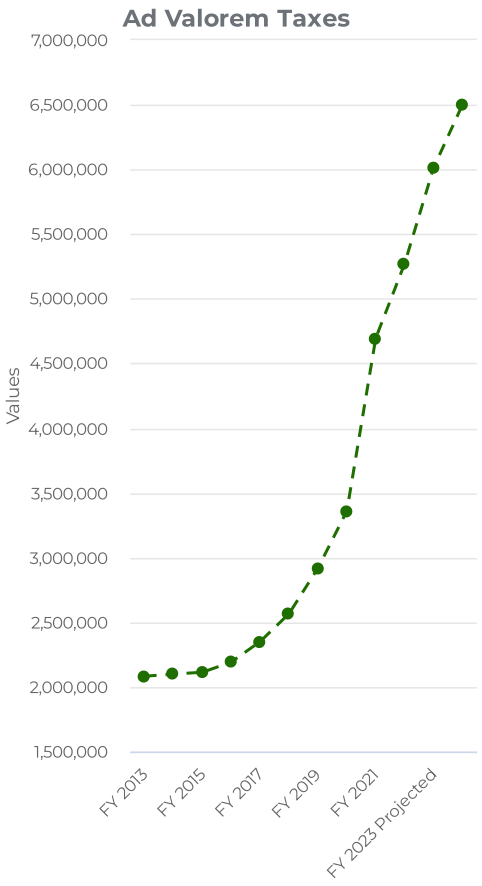
Revenues by Type – Descriptions, Trends, and Assumptions

A summary of revenues by type for FY 2024 is provided followed by revenue descriptions, trends, and assumptions.

FY 2024 Budgeted Revenues

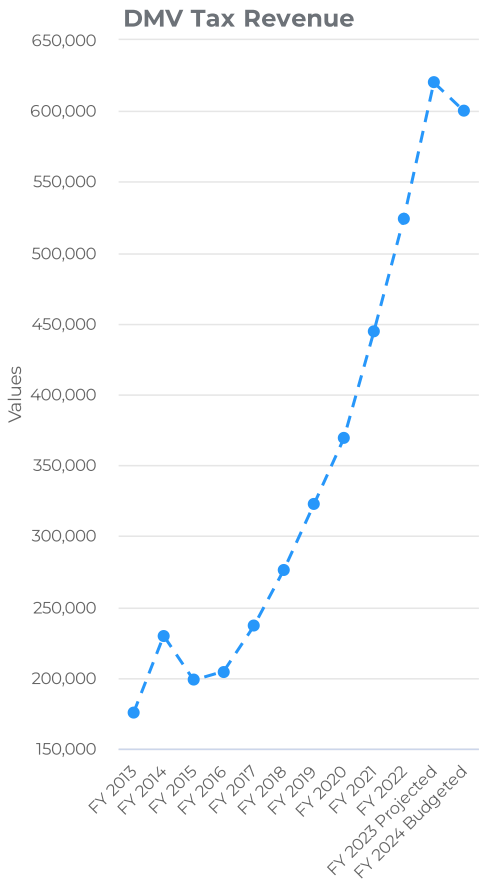


Ad Valorem Taxes



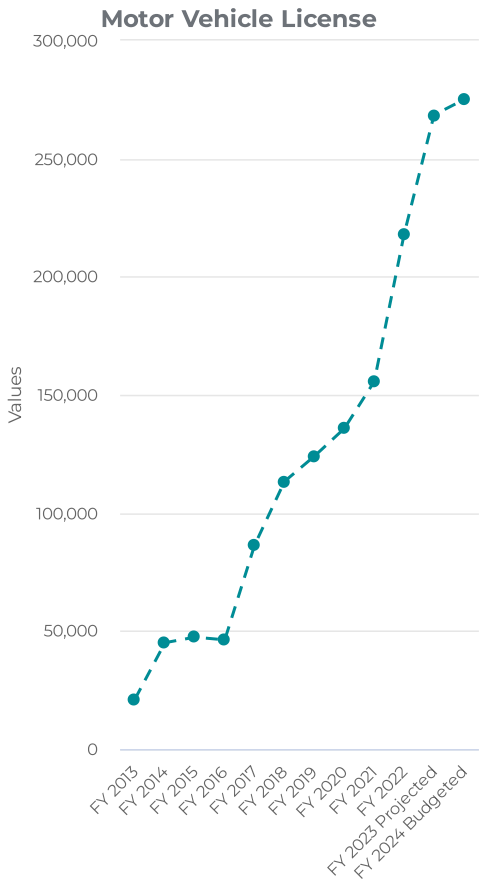
Ad valorem taxes are taxes paid on the real and personal property located within the Town's corporate limits. Taxes for real and personal property are levied in a fiscal year based upon the preceding January 1st valuations and the tax rate established by the Town; the adopted tax rate is applied per every $100 in property valuation. The Town's estimated budgetary collection rate percentage may not exceed the current year collection percentage. These taxes are billed and collected by Wake County on the Town of Wendell's behalf and distributed on a weekly basis. Delinquent ad valorem taxes from previous fiscal years and late fee penalties are also distributed with current collections. The Town of Wendell's tax rate will remain at $0.47 per one hundred dollars ($100) valuation of property. The Town has utilized an estimated 96.34% collection rate for ad valorem taxes. The total Taxes Ad Valorem is budgeted at $6,517,500.

Taxes & Licenses



DMV Tax Revenue

Motor vehicle ad valorem taxes are paid on the registered motor vehicles located within the Town's corporate limits. Vehicle taxes are billed and collected by the North Carolina Department of Motor Vehicles at the same time as the vehicle registration or renewal. The collected revenues are remitted to the Town by Wake County on a monthly basis. Ad valorem taxes are based on growth projections from the Wake County Department of Tax Administration. The Town of Wendell is budgeting for $600,000 in DMV Tax Revenues, which represents a $31,000, or 5.45%, increase from the Fiscal Year 2023 budget. When comparing to projected actuals for Fiscal 2023, this represents a slight decrease due to the Tax Assessor's uncertainty about the economic market in the near future.



Motor Vehicle License

The Town is authorized to levy a motor vehicle license tax of up to $30 on any vehicle residing in the jurisdiction. This tax is billed and collected by the North Carolina Department of Motor Vehicles in conjunction with the annual property tax bill. The collected revenues are remitted to the Town by Wake County on a monthly basis. Annual revenues are based on the growth projections from the Wake County Department of Tax Administration. Of the $30 tax levy, only $5 may be used for any general purpose; if a municipality operates a public transportation system, it may allocate the next $5 towards operations, maintenance, etc. of the system; the remaining portion of the levy must be used for maintaining, repairing, constructing, reconstructing, widening, or improving public streets that are not part of the State highway system. The Town will maintain its motor vehicle license tax at the statutorily maximum level of $30 per vehicle. The Town is anticipating receiving $275,000 in Motor Vehicle License taxes; this represents an increase of 4.56% or $12,000 in Fiscal Year 2024. This increase is consistent with the continued population growth that the Town has experienced over the last several years. The Town previously contracted with WithersRavenel to establish a Five-Year Pavement Management Plan. The motor vehicle license taxes, in their entirety, continue to go to implementing the street resurfacing plan.

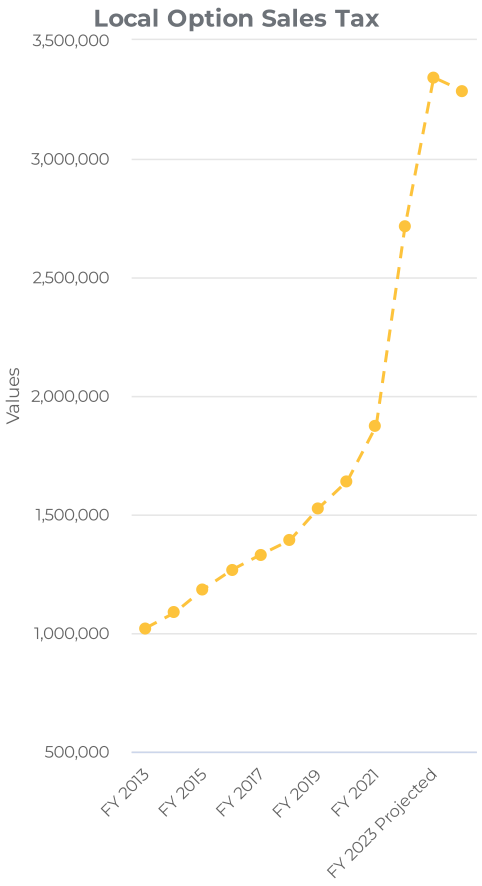
Golf Cart Fees

The Town of Wendell Board of Commissioners ordained that Chapter 24 of the Wendell Code of Ordinances be amended to provide clear definition and guidance to ensure the safe operation of golf carts within the town. Low Speed Vehicles, as defined under North Carolina General Statute 20-4.01, and as equipped and regulated under North Carolina General Statute 20-121.1, are not subject to this ordinance; instead, they are registered and licensed by the North Carolina Department of Motor Vehicles. Golf cart permit fees are collected at time of application; issuance of the permit is subject to the successful completion of an equipment inspection performed by a Town of Wendell police officer. Issued permits are valid for a period that reflects the Town's fiscal year calendar (July through June) and are subject to renewal annually. Registration fees shall be prorated monthly for first time registrants. The Town has continued to receive several first-time registrations over the past years since the inception of the ordinance allowing golf carts on Town roads. The golf cart program continues to be well-received and has a well-established registrant pool, but new registrations are beginning to flatten out. The Town of Wendell is anticipating $13,000 in Golf Cart Fees during Fiscal Year 2024. This budgeted figure allows for approximately 25% of current registrations to "lapse" and not be renewed for Fiscal Year 2024 and does not account for any new registrations received throughout the year.

Beer & Wine License

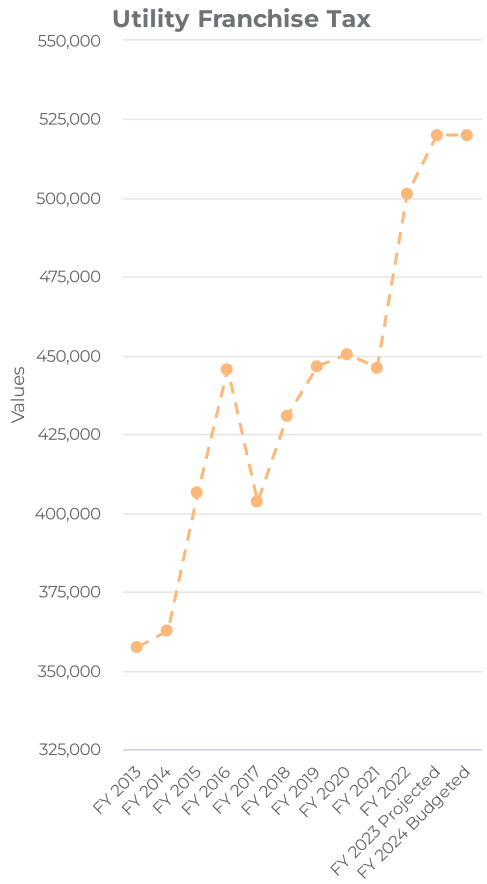
A person holding any of the following retail ABC permits for an establishment located in the Town of Wendell shall obtain from the Town a license for that activity. Licenses permitting the sale of malt beverages for on-premises consumption are levied at an annual tax of $15; licenses permitting the sale of malt beverages for off-premises consumption are levied at an annual tax of $5. Licenses permitting the sale of unfortified and/or fortified wine for on-premises consumption are levied at an annual tax of $15; licenses permitting the sale of unfortified and/or fortified wine for off-premises consumption are levied at an annual tax of $10. The Town is budgeting to receive $250 in beer & wine licensing fees, which remains unchanged from the previous fiscal year. While new licensed businesses open within the Town, others have closed. The Town anticipates this fee growing slightly in future years due to continued commercial growth throughout the town.

Intergovernmental - Unrestricted



Local Option Sales Tax

The local sales and use taxes are levied by the Wake County Board of Commissioners and is collected by the State of North Carolina on behalf of the County. The local option sales tax rate of 2¢ consists of three separate taxes that are authorized by North Carolina General Statutes: Article 39 1¢ tax, Article 40 ½¢ tax, and Article 42 ½¢ tax. Article 39 taxes are distributed back to counties based on a point-of-sale basis. Article 40 taxes are distributed back to counties on a statewide county per capita basis (with a factor adjustment applied; Wake County currently receives a factor of 0.96, or 96%). Article 42 taxes are distributed back to counties in the same manner as Article 39 taxes. Distributions of these funds are made to the Town monthly on a per capita basis. The North Carolina League of Municipalities is projecting a 6.3% increase in local option sales tax distribution statewide. The Town of Wendell is anticipating receiving $3,226,650 in local option sales taxes in Fiscal Year 2024; this represents an increase of 21.54%, or $571,850 from the Fiscal Year 2023 Budget. Staff project that Fiscal Year 2023 local option sales taxes will total approximately $3.3 Million, so there is some budgetary conservatism being shown in setting the revenue anticipation.



Utility Franchise Tax

The utility franchise tax is a combination of taxes on electricity sales, piped natural gas sales, telecommunication sales, and local video programming revenues. The taxes received from gross receipts of video programming sales helps fund the Town's local PEG channel (local public, educational, or governmental access channel). The State of North Carolina distributes these funds to the Town on a quarterly basis. Budgeted Utility Franchise Tax revenue are being increased to $520,000. This appears to be a significant increase year-over-year from a budgetary perspective, but represents a flat amount when compared to FY 2023 projected actuals. The North Carolina League of Municipalities is predicting a weighted average decrease of 0.50% in Fiscal Year 2024. The Town of Wendell typically performs well above the League's statewide predictions.

ABC Net Revenues

The Wake County Board of Alcoholic Control distributes its net profits to the municipalities located within Wake County. These distributions are made on a quarterly basis in proportion to ad valorem taxes. For Fiscal Year 2024, the Town is expecting to receive $42,500 in net revenues from the local ABC Board which represents a $12,500 or 41.67% increase. The large increase is an effort to place anticipated revenues more in line with actual received revenues while maintaining some conservatism.

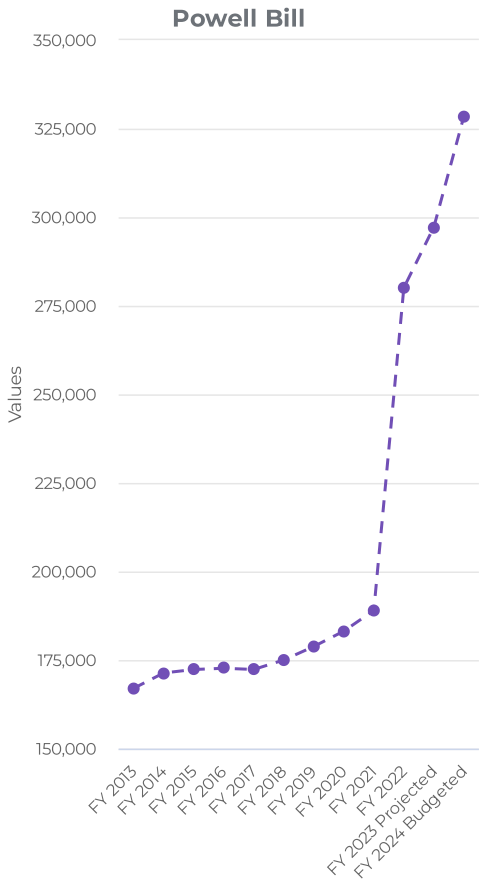
Solid Waste Disposal Tax

The State levies a $2 per-ton "tipping tax" on municipal solid waste and construction and demolition debris that is deposited in a landfill in the state, or transferred at a transfer station for disposal outside the state. The North Carolina Department of Revenue distributes 18.75% of the taxes collected to counties and municipalities on a per capita basis. Solid waste disposal taxes are distributed on a quarterly basis. For Fiscal Year 2024, the Town is expecting to receive $7,850 in solid waste disposal taxes; this represents an approximate 75% increase over the Fiscal Year 2023 Budget to bring anticipated revenues closer to actual receipts.

Beer & Wine Tax

The alcoholic beverages tax is an excise tax levied on the sales of malt beverages, unfortified wine, and fortified wine. Malt beverage sales carry an excise tax of 61.71¢ per gallon; unfortified wine sales carry an excise tax of 26.34¢ per liter; fortified wine sales carry an excise tax of 29.34¢ per liter. The excise tax is distributed to all counties and cities in which the retail sale of these beverages is authorized in the entire county or city within 60 days after March 31 of each year. Of the taxes levied, the North Carolina Department of Revenue distributes 20.47% for malt beverages, 49.44% for unfortified wine, and 18% for fortified wine on a per capita basis. The Town of Wendell is budgeting to receive $35,000 in beer & wine taxes, increasing by $5,500 from the Fiscal Year 2023 Budget. The Fiscal Year 2023 distributions for the Beer & Wine Tax were not made at the time of adoption of the Fiscal Year 2024 budget; due to the timing of this, the Town has to use figures of actual dollars received beginning two years prior to the adopted budget along with North Carolina League of Municipalities projections. The League anticipates a 4.6% increase for Fiscal Year 2023 and a subsequent 2.1% increase for Fiscal Year 2024; the $35,000 anticipated falls conservatively within these projections.

Intergovernmental - Restricted



Powell Bill – Motor Fuels Tax

Powell Bill revenues are distributed to municipalities so long as funds are appropriated as part of the state budget by the North Carolina General Assembly. The Town's annual distributions are based on two factors; seventy five percent is allocated on a per capita basis while the remaining twenty five percent is allocated based on the number of street miles maintained within the Town's corporate limits; populations used to calculate the per capita portion of funding are based on the North Carolina State Demographer's certified municipal population estimates as of the previous July 1st. The State restricts the use of these funds to primarily the resurfacing of streets. Powell Bill funds are received in two installments per fiscal year. At the time of this presentation, the North Carolina League of Municipalities does not have viable data to predict FY 2024 Powell Bill distributions as the State's budget is still being negotiated. The Town is anticipating on receiving $328,500 in Powell Bill funds for Fiscal Year 2024. Budget staff worked with Planning staff to establish probable population and lane mileage estimates and applied them to the FY 2023 Powell Bill calculation rates.

American Rescue Plan Act

The Town of Wendell was awarded additional Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) as a subrecipient of Wake County's CSLFRF allocation. The Town will receive $999,995 in funding which will be used to partially fund the construction of the Pleasant Grove Community Center project that is to begin in Fiscal Year 2024.

Grants and/or Matching Funds

Occasionally, the Town of Wendell applies for and receives grant or matching funds from other government agencies. If awarded these funds, the expenditures are typically restricted to one or more specific uses. It is often required that the Town reports its expenditures back to the issuing agency to ensure that the funds are being used appropriately as they were intended. For Fiscal Year 2024, the Town of Wendell is expected to receive $1,692,716 in grant funding to complete various projects and programming. The majority of these grant funds are to complete two carryover transportation projects through LAPP funding and to perform site assessments for potential brownfield projects through EPA Brownfield Grant funding. Additional grant funding in the amount of $14,756 is reappropriated Wake ABC funds previously received to be used by the Police Department to put on Camp Choices, which targets at-risk youth within the community. Carryover Parks and Recreation Trust Fund (PARTF) grant funds will be used to complete the construction of the new Hollybrook Road Neighborhood Park. The Police Department has applied for and is anticipating receiving a new Governor's Crime Commission grant; this type of grant was last received in Fiscal Year 2022.

Permits & Fees

Development/Planning Fees

This revenue is composed of development-related permits and fees charged to developers, builders, and homeowners for new construction and additions/alterations to property. Permit fees are collected upon issuance of the permit. Additionally, revenues are collected for rezoning, special use, and annexation applications; these fees are collected at the time of application submittal. The Town of Wendell has been and continues to experience a large volume of residential and commercial development. With that comes increased development and planning fees for project submittals. Fiscal Year 2024 planning fees are anticipated to be received in an amount $65,200 higher than Fiscal Year 2023. This is greatly due to the sustained residential growth throughout the community as well as the anticipation of a particular development completing its construction in a single phase rather than multiple. The increase of the residential zoning compliance fee and the creation of a zoning reinspection fee also contribute to the year-over-year increase.

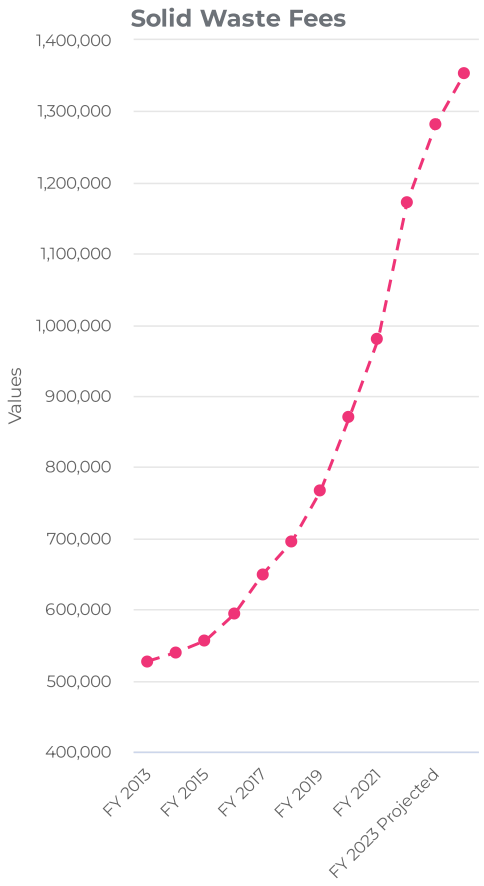
Sidewalk & Driveway Fees

The Town charges a fee for the inspection of sidewalk and driveway installations for new single-family homes. The fee is collected upon the issuance of the building permit for the single-family home. For Fiscal Year 2024, the Town has budgeted for $31,260 of revenues to be derived from sidewalk and driveway fees. This represents a 56.3% increase over previous budgeted anticipation which is driven by the continued residential growth that the Town is experiencing as well as bringing budgeted amounts closer in line with actual received amounts.

Stormwater Fees

The Town will continue to implement its stormwater fee in Fiscal Year 2024. The Town charges the fee to help offset the costs associated with developing and maintaining a town-wide stormwater system program. The fee will be billed, collected, and remitted by Wake County on behalf of the Town of Wendell through the annual property tax bill process. The stormwater fee is being increased from $20 to $75 per taxable property within the Town's corporate jurisdiction. The Town anticipates receiving $433,125 in stormwater fees during Fiscal Year 2024. The stormwater fee rate will be evaluated annually as the stormwater program budget continues to become established.

Sales & Services



Solid Waste Fees

Solid waste fees are billed to and collected from homeowners/tenants by the City of Raleigh on a monthly basis as a component of water and sewer utility bills on behalf of the Town of Wendell. These fees represent the cost recovery of providing curbside garbage, recycling, and yard waste collection to Town residences. State statutes restrict the use of these funds to the provision of solid waste services. For Fiscal Year 2024, the Town is anticipating receiving $1,353,000 from solid waste fees. This represents a 7.20% increase over Fiscal Year 2023. This increase is attributable to continued residential growth. There is no planned rate increase for Solid Waste Fees during Fiscal Year 2024.

Recreation Fees

The Town of Wendell collects recreation user fees from athletic program registration and sponsorships,facility rentals, track out programming, and other special events to offset costs associated with providing these programs. These fees are collected at various times throughout the fiscal year when different programs become available for participation. Collectively, recreation fees will see a minimal increase. Recreational fees, as a whole, will increase from $139,500 to $184,000. From an individual revenue source approach, recreation fees from athletic programming are the sole driver for the revenue category. While individual and team sport registration fees have received slight increases, the continued participation growth of athletic and recreation programming is what creates this large increase.

Interest on Investments

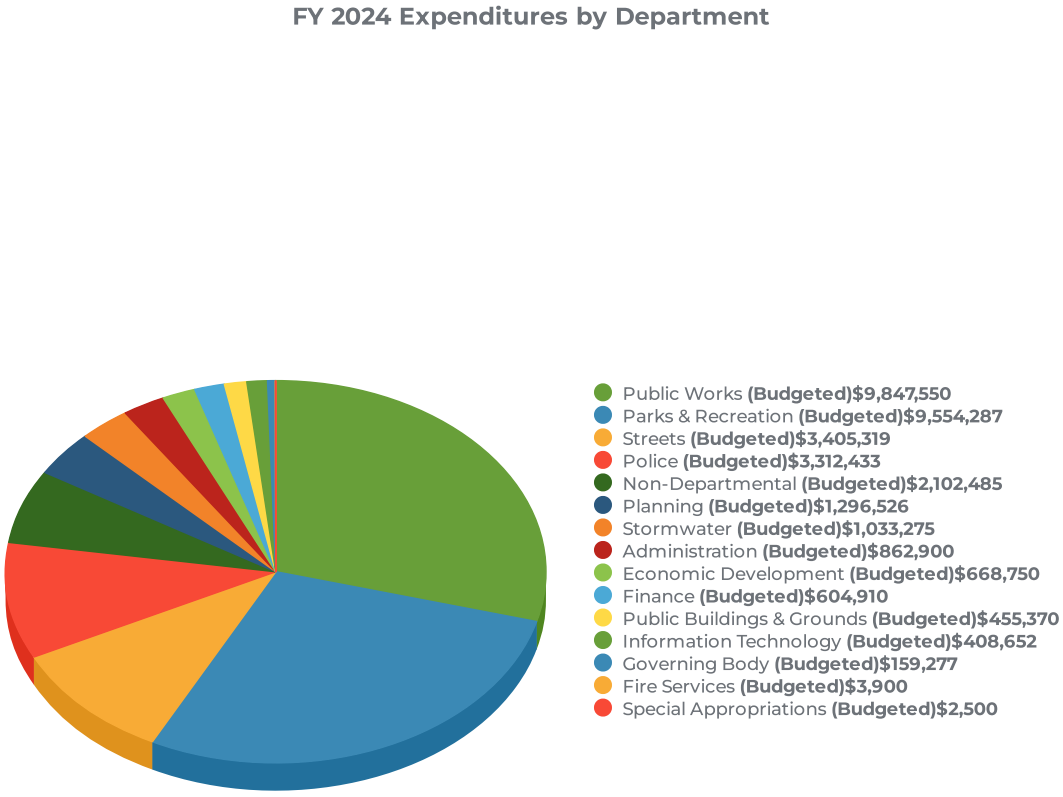
Municipalities are authorized to invest their idle cash. Funds for investment come from capital and operating revenues and fund balances. State law prescribes the authorized types of investments, and the law reflects the dual policy goals of minimizing the risk of investments and maximizing the liquidity of invested funds. The Town of Wendell heavily utilizes the North Carolina Capital Management Trust, a mutual fund for local government investments. The interest earned on investments must be credited proportionately to the funds from which the moneys that were invested came. The amount of investment income the Town earns fluctuates from year to year because of changes in short-term interest rates. The Town of Wendell is anticipating $180,000 in interest on investments (757.14% increase). Interest and investment returns are beginning to return to levels similar to those experienced prior to the COVID-19 pandemic.

Debt Proceeds

In Fiscal Year 2022, the Town of Wendell borrowed $11,300,170 in the form of an installment financing agreement to construct a new Town Hall facility, construct a roadway extension that will connect new development to the Town's existing park and create access to the new Town Hall, complete a land acquisition that will serve as a future Police Station, add curb, gutter, and sidewalk to existing neighborhood streets, and design and construct a new park. Loan proceeds previously received in Fiscal Year 2022 are to be appropriated to fund the completion of the Hollybrook Neighborhood Park. The amount of reappropriated proceeds is anticipated to be $1,719,527.

Additionally, the Town anticipates issuing new debt through both bank borrowing as well as general obligation bond issuance (pending a successful voter referendum in Fall 2023). The Town anticipates to incur a bank loan in the amount of $6,500,000 to construct a new Public Works Yard facility in proximity to the current yard; the current property will be retained under Town ownership and operation. Pending a successful referendum, the Town will issue $1,169,261 in bonded debt to fund the land acquisition and design of the future Wendell Athletic Field Complex; additional bonded debt will be issued in subsequent years to construct the field complex along with other parks & recreation facilities and various transportation infrastructure improvements.

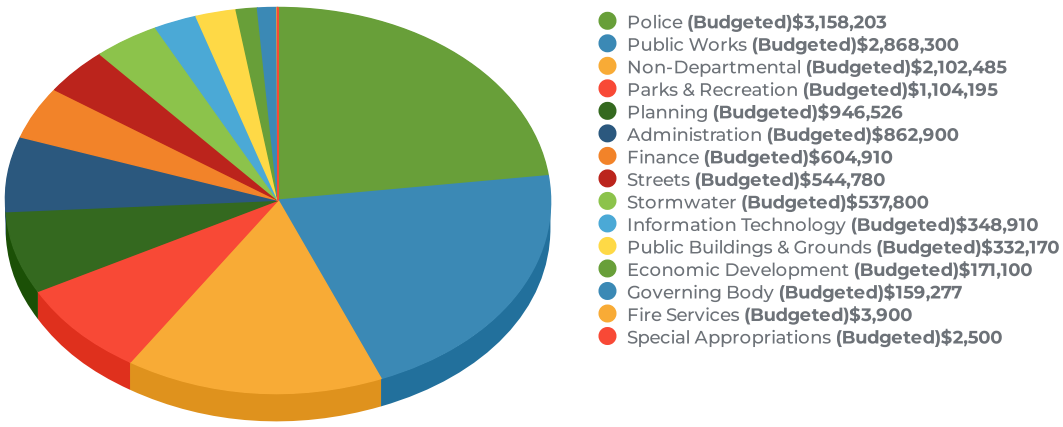
Expenditures by Function (Department and Category)



While providing an accurate visual of the All Categories expenditures, the FY 2024 Expenditures by Department graph demonstrates that the significant capital projects in both the Public Works and Parks & Recreation Departments. The graph indicates a significant effort by the Town in FY 2024 to invest in facilities, public places, and infrastructure in coordination with the policy goals of the Strategic Plan. Many of the capital expenses and their associated revenues are carry-over efforts from prior fiscal years.

As a service organization, the typical departments with greatest expense are the departments with the largest personnel expenses (Police and Public Works). Capital expenses are removed from the next graph to demonstrate the typical operating costs allocated by department. The Public Works related departments (36.03%) and Police (21.4%) account for more than half of the operating budget and is reflected on the graph. Non-departmental expenses of health care, insurance, and debt service make up 13.9%. Parks and Recreation (7.2%) and Planning (6.4%) reflect other prominent expenses.

FY 2024 Expenditures by Department Without Capital

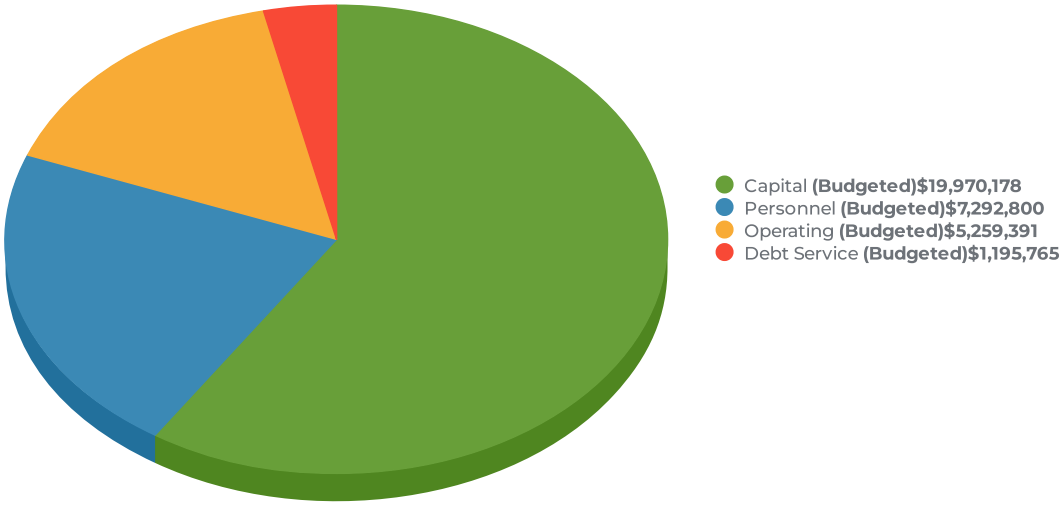


The Fiscal Year 2024 Budget continues to identify certain programmatic functions, such as Stormwater, to track program costs.

	FY2024	Capital	Net
Governing Body	$159,277	$0	$159,277
Administration	$862,900	$0	$862,900
Information Technology	$408,652	$59,742	$348,910
Finance	$604,910	$0	$604,910
Economic Development	$668,750	$497,650	$171,100
Community Development/Planning	$1,296,526	$350,000	$946,526
Public Buildings & Grounds	$455,370	$123,200	$332,170
Police - Law Enforcement	$3,312,433	$154,230	$3,158,203
Fire Services	$3,900	$0	$3,900
Public Works	$9,847,550	$6,979,250	$2,868,300
Streets	$3,405,319	$2,860,539	$544,780
Stormwater	$1,033,275	$495,475	$537,800
Parks & Recreation	$9,554,287	$8,450,092	$1,104,195

Non-Departmental	$2,102,485	$0	$2,102,485
Special Appropriations	$2,500	$0	$2,500
	$33,718,134	**$19,970,178**	**$13,747,956**

FY 2024 Expenditures by Category



The FY 2024 Budget divides expenses into four categories, capital, personnel, operating, and debt service. Capital expenses represent $19,970,178 (59.2%) of the budget and includes the design and construction of a public works yard for $6,700,000. Personnel expenses account for $7,292,800 (21.6%) of the budget. Personnel expenses include salary, payroll taxes (FICA), retirement, and benefits and typically represent the majority expense for a service organization. Operating expenses account for $5,259,391 (15.6%) of the budget and provide the equipment, training, materials, and other non-capital expenses necessary for providing municipal services. Debt service remains the smallest portion of the budget with $1,195,765 (3.3%) of expenses, completing scheduled debt service payments is the result of the reduced payment in FY 2024.

Staffing Analysis and Authorized Positions

The staff history and proposed positions for FY 2024 are provided in the following chart. The full-time equivalents (FTE) increase from 76 to 78 with additions in the Public Works and Police Departments.

TOWN STAFF IN FULL TIME EQUIVALENTS *									
	Fiscal Years								
Department	2017	2018	2019	2020	2021	2022	2023	2024	FY 2024 New Positions Recommended
Administration	2	2	3	4	4	4	6	5	No new position
Information Technology	1	1	1	1	0	1	1	1	No new position
Finance	4	4	4	4	5	5	5	5	No new position
Economic Development	0	0	0	0	0	1	1	1	No new position
Planning	4	4	4	4	5	5	6	7	No new position
Police Sworn	17	18	19	20	22	24	25	26	Police Officer
Police Non-Sworn	1	1	1	2	2	2	3	3	No new position
Public Works	7	10	13	14	16	18	21	22	Town Engineer
Parks and Recreation	6	6	6	7	7	7	8	8	No new position
Total Positions	42	46	51	56	61	67	76	78	
									* Excludes temporary and seasonal part-time staff

Following a comparative analysis of communities and organizations like Wendell today and the Wendell of the projected future growth, a 10-year staff projection is provided as a planning document.

Town of Wendell 10-Year Staff Projection	
FY 2024	FY 2025
Police Officer (PD) Town Engineer (PW)	Police Officer (PD) (3 positions) Public Works Specialist (PW) (2 positions) Parks Maintenance Technician (P&R) Senior Planner (PLN) Assistant to the Town Manager (Admin)
FY 2026	FY 2027
Police Officer (PD) (3 positions) Public Works Specialist (PW) Purchasing Specialist (FIN) Assistant Town Engineer (PW) Community Center Coordinator (P&R)	Police Officer (PD) (3 positions) Public Works Specialist (PW) Human Resource Specialist (Admin) Parks Maintenance Technician (P&R) Recreation Program Assistant (P&R)
FY 2028	FY 2029
Police Officer (PD) (3 positions) Public Works Specialist (PW) Senior Planner (PLN) Assistant Parks & Recreation Director (P&R) Risk & Safety Manager (FIN)	Special Populations & Events Manager (P&R) Police Officer (PD) (2 positions) Public Works Specialist (PW) Public Works Crew Lead (PW) Police Sergeant (PD)
FY 2030	FY 2031
Innovation & Technology Director (IT) Police Officer (PD) (2 positions) Parks Maintenance Technician (P&R) Public Works Specialist (PW)	Public Works Specialist (PW) Police Officer (PD) (2 positions) Budget & Management Analyst (Admin) Transportation Planner (PLN)
FY 2032	FY 2033
Community Center Coordinator (P&R) Engineering Technician (PW) Police Officer (PD) (2 positions) Public Works Specialist (PW)	Parks Maintenance Technician (P&R) Public Works Specialist (PW) Police Officer (PD) (2 positions) Police Sergeant (PD)

The staff projection identifies 57 positions or approximately 6 positions per year on average. The plan will be evaluated annually as part of the budget development process based on department requests and an evaluation of the factors influencing staffing needs.

The staffing projection is subject to change based on fiscal constraints, differences in projected growth patterns, statutory and policy requirements, and revisions in municipal service provision. Factors contributing to personnel growth are primarily growth driven to maintain core service levels and response times for Public Works and Police.

Growth in the number of recreation facilities, new parks, program growth, and addition of a greenway system necessitate additional Parks & Recreation staff. Regulatory compliance, project complexity, and growth of the build environment drive personnel needs in engineering and planning staff. Organization growth in response to community growth then creates needs for additional staff services in finance and administration over time.

Currently, the Police position is budgeted to start July 1, 2023, and will likely start as a Police Recruit until law enforcement academy and certifications to be a Police Officer are obtained. The Town Engineer position will start in the beginning of the fiscal year.

The FY 2024 Budget provides plans for reclassification of existing positions to meet work requirements assigned as follows.

Original Position Title	Reclassification Position Title
Facilities Crew Lead	Facilities Supervisor
IT Specialist	IT Manager
Public Works Superintendent	Stormwater Program Manager
Public Works Crew Lead	Pubilc Works Superintendent

The Personnel Policy provides for the Town Manager to periodically review portions of the position classification plan and make minor revisions to ensure that classifications accurately reflect the job duties and responsibilities required by departments. The Board last approved a major revision to the Pay and Classification Plan in FY 2021. The Town Manager reviewed the following existing and future positions: Accounting Technician, Permit Technician, Payroll & Benefits Specialist, Accountant I, Code Compliance Officer, Planner I, Accountant II, Code Compliance Supervisor, Planner II, Economic Development Specialist, IT Specialist, Stormwater Program Manager, Senior Accountant, Human Resources Administrator, IT Manager, Assistant Finance Director, Assistant Planning Director, Town Engineer, Planning Director, Public Works Director, and Finance Director.

The Personnel Policy provides that all positions are reviewed over a three-year cycle with a comprehensive review of all positions being completed at least every five years. FY 2024 represents year two in the three-year cycle with remaining positions being reviewed in FY 2025 and a new five-year comprehensive review following.

GENERAL FUND

General Fund Summary

The General Fund identifies and allocates sufficient revenues to cover the costs of the services provided by the departments. Expenses include personnel, operating, and capital expenses for each function of the Town government. The General Fund also provides for the allocation of funds to cover the debt service.

The General Fund includes revenues like property taxes, licenses and permits, intergovernmental, fees, service charges, and other revenues. Cost centers in this fund include the governing body, administration, finance, police, public works, planning, recreation, and other public services.

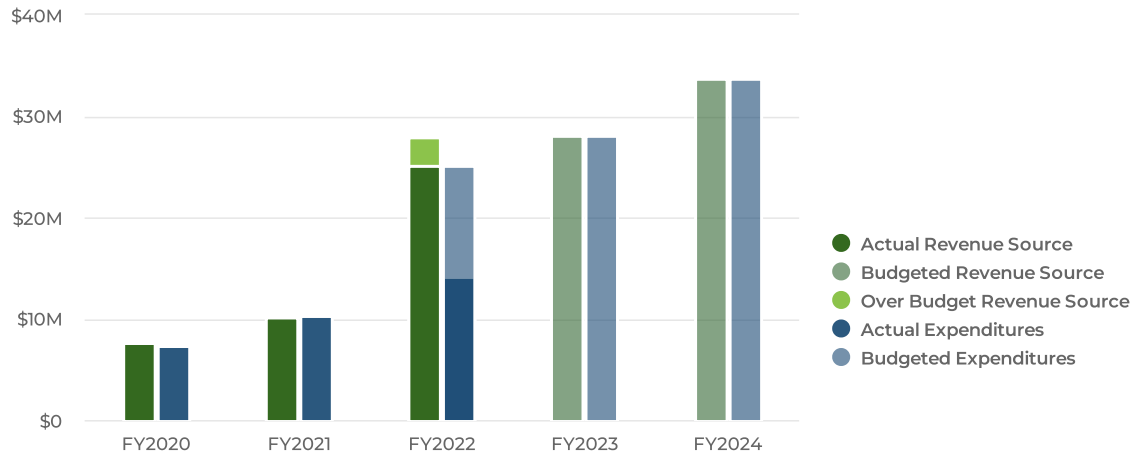
The first section of the General Fund provides the line item details for each of the revenues and expenses. Each line provides the previous two fiscal years of actual expenses, the current year budgeted amount, the department request, the Town Manager's proposed, and the amount adopted by the Board of Commissioners.

Details for each department follow the line item summary that include a description of the service, revenues attributed to the department (if any), changes for personnel, operating, and capital expenditures, a summary of department expenses, departmental staffing, prior year achievements, next year's anticipated challenge, and the goals, work units, and performance measures for the department.

The last department report is the General Fund Balance that reports on maintaining savings at a level compliant with the Local Government Commission (8%) and Town policy (40%). These accumulating funds remaining at the end of the year are accounted for in the General Fund Balance reserve. The fund balance reserve policy is to retain a balance of at least 40% when taking the percentage of the non-capital expenses of the proposed budget and the last audited fund balance.

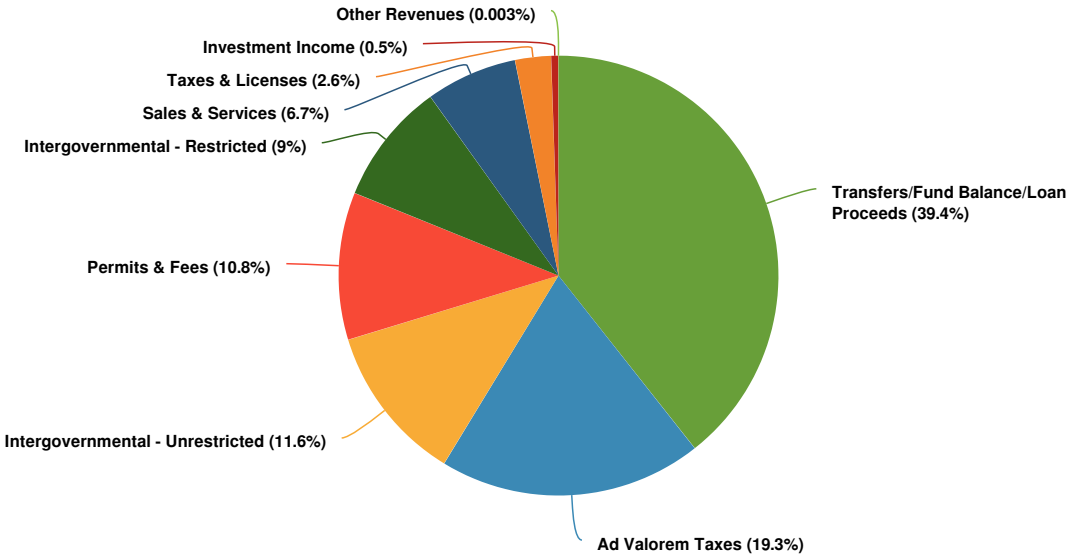
Summary

The Town of Wendell is projecting $33.72M of revenue in FY2024, which represents a 20.1% increase over the prior year. Budgeted expenditures are projected to increase by 20.1% or $5.64M to $33.72M in FY2024.

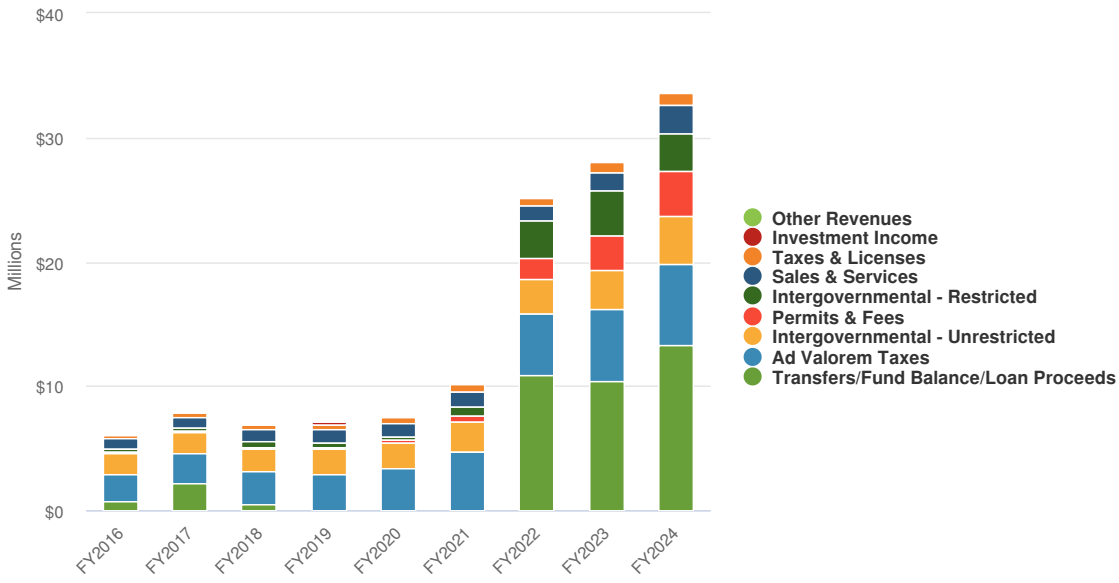


Revenues by Source

Projected 2024 Revenues by Source



Budgeted and Historical 2024 Revenues by Source



Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
Revenue Source						
Ad Valorem Taxes						
TAXES AD VALOREM - 1ST PRIOR YEAR	$4,245	$11,174	$13,095		$7,500	$7,500

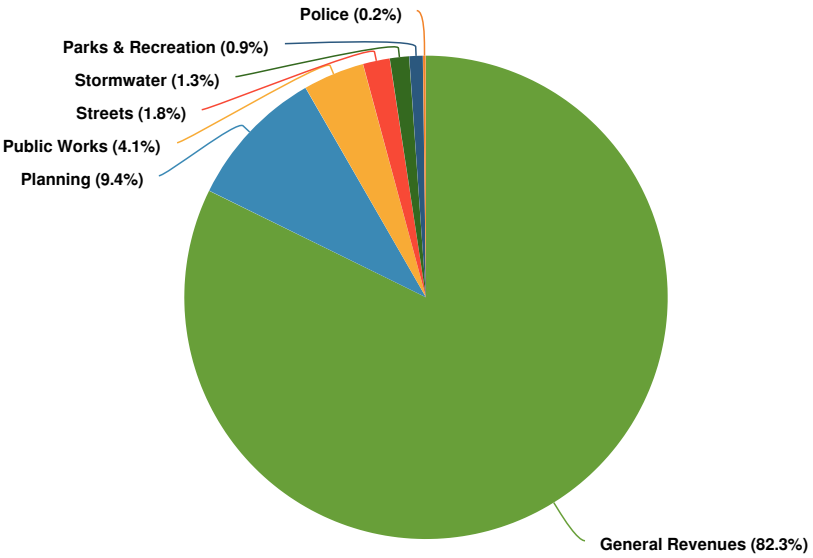
Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
TAXES AD VALOREM - 2ND PRIOR YEAR	$329	$3,461	$6,907		$2,500	$2,500
TAXES AD VALOREM - OTHER PRIOR YEAR	$22	$3,385	$2,261	$7,500	$2,500	$2,500
TAXES AD VALOREM - CURRENT YEAR	$3,359,622	$4,696,661	$5,272,434	$5,840,573	$6,500,000	$6,500,000
TAX PENALTY & INTEREST	$5,720	$8,247	$11,839	$5,000	$5,000	$5,000
PAYMENT IN LIEU OF TAXES	$1,704	$0	$0		$0	$0
Total Ad Valorem Taxes:	**$3,371,642**	**$4,722,928**	**$5,306,537**	**$5,853,073**	**$6,517,500**	**$6,517,500**
Taxes & Licenses						
DMV TAX REVENUE	$368,849	$444,102	$524,328	$569,000	$600,000	$600,000
BEER & WINE LICENSE - TOWN	$210	$335	$365	$250	$250	$250
MOTOR VEHICLE LICENSE	$135,751	$155,621	$218,040	$263,000	$275,000	$275,000
GOLF CART FEES	$7,407	$12,772	$15,734	$12,000	$13,000	$13,000
Total Taxes & Licenses:	**$512,217**	**$612,830**	**$758,467**	**$844,250**	**$888,250**	**$888,250**
Investment Income						
INTEREST ON INVESTMENTS	$130,661	$13,007	$27,801	$21,000	$180,000	$180,000
Total Investment Income:	**$130,661**	**$13,007**	**$27,801**	**$21,000**	**$180,000**	**$180,000**
Other Revenues						
FACILITY RENT REVENUE	$1,570	$1,501	$1,501	$1,500	$0	$0
MISCELLANEOUS REVENUES	$1,244	$404	$494	$300	$500	$500
GASOLINE SALES TAX REFUND	$940	$0	$0		$0	$0
PARK CONCESSION REVENUE	$1,633	$47	$380	$250	$500	$500
CELL TOWER PROCEEDS	$1,000	$1,000	-$1,000		$0	$0
Total Other Revenues:	**$6,387**	**$2,952**	**$1,375**	**$2,050**	**$1,000**	**$1,000**
Permits & Fees						
STREET CLOSING FEES	$320	$190	$610	$250	$300	$300
WENDELL MARKET FEES			$0		$8,750	$8,750
ADMINISTRATIVE FEES	$3,768	$6,328	$10,499	$1,000	$5,000	$5,000
RALEIGH TRANSACTION FEES	$1,581	$737	$831	$1,650	$750	$750
COURT REVENUE - OFFICER FEES	$1,012	$599	$887	$750	$750	$750
LIGHT REIMBURSEMENT	$0	$1,469	$0		$0	$0
PLANNING FEES	$150,659	$177,350	$231,069	$190,000	$200,000	$255,200
ENGINEER REVIEW FEES	$46,531	$105,574	$149,201	$80,000	$80,000	$80,000

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
DEVELOPMENT OBLIGATION REVENUE	$0	$0	$3,359,444	$975,000	$0	$100,000
REVENUE - FEE IN LIEU OF OPEN SPACE	$0	$141,316	$0		$15,000	$18,500
REVENUE - FEE IN LIEU OF SIDEWALKS	$0	$0	$0	$5,800	$0	$104,500
REVENUE - FEE IN LIEU OF STREETS	$0	$0	$575,000	$1,340,399	$1,867,431	$2,617,765
DUKE ENERGY UNDERGROUND SERVICE CHARGE	$3,345	$1,115	$8,068		$0	$0
SIDEWALK & DRIVEWAY FEES	$21,240	$22,800	$27,540	$20,000	$31,260	$31,260
CODE ENFORCEMENT FEES	$124	$315	$247	$500	$250	$250
STORMWATER FEES	$0	$0	$89,360	$93,000	$100,000	$433,125
Total Permits & Fees:	**$228,579**	**$457,791**	**$4,452,755**	**$2,708,349**	**$2,309,491**	**$3,656,150**
Intergovernmental - Unrestricted						
UTILITY FRANCHISE	$395,771	$392,786	$449,190	$370,000	$481,250	$520,000
BEER & WINE TAX	$30,675	$31,387	$39,295	$29,500	$35,000	$35,000
LOCAL OPTION SALES TAX	$1,641,418	$1,872,992	$2,712,951	$2,654,800	$3,200,000	$3,286,650
ABC NET REVENUES	$28,853	$33,998	$46,409	$30,000	$42,500	$42,500
SOUTH WAKE LANDFILL REVENUE	$21,230	$36,822	$13,629	$20,000	$15,000	$15,000
SOLID WASTE DISPOSAL TAX	$5,375	$5,519	$7,132	$4,500	$7,850	$7,850
Total Intergovernmental - Unrestricted:	**$2,123,322**	**$2,373,503**	**$3,268,607**	**$3,108,800**	**$3,781,600**	**$3,907,000**
Intergovernmental - Restricted						
STATE LAW ENFORCEMENT FORFEITURE	$316	$118	$318		$0	$0
GRANT - NCDOT - LAPP	$0	$0	$12,452	$1,138,013	$1,016,893	$1,018,525
GRANT - CDBG PROJECTS	$0	$0	$70,417	$194,910	$0	$0
GRANT - NCLM	$0	$5,000	$5,000		$0	$0
GRANT - EPA BROWNFIELD	$0	$0	$0	$500,000	$497,650	$497,650
AMERICAN RESCUE PLAN FUNDS	$0	$370,115	$996,619	$1,366,733	$0	$0
AMERICAN RESCUE PLAN FUNDS - WAKE COUNTY					$999,995	$999,995
STATE/FEDERAL DISASTER REVENUE	$0	$231,841	$0		$0	$0
POWELL BILL	$183,163	$188,996	$280,101	$186,500	$328,500	$328,500
GRANT - WAKE ABC	$29,991	$0	$0	$14,756	$22,556	$22,556

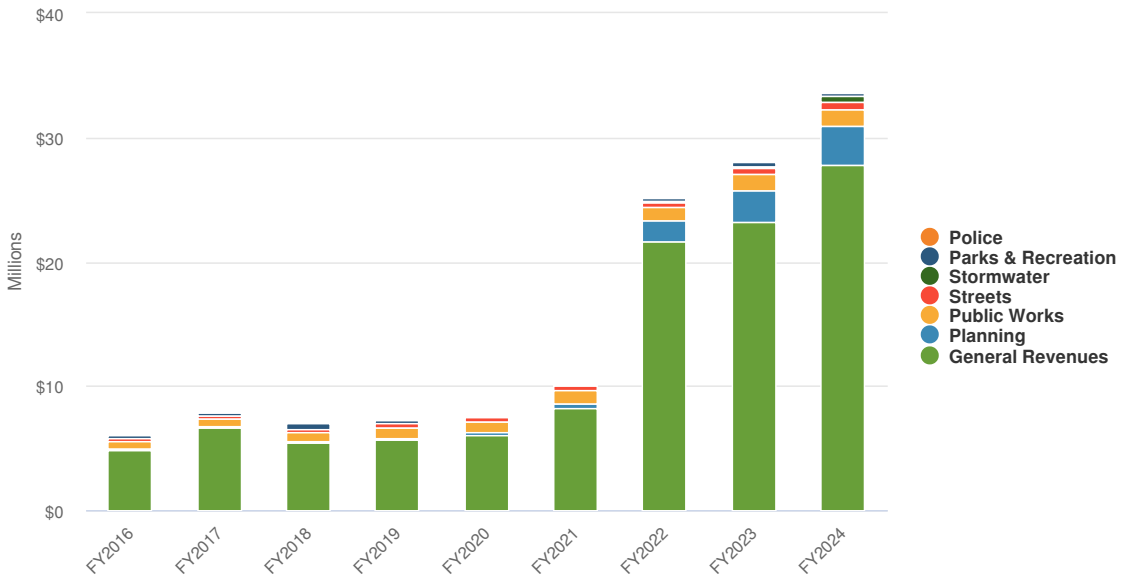
Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
GRANT - GOVERNOR'S CRIME COMMISSION	$0	$23,996	$24,113		$29,485	$29,485
GRANT -WAKE COUNTY-OPEN SPACE & GREENWAY	$0	$0	$0		$1,000,000	$0
GRANT-WAKE COUNTY-TOURISM SMALL PROJ.					$1,800,000	$0
GRANT - PARTF	$0	$0	$0	$300,000	$124,500	$124,500
GRANT - UNITED ARTS COUNCIL	$0	$1,600	$0		$0	$0
GRANT - WAKE COUNTY - WASTE REDUCTION	$0	$10,000	$0		$0	$0
NCDOT MOWING	$3,488	$2,863	$3,672	$3,777	$3,777	$3,777
Total Intergovernmental - Restricted:	**$216,958**	**$834,528**	**$1,392,691**	**$3,704,689**	**$5,823,356**	**$3,024,988**
Sales & Services						
CEMETERY REVENUE	$23,400	$20,400	$21,600	$7,200	$7,200	$7,200
CEMETERY MONUMENT DEPOSIT	$10,200	$7,800	$7,800	$3,600	$3,600	$3,600
WAKE TRANSIT REVENUE	$3,000	$3,000	$3,000	$3,000	$3,000	$3,000
SALE OF FIXED ASSETS	$5,051	$0	$33,321	$30,000	$0	$15,000
SALE OF REAL ASSETS	$0	$0	$0		$0	$700,000
RECREATION REVENUE	$56,980	$56,597	$122,899	$91,000	$125,000	$129,000
RECREATION SPONSOR	$3,000	$5,560	$12,765	$6,000	$8,500	$8,500
RECREATION RENTAL PROCEEDS	$24,097	$52,302	$28,637	$15,000	$15,000	$15,000
RECREATION - TRACKOUT PROGRAM	$54,418	$35,673	$35,496	$27,500	$31,500	$31,500
SOLID WASTE FEES/CHARGES	$869,832	$979,402	$1,171,142	$1,262,184	$1,353,000	$1,353,000
Total Sales & Services:	**$1,049,977**	**$1,160,735**	**$1,436,660**	**$1,445,484**	**$1,546,800**	**$2,265,800**
Transfers/Fund Balance/Loan Proceeds						
LOAN PROCEEDS - FACILITIES	$0	$0	$11,300,170	$6,737,808	$8,600,000	$8,219,527
BOND PROCEEDS						$1,169,261
FUND BALANCE APPROPRIATIONS	$0	$0	$0	$3,656,923	$0	$3,888,658
Total Transfers/Fund Balance/Loan Proceeds:	**$0**	**$0**	**$11,300,170**	**$10,394,731**	**$8,600,000**	**$13,277,446**
Total Revenue Source:	**$7,639,743**	**$10,178,275**	**$27,945,063**	**$28,082,426**	**$29,647,997**	**$33,718,134**

Revenue by Department

Projected 2024 Revenue by Department



Budgeted and Historical 2024 Revenue by Department

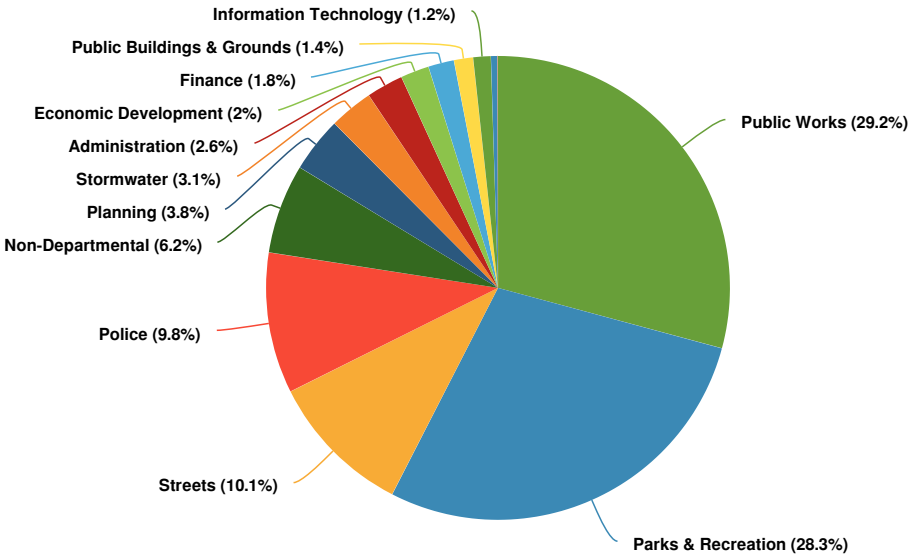


Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
Revenue						
General Revenues	$6,046,074	$8,201,308	$21,592,268	$23,195,010	$22,222,988	$27,742,466
Streets	$318,914	$344,617	$498,142	$449,500	$603,500	$603,500
Police	$38,410	$37,367	$40,733	$27,506	$65,791	$65,791

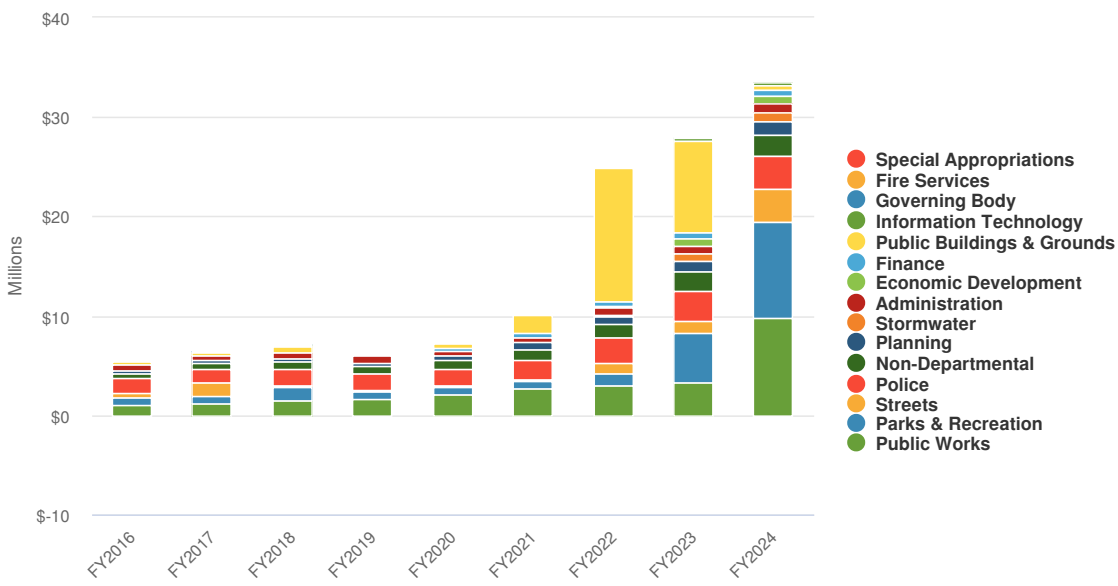
Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
Parks & Recreation	$140,127	$151,780	$200,177	$439,750	$3,105,000	$309,000
Planning	$201,534	$427,823	$4,321,782	$2,591,199	$2,162,431	$3,175,965
Public Works	$894,684	$1,015,380	$1,202,601	$1,286,461	$1,388,287	$1,388,287
Stormwater	$0	$0	$89,360	$93,000	$100,000	$433,125
Total Revenue:	**$7,639,743**	**$10,178,275**	**$27,945,063**	**$28,082,426**	**$29,647,997**	**$33,718,134**

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
Expenditures						
Governing Body						
SALARIES - BOARD COMPENSATION	$26,600	$39,000	$39,000	$39,000	$39,000	$39,000
FICA EXPENSE	$2,035	$2,984	$2,984	$3,000	$3,000	$3,000
PROFESSIONAL SERVICES - LEGAL	$21,466	$14,506	$25,614	$22,000	$22,000	$22,000
PROFESSIONAL SERVICES - AUDIT	$13,000	$13,900	$18,500	$15,000	$13,900	$13,900
TRAINING	$350	$0	$501	$1,500	$1,500	$1,500
CONTRACT SERVICES - ELECTION	$14,402	$0	$27,704		$183,577	$68,877
TOWN CODE-CODIFICATION	$4,113	$378	$5,560	$6,500	$6,500	$6,500
CONTRACT SERVICES	$0	$0	$0	$25,000	$0	$0
DUES & SUBSCRIPTIONS	$3,519	$3,524	$4,358	$4,200	$1,500	$1,500
MISCELLANEOUS EXPENSE	$2,564	$310	$1,253	$1,500	$1,500	$1,500
BOARD RETREAT	$403	$204	$469	$1,800	$1,800	$1,500
Total Governing Body:	**$88,452**	**$74,806**	**$125,942**	**$119,500**	**$274,277**	**$159,277**
Administration						
SALARIES - REGULAR	$269,795	$363,238	$434,509	$537,800	$532,500	$551,000
FICA EXPENSE	$19,315	$26,440	$32,017	$41,200	$40,800	$42,200
RETIREMENT EXPENSE	$36,427	$53,627	$69,606	$92,300	$97,000	$100,400

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
PROFESSIONAL SERVICES - LEGAL	$27,907	$38,321	$55,740	$30,000	$35,000	$35,000
PRINTING	$0	$0	$0		$1,000	$1,000
TRAVEL, TRAINING, & SCHOOLS	$7,216	$11,778	$17,738	$30,500	$23,650	$9,000
MAINTENANCE & REPAIR - EQUIPMENT	$2,760	$2,814	$1,843	$1,200	$1,200	$1,200
FACILITY & EQUIPMENT RENTAL	$0	$0	$232	$1,200	$1,200	$1,200
ADVERTISING/PUBLIC NOTICES	$6,495	$496	$2,708	$2,000	$14,200	$9,000
COMMUNICATIONS				$12,150	$9,072	$0
DEPARTMENTAL SUPPLIES	$1,444	$1,032	$3,339	$3,000	$4,000	$4,000
CONTRACT SERVICES - COMMUNICATION	$3,000	$247	$533		$52,000	$50,000
CONTRACT SERVICES - BUS SERVICES	$3,385	$3,357	$3,518	$3,700	$3,700	$3,700
CONTRACT SERV - DATA PROC	$0	$0	$0		$32,200	$32,200
CONTRACT SERVICES - PERSONNEL STUDY	$8,250	$0	$0		$0	$0
DUES & SUBSCRIPTIONS	$12,898	$15,026	$15,616	$19,450	$20,995	$19,000
MISCELLANEOUS - STAFF EXPENSE	$3,969	$4,266	$4,309	$4,000	$4,000	$4,000
CAPITAL OUTLAY - EQUIPMENT	$0	$29,350	$4,650		$0	$0
Total Administration:	**$402,861**	**$549,993**	**$646,359**	**$778,500**	**$872,517**	**$862,900**
Information Technology						
SALARIES - REGULAR	$0	$0	$39,074	$77,000	$87,400	$89,100
FICA EXPENSE	$0	$0	$2,991	$5,900	$6,700	$6,900
RETIREMENT EXPENSE	$0	$0	$6,369	$13,300	$16,200	$16,500
TRAVEL, TRAINING, & SCHOOLS	$0	$0	$0	$3,000	$2,000	$2,000
MAINTENANCE & REPAIR - EQUIPMENT	$144	$613	$214	$1,000	$1,000	$1,000
AIR CARD/DATA EXPENSE	$1,444	$1,824	$1,786	$3,660	$4,500	$5,220
DEPARTMENTAL SUPPLIES	$0	$79	$206	$500	$5,000	$3,000
LICENSES & USER FEES	$22,786	$31,251	$28,466	$65,587	$34,290	$34,290
CONTRACT SERVICES - DATA PROCESS	$21,694	$9,630	$16,419	$23,531	$37,500	$37,500
CONTRACT SERVICES - MAINTENANCE	$4,267	$1,991	$1,991	$8,500	$0	$0
CONTRACT SERVICES - SUPPORT	$69,143	$83,341	$84,931	$90,000	$133,400	$136,200
DUES & SUBSCRIPTIONS	$0	$193	$1,632	$800	$400	$400
NON-CAPITAL EXPENSE ITEMS	$0	$0	$0	$45,750	$31,400	$16,800

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
CAPITAL OUTLAY - EQUIPMENT	$19,461	$51,489	$17,444	$58,700	$59,742	$59,742
Total Information Technology:	**$138,939**	**$180,410**	**$201,523**	**$397,228**	**$419,532**	**$408,652**
Finance						
SALARIES - REGULAR	$258,961	$332,740	$380,016	$385,100	$364,500	$383,400
FICA EXPENSE	$19,644	$25,337	$28,924	$29,500	$27,900	$29,400
RETIREMENT EXPENSE	$35,536	$49,599	$60,959	$66,100	$66,900	$70,400
POSTAGE	$700	$1,426	$919	$1,400	$1,600	$1,600
PRINTING	$438	$1,142	$1,421	$1,600	$2,175	$2,175
TRAVEL, TRAINING, & SCHOOLS	$1,247	$4,194	$3,411	$6,400	$7,115	$7,115
MAINTENANCE & REPAIR - EQUIPMENT	$1,160	$999	$780	$275	$275	$275
FACILITY & EQUIPMENT RENTAL	$1,083	$718	$533	$2,200	$2,220	$2,220
DEPARTMENTAL SUPPLIES	$1,919	$4,041	$3,478	$6,100	$6,100	$6,100
CONTRACT SERVICES	$0	$0	$10,425		$0	$0
CONTRACT SERVICES - FINANCIAL SERVICES				$25,000	$35,000	$35,000
CONTRACT SERVICES - OPEB	$381	$4,834	$9,317	$6,000	$6,000	$6,000
DUES & SUBSCRIPTIONS	$1,075	$1,125	$1,225	$1,775	$1,495	$1,495
TAX BILLING/COLLECTION SERVICES	$0	$0	$30,693	$50,650	$58,500	$58,500
BANK/SERVICE CHARGES	$56	$313	$7,520		$500	$500
MISCELLANEOUS - STAFF EXPENSE	$140	$0	$0		$0	$0
NON-CAPITAL LEASE PAYMENTS						$730
LEASE PAYMENTS				$730	$730	$0
LEASE INTEREST EXPENSE	$0	$0	$21		$0	$0
LEASE AMORTIZATION EXPENSE	$0	$0	$322		$0	$0
Total Finance:	**$322,338**	**$426,468**	**$539,964**	**$582,830**	**$581,010**	**$604,910**
Economic Development						
SALARIES	$0	$0	$0	$70,100	$72,200	$80,900
FICA EXPENSE	$0	$0	$0	$5,400	$5,600	$6,200
RETIREMENT EXPENSE	$0	$0	$0	$12,100	$13,400	$15,000
PROFESSIONAL SERVICES - LEGAL	$2,500	$0	$0		$0	$0
MARKETING & ADVERTISING	$0	$0	$0	$2,000	$0	$0
TRAVEL, TRAINING & SCHOOLS	$0	$0	$0	$5,000	$5,000	$5,000

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
DEPARTMENTAL SUPPLIES	$0	$0	$0	$300	$0	$0
DOWNTOWN BUILDING UPFIT GRANTS				$100,000	$100,000	$50,000
FACADE GRANTS	$47,232	$4,498	$18,561	$15,000	$15,000	$10,000
CONTRACT SERVICES - ECONOMIC DEVELOPMENT	$25,217	$31,200	$31,635	$19,000	$19,000	$0
LAUNCHWENDELL PROGRAM	$0	$0	$2,551	$7,500	$3,000	$3,000
DUES & SUBSCRIPTIONS	$0	$0	$0	$1,000	$1,000	$1,000
PUBLIC ART & ENTERTAINMENT	$1,849	$5,080	$300	$10,000	$0	$0
BROWNFIELDS PROGRAM	$4,000	$4,000	$4,000	$500,000	$497,650	$497,650
Total Economic Development:	**$80,798**	**$44,778**	**$57,047**	**$747,400**	**$731,850**	**$668,750**
Planning						
SALARIES - REGULAR	$238,462	$284,883	$338,392	$423,100	$505,100	$541,900
FICA EXPENSE	$18,260	$21,504	$25,946	$32,400	$38,700	$41,500
RETIREMENT EXPENSE	$32,963	$42,112	$54,350	$72,600	$86,700	$99,400
PROFESSIONAL SVCS - ENGINEER - DEVELOPER	$82,305	$125,139	$147,189	$80,000	$80,000	$80,000
PROFESSIONAL SERVICES - LEGAL	$28,823	$20,530	$45,886	$25,000	$35,000	$35,000
PROFESSIONAL SVCS - ENGINEER - TOWN	$0	$4,816	$3,647	$20,000	$20,000	$5,000
PRINTING	$0	$0	$0	$400	$400	$400
STREETLIGHT REIMBURSEMENT - DEVELOPERS	$17,607	$17,607	$24,021	$33,800	$40,000	$40,000
TRAVEL, TRAINING, & SCHOOLS	$2,427	$5,602	$2,142	$7,000	$7,000	$7,000
MAINTENANCE & REPAIR - EQUIPMENT	$1,126	$1,210	$1,757	$2,000	$2,000	$2,000
MAINTENANCE & REPAIR - VEHICLES	$308	$0	$0		$0	$0
FACILITY & EQUIPMENT RENTAL	$1,425	$118	$263	$1,800	$1,800	$1,800
ADVERTISING/PUBLIC NOTICES	$3,093	$4,552	$4,106	$6,000	$6,000	$6,000
FUEL EXPENSE	$516	$74	$215		$0	$0
DEPARTMENTAL SUPPLIES	$1,161	$1,817	$2,587	$4,000	$4,000	$4,000
UNIFORMS	$0	$0	$0		$200	$200
CONTRACTED SERVICES	$26,840	$11,970	$8,165	$52,500	$52,500	$24,200
DUES & SUBSCRIPTIONS	$1,147	$1,573	$2,431	$5,000	$13,126	$13,126
SURVEY AND RECORDING OF MAPS	$124	$479	$658	$20,000	$90,000	$45,000

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
CONTRACT SERVICES - UDO	$0	$0	$0	$100,000	$250,000	$0
CONTRACT SERVICES - COMP PLAN	$17,665	$74,203	$52,940		$0	$150,000
CONTRACT SERVICES - DOWNTOWN STREETSCAPE	$0	$0	$0	$150,000	$200,000	$200,000
CAPITAL OUTLAY - EQUIPMENT	$0	$0	$15,588		$0	$0
Total Planning:	**$474,251**	**$618,189**	**$730,282**	**$1,035,600**	**$1,432,526**	**$1,296,526**
Public Buildings & Grounds						
UTILITIES - PHONE	$44,023	$44,231	$41,991	$79,800	$79,800	$79,800
UTILITIES - WATER - BUILDINGS/GROUNDS	$1,643	$1,779	$2,480	$2,700	$3,600	$3,600
UTILITIES - ELECTRICITY	$8,241	$8,841	$9,233	$10,000	$14,700	$14,700
UTILITIES - HEATING FUEL	$1,080	$1,074	$1,278	$1,800	$4,500	$4,500
MAINTENANCE & REPAIR - BUILDINGS/GROUNDS	$21,991	$29,877	$36,101	$40,000	$64,500	$30,000
MAINTENANCE & REPAIR - EQUIPMENT	$1,121	$144	$920	$3,000	$2,000	$2,000
MAINTENANCE & REPAIR - VEHICLES	$0	$349	$372	$1,000	$3,000	$3,000
MAINTENANCE & REPAIR - SENIOR CENTER	$8,481	$6,757	$16,076	$4,500	$0	$0
MAINTENANCE & REPAIR - CEMETERY	$1,595	$1,701	$2,030	$3,000	$3,000	$3,000
FACILITY & EQUIPMENT RENTAL	$10,301	$10,906	$6,717		$4,200	$4,200
FUEL EXPENSE	$0	$0	$0	$1,050	$1,050	$1,050
DEPARTMENTAL SUPPLIES & MATERIALS	$114	$328	$11	$300	$300	$300
CONTRACT SERVICES - JANITORIAL	$12,600	$12,600	$13,568	$40,000	$90,000	$86,300
CONTRACT SERVICES - LANDSCAPING	$34,620	$40,620	$73,770	$70,620	$74,700	$74,700
CONTRACT SERVICES - PEST CONTROL	$2,160	$1,980	$2,160	$2,800	$4,820	$4,820
CONTRACT SERVICES - HVAC	$5,546	$4,160	$4,160	$12,480	$6,600	$6,600
NON-CAPITAL EXPENSE ITEMS	$6,690	$0	$0		$0	$0
NON-CAPITAL LEASE PAYMENTS						$11,200
CEMETERY MONUMENT REFUNDS	$2,400	$3,600	$2,100	$2,400	$2,400	$2,400
LEASE PAYMENTS	$0	$0	$0	$11,200	$11,200	$0
LEASE INTEREST EXPENSE	$0	$0	$1,284		$0	$0

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
LEASE AMORTIZATION EXPENSE	$0	$0	$3,605		$0	$0
CAPITAL OUTLAY - FACILITIES	$190,930	$1,141,644	$2,136,309	$4,576,101	$75,000	$0
CAPITAL OUTLAY - ROADS, SIDEWALKS	$0	$271,272	$1,430,053	$3,512,761	$0	$0
CAPITAL OUTLAY-LAND ACQUISITION,GREENWAY	$0	$141,316	$25,886	$809,769	$0	$123,200
Total Public Buildings & Grounds:	**$353,536**	**$1,723,178**	**$3,810,103**	**$9,185,281**	**$445,370**	**$455,370**
Police						
SALARIES - REGULAR	$1,087,037	$1,261,494	$1,377,424	$1,851,800	$2,150,900	$2,063,900
SALARIES - PART-TIME	$5,933	$4,857	$963	$7,500	$7,500	$7,500
SALARIES - OVERTIME	$764	$0	$0	$6,000	$6,000	$6,000
FICA EXPENSE	$81,939	$94,677	$103,020	$141,700	$165,700	$159,000
RETIREMENT EXPENSE	$151,454	$189,746	$223,898	$329,000	$417,600	$400,100
PROFESSIONAL SERVICES - LEGAL	$0	$10,631	$10,631	$10,650	$11,500	$11,500
UTILITIES - HEATING FUEL	$838	$894	$1,065	$1,900	$3,500	$3,500
UTILITIES - WATER	$918	$1,038	$833	$1,500	$3,700	$3,700
UTILITIES - ELECTRICITY	$4,595	$3,957	$4,185	$6,600	$10,000	$8,300
PARKING/TOLL EXPENSE	$0	$13	$28	$100	$100	$100
MAINTENANCE & REPAIR - EQUIPMENT	$13,274	$16,771	$16,262	$29,500	$46,375	$46,375
MAINTENANCE & REPAIR - VEHICLES	$19,552	$21,971	$20,675	$31,200	$34,750	$33,250
TRAINING & EDUCATION EXPENSE	$5,737	$6,190	$6,620	$26,700	$33,900	$33,100
EMERGENCY COMMUNICATIONS	$72,638	$84,448	$96,646	$105,112	$130,497	$129,997
FACILITY & EQUIPMENT RENTAL	$12,896	$13,444	$14,277	$18,150	$20,955	$20,085
FUEL EXPENSE	$36,215	$36,375	$60,228	$75,504	$96,465	$91,155
DEPARTMENTAL SUPPLIES	$5,886	$5,361	$6,333	$13,500	$12,500	$12,500
UNIFORMS	$12,337	$9,668	$17,581	$27,320	$47,250	$37,250
CONTRACT SERVICES - RECRUITMENT	$0	$4,342	$0	$6,900	$6,900	$6,900
DUES & SUBSCRIPTIONS	$5,876	$5,873	$6,687	$13,900	$10,000	$10,000
NON-CAPITAL EXPENSE ITEMS	$7,413	$15,492	$22,829	$16,700	$32,350	$15,450
INVESTIGATIONS & DRUG ENFORCEMENT	$0	$0	$50	$500	$500	$500
EMPLOYEE WELLNESS PROGRAM EXPENSE	$2,975	$1,450	$2,825	$6,000	$6,000	$6,000
WAKE ABC GRANT	$21,851	$1,756	$2,397	$14,756	$22,556	$22,556
GRANT - GOVERNOR'S CRIME COMMISSION	$0	$24,105	$24,113		$29,485	$29,485

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
CAPITAL OUTLAY - EQUIPMENT	$170,101	$247,738	$72,369		$0	$0
LEASE EXPENSE	$0	$0	$16,041	$178,084	$221,450	$154,230
CAPITAL OUTLAY - FACILITIES	$0	$9,400	$26,400		$0	$0
Total Police:	**$1,720,228**	**$2,071,691**	**$2,134,379**	**$2,920,576**	**$3,528,433**	**$3,312,433**
Fire Services						
WAKE CO FIRE INSPECTIONS - TOWN FACILITY	$353	$291	$178	$650	$650	$650
WAKE CO FIRE INSPECTIONS - BUSINESSES	$2,144	$2,832	$2,428	$3,250	$3,250	$3,250
Total Fire Services:	**$2,497**	**$3,123**	**$2,606**	**$3,900**	**$3,900**	**$3,900**
Public Works						
SALARIES - REGULAR	$575,652	$718,234	$855,933	$665,000	$779,600	$814,100
SALARIES - PART-TIME	$0	$0	$12,079	$34,000	$35,000	$31,200
SALARIES - OVERTIME	$4,129	$6,509	$8,120	$5,000	$5,750	$5,800
FICA EXPENSE	$44,345	$53,507	$66,604	$50,900	$62,900	$63,850
RETIREMENT EXPENSE	$79,417	$107,848	$139,228	$114,100	$144,800	$151,150
UTILITIES - WATER	$3,095	$2,255	$2,355	$4,900	$6,000	$6,000
UTILITIES - HEATING FUEL	$2,352	$3,122	$4,205	$5,000	$6,000	$6,000
UTILITIES - ELECTRICITY	$137,585	$152,761	$167,366	$175,000	$189,000	$189,000
TRAVEL, TRAINING, & SCHOOLS	$5,210	$7,377	$12,739	$14,700	$26,200	$15,000
MAINTENANCE & REPAIR - BUILDINGS/GROUNDS	$7,656	$15,581	$10,082	$18,000	$20,000	$18,000
MAINTENANCE & REPAIR - EQUIPMENT	$23,850	$22,183	$22,984	$38,500	$51,500	$39,000
MAINTENANCE & REPAIR - VEHICLES	$34,318	$28,940	$30,724	$35,000	$46,500	$36,000
FACILITY & EQUIPMENT RENTAL	$5,804	$7,958	$10,207	$9,300	$15,500	$12,000
FUEL EXPENSE	$26,423	$25,131	$47,251	$48,000	$60,000	$50,000
DEPARTMENTAL SUPPLIES	$10,811	$14,410	$14,809	$19,000	$20,800	$19,000
STREET SIGNS & FIXTURES	$6,415	$9,508	$13,991		$0	$0
UNIFORMS	$12,147	$16,011	$15,119	$21,500	$23,000	$22,000
CONTRACT SERVICES - STORMWATER	$27,892	$70,997	$0		$0	$0
DOWNTOWN LIGHTS - MAINTENANCE & REPAIR	$2,447	$1,523	$5,596	$8,000	$8,000	$8,000
CONTRACT SERVICES - TREE REMOVAL	$8,500	$5,950	$950	$10,000	$15,000	$10,000
CONTRACT SERVICES - SNOW REMOVAL	$2,268	$2,778	$8,079		$0	$0

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
HOLIDAY DECORATIONS	$3,553	$3,720	$12,839	$25,000	$25,000	$10,000
MAINTENANCE & REPAIR - STREETS	$2,025	$2,245	$0		$0	$0
MAINTENANCE & REPAIR - DRAINAGE	$11,851	$12,505	$0		$0	$0
MAINTENANCE & REPAIR - SIDEWALKS	$6,076	$754	$0		$0	$0
DUES & SUBSCRIPTIONS	$1,470	$5,920	$1,000	$3,300	$4,000	$4,000
MINIMUM HOUSING CODE ENFORCEMENT	$200	$190	$255	$1,200	$1,500	$1,500
NON-CAPITAL EXPENSE ITEMS	$10,091	$11,292	$40,583	$35,000	$23,500	$23,500
CONTRACT SERVICES-RESIDENTIAL COLLECTION	$617,459	$889,143	$994,389	$1,137,700	$1,260,750	$1,260,750
CONTRACT SERVICES-COMMERCIAL COLLECTION	$9,778	$11,904	$17,961	$18,900	$37,800	$37,800
CONTRACT SERVICES - LEAF AND LIMB	$60,685	$32,971	$25,145	$31,500	$34,650	$34,650
GRANT - NCDOT - TIA	$0	$130,906	$0		$0	$0
STORMWATER MAINTENANCE - PHASE II	$2,281	$0	$0		$0	$0
CONTRACT SERVICES - GRADE STREETS	$19,150	$1,050	$0		$0	$0
CAPITAL OUTLAY - EQUIPMENT	$268,114	$164,676	$12,995	$445,000	$533,500	$0
LEASE PAYMENTS	$62,064	$62,064	$106,523	$174,900	$279,250	$279,250
LEASE INTEREST EXPENSE	$0	$0	$1,343		$0	$0
LEASE AMORTIZATION EXPENSE	$0	$0	$20,777		$0	$0
CAPITAL OUTLAY - FACILITIES	$60	$43,101	$0	$200,000	$7,000,000	$6,700,000
Total Public Works:	**$2,095,175**	**$2,645,023**	**$2,682,232**	**$3,348,400**	**$10,715,500**	**$9,847,550**
Streets						
SALARIES - REGULAR	$0	$0	$0	$246,700	$308,800	$221,500
SALARIES - OVERTIME	$0	$0	$0	$2,500	$3,900	$3,900
FICA EXPENSE	$0	$0	$0	$18,900	$24,000	$17,300
RETIREMENT EXPENSE	$0	$0	$0	$42,300	$57,600	$41,600
PROFESSIONAL SERVICES - ENGINEER	$1,278	$3,261	$77,077	$40,000	$65,000	$61,480
STREET SIGNS & FIXTURES				$20,500	$40,500	$21,600
CONTRACT SERVICES - SNOW REMOVAL	$0	$0	$0	$9,500	$7,500	$0
MAINTENANCE & REPAIR - SIGNALS					$35,000	$25,000
MAINTENANCE & REPAIR - STREETS	$0	$0	$192,908	$15,000	$15,000	$15,000

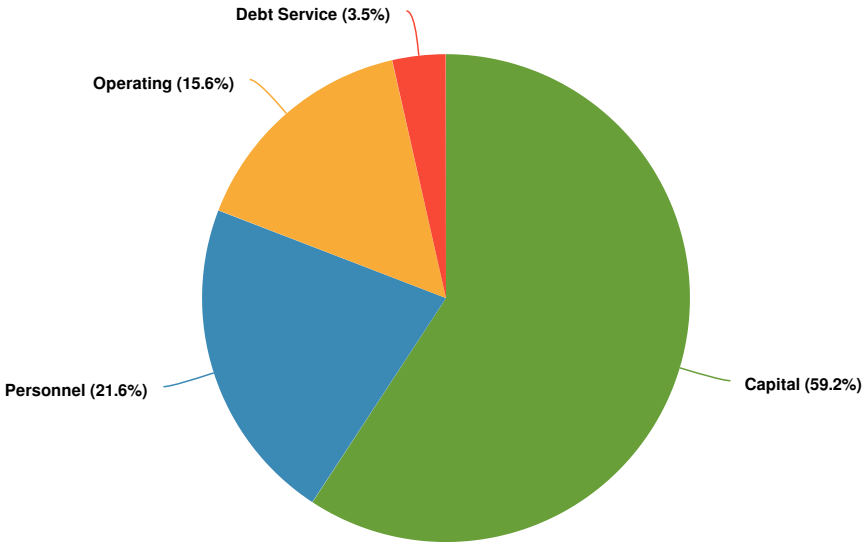
Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
MAINTENANCE & REPAIR - SIDEWALK	$0	$0	$5,154	$7,500	$8,000	$8,000
NON-CAPITAL EXPENSE ITEMS				$3,500	$10,000	$3,000
ADA COMPLIANCE - STREET MAINTENANCE	$0	$0	$0	$250,000	$250,000	$250,000
CONTRACT SERVICES - GRADE STREETS	$39,963	$0	$573,000	$410,400	$795,000	$691,680
CAPTIAL OUTLAY - ROADS, SIDEWALKS					$2,128,412	$1,918,859
DEBT SERVICE - POWELL BILL	$139,561	$136,136	$132,828	$129,610	$126,400	$126,400
Total Streets:	**$180,802**	**$139,397**	**$980,967**	**$1,196,410**	**$3,875,112**	**$3,405,319**
Stormwater						
SALARIES - REGULAR	$0	$0	$80,175	$274,900	$347,900	$357,600
SALARIES - OVERTIME	$0	$0	$0	$2,500	$4,600	$4,600
FICA EXPENSE	$0	$0	$6,050	$21,100	$27,100	$27,800
RETIREMENT EXPENSE	$0	$0	$12,979	$47,200	$65,000	$66,800
PROFESSIONAL SERVICES - ENGINEER	$0	$0	$46,766	$33,650	$36,000	$12,000
FACILITY & EQUIPMENT RENTAL	$0	$0	$0		$19,000	$15,000
DEPARTMENTAL SUPPLIES	$0	$0	$254		$800	$800
CONTRACT SERVICES	$0	$0	$16,901	$31,000	$20,000	$20,000
CONTRACT SERVICES - BILLING/COLLECTIONS	$0	$0	$179	$350	$0	$2,200
MAINTENANCE & REPAIR - DRAINAGE	$0	$0	$10,089	$20,000	$20,000	$20,000
DUES & PERMITS	$0	$0	$860	$2,800	$2,500	$2,500
COMMUNITY OUTREACH & EDUCATION	$0	$0	$2,912	$3,500	$5,000	$5,000
NON-CAPITAL EXPENSE ITEMS	$0	$0	$7,592	$3,000	$3,500	$3,500
CAPITAL OUTLAY - EQUIPMENT	$0	$0	$0		$88,000	$0
CAPITAL OUTLAY - FACILITIES	$0	$0	$0	$300,000	$830,000	$495,475
Total Stormwater:	**$0**	**$0**	**$184,757**	**$740,000**	**$1,469,400**	**$1,033,275**
Parks & Recreation						
SALARIES - REGULAR	$380,679	$416,860	$446,071	$511,500	$539,400	$538,800
SALARIES - PART-TIME	$34,191	$23,187	$55,018	$50,000	$50,000	$50,000
FICA EXPENSE	$31,673	$33,619	$38,231	$39,200	$44,525	$45,200
RETIREMENT EXPENSE	$51,678	$61,282	$70,889	$87,800	$98,900	$98,900
UMPIRES & OFFICIALS	$18,295	$10,471	$39,878	$40,000	$50,000	$50,000
UTILITIES - HEATING FUEL	$2,450	$3,177	$3,242	$4,100	$4,750	$4,750

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
UTILITIES - ELECTRICITY	$22,279	$25,499	$33,739	$36,000	$38,200	$38,200
TRAVEL, TRAINING, & SCHOOLS	$899	$2,951	$3,004	$3,250	$3,500	$3,500
MAINTENANCE & REPAIR - BUILDINGS/GROUNDS	$31,359	$35,471	$51,408	$56,756	$47,750	$47,750
MAINTENANCE & REPAIR - EQUIPMENT	$10,252	$7,009	$10,206	$13,200	$16,400	$16,400
MAINTENANCE & REPAIR - VEHICLES	$1,200	$1,698	$530	$3,500	$2,680	$2,680
UTILITIES - WATER	$8,545	$9,291	$8,739	$11,000	$17,050	$14,000
FACILITY & EQUIPMENT RENTAL	$7,195	$6,839	$15,258	$7,600	$10,000	$10,000
FUEL EXPENSE	$3,008	$3,777	$5,982	$9,000	$6,500	$6,500
ONLINE PROCESSING FEES	$4,683	$4,333	$7,172	$6,000	$6,500	$6,500
DEPARTMENTAL SUPPLIES	$10,169	$13,900	$19,550	$25,300	$36,400	$26,600
UNIFORMS	$10,694	$11,360	$36,303	$30,600	$34,700	$34,700
CONTRACT SERVICES - MASTER PLAN	$6,650	$16,500	$0		$0	$0
CONTRACT SERVICES - JANITORIAL	-$175	$0	-$25		$0	$0
CONTRACT SERVICES - GENERAL PROGRAMS	$0	$13,895	$0		$0	$0
DUES & SUBSCRIPTIONS	$475	$175	$450	$2,950	$2,350	$2,350
INSURANCE - PARTICIPANTS	-$76	$0	-$6	$1,550	$0	$0
TEAM REGISTRATION FEES	$2,320	$200	$3,990	$3,400	$3,700	$3,700
SPECIAL PROGRAMS & CAMPS	$12,310	$5,536	$28,260	$47,200	$52,900	$52,900
TRACKOUT PROGRAM	$7,550	$2,345	$5,403	$20,000	$19,600	$19,600
SCHOLARSHIP PROGRAM	$0	$0	$200	$1,000	$1,000	$5,000
NON-CAPITAL EXPENSE ITEMS	$4,093	$16,789	$5,129	$5,400	$23,150	$17,650
NON-CAPITAL LEASE PAYMENTS						$7,515
TREE CITY PROGRAM EXPENSE	$45	$334	$0	$1,000	$1,000	$1,000
EMPLOYEE WELLNESS PROGRAM EXPENSE	$101	$623	$0	$10,500	$0	$0
GRANT - UNITED ARTS COUNCIL	$0	$1,750	$0		$0	$0
CAPITAL OUTLAY - EQUIPMENT	$0	$0	$25,900	$15,000	$25,500	$0
LEASE PAYMENTS	$5,996	$6,004	$0	$6,000	$7,515	$0
LEASE INTEREST EXPENSE	$0	$0	$53		$0	$0
LEASE AMORTIZATION EXPENSE	$0	$0	$6,045		$0	$0
CAPITAL OUTLAY - FACILITIES	$3,800	$20,800	$118,796	$3,948,000	$8,172,500	$8,450,092

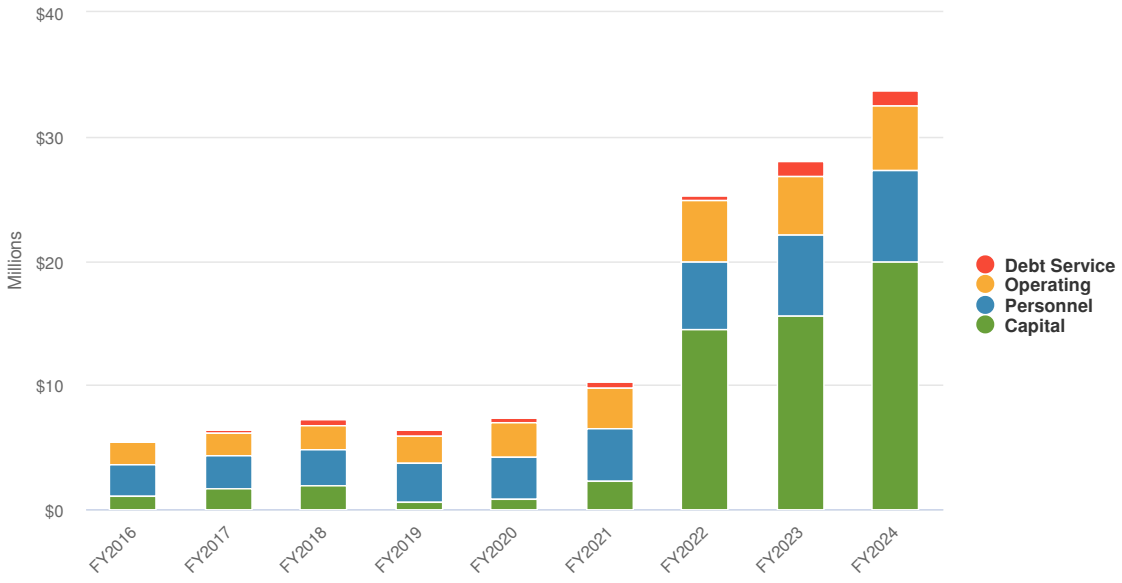
Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
Total Parks & Recreation:	**$672,337**	**$755,673**	**$1,039,418**	**$4,996,806**	**$9,316,470**	**$9,554,287**
Non-Departmental						
HEALTH REIMBURSEMENT ACCOUNT EXPENSES	$0	$0	$36,800	$65,000	$72,000	$72,000
ANCILLARY INSURANCE - ACTIVE	$0	$0	$50,338	$69,000	$75,000	$75,000
HEALTH INSURANCE - ACTIVE	$410,575	$444,320	$452,160	$517,836	$622,000	$569,620
UNEMPLOYMENT INSURANCE	$2,002	$2,558	$1,284	$5,000	$5,000	$5,000
GROUP INSURANCE - RETIREE	$62,896	$65,364	$69,093	$75,000	$102,000	$102,000
INSURANCE & BONDS	$117,020	$148,591	$147,468	$187,500	$190,000	$190,000
SAFETY PROGRAM	$5,821	$8,811	$6,590	$6,000	$7,500	$7,500
EMERGENCY PREPAREDNESS	$9,937	$1,419	$0		$0	$0
EMPLOYEE EDUCATION	$0	$0	$277	$4,500	$4,500	$4,500
EMPLOYEE WELLNESS PROGRAM						$7,500
BAD DEBT EXPENSE	$0	$80	$637		$0	$0
TRANSFER TO WATER FUND	$0	$0	$123,003		$0	$0
TRANSFER TO SEWER FUND	$0	$0	$79,175		$0	$0
DEBT SERVICE - GENERAL FUND	$253,121	$396,283	$120,692	$1,097,659	$1,069,365	$1,069,365
Total Non-Departmental:	**$861,372**	**$1,067,425**	**$1,087,517**	**$2,027,495**	**$2,147,365**	**$2,102,485**
Special Appropriations						
WENDELL HISTORICAL SOCIETY	$750	$25,500	$0	$500	$500	$500
INTERACT	$1,000	$1,000	$0	$1,000	$1,000	$1,000
EAST WAKE EDUCATION FOUNDATION	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000
Total Special Appropriations:	**$2,750**	**$27,500**	**$1,000**	**$2,500**	**$2,500**	**$2,500**
Total Expenditures:	**$7,396,336**	**$10,327,653**	**$14,224,094**	**$28,082,426**	**$35,815,762**	**$33,718,134**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



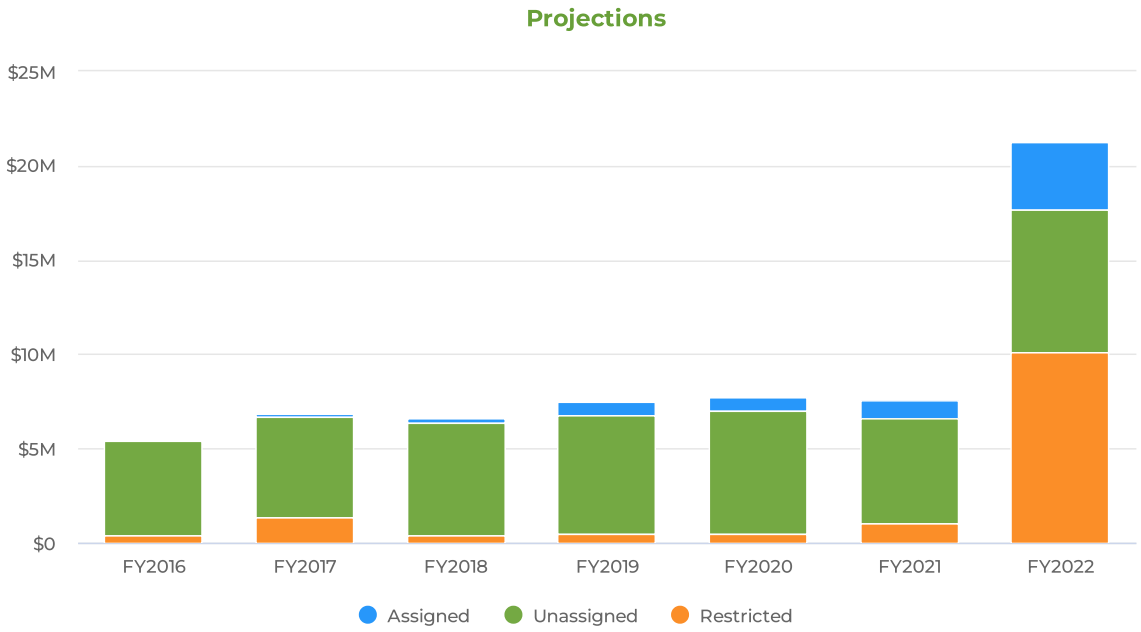
Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
Expense Objects						
Personnel	$3,486,887	$4,213,283	$5,011,820	$6,455,500	$7,351,075	$7,292,800

Name	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)
Operating	$2,715,463	$3,313,845	$4,286,412	$4,753,012	$5,843,473	$5,259,391
Capital	$801,304	$2,268,108	$4,672,343	$15,646,645	$21,425,449	$19,970,178
Debt Service	$392,682	$532,418	$253,520	$1,227,269	$1,195,765	$1,195,765
Total Expense Objects:	**$7,396,336**	**$10,327,653**	**$14,224,094**	**$28,082,426**	**$35,815,762**	**$33,718,134**

General Fund Balance

The General Fund Balance is simply the accumulation of revenues minus expenditures over time. The purpose of this savings provides the Town with cash flow, emergency funds for unexpected expenses, and to facilitate saving money over time for anticipated capital projects. The Local Government Commission (LGC) set 8% as a minimum fund balance target for NC local governments. The Town of Wendell policy is to maintain a minimum unassigned fund balance of 40% of the operating (non-capital) budget. The current and fund balance history are provided in the following table.

Fund Balance



	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Fund Balance	—	—	—	—	—	—	—
Unassigned	$5,052,270	$5,328,810	$6,030,012	$6,336,579	$6,530,136	$5,567,880	$7,513,613
Assigned	$18,000	$176,970	$245,800	$696,500	$744,618	$940,059	$3,656,923
Restricted	$374,024	$1,364,711	$362,791	$450,652	$452,383	$1,069,818	$10,127,072
Total Fund Balance:	**$5,444,294**	**$6,870,491**	**$6,638,603**	**$7,483,731**	**$7,727,137**	**$7,577,757**	**$21,297,608**

BUDGETARY FUND BALANCE CALCULATION

FY 2024 Operating Budget:

$33,718,134 Total - $21,165,943 Capital = $12,552,191 Operating Budget

Formula to Calculate the Budgetary Fund Balance:

2022 Unassigned Fund Balance / 2024 Operating Budget * 100% = FY 2024 Budgetary Fund Balance
$7,513,613 / $12,552,191 *100% = **59.9% is the budgetary fund balance for FY 2024.**

This exceeds Town Policy (40%) and Local Government Commission minimum (8%)

DEPARTMENTS

Governing Body

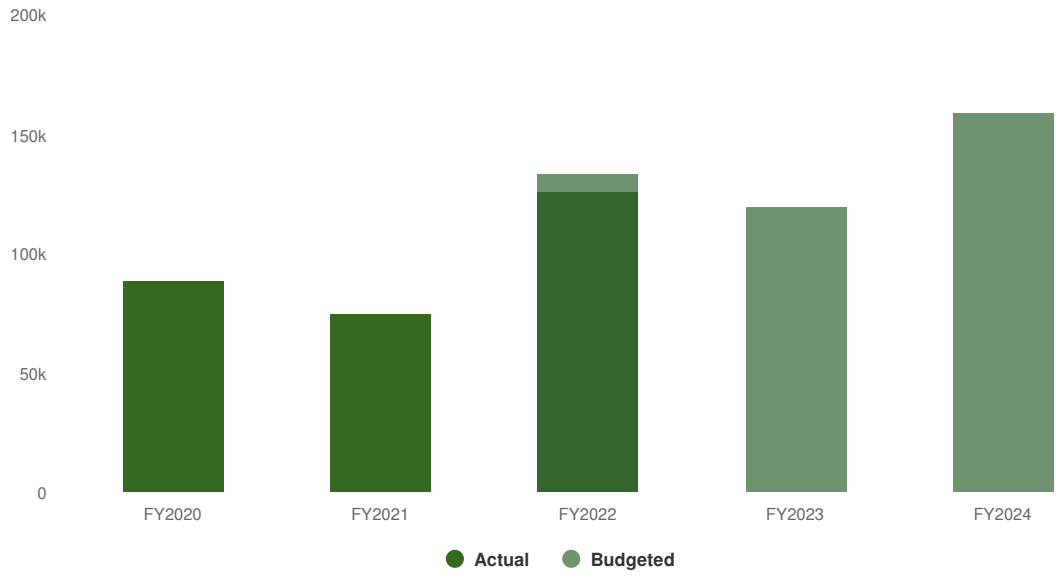
The Governing Body is the elected leadership of the Town organization responsible for setting the policy and making legislative decisions.

Expenditures Summary

Board personnel expenses were flat for FY 2024. Operating expenses increased to include $183,577 for a municipal election with an early voting site.

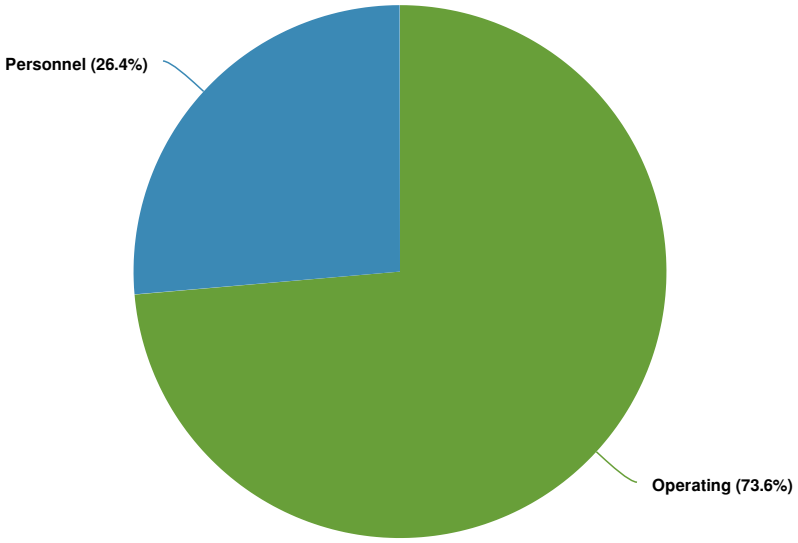
$159,277 **$39,777**
(33.29% vs. prior year)

Governing Body Proposed and Historical Budget vs. Actual

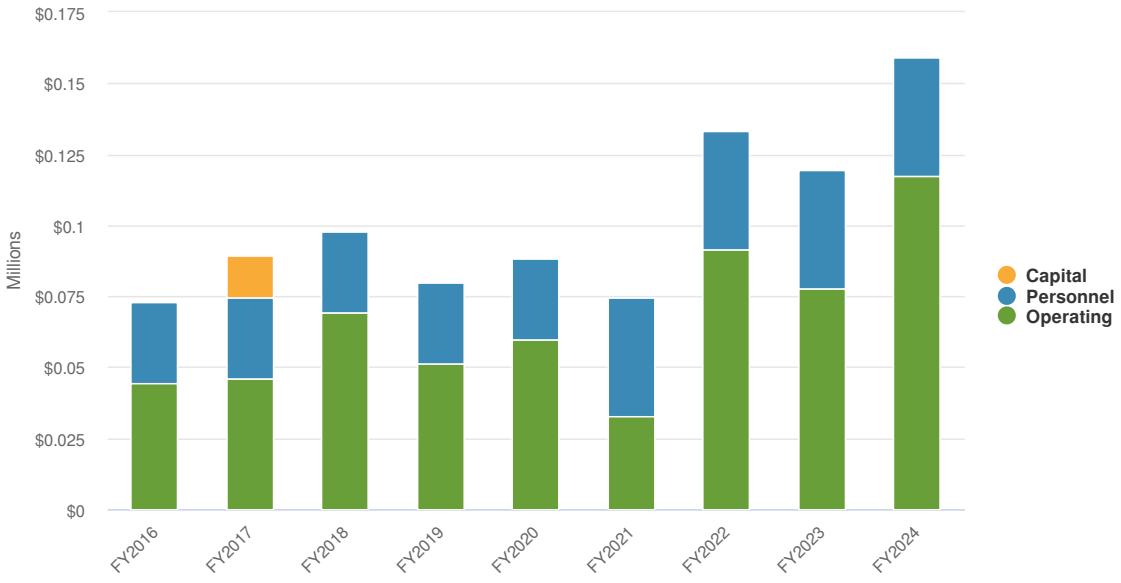


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Personnel								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
SALARIES - BOARD COMPENSATION	10-410-0100	$26,600	$39,000	$39,000	$39,000	$39,000	$39,000	
FICA EXPENSE	10-410-9500	$2,035	$2,984	$2,984	$3,000	$3,000	$3,000	
Total Personnel:		**$28,635**	**$41,984**	**$41,984**	**$42,000**	**$42,000**	**$42,000**	
Operating								
PROFESSIONAL SERVICES - LEGAL	10-410-0500	$21,466	$14,506	$25,614	$22,000	$22,000	$22,000	
PROFESSIONAL SERVICES - AUDIT	10-410-0600	$13,000	$13,900	$18,500	$15,000	$13,900	$13,900	
TRAINING	10-410-1400	$350	$0	$501	$1,500	$1,500	$1,500	
CONTRACT SERVICES - ELECTION	10-410-4600	$14,402	$0	$27,704		$183,577	$68,877	
TOWN CODE-CODIFICATION	10-410-4700	$4,113	$378	$5,560	$6,500	$6,500	$6,500	
CONTRACT SERVICES	10-410-4800	$0	$0	$0	$25,000	$0	$0	
DUES & SUBSCRIPTIONS	10-410-5300	$3,519	$3,524	$4,358	$4,200	$1,500	$1,500	
MISCELLANEOUS EXPENSE	10-410-5700	$2,564	$310	$1,253	$1,500	$1,500	$1,500	
BOARD RETREAT	10-410-5800	$403	$204	$469	$1,800	$1,800	$1,500	
Total Operating:		**$59,817**	**$32,822**	**$83,959**	**$77,500**	**$232,277**	**$117,277**	
Total Expense Objects:		**$88,452**	**$74,806**	**$125,942**	**$119,500**	**$274,277**	**$159,277**	

Organizational Chart

The Mayor and five Commissioners are not considered employees of the Town of Wendell.

Goals

In working to achieve the vision for the Town of Wendell, the Board of Commissioners have committed to the following:

- Strive for efficiency in the way we handle business. We are hard-working and attend all meetings.
- Keep the best interests of the Town uppermost in our minds.
- Consider all aspects of a situation and make thorough, deliberate, and well-reasoned decisions.
- Explore all viewpoints. We are open to hearing from others, learning from them and compromising, when needed.
- Stay cohesive, collaborative, collegial, and connected to the manager and to each other.
- Demonstrate respect for all opinions, especially in public. And we support the decisions of the Board. Once decisions are made by the majority, we support that decision.
- Tackle new and novel ideas and processes.

Administration

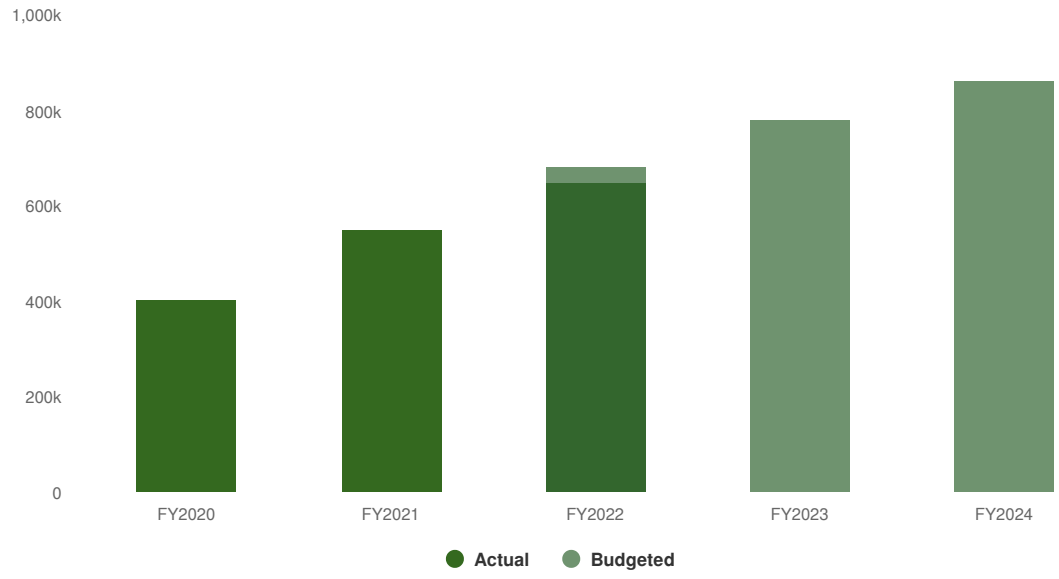
Provides managerial oversight, record keeping, human resources, communication services and strategic plan implementation for the organization.

Expenditures Summary

Personnel expense increase to reflect compensation and classification study as well as in-range adjustments. Operations increases reflect the new expense line to offset Public, Educational, and Government (PEG) access channel revenue and expenses to host a NCLEAD Fellow and a summer internship. No capital projects are budgeted in this department.

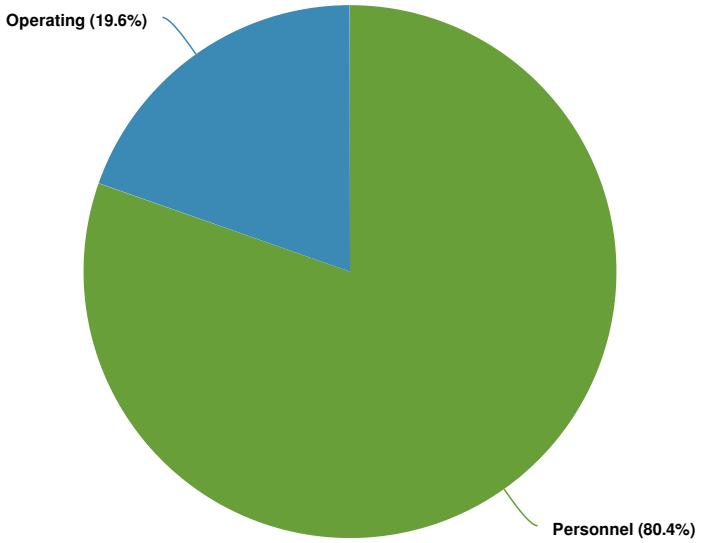
$862,900 **$84,400**
(10.84% vs. prior year)

Administration Proposed and Historical Budget vs. Actual

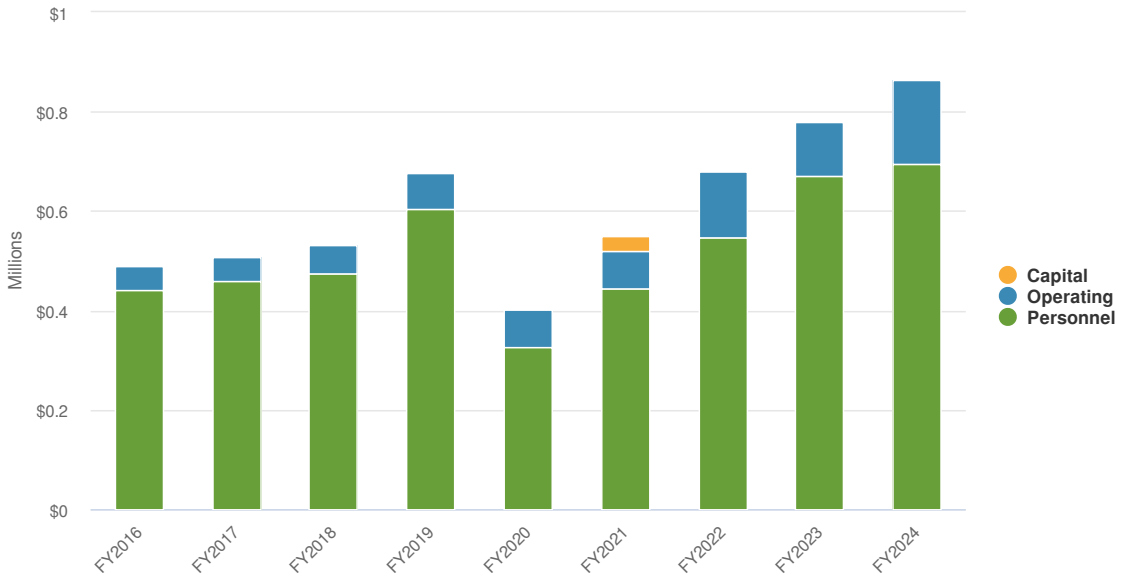


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



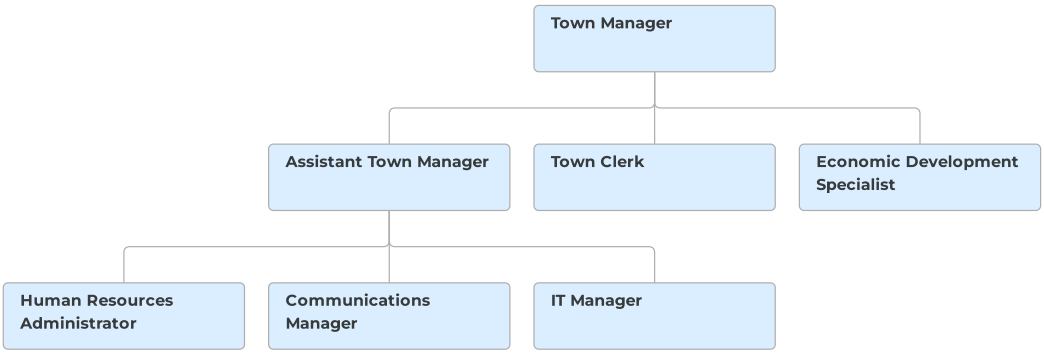
Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Personnel								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
SALARIES - REGULAR	10-420-0100	$269,795	$363,238	$434,509	$537,800	$532,500	$551,000	
FICA EXPENSE	10-420-9500	$19,315	$26,440	$32,017	$41,200	$40,800	$42,200	
RETIREMENT EXPENSE	10-420-9700	$36,427	$53,627	$69,606	$92,300	$97,000	$100,400	
Total Personnel:		**$325,537**	**$443,305**	**$536,132**	**$671,300**	**$670,300**	**$693,600**	
Operating								
PROFESSIONAL SERVICES - LEGAL	10-420-0500	$27,907	$38,321	$55,740	$30,000	$35,000	$35,000	
PRINTING	10-420-1200	$0	$0	$0		$1,000	$1,000	
TRAVEL, TRAINING, & SCHOOLS	10-420-1400	$7,216	$11,778	$17,738	$30,500	$23,650	$9,000	
MAINTENANCE & REPAIR - EQUIPMENT	10-420-1600	$2,760	$2,814	$1,843	$1,200	$1,200	$1,200	
FACILITY & EQUIPMENT RENTAL	10-420-2100	$0	$0	$232	$1,200	$1,200	$1,200	
ADVERTISING/PUBLIC NOTICES	10-420-2600	$6,495	$496	$2,708	$2,000	$14,200	$9,000	
COMMUNICATIONS	10-420-2700				$12,150	$9,072	$0	
DEPARTMENTAL SUPPLIES	10-420-3300	$1,444	$1,032	$3,339	$3,000	$4,000	$4,000	
CONTRACT SERVICES - COMMUNICATION	10-420-4400	$3,000	$247	$533		$52,000	$50,000	
CONTRACT SERVICES - BUS SERVICES	10-420-4500	$3,385	$3,357	$3,518	$3,700	$3,700	$3,700	
CONTRACT SERV - DATA PROC	10-420-4600	$0	$0	$0		$32,200	$32,200	
CONTRACT SERVICES - PERSONNEL STUDY	10-420-4700	$8,250	$0	$0		$0	$0	
DUES & SUBSCRIPTIONS	10-420-5300	$12,898	$15,026	$15,616	$19,450	$20,995	$19,000	
MISCELLANEOUS - STAFF EXPENSE	10-420-5700	$3,969	$4,266	$4,309	$4,000	$4,000	$4,000	
Total Operating:		**$77,324**	**$77,337**	**$105,577**	**$107,200**	**$202,217**	**$169,300**	
Capital								
CAPITAL OUTLAY - EQUIPMENT	10-420-7400	$0	$29,350	$4,650		$0	$0	
Total Capital:		**$0**	**$29,350**	**$4,650**		**$0**	**$0**	
Total Expense Objects:		**$402,861**	**$549,993**	**$646,359**	**$778,500**	**$872,517**	**$862,900**	

Organizational Chart



Accomplishments & Challenges

Accomplishments in FY 23

- Implemented an Employee Performance Evaluation system to provide a systematic process for reviewing and encouraging high quality productivity while creating an effective and efficient workforce.
- Human Resources completed a comparative market analysis of 30% of employee positions to aid in retention of the Town's qualified employees.
- Rolled out a New Employee Onboarding and Orientation program to educate employees on organizational culture, benefits and policies.
- Converted the Wendell Mural Trail to digital format and worked with Visit Raleigh to incorporate the Mural Trail into the Visit Raleigh Guide to encourage awareness of public art and visitation, one of the Board's Strategic Initiatives in the Strategic Plan.
- Increased communication and engagement efforts through enhanced outreach and completion of a National Community Survey through Polco.
- Incorporated social media scheduling software and professional design tools to strategically publish content that is measurable in analytics.

Challenges in FY 24

- Building a diverse and inclusive workforce to support increased productivity through the provision of equal and fair opportunities in recruitment strategies, policies, and trainings.

Goals, Work Units, and Performance

Goal	Work Unit	Performance Measure
Build an inclusive and diverse Town organization that promotes employee development, effective public service, and innovative efficiencies.	◦ Number of employees ◦ Leave days taken ◦ Turnover rate	Maintain a turnover rate of employees leaving the organization under 12%
		Maintain 75% of employees that have competed organizational leadership and culture training.
		Review and updated, as appropriate, at least 25% of the Town personnel policies.
		Review 33% of positions and complete a compensation and classification study to ensure employees are receiving competitive salaries.
Build an inclusive and diverse Town organization that promotes employee development, effective public service, and innovative efficiencies.	◦ Website visits. ◦ Number of followers on Facebook, Instagram, LinkedIn, and Twitter. ◦ Engagement rate (total number of engagements divided by the total number of posts. Engagements include likes, comments, and shares).	Increase annual website visits by 2%.
		Increase annual social media engagement rate by 2%.

Information Technology

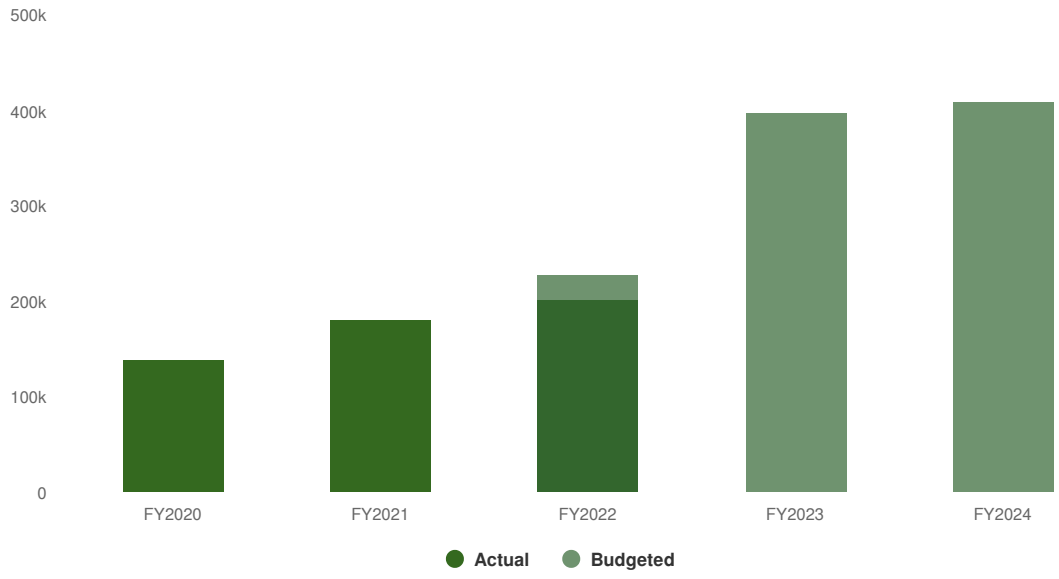
Provides technical assistance and advice to departments on the application of technology and innovative practices to improve efficiencies and effectiveness.

Expenditures Summary

Personnel expenses reflect a reclassification of the IT Specialist to an IT Manager along with budgetary in-range adjustments. Capital ($59,742) provides for public Wi-Fi updates, network infrastructure improvements, and a vehicle diagnostics system. Operations remains relatively flat for FY 2024 with an anticipated RFQ for Managed Services and hardware additions and replacements.

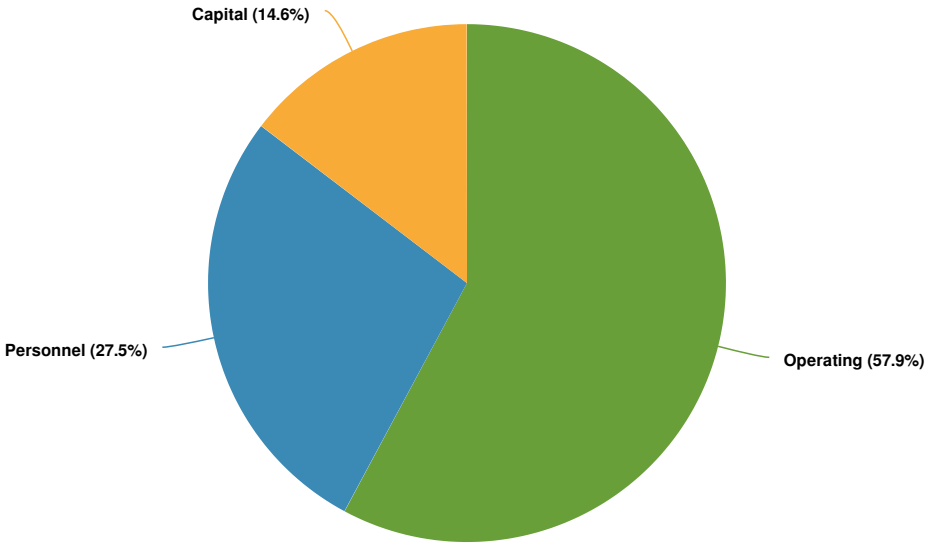
$408,652 **$11,424**
(2.88% vs. prior year)

Information Technology Proposed and Historical Budget vs. Actual

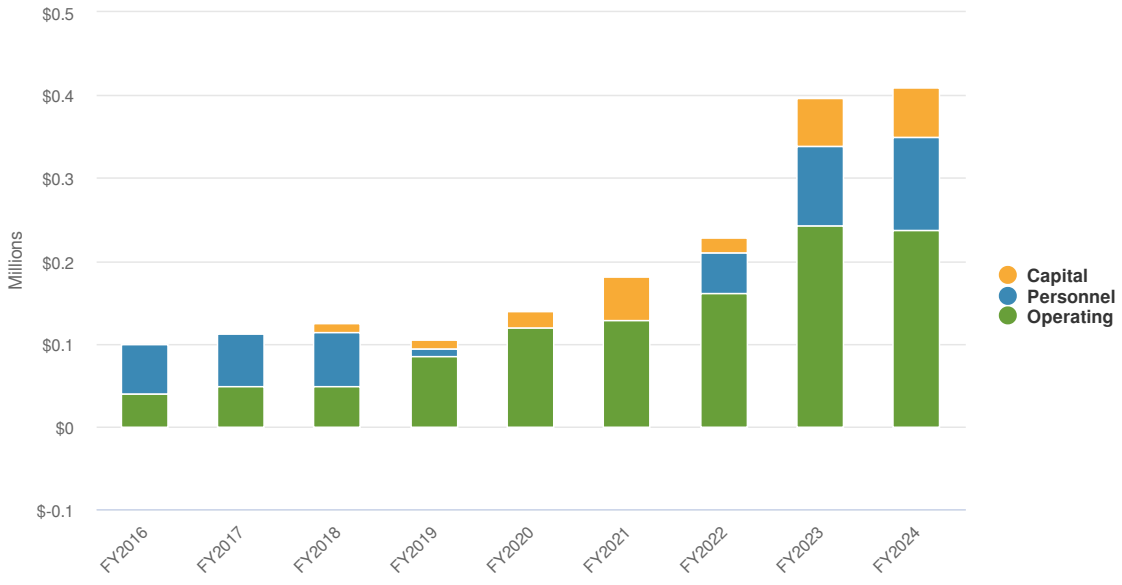


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Personnel								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
SALARIES - REGULAR	10-430-0100	$0	$0	$39,074	$77,000	$87,400	$89,100	
FICA EXPENSE	10-430-9500	$0	$0	$2,991	$5,900	$6,700	$6,900	
RETIREMENT EXPENSE	10-430-9700	$0	$0	$6,369	$13,300	$16,200	$16,500	
Total Personnel:		**$0**	**$0**	**$48,434**	**$96,200**	**$110,300**	**$112,500**	
Operating								
TRAVEL, TRAINING, & SCHOOLS	10-430-1400	$0	$0	$0	$3,000	$2,000	$2,000	
MAINTENANCE & REPAIR - EQUIPMENT	10-430-1600	$144	$613	$214	$1,000	$1,000	$1,000	
AIR CARD/DATA EXPENSE	10-430-2100	$1,444	$1,824	$1,786	$3,660	$4,500	$5,220	
DEPARTMENTAL SUPPLIES	10-430-3300	$0	$79	$206	$500	$5,000	$3,000	
LICENSES & USER FEES	10-430-4100	$22,786	$31,251	$28,466	$65,587	$34,290	$34,290	
CONTRACT SERVICES - DATA PROCESS	10-430-4600	$21,694	$9,630	$16,419	$23,531	$37,500	$37,500	
CONTRACT SERVICES - MAINTENANCE	10-430-4700	$4,267	$1,991	$1,991	$8,500	$0	$0	
CONTRACT SERVICES - SUPPORT	10-430-4800	$69,143	$83,341	$84,931	$90,000	$133,400	$136,200	
DUES & SUBSCRIPTIONS	10-430-5300	$0	$193	$1,632	$800	$400	$400	
NON-CAPITAL EXPENSE ITEMS	10-430-7300	$0	$0	$0	$45,750	$31,400	$16,800	
Total Operating:		**$119,478**	**$128,921**	**$135,644**	**$242,328**	**$249,490**	**$236,410**	
Capital								
CAPITAL OUTLAY - EQUIPMENT	10-430-7400	$19,461	$51,489	$17,444	$58,700	$59,742	$59,742	
Total Capital:		**$19,461**	**$51,489**	**$17,444**	**$58,700**	**$59,742**	**$59,742**	
Total Expense Objects:		**$138,939**	**$180,410**	**$201,523**	**$397,228**	**$419,532**	**$408,652**	

Organizational Chart

The Information Technology Department organizational chart is included in the Administration Department.

Accomplishments & Challenges

Accomplishments in FY 23

- Implemented a new Town wide VOIP phone system to provide efficiency in customer service, improve productivity and streamline workflow. The new phone system also offers flexibility and scalability.
- Successfully replaced aging computers with new computers with most recent operating systems to increase productivity and reduce downtime.
- Upgraded outdated server to ensure continuation of business processes and better server performance.
- Implemented security awareness training to employees to increases productivity, decreases downtime, and improves security and resilience.
- Updated the organization's top-level domain from .com to .gov to establish more secure communications and help prevent data breaches.
- Provided on-site technical support to users which reduced issue resolution wait times and helped with maintaining Town's Technology infrastructure.
- Selected vendor for a website redesign project that will improve user experience and make the Town website more functional and ADA/WCAG compliant.
- Coordinated transitioning of technology needs to the new Town Hall.
- Updated Information Technology policies to comply with current industry standards and best practices.
- Helped with planning and coordination of network and Internet services for old EMS station site.

Challenges in FY 24

- Improve the Town's Technology infrastructure to maintain efficiency and improve performance.
- Complete website redesign project so site is more functional and ADA/WCAG compliant.
- Conduct Information technology risk assessment and use the findings to design an information technology disaster recovery plan and information technology business continuity plan to establish risk management processes and procedures that aim to prevent interruptions to mission-critical services.
- Upgrade and expand Wi-Fi downtown and at park properties to promote business activity in downtown and to keep residents connected.

Goals, Work Units, and Performance

Goal	Work Unit	Performance Measure
Support technology users.	% of IT tickets closed within 48 hours.	70% of support tickets should be closed within 2 days.
Provide users access to a safe and secure network.	% of computers with current antivirus protection.	100% of computers should contain latest antivirus.
Conduct efficient backups and disaster recovery.	% of time automatic data backups are successful.	90% of all data backup success rate.
Provide high availability of network resources.	% of network uptime Using cisco Meraki data.	90% of network uptime.
Maintain the Towns technology infrastructure.	% of computers and servers that are within warranty.	80% of computers to be within warranty.
Provide information technology training.	% of workforce who participate in IT security awareness training.	100% of workforce to participate in IT Training.

Finance

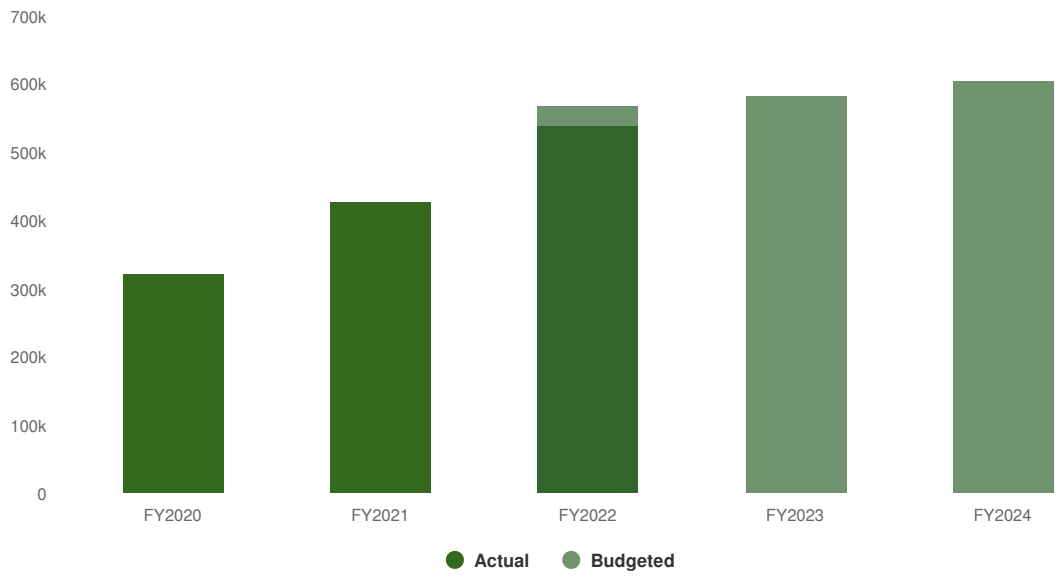
The Finance Department is responsible for administering the Town's financial policies and procedures which include: accounts payable, accounts receivable, annual audit process, annual budget preparation, cash and investment management, financial reporting, and payroll. The department establishes and maintains an accounting and reporting system in accordance with state and federal laws and Generally Accepted Accounting Principles (GAAP).

Expenditures Summary

Personnel expenses reflect adjustments for the compensation and classification study as well as budgetary in-range adjustments. Operations remain relatively flat in FY 2024 and maintains funding for a contracted Financial Advisor and billing and collection services. No capital expenses are budgeted.

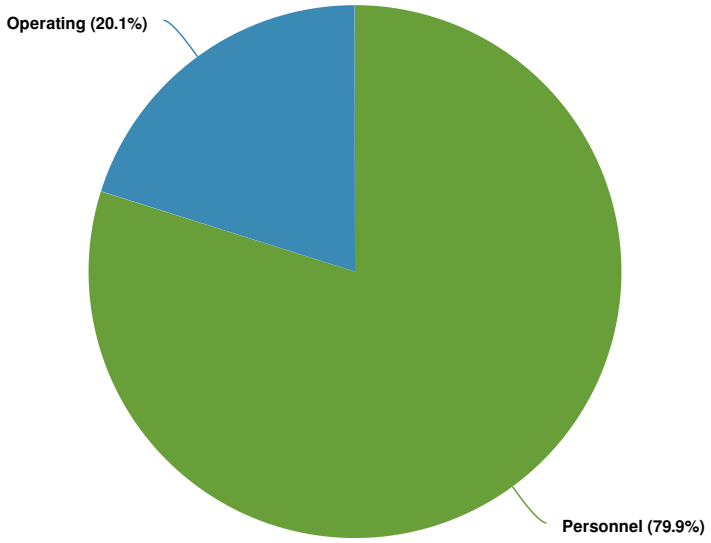
$604,910 **$22,080**
(3.79% vs. prior year)

Finance Proposed and Historical Budget vs. Actual

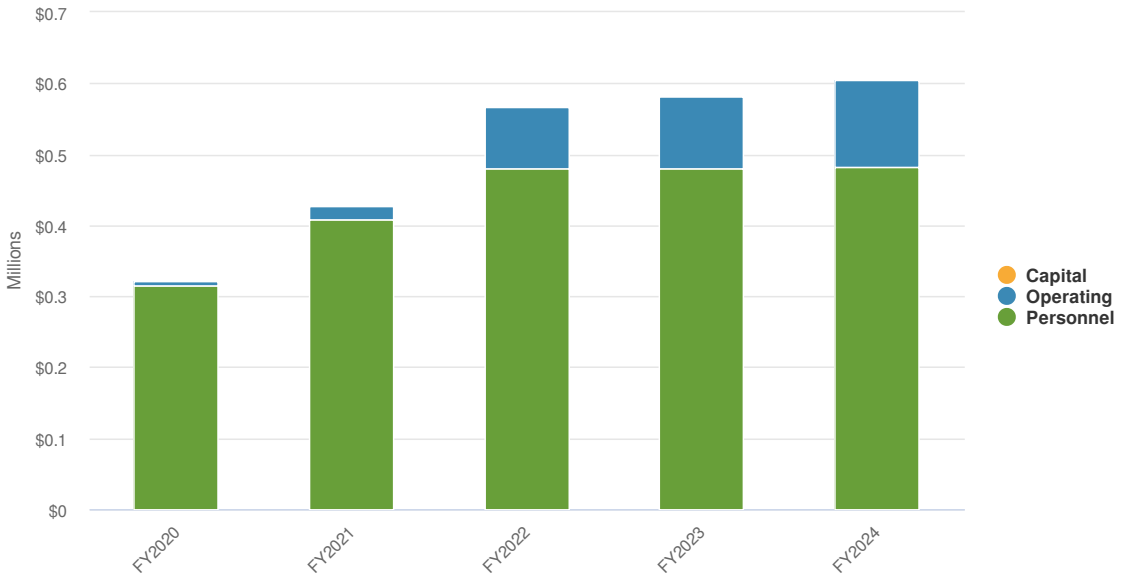


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

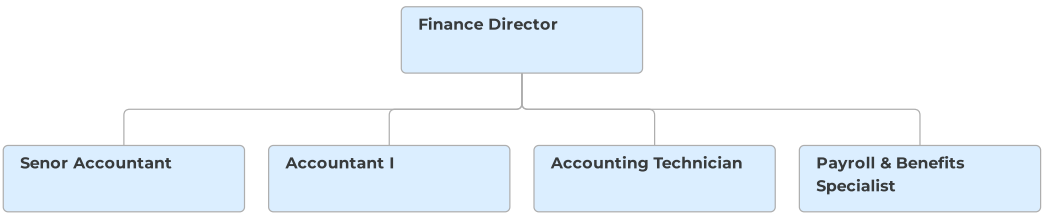


Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Personnel								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
SALARIES - REGULAR	10-440-0100	$258,961	$332,740	$380,016	$385,100	$364,500	$383,400	
FICA EXPENSE	10-440-9500	$19,644	$25,337	$28,924	$29,500	$27,900	$29,400	
RETIREMENT EXPENSE	10-440-9700	$35,536	$49,599	$60,959	$66,100	$66,900	$70,400	
Total Personnel:		**$314,141**	**$407,676**	**$469,899**	**$480,700**	**$459,300**	**$483,200**	
Operating								
POSTAGE	10-440-1100	$700	$1,426	$919	$1,400	$1,600	$1,600	
PRINTING	10-440-1200	$438	$1,142	$1,421	$1,600	$2,175	$2,175	
TRAVEL, TRAINING, & SCHOOLS	10-440-1400	$1,247	$4,194	$3,411	$6,400	$7,115	$7,115	
MAINTENANCE & REPAIR - EQUIPMENT	10-440-1600	$1,160	$999	$780	$275	$275	$275	
FACILITY & EQUIPMENT RENTAL	10-440-2100	$1,083	$718	$533	$2,200	$2,220	$2,220	
DEPARTMENTAL SUPPLIES	10-440-3300	$1,919	$4,041	$3,478	$6,100	$6,100	$6,100	
CONTRACT SERVICES	10-440-4000	$0	$0	$10,425		$0	$0	
CONTRACT SERVICES - FINANCIAL SERVICES	10-440-4800				$25,000	$35,000	$35,000	
CONTRACT SERVICES - OPEB	10-440-4900	$381	$4,834	$9,317	$6,000	$6,000	$6,000	
DUES & SUBSCRIPTIONS	10-440-5300	$1,075	$1,125	$1,225	$1,775	$1,495	$1,495	
TAX BILLING/COLLECTION SERVICES	10-440-5500	$0	$0	$30,693	$50,650	$58,500	$58,500	
BANK/SERVICE CHARGES	10-440-5600	$56	$313	$7,520		$500	$500	
MISCELLANEOUS - STAFF EXPENSE	10-440-5700	$140	$0	$0		$0	$0	
NON-CAPITAL LEASE PAYMENTS	10-440-7301						$730	

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Total Operating:		**$8,198**	**$18,792**	**$69,722**	**$101,400**	**$120,980**	**$121,710**	
Capital								
LEASE PAYMENTS	10-440-7500				$730	$730	$0	
LEASE INTEREST EXPENSE	10-440-7501	$0	$0	$21		$0	$0	
LEASE AMORTIZATION EXPENSE	10-440-7503	$0	$0	$322		$0	$0	
Total Capital:		**$0**	**$0**	**$343**	**$730**	**$730**	**$0**	
Total Expense Objects:		**$322,338**	**$426,468**	**$539,964**	**$582,830**	**$581,010**	**$604,910**	

Organizational Chart



Accomplishments & Challenges

Accomplishments in FY 23

- Received recognition from the Government Finance Officers Association (GFOA) for the fourth consecutive Distinguished Budget Presentation Award.
- Obtained software to assist in the streamlining of budget preparation processes and creation and compilation of the annual Budget Document.
- Retained a financial advisor firm to assist in capital budget forecasting and debt modeling.

Challenges in FY 24

- Retain quality financial reporting and auditing services to ensure statutory compliances, financial standards, and generally accepted best practices.
- Implement new processes and modern technologies to create streamlined operational efficiencies.
- Establish a formal process for evaluating programs and manage assets to include comparative analysis, cost recovery, and budget and fund structure.

Goal	Work Unit	Performance Measure
Provide accurate financial information in a timely manner to the Board of Commissioners, department directors, and external agencies to comply with local, state, and federal laws, and governmental accounting and regulatory requirements.	Receipt of GFOA Certificate of Excellence in Financial Reporting.	Recieve GFOA Certificate annually.
	% of journal entries made as corrections.	Less than 5% of entries should be made as corrections.
	% of external reporting deadlines met.	100% of deadlines met.
Provide accurate and timely payments to Town employees to comply with the Town's compensation plan.	Payroll accuracy rate.	99% accuracy.
Provide accurate and timely issuance of payments to vendors to maximize the Town's cash flow position.	% of vendors paid on-time.	95% of vendors paid on-time.
	% of payments made electronically.	55% of payments made electronically.
Provide timely and accurate budget and performance information to the Board of Commissioners, management, department directors, external agencies, and the public to maintain effective use of Town resources.	Receipt of GFOA Distinguished Budget Presentation Award.	Receive GFOA Distinguished Budget Presentation Award annually.

Economic Development

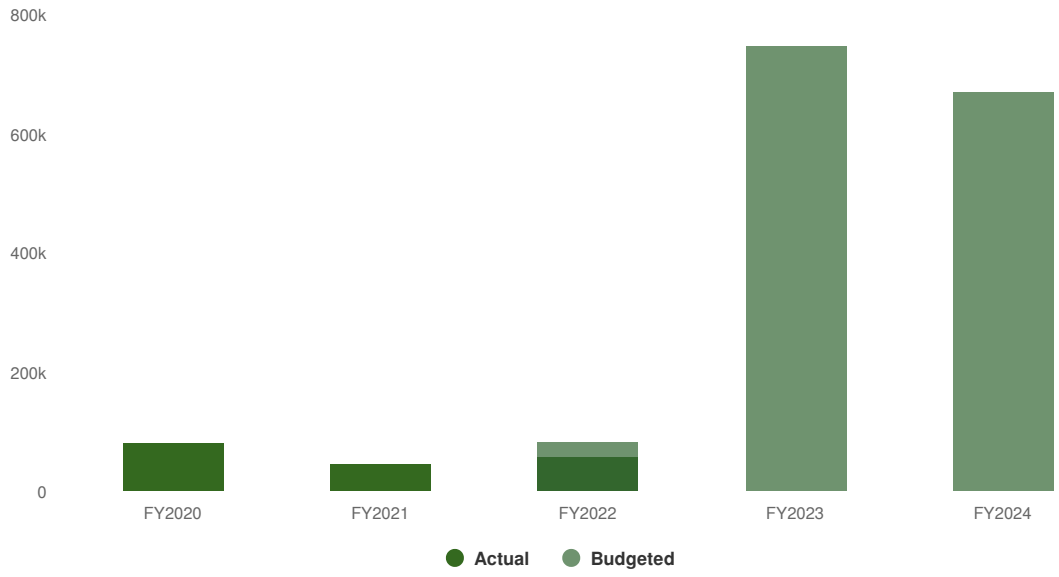
The Economic Development program provides services, administers grants, and engages the community to induce investment by new and existing businesses, encourages diversification of land use, and promotes a vibrant downtown economy.

Expenditures Summary

Personnel reflects adjustments for the compensation and classification study as well as budgetary in-range adjustments. Provides $10,000 for the Downtown façade grant program and $50,000 for a new building upfit grant program. Economic development contract services are discontinued in FY 2024. Maintains funding for the LaunchWendell program established in FY 2022. Capital expenses ($497,650) for the continued EPA Brownfields Program.

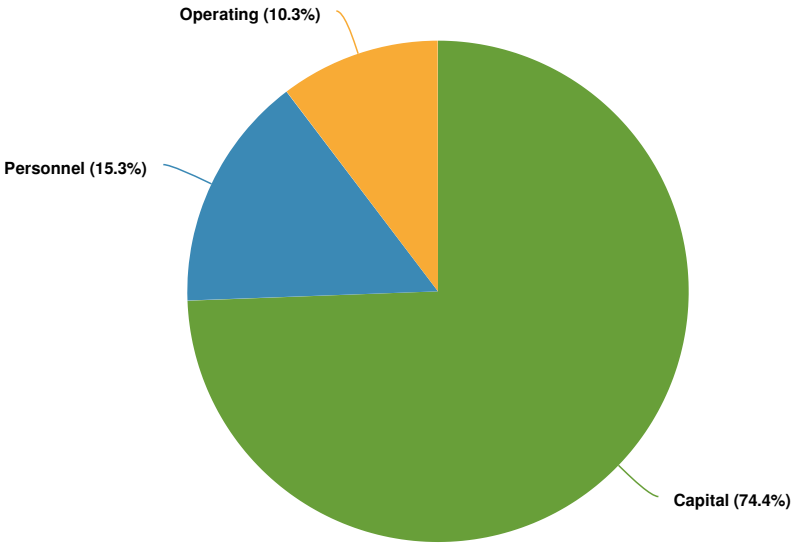
$668,750 **-$78,650**
(-10.52% vs. prior year)

Economic Development Proposed and Historical Budget vs. Actual

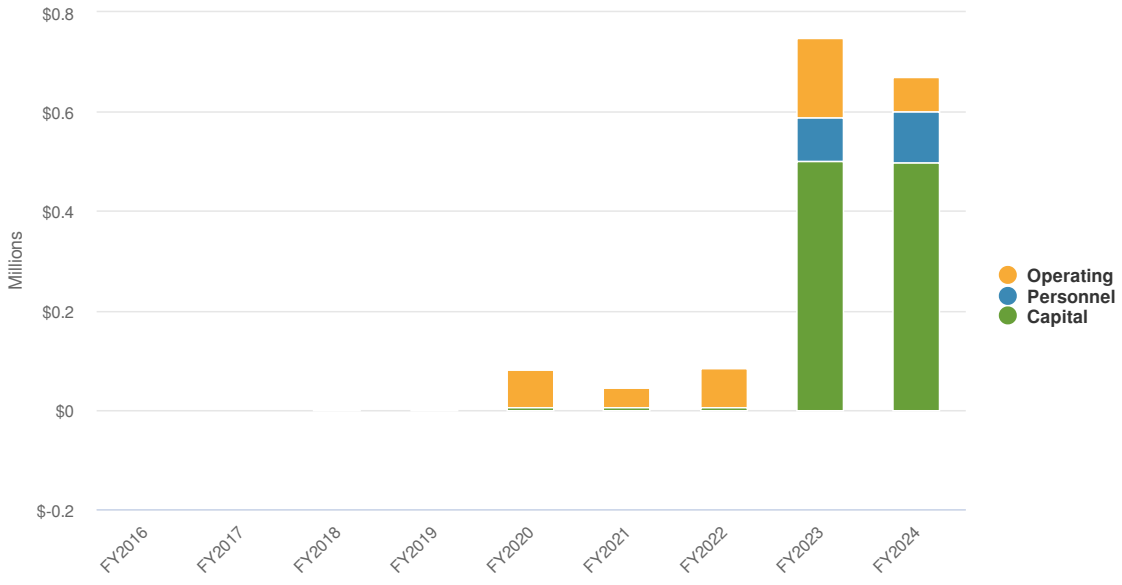


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Personnel								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
SALARIES	10-450-0100	$0	$0	$0	$70,100	$72,200	$80,900	
FICA EXPENSE	10-450-9500	$0	$0	$0	$5,400	$5,600	$6,200	
RETIREMENT EXPENSE	10-450-9700	$0	$0	$0	$12,100	$13,400	$15,000	
Total Personnel:		**$0**	**$0**	**$0**	**$87,600**	**$91,200**	**$102,100**	
Operating								
PROFESSIONAL SERVICES - LEGAL	10-450-0500	$2,500	$0	$0		$0	$0	
MARKETING & ADVERTISING	10-450-1300	$0	$0	$0	$2,000	$0	$0	
TRAVEL, TRAINING & SCHOOLS	10-450-1400	$0	$0	$0	$5,000	$5,000	$5,000	
DEPARTMENTAL SUPPLIES	10-450-3300	$0	$0	$0	$300	$0	$0	
DOWNTOWN BUILDING UPFIT GRANTS	10-450-4400				$100,000	$100,000	$50,000	
FACADE GRANTS	10-450-4500	$47,232	$4,498	$18,561	$15,000	$15,000	$10,000	
CONTRACT SERVICES - ECONOMIC DEVELOPMENT	10-450-4600	$25,217	$31,200	$31,635	$19,000	$19,000	$0	
LAUNCHWENDELL PROGRAM	10-450-4800	$0	$0	$2,551	$7,500	$3,000	$3,000	
DUES & SUBSCRIPTIONS	10-450-5300	$0	$0	$0	$1,000	$1,000	$1,000	
PUBLIC ART & ENTERTAINMENT	10-450-9000	$1,849	$5,080	$300	$10,000	$0	$0	
Total Operating:		**$76,798**	**$40,778**	**$53,047**	**$159,800**	**$143,000**	**$69,000**	
Capital								
BROWNFIELDS PROGRAM	10-450-4700	$4,000	$4,000	$4,000	$500,000	$497,650	$497,650	
Total Capital:		**$4,000**	**$4,000**	**$4,000**	**$500,000**	**$497,650**	**$497,650**	
Total Expense Objects:		**$80,798**	**$44,778**	**$57,047**	**$747,400**	**$731,850**	**$668,750**	

Organizational Chart

The Economic Development Department organizational chart is included in the Administration Department.

Accomplishments & Challenges

Accomplishments in FY 23

- Establishment of the Wendell Commerce Center site for mixed-use economic development in partnership with Oppidan Development
- Award of an EPA Brownfield Assessment Grant to create a Brownfield Redevelopment Program
- Continued Downtown growth through multiple façade grants, the creation of the Downtown Social District, and the Wendell Market
- Completion of an Economic Development Site Study in partnership with Wake County to identify potential economic development sites and develop plans for next steps.

Challenges in FY 24

- Work with downtown business and property owners to ensure continued development including new downtown dining opportunities and potential for infill development or redevelopment through the Brownfield program.
- Find or develop funding sources for downtown projects including the downtown streetscape redesign.
- Build off the momentum of Wake Tech and Oppidan's developments along Wendell Boulevard and the Economic Development Site Study to create and promote an area for job creation and economic opportunities for Wendell.

Goals, Work Units, and Performance

Goal	Work Unit	Performance Measure
Maintain a vibrant downtown through downtown events	Hold monthly events in Downtown Wendell	92% of downtown events are held annually
Seek opportunities around Downtown and encourage infill development and redevelopment for vacant, dilapidated, and under-utilized properties while encouraging the preservation of historic structures and architectural elements	Number and value of façade grants awarded annually	Maintain 5 connections with business and/or attend outreach events to educate on grant opportunities and encourage investment 92% of the time
	Number and value of Business Upfit Grants (BUG) awarded annually	
	Tax valuation of downtown zoning district	
Encourage diversification of economy through job creation	Number of lead requests received & responded to	Respond to 95% of project eligible for Wendell within the time period allocated by the request
	Percentage of non-residential tax base	
	Valuation of non-residential permits	

Planning

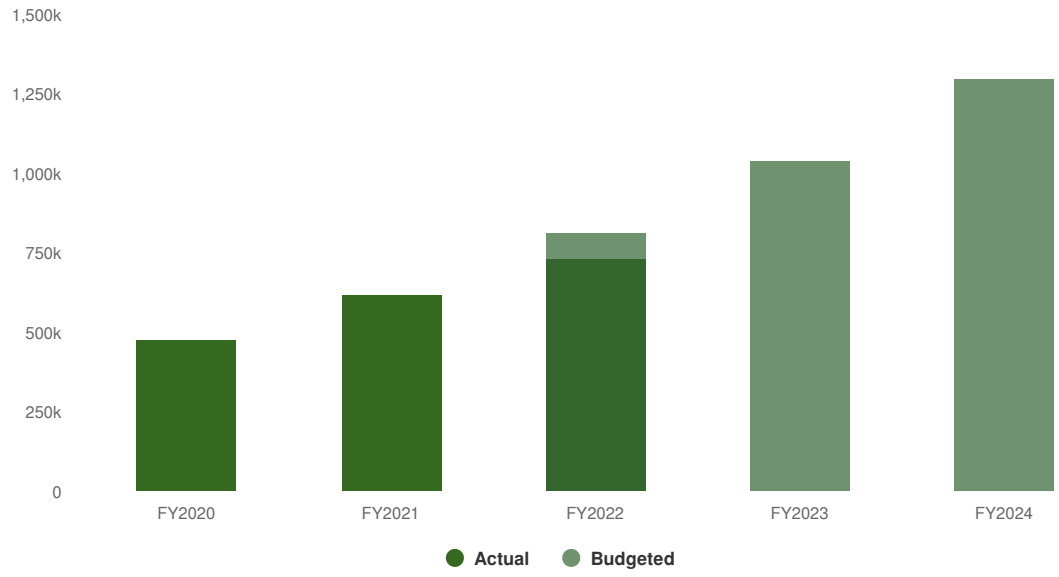
The Planning Department works with the community to create a vibrant town that meets the quality of life needs of all residents, revitalizes the downtown and local economy, supports preservation of history, and protects natural resources and community assets.

Expenditures Summary

Personnel expenses reflect adjustments for the compensation and classification study as well as budgetary in-range adjustments. Engineer review fees are accounted for in both revenue and expense lines. Reimbursement for streetlight expenses increases due to growth. Contract services ($24,200) provide for needed planning studies. Capital expenses provide for starting initiatives to update the Unified Development Ordinance ($150,000) and the Downtown Streetscape Plan ($200,000).

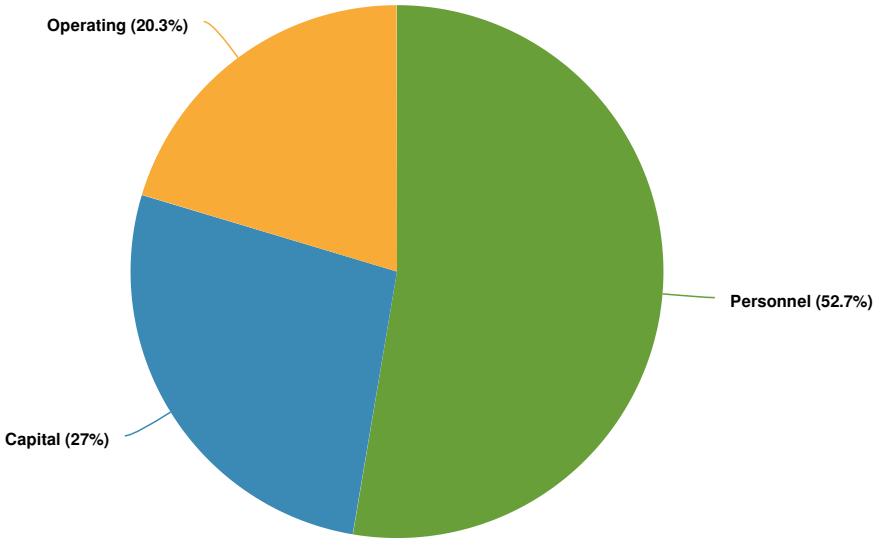
$1,296,526 **$260,926**
(25.20% vs. prior year)

Planning Proposed and Historical Budget vs. Actual

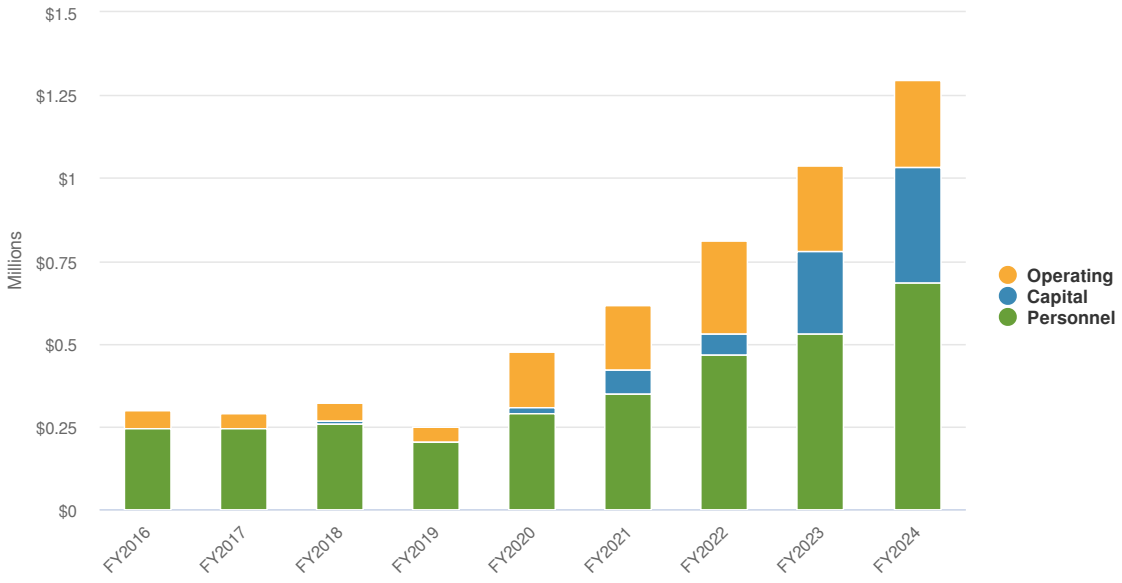


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Personnel								
SALARIES - REGULAR	10-490-0100	$238,462	$284,883	$338,392	$423,100	$505,100	$541,900	
FICA EXPENSE	10-490-9500	$18,260	$21,504	$25,946	$32,400	$38,700	$41,500	
RETIREMENT EXPENSE	10-490-9700	$32,963	$42,112	$54,350	$72,600	$86,700	$99,400	
Total Personnel:		**$289,685**	**$348,498**	**$418,688**	**$528,100**	**$630,500**	**$682,800**	
Operating								
PROFESSIONAL SVCS - ENGINEER - DEVELOPER	10-490-0400	$82,305	$125,139	$147,189	$80,000	$80,000	$80,000	
PROFESSIONAL SERVICES - LEGAL	10-490-0500	$28,823	$20,530	$45,886	$25,000	$35,000	$35,000	
PROFESSIONAL SVCS - ENGINEER - TOWN	10-490-0600	$0	$4,816	$3,647	$20,000	$20,000	$5,000	
PRINTING	10-490-1200	$0	$0	$0	$400	$400	$400	
STREETLIGHT REIMBURSEMENT - DEVELOPERS	10-490-1300	$17,607	$17,607	$24,021	$33,800	$40,000	$40,000	
TRAVEL, TRAINING, & SCHOOLS	10-490-1400	$2,427	$5,602	$2,142	$7,000	$7,000	$7,000	
MAINTENANCE & REPAIR - EQUIPMENT	10-490-1600	$1,126	$1,210	$1,757	$2,000	$2,000	$2,000	
MAINTENANCE & REPAIR - VEHICLES	10-490-1700	$308	$0	$0		$0	$0	
FACILITY & EQUIPMENT RENTAL	10-490-2100	$1,425	$118	$263	$1,800	$1,800	$1,800	
ADVERTISING/PUBLIC NOTICES	10-490-2600	$3,093	$4,552	$4,106	$6,000	$6,000	$6,000	
FUEL EXPENSE	10-490-3100	$516	$74	$215		$0	$0	
DEPARTMENTAL SUPPLIES	10-490-3300	$1,161	$1,817	$2,587	$4,000	$4,000	$4,000	
UNIFORMS	10-490-3600	$0	$0	$0		$200	$200	

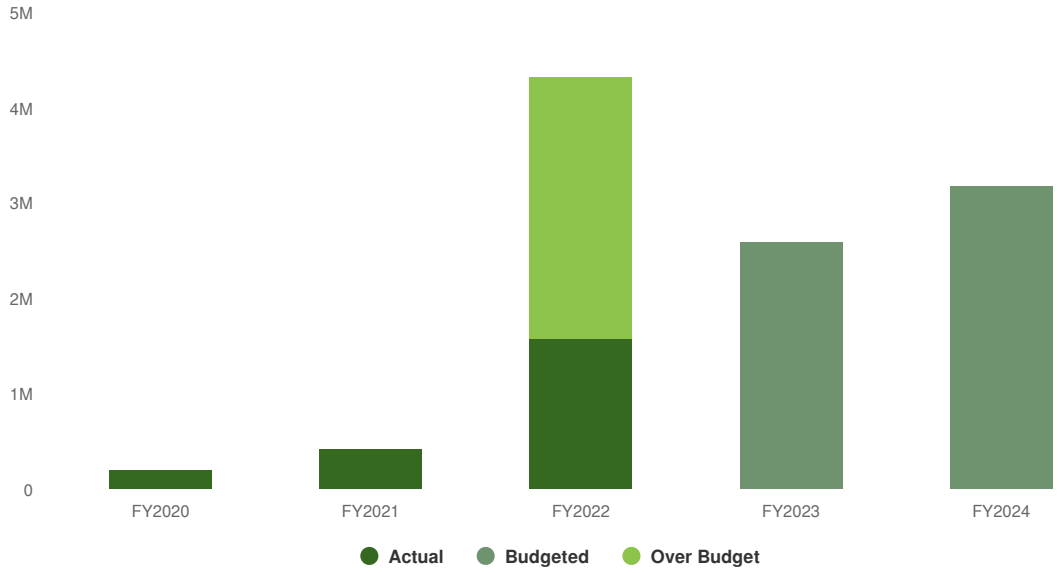
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
CONTRACTED SERVICES	10-490-4600	$26,840	$11,970	$8,165	$52,500	$52,500	$24,200	
DUES & SUBSCRIPTIONS	10-490-5300	$1,147	$1,573	$2,431	$5,000	$13,126	$13,126	
SURVEY AND RECORDING OF MAPS	10-490-9200	$124	$479	$658	$20,000	$90,000	$45,000	
Total Operating:		**$166,901**	**$195,487**	**$243,066**	**$257,500**	**$352,026**	**$263,726**	
Capital								
CONTRACT SERVICES - UDO	10-490-4700	$0	$0	$0	$100,000	$250,000	$0	
CONTRACT SERVICES - COMP PLAN	10-490-4800	$17,665	$74,203	$52,940		$0	$150,000	
CONTRACT SERVICES - DOWNTOWN STREETSCAPE	10-490-4900	$0	$0	$0	$150,000	$200,000	$200,000	
CAPITAL OUTLAY - EQUIPMENT	10-490-7400	$0	$0	$15,588		$0	$0	
Total Capital:		**$17,665**	**$74,203**	**$68,528**	**$250,000**	**$450,000**	**$350,000**	
Total Expense Objects:		**$474,251**	**$618,189**	**$730,282**	**$1,035,600**	**$1,432,526**	**$1,296,526**	

Revenues Summary

Anticipated Planning and Development fees continue to increase due to increased development activity as well as a rate increase to select department fees.

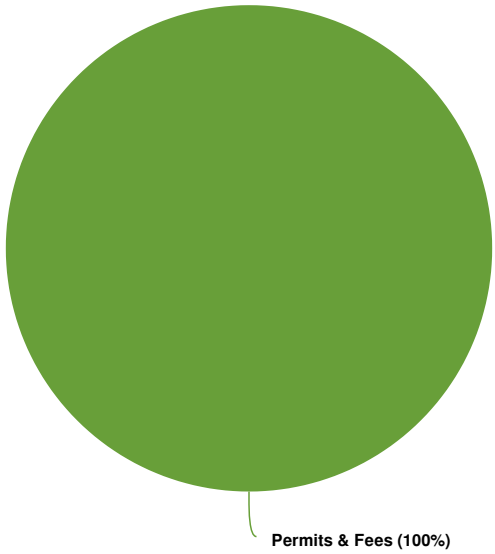
$3,175,965 **$584,766**
(22.57% vs. prior year)

Planning Proposed and Historical Budget vs. Actual

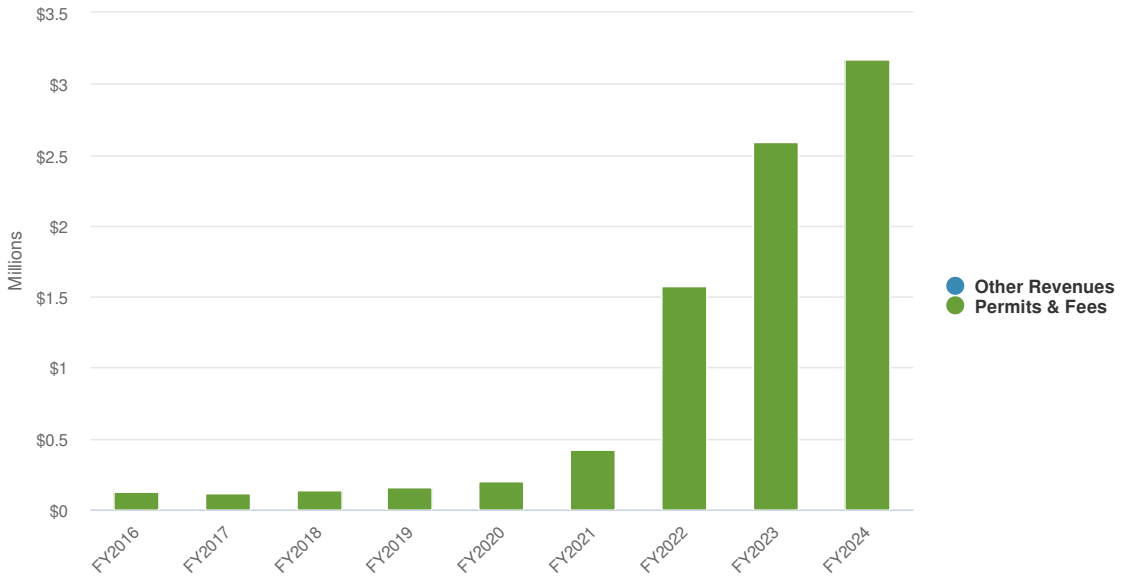


Revenues by Source

Projected 2024 Revenues by Source



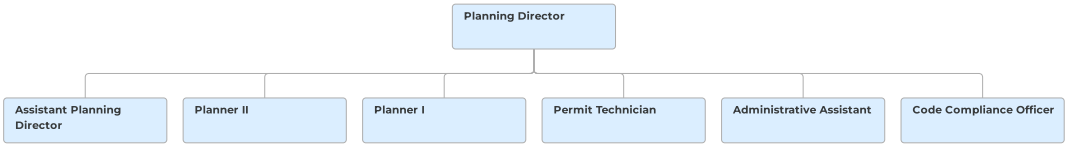
Budgeted and Historical 2024 Revenues by Source



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Revenue Source								
Other Revenues								
CELL TOWER PROCEEDS	10-393-0100	$1,000	$1,000	-$1,000		$0	$0	
Total Other Revenues:		**$1,000**	**$1,000**	**-$1,000**		**$0**	**$0**	
Permits & Fees								
LIGHT REIMBURSEMENT	10-335-0300	$0	$1,469	$0		$0	$0	
PLANNING FEES	10-356-0000	$150,659	$177,350	$231,069	$190,000	$200,000	$255,200	
ENGINEER REVIEW FEES	10-356-0200	$46,531	$105,574	$149,201	$80,000	$80,000	$80,000	
DEVELOPMENT OBLIGATION REVENUE	10-358-0000	$0	$0	$3,359,444	$975,000	$0	$100,000	
REVENUE - FEE IN LIEU OF OPEN SPACE	10-358-0100	$0	$141,316	$0		$15,000	$18,500	
REVENUE - FEE IN LIEU OF SIDEWALKS	10-358-0200	$0	$0	$0	$5,800	$0	$104,500	
REVENUE - FEE IN LIEU OF STREETS	10-358-0300	$0	$0	$575,000	$1,340,399	$1,867,431	$2,617,765	
DUKE ENERGY UNDERGROUND SERVICE CHARGE	10-378-0000	$3,345	$1,115	$8,068		$0	$0	
Total Permits & Fees:		**$200,534**	**$426,823**	**$4,322,782**	**$2,591,199**	**$2,162,431**	**$3,175,965**	

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Total Revenue Source:		**$201,534**	**$427,823**	**$4,321,782**	**$2,591,199**	**$2,162,431**	**$3,175,965**	

Organizational Chart



Accomplishments & Challenges

Accomplishments in FY 23

- Completed Blueprint Wendell 2030 with the four area plans (Wake Tech, WF Parkway/Eagle Rock, NC 97/Marshburn and Downtown).
- Construction started on Neighborhood Improvement Program West of Downtown.
- Right of Way/Easements obtained for LAPP Grants.
- UDO updates on Neighborhood Meeting Requirements, PUD and Utility Screening.
- Released RFQ for Transportation Design Services related to WF Parkway/Eagle Rock, Wendell Blvd/Eagle Rock & 231/Wendell Blvd.
- Continued to work with Wake Tech on the completion of Phase 1 and started Phase 2 of the Wendell Campus.
- Started work on an updated Greenway Plan.
- Transitioned Zoning Enforcement from Public Works to Planning.

Challenges in FY 24

- Completing substantial construction of LAPP grants for Wendell Falls/Wendell Blvd.
- Updating the Town's UDO to implement Blueprint Wendell 2030.
- Complete design of the Transportation projects related to WF/Eagle Rock, Wendell Blvd/Eagle Rock & 231/Wendell Blvd.
- Complete design for a Downtown Streetscape Plan.
- Continue planning and permitting service delivery in a timely manner expected by the community.
- Maintain staffing levels in a competitive environment.

Goals, Work Units, and Performance

Goal	Work Unit	Performance Measure
Provide an accurate and timely Town & Technical Review Committee Review for the development community to ensure that requirements of the ordinance are met and quality development in the town is achieved.	Number of plan reviews completed.	90% of 1st plan review submittals completed within 30 days.
		90% of plan review resubmittals completed within 14 days.
Provide accurate and timely issuance of permits to residents and developers to ensure compliance with local ordinances. Complete zoning reviews for all residential, commercial and industrial permits within 5-7 days. Review and process trade permits within 48 hours of submittals.	Number of single-family residential permits issued.	95% of zoning reviews completed within 5-7 days.
	Number of trade permits issued.	95% of staff reviews completed within 48 hours.
	Number of zoning final inspections issued.	95% of zoning finals completed within 48 hours.
	Number of pre-submittal meetings conducted.	90% of pre-submittal meetings held within 10 days of request.

Public Buildings & Grounds

Public Buildings and Grounds is a budget cost-center used to track expenses for buildings and grounds used or owned by the Town of Wendell.

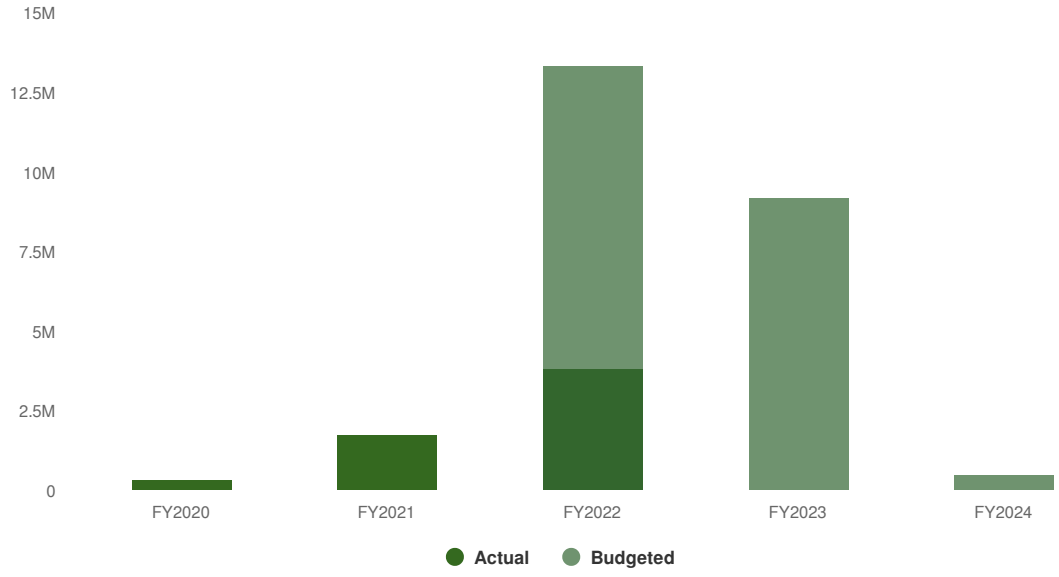
Expenditures Summary

Operations increases are mainly due to janitorial contract service increases due to additional Town facilities being included. The capital expense is land acquisition for a future recreation center site.

Other facility and infrastructure capital projects have been transferred to other departments as deemed appropriate.

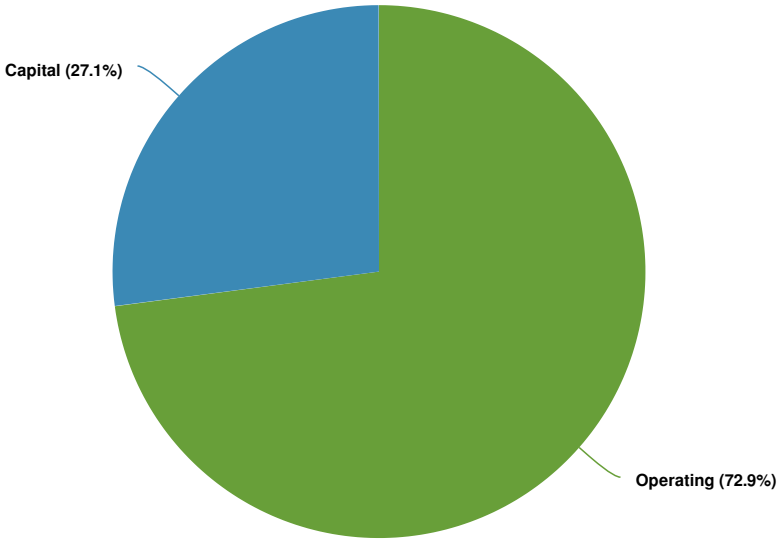
$455,370 **-$8,729,911**
(-95.04% vs. prior year)

Public Buildings & Grounds Proposed and Historical Budget vs. Actual

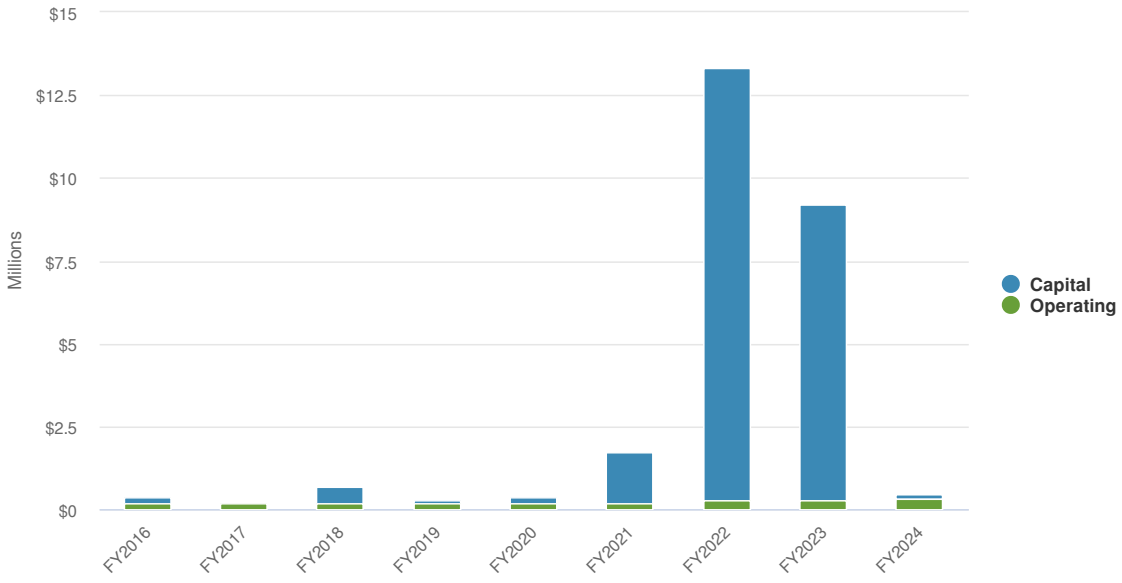


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Operating								
UTILITIES - PHONE	10-500-1000	$44,023	$44,231	$41,991	$79,800	$79,800	$79,800	
UTILITIES - WATER - BUILDINGS/GROUNDS	10-500-1100	$1,643	$1,779	$2,480	$2,700	$3,600	$3,600	
UTILITIES - ELECTRICITY	10-500-1300	$8,241	$8,841	$9,233	$10,000	$14,700	$14,700	
UTILITIES - HEATING FUEL	10-500-1400	$1,080	$1,074	$1,278	$1,800	$4,500	$4,500	
MAINTENANCE & REPAIR - BUILDINGS/GROUNDS	10-500-1500	$21,991	$29,877	$36,101	$40,000	$64,500	$30,000	
MAINTENANCE & REPAIR - EQUIPMENT	10-500-1600	$1,121	$144	$920	$3,000	$2,000	$2,000	
MAINTENANCE & REPAIR - VEHICLES	10-500-1700	$0	$349	$372	$1,000	$3,000	$3,000	
MAINTENANCE & REPAIR - SENIOR CENTER	10-500-1800	$8,481	$6,757	$16,076	$4,500	$0	$0	
MAINTENANCE & REPAIR - CEMETERY	10-500-1900	$1,595	$1,701	$2,030	$3,000	$3,000	$3,000	
FACILITY & EQUIPMENT RENTAL	10-500-2100	$10,301	$10,906	$6,717		$4,200	$4,200	
FUEL EXPENSE	10-500-3100	$0	$0	$0	$1,050	$1,050	$1,050	
DEPARTMENTAL SUPPLIES & MATERIALS	10-500-3300	$114	$328	$11	$300	$300	$300	
CONTRACT SERVICES - JANITORIAL	10-500-4600	$12,600	$12,600	$13,568	$40,000	$90,000	$86,300	
CONTRACT SERVICES - LANDSCAPING	10-500-4700	$34,620	$40,620	$73,770	$70,620	$74,700	$74,700	
CONTRACT SERVICES - PEST CONTROL	10-500-4800	$2,160	$1,980	$2,160	$2,800	$4,820	$4,820	
CONTRACT SERVICES - HVAC	10-500-4900	$5,546	$4,160	$4,160	$12,480	$6,600	$6,600	
NON-CAPITAL EXPENSE ITEMS	10-500-7300	$6,690	$0	$0		$0	$0	
NON-CAPITAL LEASE PAYMENTS	10-500-7301						$11,200	
CEMETERY MONUMENT REFUNDS	10-500-9000	$2,400	$3,600	$2,100	$2,400	$2,400	$2,400	
Total Operating:		**$162,606**	**$168,947**	**$212,966**	**$275,450**	**$359,170**	**$332,170**	
Capital								
LEASE PAYMENTS	10-500-7500	$0	$0	$0	$11,200	$11,200	$0	
LEASE INTEREST EXPENSE	10-500-7501	$0	$0	$1,284		$0	$0	
LEASE AMORTIZATION EXPENSE	10-500-7503	$0	$0	$3,605		$0	$0	

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
CAPITAL OUTLAY - FACILITIES	10-500-7600	$190,930	$1,141,644	$2,136,309	$4,576,101	$75,000	$0	
CAPITAL OUTLAY - ROADS, SIDEWALKS	10-500-7700	$0	$271,272	$1,430,053	$3,512,761	$0	$0	
CAPITAL OUTLAY-LAND ACQUISITION,GREENWAY	10-500-7800	$0	$141,316	$25,886	$809,769	$0	$123,200	
Total Capital:		**$190,930**	**$1,554,232**	**$3,597,136**	**$8,909,831**	**$86,200**	**$123,200**	
Total Expense Objects:		**$353,536**	**$1,723,178**	**$3,810,103**	**$9,185,281**	**$445,370**	**$455,370**	

Organizational Chart

The Public Buildings & Grounds Department organizational chart is included in the Public Works Department.

Accomplishments & Challenges

Accomplishments in FY 23

- Staff capabilities have expanded to incorporate project and contract management.
- Completion of renovation of the old East WAke EMS building to a Police Department Annex.
- Completion of the new Town Hall project.
- Implemented street light improvements at the intersection of Jake May and Wendell FAlls Parkway, downtown lighting enhancements, and electrical line overhaul at Town Square.
- Roffing and various improvements at the East Wake Senior Center.
- Addition to a part-time Downtown Service Worker position to alleviate weekend callouts and overtime by providing regular solid waste and maintenance service over the weekend.

Challenges in FY 24

- The addition of the two (2) new facilities of Town Hall and the Police Annex, new maintenance responsibilities at the Senior Center, and preparations for additional new facilities increases workload duties for existing staff.
- Proper maintenance and care of facilities necessitates annual evaluation of contracted services and oversight of services provided by vendors for Town facilities that were deferred in the past to ensure proper care of taxpayer investments in facilities.

Police

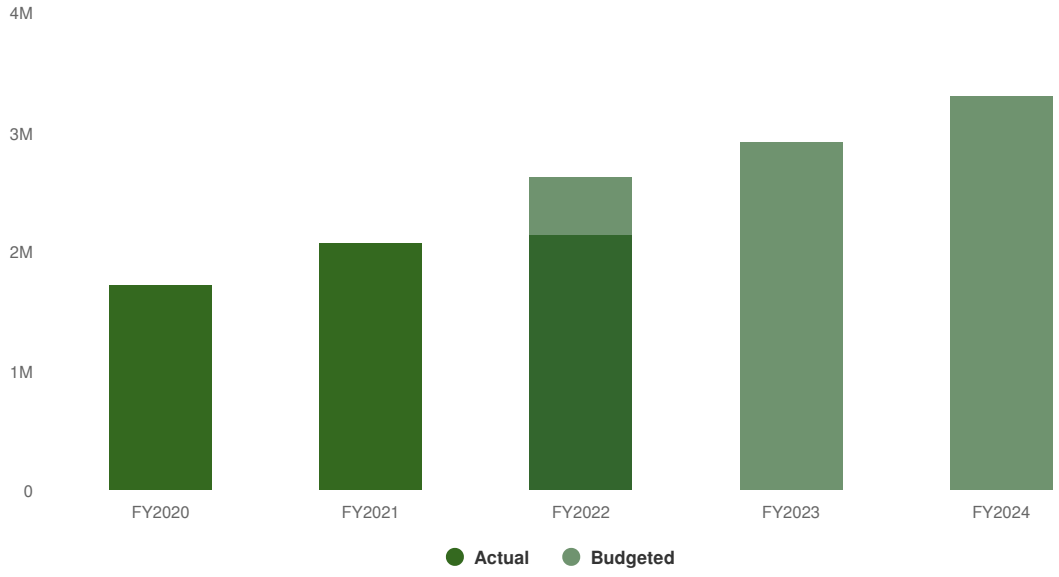
The Police Department delivers the highest quality law enforcement services by establishing and maintaining partnerships to ensure a high quality of life for all persons that are a part of the community.

Expenditures Summary

Personnel increases include budgetary in-range adjustments and one (1) new police officer position starting July 2023; a police officer trainee may be hired in lieu of a currently sworn officer. Operations increases reflect increases in emergency communications, fuel consumption, and less-lethal response equipment and safety masks. The capital lease expense includes one (1) new vehicle in addition to the Taser system equipment.

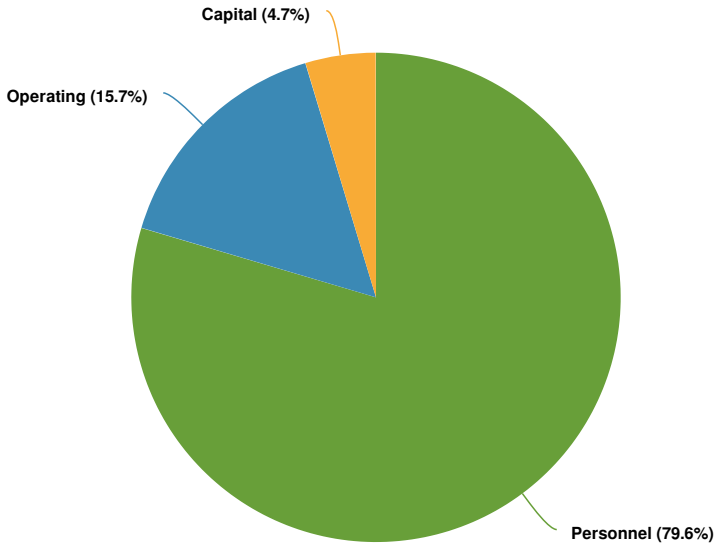
$3,312,433 **$391,857**
(13.42% vs. prior year)

Police Proposed and Historical Budget vs. Actual

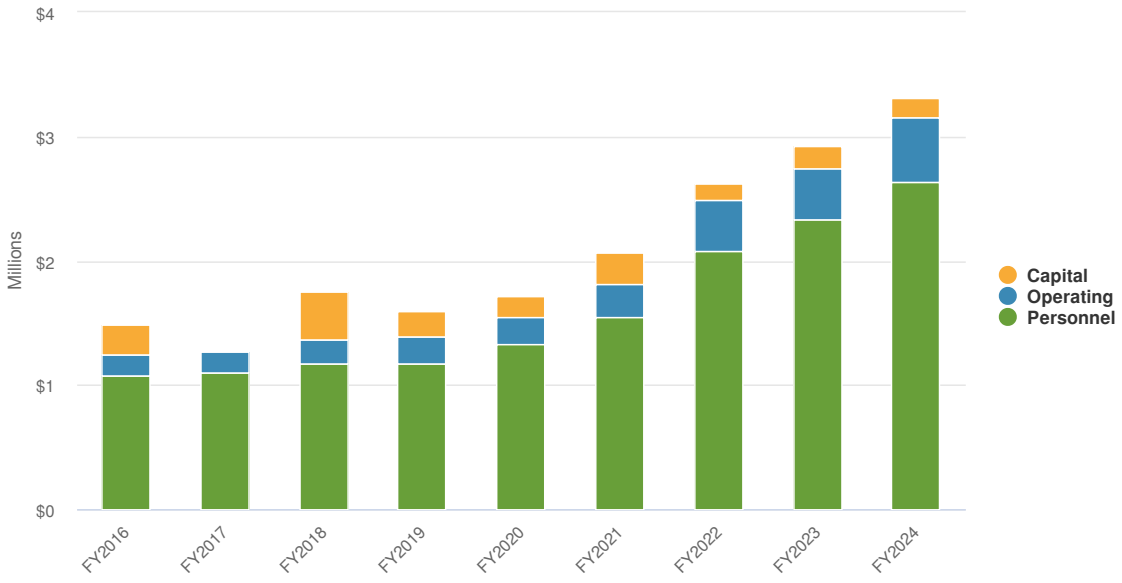


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Personnel								
SALARIES - REGULAR	10-510-0100	$1,087,037	$1,261,494	$1,377,424	$1,851,800	$2,150,900	$2,063,900	
SALARIES - PART-TIME	10-510-0200	$5,933	$4,857	$963	$7,500	$7,500	$7,500	
SALARIES - OVERTIME	10-510-0300	$764	$0	$0	$6,000	$6,000	$6,000	
FICA EXPENSE	10-510-9500	$81,939	$94,677	$103,020	$141,700	$165,700	$159,000	
RETIREMENT EXPENSE	10-510-9700	$151,454	$189,746	$223,898	$329,000	$417,600	$400,100	
Total Personnel:		**$1,327,127**	**$1,550,774**	**$1,705,304**	**$2,336,000**	**$2,747,700**	**$2,636,500**	
Operating								
PROFESSIONAL SERVICES - LEGAL	10-510-0500	$0	$10,631	$10,631	$10,650	$11,500	$11,500	
UTILITIES - HEATING FUEL	10-510-1000	$838	$894	$1,065	$1,900	$3,500	$3,500	
UTILITIES - WATER	10-510-1100	$918	$1,038	$833	$1,500	$3,700	$3,700	
UTILITIES - ELECTRICITY	10-510-1300	$4,595	$3,957	$4,185	$6,600	$10,000	$8,300	
PARKING/TOLL EXPENSE	10-510-1400	$0	$13	$28	$100	$100	$100	
MAINTENANCE & REPAIR - EQUIPMENT	10-510-1600	$13,274	$16,771	$16,262	$29,500	$46,375	$46,375	
MAINTENANCE & REPAIR - VEHICLES	10-510-1700	$19,552	$21,971	$20,675	$31,200	$34,750	$33,250	
TRAINING & EDUCATION EXPENSE	10-510-1800	$5,737	$6,190	$6,620	$26,700	$33,900	$33,100	
EMERGENCY COMMUNICATIONS	10-510-1900	$72,638	$84,448	$96,646	$105,112	$130,497	$129,997	
FACILITY & EQUIPMENT RENTAL	10-510-2100	$12,896	$13,444	$14,277	$18,150	$20,955	$20,085	
FUEL EXPENSE	10-510-3100	$36,215	$36,375	$60,228	$75,504	$96,465	$91,155	
DEPARTMENTAL SUPPLIES	10-510-3300	$5,886	$5,361	$6,333	$13,500	$12,500	$12,500	
UNIFORMS	10-510-3600	$12,337	$9,668	$17,581	$27,320	$47,250	$37,250	
CONTRACT SERVICES - RECRUITMENT	10-510-4500	$0	$4,342	$0	$6,900	$6,900	$6,900	
DUES & SUBSCRIPTIONS	10-510-5300	$5,876	$5,873	$6,687	$13,900	$10,000	$10,000	
NON-CAPITAL EXPENSE ITEMS	10-510-7300	$7,413	$15,492	$22,829	$16,700	$32,350	$15,450	

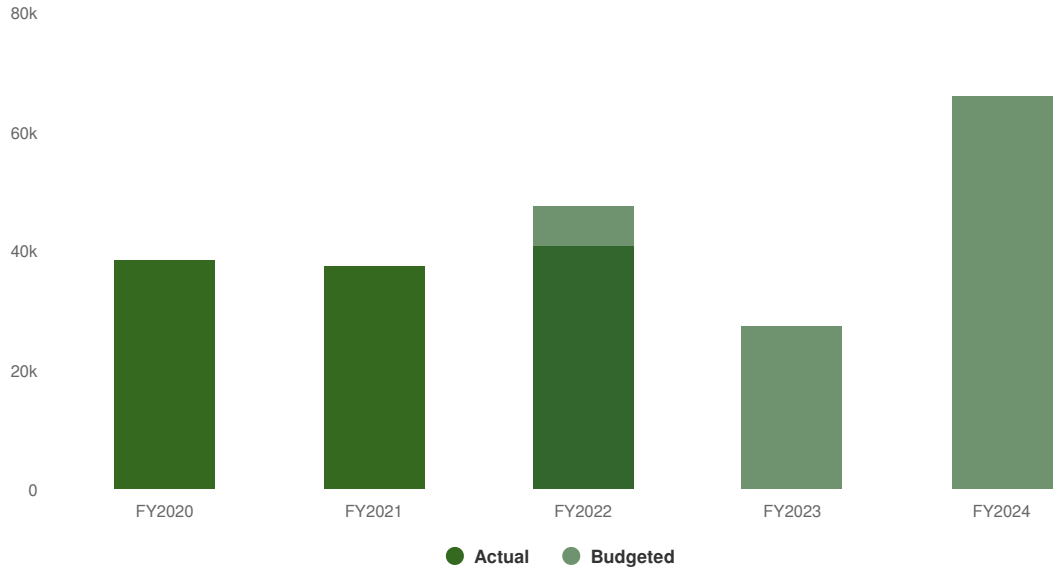
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
INVESTIGATIONS & DRUG ENFORCEMENT	10-510-9000	$0	$0	$50	$500	$500	$500	
EMPLOYEE WELLNESS PROGRAM EXPENSE	10-510-9200	$2,975	$1,450	$2,825	$6,000	$6,000	$6,000	
WAKE ABC GRANT	10-510-9204	$21,851	$1,756	$2,397	$14,756	$22,556	$22,556	
GRANT - GOVERNOR'S CRIME COMMISSION	10-510-9205	$0	$24,105	$24,113		$29,485	$29,485	
Total Operating:		**$223,000**	**$263,778**	**$314,265**	**$406,492**	**$559,283**	**$521,703**	
Capital								
CAPITAL OUTLAY - EQUIPMENT	10-510-7400	$170,101	$247,738	$72,369		$0	$0	
LEASE EXPENSE	10-510-7500	$0	$0	$16,041	$178,084	$221,450	$154,230	
CAPITAL OUTLAY - FACILITIES	10-510-7600	$0	$9,400	$26,400		$0	$0	
Total Capital:		**$170,101**	**$257,138**	**$114,809**	**$178,084**	**$221,450**	**$154,230**	
Total Expense Objects:		**$1,720,228**	**$2,071,691**	**$2,134,379**	**$2,920,576**	**$3,528,433**	**$3,312,433**	

Revenues Summary

Revenues reflect a continued increase in public use of golf carts on Town streets. Additional one-time funding include Wake ABC and Governor's Crime Commission grants.

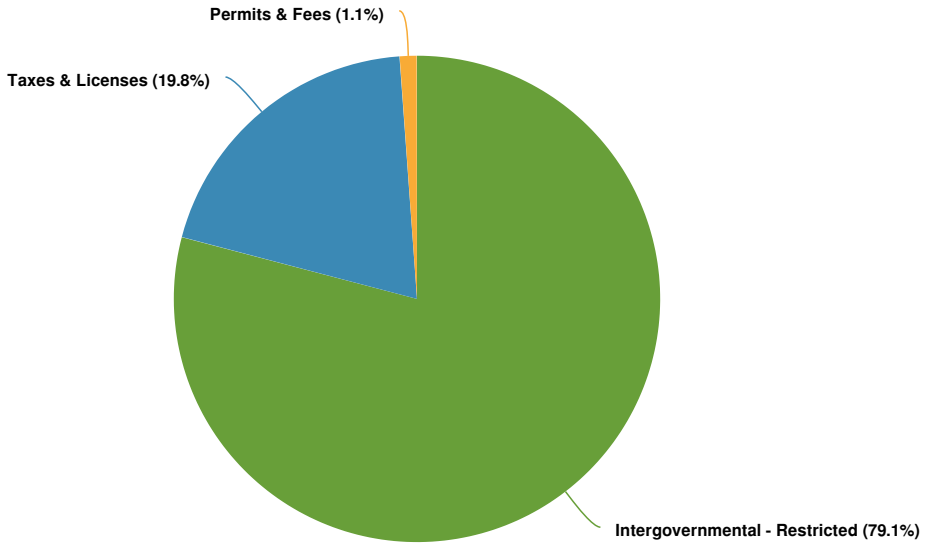
$65,791 **$38,285**
(139.19% vs. prior year)

Police Proposed and Historical Budget vs. Actual

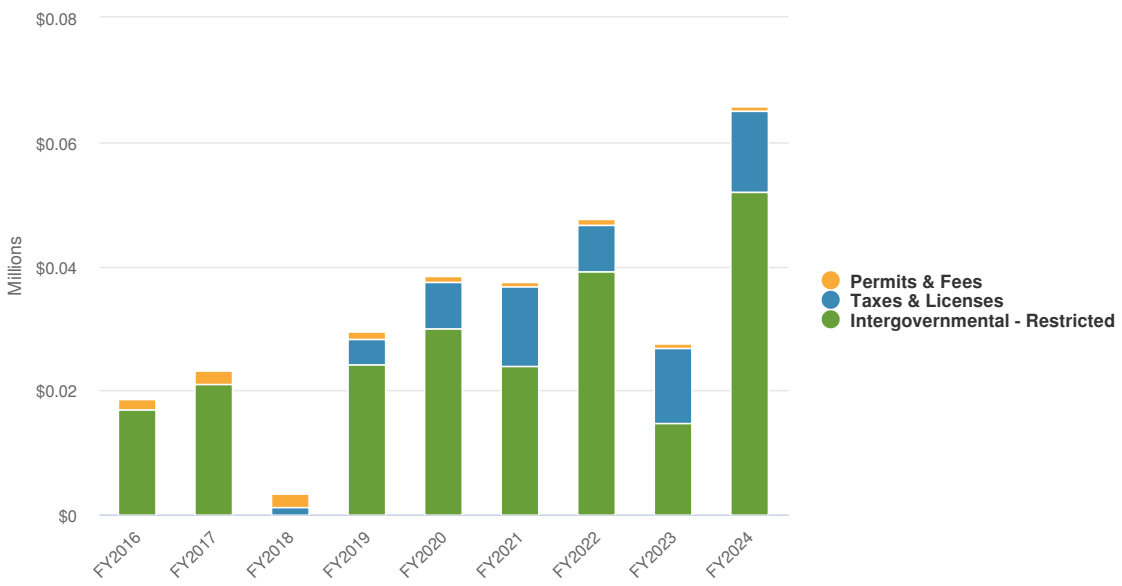


Revenues by Source

Projected 2024 Revenues by Source

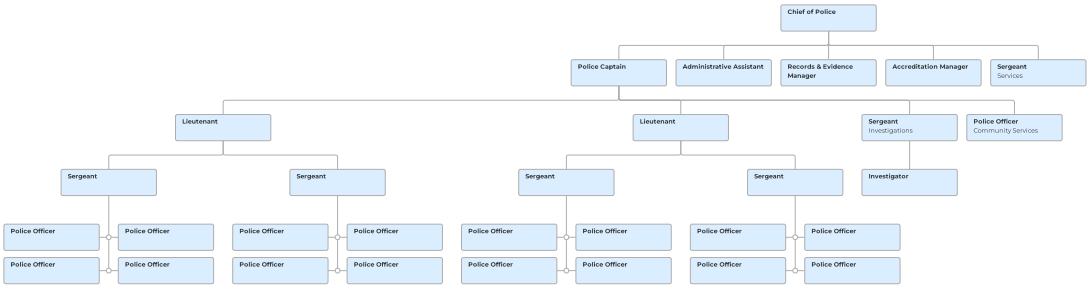


Budgeted and Historical 2024 Revenues by Source



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Revenue Source								
Taxes & Licenses								
GOLF CART FEES	10-319-0100	$7,407	$12,772	$15,734	$12,000	$13,000	$13,000	
Total Taxes & Licenses:		**$7,407**	**$12,772**	**$15,734**	**$12,000**	**$13,000**	**$13,000**	
Permits & Fees								
COURT REVENUE - OFFICER FEES	10-351-0100	$1,012	$599	$887	$750	$750	$750	
Total Permits & Fees:		**$1,012**	**$599**	**$887**	**$750**	**$750**	**$750**	
Intergovernmental - Restricted								
GRANT - WAKE ABC	10-381-0400	$29,991	$0	$0	$14,756	$22,556	$22,556	
GRANT - GOVERNOR'S CRIME COMMISSION	10-381-0500	$0	$23,996	$24,113		$29,485	$29,485	
Total Intergovernmental - Restricted:		**$29,991**	**$23,996**	**$24,113**	**$14,756**	**$52,041**	**$52,041**	
Total Revenue Source:		**$38,410**	**$37,367**	**$40,733**	**$27,506**	**$65,791**	**$65,791**	

Organizational Chart



Accomplishments & Challenges

Accomplishments in FY 23

- Completion of CALEA related policy review and collection of proofs of compliance with an on-site assessment scheduled for August 2023.
- Implementation of Recruitment Program which included hiring candidates to attend Basic Law Enforcement Training Programs at area Community Colleges
- Acquisition of land for future police station along with the old Eastern Wake EMS Building which will serve as an Annex until the new police station is built.
- Completed internal review of capabilities for active shooter/high risk response and began acquisition of equipment to address needs.
- All personnel completed applicable ethics and anti-biased based policing training.

Challenges in FY 24

- Recruitment and retention of staff that allows for appropriate level of patrol coverage in the growing community while allowing for enhanced community engagement.
- Reprogram all portable and mobile radios to ensure compliance with state radio system requirements which will be effective July 2025.
- Deployment of equipment and completion of initial training associated with active shooter/high risk response.
- Development and deployment of expanded less less lethal program to address high risk situations.
- Expansion of police department specific communications program that focuses on recruitment and community engagement/awareness.

Goals, Work Units, and Performance

Goal	Work Unit	Performance Measure
Enhance community partnerships and awareness through increased communications, programs and engagement.	◦ Number Officers attending community policing/engagement training. ◦ Postings on approved social media platforms. ◦ Number of participants in public facing programs. ◦ Complaints received and address.	Have 50% of current sworn patrol staff complete at least basic community oriented policing training.
		Post or share a minimum of 4 public awareness and/or crime prevention items per week on approved social media platforms 90% of time.
		Create and produce adequate programs to allow for a 50% increase in participation over next two years.
		Complete 80% of complaint based investigations within required time frames.
Provide subject matter expertise, education and enforcement to promote facilities and roads that are as safe as possible for persons that live work and play in Wendell.	◦ Number of officers receiving Crime Prevention thru Environmental Design (CPTED) training. ◦ Time period from radar deployment to data delivery. ◦ Targeted enforcement initiatives.	Train at least two sworn staff personnel in the budget year.
		Collected data to be delivered to Planning Department within 5 weeks of device deployment 80% of the time.
		Conduct 4 targeted enforcement initiatives per year.
Provide high quality law enforcement services in order to promote a safe and secure community.	◦ Number of school drills and exercise per year. ◦ Call Volume. ◦ CALEA Accreditation Award. ◦ Number of officers completing training.	Participate in at least one emergency drill at each public school within the city limits.
		Maintain an 90th percentile response time from time dispatched until on scene of 7 minutes.
		Appear before CALEA Hearing Panel and satisfy all necessary requirements for award.
		All officers employed as of the date of approved training will complete the program.
Maintain an departmental culture that promotes and recognizes staff development and achievements to encourage professional growth within the department.	◦ Number of persons hired as trainees. ◦ Publish revised Career Development Program. ◦ Response to policy recommendations. ◦ Published internal awards program.	Hire at least two police trainees to attend Basic Law Enforcement Training Program.
		By December 2023, the Career Development Program will be revised and implemented with an effective date of January 2024.
		Respond to policy recommendations within 30 days in 90 % of cases.
		Development and implement awards policy by October 2023.

Fire Services

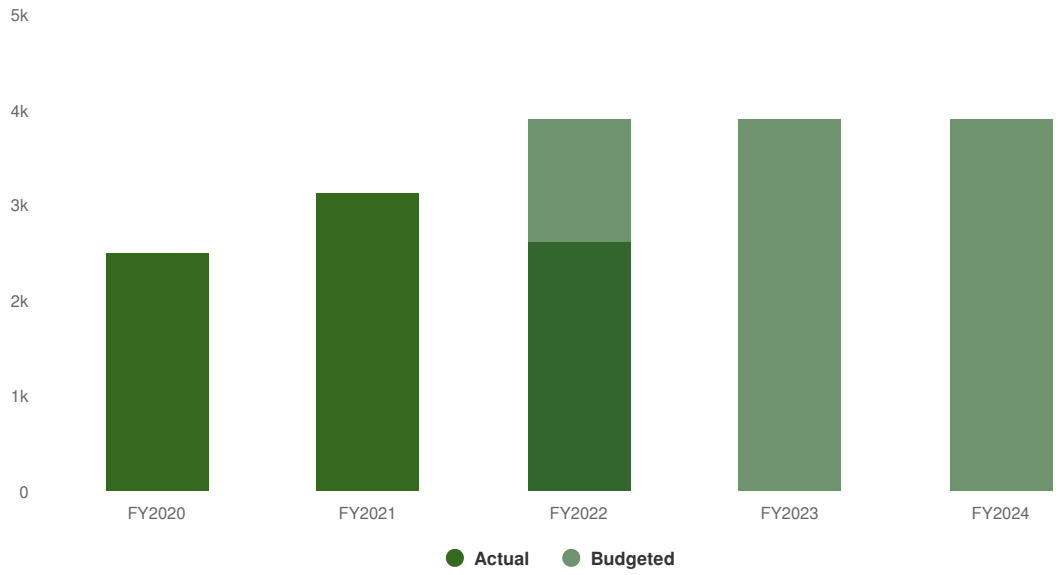
The Fire Services program tracks expenses for fire inspections of Town properties and businesses. Fire protection is provided by the Wendell Fire Department, not a Town department, and funded through the Wake County Fire Tax. Ambulance service is provided by East Wake EMS through a contract with Wake County and is also not a Town Department. Hazardous Material response service is provided by the City of Raleigh by contract with the Town and funded by the Wake County Fire Tax.

Expenditures Summary

No change is proposed in the Fire Services budget for FY 2024. Operating expenses provide for fire inspections for Town facilities and contract service requirements for uncollected business inspections.

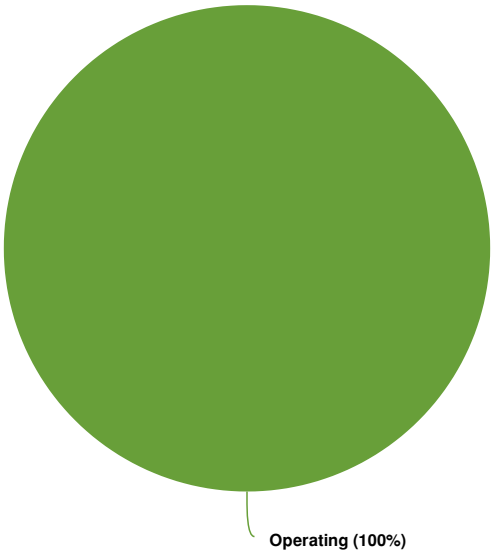
$3,900 **$0**
(0.00% vs. prior year)

Fire Services Proposed and Historical Budget vs. Actual

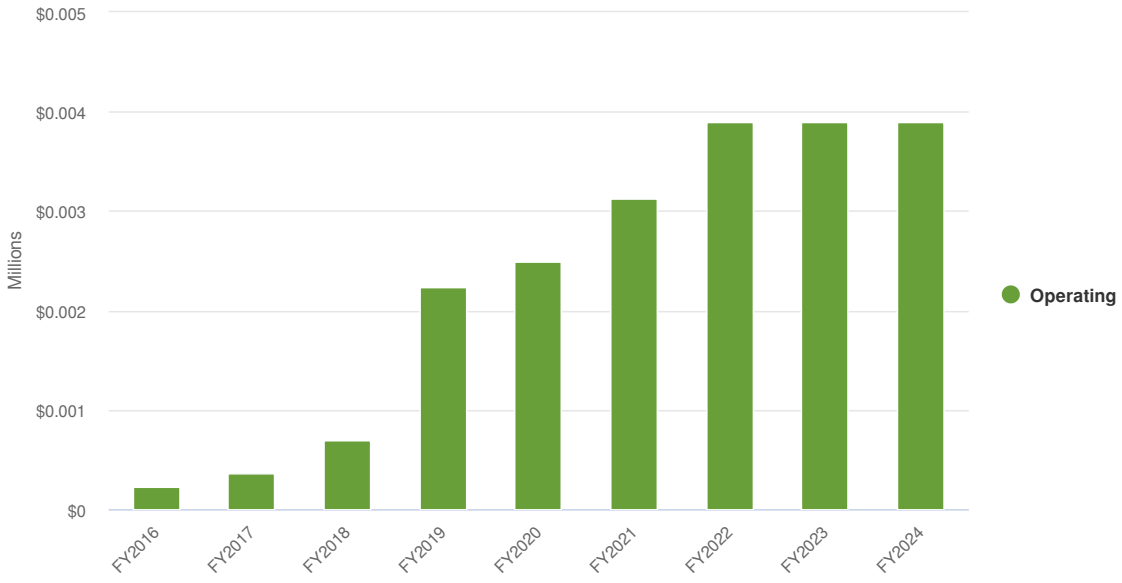


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Operating								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
WAKE CO FIRE INSPECTIONS - TOWN FACILITY	10-530-9200	$353	$291	$178	$650	$650	$650	
WAKE CO FIRE INSPECTIONS - BUSINESSES	10-530-9300	$2,144	$2,832	$2,428	$3,250	$3,250	$3,250	
Total Operating:		**$2,497**	**$3,123**	**$2,606**	**$3,900**	**$3,900**	**$3,900**	
Total Expense Objects:		**$2,497**	**$3,123**	**$2,606**	**$3,900**	**$3,900**	**$3,900**	

Organizational Chart

No staff is accounted for in the Fire Services budget.

Public Works

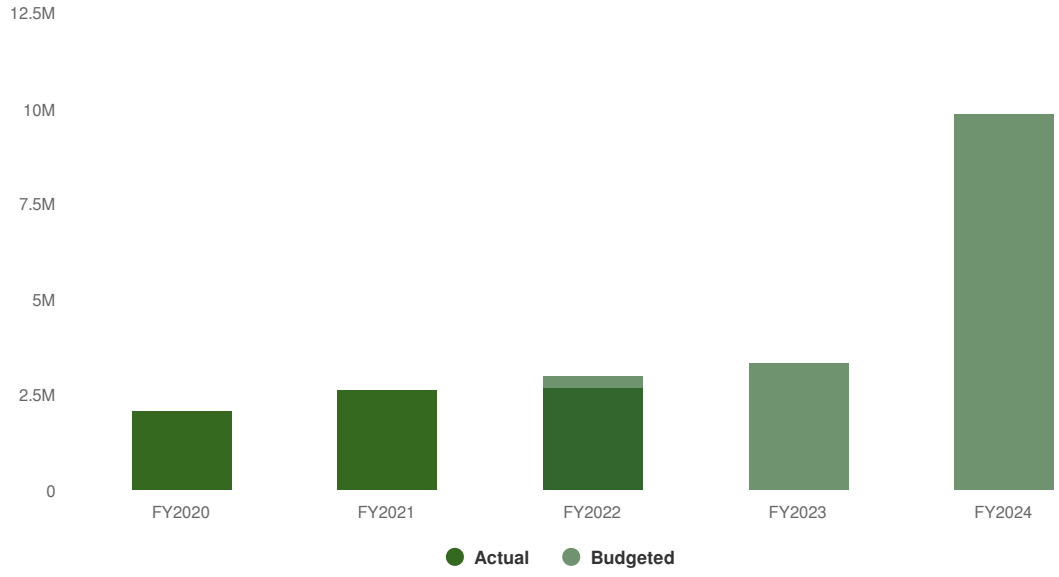
Provides maintenance and replacement services for public infrastructure, buildings, and grounds in the areas of stormwater, code enforcement, streets, sidewalks, facilities, solid waste, landscaping, and maintenance.

Expenditures Summary

Personnel increases reflect adjustments for the compensation and classification study as well as budgetary in-range adjustments. New position expenses for a Town Engineer to be hired January 2024. Increases in operational expenses reflect an increase in solid waste expenses due to growth. The capital increases reflect the design and construction of a new Public Works Yard facility and continued vehicle lease program implementation.

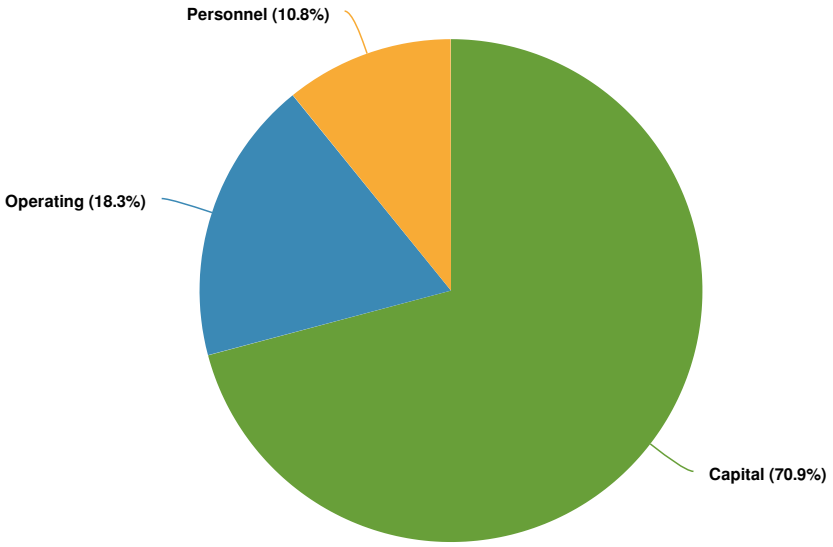
$9,847,550 **$6,499,150**
(194.10% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

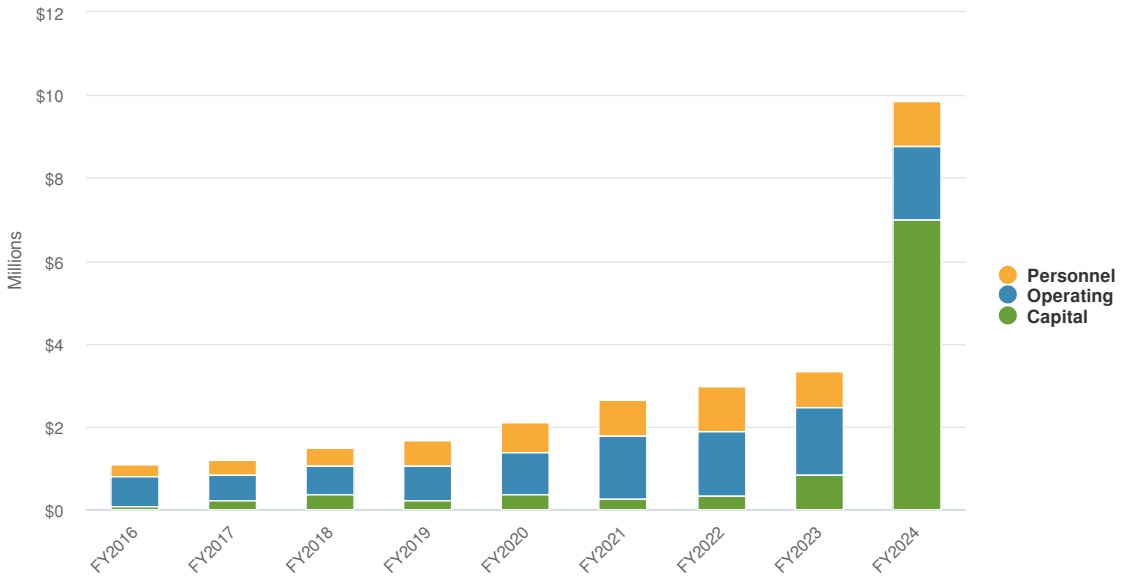


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Not
Expense Objects								

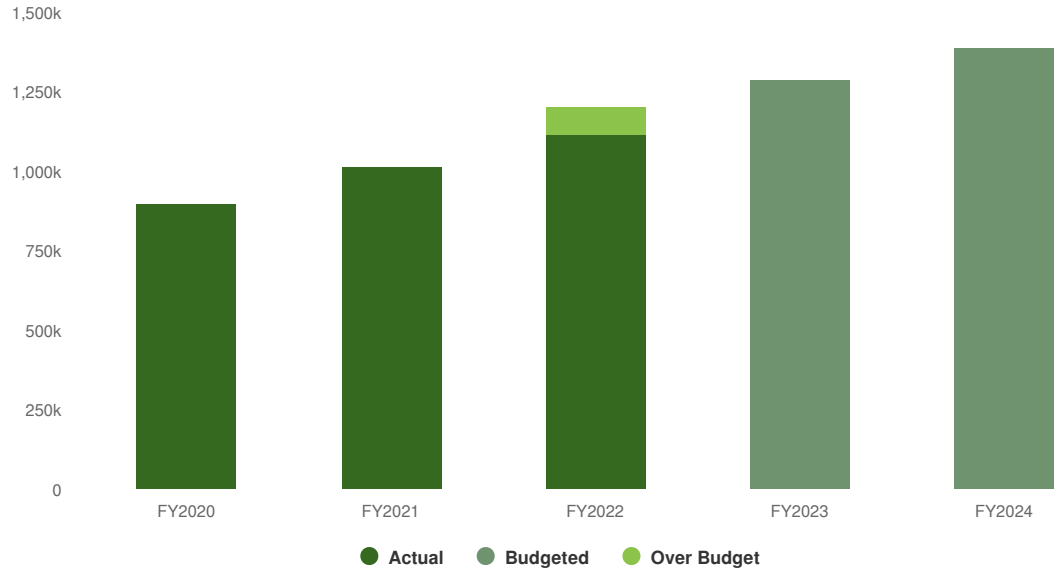
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Not
Personnel								
SALARIES - REGULAR	10-560-0100	$575,652	$718,234	$855,933	$665,000	$779,600	$814,100	
SALARIES - PART-TIME	10-560-0200	$0	$0	$12,079	$34,000	$35,000	$31,200	
SALARIES - OVERTIME	10-560-0300	$4,129	$6,509	$8,120	$5,000	$5,750	$5,800	
FICA EXPENSE	10-560-9500	$44,345	$53,507	$66,604	$50,900	$62,900	$63,850	
RETIREMENT EXPENSE	10-560-9700	$79,417	$107,848	$139,228	$114,100	$144,800	$151,150	
Total Personnel:		**$703,543**	**$886,098**	**$1,081,964**	**$869,000**	**$1,028,050**	**$1,066,100**	
Operating								
UTILITIES - WATER	10-560-1100	$3,095	$2,255	$2,355	$4,900	$6,000	$6,000	
UTILITIES - HEATING FUEL	10-560-1200	$2,352	$3,122	$4,205	$5,000	$6,000	$6,000	
UTILITIES - ELECTRICITY	10-560-1300	$137,585	$152,761	$167,366	$175,000	$189,000	$189,000	
TRAVEL, TRAINING, & SCHOOLS	10-560-1400	$5,210	$7,377	$12,739	$14,700	$26,200	$15,000	
MAINTENANCE & REPAIR - BUILDINGS/GROUNDS	10-560-1500	$7,656	$15,581	$10,082	$18,000	$20,000	$18,000	
MAINTENANCE & REPAIR - EQUIPMENT	10-560-1600	$23,850	$22,183	$22,984	$38,500	$51,500	$39,000	
MAINTENANCE & REPAIR - VEHICLES	10-560-1700	$34,318	$28,940	$30,724	$35,000	$46,500	$36,000	
FACILITY & EQUIPMENT RENTAL	10-560-2100	$5,804	$7,958	$10,207	$9,300	$15,500	$12,000	
FUEL EXPENSE	10-560-3100	$26,423	$25,131	$47,251	$48,000	$60,000	$50,000	
DEPARTMENTAL SUPPLIES	10-560-3300	$10,811	$14,410	$14,809	$19,000	$20,800	$19,000	
STREET SIGNS & FIXTURES	10-560-3400	$6,415	$9,508	$13,991		$0	$0	
UNIFORMS	10-560-3600	$12,147	$16,011	$15,119	$21,500	$23,000	$22,000	
CONTRACT SERVICES - STORMWATER	10-560-4000	$27,892	$70,997	$0		$0	$0	
DOWNTOWN LIGHTS - MAINTENANCE & REPAIR	10-560-4100	$2,447	$1,523	$5,596	$8,000	$8,000	$8,000	
CONTRACT SERVICES - TREE REMOVAL	10-560-4200	$8,500	$5,950	$950	$10,000	$15,000	$10,000	
CONTRACT SERVICES - SNOW REMOVAL	10-560-4400	$2,268	$2,778	$8,079		$0	$0	
HOLIDAY DECORATIONS	10-560-4500	$3,553	$3,720	$12,839	$25,000	$25,000	$10,000	

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Not
MAINTENANCE & REPAIR - STREETS	10-560-4600	$2,025	$2,245	$0		$0	$0	
MAINTENANCE & REPAIR - DRAINAGE	10-560-4700	$11,851	$12,505	$0		$0	$0	
MAINTENANCE & REPAIR - SIDEWALKS	10-560-4800	$6,076	$754	$0		$0	$0	
DUES & SUBSCRIPTIONS	10-560-5300	$1,470	$5,920	$1,000	$3,300	$4,000	$4,000	
MINIMUM HOUSING CODE ENFORCEMENT	10-560-5500	$200	$190	$255	$1,200	$1,500	$1,500	
NON-CAPITAL EXPENSE ITEMS	10-560-7300	$10,091	$11,292	$40,583	$35,000	$23,500	$23,500	
CONTRACT SERVICES-RESIDENTIAL COLLECTION	10-560-8100	$617,459	$889,143	$994,389	$1,137,700	$1,260,750	$1,260,750	
CONTRACT SERVICES-COMMERCIAL COLLECTION	10-560-8200	$9,778	$11,904	$17,961	$18,900	$37,800	$37,800	
CONTRACT SERVICES - LEAF AND LIMB	10-560-8300	$60,685	$32,971	$25,145	$31,500	$34,650	$34,650	
GRANT - NCDOT - TIA	10-560-9203	$0	$130,906	$0		$0	$0	
STORMWATER MAINTENANCE - PHASE II	10-560-9205	$2,281	$0	$0		$0	$0	
Total Operating:		**$1,042,243**	**$1,488,034**	**$1,458,629**	**$1,659,500**	**$1,874,700**	**$1,802,200**	
Capital								
CONTRACT SERVICES - GRADE STREETS	10-560-4300	$19,150	$1,050	$0		$0	$0	
CAPITAL OUTLAY - EQUIPMENT	10-560-7400	$268,114	$164,676	$12,995	$445,000	$533,500	$0	
LEASE PAYMENTS	10-560-7500	$62,064	$62,064	$106,523	$174,900	$279,250	$279,250	
LEASE INTEREST EXPENSE	10-560-7501	$0	$0	$1,343		$0	$0	
LEASE AMORTIZATION EXPENSE	10-560-7503	$0	$0	$20,777		$0	$0	
CAPITAL OUTLAY - FACILITIES	10-560-7600	$60	$43,101	$0	$200,000	$7,000,000	$6,700,000	
Total Capital:		**$349,388**	**$270,892**	**$141,638**	**$819,900**	**$7,812,750**	**$6,979,250**	
Total Expense Objects:		**$2,095,175**	**$2,645,023**	**$2,682,232**	**$3,348,400**	**$10,715,500**	**$9,847,550**	

Revenues Summary

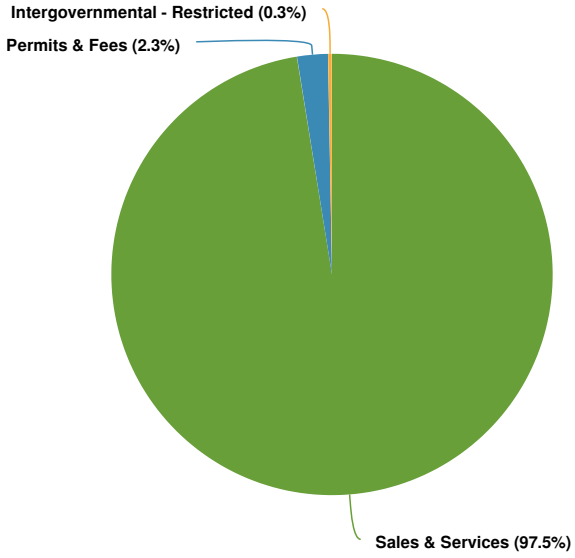
$1,388,287 $101,826 (8.92% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

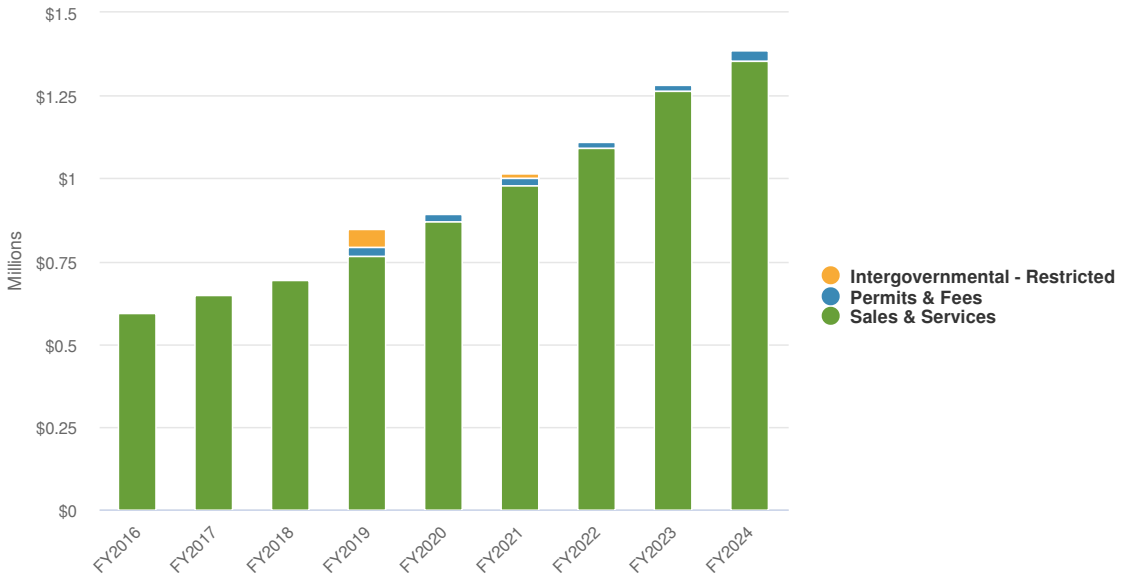


Revenues by Source

Projected 2024 Revenues by Source

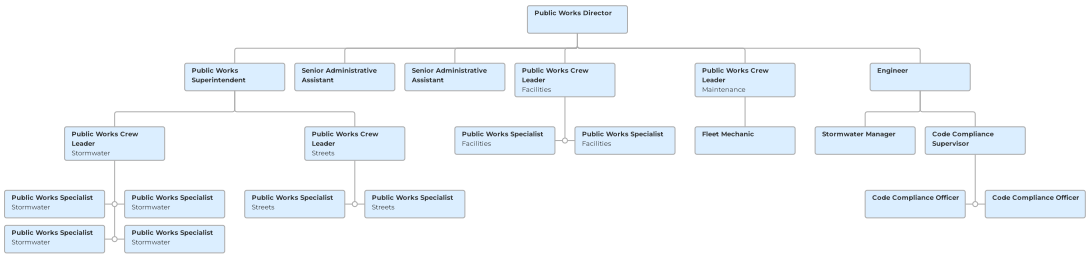


Budgeted and Historical 2024 Revenues by Source



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Revenue Source								
Permits & Fees								
SIDEWALK & DRIVEWAY FEES	10-356-0100	$21,240	$22,800	$27,540	$20,000	$31,260	$31,260	
CODE ENFORCEMENT FEES	10-357-0000	$124	$315	$247	$500	$250	$250	
Total Permits & Fees:		**$21,364**	**$23,115**	**$27,787**	**$20,500**	**$31,510**	**$31,510**	
Intergovernmental - Restricted								
GRANT - WAKE COUNTY - WASTE REDUCTION	10-380-0100	$0	$10,000	$0		$0	$0	
NCDOT MOWING	10-382-0300	$3,488	$2,863	$3,672	$3,777	$3,777	$3,777	
Total Intergovernmental - Restricted:		**$3,488**	**$12,863**	**$3,672**	**$3,777**	**$3,777**	**$3,777**	
Sales & Services								
SOLID WASTE FEES/CHARGES	10-359-0000	$869,832	$979,402	$1,171,142	$1,262,184	$1,353,000	$1,353,000	
Total Sales & Services:		**$869,832**	**$979,402**	**$1,171,142**	**$1,262,184**	**$1,353,000**	**$1,353,000**	
Total Revenue Source:		**$894,684**	**$1,015,380**	**$1,202,601**	**$1,286,461**	**$1,388,287**	**$1,388,287**	

Organizational Chart



Accomplishments & Challenges

Accomplishments in FY 23

- Addition of the fleet mechanic position and enhanced capabilities to maintain and repair Town vehicles and equipment.
- Administration organization update to reflect greater need for contract oversight, increased logistics, and customer responsiveness by reclassifying a position to provide for an additional administrative assistant.
- Enhanced the Downtown solid waste service to five (5) days per week to keep pace with increased business activity in the district.

Challenges in FY 24

- Add addition staff to ensure program compliance and to maintain operational levels due to growth.
- Increased operation capacity, staffing, and equipment necessitates the planned provision of a new public works yard to provide modern, sufficient, and safe space for staff to continue providing service as growth demands.

Goals, Work Units, and Performance

Goal	Work Unit	Measure
Provide trash/recycling/yard waste removal to residents	Complete route weekly	92% of route completed each week
	Monthly trash collected	
	Monthly recycling collected	
	Monthly yard waste collected	
Provide special yard waste pickup to residents	Complete requested residences monthly	92% of route completed each month
Ensure timely and responsive service to Code Enforcement requests	Number of Code Enforcement Requests received	92% of requests answered within 2 business days
Develop and maintain infrastructure and policies to support new growth, improve the quality of life for residents, and provide for a clean and green environment	Complete monthly needs and safety inspections for all Town-owned buildings and grounds	92% of inspections completed monthly
	Conduct Public Works mowing, landscaping, and weekly maintenance	92% of maintenance completed weekly (in season)
Outsource services through contracts as needed	Manage contracted services ensuring service adherence	100% management completed for each contract
Provide safe equipment needed to perform services for residents	Complete all vehicle and equipment service inspections	84% of inspections completed monthly

Streets

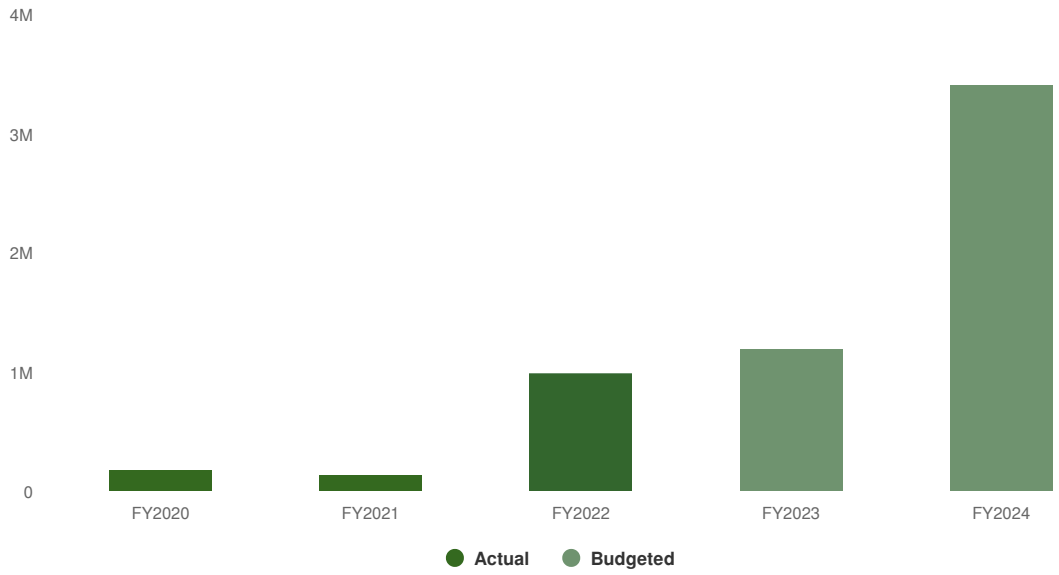
The Local Roads program tracks the expenditure of Powell Bill Funds received from the State that are restricted to eligible road maintenance expenses.

Expenditures Summary

Personnel expense increases were due to adjustments for the compensation and classification study as well as budgetary in-range adjustments and decreased due to transferring a position to the Stormwater Program budget. Operational expenses increased due to contract service for street maintenance and professional engineering services. The budget maintains sidewalk program expenses of $250,000. Capital expenses include ($1,918,859) in road and sidewalk projects.

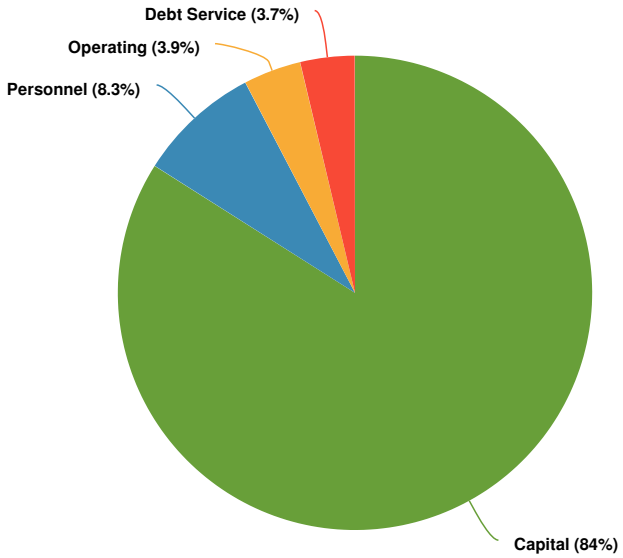
$3,405,319 **$2,208,909**
(184.63% vs. prior year)

Streets Proposed and Historical Budget vs. Actual

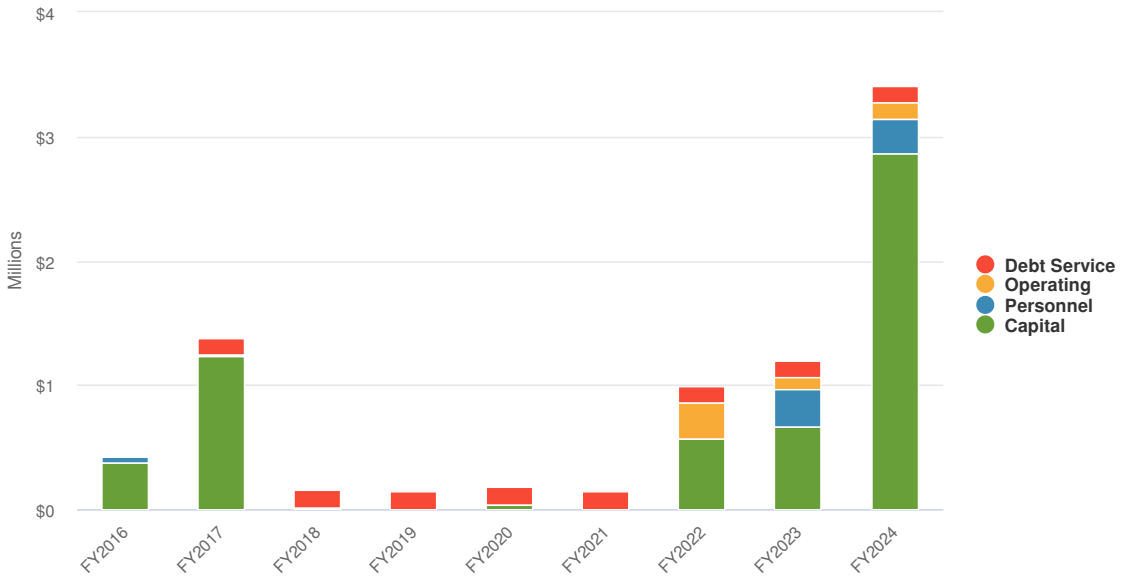


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Personnel								

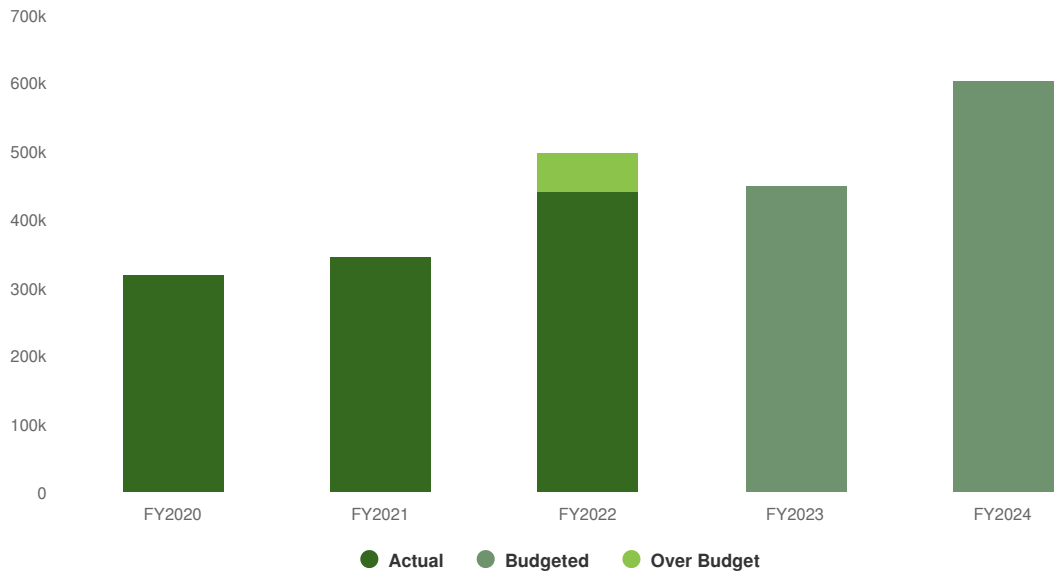
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
SALARIES - REGULAR	10-570-0100	$0	$0	$0	$246,700	$308,800	$221,500	
SALARIES - OVERTIME	10-570-0300	$0	$0	$0	$2,500	$3,900	$3,900	
FICA EXPENSE	10-570-9500	$0	$0	$0	$18,900	$24,000	$17,300	
RETIREMENT EXPENSE	10-570-9700	$0	$0	$0	$42,300	$57,600	$41,600	
Total Personnel:		**$0**	**$0**	**$0**	**$310,400**	**$394,300**	**$284,300**	
Operating								
PROFESSIONAL SERVICES - ENGINEER	10-570-0400	$1,278	$3,261	$77,077	$40,000	$65,000	$61,480	
STREET SIGNS & FIXTURES	10-570-3400				$20,500	$40,500	$21,600	
CONTRACT SERVICES - SNOW REMOVAL	10-570-4100	$0	$0	$0	$9,500	$7,500	$0	
MAINTENANCE & REPAIR - SIGNALS	10-570-4500					$35,000	$25,000	
MAINTENANCE & REPAIR - STREETS	10-570-4600	$0	$0	$192,908	$15,000	$15,000	$15,000	
MAINTENANCE & REPAIR - SIDEWALK	10-570-4800	$0	$0	$5,154	$7,500	$8,000	$8,000	
NON-CAPITAL EXPENSE ITEMS	10-570-7300				$3,500	$10,000	$3,000	
Total Operating:		**$1,278**	**$3,261**	**$275,139**	**$96,000**	**$181,000**	**$134,080**	
Capital								
ADA COMPLIANCE - STREET MAINTENANCE	10-570-4200	$0	$0	$0	$250,000	$250,000	$250,000	
CONTRACT SERVICES - GRADE STREETS	10-570-4300	$39,963	$0	$573,000	$410,400	$795,000	$691,680	
CAPTIAL OUTLAY - ROADS, SIDEWALKS	10-570-7700					$2,128,412	$1,918,859	
Total Capital:		**$39,963**	**$0**	**$573,000**	**$660,400**	**$3,173,412**	**$2,860,539**	
Debt Service								
DEBT SERVICE - POWELL BILL	10-570-4400	$139,561	$136,136	$132,828	$129,610	$126,400	$126,400	
Total Debt Service:		**$139,561**	**$136,136**	**$132,828**	**$129,610**	**$126,400**	**$126,400**	
Total Expense Objects:		**$180,802**	**$139,397**	**$980,967**	**$1,196,410**	**$3,875,112**	**$3,405,319**	

Revenues Summary

$603,500 $154,000

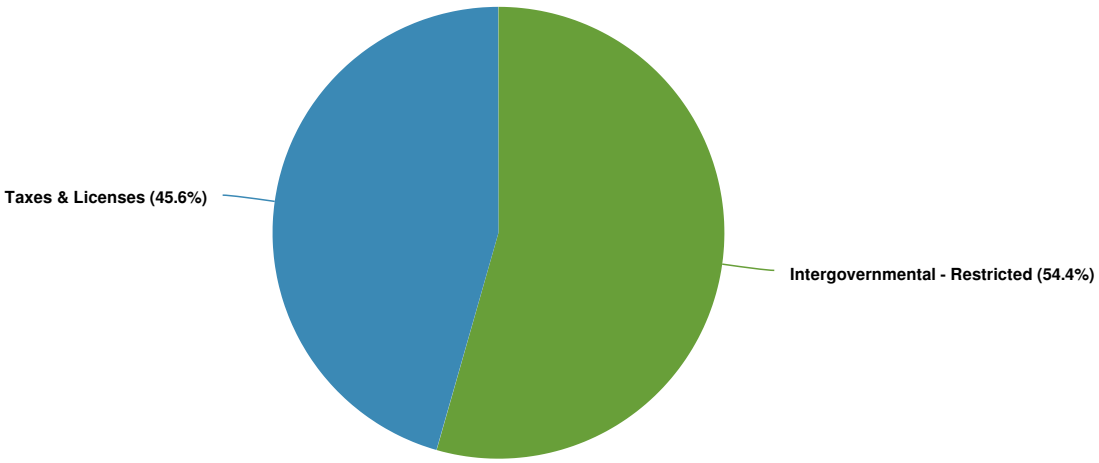
(34.26% vs. prior year)

Streets Proposed and Historical Budget vs. Actual

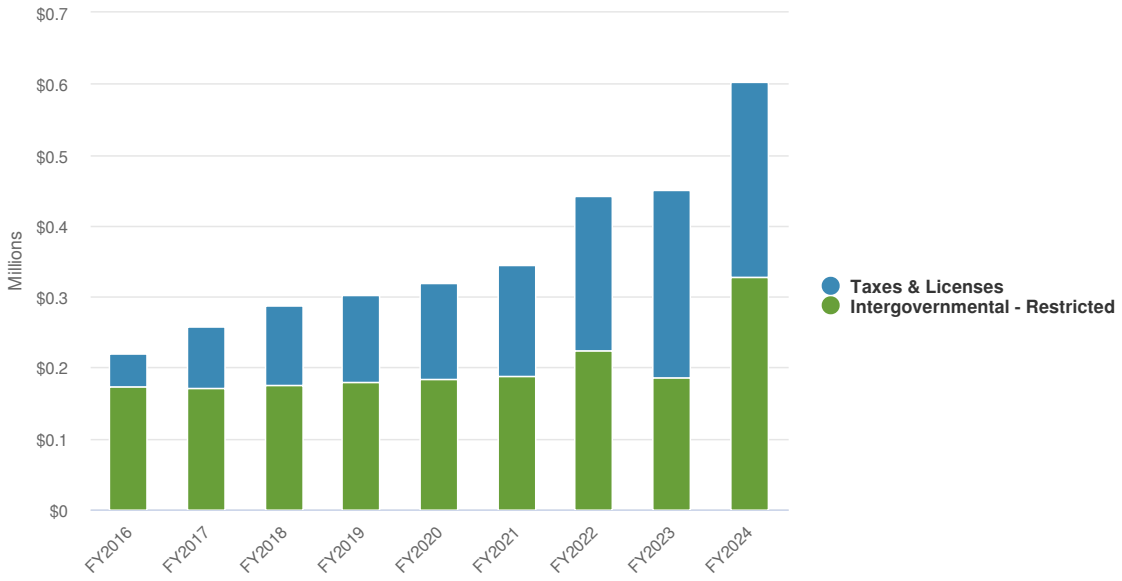


Revenues by Source

Projected 2024 Revenues by Source



Budgeted and Historical 2024 Revenues by Source



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Revenue Source								
Taxes & Licenses								
MOTOR VEHICLE LICENSE	10-319-0000	$135,751	$155,621	$218,040	$263,000	$275,000	$275,000	
Total Taxes & Licenses:		**$135,751**	**$155,621**	**$218,040**	**$263,000**	**$275,000**	**$275,000**	
Intergovernmental - Restricted								
POWELL BILL	10-343-0000	$183,163	$188,996	$280,101	$186,500	$328,500	$328,500	
Total Intergovernmental - Restricted:		**$183,163**	**$188,996**	**$280,101**	**$186,500**	**$328,500**	**$328,500**	
Total Revenue Source:		**$318,914**	**$344,617**	**$498,142**	**$449,500**	**$603,500**	**$603,500**	

Organizational Chart

Accomplishments & Challenges

Accomplishments in FY 23

- Replaced or added over 2,400 linear feet of sidewalk (excluding the Neighborhood Improvement project and new development).
- Installation of a signalized pedestrian crossing on Wendell Boulevard.
- Implemented the all-way stop traffic calming initiative in locations throughout town.
- Contracted the paving of the municipal parking lot at the corner of Third and Cypress.

Challenges in FY 24

- Deferred maintenance necessitates the implementation of a significant amount of street sealant to extend the life of the streets until complete resurfacing is required.
- Develop of a sidewalk condition analysis and 5-year maintenance and extension plan is needed for sidewalks similar to the program established for streets.

Goals, Work Units, and Performance

Goal	Work Unit	Measure
Establish a plan for maintenance, replacement, and extension of sidewalks consistent with the Wendell Pedestrian Plan	Complete sidewalk inspections for maintenance needs	Complete inspections 2 times/year
Implement the updated 5-year 2020 Pavement Condition Study for the maintenance and resurfacing of Town streets and establish plans for the next 5-year cycle	Complete street condition inspection	92% of streets inspected monthly
	Evaluate streets pavement condition index (PCI)	Maintain a PCI of 74 or higher each year
Provide for a safe and secure community by ensuring appropriate street lighting on Town-maintained roads	Complete street light inspections	92% of lights inspected monthly
	Correct street light deficiencies	92% of deficiencies completed within 3 weeks

Stormwater

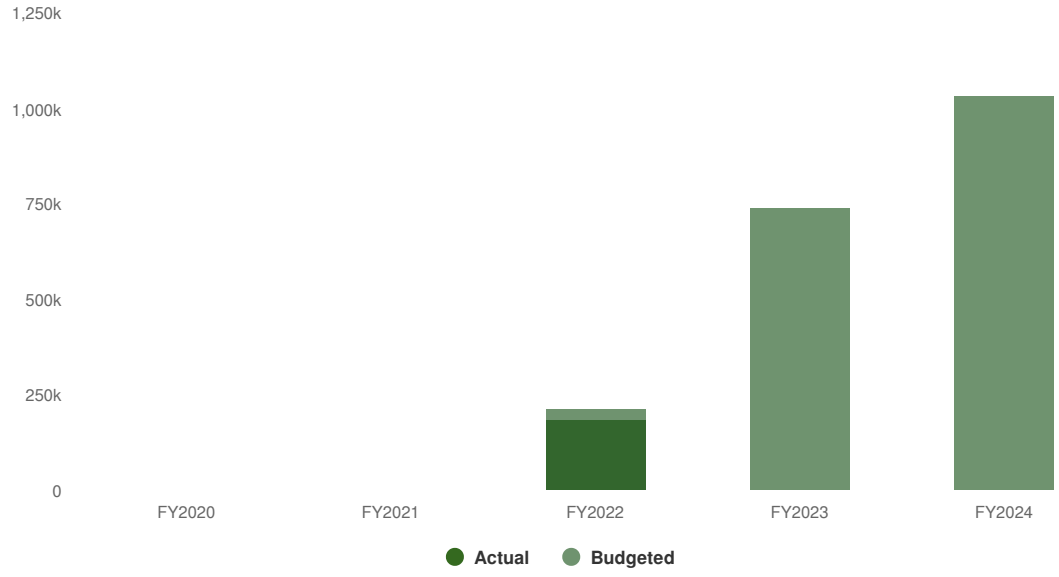
The Stormwater Program tracks the expenditure of the stormwater fee and other appropriated funds necessary to maintain the municipal stormwater permit.

Expenditures Summary

Personnel increases reflect adjustments for the compensation and classification study as well as budgetary in-range adjustments and a position transfer from Streets. Operation expenses are reduced due to savings resulting from in-house engineer services. Capital projects include the restoration of a dam off of Todd Lane ($400,000) and neighborhood stormwater improvements ($95,475).

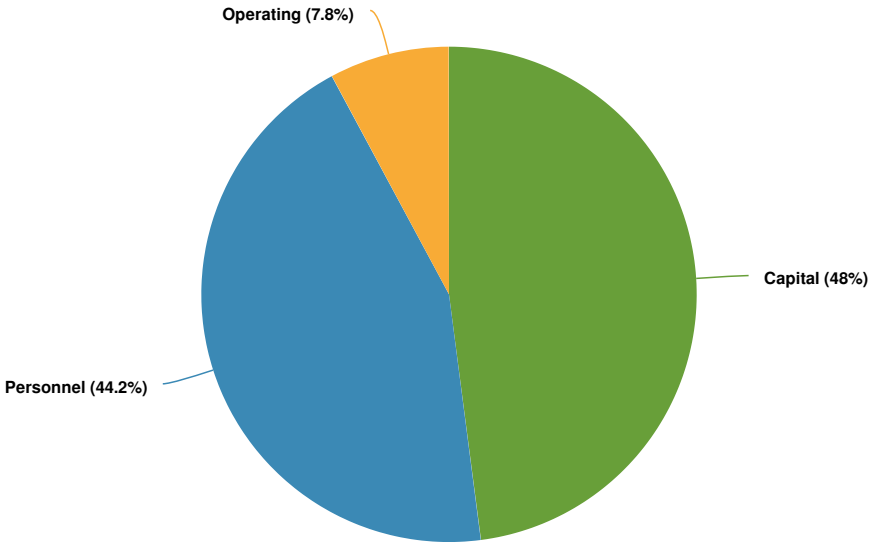
$1,033,275 **$293,275**
(39.63% vs. prior year)

Stormwater Proposed and Historical Budget vs. Actual

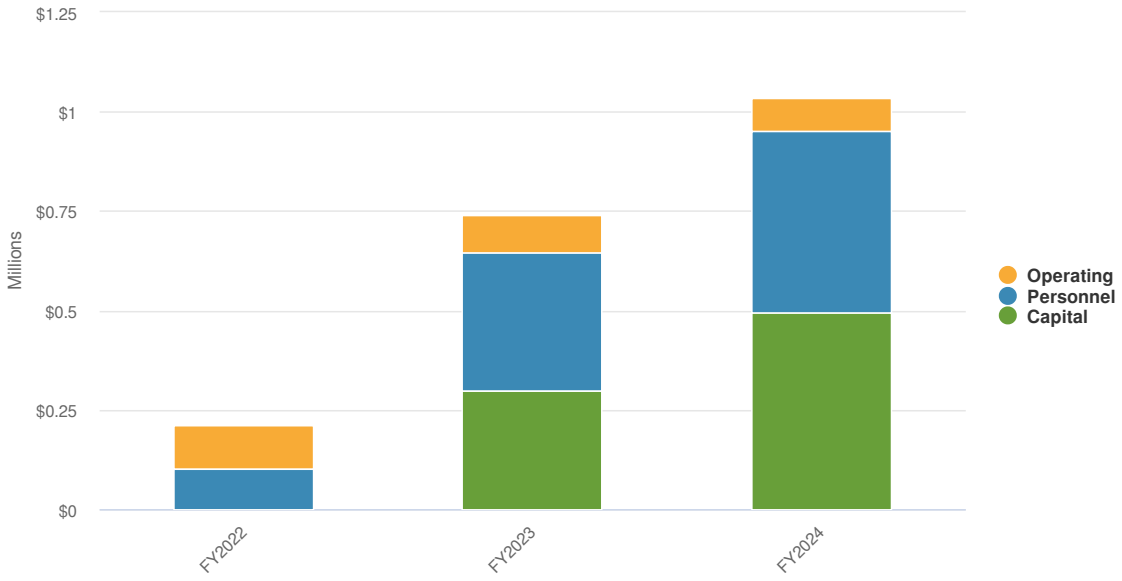


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Personnel								

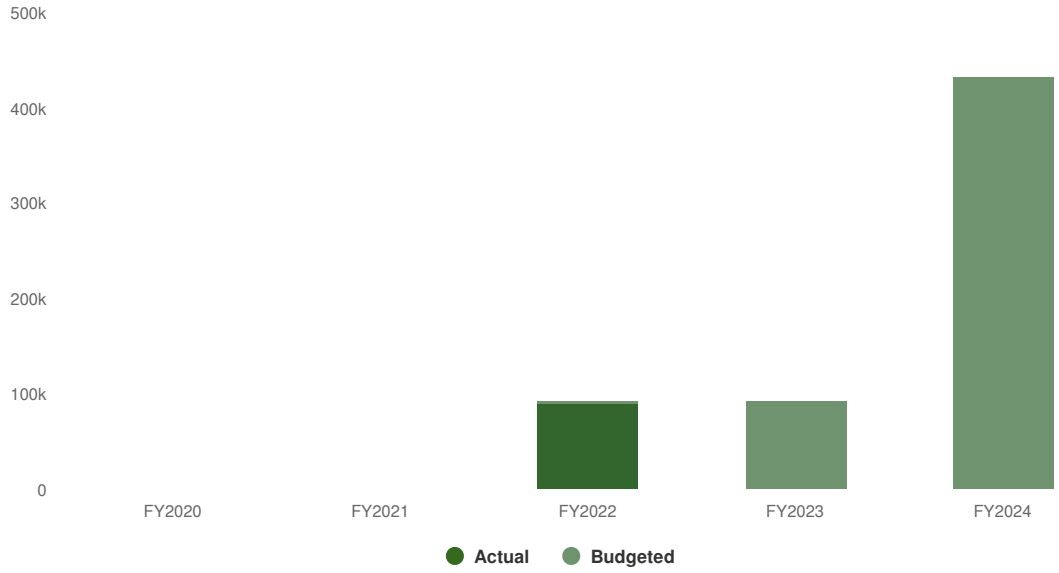
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
SALARIES - REGULAR	10-580-0100	$0	$0	$80,175	$274,900	$347,900	$357,600	
SALARIES - OVERTIME	10-580-0300	$0	$0	$0	$2,500	$4,600	$4,600	
FICA EXPENSE	10-580-9500	$0	$0	$6,050	$21,100	$27,100	$27,800	
RETIREMENT EXPENSE	10-580-9700	$0	$0	$12,979	$47,200	$65,000	$66,800	
Total Personnel:		**$0**	**$0**	**$99,204**	**$345,700**	**$444,600**	**$456,800**	
Operating								
PROFESSIONAL SERVICES - ENGINEER	10-580-0400	$0	$0	$46,766	$33,650	$36,000	$12,000	
FACILITY & EQUIPMENT RENTAL	10-580-2100	$0	$0	$0		$19,000	$15,000	
DEPARTMENTAL SUPPLIES	10-580-3300	$0	$0	$254		$800	$800	
CONTRACT SERVICES	10-580-4300	$0	$0	$16,901	$31,000	$20,000	$20,000	
CONTRACT SERVICES - BILLING/COLLECTIONS	10-580-4400	$0	$0	$179	$350	$0	$2,200	
MAINTENANCE & REPAIR - DRAINAGE	10-580-4700	$0	$0	$10,089	$20,000	$20,000	$20,000	
DUES & PERMITS	10-580-5300	$0	$0	$860	$2,800	$2,500	$2,500	
COMMUNITY OUTREACH & EDUCATION	10-580-5400	$0	$0	$2,912	$3,500	$5,000	$5,000	
NON-CAPITAL EXPENSE ITEMS	10-580-7300	$0	$0	$7,592	$3,000	$3,500	$3,500	
Total Operating:		**$0**	**$0**	**$85,553**	**$94,300**	**$106,800**	**$81,000**	
Capital								
CAPITAL OUTLAY - EQUIPMENT	10-580-7400	$0	$0	$0		$88,000	$0	
CAPITAL OUTLAY - FACILITIES	10-580-7600	$0	$0	$0	$300,000	$830,000	$495,475	
Total Capital:		**$0**	**$0**	**$0**	**$300,000**	**$918,000**	**$495,475**	
Total Expense Objects:		**$0**	**$0**	**$184,757**	**$740,000**	**$1,469,400**	**$1,033,275**	

Revenues Summary

The annual Stormwater Fee is increased from $20 to $75 to provide additional program funding for capital needs and program growth to meet regulatory compliance.

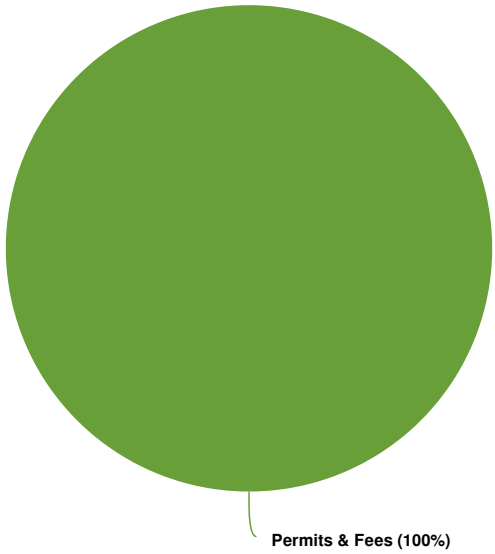
$433,125 **$340,125**
(365.73% vs. prior year)

Stormwater Proposed and Historical Budget vs. Actual

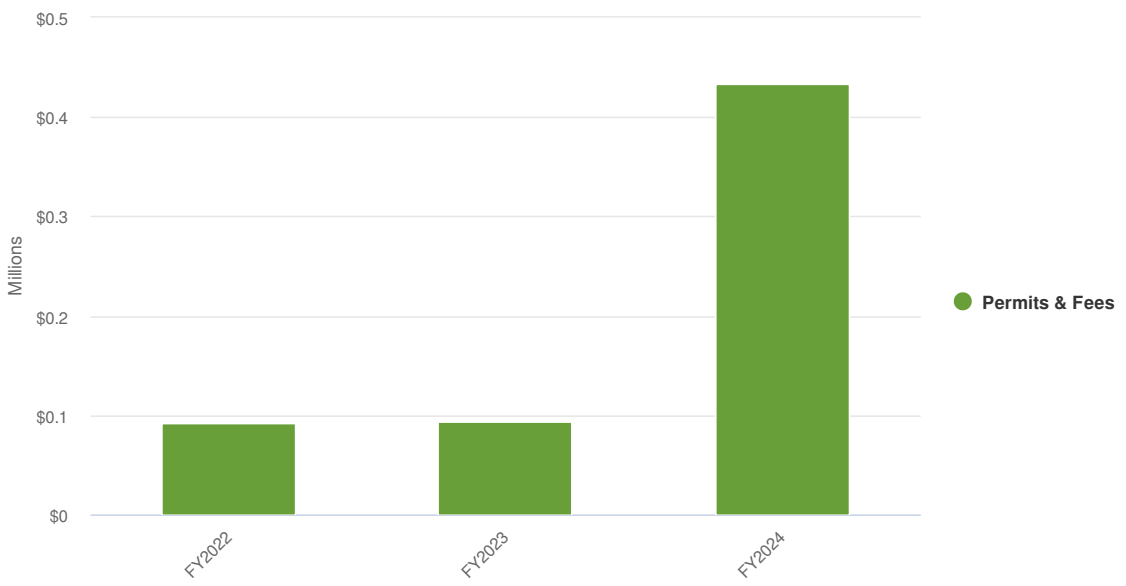


Revenues by Source

Projected 2024 Revenues by Source



Budgeted and Historical 2024 Revenues by Source



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Revenue Source								
Permits & Fees								
STORMWATER FEES	10-353-0000	$0	$0	$89,360	$93,000	$100,000	$433,125	
Total Permits & Fees:		**$0**	**$0**	**$89,360**	**$93,000**	**$100,000**	**$433,125**	
Total Revenue Source:		**$0**	**$0**	**$89,360**	**$93,000**	**$100,000**	**$433,125**	

Organizational Chart

The Stormwater Department organizational chart is included in the Public Works Department.

Accomplishments & Challenges

Accomplishments in FY 23

- Completed the State audit of the Stormwater Program and responded to identified deficiencies.
- Completed the design for a downtown stormwater capital project adjoining Strickland's Funeral Home for future implementation.
- Establishment of the stormwater operations crew allowed for maintenance and restoration of stormwater ditches and culverts in older subdivisions to begin.
- Addition of a new sweeper has enabled an increased street sweeping that reduces the amount of materials and waste that enters the stormwater drains in addition to the aesthetic enhancement of Town streets.

Challenges in FY 24

- Establish a post-construction inspection and reporting process.
- Develop a 5-year plan for stormwater maintenance and improvements to the existing system that has been deferred in the past.
- Implement stormwater capital projects to address concerns in Downtown and the Brighton of Wendell dam to improve infrastructure functionality and public safety.

Goals, Work Units, and Performance

Goal	Work Unit	Measure
Provide street cleaning for all Town-maintained roads	Complete cleaning monthly	92% of route completed each month
Provide downtown street cleaning	Complete cleaning twice/month	92% of route completed each time

Parks & Recreation

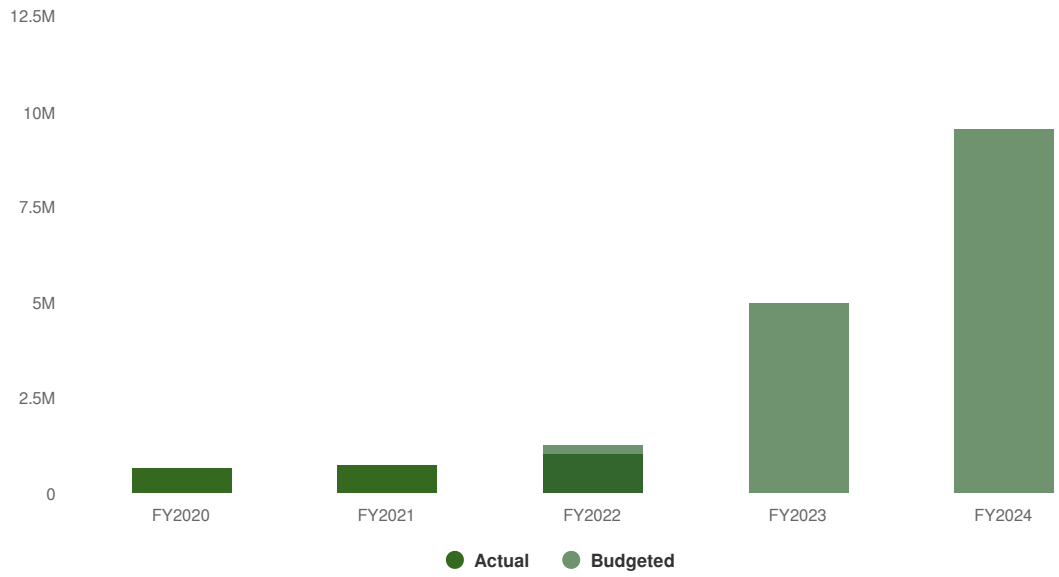
Offers high-quality recreational, cultural, and leisure opportunities for residents and visitors through facilities, programming, parks, and special events.

Expenditures Summary

Personnel increases reflect budgetary in-range adjustments. Operational costs include increases in umpire and official expenses as well as program supplies and uniforms due to program participation growth. Capital expenditures include the construction of Hollybrook Road Neighborhood Park, design and beginning construction of Pleasant Grove Community Center, refurbishment of Pleasant Grove athletic field, and land acquisition and design of the Wendell Athletic Field Complex.

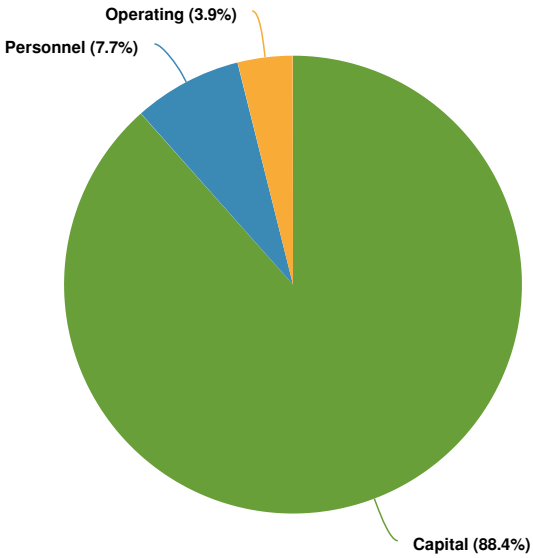
$9,554,287 **$4,557,481**
(91.21% vs. prior year)

Parks & Recreation Proposed and Historical Budget vs. Actual

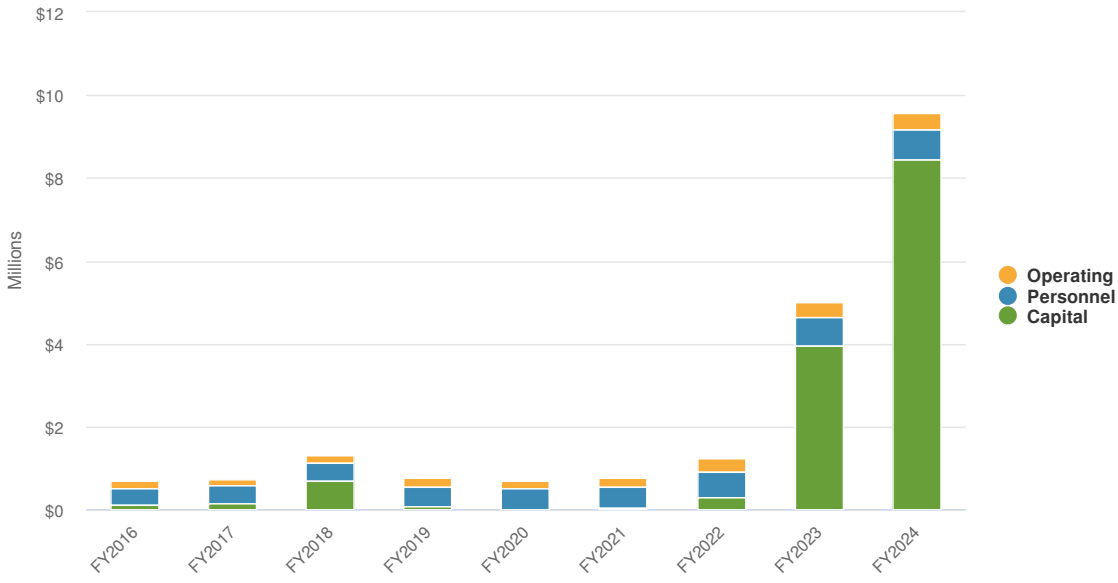


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Personnel								
SALARIES - REGULAR	10-620-0100	$380,679	$416,860	$446,071	$511,500	$539,400	$538,800	
SALARIES - PART-TIME	10-620-0200	$34,191	$23,187	$55,018	$50,000	$50,000	$50,000	
FICA EXPENSE	10-620-9500	$31,673	$33,619	$38,231	$39,200	$44,525	$45,200	
RETIREMENT EXPENSE	10-620-9700	$51,678	$61,282	$70,889	$87,800	$98,900	$98,900	
Total Personnel:		**$498,220**	**$534,947**	**$610,210**	**$688,500**	**$732,825**	**$732,900**	
Operating								
UMPIRES & OFFICIALS	10-620-0400	$18,295	$10,471	$39,878	$40,000	$50,000	$50,000	
UTILITIES - HEATING FUEL	10-620-1200	$2,450	$3,177	$3,242	$4,100	$4,750	$4,750	
UTILITIES - ELECTRICITY	10-620-1300	$22,279	$25,499	$33,739	$36,000	$38,200	$38,200	
TRAVEL, TRAINING, & SCHOOLS	10-620-1400	$899	$2,951	$3,004	$3,250	$3,500	$3,500	
MAINTENANCE & REPAIR - BUILDINGS/GROUNDS	10-620-1500	$31,359	$35,471	$51,408	$56,756	$47,750	$47,750	
MAINTENANCE & REPAIR - EQUIPMENT	10-620-1600	$10,252	$7,009	$10,206	$13,200	$16,400	$16,400	
MAINTENANCE & REPAIR - VEHICLES	10-620-1700	$1,200	$1,698	$530	$3,500	$2,680	$2,680	
UTILITIES - WATER	10-620-1800	$8,545	$9,291	$8,739	$11,000	$17,050	$14,000	
FACILITY & EQUIPMENT RENTAL	10-620-2100	$7,195	$6,839	$15,258	$7,600	$10,000	$10,000	
FUEL EXPENSE	10-620-3100	$3,008	$3,777	$5,982	$9,000	$6,500	$6,500	
ONLINE PROCESSING FEES	10-620-3200	$4,683	$4,333	$7,172	$6,000	$6,500	$6,500	
DEPARTMENTAL SUPPLIES	10-620-3300	$10,169	$13,900	$19,550	$25,300	$36,400	$26,600	
UNIFORMS	10-620-3600	$10,694	$11,360	$36,303	$30,600	$34,700	$34,700	
CONTRACT SERVICES - MASTER PLAN	10-620-4400	$6,650	$16,500	$0		$0	$0	
CONTRACT SERVICES - JANITORIAL	10-620-4600	-$175	$0	-$25		$0	$0	
CONTRACT SERVICES - GENERAL PROGRAMS	10-620-4700	$0	$13,895	$0		$0	$0	
DUES & SUBSCRIPTIONS	10-620-5300	$475	$175	$450	$2,950	$2,350	$2,350	
INSURANCE - PARTICIPANTS	10-620-5400	-$76	$0	-$6	$1,550	$0	$0	

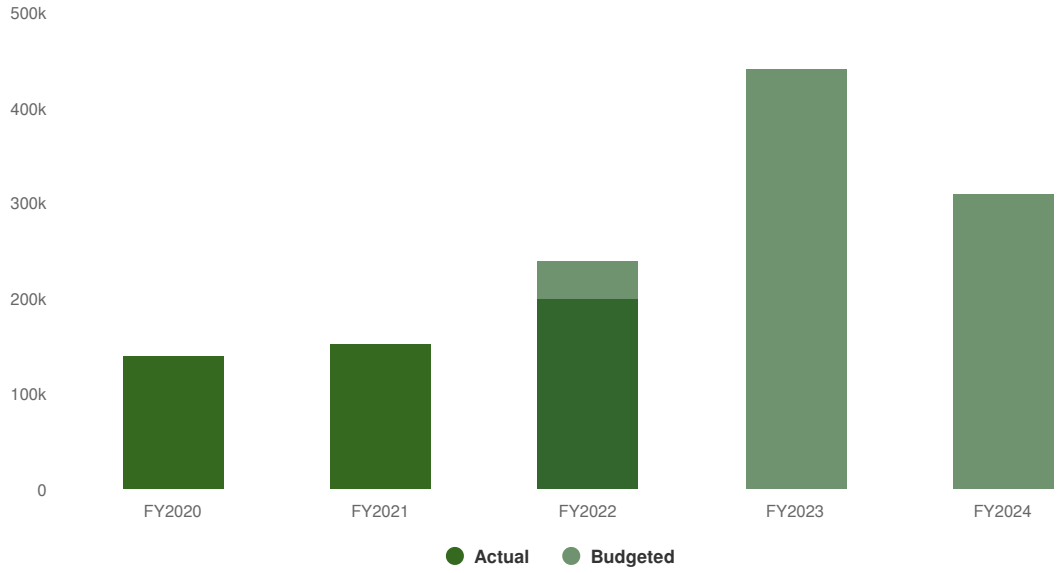
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
TEAM REGISTRATION FEES	10-620-5600	$2,320	$200	$3,990	$3,400	$3,700	$3,700	
SPECIAL PROGRAMS & CAMPS	10-620-5700	$12,310	$5,536	$28,260	$47,200	$52,900	$52,900	
TRACKOUT PROGRAM	10-620-5800	$7,550	$2,345	$5,403	$20,000	$19,600	$19,600	
SCHOLARSHIP PROGRAM	10-620-5900	$0	$0	$200	$1,000	$1,000	$5,000	
NON-CAPITAL EXPENSE ITEMS	10-620-7300	$4,093	$16,789	$5,129	$5,400	$23,150	$17,650	
NON-CAPITAL LEASE PAYMENTS	10-620-7301						$7,515	
TREE CITY PROGRAM EXPENSE	10-620-9100	$45	$334	$0	$1,000	$1,000	$1,000	
EMPLOYEE WELLNESS PROGRAM EXPENSE	10-620-9200	$101	$623	$0	$10,500	$0	$0	
GRANT - UNITED ARTS COUNCIL	10-620-9300	$0	$1,750	$0		$0	$0	
Total Operating:		**$164,321**	**$193,921**	**$278,413**	**$339,306**	**$378,130**	**$371,295**	
Capital								
CAPITAL OUTLAY - EQUIPMENT	10-620-7400	$0	$0	$25,900	$15,000	$25,500	$0	
LEASE PAYMENTS	10-620-7500	$5,996	$6,004	$0	$6,000	$7,515	$0	
LEASE INTEREST EXPENSE	10-620-7501	$0	$0	$53		$0	$0	
LEASE AMORTIZATION EXPENSE	10-620-7503	$0	$0	$6,045		$0	$0	
CAPITAL OUTLAY - FACILITIES	10-620-7600	$3,800	$20,800	$118,796	$3,948,000	$8,172,500	$8,450,092	
Total Capital:		**$9,796**	**$26,804**	**$150,794**	**$3,969,000**	**$8,205,515**	**$8,450,092**	
Total Expense Objects:		**$672,337**	**$755,673**	**$1,039,418**	**$4,996,806**	**$9,316,470**	**$9,554,287**	

Revenues Summary

Recreation revenues increased due to program growth and non-resident participation fees. Overall revenues decreased due to grant expenditures in the prior year.

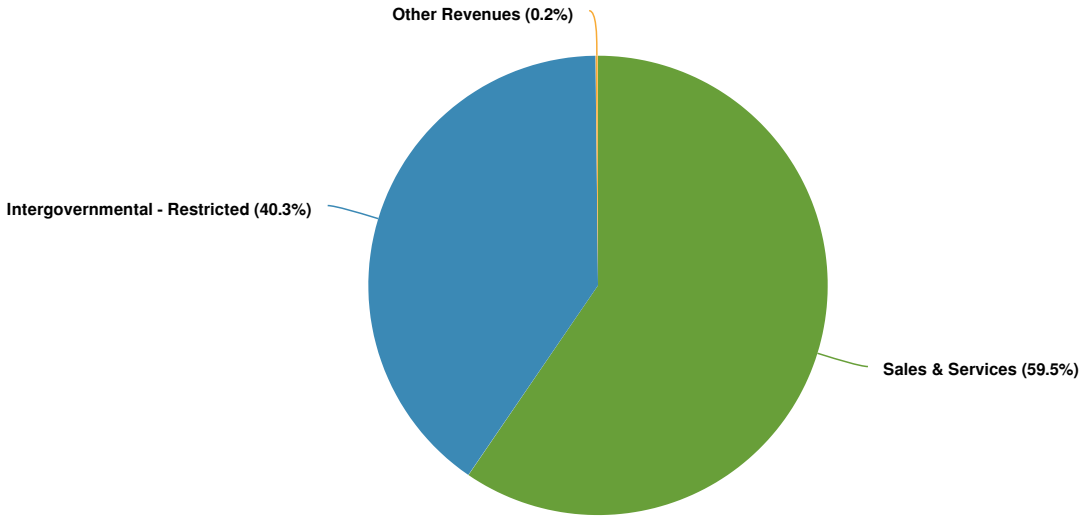
$309,000 **-$130,750**
(-29.73% vs. prior year)

Parks & Recreation Proposed and Historical Budget vs. Actual

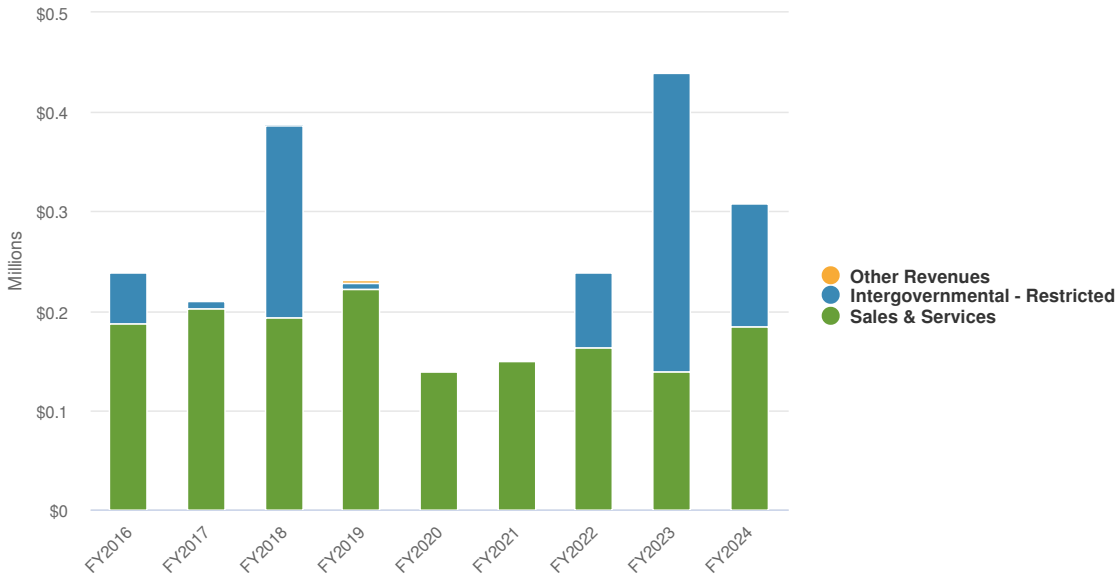


Revenues by Source

Projected 2024 Revenues by Source



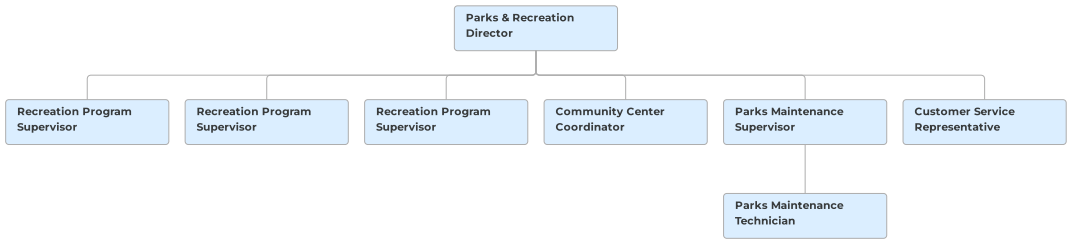
Budgeted and Historical 2024 Revenues by Source



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Revenue Source								
Other Revenues								
PARK CONCESSION REVENUE	10-331-0000	$1,633	$47	$380	$250	$500	$500	
Total Other Revenues:		**$1,633**	**$47**	**$380**	**$250**	**$500**	**$500**	
Intergovernmental - Restricted								
GRANT -WAKE COUNTY-OPEN SPACE & GREENWAY	10-380-0700	$0	$0	$0		$1,000,000	$0	
GRANT-WAKE COUNTY-TOURISM SMALL PROJ.	10-380-0710					$1,800,000	$0	
GRANT - PARTF	10-381-0700	$0	$0	$0	$300,000	$124,500	$124,500	
GRANT - UNITED ARTS COUNCIL	10-382-0400	$0	$1,600	$0		$0	$0	
Total Intergovernmental - Restricted:		**$0**	**$1,600**	**$0**	**$300,000**	**$2,924,500**	**$124,500**	
Sales & Services								
RECREATION REVENUE	10-365-0000	$56,980	$56,597	$122,899	$91,000	$125,000	$129,000	
RECREATION SPONSOR	10-365-0100	$3,000	$5,560	$12,765	$6,000	$8,500	$8,500	

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
RECREATION RENTAL PROCEEDS	10-365-0200	$24,097	$52,302	$28,637	$15,000	$15,000	$15,000	
RECREATION - TRACKOUT PROGRAM	10-365-0500	$54,418	$35,673	$35,496	$27,500	$31,500	$31,500	
Total Sales & Services:		**$138,495**	**$150,133**	**$199,797**	**$139,500**	**$180,000**	**$184,000**	
Total Revenue Source:		**$140,127**	**$151,780**	**$200,177**	**$439,750**	**$3,105,000**	**$309,000**	

Organizational Chart



Accomplishments & Challenges

Accomplishments in FY 23

- Began efforts for rehabilitation of the Carver infields, scoreboards, and equipment storage.
- Acquired Park property for the future Northside Community Park to further advance Parks and Recreation Master Plan recommendations.
- Finalized design and site preparations for the development of the first neighborhood park (Hollybrook Park) as recommended by the Parks & Recreation Master Plan.
- Selected the design firm for the Buffalo Creek Greenway/Multi-use Path, and continued efforts to update the Greenway Master Plan.
- Selected the design firm and initiated the design and site preparations for the construction of new restrooms and the renovation of the concessions stand at Wendell Park as recommended by the Parks and Recreation Master Plan.

Challenges in FY 24

- Evaluate growth impacts on operations, personnel and maintenance expenses for existing parks, facilities, and programs.
- Complete design and begin construction for South Main Street Greenway, as recommended by the Parks and Recreation Master Plan.
- Continue community input and design of the Pleasant Grove/Carver School Project.
- Select firm and initiate the design process of the Wendell Athletic Field Complex project.
- Initiate the construction of the Buffalo Creek Greenway/Multi-use Path phase I.

Goals, Work Units, and Performance

Goal	Work Unit	Performance Measure
Evaluate existing recreation programs to increase participation levels to ensure a diverse offering that is relevant to the whole community.	Total availability of community center program space. Number of hours in use.	Increase community center usage by 2% in Fiscal Year 2024.
		Demonstrate a diversity of programs by offering at least one new program by age group (youth, adults, seniors) per year.
Improve maintenance and operational efficiency throughout the park system to ensure quality facilities and varied park offerings.	Daily, weekly, monthly, and annual inspection numbers for parks and recreation facilities and equipment.	Complete checklists for facilities and equipment 95% of the time.
		Take appropriate actions at least 95% of the time.
Evaluate special events to increase participation and enhance the value to the community.	◦ Number of events managed. ◦ Number of community/social media posts. ◦ Estimated attendance for events.	Maintain ongoing evaluation of all special events to confirm baseline Town resource requirements.
		Number of overtime hours dedicated to special event support.
		Opportunities to participate in social events and activities (1=excellent, 4=poor).
Provide a high quality and diverse park system for all age, ability, and interest groups.	◦ Number of Comprehensive Parks and Recreation Master Plan components completed. ◦ Average budget investment per acre of park (National: $6,589, Wendell FY 23: $8,013) ◦ Parks per capita (National: 1 park per 2,114 residents, Wendell: 1 park per 9,793 residents) ◦ Open space per capita (National: 10 acres per 1,000 residents, Wendell: 13.5 acres per 1,000 residents ◦ Public playgrounds per capita (National: 1 playground per 3,600 residents, Wendell: 1 playground per 9,793 residents) ◦ Walking Trails/Greenway per capita (National: 0.25 mi per 1,000 residents, Wendell: .0025 per 1,000 residents) ◦ Residents with public park space (park,	◦ On average, complete design and/or construction of a park or greenway project each year based on recommendations from the Comprehensive Parks and Recreation Master Plan.

	greenway, etc.) within ¼ mile radius: 1,100	◦ Overall quality of parks and recreation opportunities (1=excellent, 4=poor).

Non-Departmental

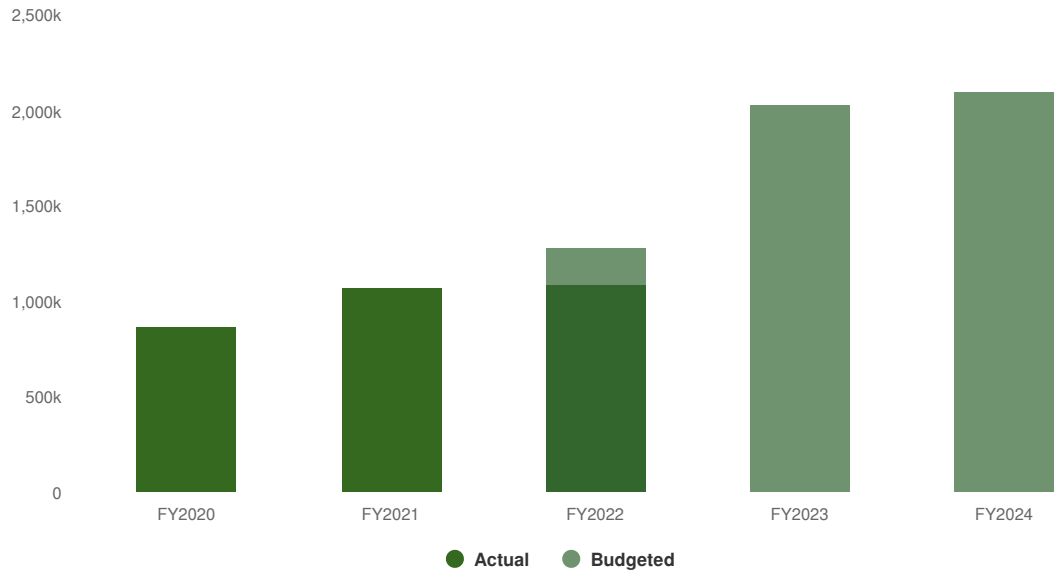
The Non-Departmental section is comprised of organization-wide expenses such as debt service, life insurance, health insurance, retiree expenses, and other benefit related costs.

Expenditures Summary

Health insurance estimates are increased to account for full-year employee coverage and new positions Debt service payments are decreased consistent with payment schedules. The Employee Wellness Program was transferred from the Parks & Recreation Department.

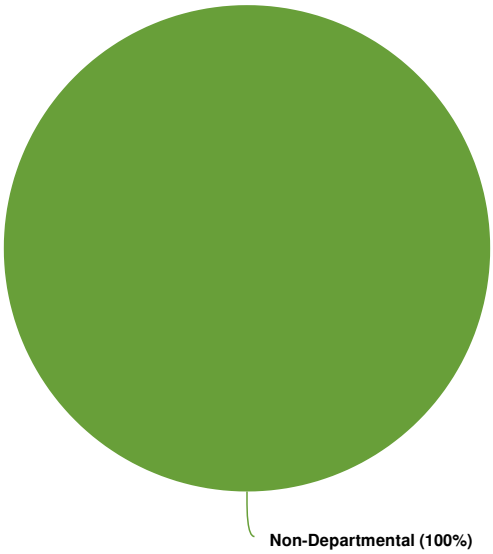
$2,102,485 **$74,990**
(3.70% vs. prior year)

Non-Departmental Proposed and Historical Budget vs. Actual

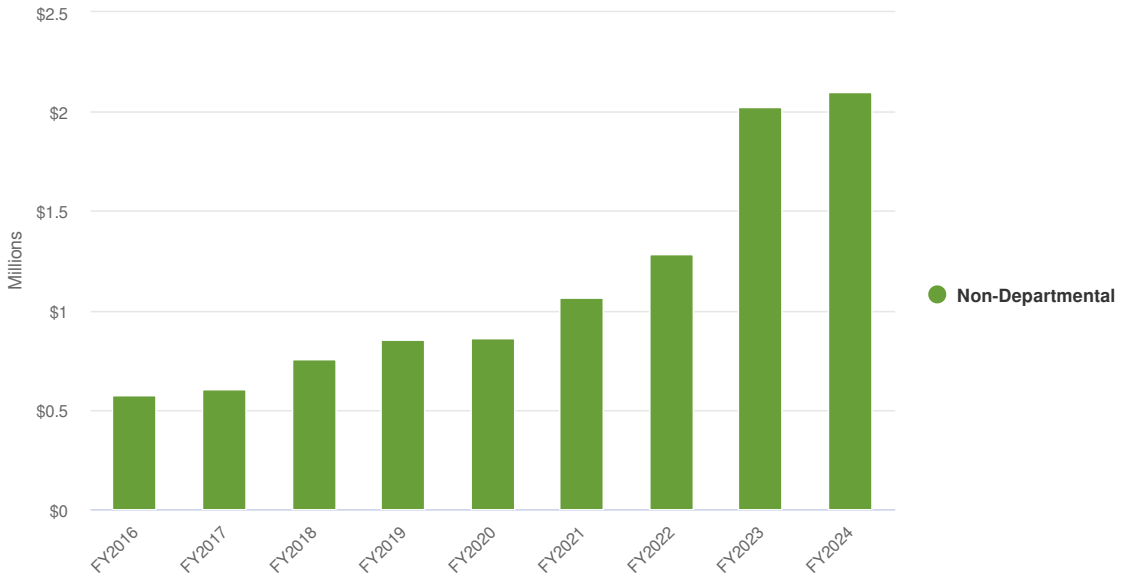


Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

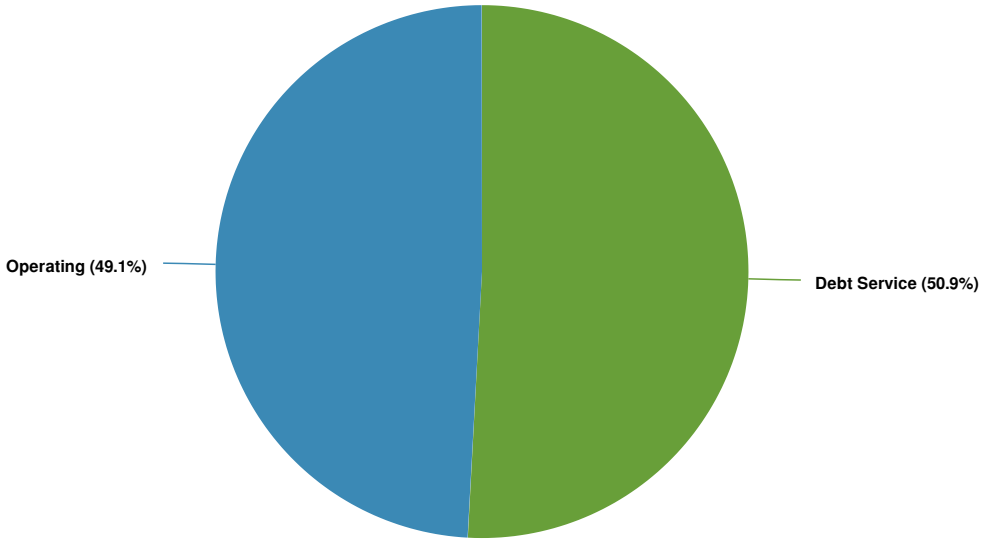


Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expenditures								
Non-Departmental								

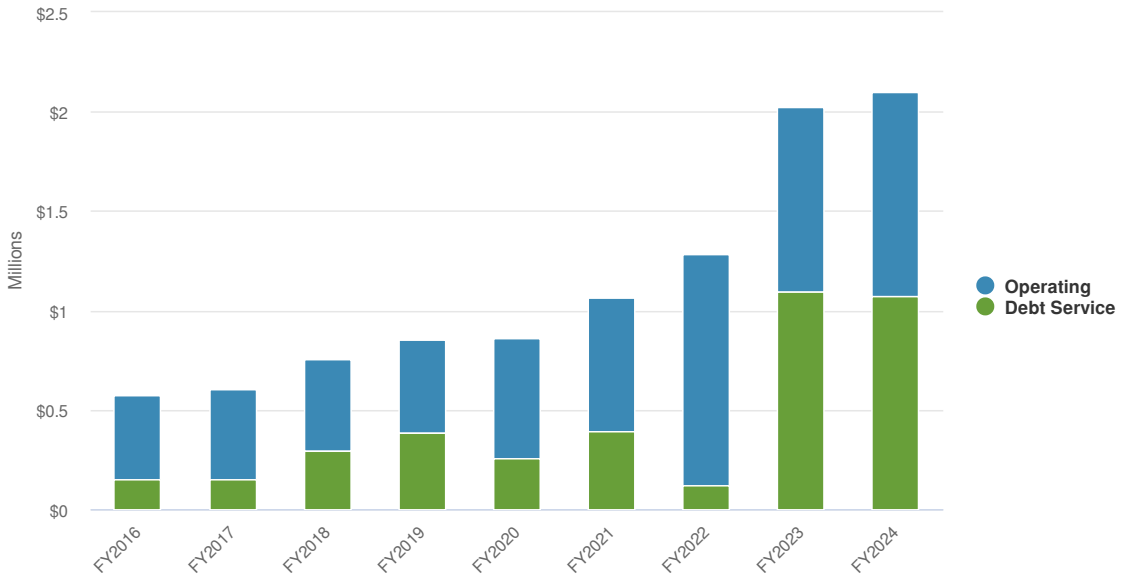
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
HEALTH REIMBURSEMENT ACCOUNT EXPENSES	10-660-0400	$0	$0	$36,800	$65,000	$72,000	$72,000	
ANCILLARY INSURANCE - ACTIVE	10-660-0500	$0	$0	$50,338	$69,000	$75,000	$75,000	
HEALTH INSURANCE - ACTIVE	10-660-0600	$410,575	$444,320	$452,160	$517,836	$622,000	$569,620	
UNEMPLOYMENT INSURANCE	10-660-0800	$2,002	$2,558	$1,284	$5,000	$5,000	$5,000	
GROUP INSURANCE - RETIREE	10-660-0900	$62,896	$65,364	$69,093	$75,000	$102,000	$102,000	
INSURANCE & BONDS	10-660-5400	$117,020	$148,591	$147,468	$187,500	$190,000	$190,000	
SAFETY PROGRAM	10-660-8000	$5,821	$8,811	$6,590	$6,000	$7,500	$7,500	
EMERGENCY PREPAREDNESS	10-660-8100	$9,937	$1,419	$0		$0	$0	
EMPLOYEE EDUCATION	10-660-8500	$0	$0	$277	$4,500	$4,500	$4,500	
EMPLOYEE WELLNESS PROGRAM	10-660-8600						$7,500	
BAD DEBT EXPENSE	10-660-9200	$0	$80	$637		$0	$0	
TRANSFER TO WATER FUND	10-660-9300	$0	$0	$123,003		$0	$0	
TRANSFER TO SEWER FUND	10-660-9400	$0	$0	$79,175		$0	$0	
DEBT SERVICE - GENERAL FUND	10-660-9100	$253,121	$396,283	$120,692	$1,097,659	$1,069,365	$1,069,365	
Total Non-Departmental:		**$861,372**	**$1,067,425**	**$1,087,517**	**$2,027,495**	**$2,147,365**	**$2,102,485**	
Total Expenditures:		**$861,372**	**$1,067,425**	**$1,087,517**	**$2,027,495**	**$2,147,365**	**$2,102,485**	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Operating								

Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
HEALTH REIMBURSEMENT ACCOUNT EXPENSES	10-660-0400	$0	$0	$36,800	$65,000	$72,000	$72,000	
ANCILLARY INSURANCE - ACTIVE	10-660-0500	$0	$0	$50,338	$69,000	$75,000	$75,000	
HEALTH INSURANCE - ACTIVE	10-660-0600	$410,575	$444,320	$452,160	$517,836	$622,000	$569,620	
UNEMPLOYMENT INSURANCE	10-660-0800	$2,002	$2,558	$1,284	$5,000	$5,000	$5,000	
GROUP INSURANCE - RETIREE	10-660-0900	$62,896	$65,364	$69,093	$75,000	$102,000	$102,000	
INSURANCE & BONDS	10-660-5400	$117,020	$148,591	$147,468	$187,500	$190,000	$190,000	
SAFETY PROGRAM	10-660-8000	$5,821	$8,811	$6,590	$6,000	$7,500	$7,500	
EMERGENCY PREPAREDNESS	10-660-8100	$9,937	$1,419	$0		$0	$0	
EMPLOYEE EDUCATION	10-660-8500	$0	$0	$277	$4,500	$4,500	$4,500	
EMPLOYEE WELLNESS PROGRAM	10-660-8600						$7,500	
BAD DEBT EXPENSE	10-660-9200	$0	$80	$637		$0	$0	
TRANSFER TO WATER FUND	10-660-9300	$0	$0	$123,003		$0	$0	
TRANSFER TO SEWER FUND	10-660-9400	$0	$0	$79,175		$0	$0	
Total Operating:		**$608,251**	**$671,142**	**$966,825**	**$929,836**	**$1,078,000**	**$1,033,120**	
Debt Service								
DEBT SERVICE - GENERAL FUND	10-660-9100	$253,121	$396,283	$120,692	$1,097,659	$1,069,365	$1,069,365	
Total Debt Service:		**$253,121**	**$396,283**	**$120,692**	**$1,097,659**	**$1,069,365**	**$1,069,365**	
Total Expense Objects:		**$861,372**	**$1,067,425**	**$1,087,517**	**$2,027,495**	**$2,147,365**	**$2,102,485**	

Organizational Chart

No staff is accounted for in Special Appropriations.

Goals, Work Units, and Performance

Not applicable in FY 2024.

Special Appropriations

Special appropriations provide annual funding support to agencies outside of the Town organization that support community and Town goals as determined by the Board of Commissioners.

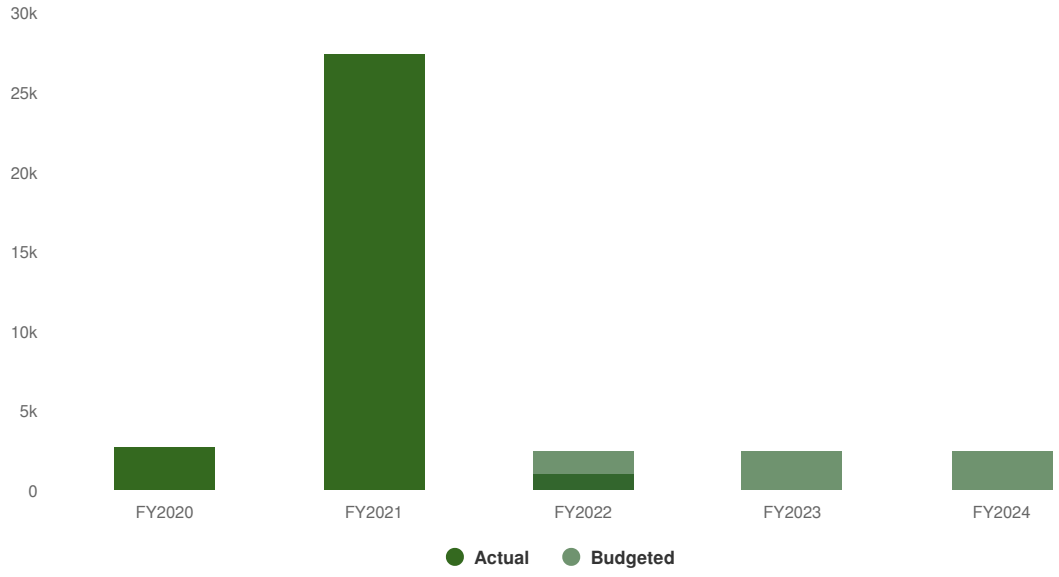
Expenditures Summary

Outside agencies receiving funding are as follows:

- Wendell Historical Society $500
- InterAct $1,000
- East Wake Educational Foundation $1,000

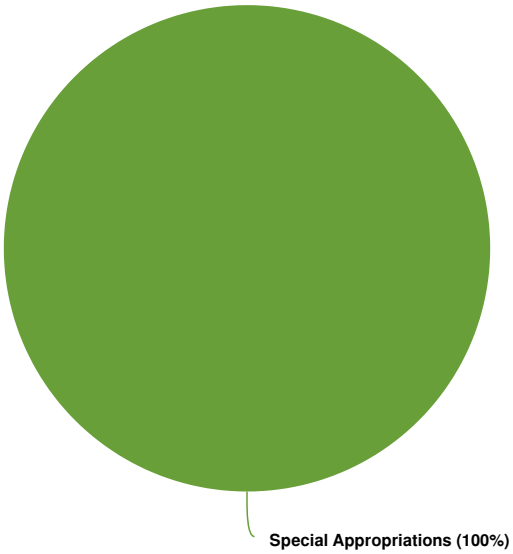
$2,500 **$0**
(0.00% vs. prior year)

Special Appropriations Proposed and Historical Budget vs. Actual

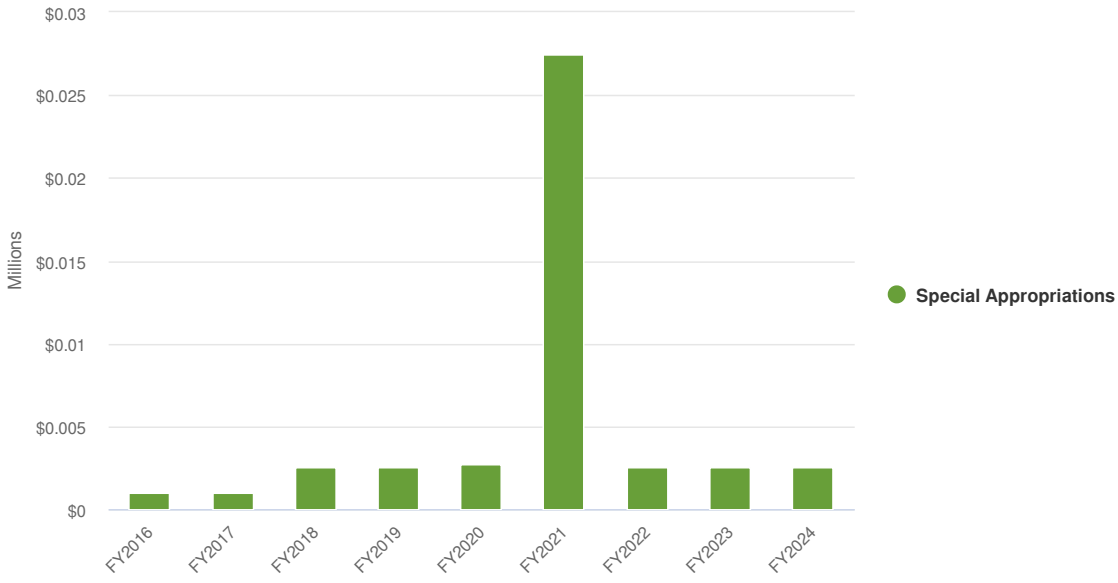


Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

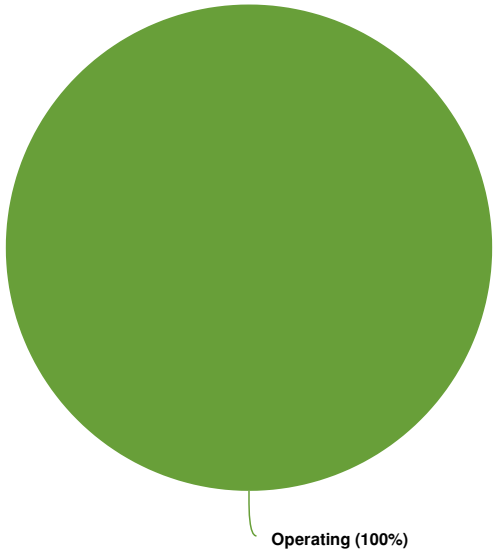


Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expenditures								
Special Appropriations								

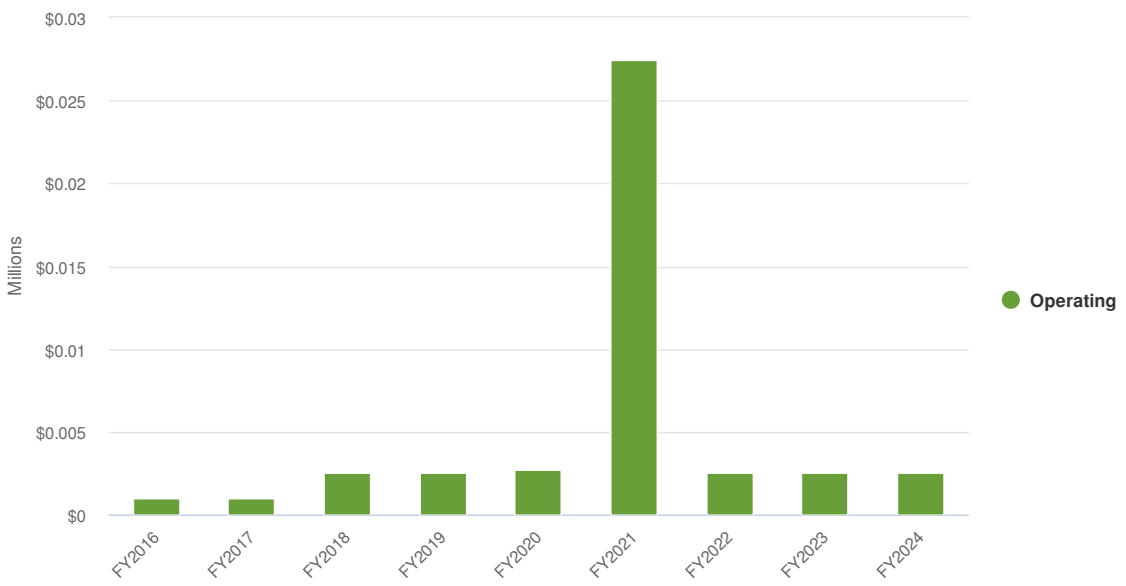
Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
WENDELL HISTORICAL SOCIETY	10-690-9200	$750	$25,500	$0	$500	$500	$500	
INTERACT	10-690-9500	$1,000	$1,000	$0	$1,000	$1,000	$1,000	
EAST WAKE EDUCATION FOUNDATION	10-690-9800	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	
Total Special Appropriations:		**$2,750**	**$27,500**	**$1,000**	**$2,500**	**$2,500**	**$2,500**	
Total Expenditures:		**$2,750**	**$27,500**	**$1,000**	**$2,500**	**$2,500**	**$2,500**	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Original	FY 2024 Requested (General Fund)	FY 2024 Amended Recommended Budget (General Fund)	Notes
Expense Objects								
Operating								
WENDELL HISTORICAL SOCIETY	10-690-9200	$750	$25,500	$0	$500	$500	$500	
INTERACT	10-690-9500	$1,000	$1,000	$0	$1,000	$1,000	$1,000	
EAST WAKE EDUCATION FOUNDATION	10-690-9800	$1,000	$1,000	$1,000	$1,000	$1,000	$1,000	
Total Operating:		**$2,750**	**$27,500**	**$1,000**	**$2,500**	**$2,500**	**$2,500**	
Total Expense Objects:		**$2,750**	**$27,500**	**$1,000**	**$2,500**	**$2,500**	**$2,500**	

Organizational Chart

No staff is accounted for in Special Appropriations.

Accomplishments and Challenges

Accomplishments in FY 23

- Maintained funding to outside agencies as determine by the Board of Commissioners.

Challenges in FY 24

- Provide equitable program to recieve and consider outside agency funding requests that encourages fiscal sustainability and return on the community investment.

Goals, Work Units, and Performance

Not applicable in FY 2024.

WATER AND SEWER FUNDS

Water and Sewer Funds

Prior to 2006, the Town of Wendell operated and maintained its own water and sewer systems. Today, water and sewer services are provided to the Town of Wendell by the City of Raleigh following a merger agreement in 2006 that combined the systems of Raleigh, Wake Forest, Rolesville, Wendell, Knightdale, Zebulon, and Garner. The merger agreement provides customers located in the Town of Wendell's corporate limits and urban services areas a schedule of rates, fees, and charges sufficient to recover all costs required to complete the water and sewer utility merger. The costs include, but are not limited to, capital upgrades and improvements, administration, and other transfer costs directly related to water and sewer.

The Water Fund and Sewer Fund are maintained as passthrough funds to receive revenues from the City of Raleigh to pay past debts issued for capital improvements. The Local Government Commission provides the debt payment amount annually for the Town to pay; the City of Raleigh reimburses the Town for the debt payment. The sewer loan retired in Fiscal Year 2023.

The Town of Wendell is experiencing growth at a rate that exceeds the established merger completion schedule which has led to a large increase in customer accounts and allowed for the merger to be completed earlier than anticipated. Raleigh acknowledged receipt of funds from Wendell rate payers in March 2021 sufficient to retire Merger obligations. Utility bills reflected the change to lower system-wide rates in May 2021 and the Merger has been officially closed.

No personnel or operations expenditures are attributed to the Water and Sewer Funds. No funds are transferred to or from the Water and Sewer Funds in Fiscal Year 2024.

Account	Account Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Budget	FY 23/24 Proposed
	Revenues						
30-374-00	Developer System Fees - Water	0	0	0	164,250	0	0
30-399-04	City of Raleigh - Debt Payment - Water	6,329	4,747	3,165	50,000	0	0
32-374-00	Developer System Fees - Sewer	0	0	0	105,510	0	0
32-399-04	City of Raleigh - Debt Payment - Sewer	44,012	35,210	26,407	450,000	390,688	0
	Total Revenues	**50,342**	**39,957**	**29,572**	**769,760**	**390,688**	**0**
	Expenses						
30-660-76	Non-Departmental - Capital Projects - Water	0	0	0	164,250	0	0
30-660-91	Non-Departmental - Debt Service - Water	6,329	4,747	3,165	50,000	0	0
32-660-76	Non-Departmental-Capital Projects-Sewer	0	0	0	105,510	0	0
32-660-91	Non-Departmental-Debt Service-Sewer	44,012	35,210	26,407	450,000	390,688	0
	Total Expenses	**50,342**	**39,957**	**29,572**	**769,760**	**390,688**	**0**

LONG RANGE FINANCIAL PLANNING

Long Range Financial Planning

The Town of Wendell uses long-range financial planning to establish a plan for capital projects that require more money to implement, capitalizing funds for capital projects through the issuance of debt and lease obligations, and developing projections for operating expenses based on trend analysis, the 10-year staffing analysis, and the capital improvement plan. The 5-year operating budget projection is continued after being added to the budget document in FY 2021.

The capital expenditures detailed in this section only apply to General Fund Expenditures. Capital expenditures and debt related to utilities are detailed in the Water and Sewer Fund section. It is important to note that planning for capital expenses and the issuance of debt is just that… planning. The long-range financial planning does not obligate the Town to expend the funds as shown. The plans are evaluated and adjusted annually based on the capital needs, obligations, economic conditions, and fiscal policies of the time. Circumstances may arise that necessitates the addition or removal of capital improvements during the fiscal year.

Capital items are defined as expenses exceeding $10,000 that include facilities, land, infrastructure, vehicles, equipment, technology, or plans. Capital expenses can also include projects that extend the life of existing capital items and projects. Long-term borrowing is confined to fund significant capital improvements that have an extended life when it is not practical to fund the project from existing revenues or fund balance reserves.

The Capital Improvement Program (CIP) identifies a five-year plan identifying the capital projects needed by the Town. Year one of the CIP is the capital budget that is included in the budget ordinance for funding approval in FY 2024. Years two through five are for planning purposes only and subject to review. Typically, capital items progress towards funding over time, but can be delayed during the annual evaluation. The capital budget for FY 2024 is $19,970,178. Debt service total for FY 2024 is $1,195,765; completing scheduled debt service payments is the result of the reduced payment in FY 2024. The total capital improvement and debt budget for FY 2024 is $21,165,943. The total cost for capital improvements for the five-year CIP for FY 2024 through FY 2028 is $94,184,269. The Town anticipates a funding referendum in Fall 2023 for the issuance of $45,858,852 of general obligation debt over the 5-year capital plan. Projects funded by the proposed debt are identified in the CIP for recreation facilities, parks, greenways, and transportation improvements and are contingent on the approval of the debt.

Like the General Fund budget, the CIP is divided into revenues and expenses. The FY 2024 budget identifies the use of Sales Tax revenues to cover the cost of existing principal and interest payments for non-Powell Bill debt due during the fiscal year. During years two through five, the goal is to increase the use of Sales Tax revenues as a regular funding source for capital improvements. The use of the Sales Tax will increase revenues available for capital purchases needed during this period of community and organization growth and reduce the use of fund balance and loans to fund minor capital needs, such as equipment and vehicles. The additional revenue will also provide funding for future borrowing needs for facility and land needs.

Capital expenses are divided into four broad categories of expenses as follows: (1) transportation and infrastructure; (2) vehicles, equipment, and technology; (3) buildings, grounds, and land; and (4) economic and community development. The CIP Summary lists all the capital improvements and payments for debt and leases for the five-year period. Project descriptions are provided for each capital improvement. Each project description includes a project scope, cost estimate, phasing if it extends beyond a single-year, funding sources, and connection to the strategic plan and other adopted plans.

Five (5) Year Operating Budget Projections

The operating budget projections include planning for the current budget year (FY 2024) and the successive four (4) budget years. The projections in the table below assist with evaluating how sustainable the proposed rates, expenditures, staffing, and debt schedule is when projected over time. In determining and reviewing the table, the reader should understand that the figures are for planning purposes and fiscally conservative in nature. Revenue trends are under-reported in the projection and expenditures assume line items are fully expended and cost estimates are higher than typically occur.

As the document is for planning purposes, it is evaluated annually to ensure that proposed rates generate sufficient revenue to cover projected costs and changes are made each year to reflect actual conditions. For example, if COVID-19 or economic decline adversely impacts the economy for revenues, expenditures for staff, capital, and operations are reduced accordingly.

In analyzing the following chart, the reader will recognize that while funding capital projects creates a deficit and will be the primary challenge. Revenues account for operating and staffing expenditures over time and a represent a sustainable budget. Following FY 2024 the Town will rely on growth, scheduled revaluations, and a reduced rate of operations and personnel growth to address the lack of revenue available to meet capital needs. The projections assist Management and Finance staff is seeking reductions in expenditures or delaying capital projects actual revenues do not outperform expenditures.

FY 2024 to FY 2028 Operating Budget Projections

FY 24 Budget	Description		FY 25 Projected	FY 26 Projected	FY 27 Projected	FY 28 Projected
	Revenues					
6,517,500	Ad Valorem Taxes		7,286,927	8,882,963	10,029,440	13,153,910
888,250	Taxes & Licenses		906,015	924,135	942,618	961,470
3,907,000	Intergovernmental (Unrestricted)		4,115,760	4,482,280	4,884,370	4,982,057
3,024,988	Intergovernmental (Restricted)		3,331,150	2,420,000	761,150	2,300,000
3,656,150	Permits & Fees		3,690,162	472,700	491,140	500,962
2,265,800	Sales & Services		1,551,660	1,585,250	1,619,710	1,652,104
1,000	Other Revenue		1,000	1,000	1,000	2,000
180,000	Investment Income		189,000	198,450	208,370	213,500
13,277,446	Loan Proceeds and Transfers		8,839,591	6,850,000	17,000,000	12,000,000
33,718,134	**Total Revenue**		**29,911,265**	**25,816,778**	**35,937,798**	**35,766,003**
	Expenses					
	Department	Category				
273,977	Governing Body					
856,500	Administration	Personnel	7,966,003	8,705,974	9,468,144	10,253,179
407,552	Information Technology					
600,310	Finance	Operating	5,359,989	5,467,189	5,576,533	5,688,064
667,750	Economic Development					
1,290,026	Community Development/Planning	Capital	21,281,991	11,049,700	22,003,200	19,879,200
455,370	Public Buildings & Grounds					
3,288,633	Police - Law Enforcement	Debt	1,942,474	2,787,124	2,988,370	4,319,906
3,900	Fire Services					
9,789,850	Public Works					
3,402,619	Streets					
1,028,875	Stormwater					
9,547,787	Parks & Recreation					
2,102,485	Non-Departmental					
2,500	Special Appropriation					
33,718,134	**Total Expenses**		**36,550,457**	**28,009,987**	**40,036,247**	**40,140,349**
0	Surplus/Deficit		-6,639,192	-2,193,209	-4,098,449	-4,374,346

FY 2024 through FY 2028 Capital Improvement Program Project Descriptions

A description is provided for each of the projects identified in the CIP. The item descriptions are subject to change due to hanging project scope, cost fluctuations, and other factors. All projects are subject to compliance with purchasing and contracts provisions of the Local Government Fiscal Control Act and Town Codes and Policies prior to the expenditure of funds. The projects descriptions are provided in the order listed in the CIP Summary using the four broad categories of projects.

In addition to guidance from departments on core service needs and adopted plans, the Town of Wendell uses the following Asset replacement Criteria Chart to evaluate vehicles for replacement. All replacement vehicles in the plan meet the criteria to warrant action or are anticipated to do so in the fiscal year the asset is scheduled for replacement in the CIP. Assets are evaluated annually.

Town of Wendell Asset Replacement Criteria Chart		
Type	Points	Description
Age	1	One point assigned for each year of the chronological age, based on in-service date
Mileage/Hours	1	One point assigned for each 10,000 miles of operation or 250 hours
Type of Service	1	Standard sedans, SUVs, Light Trucks (includes admin police vehicles)
	2	Vehicle/equipment that pulls trailer, hauls heavy loads, or has continued off-road usage
	3	Police patrol vehicles
Condition	1	Good condition - minor imperfections in body and paint surface, interior fair (no rips, tear, burns), good drive train
	2	Poor condition - noticeable imperfections in body and paint surface, minor rust, bad interior (one or more rips, tears, burns), weak/noisy drive train
	3	Damaged/lemon condition - previous/current accident damage, poor body and paint surface, rust (holes), bad interior (rips, tears, burns), drive train components damaged or inoperable
Maintenance Cost	1	Low maintenance - costs are less than or equal to 30% of replacement cost
	2	Medium maintenance - costs are 31% to 70% of replacement cost
	3	High maintenance - costs are greater than 71% of replacement cost

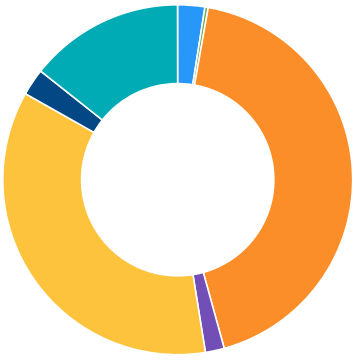
Capital Improvements: One-year Plan

Total Capital Requested

$19,970,178

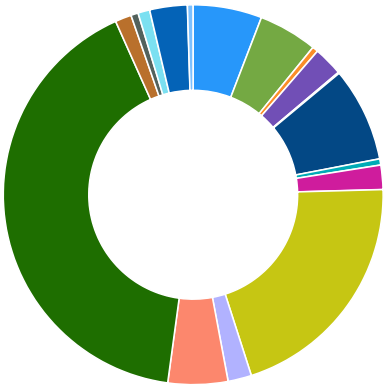
20 Capital Improvement Projects

Total Funding Requested by Department



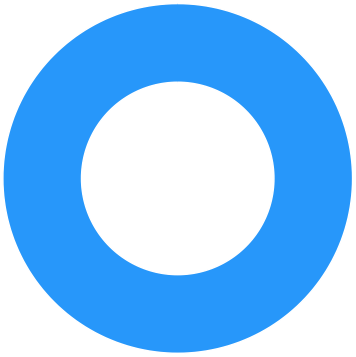
Economic Development (2%)	$497,650.00
Information Technology (0%)	$59,742.00
Parks & Recreation (43%)	$8,573,292.00
Planning (2%)	$350,000.00
Public Works (36%)	$7,133,480.00
Stormwater (2%)	$495,475.00
Streets (14%)	$2,860,539.00
TOTAL	**$19,970,178.00**

Total Funding Requested by Source



Bond Proceeds (6%)	$1,169,261.00
County Appropriations (5%)	$999,995.00
Developer Obligations (1%)	$100,000.00
EPA Brownfields Assessment Grant (2%)	$497,650.00
Fee in Lieu of Payments - Open Space (0%)	$18,500.00
Fee in Lieu of Payments - Streets (8%)	$1,602,851.00
Fee-in-Lieu Of Payments - Sidewalks (1%)	$104,500.00
Fee-in-Lieu Of Payments - Streets (2%)	$414,914.00
Fund Balance Appropriation (20%)	$4,088,658.00
Fund Balance Appropriations (2%)	$400,000.00
LAPP Grants (5%)	$1,018,525.00
Loan Proceeds (41%)	$8,219,527.00
Motor Vehicle Tax (1%)	$275,000.00
Parks and Recreation Trust Fund (PARTF) Grants (1%)	$124
Powell Bill (1%)	$202,100.00
Sales Tax (3%)	$638,722.00
Stormwater Fees (0%)	$95,475.00
TOTAL	**$19,970,178.00**

Capital Costs Breakdown



Capital Costs (100%)	$19,970,178.00
TOTAL	**$19,970,178.00**

Cost Savings & Revenue Breakdown

There's no data for building chart

Information Technology Requests

Itemized Requests for 2024

Network Infrastructure Maintenance **$59,742**

The project provides for the replacement of the Downtown WiFi network necessary with the sale of the old Town Hall property in FY 2024. Additionally, the project addresses needed network infrastructure upgrades at Parks and Recreation to...

Total: $59,742

Economic Development Requests

Itemized Requests for 2024

Brownfields Program **$497,650**

The Brownfield Program uses funds received from the Environmental Protection Agency (EPA) to assist with environmental assessments and conceptual re-use planning for projects like the rehabilitation of the old Carver School into a community...

Total: $497,650

Planning Requests

Itemized Requests for 2024

Downtown Streetscape Project **$200,000**

Establish a downtown streetscape plan to guide public and private investment for streetscapes and public amenities identified in the 2030 Blueprint Wendell Plan and establish a design standard for furniture, trees, utilities, streetlights, and...

Unified Development Ordinance (UDO) Update **$150,000**

Update of the Wendell Unified Development Ordinance (UDO) to reflect the changes recommended in the 2030 Blueprint Wendell Comprehensive Plan adopted in FY 2022.

Total: $350,000

Public Works Requests

Itemized Requests for 2024

Public Works Yard **$6,700,000**

Provides for the design and construction of a new public works yard on approximately 5 acres of land near the existing public works yard. The Public Works Yard is necessary due to growth in staff, equipment, and services provided to a growing...

Vehicle Replacement Program **$433,480**

Continued implementation of the Town's vehicle replacement program. The regular replacement schedule will provide for a 4 year rotation of vehicles for FY 2024 through FY 2028. The addition of staff to the organization during this...

Total: $7,133,480

Streets Requests

Itemized Requests for 2024

Sidewalk Program **$250,000**

Project implements a recurring sidewalk program to provide for the extension and replacement of sidewalks in the Town.

Street Resurfacing Program **$691,680**

The Town of Wendell is responsible for maintaining 33.42 miles of local public roads. The average lifespan of an asphalt road surface is 15 to 20 years with proper maintenance. Average resurfacing costs vary between $35 to $42 per linear foot. The...

Wendell Boulevard Pedestrian Project **$1,218,859**

This carryover project involves completion of design, ROW acquisition, construction, and NEPA documentation for a planned sidewalk connection between Wendell Elementary and Hanor Lane, as well as closing Wall Street and signalizing the...

Wendell Boulevard x Selma Road Intersection Project **$100,000**

Project will update the 2016 Transportation design for the alignment of a future intersection improvement. As funding permits, the project will also include pedestrian improvements on Selma Rd at Third St and Fourth St.

Wendell Falls Parkway x Eagle Rock Road Intersection Project **$600,000**

Project provides for the design of intersection improvements for the intersection of Wendell Falls Parkway and Eagle Rock Road to meet the proposed alignment of the Transportation Plan. Future funding sources will be determined through the...

Total: $2,860,539

Stormwater Requests

Itemized Requests for 2024

Northside Park Stormwater Project **$400,000**

Provides for the repair of a dam on the Brighton of Wendell HOA property to be conveyed to the Town for inclusion in the Northside Park project. The initial engineer evaluation is that the dam failed due to over-topping resulting from undersized...

Stormwater Small Capital Projects **$95,475**

The program provides ongoing funding to restore and maintain aging stormwater infrastructure in neighborhoods and at town facilities.

Total: $495,475

Parks & Recreation Requests

Itemized Requests for 2024

Buffalo Creek Greenway **$275,000**

The Buffalo Creek Greenway will provide a paved, multi-use trail connecting the Main Street Greenway in Downtown to the Wake County Robertson Mill Pond Preserve, Carver Elementary School, East Wake High School, and Wake Tech Campus with...

Hollybrook Road Neighborhood Park **$5,123,836**

Property acquired by the Town for construction of a neighborhood park in 2019. Park design is anticipated to be completed in FY 2023. Construction is to begin in FY 2024 with anticipated completion within the same year. The project provides a...

Main Street Greenway **$72,000**

FY 2024 provides for the design of 3,200 feet of 12-foot paved trail on the S. Main Street right-of-way. Construction is planned for FY 2025 and is contingent on referendum funding support and grant funding.. This is the first segment of a 3.3...

New Recreation Center **$123,200**

Provides for land acquisition in FY 24, design in FY 26, and construction in FY 27 and FY 28 of the new Recreation Center. This facility would replace the current Wendell Community Center. The new facility will be needed due to the growth in...

Pleasant Grove Community Center **$1,749,995**

The project as included in the CIP provides for community engagement, development of construction drawings, and stabilization of the old Carver School owned by Pleasant Grove Baptist Church in partnership with Pleasant Grove CDC and Wake County....

Pleasant Grove Neighborhood Park **$60,000**

Project restores a former ballfield to a practice field standard for use by the afterschool program at the Pleasant Grove Community Center and recreation league practices in FY 2024. Future improvements planned for FY 2027 and FY 2028 implement...

Wendell Athletic Field Complex **$1,169,261**

Provides for the design in FY 24 and construction in FY 25 of the Athletic Complex. This is a 25 acre field complex that would include 1 lighted, grass field sized for football, soccer or lacrosse, 1 grass field suitable for soccer, lacrosse or...

Total: $8,573,292

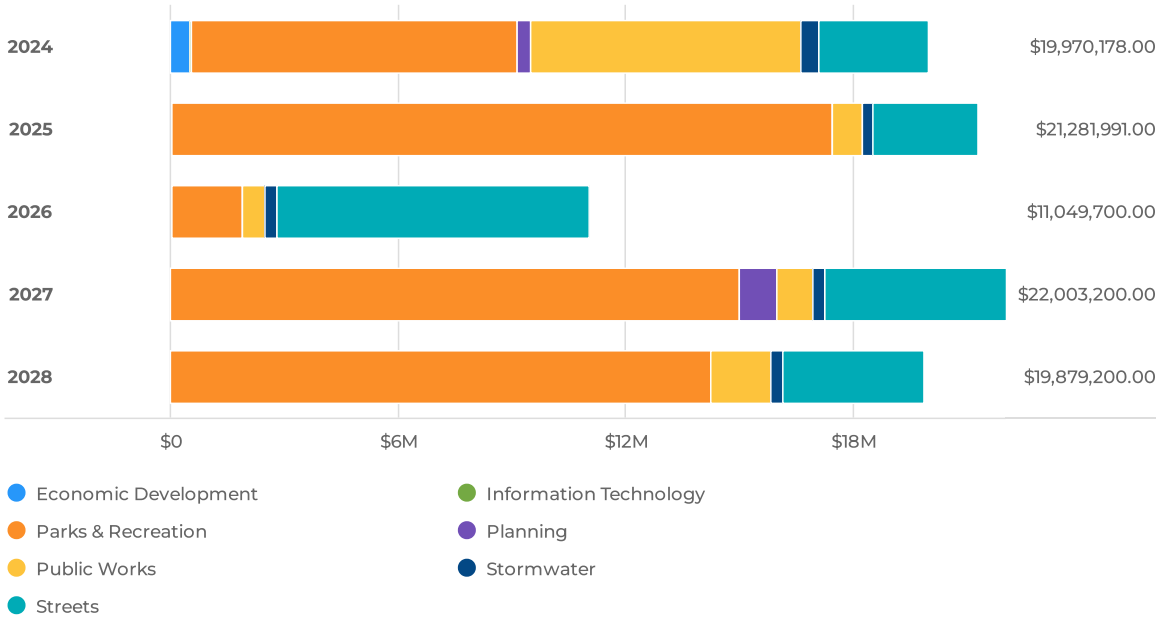
Capital Improvements: Multi-year Plan

Total Capital Requested

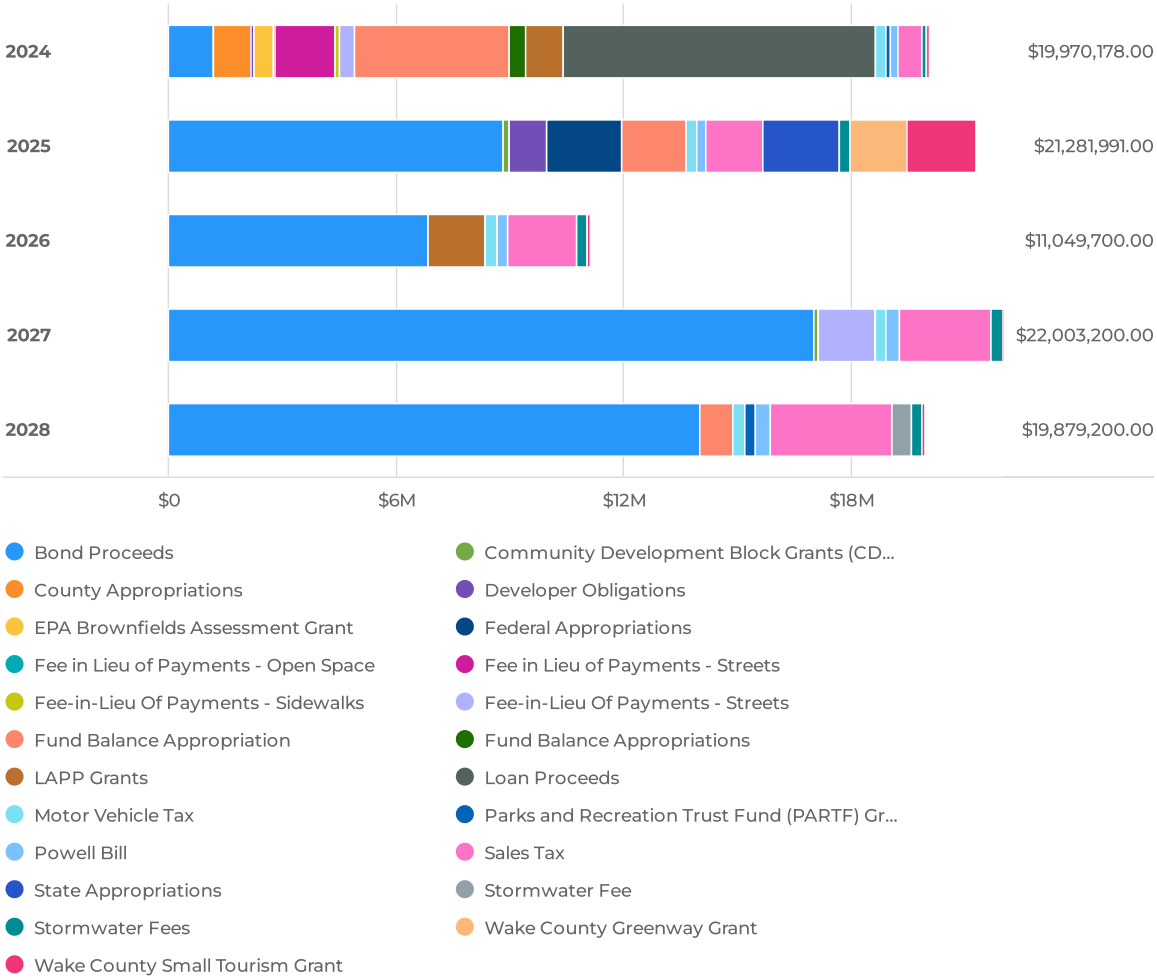
$94,184,269

26 Capital Improvement Projects

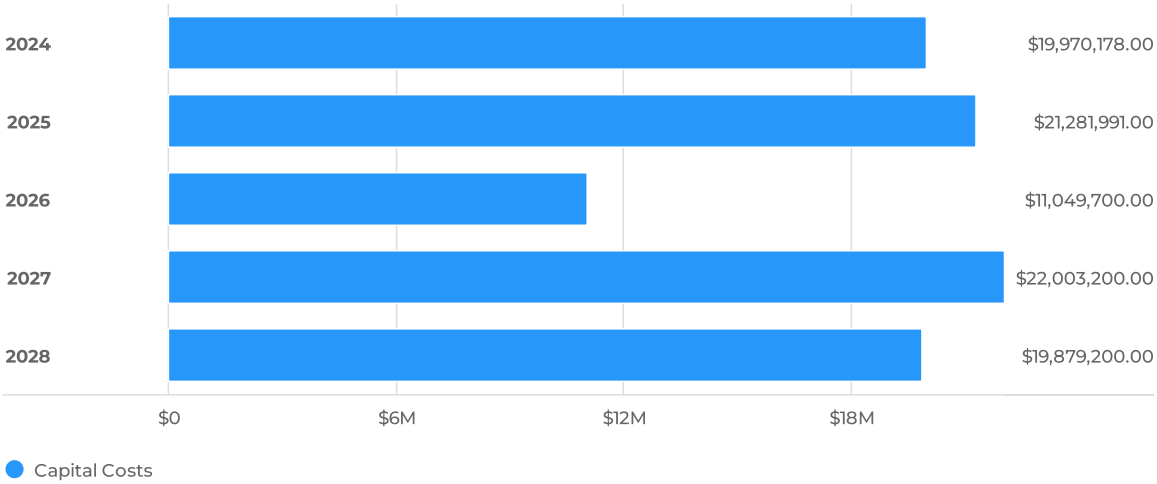
Total Funding Requested by Department



Total Funding Requested by Source



Capital Costs Breakdown



Cost Savings & Revenues

There's no data for building chart

Information Technology Requests

Itemized Requests for 2024-2028

Network Infrastructure Maintenance **$114,742**

The project provides for the replacement of the Downtown WiFi network necessary with the sale of the old Town Hall property in FY 2024. Additionally, the project addresses needed network infrastructure upgrades at Parks and Recreation to...

Total: $114,742

Economic Development Requests

Itemized Requests for 2024-2028

Brownfields Program **$497,650**

The Brownfield Program uses funds received from the Environmental Protection Agency (EPA) to assist with environmental assessments and conceptual re-use planning for projects like the rehabilitation of the old Carver School into a community...

Total: $497,650

Planning Requests

Itemized Requests for 2024-2028

Downtown Streetscape Project **$1,200,000**

Establish a downtown streetscape plan to guide public and private investment for streetscapes and public amenities identified in the 2030 Blueprint Wendell Plan and establish a design standard for furniture, trees, utilities, streetlights, and...

Unified Development Ordinance (UDO) Update **$150,000**

Update of the Wendell Unified Development Ordinance (UDO) to reflect the changes recommended in the 2030 Blueprint Wendell Comprehensive Plan adopted in FY 2022.

Total: $1,350,000

Public Works Requests

Itemized Requests for 2024-2028

Public Works Heavy Equipment Replacements **$440,000**

Provides funding for the purchase of a full sized dump truck with snow plow attachment in FY 2025 and FY 2028 to replace lighter pick-up trucks currently being used. The dump trucks will provide more durable and efficient equipment for snow...

Public Works Yard **$6,700,000**

Provides for the design and construction of a new public works yard on approximately 5 acres of land near the existing public works yard. The Public Works Yard is necessary due to growth in staff, equipment, and services provided to a growing...

Stormwater Vac Truck **$500,000**

Purchase of a Vac Truck for the Stormwater Program to maintain drainage systems.

Vehicle Replacement Program **$3,412,980**

Continued implementation of the Town's vehicle replacement program. The regular replacement schedule will provide for a 4 year rotation of vehicles for FY 2024 through FY 2028. The addition of staff to the organization during this...

Total: $11,052,980

Streets Requests

Itemized Requests for 2024-2028

Sidewalk Program **$1,250,000**

Project implements a recurring sidewalk program to provide for the extension and replacement of sidewalks in the Town.

Street Resurfacing Program **$6,691,680**

The Town of Wendell is responsible for maintaining 33.42 miles of local public roads. The average lifespan of an asphalt road surface is 15 to 20 years with proper maintenance. Average resurfacing costs vary between $35 to $42 per linear foot. The...

Transportation Plan Road Improvements **$8,000,000**

The project provides funding for road improvements identified in the 2016 Transportation Plan that will be determined by the Board of Commissioners and included in the planned referendum in the 2023 Municipal Election. Anticipated projects may...

Wendell Boulevard Pedestrian Project **$1,218,859**

This carryover project involves completion of design, ROW acquisition, construction, and NEPA documentation for a planned sidewalk connection between Wendell Elementary and Hanor Lane, as well as closing Wall Street and signalizing the...

Wendell Boulevard x Selma Road Intersection Project **$100,000**

Project will update the 2016 Transportation design for the alignment of a future intersection improvement. As funding permits, the project will also include pedestrian improvements on Selma Rd at Third St and Fourth St.

Wendell Falls Parkway x Eagle Rock Road Intersection Project **$5,100,000**

Project provides for the design of intersection improvements for the intersection of Wendell Falls Parkway and Eagle Rock Road to meet the proposed alignment of the Transportation Plan. Future funding sources will be determined through the...

Total: $22,360,539

Stormwater Requests

Itemized Requests for 2024-2028

Downtown Stormwater Projects **$800,000**

Provides funding to address a failing stormwater drainage system between the railroad tracks and Second Street in the downtown between Cypress and Wendell Falls Parkway.

Northside Park Stormwater Project **$400,000**

Provides for the repair of a dam on the Brighton of Wendell HOA property to be conveyed to the Town for inclusion in the Northside Park project. The initial engineer evaluation is that the dam failed due to over-topping resulting from undersized...

Stormwater Small Capital Projects **$495,475**

The program provides ongoing funding to restore and maintain aging stormwater infrastructure in neighborhoods and at town facilities.

Total: $1,695,475

Parks & Recreation Requests

Itemized Requests for 2024-2028

Buffalo Creek Greenway **$4,775,000**

The Buffalo Creek Greenway will provide a paved, multi-use trail connecting the Main Street Greenway in Downtown to the Wake County Robertson Mill Pond Preserve, Carver Elementary School, East Wake High School, and Wake Tech Campus with...

Hollybrook Road Neighborhood Park **$5,123,836**

Property acquired by the Town for construction of a neighborhood park in 2019. Park design is anticipated to be completed in FY 2023. Construction is to begin in FY 2024 with anticipated completion within the same year. The project provides a...

Main Street Greenway **$1,572,000**

FY 2024 provides for the design of 3,200 feet of 12-foot paved trail on the S. Main Street right-of-way. Construction is planned for FY 2025 and is contingent on referendum funding support and grant funding.. This is the first segment of a 3.3...

Main Street Neighborhood Park **$1,500,000**

Provides for the design and beginning of construction in FY 2027 of the Main Street Neighborhood Park at the southern end of the Main St Greenway being designed in FY 2024 and constructed in FY 2025. The park will provide a walkable open space and...

New Recreation Center **$25,723,200**

Provides for land acquisition in FY 24, design in FY 26, and construction in FY 27 and FY 28 of the new Recreation Center. This facility would replace the current Wendell Community Center. The new facility will be needed due to the growth in...

Pleasant Grove Community Center **$6,949,995**

The project as included in the CIP provides for community engagement, development of construction drawings, and stabilization of the old Carver School owned by Pleasant Grove Baptist Church in partnership with Pleasant Grove CDC and Wake County....

Pleasant Grove Neighborhood Park **$1,560,000**

Project restores a former ballfield to a practice field standard for use by the afterschool program at the Pleasant Grove Community Center and recreation league practices in FY 2024. Future improvements planned for FY 2027 and FY 2028 implement...

Wendell Athletic Field Complex **$9,808,852**

Provides for the design in FY 24 and construction in FY 25 of the Athletic Complex. This is a 25 acre field complex that would include 1 lighted, grass field sized for football, soccer or lacrosse, 1 grass field suitable for soccer, lacrosse or...

Wendell Park Improvements **$100,000**

Park facility improvements at Wendell Park include the replacement of baseball field fencing, addition/replacement of field lights, stormwater improvements, park accessories (benches, trashcans, dog waste stations, etc.) additions/replacements,...

Total: $57,112,883

DEBT

Debt Management Program

This section will provide graphics that identify the current long-term debt, a summary of the estimated changes in long-term debt for FY 2024, and the computation of the legal debt margin as required by the Local Government Budget and Fiscal Control Act (LGBFCA). The debt margin represents the balance available that the Town could legally borrow. As indicated in the table, the Town of Wendell retains a low debt profile despite the need for generational capital facility investments and has sufficient capacity for additional borrowing in the event of an emergency that necessitates such an expenditure.

The Town anticipates issuing new debt through a bank loan in FY 2024 to finance the construction of a new Public Works Yard on land to be acquired on Lake Glad Road across from the current location. Additionally, pending a successful bond referendum in the upcoming election, the Town anticipates issuing general obligation bond debt in the amount of $1,169,261 to acquire land and begin design of a planned Wendell Athletic Field Complex. Upon approval, the bond referendum would also include citizen-authorized funding for the construction of the above referenced complex along with several other Parks & Recreation facilities and infrastructure and various transportation improvement projects.

The annual debt service requirements related to debt are:

Annual Debt Service Requirements					
	Governmental Activities		Business-type Activities		Total
Year Ending June 30	Principal	Interest	Principal	Interest	
2023	$ 958,845	$ 256,973	$ 381,886	$ 8,802	$ 1,606,506
2024	$ 958,845	$ 236,910	$ -	$ -	$ 1,195,754
2025	$ 958,845	$ 216,702	$ -	$ -	$ 1,175,547
2026	$ 958,845	$ 196,567	$ -	$ -	$ 1,155,411
2027	$ 958,845	$ 176,431	$ -	$ -	$ 1,135,276
2028-2032	$ 4,166,723	$ 605,478	$ -	$ -	$ 4,772,201
2033-2037	$ 3,766,723	$ 214,703	$ -	$ -	$ 3,981,427
	$ 12,727,670	$ 1,903,764	$ 381,886	$ 8,802	$ 15,022,122

A summary of estimated changes in long-term debt in FY 2024 is as follows:

FY 2024 Estimated Changes in Long-Term Debt				
	Estimated Balance June 30, 2023	Estimated Additions	Estimated Retirements	Estimated Balance June 30, 2024
General Fund Debt	$ 13,415,616	$ 8,113,467	$ 1,195,754	$ 20,333,329
Water and Sewer Fund Debt	$ 0	$ -	$ -	$ 0
Total Debt	$ 13,415,616	$ 8,113,467	$ 1,195,754	$ 20,333,329

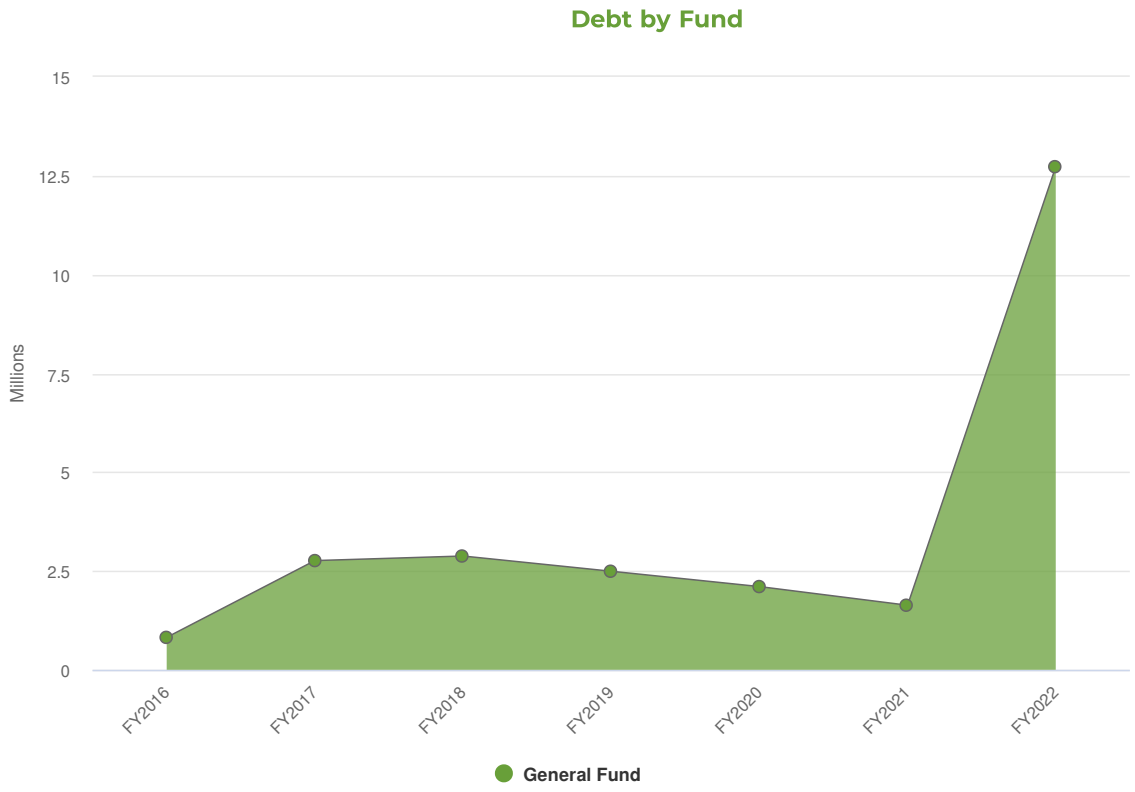
The computation of the legal debt margin is as follows:

Computation of Legal Debt Margin	
Estimated Assessed Value - FY 2024	$ 1,435,467,021
Debt Limit (at 8% of assessed value)	$ 114,837,362
Net Debt	$ 20,333,329
Legal Debt Margin	**$ 94,504,033**

Government-wide Debt Overview

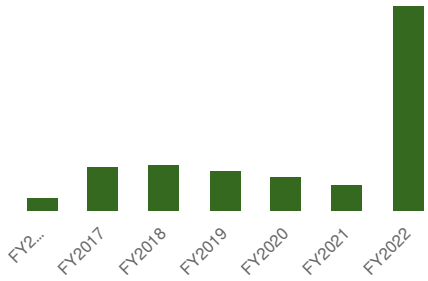
$12,727,670

$11,094,670 (679.40% vs. 2021 year)



	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
All Funds	**Fiscal Year 2016**	**Fiscal Year 2017**	**Fiscal Year 2018**	**Fiscal Year 2019**	**Fiscal Year 2020**	**Fiscal Year 2021**	**Fiscal Year 2022**
General Fund	$820,065	$2,762,101	$2,877,939	$2,492,835	$2,105,060	$1,633,000	$12,727,670
Total All Funds:	**$820,065**	**$2,762,101**	**$2,877,939**	**$2,492,835**	**$2,105,060**	**$1,633,000**	**$12,727,670**

General Fund



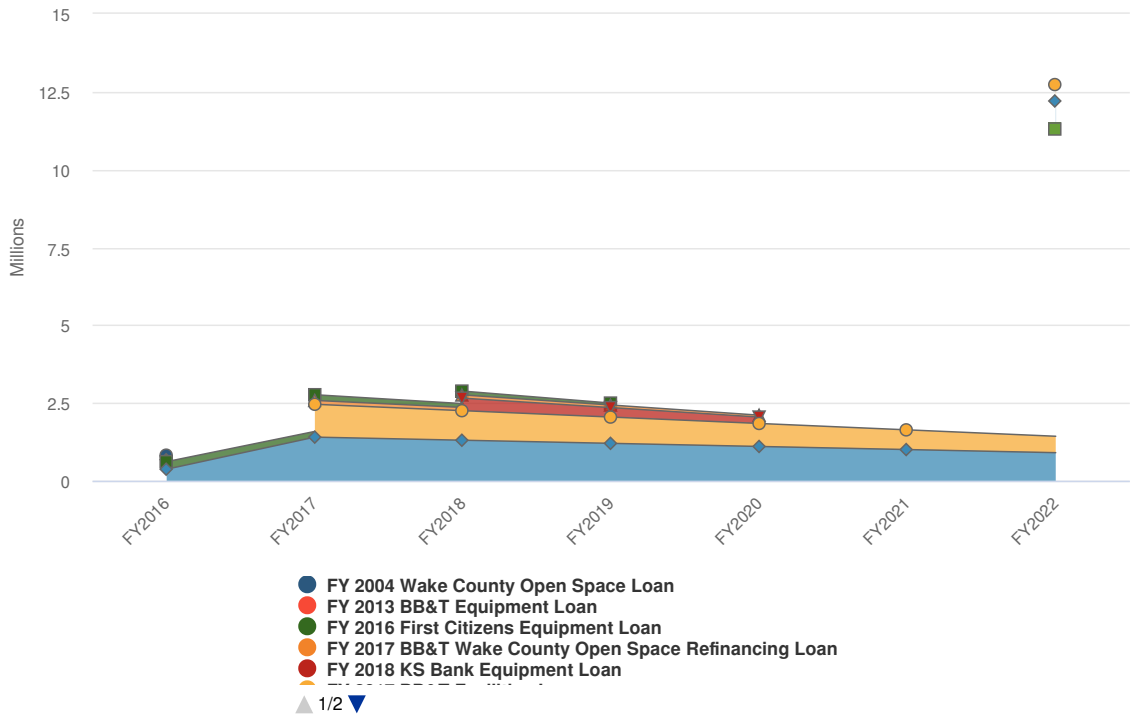
	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
General Fund	—	—	—	—	—	—	—
General Fund	$820,065	$2,762,101	$2,877,939	$2,492,835	$2,105,060	$1,633,000	$12,727,670
Total General Fund:	**$820,065**	**$2,762,101**	**$2,877,939**	**$2,492,835**	**$2,105,060**	**$1,633,000**	**$12,727,670**

Debt Snapshot

$12,727,670

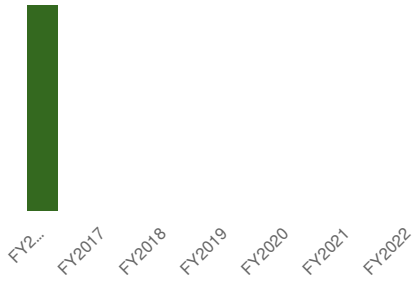
$11,094,670 (679.40% vs. 2021 year)

Debt by Type



	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Debt	**Fiscal Year 2016**	**Fiscal Year 2017**	**Fiscal Year 2018**	**Fiscal Year 2019**	**Fiscal Year 2020**	**Fiscal Year 2021**	**Fiscal Year 2022**
FY 2013 BB&T Equipment Loan	$64,299	$0	$0	$0	$0	$0	$0
FY 2016 First Citizens Equipment Loan	$242,134	$182,997	$122,930	$61,944	$0	$0	$0
FY 2004 Wake County Open Space Loan	$144,483	$0	$0	$0	$0	$0	$0
FY 2016 KS Bank Powell Bill Loan	$369,149	$1,400,000	$1,300,000	$1,200,000	$1,100,000	$1,000,000	$900,000
FY 2017 BB&T Wake County Open Space Refinancing Loan	$0	$124,104	$103,420	$82,736	$62,052	$0	$0
FY 2017 BB&T Facilities Loan	$0	$1,055,000	$949,500	$844,000	$738,500	$633,000	$527,500
FY 2018 KS Bank Equipment Loan	$0	$0	$402,089	$304,155	$204,508	$0	$0
FY 2022 Truist Bank Facilities Loan	$0	$0	$0	$0	$0	$0	$11,300,170
Total Debt:	**$820,065**	**$2,762,101**	**$2,877,939**	**$2,492,835**	**$2,105,060**	**$1,633,000**	**$12,727,670**

FY 2013 BB&T Equipment Loan



	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
FY 2013 BB&T Equipment Loan	—	—	—	—	—	—	—
FY 2013 BB&T Equipment Loan	$64,299	$0	$0	$0	$0	$0	$0
Total FY 2013 BB&T Equipment Loan:	**$64,299**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

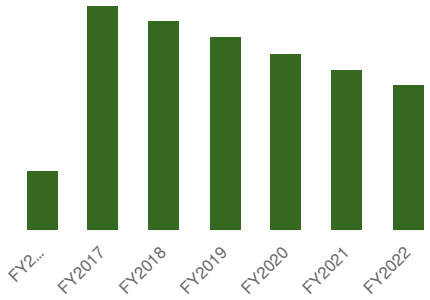
FY 2016 First Citizens Equipment Loan

	FY2022
FY 2016 First Citizens Equipment Loan	—
FY 2016 First Citizens Equipment Loan	$0
Total FY 2016 First Citizens Equipment Loan:	**$0**

FY 2004 Wake County Open Space Loan

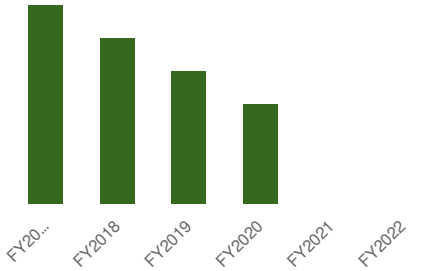
	FY2022
FY 2004 Wake County Open Space Loan	—
FY 2004 Wake County Open Space Loan	$0
Total FY 2004 Wake County Open Space Loan:	**$0**

FY 2016 KS Bank Powell Bill Loan



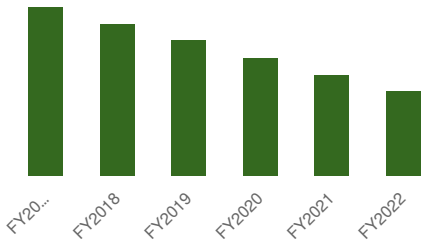
	FY2022
FY 2016 KS Bank Powell Bill Loan	—
FY 2016 KS Bank Powell Bill Loan	$900,000
Total FY 2016 KS Bank Powell Bill Loan:	**$900,000**

FY 2017 BB&T Wake County Open Space Refinancing Loan



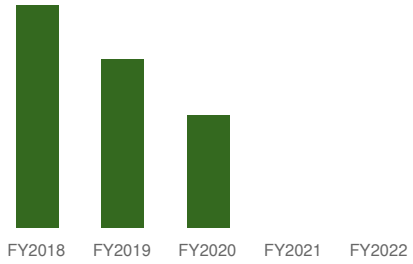
	FY2022
FY 2017 BB&T Wake County Open Space Refinancing Loan	—
FY 2017 BB&T Wake County Open Space Refinancing Loan	$0
Total FY 2017 BB&T Wake County Open Space Refinancing Loan:	**$0**

FY 2017 BB&T Facilities Loan



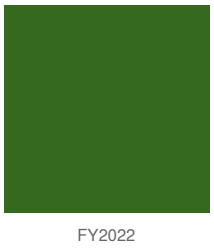
	FY2022
FY 2017 BB&T Facilities Loan	—
FY 2017 BB&T Facilities Loan	$527,500
Total FY 2017 BB&T Facilities Loan:	**$527,500**

FY 2018 KS Bank Equipment Loan



	FY2022
FY 2018 KS Bank Equipment Loan	—
FY 2018 KS Bank Equipment Loan	$0
Total FY 2018 KS Bank Equipment Loan:	**$0**

FY 2022 Truist Bank Facilities Loan



	FY2022
FY 2022 Truist Bank Facilities Loan	—
FY 2022 Truist Bank Facilities Loan	$11,300,170
Total FY 2022 Truist Bank Facilities Loan:	**$11,300,170**

SUPPLEMENTAL AND STATISTICAL MATERIALS

Supplemental and Statistical Materials

The supplemental and statistical section of the budget provides the context for understanding the decisions made in developing the budget. This is accomplished by providing the history and form of government, demographics and statistics, a comparison of rates and fees with other communities, the proposed FY 2024 fee schedule, a list of outside agency service partners, and a glossary of terms and acronyms commonly used in local government. The information provided is intended to reflect the environment in which the budget is developed by gaining understanding where the community came from, the political environment in which decisions are made, the people and economy that are served, and the language that is used in the budget.

History of Wendell

A Small Town with Big Charm

The Town of Wendell started in the 1850's when Tobacco Farmers in nearby Granville County were impacted by what came to be known as the Granville County Wilt. With the failure of the tobacco crop, the farmers moved into eastern Wake County looking for fertile soil to plant their crops. With the influx of farming families, Ambrose Rhodes donated land for a school to be built. The new school was called the Rhodes School and was located on the same site as the current Wendell Elementary School on Wendell Boulevard. The school grew with the community and the name was changed to the Wendell Academy in 1891.

The growth of the farming community induced the formation of a small village. The establishment of "community" lead to the need for a name. The population asked the school teacher, M.A. Griffin, to come up with a name for this area. The teacher's favorite poet, Oliver Wendell Holmes, inspired the new town to be named Wendell in honor of the poet. However, the arrival of the railroad changed the pronunciation of the name. The railroad porters calling out, "WEN-DELL", emphasizing each syllable led the townspeople to use the oft repeated, new pronunciation that continues to this day by locals. Continued growth encouraged a post office in 1891 which was restored by the Wendell Historical Society and remains on the corner of East Fourth Street and North Oakwood Avenue. However, the oldest institution in the community was religion, with the establishment of Hephzibah Baptist Church in 1809.

The incorporation of the Town in 1903 and election of its first Mayor led to establishment of Main Street and further growth of the community as a regional tobacco center and railroad stop. The first newspaper, the Wendell Clarion, was opened in 1911 and succeeded by the Gold Leaf Farmer. The County constructed a new brick school in 1911 and graduated its first class in 1915. The Town government accepted the Council-Manager form of government in 1934 and hired its first manager.

While railroad passenger service and tobacco farming are parts of the community's past, the Town of Wendell retains its historic downtown and role as a regional hub in the greater Raleigh metro area. Although the railroad spur remains active, the population is served by convenient interstate access to Raleigh and benefits from the high quality of life of the Triangle Region of North Carolina. With demographics of the population constantly evolving, Wendell retains its "Small Town, Big Charm" motto. This character is attracting a new generation of migrants seeking "fertile soil" in a welcoming and affordable community to recreate, thrive, and live as part of an exceptional small town.

Form of Government

The Town of Wendell adopted the Council-Manager form of government in 1934 as is reflected in the Town Charter and Town Code of Ordinances. The Mayor and five Commissioners are elected at-large and serve staggered, four-year terms. A municipal election was held in November 2019 to elect the Mayor and two Commissioners. In November 2021, a municipal election was held to elect three Commissioners. The Board of Commissioners selected one of its members to act as Mayor Pro Tempore to perform the duties
of the Mayor in the Mayor's absence. For budgetary purposes, the Board of Commissioners votes on the adoption of the Budget Ordinance that sets the revenues and expenses for the next fiscal year in accordance with the North Carolina Local Government Budget and Fiscal Control Act (LGBFCA). The Mayor only votes in the event of a tie vote by the Board of Commissioners.

The Town Manager is appointed by the Board of Commissioners and is the head of the administrative branch of the city government and serves at the pleasure of the Board of Commissioners. The Town Manager is appointed as the Town Budget Officer as proscribed by the LGBFCA. The budget officer is responsible for the preparation of the annual budget for submission to the Board of Commissioners and to execute the annual budget ordinance and any project ordinances.

The Finance Director is appointed as the Finance Officer by the Board of Commissioners. In this capacity as the chief financial officer for the Town, the Finance Director is responsible for establishing and maintaining the accounting system, controlling expenditures and dispersing moneys, preparing and presenting financial reports, managing the receipt and deposit of moneys, managing the debt service obligations, and supervising investments.

Population, Demographics and Statistics

The Town of Wendell is growing due to large-scale development like Wendell Falls and a growing number of small to mid-size residential developments. The last population estimate from the NC Office of State Budget and Management was 10,702 on July 1, 2021, a 9% increase from the prior year State estimate. US Census estimates from 2021 have the Town gaining 18% in one year to 11,570 from 9,793. The following projection provides for a 6% growth rate over a 10-year period in addition to the Wendell Falls development.

Town of Wendell Population History and Projection					
Year	Estimated Population	4% Projection	Wendell Falls 3,606 Units	Wendell Falls Pop. Growth	Total Town Population
2013	6,149				6,149
2014	6,224				6,224
2015	6,337				6,337
2016	6,533				6,533
2017	6,843				6,843
2018	7,809				7,809
2019	8,577				8,577
2020	9,793				9,793
2021		10,184	600	1,620	11,804
2022		12,276	250	648	12,924
2023		13,440	250	648	14,088
2024		14,651	600	1620	16,271
2025		16,921	250	648	17,569
2026		18,271	250	648	18,919
2027		19,675	250	648	20,323
2028		21,135	400	1,040	22,175
2029		23,949			23,949
2030		25,864			25,864
2031		27,933			27,933
2032		30,167			30,167
2033					

Wendell Population Projection based on Current Residential Project Development							
	Current Units		Under Construction	Approved	Proposed	Total	
Housing Unit by Type	Total Units 3-1-2022*	Percent of Units	Units**	Units**	Units**	Units	Percent of Units
Apartment	687	14.4	81	624	330	1,722	13.4
Residential Single-Family	3,815	80.2	1,852	974	1,687	8,328	64.7
Townhouse	148	3.1	887	927	752	2,714	21.1
Duplex	105	2.2	0	0	0	105	0.8
Total	**4,755**	**100**	**2,820**	**2,525**	**2,769**	**12,869**	
	*Per Wake County Revenue Data Planning			**Per Town of Wendell			
Population Estimate	**13,887**		**10,715**	**12,373**	**6,927**	**43,903**	

Town of Wendell Quick Facts

Demographics

2020 Population: 9,793
2022 Estimated Population: 11,570
Source: U.S. Census Bureau

Employment Rate: 69.8%
Total Employer Establishments: 311
Source: U.S. Census Bureau and GIS Planning

Median Age: 37.5
Housing Units, 2021: 3,781
Source: U.S. Census Bureau

Bachelor's Degree or Higher: 31.5%
Median Household Income: $67,321
Owner-Occupied Housing: 68.7%
Source: U.S. Census Bureau

Location

Corporate Limits, 3/2022: 8.98 sq mi
Extraterritorial Jurisdiction (ETJ), 3/2022: 8.33 sq mi
Source: Town of Wendell Planning Department

Finances

Tax Base, 2022-2023: $1,384,278,268
80% Residential / 20% Commercial
Source: Wake County Revenue Department

General Fund Budget, 2022-2023: $28,082,426
Source: Town of Wendell Finance Department

Top 5 Tax Revenue Generators in 2022:
1. 5809 Taylor (NC) Owner LP
2. NASH Wendell Falls LLC
3. Daedong USA Inc
4. MLC Automotive, LLC
5. Publix North Carolina LP

Source: Wake County Revenue Department

Tax Rates 2022-23:
Town of Wendell $0.470 per $100 valuation
Wake County $0.6195 per $100 valuation
Source: Wake County Revenue Department

Number of Town Employees (Full-Time Only): 74
Source: Town of Wendell Finance Department

Recreation

Wendell Town-Owned Park Land: 168 acres (est.)
Amenities: Wendell Community Center, Tennis Courts, Dog Park, Frisbee Golf, Doug Proctor Field, Wendell Park Large Field, Hugh T. Moody Nature Trail, Fitness Trails, Large Picnic Shelter, Small Picnic Shelter, Playgrounds

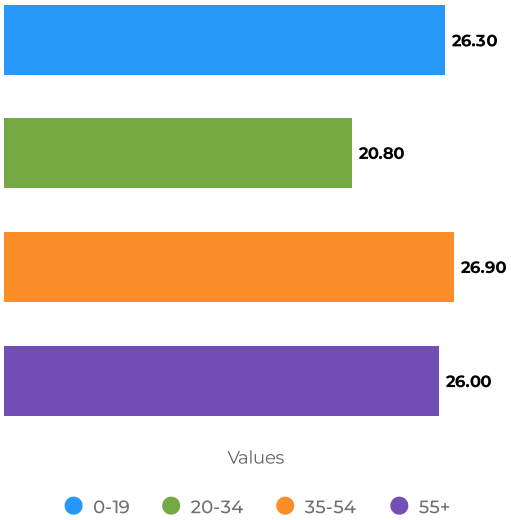
Additional: Lake Myra County Park * Lake Myra School Fields * East Wake Community Field * Wendell Middle School Gym and Fields * Carver Elementary Ball Fields * Thompson Field * Wendell Elementary School Gym * Town Square * Old Carver School Field * Buffalo Creek Cypress Swamp * Robertson's Mill Pond Preserve * Procter Farm Preserve * Turnipseed Nature Preserve
Source: Town of Wendell Parks and Recreation Department

Town of Wendell Demographic and Housing Data

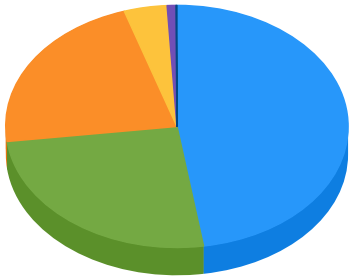
Population

2020 Population Estimate:	9,793
Male:	4,759 (48.6%)
Female:	5,034 (51.4%)
2010 Population:	5,845
Median Age:	37.3

2021 Percent Population by Age



Race and Ethnicity



White **51.6%**
Black or African American **27.7%**
Hispanic or Latino **23.9%**
Two or More Races **4.4%**
Asian **0.9%**
American Indian **0.1%**

Housing

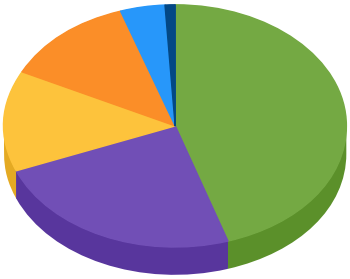
Average Household Size:	2.68
Total Housing Units, 2021:	3,781
Occupied:	3,668 (97%)
Owner Occupied:	68.7%
Renter Occupied:	28.5%
Median Housing Value (2021):	$226,400

Gross Rent, occupied units

$0-$499	15.3%
$500-$999	16.7%
$1,000-$1,499	46.0%
$1,500-$1,999	10.6%
$2,000-$2,499	11.4%
Median Rent	$1,114

Source: U.S. Census Bureau

Housing Values



$100,000-$149,999 **71.5%**
$200,000-$299,999 **38.0%**
$300,000-$499,999 **21.3%**
$150,000-$199,999 **19.8%**
$0-$99,999 **6.7%**
$500,000-$999,999 **1.5%**

Comparative Rates

The evaluation of neighboring tax rates, assessed valuation, and fees assist in the development of the budget. While a fiscal goal is to maintain a competitive rate and fee structure, the individual economic, demographic, and political environments can lead to variation.

Property Tax, Assessed Value, and Median House

The assessed value for the Town of Wendell is the lowest in Wake County due to the amount of residential property, limited commercial development, and a low median house value. The property tax rate (Town and Fire combined) is attributed to this statistic as the provision of core municipal services requires the higher rate to generate comparable revenues to pay for the services. This trend is changing with increased development (moderate value residential and commercial) and rate increases in adjoining communities.

Wake County Cities and Towns Tax Comparison													
FISCAL YEAR 2023													
CITY/TOWN	TOTAL VALUE		TAX RATE	ADDT'L RATES		PENNY VALUE **	# SFD UNITS	AVERAGE HOUSE	PROPERTY TAX	FIRE TAX	MEDIAN HOUSE	PROPERTY TAX	FIRE TAX
Commercial	$7,603,930	7%											
Residential	$103,248,511	93%											
Angier *	**$110,852,441**		**0.49**	**0.075**	**2**	**$10,934**	**327**	**$338,942**	**$1,660.82**		**$ 298,374**	**$ 1,462.03**	
Commercial	$2,187,607,519	19%											
Residential	$9,502,277,594	81%											
Apex	**$11,689,885,113**		**0.41**			**$1,153,090**	**21729**	**$388,384**	**$1,592.37**		**$ 363,429**	**$ 1,490.06**	
Commercial	$10,358,422,678	31%											
Residential	$23,099,424,666	69%											
Cary	**$33,457,847,344**		**0.345**			**$3,300,282**	**50385**	**$413,394**	**$1,426.21**		**$ 376,636**	**$ 1,299.39**	
Commercial	$36,200	90%											
Residential	$3,904	10%											
Clayton *	**$40,104**		**0.60**			**$4**	**0**	**$0**	**$0.00**		**$ -**	**$ -**	
Commercial	$83,485,895	59%											
Residential	$57,231,268	41%											
Durham *	**$140,717,163**		**0.5577**		**6**	**$13,880**	**145**	**$296,596**	**$1,654.12**		**$ 290,548**	**$ 1,620.39**	
Commercial	$1,264,517,700	22%											
Residential	$4,400,496,103	78%											
Fuquay-Varina	**$5,665,013,803**		**0.425**			**$558,797**	**13274**	**$286,905**	**$1,219.35**		**$ 280,106**	**$ 1,190.45**	
Commercial	$2,458,906,380	46%											
Residential	$2,847,314,696	54%											
Garner	**$5,306,221,076**		**0.5521**			**$523,406**	**10074**	**$237,751**	**$1,312.62**		**$ 216,368**	**$ 1,194.57**	
Commercial	$1,434,309,715	20%											
Residential	$5,830,871,322	80%											
Holly Springs	**$7,265,181,037**		**0.4216**			**$716,637**	**13941**	**$367,795**	**$1,550.62**		**$ 351,415**	**$ 1,481.57**	
Commercial	$968,384,520	38%											
Residential	$1,600,255,968	62%											
Knightdale	**$2,568,640,488**		**0.45**			**$253,371**	**5452**	**$250,600**	**$1,127.70**		**$ 243,749**	**$ 1,096.87**	
Commercial	$3,657,527,877	56%											
Residential	$2,868,799,337	44%											
Morrisville	**$6,526,327,214**		**0.39**	**0.10**	**4**	**$643,757**	**6735**	**$367,267**	**$1,432.34**		**$ 352,704**	**$ 1,375.55**	
Commercial	$32,953,865,179	42%											
Residential	$45,957,293,530	58%											
Raleigh	**$78,911,158,709**		**0.393**	**0.2286**	**3&5**	**$7,783,797**	**124020**	**$319,854**	**$1,257.03**		**$ 257,814**	**$ 1,013.21**	
Commercial	$118,515,965	8%											
Residential	$1,346,557,820	92%											
Rolesville	**$1,465,073,785**		**0.46**			**$144,515**	**3228**	**$360,373**	**$1,657.72**		**$ 350,742**	**$ 1,613.41**	

Commercial	$1,768,201,730	25%											
Residential	$5,409,658,344	75%											
Wake Forest	**$7,177,860,074**		**0.495**	**0.14**	**7**	**$708,024**	**14859**	**$318,643**	**$1,577.28**		**$ 315,595**	**$ 1,562.20**	
Commercial	$276,060,141	20%											
Residential	$1,108,218,127	80%											
Wendell	**$1,384,278,268**		**0.47**	**0.1027**	**1**	**$136,545**	**4001**	**$233,140**	**$1,095.76**	**$239.43**	**$ 230,107**	**$ 1,081.50**	**$ 236.32**
Commercial	$923,489,193	58%											
Residential	$665,638,705	42%											
Zebulon	**$1,589,127,898**		**0.575**			**$156,752**	**2642**	**$204,139**	**$1,173.80**		**$ 216,181**	**$ 1,243.04**	
Commercial	$64,245,351,373	32%											
Residential	$133,596,167,279	68%											
Wake County ***	**$197,841,518,652**		**0.6195**	**0.1807**	**1&6**	**$19,515,087**	**62515**	**$341,833**	**$2,117.66**	**$351.06**	**$ 299,637**	**$ 1,856.25**	**$ 307.73**

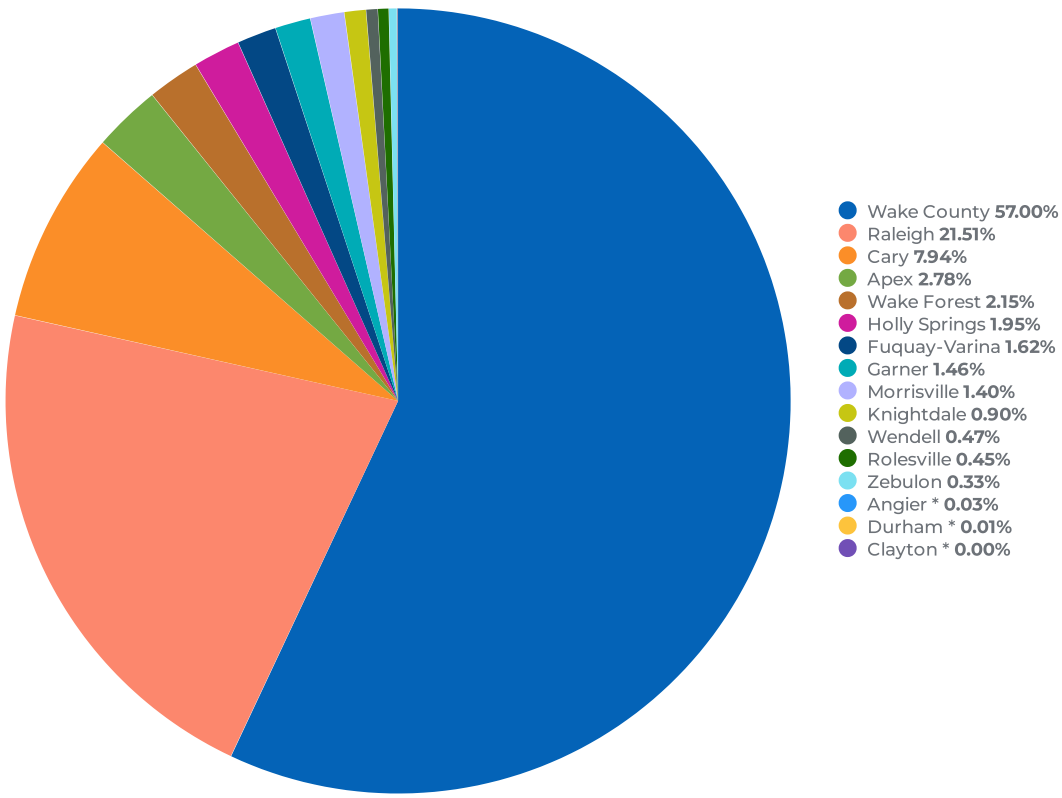
1) Wake County Fire Tax District	0.1027
2) Blackriver Fire District (BKR)	0.075
3) Hillsborough Street Municipal District (HMD)	0.15
4) Morrisville Special District (MSD)	0.10
5) Raleigh Municipal District (RMD)	0.0786
6) Research Triangle Park (RTP)	0.0780
7) Wake Forest Downtown Serv District	0.14

* Angier, Clayton, and Durham have partial jurisdictions in Wake County

** Penny value assumes a 98.64% collection rate

*** Wake County total value accounts for all properties located within Wake County; Average and Median property values only accounts for unincorporated properties

FY 2023 Sales Tax Distribution



Solid Waste and Recycling Fees

	Solid Waste						Recycling				
	Fiscal Year						Fiscal Year				
	2019	2020	2021	2022	2023		2019	2020	2021	2022	2023
Apex	$ 8.30	$ 8.51	$ 8.72	$ 8.94	$ 9.61	Apex	$ 3.44	$ 4.28	$ 4.89	$ 4.98	$ 4.55
Cary						Cary					
Fuquay-Varina	$ 14.25	$ 14.25	$ 14.25	$ 14.25	$ 20.00	Fuquay-Varina	$ -	$ -	$ -	$ -	$ -
Garner	$ -	$ -	$ -	$ -	$ -	Garner	$ -	$ -	$ -	$ -	$ -
Holly Springs	$ 9.69	$ 9.88	$ 10.17	$ 9.98	$ 10.09	Holly Springs	$ 4.34	$ 5.22	$ 5.42	$ 5.13	$ 5.23
Knightdale	$ 11.08	$ 11.08	$ 11.75	$ 11.78	$ 12.50	Knightdale	$ 3.75	$ 4.73	$ 4.80	$ 4.80	$ 5.00
Morrisville	$ -	$ -	$ -	$ -	$ -	Morrisville	$ -	$ -	$ -	$ -	$ -
Raleigh	$ 12.95	$ 14.45	$ 14.45	$ 14.45	$ 14.45	Raleigh	$ 2.60	$ 2.60	$ 4.60	$ 4.60	$ 4.60
Rolesville	$ 9.79					Rolesville	$ 3.69				
Wake Forest	$ -	$ -	$ -	$ 11.00	$ 11.00	Wake Forest	$ -	$ -	$ -	$ 5.00	$ 5.00
Wendell						Wendell					
Zebulon	$ 19.25	$ 20.50	$ 20.75	$ 24.00	$ 24.75	Zebulon	$ 3.46	$ 4.18	$ 6.59	$ 4.18	$ 4.18
	Yard Waste						Total				
	Fiscal Year						Fiscal Year				
	2019	2020	2021	2022	2023		2019	2020	2021	2022	2023
Apex	$ 7.83	$ 7.83	$ 7.83	$ 7.83	$ 7.83	Apex	$ 19.57	$ 20.62	$ 21.44	$ 21.75	$ 21.99
Cary						Cary	$ 16.00	$ 17.00	$ 19.50	$ 20.50	$ 22.00
Fuquay-Varina	$ -	$ -	$ -	$ -	$ -	Fuquay-Varina	$ 14.25	$ 14.25	$ 14.25	$ 14.25	$ 20.00
Garner	$ -	$ -	$ -	$ -	$ -	Garner	$ -	$ -	$ -	$ -	$ -
Holly Springs	$ 3.00	$ 3.00	$ 3.50	$ 4.00	$ 4.50	Holly Springs	$ 17.03	$ 18.10	$ 19.09	$ 19.11	$ 19.82
Knightdale	$ -	$ -	$ -	$ -	$ -	Knightdale	$ 14.83	$ 15.81	$ 16.55	$ 16.58	$ 17.50
Morrisville	$ -	$ -	$ -	$ -	$ -	Morrisville	$ -	$ -	$ -	$ -	$ -
Raleigh	$ -	$ -	$ -	$ -	$ -	Raleigh	$ 15.55	$ 17.05	$ 19.05	$ 19.05	$ 19.05
Rolesville	$ 8.52					Rolesville	$ 22.00	$ 22.00	$ 22.00	$ 22.00	$ 22.00
Wake Forest	$ -	$ -	$ -	$ 5.00	$ 5.00	Wake Forest	$ -	$ -	$ 21.00	$ 21.00	$ 21.00
Wendell						Wendell	$ 22.00	$ 22.00	$ 22.00	$ 25.00	$ 25.00
Zebulon	$ -	$ -	$ -	$ -	$ -	Zebulon	$ 22.71	$ 24.68	$ 27.34	$ 28.18	$ 28.93

Vehicle License Tax
35
30
25
20
15
10
5
0
Dollars ($)
Angier*
Apex
Cary
Clayton*
Durham*
Fuquay-Varina
Garner
Holly Springs
Knightdale
Morrisville
Raleigh
Rolesville
Wake Forest
Wendell
Zebulon
FY 2019
FY 2020
FY 2021
FY 2022
FY 2023

Stormwater Fee

Municipality	FY 2023 Annual Fee
Butner	$ 67.00
Creedmoor	$ 107.00
Holly Springs	$ 62.40
Knightdale	$ 81.00
Morrisville	$ 40.00
Raleigh	$ 86.16
Nashville	$ 30.00
Wendell	$ 75.00
Wilson	$ 72.00

* Note - Municipal comparisons are effective Fiscal Year 2023. Town of Wendell rate is effective Fiscal Year 2024.

FY 2023 General Fund Staffing Comparison

Department	Wendell	Hillsborough	Pittsboro	Rolesville	Zebulon	Selma
Administration	5	13	8	5	5	5
Finance	5	10.65	4	4	3	6
Planning	7	3.5	4	4	6	2
Parks & Rec	8	3	1	5.5	8	8.25
Safety & RM	0	1	0	0	0	0
IT	1	1	0	0	0	0
Stormwater	5	2	0	0	0	0
Police	28	31	16	23	26	25.5
Fire Marshall EM	0	0	0	0	0	0
Public Works	16	10.5	14	4	15	9.5
Econ Dev	1	1	0	1	1	0
Library	0	0	0	0	0	2.5
Cemetery	0	0	0	0	0	2
Fire	0	0	0	0	16	10.33
Total	76	76.65	47	46.5	80	71.08

Comparative Community Population, Growth Rate, and Land Area

	2011 Population	2021 Population	Population Growth Rate	2010 Land Area (sq mi)	2020 Land Area (sq mi)	Land Area Growth Rate
Wendell	5,997	10,702	78.5%	5.204	5.776	11.0%
Nearby Comparisons:						
Hillsborough	6,206	9,601	54.7%	5.331	5.733	7.5%
Pittsboro	3,943	4,627	17.3%	4.138	4.865	17.6%
Rolesville	3,968	9,894	149.3%	3.934	5.404	37.4%
Selma	6,125	6,445	5.2%	4.848	4.800	-1.0%
Zebulon	4,476	7,436	66.1%	4.138	5.27	27.4%
Current Comparisons:						

Aberdeen	6,470	9,034	39.6%	8.510	10.303	21.1%
Black Mountain	7,985	8,480	6.2%	6.702	6.728	0.4%
Fletcher	7,307	8,010	9.6%	6.411	6.466	0.9%
Gibsonville	6,496	9,117	40.3%	3.495	3.683	5.4%
Woodfin	6,253	7,982	27.7%	8.788	9.567	8.9%
5-7 Year Growth Comparisons:						
Archdale	11,527	12,027	4.3%	8.213	8.856	7.8%
Knightdale	11,896	19,674	65.4%	6.206	7.952	28.1%
Lewisville	12,709	13,444	5.8%	13.969	14.682	5.1%
Mebane	11,639	18,116	55.6%	8.357	10.533	26.0%
Waxhaw	10,259	21,411	108.7%	11.544	12.193	5.6%
10-15 Year Growth Comparisons:						
Clayton	16,464	28,188	71.2%	13.511	15.267	13.0%
Clemmons	18,764	21,140	12.7%	11.810	12.092	2.4%
Fuquay-Varina	18,628	36,017	93.3%	12.090	17.685	46.3%
Leland	14,199	25,459	79.3%	19.781	20.288	2.6%
Harrisburg	13,025	20,053	54.0%	9.051	11.277	24.6%
Kernersville	23,670	26,597	12.4%	17.322	18.003	3.9%
Mint Hill	23,242	26,471	13.9%	23.924	24.641	3.0%

FY 2023 Parks and Recreation Program Fees

	Youth Baseball/ Softball	T-ball	Youth Soccer	Girls Volleyball	Men's Softball	Men's Basketball	Men's Church Softball	Co-Ed Softball	Co-Ed Volleyball	Youth Basketball	Adult Kickball
Wendell	$50/$70	$25/$45	Set by league	$50/$70	$550 per team	$500 per team	$500 per team	$500 per team	$300 per team	$50/$70	$25
Clayton	$50/$100	$40/$80	$30/$60	$40/$80		$50/$100	$50/$100	$50/$100		$40/$80	
Knightdale	$45/$65	$25/$45	Set by league	$25/$45		$30/$50				$45/$65	$40/$60
Zebulon	$45/$65	$25/$40	$45/$65	$25/$45						$45/$65	
Rolesville	$53/$80	$53/$80	$53/$80								$53/$80
Wake Forest	$60/$100	$60/$100	Set by league	$60/$100	$550		$550	$550		$60/$100	$225
Fuquay	$60/$90	$50/$80	$60/$90	$55/$85	$40/$55	$60/$75	$40/$55	$40/$55	$40/$55	$60/$90	$40/$55
Holly Springs	$60/$90	$60/$90	$60/$90				$450 + $22.50 for non res			$60/$90	$150 + $5 for non res
Raleigh	$51/$66	$51/$66	Set by league		$450 + $24 for non res		$450 + $24 for non res	$450 + $24 for non res			
Apex	$54/$69	$54/$69	$44/$59	$28/$43	$550 + $25 for non res	$500 + $25 for non res	$500 + $25 for non res	$500 + $25 for non res	$40/$65	$84/$99	
Cary	$60/$85	$60/$85	Set by league		$500 + $25 for non res	$500 per team	$500 + $25 for non res	$500 + $25 for non res	$250 per team	$60/$85	

Town of Wendell Legislative & Administrative Fee Schedule

Taxes & Fees

Property Tax	$0.47 per $100 of assessed valuation
Vehicle License Tax [Code of Ordinances, Section 24-155]	$30
Stormwater Fees	$75 per year *Shown on annual Property Tax Bill
Solid Waste & Recycling Fees [Code of Ordinances, Chapter 18]	$25 per month *Shown on monthly Raleigh Utility Bill
Golf Cart Fees [Code of Ordinances, Section 24-155]	
Prorated fees are used for mid-year registrations	
Yearly Registration Fee	$100
Transfer of registration to new golf cart by same owner	$20
Lost and/or stolen decal fee	$20
Reservation of Board Room	
Outside Normal Business Hours	$35 per hour
[Code of Ordinances, Section 2-334; Policy 106]	
Cemetery Fees	
Resident Applicant	$1,200
Non-Resident Applicant	$2,400
Monument Deposit (Refundable)	$600
Beer and Wine Licenses	
Beer or Wine on Premises [NC GS 105-113.77]	$15
Beer off Premises [NC GS 105-113.77]	$5
Wine off Premises [NC GS 105-113.77]	$10
Wholesale Dealer – Beer or Wine Only [NC GS 105-113.79]	$37.50
Wholesale – Beer and Wine Under Same License [NC GS 105-113.79]	$63.50
Door-to-Door Sales Application Fee (Non-Refundable) [Code of Ordinances, Section 6-19]	$25
Filing Fee for Elected Office for Town of Wendell Board of Commissioners [Town of Wendell Resolution R-18-77; NC GS 163A-1620(e)] *Filing fee is collected by the Wake County Board of Elections when candidate files for placement on ballot as Mayor or Town Board of Commissioner*	$50
Copies	
No personal copies will be made for the public.	
Printed Zoning Map or Future Development Map (24 x 36, color)	$25
Printed Customized Map (24 x 36, color)	$30
Printed Customized Map (36 x 48 or larger, color)	$35
Printing (8.5 x 11, B & W)	$0.20 per page
Printing (8.5 x 11, color)	$0.40 per page
Printing (11 x 17, B & W)	$0.50 per page
Printing (11 x 17, color)	$1 per page
Check Return Fee [NC GS 25-3-506]	$35

Parks & Recreation

Registration Fees	
Youth T-Ball	
Resident	$25
Non-Resident	$65
Girls Volleyball	
Resident	$25
Non-Resident	$65
Tiny Basketball	$50
Youth Softball/Baseball	

Resident	$50
Non-Resident	$90
Soccer (Ages 3-6)	
Resident	$60
Non-Resident	$80
Soccer (Ages 7-10)	
Resident	$80
Non-Resident	$100
Youth Beach Volleyball	
Resident	$50
Non-Resident	$90
Youth Basketball	
Resident	$50
Non-Resident	$90
Track-Out Camp	$30 per day
Instructional Volleyball	$30
Wiffleball	$25 per person
Kickball	$25 per person
Community Garden Membership	$15 per person
Adult Church Softball	$550 per team
Adult Co-Ed Softball	$550 per team
Men's Softball	$550 per team
Adult Basketball (25 year and older)	$600 per team
Adult Co-Ed Volleyball	$400 per team
Adult Beach Volleyball	$150 per team
Adult Fast Pitch Softball	$500 per team
Athletic Fields (Non-Tournament)	
Deposit (Non-Refundable)	$30
Field Use	$30 per hour
Parks & Recreation Staff	$35 per hour
Lining (baseball/softball)	$50 per event
Lining (soccer)	$75 per event
Lights (baseball/softball/multi-purpose field)	$30 per hour
Mowing	$30 per event
Cross Country/Open Space	$30 per hour (2 hour minimum)
Athletic Fields (Tournament)	
Deposit (Non-Refundable)	$50
Field Use (Jake May, Doug Proctor, Carver 1, Carver 2)	$200 per field per day (includes lights)
Field Use (Field 3)	$100 per day (no lights)
Disc Golf Course Tournaments	$100 per day Monday – Friday (no lights)
Parks & Recreation Staff	$250 per staff per day
Field Dry Mix	$15 per bag
Outdoor Rental	
Large Shelter Deposit (Non-Refundable)	$20
Large Shelter Rental	$20 per hour
Small Shelter Deposit (Non-Refundable)	$15
Small Shelter Rental	$15 per hour
Beach Volleyball Rental	$10 per hour
Community Center	
Deposit	Equal to one hour Resident rate
Setup and/or Break Down (after operating hours)	$20 per hour
Activity Room A (during operating hours)	
Resident	$15 per hour
Non-Resident	$40 per hour
Activity Room A (after operating hours)	

Resident	$35 per hour
Non-Resident	$60 per hour
Activity Room B (during operating hours)	
Resident	$25 per hour
Non-Resident	$50 per hour
Activity Room B (after operating hours)	
Resident	$45 per hour
Non-Resident	$70 per hour
Gym (during operating hours)	
Resident	$65 per hour
Non-Resident	$85 per hour
Gym (after operating hours)	
Resident	$80 per hour
Non-Resident	$100 per hour
Youth Birthday Party (12 and under)	
Resident	$120 for 2 hours
Non-Resident	$140 for 2 hours
Entire Facility (first 4 hours)	
Resident	$125 per hour
Non-Resident	$150 per hour
Entire Facility (after initial 4 hours)	
Resident	$175 per hour
Non-Resident	$200 per hour
Entire Facility Holiday Rate (first 4 hours)	
Resident	$175 per hour
Non-Resident	$200 per hour
Entire Facility Holiday Rate (after initial 4 hours)	
Resident	$225 per hour
Non-Resident	$250 per hour
Holidays are defined as those recognized by the Town of Wendell. No event shall be scheduled during the recognized Town holidays of Thanksgiving and Christmas	
Dumpster Fee	$125
Insurance Fee	$200
Waived if certificate of liability naming the Town of Wendell is provide to staff	
Temporary Restroom Facility	Responsibility of event coordinator
Entire Facility Serving Alcohol (3 pm – 10 pm)	
Fee includes Parks & Recreation Staff, Police Officers, Security, Insurance, Dumpster & Clean-up Fees	
Resident	$2,500
Non-Resident	$3,000
Damage Deposit (Refundable)	$500
Facility Cleaning Rate (Gym and/or Entire Facility)	
Up to 100 (no alcohol)	$125
101 or more (no alcohol)	$250
Event serving alcohol	$250
For Profit Event Fee	$600 or 20% of gross receipts, whichever is greater
For rentals with admission fees, tickets to be sold, contributions taken, goods, products, or merchandise to be sold. Not applicable for non-profits.	
Facility Staffing [Code of Ordinances, Section 14-21; Parks & Recreation Policies and Procedures]	
No Alcohol, Less than 250	1 Parks & Recreation Supervisor
No Alcohol, Over 250	1 Police Officer & 2 Parks & Recreation Supervisors

With Alcohol, Less than 250	1 Police Officer & 1 Parks & Recreation Supervisor
With Alcohol, Over 250	2 Police Officers & 2 Parks & Recreation Supervisors

Special Events

Space for special event request is reserved upon approval of a Special Event Permit Application and all applicable special event fees. Fees do not apply to Town sponsored or co-sponsored events.

Public Space Use Deposit (Non-Refundable) *Includes all public downtown areas and applies to first 4 hours of use*	$100
Public Space Use Fee *Includes setup/breakdown time*	$25 per hour of use if over 4 hours
Street Closing Fee (includes cones and barricades)	$40
Staffing (Police Officers)	$50 per hour
Staffing (Public Works & Parks and Recreation) *The Town of Wendell will determine the minimum staffing levels for each event*	$40 per hour
Vendor Fee	$25
Electricity Access for Vendor (where applicable)	$25

Planning and Development

Wireless Communication Fees	
Collocations/Modification	$1,000
New Structure	$2,500
Project Requiring Special Use	$2,500 plus Special Use Fee
Residential Building Permit Processing	
New Dwelling/Addition/Renovation	$100
Detailed Garage/Secondary Dwelling/Pool	$100
Unheated Storage Building/Unenclosed Deck/Stairs/Ramp	$0
Commercial Building Permit Processing	
New Structure/Addition/Renovation	$100
Administration – Other	
Demolition Permit Processing Fee	$100
Trade Permit Processing Fee	$20
Contractor Change Form Fee	$60 per change
Zoning Compliance Permits	
Residential Compliance	$25
Accessory Structure/Deck	$25
Residential New Structure	$150
Multi-Family New Structure	$100
Commercial Zoning Compliance Only	$50
Commercial Addition or Renovation	$50
Commercial New Structure	$250
Zoning Reinspection	$50
Signage	
All New Signs (wall, awning, monument, window, etc.)	$75 per sign
Sign Face Replace	$25 per sign
Temporary Signs (for profit only)	$25 per sign
Zoning Related Hearing Items	
Annexation	$350
Zoning Text Amendment	$600
Special Use Request Application	$600
Variance Application	$600
Zoning Map Amendment/Conditional District Request	$600
Rezoning Application	$600
Appeal of Zoning Administrator or Board of Adjustment	$300
Land Use Plan Amendment	$600

Plan Review	
Sketch Plan	$150
Preliminary Plat – Minor Subdivision/Recombination	$150
Preliminary Plan – Major Subdivision/Master Plan	$400 plus $10 per lot
Commercial Site Plan/Preliminary Plat	$400
Construction Drawing Review	$700 first submittal $350 each additional plus engineering fees
Final Plan – Major Subdivision	$200 plus $5 per lot
Resubmittal Fees (beginning with 4th submittal, and all subsequent submittals)	½ original submittal fee
Traffic Impact Analysis (TIA) Review Fee	$1,000
Miscellaneous Fees	
Zoning Penalty/Working Without a Permit	$100 per day
Engineering Fees (Non-Refundable) *Payment required at time of submittal*	$1,000 plus engineering fees
Development Agreement (New or Amendment)	$400
Water/Sewer Capacity Reservation Fee	Paid for when/if vested rights are extended
Sidewalk and/or Driveway Inspection	$60 for each inspection
Storm Drainage Inspection *If performed by Town, charged to Developer*	$1 per linear foot
Bond Administration (Surety Bond Letter of Credit)	$100 per bond
Bond Reduction	$50 per bond reduction
Encroachment Permit	$100
Fee in Lieu of Installation	
Sidewalk Fee in Lieu	Actual Cost
Street Fee in Lieu	Actual Cost
Open Space Fee in Lieu for Multi-Family (excluding Townhomes)	$2,500 per unit

Town of Wendell Position and Classification Plan					
Fiscal Year 2024					
Grade	Minimum	Midpoint	Maximum	FLSA	Classification Title
10	29,141	36,427	43,712	N	Future Use
11	30,598	38,248	46,898	N	Future Use
12	32,128	40,160	48,192	N	Future Use
13	33,735	42,168	50,602	N	Park Maintenance Technician
				N	Customer Service Representative
				N	Public Works Specialist I
14	35,421	44,277	53,132	N	Future Use
15	37,192	46,491	55,789	N	Planning Administrative Assistant
				N	Public Works Administrative Assistant
				N	Public Works Specialist II
16	39,052	48,815	58,578	N	Future Use
17	41,005	51,256	61,507	N	Accounting Technician
				N	Permit Technician
				N	Police Administrative Assistant
				N	Senior Public Works Specialist
				N	Senior Public Works Administrative Assistant
18	43,055	53,819	64,582	N	Community Center Coordinator
					Police Officer Trainee
19	45,208	56,510	67,812	N	Fleet Mechanic
				N	Parks Maintenance Supervisor
				N	Payroll & Benefits Specialist
20	47,468	59,335	71,202	N	Accountant I
				N	Code Compliance Officer
				N	Police Officer I
				N	Public Works Crew Leader
				N	Records & Evidence Manager
				N	Recreation Program Supervisor
21	49,841	62,302	74,762	N	Police Officer II
					Senior Fleet Mechanic
22	52,334	65,417	78,500	N	Master Police Officer
				N	Planner I
				N	Police Investigator
				N	Town Clerk
23	54,950	68,688	82,425	N	Accountant II
				N	Accreditation Manager
				N	Senior Police Officer
24	57,698	72,122	86,547	N	Code Compliance Supervisor
				N	Planner II
25	60,583	75,728	90,874	N	Communications Manager
				N	Economic Development Specialist
				N	IT Specialist

				N	Police Investigations Sergeant
				N	Police Sergeant
				E	Stormwater Program Manager
				E	Street Program Manager
26	63,612	79,515	95,418	E	Public Works Superintendent
				N	Senior Accountant
27	66,792	83,490	100,189	N	Assistant to the Town Manager
				N	Human Resources Administrator
				N	IT Manager
				E	Police Lieutenant
28	70,132	87,665	105,198	E	Assistant Parks & Recreation Director
				E	Assistant Public Works Director
29	73,639	92,048	110,458	E	Assistant Finance Director
				E	Police Captain
				E	Project & Design Manager
30	77,320	96,650	115,981	E	Assistant Planning Director
31	81,187	101,483	121,780	E	Town Engineer
32	85,246	106,557	127,869	E	Parks & Recreation Director
33	89,508	111,885	134,262		Future Use
34	93,984	117,479	140,975	E	Chief of Police
				E	Planning Director
				E	Public Works Director
35	98,683	123,353	148,024		Future Use
36	103,617	129,521	155,425	E	Finance Director
37	108,798	135,997	163,197	E	Assistant Town Manager
38	114,238	142,797	171,356		Future Use
39	119,949	149,937	179,924		Future Use
40	125,947	157,434	188,920		Future Use
41	132,244	165,305	198,366		Future Use
42	138,856	173,571	208,285		Future Use
43	145,799	182,249	218,699	E	Town Manager
44	153,089	191,362	229,634		Future Use
45	160,743	200,930	241,116		Future Use

Outside Agency Service Partners

As a small town with big charm, the Town of Wendell seeks to provide a high quality of life for its residents and customers. As a growing community, new residents may be familiar with services being provided by the Town or other agencies. To assist direct residents to the appropriate agency responsible for a municipal service in Wendell, the following list of partner agencies and services is provided.

- Ambulance and Paramedic Services – Wake County Department of Emergency Medical Services is responsible for providing paramedic level EMS throughout Wake County.
- Animal Control – Wake County Animal control provides services for domestic animal issues.
- Building Code Inspections – Inspections and permitting for Building Code compliance is administered by Wake County Inspections.
- Elections – Wake County Board of Elections oversees the municipal and special elections in Wendell, as well as County, State, and Federal elections.
- Fire Inspections – Wake County Fire Inspections provide inspections, permitting, and enforcement for the North Carolina Fire Code.
- Fire Protection – The Wendell Fire Department is a non-profit that contracts with Wake County to provide fire service protection within the Town of Wendell and the surrounding Wendell-Holmes Fire District.
- PEG Channel – PEG Media Partners, a non-profit organization that provides video content to government access channels including East Wake Television, Channel 22, which serves Wendell. The PEG Board is comprised of the Town Managers of communities served including Wendell, Knightdale, Zebulon, Rolesville, Garner, Archer Lodge, and Clayton.
- Public Schools – Public education for grades K-12 is provided by the Wake County Public School System and Cardinal Charter School.
- Solid Waste – Residential waste disposal, recycling services, and yard waste are provided by GFL through a contract with the Town and billed on the City of Raleigh Utility Bill. Bulk and seasonal yard waste services are still provided by the Town.
- Stormwater Services – Wake County Environment Services provide stormwater program assistance with permitting and inspections.
- Tax Collection and Appraisal – Wake County Department of Tax Administration provides tax appraisal and collection services for the Town of Wendell.
- Vital Records – Records for persons born, married, or died in Wendell or Wake County may be accessed at the Wake County Register of Deeds.
- Water and Sewer – The City of Raleigh Utilities Department provide water and sewer service to the Town, Extra Territorial Jurisdiction (ETJ), and Urban Services Area.

Glossary of Terms and Acronyms

The following glossary of terms and acronyms is provided to inform and assist the reader with the language used in the budget.

- ACFR – Annual Comprehensive Financial Report is a set of governmental financial reports, including the annual audit reports, meeting the requirements of the Governmental Accounting Standards Board (GASB).
- ADA – Americans with Disabilities Act, as amended.
- Ad Valorem Tax – Ad valorem tax is a tax based on the assessed value of an item, such as real estate or personal property.
- AICP – American Institute of Certified Planners is the American Planning Association verification of qualification for planners.
- Allocate – To set apart portions of budgeted expenditures that are specifically designated for special activities or purposes.
- Appropriation – A legal authorization by the Board of Commissioners to incur obligations and make expenditures for specific purposes.
- APWA – American Public Works Association.
- Balanced Budget – Expenditures equal sum of revenues and appropriated fund balance. North Carolina General Statute requires local governments to adopt a balanced budget.
- Bond – A written promise to repay a specific amount of money with interest within a specific time period, usually long-term.
- Budget – A proposed plan for raising and spending money for specified programs, functions, activities, or objectives during a fiscal year.
- Budget Ordinance – The ordinance that levies taxes and appropriates revenues for specific purposes, functions, activities, or objectives during a fiscal year.
- Budget Year – The fiscal year for which a budget is proposed, or a budget ordinance is adopted extending from July 1 to June 30.
- Budgetary Control – The control or management of a governmental unit in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.
- CALEA – Commission on Accreditation for Law Enforcement Agencies is a credentialing authority for law enforcement agencies.
- Capital Improvement Program (CIP) – A strategic plan for capital expenditures to be incurred over a fixed period of five future years, summarizing estimated project costs and sources of financing.
- Capital Assets – Assets of long-term character which are intended to continue to be held or used by the Town, including land, buildings, machinery, furniture, and other equipment.
- Capital Outlay – An expenditure for the acquisition of or addition to fixed assets tracked by departments with an expected useful life of more than one year.
- Capital Project – An undertaking involving construction, purchase, or major renovation of a building, utility system, or other structure and equipment having a useful life of at least 15 years and an estimated cost of at least $10,000.
- Contingency – An appropriation controlled by the Board of Commissioners intended for emergencies and unforeseen circumstances not otherwise budgeted.
- Debt Service – The sum of money required to pay installments of principal and interest on bonds, notes, and other evidences of debt accruing within a fiscal year.
- Department – An organizational unit of the Town responsible for carrying out a major governmental function.
- Division – A sub-unit of a department that has responsibility for a specific function within the department.
- Enterprise Fund – A proprietary fund that reports any activity supported wholly or in part with user fees charged to external users and is operated using business principals. Examples include the Water and Sewer Funds.
- Expenditure – The spending of money by the Town for programs or projects included within the approved budget.
- FICA – Federal Insurance Contributions Act is a payroll contribution made by both employees and employers to fund the federal programs of Social Security and Medicare.
- Fiscal Year (FY) – A twelve-month period of time to which the annual operating budget applies and at the end of which the financial position and results of operation are determined (July 1 through June 30).
- FTE – Full time equivalent is used in staffing to indicate the number of permanent full-time and part-time positions in a department or organization.
- Fund – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other resources, together with all liabilities or balances, for the purpose of carrying on specific activities or attaining certain objectives.
- Fund Balance – The difference between the assets and liabilities in a governmental fund.
- Fund Balance Appropriated – A budgetary amount representing the fund's equity to be used to offset expenditures.
- Fund Balance Available – The amount of fund balance determined at the end of the preceding fiscal year that is available for appropriation and expenditure in the current year.
- GAAP – Generally Accepted Accounting Principles is a collection of commonly followed accounting rules and standards for financial reporting.

- GASB - Governmental Accounting Standards Board is the independent, private-sector organization that establishes accounting and financial reporting standards for U.S. state and local governments that follow Generally Accepted Accounting Principles.
- General Fund – The General Fund accounts for the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, and other types of revenue. The fund includes police protection, finance, administration, information technology, planning, parks and recreation, and public works.
- GFOA – Government Finance Officers Association represents public finance officials throughout the United States and Canada.
- Governmental Funds – Funds generally used to account for tax supported purposes.
- Grant – A contribution or gift in cash or other assets from another government or non-profit to be used for a specific purpose.
- ICMA – International City/County Manager's Association advances professional local government through leadership, management, innovation, and ethics.
- Intergovernmental Revenues – Intergovernmental revenues include those revenues received by the Town from federal, state, and county government in the form of grants, shared revenues or reimbursements.
- Internal Service Funds – A proprietary fund used to report any activities that provides goods or services by one Town department to other Town departments on a cost reimbursement basis.
- LGC – The Local Government Commission provides assistance and financial oversight to local governments and public authorities in North Carolina. It is staffed by the Department of the State Treasurer and approves the issuance of debt for all units of local government and assists those units with financial management.
- NCDOT – North Carolina Department of Transportation.
- NCGFOA – North Carolina Government Finance Officers Association is the local association in conjunction with GFOA.
- NCLM – North Carolina League of Municipalities is a member-driven organization representing the interests of cities and towns in the state.
- OPEB – Other Post-Employment Benefits refers to the benefits, other than pensions, that a state or local government employee receives as part of his or her package of retirement benefits.
- PEG – A non-profit organization that provides video content to local government access channels including East Wake Television, Channel 22, that serves Wendell.
- PEG Channel – A public, educational, or governmental access channel provided to a county or city.
- Personnel Services – Expenditures related to the compensation of employees, including full-time and part-time salaried, overtime, FICA, and retirement benefits.
- Proprietary Funds – Funds used to separate, control, and track financial resources of business type activities carried out by a government. The two proprietary fund types include enterprise funds and internal service funds.
- Recovered Costs – Expenditures incurred by one Town department or division and recovered by way of charging them to the Town department or division causing the expenditures.
- RFP – Request for Proposals is a means to procure services from potential vendors.
- Revaluation – Assignment of value to properties, buildings, vehicles, and equipment used for business and residential purposes by the Wake County Department of Tax Administration. State law requires all property to be revalued no less frequently that once every eight (8) years.
- Revenue – Income received or anticipated by a local government from either tax or non-tax sources.
- ROW – Right-of-way is the public easement area for the placement of a road.· Special Revenue Fund – A governmental fund used to account for the proceeds of special revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specified purposes.
- TJCOG – Triangle J Council of Governments is a regional government that provides services to a eight-county region, including Wake County.
- Transfer – An amount distributed from one fund to finance activities in another fund.
- UDO – Unified Development Ordinance guides development and land use.
- User Fees – Category of revenue that includes fees charged primarily for the delivery or use of a public service.

AGENDA ITEM NO. 6.b

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Bryan Coates, Planning
ITEM TYPE:	RFP/RFQ
AGENDA SECTION:	ADMINISTRATIVE ITEMS
SUBJECT:	Decision to Approve Rankings and Authorize the Town Manager to Negotiate and Sign a Contract for the Request for Qualifications for Transportation Design Services for the intersections of Wendell Falls Parkway & Eagle Rock Road and Wendell Boulevard & Selma Road
SPECIFIC ACTION REQUESTED:	Motion to accept the recommended rankings for transportation design services for the intersections of Wendell Falls Parkway & Eagle Rock Road and Wendell Boulevard & Selma Road and authorize the Town Manager to negotiate and sign a contract with VHB Engineering NC, P.C.
ITEM SUMMARY:	The Town of Wendell released a request for qualifications (RFQ) from interested firms for Transportation Design Services for design of Wendell Falls Parkway & Eagle Rock Road, Eagle Rock Road Extension to Wendell Boulevard and Wendell Boulevard & Selma Road. The RFQ was issued on January 13th, 2023. Nine (9) firms submitted proposals by 3:00pm on the due date, Friday, February 17th, 2023. The Eagle Rock Road Extension to Wendell Boulevard is now going to be constructed by a developer and design services are not needed for this project. The submittals were reviewed by a selection committee consisting of four members consisting of (3) Town staff and one North Carolina Department of Transportation (NCDOT). Initial selection committee reviews resulted in the invitation of three (3) firms to provide a project presentation and participate in a discussion and question session on May 9th, 2023. At the end of the process, the selection committee unanimously selected the top consultant to be recommended in the following ranking: 1. VHB 2. Kimley Horn 3. Ramey-Kemp. The funding to start the design and planning services is

appropriated in the Budget in the amount of $700,000. The project is expected to be completed in FY 2024 to complete the design work. Staff recommends that the Board accept the ranking of firms by the selection committee and authorize the Town Manager to negotiate a contract with VHB.

AGENDA ITEM NO. 6.c

Item Cover Page

TOWN BOARD OF COMMISSIONERS AGENDA ITEM REPORT

DATE:	May 22, 2023
SUBMITTED BY:	Marvin Collins, Administration
ITEM TYPE:	Agreements/Contracts
AGENDA SECTION:	ADMINISTRATIVE ITEMS
SUBJECT:	Letter of Engagement for Owner Project Services for a New Public Works Yard Facility between Cumming Corporation and the Town of Wendell
SPECIFIC ACTION REQUESTED:	Motion to authorize the Town Manager to sign the letter of engagement for Owner Project Services for a new public works yard Facility between Cumming Corporation and the Town of Wendell
ITEM SUMMARY:	Following an informal process, Staff recommends the continuation of Owner Project Manager (OPM) services with Cumming Corporation to oversee the design and construction of the new public works facility in FY 2024. The letter of engagement is attached with a proposed project schedule for services and anticipates a fee of $272,213 which includes one project manager and executive oversite. The cost is covered within the project budget for the design and construction in the FY 2024 recommended budget. Staff have determined the services of an OPM to be invaluable during the ongoing design and construction of the Town Hall project. The scope of services include Project Planning, Design Phase Reviews, Bidding Services, Construction Management, and Project Closeout services. The Town does not have the staff resources or experience to complete the work in-house.

ATTACHMENTS:
PW Proposal 5.11.23

CUMMING
Building Value Through Expertise

5540 Centerview Drive
Suite 316
Raleigh, NC 27606
Phone: 919-237-4100
Fax: 919-237-4140
ccorpusa.com

May 11, 2023

Mr. Marc Collins
Town Manager
Town of Wendell
15 E. Fourth Street
Wendell, NC 27591

Re: Town of Wendell
Owner Project Manager Services for New Public Works Facility

Dear Mr. Collins:

Thank you for the opportunity to put our team forward for your consideration to provide Owner Project Manager Services for your New Public Works Facility. Please find detailed below our proposal including our understanding of the scope of work along with an overview of our proposed approach and service deliverables. Should you have any questions, please do not hesitate to contact me.

BACKGROUND

The Town of Wendell forecasts major growth over the next ten years and would like to build a new Public Works Facility to support the projected growth.

FEE PROPOSAL

After careful evaluation, we propose a fee of **$272,213.00** which includes one (1) project manager for a duration of 24 months. This project manager will be dedicated to Town of Wendell for approximately one (1) day per week during the design phase and approximately two (2) days per week during the construction phase of the project. Estimates at the schematic design phase, design development phase, and the construction document phase are also included along with executive oversight.

SCOPE OF WORK

The scope of work includes owner project management services which are generally summarized below:

PROJECT PLANNING

- In conjunction with the Town Administrator, and the Town Administrator's designees, develop overall project master schedule.
- Develop a management plan for communications and approval process.

DESIGN PHASE

- Assist in RFQ/RFP development and Design Team selection process.
- Assist in contract negotiation.
- Manage the mobilization of the design team and coordinate interactions with Town users and the Design Review Committee.
- Review drawings and specifications.
- Analyze design team cost estimates.

5540 Centerview Drive
Suite 316
Raleigh, NC 27606
Phone: 919-237-4100
Fax: 919-237-4140
ccorpusa.com

- Identify opportunities for cost savings.
- Monitor schedule performance and identify long lead items.
- Conduct and document project coordination meetings.
- Assist with obtaining regulatory approvals.
- Review all invoices and prepare payment recommendations for all invoices.
- Perform other project management tasks, as required.

PROCUREMENT and BIDDING PHASE

- Coordinate review of project delivery options.
- Assist in contractor bidding process as determined by Town.
- Conduct / direct / purchase vendor selection.

CONSTRUCTION

- Develop and apply project control systems.
- Prepare cash flow projection.
- Establish communication protocol.
- Monitor on-site construction activities.
- Review and prepare payment recommendations for all invoices.
- Negotiate change order payment amounts.
- Expedite development of schedule recovery strategies.
- Coordinate activities of direct purchase vendors.
- Participate in project coordination meetings.
- Work to resolve disputes quickly and informally.
- Maintain project documentation.

PROJECT CLOSE-OUT

- Expedite substantial completion and final inspections.
- Monitor correction of punch list items.
- Review contractor and vendor submission of all required documents.
- Coordinate transfer of property operation to the Town.

CONTRACT TERMS

Our fees assume any required design information (including drawings, specifications, and reports) required for the performance of our work will be provided in hard copy or electronic at no cost to Cumming.

Fees are valid for 90 days from the date of this proposal. Should any of the above be deleted from our scope of services, we reserve the right to adjust the remaining fees to reflect possible resultant changes to the scope of the remaining service.

Please note we will require written authorization to proceed.

Invoices will be issued at the end of each calendar month and shall be based upon a fixed fee monthly billing per **Attachment 'A'**. Each invoice will require payment within a period of 30 days from the date of the invoice.

5540 Centerview Drive
Suite 316
Raleigh, NC 27606
Phone: 919-237-4100
Fax: 919-237-4140
ccorpusa.com

This agreement may be terminated by either party upon not less than thirty (30) days written notice should the other party fail substantially to perform in accordance with the terms of this agreement through no fault of the party initiating the termination. If the project is suspended by the owner for more than 30 consecutive days, Cumming shall be compensated for services performed prior to written notice of such suspension. This agreement may be terminated by the owner upon not less than thirty (30) days written notice to Cumming in the event that the project is permanently abandoned. If the project is abandoned by the owner for more than 90 consecutive days, Cumming may terminate this agreement by giving written notice. In the event of termination not the fault of Cumming, Cumming shall be compensated for services performed prior to termination, together with reimbursable expenses then due.

CONFIDENTIALITY

Cumming agrees to maintain all information as confidential, and not to disclose any information to any person unless specifically directed to by the Town of Wendell.

Thank you again for the opportunity to be part of your team and we certainly look forward to working with you. I trust the above will be to your satisfaction, but should you have any questions relating to the above then please feel free to contact me anytime.

Sincerely,

Chris Whitley, CCM
Vice President

CUMMING

PLANNED PROJECT MANAGEMENT EFFORT

Project #:
Project Name: Town of Wendell - New Public Works Facility

Start 6/1/2023
End 5/31/2025

	Phase >>>	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Pre-Con	Construction	Construction	Construction	Construction	Construction	Construction	Construction	Construction	Construction	Construction	Closeout	Closeout
Team Member	**TOTAL**	**Jun-23**	**Jul-23**	**Aug-23**	**Sep-23**	**Oct-23**	**Nov-23**	**Dec-23**	**Jan-24**	**Feb-24**	**Mar-24**	**Apr-24**	**May-24**	**Jun-24**	**Jul-24**	**Aug-24**	**Sep-24**	**Oct-24**	**Nov-24**	**Dec-24**	**Jan-25**	**Feb-25**	**Mar-25**	**Apr-25**	**May-25**
Available Hours	14,405	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168	168
Project Staffing Hours																								
Chris Whitley	257	13	13	13	13	13	13	13	13	13	13	13	8	8	8	8	8	8	8	8	8	8	8	8
PM	932	25	25	25	25	25	25	25	25	25	25	25	50	50	50	50	50	50	50	50	50	50	50	50
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hours	**1,189**	**39**	**39**	**39**	**39**	**39**	**39**	**39**	**39**	**39**	**39**	**39**	**59**	**59**	**59**	**59**	**59**	**59**	**59**	**59**	**59**	**59**	**59**	**59**
Total Fee																								
Chris Whitley	71,518	3,696	3,696	3,696	3,696	3,696	3,696	3,696	3,696	3,696	3,696	3,696	2,310	2,379	2,379	2,379	2,379	2,379	2,379	2,379	2,379	2,379	2,379	2,379
PM	166,345	4,410	4,410	4,410	4,410	4,410	4,410	4,410	4,410	4,410	4,410	4,410	8,820	9,085	9,085	9,085	9,085	9,085	9,085	9,085	9,085	9,085	9,085	9,085
	-																							
	-																							
	-																							
Total Fee	**$ 237,863**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 8,106**	**$ 11,130**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**	**$ 11,464**
Estimating																								
Cost Management / Estimating	34,350			8,550				12,300			13,500													
	-																							
	-																							
Total Reimbursable Expenses	**$ 34,350**	**$ -**	**$ -**	**$ 8,550**	**$ -**	**$ -**	**$ -**	**$ 12,300**	**$ -**	**$ -**	**$ 13,500**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Grand Total	**$ 272,213**																							