



The Mebane City Council met for its regular monthly meeting at 5:59 p.m., Monday, May 2, 2022 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 East Washington Street.

Councilmembers Present:

Mayor Ed Hooks  
Mayor Pro-Tem Tim Bradley  
Councilmember Katie Burkholder  
Councilmember Sean Ewing  
Councilmember Montrena Hadley  
Councilmember Jonathan White

Also Present:

Chris Rollins, City Manager  
Preston Mitchell, Assistant City Manager  
Lawson Brown, City Attorney  
Stephanie Shaw, City Clerk  
Cy Stober, Development Director  
Beatrice Hunter, HR Director  
Daphna Schwartz, Finance Director

Mayor Hooks called the meeting to order. Pastor Lee Davis of Mebane Bible Church gave the invocation. No one spoke during the Public Comment Period.

Mayor Hooks gave an overview of the Consent Agenda:

- a. Approval of Minutes-
  - i. March 23, 2022 Budget Work Session
  - ii. March 30, 2022 Budget Work Session
  - iii. April 4, 2022 Regular Meeting
  - iv. April 13, 2022 Budget Work Session
- b. Final Plat- Bowman Place, Ph. S-2
- c. Final Plat- Tupelo Junction, Ph. 1
- d. New Street Naming and Signage- NC Hwy 119 Relocation and Corregidor Drive Connector Projects
- e. American Rescue Plan –
  - i. Resolution Authorizing Increase in Micro-Purchase Threshold
  - ii. Records Retention Policy for American Rescue Plan documents
  - iii. Non-discrimination Policy per Federal Statues
  - iv. Allowable Costs and Cost Principles Policy
  - v. Eligible Use Policy

Item ei.

**RESOLUTION OF *CITY COUNCIL OF CITY OF MEBANE*  
AUTHORIZING INCREASE IN MICRO-PURCHASE THRESHOLD**

**WHEREAS**, from time to time, the City of Mebane purchases goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D; and

**WHEREAS**, the City's procurement of such goods and services is subject to The City of Mebane Purchasing & Requisitions Policy, and the Uniform Guidance Purchasing Policy as most recently amended in December 2013 and October 4, 2021 respectively; and

**WHEREAS**, the City is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

**WHEREAS**, G.S. 143-129(a) and G.S. 143-131(a) require the [Unit] to conduct a competitive bidding process for the purchase of (1) “apparatus, supplies, materials, or equipment” where the cost of such purchase is equal to or greater than \$30,000, and (2) “construction or repair work” where the cost of such purchase is greater than or equal to \$30,000; and

**WHEREAS**, North Carolina law does not require a unit of local government to competitively bid for purchase of services other than services subject to the qualifications-based selection process set forth in Article 3D of Chapter 143 of the North Carolina General Statutes (the “Mini-Brooks Act”); and

**WHEREAS**, G.S. 143-64.32 permits units of local government to exercise, in writing, an exemption to the qualifications-based selection process for services subject to the Mini-Brooks Act for particular projects where the aggregate cost of such services do not exceed \$50,000; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the City Council of the City of Mebane now desires to adopt higher micro-purchase thresholds than those identified in 48 C.F.R. § 2.101.

**NOW THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF MEBANE:**

1. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of North Carolina law, the City of Mebane hereby self-certifies the following micro-purchase thresholds, each of which is a “higher threshold consistent with State law” under 2 C.F.R. § 200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:

- A. \$30,000, for the purchase of “apparatus, supplies, materials, or equipment”; and
- B. \$30,000, for the purchase of “construction or repair work”; and
- C. \$50,000, for the purchase of services not subject to competitive bidding under North Carolina law; and
- D. \$50,000, for the purchase of services subject to the qualifications-based selection process in the Mini-Brooks Act; provided that such threshold shall apply to a contract only if the Unit has exercised an exemption to the Mini-Brooks Act, in writing, for a particular project pursuant to G.S. 143-64.32. If the exemption is not authorized, the micro-purchase threshold shall be \$0.]

2. The self-certification made herein shall be effective as of the date hereof and shall be applicable until June 30, 2022, the end of the fiscal year of the City, but shall not be applicable to Federal financial assistance awards issued prior to November 12, 2020, including financial assistance awards issued prior to that date under the Coronavirus Aid, Relief, and Economic Support (CARES) Act of 2020 (Pub. L. 116-136).

3. In the event that the City of Mebane receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the Unit shall comply with the more restrictive threshold when expending such funds.

The Unit shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

5. The Finance Director of the City of Mebane is hereby authorized, individually and collectively, to revise the purchasing policies of the City to reflect the increased micro-purchase thresholds specified herein, and to take all such actions, individually and collectively, to carry into effect the purpose and intent of the foregoing resolution.

Adopted this the 2<sup>nd</sup> day of May 2022

Mr. Ewing made a motion, seconded by Mr. White, to approve the Consent Agenda items as presented. The motion carried unanimously.

Mayor Hooks said that he had recent conversation with NCDOT and he was told that the opening of the NC 119 Bypass would be the end of May or sooner. Secondly, Mill Creek directional signs have been installed and lastly, they are making an attempt to get the right-of-way areas mowed and cleaned up.

Mr. Bradley thanked Mayor Hooks for his efforts in working with NCDOT to get the Mill Creek signs installed and the right-of-way areas cleaned up.

Mr. Rollins added that NCDOT does have funds available to add in landscaping after the completion of the project.

A Public Hearing was held on request for consideration of establishing Juneteenth as a paid city employee holiday. Ms. Hunter gave an overview of the request. She explained at the March 2022 Council meeting, Council requested that staff explore Juneteenth as a Mebane employee paid holiday. Staff provided information to consider at the April 2022 Council meeting. At that meeting, a motion carried for staff to draft a resolution establishing Juneteenth as a Mebane paid holiday, the scheduling of a public hearing for discussion and input, and for a presentation of a brief historical perspective on Juneteenth at tonight's meeting. Ms. Hunter shared the City's current employee holiday schedule, along with a comparison to the federal and state holiday schedules. Additionally, she shared a list of other NC local governments that observe Juneteenth as a celebratory holiday as well as a paid employee holiday.

Ms. Hunter introduced Dr. Iris Chapman. She shared that Dr. Chapman retired as Professor Emeritus from Elon University, having been the first African-American PhD on faculty. A few relevant highlights from her career include taking college students to Ghana, West Africa, as a coordinator of one of Elon University's Study Abroad Programs and coordinated First Year Writing. She produced the award-winning film, *The Life and Times of the Fiddler Joe Thompson*. Also, she has created and presented a highly regarded workshop on the development of the Black Church and has edited a deceased friend's memoir, *Outliving Your Disease*. Dr. Chapman is still active in the Mebane community. She serves on the Mebane Museum Board of Directors and is now the president of Alamance-Burlington Schools Closing the Achievement Gap board.

Dr. Chapman began her presentation with a citing of an excerpt from the Emancipation Proclamation written by President Lincoln in 1862 which became law in 1863. She said that the Emancipation Proclamation was perhaps one of the most important documents leading the way to Juneteenth. She further explained that the Civil War ended in the summer of 1865. Union General Gordon Granger, headquartered in Galveston, Texas, prepared a General Order No. 3 on June 19, 1865 declaring that the slaves were free by order of President Lincoln. She said that the special event in Texas which occurred on June 19, 1865 marks the date that the last slaves in the United States were free and that day would go on to be known and celebrated as Juneteenth. She said last year President Biden signed a bill establishing Juneteenth as a Federal holiday commemorating the end of slavery in the United States. She shared some examples of various festivities and activities that are often held during Juneteenth celebrations.

Mr. Ewing asked Ms. Hunter, during her research, did she find that other local governments that observe Juneteenth as a paid holiday, added it or swapped it out for another holiday. Ms. Hunter said she found that most added it.

Wilma Crisp, 110 Foust Road, Mebane, expressed her strong desire to see the Council honor, educate and celebrate the important federal Juneteenth holiday.

Stuart Smith, resident of 811 S. Third Street, Mebane and REAC member, spoke in support of the Juneteenth holiday being a paid city employee holiday. Also, he encouraged everyone to research and learn about the federal holiday.

Erica Bluford, resident of 1565 Grace Landing Drive, Mebane, and REAC member, shared comments regarding the importance of the Juneteenth holiday. She stated recognizing Juneteenth as a paid holiday for the City of Mebane is one step to acknowledge that the abolition of slavery is indeed significant to the heritage of our City as written by Mayor Hooks in last year's Juneteenth Proclamation. She added, that recognizing Juneteenth as a paid holiday will show that the City of Mebane cares about the freedom of all Americans, those who experienced freedom on July 4<sup>th</sup> and those that had to wait until June 19<sup>th</sup> to experience their freedom.

Iza Reyes, 304 Strafford Drive, Mebane, spoke in support of the Juneteenth holiday being a paid city employee holiday in addition to the paid holidays already observed by the City of Mebane. She cited various reasons for her support.

Kiesha Bluford, resident of 1565 Grace Landing Drive, Mebane and REAC member, thanked Council for the opportunity of giving the public a chance to comment on this matter. She spoke in support of the Juneteenth holiday being a paid city employee holiday. She stated, should Council decide to make Juneteenth a paid city employee holiday, it would make a huge statement to the citizens of the community that freedom and justice for all is important to Mebane and that Mebane would be setting the right example for other municipalities to follow.

Travis Albritton, resident of 1203 Birkdale Circle, Mebane and REAC Co-Chair, stated that he is encouraged that tonight's conversation is taking place, however, even if the Council votes in favor of making Juneteenth a paid city employee holiday, that is only a small part of the foundation of needs to be done to set forth an agenda that will achieve racial justice, not just for this town but also for this country. He feels that Mebane can be an example of what it is that government can do right.

Tom Boney, Owner/Editor of Alamance News, questioned the difference in the financial impact of approving Juneteenth as a paid city employee holiday as listed last month on the agenda item summary sheet in the amount of \$48,145.00 vs. this month's listed financial impact as none. Mr. Rollins replied that it was his decision to change the financial impact. He explained that before last month's meeting, it was questioned what the cost is of a day's pay for all city employees; which in the City is just under \$50,000.00. He said obviously the City budgeted to pay everyone on that day and as staff was rethinking this matter for this month, he told Ms. Hunter that he did not anticipate paying any overtime for a new holiday should the Council decide to give a new holiday. So, after further reflection, although there is an impact on services when there is a holiday, there is no way to put a cost number to that, but it is the same as any other holiday. Mr. Boney cited his concerns with the transparency of the financial impact and the cost to the taxpayers of Mebane.

Mayor Hooks shared that Council received six (6) additional comments related to the matter via email, all of which were in support of Council approving Juneteenth as a paid city employee holiday.

Mr. Bradley made a motion, seconded by Mr. White, to close the public hearing. The motion carried unanimously.

Mr. Ewing spoke of the significance of the Juneteenth holiday and expressed his gladness that there was so much support for this matter. He then made a motion to adopt the resolution making Juneteenth as an additional Mebane city employee paid holiday. Ms. Hadley seconded his motion. The motion carried unanimously.

Mr. Bradley stated last month when he asked for a public hearing, he felt it important to receive public input because the only input had come from a councilmember and it would also be a good opportunity to educate the community and Council on what the holiday means.

Ms. Burkholder, Mr. White and Ms. Hadley thanked those that gave comments and provided input.

**RESOLUTION TO ADOPT JUNETEENTH AS A PAID CITY HOLIDAY**

**WHEREAS**, the Mebane City Council maintains the right to modify its personnel policy to affect a more desirable result for eligible employees; and

**WHEREAS**, President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, formally abolishing slavery in the United States of America; and

**WHEREAS**, in addition to freeing enslaved people held in Confederate states, the Emancipation Proclamation allowed the participation of Black soldiers in the war and declared that the government of the United States will “recognize and maintain the freedom of such persons, and will do no act or acts to repress such persons, or any of them, in any efforts they make for their actual freedom”; and

**WHEREAS**, the Thirteenth Amendment to the United States Constitution was nationally ratified, ending the sanctioned institution of slavery; and

**WHEREAS**, word about the signing of the Emancipation Proclamation was delayed some two- and one-half years, to June 19, 1865, when Union Major General Gordon Granger and his troops arrived in Galveston, Texas and issued General Order No. 3 announcing freedom to some of the last enslaved people in America; and

**WHEREAS**, Emancipation Day observations are held on different days in different states in the South and Southwest, and in other parts of the nation; and

**WHEREAS**, June 19<sup>th</sup>, also known as Juneteenth National Independence Day, Jubilee Day, Emancipation Day, Freedom Day and Black Independence Day, has a special meaning to African Americans, and is called "JUNETEENTH" combining the words June and Nineteenth, and has been celebrated by the African American community for over 150 years; and

**WHEREAS**, the City of Mebane values diversity and is united in our opposition to racism and hate; and

**Now, therefore be it resolved** by the City Council of the City of Mebane, North Carolina, does hereby recognize June 19<sup>th</sup> as Juneteenth, which shall be a paid holiday for the City of Mebane employees, observed on June 19<sup>th</sup>, or the Friday or Monday closest to the holiday if it falls on a weekend day.

**In witness whereof**, I, Ed Hooks, Mayor of the City of Mebane, have hereunto set my hand and caused to be affixed the official seal of the City of Mebane, this the 2<sup>nd</sup> day of May, 2022.

\_\_\_\_\_  
Ed Hooks, Mayor

ATEST:

\_\_\_\_\_  
Stephanie W. Shaw, City Clerk

Mayor Hooks announced the that the scheduled public hearing on a request to adopt an ordinance to extend the corporate limits from Leoterra Mebane was requested to be continued until the June 6, 2022 meeting per the applicant. Mr. Bradley made a motion, seconded by Ms. Hadley to continue the public hearing until June 6, 2022. The motion carried unanimously.

A Quasi-judicial Board of Adjustment (BOA) public hearing was held on a request from Cathy Saliga is for a variance to allow for a swimming pool in the side yard on her property at 1206 Castle Pines Drive.

The following were sworn/affirmed:

Cy Stober, Mebane Development Director

Cathy Saliga, Applicant and Resident of 1206 Castle Pines Drive  
Marlo Countiss, Local Real Estate Agent and Mebane resident

Mayor Hooks and each Council member entered a statement into record acknowledging that none of them have discussed the matter with the applicant, nor formed an opinion.

Mr. Stober gave an overview of the request. He explained that variance requests are at the discretion of the BOA, as they represent a request for relief from the Mebane UDO due to a hardship “peculiar to the property”. The undue burden placed by the hardship is the responsibility of the applicant to prove and the BOA to judge. Per NCGS 160D-705, the determination of the BOA shall be “...consistent with the spirit, purpose, and intent of the regulation, such that public safety is secured and substantial justice is achieved.” Per Article 4, Section 2.B.1(b) of the Mebane Unified Development Ordinance (“Accessory Uses, Building and Structures”, “Setback and Location Requirements”), “...permanent swimming pools must comply with the principal building rear and side yard setbacks. As established in Table 4-2-1 of the Mebane UDO, the applicable rear setback is 30’ and the side setback is 10’. A 15’ public drainage easement in the back yard in combination with the 30’ rear yard setback do not practically allow for the installation of a swimming pool in the rear yard. The applicant is proposing to place a permanent swimming pool in the side yard that will comply with all setbacks and other relevant standards.

Ms. Saliga spoke on behalf of her request. She shared slides depicting the design of the pool and where the pool would be installed in her side yard. She stated due to the drainage easement she cannot place the pool in her rear yard.

Ms. Countiss stated that installing a pool would not harm the property value of the home or adjoining homes. She provided positive comments about Ms. Saliga and her property.

Mr. Ewing made a motion, seconded by Ms. Burkholder, to close the public hearing. The motion carried unanimously. Ms. Burkholder made a motion, seconded by Mr. White, to approve the variance request as presented due to the hardships present on this property. The motion carried unanimously.

Mr. Stober presented a request from Keystone at Mebane Oaks, LLC, for approval of the Final Plat for the right of way dedication for “Mebane Townes, Phases T-2, T-3, and T-4” (approved by the Mebane City Council as “Mebane Towne Center” for rezoning to R-6 and a special use as a Planned Unit Development 06/04/2018). Mr. Stober explained that this plat was approved by the Mebane City Council at their November 1, 2022, meeting but was not recorded. After 90 days the Council approval of a major subdivision or right of way dedication plat expires and must be approved anew prior to staff signature and recordation at the Register of Deeds. This Final Plat will dedicate +/-2.44 ac of public right of way to realize the remainder of Bonanza Lane and Beechcraft Drive. All of Cameron Lane to Mebane Airport Road is anticipated to be brought to the City Council for consideration as a dedication plat at the June 6, 2022 meeting. Approving these plats dedicating the area would allow for the platting of the remaining 133 townhomes. Mr. Stober spoke of the phasing plan. Consideration of this plat is accompanied by the need to revisit the development schedule established for Mebane Towne Center. The rezoning and special use approvals for Mebane Towne Center established that the traffic signal at Mebane Airport Road/London Lane and NC 119/South Fifth Street be installed following Phase T1. This installation has been delayed due to 1) the improvement of NC 119/South Fifth Street and NCDOT concerns that having two improvements project occurring simultaneously would present a traffic congestion and safety concern; and 2) limited availability of supplies. Furthermore, the developer Keystone Homes has constructed the entire internal road network – including the entirety of Cameron Lane – within the townhome area of the project and ahead of schedule, allowing for resident access to Mebane Oaks Road once the roads are formally opened through dedication by the City Council and recordation by the applicant.

Mr. Stober said staff is proposing, as next steps, that no apartments are to be permitted until the \$600,000 bond is posted with NCDOT for the traffic signal and road widening and that townhome

construction may continue due to the provision of the internal road network once those plats are dedicated and any relevant bonds such as the topcoat of paving are posted with the City.

Mr. Bradley said when Council approved this development, they were pretty specific about the phasing and the traffic signal. He asked when are the lanes and traffic signal being installed. Mr. Stober said the right-of-way has been staked, NCDOT has approved the signal and all the engineering for the widening. He said based on discussions with the developer, Scott Wallace, their anticipation is to begin the work this coming year. The easements have been staked but not obtained at this time. Mr. Wallace said it is his understanding that the traffic signal could be installed without obtaining the easements.

After Council shared its concerns and after considerable discussion among Council, staff and Mr. Wallace, Mr. Bradley made a motion, seconded by Mr. White, to approve the final plat as presented. The motion carried unanimously.

Mayor Hooks called for a break at 7:29 p.m. Mayor Hooks called the meeting back to order at 7:36 p.m.

Ms. Schwartz presented the City Manager's recommended budget for FY 2022-23 via the attached PowerPoint.

At the conclusion of the budget presentation, Mr. Bradley asked if employee merit raises were included with the mentioned 3% COLA. Ms. Schwartz replied, yes.

Mr. Boney asked if the 3% COLA was in addition to the 3% COLA giving earlier this year due to inflation. Ms. Schwartz replied, yes.

Mr. White spoke regarding the Main Street Program and the proposed hiring of a Main Street Coordinator. He commended Diane Young for the excellent work she has done so far in working with the Downtown Merchants. Mr. White said because of the importance of the hiring this position, he recommended defining the position as a two-year promised funding so that the success of that hire can be evaluated sooner than the previously discussed three-to-five-year funding promise.

Council thanked the staff for their work on the budget.

Mr. Bradley made a motion, seconded by Mr. White to set a date of public hearing for June 6, 2022 at 6:00 p.m. The motion carried unanimously.

Mr. Stober presented a request to award \$20,285.25 in Downtown Exterior Improvement Grants (DEIG) to four (4) applicants. Mr. Stober gave an overview of the DEIG program. The approved budget allocated \$50,000 for Downtown Improvements as a matching funds grant program that will reimburse an individual up to 50% of qualifying expenses for exterior improvements.

The City received four (4) new complete applications for consideration as follows:

- 111 N. Third Street: \$8,216.50 to repaint the building exterior
- 200 N. Third Street: \$2,399.00 to paint a mural on the side of the building and place two picnic benches on the property;
- 118 West Clay Street: \$3,750.00 to repoint brick on rear and alley sides, as well as part of the facade;
- 123 East Center Street \$4,380.25 to replace one sign and bring it into conformity, as well as repainting the building exterior; and
- 108 & 110 West Clay Street: Amended request for an additional \$1,539.00 (originally \$6,201.50; new total \$7,740.50) to reflect a more accurate scope of work for painting metal features on building's rear

Mr. White asked Mr. Stober to speak to the City's mural policy as he is not familiar with what requirements are in place. Mr. Stober replied, that currently the City does not have a mural/artwork policy in place, unless it falls into two broad categories 1) if it is a sign, or 2) if it is obscene. Staff will review the mural design to make sure it meets the requirements of the DEIG program.

Mr. Bradley made a motion, seconded by Mr. Ewing, to award the \$20,285.25 in Downtown Exterior Improvement Grants to the applicants for the project described in the qualifying applications. The motion carried unanimously.

There being no further business, the meeting adjourned at 8:15pm.

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Ed Hooks, Mayor

ATTEST:

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Stephanie W. Shaw, City Clerk





# **Manager's Recommended Budget**

FISCAL YEAR 2022-2023

MAY 2, 2022



# FY22-23 Budget Highlights

## Expenditures

General Fund Expenditures	\$28,285,589
Utility Fund Expenditures	<u>\$ 9,920,803</u>
Total Expenditures	\$38,206,392
Utility Capital Fund Reserve	\$1,601,000
Cost of living increase	3%
Health Insurance increase	20.32%
Retirement Rate increase	
General	.75%
Law Enforcement	1.06%

## Revenues

Property Tax Rate -	unchanged at \$0.47 cents per \$100 valuation
Garbage/Recycling -	unchanged at \$8.00 per month per address
Water Rates per 1,000 gallons -	6% increase
	Inside City \$7.13
	Outside City \$14.26
Sewer Rates per 1,000 gallons –	6% increase
	Inside City \$7.66
	Outside City \$15.30



# General Fund Recommended Budget

FY22-23



# General Fund Function Per Dollar

General Government

\$0.13

Public Safety

\$0.36

Public Works

\$0.24



Recreation and Parks

\$0.08

Economic and Physical Development

\$0.12

Debt Service

\$0.07



# GENERAL FUND EXPENDITURES

## BY TYPE

General Fund Expenditures by Type			
Type	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change
Personnel	\$11,923,290	\$13,693,241	14.8%
Operating	\$9,193,085	\$8,880,607	(3.4%)
Capital	\$4,170,678	\$3,787,383	(9.2%)
Debt Service	\$2,528,242	\$1,924,358	(23.9%)
<b>Total</b>	<b>\$27,815,295</b>	<b>\$28,285,589</b>	<b>1.69%</b>

## BY DEPARTMENT

General Fund Department Budgets				
Department	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change	FY21-22 Variance
Council	\$88,127	\$88,237	0.1%	\$110
Administration	\$1,133,164	\$1,238,586	9.3%	\$105,422
Finance	\$715,712	\$724,309	1.2%	\$8,597
IT	\$788,926	\$813,978	3.2%	\$25,052
Economic Development	\$1,745,800	\$909,569	(47.9%)	(\$836,231)
Police	\$5,257,947	\$5,590,831	6.3%	\$332,884
Fire	\$3,776,790	\$4,727,345	25.2%	\$950,555
Planning	\$585,843	\$638,865	9.1%	\$53,022
Main Street Program	\$151,810	\$150,000	(1.2%)	(\$1,810)
Inspections	\$890,475	\$878,968	(1.3%)	(\$11,507)
Engineering	\$445,500	\$445,500	0.0%	\$0
Public Works	\$3,454,990	\$2,982,441	(13.7%)	(\$472,549)
Public Facilities	\$915,596	\$833,838	(8.9%)	(\$81,758)
Recreation and Parks	\$2,640,348	\$2,396,621	(9.2%)	(\$243,727)
Non-Departmental	\$3,456,135	\$3,712,113	7.4%	\$255,978
<b>Total</b>	<b>\$26,047,163</b>	<b>\$26,131,201</b>	<b>0.3%</b>	<b>\$84,038</b>



# GENERAL FUND PERSONNEL HIGHLIGHTS

## NEW POSITIONS

• Six Firefighters (starting 1/1/23)	\$252,360
• Parks Superintendent	\$135,850
• Plan Reviewer	<u>\$113,144</u>
Total	\$501,354

## RECLASSIFICATIONS

• Recreation Superintendent	\$5,819
• Supervisor of Athletics	\$3,648
• Parks Operations & Maintenance Supervisor	\$4,426
• Automotive Mechanic	<u>\$30,688</u>
Total	\$44,581



# GENERAL FUND CAPITAL HIGHLIGHTS

## Capital Items Over \$100,000:

Holt Street Greenway	\$900,000
Fire Engine	\$650,000
Leaf Truck	\$320,000
Garbage Truck	\$210,000
Police Vehicle Replacements (four)	\$260,006
Lake Michael Lebanon Rd. Connector	\$121,000
Pick-up Trucks (three)	\$120,000
Fire Station 4 preliminary engineering design	\$110,000
Sidewalk Projects	
S. Third St. Extension from Corporate Park Drive to Augusta Drive engineering design	\$55,000
W. Carr St./Yoder Elementary School – final design and construction	<u>\$54,000</u>
<b>Total</b>	<b>\$2,800,006</b>



# MEBANE MAIN STREET PROGRAM

- Transitional Year
- \$100,000 budget
- 501c(3)
- Provisional Board of Directors
- FY 23-24 – full designation



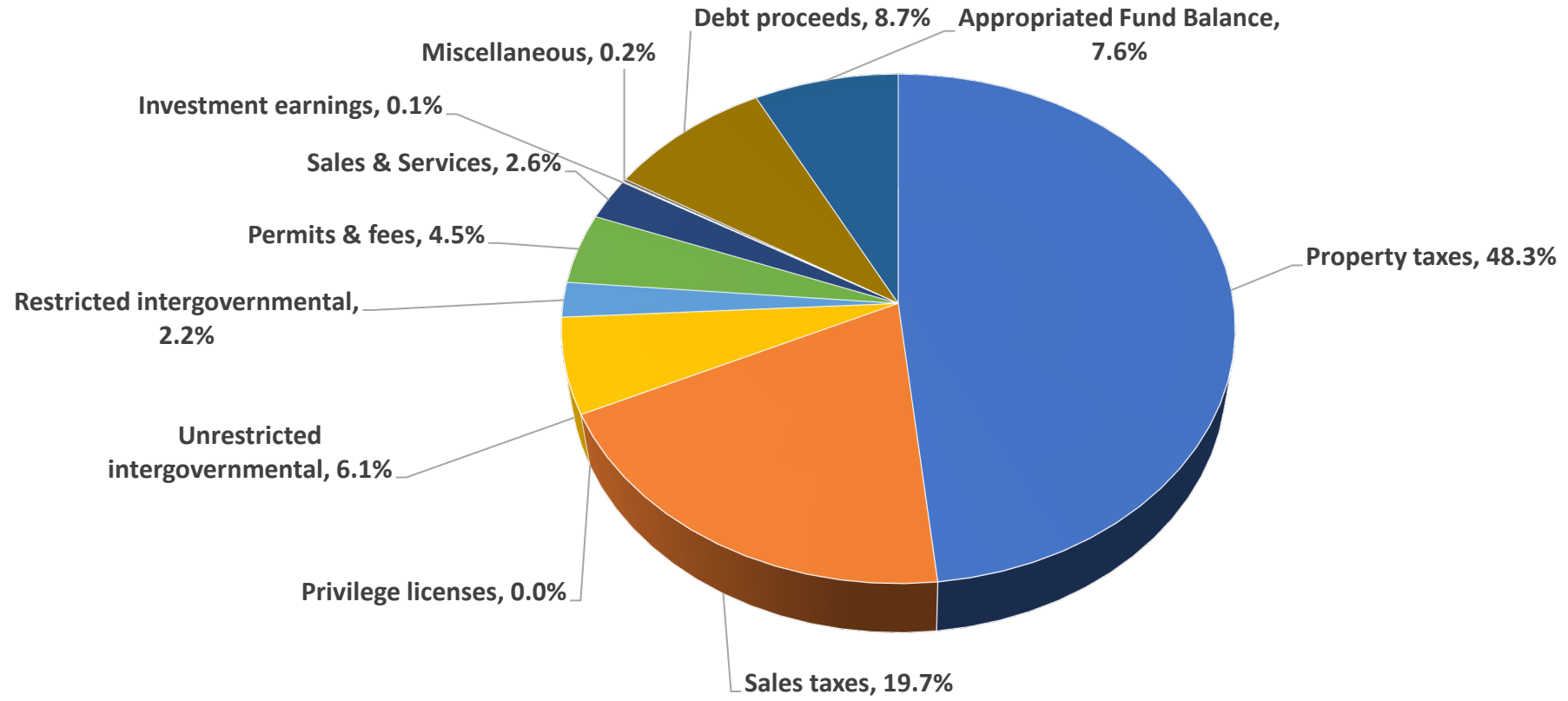


# OUTSIDE AGENCIES

Outside Agencies			
Agency	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change
Mebane Historical Museum Subsidy	\$39,700	\$39,700	0%
Tommy Long Train Display	\$10,000	\$10,000	0%
Alamance County Arts Council	\$10,000	\$10,000	0%
ACTA Subsidy	\$6,500	\$6,500	0%
United Way 211	\$5,000	\$5,000	0%
<b>Total</b>	<b>\$71,200</b>	<b>\$71,200</b>	<b>0%</b>



# GENERAL FUND REVENUES BY SOURCE





# GENERAL FUND REVENUES AND OTHER FINANCING SOURCES

General Fund Revenues and Other Funding Sources					
	FY 2020-2021 Actual	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change	FY21-22 Variance
<b>Revenues</b>					
Property taxes	\$11,833,671	\$13,092,594	\$13,663,270	4.4%	570,676
Sales taxes	\$4,261,900	\$4,302,700	\$5,585,356	29.8%	1,282,656
Privilege licenses	\$955	\$1,000	\$1,000	(0.0%)	(0)
Unrestricted intergovernmental	\$1,804,490	\$1,635,100	\$1,720,100	5.2%	85,000
Restricted intergovernmental	\$587,428	\$946,550	\$625,355	(33.9%)	(321,195)
Permits & fees	\$1,338,035	\$1,335,652	\$1,259,760	(5.7%)	(75,892)
Sales & Services	\$676,086	\$750,100	\$739,664	(1.4%)	(10,436)
Investment earnings	\$52,436	\$20,000	\$20,000	0.0%	0
Miscellaneous	\$112,307	\$47,600	\$48,000	0.8%	400
<b>Total revenues</b>	<b>\$20,667,308</b>	<b>\$22,131,296</b>	<b>\$23,662,505</b>	<b>6.9%</b>	<b>1,531,209</b>
<b>Other financing sources</b>					
Transfers in	\$0	\$0	\$0	N/A	0
Debt proceeds	\$430,500	\$1,364,044	\$2,466,006	80.8%	1,101,962
Appropriated Fund Balance	\$0	\$4,319,955	\$2,157,078	(50.1%)	(2,162,877)
<b>Total other financing sources</b>	<b>\$430,500</b>	<b>\$5,683,999</b>	<b>\$4,623,084</b>	<b>(18.7%)</b>	<b>(1,060,915)</b>
<b>Total revenues &amp; other financing sources</b>	<b>\$21,097,808</b>	<b>\$27,815,295</b>	<b>\$28,285,589</b>	<b>1.7%</b>	<b>470,294</b>



# GENERAL FUND DEBT

## DEBT PROCEEDS

One Fire Engine (PEMC only funds 80% of the cost)		\$520,000
• Rolling Stock		\$1,046,006
• Police Vehicles (4)	\$260,006	
• Fire Prevention Vehicle	\$45,000	
• Life Safety Education Vehicle	\$35,000	
• Leaf Truck	\$320,000	
• Garbage Truck	\$210,000	
• Pick-up Trucks (3)	\$120,000	
• SUV (2)	\$56,000	
• Holt Street Greenway		<u>\$900,000</u>
<b>Total</b>		<b>\$2,466,006</b>

## PROPOSED DEBT PAYMENTS

- PEMC debt payments will not start until the fire engine is delivered in approximately two years.
- Rolling stock (2%, 5 years)
  - FY22-23 payment \$221,919
  - Yearly payments \$221,919
- Holt Street Greenway (2%, 10 years)
  - FY22-23 payment \$50,097
  - Yearly payments \$100,194
- No debt is ending in FY21-22, so total yearly debt payments are increasing \$272,016.
- Debt schedules are on page 47 of the Budget Summary section.



# Utility Fund Recommended Budget

FY22-23



# UTILITY FUND EXPENDITURES

## BY TYPE

Utility Fund Expenditures by Type			
Type	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change
Personnel	\$3,046,042	\$3,110,812	2.1%
Operating	\$4,883,132	\$4,322,272	(11.5%)
Capital	\$3,354,011	\$984,898	(70.6%)
Debt Service	\$7,882,164	\$1,502,821	(80.9%)
<b>Total</b>	<b>\$19,165,349</b>	<b>\$9,920,803</b>	<b>(48.2%)</b>

## BY DEPARTMENT

Utility Fund Department Budgets				
Department	FY 2021- 2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change	FY21-22 Variance
Admin, Billing & Meters	\$1,868,739	\$1,415,954	(24.2%)	(\$452,785)
Operations & Maintenance	\$6,627,418	\$4,428,145	(33.2%)	(\$2,199,273)
Engineering	\$325,000	\$285,000	(12.3%)	(\$40,000)
Water Resource Recovery	\$2,225,098	\$2,276,483	2.3%	\$51,385
Non-Departmental	\$8,119,094	\$1,515,221	(81.3%)	(\$6,603,873)
<b>Total</b>	<b>\$19,165,349</b>	<b>\$9,920,803</b>	<b>(48.2%)</b>	<b>(\$9,244,546)</b>



# UTILITY FUND PERSONNEL & CAPITAL HIGHLIGHTS

## **PERSONNEL**

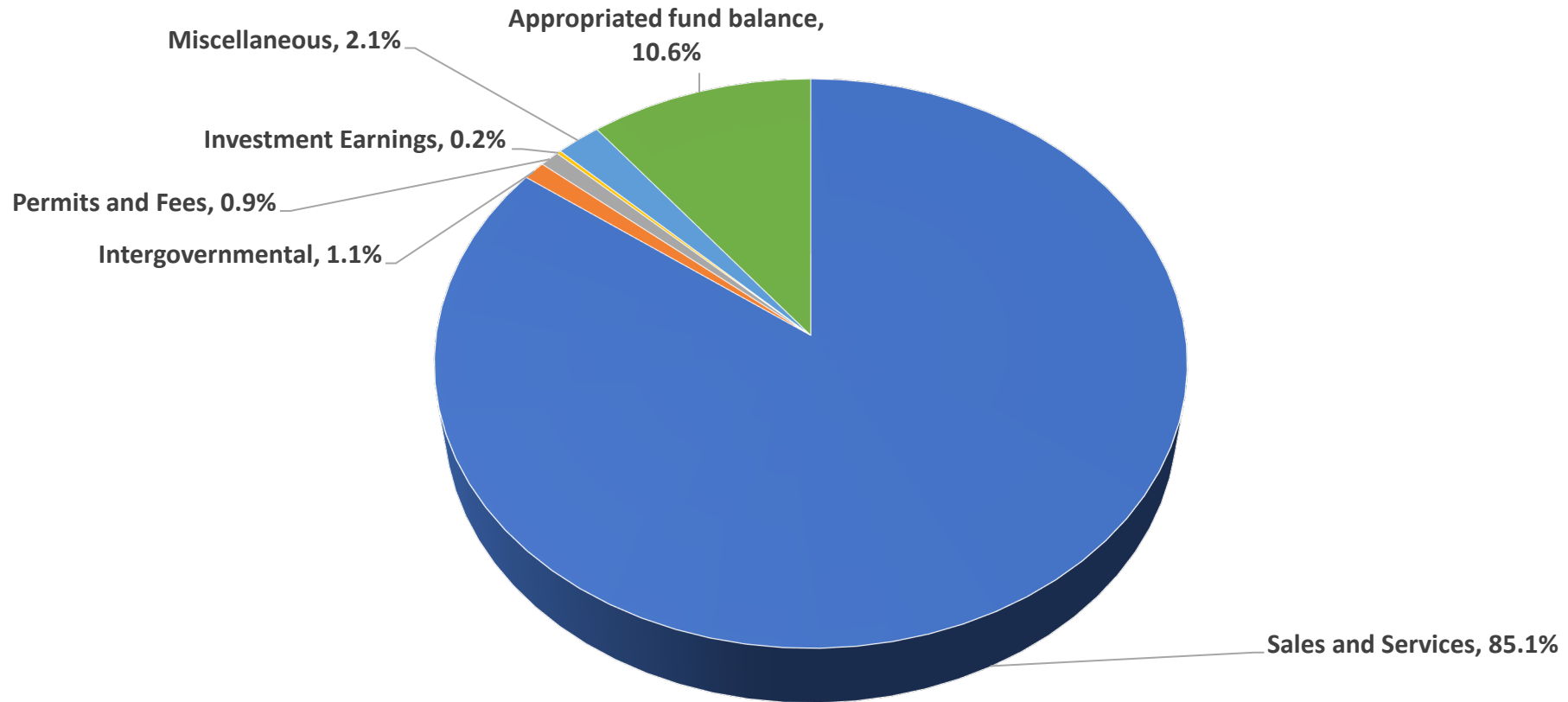
- Two new full-time Maintenance Technician positions – \$107,960

## **CAPITAL ITEMS OVER \$100,000**

- Oversize reimbursement- \$200,000
- City of Graham Water Treatment Plant Improvements - \$200,000
- Elevated Storage Tank engineering design - \$185,000



# UTILITY FUND REVENUES BY SOURCE







# WATER AND SEWER RATES

Fiscal Year	Inside Water	Outside Water	Inside Sewer	Outside Sewer	Increase
FY21-22	\$6.72	\$13.44	\$7.22	\$14.43	10%
FY22-23	\$7.13	\$14.26	\$7.66	\$15.30	6%



# UTILITY FUND REVENUES AND OTHER FUNDING SOURCES

Utility Fund Revenues and Other Funding Sources					
	FY 2020-2021 Actual	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change	FY21-22 Variance
<b>Revenues</b>					
Sales and Services	\$7,015,358	\$7,585,200	\$8,444,216	11.3%	\$859,016
Intergovernmental	\$174,980	\$250,545	\$106,300	(57.6%)	(\$144,245)
Permits and Fees	\$73,267	\$78,500	\$92,575	17.9%	\$14,075
Investment Earnings	\$23,478	\$20,000	\$20,000	0.0%	\$0
Miscellaneous	\$248,250	\$187,500	\$210,500	12.3%	\$23,000
<b>Total revenues</b>	<b>\$7,535,333</b>	<b>\$8,121,745</b>	<b>\$8,873,591</b>	<b>9.3%</b>	<b>\$751,846</b>
<b>Other financing sources</b>					\$0
Transfers in	\$0	\$699,177	\$0	(100.0%)	(\$699,177)
Debt proceeds	\$0	\$4,794,058	\$0	(100.0%)	(\$4,794,058)
Appropriated fund balance	\$0	\$5,550,368	\$1,047,212	(81.1%)	(\$4,503,156)
<b>Total revenues &amp; other financing sources</b>	<b>\$7,535,333</b>	<b>\$19,165,348</b>	<b>\$9,920,803</b>	<b>(48.2%)</b>	<b>(\$9,244,545)</b>



Capital Reserve  
Fund  
Recommended  
Budget

FY22-23



# CAPITAL RESERVE FUND REVENUES AND OTHER FUNDING SOURCES

Capital Reserve Fund Revenues and Other Financing Sources					
	FY 2020- 2021 Actual	FY 2021- 2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change	FY21-22 Variance
System Development Fees	\$902,521	\$1,107,000	\$1,598,000	44.4%	\$491,000
Interest Earnings	\$9,701	\$2,500	\$3,000	20%	\$500
<b>Total revenues</b>	<b>\$912,222</b>	<b>\$1,109,500</b>	<b>\$1,601,000</b>	<b>44.3%</b>	<b>\$491,500</b>
<b>Other financing sources</b>					
Appropriated fund balance	\$0	\$199,177	\$0	(100.0%)	\$0
<b>Total revenues &amp; other financing sources</b>	<b>\$912,222</b>	<b>\$1,308,677</b>	<b>\$1,601,000</b>	<b>22.3%</b>	<b>\$292,323</b>



Questions?