Council Meeting Agenda
May 2, 2022
6:00PM

1. Call to Order ..... Mayor Ed Hooks
2. Invocation ..... Pastor Lee Davis
3. Public Comments ..... Mayor
4. Consent Agenda ..... Mayor
    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

5. Public Hearings-
    a. Juneteenth Paid Holiday ..... Beatrice Hunter, HR Director
    Iris Chapman

    b. Ordinance to Extend the Corporate Limits-
    Leoterra Mebane, LLC- Hawfields Landing
    (Requested to be continued until the June 6, 2022 meeting per the applicant) ..... Lawson Brown, City Attorney

    c. *Quasi-Judicial*- Board of Adjustment – Variance
    Accessory Structure (Pool) in Side Yard-
    1206 Castle Pines Drive ..... Cy Stober, Development Director

6. Mebane Towne Center ..... Mr. Stober
    a. Consideration of Final Plat for Right-of-Way Dedication
    b. Presentation/Update on development schedule established for Mebane Towne Center
7. City Manager's Recommended Budget FY 2022-23 ..... Chris Rollins, City Manager
8. Downtown Exterior Improvements Grant Awards ..... Mr. Stober
9. Adjournment ..... Mayor

The Mebane City Council met for a Special Meeting at 1:30 p.m. on Wednesday, March 23, 2022 at the Municipal Building located at 106 E. Washington Street for the purpose of an initial budget work session.

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
Daphna Schwartz, Finance Director
Stephanie Shaw, City Clerk
Terrence Caldwell, Police Chief
Aaron Davis, Recreation and Parks Director
Kirk Montgomery, IT Director
Franz Holt, AWCK, City Engineer
Dennis Hodge, WRRF Director
Kyle Smith, Utilities Director

Mayor Hooks called the meeting to order at 1:30pm. Mr. Rollins gave opening remarks.

The following Department Heads presented their departments budget requests for FY 2022/2023 as shown on the attached PowerPoint, overviewing current year highlights, goals, personnel requests, capital improvement project requests, and operating expenditure requests:

- Finance- Daphna Schwartz, Finance Director
- Police- Terrence Caldwell, Police Chief
- Recreation and Parks- Aaron Davis, Recreation and Parks Director

Mayor Hooks called for a brief break at 3:23 p.m. and called the work session back to order at 3:46 p.m.

The PowerPoint presentations continued with the following Department Heads presenting:

- IT- Kirk Montgomery, IT Director
- Engineering- Franz Holt, City Engineer
- Water Resources and Recovery Facility (WRRF)- Dennis Hodge, WRRF Director
- Utilities- Kyle Smith, Utilities Director

There was discussion among Council and staff throughout the work session. No formal action was taken.

There being no further business, the meeting was adjourned at 5:24 p.m.

_____
Ed Hooks, Mayor

ATTEST:

_____
Stephanie W. Shaw, City Clerk

DRAFT

Mebane

Positively Charming

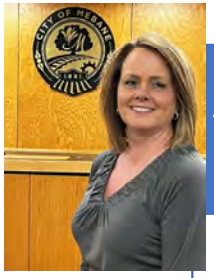
FINANCE

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART



Finance Director
Daphna Schwartz



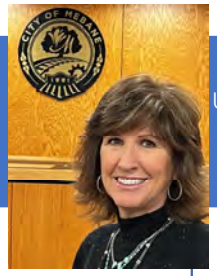
Accounting Supervisor
Karen Louis



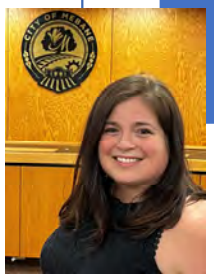
Accountant
Mary Reynolds



Accountant
Misty Stewart



Utility Billing Specialist
Jan Walker



Accounting Technician
Lauren Capps

Customer Service Representative
VACANT

HIGHLIGHTS OF FY 21-22

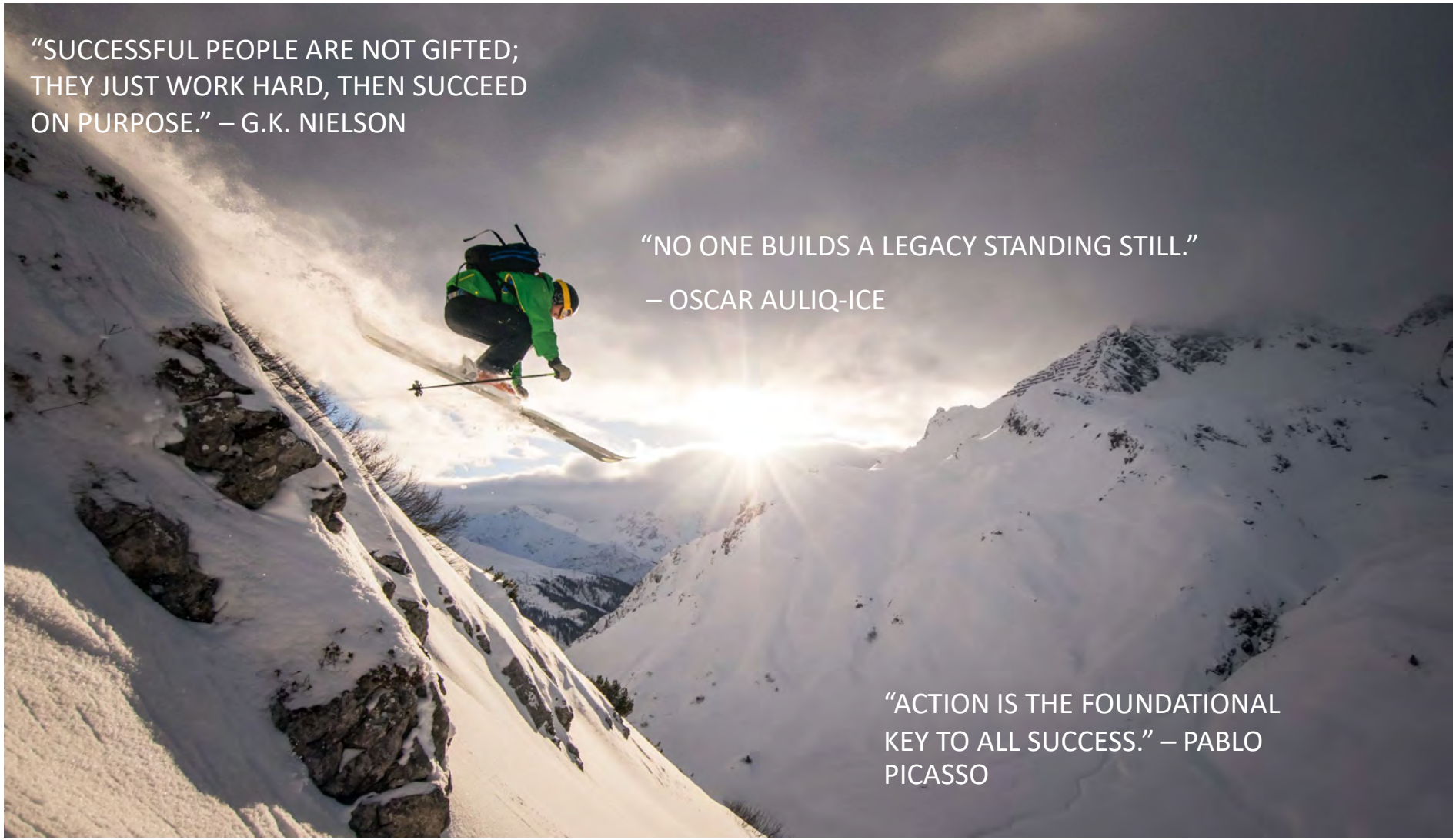
- Expanded staff
- Improved efficiencies through process improvement in the following areas:
  - Budget
  - Payroll
  - Accounts Payable
  - Accounts Receivable
  - Online forms
- Begin rolling out electronic vendor payments and back-up payment options



GOALS FOR FY 22-23

- Create a revenue manual
- Update the standard operating procedures manual
- Update and modernize policies
- Ramp up electronic vendor payments
- Roll out Waterscope to all utility customers




“SUCCESSFUL PEOPLE ARE NOT GIFTED; THEY JUST WORK HARD, THEN SUCCEED ON PURPOSE.” – G.K. NIELSON
“NO ONE BUILDS A LEGACY STANDING STILL.”
– OSCAR AULIQ-ICE
“ACTION IS THE FOUNDATIONAL KEY TO ALL SUCCESS.” – PABLO PICASSO

QUESTIONS?

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 4400 - Finance			
100-4400-020	SALARIES & WAGES	397,190.00	433,924.00
100-4400-030	PART-TIME SALARIES	11,517.00	12,208.00
100-4400-039	LONGEVITY CONTRIBUTION	6,936.00	7,495.00
100-4400-046	CELL PHONE STIPEND	1,080.00	2,160.00
100-4400-050	FICA	32,671.00	33,769.00
100-4400-060	GROUP INSURANCE CONTRIBUTION	67,828.00	81,394.00
100-4400-070	RETIREMENT CONTRIBUTION	90,814.00	100,114.00
100-4400-071	401K CONTRIBUTION	20,782.00	23,174.00
100-4400-099	INDIRECT TO UTILITY (CONTRA)	-206,196.00	-205,821.00
100-4400-100	PROFESSIONAL SERVICES	72,000.00	81,950.00
100-4400-110	TELEPHONE & POSTAGE	16,187.00	13,733.00
100-4400-140	SCHOOLS & CONFERENCES	11,696.00	14,525.00
100-4400-160	EQUIPMENT MAINTENANCE & REPAIRS	500.00	0.00
100-4400-260	ADVERTISING	1,000.00	1,000.00
100-4400-270	TAX COLLECTION FEE	94,850.00	100,000.00
100-4400-330	DEPARTMENTAL SUPPLIES	21,100.00	10,600.00
100-4400-340	TECHNOLOGY SERVICES & SUPPLIES	46,727.00	23,881.00
100-4400-342	TECHNOLOGY LICENSES	0.00	21,000.00
100-4400-390	SMALL EQUIPMENT	7,612.00	0.00
100-4400-391	SMALL EQUIPMENT MAINTENANCE & REPAIRS	0.00	4,900.00
100-4400-450	MISCELLANEOUS	11,651.00	0.00
100-4400-530	DUES & SUBSCRIPTIONS	3,107.00	3,140.00
100-4400-730	CAPITAL OUTLAY - OTHER	6,660.00	0.00
	Total Department: 4400 - Finance:	**715,712.00**	**763,146.00**

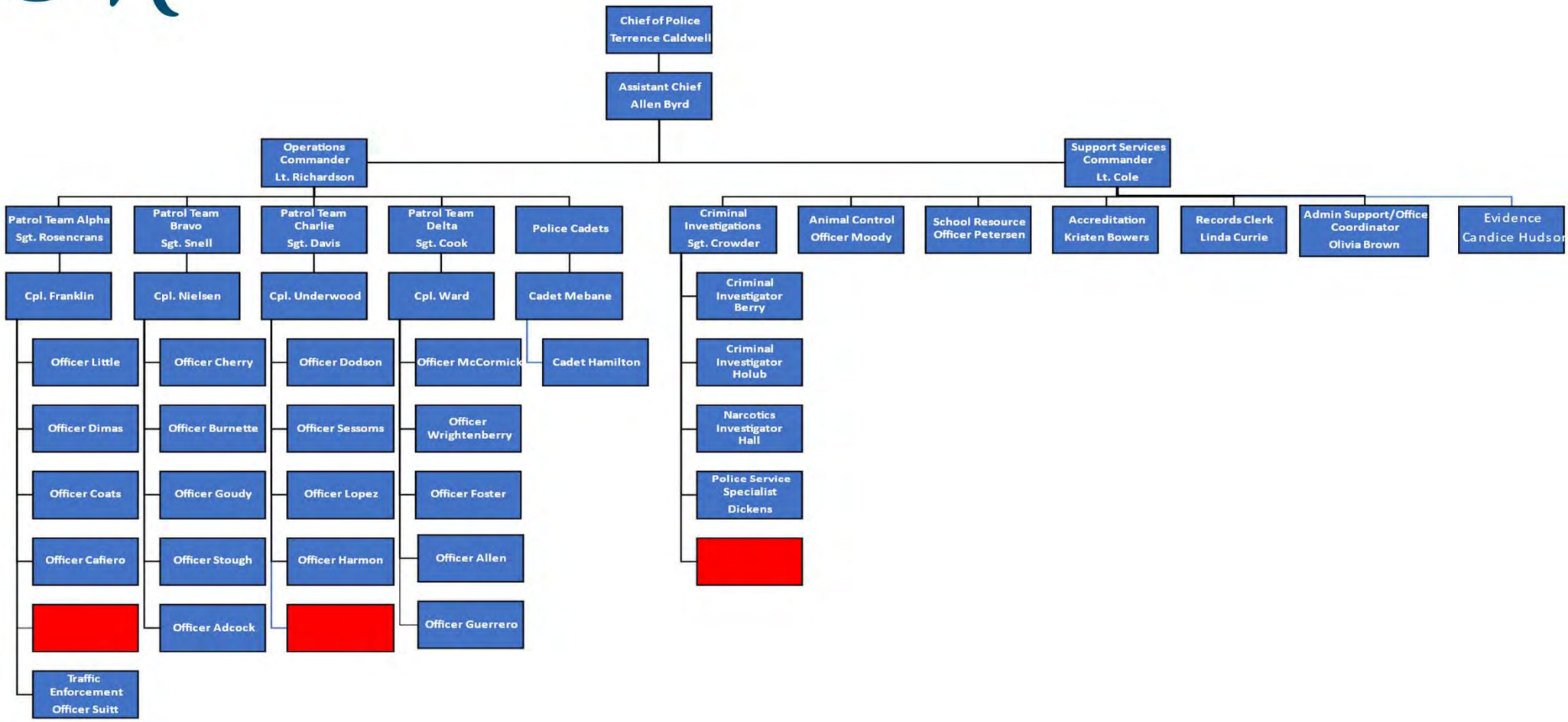
Mebane

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POLICE

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART



HIGHLIGHTS OF FY 21-22

- Reaccreditation – Virtual On-Site, Award-March
- Personnel – 5 New Positions

  Vehicles – 5 New / 3 Replacement
- RR fundraiser (childhood cancer)
- Toy Drive
- Bike Rodeo
- Car Show
- Trunk or Treat





GOALS FOR FY 22-23

- Land Acquisition for New Facility
- Return to Proactive Community Oriented Policing
- Citizen's Police Academy



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	Facility/Land	$1,750,000	$7,750,000	$7,000,00
2	Vehicle(s)	$260,006	$171,362	$176,503
3	HVAC		$40,000	
4	Roof Repair			$300,000

REQUESTED OPERATING EXPENDITURES

Line Item	FY 22 Budget	Requested FY 23 Budget	Increase Amount
Fuel	$100,000	$133,600	$33,600
Small Equipment	$0	$3,300	$3,300





The members of the Police Department thank you for your unwavering support and vigilance that has helped distinguish Mebane as one of the greatest places to live, work, and visit. Collaborative relationships, coupled with high standards of excellence and integrity in policing, have kept our community strong. It is with gratitude and pride that we present to you the 2022-23 Budget Request.

QUESTIONS?

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5100 - Police			
100-5100-020	SALARIES & WAGES	2,350,034.00	2,855,377.00
100-5100-030	PART-TIME SALARIES	27,678.00	29,339.00
100-5100-035	OVERTIME SALARIES	20,100.00	20,100.00
100-5100-038	TEMPORARY SALARIES	13,000.00	90,000.00
100-5100-039	LONGEVITY CONTRIBUTION	55,630.00	60,114.00
100-5100-044	LEO SEPARATION ALLOWANCE	47,934.00	48,000.00
100-5100-050	FICA	188,327.00	217,589.00
100-5100-060	GROUP INSURANCE CONTRIBUTION	393,151.00	471,781.00
100-5100-070	RETIREMENT CONTRIBUTION	38,089.00	38,089.00
100-5100-071	401K CONTRIBUTION	121,698.00	145,221.00
100-5100-072	LEO RETIREMENT CONTRIBUTION	483,327.00	483,327.00
100-5100-100	PROFESSIONAL SERVICES	124,531.00	127,578.00
100-5100-110	TELEPHONE & POSTAGE	46,768.00	67,188.00
100-5100-130	UTILITIES	13,230.00	13,230.00
100-5100-140	SCHOOLS & CONFERENCES	28,000.00	28,000.00
100-5100-150	BUILDING & GROUNDS MAINTENANCE	32,074.00	31,135.00
100-5100-170	VEHICLE MAINTENANCE & REPAIRS	106,724.43	95,000.00
100-5100-310	FUEL	100,000.00	133,600.00
100-5100-330	DEPARTMENTAL SUPPLIES	44,730.00	78,660.00
100-5100-340	TECHNOLOGY SERVICES & SUPPLIES	98,644.63	85,973.00
100-5100-342	TECHNOLOGY LICENSES	17,266.00	59,399.00
100-5100-360	EMPLOYEE UNIFORMS & ACCESSORIES	66,018.00	69,750.00
100-5100-370	FEDERAL EQUITABLE SHARING EXPEN	44,023.30	0.00
100-5100-390	SMALL EQUIPMENT	32,473.44	5,300.00
100-5100-450	MISCELLANEOUS	20,325.00	0.00
100-5100-451	INVESTIGATIONS	5,000.00	5,000.00
100-5100-456	PUBLIC EDUCATION SUPPLIES & MATERIALS	0.00	5,000.00
100-5100-530	DUES & SUBSCRIPTIONS	7,595.00	4,595.00
100-5100-570	SPECIAL ACTIVITIES	1,500.00	2,000.00
100-5100-683	PET ADOPTION CENTER SUBSIDY	75,870.00	75,870.00
100-5100-720	CAPITAL OUTLAY - BUILDINGS	0.00	1,750,000.00
100-5100-730	CAPITAL OUTLAY - OTHER	76,428.00	0.00
100-5100-740	CAPITAL OUTLAY - VEHICLES	461,756.00	375,000.00
100-5100-746	Vehicles - Federal Equitable Sharing	29,681.00	0.00
100-5100-750	CAPITAL OUTLAY - EQUIPMENT	37,130.00	0.00
100-5100-751	EQUIPMENT - FEDERAL EQUITABLE SHARING	49,210.70	0.00
	Total Department: 5100 - Police:	**5,257,946.50**	**7,471,215.00**

5-Year Capital Asset Outlay Forecast (>$25,000)

Police

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	Police Facility - Land / Planning and Engineering	1,750,000	
	2	Vehicles (4) Replacements	260,006	
	3			
	4			
	5			
		Subtotal 2022-23	2,010,006	
2023-24	1	Police Facility - Planning and Engineering /	7,750,000	
	2	Vehicles (3) Replacement	171,362	
	3	HVAC Replacement	40,000	
	4			
	5			
		Subtotal 2023-24	7,961,362	
2024-25	1	Police Facility - Construction	7,000,000	
	2	Vehicles (3) Replacement	176,503	
	3	Roof Replacement	300,000	
	4			
	5			
		Subtotal 2024-25	7,476,503	
2025-26	1	Vehicles (3) Replacement	181,798	
	2			
	3			
		Subtotal 2025-26	181,798	
2026-2027	1	Vehicles (3) Replacement	187,252	
	2			
		Subtotal 2026-27	187,252	
		5-Year Grand Total	$ 17,816,921	

Mebane

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RECREATION & PARKS

BUDGET REQUEST 2022-2023

CURRENT ORGANIZATIONAL CHART







Recreation & Parks Director
Aaron Davis





Athletic Director
Kris Kloepping

MACC Supervisor
Amy Pendergraph

Programs Coordinator
Taylor Ford

Parks Operations & Maintenance Supervisor
(Community Park)
Cy Allmond

Parks Operations & Maintenance Superbisor
(Misc Parks)
Keith Withers

Athletic Coordinator
Matt Simmons



Parks Operations & Maintenance Supervisor
(Athletic Fields) - Chris Johnson





Groundskeeper
Ray Sharpe



HIGHLIGHTS OF FY 21-22

- We have accomplished so much this year, but the best is yet to come.
  - Establishment of RPAC
  - Youth Field Lights
  - Swing Sets at Lake Michael
  - New Halloween Event Downtown
  - New Easter Event Downtown
  - Movies in the Park & Community Park
  - Farmers Market Vendor/Entertainment & Food Truck Recruitment
  - 3 v 3 Basketball Program
- Some of our projects taking form are set to make a big difference on our community!
  - Lake Michael Connector Planning and Permitting
  - Blue Lights at Parks
  - Basketball Court
  - Rec and Parks Master Plan
  - MACC Baseball/Softball Upgrades
  - Mural at Lake Michael Entrance



GOALS FOR FY 22-23

- Increase the number of Programs and Special events in the coming year.
  - Summer Specialty Camps
  - Juneteenth Event Partnership
  - Partnerships w/ Local Organizations
    - Sponsorships included
- Increase partnerships with local organizations and businesses to increase the quality of all events in Mebane.
  - Dogwood Festival - MBA
  - Autumn Festival – Destination Downtown
  - Farmers Market – Healthy Alamance
  - Trail Rangers / TORC
  - Mebane on the Move – Mebane Women's Club
- Complete Projects
  - Community Park/Cates Farm Park
- Correct items that need attention
  - Old Rec - Floor/AC/Entryways/Security/Lights/Roof
- Companion Construction
  - Add new amenities to current facilities
- Continue to serve our community, keep them Happy and Healthy and provide high quality programs, events, and facilities.



PERSONNEL REQUESTS

***All Budget Impact amounts include benefits and onboarding costs**

Ranking	Position/Title	FY 23 Budget Impact	FY 24 Budget Impact
1	Parks Superintendent (New Position)	$135,850	$97,600
2	Recreation Superintendent (Reclass)	$5,818.64	$5,818.64
3	Supervisor of Athletics (Promotion/Reclass)	$3,647.80	$3,647.80
4	Parks Operations & Maintenance Supervisor (Promotion/Reclass)	$4,426.02	$4,426.02

PROPOSED ORGANIZATIONAL CHART

Recreation & Parks Director
Aaron Davis





Recreation Superintendent (Reclass)
Kris Kloepping

Parks Superintendent – New (Vacant)



MACC Supervisor
Amy Pendergraph



Recreation Supervisor of Athletics (Reclass)
Matt Simmons



Programs Coordinator
Taylor Ford



Parks Operations & Maintenance Supervisor
(MACC & Youth/Walker Athletic Fields)
Chris Johnson

Parks Operations & Maintenance Supervisor
(Community Park)
Cy Allmond



Parks Operations & Maintenance Supervisor
(Lake, Cates Farm, MACC)
Keith Withers



Parks Operations & Maintenance Supervisor
(Holt St., Youth & Walker, & Old Rec) (Reclass)
Ray Sharpe



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	Lake Michael/Lebanon Road Connector	$111,000	$0.00	$0.00
2	Lake Michael Trail Completion	$45,000	$0.00	$0.00
3	Community Park Fiddler Stage	$75,000	$0.00	$0.00
4	Old Rec Building Improvements	$180,000	$0.00	$000
5	John Deere Tractor	$28,000	$1,000	$2,000
6	Maintenance Work Truck	$35,000	$1,500	$1,500
7	Fitness Court Shade Structure	$55,000	$0.00	$0.00
8	C.P. Woodlawn Rd. Entrance & Parking	$400,000	$0.00	$0.00

CAPITAL REQUESTS
($5,000 - $24,999)

Ranking	Item	FY 23 Budget Impact
1	CPL Minor Repairs (various locations)	$30,000
2	MACC Repairs / Upgrades	$32,500
3	Giles St. Park Equipment	$20,000
4	Security Cameras at various locations	$28,500
5	New Projector & Rear Projection Screen at MACC	$13,000
6	Walker Field Light Fix	$24,900
7	Christmas Decorations	$40,000

FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Youth Tennis Clinics	0	$15/$40	$1,500
Adult Tennis Nights	0	$15/$40	$600
Score Table Rental	0	$200/$350	$750
Food Truck @ Event	0	$50	$500
MACC Kitchen	$40	$50	$500
MACC Multi/Gym	$300/5hrs	$500/5hrs	$6,000
Business Booth @ Event	$0	$50	$500
Half Day Youth Camps	$0	$50/week (M-TH)	$4,000
Basketball Court Rental	$0	$25/Hr. or $100/Day	?
Basketball Tournament Rental	$0	$200/Day	?
Christmas Parade Business Entry	$0	$75	$3,000
Christmas Parade Walkers 25-50/51+	$0	$15/$25	$500

PROJECTED REVENUES

Line Item	FY 21 Actual	FY 22 (1/7/22)	FY 22 Projection	Projected FY 23 Budget	Increase Amount
Facility Rentals	$48,113	$43,015	$60,000	$70,000	$10,000
Event Fees	$0	$2,590	$2,590	$7,000	$4,410
Athletic Fees	$18,740	$11,425	$20,000	$21,000	$1,000
Camp Fees	$10,105	$545	$12,500	$13,000	$500
Lake Michael Fees	$0	$0	$1,500	$5,000	$3,500
Misc Rec Fees	$3,960	$800	$1,500	$2,000	$500
Total	$80,918	$58,375	$98,090	$118,000	$19,910

Thank You!








Questions?

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 6200 - Recreation and Parks			
100-6200-020	SALARIES & WAGES	496,390.00	671,190.00
100-6200-030	PART-TIME SALARIES	110,711.00	158,505.00
100-6200-039	LONGEVITY CONTRIBUTION	15,885.00	35,547.00
100-6200-045	CAR ALLOWANCE	3,672.00	3,692.00
100-6200-046	CELL PHONE STIPEND	540.00	540.00
100-6200-050	FICA	50,757.00	53,196.00
100-6200-060	GROUP INSURANCE CONTRIBUTION	103,292.00	134,162.00
100-6200-070	RETIREMENT CONTRIBUTION	120,899.00	160,288.00
100-6200-071	401K CONTRIBUTION	27,715.00	37,104.00
100-6200-100	PROFESSIONAL SERVICES	105,100.00	25,000.00
100-6200-110	TELEPHONE & POSTAGE	23,250.00	21,480.00
100-6200-120	BANK CHARGES	0.00	2,040.00
100-6200-130	UTILITIES	89,500.00	99,300.00
100-6200-131	BALLFIELD LIGHTS	30,250.00	40,800.00
100-6200-140	SCHOOLS & CONFERENCES	9,500.00	14,150.00
100-6200-150	BUILDING & GROUNDS MAINTENANCE	184,495.79	264,300.00
100-6200-160	EQUIPMENT MAINTENANCE & REPAIRS	16,500.00	14,000.00
100-6200-170	VEHICLE MAINTENANCE & REPAIRS	10,250.00	12,500.00
100-6200-265	SOCIAL MEDIA & MARKETING	21,500.00	24,700.00
100-6200-310	FUEL	15,150.00	16,500.00
100-6200-330	DEPARTMENTAL SUPPLIES	38,000.00	44,151.00
100-6200-332	ATHLETIC PROGRAMS	72,450.00	85,500.00
100-6200-340	TECHNOLOGY SERVICES & SUPPLIES	35,947.96	0.00
100-6200-342	TECHNOLOGY LICENSES	0.00	11,725.00
100-6200-360	EMPLOYEE UNIFORMS & ACCESSORIES	5,800.00	5,650.00
100-6200-390	SMALL EQUIPMENT	30,680.90	47,800.00
100-6200-450	MISCELLANEOUS	44,395.00	0.00
100-6200-530	DUES & SUBSCRIPTIONS	8,736.00	3,730.00
100-6200-570	SPECIAL ACTIVITIES	79,250.00	125,000.00
100-6200-571	CAMPS	11,230.76	19,400.00
100-6200-572	SPORTS HALL OF FAME GALA	11,814.67	0.00
100-6200-720	CAPITAL OUTLAY - BUILDINGS	23,100.00	371,400.00
100-6200-721	CAPITAL OUTLAY - MACC RENOVATIO	100,457.78	0.00
100-6200-730	CAPITAL OUTLAY - OTHER	46,824.54	630,500.00
100-6200-737	CAPITAL - FIRST STREET POCKET P	101,266.55	0.00
100-6200-738	CAPITAL OUTLAY - CATES FARM PARK	6,994.00	0.00
100-6200-739	CAPITAL OUTLAY - LAKE MICHAEL	15,542.80	0.00
100-6200-740	CAPITAL OUTLAY - VEHICLES	0.00	35,000.00
100-6200-744	LEBANON RD/LAKE MICHAEL CONNECTOR	165,000.00	0.00
100-6200-745	YOUTH/WALKER & OLD REC UPDATES	347,500.00	0.00
100-6200-750	CAPITAL OUTLAY - EQUIPMENT	60,000.00	126,500.00
	Total Department: 6200 - Recreation and Parks:	**2,640,347.75**	**3,295,350.00**

Mebane

5-Year Capital Asset Outlay Forecast (>$25,000)

Recreation & Parks

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	Lake Michael Lebanon Road Connector construction (Grit Trail/Greenway with small section of sidewalk)	$111,000	Preliminary Engineering Design occurring for the connector (Phase 1) in FY 21-22 at $36,000 of appropriated $165,000.
	2	Lake Michael remaining trail preliminary engineering design transfer to Phase 2 CPO	$45,000	Non-Lebanon Road Connector trail
	3	Community Park Fiddler Stage	$75,000	Full funding of project at the Community Park / Seeking 25k donation from MBA
	4	Old Rec Building Improvements	$180,000	Floor in Train Room $25,000, AC in Gym $80,000, Roof $50,000, and Humidify Control in Museum $25,000
	5	John Deere Compact Tractor	$28,000	For Community Park use, John 2038R Tractor
	6	Maintenance Truck	$35,000	Maintenance Truck for potential new Parks Superintendent
	7	Shade Cover for Fitness Court	$55,000	Three posts, plus installation. This is a custom design due to the three post shade that must be used.
	8	Woodlawn Entrance to Parking lot to Community Park	$400,000	Create additional parking. Includes paving and storm water requirements.
		Subtotal 2022-23	**929,000**	
2023-24	1	Pickle Ball Courts Preliminary Engineering Design	TBD	Cost is TBD because engineering design is being performed, and the Recreation and Parks Master Plan will determine the location.
	2	MACC Roof Restoration + New Lights throughout the building	$328,000	Quote is $168K now for the Roof & $160K for lights
	3	Community Park Gravel Lot (near pump station) paving (plus curb & gutter)	$130,000	Improvements to current parking location.
	4	Youth Walker Field Repurpose Preliminary Engineering Design	TBD	Cost is TBD because engineering design is being performed.
	5	Repave Old Rec Parking Lot	TBD	Cost is TBD because engineering design is being performed.
	6	Lake Michael Building Renovation/Removal based on assessment	TBD	Cost is TBD because engineering design is being performed.
		Subtotal 2023-24	**TBD**	

2024-25	1	Repave MACC Parking Lot	TBD	Cost is TBD because engineering design is being performed.
	2	Lake Michael remaining trail construction	TBD	Cost is TBD because engineering design is being performed.
	3	Umbrella Type Shade for Farmers Market Preliminary Engineering Design	TBD	Cost is TBD because engineering design is being performed.
	4	Community Park Expansion Engineering Design (based on master plan)	TBD	Cost is TBD because engineering design is being performed.
		Subtotal 2024-25	**TBD**	
2025-26	1	Youth Walker Field Repurpose/Office & Storage Building/BaskeTBDll Court Parking Construction	TBD	Cost is TBD because engineering design is being performed.
	2	Lake Michael Pier Replacements	$150,000	EZ dock system like the new docks near the boat house
		Subtotal 2025-26	**150,000+**	
2026-2027	1	Preliminary engineering designs and possible construction based on master plan; such pickle ball courts, sand volleyball courts, and others developed from parks and rec master plan update.	TBD	Cost is TBD because engineering design is being performed, and the Recreation and Parks Master Plan will determine the location.
		Subtotal 2026-27	**TBD**	
			[redacted]	
		5-Year Grand Total	**$1,645,000 +**	

New Position Request Form

Parks Superintendent	Recreation and Parks	10/1/2021
Job Title	Department	Date Required
Parks	Recreation and Parks Director	NEW
Division/Group	Reports To	New or Reclass?
1	2	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

This position would be in charge of overseeing the day to day maintenance of all parks and recreation facilities including the operations park maintenance supervisors. This position would also be in charge of overseeing small and large projects once approved by the Recreation and Parks Director. The position would create maintenance plans for each park and building and see them through. This position would also help each of our current Parks Operations Maintenance Supervisors with various tasks and projects.

Explanation of change / Reasons additional position is needed

We need to begin planning for our future, and that future is NOW! This position will help free the Director up to do more long range planning, budgeting, big projects, and deal with the public on a day to day basis. This year, we would like to add two superintendents to the department will help all positions in the Recreation and Parks Department become more efficient and effective. These higher level positions will start a top down approach to management and get our department the skilled supervisors we need to effectively continue to thrive while we grow as a community. This specific position would be a new position directly supervised by the Recreation and Parks Director. This position will also in responsible for overseeing the maintenance plans for the Old Rec and MACC, along with meeting with prospective contractors to receive bids on jobs.

Special Skills or Qualifications required

Project management, turf/grass identification and maintenance knowledge, ability to operate heavy machinery, leadership, supervisor experience, skilled in many different aspects of maintenance and knowledgeable of municipal government budgeting

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

New Position Request Form

Job Title	Department	Date Required
Recreation Superintendent	Recreation and Parks	7/1/2022

Division/Group	Reports To	New or Reclass?
Recreation	Aaron Davis	Reclass

Position Rank (1 = most important/mission critical)	Total Positions Requested
2	1

Primary Duties/Job Description

This position would be similar to the Athletic Director position, however, the position would have the addition of directly Supervising the Program Coordinator and MACC Supervisor positions along with the positions they already supervise. The majority of website, civic rec, and other tech updates will fall under this position as well.

Explanation of change / Reasons additional position is needed

We need to begin planning for our future, and that future is NOW! This position will help free the Director up to do more long range planning, budgeting, big projects, and deal with the public on a day to day basis. To remain consistent with our approach of adding a Parks Superintendent to our organizational chart. The addition of a Recreation Superintendent will create a great structure to help us become efficient and effective and provide the best services to our community. This would be a re-classification for our Athletic Director to Recreation Superintendent, a new position that would oversee the Recreation side of our department. These higher level positions will start a top down approach to management and get our department the skilled supervisors we need to effectively continue to thrive while we grow as a community.

Special Skills or Qualifications required

Supervisory, Budget, Management, Leadership, Kindness, Customer Service Based, Technology educated.

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

New Position Request Form

Recreation Supervisor of Athletics	Recreation and Parks	7/1/2022
Job Title	Department	Date Required
Recreation	Athletic Director/Rec Superintendent	Reclass (Promotion
Division/Group	Reports To	New or Reclass?
3	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

This reclass/promotion would change the scope of work for our current Athletic Programs Coordinator who currently takes care of many of the day-to-day game related tasks in Athletics. The change would increase the amount of interaction with coaches, officials, and administrative duties. This position would be in charge of utilizing Civic Rec on a day-to-day basis and keeping track of rentals and registrations. The biggest change for this promotion would be scheduling all p/t leaders for athletics.

Explanation of change / Reasons additional position is needed

With the reclassification of our Athletic Director to Recreation Superintendent (if approved), there will be a need for this position to have more responsibility on a daily basis. While the Recreation Superintendent will still be helping with some of the needs in Athletics, it is important that the job duties assigned to Athletics are appropriate. Based on the jobs description, I am recommending that the Athletic Coordinator be promoted to Recreation Supervisor of Athletics.

Special Skills or Qualifications required

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

New Position Request Form

Parks Operations Maintenance Supervisor	Recreation and Parks	7/1/2022
Job Title	Department	Date Required
Parks	Parks Superintendent or Recreation and Parks Director	Reclass
Division/Group	Reports To	New or Reclass?
4	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

The primary duties of this position are to keep our parks and facilities aesthetically pleasing and safe for our citizens.

Explanation of change / Reasons additional position is needed

The reasons for this promotion is to create consistancy between all the Maintenance Supervisors and to spread the duties more evenly between leaders that take care of our parks. Currently, based on our orgnaizations structure, we have only one Groundskeeper that is supervised by a Parks Operations Maintenance Supervisor (POMS). The other two POMS do not have employees only have p/t leaders working for them on a seasonal/summer basis. The Parks division will become more efficient and effective in terms of daily maintennce and overall project managment if we complete this promotion. Duties will be split in the more effective way to increase the aestehtics and safety in the parks for our citizens.

Special Skills or Qualifications required

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

Mebane

Positively Charming

INFORMATION TECHNOLOGY

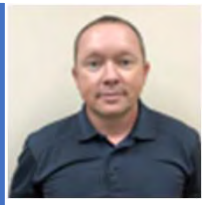
BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART

IT Director
Kirk Montgomery



IT Specialist
Chad Cross



IT Technician
Proposed Position

HIGHLIGHTS OF FY 21-22

Items that we have accomplished.

- Laserfiche Scanning and Document Management
- Installed new network equipment (Firewalls and switches)
- Installed centralized door systems for City Hall, PD, and Inspections/Planning
- AV upgrade for Council Chambers begins in April
- Installed Free Wi-Fi at the Youth-Walker and Holt Street Parks for citizens
- Backup/ Failovers for other depts.



GOALS FOR FY 22-23

- Fire station door reader upgrades.
  - Continuing the centralization of system access.
- Wireless access points upgrade
  - Replacing out of date hardware
- Laserfiche contract management.
  - Scanning documents for additional departments
  - Workflow setup



PERSONNEL REQUESTS

Ranking	Position/Title	FY 23 Budget Impact	FY 24 Budget Impact
1	IT Technician	$82,455	$78,816

CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	Fire Station Door Upgrades	$30,000		

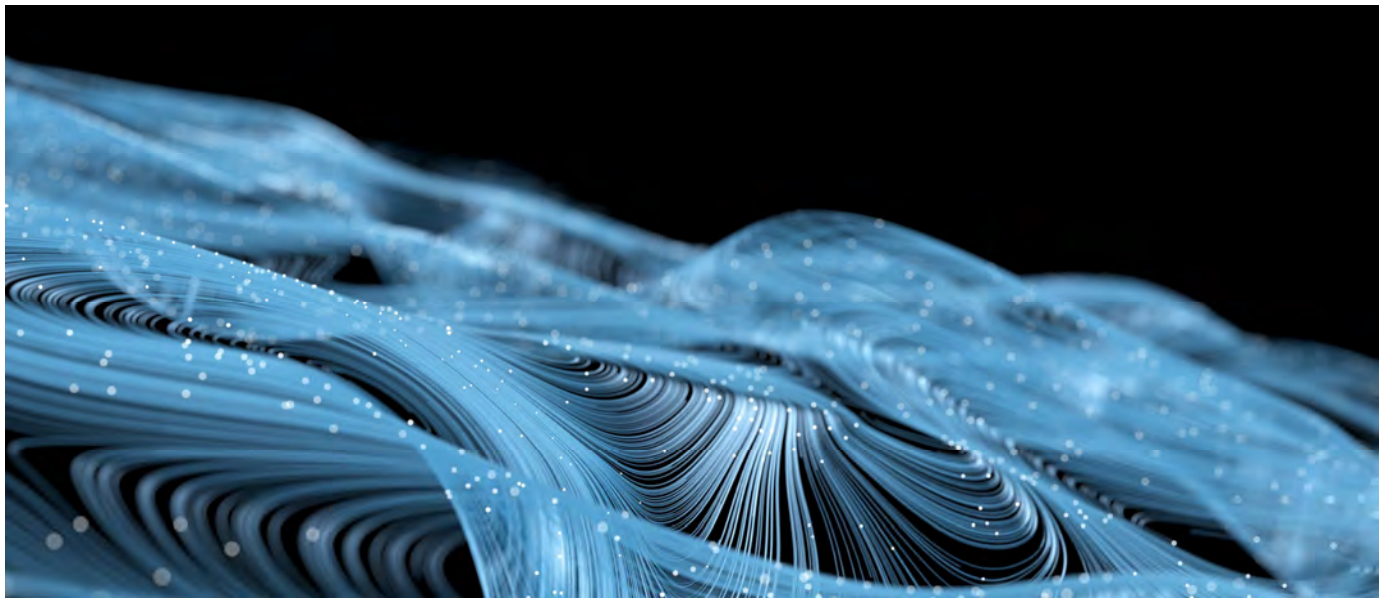
CAPITAL REQUESTS
($5,000 - $24,999)

Ranking	Item	FY 23 Budget Impact
1	Meraki Access Points	$22,300
2	Network Switches	$10,000

REQUESTED OPERATING EXPENDITURES

Line Item	FY 22 Budget	Requested FY 23 Budget	Increase Amount
Professional Services	$52,500	$101,000	$48,500

- Laserfiche Scanning project
- Laserfiche Administrator
- GIS consultant
- Special Project Consultant



We get **IT** done.

QUESTIONS?

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 4800 - IT			
100-4800-020	SALARIES & WAGES	166,823.00	231,104.00
100-4800-030	PART-TIME SALARIES	14,126.00	5,434.00
100-4800-039	LONGEVITY CONTRIBUTION	5,834.00	13,289.00
100-4800-046	CELL PHONE STIPEND	1,080.00	1,620.00
100-4800-050	FICA	13,600.00	18,696.00
100-4800-060	GROUP INSURANCE CONTRIBUTION	22,178.00	36,826.00
100-4800-070	RETIREMENT CONTRIBUTION	37,731.00	55,565.00
100-4800-071	401K CONTRIBUTION	8,634.00	12,831.00
100-4800-099	INDIRECT TO UTILITY (CONTRA)	-79,942.00	-90,844.00
100-4800-100	PROFESSIONAL SERVICES	43,500.00	101,000.00
100-4800-110	TELEPHONE & POSTAGE	2,300.00	3,000.00
100-4800-140	SCHOOLS & CONFERENCES	7,200.00	8,200.00
100-4800-160	EQUIPMENT MAINTENANCE & REPAIRS	5,000.00	10,500.00
100-4800-170	VEHICLE MAINTENANCE & REPAIRS	100.00	1,000.00
100-4800-310	FUEL	200.00	500.00
100-4800-330	DEPARTMENTAL SUPPLIES	1,500.00	8,090.00
100-4800-340	TECHNOLOGY SERVICES & SUPPLIES	28,886.00	103,150.00
100-4800-341	TELECOMMUNICATIONS	54,769.00	71,125.00
100-4800-342	TECHNOLOGY LICENSES	0.00	24,141.00
100-4800-350	SOFTWARE LICENSING AND MAINT	25,475.00	125,909.00
100-4800-390	SMALL EQUIPMENT	24,993.87	65,090.00
100-4800-391	SMALL EQUIPMENT MAINTENANCE	0.00	30,000.00
100-4800-450	MISCELLANEOUS	146,768.00	0.00
100-4800-530	DUES & SUBSCRIPTIONS	600.00	700.00
100-4800-730	CAPITAL OUTLAY - OTHER	0.00	30,000.00
100-4800-750	CAPITAL OUTLAY - EQUIPMENT	257,570.00	69,300.00
	Total Department: 4800 - IT:	**788,925.87**	**936,226.00**

5-Year Capital Asset Outlay Forecast (>$25,000)

IT Department

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	Upgrade door systems at Firestations	30,000	We have replaced the system at City Hall, Planning Inspections to be uniformed across the board. This will eliminate the need for multiple platforms to control the doors at the city locations.
	2			
	3			
		Subtotal 2022-23	30,000	
2023-24	1			
	2			
	3			
		Subtotal 2023-24	-	
2024-25	1			
	2			
	3			
		Subtotal 2024-25	-	
2025-26	1			
	2			
	3			
		Subtotal 2025-26	-	
2026-2027	1			
	2			
	3			
		Subtotal 2026-27	-	
		5-Year Grand Total	$ 30,000	

New Position Request Form

IT Technician	Information Technology	7/1/2022
Job Title	Department	Date Required
Information Technology	Kirk Montgomery	New
Division/Group	Reports To	New or Reclass?
1	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

The Information Technology Technician performs computer installation tasks including thorough knowledge of computer software and hardware and a variety of internet applications, networks, and operating systems. This position requires a motivated self-starter who can effectively address technical needs and problems of end users in a caring and understanding manner.

Explanation of change / Reasons additional position is needed

The IT Technician is needed due to the growing needs of the City. We are expanding and the IT needs are growing at a rapid pace. The IT Technician position will be able to offset some of the responsibilities of the MSP and support the IT Specialist. Maintaining working components through repair or replacement of computer equipment. Assisting call-ins or live chat of customers with technical difficulties. Assisting customers and staff with hardware and software challenges. Work with MSP on networking issues as needed.

Special Skills or Qualifications required

Demonstrate proficiency in the knowledge of computer hardware, operating systems, networks, and peripherals. This employee is responsible for: support of computer equipment and software, including 24-hour on-call support of critical systems; maintains local area networks (hardline and wireless); installs and maintains PC systems (including application software and hardware); trains employees in the use of hardware and software; evaluates and recommends microcomputer software packages and hardware systems to management; provides assistance and technical support to users of personal computers related to software, components, and peripherals; performs minor in-house repairs on PCs & servers or returns to vendor for major malfunctions; works with fellow staff to address technical problems and service users; work in conjunction with IT Specialist and vendor engineers to implement and manage current systems; and performs other duties as required.

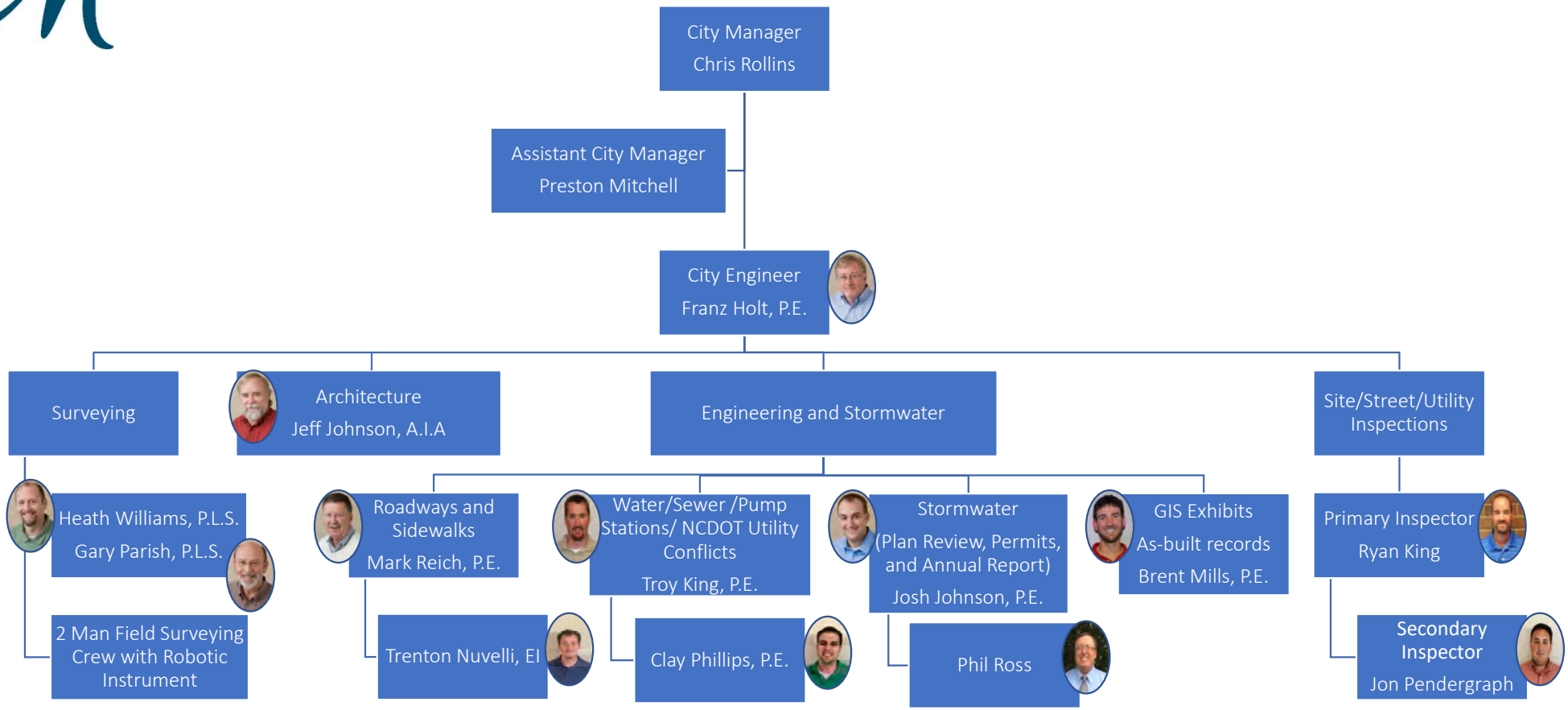
HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

Engineering Department

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART



What the Engineering Dept. Works On

- Assist City Departments with their Planning, Design, and Construction Services needs
- Residential, Commercial, and Industrial - Plan Review, Permitting, and Construction Inspection
- Long Range Planning for Water and Sewer needs
- Policy Development - Water, Sewer, Streets, and Stormwater
- Update City Standards, Base Utility Map, and As-built Record Keeping
- Annual Street Repair and Resurfacing Contract
- Stormwater Program - State Compliance Reporting, Permitting, Review and Inspection











Projected FY22 Revenue from
Engineering Construction Plan Review and Inspection Fees

FY21-22	Collected Fees	Anticipated Fees	Totals
First 6 Months	$126,527		
Expected by FY end		$390,031	
Total			$516,558

Anticipated Revenue by type:

	General Engineering	Utility Engineering
Revenue Totals	$257,310	$259,248

Projected FY23 Revenue from
Engineering Construction Plan Review and Inspection Fees

Project	Lots/Units/Sites	FY 23 Estimated Fees
Residential Single Family & Multi-Family	865 lots/units	$511,800
Commercial/Institutional/Industrial	5 sites	$100,000
Grand Total		**611,800**

FEE CHANGES (Proposed New)

Preliminary Site or Subdivision Plan Review	Current Rate	Proposed Rate	Projected Annual Impact
Residential Single Family or Multi-Family	None	$25/lot or unit	$25,000
Commercial/Office/Institutional	None	$10/100 Sq. Ft.	$10,000
Industrial	None	$10/1,000 Sq. Ft.	$10,000

Budget Request

Line Item	FY 22 Budget	Projected FY 23 Budget	Increase Amount
Utility Engineering	$325,000	$285,000	$-40,000
General Engineering	$445,500	$445,500	$0

Goals:

The remainder of 2021-2022 and carrying into 2022-2023

1. Reduce the number of **Site Plan Re-submittals** through design meetings with developers and engineers.
2. Reduce the number of **Site Re-inspections** through the encouragement of pretesting with contractors and charging additional fees.
3. Complete the update for the **Long Range Utility Plan** (expanded areas).
4. Complete the **Flow Reduction Study** for Wastewater to Graham.
5. Complete the **Transfer of 200,000 gallons per day** of wastewater to Graham.
6. Complete planned **Paving**, **Sidewalk, and Multi-use path** projects. (Resurfacing and Repair, WRRF/Public Works driveway, 1st Street, Lake Michael Lebanon Road Trail Connector, and Holt St. Greenway).
7. Assist with the completion of **Active Recreation** projects (BB Court and Cates Farm playground).
8. Assist with **Municipal and Economic Development Projects**.
9. Assist with planning/coordination of **Major Infrastructure** projects (Water Resource Recovery Facility - Renovation and Expansions, Elevated Water Storage Tank, and Lake Michael Dam spillway replacement).

QUESTIONS?

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5480 - Engineering			
100-5480-101	PROFESSIONAL SERVICES - POWELL BILL	95,000.00	95,000.00
100-5480-102	CITY ENGINEER	90,000.00	90,000.00
100-5480-103	TECHNICAL REVIEW	31,000.00	31,000.00
100-5480-104	CONSTRUCTION INSPECTION	108,000.00	108,000.00
100-5480-105	DEPT ENGINEERING SERVICES	51,500.00	51,500.00
100-5480-106	STORMWATER ENGINEERING	70,000.00	70,000.00
	Total Department: 5480 - Engineering:	**445,500.00**	**445,500.00**

Budget Listing

Mebane, NC

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Fund: 300 - Utility Fund			
Expense			
Department: 8280 - Engineering			
300-8280-102	CITY ENGINEER	134,000.00	94,000.00
300-8280-103	TECHNICAL REVIEW	28,000.00	28,000.00
300-8280-104	CONSTRUCTION INSPECTION	130,000.00	130,000.00
300-8280-105	DEPT ENGINEERING SERVICES	33,000.00	33,000.00
	Total Department: 8280 - Engineering :	**325,000.00**	**285,000.00**
	Total Expense:	**325,000.00**	**285,000.00**
	Total Fund: 300 - Utility Fund:	**325,000.00**	**285,000.00**
	Report Total:	**325,000.00**	**285,000.00**

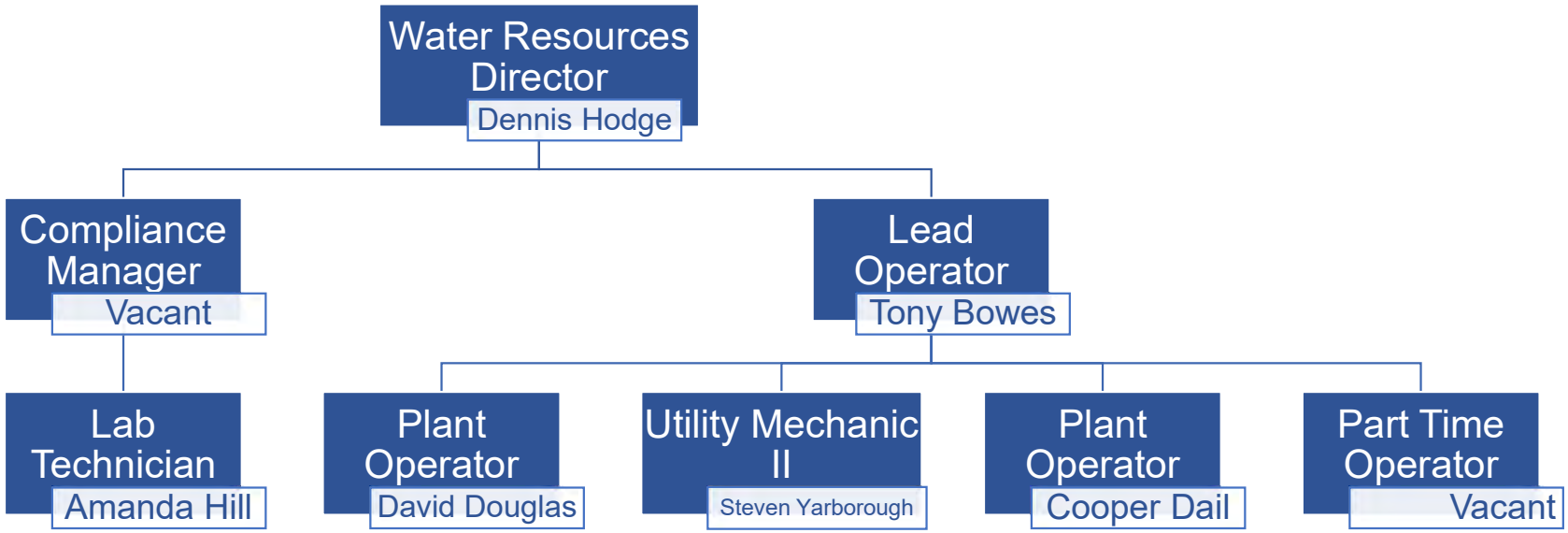
Mebane

Positively Charming

Water Resources Recovery Facility

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART



HIGHLIGHTS OF FY 21-22

- WRRF Expansion to 4.0 MGD- Design & Engineering
- Submitted NC SRF funding request for the WRRF Expansion
- WRRF Renovation Upgrade Started
- Mobile Organic Biofilm (MOB) pilot
- Completed two projects approved in the CIP:
  - Valve actuators installed
  - On-line Monitoring Equipment installed
- Completion of Biological Wastewater Operator certification classes

GOALS FOR FY 22-23

- “Don’t get by, get better”
- operate better and more efficiently
- Research innovative treatment technologies
- Staff wastewater certifications
- Employee meetings
- WRRF renovation
- WRRF 4.0 MGD expansion
- Additional staffing

PERSONNEL REQUESTS

***All Budget Impact amounts include benefits and onboarding costs**

Ranking	Position/Title	FY 23 Budget Impact	FY 24 Budget Impact
1	Reclass Lab Technician position to Laboratory Supervisor position	$15,039	$15,941
2	Wastewater Treatment Plant Operator	$62,400	$68,078

CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	City of Graham WWTP Capital Improvements	$52,000	$55,000	$58,000
2	Upgrade Aeration Basin Electrical System	$50,000		
3	Xylem Influent Monitoring	$26,198		

CAPITAL REQUESTS
($5,000 - $24,999)

Ranking	Item	FY 23 Budget Impact
1	John Deere Gator	$12,980









Find the good & give it back

- Clean water & beneficial biosolids are reclaimed daily by Mebane WRRF
- We protect the environment by continually improving as operators and enhancing the operations at the WRRF

QUESTIONS?

Budget Listing

Mebane, NC

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Fund: 300 - Utility Fund			
Expense			
Department: 8300 - Water Resource Recovery Facility			
300-8300-020	SALARIES & WAGES	570,390.00	797,889.00
300-8300-030	PART-TIME SALARIES	12,240.00	12,974.00
300-8300-035	OVERTIME SALARIES	18,920.00	22,046.00
300-8300-039	LONGEVITY CONTRIBUTION	13,618.00	16,509.00
300-8300-045	CAR ALLOWANCE	3,672.00	3,692.00
300-8300-046	CELL PHONE STIPEND	1,080.00	2,520.00
300-8300-050	FICA	45,382.00	64,980.00
300-8300-060	GROUP INSURANCE CONTRIBUTION	79,341.00	122,441.00
300-8300-070	RETIREMENT CONTRIBUTION	126,946.00	182,836.00
300-8300-071	401K CONTRIBUTION	29,050.00	41,822.00
300-8300-100	PROFESSIONAL SERVICES	10,000.00	10,000.00
300-8300-110	TELEPHONE & POSTAGE	7,671.00	8,264.00
300-8300-130	UTILITIES	178,980.00	192,660.00
300-8300-140	SCHOOLS & CONFERENCES	3,200.00	4,400.00
300-8300-150	BUILDINGS & GROUNDS MAINTENANCE	32,730.00	32,565.00
300-8300-160	EQUIPMENT MAINTENANCE & REPAIRS	168,675.00	195,600.00
300-8300-170	VEHICLE MAINTENANCE & REPAIRS	950.00	1,000.00
300-8300-260	ADVERTISING	100.00	100.00
300-8300-310	FUEL	3,100.00	7,176.00
300-8300-330	DEPARTMENTAL SUPPLIES	41,740.00	42,164.00
300-8300-332	CHEMICALS	95,000.00	0.00
300-8300-336	CHEMICALS	0.00	134,716.00
300-8300-340	TECHNOLOGY SERVICES & SUPPLIES	2,300.00	7,000.00
300-8300-350	SOFTWARE LICENSING	1,400.00	10,000.00
300-8300-360	EMPLOYEE UNIFORMS & ACCESSORIES	4,400.00	4,192.00
300-8300-390	SMALL EQUIPMENT	16,800.00	24,400.00
300-8300-391	SMALL EQUIPMENT MAINTENANCE	0.00	600.00
300-8300-420	MATERIAL HAULING & DISPOSAL	0.00	473,704.00
300-8300-450	MISCELLANEOUS	505,565.00	0.00
300-8300-452	LABORATORY SERVICES	31,100.00	36,120.00
300-8300-454	SCADA SERVICES	31,200.00	42,233.00
300-8300-530	DUES & SUBSCRIPTIONS	12,490.00	13,503.00
300-8300-730	CAPITAL OUTLAY - OTHER	151,108.00	52,000.00
300-8300-740	CAPITAL OUTLAY - VEHICLES	0.00	11,700.00
300-8300-750	CAPITAL OUTLAY - EQUIPMENT	25,950.00	76,198.00
	Total Department: 8300 - Water Resource Recovery Facility:	**2,225,098.00**	**2,648,004.00**
	Total Expense:	**2,225,098.00**	**2,648,004.00**
	Total Fund: 300 - Utility Fund:	**2,225,098.00**	**2,648,004.00**
	Report Total:	**2,225,098.00**	**2,648,004.00**

5-Year Capital Asset Outlay Forecast (>$25,000)

Water Resource Recovery Facility

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	City of Graham WWTP Capital Improvements	52,000	Mebanes estimated 21% of Graham's Cost
	2	Aeration Basins Electrical Upgrade	50,000	Update electrical feed that was installed in 1993
	3	Xylem Influent In-Line Monitoring	26,198	Monitoring pollutants coming into plant.
	4			
	5			
		Subtotal 2022-23	128,198	
2023-24	1	WRRF 1.5 MGD Expansion - Construction	47,000,000	Expansion for Mebane's increasing population and growth
	2	City of Graham WWTP Capital Improvements	55,000	Mebane's estimated 21% of Graham's Cost(approximately 5% increase over FY23)
	3	WRRF Flood Wall	1,300,000	To protect the WRRF from potential flood events
	4			
	5			
		Subtotal 2023-24	48,355,000	
2024-25	1	City of Graham WWTP Capital Improvements	58,000	Mebane's estimated 21% of Graham's cost (approximately 5% increase over FY24)
	2			
	3			
	4			
	5			
		Subtotal 2024-25	58,000	

2025-26	1	Rotary Drum Thickener (RDT) Rebuild	100,000	Rebuild 30 year old Backup RDT
	2	City of Graham WWTP Capital Improvements	61,000	Mebane's estimated 21% of Graham's Cost (approximately 5% increase over FY25)
	3	2008 Ford Escape Replacement	30,000	Mileage >126,000(FY22)
	4			
	5			
		Subtotal 2025-26	191,000	
2026-27	1	City of Graham WWTP Capital Improvements	64,000	Mebane's estimated 21% of Graham's Cost(approximately 5% increase over FY26)
	2			
	3			
	4			
	5			
		Subtotal 2026-27	64,000	
		5-Year Grand Total	$ 48,796,198	

Reclass Position Request Form

Laboratory Supervisor	Water Resources Recoveray Facility	ASAP
Job Title	Department	Date Required
WRRF	Dennis Hodge	Reclassification
Division/Group	Reports To	New or Reclass?
1	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

Supervises the general operation of Mebane's State Certified wastewater laboratory and assists with the administration of Mebane's industrial pretreatment program. A person in this job is designated as Lab Supervisor by the State (NC DEQ DWR WW/GW Lab Certification) and is responsible for maintaining State lab certification through participation PT (Performance Testing) studies.

Explanation of change / Reasons additional position is needed

Restructuring of the WRRF Laboratory Operations with the reclassification of the present Lab Techncian Position into the Laboratory Supervisor to meet the NC DEQ requirements as a result of the Compliance Manager position becoming vacant & no applicants.

Special Skills or Qualifications required

Graduation from an accredited college or university with a Bachelor's or Associates (2 yr) degree in Chemistry, Biology, Environmental Science or related field and 2 – 5 years practical lab experience in a municipal or commercial laboratory; OR equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

New Position Request Form

Wastewater Plant Operator	Wastewater Plant Operator	7/1/2022
Job Title	Department	Date Required
WWTP Operations	Lead WW Operator/ WW Director	New
Division/Group	Reports To	New or Reclass?
2	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

Performs responsible manual and technical work monitoring, operating, and maintaining the City's wastewater treatment plant. Emphasis of work is on making hourly rounds of the plant, maintaining records, performing tests, documenting and/or repairing any noted malfunctions, troubleshooting mechanical problems, process sampling, and performing related wastewater treatment plant tasks. Work is performed under supervision.

Explanation of change or reasons additional position is needed. Please include any revenue changes that could support your request.

An overall increase in average daily plant flows as well as an increase in frequency and impact of rain events necessitates additional staffing in facility operations. An effective wastewater plant operator requires knowledge of the operating characteristics and maintenance requirements of a wastewater treatment plant and the ability to detect and troubleshoot operational and/or mechanical equipment issues in order to maintain compliance with state and federal regulations.

Special Skills or Qualifications required

Completion of high school or GED equivalency supplemented with additional vocation training in mechanics, electronics, or chemistry. Grade II Wastewater Operator certification, or ability to obtain within two years. Valid NC Drivers License. Visual acuity for visual inspection of small parts. Ability to exert >/=100 pounds of force occasionally, and/or >/= 50 pounds of force frequently, and/or >/=20 pounds of force constantly to move objects.

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

Mebane

Positively Charming

PUBLIC UTILITIES

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART



Public Utilities Director
Kyle Smith



Utility Maintenance Crew Leader
Greg Barts



Utility Maintenance Crew Leader
Chris Crutchfield



Meter Sampling Technician
Philip Carreiro



Utility System Mechanic
Jeff Jobe



Equipment Operator I
Max Hersinger



Equipment Operator II
Chris Hawks



Equipment Operator II
Travis Bevill



Utility Locates Technician
Brandon Boswell

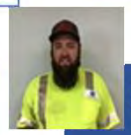


Equipment Operator I
Devon Castellon



Utilities System Mechanic
Rickey Connally

Maintenance Technician
Vacant



Equipment Operator I
Tyler Boswell

Equipment Operator I
Vacant

Maintenance Technician
New Request

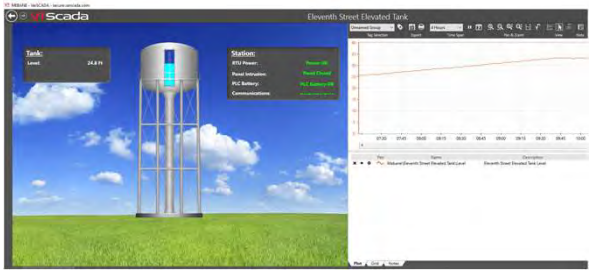
Maintenance Technician
New Request

HIGHLIGHTS OF FY 21-22

- Meter change out project
- SCADA
- New trucks
- GKN force main preliminary design
- McKinley Street water main
- Backflow testing
- 1 MG elevated storage tank siting plan









GOALS FOR FY 22-23

- Design and engineer new 1 MG elevated storage tank.
- Start construction on GKN Force Main relocation.
- Complete design of Jones Road Outfall.
- Roll out WaterScope access for all Mebane Water Customers.
- Continue 2-Port fire hydrant replacement.
- Continue meter setter upgrades.

PERSONNEL REQUESTS

***All Budget Impact amounts include benefits and onboarding costs**

Ranking	Position/Title	FY 23 Budget Impact	FY 24 Budget Impact
1	Maintenance Technician – 2 positions (cost reflects per position)	$53,980	$50,890
	Total Impact	$107,960	$101,780

CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	I & I Repair – Outfall Sliplining	$1,700,000	$1,450,000	$1,939,850
2	Elevated Storage Tank	$185,000	$1,358,183	
3	Jones Road Outfall	$112,500	$887,500	
4	Outfall Tractor Replacement	$60,000		
5	Oversize Reimbursement	$200,000		
6	City of Graham WTP Capital Improvements	$200,000	$200,000	$200,000

CAPITAL REQUESTS
($5,000 - $24,999)

Ranking	Item	FY 23 Budget Impact
1	Sewer Camera Upgrade	$20,000





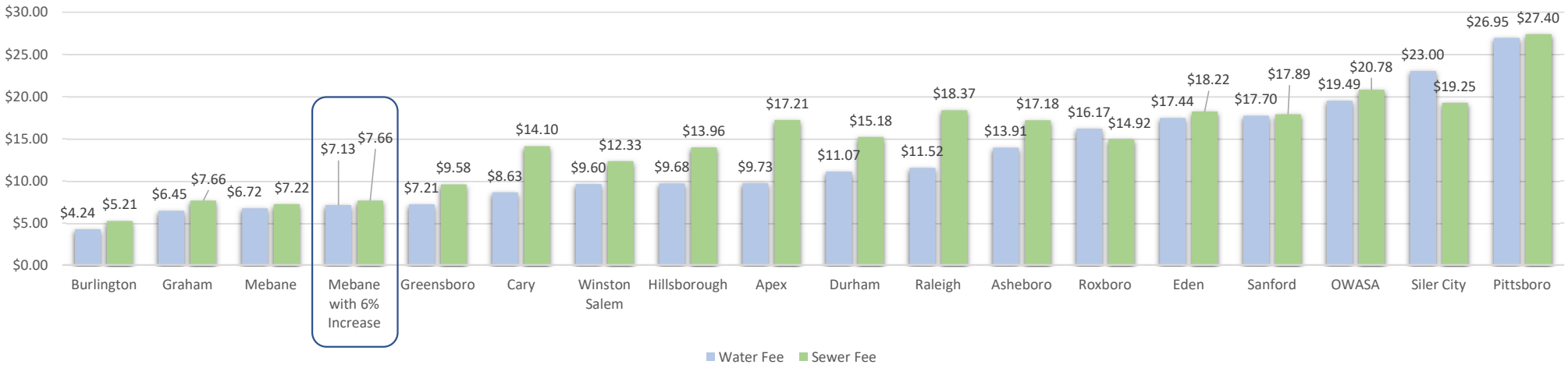
FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Inside Water (per 1,000 gallons)*	$6.72	$7.13	$211,900
Outside Water (per 1,000 gallons)*	$13.44	$14.26	
Inside Sewer (per 1,000 gallons)*	$7.22	$7.66	$232,656
Outside Sewer (per 1,000 gallons)*	$14.43	$15.30	
Bulk Water Deposit	$0	$75	$0
Bulk Water Purchase (per 1,000 gallons)	$6.72	Current Inside Water Rate	This amount will vary depending on usage.

*Proposed water and sewer rates reflect a 6% increase.

FEE CHANGES

Fiscal Impacts to Customers with a 6% Rate Increase									
	Consumption		Current Rates			Proposed 6% Rate Increase			
Customer	Water	Sewer	$6.72	$7.13	Total Current	$7.13	$7.66	Total @ 10%	Difference
Largest User	2241	2157	$15,059.52	$15,379.41	$30,438.93	$15,978.33	$16,522.62	$32,500.95	$2,062.02
Large Commercial	59	59	$396.48	$420.67	$817.15	$420.67	$451.94	$872.61	$55.46
Small Commercial	13	13	$87.36	$92.69	$180.05	$92.69	$99.58	$192.27	$12.22
Resident Using 10	10	10	$67.20	$71.30	$138.50	$71.30	$76.60	$147.90	$9.40
Resident Using 5	5	5	$33.60	$35.65	$69.25	$35.65	$38.30	$73.95	$4.70
Resident Using 2	2	2	$13.44	$14.26	$27.70	$14.26	$15.32	$29.58	$1.88
Resident Using 1	1	1	$6.72	$7.13	$13.85	$7.13	$7.66	$14.79	$0.94



REQUESTED OPERATING EXPENDITURES

Line Item	FY 22 Budget	Requested FY 23 Budget	Increase Amount
Chemicals	$130,000.00	$220,187.20	$90,187.20



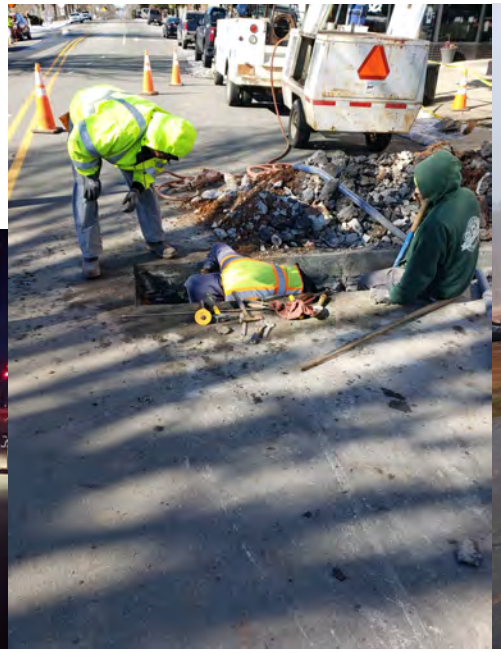


PROJECTED REVENUES

Line Item	FY 22 Budget	Projected FY 23 Budget	Increase Amount
Sewer SDF	$817,000	$1,138,000	$321,000
Sewer Sales	$3,877,600	$4,083,451	$232,700
Water Sales	$3,531,600	$4,182,465	$211,900
Water SDF	$290,000	$460,000	$170,000

Public Utilities mission is to provide the citizens of Mebane with clean, safe reliable water and to collect wastewater in a manner that protects public health and the environment.











QUESTIONS?

Budget Listing

Mebane, NC

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Fund: 300 - Utility Fund			
Expense			
Department: 8100 - Admin, Meters and Billing			
300-8100-020	SALARIES & WAGES	181,022.00	195,612.00
300-8100-039	LONGEVITY CONTRIBUTION	1,756.00	1,898.00
300-8100-050	FICA	13,450.00	15,110.00
300-8100-060	GROUP INSURANCE CONTRIBUTION	9,763.00	11,716.00
300-8100-070	RETIREMENT CONTRIBUTION	38,416.00	44,795.00
300-8100-071	401K CONTRIBUTION	8,791.00	10,369.00
300-8100-099	INDIRECT TO UTILITY (CONTRA)	708,191.00	744,976.00
300-8100-110	TELEPHONE & POSTAGE	28,000.00	32,000.00
300-8100-120	BANK CHARGES	75,000.00	289,800.00
300-8100-140	SCHOOLS AND CONFERENCES	0.00	1,000.00
300-8100-160	EQUIPMENT MAINTENANCE & REPAIRS	2,000.00	2,000.00
300-8100-271	UTILITY BILLING SERVICES	0.00	50,500.00
300-8100-330	DEPARTMENTAL SUPPLIES	1,000.00	1,000.00
300-8100-340	TECHNOLOGY SERVICES & SUPPLIES	9,900.00	12,100.00
300-8100-450	MISCELLANEOUS	90,550.00	0.00
300-8100-730	CAPITAL OUTLAY - OTHER	700,000.00	200,000.00
	Total Department: 8100 - Admin, Meters and Billing:	**1,867,839.00**	**1,612,876.00**
	Total Expense:	**1,867,839.00**	**1,612,876.00**
	Total Fund: 300 - Utility Fund:	**1,867,839.00**	**1,612,876.00**
	Report Total:	**1,867,839.00**	**1,612,876.00**

Budget Listing

Mebane, NC

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Fund: 300 - Utility Fund			
Expense			
Department: 8200 - Utility Maintenance			
300-8200-020	SALARIES & WAGES	720,860.00	862,822.00
300-8200-030	PART-TIME SALARIES	5,100.00	5,406.00
300-8200-035	OVERTIME SALARIES	49,000.00	60,949.00
300-8200-039	LONGEVITY CONTRIBUTION	14,885.00	16,761.00
300-8200-045	CAR ALLOWANCE	3,672.00	3,692.00
300-8200-046	CELL PHONE STIPEND	1,620.00	540.00
300-8200-050	FICA	55,703.00	67,313.00
300-8200-060	GROUP INSURANCE CONTRIBUTION	139,040.00	187,272.00
300-8200-070	RETIREMENT CONTRIBUTION	157,982.00	214,091.00
300-8200-071	401K CONTRIBUTION	36,152.00	47,027.00
300-8200-100	PROFESSIONAL SERVICES	140,100.00	93,500.00
300-8200-110	TELEPHONE & POSTAGE	13,100.00	12,060.00
300-8200-130	UTILITIES	100,600.00	97,000.00
300-8200-140	SCHOOLS & CONFERENCES	6,000.00	22,000.00
300-8200-150	BUILDING & GROUNDS MAINTENANCE	7,800.00	13,000.00
300-8200-153	STREET MAINTENANCE & REPAIR	25,000.00	20,000.00
300-8200-157	FIRE HYDRANT MAINTENANCE & REPA	42,000.00	35,000.00
300-8200-160	EQUIPMENT MAINTENANCE & REPAIRS	99,462.65	135,000.00
300-8200-161	INFRASTRUCTURE MAINTENANCE & REPA	555,000.00	586,044.00
300-8200-170	VEHICLE MAINTENANCE & REPAIRS	30,500.00	25,000.00
300-8200-260	ADVERTISING	500.00	500.00
300-8200-310	FUEL	22,500.00	22,500.00
300-8200-330	DEPARTMENTAL SUPPLIES	146,101.00	120,000.00
300-8200-332	CHEMICALS	130,000.00	0.00
300-8200-336	CHEMICALS	0.00	220,187.20
300-8200-340	TECHNOLOGY SERVICES & SUPPLIES	23,000.00	9,750.00
300-8200-342	TECHNOLOGY LICENSES	0.00	18,500.00
300-8200-360	EMPLOYEE UNIFORMS & ACCESSORIES	19,700.00	20,700.00
300-8200-390	SMALL EQUIPMENT	5,787.35	9,900.00
300-8200-430	GRAHAM SEWER SERVICES	20,000.00	20,000.00
300-8200-450	MISCELLANEOUS	126,574.34	0.00
300-8200-452	LABORATORY SERVICES	2,640.00	10,000.00
300-8200-454	SCADA SERVICES	7,740.00	24,500.00
300-8200-480	PURCHASE OF WATER	780,000.00	850,000.00
300-8200-530	DUES & SUBSCRIPTIONS	15,565.00	18,030.00
300-8200-710	CAPITAL OUTLAY - LAND	199,177.00	0.00
300-8200-730	CAPITAL OUTLAY - OTHER	857,950.00	2,397,500.00
300-8200-733	CAPITAL OUTLAY - GKN PUMP STATION RE-ROUTE	1,900,000.00	0.00
300-8200-740	CAPITAL OUTLAY - VEHICLES	123,000.00	0.00
300-8200-750	CAPITAL OUTLAY - EQUIPMENT	44,505.66	80,000.00
	Total Department: 8200 - Utility Maintenance:	**6,628,317.00**	**6,326,544.20**
	Total Expense:	**6,628,317.00**	**6,326,544.20**
	Total Fund: 300 - Utility Fund:	**6,628,317.00**	**6,326,544.20**
	Report Total:	**6,628,317.00**	**6,326,544.20**

5-Year Capital Asset Outlay Forecast (>$25,000)

Utilities Administration & Engineering

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	I&I Repair - Outfall Sliplining (5th & Clay St)	1,700,000	
	2	Elevated Storage Tank - Design	185,000	12 Month Design Per Hazen
	3	Jones Road Outfall (Arbor Creek) - Design	112,500	
	4	Outfall Tractor Replacement	60,000	
	5	Oversize Reimbursement	200,000	Oakwood, Buckhorn, Cambridge, Tupelo & Meadowstone
	6	City of Graham WTP Capital Improvements	200,000	
		Subtotal 2022-23	2,457,500	
2023-24	1	Truck 5 Replacement	65,000	2007 Ram 3500 with 106,000 miles
	2	I&I Repair - Outfall Sliplining (3rd Street)	1,450,000	
	3	Elevated Storage Tank - Construction	1,358,183	1 MG Tank
	4	Jones Road Outfall (Arbor Creek) - Construction	887,500	
	5	Backhoe Replacement	150,000	
	6	Water Line Replacements	195,000	Replacement of Galvinazed Water Mains
	7	City of Graham WTP Capital Improvements	200,000	
		Subtotal 2023-24	4,305,683	

2024-25	1	Truck 52 Replacement	32,000	2012 Ram 1500 with 121,000 miles
	2	I&I Repair - Outfall Sliplining (WRRF Outfall)	1,939,850	
	3	Sewer Jetter Replacement	70,000	
	4	Rock Quarry Road Water Loop	595,000	
	5	City of Graham WTP Capital Improvements	200,000	
		Subtotal 2024-25	2,836,850	
2025-26	1	Truck 72 Replacement	32,000	2008 Ram 1500 with 106,000 miles
	2	Gravelly Hill Force Main Re-Route	798,000	
	3	Vac Truck Replacement	450,000	2004 Clean Air Sewer Vac
	4	Development Center Drive - Holt Street Loop Connection via West End	1,000,000	
	5	Water Rehab	200,000	Water lining Projects - Downtown & RR Tracks
	6	City of Graham WTP Capital Improvements	200,000	
		Subtotal 2025-26	2,680,000	
2026-2027	1	Truck 1 Replacement	35,000	2011 Ram 2500 with 104,000 miles
	2	Hwy70 Water Loop	2,000,000	
	3	Water Rehab	200,000	Water Lining Projects - RR and Interstate Crossings
	4	Mini Excavator Replacement	100,000	
	5	Pump Station Rehab - GE Pump Station	850,000	Upfit & Re-build of GE Pump Station
	6	City of Graham WTP Capital Improvements	200,000	
		Subtotal 2026-27	3,385,000	
		5-Year Grand Total	$ 15,665,033	

New Position Request Form

Job Title	Department	Date Required
Maintenance Technician	Public Utilities	7/1/2022

Division/Group	Reports To	New or Reclass?
Water Distribution / Sewer Collections	Chris Crutchfield / Kyle Smith	New

Position Rank (1 = most important/mission critical)	Total Positions Requested
1	2

Primary Duties/Job Description

Assist water distribution and sewer collections crews for maintenance work, repair work and new service installation.

Explanation of change / Reasons additional position is needed

The water distribution and sewer collections crews currently function as two-man crews. On many jobs and day-to-day maintenance work, two workers aren't enough and other crews are pulled off jobs to assist. A third man on each crew will greatly reduce the need for additional crews responding to the same job, improving overall efficiencies throughout the department.

Special Skills or Qualifications required

High school education and valid drivers license with ability to work on-call nights and weekends.

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

The Mebane City Council met for a Special Meeting at 1:30 p.m. on Wednesday, March 30, 2022 at the Municipal Building located at 106 E. Washington Street for the purpose of a continued budget work session.

Councilmembers Present:
Mayor Ed Hooks
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
Daphna Schwartz, Finance Director
Stephanie Shaw, City Clerk
Bob Louis, Fire Chief
Cliff Ayscue, Chief Building Inspector
Cy Stober, Development Director
Chuck Smith, Public Works Director

Councilmember Absent:
Mayor Pro-Tem Tim Bradley

Mayor Hooks called the meeting to order at 1:25pm.

The following Department Heads presented their department's budget requests for FY 2022/2023 as shown on the attached PowerPoint, overviewing current year highlights, goals, personnel requests, capital improvement project requests, and operating expenditure requests:

- Fire- Bob Louis, Fire Chief
- Inspections- Cliff Ayscue, Chief Building Inspector
- Planning- Cy Stober, Development Director

Mayor Hooks called for a brief break at 2:45 p.m. and called the work session back to order at 2:54 p.m.

The PowerPoint presentations continued with the following Department Heads presenting:

- Public Works, Public Facilities and Sanitation- Chuck Smith, Public Works Director
- Administration- Preston Mitchell, Assistant City Manager and Beatrice Hunter, HR Director

There was discussion among Council and staff throughout the meeting. No formal action was taken.

There being no further business, the meeting was adjourned at 4:00 p.m.

_____
Ed Hooks, Mayor

ATTEST:

_____
Stephanie W. Shaw, City Clerk

DRAFT

Mebane

Positively Charming

MEBANE FIRE DEPARTMENT

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART

- City Manager: Chris Rollins
  - Fire Chief: Bob Louis
    - Captain: Troy Shaw
      - Lieutenant: Andy Koczak
        - Engineer: Dwayne Porter
          - Engineer: Josh Windsor
            - Firefighter: David Aucompaugh
              - New Firefighter
                - New Firefighter
      - Lieutenant: Jake Hackler
        - Engineer: Danny Mebane
          - Engineer: Taylor Whitt
    - Captain: Lee Hicks
      - Lieutenant: Kyle Riley
        - Engineer: Clark McVey
          - Engineer: Carson White
            - Firefighter: Hunter Roach
              - New Firefighter
                - New Firefighter
      - Lieutenant: Josh Little
        - Firefighter: Cory Boswell
          - Firefighter: Aaron Douglas
    - Captain: Jerry Payne
      - Lieutenant: Jason Faulkner
        - Engineer: Michael Gregory
          - Firefighter: Mallory Michal
            - Firefighter: Chris Meyers
              - New Firefighter
                - New Firefighter
      - Lieutenant: Chris Sizemore
        - Engineer: Alex Hinson
          - Firefighter: Gavyn Morton
    - Deputy Fire Marshal: Jamie Joseph
      - Inspector/Investigator: Obira Griggs
      - Administrative Support Specialist: Jenna Karber
    - FLSE: Jennifer Livers
    - Training Captain: Greg Massey
    - Assistant Chief Volunteer: Tim Bradley
      - Deputy Chief Volunteer: Jimmy Hinshaw
      - Captain Volunteer: Brandon Dunn
        - Engineer Volunteer: Mike Harris
          - Engineer Volunteer: Sean Tierney
            - Firefighter Volunteer: Spencer Copeland
              - Firefighter Volunteer: Phillip Martin
                - Firefighter Volunteer: Justin Miller
      - Captain Volunteer: Mike Hoover
        - Engineer Volunteer: Nick Martin
          - Engineer Volunteer: Ben Wooten
            - Firefighter Volunteer: Ian Fowler
              - Firefighter Volunteer: Dana Massey
                - Firefighter Volunteer: Brantley Payne
      - Captain Volunteer: Gene Wellons
        - Engineer Volunteer: Joel Massey
          - Firefighter Engineer: Brent Allred
            - Firefighter Volunteer: Chase Jones
              - Firefighter Volunteer: Collin Mayer
                - Firefighter Volunteer: Van St. Pierre

HIGHLIGHTS OF FY 21-22

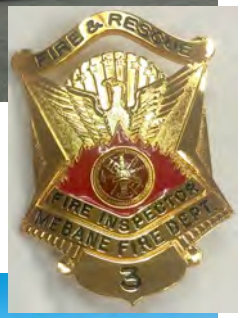
- Ordered replacement Fire Engine
- Reclassification for Deputy Fire Marshal
- Added a new Inspector in the Fire Prevention Bureau
- Site acquisition for Station 4
- Set new response record with 3,077 calls for service
- Reengaged the community through Public Fire education and Fire and Life Safety Programs amid the pandemic.

















GOALS FOR FY 22-23

- Replacement Fire Engines (2)
- Continue with life cycle truck replacement
- Hire and train 6 new firefighters
- Movement of trucks to relieve call volume on personnel
- Implementation of fire inspection fees
- Complete Engineer career development certification process
- Specialty training for rapid intervention crews and Leadership Development Programs







IMPACT OF PERSONNEL REQUEST

Ranking	Position/Title	FY 23 Budget Impact	FY 24 Budget Impact
1-Priority	6 Firefighters	$502,690	$368,790

Call Volume Distribution

FY 21-22

Station 2

Apparatus	Call Volume
Engine 35	1316
Rescue 34	570
Platform 38	144

Apparatus	Call Volume
Engine 36	1585

Requested FY 22-23

Station 3

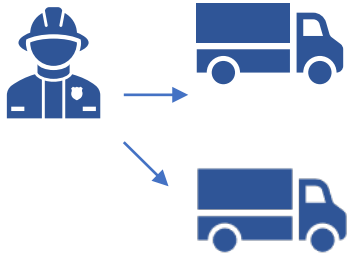
Apparatus	Call Volume
Engine 35	1069
Platform 38	531

Apparatus	Call Volume
Engine 36	880
Rescue 34	720

PERSONNEL REQUESTS

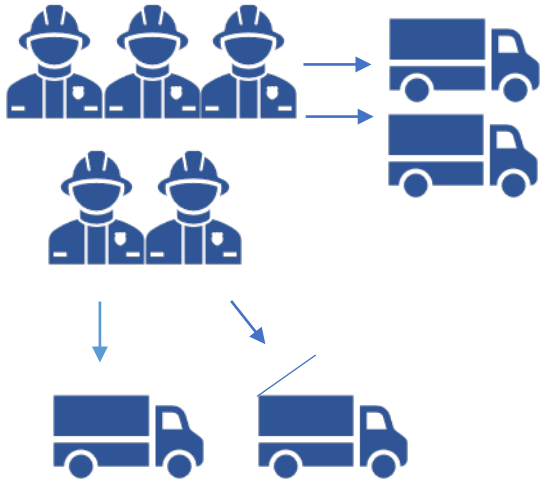
Current Staffing Setup

STATION 1



*Volunteer only

STATION 2

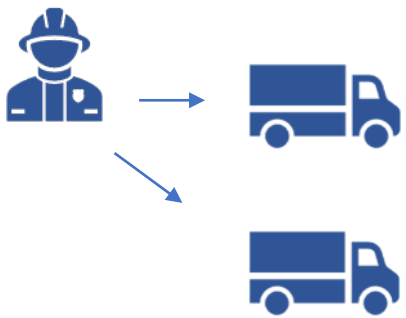


STATION 3



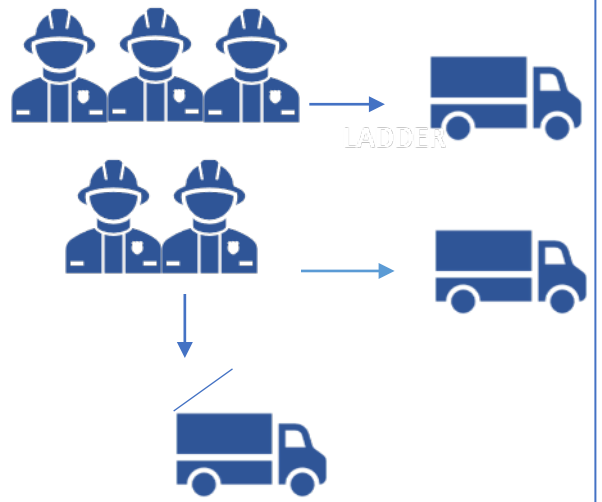
Proposed Staffing with Increased Coverage

STATION 1

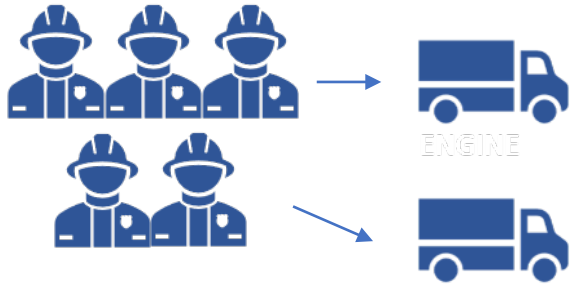


*Volunteer only

STATION 2



STATION 3



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1.	Fire Station #4	$110,000 Preliminary Design	$ TBD Construction	
2.	Replace 2 Engines	$1,300,000		
3.	Fire Prevention Vehicle	$45,000		
4.	Life Safety Education Vehicle	$35,000		
5.	Training Classroom	$800,000		

CAPITAL REQUESTS
($5,000 - $24,999)

Ranking	Item	FY 23 Budget Impact
1	5 HVAC units for Station 2	$40,000
2	Thermal Imaging Camera	$10,000

FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Annual Inspection Fees	$0	$60-$350 (dependent on square footage)	$40,000

REQUESTED OPERATING EXPENDITURES

Line Item	FY 22 Budget	Requested FY 23 Budget	Increase Amount
Small Equipment for New Fire Engine	$19,507	$47,500	144%
Schools and Conferences	$20,000	$30,000	50%
Buildings and Grounds Maintenance	$33,600	$103,925	209% *Training tower repairs
Uniforms and Accessories	$61,259	$104,000	69.7%
100 Year Anniversary		$40,000	

PROJECTED REVENUES

Line Item	FY 22 Budget	Projected FY 23 Budget	Increase Amount
Permit Fees	$5,880	$6,000	
Inspection Fees	0	$40,000	
Rural Tax District	$483,125	$495,528	2.6%
Efland Contract	$9,000	$9,000	
Medic 2 Rent	$6,000	$6,000	

QUESTIONS?

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5300 - Fire			
100-5300-020	SALARIES & WAGES	1,580,257.00	2,012,283.00
100-5300-030	PART-TIME SALARIES	56,506.00	65,196.00
100-5300-035	OVERTIME SALARIES	60,300.00	88,300.00
100-5300-039	LONGEVITY CONTRIBUTION	39,147.00	103,193.00
100-5300-041	VOLUNTEER REIMBURSEMENTS	25,000.00	25,000.00
100-5300-046	CELL PHONE STIPEND	4,320.00	5,940.00
100-5300-050	FICA	136,074.00	161,834.00
100-5300-060	GROUP INSURANCE CONTRIBUTION	274,738.00	390,958.00
100-5300-061	FRATERNAL INSURANCE CONTRIBUTIO	6,000.00	10,000.00
100-5300-070	RETIREMENT CONTRIBUTION	375,280.00	479,790.00
100-5300-071	401K CONTRIBUTION	85,876.00	111,062.00
100-5300-072	FIRE RETIREMENT CONTRIBUTION	4,000.00	4,500.00
100-5300-095	PENSION EXPENSE	48,000.00	0.00
100-5300-100	PROFESSIONAL SERVICES	2,150.00	5,000.00
100-5300-110	TELEPHONE & POSTAGE	17,320.00	18,000.00
100-5300-120	BANK CHARGES	250.00	1,600.00
100-5300-130	UTILITIES	29,850.00	29,850.00
100-5300-140	SCHOOLS & CONFERENCES	20,000.00	30,000.00
100-5300-150	BUILDING & GROUNDS MAINTENANCE	60,100.00	103,925.00
100-5300-160	EQUIPMENT MAINTENANCE & REPAIRS	8,000.00	8,040.00
100-5300-170	VEHICLE MAINTENANCE & REPAIRS	73,350.00	75,000.00
100-5300-310	FUEL	35,661.00	33,000.00
100-5300-330	DEPARTMENTAL SUPPLIES	30,660.00	37,800.00
100-5300-333	EMT EQUIPMENT	14,400.00	15,900.00
100-5300-340	TECHNOLOGY SERVICES & SUPPLIES	72,597.30	3,300.00
100-5300-342	TECHNOLOGY LICENSES	0.00	13,300.00
100-5300-360	EMPLOYEE UNIFORMS & ACCESSORIES	59,459.00	104,000.00
100-5300-390	SMALL EQUIPMENT	19,507.00	47,500.00
100-5300-391	SMALL EQUIPMENT MAINTENANCE & REPAIRS	0.00	13,640.00
100-5300-450	MISCELLANEOUS	30,085.00	0.00
100-5300-451	INVESTIGATIONS	0.00	6,290.00
100-5300-456	PUBLIC EDUCATION SUPPLIES & MATERIALS	0.00	5,000.00
100-5300-530	DUES & SUBSCRIPTIONS	10,465.00	8,122.00
100-5300-570	SPECIAL ACTIVITIES	4,200.00	52,300.00
100-5300-720	CAPITAL OUTLAY - BUILDINGS	0.00	965,000.00
100-5300-740	CAPITAL OUTLAY - VEHICLES	582,288.00	1,380,000.00
100-5300-750	CAPITAL OUTLAY - EQUIPMENT	10,950.00	10,000.00
	Total Department: 5300 - Fire:	**3,776,790.30**	**6,424,623.00**

Mebane

5-Year Capital Asset Outlay Forecast (>$25,000)

Fire

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	Fire Station #4 Bids and Design	110,000	Site off Buckhorn Rd.
	2	Replace Two Fire Engines	1,300,000	Engine 32 and 35 to be retired from service and Engine 35 to be moved to reserve tanker.
	3	Fire Prevention Vehicle	45,000	Use by support staff members who are responsible for the safety of the visiting public and the citizens of Mebane
	4	Life Safety Education Vehicle	35,000	Provide transportation for the Life Safety Education Program staff.
	5	Training Classroom	800,000	Training for all City staff in a centralized location.
		Subtotal 2022-23	2,290,000	
2023-24	1	Fire Station #4 Construction	TBD	
	2	Replace Fire Engine	650,000	
	3	Fire Prevention Vehicle	45,000	
	4	Training Simulator	75,000	
	5	Station 1 Bay Door Replacement and Electrical Work	47,500	
		Subtotal 2023-24	817,500	
2024-25	1	Fire Station #5 Bids and Construction	TBD	
	2	Quint Truck	1,300,000	
	3	Replace Chief's Vehicle	50,000	
		Subtotal 2024-25	1,350,000	
2025-26	1	Replace Platform Truck	1,800,000	
	2	Command Vehicle	55,000	
		Subtotal 2025-26	1,855,000	
2026-2027	1	Replace Rescue Truck	1,300,000	
		Subtotal 2026-27	1,300,000	
		5-Year Grand Total	$ 7,612,500	

New Position Request Form

6 Firefighters	Fire	Sep-21
Job Title	Department	Date Required
Fire Suppression	Lieutenants	New
Division/Group	Reports To	New or Reclass?
1	6	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

An employee in this class is responsible for general firefighting, rescue, emergency medical work and driving vehicles to the fire or emergency medical scene. Work also includes preparing the fire vehicle, lines and equipment for use by other firefighters. Work is often performed under stressful emergency conditions and frequently involves personal hazards. Work standards and procedures are generally established and understood; however considerable independence and judgement is required during fire calls and emergency calls. Work is performed under the regular supervision of the Fire Lieutenant and /or the Fire Captain through observation and reports.

Explanation of change / Reasons additional position is needed

The request for six additional firefighters will bring our minimum staffing up to ten personnel per shift. We currently staff two engine companies with three personnel. We have two staff assigned to two apparatus on each shift, which means they alternate between two trucks depending on the nature of the call. The six additional staff members will make it possible to fully staff both trucks on three shifts to handle multiple calls for service. In order to operate effectively, Station 3 needs to have two staffed apparatus on each shift due to the number of homes, commercial development and increase in call volume in the southern district.

Special Skills or Qualifications required

Certified Firefighter, EMT certified, HAZ Mat certified, NIMS 100, 200, 700, 800 certified and a class B drivers license.

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

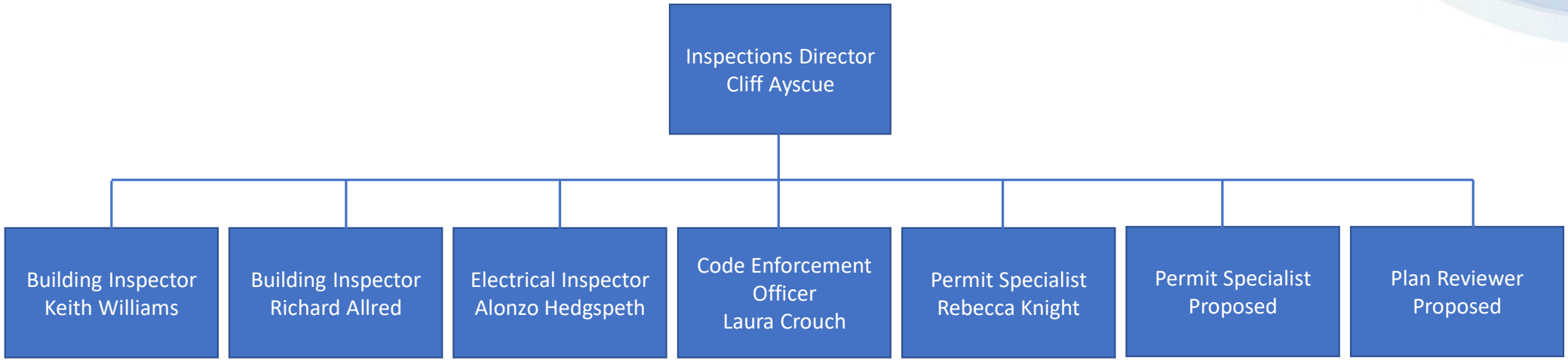
Mebane

Positively Charming

INSPECTIONS DEPARTMENT

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART



Inspections Department Staff



HIGHLIGHTS OF FY 21-22

- Completed a 750 square foot addition to the Planning and Inspection Department Building.
- The parking lot was repaired, repaved, and three new parking spaces were added.
- Installed a new ADA parking space and sidewalk to the building to comply with the North Carolina Building Code.
- 520 inspections on average from July 1st, 2021 to December 31st, 2021, compared to 556 in 2020–2021.
- On average, 31 CO's a month were issued for 2021–2022, compared to 24 a month for 2020–2021.





New Position: Plan Reviewer

Goal

- Help citizens, contractors, and design professionals by providing expedited plan review and reducing the time it takes to issue a permit.
- Provide a quality plan review process for residential and commercial plans.
- Prevent items from being discovered in the field that can be caught up front that will help save money and time for the permit holder and contractor.
- Work with City staff and private parties from the beginning to end of a project to help process plans and permits in a timely manner.

Benefits

- One person will perform plan review for the office while the inspectors will have more time to inspect and focus on the projects in the field.
- When a dispute arises in the field, the plan reviewer will go out with the inspector and contractor and help to remedy the issue.
- One person processes and prices the permit package.
- Inspectors will be able to spend more time in the field.



New Position: Permit Specialist

Goal

- Assist the Permit Specialist in answering phone calls and returning emails.
- Assist customers with the permit application process.
- Will take payments online and from walk-in customers.
- Writes permits, completes the permit package, and files the folder.

Benefits

- Process permit faster.
- Help contractors and homeowners stick to their deadlines.
- Relieve some of the work load off the Permit Specialist.
- Expedite response time to emails and phone calls.



PERSONNEL REQUESTS

***All Budget Impact amounts include benefits and onboarding costs**

Ranking	Position/Title	FY 23 Budget Impact	FY 24 Budget Impact
1	Plan Reviewer	$113,144	$113,154
2	Permit Specialist	$63,406	$62,992

CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	Replacing two New Vehicles	$61,000	$1,000	$1,000



REQUESTED OPERATING EXPENDITURES

Line Item	FY 22 Budget	Requested FY 23 Budget	Increase Amount
IWorQ's	$5,500	$8,750	$3,200

PROJECTED REVENUES

Line Item	FY 22 Budget	Projected FY 23 Budget	Increase Amount
Building Permit Fees	$450,000	$500,000	$500,000
Inspection Fees	$275,000	$300,000	$300,000

GOALS FOR FY 22-23

- Accept permits and payments online.
- Going paperless outside of commercial plans submitted for review.
- Start performing plan review on single family structures
- Continue the department's good working relationships with citizens, contractors, and designers while maintaining specific deadlines.



QUESTIONS?

Lotus Bakery



Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5440 - Inspections			
100-5440-020	SALARIES & WAGES	352,138.59	472,413.00
100-5440-030	PART-TIME SALARIES	5,126.00	5,434.00
100-5440-035	OVERTIME SALARIES	5,025.00	5,430.00
100-5440-039	LONGEVITY CONTRIBUTION	6,568.41	7,115.00
100-5440-046	CELL PHONE STIPEND	2,660.00	3,240.00
100-5440-050	FICA	29,723.00	36,736.00
100-5440-060	GROUP INSURANCE CONTRIBUTION	59,277.00	81,344.00
100-5440-070	RETIREMENT CONTRIBUTION	83,781.00	110,940.00
100-5440-071	401K CONTRIBUTION	19,172.00	25,484.00
100-5440-099	INDIRECT TO UTILITY CONTRA	-13,988.00	-16,354.00
100-5440-100	PROFESSIONAL SERVICES	0.00	8,000.00
100-5440-110	TELEPHONE & POSTAGE	1,080.00	1,900.00
100-5440-120	BANK CHARGES	19,310.94	40,000.00
100-5440-140	SCHOOLS & CONFERENCES	6,750.00	10,650.00
100-5440-170	VEHICLE MAINTENANCE & REPAIRS	4,100.00	10,900.00
100-5440-310	FUEL	5,500.00	9,800.00
100-5440-330	DEPARTMENTAL SUPPLIES	3,650.00	4,050.00
100-5440-340	TECHNOLOGY SERVICES & SUPPLIES	11,400.00	22,250.00
100-5440-360	EMPLOYEE UNIFORMS & ACCESSORIES	1,091.31	1,600.00
100-5440-390	SMALL EQUIPMENT	1,500.00	2,600.00
100-5440-450	MISCELLANEOUS	6,809.06	0.00
100-5440-530	DUES & SUBSCRIPTIONS	600.00	600.00
100-5440-720	CAPITAL OUTLAY - BUILDINGS	278,792.39	0.00
100-5440-740	CAPITAL OUTLAY - VEHICLES	0.00	56,000.00
	Total Department: 5440 - Inspections:	**890,066.70**	**900,132.00**

Mebane

5-Year Capital Asset Outlay Forecast (>$25,000)

Inspections

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	2 vehicle replacements - Chevy Traverse AWD	56,000	Vehicles for inspectors
		Subtotal 2022-23	56,000	
2023-24	1			
	2			
	3			
	4			
	5			
		Subtotal 2023-24	-	
2024-25	1			
	2			
	3			
	4			
	5			
		Subtotal 2024-25	-	
2025-26	1			
	2			
	3			
	4			
	5			
		Subtotal 2025-26	-	
2026-2027	1			
	2			
	3			
	4			
	5			
		Subtotal 2026-27	-	
		5-Year Grand Total	$ 56,000	

New Position Request Form

Plan Reviewer	Inspection	7/1/2022
Job Title	Department	Date Required
Inspections	Director	New
Division/Group	Reports To	New or Reclass?
1	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

•Examines commercial, business, and residential building plans, specifications, blueprints, surveys, and sketches for compliance with codes and regulations governing building construction, alteration and repair of buildings, and application of solar energy and environmental protection to structures.

•Recommends changes to plans as needed for compliance; rejects plans not meeting code requirements; authorizes a continuance of construction plans by affixing signature on the plans representing an official approval.

•Makes site visits to construction sites to validate plans review decisions, or amend actions taken.

•Meets with and/or corresponds with building contractors, engineers, property owners, and other interested parties to provide or receive information, explain and interpret building codes and regulations, and provides guidelines on the application and/or appeals process.

•Prepares and maintains official records including reports of activities.

•Prepares residential and commercial permit fees.

Explanation of change / Reasons additional position is needed

This position will perform plan review on commercial and residential plans. Price and process permits to give to permit specialist. The Inspectors will have more time in the field to concentrate on their inspections. Help facilitate answers from customers phone calls or walk-ins during the day, when the inspectors are in the field working. This will help the customers with quick answers and saving time. Help in the field when inspectors need help due to their work load and have meetings with inspectors and contractors/owners when a problem arises.

Special Skills or Qualifications required

•Must hold Level 3 certifications in building, plumbing, electrical and plumbing or certified with all Level 3 certifications within 3 years of employment. Valid Driver's License without restrictions that would limit the full performance of the essential duties.

HR USE ONLY		
Salary Range Anticipated	Recommended Grade	
	Step?	

New Position Request Form

Planning Permit Specialist (Grade 8)	Planning	7/1/2022
Job Title	Department	Date Required
N/A	Cy Stober	New
Division/Group	Reports To	New or Reclass?
1	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

Goal of position is to be front line of Planning Department, receiving customers in lobby, on phone, and via email. Position will review and ultimately approve most residential permits (fences, accessory structures, garages, etc.) that simply must comply with City setbacks, creating a two-week turnarond for these matters. Position will coordinate closely with Inspections Permit Specialist on online permit review, including payment processing.

Explanation of change / Reasons additional position is needed

The Planning Department has no dedicated staff for receiving the public, processing permits and applications, and addessing simple requests. A Permit Specialist can answer fundamental zoning and land use questions; assist customers with permits, especially online; review submitted permits for correct information and payment; and review some zoning permits that do not require advanced training and/or education. The addition of a Permit Specialist will allow most improvements to existing residential properties (e.g. sheds) to be reviewed within two weeks, serving the needs of current Mebane residents. This will, in turn, allow other staff to focus on zoning permits and plan submittals for new developments or redevelopments, which are more complex and time-intensive, and provide a full review on faster timelines. The position will work closely with the Inspections Permit Specialist and will enable both departments to continue to provide full service and response should one of them not be in the office.

Special Skills or Qualifications required

Good customer service and public engagement is necessary. Experience receiving and processing payments is necessary; online payment receipts is desired. Experience using Microsoft Office, especially Word and Excel; spreadsheet tools will be a regular part of position. Familiarity with permit software such as iWorQ, familiarity with file indexing software like Laserfiche, desired. Experience in real estate is a plus.

HR USE ONLY

Salary Range Anticipated	Recommended Grade	
	Step?	

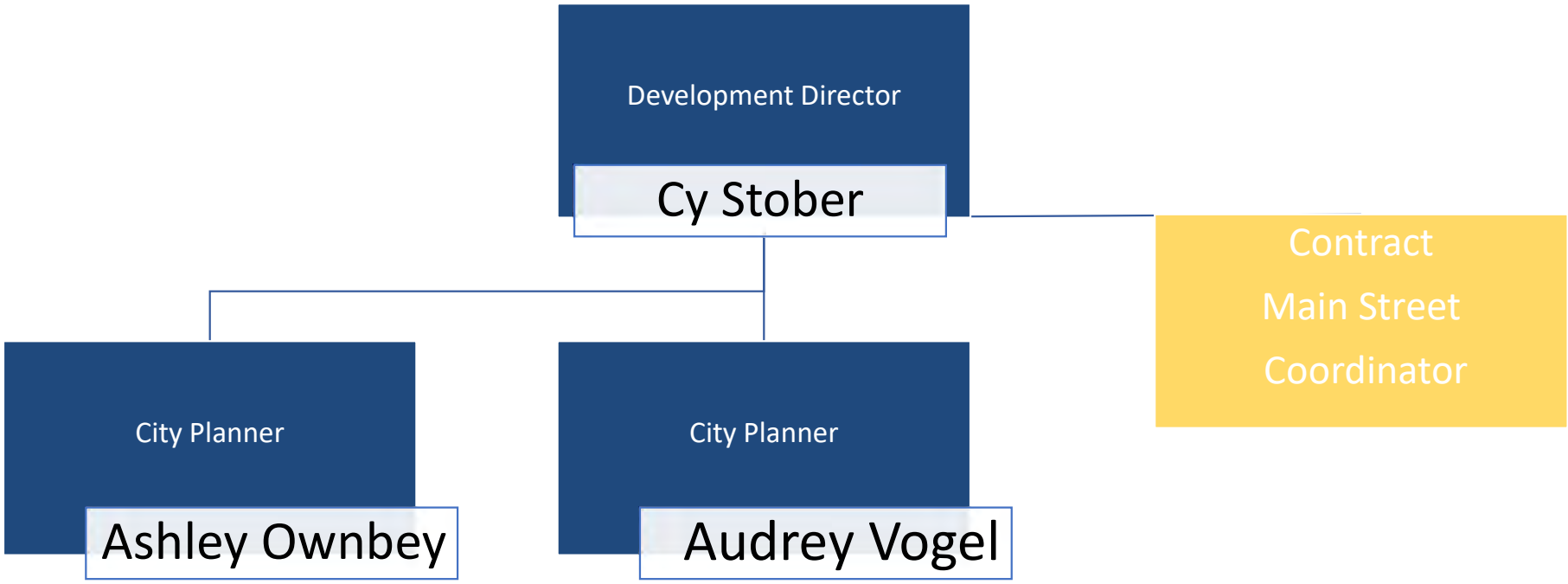
Mebane

Positively Charming

Planning & Zoning

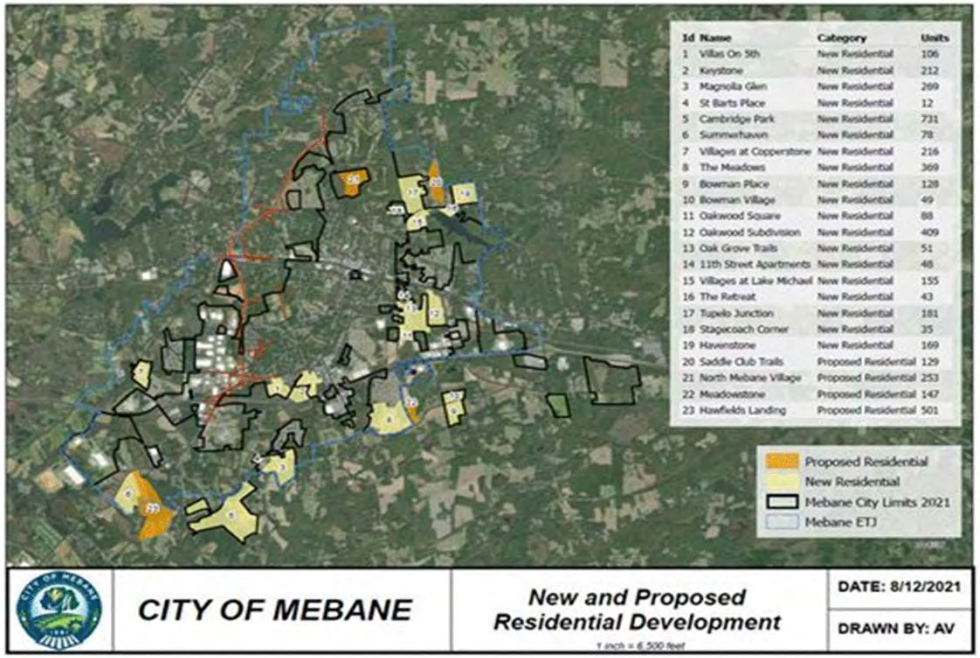
BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART



HIGHLIGHTS OF Calendar Year 2021

- Approved 385 SF zoning permits
- Approved 198 accessory structures
- Approved 56 non-residential permits
- 52 projects reviewed at TRC
- 12 Rezonings & 5 Special Use requests brought to public hearing
- 11 Subdivision plats featuring 105 residential lots presented
- 9 Annexations presented



HIGHLIGHTS OF Calendar Year 2021

- Part-Time Main Street program successfully guiding City forward
  - State has recommended City for full Main Street status 1 year early
- Transitioned all GIS services online
- Maintained role on BGMPO TCC and attended DCHC MPO meetings
- Successfully negotiated expansion of Triangle Regional Model to include Mebane
- Transitioned through and into expanded building
- Realized 7 new pedestrian crosswalks
- Supported City's first new Better Block projects
- Presented the Lowes Blvd Corridor Plan to the City Council
- Initiated three new bike/ped projects: W Crawford St, 3rd – 5th Connector; Yoder Sidewalk

GOALS FOR FY 22-23

- Manage the Bicycle and Pedestrian Transportation Plan revision, in coordination with Recreation & Parks Department
- Kick off the Comprehensive & Transportation Plan updates, in coordination with other departments
- Respond to and plan for Mebane's current and future needs
- Collaborate with regional partners
- Realize and support the City's Main Street program
- Continue conversations regarding transportation and transit with partners
- Bring Online Permitting & Payments into Mainstream
- Adapt to and optimize use of digital archive



Photo courtesy DR Horton, May 6, 2021

GOALS FOR FY 22-23

- Realize and support the City's Main Street program
- Program model and board membership are to be determined
- City participation is time-sensitive
- Budget includes lump sum funding for Main Street Director, website, branding, and other startup materials
- Downtown Exterior Improvement Grant proposed to continue at $50,000/yr



CAPITAL IMPROVEMENT PROJECT REQUESTS

Ranking	Project Title	FY 23 Budget Impact	FY 24 Budget Impact	FY 25 Budget Impact
1	Vehicle	$35,418	$2,400	$2,400



CAPITAL REQUESTS
($5,000 - $24,999)

Ranking	Item	FY 23 Budget Impact
1	Plotter/Scanner	$10,540



FEE CHANGES

Fee	Current Rate	Proposed Rate	Projected Annual Impact
Floodplain Development Permit	$300	$400	$1,000
Encroachment Agreement	$100	Exemption for properties in Downtown & Existing Residences	N/A

REQUESTED OPERATING EXPENDITURES

Line Item	FY 22 Budget	Requested FY 23 Budget	Increase Amount
Professional Services	$119,700	$200,000	$80,300

PROJECTED REVENUES

Line Item	FY 22 Budget	Projected FY 23 Budget	Increase Amount
Planning	$151,352	$110,000	**($41,352)**

QUESTIONS?

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5400 - Planning			
100-5400-020	SALARIES & WAGES	221,831.00	265,621.00
100-5400-030	PART-TIME SALARIES	18,034.00	27,066.00
100-5400-035	OVERTIME SALARIES	3,325.00	5,025.00
100-5400-039	LONGEVITY CONTRIBUTION	1,905.00	5,120.00
100-5400-046	CELL PHONE STIPEND	1,080.00	1,620.00
100-5400-050	FICA	21,230.00	20,745.00
100-5400-060	GROUP INSURANCE CONTRIBUTION	28,628.00	30,935.00
100-5400-070	RETIREMENT CONTRIBUTION	52,775.00	57,029.00
100-5400-071	401K CONTRIBUTION	12,563.00	13,576.00
100-5400-099	UTILITY CONTRA	-28,666.00	-33,509.00
100-5400-100	PROFESSIONAL SERVICES	119,700.00	200,000.00
100-5400-110	TELEPHONE & POSTAGE	5,430.00	5,973.00
100-5400-140	SCHOOLS & CONFERENCES	4,000.00	9,310.00
100-5400-150	BUILDING & GROUNDS MAINTENANCE	8,517.00	13,830.00
100-5400-160	EQUIPMENT MAINTENANCE & REPAIRS	0.00	875.00
100-5400-260	ADVERTISING	18,500.00	13,750.00
100-5400-310	FUEL	0.00	1,200.00
100-5400-330	DEPARTMENTAL SUPPLIES	8,850.00	9,000.00
100-5400-340	TECHNOLOGY SERVICES & SUPPLIES	48,044.28	2,500.00
100-5400-360	EMPLOYEE UNIFORMS & ACCESSORIES	500.00	500.00
100-5400-530	DUES & SUBSCRIPTIONS	8,313.00	10,062.00
100-5400-730	CAPITAL OUTLAY - OTHER	31,284.00	0.00
100-5400-740	CAPITAL OUTLAY - VEHICLES	0.00	35,418.00
100-5400-750	CAPITAL OUTLAY - EQUIPMENT	0.00	9,665.00
	Total Department: 5400 - Planning:	**585,843.28**	**705,311.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5410 - Main Street Program			
100-5410-100	PROFESSIONAL SERVICES	80,000.00	100,000.00
100-5410-110	TELEPHONE & POSTAGE	1,810.00	0.00
100-5410-140	SCHOOLS & CONFERENCES	5,000.00	0.00
100-5410-260	ADVERTISING	11,000.00	16,000.00
100-5410-265	SOCIAL MEDIA & MARKETING	0.00	16,100.00
100-5410-330	DEPARTMENTAL SUPPLIES	3,000.00	0.00
100-5410-360	EMPLOYEE UNIFORMS & ACCESSORIES	500.00	0.00
100-5410-375	DOWNTOWN FACADE CITY GRANTS	50,000.00	50,000.00
100-5410-530	DUES & SUBSCRIPTIONS	500.00	0.00
	Total Department: 5410 - Main Street Program:	**151,810.00**	**182,100.00**

Mebane

5-Year Capital Asset Outlay Forecast (>$25,000)

Planning

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	Planning Department Vehicle	35,418	Department currently has no dedicated vehicle
		Subtotal 2022-23	35,418	
2023-24	1			
	2			
	3			
	4			
	5			
		Subtotal 2023-24	-	
2024-25	1			
	2			
	3			
	4			
	5			
		Subtotal 2024-25	-	
2025-26	1			
	2			
	3			
	4			
	5			
		Subtotal 2025-26	-	
2026-2027	1			
	2			
	3			
	4			
	5			
		Subtotal 2026-27	-	
		5-Year Grand Total	$ 35,418	

Mebane

Positively Charming

PUBLIC WORKS DEPARTMENT

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART

Staff: 26 FT, 3 PT employees

Public Works Director

Administration- 5500
Chuck Smith - Public Works Director
Renee Massey - Administrative Support Specialist

Administrative Support Specialist

Fleet Maintenance -
Richard Aderholt - Automotive Mechanic Supervisor
Devin Gleis - Automotive Mechanic
Jay Hilligrass - Part-time Automotive Mechanic
Vacant - Part-time Automotive Mechanic

Public Facilities
1- Bldg. Maintenance Coordinator

Public Facilities - 5700
Eduardo Mendoza - Bldg. Maintenance Coordinator

Beautification
1 - Supervisor
3 - Groundskeepers

1 - Part-time

Beautification - 5700
Holly Clayton - Grounds Crew Supervisor
Sam Wagstaff - Groundskeeper
Anthony Scott Griffin - Groundskeeper
Eric Perry - Groundskeeper
Sandi Bagby - PT Facilities Assistant

Mowing
1 - Supervisor
1 - Equipment Operator I
3 - Maintenance Technician

Mowing -
Ron Fearrington - Grounds Crew Supervisor
Vacant - Equipment Operator I
Eric Mahon - Maintenance Technician
Justin Andrews - Maintenance Technician
Leslie 'Plum' Hester - Maintenance Technician

Street Maintenance
1 - Supervisor
2 - Equipment Operator I
1 - Maintenance Technician

Street Maintenance - 5500
Brandon Long - Street Maintenance Supervisor
Chayce Aldridge - Equipment Operator I
Vacant- Equipment Operator I
Vacant - Maintenance Technician

Sanitation
1 - Supervisor
5 - Equipment Operators
2 - Sanitation Workers

Sanitation - 5800
Leon Eakes - Sanitation Operations Supervisor
Cameron Cunningham - Sanitation Equipment Operator
Bobby Taylor - Sanitation Equipment Operator
Glen Duncan - Sanitation Equipment Operator
Jamey Simpson - Sanitation Equipment Operator
Marvin Riley - Sanitation Equipment Operator
Robert Angello - Sanitation Worker
Vacant - Sanitation Worker

Fleet Maintenance
1 - Mechanic Supervisor
1 - Mechanic

2 - Part-time Mechanics

Public Works Staff





HIGHLIGHTS OF FY 21-22

- New Management, New Ideas, New Culture
  - Worked with staff to establish expectations for the department, including set work schedules and a focus to improve efficiency to better serve Mebane citizens.
- Managing Growth While Keeping Small Town Charm
- Implemented Sanitation Division collection prioritization and goals.
- Received the new Streets service truck, swap loader and side arm garbage truck.
- Created and filled the Street Maintenance Supervisor and Sanitation Operations Supervisor positions.
- Maintain Above-Standard Streets Condition
- Continue to replace street name signs with new street name sign standard.





GOALS FOR FY 22-23

- Street Repair Contract
  - Perform needed street repairs to maintain above-standard street conditions.
- Ensure Safe Pedestrian Travel
  - Project planning with BPAC & Planning Dept.
  - Downtown crosswalk recoating
- Maintain Sanitation Division service level in a growing city.
- Increase proactiveness in Street Maintenance by way of street repairs.
- Continue to investigate routing software for Sanitation Division.
- Increase available CDL drivers to flex to help Sanitation and Streets Divisions.



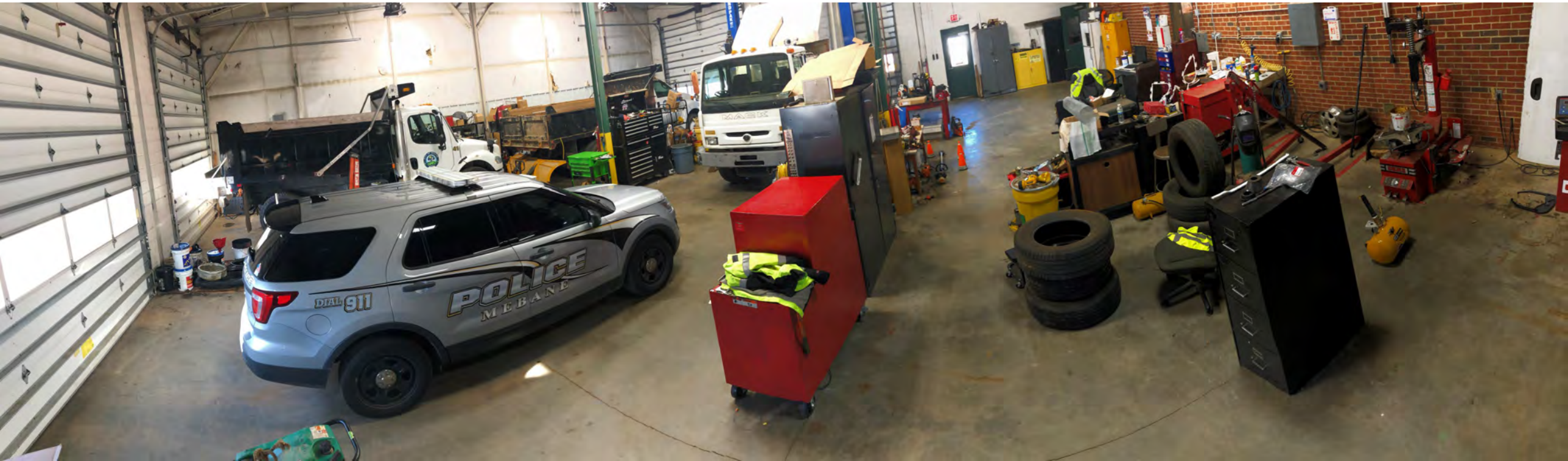




PERSONNEL REQUESTS

***All Budget Impact amounts include benefits and onboarding costs**

Ranking	Position/Title	FY 23 Budget Impact
1	Automotive Mechanic – reclassify two part-time positions to one full-time position.	$30,688



CAPITAL IMPROVEMENT PROJECT REQUESTS
Public Works Department

Ranking	Project Title	FY 23 Budget Impact	Comments
1	Brine Mount System and Body	$50,000	Primary brine truck is out of service, using backup truck.
2	Replace Pick-up Truck (2002) with service truck and plow	$40,000	Out of service - used to spread brine. Mileage 88,080 (1/2022)
3	Replace Pick-up Truck (2007) with service truck and plow	$40,000	Mileage 107,256 as of January 2022
4	Replace Pick-up Truck (2000) with service truck and plow	$40,000	Out of service - Mileage 78,355 as of January 2022
5	Downton Stamped Asphalt Crosswalk Refurbishing	$70,000	West Clay St from N Second St. to N. Fifth St.
6	FEMA Area at PW Facility	$60,000	Develop site plan and obtain permits
7	East Graham St Stormwater project	$25,000	city's portion of design and construction, which includes sidewalk and guardrail.
8	Dead-end street design	$30,000	design for 6 dead-end streets
9	Sidewalk - Crawford St. from N. First St. to N. 2nd St. - Design	$20,000	Provides a sidewalk in an existing gap of the network, entirely on Peoples Church property. Construction proposed for FY 23-24

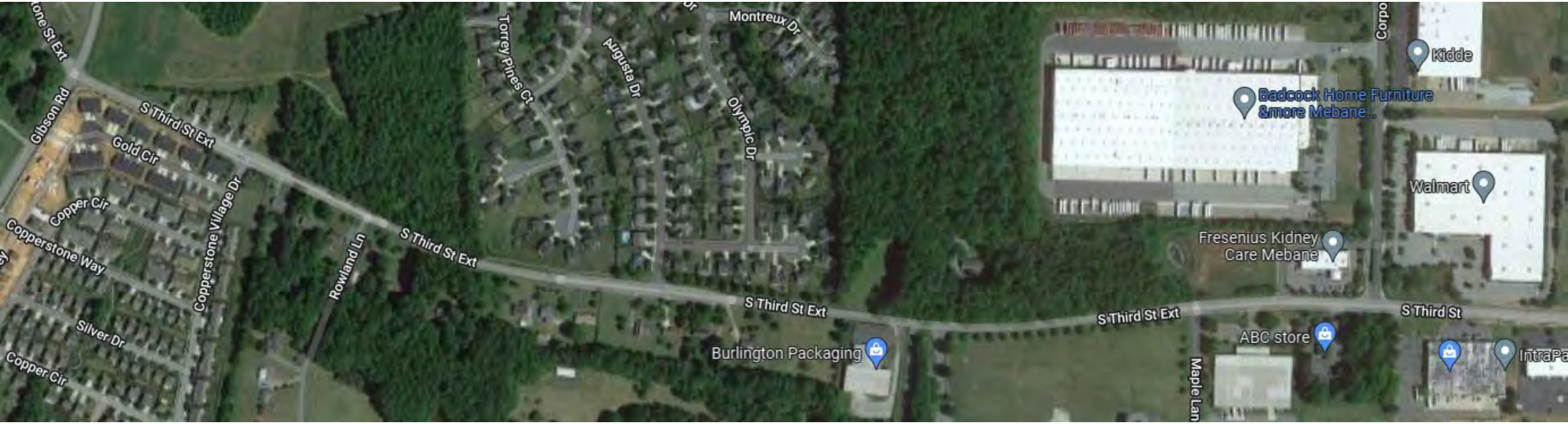
CAPITAL IMPROVEMENT PROJECT REQUESTS
Public Works Department

Ranking	Project Title	FY 23 Budget Impact	Comments
10	Sidewalk – W. Carr Street/Yoder Sidewalk Final Design & Construction	$54,000	Fills sidewalk gap at low-visibility bend in Carr Street. Sidewalk will be on EM Yoder ES campus.
11	Sidewalk - S. Eighth St. to Fifth St. Park via Arrowhead Villas - Surveying and Design	$10,000	Fills Sidewalk Gap & Access to 5th Street Pocket Park. Construction proposed for FY 23-24 Budget
12	Sidewalk - S. Third Ext. from Corporate Park Drive to Gibson Rd - Engineering Design	$110,000	Fills Sidewalk Gap to Governor's Green & Cooperstone Subdivisions. Construction proposed for FY 25-26
13	Holt Street Greenway	$900,000	Mebane Art & Community Center to Third Street.

CAPITAL IMPROVEMENT PROJECT REQUESTS

Public Works Department – Sidewalk Projects

S. Third St to the Copperstone Development / Gibson Rd.



Third St. sidewalk extension project provides connectivity from Corporate Park Rd. to Gibson Rd. The proposal would be for the to sidewalk extends along the northern side of Third St and connects to existing sidewalks at Governor's Green and Copperstone developments.

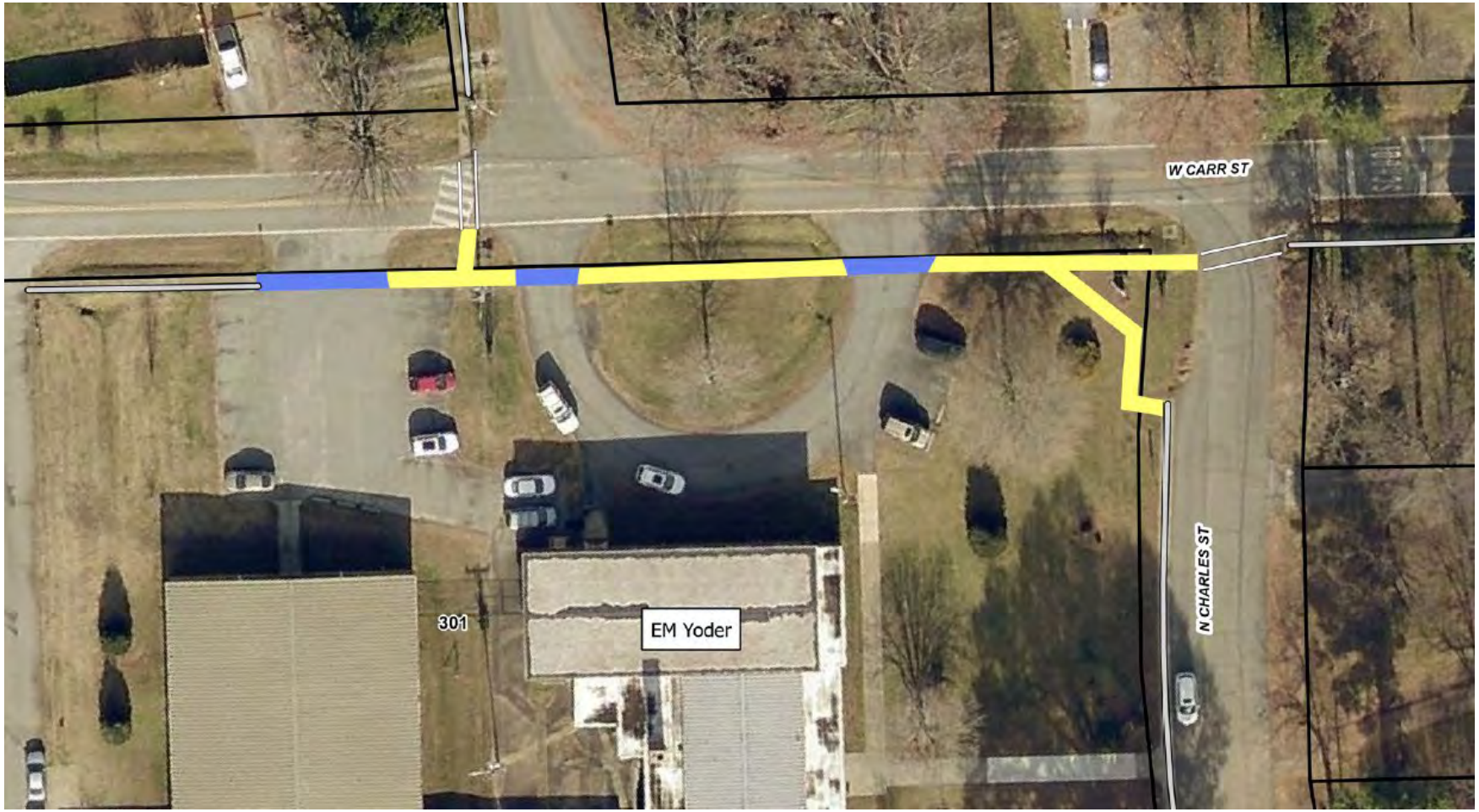
$110,000	**Engineering Design Services (survey, design, and bidding)**

CAPITAL IMPROVEMENT PROJECT REQUESTS
Public Works Department – Sidewalk Projects

W. Carr Street / Yoder Elementary Sidewalk
Final Design & Construction

Fills sidewalk gap at low-visibility bend in Carr Street. Sidewalk will be entirely on EM Yoder ES campus and Alamance-Burlington School System is willing to provide easements. Recommended by BPAC.

$54,000	**Fills Sidewalk Gap on School Property**



CAPITAL IMPROVEMENT PROJECT REQUESTS
Public Works Department – Sidewalk Projects

S. Eighth St. to Fifth St. Park via Arrowhead Villas - Surveying and Design

Fills Sidewalk Gap & Access to 5th Street Pocket Park.

$10,000	**Construction proposed for FY 23-24 Budget**





$900,000	Construction proposed for FY 22-23 Budget

CAPITAL IMPROVEMENT PROJECT REQUESTS
Public Works Department - Sanitation

Ranking	Project Title	FY 23 Budget Impact	Comments
1	Rear Loader Garbage Truck Replacement (2002)	$210,000	Mileage 154,727 as of January 2022
2	Pick-up Truck Replacement (1997) w/ Plow	$40,000	Mileage 190,587 as of January 2022
3	Pick-up Truck Replacement (2002) w/ Plow	$40,000	Mileage 231,716 as of January 2022
4	Mack Leaf Truck Replacement (1999)	$320,000	Assumed mileage greater than 50,000 of January 2022
5	Pull-behind leaf vacuum and box	$110,000	





REQUESTED OPERATING EXPENDITURES

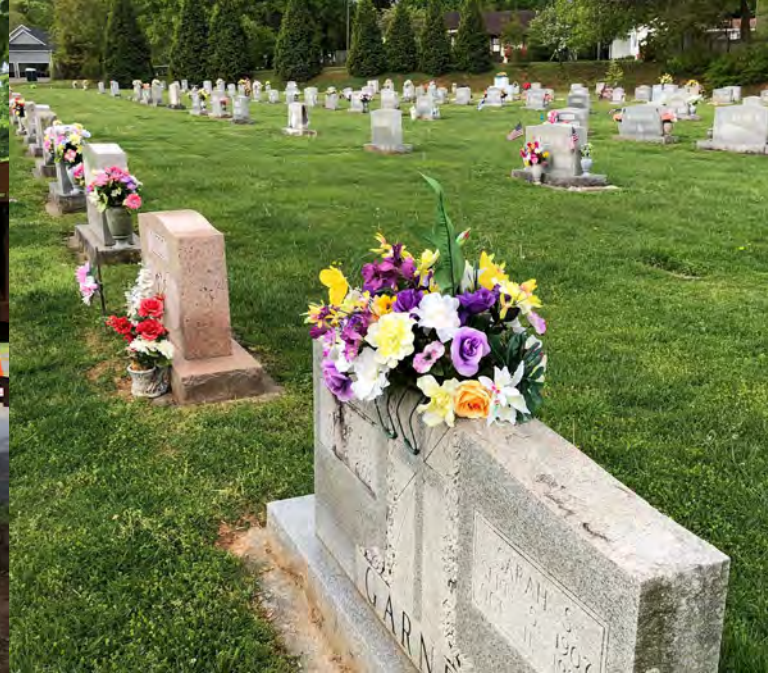
Line Item	FY 22 Budget	Requested FY 23 Budget	Increase Amount
Grounds Maintenance	$83,568	$147,500	$63,932
Roll-Out Garbage Cans	$36,500	$49,000	$12,500











Public Works Department







QUESTIONS?



Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5500 - Public Works			
100-5500-020	SALARIES & WAGES	595,654.00	675,666.00
100-5500-030	PART-TIME SALARIES	37,030.00	45,052.00
100-5500-035	OVERTIME SALARIES	21,100.00	23,100.00
100-5500-039	LONGEVITY CONTRIBUTION	7,578.00	8,116.00
100-5500-046	CELL PHONE STIPEND	2,280.00	1,620.00
100-5500-050	FICA	54,127.00	56,758.00
100-5500-060	GROUP INSURANCE CONTRIBUTION	132,020.00	168,636.00
100-5500-070	RETIREMENT CONTRIBUTION	146,545.00	170,642.00
100-5500-071	401K CONTRIBUTION	33,534.00	39,027.00
100-5500-099	INDIRECT TO UTILITY (CONTRA)	-74,056.00	-83,558.00
100-5500-100	PROFESSIONAL SERVICES	0.00	42,500.00
100-5500-110	TELEPHONE & POSTAGE	11,900.00	12,000.00
100-5500-130	UTILITIES	188,645.00	194,445.00
100-5500-140	SCHOOLS & CONFERENCES	9,600.00	18,500.00
100-5500-150	BUILDING & GROUNDS MAINTENANCE	181,198.00	57,000.00
100-5500-151	SIDEWALK MAINTENANCE & REPAIR	66,162.00	47,500.00
100-5500-152	STORM SEWER & DRIVEWAY PIPE MAI	30,500.00	47,000.00
100-5500-153	STREET MAINTENANCE & REPAIR	751,425.71	872,900.00
100-5500-160	EQUIPMENT MAINTENANCE & REPAIRS	14,512.65	12,700.00
100-5500-170	VEHICLE MAINTENANCE & REPAIRS	34,300.00	41,310.00
100-5500-310	FUEL	35,000.00	44,300.00
100-5500-330	DEPARTMENTAL SUPPLIES	38,600.00	37,350.00
100-5500-340	TECHNOLOGY SERVICES & SUPPLIES	32,740.37	11,800.00
100-5500-342	TECHNOLOGY LICENSES	0.00	14,250.00
100-5500-360	EMPLOYEE UNIFORMS & ACCESSORIES	23,600.00	23,800.00
100-5500-390	SMALL EQUIPMENT	10,322.35	2,600.00
100-5500-391	SMALL EQUIPMENT MAINTENANCE & REPAIR	0.00	3,120.00
100-5500-450	MISCELLANEOUS	8,640.00	5,650.00
100-5500-530	DUES & SUBSCRIPTIONS	2,680.00	2,570.00
100-5500-720	CAPITAL OUTLAY - BUILDING	0.00	7,000.00
100-5500-730	CAPITAL OUTLAY - OTHER	614,051.71	1,294,000.00
100-5500-740	CAPITAL OUTLAY - VEHICLES	379,668.92	120,000.00
100-5500-750	CAPITAL OUTLAY - EQUIPMENT	27,985.00	50,000.00
	Total Department: 5500 - Public Works:	**3,417,343.71**	**4,067,354.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5700 - Public Facilities			
100-5700-020	SALARIES & WAGES	215,505.00	243,306.00
100-5700-030	PART-TIME SALARIES	31,696.00	33,598.00
100-5700-035	OVERTIME SALARIES	2,010.00	2,172.00
100-5700-039	LONGEVITY CONTRIBUTION	4,130.00	4,463.00
100-5700-046	CELL PHONE STIPEND	1,080.00	1,620.00
100-5700-050	FICA	20,457.00	21,690.00
100-5700-060	GROUP INSURANCE CONTRIBUTION	45,008.00	54,010.00
100-5700-070	RETIREMENT CONTRIBUTION	51,447.00	55,594.00
100-5700-071	401K CONTRIBUTION	11,335.00	1,126.00
100-5700-099	UTILITY CONTRA	0.00	-17,392.00
100-5700-100	PROFESSIONAL SERVICES	10,000.00	0.00
100-5700-130	UTILITIES	26,000.00	26,000.00
100-5700-150	BUILDING & GROUNDS MAINTENANCE	42,487.17	45,850.00
100-5700-154	LAKE & MARINA MAINT & OPERATION	63,000.00	63,000.00
100-5700-155	LIBRARY MAINTENANCE & REPAIRS	90,000.00	84,300.00
100-5700-156	GROUNDS MAINTENANCE	77,567.86	147,500.00
100-5700-310	FUEL	900.00	1,000.00
100-5700-330	DEPARTMENTAL SUPPLIES	21,000.00	15,000.00
100-5700-335	SIGNAGE AND BRANDING	57,206.14	58,200.00
100-5700-340	TECHNOLOGY SERVICES & SUPPLIES	4,135.00	0.00
100-5700-342	TECHNOLOGY LICENSES	0.00	750.00
100-5700-360	EMPLOYEE UNIFORMS & ACCESSORIES	400.00	500.00
100-5700-400	FACILITY RENTAL	4,800.00	4,800.00
100-5700-450	MISCELLANEOUS	13,080.00	0.00
100-5700-710	CAPITAL OUTLAY - LAND	70,000.00	0.00
100-5700-720	CAPITAL OUTLAY - BUILDINGS	35,000.00	7,500.00
100-5700-730	CAPITAL OUTLAY - OTHER	15,000.00	20,000.00
	Total Department: 5700 - Public Facilities:	**913,244.17**	**874,587.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Department: 5800 - Sanitation			
100-5800-020	SALARIES & WAGES	322,046.00	360,633.00
100-5800-035	OVERTIME SALARIES	1,005.00	1,086.00
100-5800-039	LONGEVITY CONTRIBUTION	4,438.00	4,819.00
100-5800-046	CELL PHONE STIPEND	0.00	540.00
100-5800-050	FICA	26,312.00	28,038.00
100-5800-060	GROUP INSURANCE CONTRIBUTION	81,168.00	97,402.00
100-5800-070	RETIREMENT CONTRIBUTION	75,153.00	81,210.00
100-5800-071	401K CONTRIBUTION	17,192.00	18,578.00
100-5800-110	TELEPHONE & POSTAGE	3,400.00	3,400.00
100-5800-160	EQUIPMENT MAINTENANCE & REPAIRS	2,000.00	3,000.00
100-5800-170	VEHICLE MAINTENANCE & REPAIRS	191,500.00	215,000.00
100-5800-310	FUEL	70,000.00	73,500.00
100-5800-330	DEPARTMENTAL SUPPLIES	17,600.00	17,700.00
100-5800-331	ROLL-OUT GARBAGE CANS	36,500.00	49,000.00
100-5800-360	EMPLOYEE UNIFORMS & ACCESSORIES	8,500.00	9,500.00
100-5800-420	MATERIAL HAULING & DISPOSAL	569,000.00	592,200.00
100-5800-450	MISCELLANEOUS	16,000.00	0.00
100-5800-530	DUES & SUBSCRIPTIONS	700.00	0.00
100-5800-740	CAPITAL OUTLAY - VEHICLES	326,025.00	610,000.00
100-5800-750	CAPITAL OUTLAY - EQUIPMENT	0.00	110,000.00
	Total Department: 5800 - Sanitation:	**1,768,539.00**	**2,275,606.00**

Mebane

5-Year Capital Asset Outlay Forecast (>$25,000)

Public Works

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	Brine Mount System and Body	50,000	One brine truck is out of service
	2	ST 11 Pick-up Truck (2007) w/ Plow	40,000	15 years old, mileage 107,256
	3	ST 59 Pick-up Truck (2002) w/ Plow	40,000	20 years old, out of service - used to spread brine. Mileage 88,080
	4	ST 24 Pick-up Truck (2000) w/ Plow	40,000	22 years old, mileage 78,355
	5	Downtown Stamped Asphalt Crosswalk Refurbishing	70,000	
	6	FEMA Area at PW Facility	60,000	Devloep site plan and obtain permits
	7	East Graham St Stormwater project	25,000	Should cover city's portion of design and construction, which includes sidewalk and guardrail.
	8	Dead-end street design	30,000	Design for six dead-end streets
	9	Sidewalk - W Carr Street/Yoder Sidewalk Final Design & Construction	54,000	Fills sidewalk gap at low-visibility bend in Carr Street. Sidewalk will be on EM Yoder ES campus.
	10	Sidewalk - S. Third Ext. from Corporate Park Drive to Gibson Rd - Engineering Design	110,000	Fills Sidewalk Gap to Governor's Green & Cooperstone Subdivisions. Construction proposed for FY 25-26
	11	Holt Street Greenway	900,000	
		Subtotal 2022-23	1,419,000	
2023-24	1	ST 60 Bucket Truck (2000)	175,000	
	2	Signal Light and Control Box Replacement	50,000	
	3	PW 105 Pick-up Truck (2007) w/ Plow	40,000	
	4	Ventrac Tractor w/ edger and mowing deck	45,000	
	5	PW/PUD Office Renovation Construction	35,000	
	6	Fleet Services - Service Truck	200,000	
	7	New two bay addition to storage building - design and construction	150,000	
	8	ST 25 Pick-up Truck replace van (2000)	40,000	
	9	ST 94 Pick-up (2008) w/ plow	42,000	
	10	Salt & Sand spreader for swaploader	75,000	
	11	Sidewalk - Crawford St. from N. Charles St. to N. First St. - Design	30,000	
	12	Sidewalk - Crawford St. from N. First St. to N. 2nd St. - Construction	125,000	
		Subtotal 2023-24	1,007,000	

2024-25	1	Beau Camera Van (1998) replace with pick-up	44,000	
	2	Tractor	60,000	
	3	New equipment shed, AWCK site plan FY 23-24, approx. 50' X 300'	200,000	
	4	Salt shed w/ brining station, AWCK site plan FY 23-24, approx. 50' X 200'	150,000	
	5	Sidewalk Connection to Ashbury Engineering Design	30,000	
	6	Sidewalk - Crawford St. from N. Charles St. to N. First St. - Construction	176,000	Sidewalk construction & CEI from North First Street to North Charles Street - two properties yet to respond to initial outreach in FY 22
	7	Third-Fifth Streets Connector Greenway Easements & Final Design	40,000	
		Subtotal 2024-25	700,000	
2025-26	1	New PW fuel station and pumps	30,000	
	2	Sidewalk - S. Third Ext. from Corporate Park Drive to Gibson Rd - Construction	800,000	Fills Sidewalk Gap to Governor's Green & Cooperstone Subdivisions - Construction via phases is a possibility
		Subtotal 2025-26	830,000	
2026-2027	1	Greenway - Third-Fifth Streets Connector Construction	250,000	
	2	Sidewalk Connection to Collington Farm Subdivisions Engineering Design	30,000	Per Planning, Connects disconnected neighborhood
	3	Sidewalk Connection to Ashbury Subdivision Easements & Construction	750,000	Construction via phases is a possibility
		Subtotal 2026-27	1,030,000	
		5-Year Grand Total	$ 4,986,000	

Mebane

5-Year Capital Asset Outlay Forecast (>$25,000)

Sanitation

FY Beginning 2022-23

FY	Rank	Project Title	Requested	Dept Notes
2022-23	1	SAN 61 Rear Loader Garbage Truck Replacement (2002)	210,000	20 years old, mileage 154,727, maintenance increasing cost & issues
	2	SAN 28 Pick-up Truck Replacement (1997) w/ Plow	40,000	25 years old, mileage 190,587, maintenance issues
	3	SAN 65 Pick-up Truck Replacement (2002) w/ Plow	40,000	20 years old, mileage 231,716, maintenance increasing cost & issues
	4	SAN 53 Mack Leaf Truck Replacement (1999)	320,000	23 years old, odometer broken, mileage assumed greater than 50,000
	5	Pull-behind leaf vacuum and box	110,000	We will need to rent a truck for the Fall of 2022
		Subtotal 2022-23	720,000	
2023-24	1	Replace SAN 42 Dump Truck (1993) - add sand/salt spreader & plow	175,000	
	2	SAN 63 Leaf Truck (2002) Replace	325,000	
	3	SAN 66 3500 dump truck (2002)	150,000	
		Subtotal 2023-24	650,000	
2024-25	1	SAN 92 Replacement (2007) sidearm garbage truck	325,000	
	2	SAN 93 Replacement (2008) Pickup	44,000	
		Subtotal 2024-25	369,000	
2025-26	1	Swap Loader w/ dump body, plow, and salt/sand spreader	350,000	
		Subtotal 2025-26	350,000	
2026-2027	1	SAN 35 Leaf Truck (2011) Replace	330,000	replace with compactor body leaf vacuum truck
		Subtotal 2026-27	330,000	
		5-Year Grand Total	$ 2,419,000	

New Position Request Form

Auto Mechanic	Public Works	7/1/2022
Job Title	Department	Date Required
Fleet Maintenance	Automotive Mechanic Supervisor	Reclass
Division/Group	Reports To	New or Reclass?
1	1	
Position Rank (1 = most important/mission critical)	Total Positions Requested	

Primary Duties/Job Description

An employee in this class performs nonsupervisory skilled mechanical and technical work maintaining the City's fleet of vehicles and related powered equipment. Emphasis of the work is on skilled mechanical maintenance and general repairs of motorized equipment and preventive maintenance. The employee is responsible for making diagnosis of repair or replacement of vehicle parts. This employee reports to the Shop Supervisor or other administrative superior and work is evaluated by visual inspection, feedback from City departments, and attainment of stated performance objectives.

Explanation of change / Reasons additional position is needed

The division currently has two part-time positions. These positions would be reclassified to one full time position. Having two part time position that can work one thousand hours per year creates inefficiency in production. Typically, the part time employees work about 20 hours per week and their schedules do not overlap. At times, work must be left from the end of shift, late morning of Wednesday, to the beginning of the next shift on Monday morning. It is preferrable to have an employee working forty hours per week that can continue working a project until completed. We are in the midst of the 'Great Resignation' workforce vacuum and as such hiring a part time employee will be difficult. With the possible retirement of the Automotive Mechanic Supervisor, adding a third full time mechanic will help assure production is met. Lastly, the trend of adding more city staff yields to more city vehicles and equipment. In order to maintain production, we will need to either pay an outside vendor or add city staff to keep up with the workload.

Special Skills or Qualifications required

Graduation from high school or GED equivalency and 5 - 7 years experience in general automotive mechanics. A technical degree in automotive maintenance is desired. NC Commercial Driver's License (CDL-B); NCI and OBD II (On-Board Diagnostic Certification Program for emissions) state inspection certificate

HR USE ONLY		
Salary Range Anticipated	Recommended Grade	
	Step?	

Mebane

Positively Charming

Administration

BUDGET REQUEST 2022-2023

ORGANIZATIONAL CHART

City Manager — Chris Rollins



- **Assistant City Manager** — Preston Mitchell



- **HR Director** — Beatrice Hunter



  - **HR Consultant** — Jarred Vinson



- **City Clerk** — Stephanie Shaw



- **City Attorney** — Lawson Brown



- **Public Information Officer** — Currently Advertising

HIGHLIGHTS OF FY 21-22

- Acquired via Donation Eastern Fire Station site
- Completed Upgrade to City Website
- Submitted funding request for WRRF Expansion – NC SRF
- Coordinated recommended repairs within CPL Space Needs study
- Thermo Fisher Scientific & Amazon announcements
- Wastewater Capacity Policy
- Relaunched Employee Self-Service
- Executed & Implemented Compensation Study
- Began Implementation of Electronic Records and Imaging process in coordination with IT Department
- Hired Human Resources Consultant
- Public Information Officer: Advertised in Q1 2022
- No CIP requests for FY 22-23
- No Personnel requests for FY 22-23

GOALS FOR FY 22-23

- Complete implementation of Applicant Tracking System
- Implement Performance Management System
- Complete next phase of document management and workflow automation project (HR)
- Execute Diversity Training for Management and Staff
- Implement Preliminary Engineering & Design approach for non-Capital Project Ordinance projects





Leading by Serving:

- Our goal is to carry out the Council's plan for Mebane's future.
- We strive to provide guidance through collaboration and service to our employees.

QUESTIONS?

Budget Listing

Mebane, NC

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 23 DEPT 2
Fund: 100 - General Fund			
Expense			
Department: 4200 - Administration			
100-4200-020	SALARIES & WAGES	804,398.40	891,348.00
100-4200-030	PART-TIME SALARIES	4,335.00	7,200.00
100-4200-039	LONGEVITY CONTRIBUTION	17,386.33	20,790.00
100-4200-045	CAR ALLOWANCE	3,672.00	3,692.00
100-4200-046	CELL PHONE STIPEND	1,620.00	1,620.00
100-4200-050	FICA	65,176.00	69,779.00
100-4200-060	GROUP INSURANCE CONTRIBUTION	77,391.00	92,869.00
100-4200-070	RETIREMENT CONTRIBUTION	181,053.00	206,873.00
100-4200-071	401K CONTRIBUTION	43,112.00	47,887.00
100-4200-099	INDIRECT TO WATER (CONTRA)	-305,344.00	-314,890.00
100-4200-100	PROFESSIONAL SERVICES	137,772.00	178,688.00
100-4200-110	TELEPHONE & POSTAGE	5,656.00	5,820.00
100-4200-140	SCHOOLS & CONFERENCES	12,107.00	24,371.00
100-4200-170	VEHICLE MAINTENANCE & REPAIRS	350.00	0.00
100-4200-260	ADVERTISING	2,500.00	7,500.00
100-4200-310	FUEL	350.00	350.00
100-4200-330	DEPARTMENTAL SUPPLIES	23,100.00	16,650.00
100-4200-340	TECHNOLOGY SERVICES & SUPPLIES	11,337.00	19,973.00
100-4200-342	TECHNOLOGY LICENSES	0.00	350.00
100-4200-390	SMALL EQUIPMENT	2,015.42	0.00
100-4200-450	MISCELLANEOUS	23,489.85	3,132.00
100-4200-530	DUES & SUBSCRIPTIONS	5,687.00	5,500.00
100-4200-730	CAPITAL OUTLAY - OTHER	16,000.00	0.00
	Total Department: 4200 - Administration:	**1,133,164.00**	**1,289,502.00**
	Total Expense:	**1,133,164.00**	**1,289,502.00**
	Total Fund: 100 - General Fund:	**1,133,164.00**	**1,289,502.00**
	Report Total:	**1,133,164.00**	**1,289,502.00**

The Mebane City Council met for its regular monthly meeting at 6:00 p.m., Monday, April 4, 2022 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 East Washington Street.

Councilmembers Present:
Mayor Ed Hooks
Councilmember Katie Burkholder
Councilmember Sean Ewing
Councilmember Montrena Hadley
Councilmember Jonathan White

Councilmember Joined Via Phone Conference
Mayor Pro-Tem Tim Bradley

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
Franz Holt, City Engineer
Daphna Schwartz, Finance Director
Kyle Smith, Utilities Director
Aaron Davis, Recreation and Parks Director
Jamie Joseph, Deputy Fire Marshal

Mayor Hooks called the meeting to order. Pastor Sammy Ballard of First Baptist Church of Mebane gave the invocation. No one spoke during the Public Comment period.

Mayor Hooks gave an overview of the Consent Agenda:

a. Approval of Minutes- March 7, 2022 Regular Meeting
b. Petition for Voluntary Non-Contiguous Annexation- Hawfields Landing
c. City Representation on Regional Boards
d. Resolution seeking NC Division of Water Infrastructure funding- new 1 MG elevated storage tank
e. Water Resources Recovery Facility (WRRF) Reclassification- Laboratory Technician to Laboratory Supervisor
f. Adoption of 10 Year Utility Capital Improvement Plan to improve funding application and Adopting a Resolution for the WRRF expansion project requesting funding assistance from the State (CWSRF)
g. Reimbursement Resolution for the WRRF 1.5 MGD Expansion Project
h. Budget Amendment for the WRRF 1.5 MGD Expansion Capital Project Ordinance
i. Reimbursement Resolution for the Lake Michael Dam Spillway Replacement
j. Budget Amendment for the Oil Reclamation Shed
k. Final Plat- Cambridge Park, Ph. 2C

Mr. Ewing made a motion, seconded by Mr. White, to approve the Consent Agenda as presented. The motion carried unanimously, including Mr. Bradley's vote via phone conference.

Item b.

RESOLUTION FIXING DATE OF PUBLIC HEARING ON
QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-58.2

Annexation No. 152

WHEREAS, a petition requesting annexation of the non-contiguous area described herein has been received; and

WHEREAS, the Mebane City Council directed the City Clerk to investigate the sufficiency of the petition; and

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WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED, by the Mebane City Council of the City of Mebane, North Carolina that:

Section 1. A public hearing on the question of annexation of the non-contiguous area described herein will be held at 6:00 p.m. on May 2 2022.

Section 2. The area proposed for annexation is described as follows:

COMMENCING at an existing iron, said iron being located on the Southern Right-of-Way of S. NC 119 Hwy, said iron being the Northeastern common corner of Compass Realty Hawfields, LLC Property (9803677687, D.B. 3982, Pg. 238; Lot 1 P.B. 78, Pg. 312) and the Gilda Scott Property (9803782167, D.B. 350, Pg. 613); Thence, following a common line with said Scott Property S 16°38'47" W a total distance of 942.63 feet to an existing iron, said iron being a common corner with said Scott property and the POINT OF BEGINNING; Thence, following common lines with said Scott property the following calls: S 32°59'11" E a distance of 1,251.07 feet to an existing rock; Thence S 22°03'26" E a distance of 1,087.76 feet to an existing iron; Thence, S 68°04'45" E a distance of 358.03 feet to an existing rock; Thence, S 51°59'30" E a distance of 165.28 feet to an existing rock; Thence, S 63°51'08" E a distance of 350.22 feet to an existing iron, said iron being located in the Northern right of way of Farrell Road (S.R. 2134) and a common corner with said Scott property; Thence, following said Right-of-Way of said Farrell Road the following calls: a curve to the left having a radius of 2414.09 feet and a chord bearing and distance of S 29°39'33" W a distance of 288.83 feet to an existing iron; S 26°47'57" W a distance of 614.05 feet to an existing iron; S 26°36'39" W a distance of 919.16 feet to an existing iron, said iron being located in the Northern right of way of Farrell Road and a common corner with James E Farrell Heirs (9803735678, D.B. 481 Pg. 269); Thence, following the common line with said James E Farrell property, S 72°02'10" W a distance of 637.98 feet to an existing pinch top post, said post being a common corner with said James E Farrell Property and James M Farrell property (9803720779, D.B. 2123, Pg. 385); Thence, following the common property line with said James M Farrell property, S 72°10'02" W a distance of 912.40 feet to an existing iron, said iron being a common corner with said James M Farrell property and Desco Summerhaven, LLC property (9803630476, D.B. 4042, Pg. 818); Thence, following the common line with said Desco property, N 00°23'42" W a distance of 436.02 feet to an existing iron, said iron being a common corner with said Desco property and Janet Ecklebarger property (9803642756, D.B. 3411, Pg. 968); Thence, following a common line with said Ecklebarger property, N 24°05'26" E a distance of 824.98 feet to an existing iron, said iron being a common corner with said Ecklebarger property and Walter & William McAdams property (9803657182, D.B. 4149, Pg. 361); Thence, following a common line with said McAdams property, N 20°57'20" E a distance of 757.49 feet to an existing iron; Thence, following another common line with said McAdams property, S 81°02'42" W a distance of 346.93 feet to an existing iron, said iron be a common corner with said McAdams & Ecklebarger property; Thence, following a common line with said Ecklebarger property, N 38°25'45" W a distance of 543.50 feet to an existing iron, said iron being a common corner with said Ecklebarger property and Jay & Melanie Tufts property (9803652931, D.B. 3726, Pg. 797); Thence, following a common line with said Tufts property, N 15°53'09" E a distance of 277.65 feet to an existing iron, Thence, following another common line with said Tuft property, N 58°45'54" W a distance of 163.41 feet to an existing iron, said iron being a common corner with said Tuft property and Desco Summerhaven, LLC property (9803578217, D.B. 4042, Pg. 807); Thence, following common property line with said Desco property the following calls: N 02°42'16" W a distance of 631.01 feet to an existing iron; N 49°08'57" E a distance of 361.73 feet to an existing iron; Thence, following a common line with said Desco property and The Christian Education Society of Mebane, Inc. property (9803578931, D.B. 4260, Pg. 852), N 18°34'00" W a distance of 1,696.10 feet to a point; Thence following a common line with said Education property, N 39°04'32" W a distance of 141.67 feet to a point, said point being located on the Southern right of way of S. NC Hwy 119; Thence following said right of way the following calls; N 50°55'28" E a distance of 52.99 feet to an existing iron; a curve to the right having a radius of 951.90 feet and a chord bearing and distance of N 62°15'57" E a distance

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of 303.93 feet to an existing iron; a curve to the right having a radius of 951.90 feet and a chord bearing and distance of N 73°00'07" E a distance of 51.49 feet to an existing iron, said iron being located on right of way of said Hwy 119 and a common corner with Compass Realty Hawfields, LLC property (9803677687, D.B. 3982, Pg. 223); Thence, leaving said right of way and following common lines with said Hawfields property the following calls: S 25°05'30" E a distance of 225.15 feet to a point; S 18°11'39" W a distance of 128.89 feet to a point; S 18°33'10" E a distance of 75.82 feet to a point; S 61°47'50" E a distance of 138.74 feet to a point; N 89°32'42" E a distance of 348.35 feet to a point; S 43°55'57" E a distance of 58.95 feet to a point; S 24°06'25" E a distance of 174.79 feet to a point, said point being a common corner with said Hawfields property and Gilda Scott Property; Thence, following a common line with said Scott Property, S 16°38'47" W a distance of 160.30 feet to an existing iron, said iron being a common corner with said Scott property; Thence, continuing with common line, S 16°38'47" W a distance of 35.16 feet to an existing iron, said iron being a common corner with said Scott Property and being the POINT AND PLACE OF BEGINNING, containing 148.960 ac +/-.

Section 3. Notice of the public hearing shall be published once in the Mebane Enterprise, a newspaper having general circulation in the City of Mebane, at least ten (10) days prior to the date of the public hearing.

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Ed Hooks, Mayor

ATTEST:

_____
Stephanie W. Shaw, City Clerk

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Item d.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction and studies of wastewater treatment works, and

WHEREAS, The City of Mebane has need for and intends to construct a water project described as a New Elevated Water Storage Tank Project, and

WHEREAS, The City of Mebane intends to request State loan and/or grant assistance for the project,

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

That the City of Mebane, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Mebane to make scheduled repayment of the loan, to withhold from the City of Mebane any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Ed Hooks, Mayor, and Chris Rollins, City Manager, the **Authorized Officials**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Officials**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 4th day of April 2022 in Mebane, North Carolina.

_____
Ed Hooks, Mayor

Item f.

RESOLUTION BY THE MEBANE CITY COUNCIL

WHEREAS, The **City of Mebane** has completed a Capital Improvement Plan (CIP) for the Water and Sewer Enterprise Fund that now spans 10-years, and

WHEREAS, The **City of Mebane** held a City Council Meeting on April 4, 2022 to present the 10-Year Water and Sewer CIP, and

WHEREAS, An application for funding submitted to the North Carolina Department of Environment Quality (DEQ) Division of Water Infrastructure (DWI) may earn points if the Applicant has a CIP adopted by the City Council within two years of the application date.

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

That **City of Mebane** does hereby adopt the Capital Improvement Plan (CIP) as updated for the Fiscal Year 2021-22 budget, as presented at the April 4, 2022 City Council Meeting.

Adopted this the 4th day of April, 2022 at Mebane, North Carolina.

_____
Ed Hooks, Mayor

RESOLUTION BY THE MEBANE CITY COUNCIL

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater system improvements, and

WHEREAS, The **City of Mebane** has need for and intends to construct a project to expand the wastewater treatment capacity of its Water Resource Recovery Facility, and

WHEREAS, The **City of Mebane** intends to request State Clean Water Revolving Fund (CWSRF) assistance for the project,

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

That **City of Mebane**, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State Clean Water State Revolving Fund (CWSRF) award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Mebane to make scheduled repayment of the loan, to withhold from the City of Mebane any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That City Manager, Chris Rollins, the City's **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a Clean Water State Revolving Fund (CWSRF) to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

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That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 4th day of April, 2022 at Mebane, North Carolina.

_____
Ed Hooks, Mayor

Item g.

Reimbursement Resolution for Water Resource Recovery Facility 1.5 MGD Expansion Project -- authorizing the City to reimburse itself for early Project expenditures from later financing proceeds

Introduction

The City intends to undertake a Project (as described below), use its own funds to pay initial Project costs, and then reimburse itself from financing proceeds for these early expenditures. The Manager and the Finance Director have advised the Council that it should adopt this resolution to document the City's plans for reimbursement, so as to comply with certain federal tax rules relating to reimbursement from financing proceeds.

BE IT RESOLVED by the City Council of the City of Mebane, North Carolina, as follows:

1. The Project is the Water Resource Recovery Facility (WRRF) 1.5 million gallons per day (MGD) expansion.

2. The City intends to advance funds for initial Project costs, and then reimburse itself from financing proceeds. The expected primary type of financing for the Project (which is subject to change) is revenue bonds. The expected maximum amount of financing expected for the Project (including allowances for reserves and financing costs) is approximately $51,000,000.

3. Funds for the early Project expenditures may come from the City's Water and Sewer Fund, or any other appropriate City fund.

4. The City intends for the adoption of this resolution to be a declaration of its official intent to reimburse itself from financing proceeds for Project cost expenditures.

Item h.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, and the WRRF 1.5 MGD Capital Project Ordinance duly adopted on May 3, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
Utility Fund - Non-Departmental	$ 4,594,094	$ 215,000	$ 4,809,094
WRRF 1.5 MGD Capital Project Ordinance	$ 3,310,000	$ 215,000	$ 3,525,000

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
Utility Fund - Appropriated Fund Balance	$ 2,025,368	$ 215,000	$ 2,240,368
WRRF 1.5 MGD Capital Project Ordinance	$ 3,310,000	$ 215,000	$ 3,525,000

This the 4th day of April, 2022.

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Item i.

Reimbursement Resolution for Lake Michael Dam Spillway Replacement Project -- authorizing the City to reimburse itself for early Project expenditures from later financing proceeds

Introduction --

The City intends to undertake a Project (as described below), use its own funds to pay initial Project costs, and then reimburse itself from financing proceeds for these early expenditures. The Manager and the Finance Director have advised the Council that it should adopt this resolution to document the City's plans for reimbursement, so as to comply with certain federal tax rules relating to reimbursement from financing proceeds.

BE IT RESOLVED by the City Council of the City of Mebane, North Carolina, as follows:

1. The Project is the Lake Michael Dam Spillway Replacement.

2. The City intends to advance funds for initial Project costs, and then reimburse itself from financing proceeds. The expected primary type of financing for the Project (which is subject to change) is an installment purchase agreement. The expected maximum amount of financing expected for the Project (including allowances for reserves and financing costs) is approximately $4,000,000 to $6,000,000.

3. Funds for the early Project expenditures may come from the City's General Fund, or any other appropriate City fund.

4. The City intends for the adoption of this resolution to be a declaration of its official intent to reimburse itself from financing proceeds for Project cost expenditures.

Item j.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Public Works	$ 3,417,344	$ 40,000	$ 3,457,344

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	$ 4,279,955	$ 40,000	$ 4,319,955

This the 4th day of April, 2022.

A Public Hearing was held on a request from Duke University Health Systems for adoption of an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina to include the 0.93 acres located at 1103 Crystal Lane in Alamance County. Mr. Brown gave an overview of the request, stating that this is a voluntary contiguous annexation.

Tom Boney, Editor and Owner of Alamance News, requested clarification of the acreage amount and the location. Mr. Lawson replied 0.93 acres and gave a detailed description of the location.

Mr. Ewing made a motion, seconded by Mr. White, to close the public hearing. The motion carried unanimously, including Mr. Bradley's vote via phone conference. Mr. Bradley made a motion, seconded by Ms. Hadley, to adopt an Ordinance to Extend the Corporate Limits to include the 0.93 acres. The motion carried unanimously.

A Quasi-judicial Public Hearing was held on a request from the City of Mebane for approval of a Special Use Permit to allow for an Elevated Water Storage Tank (EST) on a +/-1.39-acre parcel to be subdivided from a +/-5.16-acre property at 1500 South Third Street.

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

Clerk Shaw swore in/affirmed the following:

Cy Stober- Mebane Development Director
Kyle Smith- Mebane Utilities Director
Franz Holt- Mebane Engineer
Josh Johnson- Mebane Stormwater Engineer
Tom Taylor- Real Estate Appraiser- Taylor and Associates Appraisers, Inc.
Tom Tant- P.E.- Hazen and Sawyer
Aaron Babson- P.E. Hazen and Sawyer
Jeff Cruickshank- P.E.- Hazen and Sawyer
Preston Mitchell- Mebane Assistant City Manager
Chris Rollins- Mebane City Manager
Jamie Joseph- Deputy Fire Marshall
Carl Bradley- Attendee

Mr. Stober gave an overview the request. He stated that the property is currently zoned M-2, Light Manufacturing. The Special Use request is specifically, as defined in the Mebane Unified Development Ordinance (UDO), is for "Public Utility Essential to the Immediate Area". The property is located inside the City limits in Alamance County. The subject property lies at the entrance of North Carolina Industrial Center and directly across from Maple Lane. The I million-gallon EST will be +/-200' tall. The 20' landscape buffer and driveway criteria apply. Additionally, the EST is subject to the development standards of Section 4-7.9.H ("Public Works and Public Utility Facilities Essential to the Immediate Area"), which requires fencing and has use-specific regulations regarding noise, dust, and outdoor storage. The EST will fulfill goals of the City's adopted Long-Range Utility Plan as well as enhance the City's public safety needs. Special Purpose Lots are detailed in Section 4-6 of the UDO, where they are reserved for utility uses and all dimensional requirements (e.g., setbacks) are waived. Mr. Stober gave a brief review of the Special Use Requirements, stating that based upon presented testimony the Council/Board must determine that the use will:

- Not materially endanger public health or safety;
- Not substantially injure the value of adjoining or abutting properties;
- Be in harmony with the area in which it is to be located; and
- Be in general conformity with the City's adopted plans and policies.

Mr. Smith presented the request on behalf of the City. He began by introducing the Project Team. He shared visual examples of various water tanks in surrounding areas. Mr. Smith shared the following reasons why the new water tanks is needed:

- Mebane currently has a 300,000-gallon elevated storage tank on 11th Street and a 3-million-gallon clearwell at the Graham Mebane Water Plant.

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- Current tank and clearwell configuration meets regulatory requirements but is too small to equalize hourly demand variations while maintaining sufficient reserves for firefighting.
- Water system compensates for lack of existing elevated storage capacity by taking advantage of surplus pumping capacity at the water plant.
- Large fire flows or breaks can drain the current tank in one hour or less. Hazen confirmed through hydraulic modeling the existing tank can be drained in approximately 50 minutes with large flows.
- The new tank can sustain fire flows of 3,000 GPM for three hours even if the existing tank is empty or out of service.

Mr. Smith stated when the team began looking for the best project sites, they were looking for the following:

- High ground elevations to minimize height of tank.
- Near large water mains.
- Approximately the same distance from the supply source as the existing tank to allow balanced water levels and turnover that prevents high water age.
- Locations where needed fire flows are highest.

Looking at those four criteria, the 1500 South Third Street site proved to be the best site. Mr. Smith then reviewed the Findings of Fact, stating:

- Development will not materially endanger the public health or safety.
    - The proposed 1 MG elevated storage tank will increase public health and safety by providing additional water storage for firefighting and other emergencies.
- Development will not substantially injure the value of adjoining or abutting property.
    - "…the proposed water tower will be compatible with nearby development and will not have any adverse effect on the value of abutting or surrounding properties."
- Development will be in harmony with the area in which it is to be located.
    - The proposed 1 MG elevated storage tank will be located within the North Carolina Industrial Center on property zoned M-2.
- Development will be consistent with the City of Mebane Long Range Utility Plan.
    - The Long-Range Utility Plan calls for the addition of a second elevated storage tank as the average daily water use nears 2.0 MGD.

Ms. Burkholder stated in her review of the Planning Board minutes, she read a note which stated Mr. Holt would be visiting the property. She questioned if he had done so. Mr. Holt stated he did make a site visit and he has an upcoming scheduled meeting with the Long family to discuss the stormwater controls. Mr. Holt asked Mr. Johnson to come up and speak to the stormwater concerns.

Mr. Johnson said there are two residential properties located to the west of the subject property. A stream originates on that property and that stream runs very close to one of those homes which is on the Long family's property. He said the Long family is concerned about flooding. Mr. Johnson explained the history of the stormwater ponds within NCIC. The City will own and maintain the storm water pond for the purposes of treating and detaining runoff from the proposed and adjacent site. He said what the City is building will be a far less impervious level than what could be built there if developed commercially as an industrial property.

Mr. Bradley questioned if there are any concerns with flooding if the water tank ruptures or is damaged in any way. Mr. Tant stated that the water tanks are designed per the building code and based on what they see in the industry the public safety benefits of having a water storage tank in place far outweighs any events such as an accidental rupture.

Ms. Hadley questioned if the City would be liable if there was a tank rupture.

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There was some discussion regarding fire flow improvements in several locations with the installation of this water tank.
Mr. White asked for clarification regarding driveway access. Mr. Smith stated there is a driveway access off of Third Street and also a shared driveway with Fresenius Medical.

Mr. Taylor provided his professional opinion that the proposed project will not substantially injure the value of adjoining or abutting properties.

Carl Bradley questioned if the tank would have lighting. Mr. Smith said currently the height is only approximate. Should the height of the tank require lighting, the City will comply with FAA regulations.

Mr. Rollins addressed Ms. Hadley's early question about the City's liability if there were ever a tank rupture. He explained that there would be many different variables to consider, so there is no clear answer.

Mr. Ewing made a motion, seconded by Ms. Hadley, to close the public hearing. The motion carried unanimously, including Mr. Bradley's vote via phone conference. Mr. Ewing made a motion, seconded by Ms. Burkholder, to find that the request is both reasonable and in the public interest because it finds that it:

1. Will not materially endanger the public health or safety;
2. Will not substantially injure the value of adjoining or abutting property;
3. Will be in harmony with the area in which it is located; and
4. Will be in conformity with the objectives and goals of the City's Long Range Utility Plan and in the City's 2017 Comprehensive Land Development Plan *Mebane By Design*.

The motion carried unanimously, including Mr. Bradley's vote via phone conference.

Mr. Johnson presented a request for the adoption of a Resolution seeking a State Asset Inventory and Assessment grant for the study of existing water infrastructure as related Lead and Copper Rule Revision (LCRR). With Council approval, the City plans to apply for funding to update its Lead and Copper Plan to comply with the recently promulgated LCRR from January 2021. This study will fund the second phase of the program creation which will include further desktop analysis of the water system for pipe materials, field analysis and investigation of water main and service lines, and compilation of the testing results into a GIS format. This step is required in order to comply with the LCRR, with or without the grant. This work will also provide information to update the City's asset management of the drinking water system. The funding application is due May 2, 2022, and will be submitted prior to the application deadline. Staff recommends applying for available AIA funding assistance grant.

Mr. White asked when the City would hear if the grant was awarded. Mr. Johnson said typically around July.

Mr. White made a motion, seconded by Ms. Hadley, to approve the adoption of the resolution stating that the City intends to study its existing drinking water infrastructure in preparation for the lead and copper rule revision implementation and intends to request State grant funding assistance and authorizing Chris Rollins, City Manager, to make application on behalf of the City of Mebane. The motion carried unanimously, including Mr. Bradley's vote via phone conference.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants

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to aid eligible units of government in financing the cost of construction and studies of drinking water distribution system and wastewater collections system projects, and

WHEREAS, The City of Mebane has need for and intends to conduct a study on drinking water distribution studies described as study of all drinking water infrastructure, using AIA funding, that belong to the City of Mebane. This study will evaluate the age and location of existing infrastructure in preparation for the lead and copper rule revision implementation, and

WHEREAS, The City of Mebane intends to request State loan and/or grant assistance for the projects.

Now therefore it be resolved, by the City Council of the City of Mebane:

That City of Mebane, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Mebane to make scheduled repayment of the loan, to withhold from the City of Mebane any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Chris Rollins, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 4th of April 2022 at City of Mebane Glen Stephenson Municipal Building, Mebane, North Carolina.

_____

(Signature of Chief Executive Officer)- Mayor Ed Hooks

Mr. Stober presented a request to award a Downtown Exterior Improvement Grant (DEIG) of $6,201 to Kean Nguyen to address the described needs for 108 and 110 West Clay Street. He gave a brief overview of the DEIG program. He stated that Council awarded five (5) applicants a total of $20,308.31 for qualifying requests at its March 7, 2022, meeting, leaving $29,691.69 in grant funds available for award. One qualifying application for 108 and 110 West Clay Street was received for consideration by the Council: $6,201 to replace one broken window in the rear of the building; paint sides of both buildings grey or beige; repaint rear of both buildings' beige; paint metal stair railings black; and paint the façade of 108 West Clay Street white and the façade of 110 West Clay Street grey with white trim on all accents and windows. The applicant is not seeking reimbursement for the painting already done for 108 West Clay Street, which was ordered by a tenant, and the landlord will be matching that paint tone and color to present a property with a consistent appearance.

Mr. White made a motion, seconded by Mr. Ewing, to award a DEIG of $6,201 to Kean Nguyen to address the described needs for 108 and 110 West Clay Street. The motion carried unanimously, including Mr. Bradley's vote via phone conference.

Ms. Hunter presented a request for consideration of making Juneteenth a City holiday and paid employee holiday. She explained that at the March Council meeting, Council requested staff to explore Juneteenth as City holiday and paid employee holiday. She stated on June 17, 2021, President Joe Biden signed Juneteenth into law, and it became a national holiday and a paid holiday for federal employees. She referenced a list of holiday comparisons with surrounding cities which was included in the Council's packet.

Mr. White said he assumes the Juneteenth holiday date will be set federally, if it is on a Saturday, it would move to Friday and if on a Sunday, it would move to Monday. Ms. Hunter replied yes which is what happened this year and it will be observed on June 20th. Mr. White then questioned if the City's celebration would always be held on the weekend. Mr. Davis replied most likely the celebration would be held on every June 18th.

Mr. Bradley said he thinks this is a wonderful idea, however, he has some concerns about the process due to the lack of public input. He stated that the State employees get 11 paid holidays, Juneteenth not being one of them and the City of Mebane employees get 12 paid holidays already. He questioned if a holiday would be cut to include this holiday or would it just be added to make 13 paid holidays for City employees. He questioned if City employees should have the day off to celebrate or should they celebrate on the weekend when everyone else celebrates. Mr. Bradley suggested that a public hearing to receive public input and also provide an opportunity to provide education about the Juneteenth holiday.

Mr. Ewing questioned what other holiday's do we have right now that are not celebrated on the weekends. Ms. Hunter used July 4th as an example, stating if it falls on the weekend the paid holiday is moved to a weekday; typically observing and following the State Employee Holiday Schedule.

Mr. Ewing asked Mr. Bradley what his vision of more public input looks like. He agreed that more people need to know the importance of Juneteenth.

Mr. Bradley said a public hearing would allow for people to give their opinion on whether it should be a paid holiday. He said a contributing factor is that the State, nor the county, offer Juneteenth as a paid holiday for their employees.

Mr. White said if it is decided that Council wants to receive public input, it should be clear about what it is exactly that we are looking for public comments on. Also there needs to be clarity on what day would the paid holiday be observed vs what day a city-wide celebration would be held.

Mr. Bradley said his recommendation would be specific to holding a public hearing where a proposed resolution to make Juneteenth a paid holiday would be considered for adoption. He added, from a historical perspective, a public hearing would be a great opportunity to provide information to people that may not be familiar with the Juneteenth holiday.

Mr. White said that he would want Council to make it extremely clear that there be no question as to whether a Juneteenth celebration will be held this year, that this year's celebration is not a risk and is not being put on hold, it is moving forward in full swing. The only deference is whether or not Juneteenth will be a paid holiday for City of Mebane employees. He suggested that someone come to give a brief historical presentation on this topic.

Mr. Bradley made a motion, seconded by Mr. Ewing, to direct staff to draft a resolution as discussed and to advertise a public hearing for the consideration of that resolution, along with a brief historical presentation at the May meeting. The motion carried unanimously.

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Mr. Boney suggested that staff provide at the next meeting, a comparison of current paid holidays observed by Mebane City employees vs State Employees, County Employees and other City employees. Also, how the City will handle the budgetary impact and also the work load burden; ex., trash and other public services. Mayor Hooks stated that the comparison list was already provided by Ms. Hunter in the Council's packets.

Mr. Davis presented a request for approval of two Memorandum of Understanding (MOU) for Mebane Trail Rangers and Triangle Off-Road Cyclists. Mr. Davis explained that Mebane is seeking assistance from volunteer groups to help keep the trails and greenways beautiful and functional. These MOU's between the City of Mebane and the Mebane Women's Club, Mebane on the Move group called the "Mebane Trail Rangers" and separately, the "Triangle Off-Road Cyclists (TORC)" will include the trails at Cates Farm Park, Mebane Greenways, Lake Michael, and future trails.

Mr. White made a motion, seconded by Ms. Burkholder, to approve the MOU's as presented for Mebane Trail Rangers and Triangle Off-Road Cyclists. The motion carried unanimously, including Mr. Bradley's vote via phone conference.

Mr. Joseph presented a request for approval to apply for FY 2022 Emergency Management Capacity Building Competitive Grant funded through Senate Bill 105, section 19E.5.(A) and the NC Department of Public Safety Division of Emergency Management. The grant application will be completed by Alamance County Emergency Management for the City of Mebane to purchase and install a generator and automatic transfer switch at the Mebane Arts and Community Center (MACC), to provide a designated location for a shelter in the event of a natural disaster. Mebane currently has a Memorandum of Understanding (MOU) with the NC Emergency Management as a designated shelter, and the City will need to execute an MOU with Alamance County in order to apply for the grant. The City of Mebane will be responsible for the maintenance and service of the generator after it is installed as outlined in the MOU. There is no match requirement imposed on these grant funds, and Mebane is eligible for up to $400,000.00. Staff recommends moving forward with the grant application. This project has been discussed by Council for a number of years.

After some discussion, Mr. White made a motion, seconded by Ms. Burkholder, to approve moving forward with the grant application and the execution of an MOU with Alamance County. The motion carried unanimously, including Mr. Bradley's vote via phone conference.

There being no further business, the meeting was adjourned at 7:18 p.m.

Attest: _____ _____
Stephanie W. Shaw, City Clerk Ed Hooks, Mayor

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The Mebane City Council met for a Special Meeting at 1:30 p.m. on Wednesday, April 13, 2022 at the Municipal Building located at 106 E. Washington Street for the purpose of a third budget work session.

Councilmembers Present:	Also Present:
Mayor Ed Hooks	Chris Rollins, City Manager
Councilmember Tim Bradley	Preston Mitchell, Assistant City Manager
Councilmember Katie Burkholder	Lawson Brown, City Attorney
Councilmember Sean Ewing	Daphna Schwartz, Finance Director
Councilmember Montrena Hadley	Stephanie Shaw, City Clerk
Councilmember Jonathan White	Kirk Montgomery, IT Director

The Budget Work Session meeting was livestreamed via YouTube. The video can be accessed through the following link: https://www.youtube.com/watch?v=UMy6N0c7Uag

Mayor Hooks called the meeting to order at 1:30pm. Pastor Jeff Smith of Mebane Presbyterian Church gave the invocation. Mr. Rollins gave brief opening remarks.

Daphna Schwartz presented a request for approval of an amendment to the American Rescue Plan Grant Project Ordinance. She explained that at the October 4, 2021 meeting, the Council approved using ARP grant funds to pay for the engineering and design for the Water Resource Recovery Facility expansion project. Since then, the federal government has provided additional guidance on allowable uses of the ARP grant funds. This additional guidance made it clear that using the ARP funds for salaries and benefits dramatically reduces the administrative burden on the City as opposed to using the funds for a capital project. Therefore, staff recommends using the ARP funds for salaries and benefits in the Utility Fund. Additionally, she presented a request for an amendment to the Water Resource Recovery Facility (WRRF) 1.5 MGD Expansion Capital Project Ordinance. The amendment will change the funding vehicle for the current work underway for the WRRF 1.5 MGD Expansion Capital Project Ordinance from primarily American Rescue Plan Grant funds to appropriated fund balance from the Utility Fund.

After brief discussion, Mr. Bradley made a motion, seconded by Mr. Ewing to approve the amendment to the American Rescue Plan Grant Project Ordinance. The motion carried unanimously. Mr. Bradley then made a motion, seconded by Ms. Burkholder, to approve the amendment to the WRRF 1.5 MGD Expansion Capital Project Ordinance. The motion carried unanimously.

Grant Project Ordinance for the City of Mebane American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds Amendment

BE IT ORDAINED by the city council of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby amended on April 13, 2022:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLFRF). The City of Mebane has received the first tranche in the amount of $2,591,329 of CSLFRF funds. The total allocation is $5,182,658, with the remainder to be distributed to the city within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;

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2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;

3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;

4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,

5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The City has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriated for the project and authorized for expenditure:

Internal Project Code	Project	Expenditure Category	Cost Object	Appropriation of CSLFRF Funds
0001	Administration and Metering Services for period of March 3, 2021 through March 31, 2022 (reimbursement)	6.1	Salaries	$46,263
			Benefits	$23,957
0002	Utilities Services for period of March 3, 2021 through March 31, 2022 (reimbursement)	6.1	Salaries	$658,892
			Benefits	$321,223
0003	Waste Water Treatment Plant Services for period of March 3, 2021 through March 31, 2022 (reimbursement)	6.1	Salaries	$467,054
			Benefits	$201,453
0004	Administration and Metering Services for period of April 1, 2022 through December 31, 2024	6.1	Salaries	$66,674
			Benefits	$33,954
0005	Utilities Services for period of April 1, 2022 through December 31, 2024	6.1	Salaries	$1,329,425
			Benefits	$691,280
0006	Waste Water Treatment Plant Services for period of April 1, 2022 through December 31, 2024	6.1	Salaries	$923,100
			Benefits	$419,383
		Total:		$5,182,658

Section 4: The following revenues are anticipated to be available to complete the project:

CSLFRF Funds:	$5,182,658
Utility Fund Transfer:	$0
Total:	$5,182,658

Section 5: The Finance Director is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the City's Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Director is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Director and to the Clerk to the City Council.

Section 8: This grant project ordinance is effective as of March 3, 2021 and expires on December 31, 2026, or when all the CSLFRF funds have been obligated and expended by the City, whichever occurs sooner.

Capital Project Ordinance for the City of MebaneWater Resource Recovery Facility 1.5 million Gallons per Day (MGD) Expansion Amendment

BE IT ORDAINED by the Governing Board of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby amended:

Section 1: The project authorized is the design and construction of Water Resource Recovery Facility 1.5 MGD Expansion to be financed by Utility Fund reserves and a State Revolving Fund or Revenue Bonds or a combination thereof.

Section 2: The officers of this City are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are hereby appropriated for the project:

		Project Budget
Design & Engineering	$	3,525,000

Section 4: The following revenues are anticipated to be available to complete the project:

		Project Budget
Transfer from Utility Fund	$	3,525,000

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the General Statutes of North Carolina.

Section 6: Funds may be advanced from the Water and Sewer Fund for the purpose of making payments as due.

Section 7: The Finance Officer is hereby directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 9: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer for direction in carrying out this project.

This is the 13th day of April 2022.

After taking care of the agenda action items, Ms. Schwartz moved into the budget work session portion of the meeting. She gave a PowerPoint presentation beginning with a slide explaining the purpose of meeting. She cited "*every budget has many pieces, much like a puzzle. The operating piece, the capital piece, the revenue piece, the debt piece and so on. The purpose of this presentation is to relay information about these pieces and make suggestions as to how to fit all of these pieces of the budget puzzle together to balance the budget."* She then proceeded with presenting the attached PowerPoint.

Mayor Hooks called for a break at 2:30 p.m. and called the meeting back to order at 2:56 p.m.

There was considerable discussion among Council and staff throughout the budget work session portion of the meeting, no formal action was taken.

Mr. Mitchell concluded the meeting with an overview of the Main Street Program, via the PowerPoint slides attached. There was discussion among Council and staff. No formal action was taken.

There being no further business, the meeting was adjourned at 3:55 p.m.

_____
Ed Hooks, Mayor

ATTEST:

_____
Stephanie W. Shaw, City Clerk

Mebane

Positively Charming

Budget Work Session

FISCAL YEAR 2022-2023

APRIL 13, 2022

Presentation Purpose

Every budget has many pieces, much like a puzzle. The operating piece, the capital piece, the revenue piece, the debt piece and so on.

The purpose of this presentation is to relay information about these pieces and make suggestions as to how to fit all of these pieces of the budget puzzle together to balance the budget.

This presentation is ***not*** the manager's recommended budget.





General Fund Budget Summary

FY22-23

Summary of Department Requests

FY22-23 Department Requests

Department	FY22-23 Department Requests
Administration	$ 1,314,057
Council	89,827
Economic Development	1,412,614
Engineering	445,500
Fire	6,519,223
Finance	777,986
General Fund Debt	1,664,609
Inspections	946,707
IT	936,226
Non-Departmental	887,755
Police	7,497,615
Planning	705,311
Main Street Program	182,100
Public Works	4,123,554
Public Facilities	876,587
Sanitation	2,312,106
Recreation and Parks	3,309,850
Total Requests	**$ 34,001,627**

Previous Adopted Budgets (including Fund Balance Appropriation)

FY21-22 $25,445,340 ($1.9M)

FY20-21 $22,015,000 ($1.8M)

FY19-20 $21,192,300 ($1.5M)

FY18-19 $19,607,000 ($1.8M)

FY17-18 $18,551,000 ($1.8M)

CAPITAL IMPROVEMENT PLAN (CIP) CUTS

CAPITAL IMPROVEMENT PLAN CUTS

• New Police Station *(deferred to FY23-24)*	$1,750,000
• Training Classroom	$800,000
• Additional parking at Community Park	$400,000
• Leaf Vacuum & Box *(deferred to FY23-24)*	$110,000
• Old Rec Building Improvements *(partial cut)*	$108,000
• Shade Cover for Fitness Court (deferred to FY23-24)	$55,000
• Sidewalk. 3rd St. Extension (partial cut; deferred to FY23-24)	$55,000
• Lake Michael remaining trail design (deferred to FY23-24)	$45,000
• Pick-up Truck with Plow (deferred to FY23-24)	$40,000
• Pick-up Truck with Plow (deferred to FY23-24)	$40,000
• Planning Dept. Vehicle	$35,418
• John Deere Compact Tractor	$28,000
Total	$3,466,418

CAPITAL IMPROVEMENT PLAN TOTALS

Requested	$7,499,424
Proposed cuts	$3,466,418
Remaining	$4,033,006

FUNDING THE CAPTIAL IMPROVEMENT PLAN

PROPOSED ITEMS TO FUND WITH DEBT

• Two Fire Engines		$1,300,000
• 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		$900,000
Total		$3,246,006

FUNDING THE CIP

CIP to fund	$4,033,006
Debt Proceeds	$3,246,006
Cash Funded	$787,000

Estimated Yearly Debt Payments:

Fire Engines, 1% (PEMC), 10 years:	$137,257
Rolling Stock, 2% 5 years:	$221,919
Holt Street Greenway, 2% 10 years:	$100,194
Total New Yearly Debt	$459,370

GENERAL FUND DEBT OUTLOOK

GENERAL FUND DEBT

If no new debt is issued in FY22-23:	$7,963,123
New estimated FY22-23 debt:	$3,484,101
Total General Fund Debt	$11,447,224
Debt Service payments in FY22-23	$1,992,986
Total Debt as of June 30, 2023	$9,454,238

RETIRING DEBT VS. NEW DEBT

Yearly debt payments:

- Retiring in FY22-23: $403,440
  - City Hall & Rec Center $218,965
  - FY13-14 Fire Engines $140,889
  - FY17-18 Fire Radios $43,586
- Coming on in FY22-23: $459,370

FUND BALANCE POLICY SUMMARY

- The City will maintain reserves required by law, ordinance, and/or bond covenants.
- The North Carolina Local Government Commission prescribes that a minimum of at least eight (8) percent of annual budgeted expenditures be maintained for unassigned/unreserved fund balance. Higher levels may be set based on the current operating needs of the individual fund and future funding needs.
- The City's goal is to have an unrestricted fund balance of fifty percent (50%) of annual budgeted expenditures and transfers for each operating fund.
- All expenditures drawn from fund balance will require City Council approval unless previously authorized by the Council for expenditure within the City's annual budget.

GENERAL FUND DEBT RATIOS AND FISCAL INDICATORS

Debt Obligations		FY22-23
General Obligation (GO) Bond Debt	$	-
Installment Purchase Debt	$	9,454,238
Total Net Debt Obligations	**$**	**9,454,238**
Debt Service		
Installment Purchase Principal	$	1,816,335
Installment Purchase Interest	$	176,651
Total General Fund Debt Service	**$**	**1,992,986**

General Fund Debt Ratios & Fiscal Indicators		FY22-23
Fund Balance	$	19,014,615
Projected Unassigned Fund Balance	$	15,299,872
Revenue per Capita	$	1,367
% Property Tax Revenue to Total Revenue		59.16%
10-Year Principal Payout		98.74%
Debt Per Assessed Valuation		0.36%
Debt Service to Expenditures less transfers-in		6.58%
PAYGO Percent of capital expenditures		31.43%

- The projected unassigned fund balance assumes no additions or reductions to the June 30, 2021 fund balance.
- Revenue per Capita is based on the 2020 Census population figure of 17,797.
- 10-year Principal Payout – measures the amount of principal being retired within the next 10 years. Recommended ratio is a minimum of 55 to 60%.
- Debt Per Assessed Property Valuation – measure of the City's debt capacity and burden. Recommended ratio is no more than 2 to 4%.
- Debt Service to Expenditures – measures annual debt service payments as a portion of the City's General Fund expenditures. Recommended ratio is no greater than 10%.
- PAYGO percent of capital expenditures – measures the percent of capital expenditures being funded with cash. Higher ratios are better.

REQUESTED POSITION CUTS

PROPOSED POSITIONS TO CUT

• IT Technician	$82,455
• Permit Specialist	$63,406
Total	$145,861

REQUESTED POSITION SUMMARY

- Requested
  - New Positions 10
  - Reclassifications 4
- Proposed
  - New Positions 8
  - Reclassifications 4
- Proposed Costs
  - New Positions
    - FY22-23 $751,686
    - FY23-24 $579,544
  - Reclassifications
    - FY22-23 $44,581
    - FY23-24 $44,581

AFTER ADJUSTMENTS AND CUTS

Forecasted Expenditures (Including CIP Projects)	FY22-23
Total Expenditures	*$ 29,966,357*
Forecasted Funding Sources	
Total Funding Sources	$25,401,810
Fund Balance Appropriation	$316,694
Difference	($4,247,853)
Projected Fund Balance	$19,014,615
Projected Unassigned Fund Balance	$15,299,872
Fund Balance Policy	
Unassigned Fund Balance is a minimum of 50% of Expenditures	$14,983,179
Fund Balance Available for Appropriation	$316,694
Assessed Property Value	$2,611,173,349
$.01 Property Tax Increase =	$260,073
Tax Rate	$0.47
Change in Tax Rate Needed for Difference	$0.16
Zero-Balance Tax Rate	**$0.63**

BRIDGING THE GAP

Appropriate Fund Balance	Unassigned Fund Balance % of Expenditures	Tax Increase	Tax Revenue Increase	Total Deficit	Yearly Tax Increase on a $250,000 Home	Daily Tax Increase on a $250,000 Home
$ 316,694	50.00%	$ -	$ -	$ (4,247,853)	$ -	$ -
2,000,000	44.38%	$ 0.0986	2,564,547	0	246.52	0.68
2,500,000	42.71%	$ 0.0794	2,064,547	0	198.46	0.17
3,000,000	41.05%	$ 0.0602	1,564,547	0	150.40	0.13
3,225,000	40.29%	$ 0.0515	1,339,547	0	128.77	0.11

ENJOY YOUR BREAK

(PLEASE RETURN IN 20 MINUTES)



Utility Fund Budget Summary

FY22-23

Summary of Department Requests

FY22-23 Department Requests

Department	FY22-23 Department Requests
Admin, Meters and Billing	$ 1,612,876
Utility Maintenance	6,326,544
Engineering	285,000
Water Resource Recovery Facility	2,648,004
Utility Non-Departmental	2,002,965
Total Requests	$ 12,875,389

Previous Adopted Budgets

(including Fund Balance Appropriation and Transfers from the Capital Reserve Fund)

FY21-22 $10,378,152 ($1.6M; $200K)

FY20-21 $8,546,000 ($1.9M; $38K)

FY19-20 $8,006,250 ($1.5M; $528K)

FY18-19 $8,173,390 ($1.8M; $50K)

FY17-18 $8,005,035 ($1.9M; N/A)

CAPITAL IMPROVEMENT PLAN (CIP) CUTS

CAPITAL IMPROVEMENT PLAN CUTS

- Infiltration and Inflow $1,700,000
- Jones Road Outfall Design (deferred to FY24-25) $112,500

CAPITAL IMPROVEMENT PLAN TOTALS

Requested	$2,585,698
Proposed cuts	$1,812,500
Remaining	$ 773,198

The proposed plan is to fund the $773,198 with a $150,000 State grant and $583,198 with cash.

UTILITY FUND DEBT & FUND BALANCE OUTLOOK

BOND COVENANT DEBT COVERAGE RATIO

Debt Service Coverage Ratio Calculation	FY22-23
Operating Revenues	$10,451,591
Operating Expenses	$7,862,932
Non-Operating Revenues	$20,000
Net Revenue Available for Debt Service	$2,608,659
Senior Lien Debt Service Coverage Test	
Net Revenue Available for Senior-Lien Debt Coverage	$2,608,659
Series 2021 Revenue Bond	$1,183,839
Total Annual Senior-Lien Debt Service	**$1,183,839**
Calculated Senior-Lien Debt Service Coverage (Required 1.20)	2.20
Total All Debt Service Coverage Test	
Net Revenue Available for Debt Service	$2,608,659
Total Senior Lien Debt Service (including proposed)	$1,183,839
Other Outstanding Debt	$318,979
Total Annual Debt Service	$1,502,818
Calculated All Debt Service Coverage (Required 1.0)	1.74
Other Expenses Not Included in the Calculation	
Cash and Grant Funded Capital	$773,198

FUND BALANCE

Unrestricted Fund Balance	$6,635,335
50% of Expenditures	$4,436,796
Fund Balance available for appropriation	$2,198,539

REQUESTED POSITION CUTS

PROPOSED POSITIONS TO CUT

- Wastewater Treatment Operator
  $62,400

REQUESTED POSITION SUMMARY

- Requested
  - New Positions 3
- Proposed
  - New Positions 2
- Proposed Costs
  - New Positions
    - FY22-23 $107,960
    - FY23-24 $101,890

AFTER ADJUSTMENTS AND CUTS

Estimated Operating Revenues	$8,853,591
Estimated Non-Operating Revenues	$20,000
Estimated Total Revenues	$8,873,591
Proposed Expenditures	$9,988,948
Difference	($1,115,357)

BRIDGING THE GAP

- Options:
  - Fund Balance Available for Appropriation $2,198,539
  - Capital Reserve Fund Available for Capital Projects $2,465,362
  - Rate increase higher than the current proposed 6%

- Recommendation:
  - Appropriate Fund Balance in the amount of $1,115,357 to balance the budget.
  - Keep the remaining fund balance and capital reserve funds intact to use for the WRRF expansion in order to reduce the amount of debt necessary to complete the project.



Capital Reserve Fund

FY22-23

CAPITAL RESERVE FUND SUMMARY

Estimated Revenues

• System Development Fees – Water	$460,000
• System Development Fees - Sewer	$1,138,000
• Interest Earnings	$3,000
Total	$1,601,000

Planned Transfers

- There are no planned transfers.
- The goal is to build up fund balance in this reserve fund to use for the WRRF expansion which will reduce the amount of debt required to complete the project.



Preliminary Work

FY22-23

PRELIMINARY WORK

CURRENTLY FUNDED

- Parks & Recreation Master Plan Update
- Bike & Pedestrian Plan Update
- Long Range Utility Plan Update
- Traffic Separation Study (Downtown/Railroad)
- Lake Michael Spillway Engineering Design
- WRRF Expansion Engineering Design
- 1 MGD Elevated Water Tank Site Analysis & Environmental Review
- Clay Street Subservice Analysis
- Lake Michael Building Analysis

PROPOSED

- Eastern Fire Station Preliminary Design
- 1 MGD Elevated Water Tank Preliminary Design
- FEMA Emergency Debris Site Design & Permit Process
- Comprehensive Plan Update



Capital Project Ordinances

GENERAL FUND CAPTIAL PROJECT ORDINANCES

CATES FARM PARK

Current Budget	$680,961
Expenditures	$92,598
Remaining Budget	$588,363

A revised total project cost will be provided at a future council meeting.

LAKE MICHAEL DAM SPILLWAY

Current Budget	$908,240
Expenditures	$3,945
Remaining Budget	$904,295

Estimated total project cost is $4,000,000 to $6,000,000.

UTILITY FUND CAPTIAL PROJECT ORDINANCES

WATER RESOURCE RECOVERY FACILITY(WRRF) RENOVATION

Current Budget	$8,901,942
Expenditures	$1,180,319
Remaining Budget	$7,721,623

WRRF EXPANSION

Current Budget	$3,525,000
Expenditures	$333,923
Remaining Budget	$3,191,077

Estimate total project cost is $51,000,000.



Questions?

Fiscal Year 2022-2023
Proposed General Fund Budget
April 13, 2022

Fund 100 Department Totals

	FY 2021-2022 BUDGET		FY 2022-2023 DEPT REQUESTS		FY 2022-2023 PROPOSED BUDGET
4100 - City Council	88,127.00		89,827		89,827
4200 - Administration	1,133,164.00		1,314,057		1,262,711
4400 - Finance	715,712.00		777,986		764,460
4800 - IT	788,925.87		936,226		821,522
4900 - Economic Development	1,745,800.00		1,412,614		1,412,614
5100 - Police	5,257,946.50		7,497,615		5,536,973
5300 - Fire	3,776,790.30		6,519,223		5,686,298
5400 - Planning	585,843.28		705,311		641,195
5410 - Main Street Program	151,810.00		182,100		182,100
5440 - Inspections	890,066.70		946,707		903,767
5480 - Engineering	445,500.00		445,500		445,500
5500 - Public Works	3,457,343.71		4,123,554		3,870,027
5700 - Public Facilities	913,244.17		876,587		840,173
5800 - Sanitation	1,768,539.00		2,312,106		2,191,010
6200 - Recreation and Parks	2,640,347.75		3,309,850		2,437,433
9000 - Non-Departmental	927,893.00		887,755		887,755
9001 - Debt Service	1,620,002.00		1,664,609		1,992,992
9002 - Transfers and Other Uses	908,240.00		-		-
Total Expense	**27,815,295.28**		**34,001,627.00**		**29,966,357.00**



Mebane, NC

Budget Listing

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Fund: 100 - General Fund				
Expense				
Department: 4100 - City Council				
100-4100-030	PART-TIME SALARIES	55,612.00	55,612.00	55,612.00
100-4100-050	FICA	4,255.00	4,250.00	4,250.00
100-4100-060	GROUP INSURANCE CONTRIBUTION	1,575.00	1,890.00	1,890.00
100-4100-110	TELEPHONE & POSTAGE	2,737.00	2,736.00	2,736.00
100-4100-140	SCHOOLS & CONFERENCES	4,500.00	4,500.00	4,500.00
100-4100-330	DEPARTMENTAL SUPPLIES	1,350.00	1,350.00	1,350.00
100-4100-376	BOARDS AND COMMISSIONS	0.00	0.00	0.00
100-4100-530	DUES & SUBSCRIPTIONS	18,098.00	19,489.00	19,489.00
	Total Department: 4100 - City Council:	**88,127.00**	**89,827.00**	**89,827.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 4200 - Administration				
100-4200-020	SALARIES & WAGES	804,398.40	891,348.00	854,598.00
100-4200-030	PART-TIME SALARIES	4,335.00	7,200.00	7,200.00
100-4200-039	LONGEVITY CONTRIBUTION	17,386.33	20,790.00	21,103.00
100-4200-045	CAR ALLOWANCE	3,672.00	3,692.00	3,692.00
100-4200-046	CELL PHONE STIPEND	1,620.00	1,620.00	1,620.00
100-4200-050	FICA	65,176.00	69,779.00	67,542.00
100-4200-060	GROUP INSURANCE CONTRIBUTION	77,391.00	92,869.00	92,869.00
100-4200-070	RETIREMENT CONTRIBUTION	181,053.00	206,873.00	197,909.00
100-4200-071	401K CONTRIBUTION	43,112.00	47,887.00	43,785.00
100-4200-099	INDIRECT TO WATER (CONTRA)	-305,344.00	-315,335.00	-314,941.00
100-4200-100	PROFESSIONAL SERVICES	137,772.00	178,688.00	178,688.00
100-4200-110	TELEPHONE & POSTAGE	5,656.00	5,820.00	5,820.00
100-4200-140	SCHOOLS & CONFERENCES	12,107.00	24,371.00	24,371.00
100-4200-170	VEHICLE MAINTENANCE & REPAIRS	350.00	0.00	0.00
100-4200-260	ADVERTISING	2,500.00	7,500.00	7,500.00
100-4200-310	FUEL	350.00	350.00	350.00
100-4200-330	DEPARTMENTAL SUPPLIES	23,100.00	16,650.00	16,650.00
100-4200-340	TECHNOLOGY SERVICES & SUPPLIES	11,337.00	19,973.00	19,973.00
100-4200-342	TECHNOLOGY LICENSES	0.00	350.00	350.00
100-4200-376	BOARDS AND COMMISSIONS	0.00	25,000.00	25,000.00
100-4200-390	SMALL EQUIPMENT	2,015.42	0.00	0.00
100-4200-450	MISCELLANEOUS	23,489.85	3,132.00	3,132.00
100-4200-530	DUES & SUBSCRIPTIONS	5,687.00	5,500.00	5,500.00
100-4200-730	CAPITAL OUTLAY - OTHER	16,000.00	0.00	0.00
	Total Department: 4200 - Administration:	**1,133,164.00**	**1,314,057.00**	**1,262,711.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 4400 - Finance				
100-4400-020	SALARIES & WAGES	397,190.00	433,924.00	425,101.00
100-4400-030	PART-TIME SALARIES	11,517.00	12,208.00	12,208.00
100-4400-039	LONGEVITY CONTRIBUTION	6,936.00	7,495.00	7,495.00
100-4400-046	CELL PHONE STIPEND	1,080.00	2,160.00	2,160.00
100-4400-050	FICA	32,671.00	33,769.00	33,454.00
100-4400-060	GROUP INSURANCE CONTRIBUTION	67,828.00	81,394.00	81,394.00
100-4400-070	RETIREMENT CONTRIBUTION	90,814.00	100,114.00	97,360.00
100-4400-071	401K CONTRIBUTION	20,782.00	23,174.00	21,540.00
100-4400-099	INDIRECT TO UTILITY (CONTRA)	-206,196.00	-205,821.00	-205,821.00
100-4400-100	PROFESSIONAL SERVICES	72,000.00	88,750.00	88,750.00
100-4400-110	TELEPHONE & POSTAGE	16,187.00	13,733.00	13,733.00
100-4400-140	SCHOOLS & CONFERENCES	11,696.00	14,525.00	14,525.00
100-4400-160	EQUIPMENT MAINTENANCE & REPAIRS	500.00	0.00	0.00
100-4400-260	ADVERTISING	1,000.00	1,000.00	1,000.00
100-4400-270	TAX COLLECTION FEE	94,850.00	100,000.00	100,000.00
100-4400-330	DEPARTMENTAL SUPPLIES	21,100.00	10,600.00	10,600.00
100-4400-340	TECHNOLOGY SERVICES & SUPPLIES	46,727.00	31,921.00	31,921.00
100-4400-342	TECHNOLOGY LICENSES	0.00	21,000.00	21,000.00
100-4400-390	SMALL EQUIPMENT	7,612.00	0.00	0.00
100-4400-391	SMALL EQUIPMENT MAINTENANCE & REPAIRS	0.00	4,900.00	4,900.00
100-4400-450	MISCELLANEOUS	11,651.00	0.00	0.00
100-4400-530	DUES & SUBSCRIPTIONS	3,107.00	3,140.00	3,140.00
100-4400-730	CAPITAL OUTLAY - OTHER	6,660.00	0.00	0.00
	Total Department: 4400 - Finance:	**715,712.00**	**777,986.00**	**764,460.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 4800 - IT				
100-4800-020	SALARIES & WAGES	166,823.00	231,104.00	187,349.00
100-4800-030	PART-TIME SALARIES	14,126.00	5,434.00	5,434.00
100-4800-039	LONGEVITY CONTRIBUTION	5,834.00	13,289.00	6,452.00
100-4800-046	CELL PHONE STIPEND	1,080.00	1,620.00	1,080.00
100-4800-050	FICA	13,600.00	18,696.00	15,242.00
100-4800-060	GROUP INSURANCE CONTRIBUTION	22,178.00	36,826.00	26,614.00
100-4800-070	RETIREMENT CONTRIBUTION	37,731.00	55,565.00	43,800.00
100-4800-071	401K CONTRIBUTION	8,634.00	12,831.00	9,690.00
100-4800-099	INDIRECT TO UTILITY (CONTRA)	-79,942.00	-90,844.00	-90,844.00
100-4800-100	PROFESSIONAL SERVICES	43,500.00	101,000.00	101,000.00
100-4800-110	TELEPHONE & POSTAGE	2,300.00	3,000.00	3,000.00
100-4800-140	SCHOOLS & CONFERENCES	7,200.00	8,200.00	8,200.00
100-4800-160	EQUIPMENT MAINTENANCE & REPAIRS	5,000.00	10,500.00	10,500.00
100-4800-170	VEHICLE MAINTENANCE & REPAIRS	100.00	1,000.00	1,000.00
100-4800-310	FUEL	200.00	500.00	500.00
100-4800-330	DEPARTMENTAL SUPPLIES	1,500.00	8,090.00	5,090.00
100-4800-340	TECHNOLOGY SERVICES & SUPPLIES	46,986.00	103,150.00	103,150.00
100-4800-341	TELECOMMUNICATIONS	54,769.00	71,125.00	71,125.00
100-4800-342	TECHNOLOGY LICENSES	0.00	24,141.00	24,141.00
100-4800-350	SOFTWARE LICENSING AND MAINT	25,475.00	125,909.00	125,909.00
100-4800-390	SMALL EQUIPMENT	24,993.87	65,090.00	65,090.00
100-4800-391	SMALL EQUIPMENT MAINTENANCE	0.00	30,000.00	30,000.00
100-4800-450	MISCELLANEOUS	146,768.00	0.00	0.00
100-4800-530	DUES & SUBSCRIPTIONS	600.00	700.00	700.00
100-4800-730	CAPITAL OUTLAY - OTHER	0.00	30,000.00	30,000.00
100-4800-750	CAPITAL OUTLAY - EQUIPMENT	239,470.00	69,300.00	37,300.00
	Total Department: 4800 - IT:	**788,925.87**	**936,226.00**	**821,522.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 4900 - Economic Development				
100-4900-100	PROFESSIONAL SERVICES	60,000.00	0.00	0.00
100-4900-455	INDUSTRIAL DEVELOPMENT	1,665,800.00	1,392,614.00	1,392,614.00
100-4900-684	ALAMANCE COUNTY CHAMBER OF COMM	20,000.00	20,000.00	20,000.00
	Total Department: 4900 - Economic Development:	**1,745,800.00**	**1,412,614.00**	**1,412,614.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5100 - Police				
100-5100-020	SALARIES & WAGES	2,338,268.00	2,855,377.00	2,559,904.00
100-5100-030	PART-TIME SALARIES	27,678.00	29,339.00	29,272.00
100-5100-035	OVERTIME SALARIES	20,100.00	20,100.00	20,100.00
100-5100-038	TEMPORARY SALARIES	13,000.00	90,000.00	59,176.00
100-5100-039	LONGEVITY CONTRIBUTION	55,630.00	60,114.00	62,173.00
100-5100-044	LEO SEPARATION ALLOWANCE	47,934.00	48,000.00	48,000.00
100-5100-050	FICA	188,327.00	217,589.00	204,137.00
100-5100-060	GROUP INSURANCE CONTRIBUTION	393,151.00	471,781.00	471,781.00
100-5100-070	RETIREMENT CONTRIBUTION	38,089.00	38,089.00	38,089.00
100-5100-071	401K CONTRIBUTION	121,698.00	145,221.00	132,109.00
100-5100-072	LEO RETIREMENT CONTRIBUTION	483,327.00	483,327.00	623,554.00
100-5100-100	PROFESSIONAL SERVICES	124,531.00	127,578.00	127,578.00
100-5100-110	TELEPHONE & POSTAGE	46,768.00	67,188.00	67,188.00
100-5100-130	UTILITIES	13,230.00	13,230.00	13,230.00
100-5100-140	SCHOOLS & CONFERENCES	28,000.00	28,000.00	28,000.00
100-5100-150	BUILDING & GROUNDS MAINTENANCE	32,074.00	31,135.00	31,135.00
100-5100-170	VEHICLE MAINTENANCE & REPAIRS	106,724.43	95,000.00	95,000.00
100-5100-310	FUEL	100,000.00	160,000.00	160,000.00
100-5100-330	DEPARTMENTAL SUPPLIES	44,730.00	78,660.00	78,660.00
100-5100-340	TECHNOLOGY SERVICES & SUPPLIES	98,644.63	85,973.00	85,973.00
100-5100-342	TECHNOLOGY LICENSES	17,266.00	59,399.00	59,399.00
100-5100-360	EMPLOYEE UNIFORMS & ACCESSORIES	66,018.00	69,750.00	69,750.00
100-5100-370	FEDERAL EQUITABLE SHARING EXPEN	44,023.30	0.00	0.00
100-5100-390	SMALL EQUIPMENT	48,861.44	5,300.00	5,300.00
100-5100-450	MISCELLANEOUS	15,703.00	0.00	0.00
100-5100-451	INVESTIGATIONS	5,000.00	5,000.00	5,000.00
100-5100-456	PUBLIC EDUCATION SUPPLIES & MATERIALS	0.00	5,000.00	5,000.00
100-5100-530	DUES & SUBSCRIPTIONS	7,595.00	4,595.00	4,595.00
100-5100-570	SPECIAL ACTIVITIES	1,500.00	2,000.00	2,000.00
100-5100-683	PET ADOPTION CENTER SUBSIDY	75,870.00	75,870.00	75,870.00
100-5100-720	CAPITAL OUTLAY - BUILDINGS	0.00	1,750,000.00	0.00
100-5100-730	CAPITAL OUTLAY - OTHER	76,428.00	0.00	0.00
100-5100-740	CAPITAL OUTLAY - VEHICLES	461,756.00	375,000.00	375,000.00
100-5100-746	Vehicles - Federal Equitable Sharing	29,681.00	0.00	0.00
100-5100-750	CAPITAL OUTLAY - EQUIPMENT	37,130.00	0.00	0.00
100-5100-751	EQUIPMENT - FEDERAL EQUITABLE SHARING	49,210.70	0.00	0.00
	Total Department: 5100 - Police:	**5,257,946.50**	**7,497,615.00**	**5,536,973.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5300 - Fire				
100-5300-020	SALARIES & WAGES	1,565,257.00	2,012,283.00	2,038,505.00
100-5300-030	PART-TIME SALARIES	39,806.00	65,196.00	65,196.00
100-5300-035	OVERTIME SALARIES	60,300.00	88,300.00	88,300.00
100-5300-039	LONGEVITY CONTRIBUTION	39,147.00	103,193.00	47,692.00
100-5300-041	VOLUNTEER REIMBURSEMENTS	25,000.00	25,000.00	25,000.00
100-5300-046	CELL PHONE STIPEND	4,320.00	5,940.00	5,940.00
100-5300-050	FICA	136,074.00	161,834.00	173,249.00
100-5300-060	GROUP INSURANCE CONTRIBUTION	274,738.00	390,958.00	390,958.00
100-5300-061	FRATERNAL INSURANCE CONTRIBUTIO	6,000.00	10,000.00	10,000.00
100-5300-070	RETIREMENT CONTRIBUTION	375,280.00	479,790.00	471,481.00
100-5300-071	401K CONTRIBUTION	85,876.00	111,062.00	104,310.00
100-5300-072	FIRE RETIREMENT CONTRIBUTION	4,000.00	4,500.00	4,500.00
100-5300-095	PENSION EXPENSE	48,000.00	57,600.00	57,600.00
100-5300-100	PROFESSIONAL SERVICES	2,150.00	5,000.00	5,000.00
100-5300-110	TELEPHONE & POSTAGE	17,320.00	18,000.00	18,000.00
100-5300-120	BANK CHARGES	250.00	1,600.00	1,600.00
100-5300-130	UTILITIES	29,850.00	29,850.00	29,850.00
100-5300-140	SCHOOLS & CONFERENCES	20,000.00	30,000.00	30,000.00
100-5300-150	BUILDING & GROUNDS MAINTENANCE	90,100.00	103,925.00	103,925.00
100-5300-160	EQUIPMENT MAINTENANCE & REPAIRS	8,000.00	8,040.00	8,040.00
100-5300-170	VEHICLE MAINTENANCE & REPAIRS	73,350.00	75,000.00	75,000.00
100-5300-310	FUEL	35,661.00	70,000.00	70,000.00
100-5300-330	DEPARTMENTAL SUPPLIES	30,660.00	37,800.00	37,800.00
100-5300-333	EMT EQUIPMENT	14,400.00	15,900.00	15,900.00
100-5300-340	TECHNOLOGY SERVICES & SUPPLIES	74,297.30	3,300.00	3,300.00
100-5300-342	TECHNOLOGY LICENSES	0.00	13,300.00	13,300.00
100-5300-360	EMPLOYEE UNIFORMS & ACCESSORIES	59,459.00	104,000.00	104,000.00
100-5300-390	SMALL EQUIPMENT	19,507.00	47,500.00	47,500.00
100-5300-391	SMALL EQUIPMENT MAINTENANCE & REPAIRS	0.00	13,640.00	13,640.00
100-5300-450	MISCELLANEOUS	30,085.00	0.00	0.00
100-5300-451	INVESTIGATIONS	0.00	6,290.00	6,290.00
100-5300-456	PUBLIC EDUCATION SUPPLIES & MATERIALS	0.00	5,000.00	5,000.00
100-5300-530	DUES & SUBSCRIPTIONS	10,465.00	8,122.00	8,122.00
100-5300-570	SPECIAL ACTIVITIES	4,200.00	52,300.00	52,300.00
100-5300-720	CAPITAL OUTLAY - BUILDINGS	0.00	965,000.00	165,000.00
100-5300-740	CAPITAL OUTLAY - VEHICLES	582,288.00	1,380,000.00	1,380,000.00
100-5300-750	CAPITAL OUTLAY - EQUIPMENT	10,950.00	10,000.00	10,000.00
	Total Department: 5300 - Fire:	**3,776,790.30**	**6,519,223.00**	**5,686,298.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5400 - Planning				
100-5400-020	SALARIES & WAGES	221,831.00	265,621.00	214,977.00
100-5400-030	PART-TIME SALARIES	18,034.00	27,066.00	27,066.00
100-5400-035	OVERTIME SALARIES	3,325.00	5,025.00	5,025.00
100-5400-039	LONGEVITY CONTRIBUTION	1,905.00	5,120.00	2,106.00
100-5400-046	CELL PHONE STIPEND	1,080.00	1,620.00	1,620.00
100-5400-050	FICA	21,230.00	20,745.00	19,062.00
100-5400-060	GROUP INSURANCE CONTRIBUTION	28,628.00	30,935.00	30,935.00
100-5400-070	RETIREMENT CONTRIBUTION	52,775.00	57,029.00	50,196.00
100-5400-071	401K CONTRIBUTION	12,563.00	13,576.00	11,105.00
100-5400-099	UTILITY CONTRA	-28,666.00	-33,509.00	-32,980.00
100-5400-100	PROFESSIONAL SERVICES	119,700.00	200,000.00	200,000.00
100-5400-110	TELEPHONE & POSTAGE	5,430.00	5,973.00	5,973.00
100-5400-140	SCHOOLS & CONFERENCES	4,000.00	9,310.00	9,310.00
100-5400-150	BUILDING & GROUNDS MAINTENANCE	8,517.00	13,830.00	13,830.00
100-5400-160	EQUIPMENT MAINTENANCE & REPAIRS	0.00	875.00	875.00
100-5400-260	ADVERTISING	18,500.00	13,750.00	13,750.00
100-5400-310	FUEL	0.00	1,200.00	1,200.00
100-5400-330	DEPARTMENTAL SUPPLIES	8,850.00	9,000.00	9,000.00
100-5400-340	TECHNOLOGY SERVICES & SUPPLIES	48,044.28	2,500.00	2,500.00
100-5400-360	EMPLOYEE UNIFORMS & ACCESSORIES	500.00	500.00	500.00
100-5400-530	DUES & SUBSCRIPTIONS	8,313.00	10,062.00	10,062.00
100-5400-730	CAPITAL OUTLAY - OTHER	31,284.00	0.00	0.00
100-5400-740	CAPITAL OUTLAY - VEHICLES	0.00	35,418.00	35,418.00
100-5400-750	CAPITAL OUTLAY - EQUIPMENT	0.00	9,665.00	9,665.00
	Total Department: 5400 - Planning:	**585,843.28**	**705,311.00**	**641,195.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5410 - Main Street Program				
100-5410-100	PROFESSIONAL SERVICES	80,000.00	100,000.00	100,000.00
100-5410-110	TELEPHONE & POSTAGE	1,810.00	0.00	0.00
100-5410-140	SCHOOLS & CONFERENCES	5,000.00	0.00	0.00
100-5410-260	ADVERTISING	11,000.00	16,000.00	16,000.00
100-5410-265	SOCIAL MEDIA & MARKETING	0.00	16,100.00	16,100.00
100-5410-330	DEPARTMENTAL SUPPLIES	3,000.00	0.00	0.00
100-5410-360	EMPLOYEE UNIFORMS & ACCESSORIES	500.00	0.00	0.00
100-5410-375	DOWNTOWN FACADE CITY GRANTS	50,000.00	50,000.00	50,000.00
100-5410-530	DUES & SUBSCRIPTIONS	500.00	0.00	0.00
	Total Department: 5410 - Main Street Program:	**151,810.00**	**182,100.00**	**182,100.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5440 - Inspections				
100-5440-020	SALARIES & WAGES	352,138.59	516,788.00	474,231.00
100-5440-030	PART-TIME SALARIES	5,126.00	5,434.00	5,434.00
100-5440-035	OVERTIME SALARIES	5,025.00	5,430.00	5,430.00
100-5440-039	LONGEVITY CONTRIBUTION	6,568.41	7,115.00	9,000.00
100-5440-046	CELL PHONE STIPEND	2,660.00	3,240.00	3,240.00
100-5440-050	FICA	29,723.00	36,736.00	37,162.00
100-5440-060	GROUP INSURANCE CONTRIBUTION	59,277.00	81,344.00	81,344.00
100-5440-070	RETIREMENT CONTRIBUTION	83,781.00	110,940.00	109,210.00
100-5440-071	401K CONTRIBUTION	19,172.00	25,484.00	24,161.00
100-5440-099	INDIRECT TO UTILITY CONTRA	-13,988.00	-16,354.00	-15,995.00
100-5440-100	PROFESSIONAL SERVICES	0.00	8,000.00	8,000.00
100-5440-110	TELEPHONE & POSTAGE	1,080.00	1,900.00	1,900.00
100-5440-120	BANK CHARGES	19,310.94	40,000.00	40,000.00
100-5440-140	SCHOOLS & CONFERENCES	6,750.00	10,650.00	10,650.00
100-5440-170	VEHICLE MAINTENANCE & REPAIRS	4,100.00	10,900.00	10,900.00
100-5440-310	FUEL	5,500.00	12,000.00	12,000.00
100-5440-330	DEPARTMENTAL SUPPLIES	3,650.00	4,050.00	4,050.00
100-5440-340	TECHNOLOGY SERVICES & SUPPLIES	11,400.00	22,250.00	22,250.00
100-5440-360	EMPLOYEE UNIFORMS & ACCESSORIES	1,091.31	1,600.00	1,600.00
100-5440-390	SMALL EQUIPMENT	1,500.00	2,600.00	2,600.00
100-5440-450	MISCELLANEOUS	6,809.06	0.00	0.00
100-5440-530	DUES & SUBSCRIPTIONS	600.00	600.00	600.00
100-5440-720	CAPITAL OUTLAY - BUILDINGS	278,792.39	0.00	0.00
100-5440-740	CAPITAL OUTLAY - VEHICLES	0.00	56,000.00	56,000.00
	Total Department: 5440 - Inspections:	**890,066.70**	**946,707.00**	**903,767.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5480 - Engineering				
100-5480-101	PROFESSIONAL SERVICES - POWELL BILL	95,000.00	95,000.00	95,000.00
100-5480-102	CITY ENGINEER	90,000.00	90,000.00	90,000.00
100-5480-103	TECHNICAL REVIEW	31,000.00	31,000.00	31,000.00
100-5480-104	CONSTRUCTION INSPECTION	108,000.00	108,000.00	108,000.00
100-5480-105	DEPT ENGINEERING SERVICES	51,500.00	51,500.00	51,500.00
100-5480-106	STORMWATER ENGINEERING	70,000.00	70,000.00	70,000.00
	Total Department: 5480 - Engineering:	**445,500.00**	**445,500.00**	**445,500.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5500 - Public Works				
100-5500-020	SALARIES & WAGES	580,804.00	691,166.00	589,053.00
100-5500-030	PART-TIME SALARIES	37,030.00	45,052.00	52,395.00
100-5500-035	OVERTIME SALARIES	21,100.00	23,100.00	23,100.00
100-5500-039	LONGEVITY CONTRIBUTION	7,578.00	8,116.00	10,641.00
100-5500-046	CELL PHONE STIPEND	2,280.00	1,620.00	1,620.00
100-5500-050	FICA	54,127.00	56,758.00	52,012.00
100-5500-060	GROUP INSURANCE CONTRIBUTION	132,020.00	168,636.00	168,636.00
100-5500-070	RETIREMENT CONTRIBUTION	146,545.00	170,642.00	151,305.00
100-5500-071	401K CONTRIBUTION	33,534.00	39,027.00	35,398.00
100-5500-099	INDIRECT TO UTILITY (CONTRA)	-74,056.00	-83,558.00	-67,128.00
100-5500-100	PROFESSIONAL SERVICES	6,150.00	42,500.00	42,500.00
100-5500-110	TELEPHONE & POSTAGE	11,900.00	12,000.00	12,000.00
100-5500-130	UTILITIES	188,645.00	194,445.00	194,445.00
100-5500-140	SCHOOLS & CONFERENCES	9,600.00	18,500.00	18,500.00
100-5500-150	BUILDING & GROUNDS MAINTENANCE	181,198.00	57,000.00	57,000.00
100-5500-151	SIDEWALK MAINTENANCE & REPAIR	66,162.00	47,500.00	47,500.00
100-5500-152	STORM SEWER & DRIVEWAY PIPE MAI	30,500.00	47,000.00	47,000.00
100-5500-153	STREET MAINTENANCE & REPAIR	751,425.71	872,900.00	872,900.00
100-5500-160	EQUIPMENT MAINTENANCE & REPAIRS	17,212.65	12,700.00	12,700.00
100-5500-170	VEHICLE MAINTENANCE & REPAIRS	34,300.00	41,310.00	41,310.00
100-5500-310	FUEL	41,000.00	85,000.00	85,000.00
100-5500-330	DEPARTMENTAL SUPPLIES	38,600.00	37,350.00	37,350.00
100-5500-340	TECHNOLOGY SERVICES & SUPPLIES	32,740.37	11,800.00	11,800.00
100-5500-342	TECHNOLOGY LICENSES	0.00	14,250.00	14,250.00
100-5500-360	EMPLOYEE UNIFORMS & ACCESSORIES	23,600.00	23,800.00	23,800.00
100-5500-390	SMALL EQUIPMENT	10,322.35	2,600.00	2,600.00
100-5500-391	SMALL EQUIPMENT MAINTENANCE & REPAIR	0.00	3,120.00	3,120.00
100-5500-450	MISCELLANEOUS	8,640.00	5,650.00	5,650.00
100-5500-530	DUES & SUBSCRIPTIONS	2,680.00	2,570.00	2,570.00
100-5500-720	CAPITAL OUTLAY - BUILDING	40,000.00	7,000.00	7,000.00
100-5500-730	CAPITAL OUTLAY - OTHER	614,051.71	1,294,000.00	1,224,000.00
100-5500-740	CAPITAL OUTLAY - VEHICLES	379,668.92	120,000.00	40,000.00
100-5500-750	CAPITAL OUTLAY - EQUIPMENT	27,985.00	50,000.00	50,000.00
	Total Department: 5500 - Public Works:	**3,457,343.71**	**4,123,554.00**	**3,870,027.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5700 - Public Facilities				
100-5700-020	SALARIES & WAGES	215,505.00	243,306.00	215,552.00
100-5700-030	PART-TIME SALARIES	31,696.00	33,598.00	33,598.00
100-5700-035	OVERTIME SALARIES	2,010.00	2,172.00	2,172.00
100-5700-039	LONGEVITY CONTRIBUTION	4,130.00	4,463.00	4,545.00
100-5700-046	CELL PHONE STIPEND	1,080.00	1,620.00	1,620.00
100-5700-050	FICA	20,457.00	21,690.00	19,574.00
100-5700-060	GROUP INSURANCE CONTRIBUTION	45,008.00	54,010.00	54,010.00
100-5700-070	RETIREMENT CONTRIBUTION	51,447.00	55,594.00	50,233.00
100-5700-071	401K CONTRIBUTION	11,335.00	1,126.00	11,113.00
100-5700-099	UTILITY CONTRA	0.00	-17,392.00	-33,644.00
100-5700-100	PROFESSIONAL SERVICES	10,000.00	0.00	0.00
100-5700-130	UTILITIES	26,000.00	26,000.00	26,000.00
100-5700-150	BUILDING & GROUNDS MAINTENANCE	42,487.17	45,850.00	45,850.00
100-5700-154	LAKE & MARINA MAINT & OPERATION	63,000.00	63,000.00	63,000.00
100-5700-155	LIBRARY MAINTENANCE & REPAIRS	90,000.00	84,300.00	84,300.00
100-5700-156	GROUNDS MAINTENANCE	77,567.86	147,500.00	147,500.00
100-5700-310	FUEL	3,400.00	3,000.00	3,000.00
100-5700-330	DEPARTMENTAL SUPPLIES	21,000.00	15,000.00	15,000.00
100-5700-335	SIGNAGE AND BRANDING	57,206.14	58,200.00	58,200.00
100-5700-340	TECHNOLOGY SERVICES & SUPPLIES	4,135.00	0.00	0.00
100-5700-342	TECHNOLOGY LICENSES	0.00	750.00	750.00
100-5700-360	EMPLOYEE UNIFORMS & ACCESSORIES	400.00	500.00	500.00
100-5700-400	FACILITY RENTAL	2,300.00	4,800.00	4,800.00
100-5700-450	MISCELLANEOUS	13,080.00	0.00	0.00
100-5700-710	CAPITAL OUTLAY - LAND	70,000.00	0.00	0.00
100-5700-720	CAPITAL OUTLAY - BUILDINGS	35,000.00	7,500.00	7,500.00
100-5700-730	CAPITAL OUTLAY - OTHER	15,000.00	20,000.00	25,000.00
	Total Department: 5700 - Public Facilities:	**913,244.17**	**876,587.00**	**840,173.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 5800 - Sanitation				
100-5800-020	SALARIES & WAGES	316,046.00	360,633.00	349,511.00
100-5800-035	OVERTIME SALARIES	1,005.00	1,086.00	1,086.00
100-5800-039	LONGEVITY CONTRIBUTION	4,438.00	4,819.00	6,717.00
100-5800-046	CELL PHONE STIPEND	0.00	540.00	540.00
100-5800-050	FICA	26,312.00	28,038.00	27,335.00
100-5800-060	GROUP INSURANCE CONTRIBUTION	81,168.00	97,402.00	97,402.00
100-5800-070	RETIREMENT CONTRIBUTION	75,153.00	81,210.00	80,753.00
100-5800-071	401K CONTRIBUTION	17,192.00	18,578.00	17,866.00
100-5800-110	TELEPHONE & POSTAGE	3,400.00	3,400.00	3,400.00
100-5800-160	EQUIPMENT MAINTENANCE & REPAIRS	2,000.00	3,000.00	3,000.00
100-5800-170	VEHICLE MAINTENANCE & REPAIRS	191,500.00	215,000.00	215,000.00
100-5800-310	FUEL	76,000.00	110,000.00	110,000.00
100-5800-330	DEPARTMENTAL SUPPLIES	17,600.00	17,700.00	17,700.00
100-5800-331	ROLL-OUT GARBAGE CANS	36,500.00	49,000.00	49,000.00
100-5800-360	EMPLOYEE UNIFORMS & ACCESSORIES	8,500.00	9,500.00	9,500.00
100-5800-420	MATERIAL HAULING & DISPOSAL	569,000.00	592,200.00	592,200.00
100-5800-450	MISCELLANEOUS	16,000.00	0.00	0.00
100-5800-530	DUES & SUBSCRIPTIONS	700.00	0.00	0.00
100-5800-740	CAPITAL OUTLAY - VEHICLES	326,025.00	610,000.00	610,000.00
100-5800-750	CAPITAL OUTLAY - EQUIPMENT	0.00	110,000.00	0.00
	Total Department: 5800 - Sanitation:	**1,768,539.00**	**2,312,106.00**	**2,191,010.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 6200 - Recreation and Parks				
100-6200-020	SALARIES & WAGES	492,190.00	671,190.00	638,492.00
100-6200-030	PART-TIME SALARIES	110,711.00	158,505.00	158,505.00
100-6200-039	LONGEVITY CONTRIBUTION	15,885.00	35,547.00	16,652.00
100-6200-045	CAR ALLOWANCE	3,672.00	3,692.00	3,692.00
100-6200-046	CELL PHONE STIPEND	540.00	540.00	540.00
100-6200-050	FICA	50,757.00	53,196.00	62,244.00
100-6200-060	GROUP INSURANCE CONTRIBUTION	103,292.00	134,162.00	134,162.00
100-6200-070	RETIREMENT CONTRIBUTION	120,899.00	160,288.00	148,063.00
100-6200-071	401K CONTRIBUTION	27,715.00	37,104.00	32,757.00
100-6200-100	PROFESSIONAL SERVICES	105,100.00	25,000.00	25,000.00
100-6200-110	TELEPHONE & POSTAGE	23,250.00	21,480.00	21,480.00
100-6200-120	BANK CHARGES	0.00	2,040.00	2,040.00
100-6200-130	UTILITIES	89,500.00	99,300.00	99,300.00
100-6200-131	BALLFIELD LIGHTS	30,250.00	40,800.00	40,800.00
100-6200-140	SCHOOLS & CONFERENCES	9,500.00	14,150.00	14,150.00
100-6200-150	BUILDING & GROUNDS MAINTENANCE	203,175.79	264,300.00	256,300.00
100-6200-160	EQUIPMENT MAINTENANCE & REPAIRS	16,500.00	14,000.00	14,000.00
100-6200-170	VEHICLE MAINTENANCE & REPAIRS	10,250.00	12,500.00	12,500.00
100-6200-265	SOCIAL MEDIA & MARKETING	21,500.00	24,700.00	24,700.00
100-6200-310	FUEL	15,150.00	31,000.00	31,000.00
100-6200-330	DEPARTMENTAL SUPPLIES	38,000.00	44,151.00	44,151.00
100-6200-332	ATHLETIC PROGRAMS	72,450.00	85,500.00	85,500.00
100-6200-340	TECHNOLOGY SERVICES & SUPPLIES	35,947.96	0.00	0.00
100-6200-342	TECHNOLOGY LICENSES	200.00	11,725.00	11,725.00
100-6200-360	EMPLOYEE UNIFORMS & ACCESSORIES	5,800.00	5,650.00	5,650.00
100-6200-390	SMALL EQUIPMENT	34,680.90	47,800.00	30,400.00
100-6200-450	MISCELLANEOUS	44,395.00	0.00	0.00
100-6200-530	DUES & SUBSCRIPTIONS	8,736.00	3,730.00	3,730.00
100-6200-570	SPECIAL ACTIVITIES	79,250.00	125,000.00	125,000.00
100-6200-571	CAMPS	11,230.76	19,400.00	19,400.00
100-6200-572	SPORTS HALL OF FAME GALA	11,814.67	0.00	0.00
100-6200-720	CAPITAL OUTLAY - BUILDINGS	23,100.00	371,400.00	204,000.00
100-6200-721	CAPITAL OUTLAY - MACC RENOVATIO	100,457.78	0.00	0.00
100-6200-730	CAPITAL OUTLAY - OTHER	46,824.54	630,500.00	131,000.00
100-6200-737	CAPITAL - FIRST STREET POCKET P	101,266.55	0.00	0.00
100-6200-738	CAPITAL OUTLAY - CATES FARM PARK	6,994.00	0.00	0.00
100-6200-739	CAPITAL OUTLAY - LAKE MICHAEL	15,542.80	0.00	0.00
100-6200-740	CAPITAL OUTLAY - VEHICLES	0.00	35,000.00	35,000.00
100-6200-744	LEBANON RD/LAKE MICHAEL CONNECTOR	165,000.00	0.00	0.00
100-6200-745	YOUTH/WALKER & OLD REC UPDATES	328,820.00	0.00	0.00
100-6200-750	CAPITAL OUTLAY - EQUIPMENT	60,000.00	126,500.00	5,500.00
	Total Department: 6200 - Recreation and Parks:	**2,640,347.75**	**3,309,850.00**	**2,437,433.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 9000 - Non-Departmental				
100-9000-060	GROUP INSURANCE CONTRIBUTION	209,629.00	251,555.00	251,555.00
100-9000-070	RETIREMENT CONTRIBUTION	100,000.00	0.00	0.00
100-9000-080	UNEMPLOYMENT INSURANCE CONTRIBU	20,000.00	20,000.00	20,000.00
100-9000-332	WEBSITE HOSTING	5,000.00	0.00	0.00
100-9000-334	TRAIN COLLECTION EXPENSES	10,000.00	10,000.00	10,000.00
100-9000-540	PROPERTY & GENERAL LIABILITY IN	522,064.00	545,000.00	545,000.00
100-9000-680	ALAMANCE COUNTY ARTS COUNCIL SU	10,000.00	10,000.00	10,000.00
100-9000-681	ACTA SUBSIDY	6,500.00	6,500.00	6,500.00
100-9000-682	MEBANE HISTORICAL MUSEUM SUBSID	39,700.00	39,700.00	39,700.00
100-9000-685	UNITED WAY DONATION	5,000.00	5,000.00	5,000.00
	Total Department: 9000 - Non-Departmental:	**927,893.00**	**887,755.00**	**887,755.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 9001 - Debt Service				
100-9001-810	PRINCIPAL - 2008 ISSUE (REC & C	213,334.00	213,334.00	213,334.00
100-9001-818	PRINCIPAL - FIRE STATION BB&T	173,334.00	173,334.00	173,333.00
100-9001-819	PRINCIPAL - FIRE STATION PEMC	140,889.00	140,889.00	140,889.00
100-9001-820	PRINCIPAL - NEW PARK	388,667.00	388,668.00	388,668.00
100-9001-821	PRINCIPAL - FIRE TRUCK 2017	46,833.00	46,833.00	46,833.00
100-9001-822	PRINCIPAL - FIRE RADIOS	86,375.00	43,188.00	43,188.00
100-9001-823	PRINCIPAL - POLICE VEHICLES 2019	53,294.00	53,294.00	53,294.00
100-9001-824	PRINCIPAL - POLICE RADIOS 2019 Firstbank	93,800.00	93,800.00	93,800.00
100-9001-826	PRINCIPAL - NEW PW TRUCKS	86,100.00	86,100.00	86,100.00
100-9001-828	PRINCIPAL - FY22 VEHICLE & APPARATUS	133,176.00	269,414.00	257,700.00
100-9001-850	INTEREST - 2008 ISSUE (REC & CI	13,142.00	5,633.00	5,633.00
100-9001-858	INTEREST - FIRE STATION BB&T	38,151.00	33,229.00	33,229.00
100-9001-859	INTEREST - NEW PARK	103,794.00	94,140.00	94,140.00
100-9001-860	INTEREST - FIRE TRUCK 2017	1,998.00	0.00	0.00
100-9001-861	INTEREST - FIRE RADIOS	3,835.00	400.00	399.00
100-9001-862	INTEREST - POLICE VEHICLES 2019	6,468.00	2,441.00	2,441.00
100-9001-863	INTEREST - POLICE RADIOS 2019	12,833.00	3,597.00	3,597.00
100-9001-865	INTEREST - NEW PW TRUCKS	4,988.00	3,815.00	3,815.00
100-9001-867	INTEREST - FY22 VEHICLE & APPARATUS	18,991.00	12,500.00	11,956.00
	Total Department: 9001 - Debt Service:	**1,620,002.00**	**1,664,609.00**	**1,652,348.00**
	Proposed Debt			340,644.00
	New Total			$1,992,992.00

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 9002 - Transfers and Other Uses				
100-9002-919	TRANSFER TO LAKE MICHAEL DAM SPILLWAY CPO	908,240.00	0.00	0.00
	Total Department: 9002 - Transfers and Other Uses:	**908,240.00**	**0.00**	**0.00**
	Total Expense:	**27,815,295.28**	**34,001,627.00**	**29,625,713.00**
	Total Fund: 100 - General Fund:	**27,815,295.28**	**34,001,627.00**	**29,625,713.00**
	Report Total:	**27,815,295.28**	**34,001,627.00**	**29,635,713.00**

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Fire	Fire Station #4 Bids and Design	$ 110,000		$ 110,000		Site off Buckhorn Rd.
Fire	Replace Two Fire Engines	1,300,000		1,300,000		Engine 32 and 35 to be retired from serviceand Engine 35 to be moved to reserve tanker.
Fire	Fire Prevention Vehicle	45,000		45,000		Use by support staff members who are responsible for the safety of the visiting public and the citizens of Mebane.
Fire	Life Safety Education Vehicle	35,000		35,000		Provide transportation for the Life Safety Education Program staff.
Fire	Training Classroom	800,000	800,000	-	Withdrawn by the Fire Chief	Training for all City staff in a centralized location.
IT	Upgrade door systems at Firestations	30,000		30,000		We have replaced the system at City Hall, Planning and Inspections to be uniform across the board. This will eliminate the need for multiple platforms to control the doors at city locations.
Police	Police Facility - Land/Planning and Engineering	1,750,000	1,750,000	-	The potential site will not be ready for this work until FY23-24	
Police	Vehicles (4) Replacements	260,006		260,006		
Inspections	Vehicles (2) Replacements	56,000		56,000		Vehicles for Inspectors.

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Planning	Planning Department Vehicle (New)	35,418	35,418	-		Department currently has no dedicated vehicle.
Public Works	Brine Mount System and Body	50,000		50,000		One brine truck is out of service.
Public Works	ST 11 Pick-up Truck (2007) w/ Plow	40,000	40,000	-	Deferred to FY23-24.	15 years old, mileage 107,256
Public Works	ST 59 Pick-up Truck (2002) w/ Plow	40,000	40,000	-	Deferred to FY23-24.	22 years old, mileage 78,355
Public Works	ST 24 Pick-up Truck (2000) w/ Plow	40,000		40,000		20 years old, out of service - used to spread brine. Mileage 88,080
Public Works	Downtown Stamped Asphalt Crosswalk Refurbishing	70,000		70,000		
Public Works	FEMA Area at PW Facility	60,000		60,000		Devloep site plan and obtain permits
Public Works	East Graham St Stormwater project	25,000		25,000		Should cover city's portion of design and construction, which includes sidewalk and guardrail.
Public Works	Dead-end street design	30,000		30,000		Design for six dead-end streets
Public Works	Sidewalk - W Carr Street/Yoder Sidewalk Final Design & Construction	54,000		54,000		Fills sidewalk gap at low-visibility bend in Carr Street. Sidewalk will be on EM Yoder ES campus.
Public Works	Sidewalk - S. Third Ext. from Corporate Park Drive to Gibson Rd - Engineering Design	110,000	55,000	55,000	Only one phase will be studied.	Fills Sidewalk Gap to Governor's Green & Cooperstone Subdivisions. Construction proposed for FY 25-26.

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Public Works	Holt Street Greenway	900,000		900,000		
Sanitation	SAN 61 Rear Loader Garbage Truck Replacement (2002)	210,000		210,000		20 years old, mileage 154,727, maintenance increasing costs & issues
Sanitation	SAN 28 Pick-up Truck Replacement (1997) w/ Plow	40,000		40,000		25 years old, mileage 190,587, maintenance issues
Sanitation	SAN 65 Pick-up Truck Replacement (2002) w/ Plow	40,000		40,000		20 years old, mileage 231,716, maintenance increasing cost & issues
Sanitation	SAN 53 Mack Leaf Truck Replacement (1999)	320,000		320,000		23 years old, odometer broken, mileage assumed greater than 50,000
Sanitation	Pull-behind leaf vacuum and box	110,000	110,000	-	Deferred to FY23-24.	We will need to rent a truck for the Fall of 2022
Recreation & Parks	Lake Michael Lebanon Road Connector construction	121,000		121,000		Preliminary Engineering Design occurring for the connector (Phase 1) in FY 21-22 at $36,000 of appropriated $165,000.
Recreation & Parks	Lake Michael remaining trail preliminary engineering design transfer to Phase 2 CPO	45,000	45,000	-	Deferred to FY23-24.	Non-Lebanon Road Connector trail
Recreation & Parks	Community Park Fiddler Stage	75,000		75,000		Full funding of project at the Community Park /Seeking 25k donation from MBA

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Recreation & Parks	Old Rec Building Improvements	180,000	108,000	72,000	Removed AC in Gym $80,000 and Humidity Control $25,000	Floor in Train Room $25,000, AC in Gym $80,000, Roof $53,000, and Humidify Control in Museum $25,000
Recreation & Parks	John Deere Compact Tractor	28,000	28,000	-		For Community Park use, John 2038R Tractor
Recreation & Parks	Maintenance Truck	35,000		35,000		Maintenance Truck for potential new Parks Superintendent
Recreation & Parks	Shade Cover for Fitness Court	55,000	55,000	-		Three posts, plus installation. This is a custom design due to the three post shade that must be used.
Recreation & Parks	Woodlawn Entrance to Parking lot to Community Park	400,000	400,000	-		Create additional parking. Includes paving and storm water requirements.
Totals		**$ 7,499,424**	**$ 3,466,418**	**$ 4,033,006**		

GENERAL FUND REQUESTED POSITIONS AND PROPOSED CUTS

Number	Department	Fund	Position Requested	Type	Requested FY22-23	Requested FY23-24	Proposed Cuts	New FY22-23 Total	New FY23-24 Total
1	Rec & Parks	General	Parks Superintendent	New	$ 135,850	$ 97,600		$ 135,850	$ 97,600
2	Rec & Parks	General	Recreation Superintendent	Reclass	5,819	5,819		5,819	5,819
3	Rec & Parks	General	Supervisor of Athletics	Reclass	3,648	3,648		3,648	3,648
4	Rec & Parks	General	Parks Operations & Maintenance Supervisor	Reclass	4,426	4,426		4,426	4,426
5	IT	General	IT Technician	New	82,455	78,816	82,455	-	-
6	Fire	General	Firefighter	New	83,782	61,465		83,782	61,465
7	Fire	General	Firefighter	New	83,782	61,465		83,782	61,465
8	Fire	General	Firefighter	New	83,782	61,465		83,782	61,465
9	Fire	General	Firefighter	New	83,782	61,465		83,782	61,465
10	Fire	General	Firefighter	New	83,782	61,465		83,782	61,465
11	Fire	General	Firefighter	New	83,782	61,465		83,782	61,465
12	Inspections	General	Plan Reviewer	New	113,144	113,154		113,144	113,154
13	Inspections	General	Permit Specialist	New	63,406	62,992	63,406	-	-
14	Public Works	General	Automotive Mechanic	Reclass	30,688	30,688		30,688	30,688
	Total				**$ 942,128**	**$ 765,933**	**$ 145,861**	**$ 796,267**	**$ 624,125**

Fund 300 Department Totals

	FY 2021-2022 BUDGET	FY 2022-2023 DEPT REQUESTS	FY 2022-2023 PROPOSED BUDGET
8100 - Admin, Meters and Billing	1,868,739.00	1,612,876.00	1,418,135.00
8200 - Utility Maintenance	6,627,417.00	6,326,544.00	4,460,327.00
8280 - Engineering	325,000.00	285,000.00	285,000.00
8300 - Water Resource Recovery Facility	2,225,098.00	2,648,004.00	2,322,341.00
9300 - Utility Non-Departmental	4,594,094.20	2,002,965.00	1,502,965.00
Total Expense	**15,640,348.20**	**12,875,389.00**	**9,988,768.00**



Mebane, NC

Budget Listing

For Fiscal: 2022-2023 Period Ending: 07/31/2022

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Fund: 300 - Utility Fund				
Expense				
Department: 8100 - Admin, Meters and Billing				
300-8100-020	SALARIES & WAGES	181,022.00	195,612.00	53,635.00
300-8100-039	LONGEVITY CONTRIBUTION	1,756.00	1,898.00	526.00
300-8100-050	FICA	13,450.00	15,110.00	4,143.00
300-8100-060	GROUP INSURANCE CONTRIBUTION	9,763.00	11,716.00	11,716.00
300-8100-070	RETIREMENT CONTRIBUTION	38,416.00	44,795.00	12,241.00
300-8100-071	401K CONTRIBUTION	8,791.00	10,369.00	2,708.00
300-8100-099	INDIRECT TO UTILITY (CONTRA)	708,191.00	744,976.00	744,976.00
300-8100-110	TELEPHONE & POSTAGE	28,000.00	32,000.00	32,000.00
300-8100-120	BANK CHARGES	75,000.00	289,800.00	289,800.00
300-8100-140	SCHOOLS AND CONFERENCES	0.00	1,000.00	1,000.00
300-8100-160	EQUIPMENT MAINTENANCE & REPAIRS	2,000.00	2,000.00	2,000.00
300-8100-271	UTILITY BILLING SERVICES	0.00	50,500.00	50,290.00
300-8100-330	DEPARTMENTAL SUPPLIES	1,000.00	1,000.00	1,000.00
300-8100-340	TECHNOLOGY SERVICES & SUPPLIES	9,900.00	12,100.00	12,100.00
300-8100-450	MISCELLANEOUS	91,450.00	0.00	0.00
300-8100-730	CAPITAL OUTLAY - OTHER	700,000.00	200,000.00	200,000.00
	Total Department: 8100 - Admin, Meters and Billing:	**1,868,739.00**	**1,612,876.00**	**1,418,135.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 8200 - Utility Maintenance				
300-8200-020	SALARIES & WAGES	708,044.00	862,822.00	821,869.00
300-8200-030	PART-TIME SALARIES	5,100.00	5,406.00	5,406.00
300-8200-035	OVERTIME SALARIES	49,000.00	60,949.00	60,949.00
300-8200-036	ON-CALL	12,816.00	0.00	0.00
300-8200-039	LONGEVITY CONTRIBUTION	14,885.00	16,761.00	16,503.00
300-8200-045	CAR ALLOWANCE	3,672.00	3,692.00	3,692.00
300-8200-046	CELL PHONE STIPEND	1,620.00	540.00	540.00
300-8200-050	FICA	55,703.00	67,313.00	69,212.00
300-8200-060	GROUP INSURANCE CONTRIBUTION	139,040.00	187,272.00	187,272.00
300-8200-070	RETIREMENT CONTRIBUTION	157,982.00	214,091.00	203,247.00
300-8200-071	401K CONTRIBUTION	36,152.00	47,027.00	44,966.00
300-8200-100	PROFESSIONAL SERVICES	140,100.00	93,500.00	93,500.00
300-8200-110	TELEPHONE & POSTAGE	13,100.00	12,060.00	12,060.00
300-8200-130	UTILITIES	100,600.00	97,000.00	97,000.00
300-8200-140	SCHOOLS & CONFERENCES	6,000.00	22,000.00	22,000.00
300-8200-150	BUILDING & GROUNDS MAINTENANCE	7,800.00	13,000.00	13,000.00
300-8200-153	STREET MAINTENANCE & REPAIR	25,000.00	20,000.00	20,000.00
300-8200-157	FIRE HYDRANT MAINTENANCE & REPA	42,000.00	35,000.00	35,000.00
300-8200-160	EQUIPMENT MAINTENANCE & REPAIRS	99,462.65	135,000.00	135,000.00
300-8200-161	INFRASTRUCTURE MAINTENANCE & REPA	555,000.00	586,044.00	586,044.00
300-8200-170	VEHICLE MAINTENANCE & REPAIRS	30,500.00	25,000.00	25,000.00
300-8200-260	ADVERTISING	500.00	500.00	500.00
300-8200-310	FUEL	22,500.00	22,500.00	41,000.00
300-8200-330	DEPARTMENTAL SUPPLIES	146,101.00	120,000.00	120,000.00
300-8200-332	CHEMICALS	130,000.00	0.00	0.00
300-8200-336	CHEMICALS	0.00	220,187.00	220,187.00
300-8200-340	TECHNOLOGY SERVICES & SUPPLIES	23,000.00	9,750.00	9,750.00
300-8200-342	TECHNOLOGY LICENSES	0.00	18,500.00	18,500.00
300-8200-360	EMPLOYEE UNIFORMS & ACCESSORIES	19,700.00	20,700.00	20,700.00
300-8200-390	SMALL EQUIPMENT	7,375.96	9,900.00	9,900.00
300-8200-430	GRAHAM SEWER SERVICES	20,000.00	20,000.00	20,000.00
300-8200-450	MISCELLANEOUS	99,765.73	0.00	0.00
300-8200-452	LABORATORY SERVICES	2,640.00	10,000.00	10,000.00
300-8200-454	SCADA SERVICES	7,740.00	24,500.00	24,500.00
300-8200-480	PURCHASE OF WATER	780,000.00	850,000.00	850,000.00
300-8200-530	DUES & SUBSCRIPTIONS	15,565.00	18,030.00	18,030.00
300-8200-710	CAPITAL OUTLAY - LAND	199,177.00	0.00	0.00
300-8200-730	CAPITAL OUTLAY - OTHER	857,950.00	2,397,500.00	585,000.00
300-8200-733	CAPITAL OUTLAY - GKN PUMP STATION RE-ROUTE	1,900,000.00	0.00	0.00
300-8200-740	CAPITAL OUTLAY - VEHICLES	123,000.00	0.00	0.00
300-8200-750	CAPITAL OUTLAY - EQUIPMENT	68,825.66	80,000.00	60,000.00
	Total Department: 8200 - Utility Maintenance:	**6,627,417.00**	**6,326,544.00**	**4,460,327.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 8280 - Engineering				
300-8280-102	CITY ENGINEER	134,000.00	94,000.00	94,000.00
300-8280-103	TECHNICAL REVIEW	28,000.00	28,000.00	28,000.00
300-8280-104	CONSTRUCTION INSPECTION	130,000.00	130,000.00	130,000.00
300-8280-105	DEPT ENGINEERING SERVICES	33,000.00	33,000.00	33,000.00
	Total Department: 8280 - Engineering :	**325,000.00**	**285,000.00**	**285,000.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 8300 - Water Resource Recovery Facility				
300-8300-020	SALARIES & WAGES	570,390.00	797,889.00	552,119.00
300-8300-030	PART-TIME SALARIES	12,240.00	12,974.00	37,000.00
300-8300-035	OVERTIME SALARIES	18,920.00	20,046.00	20,055.00
300-8300-039	LONGEVITY CONTRIBUTION	13,618.00	16,509.00	12,776.00
300-8300-045	CAR ALLOWANCE	3,672.00	3,692.00	3,692.00
300-8300-046	CELL PHONE STIPEND	1,080.00	2,520.00	2,520.00
300-8300-050	FICA	45,382.00	64,980.00	47,618.00
300-8300-060	GROUP INSURANCE CONTRIBUTION	79,341.00	122,441.00	102,017.00
300-8300-070	RETIREMENT CONTRIBUTION	126,946.00	182,836.00	132,312.00
300-8300-071	401K CONTRIBUTION	29,050.00	41,822.00	29,273.00
300-8300-100	PROFESSIONAL SERVICES	10,000.00	10,000.00	10,000.00
300-8300-110	TELEPHONE & POSTAGE	7,671.00	8,264.00	8,264.00
300-8300-130	UTILITIES	178,980.00	192,660.00	192,660.00
300-8300-140	SCHOOLS & CONFERENCES	3,200.00	4,400.00	4,400.00
300-8300-150	BUILDINGS & GROUNDS MAINTENANCE	32,730.00	32,565.00	32,565.00
300-8300-160	EQUIPMENT MAINTENANCE & REPAIRS	168,675.00	195,600.00	195,600.00
300-8300-170	VEHICLE MAINTENANCE & REPAIRS	950.00	1,000.00	1,000.00
300-8300-260	ADVERTISING	100.00	100.00	100.00
300-8300-310	FUEL	3,100.00	7,176.00	9,840.00
300-8300-330	DEPARTMENTAL SUPPLIES	41,740.00	42,164.00	42,164.00
300-8300-332	CHEMICALS	95,000.00	0.00	0.00
300-8300-336	CHEMICALS	0.00	134,716.00	134,716.00
300-8300-340	TECHNOLOGY SERVICES & SUPPLIES	2,300.00	7,000.00	7,000.00
300-8300-350	SOFTWARE LICENSING	1,400.00	10,000.00	10,000.00
300-8300-360	EMPLOYEE UNIFORMS & ACCESSORIES	4,400.00	4,192.00	4,192.00
300-8300-390	SMALL EQUIPMENT	16,800.00	24,400.00	24,400.00
300-8300-391	SMALL EQUIPMENT MAINTENANCE	0.00	600.00	600.00
300-8300-420	MATERIAL HAULING & DISPOSAL	0.00	473,704.00	473,704.00
300-8300-450	MISCELLANEOUS	505,565.00	0.00	0.00
300-8300-452	LABORATORY SERVICES	31,100.00	36,120.00	36,120.00
300-8300-454	SCADA SERVICES	31,200.00	42,233.00	42,233.00
300-8300-530	DUES & SUBSCRIPTIONS	12,490.00	13,503.00	13,503.00
300-8300-730	CAPITAL OUTLAY - OTHER	151,108.00	52,000.00	52,000.00
300-8300-740	CAPITAL OUTLAY - VEHICLES	0.00	11,700.00	11,700.00
300-8300-750	CAPITAL OUTLAY - EQUIPMENT	25,950.00	76,198.00	76,198.00
	Total Department: 8300 - Water Resource Recovery Facility:	**2,225,098.00**	**2,648,004.00**	**2,322,341.00**

Account Number	Account Name	2021-2022 2021-2022 RECOMM	2022-2023 FY 22-23 DEPT	2022-2023 FY 22-23 PRELIM
Department: 9300 - Utility Non-Departmental				
300-9300-100	PROFESSIONAL SERVICES	174,930.35	1,300.00	1,300.00
300-9300-540	PROPERTY & LIABILTY INSURANCE	62,000.00	11,100.00	11,100.00
300-9300-833	PRINCIPAL - 2007 ISSUE (SE PUMP	133,334.00	0.00	0.00
300-9300-834	PRINCIPAL - 2009 DENR WATER QUALITY LOAN	4,806.00	4,806.00	4,806.00
300-9300-835	PRINCIPAL - WATER UPGRADE/EXENS	3,015,000.00	0.00	0.00
300-9300-836	WATER PLANT CAPACITY PAYMENT	127,403.00	127,403.00	127,403.00
300-9300-837	PRINCIPAL - GRAHAM SEWER CAPACI	200,000.00	150,000.00	150,000.00
300-9300-838	PRINCIPAL - WRRF FY22 REVENUE BONDS	620,000.00	964,000.00	964,000.00
300-9300-839	PRINCIPAL - FY22 VEHICLES & APPARATUS	12,300.00	23,428.00	23,428.00
300-9300-881	INTEREST - WATER UPGRADE/EXPANS	87,591.85	0.00	0.00
300-9300-883	INTEREST - 2007 ISSUE (SE PUMP	3,850.00	0.00	0.00
300-9300-885	INTEREST - WRRF FY22 REVENUE BONDS	151,125.00	219,840.00	219,840.00
300-9300-886	INTEREST - FY22 VEHICLES & APPARATUS	1,754.00	1,088.00	1,088.00
300-9300-914	TRANSFER TO UTILITY PROJECTS CAPITAL RESERVE ...	0.00	500,000.00	0.00
300-9300-978	TRANSFER TO CAPITAL PROJECT ORDINANCES	215,000.00	0.00	0.00
	Total Department: 9300 - Utility Non-Departmental:	**4,809,094.20**	**2,002,965.00**	**1,502,965.00**
	Total Expense:	**15,855,348.20**	**10,963,271.00**	**9,988,768.00**
	Total Fund: 300 - Utility Fund:	**15,855,348.20**	**10,963,271.00**	**9,988,768.00**
	Report Total:	**15,855,348.20**	**10,963,271.00**	**9,988,768.00**

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Fire	Fire Station #4 Bids and Design	$ 110,000		$ 110,000		Site off Buckhorn Rd.
Fire	Replace Two Fire Engines	1,300,000		1,300,000		Engine 32 and 35 to be retired from serviceand Engine 35 to be moved to reserve tanker.
Fire	Fire Prevention Vehicle	45,000		45,000		Use by support staff members who are responsible for the safety of the visiting public and the citizens of Mebane.
Fire	Life Safety Education Vehicle	35,000		35,000		Provide transportation for the Life Safety Education Program staff.
Fire	Training Classroom	800,000	800,000	-	Withdrawn by the Fire Chief	Training for all City staff in a centralized location.
IT	Upgrade door systems at Firestations	30,000		30,000		We have replaced the system at City Hall, Planning and Inspections to be uniform across the board. This will eliminate the need for multiple platforms to control the doors at city locations.
Police	Police Facility - Land/Planning and Engineering	1,750,000	1,750,000	-	The potential site will not be ready for this work until FY23-24	
Police	Vehicles (4) Replacements	260,006		260,006		
Inspections	Vehicles (2) Replacements	56,000		56,000		Vehicles for Inspectors.

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Planning	Planning Department Vehicle (New)	35,418	35,418	-		Department currently has no dedicated vehicle.
Public Works	Brine Mount System and Body	50,000		50,000		One brine truck is out of service.
Public Works	ST 11 Pick-up Truck (2007) w/ Plow	40,000	40,000	-	Deferred to FY23-24.	15 years old, mileage 107,256
Public Works	ST 59 Pick-up Truck (2002) w/ Plow	40,000	40,000	-	Deferred to FY23-24.	22 years old, mileage 78,355
Public Works	ST 24 Pick-up Truck (2000) w/ Plow	40,000		40,000		20 years old, out of service - used to spread brine. Mileage 88,080
Public Works	Downtown Stamped Asphalt Crosswalk Refurbishing	70,000		70,000		
Public Works	FEMA Area at PW Facility	60,000		60,000		Devloep site plan and obtain permits
Public Works	East Graham St Stormwater project	25,000		25,000		Should cover city's portion of design and construction, which includes sidewalk and guardrail.
Public Works	Dead-end street design	30,000		30,000		Design for six dead-end streets
Public Works	Sidewalk - W Carr Street/Yoder Sidewalk Final Design & Construction	54,000		54,000		Fills sidewalk gap at low-visibility bend in Carr Street. Sidewalk will be on EM Yoder ES campus.
Public Works	Sidewalk - S. Third Ext. from Corporate Park Drive to Gibson Rd - Engineering Design	110,000	55,000	55,000	Only one phase will be studied.	Fills Sidewalk Gap to Governor's Green & Cooperstone Subdivisions. Construction proposed for FY 25-26.

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Public Works	Holt Street Greenway	900,000		900,000		
Sanitation	SAN 61 Rear Loader Garbage Truck Replacement (2002)	210,000		210,000		20 years old, mileage 154,727, maintenance increasing costs & issues
Sanitation	SAN 28 Pick-up Truck Replacement (1997) w/ Plow	40,000		40,000		25 years old, mileage 190,587, maintenance issues
Sanitation	SAN 65 Pick-up Truck Replacement (2002) w/ Plow	40,000		40,000		20 years old, mileage 231,716, maintenance increasing cost & issues
Sanitation	SAN 53 Mack Leaf Truck Replacement (1999)	320,000		320,000		23 years old, odometer broken, mileage assumed greater than 50,000
Sanitation	Pull-behind leaf vacuum and box	110,000	110,000	-	Deferred to FY23-24.	We will need to rent a truck for the Fall of 2022
Recreation & Parks	Lake Michael Lebanon Road Connector construction	121,000		121,000		Preliminary Engineering Design occurring for the connector (Phase 1) in FY 21-22 at $36,000 of appropriated $165,000.
Recreation & Parks	Lake Michael remaining trail preliminary engineering design transfer to Phase 2 CPO	45,000	45,000	-	Deferred to FY23-24.	Non-Lebanon Road Connector trail
Recreation & Parks	Community Park Fiddler Stage	75,000		75,000		Full funding of project at the Community Park /Seeking 25k donation from MBA

General Fund Capital Improvement Plan
Proposed Cuts

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Recreation & Parks	Old Rec Building Improvements	180,000	108,000	72,000	Removed AC in Gym $80,000 and Humidity Control $25,000	Floor in Train Room $25,000, AC in Gym $80,000, Roof $53,000, and Humidify Control in Museum $25,000
Recreation & Parks	John Deere Compact Tractor	28,000	28,000	-		For Community Park use, John 2038R Tractor
Recreation & Parks	Maintenance Truck	35,000		35,000		Maintenance Truck for potential new Parks Superintendent
Recreation & Parks	Shade Cover for Fitness Court	55,000	55,000	-		Three posts, plus installation. This is a custom design due to the three post shade that must be used.
Recreation & Parks	Woodlawn Entrance to Parking lot to Community Park	400,000	400,000	-		Create additional parking. Includes paving and storm water requirements.
Totals		**$ 7,499,424**	**$ 3,466,418**	**$ 4,033,006**		

UTILITY FUND REQUESTED POSITIONS AND PROPOSED CUTS

Number	Department	Fund	Position Requested	Type	Requested FY22-23	Requested FY23-24	Proposed Cuts	New FY22-23 Total	New FY23-24 Total
2	WRRF	Utility	Wastewater Treatment Plant Operator	New	$ 62,400	$ 68,078	$ 62,400	$ -	$ -
3	Utility Maintenance	Utility	Maintenance Technician	New	53,980	50,890		$ 53,980	50,890
4	Utility Maintenance	Utility	Maintenance Technician	New	53,980	50,890		$ 53,980	50,890
	Total				**$ 170,360**	**$ 169,858**		**$ 107,960**	**$ 101,780**

City of Mebane
Budget - Debt Service Summary
2022-2023

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2020 Renegotiated Community (City) Park	8/21/2020	American National	$ 4,664,000	$ 3,886,667	$ 388,667	$ 94,139	$ 482,806	Oct/April	2.45%	4/15/2032
2014 Fire Station # 3	1/23/2014	BB&T	$ 2,600,000	$ 1,213,333	$ 173,333	$ 33,228	$ 206,561	July/Jan	2.84%	6/30/2029
2008 City Hall and Recreation Center	6/27/2008	Bank of America	$ 3,200,000	$ 320,000	$ 213,333	$ 5,632	$ 218,965	Dec/June	3.52%	6/27/2023
Total - General Fund			**$ 10,464,000**	**$ 5,420,000**	**$ 775,333**	**$ 132,999**	**$ 908,332**			
Graham-Mebane Sewer Capacity Agreement	5/1/2017	Graham	$ 2,682,464	$ 1,682,464	$ 150,000	$ -	$ 150,000	Annual	0.00%	7/10/2036
Graham-Mebane Water Capacity Agreement	2/1/2014	Graham	$ 2,548,070	$ 1,656,249	$ 127,403	$ -	$ 127,403	Annual	0.00%	9/1/2034
2009 Sewer E-SRF-T	10/30/2009	DENR-DWQ	$ 96,113.00	$ 33,640	$ 4,806	$ -	$ 4,806	Annual	0.00%	5/1/2029
Revenue Bonds - Series 2021	9/22/2021	Truist	$ 13,573,000	$ 13,573,000	$ 964,000	$ 219,839	$ 1,183,839	Aug/Feb	1.27% & 1.78%	8/1/2036
Total - Utility Fund			**$ 18,899,647**	**$ 16,945,353**	**$ 1,246,209**	**$ 219,839**	**$ 1,466,048**			
Total Combined			**$ 29,363,647**	**$ 22,365,353**	**$ 2,021,542**	**$ 352,838**	**$ 2,374,380**			

City of Mebane
Budget - Debt Service Summary - Vehicles
2022-2023

Description	Origination Date	Lender	Original Amount	Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2021 Rolling Stock (Fire Engine, Police Vehicles, Garbage Truck)	7/20/2021	Truist	$ 1,365,000	$ 1,235,328	$ 257,698	$ 11,958	$ 269,656	July/Jan	1.070%	7/20/2026
2020 Public Works Vehicles	2/28/2020	US Bank	$ 430,500	$ 310,391	$ 86,100	$ 3,814	$ 89,914	Aug/Feb	1.363%	8/28/2025
2019 Police Vehicles	4/16/2019	First Bank	$ 266,468	$ 106,587	$ 53,294	$ 2,441	$ 55,734	Oct/April	2.580%	4/16/2024
2019 Police Radios	5/9/2019	First Bank	$ 469,000	$ 140,700	$ 93,800	$ 3,596	$ 97,396	Nov/May	3.020%	11/9/2023
2018 Fire Radios	4/27/2018	BB&T	$ 431,873	$ 43,187	$ 43,187	$ 399	$ 43,587	Oct/April	1.850%	6/30/2023
2017 Fire Truck	5/25/2017	PEMC REDLG	$ 468,330	$ 234,165	$ 46,833	$ -	$ 46,833	Annual	0.000%	8/1/2026
2014 Fire Trucks and Station 3 Equipment	1/23/2014	PEMC	$ 1,268,000	$ 140,889	$ 140,889	$ -	$ 140,889	Annual	0.00%	1/6/2023
Total - General Fund			**$ 4,699,171**	**$ 2,211,246**	**$ 721,801**	**$ 22,208**	**$ 744,009**			
2021 Rolling Stock (Pick-up Trucks)	7/20/2021	Truist	$ 123,000	$ 107,419	$ 35,143	$ 1,628	$ 36,771	July/Jan	1.070%	7/20/2026
Total Utility Fund			**$ 123,000**	**$ 107,419**	**$ 35,143**	**$ 1,628**	**$ 36,771**			
Total - Combined			**$ 4,822,171**	**$ 2,318,665**	**$ 756,944**	**$ 23,836**	**$ 780,780**			

Mebane

Positively Charming

Mebane Main Street Program Overview

City Manager Proposal for FY 22-23 Plan Of Action

Overview and Decisions

- NC Main Street Program
  - Selected Mebane as Downtown Associate Community (DAC) in 1-2020
  - DACs receive staff support from NC Main Street office for a period of up to three years to complete requirements to achieve Main Street designation.
- What is “Main Street”?
  - Approach to downtown revitalization developed by the National Trust for Historic Preservation.
  - Approach recognizes success requires concentration of efforts in following four areas:
    - Organization
    - Promotion
    - Design
    - Economic Vitality
- Specific vision & mission statement is encouraged for local programs.

- Program Model
  - City Department Model
  - Hybrid-Quasi Model
  - Independent Model
- State Main Street Program Membership Options for FY 22-23
  - Full Designation in August 2022
  - Remain as Downtown Associate Program Status and Full Designation in August 2023
  - Hybrid transition to Full Designation in August 2023
- Budget Requirements for Full Designation
  - Full time Main Street position in place by August 2022 or 2023
  - Funded by public and private sector appropriation/revenues
  - Attendance for conference/trainings

FY 22-23 Main Street Program Budget Request

- Professional Services - Personnel/Operations
  - $100,000
- Social Media & Marketing - Website & Marketing Contractor
  - $16,000
  - City contacted several companies and has proposals it can share with forthcoming Mebane Main Street Program.
- Advertising - Alamance County Tourism Grant
  - $16,000
- Downtown Exterior Improvement Grant (DEIG)
  - $50,000
  - City Council will decide if they want to delegate this grant to the Main Street Program fully or partially (provide recommendations on awards).

Downtown Associate Program Steering Committee

- Members
  - Teresa Dallas
  - Barbara Gutman
  - Steve Krans
  - Kathryn Mathias
  - Adam Powell
  - Dan Shannon
  - Sugaree Thornton
- February 2022 Feed Back Session with City Manager – Three Questions
  - Ready to move forward toward full designation.
  - Hybrid format (model) of one (new) independent organization but continues to partner & works with the City of Mebane .
  - Municipal Service District Tax is to be determined in future years.

Recommendation – Model

- Hybrid-Quasi Model
  - Main Street Entity will be independent organization who partners & works with City of Mebane, but this entity will serve as the lead agency of the Mebane Main Street Program
- Independent Board of Directors
  - City delegates the operations of the program to the independent entity.
  - City Council will receive annual reports.
  - City Council will designate the time frame for review/renewal of Mebane Main Street Program to independent entity.
- Main Street Full Time Position
  - Employee of independent entity.
- Proposing the City will commit to fund the program at $100,000 for three to five-year period (initial start up period).
  - Time period could begin in July 2022 or 2023.

Recommendation – Main Street Program Option

- Hybrid Transition to Full Designation in August 2023 – Remain Downtown Associate Community while Organizing Independent Entity
  - General Logistics
  - Main Street Full Time Position Selection Process
  - Creation of Independent Entity
  - Head Start on Organization Point (Four Point Approach)
- Downtown Associate Community Steering Community serves as One Year Provisional Board of Directors
  - Composed of present seven members with two members of Mebane City Council serving as Ex Officio.
  - City officials and staff support remains at current levels during this transitional year.
  - Four provisional board members can serve on first term of new Mebane Main Street entity to provide continuity and create staggered terms.
  - Jumpstart on organizational items; 501c(3) status, bylaws, committee creation & member recruitment, four point approach, work plan, & etc.

Recommendation – Budget Requirements for Full Designation

- Funding to achieve full time position for August 2023 deadline.
  - Urge provisional board to have the goal of full-time position hired by October 3, 2022.
  - Allows full time employee to assist with the transition to full designation.
  - Compliments City budget process time-frame and ensure position deadline requirement is met.
- Public and Private Sector Funding
  - Public sector funding appropriation via Mebane City Budget.
  - Provisional year allows for work to begin on additional private sector funding.
- Additional time to prepare & meet 501c(3) requirements.

Recommendation – Next Steps

- May 2022 – Appointment of Provisional Board of Directors.
- May to August 2022 – General organization and achieve 501c(3) status.
- August to September 2022 – Advertisement & selection of full-time employee.
- October 2022 – Full time employee begins.
- October to November 2022 – Main Street Program organization approach point items.
- Spring 2023 – Selection of new Board of Directors.
- Spring 2023 – City Budget Process
- July 2023 – City Council approves contract with new entity.
- August 2023 – Full Designation as Main Street Program

QUESTIONS?

AGENDA ITEM #4B

SUB 22-04

Final Subdivision Plat –

Bowman Place, Phase South-1B

Presenter

Cy Stober, Development Director

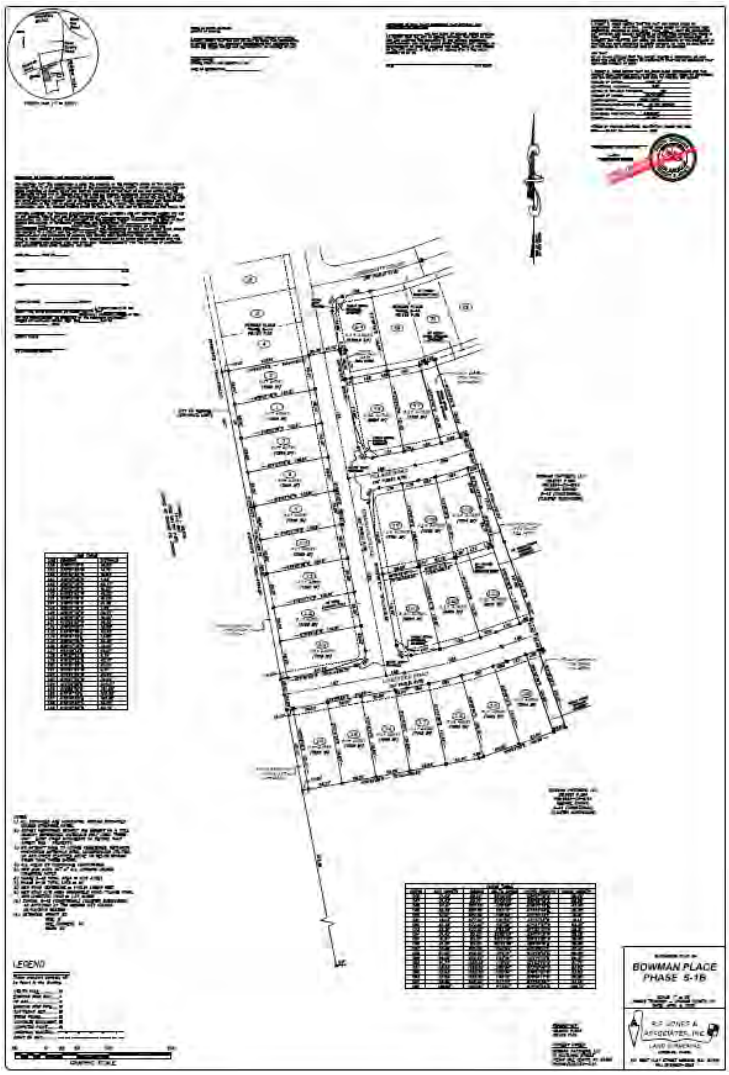
Applicant

Bowman Partners, LLC
15 Scotland Street
Ocean Isle Beach, NC
28469

Public Hearing

Yes ☐ No ☒

Final Plat



Property

Bowman Place, Orange County

GPIN 9824736164

Proposed Zoning

N/A

Current Zoning

R-12 (CD)

Size

+/-6.06 ac

Surrounding Zoning

R-12(CD) & AR (Orange County)

Surrounding Land Uses

Agricultural, Single-Family Residential, Vacant

Utilities

Extended at developer's expense.

Floodplain

No

Watershed

No

City Limits

Yes

Summary

Bowman Partners, LLC, is requesting approval of the Final Plat for Phase S-1B of the Bowman Place Subdivision (approved for conditional rezoning as a cluster subdivision by City Council 06/03/19). The Final Plat will include a total area of +/-6.06 acres featuring 25 single-family lots of +/-4.39 acres, +/- 0.40 acres of open space, and +/-1,145.21 linear feet and +/-1.27 acres of dedicated right of way.

The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plan to reflect comments. All infrastructure must be completed and approved to meet the City of Mebane specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

Financial Impact

The developer has extended utilities at his own expense.

Recommendation

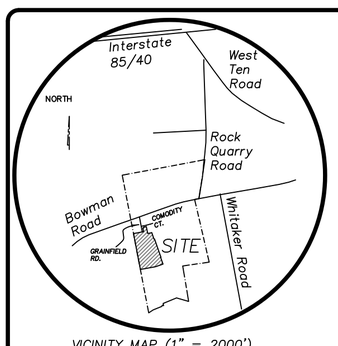
Staff recommends approval of the Final Plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat



VICINITY MAP (1" = 2000')

STATE OF NORTH CAROLINA
COUNTY OF ORANGE

I, _____, REVIEW OFFICER OF ORANGE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

_____
REVIEW OFFICER
ORANGE COUNTY LAND RECORDS / GIS

DATE OF CERTIFICATION: _____

CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

I _____ THE CITY CLERK OF MEBANE, NORTH CAROLINA, DO CERTIFY THAT THE CITY OF MEBANE APPROVED THIS PLAT OR MAP AND AND ACCEPTED THE DEDICATION OF THE STREETS, EASEMENTS, RIGHTS-OF-WAY AND PUBLIC PARKS SHOWN THEREON, BUT ASSUMES NO RESPONSIBILITY TO OPEN OR MAINTAIN THE SAME, UNTIL IN THE OPINION OF THE CITY COUNCIL OF THE CITY OF MEBANE IT IS IN THE PUBLIC INTEREST TO DO SO.

_____ _____
DATE CITY CLERK

SURVEYOR'S CERTIFICATE
I, ROBERT S. JONES, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION(DEED DESCRIPTION RECORDED IN BOOK 6621, PAGE 294) ; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____, PAGE _____; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600).THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

AND THAT:
NC GS 47-30 (f)(11)(a) THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

I, ROBERT S. JONES CERTIFY THAT THE STATE PLANE COORDINATES FOR THIS PROJECT WERE PRODUCED FROM AN ACTUAL GPS SURVEY UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

(1)CLASS OF SURVEY: CLASS "A"
(2)POSITIONAL ACCURACY: 0.08'
(3)TYPE OF GPS FIELD PROCEDURE: VRS
(4)DATES OF SURVEY: 06/12/2019
(5)DATUM/EPOCH: NAD83 (2011)
(6)PUBLISHED/FIXED-CONTROL USE: NC RTK NETWORK
(7)GEIOD MODEL: 12B
(8)COMBINED GRID FACTOR(S): 0.9999427
(9)UNITS: US FEET

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS_____TH DAY OF_____, 2022.

_____
PROFESSIONAL LAND SURVEYOR

L-3939
REGISTRATION NUMBER

NORTH CAROLINA PROFESSIONAL SEAL L-3939 LAND SURVEYOR ROBERT S. JONES

PRELIMINARY PLAT
NOT FOR RECORDATION, CONVEYANCE OR SALE

CERTIFICATE OF OWNERSHIP AND DEDICATION (MAJOR SUBDIVISION)

THIS CERTIFIES THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE PROPERTY SHOWN ON THIS MAP, HAVING ACQUIRED TITLE TO IT BY DEED(S) RECORDED IN THE ALAMANCE/ORANGE COUNTY, NORTH CAROLINA REGISTER OF DEEDS OTHERWISE AS SHOWN BELOW AND THAT BY SUBMISSION OF THIS PLAT OR MAP FOR APPROVAL, I/WE DO DEDICATE TO THE CITY OF MEBANE FOR PUBLIC USE ALL STREETS, EASEMENTS, RIGHTS-OF-WAY AND PARKS SHOWN THEREON FOR ALL LAWFUL PURPOSES TO WHICH THE CITY MAY DEVOTE OR ALLOW THE SAME TO BE USED AND UPON ACCEPTANCE THEREOF AND IN ACCORDANCE WITH ALL CITY POLICIES, ORDINANCES AND REGULATIONS OR CONDITIONS OF THE CITY OF MEBANE FOR THE BENEFIT OF THE PUBLIC, THIS DEDICATION SHALL BE IRREVOCABLE. ALSO, ALL PRIVATE STREETS SHOWN ON THIS MAP, IF ANY, ARE TO BE AVAILABLE FOR PUBLIC USE.

PROVIDED, HOWEVER, THE "COMMON ELEMENTS" SHOWN HEREON EXPRESSLY ARE NOT DEDICATED HEREBY FOR USE BY THE GENERAL PUBLIC, BUT ARE TO BE CONVEYED BY _____ TO _____ HOMEOWNERS ASSOCIATION, INC. FOR THE USE AND ENJOYMENT OF THE MEMBERS THEREOF PURSUANT TO THE TERMS OF THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR _____ RECORDED IN BOOK_____, PAGE_____, ____ COUNTY REGISTRY, THE TERMS AND PROVISIONS OF WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE._____ BY THE RECORDATION OF THIS PLAT, HEREBY GIVES, GRANTS AND CONVEYS TO A UTILITY AND THE CITY OF MEBANE, THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, RIGHTS-OF-WAY AND EASEMENTS TO MAINTAIN AND SERVICE THEIR RESPECTIVE WIRES, LINES, CONDUITS, AND PIPES IN THEIR PRESENT LOCATIONS WITHIN THE "COMMON ELEMENTS" AS SHOWN HEREON TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND UPON SAID "COMMON ELEMENTS" FOR THE PURPOSE OF MAINTAINING AND SERVICING WIRES, LINES, CONDUITS, AND PIPES."

BOOK NO._____ PAGE NO._____

_____ _____
OWNER DATE

_____ _____
OWNER DATE

NORTH CAROLINA _____ COUNTY

I,_____, A NOTARY PUBLIC OF THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT _____ PERSONALLY APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION OF THE FOREGOING INSTRUMENT. WITNESS MY HAND AND OFFICIAL SEAL THIS_____ DAY OF _____ , 2022.

_____
NOTARY PUBLIC

_____
MY COMMISSION EXPIRES

LINE TABLE		
LINE	BEARING	DISTANCE
L58	S79°07'18"W	46.60'
L65	S70°27'22"W	14.71'
L66	S70°27'22"W	10.93'
L67	S79°07'18"W	1.23'
L68	S79°07'18"W	58.77'
L69	S79°07'18"W	10.00'
L70	N10°52'42"W	46.00'
L71	S79°07'18"W	10.00'
L67	S79°07'18"W	51.38'
L68	S79°07'18"W	1.23'
L69	S79°07'18"W	58.77'
L70	S79°07'18"W	10.00'
L71	N10°52'42"W	46.00'
L72	S79°07'18"W	10.00'
L73	N79°07'18"E	50.00'
L74	N79°07'18"E	13.80'
L75	S79°07'18"W	25.80'
L76	S79°07'18"W	38.00'
L77	N72°59'13"E	55.01'
L78	N70°27'22"E	5.74'
L79	N70°27'22"E	40.10'
L80	N70°27'22"E	20.00'
L81	S70°27'22"W	6.31'
L82	S70°27'22"W	20.90'
L83	S70°27'22"W	32.89'
L84	S10°52'42"E	204.31'
L85	S10°52'42"E	321.95'
L86	N79°07'18"E	108.80'
L87	N79°40'25"E	165.92'
L88	N79°40'25"E	29.00'
L89	N70°27'22"E	60.10'

NOTES:
1.) ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
2.) SURVEY PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH. REFERENCED MATERIALS ONLY USED. THERE MAY EXIST OTHER DOCUMENTS OF RECORD THAT AFFECT THIS PROPERTY.
3.) NO ATTEMPT MADE TO LOCATE CEMETERIES, WETLANDS, HAZARDOUS MATERIALS SITES, UNDERGROUND UTILITIES, OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.
4.) ALL AREAS BY COORDINATE COMPUTATION.
5.) NEW IRON RODS SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
6.) PHASE S-1B TOTAL AREA = 6.06 ACRES
7.) PHASE S-1B TOTAL LOTS = 25
8.) NEW ROAD CENTERLINE = 1145.21 LINEAR FEET
9.) NEW ROAD R/W AREA (GRAINFIELD ROAD, TILLAGE ROAD, AND LIVESTOCK ROAD = 1.27 ACRES
10.) ZONING: R-12 (CONDITIONAL) (CLUSTER SUBDIVISION) AS APPROVED BY THE MEBANE CITY COUNCIL 06/03/2019 MEETING
11.) SETBACKS: FRONT: 20'
SIDE: 5'
SIDE (CORNER): 10'
REAR: 20'

LEGEND

These standard symbols will be found in the drawing.

UTILITY POLE.....
EXISTING IRON ROD.....
PK NAIL.....
EXISTING IRON PIPE.....
5/8"REBAR SET.....
STONE FOUND.....
CONCRETE MONUMENT..
COMPUTED POINT.....
OVERHEAD ELECTRIC.....
RIGHT OF WAY.....

50 0 25 50 100 200
GRAPHIC SCALE

NAD 83 (2011)
NC GRID NORTH

COMMODITY COURT
(50' PUBLIC R/W)

TILLAGE ROAD
(50' PUBLIC R/W)

GRAINFIELD ROAD
(50' PUBLIC R/W)

LIVESTOCK ROAD
(50' PUBLIC R/W)

BOWMAN PLACE PHASE S-1A PB.124 P.58

DANIEL J. WILSON
14-E-920
(SEE DB.1707 P.98)
(ZONED AR ORANGE CO. ZONING)

CITY OF MEBANE CORPORATE LIMITS

BOWMAN PARTNERS, LLC
DB.6621 P.294
PIN: 9824-73-6164
MEBANE ZONING:
R-12 (CONDITIONAL)
(CLUSTER SUBDIVISION)

PRIVATE COMMON OPEN SPACE 0.09 ACRES
PRIVATE COMMON OPEN SPACE 0.11 ACRES
PRIVATE COMMON OPEN SPACE 0.11 Acres
PRIVATE COMMON OPEN SPACE 0.03 ACRES
PRIVATE COMMON OPEN SPACE 0.06 ACRES

CURVE TABLE					
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C42	31.42'	20.00'	90°00'00"	S34°07'18"W	28.28'
C47	31.42'	20.00'	90°00'00"	S55°52'42"E	28.28'
C48	47.41'	627.00'	4°19'58"	N76°57'19"E	47.40'
C49	32.32'	627.00'	2°57'12"	N73°18'44"E	32.32'
C50	10.91'	627.00'	0°59'50"	N71°20'13"E	10.91'
C51	16.13'	677.00'	1°21'55"	S71°31'15"W	16.13'
C52	53.39'	677.00'	4°31'08"	S74°27'47"W	53.38'
C53	28.35'	677.00'	2°23'58"	S77°55'20"W	28.35'
C54	31.42'	20.00'	90°00'00"	S34°07'18"W	28.28'
C55	31.61'	20.00'	90°33'07"	S34°23'52"W	28.42'
C56	31.55'	20.00'	90°22'56"	S56°04'10"E	28.38'
C57	47.38'	975.00'	2°47'03"	N77°20'51"E	47.37'
C58	67.00'	975.00'	3°56'15"	N73°59'12"E	66.99'
C59	26.58'	975.00'	1°33'42"	N71°14'13"E	26.57'
C60	21.77'	1025.00'	1°13'00"	S71°03'52"W	21.77'
C61	53.93'	1025.00'	3°00'54"	S73°10'49"W	53.93'
C62	53.93'	1025.00'	3°00'54"	S76°11'43"W	53.93'
C63	35.26'	1025.00'	1°58'16"	S78°41'17"W	35.26'
C64	94.26'	652.00'	8°17'00"	N74°58'48"E	94.18'
C65	160.88'	1000.00'	9°13'03"	N75°03'54"E	160.70'

813.38'
5/8" Rebar

REFERENCES
DB.6621 P.294
PB.106 P.83

CURRENT OWNER:
BOWMAN PARTNERS, LLC
15 SCOTLAND STREET
OCEAN ISLE BEACH, NC 28469
PHONE: (336)380-4121

SUBDIVISION PLAT OF:

BOWMAN PLACE PHASE S-1B

SCALE: 1" = 50'
CHEEKS TOWNSHIP - ORANGE COUNTY, NC
DATE: APRIL 4, 2022

R.S. JONES & ASSOCIATES, INC.
LAND SURVEYORS
LICENSE NO.: C-2565
201 WEST CLAY STREET MEBANE, N.C. 27302
PH.: (919)563-3623

AGENDA ITEM #4C

SUB 22-05

Final Subdivision Plat -

Tupelo Junction, Phase 1

Presenter

Cy Stober, Development Director

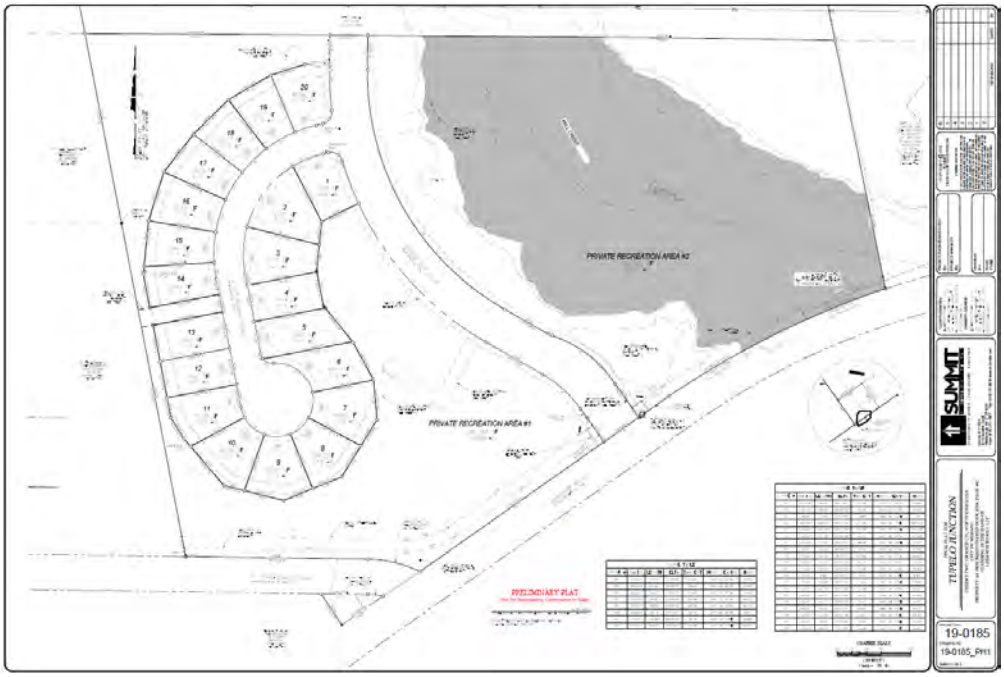
Applicant

Lebanon Road 3, LLC
c/o James Parker, Jr.
320 Executive Court
Hillsborough, NC 27278

Public Hearing

Yes ☐ No ☒

Final Plat



Property

Tupelo Junction, Mebane, Orange Co.

GPIN 9825498941

Proposed Zoning

N/A

Current Zoning

R-12(CD)

Size

+/-21.104 ac

Surrounding Zoning

R-20, R-12, R-12(CD), R-10, & R-8

Surrounding Land Uses

Park, Vacant, Single-Family & Townhome Residential

Utilities

Provided by Developer

Floodplain

Yes

Watershed

Yes

City Limits

Yes

Summary

Lebanon Road 3, LLC, c/o James Parker, Jr., is requesting approval of the Final Plat for the major subdivision "Tupelo Junction, Phase 1" (approved by the Mebane City Council for rezoning to R-12(CD) 08/03/20). This Final Plat is for a +/-21.104-acre area and will create 20 single family lots totaling +/-3.724; +/-15.207 ac of open space and recreation area internal to development (including the primary amenity area and a stormwater control measure); and +/-1,461 linear feet and +/-2.173 ac of public right of way. This plat will also dedicate a public access and maintenance easement for the upkeep of "Stagecoach Rock", near Lebanon Road.

The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plan to reflect its comments. All infrastructure must be completed and approved to meet the City of Mebane Specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation.

Financial Impact

The developer has extended utilities at his own expense.

Recommendation

Staff recommends approval of the Final Plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat

CERTIFICATE OF OWNERSHIP AND DEDICATION

THIS CERTIFIES THAT THE UNDERSIGNED IS (ARE) THE OWNER(S) OF THE PROPERTY SHOWN ON THIS MAP, HAVING ACQUIRED TITLE TO IT BY DEED(S) RECORDED IN THE ALAMANCE/ORANGE COUNTY, NORTH CAROLINA REGISTER OF DEEDS OTHERWISE AS SHOWN BELOW AND THAT BY SUBMISSION OF THIS PLAT OR MAP FOR APPROVAL, I/ME DO DEDICATE TO THE CITY OF MEBANE FOR PUBLIC USE ALL STREETS, EASEMENTS, RIGHTS-OF-WAY AND PARKS SHOWN THEREON FOR ALL LAWFUL PURPOSES TO WHICH THE CITY MAY DEVOTE OR ALLOW THE SAME TO BE USED AND UPON ACCEPTANCE THEREOF AND IN ACCORDANCE WITH ALL CITY POLICIES, ORDINANCES AND REGULATIONS OR CONDITIONS OF THE CITY OF MEBANE FOR THE BENEFIT OF THE PUBLIC, THIS DEDICATION SHALL BE IRREVOCABLE. ALSO, ALL PRIVATE STREETS SHOWN ON THIS MAP, IF ANY, ARE TO BE AVAILABLE FOR PUBLIC USE.

PROVIDED, HOWEVER, THE "COMMON ELEMENTS" SHOWN HEREON EXPRESSLY ARE NOT DEDICATED HEREBY FOR USE BY THE GENERAL PUBLIC, BUT ARE TO BE

CONVEYED BY _____ TO _____ HOMEOWNERS ASSOCIATION, INC. FOR THE USE AND ENJOYMENT OF THE MEMBERS THEREOF PURSUANT TO THE TERMS OF THAT CERTAIN DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR

_____ RECORDED IN BOOK _____, PAGE _____ COUNTY REGISTRY, THE TERMS AND PROVISIONS OF WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE.

_____ BY THE RECORDATION OF THIS PLAT, HEREBY GIVES, GRANTS AND CONVEYS TO A UTILITY AND THE CITY OF MEBANE, THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, RIGHTS-OF-WAY AND EASEMENTS TO MAINTAIN AND SERVICE THEIR RESPECTIVE WIRES, LINES, CONDUITS, AND PIPES IN THEIR PRESENT LOCATIONS WITHIN THE "COMMON ELEMENTS" AS SHOWN HEREON TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND UPON SAID "COMMON ELEMENTS" FOR THE PURPOSE OF MAINTAINING AND SERVICING WIRES, LINES,CONDUITS, AND PIPES.

_____ _____
OWNER DATE

_____ _____
OWNER DATE

_____ _____
(NOTARIZED) DATE

BOOK NO._____ PAGE NO._____

/S/_____

_____ COUNTY, NORTH CAROLINA

I CERTIFY THAT THE FOLLOWING PERSON(S) PERSONALLY APPEARED BEFORE ME THIS DAY, EACH ACKNOWLEDGING TO ME THAT HE OR SHE SIGNED THE FOREGOING DOCUMENT:

_____.
NAME(S) OF PRINCIPAL(S)

DATE: _____

_____
OFFICIAL SIGNATURE OF NOTARY

_____, NOTARY PUBLIC
NOTARY'S PRINTED NAME

MY COMMISSION EXPIRES: _____

CERTIFICATE OF FINAL MAJOR SUBDIVISION PLAT APPROVAL AND ACCEPTANCE OF DEDICATION

I _____ THE CITY CLERK OF MEBANE, NORTH CAROLINA, DO CERTIFY THAT THE CITY OF MEBANE APPROVED THIS PLAT OR MAP AND ACCEPTED THE DEDICATION OF THE STREETS, EASEMENTS, RIGHT-OF-WAY AND PUBLIC PARKS SHOWN THEREON, BUT ASSUMES NO RESPONSIBILITY TO OPEN OR MAINTAIN THE SAME, UNTIL IN THE OPINION OF THE CITY COUNCIL OF THE CITY OF MEBANE IT IS IN THE PUBLIC INTEREST TO DO SO.

_____
DATE CITY CLERK

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, _____, REVIEW OFFICER OF ORANGE COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING FOR WHICH THE REVIEW OFFICER HAS RESPONSIBILITY AS PROVIDED BY LAW.

_____
REVIEW OFFICER DATE OF CERTIFICATION
ORANGE COUNTY LAND RECORDS/GIS

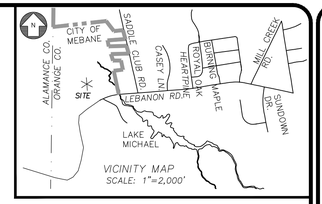
PUBLIC WATER SUPPLY WATERSHED STATEMENT

"ALL OR PORTIONS OF THE PROPERTY CONTAINED IN THIS SUBDIVISION ARE LOCATED WITHIN A PUBLIC WATER SUPPLY WATERSHED. ADDITIONAL DEVELOPMENT RESTRICTIONS REGARDING SUCH MATTERS AS RESIDENTIAL DENSITY, MAXIMUM IMPERVIOUS SURFACE AREA, AND STORMWATER CONTROL MEASURES MAY APPLY TO THIS PROPERTY. ANY ENGINEERED STORMWATER CONTROLS SHOWN ON THIS PLAT ARE TO BE OPERATED AND MAINTAINED BY THE PROPERTY OWNERS AND/OR A PROPERTY OWNERS' ASSOCIATION PURSUANT TO THE OPERATION AND MAINTENANCE AGREEMENT FILED WITH THE ALAMANCE/ORANGE COUNTY OFFICE OF THE REGISTER OF DEEDS IN BOOK _____ PAGE _____."

CERTIFICATE OF APPROVAL FOR RECORDING IN PUBLIC WATER SUPPLY WATERSHED

I CERTIFY THE PLAT SHOWN HEREON COMPLIES WITH ARTICLE 5, SECTION 5-2 WATERSHED OVERLAY DISTRICTS OF THE MEBANE UNIFIED DEVELOPMENT ORDINANCE AND IS APPROVED FOR RECORDING IN REGISTER OF DEEDS OFFICE.
NOTICE: THIS PROPERTY IS LOCATED WITHIN A PUBLIC DRINKING WATER SUPPLY WATERSHED. DEVELOPMENT RESTRICTIONS MAY APPLY.

_____
DATE ZONING ADMINISTRATOR
(AUTHORIZED OFFICIAL)



VICINITY MAP
SCALE: 1"=2,000'

NOTE "A"
SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED DURING THIS SURVEY. ALL BUILDINGS, SURFACE AND SUBSURFACE IMPROVEMENTS ON AND ADJACENT TO THE SITE ARE NOT NECESSARILY SHOWN HEREON. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OF UNDERGROUND CONTAINERS WHICH MAY AFFECT THE USE OF THIS TRACT.

NOTE "B"
THE LOCATION OF UNDERGROUND UTILITIES AS SHOWN ARE BASED ON VISIBLE EVIDENCE AND DRAWINGS PROVIDED TO THE SURVEYOR. LOCATION OF UNDERGROUND UTILITIES AND STRUCTURES MAY VARY FROM LOCATIONS SHOWN HEREON, AND ADDITIONAL BURIED UTILITIES MAY EXIST. CONTACT THE APPROPRIATE UTILITY COMPANIES FOR INFORMATION REGARDING BURIED UTILITIES.

NOTE "C"
ALL DISTANCES ARE HORIZONTAL GROUND AND AREA BY COORDINATE COMPUTATION.

NOTE "D"
THIS SURVEY WAS DONE WITHOUT A TITLE SEARCH AND IS BASED ON REFERENCED INFORMATION. THERE MAY EXIST OTHER DOCUMENTS OF RECORD WHICH COULD AFFECT THIS PROPERTY

NOTE "E"
EXCEPT AS SPECIFICALLY STATED OR SHOWN, THIS SURVEY DOES NOT REPORT ANY OF THE FOLLOWING: EASEMENTS, OTHER THAN THOSE VISIBLE DURING FIELD EXAMINATION, BUILDING SETBACKS, RESTRICTIVE COVENANTS, ZONING OR LAND USE REGULATIONS AND ANY FACTS WHICH A TITLE SEARCH MAY DISCLOSE.

NOTE "F"
WETLANDS, JURISDICTIONAL WATERS OR OTHER CONDITIONS WHICH MAY BE REGULATED BY FEDERAL OR STATE OR LOCAL AGENCIES WERE NOT INVESTIGATED DURING THIS SURVEY. RIPARIAN BUFFERS AND OTHER RESTRICTIONS ON DEVELOPMENT MAY BE REQUIRED.

NOTE "G"
SEE PLAT "FINAL PLAT EXEMPT SUBDIVISION SURVEY FOR LEE'S BEES, INC." BY BRANTLEY W. WELLS, PLS, DATED 1/28/21, AND RECORDED IN PB 123/1.

NOTE "H"
A PORTION OF THIS THIS PROPERTY IS LOCATED IN A HAZARDOUS FLOOD ZONE AS SHOW ON FEMA FLOOD PANEL MAP NUMBER 3710982500L & 3710982600L EFFECTIVE DATE: 11/17/17

NOTE "I"
NO NCGS MONUMENTS WERE FOUND WITHIN 2000' OF THIS SITE.

NOTE "K"
THIS PROPERTY IS WITHIN THE CAPE FEAR RIVER BASIN, GRAHAM-MEBANE RESERVOIR WATER SUPPLY (II) WATERSHED

NOTE "L"
ZONING: R-12 (CD)
BUILDING FRONT SETBACK: 25 FT
BUILDING REAR SETBACK: 20 FT
BUILDING SIDE SETBACK: 5 FT
15 FT AGGREGATE
BUILDING SIDE STREET CORNER SETBACK: 13 FT

SITE SUMMARY

TOTAL AREA = 21.104 ACRES
20 LOTS TOTAL = 3.724 ACRES
R/W DEDICATION = 2.173 ACRES
TOTAL IMPERVIOUS SURFACE AREA (30% MAX) = 145,542 SF
TOTAL LINEAR FEET OF ROADS = 1,461 FT

PARCEL REMAINDER TABLE

DESCRIPTION	UNITS	TOTAL ACRES
PARCEL AREA		94.003
LOTS	20	-3.724
OPEN SPACES	2	-15.207
ROADS	2	-2.173
PARCEL REMAINDER		72.899
TOTAL DEDICATED TO PUBLIC R/W		(2.173)

REF.:
PIN# 9825498941
DB 6704/442
PB 123/1

CERTIFICATE OF OF SURVEY AND ACCURACY

I, BRANTLEY W. WELLS, PLS, L-4544, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 6627, PAGE 2024, ETC.) (OTHER); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ PAGE _____; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH NCGS 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 25TH DAY OF APRIL, A.D., 2022.

_____
SURVEYOR

_____
REGISTRATION NUMBER

CERTIFICATE OF PURPOSE OF PLAT

THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

_____
SURVEYOR

_____
DATE

I, BRANTLEY W. WELLS, PLS, L-4544, CERTIFY THAT NC GRID TIE DATA SHOWN ON THIS PLAT WAS OBTAINED FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

(1) CLASS OF SURVEY: "A"
(2) POSITIONAL ACCURACY: 0.07
(3) TYPE OF GPS FIELD PROCEDURE: VRS
(4) DATES OF SURVEY: 1/24/2020
(5) DATUM/EPOCH: 83/11
(6) PUBLISHED/FIXED CONTROL USED: HELD VRS
(7) GEOID MODEL: 2012B
(8) COMBINED GRID FACTOR: 0.999966143
(9) UNITS: US SURVEY FEET

I HEREBY CERTIFY THAT THIS PLAT IS OF THE FOLLOWING TYPE:
G.S. 47-30 (F)(11)(A). THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

I, BRANTLEY W. WELLS, PLS, L-4544, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK/PAGE:(AS NOTED HEREON) OR OTHER REFERENCE SOURCE:(AS NOTED HEREON)); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION IN BOOK/PAGE:(AS NOTED HEREON); THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 25TH DAY OF APRIL, 2022.

PRELIMINARY PLAT
Not for Recordation, Conveyance or Sales

_____
PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4544

SUMMIT DESIGN AND ENGINEERING SERVICES
LICENSE NUMBER P-0339

NO	REVISIONS	DATE	BY
6			
5			
4			
3			
2			
1			
0			

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SUMMIT DESIGN AND ENGINEERING
DRAWING ALTERATION
IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT, LANDSCAPE ARCHITECT, OR ENGINEER, LANDSCAPE ARCHITECT, OR LICENSED SURVEYOR, TO ALTER ANY ITEM ON THIS DOCUMENT IN ANY WAY. ANY LICENSEE WHO ALTERS THIS DOCUMENT SHALL SEAL IT AND BY LAW TO AFFIX HIS OR HER SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS OR HER SIGNATURE AND SPECIFIC DESCRIPTION OF THE ALTERATIONS.

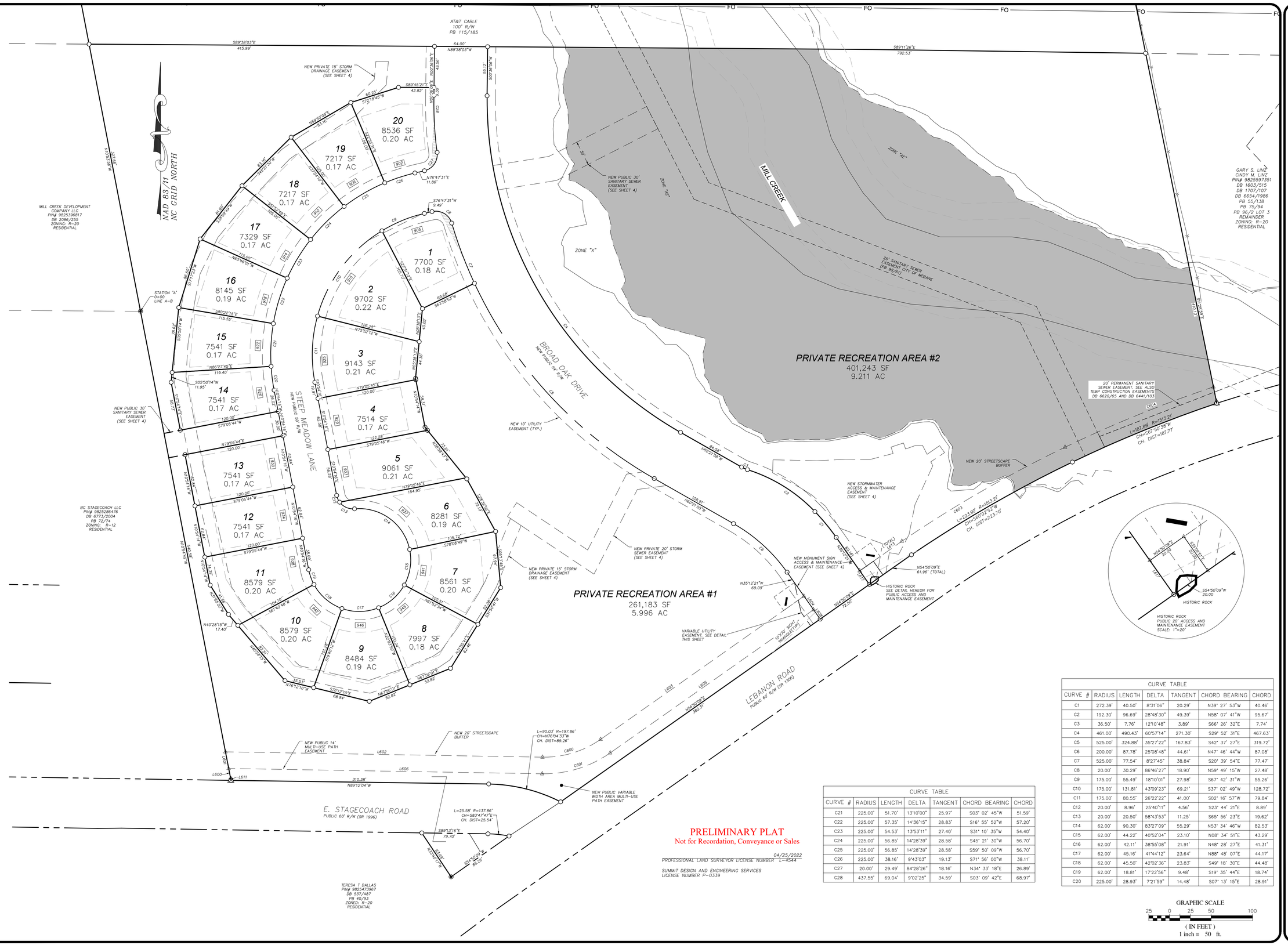
PROJECT ENGINEER/ARCHITECT
TS
PROJECT MANAGER
TS
DRAWN BY
RH
SCALE
1"=50'

CLIENT'S ADDRESS
LEBANON ROAD 3, LLC
c/o JAMES PARKER, JR.
320 EXECUTIVE COURT
HILLSBOROUGH, NC 27278
(919)732-3883
OWNER'S ADDRESS
LEBANON ROAD 3, LLC
c/o JAMES PARKER, JR.
320 EXECUTIVE COURT
HILLSBOROUGH, NC 27278
(919)732-3883

SUMMIT
DESIGN AND ENGINEERING SERVICES
Creatively inspired - technically executed
License # P-0339
320 Executive Court
Hillsborough, NC 27278-8521
Voice (919) 732-3883 Fax (919) 732-6676 www.summitde.com

FINAL PLAT FOR
TUPELO JUNCTION
CHEEKS TWP., ORANGE CO., NORTH CAROLINA
CITY OF MEBANE
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442
STANDING IN THE NAME OF
LEBANON ROAD 3, LLC

PROJECT NO.
19-0185
DRAWING NO.
19-0185_PH1
SHEET 1 OF 4



CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C1	272.39'	40.50'	8°31'06"	20.29'	N39° 27' 53"W	40.46'
C2	192.30'	96.69'	28°48'30"	49.39'	N58° 07' 41"W	95.67'
C3	36.50'	7.76'	12°10'48"	3.89'	S66° 26' 32"E	7.74'
C4	461.00'	490.43'	60°57'14"	271.30'	S29° 52' 31"E	467.63'
C5	525.00'	324.88'	35°27'22"	167.83'	S42° 37' 27"E	319.72'
C6	200.00'	87.78'	25°08'48"	44.61'	N47° 46' 44"W	87.08'
C7	525.00'	77.54'	8°27'45"	38.84'	S20° 39' 54"E	77.47'
C8	20.00'	30.29'	86°46'27"	18.90'	N59° 49' 15"W	27.48'
C9	175.00'	55.49'	18°10'01"	27.98'	S67° 42' 31"W	55.26'
C10	175.00'	131.81'	43°09'23"	69.21'	S37° 02' 49"W	128.72'
C11	175.00'	80.55'	26°22'22"	41.00'	S02° 16' 57"W	79.84'
C12	20.00'	8.96'	25°40'11"	4.56'	S23° 44' 21"E	8.89'
C13	20.00'	20.50'	58°43'53"	11.25'	S65° 56' 23"E	19.62'
C14	62.00'	90.30'	83°27'09"	55.29'	N53° 34' 46"W	82.53'
C15	62.00'	44.22'	40°52'04"	23.10'	N08° 34' 51"E	43.29'
C16	62.00'	42.11'	38°55'08"	21.91'	N48° 28' 27"E	41.31'
C17	62.00'	45.16'	41°44'12"	23.64'	N88° 48' 07"E	44.17'
C18	62.00'	45.50'	42°02'36"	23.83'	S49° 18' 30"E	44.48'
C19	62.00'	18.81'	17°22'56"	9.48'	S19° 35' 44"E	18.74'
C20	225.00'	28.93'	7°21'59"	14.48'	S07° 13' 15"E	28.91'

CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
C21	225.00'	51.70'	13°10'00"	25.97'	S03° 02' 45"W	51.59'
C22	225.00'	57.35'	14°36'15"	28.83'	S16° 55' 52"W	57.20'
C23	225.00'	54.53'	13°53'11"	27.40'	S31° 10' 35"W	54.40'
C24	225.00'	56.85'	14°28'39"	28.58'	S45° 21' 30"W	56.70'
C25	225.00'	56.85'	14°28'39"	28.58'	S59° 50' 09"W	56.70'
C26	225.00'	38.16'	9°43'03"	19.13'	S71° 56' 00"W	38.11'
C27	20.00'	29.49'	84°28'26"	18.16'	N34° 33' 18"E	26.89'
C28	437.55'	69.04'	9°02'25"	34.59'	S03° 09' 42"E	68.97'

PRELIMINARY PLAT
Not for Recordation, Conveyance or Sales

04/25/2022
PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4544

SUMMIT DESIGN AND ENGINEERING SERVICES
LICENSE NUMBER P-0339

GRAPHIC SCALE
25 0 25 50 100
(IN FEET)
1 inch = 50 ft.

6		
5		
4		
3		
2		
1		
0	REVISIONS	DATE BY

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DESIGN AND ENGINEERING
DRAWING ALTERATION
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PROJECT ENGINEER/ARCHITECT
TS

PROJECT MANAGER
TS

DRAWN BY
RH

SCALE
1"=50'

CLIENT'S ADDRESS
LEBANON ROAD 3, LLC
c/o JAMES PARKER, JR.
320 EXECUTIVE COURT
HILLSBOROUGH, NC 27278
(919)732-3883

OWNER'S ADDRESS
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SUMMIT
DESIGN AND ENGINEERING SERVICES
Creatively Inspired · Technically Executed
License # P-0339
320 Executive Court
Hillsborough, NC 27278-8531
Voice: (919) 732-3883 Fax: (919) 732-6676 www.summitde.com

FINAL PLAT FOR
TUPELO JUNCTION
CHEEKS TWP., ORANGE CO., NORTH CAROLINA
CITY OF MEBANE
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442
STANDING IN THE NAME OF
LEBANON ROAD 3, LLC

PROJECT NO.
19-0185
DRAWING NO.
19-0185_PH1
SHEET 2 OF 4

N10°54'49"W 540.58'

N10°53'56"W 327.66'

N10°53'56"W 1938.77'

NEW PUBLIC 30' SANITARY SEWER EASEMENT (SEE SHEET 4)

STEEP MEADOW LANE
NEW PUBLIC 50' R/W

TERESA T DALLAS
PIN# 9825473967
DB 537/487
PB 40/93
ZONED: R-20
RESIDENTIAL

E. STAGECOACH ROAD
PUBLIC 50' R/W (SR 1346)

N33°40'17"W 63.68'

L=25.58' R=137.86'
CH=S83°47'47"E
CH. DIST=25.54'

L=90.03' R=197.86'
CH=N76°04'33"W
CH. DIST=89.26'

NEW PRIVATE 15' STORM DRAINAGE EASEMENT (SEE SHEET 4)

NEW PRIVATE 20' STORM SEWER EASEMENT (SEE SHEET 4)

BROAD OAK DRIVE
NEW PUBLIC 44' R/W

PRIVATE RECREATION AREA #1
5,596 S.F.
0.128 AC

TRAVERSE
N63°27'05"E
363.21'

NEW PUBLIC 30' SANITARY SEWER EASEMENT (SEE SHEET 4)

ZONE "AE"

MILL CREEK

PRIVATE RECREATION AREA #2
9,245 S.F.
0.212 AC

20' SANITARY SEWER EASEMENT TO SUMMIT CITY OF MEBANE (PB 98/61)

ZONE "AE"

NEW 20' STREETSCAPE BUFFER

LEBANON ROAD
PUBLIC 80' R/W (SR 1346)

N54°50'09"E
61.96' (TOTAL)

L=229.19' R=1,010.92'
CH=N30°02'23"W
CH. DIST=228.73'

TRAVERSE
S26°08'10"E
187.77'

20' PERMANENT SANITARY SEWER EASEMENT, SEE ALSO TEMP. CONSTRUCTION EASEMENTS DB 6620/65 AND DB 6441/103

410.13'
S11°28'59"E

379.16'
S11°28'59"E

LINE PER DB 6654/1986

202.18'
S09°01'17"E

N86°02'55"E
7.10'

GARY S. LINZ
CINDY M. LINZ
PIN# 9825597351
DB 1603/515
DB 1707/107
DB 6654/1986
PB 55/138
PB 75/94
PB 96/2 LOT 3 REMAINDER
ZONING: R-20
RESIDENTIAL

GARY S. LINZ
CINDY M. LINZ
PIN# 9825597351
DB 1603/515
DB 1707/107
DB 6654/1986
PB 55/138
PB 75/94
PB 96/2 LOT 3 REMAINDER
ZONING: R-20
RESIDENTIAL

S85°03'17"W
356.16'

410.04'
S00°24'04"W

PEGGY E. HINES
PIN# 9825598936
DB 394/317
ZONING: R-20
RESIDENTIAL

MARSHALL RONNINGEN
KRISTI RONNINGEN
PIN# 9826508203
DB 6420/324
PB 118/34
ZONING: R-20
RESIDENTIAL

119.59'
S08°10'30"E

117.44'
S13°34'18"W

164.03'
N85°59'17"E

S83°49'56"W
137.63'

N89°27'47"W
250.18'

N88°57'24"W
3.30'TIE

240.99'
S12°42'51"E

N87°54'34"W
28.94'TIE

S76°09'39"W
30.15'TIE

N76°53'09"E
3.18'TIE

182.24'
S10°47'13"E

183.69'
S10°39'35"E

ANTHONY HENDRICKSON
AMANDA HENDRICKSON
PIN# 9826505590
DB 6629/2364
PB 60/45 LOT 5
ZONING: R-20
RESIDENTIAL

W 400.05'/405 AVENUE

W 425.16'/425 AVENUE

STEVEN R. CANNADA
PIN# 9826505612
DB 6349/227
PB 60/45 LOT 4
ZONING: R-20
RESIDENTIAL

L=109.35' R=6081.81'
CH=S11°18'33"E
CH. DIST=109.34'

S78°51'52"W
2.19'TIE

SADDLE CLUB ROAD
PUBLIC 60' R/W (SR 1346)

N81°06'28"E
17.06'TIE

L=133.77' R=980.00'
CH=S07°49'40"E
CH. DIST=133.67'

324.77'
N81°06'28"E

328.11'
S40°07'22"E

PRECIOUS TRUST BAPTIST CHURCH
PIN# 9826516389
DB 3035/386
PB 84/163
ZONING: R-20
RESIDENTIAL

S79°53'07"W
1039.92'

S79°53'07"W
170.64'

S79°53'07"W
50.00'

EXISTING TEMPORARY 50' PRIVATE ACCESS EASEMENT TO BE ABANDONED AT TIME OF DEVELOPMENT OF FUTURE PHASE IV

N79°53'07"E
277.57'

25' SANITARY SEWER EASEMENT CITY OF MEBANE (PB 98/61)

LEE'S BEES INC
JEFFREY R. LEE
HYE SOOK LEE
PIN# 9826425313
DB 6364/131
DB 6106/429
TR. 2 PB 115/140
TR. 3 PB 115/140
TR. 4 PB 115/140
DB 6364/131
PB 123/1
PB 118/34
SEE PB 115/185
ZONING: R-12(CD)
RESIDENTIAL

LEBANON ROAD 3, LLC
PIN# 9825498941
DB 6704/442
PB 123/1
ZONING: R-12(CD)
RESIDENTIAL

TRACT 2A REMAINDER
TRACT 2A 94.003 ACRES
PHASE 1 THIS PLAT =21.104 ACRES
FUTURE DEVELOPMENT AREA = 72.899 ACRES

NAD 83/11
NC GRID NORTH

FENCE 0.3'W OF PROP. LINE

FENCE 0.1'W OF PROP. LINE

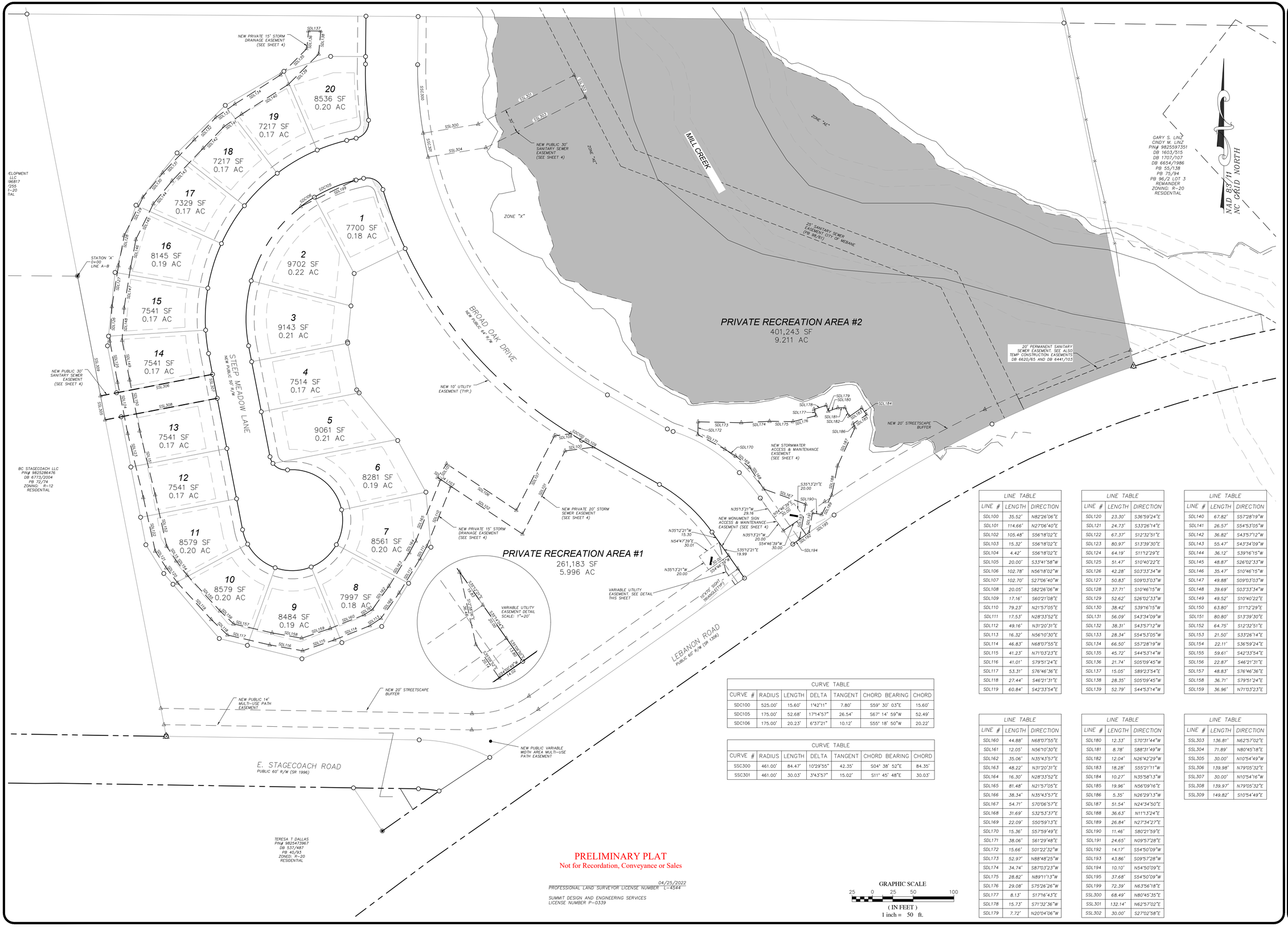
FENCE 0.4' OFF PROP. LINE

FENCE 0.2'W OF PROP. LINE

FENCE 0.3'W OF PROP. LINE

FENCE 0.4' OFF PROP. LINE

FENCE 0.3



CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
SDC100	525.00'	15.60'	1°42'11"	7.80'	S59° 30' 03"E	15.60'
SDC105	175.00'	52.68'	17°14'57"	26.54'	S67° 14' 59"W	52.49'
SDC106	175.00'	20.23'	6°37'21"	10.12'	S55° 18' 50"W	20.22'

CURVE TABLE						
CURVE #	RADIUS	LENGTH	DELTA	TANGENT	CHORD BEARING	CHORD
SSC300	461.00'	84.47'	10°29'55"	42.35'	S04° 38' 52"E	84.35'
SSC301	461.00'	30.03'	3°43'57"	15.02'	S11° 45' 48"E	30.03'

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL100	35.52'	N82°26'06"E
SDL101	114.66'	N27°06'40"E
SDL102	105.48'	S56°18'02"E
SDL103	15.32'	S56°18'02"E
SDL104	4.42'	S56°18'02"E
SDL105	20.00'	S33°41'58"W
SDL106	102.78'	N56°18'02"W
SDL107	102.70'	S27°06'40"W
SDL108	20.05'	S82°26'06"W
SDL109	17.16'	S60°21'08"E
SDL110	79.23'	N21°57'05"E
SDL111	17.53'	N28°33'52"E
SDL112	49.16'	N31°20'31"E
SDL113	16.32'	N56°10'30"E
SDL114	46.83'	N68°07'55"E
SDL115	41.23'	N71°03'23"E
SDL116	41.01'	S79°51'24"E
SDL117	53.31'	S76°46'36"E
SDL118	27.44'	S46°21'31"E
SDL119	60.84'	S42°33'54"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL120	23.30'	S36°59'24"E
SDL121	24.73'	S33°26'14"E
SDL122	67.37'	S12°32'51"E
SDL123	80.97'	S13°39'30"E
SDL124	64.19'	S11°12'29"E
SDL125	51.47'	S10°40'22"E
SDL126	42.28'	S03°33'34"W
SDL127	50.83'	S09°03'03"W
SDL128	37.71'	S10°46'15"W
SDL129	52.62'	S26°02'33"W
SDL130	38.42'	S39°16'15"W
SDL131	56.09'	S43°34'09"W
SDL132	38.31'	S43°57'12"W
SDL133	28.34'	S54°53'05"W
SDL134	66.50'	S57°28'19"W
SDL135	45.72'	S44°53'14"W
SDL136	21.74'	S05°09'45"W
SDL137	15.05'	S89°23'54"E
SDL138	28.35'	S05°09'45"W
SDL139	52.79'	S44°53'14"W

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL140	67.82'	S57°28'19"W
SDL141	26.57'	S54°53'05"W
SDL142	36.82'	S43°57'12"W
SDL143	55.47'	S43°34'09"W
SDL144	36.12'	S39°16'15"W
SDL145	48.87'	S26°02'33"W
SDL146	35.47'	S10°46'15"W
SDL147	49.88'	S09°03'03"W
SDL148	39.69'	S03°33'34"W
SDL149	49.52'	S10°40'22"E
SDL150	63.80'	S11°12'29"E
SDL151	80.80'	S13°39'30"E
SDL152	64.75'	S12°32'51"E
SDL153	21.50'	S33°26'14"E
SDL154	22.11'	S36°59'24"E
SDL155	59.61'	S42°33'54"E
SDL156	22.87'	S46°21'31"E
SDL157	48.83'	S76°46'36"E
SDL158	36.71'	S79°51'24"E
SDL159	36.96'	N71°03'23"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL160	44.88'	N68°07'55"E
SDL161	12.05'	N56°10'30"E
SDL162	35.06'	N35°43'57"E
SDL163	48.22'	N31°20'31"E
SDL164	16.30'	N28°33'52"E
SDL165	81.48'	N21°57'05"E
SDL166	38.34'	N35°43'57"E
SDL167	54.71'	S70°06'57"E
SDL168	31.69'	S32°53'37"E
SDL169	22.09'	S50°59'13"E
SDL170	15.36'	S57°59'49"E
SDL171	38.06'	S61°29'48"E
SDL172	15.66'	S01°22'32"W
SDL173	52.97'	N88°48'25"W
SDL174	34.74'	S87°03'23"W
SDL175	28.82'	N89°11'13"W
SDL176	29.08'	S75°26'26"W
SDL177	8.13'	S17°16'43"E
SDL178	15.73'	S71°32'36"W
SDL179	7.72'	N20°04'06"W

LINE TABLE		
LINE #	LENGTH	DIRECTION
SDL180	12.33'	S70°31'44"W
SDL181	8.78'	S88°31'49"W
SDL182	12.04'	N26°42'29"W
SDL183	18.28'	S55°21'11"W
SDL184	10.27'	N35°58'13"W
SDL185	19.96'	N56°09'16"E
SDL186	5.35'	N26°29'13"W
SDL187	51.54'	N24°34'50"E
SDL188	36.63'	N11°13'24"E
SDL189	26.84'	N27°34'27"E
SDL190	11.46'	S80°21'59"E
SDL191	24.65'	N09°57'28"E
SDL192	14.17'	S54°50'09"W
SDL193	43.86'	S09°57'28"W
SDL194	10.10'	N54°50'09"E
SDL195	37.68'	S54°50'09"W
SDL199	72.39'	N63°56'18"E
SSL300	68.49'	N80°45'35"E
SSL301	132.14'	N62°57'02"E
SSL302	30.00'	S27°02'58"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
SSL303	136.81'	N62°57'02"E
SSL304	71.89'	N80°45'18"E
SSL305	30.00'	N10°54'49"W
SSL306	139.98'	N79°05'32"E
SSL307	30.00'	N10°54'16"W
SSL308	139.97'	N79°05'32"E
SSL309	149.82'	S10°54'49"E

PRELIMINARY PLAT
Not for Recordation, Conveyance or Sales

04/25/2022
PROFESSIONAL LAND SURVEYOR LICENSE NUMBER L-4544

SUMMIT DESIGN AND ENGINEERING SERVICES
LICENSE NUMBER P-0339

GRAPHIC SCALE
25 0 25 50 100
(IN FEET)
1 inch = 50 ft.

NO.	REVISIONS	DATE	BY
6			
5			
4			
3			
2			
1			
0			

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SUMMIT DESIGN AND ENGINEERING

DRAWING ALTERATION
IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT, LANDSCAPE ARCHITECT, OR ENGINEER, LANDSCAPE ARCHITECT, OR LICENSED PROFESSIONAL LAND SURVEYOR, TO ALTER THIS DOCUMENT IN ANY WAY. ANY LICENSEE WHO ALTERS THIS DOCUMENT SHALL, IN ADDITION BY LAW, TO AFFIX HIS OR HER SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS OR HER SIGNATURE AND SPECIFIC DESCRIPTION OF THE ALTERATIONS.

PROJECT ENGINEER/ARCHITECT
TS

PROJECT MANAGER
TS

DRAWN BY
RH

SCALE
1"=50'

CLIENT'S ADDRESS
LEBANON ROAD 3, LLC
c/o JAMES PARKER, JR.
320 EXECUTIVE COURT
HILLSBOROUGH, NC 27278
(919)732-3883

OWNER'S ADDRESS
LEBANON ROAD 3, LLC
c/o JAMES PARKER, JR.
320 EXECUTIVE COURT
HILLSBOROUGH, NC 27278
(919)732-3883

SUMMIT
DESIGN AND ENGINEERING SERVICES
Creatively Inspired - Technically Executed
License #: P-0339
320 Executive Court
Hillsborough, NC 27278-8551
Voice: (919) 732-3883 Fax: (919) 732-6676 www.summitde.com

FINAL PLAT FOR
TUPELO JUNCTION
CHEEKS TWP., ORANGE CO., NORTH CAROLINA
CITY OF MEBANE
PROPERTY AS DESCRIBED IN DEED BOOK 6704, PAGE 442
STANDING IN THE NAME OF
LEBANON ROAD 3, LLC

PROJECT NO.
19-0185

DRAWING NO.
19-0185_PH1

SHEET 4 OF 4

CONSENT AGENDA ITEM #4D

New Street Naming and Signage related to the NC Hwy. 119 relocation and Corregidor Dr. connector projects

Meeting Date
May 2, 2022

Presenter
Chuck Smith, Public Works Director

Public Hearing
Yes ☐ No ☒

Summary

Staff is seeking City Council approval for the naming of four street segments which were created in relation to road changes with the NC 119 relocation and Corregidor Dr. connector projects. Exhibit maps are attached.

Background

The NC 119 relocation project from the I-40/85 ramps to the new connection near White Level Rd. requires that four street segments be named and new street signs installed. Staff has reviewed the street naming plan via the city's Technical Review Committee (TRC) which included Chuck Edwards, District Engineer with NCDOT and Katie Harper, GIS Analyst with Alamance County. It is anticipated that no current street addresses require changing.

Financial Impact

Public Works will be installing the new street signs and posts related to the NC 119 relocation project at an estimated cost of $1,200.00.

Recommendation

Staff recommends approval of the naming of four streets and related sign installation as shown on the attached exhibit maps.

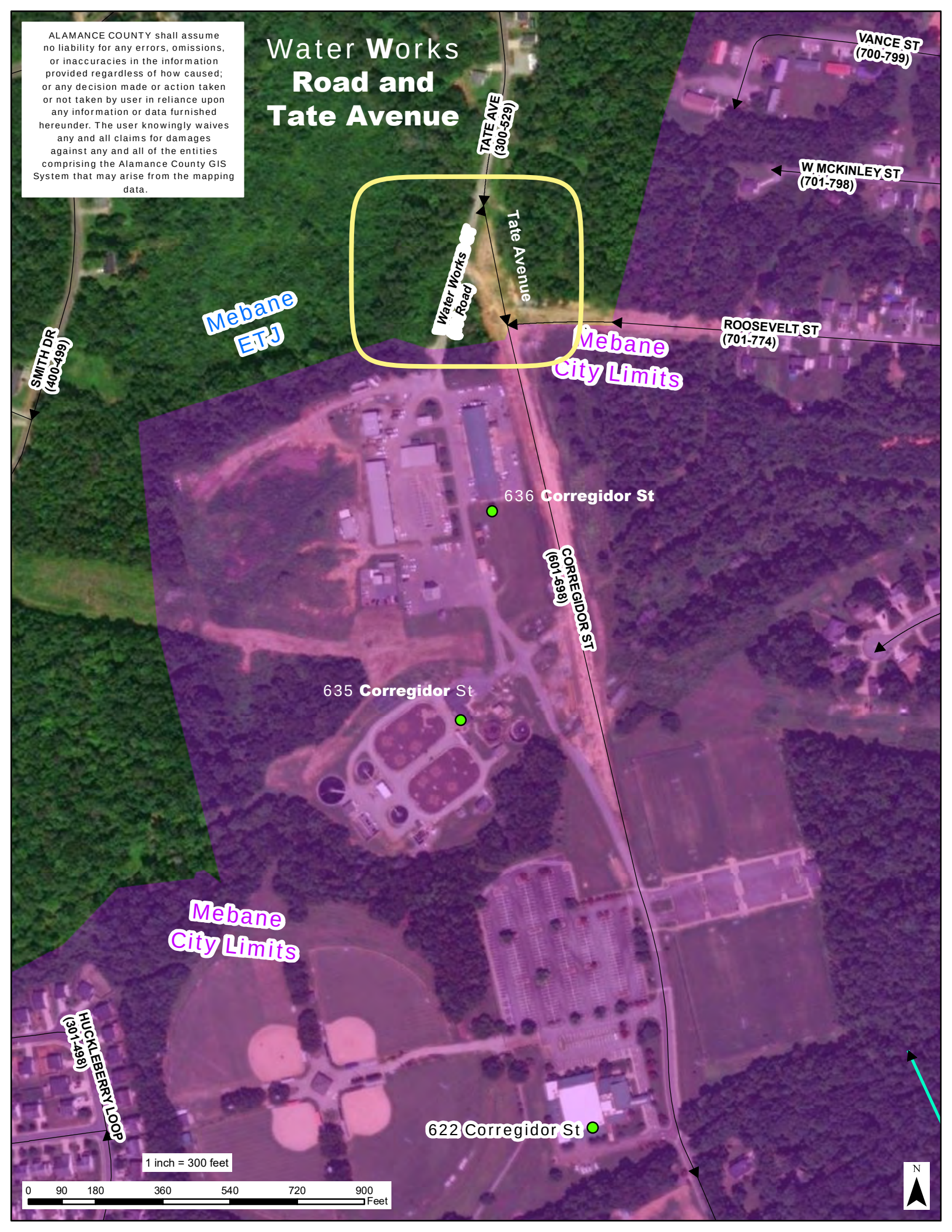
Suggested Motions

Motion to approve the naming of the street that connects North First Street to the existing St. Andrews Drive as St. Andrews Drive. Motion to approve the naming of the street that extends north beyond the St. Andrews Drive intersection as St. Andrews Drive Extension. Motion to approve the naming of the newly created street that connects the Public Works, Public Utilities, and WRRF facilities to Tate Avenue as Water Works Road. Motion to approve the naming of the street that connects Roosevelt Street to Tate Avenue as Tate Avenue. Lastly, Motion to approve the installation of new street signs as proposed by staff.

Attachments

1. Exhibit maps


ALAMANCE COUNTY shall assume no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused; or any decision made or action taken or not taken by user in reliance upon any information or data furnished hereunder. The user knowingly waives any and all claims for damages against any and all of the entities comprising the Alamance County GIS System that may arise from the mapping data.
N
St Andrews Drive and St. Andrews Drive Extension
N NC 119 HWY
N NC 119 HWY
WHITE LEVEL RD
St. Andrews Drive Ext.
ST ANDREWS DR
ST ANDREWS DR
ST ANDREWS DR
ST ANDREWS DR
SAM SNEAD DR
SAM SNEAD DR
SAM SNEAD DR
SAM SNEAD DR
SAM SNEAD DR
SAM SNEAD DR
BYRON NELSON DR
BEN HOGAN DR
N FIRST ST
N FIRST ST
N NC 119 HWY
1 inch = 250 feet
0 90 180 360 540 720
Feet


ALAMANCE COUNTY shall assume no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused; or any decision made or action taken or not taken by user in reliance upon any information or data furnished hereunder. The user knowingly waives any and all claims for damages against any and all of the entities comprising the Alamance County GIS System that may arise from the mapping data.
Water Works Road and Tate Avenue
TATE AVE (300-529)
VANCE ST (700-799)
W MCKINLEY ST (701-798)
Tate Avenue
Water Works Road
Mebane ETJ
Mebane City Limits
ROOSEVELT ST (701-774)
SMITH DR (400-499)
636 Corregidor St
CORREGIDOR ST (601-698)
635 Corregidor St
Mebane City Limits
HUCKLEBERRY LOOP (301-498)
622 Corregidor St
1 inch = 300 feet
0 90 180 360 540 720 900 Feet
N

AGENDA ITEM #4E

Amendment to the American Rescue Plan (ARP) Grant Project Ordinance

Meeting Date
May 2, 2022

Presenter
Daphna Schwartz, Finance Director

Public Hearing
Yes ☐ No ☒

Summary

The attached policies are required of all municiplaities that have accepted funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The micro-purchase resolution is an option for all municipalities that allows the City to raise Federal purchasing levels to match those of the State of North Carolina, with the exception of services which the Federal Government requires bidding for contract over $50,000. The micro-purchse resolution must be adopted annually.

Background

At the June 7, 2021 meeting, the Council approved a resolution to accept ARP/CSLFRF funds from the Federal Government. In doing so, the City must follow the rules, restrictions and reporting required by the Federal Government.

Financial Impact

None.

Recommendation

Staff recommends that City Council approve the attached resolution and policies.

Suggested Motion

Move to approve the resolution authorizing an increase in the micro-purchase threshold, the City of Mebane ARP/CSLFRF Record Retention Policy, Nondiscrimination Policy, Allowable Costs and Cost Principles Policy, and the Eligibility Determination Policy.

Attachments

1. Micro-purchase resolution
2. City of Mebane ARP/CSLFRF Records Retention Policy
3. City of Mebane ARP/CSLFRF Nondiscrimination Policy
4. City of Mebane ARP/CSLFRF Allowable Costs and Cost Principles Policy
5. City of Mebane ARP/CSLFRF Eligibility Determination Policy

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 2nd day of May 2022

POLICY STATEMENT	
SUBJECT: City of Mebane ARP/CSLFRF Record Retention Policy	PAGE 1 OF 3
	EFFECTIVE DATE: May 2, 2022
	SUPERSEDES: N/A
	PREPARED BY: Daphna Schwartz
	ADOPTED BY COUNCIL DATE: May 2, 2022

Record Retention Policy: Documents Created or Maintained Pursuant to the ARP/CSLFRF Award

Retention of Records: The Coronavirus Local Fiscal Recovery Funds ("CSLFRF") Award Terms and Conditions and the Compliance and Reporting Guidance set forth the U.S. Department of Treasury's ("Treasury") record retention requirements for the ARP (American Rescue Plan)/CSLFRF award.

It is the policy of the City of Mebane to follow Treasury's record retention requirements as it expends CSLFRF pursuant to the ARP/CSLFRF award. Accordingly, the City of Mebane agrees to the following:

- Retain all financial and programmatic records related to the use and expenditure of CSLFRF pursuant to the ARP/CSLFRF award for a period of five (5) years after all CLFRF funds have been expended or returned to Treasury, whichever is later.

- Retain records for real property and equipment acquired with CSLFRF for five years after final disposition.

- Ensure that the financial and programmatic records retained sufficiently evidence compliance with section 603(c) of the Social Security Act "ARPA," Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.

- Allow the Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, the right of timely and unrestricted access to any records for the purpose of audits or other investigations.

- If any litigation, claim, or audit is started before the expiration of the 5-year period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved.

Covered Records: For purposes of this policy, records are information, regardless of physical form or characteristics, that are created, received, or retained that evidence the City of Mebane's expenditure of CSLFRF funds on eligible projects, programs, or activities pursuant to the ARP/CSLFRF award.

Records that shall be retained pursuant to this policy include, but are not limited to, the following:

- Financial statements and accounting records evidencing expenditures of CSLFRF for eligible projects, programs, or activities.
- Documentation of rational to support a particular expenditure of CSLFRF (e.g., expenditure constitutes a general government service);
- Documentation of administrative costs charged to the ARP/CSLFRF award;
- Procurement documents evidencing the significant history of a procurement, including, at a minimum, the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for contract cost or price;
- Subaward agreements and documentation of subrecipient monitoring;
- Documentation evidencing compliance with the Uniform Guidance property management standards set forth in 2 C.F.R. §§ 200.310-316 and 200.329;
- Personnel and payroll records for full-time and part-time employees compensated with CSLFRF, including time and effort reports; and
- Indirect cost rate proposals

Storage: City of Mebane's records must be stored in a safe, secure, and accessible manner. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

Departmental Responsibilities: Any department or unit of the City of Mebane and its employees, who are responsible for creating or maintaining the covered documents in this policy shall comply with the terms of this policy. Failure to do so may subject the City of Mebane to civil and/or criminal liability. Any employee who fails to comply with the record retention requirements set forth herein may be subject to disciplinary sanctions, including suspension or termination.

The Finance Director is responsible for identifying the documents that the City of Mebane must or should retain and arrange for the proper storage and retrieval of records. The Finance Director shall also ensure that all personnel subject to the terms of this policy are aware of the record retention requirements set forth herein.

Reporting Policy Violations: The City of Mebane is committed to enforcing this policy as it applies to all forms of records. Any employee that suspects the terms of this policy have been violated shall report the incident immediately to that employee's supervisor. If an employee is not comfortable bringing the matter up with the supervisor, the employee may bring the matter to the attention of the Human Resources Director. The City of Mebane prohibits, any form of discipline, reprisal, intimidation, or

retaliation for reporting incidents of inappropriate conduct of any kind, pursuing any record destruction claim, or cooperating in related investigations.

Questions About the Policy: Any questions about this policy should be referred to Daphna Schwartz (919-304-9223; dschwartz@cityofmebane.com), who is in charge of administering, enforcing, and updating this policy.

Recitals

WHEREAS, the City of Mebane has received an allocation of funds from the "Coronavirus State Fiscal Recovery Fund" or "Coronavirus Local Fiscal Recovery Fund" (together "CSLFRF funds"), established pursuant to Sections 602 and 603 of the Social Security Act, as added by Section 9901 of the American Rescue Plan Act of 2021, Pub. L. No. 117-2 (the "ARP/CSLFRF award").

WHEREAS, CSLFRF funds are subject to the U.S. Department of Treasury ("Treasury") regulations, including the Final Rule, the Award Terms and Conditions, and the Title VII implementing regulations at 31 C.F.R. Part 22.

WHEREAS, pursuant to the ARP/CSLFRF Award Terms and Conditions, and as a condition of receiving CSLFRF funds, the City of Mebane agrees to follow all federal statutes and regulations prohibiting discrimination in its administration of CSLFRF under the terms and conditions of the ARP/CSLFRF award, including, without limitation, the following:

i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin within programs or activities receiving federal financial assistance;
ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving Federal financial assistance;
iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

RESOLVED, That the governing board of the City of Mebane hereby adopts and enacts the following nondiscrimination policy, which shall apply to the operations of any program, activity, or facility that is supported in whole, or in part, by expenditures CSLFRF pursuant to the ARP/CSLFRF award.

POLICY STATEMENT	
SUBJECT: City of Mebane ARP/CSLFRF Nondiscrimination Policy	PAGE 1 OF 3
	EFFECTIVE DATE: May 2, 2022
	SUPERSEDES: N/A
	PREPARED BY: Daphna Schwartz
	ADOPTED BY COUNCIL DATE: May 2, 2022

Nondiscrimination Policy Statement

It is the policy of the City of Mebane to ensure that no person shall, on the ground of race, color, national origin (including limited English Proficiency), familial status, sex, age, or disability, be excluded from participation in, be denied the befits of, or be otherwise subject to discrimination under any program or activity administered by the City of Mebane including programs or activities that are funded in whole or part, with Coronavirus State and Local Fiscal Recovery Funds ("CSLFRF"), which the City of Mebane received from the U.S. Department of Treasury ("Treasury") pursuant to Sections 602 and 603 of the Social Security Act, as added by Section 9901 of the American Rescue Plan Act of 2021, Pub. L. No. 117-2 (herein the "ARP/CSLFRF award").

I. Governing Statutory & Regulatory Authorities

As required by the CSLFRF Award Terms and Conditions, the City of Mebane shall ensure that each "activity," "facility," or "program" that is funded in whole, or in part, with CSLFRF and administered under the ARP/CSLFRF award, will be facilitated, operated, or conducted in compliance with the following federal statutes and federal regulations prohibiting discrimination. These include, but are not limited to, the following:

i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;
ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;

iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age within programs or activities receiving federal financial assistance; and
v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

II. Discriminatory Practices Prohibited in the Administration of the ARP/CSLFRF Award

To ensure compliance with Title VII of the Civil Rights Act of 1964, and Title 31 Code of Federal Regulations, Part 22, the Civil Rights Restoration Act of 1987, and other pertinent nondiscrimination authorities, the City of Mebane shall prohibit, at a minimum, the following practices in its administration of CSLFRF pursuant to the ARP/CSLFRF award:

1. Denying to a person any service, financial aid, or other program benefit without good cause;
2. Providing to a person any service, financial aid, or another benefit which is different in quantity or quality, or is provided in a different manner, from that provided to others under the program.
3. Subjecting a person to segregation or separate treatment in any matter related to the receipt of any service, financial aid, or other benefit under the program;
4. Restricting a person in the enjoyment of any advantages, privileges, or other benefits enjoyed by others receiving any service, financial aid, or other benefit under the program;
5. Treating a person differently from others in determining whether that person satisfies any admission, enrollment, quota, eligibility, membership, or other requirement or condition which persons must meet to be provided any service, financial aid, or other benefit provided under the program;
6. Implementing different standards, criteria, or other requirements for admission, enrollment, or participation in planning, advisory, contractual, or other integral activities to the program;
7. Adopting methods of administration which, directly or through contractual relationships, would defeat or substantially impair the accomplishment of effective nondiscrimination;
8. Selecting a site or location of facilities with the purpose or effect of excluding persons from, denying them the benefits of, subjecting them to discrimination, or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of Title VI or related acts and regulations;

9. Discriminating against any person, either directly or through a contractual agreement, in any employment resulting from the program, a primary objective of which is to provide employment;
10. Committing acts of intimidation or retaliation, including threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by any pertinent nondiscrimination law, or because an individual made a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing.

III. Reporting & Enforcement

1. The City of Mebane shall cooperate in any enforcement or compliance review activities by the Department of the Treasury. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The City of Mebane shall comply with information requests, on-site compliance reviews, and reporting requirements.

2. The City of Mebane shall maintain a complaint log and inform the Treasury of any complaints of discrimination on the grounds of race, color, or national origin (including limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, whether pending or completed, including the outcome. The City of Mebane shall inform the Treasury if it has received no complaints under Title VI.

3. Any person who believes they have been aggrieved by a discriminatory practice under Title VI has a right to file a formal complaint with the Treasury. Any such complaint must be in writing and filed with the Treasury's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.

4. Any person who believes that because of that person's race, color, national origin, limited English proficiency, familial status, sex, age, religion, or disability that he/she/they have been discriminated against or unfairly treated by the City of Mebane in violation of this policy should contact the following office within 180 days from the date of the alleged discriminatory occurrence:

   [Insert Name/Position title/contact information of the person charged with overseeing complaints. The local government may have a nondiscrimination policy in place that already sets forth the complaint process]

POLICY FOR ALLOWABLE COSTS AND COST PRINCIPLES FOR EXPENDITURE OF AMERICAN RESCUE PLAN ACT CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS BY THE CITY OF MEBANE

WHEREAS the City of Mebane, has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); and

WHEREAS the funds may be used for projects within these categories, to the extent authorized by state law.

1. Support COVID-19 public health expenditures, by funding COVID-19 mitigation and prevention efforts, medical expenses, behavioral healthcare, preventing and responding to violence, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to households, small businesses, non-profits, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

WHEREAS the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Sect. 200 (UG), as provided in the Assistance Listing; and

WHEREAS the Compliance and Reporting Guidance for the State and Local Fiscal Recovery Funds provides, in relevant part:

> **Allowable Costs/Cost Principles.** As outlined in the Uniform Guidance at 2 CFR Part 200, Subpart E regarding Cost Principles, allowable costs are based on the premise that a recipient is responsible for the effective administration of Federal awards, application of sound management practices, and administration of Federal funds in a manner consistent with the program objectives and terms and conditions of the award. Recipients must

implement robust internal controls and effective monitoring to ensure compliance with the Cost Principles, which are important for building trust and accountability.

ARP/CSLFRF Funds may be, but are not required to be, used along with other funding sources for a given project. Note that ARP/CSLFRF Funds may not be used for a non-Federal cost share or match where prohibited by other Federal programs, e.g., funds may not be used for the State share for Medicaid.

Treasury's Interim Final Rule and guidance and the Uniform Guidance outline the types of costs that are allowable, including certain audit costs. For example, per 2 CFR 200.425, a reasonably proportionate share of the costs of audits required by the Single Audit Act Amendments of 1996 are allowable; however, costs for audits that were not performed in accordance with 2 CFR Part 200, Subpart F are not allowable. Please see 2 CFR Part 200, Subpart E regarding the Cost Principles for more information.

a. Administrative costs*:* Recipients may use funds for administering the SLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements. Further, costs must be reasonable and allocable as outlined in 2 CFR 200.404 and 2 CFR 200.405. Pursuant to the ARP/CSLFRF Award Terms and Conditions, recipients are permitted to charge both direct and indirect costs to their SLFRF award as administrative costs. Direct costs are those that are identified specifically as costs of implementing the ARP/CSLFRF program objectives, such as contract support, materials, and supplies for a project. Indirect costs are general overhead costs of an organization where a portion of such costs are allocable to the ARP/CSLFRF award such as the cost of facilities or administrative functions like a director's office. Each category of cost should be treated consistently in like circumstances as direct or indirect, and recipients may not charge the same administrative costs to both direct and indirect cost categories, or to other programs. If a recipient has a current Negotiated Indirect Costs Rate Agreement (NICRA) established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then the recipient may use its current NICRA. Alternatively, if the recipient does not have a NICRA, the recipient may elect to use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 CFR 200.414(f).

b. Salaries and Expenses*:* In general, certain employees' wages, salaries, and covered benefits are an eligible use of ARP/CSLFRF award funds; and

WHEREAS Subpart E of the UG dictates allowable costs and cost principles for expenditure of ARP/CSLFRF funds; and

WHEREAS Subpart E of the UG (specifically, 200.400) states that:

The application of these cost principles is based on the fundamental premises that:

(a) The non-Federal entity is responsible for the efficient and effective administration of the Federal award through the application of sound management practices.

(b) The non-Federal entity assumes responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.

(c) The non-Federal entity, in recognition of its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the Federal award.

(d) The application of these cost principles should require no significant changes in the internal accounting policies and practices of the non-Federal entity. However, the accounting practices of the non-Federal entity must be consistent with these cost principles and support the accumulation of costs as required by the principles, and must provide for adequate documentation to support costs charged to the Federal award.

(e) In reviewing, negotiating and approving cost allocation plans or indirect cost proposals, the cognizant agency for indirect costs should generally assure that the non-Federal entity is applying these cost accounting principles on a consistent basis during their review and negotiation of indirect cost proposals. Where wide variations exist in the treatment of a given cost item by the non-Federal entity, the reasonableness and equity of such treatments should be fully considered.

(f) For non-Federal entities that educate and engage students in research, the dual role of students as both trainees and employees (including pre- and post-doctoral staff) contributing to the completion of Federal awards for research must be recognized in the application of these principles.

(g) The non-Federal entity may not earn or keep any profit resulting from Federal financial assistance, unless explicitly authorized by the terms and conditions of the Federal award;

BE IT RESOLVED that the governing board of City of Mebane hereby adopts and enacts the following UG Allowable Costs and Cost Principles Policy for the expenditure of ARP/CSLFRF funds.

POLICY STATEMENT	
SUBJECT: City of Mebane ARP/CSLFRF Allowable Costs and Costs Principles Policy	PAGE 1 OF 11
	EFFECTIVE DATE: May 2, 2022
	SUPERSEDES: N/A
	PREPARED BY: Daphna Schwartz
	ADOPTED BY COUNCIL DATE: May 2, 2022

I. ALLOWABLE COSTS AND COSTS PRINCIPLES POLICY OVERVIEW

Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, commonly called Uniform Guidance (UG), specifically Subpart E, defines those items of cost that are allowable, and which are unallowable. The tests of allowability under these principles are: (a) the costs must be reasonable; (b) they must be allocable to eligible projects under the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); (c) they must be given consistent treatment through application of those generally accepted accounting principles appropriate to the circumstances; and (d) they must conform to any limitations or exclusions set forth in these principles or in the ARP/CSLFRF grant award as to types or amounts of cost items. Unallowable items fall into two categories: expenses which are by their nature unallowable (e.g., alcohol), and unallowable activities (e.g., fund raising).

The City of Mebane shall adhere to all applicable cost principles governing the use of federal grants. This policy addresses the proper classification of both direct and indirect charges to ARP/CSLFRF funded projects and enacts procedures to ensure that proposed and actual expenditures are consistent with the ARP/CSLFRF grant award terms and all applicable federal regulations in the UG.

Responsibility for following these guidelines lies with the City Manager and Finance Director who are charged with the administration and financial oversight of the ARP/CSLFRF. Further, all local government employees and officials who are involved in obligating, administering, expending, or monitoring ARP/CSLFRF grant funded projects should be well versed with the categories of costs that are generally allowable and unallowable. Questions on the allowability of costs should be directed to the Finance Director. As questions on allowability of certain costs may require interpretation and judgment, local government personnel are encouraged to ask for assistance in making those determinations.

II. GENERAL COST ALLOWABILITY CRITERIA

All costs expended using ARP/CSLFRF funds must meet the following general criteria:

1. **Be necessary and reasonable for the proper and efficient performance and administration of the grant program.**

   A cost must be *necessary* to achieve a project object. When determining whether a cost is necessary, consideration may be given to:

   - Whether the cost is needed for the proper and efficient performance of the grant project.
   - Whether the cost is identified in the approved project budget or application.
   - Whether the cost aligns with identified needs based on results and findings from a needs assessment.
   - Whether the cost addresses project goals and objectives and is based on program data.

   A cost is *reasonable* if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made. For example, reasonable means that sound business practices were followed, and purchases were comparable to market prices. When determining reasonableness of a cost, consideration must be given to:

   - Whether the cost is a type generally recognized as ordinary and necessary for the operation of the City of Mebane or the proper and efficient performance of the federal award.
   - The restraints or requirements imposed by factors, such as: sound business practices; arm's-length bargaining; federal, state, and other laws and regulations; and terms and conditions of the ARP/CSLFRF award.
   - Market prices for comparable goods or services for the geographic area.
   - Whether individuals concerned acted with prudence in the circumstances considering their responsibilities to the City of Mebane, its employees, the public at large, and the federal government.
   - Whether the City of Mebane significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the ARP/CSLFRF award's cost.

2. **Be allocable to the ARP/CSLFRF federal award.** A cost is allocable to the ARP/CSLFRF award if the goods or services involved are chargeable or assignable to the ARP/CSLFRF award in accordance with the relative benefit received. This means that the ARP/CSLFRF grant program derived a benefit in proportion to the funds charged to the program. *For example, if 50 percent of a local government program officer's salary is*

paid with grant funds, then the local government must document that the program officer spent at least 50 percent of his/her time on the grant program.

If a cost benefits two or more projects or activities in proportions that can be determined without undue effort or cost, the cost must be allocated to the projects based on the proportional benefit. If a cost benefits two or more projects or activities in proportions that cannot be determined because of the interrelationship of the work involved, then the costs may be allocated or transferred to benefitted projects on any reasonable documented basis. Where the purchase of equipment or other capital asset is specifically authorized by the ARP/CSLFRF, the costs are assignable to the Federal award regardless of the use that may be made of the equipment or other capital asset involved when no longer needed for the purpose for which it was originally required.

3. **Be authorized and not prohibited under state or local laws or regulations.**

4. **Conform to any limitations or exclusions set forth in the principles, federal laws, ARP/CSLFRF award terms, and other governing regulations as to types or amounts of cost items.**

5. **Be consistent with policies, regulations, and procedures that apply uniformly to both the ARP/CSLFRF federal award and other activities of the City of Mebane.**

6. **Be accorded consistent treatment.** A cost MAY NOT be assigned to a federal award as a direct cost and also be charged to a federal award as an indirect cost. And a cost must be treated consistently for both federal award and non-federal award expenditures.

7. **Be determined in accordance with generally accepted accounting principles (GAAP), unless provided otherwise in the UGG.**

8. **Be net of all applicable credits.** The term "applicable credits" refers to those receipts or reduction of expenditures that operate to offset or reduce expense items allocable to the federal award. Typical examples of such transactions are purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to and received by the local government related to the federal award, they shall be credited to the ARP/CSLFRF award, either as a cost reduction or a cash refund, as appropriate and consistent with the award terms.

9. **Be adequately documented.**

III. SELECTED ITEMS OF COST

The UGG examines the allowability of fifty-five (55) specific cost items (commonly referred to as Selected Items of Cost) at 2 CFR § 200.420-.475.

The Finance Director responsible for determining cost allowability must be familiar with the Selected Items of Cost. The City of Mebane must follow the applicable regulations when charging these specific expenditures to the ARP/CSLFRF grant. The Finance Director will check costs against the selected items of cost requirements to ensure the cost is allowable and that all

process and documentation requirements are followed. In addition, State laws, City of Mebane regulations, and program-specific rules may deem a cost as unallowable, and the Finance Director must follow those non-federal rules as well.

Exhibit A identifies and summarizes the Selected Items of Cost.

IV. DIRECT AND INDIRECT COSTS

Allowable and allocable costs must be appropriately classified as direct or indirect charges. It is essential that each item of cost be treated consistently in like circumstances either as a direct or an indirect cost.

Direct costs are expenses that are specifically associated with a particular ARP/CSLFRF-eligible project and that can be directly assigned to such activities relatively easily with a high degree of accuracy. Common examples of direct costs include salary and fringe benefits of personnel directly involved in undertaking an eligible project, equipment and supplies for the project, subcontracted service provider, or other materials consumed or expended in the performance of a grant-eligible project.

Indirect costs are (1) costs incurred for a common or joint purpose benefitting more than one ARP/CSLFRF-eligible project, and (2) not readily assignable to the project specifically benefited, without effort disproportionate to the results achieved. They are expenses that benefit more than one project or even more than one federal grant. Common examples of indirect costs include utilities, local telephone charges, shared office supplies, administrative or secretarial salaries.

For indirect costs, the City of Mebane may charge a 10 percent de minimis rate of modified total direct costs (MTDC). According to UGG Section 200.68 MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subaward (regardless of the period of performance the subawards under the award). MTDC EXCLUDES equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of $25,000.

V. SPECIAL PROVISIONS FOR STATE AND LOCAL GOVERNMENTS

There are some special provisions of the UG that apply only to states, local governments, and Indian Tribes.

> **§ 200.444 General costs of government.**
>
> **(a)** For states, local governments, and Indian Tribes, the general costs of government are unallowable (except as provided in § 200.475). Unallowable costs include:
>
> **(1)** Salaries and expenses of the Office of the Governor of a state or the chief executive of a local government or the chief executive of an Indian tribe;
>
> **(2)** Salaries and other expenses of a state legislature, tribal council, or similar local governmental body, such as a county supervisor, city council, school board, etc., whether incurred for purposes of legislation or executive direction;

(3) Costs of the judicial branch of a government;

(4) Costs of prosecutorial activities unless treated as a direct cost to a specific program if authorized by statute or regulation (however, this does not preclude the allowability of other legal activities of the Attorney General as described in § 200.435); and

(5) Costs of other general types of government services normally provided to the general public, such as fire and police, unless provided for as a direct cost under a program statute or regulation.

(b) For Indian tribes and Councils of Governments (COGs) (see definition for *Local government* in § 200.1 of this part), up to 50% of salaries and expenses directly attributable to managing and operating Federal programs by the chief executive and his or her staff can be included in the indirect cost calculation without documentation.

[NOTE THAT EXPENDITURES OF ARP/CSLFRF FUNDS IN THE REVENUE REPLACEMENT CATEGORY ARE EXPLICITLY AUTHORIZED IN THE FINAL RULE TO BE SPENT ON GENERAL GOVERNMENT SERVICES.]

§ 200.416 COST ALLOCATION PLANS AND INDIRECT COST PROPOSALS.

(a) For states, local governments and Indian tribes, certain services, such as motor pools, computer centers, purchasing, accounting, etc., are provided to operating agencies on a centralized basis. Since Federal awards are performed within the individual operating agencies, there needs to be a process whereby these central service costs can be identified and assigned to benefitted activities on a reasonable and consistent basis. The central service cost allocation plan provides that process.

(b) Individual operating agencies (governmental department or agency), normally charge Federal awards for indirect costs through an indirect cost rate. A separate indirect cost rate(s) proposal for each operating agency is usually necessary to claim indirect costs under Federal awards. Indirect costs include:

(1) The indirect costs originating in each department or agency of the governmental unit carrying out Federal awards and

(2) The costs of central governmental services distributed through the central service cost allocation plan and not otherwise treated as direct costs.

(c) The requirements for development and submission of cost allocation plans (for central service costs and public assistance programs) and indirect cost rate proposals are contained in appendices V, VI and VII to this part.

§ 200.417 INTERAGENCY SERVICE.

The cost of services provided by one agency to another within the governmental unit may include allowable direct costs of the service plus a pro-rated share of indirect costs. A standard indirect cost allowance equal to ten percent of the direct salary and wage cost of

providing the service (excluding overtime, shift premiums, and fringe benefits) may be used in lieu of determining the actual indirect costs of the service. These services do not include centralized services included in central service cost allocation plans as described in Appendix V to Part 200.

VI. COST ALLOWABILITY REVIEW PROCESS

PREAPPROVAL COST ALLOWABILITY REVIEW

Before an ARP/CSLFRF-funded project is authorized, the Finance Director must review the proposed cost items within an estimated project budget to determine whether they are allowable and allocable and whether cost items will be charged as direct or indirect expenses. This review will occur concurrently with the review of project eligibility and *before* obligating or expending any ARP/CSLFRF funds.

- Local government personnel must submit proposed ARP/CSLFRF projects to the Finance Director for review. In addition to other required information, all proposed project submissions must delineate estimated costs by cost item.

- Along with a general review of project eligibility and conformance with other governing board management directives, the Finance Director must review estimated costs for specific allowable cost requirements, budget parameters, indirect rates, fringe benefit rates, and those activities/costs that require pre-approval by the US Treasury. Please see the City of Mebane's Eligibility Determination Policy.

- If a proposed project includes a request for an unallowable cost, the Finance Director will return the proposal to the requesting party for review and, if practicable, resubmission with corrected cost items.

- Once a proposed project budget is pre-approved by the Finance Director, the local government personnel responsible for implementing the project must conform actual obligations and expenditures to the pre-approved project budget.

POST-EXPENDITURE COST ALLOWABILITY REVIEW

Once an expenditure is incurred related to an eligible project, and an invoice or other demand for payment is submitted to the local government, the Finance Director must perform a second review to ensure that actual expenditures comprise allowable costs.

- All invoices or other demands for payment must include a breakdown by cost item. The cost items should mirror those presented in the proposed budget for the project. If an invoice or other demand for payment does not include a breakdown by cost item, the Finance Director will return the invoice to the project manager and/or vendor, contractor, or subrecipient for correction.

- The Finance Director must review the individual cost items listed on the invoice or other demand for payment to determine their allowability and allocability.

- If all cost items are deemed allowable and properly allocable, the Finance Director must proceed through the local government's normal disbursement process.

- If any cost item is deemed unallowable, the Finance Director will notify the project management and/or vendor, contractor, or subrecipient that a portion of the invoice or other demand for payment will not be paid with ARP/CSLFRF funds. The Finance Director may in their discretion, and consistent with this policy, allow an invoice or other demand for payment to be resubmitted with a revised cost allocation. If the local government remains legally obligated by contract or otherwise to pay the disallowed cost item, it must identify other local government funds to cover the disbursement. The City of Mebane's governing board must approve any allocation of other funds for this purpose.

- The Finance Director must retain appropriate documentation of budgeted cost items per project and actual obligations and expenditures of cost items per project.

VII. COST TRANSFERS

Any costs charged to the ARP/CSLFRF federal award that do not meet the allowable cost criteria must be removed from the award account and charged to an account that does not require adherence to federal UGG or other applicable guidelines.

Failure to adequately follow this policy and related procedures could result in questioned costs, audit findings, potential repayment of disallowed costs and discontinuance of funding.

EXHIBIT A

Selected Items of Cost	Uniform Guidance General Reference	Allowability
Advertising and public relations costs	2 CFR § 200.421	Allowable with restrictions
Advisory councils	2 CFR § 200.422	Allowable with restrictions
Alcoholic beverages	2 CFR § 200.423	Unallowable
Alumni/ae activities	2 CFR § 200.424	Not specifically addressed
Audit services	2 CFR § 200.425	Allowable with restrictions
Bad debts	2 CFR § 200.426	Unallowable
Bonding costs	2 CFR § 200.427	Allowable with restrictions
Collection of improper payments	2 CFR § 200.428	Allowable
Commencement and convocation costs	2 CFR § 200.429	Not specifically addressed
Compensation – personal services	2 CFR § 200.430	Allowable with restrictions; Special conditions apply (e.g., § 200.430(i)(5))
Compensation – fringe benefits	2 CFR § 200.431	Allowable with restrictions
Conferences	2 CFR § 200.432	Allowable with restrictions
Contingency provisions	2 CFR § 200.433	Unallowable with exceptions
Contributions and donations	2 CFR § 200.434	Unallowable (made by non-federal entity); not reimbursable but value may be used as cost sharing or matching (made to non-federal entity)
Defense and prosecution of criminal and civil proceedings, claims, appeals and patent	2 CFR § 200.435	Allowable with restrictions

infringements		
Depreciation	2 CFR § 200.436	Allowable with qualifications
Employee health and welfare costs	2 CFR § 200.437	Allowable with restrictions
Entertainment costs	2 CFR § 200.438	Unallowable with exceptions
Equipment and other capital expenditures	2 CFR § 200.439	Allowability based on specific requirement
Exchange rates	2 CFR § 200.440	Allowable with restrictions
Fines, penalties, damages and other settlements	2 CFR § 200.441	Unallowable with exceptions
Fund raising and investment management costs	2 CFR § 200.442	Unallowable with exceptions
Gains and losses on disposition of depreciable assets	2 CFR § 200.443	Allowable with restrictions
General costs of government	2 CFR § 200.444	Unallowable with exceptions
Goods and services for personal use	2 CFR § 200.445	Unallowable (goods/services); allowable (housing) with restrictions
Idle facilities and idle capacity	2 CFR § 200.446	Idle facilities - unallowable with exceptions; Idle capacity - allowable with restrictions
Insurance and indemnification	2 CFR § 200.447	Allowable with restrictions
Intellectual property	2 CFR § 200.448	Allowable with restrictions
Interest	2 CFR § 200.449	Allowable with restrictions
Lobbying	2 CFR § 200.450	Unallowable
Losses on other awards or contracts	2 CFR § 200.451	Unallowable (however, they are required to be included in the indirect cost rate base for

		allocation of indirect costs)
Maintenance and repair costs	2 CFR § 200.452	Allowable with restrictions
Materials and supplies costs, including costs of computing devices	2 CFR § 200.453	Allowable with restrictions
Memberships, subscriptions, and professional activity costs	2 CFR § 200.454	Allowable with restrictions; unallowable for lobbying organizations
Organization costs	2 CFR § 200.455	Unallowable except federal prior approval
Participant support costs	2 CFR § 200.456	Allowable with prior approval of the federal awarding agency
Plant and security costs	2 CFR § 200.457	Allowable; capital expenditures are subject to § 200.439
Pre-award costs	2 CFR § 200.458	Allowable if consistent with other allowabilities and with prior approval of the federal awarding agency
Professional services costs	2 CFR § 200.459	Allowable with restrictions
Proposal costs	2 CFR § 200.460	Allowable with restrictions
Publication and printing costs	2 CFR § 200.461	Allowable with restrictions
Rearrangement and reconversion costs	2 CFR § 200.462	Allowable (ordinary and normal)
Recruiting costs	2 CFR § 200.463	Allowable with restrictions
Relocation costs of employees	2 CFR § 200.464	Allowable with restrictions
Rental costs of real property and equipment	2 CFR § 200.465	Allowable with restrictions
Scholarships and student aid costs	2 CFR § 200.466	Not specifically addressed
Selling and marketing costs	2 CFR § 200.467	Unallowable with exceptions

Specialized service facilities	2 CFR § 200.468	Allowable with restrictions
Student activity costs	2 CFR § 200.469	Unallowable unless specifically provided for in the federal award
Taxes (including Value Added Tax)	2 CFR § 200.470	Allowable with restrictions
Termination costs	2 CFR § 200.471	Allowable with restrictions
Training and education costs	2 CFR § 200.472	Allowable for employee development
Transportation costs	2 CFR § 200.473	Allowable with restrictions
Travel costs	2 CFR § 200.474	Allowable with restrictions
Trustees	2 CFR § 200.475	Not specifically addressed

ELIGIBLE PROJECT POLICY FOR THE EXPENDITURE OF AMERICAN RESCUE PLAN ACT OF 2021 CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS BY THE CITY OF MEBANE

WHEREAS the City of Mebane, has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); and

WHEREAS US Treasury is responsible for implementing ARP/CSLFRF and has enacted a Final Rule outlining eligible projects; and

WHEREAS the funds may be used for projects within these categories, to the extent authorized by state law.

1. Support COVID-19 public health expenditures, by funding COVID-19 mitigation and prevention efforts, medical expenses, behavioral healthcare, preventing and responding to violence, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to households, small businesses, non-profits, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet; and

WHEREAS the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Part 200 (UG), as provided in the Assistance Listing; and

WHEREAS US Treasury has issued a Compliance and Reporting Guidance v.2.1 (November 15, 2021) dictating implementation of the ARP/CSLFRF award terms and compliance requirements; and

WHEREAS the Compliance and Reporting Guidance states on page 6 that

Per 2 CFR Part 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds, and document determinations.

BE IT RESOLVED that the City of Mebane hereby adopts and enacts the following Eligibility Determination Policy for ARP/CSLFRF funds.

POLICY STATEMENT	
SUBJECT: City of Mebane ARP/CSLFRF Eligibility Determination Policy	PAGE 1 OF 3
	EFFECTIVE DATE: May 2, 2022
	SUPERSEDES: N/A
	PREPARED BY: Daphna Schwartz
	ADOPTED BY COUNCIL DATE: May 2, 2022

This policy defines the permissible and prohibited uses of the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF) funds. It also outlines the procedures for determining how the City of Mebane will spend its ARP/CSLFRF funds.

I. PERMISSIBLE USES OF ARP/CSLFRF FUNDING

US Treasury issued its **Final Rule** regarding use of ARPA funds on January 6, 2022. (The Final Rule is effective as of April 1, 2022. Until that date, a local government may proceed under the regulation promulgated by US Department of the Treasury in its **Interim Final Rule** or the Final Rule.) The Final Rule (and the Interim Final Rule) identify permissible uses of ARP/CSLFRF funds and certain limitations and process requirements. Local governments must allocate ARP/CSLFRF funds no later than December 31, 2024 and disburse all funding no later than December 31, 2026. Failure of an entity to expend all funds by December 31, 2026 will result in forfeiture of ARPA funds.

ARP/CSLFRF funds may be used for projects within the following categories of expenditures:

1. Support COVID-19 public health expenditures, by funding COVID-19 mitigation and prevention efforts, medical expenses, behavioral healthcare, preventing and responding to violence, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, non-profits, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;

4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet; and

II. PROHIBITED USES OF ARPA FUNDING

The ARP/CSLFRF and US Treasury's Final Rule prohibit certain uses of ARP/CSLFRF funds. Specifically, ARP/CSLFRF funds may not be used for projects within the following categories of expenditures:

1. To make a deposit into a pension fund that constitutes an extraordinary payment of an accrued, unfunded liability (Note that routine contributions as part of a payroll obligation for an eligible project are allowed.);
2. To borrow money or make debt service payments;
3. To replenish rainy day funds or fund other financial reserves;
4. To satisfy an obligation arising from a settlement agreement, judgment, consent decree, or judicially confirmed debt restricting in a judicial, administrative, or regulatory proceeding (There is an exception to this prohibition if the settlement or judgment requires the [Local Government Name] to provide services to respond to the COVID-19 public health emergency or its negative economic impacts or to provide government services, then the costs of those otherwise ARP/CSLFRF-eligible projects are allowed.);
5. For a project that includes a term or condition that undermines efforts to stop the spread of COVID-19 or discourages compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19;
6. In violation of the conflict-of-interest requirements imposed by the award terms and 2 CFR 200.318(c).
7. For any expenditure that would violate other applicable federal, state, and local laws and regulations.

The City of Mebane, and any of its contractors or subrecipients, may not expend any ARP/CSLFRF funds for these purposes.

III. PROCEDURES FOR PROJECT APPROVAL

The following are procedures for ARP/CSLFRF project approvals. All City of Mebane employees and officials must comply with these requirements.

1. Requests for ARP/CSLFRF funding, must be made in writing and include all the following: [Please complete a Project Request and Eligibility Form]
    a. Brief description of the project
    b. Identification of ARP/CSLFRF Expenditure Category (EC) (A list of ECs in in the Appendix to the US Treasury Compliance and Reporting Guidance.)

    c. Required justifications for applicable projects, according to the requirements in the Final Rule. Employees or any applicant seeking ARPA funding should review the Final Rule and Final Rule Overview prior to submitting a proposal.
    d. Proposed budget, broken down by cost item, in accordance with the [Local Government Name]'s Allowable Cost Policy.
    e. A project implementation plan and estimated implementation timeline (All ARP/CSLFRF funds must be fully obligated by December 31, 2024, and fully expended by December 31, 2026.)
2. Requests for funding must be submitted to the Finance Director for approval. All requests will be reviewed by the Finance Director for ARP/CSLFRF compliance and for allowable costs and other financial review.
3. No ARP/CSLFRF may be obligated or expended before final written approval by the Finance Director. Board Approval and budget amendments must be in place before approval is granted.
4. If a proposal does not meet the required criteria, it will be returned to the requesting party for revision and resubmittal.
5. Following approval, employees responsible for implementing the project must conform actual obligations and expenditures to the pre-approved project budget. Changes in project budgets must be approved by the City Manager and Finance Director and may require a budget amendment before proceeding. Any delay in the projected project completion date shall be communicated to the Finance Director immediately.
6. The Finance Director must collect and document required information for each EC, for purposes of completing the required Project and Expenditure reports.
7. The Finance Director must maintain written project requests and approvals, all supporting documentation, and financial information at least until December 31, 2031.

AGENDA ITEM #5A

Juneteenth Paid Holiday

Meeting Date
May 2, 2022

Presenter
Beatrice Hunter, HR Director

Public Hearing
Yes ☒ No ☐

Summary

At the March Council meeting, Council requested staff explore Juneteenth as a Mebane paid holiday. Staff provided information to consider at the April 4 Council meeting. At that meeting, a motion carried for staff to draft a resolution establishing Juneteenth as a Mebane paid holiday, schedule a public hearing for discussion and input, and present a brief historical perspective on Juneteenth at the May 2 meeting.

Financial Impact

None. The City has budgeted to pay the full year of wages for full time workers, whether paid as regular hours or as holiday hours.

Recommendation

Staff recommends Council evaluate the information presented by staff and constituents to make a decision.

Suggested Motion

I make a motion to adopt a resolution approving Juneteenth a Mebane paid holiday.

Attachments

1. Observed City of Mebane Holidays
2. Holiday Comparisons
3. 2022 Juneteenth Proclamation
4. 2022 Juneteenth Resolution

Listed below are the holidays that will be observed by City of Mebane employees during 2022.

New Years' Day	December 31, 2021	Friday
Martin Luther King, Jr. Birthday	January 17, 2022	Monday
Good Friday	April 15, 2022	Friday
Memorial Day	May 30, 2022	Monday
Independence Day	July 4, 2022	Monday
Labor Day	September 5, 2022	Monday
Veteran's Day	November 11, 2022	Friday
Thanksgiving	November 24 & 25, 2022	Thursday & Friday
Christmas	December 23, 26 & 27, 2022	Friday, Monday & Tuesday

Some departments operating on a 12 or 24 hour schedule may adopt varying holiday schedules in keeping with operational needs, provided the employees are given the same number of holidays as approved by the City Council. Schedule is subject to change as needed.

Holiday Comparisons

Federal

New Year's Day
MLK Day
Washington's Birthday (President's Day)
Memorial Day
Juneteenth
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas
11 days

State of North Carolina

New Year's Day
MLK Day
Good Friday
Memorial Day
Independence Day
Labor Day
Veterans Day
Thanksgiving (2 days)
Christmas (3 days)
12 days

Local Governments that Observe Juneteenth (may not be all-inclusive)

Elon
Green Level
Gibsonville
Carrboro
Hillsborough
Chapel Hill
Orange County
OWASA
City of Greensboro
Durham County
City of Durham
City of Raleigh
Wake County
Northampton County
City of Winston Salem

Winston Salem Housing Authority-1/2 day
Robersonville
Lexington
Rocky Mount
Bellhaven
Angier
High Point
Mooresville
Hertford
Boone
Washington
High Point
Thomasville

PROCLAMATION BY THE MAYOR OF THE CITY OF MEBANE
Juneteenth 2022 Proclamation – June 19, 2022

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 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 19th 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

NOW, THEREFORE, I, Ed Hooks, Mayor and on behalf of the City of Mebane City Council City, do hereby declare June 19, 2022, as JUNETEENTH in the City of Mebane, North Carolina, and urge all citizens to become more aware of the significance of this celebration in African American History and in the heritage of our nation and City.

Signed, Sealed and Delivered
this 2nd day of May 2022.

_____

Ed Hooks, Mayor
City of Mebane

(SEAL)

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 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 19th, 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 19th as Juneteenth, which shall be a paid holiday for the City of Mebane employees, observed on June 19th, or the Friday or Monday closest to the holiday if it falls on a weekend day.

DRAFT



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 2nd day of May, 2022.

_____
Ed Hooks, Mayor

ATEST:

_____
Stephanie W. Shaw, City Clerk

DRAFT

AGENDA ITEM #5B

Ordinance to Extend the Corporate Limits- Leoterra Mebane, LLC- Hawfields Landing

Requested to be continued until June 6, 2022 meeting per the applicant

Meeting Date
May 2, 2022

Presenter
Lawson Brown, City Attorney

Public Hearing
Yes ☒ No ☐

Summary

The Council will consider the approval of an Ordinance to Extend the Corporate Limits as the next step in the annexation process. This is a non-contiguous annexation containing approximately +/- 148.960 acres located S. NC 119 Hwy in Alamance County.

Background

At the April 4, 2022 Council Meeting, Council accepted the petition for annexation and the Clerk's certificate of sufficiency and adopted a Resolution setting a date of Public Hearing for May 2, 2022 to consider approval of extending Mebane's corporate limits. The Public Hearing Notice was properly advertised.

Financial Impact

The property and improvements will be added to the ad valorem tax base for the City once the property is annexed as determined by the state statute.

Recommendation

Staff recommends adoption of an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina.

Suggested Motion

I make a motion to adopt of an Ordinance to Extend the Corporate Limits of the City of Mebane, North Carolina to include the 148.960 acres.

Attachments

1. Ordinance
2. Map
3. Request for Public Hearing Continuance by Applicant

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE CITY OF MEBANE, NORTH CAROLINA

***Mail after recording to**: City of Mebane, Attn: City Clerk, 106 E. Washington Street, Mebane, NC 27302*

Ordinance No. 152

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

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the Glendel Stephenson Municipal Building at 6:00 p.m. on May 2, 2022 at 6:00 p.m. after due notice by the Mebane Enterprise on October 20, 2021; and

WHEREAS, the City Council finds that the area described therein meets the standards of G.S. 160A-58.1 (b), to wit:

a. The nearest point on the proposed satellite corporate limits is not more than three (3) miles from the corporate limits of the City;

b. No point on the proposed satellite corporate limits is closer to another municipality than to the City;

c. The area described is so situated that the City 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. 160A-376, will be fragmented by this proposed annexation;

WHEREAS, the City Council further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City and of the area proposed for annexation will be best served by annexing the area described;

COMMENCING at an existing iron, said iron being located on the Southern Right-of-Way of S. NC 119 Hwy, said iron being the Northeastern common corner of Compass Realty Hawfields, LLC Property (9803677687, D.B. 3982, Pg. 238; Lot 1 P.B. 78, Pg. 312) and the Gilda Scott Property (9803782167, D.B. 350, Pg. 613); Thence, following a common line with said Scott Property S 16°38’47” W a total distance of 942.63 feet to an existing iron, said iron being a common corner with said Scott property and the POINT OF BEGINNING; Thence, following common lines with said Scott property the following

calls: S 32°59’11” E a distance of 1,251.07 feet to an existing rock; Thence S 22°03’26” E a distance of 1,087.76 feet to an existing iron; Thence, S 68°04’45” E a distance of 358.03 feet to an existing rock; Thence, S 51°59’30” E a distance of 165.28 feet to an existing rock; Thence, S 63°51’08” E a distance of 350.22 feet to an existing iron, said iron being located in the Northern right of way of Farrell Road (S.R. 2134) and a common corner with said Scott property; Thence, following said Right-of-Way of said Farrell Road the following calls: a curve to the left having a radius of 2414.09 feet and a chord bearing and distance of S 29°39’33” W a distance of 288.83 feet to an existing iron; S 26°47’57” W a distance of 614.05 feet to an existing iron; S 26°36’39” W a distance of 919.16 feet to an existing iron, said iron being located in the Northern right of way of Farrell Road and a common corner with James E Farrell Heirs (9803735678, D.B. 481 Pg. 269); Thence, following the common line with said James E Farrell property, S 72°02’10” W a distance of 637.98 feet to an existing pinch top post, said post being a common corner with said James E Farrell Property and James M Farrell property (9803720779, D.B. 2123, Pg. 385); Thence, following the common property line with said James M Farrell property, S 72°10’02” W a distance of 912.40 feet to an existing iron, said iron being a common corner with said James M Farrell property and Desco Summerhaven, LLC property (9803630476, D.B. 4042, Pg. 818); Thence, following the common line with said Desco property, N 00°23’42” W a distance of 436.02 feet to an existing iron, said iron being a common corner with said Desco property and Janet Ecklebarger property (9803642756, D.B. 3411, Pg. 968); Thence, following a common line with said Ecklebarger property, N 24°05’26” E a distance of 824.98 feet to an existing iron, said iron being a common corner with said Ecklebarger property and Walter & William McAdams property (9803657182, D.B. 4149, Pg. 361); Thence, following a common line with said McAdams property, N 20°57’20” E a distance of 757.49 feet to an existing iron; Thence, following another common line with said McAdams property, S 81°02’42” W a distance of 346.93 feet to an existing iron, said iron be a common corner with said McAdams & Ecklebarger property; Thence, following a common line with said Ecklebarger property, N 38°25’45” W a distance of 543.50 feet to an existing iron, said iron being a common corner with said Ecklebarger property and Jay & Melanie Tufts property (9803652931, D.B. 3726, Pg. 797); Thence, following a common line with said Tufts property, N 15°53’09” E a distance of 277.65 feet to an existing iron, Thence, following another common line with said Tuft property, N 58°45’54” W a distance of 163.41 feet to an existing iron, said iron being a common corner with said Tuft property and Desco Summerhaven, LLC property (9803578217, D.B. 4042, Pg. 807); Thence, following common property line with said Desco property the following calls: N 02°42’16” W a distance of 631.01 feet to an existing iron; N 49°08’57” E a distance of 361.73 feet to an existing iron; Thence, following a common line with said Desco property and The Christian Education Society of Mebane, Inc. property (9803578931, D.B. 4260, Pg. 852), N 18°34’00” W a distance of 1,696.10 feet to a point; Thence following a common line with said Education property, N 39°04’32” W a distance of 141.67 feet to a point, said point being located on the Southern right of way of S. NC Hwy 119; Thence following said right of way the following calls; N 50°55’28” E a distance of 52.99 feet to an existing iron; a curve to the right having a radius of 951.90 feet and a chord bearing and distance of N 62°15’57” E a distance of 303.93 feet to an existing iron; a curve to the right having a radius of 951.90 feet and a chord bearing and distance of N 73°00’07” E a distance of 51.49 feet to an existing iron, said iron being located on right of way of said Hwy 119 and a common corner with Compass Realty Hawfields, LLC property (9803677687, D.B. 3982, Pg. 223); Thence, leaving said right of way and following common lines with said Hawfields property the following calls: S 25°05’30” E a distance of 225.15 feet to a point; S 18°11’39” W a distance of 128.89 feet to a point; S 18°33’10” E a distance of 75.82 feet to a point; S 61°47’50” E a distance of 138.74 feet to a point; N 89°32’42” E a distance of 348.35 feet to a point; S 43°55’57” E a distance of 58.95 feet to a point; S 24°06’25” E a distance of 174.79 feet to a point, said point being a common corner with said Hawfields property and Gilda Scott Property; Thence, following a common line with said Scott Property, S 16°38’47” W a distance of 160.30 feet to an existing iron, said iron being a common corner with said Scott property; Thence, continuing with common line, S 16°38’47” W

a distance of 35.16 feet to an existing iron, said iron being a common corner with said Scott Property and being the POINT AND PLACE OF BEGINNING, containing 148.960 ac +/-.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mebane, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-58.2, the following described non-contiguous territory is hereby annexed and made part of the City of Mebane, as of May 2, 2022:

Section 2. Upon and after May 2, 2022 the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Mebane and shall be entitled to the same privileges and benefits as other parts of the City of Mebane. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Mebane shall cause to be recorded in the office of the Register of Deeds of Alamance 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 Alamance County Board of Elections, as required by G.S. 163-288.1.

Adopted this 2nd day of May, 2022.

CITY OF MEBANE

_____
Ed Hooks, Mayor

ATTEST:

_____
Stephanie W. Shaw, City Clerk

APPROVED AS TO FORM:

_____
Lawson Brown, City Attorney

PLAT BOOK _____ PAGE _____

GENERAL NOTES:

AREA COMPUTED BY COORDINATE METHOD.

RATIO OF PRECISION IS 1:30,000+.

THIS MAP WAS PREPARED WITHOUT THE BENEFIT OF A TITLE INVESTIGATION, THEREFORE, THIS MAP IS SUBJECT TO ANY AND ALL FACTS AN ACCURATE TITLE INVESTIGATION MAY DISCLOSE.

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Curve Table			
Curve #	Direction	Chord	Radius
C1	N62° 15' 57"E	303.93'	951.90'
C2	N73° 00' 07"E	51.49'	951.90'

Line Table		
Line #	Length	Direction
L1	52.99'	N50° 55' 28"E
L2	141.67'	N39° 04' 32"W

LEGEND
- ◎ = FOUND IRON PIN
- ◉ = SET IRON PIN
- ● = COMPUTED POINT
- △ = STONE/ROCK
- CH = CHORD
- R/W = RIGHT OF WAY
- P.B. = PLAT BOOK
- D.B. = DEED BOOK
- PG. = PAGE
- OS. = OFFSET
- DR. = DRIVE
- EX. = EXISTING
- = NEW CORPORATE LIMITS

PLANNING DIRECTOR CERTIFICATION

THIS TRACT OF LAND IS WITHIN THE CITY OF MEBANE'S JURISDICTION. NO APPROVAL IS REQUIRED OF THE PLANNING BOARD OR CITY COUNCIL UNDER SECTION 50.2(C) OF THE CODE OF ORDINANCES.

SIGNED: _____ PLANNING DIRECTOR

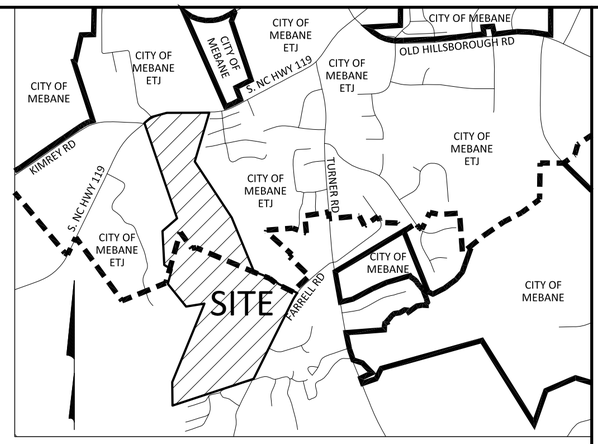
DATE: _____

CERTIFICATE OF SURVEY ACCURACY

I, JEFFREY T. ALLRED, PLS, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK AS PAGE SHOWN ,ETC.); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK (AS SHOWN) PAGE (AS SHOWN); THAT THE RATIO OF PRECISION AS CALCULATED IS 1:30,000; THIS PLAT WAS PREPARED IN ACCORDANCE WITH N.C.G.S. 47-30 AS AMENDED. WITNESS MY OWNER SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 28th DAY OF MARCH, 2022 A.D.

THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. FOR THE PURPOSES OF THIS SUBSECTION, AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

THE PROVISIONS OF THIS SECTION SHALL NOT APPLY TO BOUNDARY PLATS OF STATE LINES, COUNTY LINES, AREAS ANNEXED BY MUNICIPALITIES, NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED.

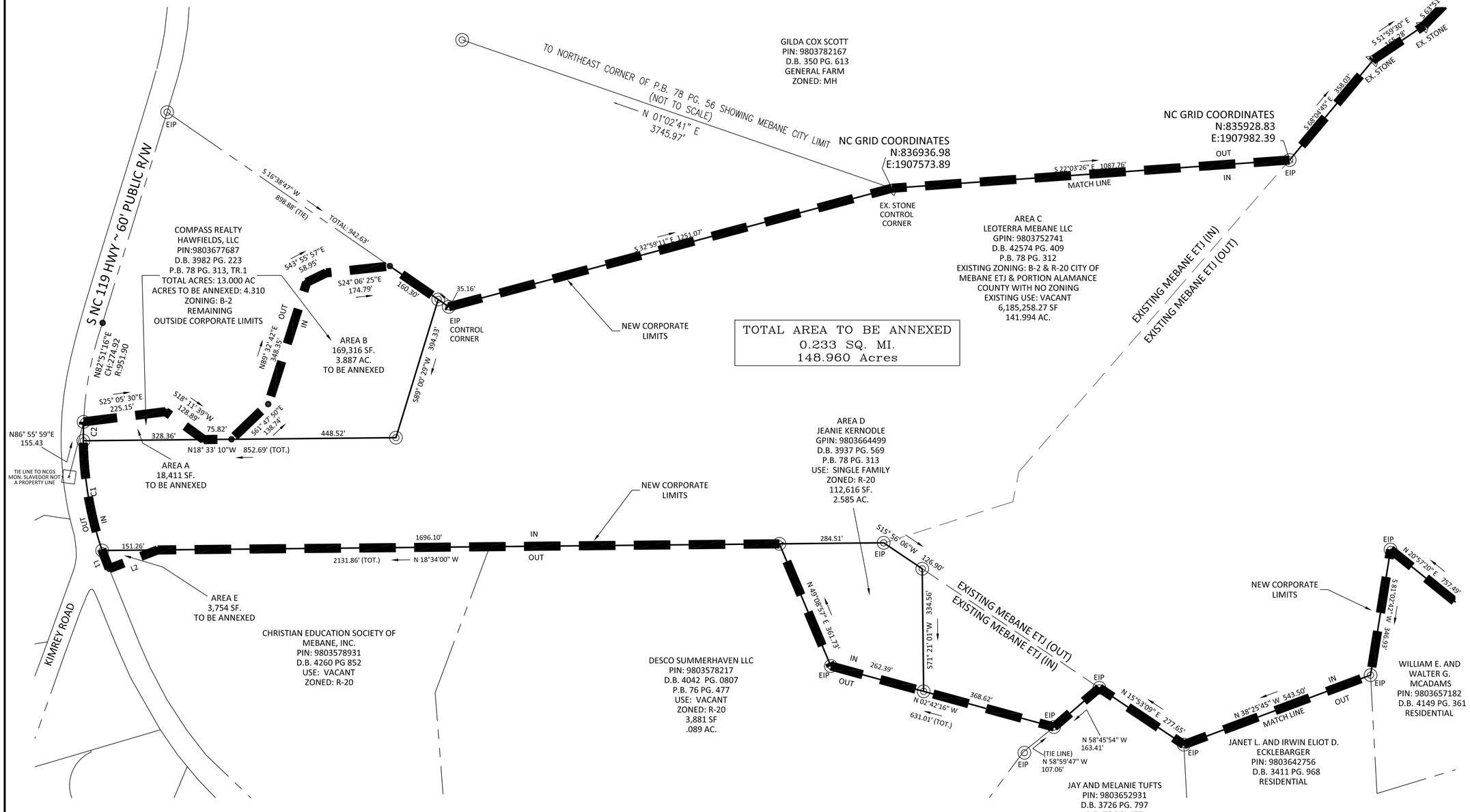


VICINITY MAP
1" = 2000'

JOHN T. ALLRED
PROFESSIONAL LAND SURVEYOR
L-4500
REGISTRATION NUMBER

GRID NORTH (NAD 83)

200 0 100 200
SCALE: 1"=200'



ALLRED LAND SURVEYING, PLLC
JEFF ALLRED, PLS ~ L-4500
8065 COBLE MILL ROAD
SNOW CAMP, NC 27349
PHONE: 336-684-8202

FINAL PLAT: CITY OF MEBANE CORPORATE LIMITS EXTENSION & VOLUNTARY NON-CONTIGUOUS SATELLITE ANNEXATION

DEVELOPER INFORMATION:
LEOTERRA MEBANE, LLC
110-A SHIELDS PARK DRIVE
KERNERSVILLE, NC, 27284

PROJECT LOCATION:
STATE: NORTH CAROLINA
COUNTY: ALAMANCE
TOWNSHIP: MELVILLE

NO.	DATE	REVISION NOTE
1		
2		
3		
4		
5		
6		

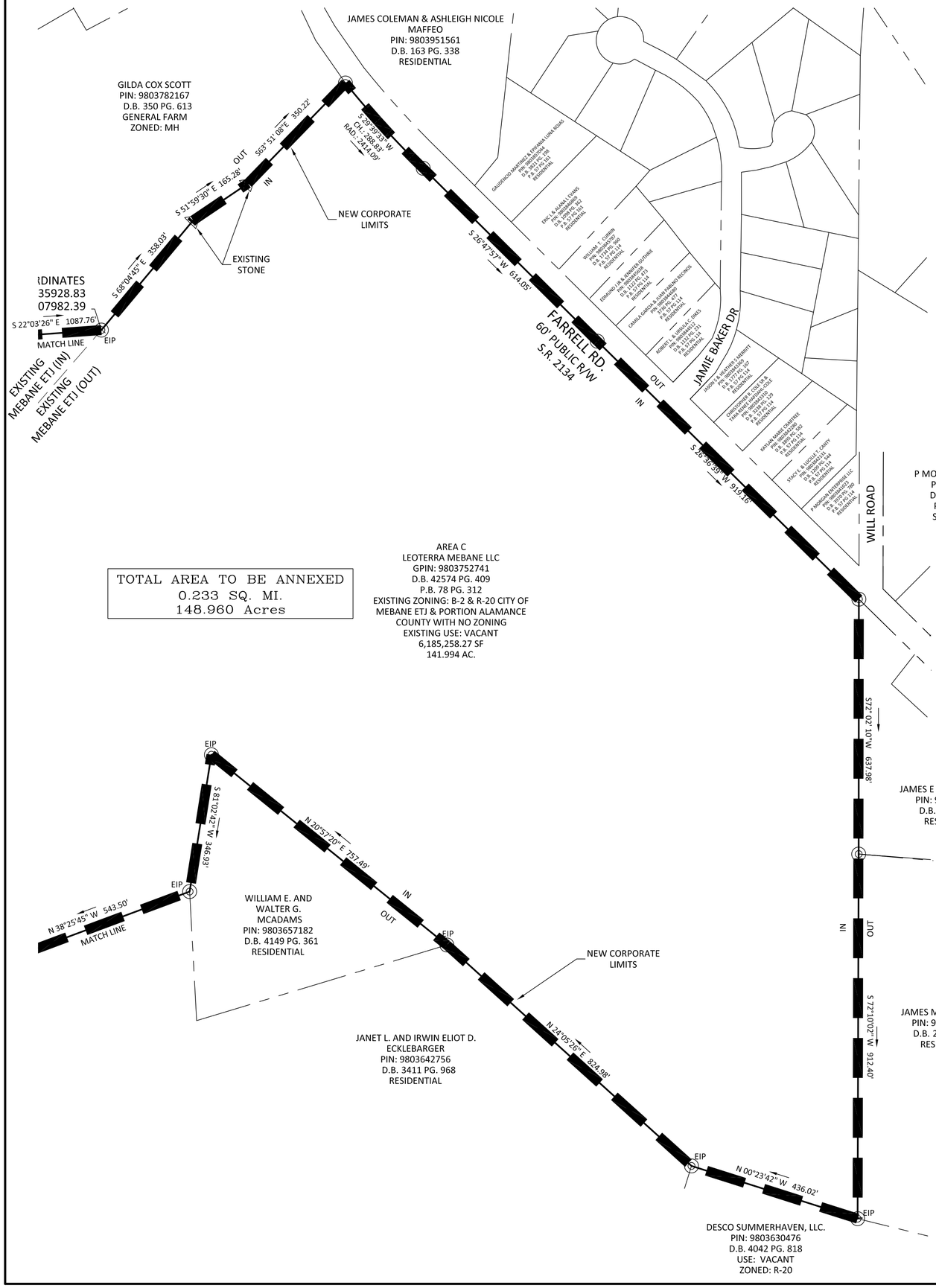
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DRAWN BY: AGB
CHECKED BY: JTA
DATE: 2022-03-28
PROJECT NO.: 2017-08
REF. NO.:
SCALE: 1" = 200'

NORTH CAROLINA PROFESSIONAL SEAL L-4500 LAND SURVEYOR JEFFREY T. ALLRED

SHEET
1 OF 2

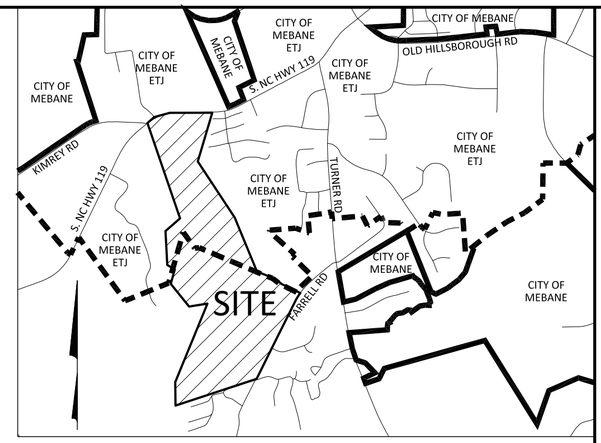
PLAT BOOK _____ PAGE _____



Line Table		
Line #	Length	Direction
L1	52.99'	N50° 55' 28"E
L2	141.67'	N39° 04' 32"W

TOTAL AREA TO BE ANNEXED
0.233 SQ. MI.
148.960 Acres

AREA C
LEOTERRA MEBANE LLC
GPIN: 9803752741
D.B. 42574 PG. 409
P.B. 78 PG. 312
EXISTING ZONING: B-2 & R-20 CITY OF MEBANE ETJ & PORTION ALAMANCE COUNTY WITH NO ZONING
EXISTING USE: VACANT
6,185,258.27 SF
141.994 AC.



VICINITY MAP
1" = 2000'

GRID NORTH (NAD 83)

THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. FOR THE PURPOSES OF THIS SUBSECTION, AN "EXISTING PARCEL" OR "EXISTING EASEMENT" IS AN AREA OF LAND DESCRIBED IN A SINGLE, LEGAL DESCRIPTION OR LEGALLY RECORDED SUBDIVISION THAT HAS BEEN OR MAY BE LEGALLY CONVEYED TO A NEW OWNER BY DEED IN ITS EXISTING CONFIGURATION.

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PROFESSIONAL LAND SURVEYOR
L-4500
REGISTRATION NUMBER

GENERAL NOTES:

AREA COMPUTED BY COORDINATE METHOD.

RATIO OF PRECISION IS 1:30,000+.

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LEGEND
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● = COMPUTED POINT
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P.B. = PLAT BOOK
D.B. = DEED BOOK
PG. = PAGE
OS. = OFFSET
DR. = DRIVE
EX. = EXISTING
= NEW CORPORATE LIMITS

200 0 100 200
SCALE: 1"=200'

ALLRED LAND SURVEYING, PLLC
JEFF ALLRED, PLS ~ L-4500
8065 COBLE MILL ROAD
SNOW CAMP, NC 27349
PHONE: 336-684-8202

FINAL PLAT: CITY OF MEBANE CORPORATE LIMITS EXTENSION & VOLUNTARY NON-CONTIGUOUS SATELLIET ANNEXATION

DEVELOPER INFORMATION:
LEOTERRA MEBANE, LLC
110-A SHIELDS PARK DRIVE
KERNERSVILLE,NC,27284

PROJECT LOCATION:
STATE: NORTH CAROLINA
COUNTY: ALAMANCE
TOWNSHIP: MELVILLE

NO.	DATE	REVISION NOTE
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DRAWING FILE PATH: E:\Carlson Projects\2017-08\dwg

DRAWN BY: AGB
CHECKED BY: JTA
DATE: 2022-03-28
PROJECT NO.: 2017-08
REF. NO.:
SCALE: 1" = 200'

NORTH CAROLINA PROFESSIONAL SEAL L-4500 LAND SURVEYOR JEFFREY T. ALLRED

SHEET
2 OF 2

From:	Christopher Lyons
To:	Aden Stoltzfus; Preston Mitchell; Cy Stober
Cc:	Kye Bunker; Ashley Ownbey; Audrey Vogel
Subject:	RE: Hawfields Landing Next Steps
Date:	Tuesday, April 19, 2022 8:51:44 AM
Attachments:	image002.png image003.png image004.png image005.png image006.png image007.png image001.png

---

Am confirming, that is correct- will delay it until the next council meeting

Thanks everyone

Buddy Lyons
President
LeoTerra Development Inc.

Mobile: 336-671-1858
Email: buddy.lyons@leoterradevelopment.com
110-A Shields Park Dr, Kernersville, NC 27284

From: Aden Stoltzfus <aden@seiengineering.com>
Sent: Monday, April 18, 2022 5:07 PM
To: Preston Mitchell <pmitchell@cityofmebane.com>; Cy Stober <cstober@cityofmebane.com>; Christopher Lyons <buddy.lyons@leoterradevelopment.com>
Cc: Kye Bunker <kye.bunker@leoterradevelopment.com>; Ashley Ownbey <AOwnbey@cityofmebane.com>; Audrey Vogel <AVogel@cityofmebane.com>
Subject: RE: Hawfields Landing Next Steps

Preston & Cy,

Since the planning board is being delayed a month I do think we need to push the annexation public hearing/vote by a month so the schedules will coincide with zoning. Buddy has been out of the office today but is returning this evening.

Buddy,

Please confirm.

Aden R. Stoltzfus, PE
Stoltzfus Engineering, Inc.

Civil Engineering Consultants
683 Gralin Street
Kernersville, NC 27284
Office: (336) 904-0207
Cell: (336) 908-1371
aden@seiengineering.com

From: Preston Mitchell <pmitchell@cityofmebane.com>
Sent: Monday, April 18, 2022 4:42 PM
To: Aden Stoltzfus <aden@seiengineering.com>; Cy Stober <cstober@cityofmebane.com>; Christopher Lyons <buddy.lyons@leoterradevelopment.com>
Cc: Kye Bunker <kye.bunker@leoterradevelopment.com>; Ashley Ownbey <AOwnbey@cityofmebane.com>; Audrey Vogel <AVogel@cityofmebane.com>
Subject: RE: Hawfields Landing Next Steps

Aden,

Will someone else be commenting on the annexation question below?

Thanks,

Preston Mitchell, ICMA-CM
Assistant City Manager
Mebane
Positively Charming
106 E Washington Street
Mebane, NC 27302
919-304-9219
www.cityofmebane.com

From: Aden Stoltzfus <aden@seiengineering.com>
Sent: Monday, April 18, 2022 4:32 PM
To: Cy Stober <cstober@cityofmebane.com>; Christopher Lyons <buddy.lyons@leoterradevelopment.com>
Cc: Kye Bunker <kye.bunker@leoterradevelopment.com>; Ashley Ownbey <AOwnbey@cityofmebane.com>; Audrey Vogel <AVogel@cityofmebane.com>; Preston Mitchell <pmitchell@cityofmebane.com>
Subject: RE: Hawfields Landing Next Steps

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks Cy. Buddy and I spoke last week and we will send an updated plan with the Planning Board

commitments as soon as possible but no later than the date below.

Thanks,

Aden R. Stoltzfus, PE

Stoltzfus Engineering, Inc.
Civil Engineering Consultants
683 Gralin Street
Kernersville, NC 27284
Office: (336) 904-0207
Cell: (336) 908-1371
aden@seiengineering.com

From: Cy Stober <cstober@cityofmebane.com>
Sent: Monday, April 18, 2022 11:41 AM
To: Christopher Lyons <buddy.lyons@leoterradevelopment.com>; Aden Stoltzfus <aden@seiengineering.com>
Cc: Kye Bunker <kye.bunker@leoterradevelopment.com>; Ashley Ownbey <AOwnbey@cityofmebane.com>; Audrey Vogel <AVogel@cityofmebane.com>; Preston Mitchell <pmitchell@cityofmebane.com>
Subject: Hawfields Landing Next Steps

Buddy & Aden,

I am writing regarding the next steps for Hawfields Landing prior to the next Planning Board meeting on May 9. First – and most importantly – **will you be requesting a continuance of the annexation public hearing to the May 2 Council meeting?** I will need this request in writing (email is fine).

Additionally, the revised site plan is unlikely to need further TRC review, based on the commitments made at the Planning Board meeting. However, City staff does need to review the plans prior to sending out the May Planning Board packets to ensure that any adjustments in the number of lots I reflected throughout the plans. Please provide the revised site plan set by Wednesday, April 27, for staff review. We will provide any comments quickly so that you can provide us with 9 hard copies no later than Tuesday, May 3. Please note that the commitment to pave the multiuse path means that it will need a minimum 8' width (some flexibility is allowed for areas facing environmental constraints – we would rather have a short 6' section than impacting wetlands), an asphalt surface, and will be HOA-maintained until the City has extended a multiuse network to the site and chooses to take it over for maintenance.

Please let me know if you have any questions or concerns.

Thanks,

Cy Stober, AICP
Development Director

106 East Washington Street
Mebane, NC 27302
- 919 563-9990

www.cityofmebane.com

AGENDA ITEM #5C

VAR 22-02

Variance – Accessory Structure (Pool) in Side Yard,

1206 Castle Pines Drive

Presenter

Cy Stober, Development Director

Applicant

Will & Donna Davis

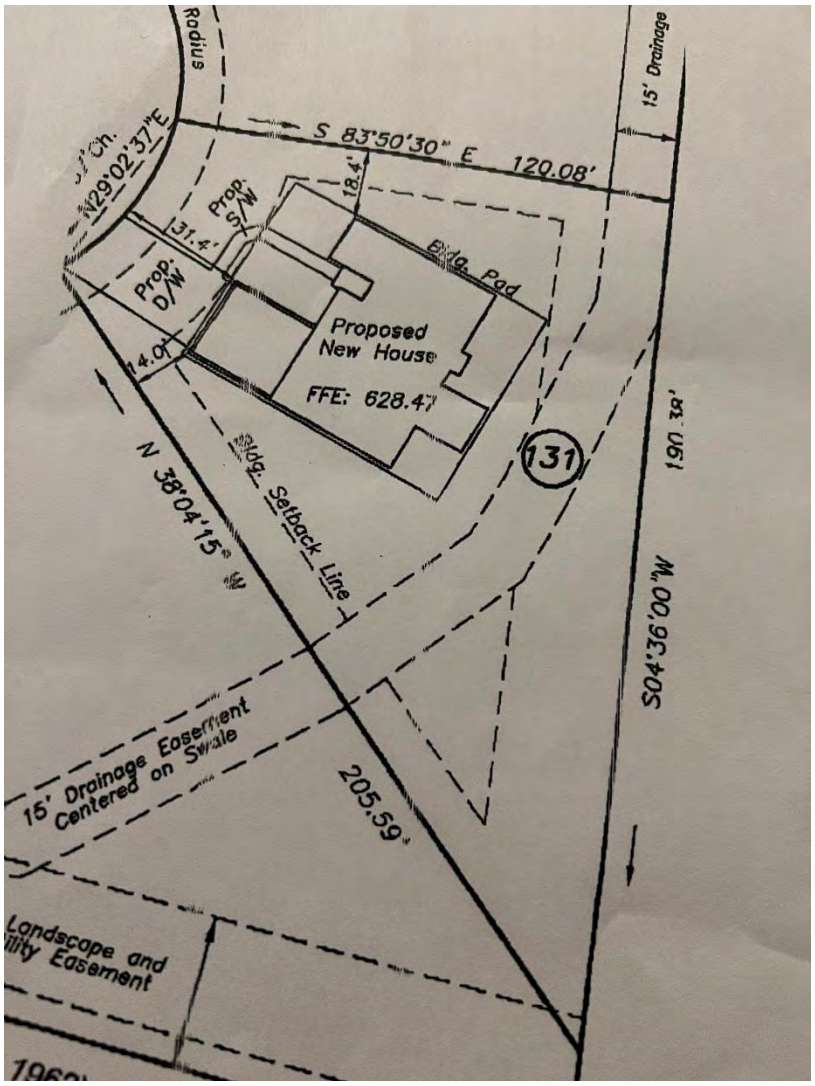
206 Pebble Beach Drive

Mebane, NC 27302

Public Hearing

Yes ☒ No ☐ Quasi-Judicial – BOA

Exhibit Map



Properties

1206 Castle Pines Drive
Alamance Co GPIN 9825041687

Proposed Zoning

N/A

Current Zoning

R-10

Size

+/-0.36 acres

Surrounding Zoning

R-20 & R-10

Surrounding Land Uses

Single Family Residential & Vacant

Utilities

Present

Floodplain

No

Watershed

No

City Limits

Yes

Summary

Cathy Saliga is requesting a variance from the requirement that all residential accessory structures must be placed in the rear yard to allow for a swimming pool in the side yard on her property at 1206 Castle Pines Drive. 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 (e.g. fencing).

Financial Impact

N/A, though the proposed improvement will likely enhance the property's tax assessed value.

Recommendation

N/A

Variance requests are at the discretion of the Board of Adjustment (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."

Suggested Motion

1. Motion to **approve** the variance request as presented due to the hardships present on this property.

OR

2. Motion to **deny** the variance request as presented.

Attachments

1. Variance Request Application
2. Applicant presentation

Application for Zoning Variance/Appeal
City of Mebane

VARIANCE/APPEAL
A variance from the Mebane Zoning Ordinance or an appeal from the decisions of the Zoning Enforcement Officer may be taken to the Board of Adjustment by any person aggrieved, or by an officer, department, board or bureau of the City affected by such decision. Such appeal shall be taken within a reasonable time as provided by the rules of the board of Adjustment by filing with the Zoning Enforcement Officer a notice of appeal specifying the grounds thereof.

NOTICE
At least one week prior to the date of the hearing the City of Mebane shall mail a written notice of the bearing to all adjoining property owners and a suitable notice will be published in the local paper. Hearings are scheduled at the appropriate Mebane City Council meeting. The Mebane City Council meets the first Monday of each month.

A variance petition is hereby made to the Mebane Board of Adjustment as follows:

Name of Applicant: Catherine Saliga

Address of Applicant: 1206 Castle Pines Dr.
Mebane, NC 27302

Phone Number(s): 336-266-3216

Address and brief description of the property involved in the request: Single family residence
Requesting a port in side yard due to back yard having no room due to sewer easement.

Applicant's interest in the property (Owned, Leased, etc.): owned

Type of Variance or Appeal and reason: _____

All applications should include:

1. A sketch or map of the property clearly illustrating the request
2. The current names and mailing addresses of anyone owning property within 300 feet of the subject property.
3. A fee of $300 to cover administrative costs for residential and $400 for non-residential.

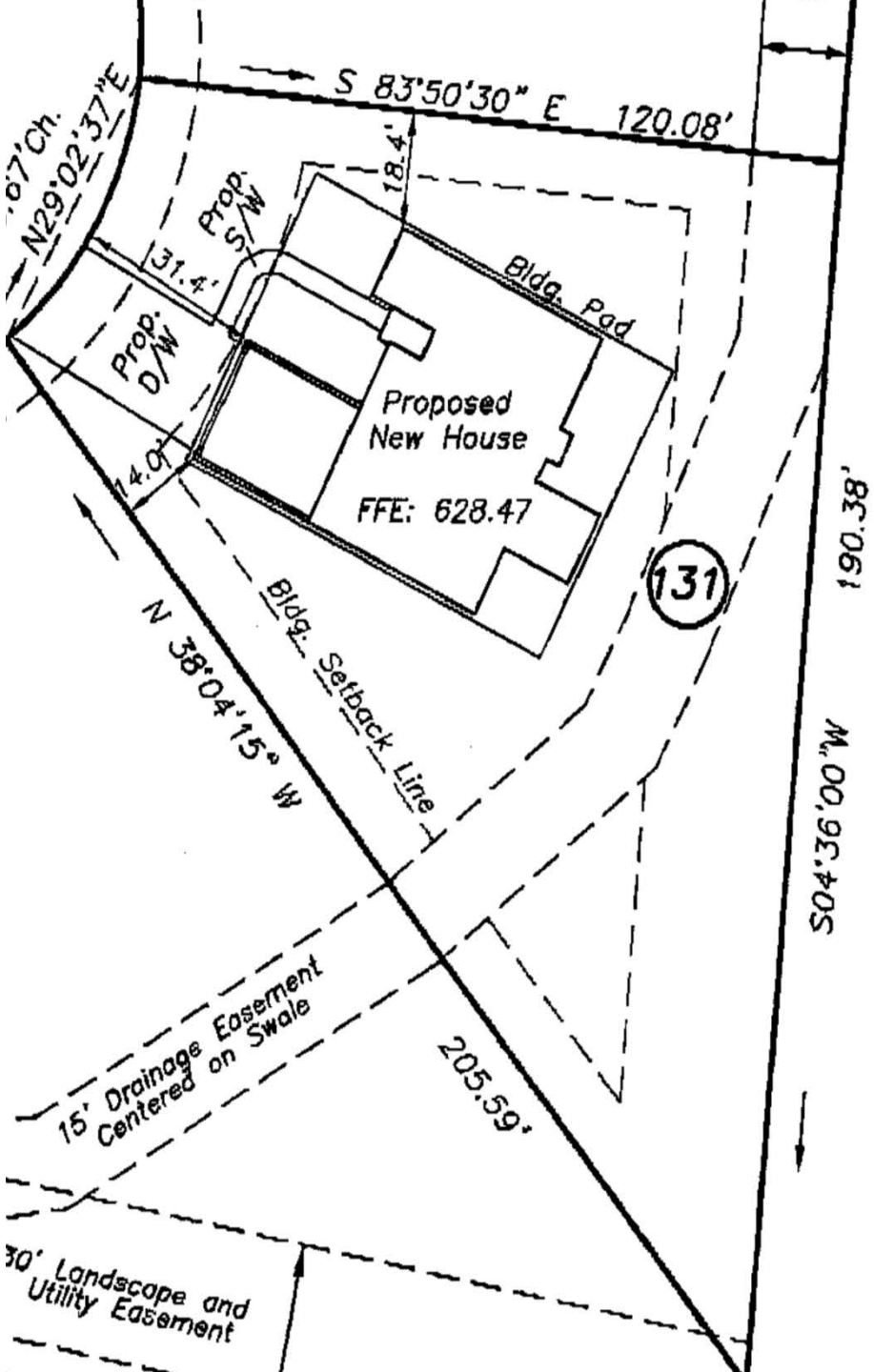
Signed: Catherine Saliga

Date: April 8, 2022

Ordinance Hearing Request

Cathy Saliga

1206 Castle Pines Drive


S 83°50'30" E 120.08'
N29°02'37"E
Prop. S/W
31.4'
18.4'
Bldg. Pad
Prop. D/W
Proposed New House
FFE: 628.47
14.0'
131
190.38'
N 38°04'15" W
Bldg. Setback Line
S04°36'00"W
15' Drainage Easement Centered on Swale
205.59'
Landscape and Utility Easement







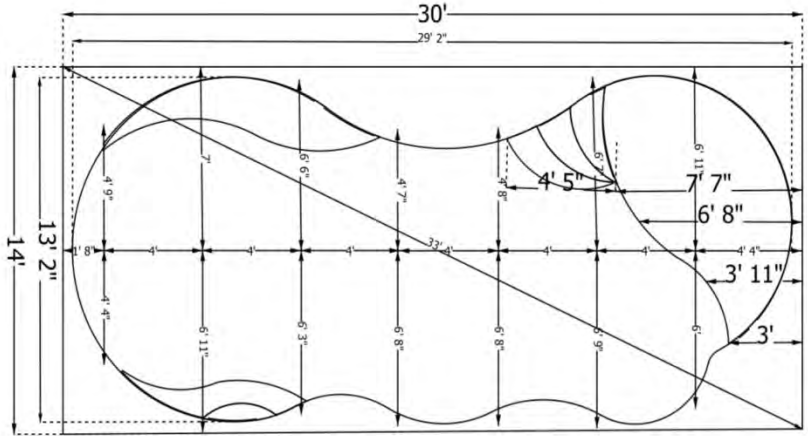


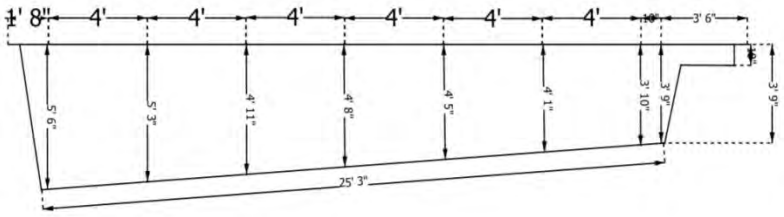


Click HERE to see EXACTLY how your pool is made

River Pools
CATCH THE WAVE

I30





River Pools CATCH THE WAVE	SIZE (OUTSIDE)	SIZE (INSIDE)	PERIMETER FEET	SURFACE AREA	DEPTH	GALLONS
	14' x 30'	13' 2" X 29' 2"	76'	312	3' 9" - 5' 6"	7,947


6' x 6'
Vinyl Fence Panel
Windham
Ask an Associate to Order
6' x 6'
Windham
Privacy White
Fence Panel
Online SKU# 204-692-843
ONLINE
HOMEDEPOT.COM
$108.97
ORDER AT THE PRO DESK
6' x 6'
Composite Panel
EcoStone®
More Colors Available
$204.00
Pricing does not include post, accessories, or shipping

AGENDA ITEM #6

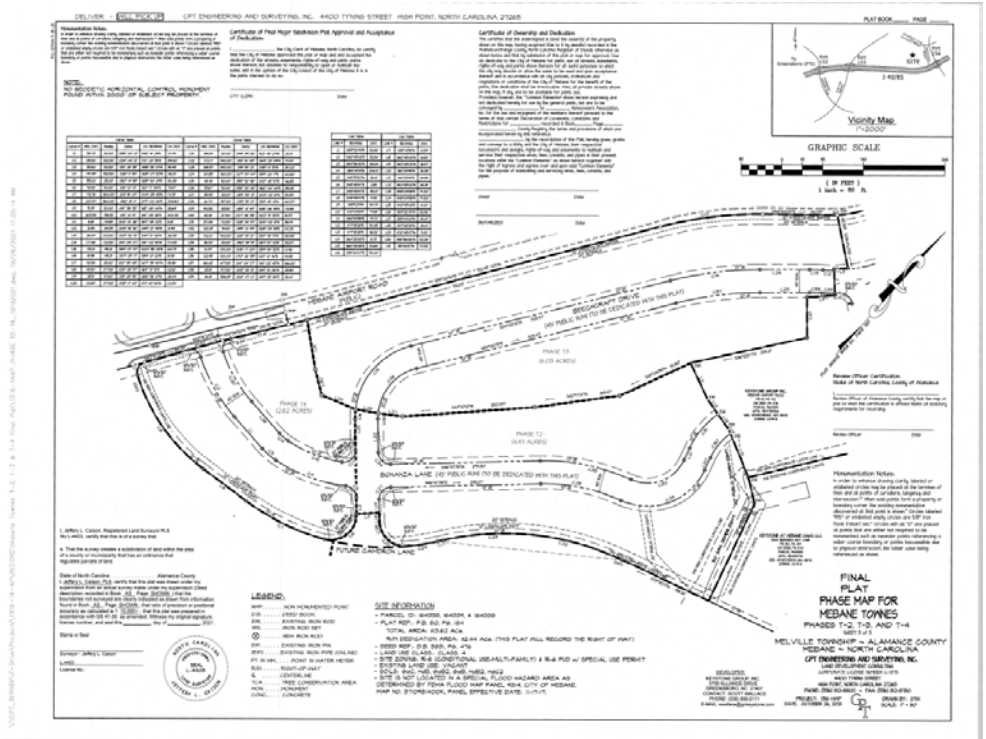
SUB 22-06
Final Plat for the
Right of Way Dedication
Mebane Townes,
Phases T-2, T-3, and T-4
(Reapproval)

Presenter
Cy Stober, Development Director

Applicant
Keystone at Mebane Oaks, LLC
3708 Alliance Drive
Greensboro, NC 27407

Public Hearing
Yes ☐ No ☒

Final Plat



Property
S. Fifth St. & Mebane Airport Rd., Mebane Towne Center, Alamance County
GPINs 9814765261
9814755966
9814752261

Proposed Zoning
N/A

Current Zoning
R-6 (SUP for PUD)

Size
+/-13.62 ac

Surrounding Zoning
R-6, R-20 & B-2

Surrounding Land Uses
Multifamily & Single-Family Residential; Retail Business

Utilities
Provided by Developer

Floodplain
No

Watershed
No

City Limits
Yes

Summary

Keystone at Mebane Oaks, LLC, is requesting 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). 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 shall be brought to the City Council for consideration as a dedication plat at the June 6 meeting.

The Technical Review Committee (TRC) has reviewed the Final Plat and the applicant has revised the plan to reflect its comments. All infrastructure must be completed and approved to meet the City of Mebane Specifications. All infrastructure not completed shall be bonded or a letter of credit provided prior to recordation. 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.

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. Townhome permits cannot be issued until all such rights of way are approved and recorded.

As allowed by Article 2, Section 19 of the Mebane Unified Development Ordinance (UDO), reasonable delays of realizing committed elements in a project may allow occupancy and use of buildings if those elements are adequately secured by the permit holder with a performance bond or other security satisfactory to the City, as detailed in Article 7, Section 8 of the Mebane UDO. Due to concurrent road improvement projects and supply chain constraints, the traffic signal required of Mebane Towne Center has not yet been installed and staff has determined that the causes are reasonable and that application of a surety is appropriate. Keystone Homes is expected to make a demonstrable effort to install the traffic signal and widen NC 119 over the next twelve months. Keystone Homes will be required to post a $600,000 bond with NCDOT to guarantee the installation of this traffic signal, allowing for further townhome construction along the rights of way opened by approval and recordation of this plat, and no new apartment construction shall be permitted until the bond is posted with NCDOT (see Attachment 2).

Financial Impact

The developer has extended utilities at his own expense.

Recommendation

Staff recommends approval of the Final Plat.

Suggested Motion

Motion to approve the final plat as presented.

Attachments

1. Final Plat
2. Mebane Towne Center Apartment Status Exhibit

DELIVER - WILL PICK UP CPT ENGINEERING AND SURVEYING, INC. 4400 TYNING STREET HIGH POINT, NORTH CAROLINA 27265 PLAT BOOK____ PAGE ____

FC-DTM-7-8-21

Monumentation Notes:
In order to enhance drawing clarity, labeled or unlabeled circles may be placed at the terminus of lines and at points of curvature, tangency and intersection.** When said points form a property or boundary corner the existing monumentation discovered at that point is shown.° Circles labeled "IRS" or unlabeled empty circles are 5/8" iron Rods (rebar) set.° Circles with an "X" are placed at points that are either not required to be monumented, such as meander points referencing a water course boundary, or points inaccessible due to physical obstruction, the latter case being referenced as shown.

NOTE:
NO GEODETIC HORIZONTAL COMTROL MONUMENT FOUND WITHIN 2000' OF SUBJECT PROPERTY.

Certificate of Final Major Subdivision Plat Approval and Acceptance of Dedication:

I _____ the City Clerk of Mebane, North Carolina, do certify that the City of Mebane approved this plat or map and and accepted the dedication of the streets, easements, rights-of-way and public parks shown thereon, but assumes no responsibility to open or maintain the same, until in the opinion of the City Council of the City of Mebane it is in the public interest to do so.

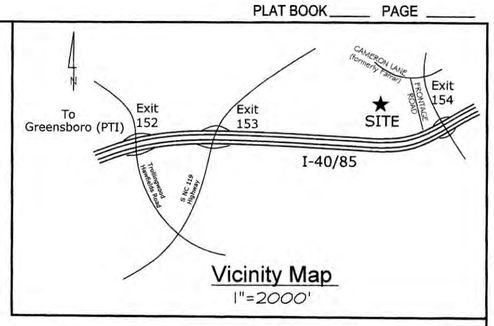
_____
CITY CLERK Date

Certificate of Ownership and Dedication

This certifies that the undersigned is (are) the owner(s) of the property shown on this map, having acquired title to it by deed(s) recorded in the Alamance/Orange County, North Carolina Register of Deeds otherwise as shown below and that by submission of this plat or map for approval, I/we do dedicate to the City of Mebane for public use all streets, easements, rights-of-way and parks shown thereon for all lawful purposes to which the city may devote or allow the same to be used and upon acceptance thereof and in accordance with all city policies, ordinances and regulations or conditions of the City of Mebane for the benefit of the public, this dedication shall be irrevocable. Also, all private streets shown on this map, if any, are to be available for public use.
Provided, however, the "Common Elements" shown hereon expressly are not dedicated hereby for use by the general public, but are to be conveyed by _____ to _____ Homeowners Association, Inc. for the use and enjoyment of the members thereof pursuant to the terms of that certain Declaration of Covenants, Conditions and Restrictions for _____ recorded in Book_____, Page_____, _____ County Registry, the terms and provisions of which are incorporated herein by this reference.
_____ by the recordation of this Plat, hereby gives, grants and conveys to a Utility and the City of Mebane, their respective successors and assigns, rights-of-way and easements to maintain and service their respective wires, lines, conduits, and pipes in their present locations within the "Common Elements" as shown hereon together with the right of ingress and egress over and upon said "Common Elements" for the purpose of maintaining and servicing wires, lines, conduits, and pipes.'

_____
Owner Date

_____
(NOTARIZED) Date



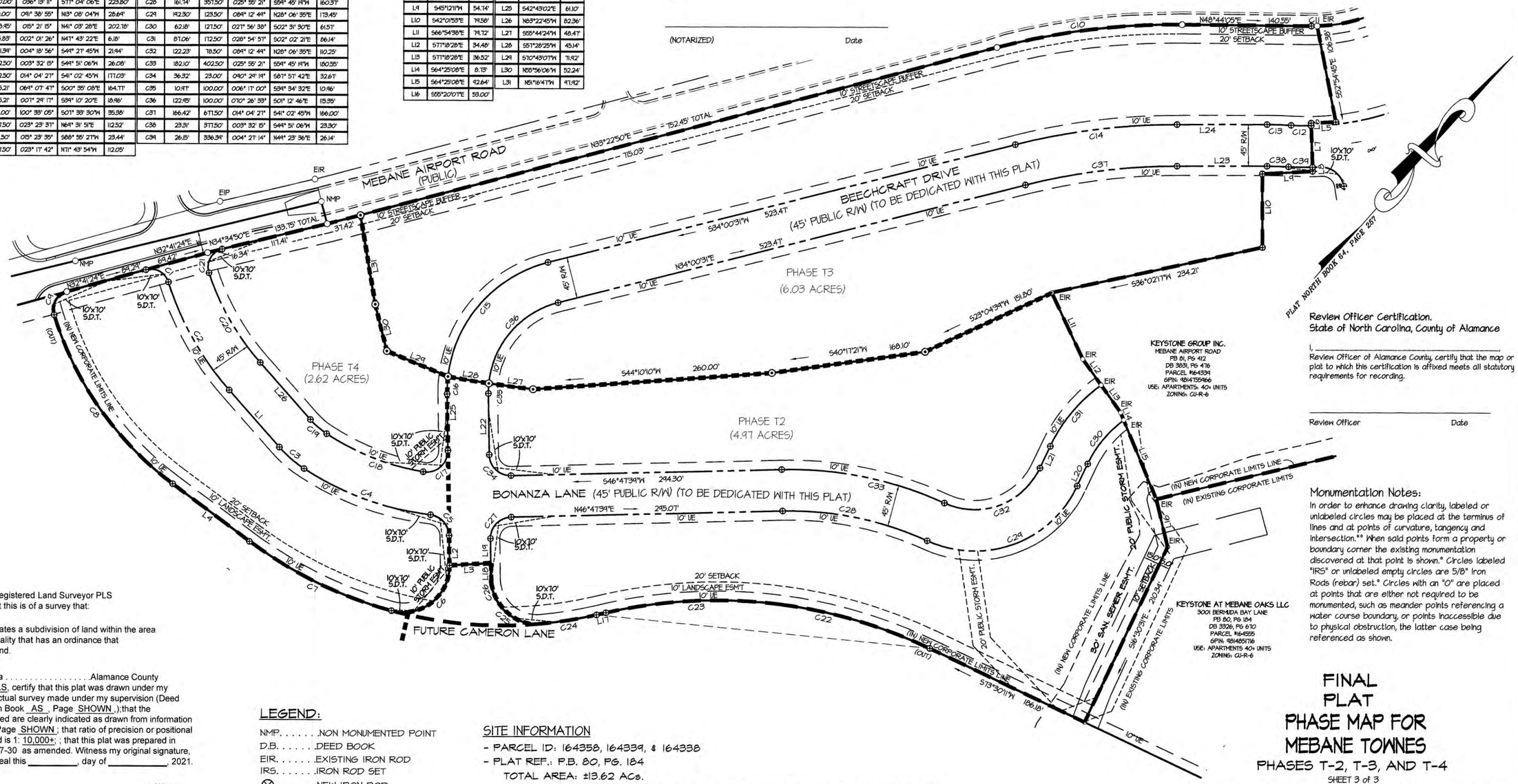
Vicinity Map
1"=2000'

GRAPHIC SCALE
80 0 40 80 160 240
(IN FEET)
1 inch = 80 ft.

Curve Table					
Curve #	ARC DIST.	Radius	Delta	CH. BEARING	CH. DIST.
C1	30.72'	20.00'	088° 00' 12"	N76° 41' 29"E	27.79'
C2	135.50'	322.50'	024° 04' 21"	S11° 20' 35"E	134.50'
C3	35.60'	132.50'	015° 23' 35"	S68° 55' 27"W	35.49'
C4	147.43'	322.50'	026° 11' 34"	S68° 07' 52"W	146.15'
C5	33.02'	23.00'	082° 14' 53"	S83° 50' 29"E	30.25'
C6	42.52'	50.00'	106° 01' 14"	S10° 17' 34"W	79.87'
C7	172.76'	460.00'	021° 31' 07"	S74° 08' 45"W	171.75'
C8	227.57'	360.00'	036° 13' 11"	S71° 04' 06"E	223.80'
C9	31.99'	20.00'	091° 38' 55"	N13° 08' 04"W	28.64'
C10	203.36'	756.45'	015° 24' 15"	N41° 03' 28"E	202.78'
C11	6.18'	114.83'	002° 01' 26"	N47° 43' 22"E	6.18'
C12	21.45'	241.34'	004° 18' 56"	S44° 27' 45"W	21.44'
C13	26.04'	422.50'	003° 32' 15"	S44° 51' 06"W	26.08'
C14	177.48'	722.50'	014° 04' 27"	S41° 02' 45"W	177.03'
C15	175.21'	145.21'	069° 07' 47"	S00° 35' 08"E	164.77'
C16	18.98'	145.21'	007° 29' 17"	S39° 10' 20"E	18.96'
C17	40.36'	23.00'	100° 33' 05"	S07° 38' 30"W	35.38'
C18	113.30'	217.50'	029° 23' 31"	N64° 31' 51"E	112.52'
C19	23.51'	81.50'	015° 23' 35"	S68° 55' 27"W	23.44'
C20	112.83'	277.50'	023° 17' 42"	N71° 43' 34"W	112.05'

Curve Table					
Curve #	ARC DIST.	Radius	Delta	CH. BEARING	CH. DIST.
C21	33.04'	20.00'	094° 38' 52"	N12° 45' 07"W	29.41'
C22	172.17'	540.00'	018° 16' 03"	S64° 22' 09"W	171.44'
C23	188.31'	540.00'	019° 58' 12"	S45° 14' 31"W	187.42'
C24	60.85'	460.00'	007° 34' 44"	N59° 02' 17"E	60.80'
C25	48.76'	50.00'	055° 52' 36"	N70° 45' 57"E	46.85'
C26	33.67'	50.00'	038° 34' 42"	S62° 00' 24"E	33.03'
C27	35.93'	23.00'	089° 30' 41"	S02° 02' 18"W	32.39'
C28	161.74'	357.50'	025° 55' 21"	S59° 45' 19"W	160.37'
C29	142.30'	129.50'	084° 12' 44"	N28° 06' 35"E	173.45'
C30	62.18'	121.50'	027° 56' 38"	S02° 31' 30"E	61.51'
C31	87.06'	172.50'	028° 54' 57"	S02° 02' 21"E	86.14'
C32	122.23'	78.50'	089° 12' 49"	N28° 06' 35"E	110.25'
C33	182.10'	402.50'	025° 55' 21"	S59° 45' 19"W	180.55'
C34	36.32'	23.00'	090° 29' 19"	S61° 51' 42"E	32.67'
C35	10.41'	100.00'	006° 11' 00"	S34° 34' 32"E	10.46'
C36	122.45'	100.00'	070° 26' 33"	S01° 12' 46"E	115.35'
C37	166.42'	671.50'	014° 04' 27"	S41° 02' 45"W	166.00'
C38	23.31'	371.50'	003° 32' 15"	S44° 51' 06"W	23.30'
C39	26.15'	336.34'	004° 27' 14"	N44° 23' 36"E	26.14'

Line Table			Line Table		
LINE #	BEARING	DIST.	LINE #	BEARING	DIST.
L1	S83°22'45"E	82.36'	L17	S35°14'55"W	10.54'
L2	S42°43'02"E	32.34'	L18	N42°43'02"W	16.52'
L3	N44°56'40"E	45.04'	L19	N42°43'02"W	26.51'
L4	S84°44'19"W	104.01'	L20	N16°29'44"W	26.38'
L5	S45°31'50"W	26.41'	L21	S16°29'44"E	26.38'
L6	S43°43'47"E	2.85'	L22	N42°43'02"W	66.18'
L7	S43°43'47"E	45.01'	L23	N48°04'58"E	97.82'
L8	S43°43'47"E	4.32'	L24	S48°04'58"W	97.82'
L9	S45°12'11"W	54.74'	L25	S42°43'02"E	61.10'
L10	S42°01'53"E	79.58'	L26	N83°22'45"W	82.36'
L11	S66°54'38"E	79.72'	L27	S55°44'24"W	48.47'
L12	S71°18'28"E	34.48'	L28	S51°28'25"W	45.14'
L13	S71°18'28"E	36.52'	L29	S70°43'07"W	71.92'
L14	S64°25'08"E	8.13'	L30	N55°56'06"W	52.24'
L15	S64°25'08"E	42.64'	L31	N51°16'47"W	97.92'
L16	S55°20'07"E	53.00'			



Review Officer Certification.
State of North Carolina, County of Alamance

I, _____
Review Officer of Alamance County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

_____
Review Officer Date

Monumentation Notes:
In order to enhance drawing clarity, labeled or unlabeled circles may be placed at the terminus of lines and at points of curvature, tangency and intersection.** When said points form a property or boundary corner the existing monumentation discovered at that point is shown.° Circles labeled "IRS" or unlabeled empty circles are 5/8" iron Rods (rebar) set.° Circles with an "O" are placed at points that are either not required to be monumented, such as meander points referencing a water course boundary, or points inaccessible due to physical obstruction, the latter case being referenced as shown.

I, Jeffery L. Caison, Registered Land Surveyor PLS
No L-4403, certify that this is of a survey that:

a. That the survey creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

State of North Carolina . . . . . .Alamance County
I, Jeffery L. Caison, PLS, certify that this plat was drawn under my supervision from an actual survey made under my supervision (Deed description recorded in Book AS, Page SHOWN,);that the boundaries not surveyed are clearly indicated as drawn from information found in Book AS, Page SHOWN; that ratio of precision or positional accuracy as calculated is 1: 10,000+; ; that this plat was prepared in accordance with GS 47-30 as amended. Witness my original signature, license number, and seal this _____, day of _____, 2021.

Stamp or Seal

_____
Surveyor - Jeffery L. Caison
L-4403
License No.:

NORTH CAROLINA PROFESSIONAL SEAL L-4403 LAND SURVEYOR JEFFERY L. CAISON

LEGEND:

NMP. . . . . .NON MONUMENTED POINT
D.B. . . . . .DEED BOOK
EIR. . . . . .EXISTING IRON ROD
IRS. . . . . .IRON ROD SET
⊗ . . . . . .NEW IRON ROD
EIP. . . . . .EXISTING IRON PIN
(EIP) . . . . .EXISTING IRON PIPE (ONLINE)
PT IN WM. . . . .POINT IN WATER METER
R/W . . . . . RIGHT-OF-WAY
℄ . . . . . CENTERLINE
TCA . . . . . TREE CONSERVATION AREA
MON. . . . . .MONUMENT
CONC. . . . .CONCRETE

SITE INFORMATION

- PARCEL ID: 164358, 164339, & 164338
- PLAT REF.: P.B. 80, PG. 184
  TOTAL AREA: ±13.62 ACs.
  R/W DEDICATION AREA: ±2.44 ACs. (THIS PLAT WILL RECORD THE RIGHT OF WAY)
- DEED REF.: D.B. 3831, PG. 476
- LAND USE CLASS.: CLASS. 4
- SITE ZONING: R-6 (CONDITIONAL USE-MULTI-FAMILY) & R-6 PUD W/ SPECIAL USE PERMIT
- EXISTING LAND USE: VACANT
- SOILS: GaC, HdB, GaB2, GaB, HdB2, HdC2
- SITE IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY FEMA FLOOD MAP PANEL 9814, CITY OF MEBANE, MAP NO. 3710981400K, PANEL EFFECTIVE DATE: 11-17-17.

FINAL PLAT
PHASE MAP FOR MEBANE TOWNES
PHASES T-2, T-3, AND T-4
SHEET 3 of 3

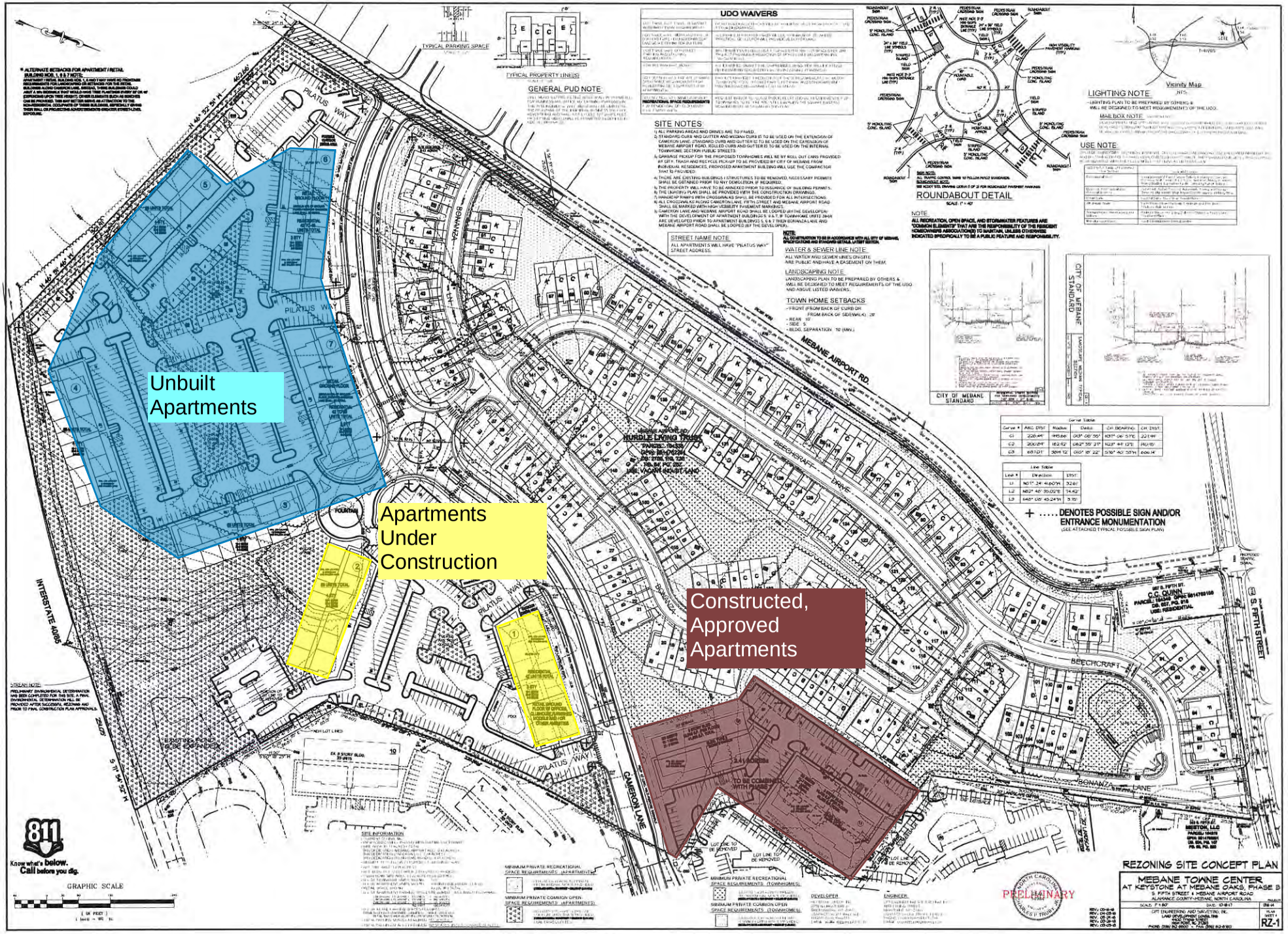
MELVILLE TOWNSHIP ~ ALAMANCE COUNTY
MEBANE ~ NORTH CAROLINA

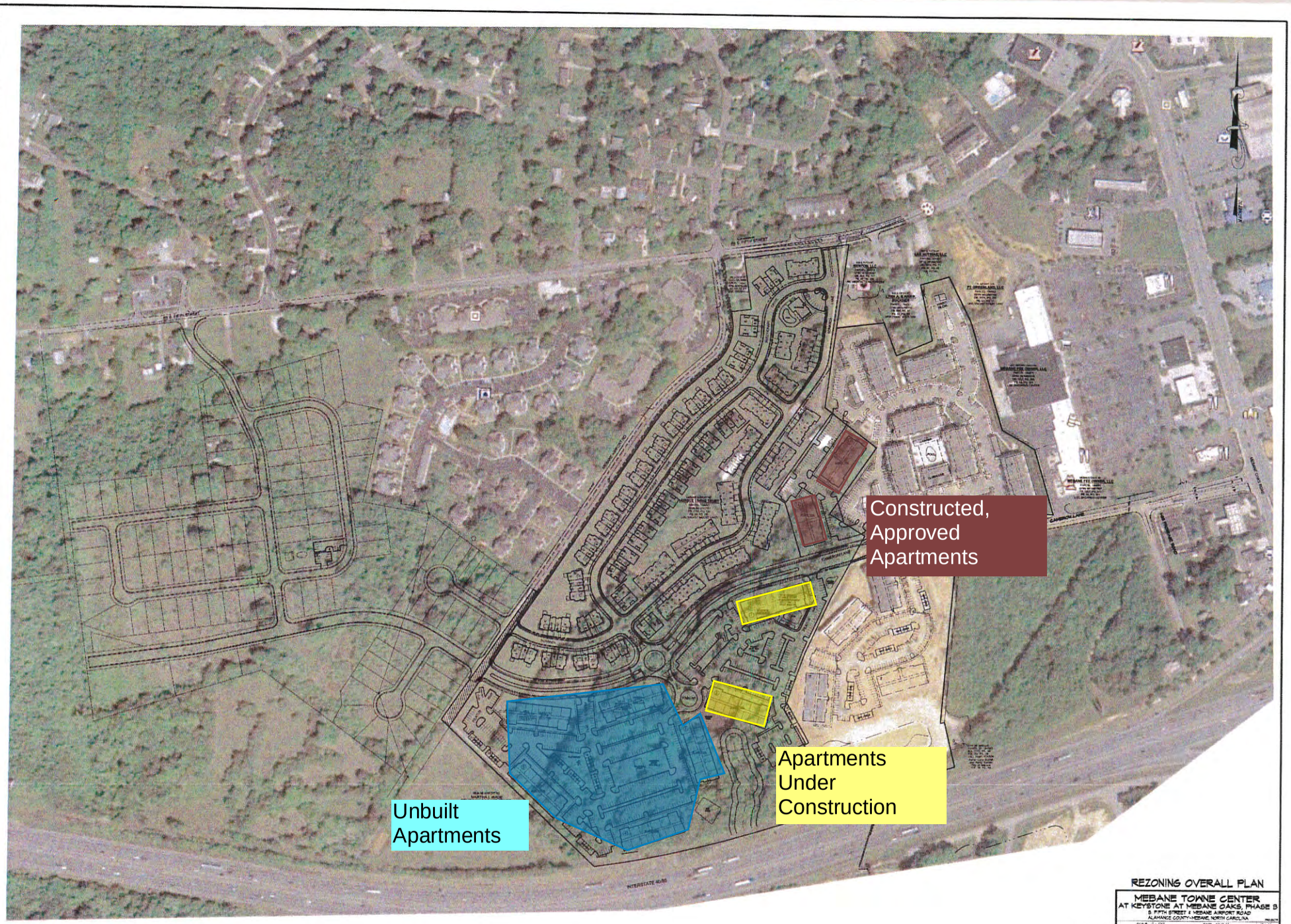
DEVELOPER:
KEYSTONE GROUP, INC.
3708 ALLIANCE DRIVE
GREENSBORO, NC 27407
CONTACT: SCOTT WALLACE
PHONE: (336) 856-0111
E-MAIL: swallace@gokeystone.com

CPT ENGINEERING AND SURVEYING, INC.
LAND DEVELOPMENT CONSULTING
CORPORATE LICENSE NUMBER C-1375
4400 TYNING STREET
HIGH POINT, NORTH CAROLINA 27265
PHONE: (336) 812-8800 ~ FAX: (336) 812-8780

PROJECT: 1316-14AP DRAWN BY: DTM
DATE: OCTOBER 26, 2021 SCALE: 1" = 80'

\\CPT_SERVER\F-Drive\Projects\1316-14-AP\RECORD\Mebane Townes T-2, T-3 & T-4 Final Plat\1316-14AP_PHASE 12-T4_10192021.dwg, 10/26/2021 11:05:14 AM


Unbuilt Apartments
Apartments Under Construction
Constructed, Approved Apartments
UDO WAIVERS
GENERAL PUD NOTE
SITE NOTES
ROUNDABOUT DETAIL
LIGHTING NOTE
USE NOTE
STREET NAME NOTE
WATER & SEWER LINE NOTE
LANDSCAPING NOTE
TOWN HOME SETBACKS
+ ..... DENOTES POSSIBLE SIGN AND/OR ENTRANCE MONUMENTATION
MEBANE AIRPORT RD.
PILATUS WAY
BEECHCRAFT DRIVE
BONANZA LANE
CAMERON LANE
S. FIFTH STREET
INTERSTATE 40/85
REZONING SITE CONCEPT PLAN
MEBANE TOWNE CENTER
AT KEYSTONE AT MEBANE OAKS, PHASE 3
S. FIFTH STREET & MEBANE AIRPORT ROAD
ALAMANCE COUNTY-MEBANE, NORTH CAROLINA
PRELIMINARY
RZ-1



REZONING OVERALL PLAN

MEBANE TOWNE CENTER
AT KEYSTONE AT MEBANE OAKS, PHASE 3
S. FIFTH STREET & MEBANE AIRPORT ROAD
ALAMANCE COUNTY-MEBANE, NORTH CAROLINA

RZ-3

City of Mebane
Fiscal Year 2022 – 2023 Budget

INDEX

BUDGET MESSAGE

BUDGET SUMMARY

BUDGET

FY 2023 – 2027 CAPITAL IMPROVEMENT PLAN

A: GENERAL FUND DEPARTMENT BUDGETS APPENDIX

B: WATER & SEWER DEPARTMENT BUDGETS APPENDIX

C: UTILITY CAPITAL RESERVE FUND BUDGET

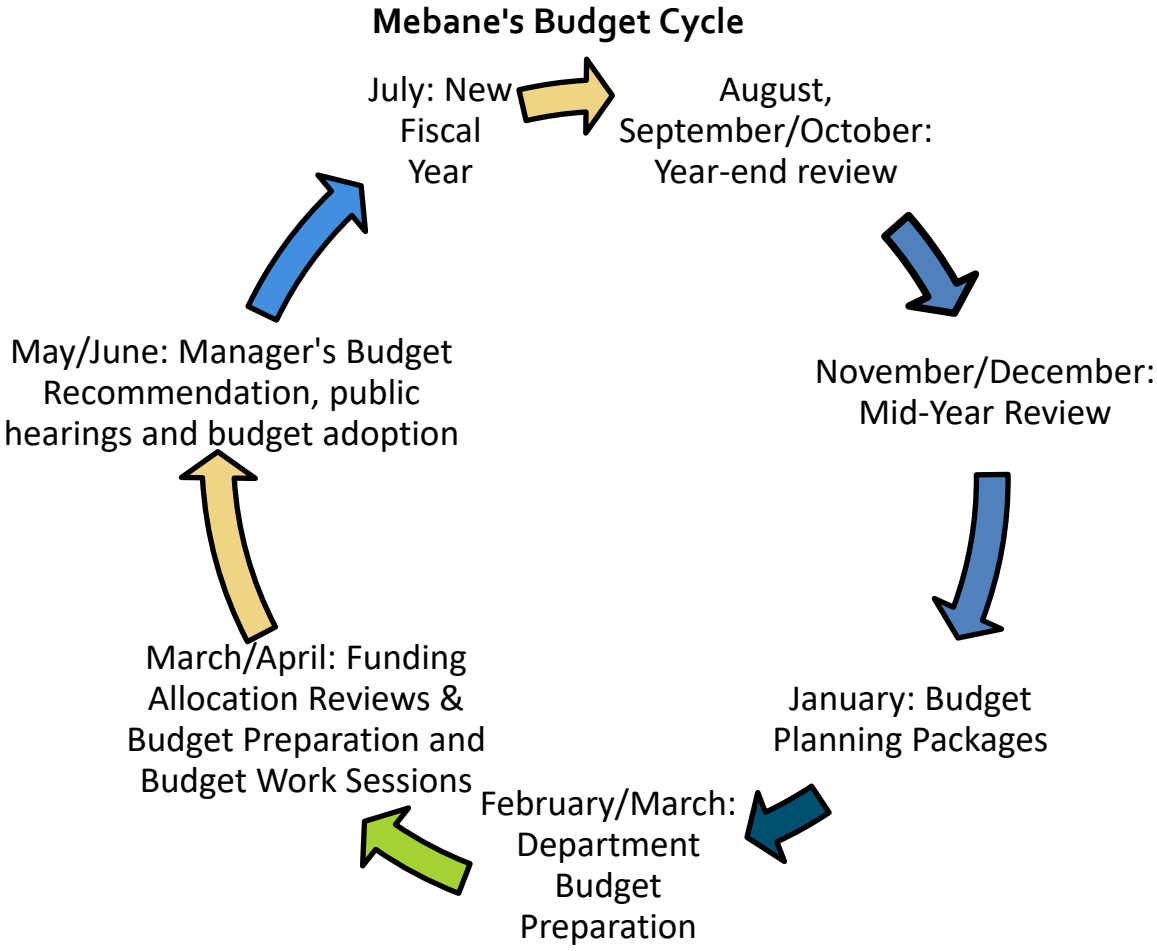
D: BUDGET ORDINANCE

BUDGET MESSAGE

BUDGET DEVELOPMENT

Budgeting is a year-round activity in most municipalities. We are either preparing to start a new budget, analyzing, generating reports, and amending the current budget, or reporting on the most recent budget year. Most of the time, we are doing all these activities simultaneously. For example, preparations for the FY22-23 budget began in November 2021 with the budget kick-off that included instructions to department heads regarding how to submit budget requests and an overview of the budget calendar. In February, department heads submitted their budget requests. In March, each department head met with the Manager, Assistant Manager, Finance Director, Human Resources Director, and Budget Accountant (the Budget Team) to review their submissions.

The first two budget work sessions on March 23 and March 30 allowed department heads to present their personnel and capital requests directly to the City Council. The third budget work session was held on April 13, focused on the operating budget, and provided more details on personnel and capital requests. The City Manager will present his recommended budget to the City Council on May 2. On June 6, a public hearing will be held as required by General Statute 159.12 (b). Also, on June 6, the Council will possibly approve the FY22-23 budget.



BUDGET CALENDAR

November

- 4th: Budget Kickoff Meeting
- 16th: Budget Training
- 18th: Budget Training

December

- No due dates or meetings.

January

- 10th: Budget due to Finance by the end of the day.
- 11th – 28th: Finance and City Manager to review budget requests
- Week of 31st: Group A meetings with the Budget Team

February

- Week of 7th: Group B meetings with the budget team
- 11th: Group A PowerPoints due to Finance
- Week of 14th: Group A PowerPoint budget presentation to the Budget Team
- 18th: Group B PowerPoints due to Finance
- Week of 21st: Group B PowerPoint budget presentation to the Budget Team

March

- 4th: Final budget presentations due to Finance
- 5th – 18th: Final budget prepared by Finance
- 23rd: Group A presentations to Council
- 30th: Group B presentations to Council

April

- 13th: Overall budget outlook presented to Council
- 18th – 27th: Final changes to the City Manager's recommended budget

May

- 2nd: City Manager's Recommended Budget presented to Council

June

- 6th: Budget hearing and anticipated budget approval by Council

BUDGET MESSAGE

May 2, 2022

The Honorable Ed Hooks, Mayor
Members of the Mebane City Council

Dear Mayor Hooks and Mebane City Council,

Submitted for your consideration is the proposed budget for the fiscal year beginning July 1, 2022. This budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act (G.S. 159-8(a)). The budget is balanced and identifies all revenue and expenditure estimates for Fiscal Year (FY) 2021-2022 per G.S. 159-8(b).

Multiple factors influence the annual budget process, including the condition of the national, state, and local economies and the needs identified in our community by elected officials, staff, advisory boards, and citizens. Considering the external effects of the economy and the needs identified for our community, the proposed budget represents a significant amount of careful consideration and study for the City to meet its obligations, fulfill its goals, and remain fiscally healthy.

In preparing the Fiscal Year 2022-2023 (FY22-23) Budget, city staff strived to develop a proactive budget that will balance improving or maintaining current city programs and services with the development of new programs and projects.

FY 22-23 Budget Highlights		
General Fund Expenditures		$28,285,589
Utility Fund Expenditures		$9,920,803
Total Expenditures		$38,206,392
Utility Capital Reserve Fund		$1,601,000
		$39,807,392
Property Tax Rate	$0.47 per $100 valuation	
	The rate is unchanged from FY 21-22	
Water Rates		
	Inside City	$7.13 per 1,000 gallons
	Outside City	$14.26 per $1,000 gallons
Sewer Rates		
	Inside City	$7.66 per 1,000 gallons
	Outside City	$15.30 per 1,000 gallons
	Water and Sewer Rates are 6% higher than FY 21-22	
Garbage/Recycling	$8 per month per address	
	The rate is unchanged from FY 21-22	
Cost of Living Increase	3%	
	This is a 1% increase over the original FY21-22 budget	
	A 3% COLA implemented in March 2022	
Health Insurance Increase	$253,085 estimated	
	This is a 20.32% increase over FY 21-22	
Retirement Rate Increase	General 22.60%; Law Enforcement 23.60%	
	This is a 0.75% and 1.06% increase over FY 21-22	
	Retirement rates are set by the N.C. State Treasurer	

Recommended Budget

General Fund

The General Fund accounts for resources not required legally or by sound financial management to be accounted for in another fund. The General Fund includes services that cannot be operated as a business enterprise and rely on tax dollars as their primary source of revenue. The FY 22-23 Recommended Budget for the General Fund totals $28,285,589, which is 12.9% higher than the FY 21-22 original budget and 1.7% higher than the amended FY 21-22 budget as of May 1, 2022. The FY 21-22 original budget appropriated $1,950,000 in fund balance, and the amended budget appropriated $4,319,955 in fund balance.

General Fund Expenditures

Mebane's population continues to grow at a rapid pace, with the 2020 Census showing a 56.21% increase in total population from 2010 to 2020. The new growth brings about increasing demands on city services. To keep pace with this demand and provide new services, the City must provide for necessary resources in the budget. These resources include personnel, supplies, equipment,

and investment in facilities and infrastructure, both old and new. The City of Mebane is dedicated to sound financial management and diligently evaluates all expenditures to maintain a responsible budget and demonstrate good stewardship of public funds. The City's 17 General Fund departments and divisions can be grouped into six primary function areas. Over one-third of every dollar spent in the General Fund goes toward public safety, which includes police and fire services.

General Fund Function per Dollar



Comparing the recommended FY22-23 budget to the revised FY21-22 budget reveals a modest increase of 1.7%. Capital and personnel expenditures and debt service are the primary drivers of the increase. The $332,884 increase in the police department results from funding a full year of the four police patrol positions approved in the FY 21-22 budget. The $950,555 increase in the fire department includes purchasing a fire engine for $650,000 and funding six new firefighter positions starting January 1, 2023. Debt service ($272,016) was added for the purchase of rolling stock and the Holt Street Greenway project. The increase in the Administration department is primarily attributed to Diversity Training ($50,000) and the Racial Equity Advisory Committee ($25,000). Decreases in several departments kept the overall budget increase to a minimum. The reductions are related to one-time expenditures, primarily capital, in the department's FY 21-22 budget that are not in the FY22-23 budget.

General Fund Expenditures by Type				
Type	FY 2020-2021 Actual	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change
Personnel	$10,252,426	$11,923,290	$13,693,241	14.8%
Operating	$6,445,320	$9,193,085	$8,880,607	(3.4%)
Capital	$1,098,336	$4,170,678	$3,787,383	(9.2%)
Debt Service	$1,450,732	$2,528,242	$1,924,358	(23.9%)
Total	**$19,246,815**	**$27,815,295**	**$28,285,589**	**1.69%**

General Fund Department Budgets					
Department	FY 2020-2021 Actual	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change	FY21-22 Variance
Council	$72,973	$88,127	$88,237	0.1%	$110
Administration	$961,714	$1,133,164	$1,238,586	9.3%	$105,422
Finance	$530,368	$715,712	$724,309	1.2%	$8,597
IT	$426,875	$788,926	$813,978	3.2%	$25,052
Economic Development	$847,092	$1,745,800	$909,569	(47.9%)	($836,231)
Police	$4,042,315	$5,257,947	$5,590,831	6.3%	$332,884
Fire	$2,968,196	$3,776,790	$4,727,345	25.2%	$950,555
Planning	$365,908	$585,843	$638,865	9.1%	$53,022
Main Street Program	$8,673	$151,810	$150,000	(1.2%)	($1,810)
Inspections	$546,998	$890,475	$878,968	(1.3%)	($11,507)
Engineering	$430,500	$445,500	$445,500	0.0%	$0
Public Works	$2,081,244	$3,454,990	$2,982,441	(13.7%)	($472,549)
Public Facilities	$661,912	$915,596	$833,838	(8.9%)	($81,758)
Recreation and Parks	$2,132,340	$2,640,348	$2,396,621	(9.2%)	($243,727)
Non-Departmental	$2,015,404	$3,456,135	$3,712,113	7.4%	$255,978
Total	**$18,092,512**	**$26,047,163**	**$26,131,201**	**0.3%**	**$84,038**

General Fund Personnel Highlights

The FY22-23 budget includes eight new positions and four reclassifications. The new full-time positions include six Firefighter positions beginning January 1, 2023, a Parks Superintendent and an Inspections Plan Reviewer. The full-time reclassifications include a Recreation Superintendent, Supervisor of Athletics, Parks Operations & Maintenance Supervisor, and an Automotive Mechanic. The total cost of these positions for the FY22-23 budget is $545,935. Additionally, a 3% cost of living increase, as well as health insurance and retirement increases, are included for all personnel.

General Fund Capital Highlights

In order to continue providing outstanding services to the community, the City intends to continue investing in infrastructure and other capital needs during FY22-23. More information about capital projects, including project descriptions, expected funding sources, debt, operating impacts, and schedules, is located in the Capital Improvement Plan section of the budget document. Highlighted below are some of the significant capital projects included in the FY22-23 Recommended Budget. They are all related to General Fund activities and may be included in the General Fund budget or transferred to a capital project ordinance during the year.

Holt Street Greenway - $900,000

The design and permits for the Holt Street Greenway are complete, and the City is currently in the process of obtaining its last easement. The cost of this project includes a $250,000 donation from Impact Alamance. This greenway will begin with the MACC serving as a trailhead extending easterly along MoAdams Creek to South Mebane Elementary School.

Fire Engine - $650,000

The replacement of Engine 32 is necessary to maintain a responsive and capable fleet of fire apparatus. Since 2002, call volume has increased 43%, and an ever-expanding fire district has placed a burden on these engines, ultimately limiting their service as frontline engines. Once retired, the City will surplus Engine 32. Due to supply chain issues, engine delivery is expected two years from the order date.

Leaf Truck - $320,000

This leaf truck will replace the City's 1999 Mack Leaf Truck with a 2022 Xtreme Vac DCL700CB (or another comparable model) with a chassis mount automated one-person leaf and debris vacuum system, 25 cubic yard capacity self-dumping hopper.

Garbage Truck - $210,000

This garbage truck will replace the City's 2002 rear loader garbage truck with a 2022 25-yard New Way Cobra Magnum on a Freightliner M2 106 chassis (or another comparable model).

Police Vehicle Replacements - $260,006

Police vehicles are in constant use in city traffic and therefore experience more wear and tear in a shorter period of time than privately owned vehicles. Police officers must be ready at a moment's notice to respond to any situation, so it is vital the police department have vehicles that are well-equipped and up to date to keep officers prepared and safe. The department plans to replace four vehicles in FY 2022-2023.

Lake Michael Lebanon Rd. Connector - $121,000

This connector will complete the pedestrian gap between the private sector construction pedestrian routes to the immediate west and east. Of the $165,000 budget in FY 21-22, $36,000 was spent on the preliminary design, leaving $129,000 to roll over to FY 2022 – 2023 and combine with the current request.

Pickup Trucks $120,000

Three pickup trucks urgently need replacing. The model years being replaced range from 1997 to 2002. The new trucks will be three 2022 Chevrolet Silverado's 2500HD, 4WD Double Cab 162" work trucks with a snowplow added.

Fire Station 4 - $110,000

The site for the new station is located on Buckhorn Road and is proposed to be donated. This area of the City has experienced an increase in response times for both fire and medical incidents. Additionally, this area has seen tremendous commercial and residential growth, with future development already projected to occur. The new station will improve response times, proper fire load management, adequate water distribution, and comply with the International Organization for Standardization's (ISO) 1.5-mile engine company districts. In addition, the projected population density warrants a fire station to provide adequate fire protection and medical services and provide coverage for voluntary annexations of the rated district. The cost estimate includes a preliminary engineering design.

Sidewalk Projects $109,000

- S. Third St. Extension from Corporate Park Drive to Augusta Drive (Governors Greene Subdivision) – engineering design $55,000 for Phase I
- W. Carr St./ Yoder Elementary School – final design and construction: $54,000

Mebane Main Street Program

The transitional year of the Mebane Main Street Program has been included within the proposed budget. Per the presentation/discussion at the April budget work session, an amount of $100,000 has been included to work towards achieving full Main Street Designation in August 2023. City staff will remain heavily involved during the initial phase of this transitional year while the seven members of the Mebane Downtown Associate Community Steering Committee serve as the Provisional Board of Directors (their appointment via adoption of the FY 22-23 budget ordinance) of the to be created 501c(3) entity. The recommendations of the April budget work session Main Street Program Overview presentation will direct the first steps of FY 22-23 with the Provisional Board of Directors & City Officials adding additional items as the program progresses. This

transitional year will result in the FY 23-24 budget process authorizing the commitment to full designation of our Mebane Model Main Street Program.

Outside Agencies

Outside agencies are a minor part of the budget appropriations; however, these agencies provide essential services and quality of life value for the citizens of Mebane.

- The Mebane Historical Museum has long been funded by the City to operate the museum and keep a cultural record of the City's history. No increase was requested.
- The Alamance County Arts Council provides the City with several performances each year, as well as public art sculptures. No increase was requested.
- The volunteer Train Group continues upgrading the Tommy Long Train Collection and has become a top-rated attraction. No increase was requested.
- The Alamance County Transportation Authority (ACTA) provides medical and human service transportation to Mebane residents. ACTA did not request an increase this year.
- Finally, United Way provides 211 services to our citizens who have emergency needs for housing, food, utilities, mental health issues, and other household needs. The 211 service, which connects people with these needs to appropriate agencies for assistance, is being widely used during the coronavirus crisis.

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%
Total	**$71,200**	**$71,200**	**0%**

General Fund Revenues

The City of Mebane continues to experience growth in its primary revenue sources – ad valorem taxes and sales tax. A growing population has naturally contributed to a growing tax base that helps Mebane retain a modest tax rate while providing exceptional services. The total assessed value in Mebane has increased by 56.87% percent between 2012 to 2021, including a revaluation in 2017. The FY22-23 tax base for Mebane is projected to grow by $97,205,145 (3.8 percent) to $2,622,918,349, and each penny on the tax rate is equivalent to $261,243 in revenue. Excluding property tax and sales tax revenues, debt proceeds, and use of fund balance, all other General Fund revenues collectively represent a 6.8 percent decrease from the FY21-22 Amended Budget. Overall, the FY22-23 Budget

reflects a 1.7 percent increase in revenues when compared to the FY21-22 Amended Budget. This modest increase reflects a significant fund balance allocation in FY21-22 primarily due to purchase order carry-overs from the prior fiscal year ($1.2 million) and a transfer to the Lake Michael Dam Spillway Replacement capital project ordinance ($908,240). Additionally, the FY21-22 budget included $480,000 for a Building Reuse Grant, which is not in the FY22-23 budget—adjusting for the grant results in a more accurate picture of revenue trends with a revenue increase of 3.48 percent.

Ad Valorem Tax

Property taxes represent 48.3 percent of General Fund revenues. This category includes taxes on real, personal, and public service companies, as well as fire district taxes. The City's property tax rate is recommended to remain unchanged at $0.47 per $100 valuation; the estimated collection rate is 99.6 percent. The East Alamance Fire District sets the tax rate for the fire district. The FY21-22 fire tax rate is $0.105. An increase in ad valorem revenue of $570,676 (4.4 percent) is estimated for FY22-23.

Local Option Sales Tax

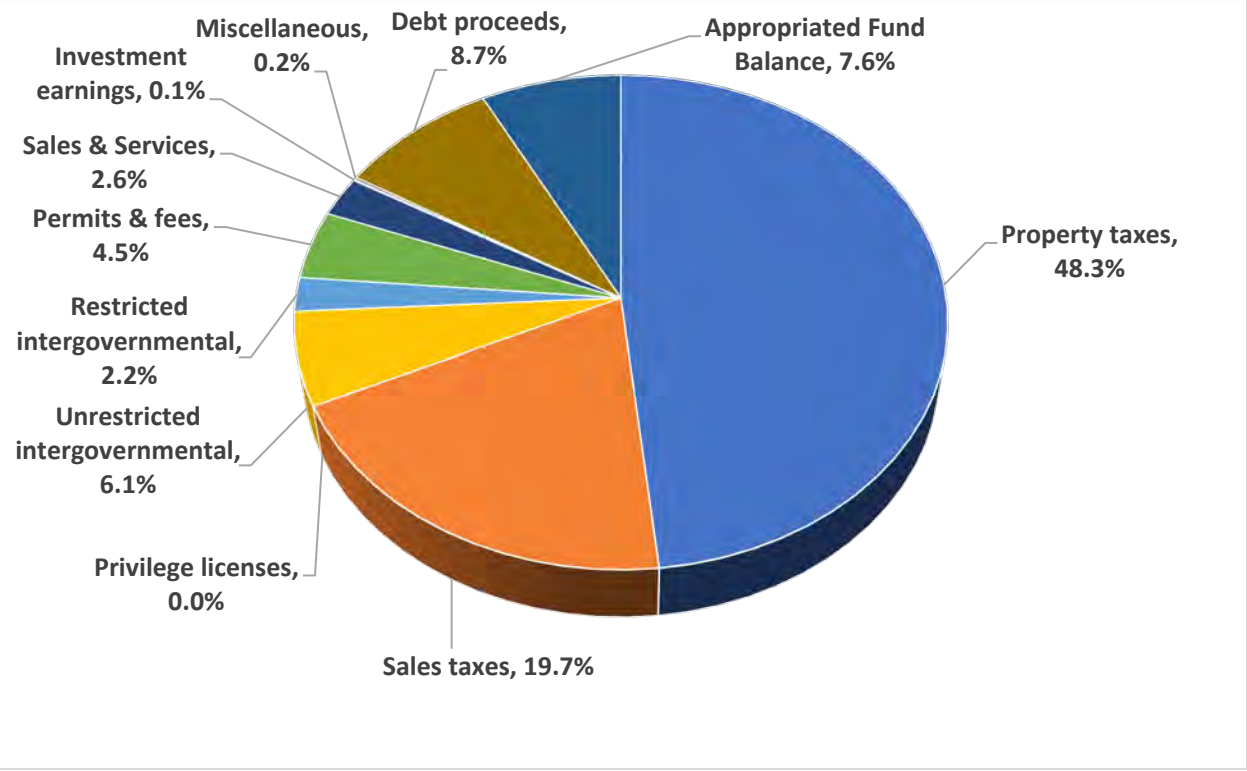
Sales tax represents the City's second-largest revenue source in the General Fund at $5.6 million (19.75 percent). The State of North Carolina collects sales tax and distributes it to the local units. Sales tax revenues are distributed on a proportional population basis in Alamance and Orange Counties. The population growth in Mebane has allowed the City to increase its share of sales tax revenues. Sales tax revenues have increased over the past several years with a strengthened economy, the natural growth in Alamance and Orange Counties, and because the State expanded sales tax to include some services. The positive trend continued into FY21-22, and the City has experienced an average 34.51 percent year-over-year increase in sales tax each month. The FY22-23 sale tax estimates reflect this positive trend, albeit with a more modest growth rate of 29.81 percent over the current budget and 6.14 percent over the end of year projections.

Fund Balance Appropriation

Fund balance is, simply explained, the amount of assets in excess of liabilities in a given fund. These funds enable the City to meet financial obligations without interruptions due to cash flow, generate investment income, eliminate the need for short-term borrowing, and provide a reserve of funds to respond to emergencies or opportunities. Occasionally, the City will use money from fund balance to cover one-time expenses such as specific capital items. The City evaluates any decision to use fund balance carefully and often plans the use in advance to ensure adherence to the City's fund balance policy. The FY22-23 Recommended Budget includes a fund balance appropriation of $2,157,078, which adheres to the City's Fund Balance Policy to bridge the funding gap. The appropriation is the maximum permitted by the policy, therefore leaving unassigned fund balance at 50% of expenditures or $14,142,795. Fiscal year 23-24 is a revaluation year for Alamance County, which will be a more opportune time to assess the future of the City's tax rate.

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
Revenues					
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
Total revenues	***$20,667,308***	***$22,131,296***	***$23,662,505***	***6.9%***	*1,531,209*
Other financing sources					
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)
Total other financing sources	***$430,500***	***$5,683,999***	***$4,623,084***	***(18.7%)***	***(1,060,915)***
Total revenues & other financing sources	**$21,097,808**	**$27,815,295**	**$28,285,589**	**1.7%**	**470,294**

General Fund Revenues by Source FY22-23



Enterprise Fund (Water and Sewer)

The City of Mebane operates one major fund as an enterprise – the Utility Fund. Enterprise funds provide governmental services that can operate similarly to a business and are self-sustaining with user rates that generate all revenues to cover expenditures.

The Utility Fund

The Utility Fund comprises all revenues and expenditures that result from the City's water and sewer utility operations. Customer charges and fees generate enough revenue to support the fund completely. The FY22-23 Recommended Budget for the Utility Fund totals $9,920,803, a 48.24 percent decrease from the FY21-22 Amended Budget of $19,165,348 as of May 1, 2022, and a 4.41 percent decrease from the FY21-22 Original Budget.

Utility Fund Expenditures

The FY22-23 Utility Fund Budget reflects a decrease in all expenditure categories except personnel. The personnel increase is primarily due to the addition of two new full-time Maintenance Technicians at the cost of $107,960 in FY22-23. Additionally, a 3% cost of living increase, as well as health insurance and retirement increases, are included. During FY21-22, the City refunded $3 million of utility fund debt and transferred $3.5 million to a capital project ordinance for the WRRF expansion. Additionally, $1,900,000 was budgeted in FY21-22 for the GKN Pump Station Reroute. These transactions will not be repeated in FY22-23, which is why the expenditures decreased from year to year. The Utility Fund is not issuing any new debt in FY22-23.

Utility Fund Expenditures by Type

Type	FY 2020-2021 Actual	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change
Personnel	$2,632,840	$3,046,042	$3,110,812	2.1%
Operating	$2,822,853	$4,883,132	$4,322,272	(11.5%)
Capital	$585,438	$3,354,011	$984,898	(70.6%)
Debt Service	$1,295,796	$7,882,164	$1,502,821	(80.9%)
Total	**$7,336,927**	**$19,165,349**	**$9,920,803**	**(48.2%)**

Utility Fund Department Budgets					
Department	FY 2020-2021 Actual	FY 2021-2022 Current Budget	FY 2022-2023 Manager's Recommended	Percent Change	FY21-22 Variance
Admin, Billing & Meters	$1,154,452	$1,868,739	$1,415,954	(24.2%)	($452,785)
Operations & Maintenance	$2,825,933	$6,627,418	$4,428,145	(33.2%)	($2,199,273)
Engineering	$260,000	$325,000	$285,000	(12.3%)	($40,000)
Water Resource Recovery	$1,800,747	$2,225,098	$2,276,483	2.3%	$51,385
Non-Departmental	$1,295,796	$8,119,094	$1,515,221	(81.3%)	($6,603,873)
Total	**$7,336,928**	**$19,165,349**	**$9,920,803**	**(48.2%)**	**($9,244,546)**

Utility Capital Highlights

In order to continue providing clean, safe, reliable water and to collect wastewater in a manner that protects public health and the environment, the City intends to continue investing in infrastructure and other capital needs during FY22-23. More information about capital projects, including project descriptions, expected funding sources, debt, operating impacts, and schedules, is located in the Capital Improvement Plan section of the budget document. Some of the significant capital projects included in the FY22-23 Recommended Budget are highlighted below. They are all related to Utility Fund activities and may be included in the Utility Fund budget or be transferred during the year to a capital project ordinance.

Oversize Reimbursement - $200,000

This amount represents payments to increase the size of water and sewer mains on development projects to allow for future growth. The expected projects include Oakwood for $125,000, Buckhorn for $15,000, Cambridge for $25,000, Tupelo for $25,000, and Meadowstone for $10,000.

City of Graham Water Treatment Plant Improvements - $200,000

Mebane has a 50% ownership interest in Graham's water treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Elevated Storage Tank - $185,000

A new 1 million gallon (MG) elevated storage tank is necessary because the existing elevated storage tank is too small to equalize projected water demands and sustain fire flows. Currently, the water system compensates for the lack of storage capacity by taking advantage of surplus pumping capacity at the water plant using ground storage at the clear wells. However, this strategy will only work until the projected max day demand exceeds the firm pumping capacity at the plant, which is expected to happen by 2030. This cost includes engineering design.

Utility Fund Revenues

Projections for Utility Fund revenues rely on variables such as the size of the customer base and water usage. The FY22-23 Recommended Budget includes $8.4 million in revenues from water and sewer charges, an increase of 11.3 percent. New customer growth is expected to be approximately 400 residential homes. The continued customer growth rate and an increase in water and sewer fees account for the rise in sales and services. The Recommended Budget includes a six percent rate increase for both water and sewer to fund the WRRF renovation debt. The decrease in intergovernmental revenues is due to moving the engineering construction inspection fees to the permits and fees category.

The debt proceeds in FY21-22 are related to the purchase of rolling stock, the revenue bond issue for the GKN pump station reroute, and the debt refunding. The FY22-23 budget does not include issuing any debt.

Water and Sewer Rates

In FY21-22, the City issued revenue bonds to fund the WRRF Renovation, the GKN Pump Station Rehabilitation and to refund $3.5 million in debt. A feasibility study was performed to evaluate if the City's current and future customer base and usage could support the debt while maintaining operations. The study revealed the City's base could support the debt; however, rates would need to increase in FY21-22 and FY22-23. Additionally, the rates would need to modestly increase each year afterward to keep up with the capital needs of the utility system. In FY21-22, both water and sewer rates were raised by ten percent. The Recommended Budget includes a six percent increase in both water and sewer rates. The increase will ensure the fund can cover all debt and be able to maintain the current system. The average customer uses 4,000 gallons of water per month; therefore, the monthly increase for an average customer is $3.40.

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%

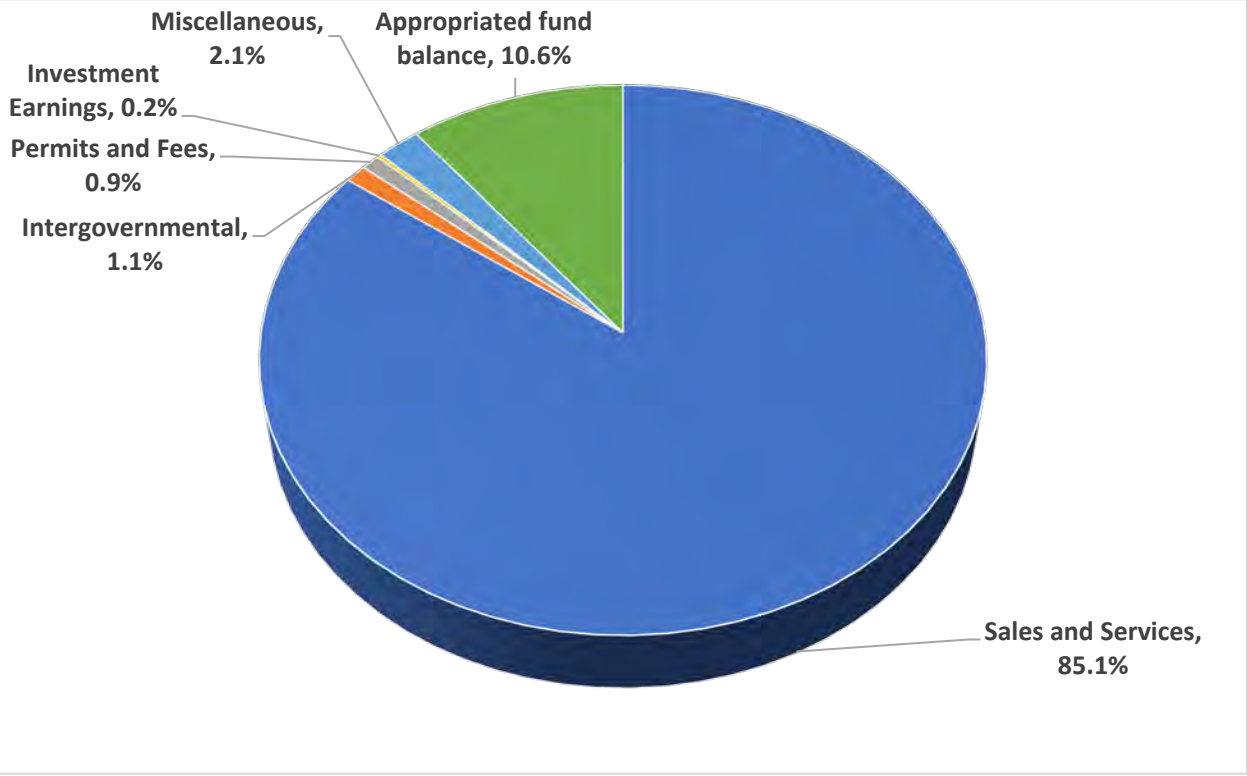
*Rates are per 1,000 gallons

Fund Balance Appropriation

The FY21-22 appropriated fund balance consists primarily of a $3.5 million transfer to the WRRF 1.5 MGD Expansion capital project ordinance. For the FY22-23 Budget, despite the six percent rate increase, there remains a $1,047,212 gap between expenditures and revenue. Prior gaps were partially filled by transfers-in from the Capital Reserve Fund; however, that is not recommended for the FY22-23 budget. The City is focused on building up fund balance in the reserve fund to lower the debt required for the WRRF 1.5 MGD Expansion project. The Recommended Budget includes a fund balance appropriation to close the funding gap. The appropriation is in line with the Fund Balance Policy.

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
Revenues					
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
Total revenues	**$7,535,333**	**$8,121,745**	**$8,873,591**	**9.3%**	**$751,846**
Other financing sources					$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)
Total revenues & other financing sources	**$7,535,333**	**$19,165,348**	**$9,920,803**	**(48.2%)**	**($9,244,545)**

Utility Fund Revenues by Source FY22-23



Utility Capital Reserve Fund

This fund is used to account for system development fees. The estimated revenues for FY22-23 are $1,601,000, which is an increase of 22.3% over the FY22 revised budget. Growth projections support this estimate. The goal is to build up fund balance in the reserve fund to reduce the amount of debt necessary for the WRRF 1.5 MGD Expansion project. Therefore, no transfers are

in the Recommended Budget for FY22-23. There was one transfer in the current year to purchase land for the elevated water tank ($199,177).

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
Total revenues	**$912,222**	**$1,109,500**	**$1,601,000**	**44.3%**	**$491,500**
Other financing sources					
Appropriated fund balance	$0	$199,177	$0	(100.0%)	$0
Total revenues & other financing sources	**$912,222**	**$1,308,677**	**$1,601,000**	**22.3%**	**$292,323**

Conclusion

In summary, the Recommended Budget is a balanced budget in accordance with state statutes. While it is typically difficult to fund all the requests made by departments or external agencies, the budget team included as many requests as possible. The FY22-23 Budget is fiscally sound and addresses the top priority needs of the City. The City's sound financial practices and conservative budgeting approach have positioned it to continue delivering high-level services for Mebane's residents. This budget reflects our commitment to maintaining and improving our community and positioning Mebane to be financially sound in the future. I recommend this proposed budget for the Fiscal Year 2022-2023 to the Mebane City Council

Respectfully submitted,

Chris Rollins
City Manager

BUDGET SUMMARY SECTION

BUDGET HIGHLIGHTS

- The City-Wide FY22-23 recommended budget is $**39,807,392** .
- The Fiscal Year 22-23 was prepared with the tax rate of $.47 per $100 assessed valuation.
- The Fiscal Year 22-23 budget reflects a 6% increase to both water and sewer rates. This is to fund the WRRF renovation.
- The Fiscal Year 22-23 expenditures include funding for a total of 167 full-time positions in both funds.
- The Fiscal Year 22-23 includes a 3% cost of living adjustment for all full-time employees and regular part-time employees. Merit pay is also included for full-time employees.
- A summary breakdown of the Fiscal Year 2022-2023 budget is as follows:

General Fund Budget	$28,285,589
Water & Sewer Fund Budget	$9,920,803
Utility Capital Reserve Fund Budget	$ 1,601,000
Total	$39,807,392

- The Fee Schedule is in the Budget Summary Section on page 25.

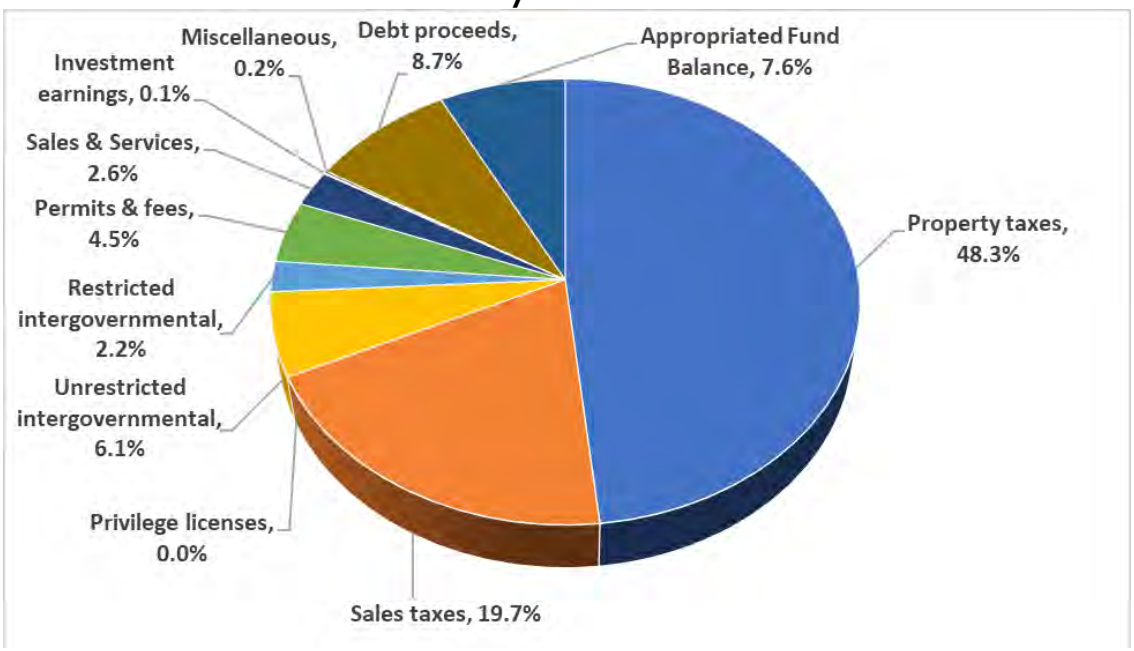
CITY-WIDE SUMMARY
General Fund

General Fund Revenues	20-21 Actual	21-22 Current Budget	22-23 Projected	% Change
Revenues				
Property taxes	11,833,671	13,092,594	13,663,270	4.4%
Sales taxes	4,261,900	4,302,700	5,585,356	29.8%
Privilege licenses	955	1,000	1,000	0.0%
Unrestricted intergovernmental	1,804,490	1,635,100	1,720,100	5.2%
Restricted intergovernmental	587,428	946,550	625,355	-33.9%
Permits & fees	$ 1,338,035	$ 1,335,652	$ 1,259,760	-5.7%
Sales & Services	$ 676,086	$ 750,100	$ 739,664	$ (0.01)
Investment earnings	$ 52,436	$ 20,000	$ 20,000	0.0%
Miscellaneous	112,307	47,600	48,000	0.8%
Total revenues	**20,667,308**	**22,131,296**	**23,662,505**	6.9%
Other financing sources				
Transfers in	-	-	-	
Debt proceeds	$ 430,500	$ 1,364,044	$ 2,466,006	80.8%
Appropriated Fund Balance	$ -	$ 4,319,955	$ 2,157,078.00	$ (0.50)
Total other financing sources	**$ 430,500**	**$ 5,683,999**	**$ 4,623,084**	-18.7%
Total revenues & other financing sources	**21,097,808**	**27,815,295**	**28,285,589**	1.7%

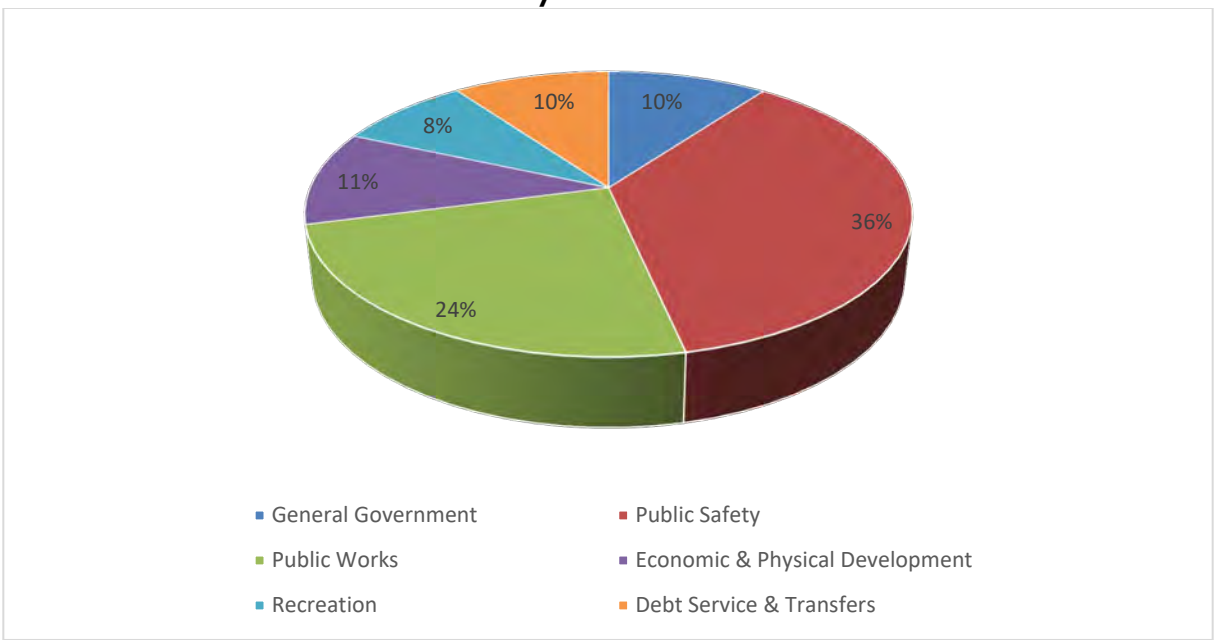
General Fund Expenditures by Function	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Government	$ 2,556,602	$ 3,653,822	$ 2,865,110	-21.6%
Public Safety	7,010,511	9,034,737	10,318,176	14.2%
Public Works	3,897,459	6,139,127	6,870,667	11.9%
Economic & Physical Development	2,199,171	3,819,020	3,022,902	-20.8%
Recreation	2,132,340	2,640,348	2,396,621	-9.2%
Debt Service & Transfers	1,450,732	2,528,242	2,812,113	11.2%
Total	$ 19,246,815	$ 27,815,295	$ 28,285,589	1.7%

General Fund Expenditures by Type	20-21 Actual	21-22 Current Budget	Manager's Recommended	% Change
Personnel	$ 10,252,426	$ 11,923,290	$ 13,693,241	14.8%
Operating	$ 6,445,320	$ 9,193,085	$ 8,880,607	-3.4%
Capital	$ 1,098,336	$ 4,170,678	$ 3,787,383	-9.2%
Debt Service	1,450,732	1,620,002	1,924,358	18.8%
Totals	$ 19,246,815	$ 27,815,295	$ 28,285,589	1.7%

GENERAL FUND REVENUES
By Source



GENERAL FUND EXPENDITURES
By Function



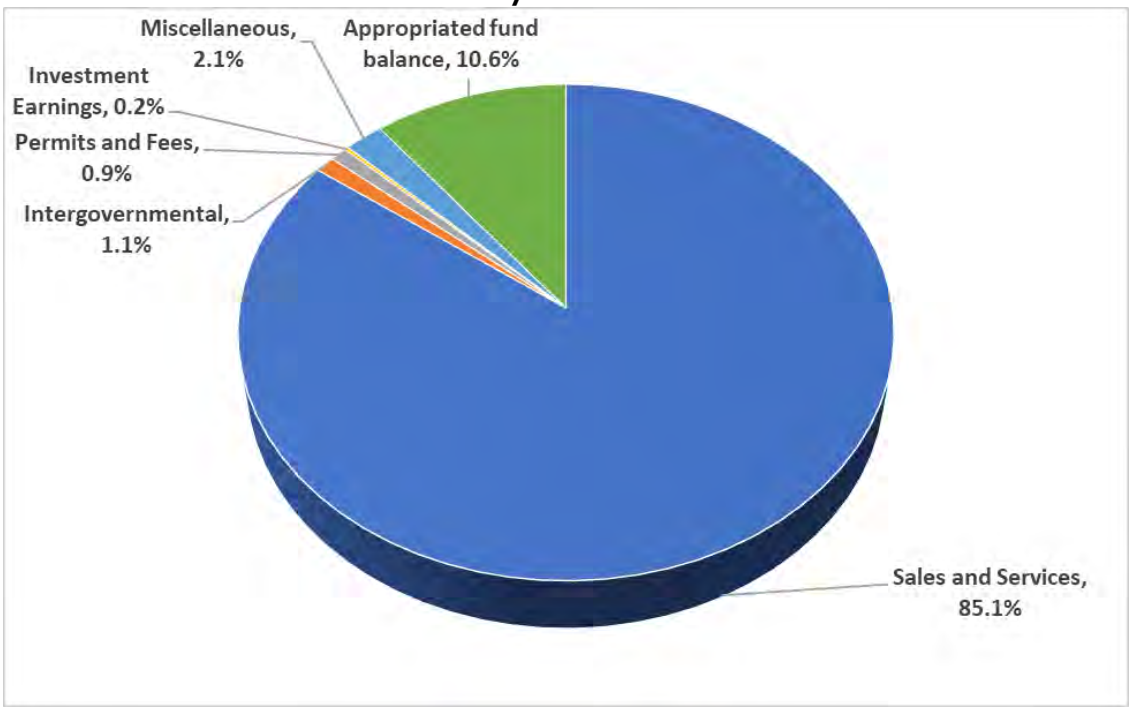
Water & Sewer Fund

Water and Sewer Fund	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Revenues				
Sales and Services	$ 7,015,358	$ 7,585,200	$ 8,444,216	(10.2%)
Connection Fees	-	-	-	N/A
Intergovernmental	174,980	250,545	106,300	135.7%
Permits and Fees	73,267	78,500	92,575	(15.2%)
Investment Earnings	23,478	20,000	20,000	(0.0%)
Miscellaneous	248,250	187,500	210,500	(10.9%)
Total revenues	7,535,331	8,121,745	8,873,591	(8.5%)
Other financing sources				
Transfers in	-	699,177	-	(28.5%)
Debt proceeds	-	4,794,058	-	(97.4%)
Appropriated fund balance	-	5,550,368	1,047,212	(70.6%)
Total revenues & other financing sources	$ 7,535,331	$ 19,165,348	$ 9,920,803	(45.8%)

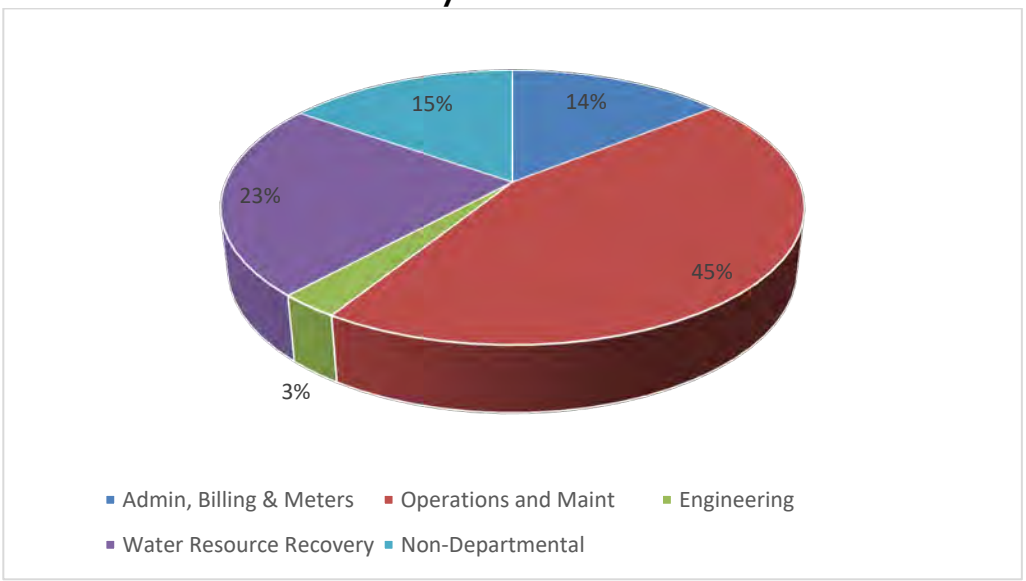
Expenditures by Function	20-21 Actual	21-22 Current Budget	22-23 Estimated	% Change
Admin, Billing & Meters	$ 1,154,452	$ 1,868,739	$ 1,415,954	(24.2%)
Operations and Maint	2,825,933	6,627,418	4,428,145	(33.2%)
Engineering	260,000	325,000	285,000	(12.3%)
Water Resource Recovery	1,800,747	2,225,098	2,276,483	2.3%
Non-Departmental	1,295,796	8,119,094	1,515,221	(81.3%)
Totals	$ 7,336,927	$ 19,165,349	$ 9,920,803	(48.2%)

Expenditure Type	20-21 Actual	21-22 Current Budget	22-23 Estimated	% Change
Personnel	$ 2,632,840	$ 3,046,042	$ 3,110,812	2.1%
Operating	$ 2,822,853	$ 4,883,132	$ 4,322,272	(11.5%)
Capital	$ 585,438	$ 3,354,011	$ 984,898	(70.6%)
Debt Service	1,295,796	7,882,164	1,502,821	(80.9%)
Totals	$ 7,336,927	$ 19,165,349	$ 9,920,803	(48.2%)

UTILITY FUND REVENEUS
By Source



UTILITY FUND EXPENDITURES
By Function



FY21-22 PROPOSED FEE SCHEDULE (CHANGES ARE IN RED)

City of Mebane Fee Schedule - Effective July 1,2022 Contents	
Administration	Copies, sale of Mebane brand items
Cemetery	Plots and staking
Public Works	Garbage/recycling, street cleaning, memorials
Finance	NSF Fees, ABC Permits
Development Fees	Tap fees, system development fees, water rates
Planning and Inspections	Zoning and plan review fees, construction permits, inspection fees
Fire	Inspections, false alarms, overcrowding
Police	False alarms, document fees
Recreation	Facility rental and activity fees
Water Resource Recovery Facility	Water testing and analysis fees

Fee Schedule

Administration

Effective July 1, 2022

Schedule Subject to Change Upon Approval by City Council

Document Fees for Public Records			
Paper copies cost per page	$0.10	CD copies (Audio minutes request)	No charge

Fee Schedule

Cemetery

Effective July 1, 2022

Schedule Subject to Change Upon Approval by City Council

Mebane Memorial Garden		Oakwood Cemetery	
Cost per Grave - Inside City	$1,000	Cost per Grave - Inside City	$200
Cost per Grave - Outside City	$1,500	Cost per Grave - Outside City	$400
Cremation/Urn Section per Grave-Inside City	$500	Transfer of Ownership	No Charge
Cremation/Urn Section per Grave-Outside City	$750	Internment, disinterment, and removal charge	No Charge
Transfer of Ownership	No Charge	Grave Marker Permit Fees	No Charge
Internment, disinterment, and removal charge	No Charge	Marker Installation Fees	No Charge
Grave Marker Permit Fees	No Charge		
Marker Installation Fees	No Charge		

Fee Schedule

Finance

Effective July 1, 2022

Schedule Subject to Change Upon Approval by City Council

Privilege License
Privilege Licenses were eliminated by the legislature as of 07-01-15, with the exception of articles 15 and 16 regarding ABC licenses and section 39 regarding peddlers.

Returned Payment Fee	
Charge for processing returned checks or returned electronic payments	$ 25

Schedule Subject to Change Upon Approval by City Council

Garbage/Recycling			
Fee per address per month	$8 per month	Trash Cart ~~Additional Trash Receptacle~~	Actual cost

Street Washing	
Street Washing	$75hr 2hr min

Memorials			
Memorial Bench	$500	Memorial Brick	$75

Engineering Construction Plan Review and Inspection Fees

Public/Private Streets & Alleys		Public/Private Storm Sewer Lines	
Review/Inspection/Testing/As-built Review & Record Keeping - per centerline foot of street	$3	Review/Inspect/Certify per centerline foot in public right of way/easement	$2
Driveway inspections within the street right-of-way per driveway	$100	Review/Inspection per centerline foot in private drainage easement (residential)	$1
Sidewalks			
Sidewalk Inspection/Certifying in street right of way (when installed with driveway)	$100	Review/Inspection/Certifying of public sidewalk/multi-use path/in street right of way or easement per centerline foot	$1
Water and Sewer Lines (Private or Public)		Water & Sewer Services	
Review/Inspection/Permitting/ Testing/As-built Review & Record Keeping - per centerline foot of water	$2.50	Main line tap inspection to the right of way for single family property line	$100, water, $100 sewer
Review/Inspection/Permitting/ Testing/As-built Review & Record Keeping - per centerline foot of sewer	$2.50	Main line tap inspection to the building for multi-family/commercial/industrial	$500, water, $500 sewer
Sewer Pump Stations requiring Permits		Stormwater Management	
Plan Review	$5,000	Overall plan review for compliance	$2,500
Inspection	$5,000	Review/Inspection per device	$1,500

Preliminary Site or Subdivision Plan Review	
Residential (Single Family and Multi-Family) per lot or unit	$25
Commercial, Office, or Institutional per 100 sq. ft.	$10
Industrial per 1000 sq. ft.	$10

Driveway Pipe Installation	
12-inch RCP	$15 per lf
15-inch RCP	$18 per lf

		18-inch RCP	$22 per lf

Water & Sewer Rates

Inside water (per 1,000 gallon)	$7.13 ~~$6.72~~	Deposit sewer (outside city limits)	$150
Inside sewer (per 1,000 gallon)	$7.66 ~~$7.22~~	Meter re-read with no city error (per re-read)	$10
Outside water (per 1,000 gallon)	$14.26 ~~$13.44~~	Cutoff List Fee	$50
Outside sewer (per 1,000 gallon)	$15.30 ~~$14.43~~	Late Fee (added each month after the 20th)	$10
Metered sewer users not using Mebane water (Multiple of the inside rate)	$3.25	Return Check Fee	$25
Unmetered residential sewer users-(Inside city limits)	$67.43	Water Shortage Response Plan - Excess Users Charge (per event for violation)	$100
Unmetered residential sewer users-(Outside city limits)	$78.58	Meter installation fee with no city error (each attempt after first	$50
Deposit water (inside city limits)	$75	**Bulk Water Purchases (per 1,000 gallons)**	**Current inside water rate**
Deposit sewer (inside city limits)	$75	**Deposit Bulk Water**	**$75**
Deposit water (outside city limits)	$150		

Schedule of Water and Sewer Tappage Fees and Meter Charges

Tap Size	Water Tappage Fee		Sewer Tappage Fee		Meter Charge
	Inside City Limits	Outside City	Inside City Limits	Outside City Limits	
¾" Water	$800	$1,600			$500
1" Water	$1,000	$2,000			$1,000
4" Sewer			$1,000	$2,000	

Note: Additional $500 charge for road bores and pavement cuts.
Please contact Public Works for meter charge larger than 1".

Water & Sewer System Development Fees†

Customer Type	Equivalent Residential Unit‡	Water Fee	Sewer Fee	Total Fee
Residential Dwelling Unit (3/4" Meter - 3 BR Mebane WRRF)*	1	$1,151	$2,679	$3,830
Residential Dwelling Unit (3/4" Meter - 2 BR Mebane WRRF)*	0.66	$760	$1,768	$2,528
Residential Dwelling Unit (3/4" Meter - 4 BR Mebane WRRF)*	1.33	$1,532	$3,562	$5,094
Residential Dwelling Unit (3/4" Meter - 5 BR Mebane WRRF)*	1.66	$1,911	$4,447	$6,358
Residential Dwelling Unit (3/4" Meter - 2 BR GRAHAM WWTP)**	1	$1,151	$2,679	$3,830
Residential Dwelling Unit (3/4" Meter - 3 BR GRAHAM WWTP)**	1.5	$1,727	$4,018	$5,745
Residential Dwelling Unit (3/4" Meter - 4 BR GRAHAM WWTP)**	2	$2,302	$5,358	$7,660
Residential Dwelling Unit (3/4" Meter - 5 BR GRAHAM WWTP)**	2.5	$2,878	$6,697	$9,575
All Other Zoning Categories/Uses - 3/4" Meter	1	$1,151	$2,679	$3,830
All Other Zoning Categories/Uses - 1" Meter	1.67	$1,918	$4,466	$6,384
All Zoning Categories/Uses - 1.5" Meter	3.33	$3,837	$8,931	$12,768
All Zoning Categories/Uses - 2" Meter	5.33	$6,139	$14,290	$20,429
All Zoning Categories/Uses - 3" Meter	11.67	$13,428	$31,260	$44,688
All Zoning Categories/Uses - 4" Meter	21	$24,171	$56,267	$80,438
All Zoning Categories/Uses - 6" Meter	43.33	$49,876	$116,107	$165,983

†Applicable System Development Fee(s) for development requiring smaller or larger water meters will be calculated on a project specific basis using rates and methodology identified in the City's System Development Fee Analysis.

‡Equivalent Residential Unit is approximate multiplier adapted from AWWA Manual of Water Supply Practices-M1, *Principles of Water Rates, Fees, and Charges.*

*80 gallons per day per bedroom (min. 2-BR) and tributary to the Mebane WRRF

**120 gallons per day per bedroom (min. 2-BR) and tributary to the Graham WWTP

Any item not included in the above schedule shall be referred to the Utility Director for a specific price determination. See policy for additional information.

Schedule Subject to Change Upon Approval by City Council

Hydraulic System Modeling Fees	
Fire Flow Test Fee	$1,200 for all requested fire flow test and re-test
Fire Flow Modeling Fee	$1,200 for flow test, $500 for first hydrant, and $250 for each additional

Fire flow modeling is to be completed for all new hydrants in the City of Mebane's water system. Fees are based on the number of new hydrants to be installed. Extensive modeling may require additional modeling fees. See policy for additional information

Hydrant Meter Deposit	
3/4" Meter	$500
1" Meter	$700
3" Meter	$1,500

Schedule Subject to Change Upon Approval by City Council

Planning & Zoning			
Zoning Verification	$25	Zoning Permit	$50
Zoning Reinspection (no charge for 1st inspection)	$50/visit	Plot Review > 3 Submittals	$100/submittal
Rezoning Application	$300 per property	City Right of Way or Easement Encroachment Agreement	$100
Special Use Permit Application	$400 per property	Water Supply Watershed Review (N/A current residential properties)	$50 per property
Zoning Variance/Appeal Application - *Residential*	$300	Floodplain Development Permit	$400 ~~$300~~
Zoning Variance/Appeal Application - *Non-Residential*	$400	Buffer Authorization Permit	$300
Technical Review Committee - Site Plan Review	$300 + Lot Fee	Subdivision, Recombination &	$50
Site Plan ~~Lot~~ Fee, Site <2 acres Dwelling Unit	$0/~~lot~~ Dwelling Unit	Subdivision Plat Fee - 1 to 5 ~~Lots~~ Dwelling Unit	$50 + $25/~~lot~~ Dwelling Unit
Site Plan ~~Lot~~ Fee, Site 2 - 10 acres Dwelling Unit	$25/~~lot~~ Dwelling Unit	Subdivision Plat Fee - 6 or More ~~Lots~~ Dwelling Unit	$300 + $25/~~lot~~ Dwelling Unit
Site Plan ~~Lot~~ Fee, Site >10 acres Dwelling Unit	$50/~~lot~~ Dwelling Unit	Plat Review for >3 Submittals	$100/submittal
Storm water Control Facilities - Permit Application & Plan Review per project	$500 + $500/Primary Stormwater Control Measure	Construction Plan Review, Residential	$50/ lot
Storm water Control Facilities - Annual Inspection in water supply watershed (20 yr)	$5,000	Construction Plan Review, Non-Residential	$300/lot
Wireless Communication Facilities - up to 25 facilities *(see UDO Section 4-7.9E & F)*		$100/ 1-5 facilities	$50/ Facilities 6 - 25 / $500/engineer review

*Not applicable to existing residences or to properties in the recognized Downtown District.

Sign Permit Fees			
Minimum Permit Fee	$60	Greater than 300 sq. ft.	$110
100-300 sq. ft.	$80		

Building Permits		Other Types of Construction	
Minimum	$60	Modular Construction	Cost of Construction (plus Trades)
$5,000 to $20,000	$75	Manufacturing Housing - single	$100 plus trades
$20,001 to $50,000	$5 per $1,000	Manufacturing Housing-double	$125 plus trades
$50,001 to $500,000	$175 plus $5 per $1,000	Manufacturing Housing-triple	$150 plus trades
Greater than $500,001	$1,300 plus $4.00 per $1,000	Construction Trailers	$50
Homeowner Recovery Fee	$10	Travel Trailers & Recreational Vehicles	$50
Decks with pour Footings	$100	Insulation - Residential	$50 one trip
		Insulation - Commercial	$100 for trip
		Accessory Structures (Screened Porches, Roofs, Covered Decks)	Cost of Construction (plus Trades)
		Decks, Trellises, Pergolas	Cost of Construction (plus Trades)
		Swimming Pools	$100

New construction, alterations, additions and renovations will be calculated on $70 a sq. ft. to determine value to price permits.

** Work commencing prior to obtaining the necessary permits are subject to double permit fees.

** All re-inspection fees shall be paid prior to the next inspection.

Other Services

Administrative Fees (Amending Information on Permit)	$50	Commercial Plan Review	
Extra Building Permit Card, Duplicate Certificate of Occupancy	$10	Less Than 4,000 s.f.	$125
Stocking Permit	$50	4,000 to 50,000 s.f.	$200
Onsite Inspections (Walk Through)	$50	Greater than 50,000 s.f.	$300
Temporary Certificate of Occupancy	$50	Day Care, ABC License Inspection	
Business Occupancy	$100	First Inspection	$100
		Each Additional Inspection	$50

Demolition Permit

Less than $1,000	Minimum Fee = $70		
$1,000 or more	Minimum Fee plus $2 per $1,000		

** Electrical, mechanical, and plumbing must get separate permits.

Plumbing Permits

First fixture, including sewer, pits, interceptors or sewer lifts	$60	Minimum Permit Fee	$60
Additional fixture per fixture	$6	Re-Inspection Fee	$50
Sewer service	$50		
Water service	$50		

** The fees prescribed above shall apply to all old work as well as new, and to inspections made necessary by moving any house from one location to another, or by raising the house, and shall apply when it is necessary for any reason to re-rough or replace any fixture or water heater.

** If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.

** All Re-Inspection fees must be paid for before the next inspection is done.

Electrical Permits		
	Residential	Commercial
Up to 200 amps	$80	$100
201-400 amps	$90	$120
Greater than 400 amps	$110	$130 + .40 Per Additional Amp
Underground Inspections	$50	$50
Additions & Alterations (Based on # boxes added or removed)	First 10 = $60, Each Additional 10 = $3	First 10 = $100, Each Additional 10

** If any person commences any work on a building or service system before obtaining the necessary permits, he or she shall be subject to a double permit fee.

** All Re-Inspection fees must be paid for before the next inspection is done.

Other Electrical			
Minimum Permit Fee	$60	Solar Installations	$75
Temporary Power	$50	HVAC Change Outs	$75
Saw Service	$50	Swimming Pools	$125
Motors up to 4 h.p.	$20	Motors greater than 4 h.p.	$20 plus $.20/h.p.
Low Voltage Residential	$50	Low Voltage Commercial	$100

Mechanical Permits	
Minimum Permit Fee	$60
Residential	
First HVAC Unit	$75
Each additional HVAC Unit	$50

Schedule Subject to Change Upon Approval by City Council

Commercial	
Heat Only	1st - $100, 2nd - $50
Cooling Only	1st - $100, 2nd - $50
Heating & Cooling	1st - $100, 2nd - $50
Refrigeration System - Walk-in Cooler or Unit	$100 First Unit, $50 Each Additional Unit
Boilers & Chillers	
Up to 150,000 BTU	$100
Greater than 150,000 BTU	$225
Commercial Hood	$80
Gas Logs	$50
Gas Piping	$50
Ductwork Inspection	$50
Fireplaces	$50

Fire Inspection Fees

Effective July 1, 2022

Schedule Subject to Change Upon Approval by City Council

Fire Inspections and Permits (Permits issued for a duration of 6 months)			
Airports/Heliports	$50	Lumber Storage	$50
Bowling Pin Refinishing	$50	Magnesium	$50
Bowling Alley Refinishing	$50	Mechanical Refrigeration	$50
Cellulose Nitrate Motion Picture	$50	Organic Coatings	$50
Cellulose Nitrate Plastic (Pyroxylin)	$50	Ovens	$50
Combustible Fibers	$50	Pipelines Flammable/Combustible	$50
Compressed Gases	$50	Pulverized Particles (Dust)	$50
Crude Oil Production	$50	Repair Garages	$50
Cryogenic Fluids	$50	Tank Vehicle Flammable/Combustible	$50
Dry Cleaning Plants (NEW)	$50	Tire Rebuilding plants	$50
Flammable Finishes Paint Booths	$50	Wrecking Yards/Junk Yards/Waste Handling	$50
Fruit Ripening Processes	$50	Welding/Cutting	$50
Fumigation/Thermal Insecticide Fogging	$50	Match Manufacturing	$50
High Pile Storage	$50	Radioactive Materials Storage/Handling	$100
Liquified Natural Gas 100-500 gal.	$50	**Hood and Ansul Systems**	
500-2,000 gal.	$50	Hood Systems Extinguishment	$100
2,000-30,000 gal.	$50	Ansul Test and Inspection	$50
Entertainment			
Motion Picture Projection	$50	Fireworks	$50
Tents	$50	Explosives/Blasting**	$100
Canopies more than 400 sq. ft.	$50	Return Inspection Fee	$100
Fire Suppression Systems		**Fire Alarm Systems**	
1 Riser	$150	1-30,000 sq. ft.	$150
2 Risers	$300	30,001-80,000 sq. ft.	$300
3 Risers or more	$500	80,000 sq ft. or more	$500
Flammable/Combustible Liquids Installation			
Above Ground Tank	$100	Return Inspection Fee	$100
Underground Tank	$100	Tank Removal	$100
Additional Tank	$50	Upgrade Piping	$50
Noncompliance with Fire Code (Code of Ordinances Article III, Chapter 16, Section 16-65)		**Recoupment Charge for False Alarms (Code of Ordinances Article VI, Chapter 6, Section 6-164)**	
1st Re-inspection	$100	5 or more in 1 year	$100
2nd Re-inspection	$200	2 in a 24-hour period	$300
3rd Re-inspection	$300	More than 2 in a 7-day period	$300
Overcrowding		**Annual Inspection Fees**	
Per person over posted occupancy	$100	0-5,000 sq. ft.	$50
		5,001-10,000 sq. ft.	$100
		10,001- 50,000 sq. ft.	$200
		50,001 - 100,000 sq. ft.	$300
		100,001-300,000 sq. ft.	$400
		300,001-500,000	$500
		Over 500,000	$600

*Governments and Non-Profits exempt.
**Explosives/Blasting Permits require a valid certificate of insurance for $1,000,000 of general liability. Permits issued for a 3-month duration.
***Apartments will be charged $50 per building not to exceed $600.

Background and Document Fees			
Precious Metals Background Investigation	$38	Taxi Driver Application	$10
Precious Metals Background Investigation - Required Photograph	$10	Accident Report	$1

Recoupment for False Alarms	
5 or more in 1 year	$100
2 in a 24-hour period	$100
More than 2 in a 7-day period	$100

Fee Schedule

Recreation and Parks

Effective July 1, 2022

Schedule Subject to Change Upon Approval by City Council

Athletics		
Camp Fees	Resident	Non-Resident
Basketball Camp	$45	$55
Football Camp	$35	$45
Lacrosse Camp	$35	$45
Tennis Camp	$35	$45
Volleyball Camp	$35	$45
Athletic Fees	Resident	Non-Resident
First Child	$15	$40
Second Child	$10	$35
Third Child	$5	$30
Lacrosse Program	$15	$40
Pod Programs	$10	$20
Esports	$10	$10
Middle & High School Tennis Program	$15	$40
Youth Tennis Clinics	$15	$40
Adult Tennis Nights	$15	$40
Adult Tennis Mebane City Tournament	$15	N/A
Mebane Adult Volleyball League Team Fee	$200	N/A
Mebane Adult Sand Volleyball League Team Fee	$100	N/A
Programs		
3 hours kids camps (Monday - Thursday) per week	$50	
Event tickets per person	$25	
Christmas Parade		
Business Entry	$75	
Walkers, 25-50	$15	
Walkers, 51+	$25	
Facilities		
Walker & Youth Field & Equipment Rentals		
Per Hour - Resident	$15	Per Hour - Non-resident $25
Lights per day per field	$25	

Walker Field Tennis Court Rentals (Mebane Courts on 2nd Street)

Per Hour 3 Courts	$15	Tourney Rental 1 Day	$100
Per Hour All Courts	$25	Tourney Rental 2 Days	$175
		Tourney Rental 3 Days	$225

Mebane Community Park Rentals

Per Hour Per Field - Resident	$25	Tourney Rental 1 Field/Day	$200
Non-Resident Per Field Per Hour	$40	Tourney Rental Both Fields/Day	$400
Lights per Day	$25	Tourney Rental Weekend/Field	$600

Lake Michael Rentals & Fees

John-boat Rental Per Person	$5/hour	Single Kayak Rental	$5/hour
Launch of Boat	$0	Double Kayak Rental	$5/hour
Fishing	$0	Canoe Rental	$5/hour
Paddle Boat	$5/hour	Shelter Fee (4-hour block)	$25
Trail Rental for 5K Race	$400		

Basketball Court Rental

Per hour per court	$25	Tournament Rental per day	$200
Per day per court	$100		

Corrigidor Drive Athletic Complex Rentals

Per Hour Per Field	$15	Tournament Rental Per	$100
Lights per day	$25	Construction of new lines	$100
Non-Residents Per Hour Per Field	$25		

Old Rec Center	Resident	Non-Resident
Old Rec. Center Basketball Court (Gym) per hour	$25	$40

Old Rec Center Tennis Court Rentals

Per Hour All Courts	$15	Tourney Rental 1 Day	$75
		Tourney Rental 2 Days	$125
		Tourney Rental 3 Days	$175

Arts & Community Center			
Multi-Purpose Room Rental	$1,000	Community Meeting Room (Full	$150
Multi-Purpose Room Rental (1/2	$50	Community Meeting Room (Full	$25
Multi-Purpose Room (Full Area)-Non-Profit (up to 5hrs.)	$500 ~~$300~~	Civic Meeting Room (1/2 Area) (per use up to 5 hrs.)	$75
Multi-Purpose Room Rental (Full Area) - Non-Profit (per hr. over 5 hrs.)	$80	Civic Meeting Room (1/2 Area) (per hr. over 5 hrs.)	$20
Multi-Purpose Room Rental - Kitchen Use (per use)	$50 ~~$40~~	Civic Meeting Room (Full Area) (per use up to 5 hrs.)	$100
Community Meeting Room (1/2	$100	Civic Meeting Room (Full Area)	$25
Community Meeting Room (1/2	$20	Score Table Rental per day	$200
Additional Items for Facility Rentals			
Scoreboard Use per hour*	$5	Paint Field/Application	$25
Staff Supervision per hour	$15	Chalk Field/Application	$10
New Lines Set Up Fee	$100	Field Crew Prep per Hour	$15
Lights per Day	$25	Wi-Fi Access @ MACC (guest)	$25/Rental/ Day
Camera Streaming Option	$100/Rental/ Day	* We reserve the right to require staff for any event to operate equipment.	
Athletic Uniform Sponsorships			
Baseball Team	$300	Baseball League	$5,000
Softball Team	$300	Softball League	$4,000
T-Ball Team	$300	T-ball League	$3,000
Basketball Team	$200	Basketball League	$5,000
Football Team	$2,500	Football League	$7,500
Tennis League	$1,000	Lacrosse League	$750

Schedule Subject to Change Upon Approval by City Council

Program/Special Event Sponsorship	
Business Booth at Events	$50
Food Truck at Events	$50
Clay St. After Work Concert Series - Presenting Sponsor - Limit 1	$2,500
Clay St. After Work Concert Series - Stage Sponsor - Unlimited	$1,000
Clay St. After Work Concert Series - Single Concert - Unlimited	$500
Mebane 4th of July Celebration - Band & Presenting Sponsor - Limit 1	$4,000
Mebane 4th of July Celebration- Food and Beverage Sponsor - Limit 1	$1,000 or In Kind
Mebane 4th of July Celebration - Outdoor Sponsorships - Unlimited	$500
Mebane Sports Hall of Fame - Presenting Sponsor - Limit 1	$2,500
Mebane Sports Hall of Fame - Stage Sponsor - Limit - 4	$1,000
Mebane Farmers Market Sponsor - Limit 5	$1,000
Mebane Christmas Parade - Presenting Sponsor - Limit 1	$5,000
Mebane Christmas Parade -	$500
Movie in the Park Sponsorship - Limit 1 / Movie	$500
Baseball/Softball Opening Night Celebration -	$500 or In Kind
Mid-Season Madness Basketball Celebration -	$500 or In Kind
Grow Golf Now Season Sponsor (2 per year)	$1,500

Summer Sports Camp T-Shirt Sponsors			
Basketball Camp	$1,500	Football Camp	$1,000
Lacrosse Camp	$500	Tennis Camp	$500

Facility Sponsorships			
MACC Baseball Field	$1,000/Yr	Community Park Soccer Field	$2,500/Yr
MACC Soccer Field	$1,000/Yr	Both Community Park Soccer	$4,000/Yr
MACC Baseball Complex	$3,000/Yr	Both MACC Complex	$5,000/Yr
MACC Soccer Complex	$3,000/Yr	All Tennis Courts	$1,000/Yr

Schedule Subject to Change Upon Approval by City Council

Wastewater Treatment Plant Analytical Costs			
pH	$5	Cadmium (Cd)	$18
Biochemical Oxygen Demand	$25	Chromium (Cr)	$18
Total Suspended Solids (TSS)	$15	Copper (Cu)	$18
Ammonia Nitrogen as Nitrogen (NH3-N)	$15	Lead (Pb)	$18
Total Phosphorus (TP)	$15	Nickel (Ni)	$18
Chemical Oxygen Demand (COD)	$22	Zinc (Zn)	$18
Oil & Grease (O&G)	$50	Aluminum (Al)	$18
Mercury (Hg)	$25	Fluoride	$20
Total Kjeldahl Nitrogen (TKN)	$25	Silver (Ag)	$18
Nitrate Nitrite (NO3NO2)	$15	Selenium (Se)	$18
Cyanide (CN)	$30	Fecal Coliform	$20

Wastewater Treatment Plant Sampling Cost			
Sampling Technician	$19.50 per hour ($58.50 per event)	Program Administration	$60 per hour ($90 per event)
Pretreatment Coordinator	$22 per hour ($66 per event)	Sampler Rental	$60 per day

Surcharges		
Parameter Base Conc.	(mg/l)	Cost per Pound
BOD5	>250	$0.25
COD	>750	$0.09
TSS	>250	$0.34
NH3 as N	>15	$0.85
Phosphorus	>7	$0.66
Oil & Grease	>100	$0.25

ANNUAL OPERATING CAPITAL OUTLAY

General Fund

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
Fire	Fire Station #4 Bids and Design	$ 110,000		$ 110,000		Site off Buckhorn Rd.
Fire	Replace Two Fire Engines	1,300,000	650,000	650,000		Engine 32 will be replaced.
Fire	Fire Prevention Vehicle	45,000		45,000		Use by support staff members who are responsible
Fire	Life Safety Education Vehicle	35,000		35,000		Provide transportation for the Life Safety Education Program staff.
Fire	Training Classroom	800,000	800,000	-	Withdrawn by the Fire Chief	Training for all City staff in a centralized location.
IT	Upgrade door systems at Fire stations	30,000		30,000		We have replaced the system at City Hall, Planning
Police	Police Facility - Land/Planning and Engineering	1,750,000	1,750,000	-	A potential site will not be ready for this work until FY23-24	
Police	Vehicles (4) Replacements	260,006		260,006		Rotation replacement cycle.
Inspections	Vehicles (2) Replacements	56,000		56,000		Vehicles for Inspectors.
Planning	Planning Department Vehicle (New)	35,418	35,418	-		Department currently has no dedicated vehicle.
Public Works	Brine Mount System and Body	50,000		50,000		One brine truck is out of service.
Public Works	ST 11 Pick-up Truck (2007) w/ Plow	40,000	40,000	-	Deferred to FY23-24.	15 years old, mileage 107,256
Public Works	ST 59 Pick-up Truck (2002) w/ Plow	40,000	40,000	-	Deferred to FY23-24.	22 years old, mileage 78,355
Public Works	ST 24 Pick-up Truck (2000) w/ Plow	40,000		40,000		20 years old, out of service - used to spread brine.
Public Works	Downtown Stamped Asphalt Crosswalk Refurbishing	70,000		70,000		
Public Works	FEMA Area at PW Facility	60,000		60,000		Develop site plan and obtain permits
Public Works	East Graham St Stormwater project	25,000		25,000		Should cover city's portion of design and construction, which includes sidewalk and guardrail.
Public Works	Dead-end street design	30,000		30,000		Design for six dead-end streets
Public Works	Sidewalk - W Carr Street/Yoder Sidewalk Final Design & Construction	54,000		54,000		Fills sidewalk gap at low-visibility bend in Carr Street. Sidewalk will be on EM Yoder ES campus.
Public Works	Sidewalk - S. Third Ext. from Corporate Park Drive to Gibson Rd - Engineering Design	110,000	55,000	55,000	Only one phase will be studied.	Fills Sidewalk Gap to Governor's Green & Cooperstone Subdivisions. Construction proposed for FY 25-26.
Public Works	Holt Street Greenway	900,000		900,000		
Sanitation	SAN 61 Rear Loader Garbage Truck Replacement (2002)	210,000		210,000		20 years old, mileage 154,727, maintenance increasing costs & issues
Sanitation	SAN 28 Pick-up Truck Replacement (1997) w/ Plow	40,000		40,000		25 years old, mileage 190,587, maintenance issues
Sanitation	SAN 65 Pick-up Truck Replacement (2002) w/ Plow	40,000		40,000		20 years old, mileage 231,716, maintenance increasing cost & issues
Sanitation	SAN 53 Mack Leaf Truck Replacement (1999)	320,000		320,000		23 years old, odometer broken, mileage assumed greater than 50,000
Sanitation	Pull-behind leaf vacuum and box	110,000	110,000	-	Deferred to FY23-24.	We will need to rent a truck for the Fall of 2022
Recreation & Parks	Lake Michael Lebanon Road Connector construction	121,000		121,000		Preliminary Engineering Design occurring for the connector (Phase 1) in FY 21-22 at $36,000 of
Recreation & Parks	Lake Michael remaining trail preliminary engineering design transfer to Phase 2 CPO	45,000	45,000	-	Deferred to FY23-24.	Non-Lebanon Road Connector trail
Recreation & Parks	Community Park Fiddler Stage	75,000		75,000		Full funding of project at the Community Park /Seeking 25k donation from MBA
Recreation & Parks	Old Rec Building Improvements	180,000	108,000	72,000	Removed AC in Gym $80,000 and Humidity Control $25,000	Floor in Train Room $25,000, AC in Gym $80,000, Roof $53,000, and Humidify Control in Museum $25,000
Recreation & Parks	John Deere Compact Tractor	28,000	28,000	-		For Community Park use, John 2038R Tractor
Recreation & Parks	Maintenance Truck	35,000		35,000		Maintenance Truck for potential new Parks Superintendent
Recreation & Parks	Shade Cover for Fitness Court	55,000	55,000	-		Three posts, plus installation. This is a custom design due to the three post shade that must be
Recreation & Parks	Woodlawn Entrance to Parking lot to Community Park	400,000	400,000	-		Create additional parking. Includes paving and storm water requirements.
Totals		**$ 7,499,424**	**$ 4,116,418**	**$ 3,383,006**		

Water & Sewer Fund

Department	Project Title	Requested	Proposed Cut	New Total	Budget Notes	Project Notes
WRRF	City of Graham WWTP Capital Improvements	$ 52,000		$ 52,000		Mebane's estimated 21% of Graham's Cost
WRRF	Aeration Basins Electrical Upgrade	50,000		50,000		Update electrical feed that was installed in 1993
WRRF	Xylem Influent In-Line Monitoring	26,198		26,198		Monitoring pollutants coming into plant.
Utility Maintenance	I&I Repair - Outfall Sliplining (5th & Clay St)	1,700,000	1,700,000	-	Deferred	
Utility Maintenance	Elevated Storage Tank - Design	185,000		185,000		12 Month Design Per Hazen
Utility Maintenance	Jones Road Outfall (Arbor Creek) - Design	112,500	112,500	-	Deferred to FY24-25	
Utility Maintenance	Outfall Tractor Replacement	60,000		60,000		
Utility Maintenance	Oversize Reimbursement	200,000		200,000		Oakwood, Buckhorn,
Utility Maintenance	City of Graham WTP Capital Improvements	200,000		200,000		
Totals		**$ 2,585,698**	**$ 1,812,500**	**$ 773,198**		

DEBT SCHEDULE

PROPERTY

Description	Origination Date	Lender	Original Amount	FY Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2020 Renegotiated Community (City) Park	8/21/2020	American National	$ 4,664,000	$ 3,886,667	$ 388,667	$ 94,139	$ 482,806	Oct/April	2.45%	4/15/2032
2014 Fire Station # 3	1/23/2014	BB&T	$ 2,600,000	$ 1,213,333	$ 173,333	$ 33,228	$ 206,561	July/Jan	2.84%	6/30/2029
2008 City Hall and Recreation Center	6/27/2008	Bank of America	$ 3,200,000	$ 320,000	$ 213,333	$ 5,632	$ 218,965	Dec/June	3.52%	6/27/2023
FY22-23 Estimated Proposed Debt - Holt Street Greenway*	TBD	TBD	$ 1,001,939	$ 1,001,939	$ 45,000	$ 5,097	$ 50,097	TBD	2.00%	2033
Total - General Fund			**$ 11,465,939**	**$ 6,421,939**	**$ 820,333**	**$ 138,096**	**$ 958,429**			
Graham-Mebane Sewer Capacity Agreement	5/1/2017	Graham	$ 2,682,464	$ 1,682,464	$ 150,000	$ -	$ 150,000	Annual	0.00%	7/10/2036
Graham-Mebane Water Capacity Agreement	2/1/2014	Graham	$ 2,548,070	$ 1,656,249	$ 127,403	$ -	$ 127,403	Annual	0.00%	9/1/2034
2009 Sewer E-SRF-T	10/30/2009	DENR-DWQ	$ 96,113.00	$ 33,640	$ 4,806	$ -	$ 4,806	Annual	0.00%	5/1/2029
Revenue Bonds - Series 2021	9/22/2021	Truist	$ 13,573,000	$ 13,573,000	$ 964,000	$ 219,839	$ 1,183,839	Aug/Feb	1.27% & 1.78%	8/1/2036
Total - Utility Fund			**$ 18,899,647**	**$ 16,945,353**	**$ 1,246,209**	**$ 219,839**	**$ 1,466,048**			
Total Combined			**$ 30,365,586**	**$ 23,367,292**	**$ 2,066,542**	**$ 357,935**	**$ 2,424,477**			

*One payment is schedule for FY22-23.

VEHICLES

Description	Origination Date	Lender	Original Amount	Beginning Balance	Required Principal	Required Interest	Total Payment	Payment Period	Interest Rate	Payoff Date
2021 Rolling Stock (Fire Engine, Police Vehicles, Garbage Tru	7/20/2021	Truist	$ 1,365,000	$ 1,235,328	$ 257,698	$ 11,958	$ 269,656	July/Jan	1.070%	7/20/2026
2020 Public Works Vehicles	2/28/2020	US Bank	$ 430,500	$ 310,391	$ 86,100	$ 3,814	$ 89,914	Aug/Feb	1.363%	8/28/2025
2019 Police Vehicles	4/16/2019	First Bank	$ 266,468	$ 106,587	$ 53,294	$ 2,441	$ 55,734	Oct/April	2.580%	4/16/2024
2019 Police Radios	5/9/2019	First Bank	$ 469,000	$ 140,700	$ 93,800	$ 3,596	$ 97,396	Nov/May	3.020%	11/9/2023
2018 Fire Radios	4/27/2018	BB&T	$ 431,873	$ 43,187	$ 43,187	$ 399	$ 43,587	Oct/April	1.850%	6/30/2023
2017 Fire Truck	5/25/2017	PEMC REDLG	$ 468,330	$ 234,165	$ 46,833	$ -	$ 46,833	Annual	0.000%	8/1/2026
2014 Fire Trucks and Station 3 Equipment	1/23/2014	PEMC	$ 1,268,000	$ 140,889	$ 140,889	$ -	$ 140,889	Annual	0.00%	1/6/2023
FY22-23 Estimated Proposed Debt - Rolling Stock	TBD	TBD	$ 1,109,595	$ 1,109,595	$ 209,201	$ 12,718	$ 221,919	TBD	2.000%	2027
FY22-23 Estimated Proposed Debt - Fire Engine*	TBD	PEMC	$ 549,027	$ 549,027	$ -	$ -	$ -	Annual	1.000%	2034
Total - General Fund			**$ 6,357,793**	**$ 3,869,868**	**$ 931,002**	**$ 34,926**	**$ 965,928**			
2021 Rolling Stock (Pick-up Trucks)	7/20/2021	Truist	$ 123,000	$ 107,419	$ 35,143	$ 1,628	$ 36,771	July/Jan	1.070%	7/20/2026
Total Utility Fund			**$ 123,000**	**$ 107,419**	**$ 35,143**	**$ 1,628**	**$ 36,771**			
Total - Combined			**$ 6,480,793**	**$ 3,977,287**	**$ 966,145**	**$ 36,554**	**$ 1,002,699**			

*Payments on this debt will not start until the Fire Engine is delivered in 2024.

HISTORICAL SUMMARY OF PROPERTY TAX INFORMATION

Measure	Fiscal Year 2017-2018	2018-2019	2019-2020	2020-2021	2021-2022*
Assessed Valuation	$ 2,110,673,025	$ 2,181,876,039	$ 2,295,224,194	$ 2,376,226,895	$ 2,525,713,204
Property Tax Levy	$ 9,815,332	$ 10,383,208	$ 10,854,564	$ 11,273,675	$ 11,870,852
Property Tax Rate	$ 0.47	$ 0.47	$ 0.47	$ 0.47	$ 0.47
Amount Collected (Budgeted)	$ 9,785,748	$ 10,326,956	$ 10,817,844	$ 11,233,082	$ 11,811,498
Tax Collection Rate	99.7%	99.5%	99.7%	99.6%	99.5%

Notes: Information for fiscal years prior to 2022 are from the City's audited Comprehensive Annual Financial Report.

*Information for fiscal year 2022 is a budget estimate.

Tax rates are expressed in dollars per $100 of valuation.

Each 1 cent added to the tax rate generates approximately $244,980.

UTILITY RATES INFORMATION COMPARISON

Service Provider	Water Bill (4,000 ga	Sewer Bill (4,000 ga	Combined Bill (4,000 ga
Burlington	$ 16.96	$ 20.84	$ 37.80
Graham	$ 16.95	$ 33.01	$ 49.96
Durham	$ 22.18	$ 31.44	$ 53.62
Mebane current	**$ 26.88**	**$ 28.88**	$ 55.76
Mebane proposed	**$ 28.52**	**$ 30.64**	$ 59.16
Elon	$ 23.56	$ 43.52	$ 67.08
Alamance (Village)	$ 31.98	$ 36.84	$ 68.82
Gibsonville	$ 19.44	$ 49.73	$ 69.17
OWASA	$ 35.19	$ 39.95	$ 75.14
Swepsonville	$ 40.28	$ 42.57	$ 82.85
Haw River	$ 30.64	$ 61.49	$ 92.13
Hillsborough	$ 38.72	$ 75.48	$ 114.20
Green Level	No data was provided.		
Orange-Alamance	$ 37.12	N/A	
Ossipee	$ 46.52	N/A	

Notes:
Information from the January 1, 2022 Rate Dashboards of the UNC School of Government Environmental Finance Center, or from the website of each unit of government or directly from the unit of government.
Orange-Alamance and Ossipee do not provide sewer service.
5,000 gallons a month is considered an average statewide residential user; Mebane residents average closer to 4,000 gallons a month; so 4,000 gallons have been used for this comparison.

Service Provider	Service Population	Average Household Size	Poverty Rate	Median Household Income	Water as a % of MHI	Sewer as a % of MHI	Combined as a % of MHI	Operating Ratio	# of Accounts	System Operating Revenues
Alamance (Village)	1,100	2.48	0.35%	$ 77,000	0.04%	0.05%	0.09%	0.83	450	$ 358,768
Haw River	2,421	2.60	6.59%	$ 40,560	0.05%	0.12%	0.17%	0.87	995	$ 1,915,372
Graham	14,308	2.30	25.88%	$ 36,310	0.05%	0.09%	0.14%	1.14	5,791	$ 8,050,593
Mebane	**17,032**	**2.59**	**11.18%**	**$ 64,726**	**0.03%**	**0.05%**	**0.08%**	**1.21**	**6,000**	**$ 9,152,731**
OWASA	83,300	2.45	19.49%	$ 73,614	0.05%	0.10%	0.16%	1.07	21,000	$ 35,514,821
Elon	12,752	2.40	22.66%	$ 65,313	0.04%	0.05%	0.09%	1.06	2,730	$ 3,952,590
Swepsonville	2,145	2.44	2.74%	$ 64,559	0.05%	0.06%	0.12%	1.09	1,160	$ 1,261,994
Durham	292,743	2.36	15.88%	$ 58,905	0.07%	0.07%	0.14%	1.20	98,206	$ 108,704,242
Burlington	54,000	2.37	20.33%	$ 43,225	0.04%	0.05%	0.09%	1.19	26,089	$ 31,469,637
Gibsonville	7,129	2.86	10.84%	$ 66,761	0.04%	0.07%	0.10%	1.08	3,974	$ 4,245,895
Hillsborough	16,697	2.46	12.18%	$ 64,598	####	0.00%	#VALUE!	1.34	6,422	$ 10,722,494
Orange-Alamance	8,734	2.49	13.70%	$ 71,723	0.05%	N/A	0.05%	unknown	3,559	unknown
Ossipee	2,390	2.62	9.11%	$ 47,500	0.10%	N/A	0.10%	0.66	160	$ 98,779
Green Level	2,403	2.71	20.02%	$ 36,856				1.13	827	$ 1,246,331

Information from the January 1, 2022 Rate Dashboards of the UNC School of Government Environmental Finance Center.

SUMMARY OF FULL-TIME POSITIONS

City of Mebane
Budget - Summary of Full-Time Positions
2022-2023

General Fund		Current 2021-2022	Proposed 2022-2023
Administration			
	City Manager	1	1
	Assistant City Manager	1	1
	City Attorney	1	1
	City Clerk	1	1
	Public Information Officer	1	1
	Human Resources Director	1	1
	Human Resources Consultant	1	1
		7	**7**
Finance			
	Finance Director	1	1
	Accountant	2	2
	Accounting Supervisor	1	1
	Accounting Technician I	1	1
	Customer Service Representative	1	1
		6	**6**
Information Technology			
	Information Technology Director	1	1
	Information Technology Specialist	1	1
		2	**2**
Police Administration			
	Police Chief	1	1
	Assistant Police Chief	1	1
	Police Lieutenant	2	2
	Police Sergeant	5	5
	Police Corporal	4	4
	Police Investigator	4	4
	Police Officer K-9	0	0
	Police Officer	24	24
	Police Accreditation Manager	1	1
	Administrative Support Specialist	2	2
	Evidence Technician	1	1
		45	**45**
Fire			
	Fire Chief	1	1
	Deputy Fire Marshal	1	1
	Fire Captain/Training	1	1
	Fire Captain/Shift	3	3
	Fire Inspector I	1	1
	Fire Lieutenant	6	6
	Fire Engineer	8	8

	Firefighter	7	13
	Fire Life Safety Educator	1	1
	Administrative Support Specialist	1	1
		30	**36**
Planning			
	Development Director	1	1
	Planner	2	2
		3	**3**
Inspections			
	Inspections Director	1	1
	Building Inspector II	1	1
	Building Inspector I	2	2
	Plan Reviewer	0	1
	Permit Specialist	1	1
	Code Enforcement Officer	1	1
		6	**7**
Public Works			
	Public Works Director	1	1
	Streets Maintenance Supervisor	1	1
	Administrative Support Specialist	1	1
	Automotive Mechanic Supervisor	1	1
	Automotive Mechanic	1	2
	Equipment Operator I	3	3
	Ground Crew Supervisor	1	1
	Maintenance Technician	4	4
		13	**14**
Public Facilities			
	Grounds Crew Supervisor	1	1
	Groundskeeper	3	3
	Building Maintenance Coordinator	1	1
		5	**5**
Sanitation			
	Sanitation Supervisor	1	1
	Sanitation Equipment Operator	5	5
	Sanitation Worker	2	2
		8	**8**
Recreation & Parks			
	Recreation & Parks Director	1	1
	Athletic Director	1	0
	Parks Superintendent	0	1
	Recreation Superintendent	0	1
	Recreation Supervisor of Athletics	0	1
	Parks Operations & Maintenance Supervisor	3	4
	Recreation Program Coordinator	2	1
	Arts & Community Center Supervisor	1	1
	Groundskeeper	1	0
		9	**10**
General Fund Total		**134**	**143**

Water & Sewer Fund		Current 2021-2022	Proposed 2022-2023
Utility Administration & Billing			
	Utility Billing & Collections Specialist	**1**	**1**
Utility Operations & Maintenance			
	Utilities Director	1	1
	Utilities System Mechanic I	2	2
	Utilities Maintenance Crew Leader	2	2
	Meter Reader Technician	1	1
	Equipment Operator I	4	4
	Equipment Operator II	2	2
	Maintenance Technician	1	3
	Utilities Location Technician	1	1
		14	**16**
Water Resources Recovery Facility			
	Wastewater Treatment Plant Director	1	1
	Lead Wastewater Plant Operator	1	1
	Compliance Manager	1	1
	Laboratory Supervisor	1	1
	Wastewater Treatment Plant Operator	2	2
	Utility System Mechanic I	1	1
		7	**7**
Water & Sewer Fund Total		**22**	**24**
City of Mebane Total		**156**	**167**

Number	Department	Fund	Position Requested	Type	Requested FY22-23	Requested FY23-24	Proposed Cuts	New FY22-23 Total	New FY23-24 Total
1	Rec & Parks	General	Parks Superintendent	New	$ 135,850	$ 97,600		$ 135,850	$ 97,600
2	Rec & Parks	General	Recreation Superintenden	Reclass	5,819	5,819		5,819	5,819
3	Rec & Parks	General	Supervisor of Athletics	Reclass	3,648	3,648		3,648	3,648
4	Rec & Parks	General	Parks Operations & Maintenance Supervisor	Reclass	4,426	4,426		4,426	4,426
5	IT	General	IT Technician	New	82,455	78,816	82,455	-	-
6	Fire	General	Firefighter (1/1/23 start)	New	42,060	61,903		42,060	61,903
7	Fire	General	Firefighter (1/1/23 start)	New	42,060	61,903		42,060	61,903
8	Fire	General	Firefighter (1/1/23 start)	New	42,060	61,903		42,060	61,903
9	Fire	General	Firefighter (1/1/23 start)	New	42,060	61,903		42,060	61,903
10	Fire	General	Firefighter (1/1/23 start)	New	42,060	61,903		42,060	61,903
11	Fire	General	Firefighter (1/1/23 start)	New	42,060	61,903		42,060	61,903
12	Inspections	General	Plan Reviewer	New	113,144	113,154		113,144	113,154
13	Inspections	General	Permit Specialist	New	63,406	62,992	63,406	-	-
14	Public Works	General	Automotive Mechanic	Reclass	30,688	30,688		30,688	30,688
	Total				**$ 691,796**	**$ 768,561**	**$ 145,861**	**$ 545,935**	**$ 626,753**

Number	Department	Fund	Position Requested	Type	Requested FY22-23	Requested FY23-24	Proposed Cuts	New FY22-23 Total	New FY23-24 Total
2	WRRF	Utility	Wastewater Treatment Plant Operator	New	$ 62,400	$ 68,078	$ 62,400	$ -	$ -
3	Utility Maintenance	Utility	Maintenance Technician	New	53,980	50,890		$ 53,980	50,890
4	Utility Maintenance	Utility	Maintenance Technician	New	53,980	50,890		$ 53,980	50,890
	Total				**$ 170,360**	**$ 169,858**	$ 62,400	**$ 107,960**	**$ 101,780**

BUDGET SECTION

GENERAL FUND DEPARTMENT BUDGET

GENERAL FUND

CITY COUNCIL

FY 22- 23 Manager's Recommended Budget

City Council

The City Council is the governing body of the City of Mebane, and consists of the mayor and five other councilmembers.

The City Council's budget includes salaries and stipends for members, supplies, and dues for members to NC League of Municipalities, UNC School of Government and Peidmont Triad Regional Council.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 72,973	$ 88,127	$ 88,237	0.1%
Totals.....	$ 72,973	$ 88,127	$ 88,237	0.1%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 54,410	$ 61,442	$ 60,162	(2.1%)
Operating.....	18,563	26,685	28,075	5.2%
Capital.....	-	-	-	NA
Totals.....	$ 72,973	$ 88,127	$ 88,237	0.1%

ADMINISTRATION

FY 22- 23 Manager's Recommended Budget

Administration

Administration includes the City Manager and Assistant Manager, City Clerk, City Attorney and Human Resources.

The personnel budget for Administration includes an allowance for a 3% cost of living increase, an increase in the retirement contribution and insurance rates netted with an allocation ($314,941) of administrative costs to the Utility Fund for the administrative staff's time spent on utility-related projects and administrative support. The operating budget includes continued funding for risk management, safety initiatives, employee benefits administration, board and commission expenses, along with an increase in various line items. No capital requests are being made this year.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues	$ 961,714	$ 1,133,164	$ 1,238,586	9.3%
Totals	$ 961,714	$ 1,133,164	$ 1,238,586	9.3%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 800,898	$ 890,894	$ 949,252	6.6%
Operating	160,816	226,270	289,334	27.9%
Capital	-	16,000	-	(100.0%)
Totals	$ 961,714	$ 1,133,164	$ 1,238,586	9.3%

FINANCE

FY 22- 23 Manager's Recommended Budget

Finance

The Finance Department consists of six employees responsible for all revenue collections and financial reporting for the City. One position, the Utility Billing & Collections Specialist, is funded by the Utility Fund.

The 2022 personnel budget includes a 3% allowance for a cost of living, an increase in the retirement and insurance rates netted with an allocation ($205,821) of administrative costs to the Utility Fund for the Finance staff's time spent on utility-related projects and administrative support. The operating budget includes the continued contract with Alamance and Orange Counties for tax collection (which increases as taxes increase), audit preparation, the addition of Adobe Sign to increase efficiencies, and reflects various rate increases to other line items. No capital request were made this year.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 530,368	$ 715,712	$ 724,309	1.2%
Totals.....	$ 530,368	$ 715,712	$ 724,309	1.2%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 317,970	$ 422,622	$ 434,740	2.9%
Operating.....	212,398	286,430	289,569	1.1%
Capital.....	-	6,660	-	(100.0%)
Totals.....	$ 530,368	$ 715,712	$ 724,309	1.2%

INFORMATION TECHNOLOGY

FY 22- 23 Manager's Recommended Budget

Information Technology (IT)

The IT Department has two employees and is responsible for management and maintenance of the citywide network of servers, computers and peripherals.

The 2023 budget includes a 3% cost of living adjustment, an increase in the retirement and insurance rates netted with an allocation ($90,844) of administrative costs to the Utility Fund for the IT staff's time spent on utility-related projects and administrative support. The operating budget for 2023 provides for the continuation of work to secure the city's growing network, including firewalls, backups and other disaster recovery measures, along with cybercrime measures and consolidating backup charges from other departments into the IT budget. As the number of users in the network increases, so do annual charges and backup fees. The capital line includes upgrading the door system at the fire stations ($30,000), upgrading network switches ($10,000), increasing wireless access points ($22,300), and adding wireless connectivity to Giles Park ($5,000).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues....	$ 426,875	$ 788,926	$ 813,978	3.2%
Totals.....	$ 426,875	$ 788,926	$ 813,978	3.2%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 153,763	$ 190,064	$ 197,273	3.8%
Operating.....	249,513	359,392	549,405	52.9%
Capital.....	23,600	239,470	67,300	(71.9%)
Totals.....	$ 426,875	$ 788,926	$ 813,978	3.2%

ECONOMIC DEVELOPMENT

FY 22- 23 Manager's Recommended Budget

Economic Development

The Economic Development division provides for the City's efforts to attract desirable new businesses, industries and jobs.

Incentive payments are triggered by request of companies when they successfully achieve the level of investment and jobs creation specified in their agreements with the City. Aided by revenue sharing with our partners Alamance County, Orange County and the City of Graham, the 2023 budget for Economic Development provides for the continuation of existing agreements.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 667,092	$ 1,265,800	$ 909,569	(28.1%)
Grants/Intergov.....	180,000	480,000	-	(100.0%)
Totals.....	$ 847,092	$ 1,745,800	$ 909,569	(47.9%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ -	$ -	$ -	N/A
Operating.....	847,092	1,745,800	909,569	(47.9%)
Capital.....	-	-	-	N/A
Totals.....	$ 847,092	$ 1,745,800	$ 909,569	(47.9%)

POLICE

FY 22- 23 Manager's Recommended Budget

Police

The Police Department includes the Police Chief and sworn law enforcement officers who, along with their support staff, maintain the safety and peace of the community.

The Police personnel budget for 2023 includes a 3% cost of living adjustment and an increase in the retirement and insurance rates. No additional positions have been requested this year. Operating costs include communications and animal shelter services with Alamance County, community outreach and education, and training and development for staff . Capital requests include four replacement vehicles ($260,000) and all upfitting and equipment costs ($115,000). Two vehicles will be used for patrol and two will be used for K9 policing.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 3,949,282	$ 5,000,464	$ 5,330,825	6.6%
Proceeds from Debt...	-	257,483	260,006	1.0%
Grants/Intergov.....	93,033	-	-	N/A
Totals.....	$ 4,042,315	$ 5,257,947	$ 5,590,831	6.3%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 3,272,176	$ 3,727,202	$ 4,345,064	16.6%
Operating.....	578,142	876,947	870,767	(0.7%)
Capital.....	191,997	653,798	375,000	(42.6%)
Totals.....	$ 4,042,315	$ 5,257,947	$ 5,590,831	6.3%

FIRE

FY 22- 23 Manager's Recommended Budget

Fire

The Fire Department coordinates career and volunteer staff at three stations for providing suppression and life safety services to the City, including first responder services.

The Fire personnel budget for 2023 includes a 3% cost of living adjustment, an increase in the retirement and insurance rates, and six new firefighter positions budgeted to begin on January 1, 2023. Operating cost increases are primarily due to uniform and equipment needs for new staff and increased bank charges for payments being taken online for inspections and permits. The capital costs reflect replacing five HVAC units at Station #2 ($40,000), reparing the ceiling in the upstairs portion of Station #1 ($15,000), bids on construction for Fire Station #4 ($110,000), replacing two fire engines ($650,000), adding a fire prevention vehicle ($45,000) and life safety vehicle ($35,000), and replacing the thermal imaging camera ($10,000).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues	$ 2,429,738	$ 3,203,740	$ 3,648,845	13.9%
Debt Proceeds	$ -	$ -	$ 520,000	N/A
Grants/Intergov.	55,087	44,000	-	(100.0%)
Permits/Inspections	4,450	5,880	40,000	580.3%
Fire District Taxes	478,922	523,170	518,500	(0.9%)
Totals	$ 2,968,196	$ 3,776,790	$ 4,727,345	25.2%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 2,582,303	$ 2,663,798	$ 3,246,528	21.9%
Operating	385,894	519,754	575,817	10.8%
Capital	-	593,238	905,000	52.6%
Totals	$ 2,968,196	$ 3,776,790	$ 4,727,345	25.2%

PLANNING

FY 22- 23 Manager's Recommended Budget

Planning

The Planning Department provides long- and short-range planning and review, to provide for the orderly and safe growth of the City.

The Planning personnel budget for 2023 includes a 3% cost of living adjustment, and an increase in the retirement and insurance rates. Operating increases reflect the costs for the comprehensive plan $200,000. Capital requests include a vehicle ($35,418) and new plotter/scanner ($9,665).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues	$ 248,648	$ 459,425	$ 547,855	19.2%
Grants/Intergov.	-	40,000	-	(100.0%)
Permits & Fees	117,260	86,418	91,010	5.3%
Totals	$ 365,908	$ 585,843	$ 638,865	9.1%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 235,444	$ 329,984	$ 326,782	(1.0%)
Operating	130,465	224,575	267,000	18.9%
Capital	-	31,284	45,083	44.1%
Totals	$ 365,908	$ 585,843	$ 638,865	9.1%

MAIN STREET PROGRAM

FY 22- 23 Manager's Recommended Budget

Main Street Program

The Main Street Program provides support to the North Carolina Main Street - Downtown Associate Community program. This department was established in fiscal year 2021.

Operating costs include the Downtown Mebane Main Street Program ($72,900) advertising, social media and other costs associated with the program. The Downtown Façade City Grant program is funded as well ($50,000).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues	$ 8,673	$ 151,810	$ 150,000	(1.2%)
Grants/Intergov.	-	-	-	N/A
Totals	$ 8,673	$ 151,810	$ 150,000	(1.2%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ -	$ -	$ -	N/A
Operating	8,673	151,810	150,000	(1.2%)
Capital	-	-	-	N/A
Totals	$ 8,673	$ 151,810	$ 150,000	(1.2%)

INSPECTIONS

FY 22- 23 Manager's Recommended Budget

Inspections

The Inspections Department provides permitting and code enforcement for safe growth of the City.

The Personnel budget for 2023 includes a 3% cost of living adjustment and a rate increase for retirement and insurance. One position was requested to add a Plan Reviewer. The Operating budget for 2023 includes an increase for bank charges for online payments, iWorq contract, and Laserfiche scanning. One capital request has been made for two replacement vehicles for inspectors ($56,000)

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues	$ (53,526)	$ 239,164	$ 78,618	(67.1%)
Permits & Fees	600,524	650,903	800,350	23.0%
Totals	$ 546,998	$ 890,067	$ 878,968	(1.2%)

Expenditures*	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 488,194	$ 549,075	$ 718,618	30.9%
Operating	23,511	62,199	104,350	67.8%
Capital	35,293	278,792	56,000	(79.9%)
Totals	$ 546,998	$ 890,067	$ 878,968	(1.2%)

ENGINEERING

FY 22- 23 Manager's Recommended Budget

Engineering

The Engineering Department consolidates the costs of the General Fund's plan review, construction review, technical review and other engineering services required to provide for the orderly and safe growth of the City. The services include technical review, construction inspections, stormwater engineering, as well as our City Engineer's various services.

The Operating budget for 2023 will remain the same as 2022.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 345,889	$ 325,601	$ 121,100	(62.8%)
Permits & Fees.....	84,611	119,899	324,400	170.6%
Totals.....	$ 430,500	$ 445,500	$ 445,500	0.0%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ -	$ -	$ -	N/A
Operating.....	430,500	445,500	445,500	0.0%
Capital.....	-	-	-	N/A
Totals.....	$ 430,500	$ 445,500	$ 445,500	0.0%

PUBLIC WORKS

FY 22- 23 Manager's Recommended Budget

Public Works

The Public Works Department manages and maintains the City's streets, sidewalks, drainage systems and cemeteries, including infrastructure maintenance, landscaping and emergency/inclement weather response.

Funding sources for Public Works include Powell Bill funds and cemetery plot sales. Personnel costs include a 3% cost of living increase, an increase in the retirement and insurance rates, and the addition of an Automotive Mechanic. Operating expenses in 2023 reflect an increase in schools for CDL licensing for seven employees, street maintenance, street lights, and other miscellaneous costs. Capital requests include renovations to the public works office to provide a public entrance ($7,000), various sidewalk projects and design studies for street projects ($1,224,000), replacing a pickup truck ($40,000) and purchasing a brine mount system and body ($50,000).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 1,691,910	$ 3,069,992	$ 2,502,441	(18.5%)
Debt Proceeds.....	$ -	$ -	$ 990,000	
Grants/Intergov.....	360,334	365,000	365,000	0.0%
Permits & Fees.....	29,000	20,000	25,000	25.0%
Totals.....	$ 2,081,244	$ 3,454,992	$ 3,882,441	12.4%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 742,390	$ 940,162	$ 1,074,446	14.3%
Operating.....	1,330,434	1,457,424	1,486,995	2.0%
Capital.....	8,420	1,057,406	1,321,000	24.9%
Totals.....	$ 2,081,244	$ 3,454,992	$ 3,882,441	12.4%

PUBLIC FACILITIES

FY 22- 23 Manager's Recommended Budget

Public Facilities

The Public Facilities budget provides for citywide maintenance and upkeep of City property including the Mebane Library, City Hall, cemeteries, and the Veteran's Garden.

The 2023 personnel budget includes a 3% cost of living adjustment and an increase in the retirement and insurance rates. The 2023 operating budget includes maintenance of all greenspace along public streets and rights-of-way, including an increase for tree removal ($25,000), and maintenance all municipal buildings. Capital requests include adding an office to the former reception area at City Hall ($7,000) and development and signs for Giles Park ($25,000).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 661,912	$ 915,596	$ 833,838	(8.9%)
Grants/Intergov.....	-	-	-	N/A
Totals.....	$ 661,912	$ 915,596	$ 833,838	(8.9%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 261,431	$ 382,668	$ 352,438	(7.9%)
Operating.....	400,481	412,928	448,900	8.7%
Capital.....	-	120,000	32,500	(72.9%)
Totals.....	$ 661,912	$ 915,596	$ 833,838	(8.9%)

SANITATION

FY 22- 23 Manager's Recommended Budget

Sanitation

The Sanitation division provides for weekly garbage, recycling and yard waste pickup for residents within the City.

Sanitation's personnel budget provides for a 3% cost of living adjustment and an increase in the retirement and insurance rates. The operating budget includes costs for yard-waste, bulk and trash cart collections, as well as costs for material disposal . Capital requests include replacing two pick up trucks with plows ($80,000), replacing one rearloading trash collection vehicle ($210,000) and replacing one leaf collection vehicle ($320,000).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 675,989	$ 1,293,539	$ 999,724	(22.7%)
Debt Proceeds.....	$ -	$ -	$ 610,000	N/A
Grants/Intergov.....	10,481	10,000	11,000	10.0%
Sales & Service.....	467,833	465,000	533,664	14.8%
Totals.....	$ 1,154,303	$ 1,768,539	$ 2,154,388	21.8%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 435,920	$ 521,314	$ 560,088	7.4%
Operating.....	718,383	921,200	984,300	6.8%
Capital.....	-	326,025	610,000	87.1%
Totals.....	$ 1,154,303	$ 1,768,539	$ 2,154,388	101.4%

RECREATION & PARKS

FY 22- 23 Manager's Recommended Budget

Recreation

The Recreation Department provides cultural and recreational opportunities to the residents of the City, including programming and maintenance at the athletic parks, two recreation centers, Lake Michael, Cates Farm and pocket parks throughout the city.

The 2023 personnel budget includes increases in part-time salaries, a 3% cost of living adjustment and an increase in the retirement and insurance rates, as well as reclassifications of one position to a Recreation Superintendent, promotion of three employees and adding a Parks Supertintendent. Operating costs include maintenance of various playground equipment, the boat house at Lake Michael, program support, and maintenace and repairs to facilties. Many requests are responsive to the needs of the growing community. Capital requests include various building repairs ($172,500), replacement projectors at the MACC ($13,000), bleacher rails ($10,000), a storage building ($8,500), the Lake Michael/Lebanon Road connector ($121,000), a maintenance truck ($35,000), and a gate camera at Lake Michael ($5,500).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues.....	$ 2,052,752	$ 2,554,898	$ 2,273,171	(11.0%)
Grants/Intergov.....	-	5,450	5,450	0.0%
Sales & Service.....	79,588	80,000	118,000	47.5%
Totals.....	$ 2,132,340	$ 2,640,348	$ 2,396,621	(9.2%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel.....	$ 778,229	$ 914,436	$ 1,156,295	26.4%
Operating.....	515,085	877,906	864,826	(1.5%)
Capital.....	839,027	848,006	375,500	(55.7%)
Totals.....	$ 2,132,340	$ 2,640,348	$ 2,396,621	(9.2%)

NON-DEPARTMENTAL

FY 22- 23 Manager's Recommended Budget

Non-Departmental

The Non-Departmental division includes general government expenditures that are not specific to any one functional area. Included in this department are group insurance contributions, outside agencies, property and liability insurance, unemployment insurance, debt payments (both principal and interest), and interfund transfers.

Personnel costs for Non-Departmental include retiree health and unemployment benefits, with the increase reflecting both rate changes and anticipated retirements in 2023. Continuing operating costs include allocations to nonprofits with slight increases in the allocation to United Way and the Mebane Historical Museum. New debt includes the purchase of a fire engine ($520,000), rolling stock ($1,046,006), and the Holt Street Greenway project ($900,000).

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
General Revenues	$ 2,015,404	$ 3,456,135	$ 1,912,113	(44.7%)
Debt Proceeds	$ -	$ -	$ 900,000	N/A
Grants/Intergov.	-	-	-	N/A
Totals	$ 2,015,404	$ 3,456,135	$ 2,812,113	(18.6%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 129,300	$ 329,629	$ 271,555	(17.6%)
Operating	435,371	598,264	616,200	3.0%
Debt Service	1,450,732	1,620,002	1,924,358	18.8%
Transfers	-	908,240	-	(100.0%)
Totals	$ 2,015,404	$ 3,456,135	$ 2,812,113	-96%

UTILITY ADMINISTRATION

FY23 Manager's Recommended Budget

Utility Administration

The Utility Administration division includes billing and collections costs, the allocation of administrative costs from the General Fund and replacement and repair of new meters and the extension of other utility infrastructure.

The Personnel budget includes a 3% cost of living allowance, an increase in the retirement rate, and a continued allocation ($744,976) of administrative costs to the Utility Fund for administrative staff's time spent on utility-related projects and administrative support. Operating expenses are increasing with growing fees for credit cards and online services as more customers choose online services. The capital budget includes new meters at $200,000 for growth.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Utility Revenues	$ 1,154,452	$ 1,868,739	$ 1,415,954	(24.2%)
Totals	$ 1,154,452	$ 1,868,739	$ 1,415,954	(24.2%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 718,095	$ 961,389	$ 827,764	(13.9%)
Operating	182,166	907,350	388,190	(57.2%)
Capital	254,191	-	200,000	N/A
Totals	$ 1,154,452	$ 1,868,739	$ 1,415,954	(24.2%)

UTILITY OPERATIONS & MAINTENANCE

FY23 Manager's Recommended Budget

Utility Operations & Maintenance

Utility Operations and Maintenance monitors all pump stations and provides maintenance for the water and sewer systems, including installation of new service and coordinating with Finance for cutoffs for nonpayment.

The personnel budget for 2023 includes a 3% allowance for cost of living increases and a rise in the City's retirement rate, as well as two new Maintenance Technicians. The Operating budget has a large increase for CDL licensing for nine employees, cost sharing for monument signs, and pump station beautification. Additional costs for chemicals also increased this line by 70%. Capital spending includes design phase of the elevated storage tank for $185,000, water treatment plant repairs at $200,000, oversizing reimbursements for $200,000 and replacing the outfall tractor for $60,000.0

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Utility Revenues	$ 2,825,933	$ 6,627,418	$ 4,428,145	(33.2%)
Totals	$ 2,825,933	$ 6,627,418	$ 4,428,145	(33.2%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 1,102,997	$ 1,184,014	$ 1,388,474	17.3%
Operating	1,529,209	2,266,451	2,394,671	5.7%
Capital	193,726	3,176,953	645,000	(79.7%)
Totals	$ 2,825,933	$ 6,627,418	$ 4,428,145	(33.2%)

UTILITY ENGINEERING

FY23 Manager's Recommended Budget

Utility Engineering

The Utility Engineering division consolidates the cost of the City Engineer for utility-related projects including design, review, testing and administrative functions like attending Council meetings.

Technical review and construction inspection on development projects account for a majority of the engineering costs.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Utility Revenues	$ 260,000	$ 325,000	$ 285,000	(12.3%)
Totals	$ 260,000	$ 325,000	$ 285,000	(12.3%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ -	$ -	$ -	N/A
Operating	260,000	325,000	285,000	(12.3%)
Capital	-	-	-	N/A
Totals	$ 260,000	$ 325,000	$ 285,000	(12.3%)

WATER RESOURCE RECOVERY FACILITY (WRRF)

FY23 Manager's Recommended Budget

Water Resources Recovery Facility (WRRF)

This division operates and maintains the WRRF in order to remove nutrients from the city's wastewater to return it to the environment.

The WRRF budget for 2023 includes a 3% allowance for cost of living increases and an increase in the retirement rate. General operating costs include a measurable increase in the cost of fuel for vehicle and buildings as well as chemicals. Capital costs for 2023 are shared costs for upgrades to Graham's Water Plant $52,000, replacing a golf cart with a Gator to increase safety for employees performing inspections around the exterior of the plant at $11,700, influent in-line monitoring at $26,198 and an aeration basin electrical upgrade $50,000.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Utility Revenues	$ 1,800,747	$ 2,225,098	$ 2,276,483	2.3%
Totals	$ 1,800,747	$ 2,225,098	$ 2,276,483	2.3%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ 811,748	$ 900,639	$ 894,574	(0.7%)
Operating	851,478	1,147,401	1,242,011	8.2%
Capital	137,521	177,058	139,898	(21.0%)
Totals	$ 1,800,747	$ 2,225,098	$ 2,276,483	2.3%

UTILITY NON-DEPARTMENTAL

FY23 Manager's Recommended Budget

Utility Non-Departmental

The Non-Departmental division includes debt service, liability insurance and transfers.

The Non-Departmental budget for 2023 includes principle and interest payments for current debts. Arbitrage for revenue bonds is also included.

Revenues	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Utility Revenues	$ 1,295,796	$ 8,119,094	$ 1,515,221	(81.3%)
Totals	$ 1,295,796	$ 8,119,094	$ 1,515,221	(81.3%)

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	% Change
Personnel	$ -	$ -	$ -	N/A
Operating	-	236,930	12,400	(94.8%)
Capital	-	-	-	N/A
Debt Service	1,295,796	7,882,164	1,502,821	(80.9%)
Transfers	-	-	-	N/A
Total	$ 1,295,796	$ 8,119,094	$ 1,515,221	(81.3%)

UTILITY CAPITAL RESERVE FUND BUDGET

FY23 Manager's Recommended Budget

Utility Capital Reserve Fund

The Utility Capital Reserve Fund is used to account for system development fees.

Utility Capital Reserve Fund	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	Increase (Decrease)	% Change
Revenues					
System Development Fees	$ 902,521	$ 1,107,000	$ 1,598,000	$ 491,000	44.4%
Interest Earnings	9,701	2,500	3,000	$ 500	20.0%
Total revenues	912,222	1,109,500	1,601,000	491,500	44.3%
Appropriated fund balance	-	199,177	-		-100.0%
Total revenues & other financing sources	912,222	1,308,677	1,601,000	292,323	22.3%

Expenditures	20-21 Actual	21-22 Current Budget	22-23 Manager's Recommended	Increase (Decrease)	% Change
Transfers Out	$ 527,920	$ 699,177	$ -	$ (699,177)	-100.0%
Utility Capital Reserve	-	609,500	1,601,000	$ 991,500	162.7%
Total Expenditures	527,920	1,308,677	1,601,000	292,323	22.3%

Mebane
Positively Charming



Capital Improvement Plan
FY 2023 – 2027

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SECTION 1: OVERVIEW OF THE CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP) is the planning mechanism by which the City Council allocates limited financial resources to implement long-term goals as defined in the Comprehensive Land Development Plan, Comprehensive Transportation Plan, Bicycle and Pedestrian Transportation Plan, Mebane Downtown Vision Plan, Recreation and Parks Master Plan, Long Range Utility Master Plan, and other similar planning documents. The purpose of the CIP is to forecast and match projected revenues and significant capital needs over five years. Capital planning is an important management tool that strengthens the linkage between community infrastructure needs and the City's financial capacity.

The CIP is a multi-year plan for significant capital expenditures such as the acquisition of land, construction or considerable renovation of public facilities (i.e., buildings and parks), construction of new transportation infrastructure (i.e., roads, sidewalks, multi-use paths), expansion or significant renovation of water, wastewater, or stormwater infrastructure, capital equipment to support operations, or any combination of the above. Projects eligible for inclusion in the CIP are those with an asset value of greater than $25,000 and useful life of greater than three years.

When identifying new projects, staff looks to the long-term priorities and direction set by City Council and submits formal requests through the CIP process. A formal request includes a description of the project, the estimated cost, and an estimate of the recurring expenses associated with a completed project (i.e., additional staff, additional utilities, etc.). The formal request also includes alternative solutions, if any, and a statement on the effect on services and programs if the project is not funded.

Once adopted by the City Council, the CIP becomes a statement of City policy regarding the need, priority, timing, and funding of future capital projects. The Capital Improvement Plan is simply that – a plan. As such, projects and funding mechanisms are subject to change based on new or shifting service needs, unique financing opportunities, emergency needs, or other directives or priorities established by the City Council. Future needs and financial constraints may result in changes in priority over the five-year period. Because priorities can change, projects included in outward planning years are not guaranteed funding. The CIP represents the City Administration and City Council's best judgment when the Plan is adopted. Priorities established in the CIP subsequently guide decisions made by City Administration and the various boards and commissions appointed by City Council.

RELATIONSHIP TO THE ANNUAL OPERATING BUDGET

Some CIP projects are funded through annual operating funds, such as the General Fund and the Water and Sewer Fund. In these cases, the CIP and the Annual Operating Budget are directly linked as CIP projects become authorized through the adoption of the Annual Operating Budget. Projects funded through debt financing also impact the operating budget through ongoing debt service expense. Finally, some completed CIP projects will directly impact the operating budget as they will require ongoing expenditures for staff and other operating costs.

CIP STRUCTURE

The CIP is organized into six functional categories, called "elements," in order to group projects with similar items.

1. **Transportation Element:** funds the construction of new roadways, improvements to existing roadways, sidewalks, bicycle, and pedestrian facilities, transit projects, and railroad crossing improvements. The Bike and Pedestrian Plan is funded in this element.
2. **Parks, Recreation, and Cultural Resources Element:** funds land acquisition for new park and greenway facilities, the construction of park and recreation amenities, and significant renovations of current facilities. Implementation of the Parks and Recreation Master Plan is funded in this element.
3. **Public Safety Element:** funds the acquisition of capital equipment to support the operations of the two public safety departments in the City (Fire and Police). Public safety facilities are considered in the public facilities element.
4. **Public Facilities Element:** funds construction and significant renovation of general government and public safety facilities and infrastructure. This element also funds improvements to communications and technology infrastructure.
5. **Public Works & Environmental Services Element:** funds projects designed to manage and mitigate the effects of stormwater runoff, manage the collection and disposal of solid waste, and maintain streets. These projects include structural improvements, Stormwater Control Measure (SCM) construction, and infrastructure replacement. They also include the equipment needed to manage solid waste collection and maintain City streets.
6. **Water and Sewer Utility Element:** funds the construction and improvement of water and sewer infrastructure. These projects include main additions and replacements, water/wastewater treatment plant renovations/expansions, filter rehabilitation, pump station additions, infrastructure replacement, and the equipment necessary to maintain the system

CAPITAL IMPROVEMENT FUNDING

The funding sources used to execute the Plan are as important as the capital projects contained in the Plan. Capital Improvements for the City of Mebane are funded using a variety of sources that are broadly categorized as cash, grants, or debt financing.

Cash, or pay-as-you-go (PAYGO), funds come from sources such as tax revenue, development-related fees, program fees, State revenue, and interest earnings. Some of these sources, such as State revenue from the Powell Bill, and certain others, may only be spent to meet particular needs. Other revenue sources come with no restriction on the needs they may be used to address. Major funding sources for the CIP are as follows:

General Fund**:** General Fund revenue, such as ad valorem taxes, sales taxes, utility taxes, and other similar revenues, are used to fund City operations and may be used to fund capital projects such as facility improvements, transportation system improvements, and other similar projects. Compared to other sources, General Fund resources are a flexible revenue source without restrictions on their use.

Enterprise Funds: Enterprise funds, such as the water/sewer fund, collect user fees as part of their operations, then invest a portion of that revenue into capital projects. The City uses these funds only for corresponding enterprise projects.

Water/Sewer Capital Reserve Fees: These fees are charged, based upon a City Council-approved System Development Fee Schedule, to developers of land within the City of Mebane to pay for the capital facility burden created by new development. Revenue from these fees is restricted for capital improvements to the water/sewer system or to fund debt service payments for improvements to these systems.

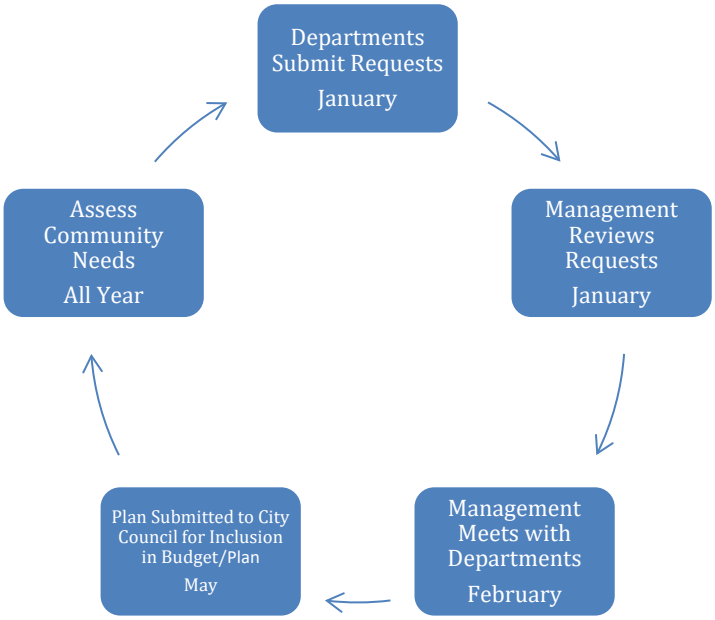
Debt Financing: For debt financing, the City uses several types of debt mechanisms, including revenue bonds and traditional lease-purchase or installment financing. The tool selected varies depending on the level of funding needed, the term of the need, and current debt market conditions. The City does not currently have general obligation bonds; however, they require approval by voters and are backed by the City's taxing authority to repay the bonds. Revenue bonds pledge the revenue generated by specific enterprise (water and sewer) charges.

Grants: The City actively searches out local, state, and federal grant opportunities. Expenditures are normally restricted to the purpose of the grant and, at times, will require a matching contribution from the City.

Reserve from Prior Years: As projects are completed, unspent budgeted amounts accumulate into reserves, available for future projects. Reserves can also build up when the City collects revenue in excess of the amount budgeted.

THE CIP PROCESS

The process for developing the CIP, as illustrated below, begins shortly after the beginning of a new fiscal year (July 1) as staff considers unmet capital needs in the recently adopted budget and other emerging needs. For each project, staff in the requesting department complete a CIP project request form and compile supporting documentation. All CIP project requests are due by the beginning of January of each year.



CIP PRACTICES

Long-Range Cost Estimates: Using the upcoming fiscal year as the base, staff consult the City Engineer to estimate future construction costs better.

Closing Projects: Projects are closed when the approved scope of work is complete. Staff reviews project statuses periodically to identify finished projects that can be closed. If the budget for a completed project is not fully expended, generally, the budget is closed, and the remaining balance accumulates in the fund balance. The accumulated fund balance is available to pay for future projects.

Horizon Issues: The proposed CIP funds the City's highly prioritized needs. Staff reviews and analyzes the project details supporting these projects and considers them ready to move forward.

However, in many situations, the City has identified a future need but has not yet completed a detailed analysis, weighed options, or designed a specific facility. These projects include facilities, capital infrastructure, and business systems needed in the future, often beyond the CIP's five-year timeframe.

PLANNING BY FUND

The following sections represent a description of the projects submitted, by element, for the five-year planning timeframe under consideration. Each element begins with a brief description of what types of projects are funded and includes a tabular summary of all projects considered and the proposed revenue source to fund the projects each year. At the end of each section, there is a summary table showing the total cost of the projects in each year and the total of each revenue source. More details regarding the cost of borrowing are provided in each summary section. The reference to "Local Revenue" in the revenue portion of the tables is indicative of the need for current year funding for some projects/purchases in each year. This could include appropriation of reserve funds from one or both of the major funds: General and Water and Sewer.

SECTION 2: GENERAL FUND

A majority of projects included in the CIP are housed in the General Fund. This revenue is generated in large part by ad valorem taxes, along with sales taxes, utility taxes, and other similar revenues.

The types of capital projects that qualify for this fund include facility improvements, transportation system improvements, and other similar projects.

Compared to other sources, General Fund resources are a flexible revenue source without restrictions on their use.

The icons below signify each element within the General Fund. They are located on the top right corner of the pages that are associated with their projects.



Transportation Element



Parks, Recreation, and Cultural Resources Element



Public Safety Element



Public Facilities Element

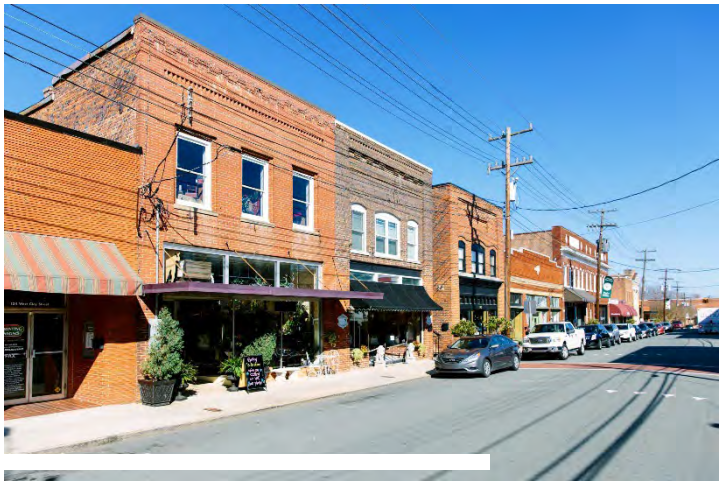


Public Works and Environmental Services Element

TRANSPORTATION ELEMENT PROJECTS

Projects Funded: Construction of new roadways, improvements to existing roadways, sidewalks, bicycle, and pedestrian facilities, transit projects, and railroad crossing improvements.

Transportation infrastructure, like Clay Street shown on the right, is the location of a charming collection of cafes, restaurants, and unique shops and the site of outdoor music events in the summer.



The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year in the Plan. In addition, Section 6 of this document contains detailed information regarding the proposed funding source for each project.

Transportation Element	Total	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Holt Street Greenway	$ 900,000	900,000	-	-	-	-
Sidewalk Projects	$ 1,370,000	109,000	210,000	206,000	400,000	445,000
Downtown Stamped Asphalt Crosswalk Refurbishing	$ 70,000	70,000	-	-	-	-
Dead-end Street Reconstruction*	$ 30,000	30,000	-	-	-	-
Signal Light and Control Box Replacement	$ 50,000	-	50,000	-	-	-
Community Park Gravel Lot	$ 130,000	-	130,000	-	-	-
Third-Fifth Street Connector Greenway	$ 290,000	-	-	40,000	-	250,000
Repave Old Rec Parking Lot	$ 50,000	-	50,000	-	-	-
Repave MACC Parking Lot	$ 380,000	-	-	380,000	-	-
Element Total	**$ 3,270,000**	**$ 1,109,000**	**$ 440,000**	**$ 626,000**	**$ 400,000**	**$ 695,000**

* Cost to be determined for the year highlighted.

Holt Street Greenway $900,000

The design of the Holt Street Greenway is complete, and the City is currently in the process of obtaining permits and easements. The cost of this project includes a $250,000 donation from Impact Alamance. This greenway will begin with the MACC serving as a trailhead extending easterly along MoAdams Creek to South Mebane Elementary School.



Sidewalk Projects $109,000

- S. Third St. Extension from Corporate Park Drive to Augusta Drive (Governors Greene Subdivision) – engineering design $55,000
- W. Carr St./ Yoder Elementary School – final design and construction: $54,000

Downtown Stamped Asphalt Crosswalk Refurbishing $70,000

This project will result in the refurbishment of sixteen crosswalks at the intersections of W. Clay St. and Second St., Third St., Fourth St., and Fifth St.

Dead-end Street Reconstruction $30,000

Preliminary engineering design for turnarounds for six dead-end streets in the City that cause issues for the sanitation trucks and neighborhoods.

Sidewalk Projects $210,000

- N. Second St.(W. Graham St. to Second St.) and Crawford St. (Second St. to First St.) – construction: $125,000
- Crawford St. from N. Charles St. to N. First St. – preliminary engineering design: $30,000
- S. Third St. Extension from Augusta Drive to Gibson Rd (Cooperstone Subdivision) – engineering design $55,000

Dead-end Street Reconstruction TBD

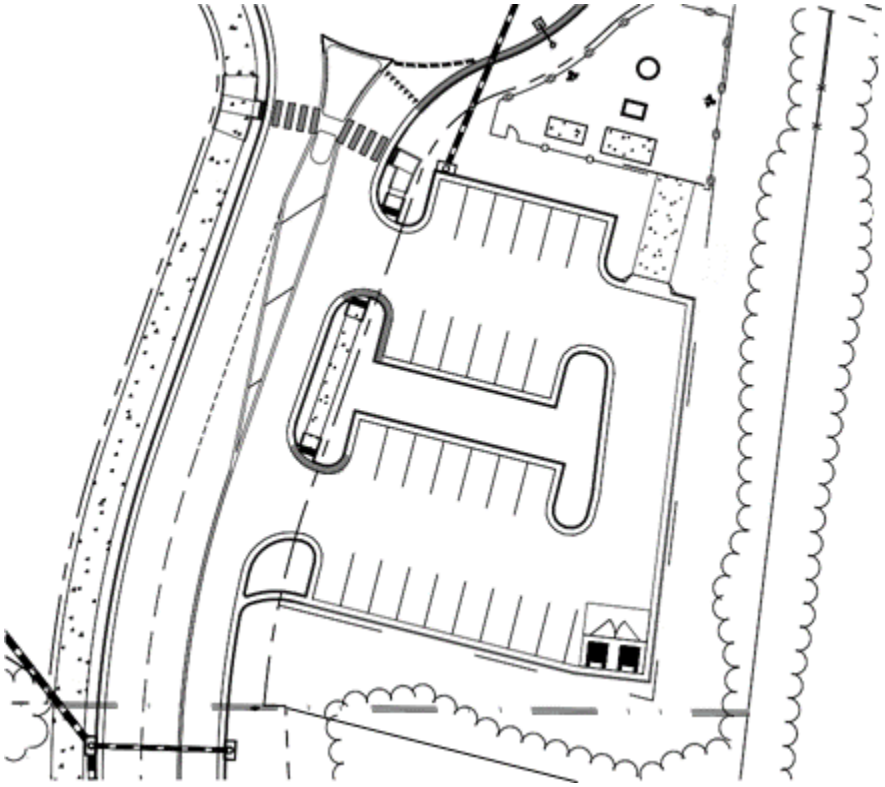
Construction of turnarounds for six dead-end streets in the City that cause issues for the sanitation trucks.

Signal Light and Control Box Replacement $50,000

This is a scheduled replacement of Fourth & Clay or Third & Clay intersection signal light/control box. A consultant will be inspecting all City operated signal lights/control boxes in FY 22-23 to report estimated duration.

Community Park Gravel Lot $130,000

The project would include the conversion of the current gravel parking lot to a paved curb & gutter parking lot. This will result in the reduction of total parking spaces from 40 gravel spaces to 28 paved curb & gutter spaces.



Repave Old Rec Parking Lot $50,000

In 2020, the City painted the Old Rec parking lot. Currently, the asphalt condition makes repainting and filling cracks unfeasible, and repaving is the most efficient path forward.

2024 – 2025

Sidewalk Projects $206,000

- Sidewalk Connection/Extension to Asbury Blvd. – preliminary engineering design: $30,000
- Crawford St. from N. Charles St. to N. First St. – construction: $176,000

Third-Fifth St. Connector Greenway $40,000

This greenway will serve as both an extension of the Holt Street Greenway and a pedestrian connection between South Third and Fifth Streets. City staff is in communication with Duke Energy regarding an easement for construction along their transmission line. Cost includes easements and preliminary engineering design.



Repave Mebane Arts and Community Center (MACC.) Parking Lot $380,000

In 2020, the City repainted and crack filled the MACC parking lot, understanding it was the last time this option for repair would be recommended. Repaving is recommended to maintain the parking lot.

2025 – 2026

Sidewalk Projects $400,000

- Third St. Extension from Corporate Park Dr. to Augusta Dr. (Governors Greene Subdivision) – construction
    - Easement costs will be added after preliminary engineering design.

2026 – 2027

Sidewalk Projects $445,000

- Connection to Collington Farm Subdivision – preliminary engineering design: $45,000
- Third St. Extension from August Dr. to Gibson Rd. (Copperstone Subdivision) – construction $400,000
    - Easement costs will be added after preliminary engineering design

Third-Fifth St. Connector Greenway $250,000

This greenway will serve as both an extension of the Holt Street Greenway and a pedestrian connection between South Third and Fifth Streets. This cost includes construction.

PARKS, RECREATION, AND CULTURAL RESOURCES ELEMENT

Projects Funded: The construction of park and recreation amenities, expansion of existing parks, and significant renovations of current facilities.



Community Park Splash Pad



Mebane Baseball/Softball Complex

The City of Mebane is proud to have over 350 acres in its nine beautiful parks for its citizens, including many amenities that satisfy the community's wants and needs. These amenities include twelve ball fields, nine tennis courts, five playgrounds, over four miles of trails and multi-use paths, two pocket parks, and many other recreation opportunities within these parks.

The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan. In addition, Section 6 of this document contains detailed information regarding each project's proposed funding source.

Parks, Recreation, and Cultural Resources Element	Total	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Lake Michael Dam Spillway	$ 6,000,000	-	6,000,000	-	-	-
Lake Michael Lebanon Rd. Connector	$ 121,000	121,000	-	-	-	-
Community Park Fiddler Stage	$ 75,000	75,000	-	-	-	-
Shade Cover for Fitness Court	$ 55,000	-	55,000	-	-	-
Lake Michael Remaining Trail*	$ 45,000	-	45,000	-	-	-
Maintenance Truck	$ 35,000	35,000	-	-	-	-
Pickle Ball Courts*	$ -	-	-	-	-	-
Youth Walker Field Repurpose*	$ -	-	-	-	-	-
Shade for Farmer's Market*	$ -	-	-	-	-	-
Community Park Expansion*	$ -	-	-	-	-	-
Lake Michael Pier Replacements	$ 150,000	-	-	-	150,000	-
Element Total	**$ 481,000**	**$ 231,000**	**$ 6,100,000**	**$ -**	**$ 150,000**	**$ -**

* Cost to be determined for the year(s) highlighted.

FY 2022 – 2023

Lake Michael Lebanon Rd. Connector $121,000

This connector will complete the pedestrian gap between the private sector construction pedestrian routes to the immediate west and east.Of the $165,000 budget in FY 21-22, $36,000 was spent on the preliminary design, leaving $129,000 to roll over to FY 2022 – 2023 and combine with the current request.

Community Park Fiddler Stage $75,000

The Mebane Community Park Fiddler Stage will improve residents' health and wellbeing by providing movies, concerts, and other programs related to arts in a safe environment. The stage cover will provide an aesthetically pleasing shade structure for the residents and a sound barrier to nearby homeowners during performances at the Mebane Community Park.

Maintenance Truck $35,000

This truck is only needed if the Park Superintendent position is approved. The Plan is to purchase a Chevy Silverado 1500 or a comparable truck.

FY 2023 – 2024

Lake Michael Dam Spillway $4,000,000 to $6,000,000

Construction will occur after the preliminary engineering design, permitting, and debt service/bonding is completed. The construction cost and resulting debt service/bonding will be determined once DEQ approval is authorized.

Shade Cover for Fitness Court $55,000

Adding a shade cover for the fitness court will increase use during hot weather due to the cooling effect. A three-pole system and shade sails are the best options based on the size of the footers required.

Lake Michael Remaining Trail $45,000

The Lake Michael Trial extension will provide an excellent trail completing the loop entirely around Lake Michael. In addition, the trail will provide another wonderful active amenity for the residents of Mebane and eventually tie into the Mebane Greenway from a nearby subdivision. City Council approved the application for a $100,000 NC Trails Grant to help with the cost of this project. Once

the final design and engineering are complete, the City will submit the grant. The bulk of the funds will be associated with bridges and boardwalks. This cost is for preliminary engineering design.

Pickle Ball Courts — TBD

Pickleball is a growing sport that the City only offers to residents indoors at the MACC. As a result, many residents have requested outside courts. The Parks and Recreation Master Plan Update will determine the location for the courts. The completion of the Plan is expected in FY 2022- 2023. Therefore, a cost estimate is not feasible at this time.

Youth Walker Field Repurpose — TBD

The Plan is to repurpose this field based on the outcome of the Parks and Recreation Master Plan. This year the focus will be on engineering design.

FY 2024 – 2025

Lake Michael Remaining Trail — TBD

The Lake Michael Trial extension will provide an excellent trail completing the loop entirely around Lake Michael. In addition, the trail will provide another wonderful active amenity for the residents of Mebane and eventually tie into the Mebane Greenway from a nearby subdivision. City Council approved the application for a $100,000 NC Trails Grant to help with the cost of this project. Once the final design and engineering are complete, the City will submit the grant. The bulk of the funds will be associated with bridges and boardwalks. This cost is for construction.

Shade for Farmers Market — TBD

The goal is to make the Farmers Market a regional destination by creating a robust and convenient location for our vendors. Additionally, the site may be used for small concerts, movies, and programs. This endeavor will be considered in the Parks and Recreation Master Plan update.

Community Park Expansion — TBD

The feasibility for this expansion will be evaluated during the Parks and Recreation Master Plan Update. This is the year for engineering design.

FY 2025 – 2026

Youth Walker Field Repurpose — TBD

The Plan is to repurpose this field based on the outcome of the Parks and Recreation Master Plan. This is the year for construction.

Lake Michael Pier Replacements — $150,000

Install a floating dock system for the deck and dock area at Lake Michael. This cost estimate includes the removal of the current piers that are not in service.

FY 2026 – 2027

Community Park Expansion — TBD

The feasibility for this expansion will be evaluated during the Parks and Recreation Master Plan Update. This is the year for construction.

PUBLIC SAFETY ELEMENT

Projects Funded: Acquisition of capital equipment to support the operations of the two public safety departments in the City. (Note: Public safety *facilities* are considered in the *public facilities* element.)





The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan. In addition, Section 6 of this document contains detailed information regarding the proposed funding source for each project.

Public Safety Element	Total	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Police Vehicles	$ 976,921	260,006	171,362	176,503	181,798	187,252
Fire Engines	$ 1,950,000	650,000	650,000	650,000	-	-
Fire Prevention Vehicle	$ 90,000	45,000	45,000	-	-	-
Life Safety Education Vehicle	$ 35,000	35,000	-	-	-	-
Training Simulator	$ 75,000	-	75,000	-	-	-
Quint Truck	$ 1,300,000	-	-	1,300,000	-	-
Replace Fire Chief's Vehicle	$ 50,000	-	-	50,000	-	-
Platform Truck	$ 1,800,000	-	-	-	1,800,000	-
Command Vehicle	$ 55,000	-	-	-	55,000	-
Rescue Truck	$ 1,300,000	-	-	-	-	1,300,000
Element Total	**$ 7,631,921**	**$ 990,006**	**$ 941,362**	**$ 2,176,503**	**$ 2,036,798**	**$ 1,487,252**

CONTINUOUS REPLACEMENTS

Annual Police Vehicle Replacements — $976,921 over 5 years

Police vehicles are in constant use in city traffic and therefore experience more wear and tear in a shorter period of time than privately owned vehicles. Police officers must be ready at a moment's notice to respond to any situation, so it is vital the police department have vehicles that are well-equipped and up to date to keep officers prepared and safe. The department plans to replace four vehicles in FY 2022-2023 and three vehicles for the remaining four years of the Plan.

FY 2022 – 2023

Fire Engine — $650,000

The replacement of Engine 32 is necessary to maintain a responsive and capable fleet of fire apparatus. Since 2002, call volume has increased 43%, and an ever-expanding fire district has placed a burden on these engines, ultimately limiting their service as frontline engines. Once retired, the City will sell Engine 32. Due to supply chain issues, engine delivery is expected two years from the order date.

Fire Prevention Vehicle — $45,000

A replacement vehicle is needed to support updated division systems and to meet the requirements outlined in the NC Fire Code for the frequency of inspections. In addition, the City's population growth makes it necessary to maintain a fleet of fire prevention vehicles capable of supporting staff members responsible for the safety of all City residents and visitors. Due to supply chain issues, vehicle delivery is expected one year from the order date.

Life Safety Education Vehicle — $35,000

Fire and life safety education has become a key part of the fire department's mission. Each year the Mebane Fire Department educates approximately 5,000 children within the city limits of Mebane. Additionally, the Mebane Fire Department is requested multiple times a year to educate businesses and their staff on the use of fire safety equipment, as well as hosting a car seat safety program once a month. These programs are vital to the safety of our community and the success of the fire department. Staff travel required to provide life safety education programs has more than doubled in recent years. Presently, the staff relies on their personal vehicles to attend classes, transport materials, and support the City's public education programs.

FY 2023 – 2024

Fire Engine $650,000

The replacement of Engine 35 is necessary to maintain a responsive and capable fleet of fire apparatus. Since 2002, call volume has increased 43%, and an ever-expanding fire district has placed a burden on these engines, ultimately limiting their service as frontline engines. Once retired, the City will use Engine 35 as a reserve tanker. Due to supply chain issues, engine delivery is expected two years from the order date.

Fire Prevention Vehicle $45,000

A replacement vehicle is needed to support updated division systems and to meet the requirements outlined in the NC Fire Code for the frequency of inspections. In addition, the City's population growth makes it necessary to maintain a fleet of fire prevention vehicles capable of supporting staff members responsible for the safety of all City residents and visitors.

Training Simulator $75,000

This simulator will allow for required courses for Fire Fighter certification to be given locally. More importantly, this mandatory class requires burning a vehicle, an LP tank, and a flammable fuel spill to complete the course successfully. This simulator allows for real-world scenarios with next to no detrimental impacts on the environment. Due to the NFPA standard changes for firefighter training, these scenarios are required for certification.

FY 2024 – 2025

Quint Truck $1,300,000

An increase in commercial growth warrants an additional elevated master stream on the City's south side. Although many buildings on the south side contain sprinkler systems, the mechanical components associated with these facilities are not protected and are generally on the roof. Additionally, the height of many residential homes in the district renders ground ladders insufficient for rescue access. Therefore, an additional aerial device is needed to improve deployment analysis citywide.



Fire Engine $650,000

Engine 35 was replaced as a frontline engine and became a reserve tanker in FY 2023-2024. However, Engine 35 does not comply with the updated safety standards outlined in the National Fire Prevention Association 1901. In 2009, new safety measures were implemented, including, but are not limited to, rollover safety systems, seatbelt warning alarms, slip-resistant surfaces, scene lighting, and reflectivity. Therefore, a new fire engine needs to be purchased so that one of the older but compliant fire engines in the fleet can replace engine 35 as a reserve tanker.

Fire Chief's Vehicle $50,000

This vehicle is projected for replacement in FY 2024-2025 based on existing to date mileage and the average miles driven each year. In addition to the high mileage projected, fire service vehicles accrue copious amounts of engine hours since the vehicle is often required to operate in an idle position. Based on the projected engine hours and mileage, the vehicle is anticipated to have significant equipment failures.

FY 2025 – 2026

Platform Truck $1,800,000

The current platform truck will reach 25 years of age in 2027. The existing platform truck has seen significant mechanical failures that are often costly and impactful. Platform 38 has seen an enormous amount of time out of service due to these mechanical failures leaving the City without the protection of a ladder truck.

Command Vehicle $55,000

With the addition of two fire stations and the personnel needed to staff those stations, the current managerial span of control will be exceeded. Therefore, a supervisory position to manage shift personnel and provide an incident command to all daily responses will be necessary. This position will require a mobile presence throughout the City based upon the job requirements.

FY 2026 – 2027

Rescue Truck $1,300,000

In FY 2026-2027, the rescue and service truck will have reached the 20 years of age mark. This

truck responds to incidents citywide and in mutual aid districts providing heavy rescue services. The truck is a specialty vehicle with many dedicated technical capabilities. Based on the type of responses, the long travel distances, and the amount of interstate commerce that this vehicle protects, it must remain as a constant frontline piece of fire apparatus. This vehicle has experienced significant mechanical failures removing it from service for an extended time. This vehicle is a stand-alone vehicle with no support from any other vehicle in the fleet.

PUBLIC FACILITIES ELEMENT

Projects Funded: Construction and significant renovations of general government and public safety facilities and infrastructure, including upgrades to existing City facilities, new public safety facilities, and additional public works facilities.





In FY 2020-2021, the Planning and Inspection Departments' building, sidewalk, and parking lot expanded. The facility grew by 750 square feet, and the repaired parking lot has four new spaces, including an Americans with Disabilities Act (ADA) compliant space. In addition, the new sidewalk is compliant with the North Carolina Building Codes.

The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan. Section 6 of this document contains detailed information regarding each project's proposed funding source.

Public Facilities Element	Total	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
New Police Station	$ 16,500,000	-	1,750,000	14,750,000	-	-
Fire Station 4	$ 5,110,000	110,000	5,000,000	-	-	-
Training Classroom	$ -	-				
Upgrade door systems at Fire stations	$ 30,000	30,000	-	-	-	-
Old Rec Building Improvements	$ 72,000	72,000	-	-	-	-
Public Works Office Renovation	$ 35,000		35,000			
Fire Station 1 Bay Door Replacement	$ 47,500	-	47,500	-	-	-
Police Station HVAC Replacement	$ 40,000		40,000	-	-	-
Two-Bay Addition to Public Works Storage Building	$ 150,000		150,000			
MACC Roof Restoration and New Lights	$ 328,000	-	168,000	160,000	-	-
Lake Michael Building Renovation/Removal*	$ -	-	-	-	-	-
Police Station Roof Replacement	$ 300,000	-	-	300,000	-	-
Fire Station 5	$ 5,110,000	-	-	110,000	5,000,000	-
Public Works New Equipment Shed	$ 200,000	-	-	200,000	-	-
Public Works Salt Shed with Brining Station	$ 150,000	-	-	-	150,000	-
Element Total	**$ 28,072,500**	**$ 212,000**	**$ 7,190,500**	**$15,520,000**	**$ 5,150,000**	**$ -**

* Cost to be determined for the year highlighted.

FY 2022 – 2023

Fire Station 4 — $110,000

The site for the new station is located on Buckhorn Road and will be donated. This area of the City has experienced an increase in response times for both fire and medical incidents. Additionally, this area has seen tremendous commercial and residential growth, with future development already projected to occur. The new station will improve response times, proper fire load management, adequate water distribution, and comply with the International Organization for Standardization's (ISO) 1.5-mile engine company districts. In addition, the projected population density warrants a fire station to provide adequate fire protection and medical services and provide coverage for voluntary annexations of the rated district. The cost estimate includes a preliminary engineering design.

Upgrade Door Systems at Fire Stations — $30,000

The City has replaced the City Hall and Planning and Inspections door control system, so this project will allow the City to be uniform across the board and eliminate the need for multiple platforms to control the doors at City locations.

Old Rec Building Improvements — $72,000

The floor in the Train Room is sagging and needs renovation, and the roof needs extensive work.

FY 2023 – 2024

New Police Station — $16,500,000 over 2 years.

The City is looking for land to build a new police station to accommodate its growing police force for decades to come. The new station will increase staff efficiency, provide a wide range of new opportunities for both the public and the police department, and assist in attracting and retaining quality staff. The station will also serve the City during natural disasters and public emergencies. The cost estimate includes the purchase of land and preliminary engineering design.

Fire Station 4 $5,000,000

The site for the new station is located on Buckhorn Road and will be donated. This area of the City has experienced an increase in response times for both fire and medical incidents. Additionally, this area has seen tremendous commercial and residential growth, with future development already projected to occur. The new station will improve response times, proper fire load management, adequate water distribution, and comply with the International Organization for Standardization's (ISO) 1.5-mile engine company districts. In addition, the projected population density warrants a fire station to provide adequate fire protection and medical services and provide coverage for voluntary annexations of the rated district. The cost estimate includes a preliminary engineering design. Construction is expected to begin in FY 2023-2024.

Public Works Office Renovation $35,000

This renovation will include the creation/construction of entryway for the general public within the Public Works & Public Utilities Building and the construction of an office within the Fleet Maintenance area.

Fire Station 1 Bay Door Replacement $47,500

This project includes the replacement of the two station vehicle doors at Station # 1.

Police Station HVAC Replacement $40,000

This is a recommended maintenance item from the 2021 CPL Facilities study.

Two-Bay Addition to Public Works Storage Building $150,000

This is a referenced space item from the 2021 CPL Facilities study.

MACC Roof Restoration $168,000

This is a recommended item from the 2021 CPL Facilities study.

Lake Michael Building Renovation/Removal TBD

Renovation is a recommended item from the 2021 CPL Facilities study. An additional physical/financial analysis of renovation versus removal/new construction is being conducted.

FY 2024 – 2025

Old Police Station Roof Replacement $300,000

This is a recommended item from the 2021 CPL Facilities study.

Fire Station 5 $110,000

This station would be located on the western side of the City. A site location is being analyzed, but has not been determined yet. Cost estimates and construction processes from Station 4 have been utilized but will need to be updated with site specific estimates.

Public Works New Equipment Shed $200,000

This is a referenced space item from the 2021 CPL Facilities study.

MACC Lights $160,000

This is a recommended item from the 2021 CPL Facilities study.

FY 2025 – 2026

Fire Station 5 5,000,000

This station would be located on the western side of the City. A site location is being analyzed, but has not been determined yet. Cost estimates and construction processes from Station 4 have been utilized but will need to be updated with site specific estimates.

Public Works Salt Shed with Brining Station $150,000

This project is the construction of a specific purpose facility for salt shed and brining station operations.

PUBLIC WORKS AND ENVIRONMENTAL SERVICES ELEMENT

Projects Funded: Projects designed to manage and mitigate the effects of stormwater runoff, manage the collection and disposal of solid waste, and maintain streets. These projects include structural improvements, construction, and significant infrastructure expansion. They also include the equipment needed to manage solid waste collection and maintain City streets.





The table below shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan. Section 6 of this document contains detailed information regarding each project's proposed funding source.

Public Works & Environmental Services Element	Total	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Leaf Truck	$ 975,000	320,000	325,000	-	-	330,000
Garbage Truck	$ 535,000	210,000	-	325,000	-	-
Pick-up Trucks	$ 372,000	120,000	120,000	44,000	44,000	44,000
Pull-behind Leaf Vacuum and Box	$ 110,000	-	110,000	-	-	-
Vehicles	$ 56,000	56,000	-	-	-	-
FEMA Area at Public Works Facility	$ 60,000	60,000	-	-	-	-
Brine Mount System and Body	$ 50,000	50,000	-	-	-	-
East Graham St. Stormwater Project	$ 25,000	25,000	-	-	-	-
Fleet Services - Service Truck	$ 200,000	-	200,000	-	-	-
Bucket Truck	$ 175,000	-	175,000	-	-	-
Ventrac Tractor w/edger and mowing deck	$ 45,000	-	45,000	-	-	-
Dump Truck	$ 325,000	-	325,000	-	-	-
Salt and Sand Spreader	$ 75,000	-	75,000	-	-	-
Tractor	$ 60,000	-	-	60,000	-	-
New fuel station and pumps	$ 30,000	-	-	-	30,000	-
Swap Loader	$ 350,000	-	-	-	350,000	-
Element Total	**3,443,000**	**841,000**	**1,375,000**	**429,000**	**424,000**	**374,000**



FY 2022 – 2023

Leaf Truck $320,000

This leaf truck will replace the City's 1999 Mack Leaf Truck with a 2022 Xtreme Vac DCL700CB (or another comparable model) with a chassis mount automated one-person leaf and debris vacuum system, 25 cubic yard capacity self-dumping hopper.

Garbage Truck $210,000

This garbage truck will replace the City's 2002 rear loader garbage truck with a 2022 25 yard New Way Cobra Magnum on a Freightliner M2 106 chassis (or another comparable model).

Pickup Trucks $120,000

Three pickup trucks need replacing. The model years being replaced range from 1997 to 2002. The new trucks will be three 2022 Chevrolet Silverado's 2500HD, 4WD Double Cab 162" work trucks with a snowplow added.

Vehicles $56,000

This cost represents two-vehicle replacements. The two replacements are for the Inspections Department to purchase Chevy Traverse AWD vehicles for staff.

FEMA Area at the Public Works Facility $60,000

This includes site surveying, environmental determination & flagging, soil evaluation, and permitting to allow a temporary FEMA debris facility.

Brine Mount System and Body $50,000

This will be the purchase of a new system and body for the existing swap loader.

East Graham St. Stormwater Project $25,000

This project addresses the drainage pipe condition on E. Graham St. between N. Fourth St. and N. Fifth St. This cost is for the City's portion of design and construction; there is also a private property portion of the project that has been piped.

FY 2023 – 2024

Leaf Truck $325,000

This leaf truck will replace the City's 2002 Mack Leaf Truck with a 2023 Xtreme Vac by ODB (or another comparable model) with a chassis mount automated one-person leaf and debris vacuum system, 25 cubic yard capacity self-dumping hopper.

Pull-behind Vacuum and Leaf Box $110,000

The goal is to purchase a new trailer mount leaf and debris loader and collector box before the 2022 leaf collection season. This will supplement our leaf collection trucks/process & efficenciey by utilizing non CDL drivers in residential streets/neighborhoods.

Pickup Trucks $120,000

Three pickup trucks need replacing. The model years being replaced range from 2000 to 2007. The new trucks will be three 2023 Chevrolet Silverado's 2500HD, 4WD Double Cab 162" work trucks with a snowplow added.

Fleet Services – Service Truck $200,000

Fleet services does not currently have a service truck and thereby utilizes other divisions trucks when necessary or a 1998 Dodge Van.

Bucket Truck $175,000

Replacement of ST 60 Bucket Truck.

Ventrac Tractor with Edger and Mowing Deck $45,000

This is a new equipment purchase to assist with mowing operations and sidewalk edging.

Dump Truck $325,000

This is to replace SAN 42 Dump Truck with a plow. This truck will allow for the use of a sand & salter spreader.



Salt and Sand Spreader $75,000

This will be the purchase of a new salt and sand spreader for the existing swap loader.

FY 2024 – 2025

Garbage Truck $325,000

This garbage truck will replace the City's 2007 garbage truck with a side-arm collection model or another comparable model).

Pickup Trucks $44,000

A 1998 van will be replaced with a pick-up truck.

Tractor $60,000

Purchase of an additional tractor to the Public Works fleet as City continues to grow.

FY 2025 – 2026

Pickup Truck $44,000

A 2007 pick-up truck will be replaced.

New fuel station and pumps $30,000

Upgrade to the existing fuel station and pumps.

Swap Loader $350,000

This is a purchase of an additional swap loader with a dump body, plow, and salt/sand spreader.

FY 2026 – 2027

Leaf Truck $330,000

This will replace SAN 35 Leaf Truck.

Pickup Truck $44,000

A pick-up truck will be replaced.

GENERAL FUND SUMMARY

The table below shows the total of the capital needs in each of the CIP elements supported by the General Fund and the revenue sources proposed to support these needs. The grant and fee revenues are explained in the capital improvement funding section. Local revenue is indicative of the need for current year revenue supported funding for some projects/purchases in each year. Section 6 of this document contains detailed information regarding the proposed funding source for each individual project.

The level of capital need reflected in this document necessitates the issuance of additional debt to meet these needs. In the table below, the new debt service is shown as a total amount proposed in each fiscal year. Installment purchase is the preferred method to fund projects. If there is a significant difference between installment purchase and bond interest rates, the City will consider issuing bonds. For the purpose of the estimates shown, we have used an interest rate of 2 percent for FY 2022-2023, with the exception of the financing for the fire engine for which 1 percent was used, and added a half percent for each year afterward.

For items such as minor renovations and sidewalks, we generally use "PAYGO" financing to avoid interest costs and use accumulated fund balance for these one-time purchases. For all other issues in the General Fund, financing terms are routinely tied to the life cycle of the underlying asset as well as current interest rates.

General Fund Element Total	Total	2023	2024	2025	2026	2027
Transportation	$ 3,270,000	$ 1,109,000	$ 440,000	$ 626,000	$ 400,000	$ 695,000
Parks, Recreation and Cultural Resources	$ 6,481,000	231,000	6,100,000	-	150,000	-
Public Safety	$ 7,631,921	990,006	941,362	2,176,503	2,036,798	1,487,252
Public Facilities	$ 28,072,500	212,000	7,190,500	15,520,000	5,150,000	-
Public Works & Environmental Services	$ 3,443,000	841,000	1,375,000	429,000	424,000	374,000
Total	**$ 48,898,421**	**$ 3,383,006**	**$ 16,046,862**	**$ 18,751,503**	**$ 8,160,798**	**$ 2,556,252**
Funding Source	**Total**	**2023**	**2024**	**2025**	**2026**	**2027**
Local Revenue	$ 5,160,500	$ 917,000	$ 1,340,500	$ 1,390,000	$ 774,000	$ 739,000
Grants	-	-	-	-	-	-
Installment Financing Principal	43,737,921	2,466,006	14,706,362	17,361,503	7,386,798	1,817,252
Subtotal	**$ 48,898,421**	**$ 3,383,006**	**$ 16,046,862**	**$ 18,751,503**	**$ 8,160,798**	**$ 2,556,252**
Installment Financing Interest	$ 12,346,257	$ 194,554	$ 3,261,510	$ 6,015,445	$ 2,508,273	$ 366,474
Total Cost	**$ 61,244,678**	**$ 3,577,560**	**$ 19,308,372**	**$ 24,766,948**	**$ 10,669,071**	**$ 2,922,726**

After acquiring or constructing capital assets, most will entail ongoing expenses for routine operation, repair, and maintenance. These operations, repair, and maintenance costs are accounted for annually in each year's operating budget.

Transportation Element: New road and parking lot construction will necessitate future maintenance work, including pothole repair, crack sealing, road marking repair, sweeping, and resurfacing.

Sidewalk construction will involve regular pavement repair, repainting crosswalk markings, and performing maintenance work on crosswalk signals.

Parks, Recreation, & Cultural Arts Element: New greenway connections will necessitate future maintenance work, including brush clearing, sign and bench replacement, and trail reconstruction. Once constructed and operational, the Community Park Fiddler Stage and shade cover for the fitness court will necessitate ongoing maintenance costs. New park construction will require regular annual costs such as landscaping, irrigation system maintenance, restroom, public facility cleaning, and wages for park maintenance and programming staff.

Public Safety Element: The replacement police vehicles, replacement fire engines, replacement fire prevention, and life safety education vehicles will incur regular costs such as repair and maintenance. Once acquired, the training simulator will necessitate annual repair and maintenance costs.

Public Facilities Element: New police and fire stations will incur future costs, including staff wages, building cleaning and maintenance, and utility services. A new training classroom will incur future costs, including building cleaning and maintenance and utility services. In addition, the Old Rec building improvements will need repairs and maintenance in future years.

Public Works & Environmental Element: New and replacement vehicles and equipment such as leaf trucks, garbage trucks, and pickup trucks will incur regular maintenance and repair costs throughout their useful lives.

SECTION 3: CIP FINANCIAL IMPACT ANALYSIS ON THE GENERAL FUND

A vital element of the CIP is the financial impact analysis that discusses the effects of capital spending on the City's operation costs, debt capacity, and other important debt ratios. It is crucial to understand how capital spending affects these indicators because the Local Government Commission (LGC) and bond rating agencies use them to evaluate the City's financial condition and issue ratings. Mebane currently has a bond rating of AA+ with Standard & Poor's Corporation. This rating represents a robust financial standing and is the third highest-ranking attainable.

PROJECTIONS AND ESTIMATES

Proper financial planning requires projections and estimates for expenditures, revenues, and other economic indicators. Expenditure and revenue estimates require forecasts for changes in population, assessed property value, and other factors such as changes in the economy. The CIP projections represent a four percent growth factor for operations expenditures throughout the five-year scope. This estimate is in line with current trends. The City has benefited from sustained growth in property values with a four-year rolling average of 4.94 percent, not including revaluation years. Alamance County will perform a revaluation in 2023, and Orange County will do so in 2025, which will affect the assessed value and the revenue-neutral tax rate for Mebane. The CIP includes an adjustment in 23-24 for a potential revenue-neutral rate in response to the revaluation. Orange County is a smaller portion of the City's tax base, and therefore a revaluation is not factored into this model. Apart from gains in property tax revenues and sales tax revenues, estimates indicate growth in other revenues collectively is primarily flat or nominal. The CIP includes a revenue growth rate of approximately nine percent for 22-23, ten percent for 23-24, and five percent for the final three years of the Plan. For projects subject to financing in 22-23, an interest rate of 2 percent is accurate based on other recent financings by the City. A half percent has been added to the interest rate per year for future years beginning in 23-24. That rate may vary depending on the size of the project and the length of the term. Financing recommendations in this CIP include installment financing in the General Fund and revenue bonds in enterprise funds.

DEBT RATIOS

The significant costs associated with capital projects may require financing, which results in debt obligation for the City. The LGC and lending institutions assess the City's ability to incur and repay debt through various debt capacity ratios and indicators. In the General Fund, the City evaluates debt as a percentage of the total assessed value of taxable property, the aggregate ten-year principal payout ratio, and the ratio of debt service expenditures as a percent of total fund expenditures.

Debt per assessed valuation is an important indicator because it considers the City's largest

revenue source and greatest means for repaying debt. This ratio is a measure of debt capacity as well as debt burden and is more practical than the legal debt margin. This ratio divides the City's debt by its total assessed value, where debt is defined as all tax-supported debt. Mebane's expected debt-to-assessed valuation ratio for 22-23 is 0.33 percent. Mebane is well within the legal limit set forth by NCGS 159-55, limits debt to eight percent or less of a local government's total property valuation. Mebane's legal debt limit, based on the June 30, 2021, audited valuation, is $190,098,152. The CIP includes a maximum debt obligation of $43,835,289 in FY23-24.

The 10-year payout ratio measures the amount of principal being retired in the next ten years. As an indicator, it determines if debt is back-loaded, which can cause concern for long-term financial stability. The CIP includes the issuance of previously authorized and new installment purchase financing. The new debt brings the payout ratio to 99.33 percent in FY22-23, which is the highest ratio in the five-year forecast. A ratio no lower than 55 percent is desirable.

Debt service as a percentage of total expenditures measures annual debt service payments of non-self supporting projects as a portion of the City's General Fund expenditures. Debt service payments can become a large portion of a city's budget and should be monitored to ensure acceptable levels. Too much debt service may indicate excessive debt and fiscal strain. Bond rating agencies consider a net debt service percentage between 15 and 20 percent to be high. A ratio below five (5) percent indicates the capacity for significant new debt. For FY22-23, the General Fund debt service ratio is 6.8 percent and reaches a high of 12.91 percent in FY26-27. Without significant changes to the CIP, the debt service ratio will be above 10 percent in the final two years of the CIP. The goal is to keep this ratio below 10 percent providing the city with opportunities to finance more projects.

PAYGO financing and grants can help keep key debt ratios in an acceptable range by eliminating new debt obligations and annual debt service payments. The proposed CIP indicates differences from year to year in PAYGO financing over the five-year period. This is due to the significant costs associated with some larger projects such as a new police station and a new fire station. If debt ratios begin to approach unacceptable ranges, delaying projects or using PAYGO financing should be considered to keep the City in good financial standing and reduce fiscal strain.

Other factors bond rating agencies consider when assessing a city's financial condition may include the community's wealth, tax base, sources of revenues, and the overall economy.

Summary of CIP Impact on General Fund Debt Ratios and Fiscal Indicators

Debt Obligations	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
General Obligation (GO) Bond Debt	$ -	$ -	$ -	$ -	$ -
Installment Purchase Debt	$ 8,779,896	$ 43,835,289	$ 42,271,659	$ 40,904,759	$ 38,980,355
Total Net Debt Obligations	**$ 8,779,896**	**$ 43,835,289**	**$ 42,271,659**	**$ 40,904,759**	**$ 38,980,355**
Debt Service					
Installment Purchase Principal	$ 1,751,336	$ 2,645,589	$ 3,237,216	$ 3,684,571	$ 3,920,302
Installment Purchase Interest	$ 173,022	$ 422,246	$ 622,355	$ 604,026	$ 685,967
Total General Fund Debt Service	**$ 1,924,358**	**$ 3,067,835**	**$ 3,859,571**	**$ 4,288,597**	**$ 4,606,269**

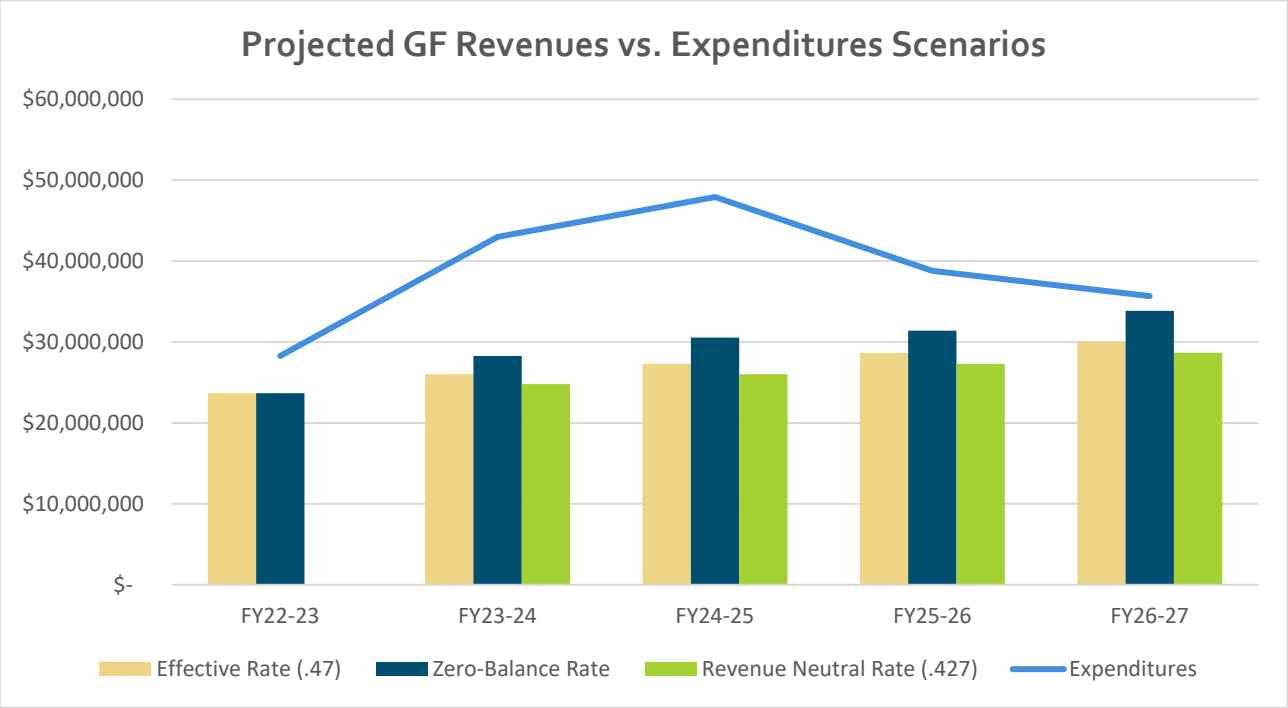
General Fund Debt Ratios & Fiscal Indicators	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Fund Balance Projection	$ 17,014,615	$ 14,857,537	$ 14,857,537	$ 14,857,537	$ 14,857,537
Projected Unassigned Fund Balance	$ 16,299,872	$ 14,142,794	$ 14,142,794	$ 14,142,794	$ 14,142,794
Revenue per Capita	$ 1,330	$ 1,332	$ 1,283	$ 1,284	$ 1,289
% Property Tax Revenue to Total Revenue	55.55%	55.55%	55.08%	54.61%	54.14%
10-Year Principal Payout	99.33%	94.87%	94.27%	95.24%	94.74%
Debt Per Assessed Valuation	0.33%	1.52%	1.41%	1.31%	1.20%
Debt Service to Expenditures less transfers-in	6.80%	7.14%	8.06%	11.06%	12.91%
PAYGO Percent of capital expenditures	42.31%	38.86%	42.30%	36.29%	42.63%

TAX RATE ANALYSIS

One method of assessing the CIP impact on the operating budget is to illustrate the effects in terms of the tax rate. The table and graphs below depict the potential tax rate needed to generate enough revenue to account for General Fund (GF) CIP project costs beyond the City's typical capital and operating expenditures. This calculation is dependent on the City's assessed value and the revenue generated by a penny on the tax rate. The formula does not take into account substantial increases or decreases in revenues from other sources such as sales tax or service fees. In addition, it does not address changes in operational needs for the City unless addressed in the CIP. The FY22-23 Recommended Budget includes a tax rate of $.470, which reflects no change in the current rate. Alamance County will undergo another revaluation in 2023, and the projections for FY23-24 use a revenue-neutral tax rate of $.427. For this analysis, the City's capital expenditures do not include grant-funded projects except for the required local contributions.

If projections are accurate, CIP projects will create a funding gap each year beginning in FY22-23, with potential shortfalls ranging from $2.1 million in FY22-23 to $3.8 million in FY26-27. These funding gaps represent potential policy decisions for the City Council regarding the use of fund balance, setting the tax rate, delaying projects, and consideration of operational cuts. The funding gap is noticeable for all years due to large capital projects that will require financing, such as the construction of a Police Station and Fire Stations 4 and 5, the Holt Street Greenway development, and the Lake Michael Dam Spillway renovation. Additionally, the new Fire Stations have a substantial impact on the operating budget with the addition of two full engine companies upon completion of Fire Station 4 in FY24-25 and Fire Station 5 in FY26-27. The CIP includes $3.3 million in transportation projects over the next five years. Public Works and Environmental Element projects total $3.4 million over the next five years. How to finance these projects presents another policy decision for the City Council. The CIP includes installment loans beginning in FY22-23 to cover the following projects totaling $43.7 million over five years: the Holt Street Greenway, the Lake Michael dam spillway, the new police station, two fire stations, six fire apparatus and 43 rolling stock trucks and vehicles. The Manager's Recommended budget includes appropriating $2,157,078 of fund balance and issuing $2,466,006 of debt to bridge the funding gap in FY 22-23

The five-year tax rate assessment table indicates the change in tax rate needed to account for the potential funding gaps. Estimated expenditures and tax rate scenarios are depicted in the chart below. This does not account for any significant increases in other revenues sources or cuts in the operating budget that may offset the gap. The effective rate bar reflects revenues with no change The zero-balance rate line reflects revenues with the tax rate adjusted to offset the funding gap.



5-Year Tax Rate Assessment

Forecasted Expenditures (Including CIP Projects)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Operating	$22,612,260	$23,516,750	$24,951,283	$25,989,721	$28,157,227
Capital Outlay	$2,848,971	$3,646,862	$4,351,503	$3,510,798	$2,906,252
Debt Service	$1,924,358	$3,067,835	$3,859,571	$4,288,597	$4,606,269
Transfers Out to Capital Project Ordinances	900,000	12,750,000	14,750,000	5,000,000	$0
Total Expenditures	*$28,285,589*	*$42,981,447*	*$47,912,357*	*$38,789,116*	*$35,669,748*
Total Capital & Debt	**$5,673,329**	**$19,464,697**	**$22,961,074**	**$12,799,395**	**$7,512,521**
Capital & Debt Expenditures %	**20%**	**45%**	**48%**	**33%**	**21%**
Forecasted Funding Sources					
Property Tax	$13,144,770	$14,459,247	$15,037,617	$15,639,122	$16,264,686
Other Taxes, Fees, Charges	$10,517,735	$11,569,509	$12,263,679	$12,999,500	$13,779,470
Transfers In	$0	$0	$0	$0	$0
Total Revenues	$23,662,505	$26,028,756	$27,301,296	$28,638,621	$30,044,156
Debt Proceeds	2,466,006	14,706,362	$17,361,503	$7,386,798	$1,817,252
Grant Proceeds	$0	$0	$0	$0	$0
Total Funding Sources	$26,128,511	$40,735,118	$44,662,799	$36,025,419	$31,861,408
Fund Balance Appropriation	$2,157,078	$0	$0	$0	$0
Difference	$0	($2,246,329)	($3,249,558)	($2,763,697)	($3,808,340)
Projected Fund Balance	$17,014,615	$14,857,537	$14,857,537	$14,857,537	$14,857,537
Projected Unassigned Fund Balance	$16,299,872	$14,142,794	$14,142,794	$14,142,794	$14,142,794
Fund Balance Policy					
Unassigned Fund Balance is a minimum of 50% of Expenditures	$14,142,795	$21,490,723	$23,956,179	$19,394,558	$17,834,874
Fund Balance Available for Appropriation	$2,157,078	($7,347,929)	($9,813,385)	($5,251,764)	($3,692,080)
Assessed Property Value	$2,622,918,349	$2,885,210,184	$3,000,618,591	$3,120,643,335	$3,245,469,068
$.01 Property Tax Increase =	$261,243	$287,367	$298,862	$310,816	$323,249
Tax Rate	$0.47	$0.47	$0.47	$0.47	$0.47
Change in Tax Rate Needed for Difference	$0.00	$0.08	$0.11	$0.09	$0.12
Zero-Balance Tax Rate	**$0.47**	**$0.55**	**$0.58**	**$0.56**	**$0.59**
Projected Fund Balance with Tax Rate Adjustment	$17,014,615	$14,857,537	$14,857,537	$14,857,537	$14,857,537
Projected Fund Balance Available for Appropriation with Tax Rate Adjustment	$16,299,872	$14,142,794	$14,142,794	$14,142,794	$14,142,794

SECTION 4: WATER AND SEWER UTILITY

Projects assigned to the Water and Sewer Utility element are funded through the Water and Sewer Enterprise Fund. This fund only pays for projects related to the water and sewer system and not for the General Fund.

The capital projects that qualify for this fund include main additions and replacements, water/wastewater treatment plant renovations/expansions, filter rehabilitation, pump station additions, and significant infrastructure. They also include the equipment necessary to maintain the system.

The icon below signifies the Water and Sewer Utility element and is located on the top right corner of the pages that are associated with these projects.



WATER AND SEWER UTILITY ELEMENT

Projects Funded: Construction and improvement of water and sewer infrastructure. These projects include main additions and replacements, water/wastewater treatment plant renovations/ expansions, filter rehabilitation, pump station additions, and major renovations to infrastructure.



Our water and sewer utilities face increasing maintenance, improvements, and expansion demands to serve current and future needs.

The table shows each of the projects submitted for consideration in this year's CIP process and the project's estimated cost in each fiscal year of the Plan. Section 6 of this document contains detailed information regarding each project's proposed funding source.

Water and Sewer Utility Element	Total	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Inflow and Infiltration (I&I)	2,000,000	-	500,000	500,000	500,000	500,000
Oversize Reimbursement	600,000	200,000	100,000	100,000	100,000	100,000
City of Graham Water Treatment Plant Improvements	1,000,000	200,000	200,000	200,000	200,000	200,000
Elevated Storage Tank	4,025,000	185,000	3,840,000	-	-	-
Jones Road Outfall (Arbor Creek)	1,000,000	-	-	112,500	887,500	-
Outfall Tractor Replacement	60,000	60,000	-	-	-	-
Aeration Basins Electrical Upgrade	50,000	50,000	-	-	-	-
City of Graham Waste Water Treatment Plant Improvements	260,000	52,000	52,000	52,000	52,000	52,000
Xylem Influent Monitoring	26,198	26,198	-	-	-	-
Water Resource Recovery Facility (WRRF) 1.5 MGD Expansion**.	47,500,000	-	47,500,000	-	-	-
WRRF Flood Wall	2,000,000	-	2,000,000	-	-	-
Water Line Replacements	320,000		195,000		125,000	
Backhoe Replacement	150,000	-	150,000	-	-	-
Vehicle Replacement	199,000	-	65,000	32,000	62,000	40,000
Sewer Jetter Replacement	70,000	-	-	70,000	-	-
Utility Oversizing	200,000		50,000	50,000	50,000	50,000
Vac Truck Replacement	450,000				450,000	
Water Rehabilitation	400,000				200,000	200,000
Rotary Drum Thickener Rebuild	100,000	-	-	100,000	-	-
Aqua Guard Influent Screen Rehab	100,000					100,000
Mini Excavator Replacement	100,000	-	-	-	-	100,000
Total	**$ 60,610,198**	**$ 773,198**	**$ 54,652,000**	**$ 1,216,500**	**$ 2,626,500**	**$ 1,342,000**

**A Capital Project Ordinance was created in FY21-22, and $3.5M was funded for engineering design.

Oversize Reimbursement $200,000

This amount represents payments to increase the size of water and sewer mains on development projects to allow for future growth. The expected projects include Oakwood for $125,000, Buckhorn for $15,000, Cambridge for $25,000, Tupelo for $25,000, and Meadowstone for $10,000.

City of Graham Water Treatment Plant Improvements $200,000

Mebane has a 50% ownership interest in Graham's water treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Elevated Storage Tank $185,000

A new 1 million gallon (MG) elevated storage tank is necessary because the existing elevated storage tank is too small to equalize projected water demands and sustain fire flows. Currently, the water system compensates for the lack of storage capacity by taking advantage of surplus pumping capacity at the water plant using ground storage at the clear wells. However, this strategy will only work until the projected max day demand exceeds the firm pumping capacity at the plant, which is expected to happen by 2030. This cost includes engineering design.

Outfall Tractor Replacement $60,000

The existing outfall tractor is a 1993 model with approximately 2,300 operating hours. The high range is not working on the tractor, and the estimated repair cost is in excess of the current value of the tractor.

Aeration Basins Electrical Upgrade $50,000

Electrical upgrade project to replace 1992-93electrical system, while ensuring complainace with current electrical & industry standards.

City of Graham Wastewater Treatment Plant (WWTP) Improvements $52,000

Mebane has a 21.43% ownership interest in Graham's wastewater treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Xylem Influent Monitoring $26,198

This equipment will allow the plant to continuously monitor wasterwater entering the plant and alert staff to understiable contanimants.

FY 2023 – 2024

WRRF 1.5 MGD Expansion $47,500,000

This project is the increase of the current WRRF via expansion and conversion to a 4MGD facility.

Inflow and Infiltration (I&I) $500,000

The City conducted I&I studies for multiple drainage areas within the city limits. Several areas were identified as needing rehabilitation. Completion of these projects will reduce the wet weather flows received at the Water Resource Recovery Facility (WRRF).

Elevated Storage Tank $3,840,000

A new 1 million gallon (MG) elevated storage tank is necessary because the existing elevated storage tank is too small to equalize projected water demands and sustain fire flows. Currently, the water system compensates for the lack of storage capacity by taking advantage of surplus pumping capacity at the water plant using ground storage at the clear wells. However, this strategy will only work until the projected max day demand exceeds the firm pumping capacity at the plant, which is expected to happen by 2030. This cost includes construction.

WRRF Flood Wall $2,000,000

This project includes the construction of a concrete wall along MoAdams Creek to protect WRRF plant equipment and personnel from potentially damaging flood events.

Oversize Reimbursement $100,000

This amount represents payments to increase the size of water and sewer mains on development projects to allow for future growth.



City of Graham Water Treatment Plant Improvements $200,000

Mebane has a 50% ownership interest in Graham's water treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Water Line Replacements $195,000

The replacement of galvinazed water mains.

Backhoe Replacement $150,000

Replacement of a 2002 Backhoe with 7,600 hours.

Vehicle Replacement $65,000

Purchase a pickup truck to replace a 2007 Ram 3500 with 106,000 miles.

City of Graham Waste Water Treatment Plant (WWTP) Improvements $52,000

Mebane has a 21.43% ownership interest in Graham's wastewater treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Utility Oversizing $50,000

Utility oversizing will allow the system to allow for land development and future services.

FY 2024 – 2025

Inflow and Infiltration (I&I) $500,000

The City conducted I&I studies for multiple drainage areas within the city limits. Several areas were identified as needing rehabilitation. Completion of these projects will reduce the wet weather flows received at the Water Resource Recovery Facility (WRRF).

Oversize Reimbursement $100,000

This amount represents payments to increase the size of water and sewer mains on development projects to allow for future growth..

City of Graham Water Treatment Plant Improvements $200,000

Mebane has a 50% ownership interest in Graham's water treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Jones Road Outfall (Arbor Creek) $112,500

This project consists of the installation of approximately 3,000 linear feet (LF) of ten-inch gravity sewer from the existing Arbor Creek pump station to the existing sewer outfall for Cambridge Park at Jones Road. This project will allow for the elimination of the Arbor Creek pump station. This cost represents design.

Rotary Drum Thickener Rebuild $100,000

Reconstruction of 1993 RDT (will serve a backup device in new WRRF expansion).

Sewer Jetty Replacement $70,000

Replacement of 2001 jetter trailer with 1,200 hours.

City of Graham Waste Water Treatment Plant (WWTP) Improvements $52,000

Mebane has a 21.43% ownership interest in Graham's wastewater treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Utility Oversizing $50,000

Utility oversizing will allow the system to allow for land development and future services.

Vehicle Replacement $32,000

Purchase a pickup truck to replace a 2012 Ram 1500 with 121,000 miles.

FY 2025 – 2026

Jones Road Outfall (Arbor Creek) Construction $887,500

This project consists of the installation of approximately 3,000 linear feet (LF) of ten-inch gravity sewer from the existing Arbor Creek pump station to the existing sewer outfall for Cambridge Park at Jones Road. This project will allow for the elimination of the Arbor Creek pump station.



Inflow and Infiltration (I&I) $500,000

The City conducted I&I studies for multiple drainage areas within the city limits. Several areas were identified as needing rehabilitation. Completion of these projects will reduce the wet weather flows received at the Water Resource Recovery Facility (WRRF).

Vac Truck Replacement $450,000

The 2004 Clean Air Sewer Vac will be replaced.

Oversize Reimbursement $100,000

This amount represents payments to increase the size of water and sewer mains on development projects to allow for future growth.

City of Graham Water Treatment Plant Improvements $200,000

Mebane has a 50% ownership interest in Graham's water treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Water Rehabilitation $200,000

This project is water lining projects in the downtown area and under neath railroad tracks.

Water Line Replacements $125,000

The replacement of galvinazed water mains.

Vehicle Replacement $62,000

Purchase vehicles to replace a 2008 Ram 1500 with 106,000 miles and a 2008 Ford Escape with 126,000 miles.

City of Graham Waste Water Treatment Plant (WWTP) Improvements $52,000

Mebane has a 21.43% ownership interest in Graham's wastewater treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Utility Oversizing $50,000

Utility oversizing will allow the system to allow for land development and future services.

FY 2026 – 2027

Inflow and Infiltration (I&I) $500,000

The City conducted I&I studies for multiple drainage areas within the city limits. Several areas were identified as needing rehabilitation. Completion of these projects will reduce the wet weather flows received at the Water Resource Recovery Facility (WRRF).

Oversize Reimbursement $100,000

This amount represents payments to increase the size of water and sewer mains on development projects to allow for future growth. The expected projects include Oakwood for $125,000, Buckhorn for $15,000, Cambridge for $25,000, Tupelo for $25,000, and Meadowstone for $10,000.

City of Graham Water Treatment Plant Improvements $200,000

Mebane has a 50% ownership interest in Graham's water treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Water Rehabilitation $200,000

This project is water lining projects underneath railroad tracks and interstates.

Mini Excavator Replacement $100,000

Replacement of 2015 mini-excavator with 1,800 hours.

Aqua Guard Influent Screen Rehab $100,000

City of Graham Waste Water Treatment Plant (WWTP) Improvements $52,000

Mebane has a 21.43% ownership interest in Graham's wastewater treatment plant and has agreed to pay a corresponding share of the capital improvements to the plant.

Utility Oversizing $50,000

Utility oversizing will allow the system to allow for land development and future services.

Vehicle Replacement $40,000

Purchase a vehicle to replace a 2011 Ram 2500 with 104,000 miles.

WATER AND SEWER FUND SUMMARY

The table below shows the total capital needs in the Water and Sewer Fund, which is supported by fees in exchange for services. Enterprise fees and grant revenues are explained in the capital improvement funding section. Enterprise funds are, by definition, self-supporting. Section 6 of this document contains detailed information regarding each project's proposed funding source.

The level of capital need reflected in this document necessitates the issuance of additional debt to meet these needs. In the table below, the new debt service is shown as a total amount proposed in each fiscal year. Revenue bonds are the preferred method to fund projects. For the purpose of the estimates shown, we have used an interest rate of 2.5 percent for FY 2023-2024 and added a half percent for each year afterward.

For items such as minor renovations and infrastructure, we generally use "PAYGO" financing to avoid interest costs and use accumulated fund balance or capital reserve funds for these one-time purchases. For all other issues in the Water and Sewer Fund, financing terms are routinely tied to the life cycle of the underlying asset as well as current interest rates.

Water and Sewer Fund Element Total	Total	2023	2024	2025	2026	2027
Water Element	$ 10,174,000	$ 645,000	$ 4,950,000	$ 944,500	$ 2,494,500	$ 1,140,000
Sewer Element	$ 50,286,198	$ 128,198	$ 49,552,000	$ 272,000	$ 132,000	$ 202,000
Total Water and Sewer Element	**$ 60,460,198**	**$ 773,198**	**$ 54,502,000**	**$ 1,216,500**	**$ 2,626,500**	**$ 1,342,000**
Revenues						
Water and Sewer Utility Fund Revenues	7,805,176	773,198	3,184,478	1,216,500	1,289,000	1,342,000
Capital Reserve Funds	3,600,000	-	3,600,000	-	-	-
Grants	-	-	-	-	-	-
Installment Purchase	450,000	-	-	-	450,000	-
Revenue Bonds	48,755,022	-	47,867,522	-	887,500	-
Subtotal	**60,610,198**	**773,198**	**54,652,000**	**1,216,500**	**2,626,500**	**1,342,000**
Financing Interest	20,134,866	-	$19,864,138	-	$270,728.30	-
Total	**$ 80,745,064**	**$ 773,198**	**$ 74,516,138**	**$ 1,216,500**	**$ 2,897,228**	**$ 1,342,000**

After acquiring or constructing capital assets, most will entail ongoing expenses for routine operation, repair, and maintenance. These operations, repair, and maintenance costs are accounted for annually in each year's operating budget.

SECTION 4: CIP FINANCIAL IMPACT ANALYSIS ON THE WATER AND SEWER FUND

A vital element of the CIP is the financial impact analysis that discusses the effects of capital spending on the enterprise funds operation costs and debt coverage ratio. It is crucial to understand how capital spending affects these indicators because the City is required to comply with the debt covenants related to the 2021 revenue bond issue. Additionally, the Local Government Commission (LGC) and bond rating agencies use financial indicators to evaluate the Water and Sewer Fund's financial condition and issue ratings. Mebane currently has a bond rating of AA+ with Standard & Poor's Corporation. This rating represents a robust financial standing and is the third highest-ranking attainable.

PROJECTIONS AND ESTIMATES

Proper financial planning requires projections and estimates for expenditures, revenues, and other economic indicators. Expenditure and revenue estimates require forecasts for changes in the utility customer base and changes in the economy. The CIP projections represent a four percent growth factor for operations expenditures throughout the five-year scope. This estimate is in line with current trends. The City has benefited from sustained growth in the customer base. The growth assumptions used in the projections below are 400 new water and sewer accounts in FY22-23 and 500 for each subsequent year, with estimated usage at 4,000 gallons per month. Additionally, a 6% increase in rates is included for FY22-23, with a 1.5 percent increase each of the next three years with a 4 percent increase in the fifth year. For projects subject to financing, an interest rate of 2.5 percent was used for FY23-24 and 3.5 percent for FY25-26. These projected rates are based on recent financings. Actual rates may vary depending on the size of the project and the length of the term.

DEBT SERVICE COVERAGE RATIO

The Master Trust Agreement for the City's revenue bonds requires a 1.20 debt service coverage ratio for senior or parity debt and a 1.0 debt service coverage ratio for all debt. A debt service coverage ratio indicates the financial margin required to meet the current total annual debt service with current revenues available for debt service. As shown below, the 1.20 and 1.0 debt service coverage is met for each year in the Plan.

Debt Service Coverage Ratio Calculation	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
Operating Revenues	$10,451,591	$11,569,568	$12,066,515	$12,576,400	$13,343,435
Operating Expenses	7,644,787	$7,950,578	$8,268,602	$8,599,346	$8,943,319
Non-Operating Revenues	$20,000	$20,000	$20,000	$20,000	$20,000
Net Revenue Available for Debt Service	$2,826,804	$3,638,990	$3,817,913	$3,997,055	$4,420,115
Senior Lien Debt Service Coverage Test					
Net Revenue Available for Senior-Lien Debt Coverage	$2,826,804	$3,638,990	$3,817,913	$3,997,055	$4,420,115
Series 2021 Revenue Bond	$1,183,839	$1,184,225	$1,183,356	$1,182,238	$1,183,849
Series 2023 Revenue Bonds - Expansion	-	-	-	$1,003,988	$2,007,976
Series 2023 Revenue Bonds - Flood Wall	-	$14,147	$128,294	$128,294	$128,294
Series 2023 Revenue Bonds - Elevated Water Tank	-	$27,162	$246,325	$246,325	$246,325
Series 2026 Revenue Bond - Jones Road Outfall	-			$8,982	$106,714
Total Annual Senior-Lien Debt Service	**$1,183,839**	**$1,225,535**	**$1,557,976**	**$2,569,827**	**$3,673,159**
Calculated Senior-Lien Debt Service Coverage (Required 1.20)	2.39	2.97	2.45	1.56	1.20
Total All Debt Service Coverage Test					
Net Revenue Available for Debt Service	$2,826,804	$3,638,990	$3,817,913	$3,997,055	$4,420,115
Total Senior Lien Debt Service (including proposed)	$1,183,839	$1,225,535	$1,557,976	$2,569,827	$3,673,159
Other Outstanding Debt	$318,979	$318,980	$318,980	$346,034	$354,703
Total Annual Debt Service	$1,502,818	$1,544,515	$1,876,955	$2,915,862	$4,027,861
Calculated All Debt Service Coverage (Required 1.0)	1.88	2.36	2.03	1.37	1.10
Other Expenses Not Included in the Calculation					
Cash and Grant Funded Capital	$773,198	$6,784,478	$1,216,500	$1,289,000	$1,342,000

SECTION 6: PROJECT FUNDING DETAIL

GENERAL FUND

Transportation						
Project Cost	**Total**	**FY22-23**	**FY23-24**	**FY24-25**	**FY25-26**	**FY26-27**
Holt Street Greenway	**900,000**	**900,000**				
- Installment Loan	900,000	900,000				
Sidewalk Projects	**1,370,000**	**109,000**	**210,000**	**206,000**	**400,000**	**445,000**
-General Fund	1,370,000	109,000	210,000	206,000	400,000	445000
Downtown Stamped Asphalt Crosswalk Refurbishing	**70,000**	**70,000**				
-General Fund	70,000	70,000				
Dead-end Street Reconstruction	**30,000**	**30,000**	**TBD**			
-General Fund	30,000	30,000	TBD			
Signal Light and Control Box Replacement	**50,000**		**50,000**			
-General Fund	50,000		50,000			
Community Park Gravel Lot	**130,000**		**130,000**			
-General Fund	130,000		130,000			
Third-Fifth Street Connector Greenway	**290,000**			**40,000**		**250,000**
-General Fund	290,000			40,000		250,000
Repave Old Rec Parking Lot	**50,000**		**50,000**			
-General Fund	50,000		50,000			
Repave MACC Parking Lot	**380,000**			**380,000**		
-General Fund	380,000			380,000		

Parks, Recreation, and Cultural Resources Element						
Project Cost	**Total**	**FY22-23**	**FY23-24**	**FY24-25**	**FY25-26**	**FY26-27**
Lake Michael Dam Spillway	**6,000,000**		**6,000,000**			
- Installment Loan	6,000,000		6,000,000			
Lake Michael Lebanon Rd. Connector	**121,000**	**121,000**				
-General Fund	121,000	121,000				
Community Park Fiddler Stage	**75,000**	**75,000**				
-General Fund	75,000	75,000				
Shade Cover for Fitness Court	**55,000**	-	**55,000**			
-General Fund	55,000	-	55,000			
Lake Michael Remaining Trail	**45,000**	-	**45,000**	**TBD**		
-General Fund	45,000	-	45,000	TBD		
Maintenance Truck	**35,000**	**35,000**				
-General Fund	35,000	35,000				
Pickle Ball Courts	**-**		**TBD**			
TBD	-		TBD			
Youth Walker Field Repurpose	**-**		**TBD**		**TBD**	
TBD	-		TBD		TBD	
Shade for Farmer's Market	**-**			**TBD**		
TBD	-			TBD		
Community Park Expansion	**-**			**TBD**		**TBD**
- Installment Loan	-			TBD		TBD
Lake Michael Pier Replacements	**150,000**				**150,000**	
-General Fund	150,000				150,000	

Public Safety Element						
Project Cost	**Total**	**FY22-23**	**FY23-24**	**FY24-25**	**FY25-26**	**FY26-27**
Police Vehicles	**976,921**	**260,006**	**171,362**	**176,503**	**181,798**	**187,252**
-Installment loan	976,921	260,006	171,362	176,503	181,798	187,252
Fire Engines	**1,950,000**	**650,000**	**650,000**	**650,000**		
-General Fund	130,000	130,000				
- Installment Loan	1,820,000	520,000	650,000	650,000		
Fire Prevention Vehicle	**125,000**	**80,000**	**45,000**			
-General Fund	**45,000**		45,000			
-Installment loan	45,000	45,000				
Life Safety Education Vehicle	**35,000**	**35,000**				
- Installment Loan	35,000	35,000				
Training Simulator	**75,000**		**75,000**			
-General Fund	75,000		75,000			
Quint Truck	**1,300,000**			**1,300,000**		
- Installment Loan	1,300,000			1,300,000		
Replace Fire Chief's Vehicle	**50,000**			**50,000**		
-Installment loan	50,000			50,000		
Platform Truck	**1,800,000**				**1,800,000**	
- Installment Loan	1,800,000				1,800,000	
Command Vehicle	**55,000**				**55,000**	
-Installment loan	55,000				55,000	
Rescue Truck	**1,300,000**					**1,300,000**
- Installment Loan	1,300,000					1,300,000

Public Facilities Element						
Project Cost	**Total**	**FY22-23**	**FY23-24**	**FY24-25**	**FY25-26**	**FY26-27**
New Police Station	**16,500,000**	**-**	**1,750,000**	**14,750,000**		
- Installment Loan	16,500,000	-	1,750,000	14,750,000		
Fire Station 4	**5,110,000**	**110,000**	**5,000,000**			
-General Fund		110,000				
- Installment Loan	5,000,000		5,000,000			
Upgrade door systems at Fire stations	**30,000**	30,000				
-General Fund	30,000	30,000				
Old Rec Building Improvements	**72,000**	**72,000**				
-General Fund	72,000	72,000				
Public Works Office Renovation	**35,000**		**35,000**			
-General Fund	35,000		35,000			
Fire Station 1 Bay Door Replacement	**47,500**		**47,500**			
-General Fund	47,500		47,500			
Police Station HVAC Replacement	**40,000**		**40,000**			
-General Fund	40,000		40,000			
Two-Bay Addition to Public Works Storage Building	**150,000**		**150,000**			
-General Fund	150,000		150,000			
MACC Roof Restoration and New Lights	**328,000**		**168,000**	**160,000**		
-General Fund	328,000		168,000	160,000		
Lake Michael Building Renovation/Removal	**-**		**TBD**			
-TBD	-		TBD			
Police Station Roof Replacement	**300,000**			**300,000**		
-General Fund	300,000			300,000		
Fire Station 5	**5,110,000**			**110,000**	**5,000,000**	
- Installment Loan	5,110,000			110,000	5,000,000	
Public Works New Equipment Shed	**200,000**			**200,000**		
-General Fund	200,000			200,000		
Public Works Salt Shed with Brining Station	**150,000**				**150,000**	
-General Fund	150,000				150,000	

Public Works & Environmental Services Element						
Project Cost	**Total**	**FY22-23**	**FY23-24**	**FY24-25**	**FY25-26**	**FY26-27**
Leaf Truck	**975,000**	**320,000**	**325,000**			**330,000**
-Installment Loan	975,000	320,000	325,000			330,000
Garbage Truck	**535,000**	**210,000**		**325,000**		
- Installment Loan	535,000	210,000		325,000		
Pick-up Trucks	**372,000**	**120,000**	**120,000**	**44,000**	**44,000**	**44,000**
-Installment Loan	120,000	120,000				
-General Fund	252,000		120,000	44,000	44,000	44,000
Pull-behind Leaf Vacuum and Box	**110,000**		**110,000**			
- Installment Loan	110,000		110,000			
Vehicles	**56,000**	**56,000**				
-Installment Loan	56,000	56,000				
FEMA Area at Public Works Facility	**60,000**	**60,000**				
-General Fund	60,000	60,000				
Brine Mount System and Body	**50,000**	**50,000**				
-General Fund	50,000	50,000				
East Graham St. Stormwater Project	**25,000**	**25,000**				
-General Fund	25,000	25,000				
Fleet Services - Service Truck	**200,000**		**200,000**			
-Installment Loan	200,000		200,000			
Bucket Truck	**175,000**		**175,000**			
- Installment Loan	175,000		175,000			
Ventrac Tractor w/edger and mowing deck	**45,000**		**45,000**			
-General Fund	45,000		45,000			
Dump Truck	**325,000**		**325,000**			
- Installment Loan	325,000		325,000			
Salt and Sand Spreader	**75,000**		**75,000**			
-General Fund	75,000		75,000			
Tractor	**60,000**			**60,000**		
-General Fund	60,000			60,000		
New fuel station and pumps	**30,000**				**30,000**	
-General Fund	30,000				**30,000**	
Swap Loader	**350,000**				**350,000**	
- Installment Loan	350,000				350,000	

WATER AND SEWER FUND

Water and Sewer Utility Element						
Project Cost	**Total**	**FY22-23**	**FY23-24**	**FY24-25**	**FY25-26**	**FY26-27**
Inflow and Infiltration (I&I)	**2,000,000**	**-**	**500,000**	**500,000**	**500,000**	**500,000**
-Water and Sewer Fund	2,000,000	-	500,000	500,000	500,000	500,000
Oversize Reimbursement	**600,000**	**200,000**	**100,000**	**100,000**	**100,000**	**100,000**
-Utility Fund	600,000	200,000	100,000	100,000	100,000	100,000
City of Graham Water Treatment Plant Improvements	**1,000,000**	**200,000**	**200,000**	**200,000**	**200,000**	**200,000**
-Water and Sewer Fund	1,000,000	200,000	200,000	200,000	200,000	200,000
Elevated Storage Tank	**4,025,000**	**185,000**	**3,840,000**			
-Water and Sewer Fund	185,000	185,000				
- Revenue Bonds	3,840,000		3,840,000			
Jones Road Outfall (Arbor Creek)	**1,000,000**	**-**		**112,500**	**887,500**	
-Water and Sewer Fund	112,500	-		112,500		
- Revenue Bonds	887,500				887,500	
Outfall Tractor Replacement	**60,000**	**60,000**				
-Water and Sewer Fund	60,000	60,000				
Aeration Basins Electrical Upgrade	**50,000**	**50,000**				
-Water and Sewer Fund	50,000	50,000				
City of Graham Waste Water Treatment Plant Improvements	**260,000**	**52,000**	**52,000**	**52,000**	**52,000**	**52,000**
-Water and Sewer Fund	260,000	52,000	52,000	52,000	52,000	52,000
Xylem Influent Monitoring	**26,198**	**26,198**				
-Water and Sewer Fund	26,198	26,198				
Water Resource Recovery Facility (WRRF) 1.5 MGD Expansion	**42,027,522**		**42,027,522**			
-Water and Sewer Fund	1,872,478		1,872,478			
- Capital Reserve Funds	3,600,000		3,600,000			
-Revenue Bonds	42,027,522		42,027,522			
WRRF Flood Wall	**2,000,000**		**2,000,000**			
-Revenue Bonds	2,000,000		2,000,000			
Water Line Replacements	**320,000**		**195,000**		**125,000**	
-Water and Sewer Fund	320,000		195,000		125,000	
Backhoe Replacement	**150,000**		**150,000**			
-Water and Sewer Fund	150,000		150,000			
Vehicle Replacement	**199,000**		**65,000**	**32,000**	**62,000**	**40,000**
-Water and Sewer Fund	199,000		65,000	32,000	62,000	40,000
Utility Oversizing	**200,000**		**50,000**	**50,000**	**50,000**	**50,000**
-Water and Sewer Fund	200,000		50,000	50,000	50,000	50,000
Sewer Jetter Replacement	**70,000**			**70,000**		
-Water and Sewer Fund	70,000			70,000		
Vac Truck Replacement	**450,000**				**450,000**	
-Water and Sewer Fund	450,000				450,000	
Water Rehabilitation	**400,000**				**200,000**	**200,000**
-Water and Sewer Fund	400,000				200,000	200,000
Rotary Drum Thickener Rebuild	**100,000**			**100,000**		
-Water and Sewer Fund	100,000			100,000		
Aqua Guard Influent Screen Rehab	**100,000**					**100,000**
-Water and Sewer Fund	100,000					100,000
Mini Excavator Replacement	**100,000**					**100,000**
-Water and Sewer Fund	100,000					100,000

Appendix A: General Fund Departments

	FY 22-23 Manager's Recommended Budget					
	Line Item Budget Detail					
	Description	*FY 20-21 Actuals*	*FY 21-22 Revised Budget*	*FY 22-23 Recommended Budget*	*% Change from FY 22-23 Revised Budget*	*Variance Explanations*
1	***General Fund***					
2	**Council**					
3	Salaries & Wages	$ -	$ -	$ -	N/A	
4	Part-Time Salaries	49,958	55,612	55,612	0.0%	
5	FICA	4,170	4,255	4,250	(0.1%)	
6	Group Insurance Contribution	282	1,575	300	(81.0%)	
7	***Subtotal Salaries***	**54,410**	**61,442**	**60,162**	**(0)**	
8	Telephone & Postage	-	2,737	2,736	(0.0%)	
9	Schools & Conferences	447	4,500	4,500	0.0%	
10	Departmental Supplies	217	1,350	1,350	0.0%	
11	Dues & Subscriptions	17,899	18,098	19,489	7.7%	
12	***Subtotal Operating***	**18,563**	**26,685**	**28,075**	**5.2%**	
13	***Total Council***	**$ 72,973**	**$ 88,127**	**$ 88,237**	**0.1%**	
14						
15	**Administration**					
16	Salaries & Wages	767,159	802,492	854,598	6.5%	
17	Part-time Salaries	1,430	4,335	7,200	66.1%	
18	Longevity Contribution	25,008	17,386	21,103	21.4%	
19	Car Allowance	989	3,672	3,692	0.5%	
20	Cell Phone Stipend	1,170	1,620	1,620	0.0%	
21	FICA	50,055	65,176	67,542	3.6%	
22	Group Insurance Contribution	44,103	77,391	66,744	(13.8%)	
23	Retirement Contribution	148,341	181,053	197,909	9.3%	
24	401K Retirement Contribution	34,667	43,112	43,785	1.6%	
25	Utility Contra	(272,024)	(305,344)	(314,941)	3.1%	
26	***Subtotal Salaries***	**800,898**	**890,894**	**949,252**	**6.6%**	
27	Professional Services	122,603	137,772	180,688	31.2%	
28	Telephone & Postage	1,264	5,656	5,820	2.9%	
29	Schools & Conferences	5,580	12,107	24,371	101.3%	
30	Vehicle Maintenance & Repairs	144	350	-	(100.0%)	Department no longer has a dedicated vehicle.
31	Advertising	4,060	2,500	7,500	200.0%	
32	Fuel	138	350	350	0.0%	
33	Departmental Supplies	11,831	23,100	16,650	(27.9%)	
34	Technology Services & Supplies	5,209	11,337	19,973	76.2%	
35	Technology Licenses		1,020	350	(65.7%)	Reallocation from Miscellaneous.
36	Boards & Commissions	-	-	25,000		
37	Small Equipment	618	2,901	-	(100.0%)	Moved to IT
38	Misellaneous	5,352	23,490	3,132	(86.7%)	Moved items to appropriate accounts.
39	Dues & Subscriptions	4,017	5,687	5,500	(3.3%)	
40	***Subtotal Operating***	**160,816**	**226,270**	**289,334**	**27.9%**	
41	Capital Outlay - Other Improvements	-	16,000	-	(100.0%)	
42	***Subtotal Capital***	**-**	**16,000**	**-**	**-100.0%**	
43	***Total Administration***	**$ 961,714**	**$ 1,133,164**	**$ 1,238,586**	**9.3%**	

44						
45	**Finance**					
46	Salaries & Wages	341,299	397,190	425,101	7.0%	
47	Part-Time Salaries	-	11,517	12,208	6.0%	
48	Longevity Contribution	8,934	6,936	7,495	8.1%	
49	Cell Phone Stipend	540	1,080	2,160	100.0%	Added two staff.
50	FICA	25,152	32,671	33,454	2.4%	
51	Group Insurance Contribution	42,295	67,828	81,394	20.0%	
52	Retirement Contribution	70,294	90,814	57,209	(37.0%)	
53	401K Retirement Contribution	16,574	20,782	21,540	3.6%	
54	Utility Contra	(187,117)	(206,196)	(205,821)	(0.2%)	
55	***Subtotal Personnel***	**317,970**	**422,622**	**434,740**	**2.9%**	
56	Professional Services	70,457	72,000	88,750	23.3%	
57	Telephone & Postage	21,107	16,187	13,733	(15.2%)	
58	Schools & Conferences	3,521	11,696	14,525	24.2%	
59	Equipment Maintenance & Repairs	569	500	-	(100.0%)	Moved to IT
60	Advertising	1,110	1,000	1,000	0.0%	
61	Tax Collection Fee	82,053	94,850	100,000	5.4%	
62	Departmental Supplies	8,114	21,100	10,600	(49.8%)	
63	Technology Services & Supplies	15,130	45,707	31,921	(30.2%)	
64	Technology Licenses	-	1,020	21,000	1958.8%	Reallocation from Miscellaneous.
65	Small Equipment	322	7,612	-	(100.0%)	Moved to IT
66	Small Equipment Maintenance & Repairs	-	-	4,900	N/A	Reallocation from Miscellaneous.
67	Misellaneous	8,670	11,651	-	(100.0%)	Moved items to appropriate accounts.
68	Dues & Subscriptions	1,346	3,107	3,140	1.1%	
69	***Subtotal Operating***	**212,398**	**286,430**	**289,569**	**1.1%**	
70	Capital Outlay - Other Improvements	-	6,660.00	-	(100.0%)	
71	***Subtotal Capital***	**-**	**6,660**	**-**	**-100.0%**	
72	***Total Finance***	**$ 530,368**	**$ 715,712**	**$ 724,309**	**1.2%**	
73						
74	**Information Technology (IT)**					
75	Salaries & Wages	146,144	166,823	187,349	12.3%	
76	Part-Time Salaries	6,825	14,126	5,434	(61.5%)	Moved Ray to Professional Services
77	Longevity Contribution	5,453	5,834	6,452	10.6%	
78	Cell Phone Stipend	765	1,080	1,080	0.0%	
79	FICA	11,421	13,600	15,242	12.1%	
80	Group Insurance Contribution	15,523	22,178	19,070	(14.0%)	
81	Retirement Contribution	29,797	37,731	43,800	16.1%	
82	401K Retirement Contribution	6,942	8,634	9,690	12.2%	
83	Utility Contra	(69,108)	(79,942)	(90,844)	13.6%	
84	***Subtotal Personnel***	***153,763***	***190,064***	***197,273***	**3.8%**	
85	Professional Services	17,300	43,500	101,000	132.2%	Added Ray
86	Telephone and Postage	1,695	2,300	3,000	30.4%	
87	Schools and Conferences	7,009	7,200	8,200	13.9%	
88	Equipment Maintenance & Repairs	2,599	5,000	10,500	110.0%	Added all departments
89	Vehicle Maintenance & Repairs	-	100	1,000	900.0%	Now has a dedicated vehicle
90	Fuel	-	200	500	150.0%	Now has a dedicated vehicle
91	Departmental Supplies	3,436	1,500	5,090	239.3%	
92	Technology Supplies and Services	19,348	46,986	103,150	119.5%	Added all departments
93	Telecommunications	44,170	54,769	71,125	29.9%	
94	Technology Licenses	-	816	24,141	2858.5%	Added all departments
95	Software Licensing and Maint	12,673	25,475	125,909	394.2%	Added all departments
96	Small Equipment	21,496	24,178	65,090	169.2%	Added all departments
97	Small Equipment Maintenance	-	-	30,000	N/A	Added all departments
98	Miscellaneous	119,786	146,768	-	(100.0%)	Moved items to appropriate accounts.
99	Dues & Subscriptions	-	600	700	0	
100	***Subtotal Operating***	***249,513***	***359,392***	**549,405**	**52.9%**	
101	Capital Outlay - Other	-	-	30,000	N/A	
102	Capital Outlay - Equipment	23,600	239,470	37,300	(84.4%)	
103	***Subtotal Capital***	**23,600**	**239,470**	**67,300**	**-71.9%**	
104	***Total IT***	**426,875**	**788,926**	**813,978**	**3.2%**	

105						
106	**Economic Development**					
107	Professional Services	-	60,000	-	(100.0%)	
108	Industrial Development	827,092	1,665,800	889,569	(46.6%)	
109	Alamance County Chamber of Commerce	20,000	20,000	20,000	0.0%	
110	***Subtotal Operating***	**847,092**	**1,745,800**	**909,569**	**-47.9%**	
111	Capital Outlay - Other	0	0	-		
112	***Subtotal Capital***	**-**	**-**	**-**	**N/A**	
113	***Total Econ Dev't***	**$ 847,092**	**$ 1,745,800**	**$ 909,569**	**-47.9%**	
114						
115	**Police**					
116	Salaries & Wages	2,122,647	2,338,268	2,659,749	13.7%	
117	Part-time Salaries	23,616	27,678	29,858	7.9%	
118	Overtime Salaries	20,033	20,100	20,100	0.0%	
119	Temporary Salaries	29,904	13,000	71,678	451.4%	Cadets were not allocated correctly in the past.
120	Longevity Contribution	45,888	55,630	62,173	11.8%	
121	LEO Separation Allowance	-	47,934	48,000	0.1%	
122	FICA	162,636	188,327	221,205	17.5%	
123	Group Insurance Contribution	313,657	393,151	409,993	4.3%	
124	Retirement Contribution	37,035	38,089	38,089	0.0%	
125	401K Retirement Contribution	101,947	121,698	137,101	12.7%	
126	LEO Retirement Contribution	414,812	483,327	647,118	33.9%	
127	***Subtotal Personnel***	***3,272,176***	**3,727,202**	**4,345,064**	**16.6%**	
128	Professional Services	120,312	124,531	127,578	2.4%	
129	Telephone & Postage	29,000	46,768	67,188	43.7%	
130	Utilities	10,922	13,230	13,230	0.0%	
131	Schools & Conferences	15,192	28,000	28,000	0.0%	
132	Building & Grounds Maintenance	2,915	32,074	31,135	(2.9%)	
133	Vehicle Maintenance & Repairs	67,190	106,724	81,566	(23.6%)	
134	Fuel	70,128	100,000	130,000	30.0%	
135	Departmental Supplies	35,110	44,730	78,660	75.9%	
136	Technology Services & Supplies	79,191	98,645	85,973	(12.8%)	
137	Technology Licenses	-	17,674	59,399	236.1%	
138	Employee Emloyee Uniforms & Accessories	42,635	66,018	69,750	5.7%	
139	Federal Equitable Sharing Expense	-	44,023	-	(100.0%)	
140	Small Equipment	-	48,861	5,300	(89.2%)	Moved items to appropriate accounts.
141	Miscellaneous	31,738	15,703	-	(100.0%)	
142	Investigations	-	5,000	5,000	0.0%	
143	Public Education Supplies & Materials	-	-	5,000	N/A	
144	Dues & Subscriptions	1,550	7,595	4,595	(39.5%)	
145	Special Activities	-	1,500	2,000	33.3%	
146	Pet Adoption Center Subsidy	72,259	75,870	76,393	0.7%	
147	***Subtotal Operating***	**578,142**	**876,947**	**870,767**	**-0.7%**	
148	Capital Outlay - Buildings	9,314	-	-		
149	Capital Outlay - Other	-	76,020	-	(100.0%)	
150	Capital Outlay - Vehicles	191,997	461,756	375,000	(18.8%)	
151	Capital Outlay - Federal Equitable	-	29,681	-	(100.0%)	
152	Capital Outlay - Equipment	-	37,130	-		
153	Equipment - Federal Equitable Sharing	-	49,211	-		
154	***Subtotal Capital***	**191,997**	**653,798**	**375,000**	**-42.6%**	
155	***Total Police***	**$ 4,042,315**	**$ 5,257,947**	**$ 5,590,831**	**6.3%**	
156						

157	**Fire**					
158	Salaries & Wages	1,578,378	1,565,257	1,898,659	21.3%	
159	Part-time Salaries & Wages	36,322	39,806	65,196	63.8%	
160	Overtime Salaries	72,031	60,300	88,300	46.4%	
161	Longevity Contribution	35,720	39,147	45,211	15.5%	
162	Volunteer Reimbursements	20,685	25,000	25,000	0.0%	
163	Cell Phone Stipend	3,015	4,320	5,940	37.5%	
164	FICA	125,769	136,074	155,681	14.4%	
165	Group Insurance Contribution	237,286	274,738	314,650	14.5%	
166	Fraternal Insurance Contribution	5,235	6,000	10,000	66.7%	
167	Retirement Contribution	336,020	375,280	471,481	25.6%	
168	401K Retirement Contribution	79,657	85,876	104,310	21.5%	
169	Fire Retirement Contribution	4,000	4,000	4,500	12.5%	
170	Pension Expense	48,184	48,000	57,600	20.0%	
171	***Subtotal Personnel***	**2,582,303**	**2,663,798**	**3,246,528**	**21.9%**	
172	Professional Services	9,356	2,150	5,000	132.6%	
173	Telephone & Postage	16,589	17,320	18,000	3.9%	
174	Bank Charges	-	250	1,600	540.0%	Increase due to fee schedule change and more online payme
175	Utilities	31,208	29,850	29,850	0.0%	
176	Schools & Conferences	9,854	20,000	30,000	50.0%	
177	Building & Grounds Maintenance	18,884	90,100	53,925	(40.1%)	
178	Equipment Maintenance & Repairs	5,093	8,000	8,040	0.5%	
179	Vehicle Maintenance & Repairs	90,761	73,350	75,000	2.2%	
180	Fuel	25,906	35,661	47,250	32.5%	
181	Departmental Supplies	31,882	30,252	37,800	25.0%	
182	EMT Equipment	9,272	14,400	15,900	10.4%	
183	Technology Services & Supplies	5,047	74,297	3,300	(95.6%)	Moved to IT
184	Technology Licenses	-	408	13,300	3159.8%	Moved from Miscellaneous
185	Employee Emloyee Uniforms & Accessories	64,501	59,459	104,000	74.9%	Additional employee costs
186	Small Equipment	35,738	19,507	47,500	143.5%	
187	Small Equipment Maintenance & Repairs	-	-	13,640	N/A	
188	Miscellaneous	18,947	30,085	-	(100.0%)	Moved items to appropriate accounts.
189	Investigations	-	-	6,290	N/A	New account
190	Public Education Supplies & Materials	-	-	5,000	N/A	New account
191	Dues & Subscriptions	12,856	10,465	8,122	(22.4%)	
192	Special Activities	-	4,200	52,300	1145.2%	Moved from Miscellaneous
193	***Subtotal Operating***	**385,894**	**519,754**	**575,817**	**10.8%**	
194	Capital Outlay - Buildings	-	-	165,000	N/A	
195	Capital Outlay - Vehicles	-	582,288.00	730,000	25.4%	2 new fire trucks requested
196	Capital Outlay - Equipment	-	10,950.00	10,000	(8.7%)	
197	***Subtotal Capital***	**-**	**593,238**	**905,000**	**52.6%**	
198	***Total Fire***	**$ 2,968,196**	**$ 3,776,790**	**$ 4,727,345**	**25.2%**	
199						
200	***Planning***					
201	Salaries & Wages	179,509	221,831	214,977	(3.1%)	
202	Part-time Salaries	-	16,534	27,066	63.7%	
203	Overtime wages	-	2,104	5,025	138.8%	
204	Longevity Contribution	1,816	1,905	2,106	10.6%	
205	Cell Phone Stipend	1,080	1,080	1,620	50.0%	
206	FICA	12,736	21,230	19,062	(10.2%)	
207	Group Insurance Contribution	23,746	28,628	28,605	(0.1%)	
208	Retirement Contribution	35,889	52,775	50,196	(4.9%)	
209	401K Retirement Contribution	8,599	12,563	11,105	(11.6%)	
210	Utility Contra	(27,931)	(28,666)	(32,980)	15.0%	
211	***Subtotal Personnel***	**235,444**	**329,984**	**326,782**	**-1.0%**	
212	Professional Services	64,500	119,700	200,000	67.1%	
213	Telephone & Postage	5,478	5,430	5,973	10.0%	
214	Schools & Conferences	912	4,000	9,310	132.8%	More in person this year than in the last 2 years
215	Building & Grounds Maintenance	958	8,517	13,830	62.4%	
216	Equipment Maintenance & Repairs	-	-	875	N/A	
217	Advertising	11,304	20,000	13,750	(31.3%)	
218	Fuel	-	-	1,200	N/A	
219	Departmental Supplies	8,840	8,850	9,000	1.7%	
220	Technology Services & Supplies	22,871	48,044	2,500	(94.8%)	Moved to IT
221	Technology Licenses	-	1,221	-		
222	Employee Uniforms & Accessories	-	500	500	0.0%	
223	Miscellaneous	7,744	-	-	N/A	Moved items to appropriate accounts.
224	Dues & Subscriptions	7,858	8,313	10,062	21.0%	
225	***Subtotal Operating***	**130,465**	**224,575**	**267,000**	**18.9%**	
226	Capital Outlay - Other	-	31,284	-	(100.0%)	
227	Capital Outlay - Vehicles	-	-	35,418	N/A	
228	Capital Outlay - Equipment	-	-	9,665	N/A	
229	***Subtotal Capital***	**-**	**31,284**	**45,083**	**44.1%**	
230	***Total Planning***	**$ 365,908**	**$ 585,843**	**$ 638,865**	**9.1%**	

231						
232	**Main Stree Program**					
233	Salaries & Wages	-	-	-	N/A	
234	***Subtotal Personnel***	**-**	**-**	**-**	**N/A**	
235	Professional Services	4,688	80,000	72,900	(8.9%)	
236	Telephone & Postage	-	1,810	-	(100.0%)	
237	Schools & Conferences	-	5,000	-	(100.0%)	
238	Advertising	-	11,000	11,000	0.0%	
239	Social Media and Marketing	3,985	-	16,100		
240	Departmental Supplies	-	3,000	-	(100.0%)	
241	Employee Emloyee Uniforms & Accessories	-	500	-	(100.0%)	
242	Downtown Façade City Grant	-	50,000	50,000	0.0%	
243	Dues & Subscriptions	-	500	-	(100.0%)	
244	***Subtotal Operating***	**8,673**	**151,810**	**150,000**	**0.0%**	
245	***Total Downtown Development***	**$ 8,673**	**$ 151,810**	**$ 150,000**	**#VALUE!**	
246						
247	**Inspections**					
248	Salaries & Wages	322107	352,139	474,231	34.7%	Plan Reviewer
249	Part-time Salaries	21755	4,718	5,434	15.2%	
250	Overtime wages	998	5,025	5,430	8.1%	
251	Longevity Contribution	5734	6,568	9,000	37.0%	
252	Cell Phone Stipend	1620	2,660	3,240	21.8%	
253	FICA	24052	29,723	37,162	25.0%	
254	Group Insurance Contribution	44509	59,277	66,745	12.6%	
255	Retirement Contribution	65812	83,781	109,210	30.4%	
256	401K Retirement Contribution	15349	19,172	24,161	26.0%	
257	Utility Contra	-13742	(13,988)	(15,995)	14.3%	
258	***Subtotal Personnel***	**488,194**	**549,075**	**718,618**	**30.9%**	
259	Professional Services	-	-	8,000	N/A	
260	Telephone & Postage	1,036	1,080	1,900	75.9%	
261	Bank Charges	-	19,311	40,000	107.1%	Anticipated increase in volume because of iWorq
262	Schools & Conferences	6,851	6,750	10,650	57.8%	More in person this year than in the last 2 years
263	Vehicle Maintenance & Repairs	1,593	4,100	5,900	43.9%	
264	Advertising	527	-	-		
265	Fuel	4,096	5,500	6,800	23.6%	
266	Departmental Supplies	3,501	3,650	4,050	11.0%	
267	Technology Services & Supplies	1,674	11,400	22,250	95.2%	
268	Technolofy Licenses	-	408	-		
269	Emloyee Uniforms & Accessories	547	1,091	1,600	46.6%	
270	Small Equipment	-	1,500	2,600	73.3%	
271	Miscellaneous	3,496	6,809	-	(100.0%)	
272	Dues & Subscriptions	190	600	600	0.0%	
273	***Subtotal Operating***	**23,511**	**62,199**	**104,350**	**67.8%**	
274	Capital Outlay - Other	11,344	-	-	N/A	
275	Capital Outlay - Buildings	-	278,792	-	(100.0%)	
276	Capital Outlay - Vehicles	23,949	-	56,000	N/A	
277	***Subtotal Capital***	**35,293**	**278,792**	**56,000**	**-79.9%**	
278	***Total Inspections***	**$ 546,998**	**$ 890,067**	**$ 878,968**	**-1.2%**	
279						
280	***Engineering***					
281	Professional Services - Powell Bill	115,000	95,000	95,000	0.0%	
282	City Engineer	60,000	90,000	90,000	0.0%	
283	Technical Review	33,000	31,000	31,000	0.0%	
284	Construction Inspection	82,500	108,000	108,000	0.0%	
285	Dept. Engineering Services	58,500	51,500	51,500	0.0%	
286	Stormwater Engineering	81,500	70,000	70,000	0.0%	
287	***Subtotal Operating***	**430,500**	**445,500**	**445,500**	**0.0%**	
288	***Total Engineering - General Fund***	**$ 430,500**	**$ 445,500**	**$ 445,500**	**0.0%**	
289						

290	**Public Works**				
291	Salaries & Wages	515,953	580,304	677,617	16.8%
292	Part-time Salaries	11,624	37,030	41,200	11.3%
293	Overtime Wages	10,559	20,800	23,100	11.1%
294	Longevity Contribution	12,426	7,578	10,641	40.4%
295	Cell Phone Stipend	720	2,280	1,620	(28.9%)
296	Fica	40,563	54,127	57,571	6.4%
297	Group Insurance Contribution	92,364	132,020	133,490	1.1%
298	Retirement Contribution	104,324	146,545	160,767	9.7%
299	401K Retirement Contribution	24,639	33,534	35,568	6.1%
300	Utility Contra	(70,782)	(74,056)	(67,128)	(9.4%)
301	***Subtotal Personnel***	**742,390**	**940,162**	**1,074,446**	**14.3%**
302	Professional Services	-	6,150	42,500	591.1%
303	Telephone & Postage	5,368	11,900	12,000	0.8%
304	Utilities	163,879	188,645	194,445	3.1%
305	Schools & Conferences	123	9,600	18,500	92.7%
306	Building & Grounds Maintenance	25,104	181,198	57,000	(68.5%)
307	Sidewalk Maintenance & Repair	31,500	66,162	47,500	(28.2%)
308	Storm Sewer & Driveway Pipe Maintenance	12,748	30,500	47,000	54.1%
309	Street Maintenance & Repair	950,931	751,426	872,900	16.2%
310	Equipment Maintenance & Rep	9,872	17,213	12,700	(26.2%)
311	Vehicle Maintenance & Repair	14,065	34,300	41,310	20.4%
312	Fuel	22,674	41,000	40,000	(2.4%)
313	Departmental Supplies	38,297	38,600	37,350	(3.2%)
314	Technology Services & Supplies	27,539	29,980	11,800	(60.6%)
315	Technology Licenses	-	408	14,250	3392.6%
316	Emloyee Uniforms & Accessories	14,423	23,600	23,800	0.8%
317	Small Equipment	-	14,622	2,600	(82.2%)
318	Small Equipment Maintenance & Repairs	-	-	3,120	N/A
319	Miscellaneous	13,675	8,640	5,650	(34.6%)
320	Dues & Subscriptions	236	3,480	2,570	(26.1%)
321	***Subtotal Operating***	**1,330,434**	**1,457,424**	**1,486,995**	**2.0%**
322	Capital Outlay - Buildings	-	110,000	7,000	
323	Capital Outlay - Other Improvements	-	544,052	1,224,000	125.0%
324	Capital Outlay - Vehicles	-	379,669	40,000	(89.5%)
325	Capital Outlay - Equipment	8,420	23,685	50,000	111.1%
326	***Subtotal Capital***	**8,420**	**1,057,406**	**1,321,000**	**24.9%**
327	***Total Public Works***	**$ 2,081,244**	**$ 3,454,992**	**$ 3,882,441**	**12.4%**
328					
329	**Public Facilities**				
330	Salaries & Wages	153,345	215,505	215,552	0.0%
331	Part-time Salaries & Wages	26,261	29,696	33,598	13.1%
332	Overtime Wages	388	4,010	2,172	(45.8%)
333	Longevity Contribution	4,783	4,130	4,545	10.0%
334	Cell Phone Stipend	540	1,080	1,620	50.0%
335	FICA	13,846	20,457	19,574	(4.3%)
336	Group Insurance Contribution	31,467	45,008	47,675	5.9%
337	Retirement Contribution	31,884	51,447	50,233	(2.4%)
338	401K Retirement Contribution	7,481	11,335	11,113	(2.0%)
339	Utility Contra	(8,564)	-	(33,644)	N/A
340	***Subtotal Personnel***	**261,431**	**382,668**	**352,438**	**-7.9%**
341	Professional Services	108,320	10,000	-	(100.0%)
342	Utilities	19,238	26,000	26,000	0.0%
343	Building Maintenance	31,426	42,487	45,850	7.9%
344	Lake & Marina Maint & Ops	71,357	63,000	63,000	0.0%
345	Library Maint & Repairs	63,335	90,000	84,300	(6.3%)
346	Grounds Maintenance	41,729	77,568	147,500	90.2%
347	Fuel	1,013	3,400	3,000	(11.8%)
348	Departmental Supplies	5,743	21,000	15,000	(28.6%)
349	Signage and Branding	-	57,206	58,200	1.7%
350	Technology Supplies and Services	-	4,135	-	(100.0%)
351	Employee Uniforms & Accessories	300	400	750	87.5%
352	CARES Act Coronavirus Relief Funds	19,806	-	500	N/A
353	Small Equipment	-	2,352	-	
354	Small Equipment Maintenance & Repairs	-	-	-	
355	Facility Rental	4,800	2,300	4,800	108.7%
356	Miscellaneous	33,413	13,080	-	(100.0%)
357	***Subtotal Operating***	**400,481**	**412,928**	**448,900**	**8.7%**
358	Capital Outlay - Land	-	70,000	-	(100.0%)
359	Capital Outlay - Buildings	-	35,000	7,500	
360	Capital Outlay - Other Improvements	-	15,000	25,000	66.7%
361	Capital Outlay - Equipment	-	-	-	
362	Capital Outlay - Art	-	-	-	
363	***Subtotal Capital***	**-**	**120,000**	**32,500**	**-72.9%**
364	***Total Public Facilities***	**$ 661,912**	**$ 915,596**	**$ 833,838**	**-8.9%**

365					
366	**Sanitation**				
367	Salaries & Wages	276,849	309,696	349,511	12.9%
368	Overtime Wages	101	7,005	1,086	(84.5%)
369	Longevity Contribution	5,252	4,438	6,717	51.4%
370	Cell Phone Stipend	-	350	540	
371	FICA	20,939	26,312	27,335	3.9%
372	Group Insurance Contribution	62,241	81,168	76,280	(6.0%)
373	Retirement Contribution	56,999	75,153	80,753	7.5%
374	401K Retirement Contribution	13,539	17,192	17,866	3.9%
375	***Subtotal Personnel***	**435,920**	**521,314**	**560,088**	**7.4%**
376	Telephone and Postage	2,623	3,400	3,400	0.0%
377	Equipment Maintenance & Repairs	1,227	2,000	3,000	50.0%
378	Vehicle Maintenance & Repairs	127,671	191,500	215,000	12.3%
379	Fuel	62,407	90,900	94,500	4.0%
380	Departmental Supplies	2,292	17,600	17,700	0.6%
381	Roll-out Garbage Cans	21,989	36,500	49,000	34.2%
382	Employee Uniforms & Accessories	7,085	8,500	9,500	11.8%
383	Material Hauling & Disposal	493,088	569,000	592,200	4.1%
384	Miscellaneous	-	1,100	-	(100.0%)
385	Dues & Subscriptions	-	700	-	(100.0%)
386	***Subtotal Operating***	**718,383**	**921,200**	**984,300**	**6.8%**
387	Capital Outlay - Vehicles	-	326,025	610,000	87.1%
388	Capital Outlay - Equipment	-	-	-	N/A
389	***Subtotal Capital***	**-**	**326,025**	**610,000**	**87.1%**
390	***Total Sanitation***	**1,154,303**	**1,768,539**	**2,154,388**	**21.8%**
391					
392	**Recreation**				
393	Salaries & Wages	471,747	485,965	638,492	31.4%
394	Part Time Salaries & Wages	62,202	105,711	158,505	49.9%
395	Longevity Contribution	14,500	15,885	16,652	4.8%
396	Car Allowance	282	3,672	3,692	0.5%
397	Cell Phone Stipend	540	540	540	0.0%
398	FICA	40,573	50,757	62,244	22.6%
399	Group Insurance Contribution	68,718	103,292	95,350	(7.7%)
400	Retirement Contribution	96,923	120,899	148,063	22.5%
401	401K Retirement Contribution	22,743	27,715	32,757	18.2%
402	***Subtotal Personnel***	**778,229**	**914,436**	**1,156,295**	**26.4%**
403	Professional Services	-	105,100	25,000	(76.2%)
404	Telephone & Postage	14,813	23,250	21,480	(7.6%)
405	Bank Charges	-	-	2,040	N/A
406	Utilities	63,004	89,500	99,300	10.9%
407	Ballfield Lights	19,021	30,250	40,800	34.9%
408	Schools & Conferences	2,911	9,500	14,150	48.9%
409	Building & Grounds Maintenance	206,505	203,176	256,300	26.1%
410	Equipment Maintenance & Repairs	5,196	16,500	14,000	(15.2%)
411	Vehicle Maintenance & Repairs	5,801	10,250	12,500	22.0%
412	Social Media and Marketing	29,997	21,500	24,700	14.9%
413	Fuel	10,192	15,150	31,000	104.6%
414	Departmental Supplies	35,795	48,000	44,151	(8.0%)
415	Athletic Programs	26,999	72,450	83,500	15.3%
416	Technology Services & Supplies	18,084	35,948	-	(100.0%)
417	Technology Licenses		1,425	11,725	
418	Emloyee Uniforms & Accessories	-	5,800	5,650	(2.6%)
419	Small Equipment	5,481	34,681	30,400	(12.3%)
420	Miscellaneous	16,346	44,395	-	(100.0%)
421	Dues & Subscriptions	24,792	8,736	3,730	(57.3%)
422	Special Activities	2,150	79,250	125,000	57.7%
423	Camps	27,808	11,231	19,400	72.7%
424	Sports Hall of Fame Gala	188	11,815	-	(100.0%)
425	***Subtotal Operating***	**515,085**	**877,906**	**864,826**	**-1.5%**
426	Capital Outlay - Land	528,547	-	-	
427	Capital Outlay - Buildings	-	23,100	204,000.00	783.1%
428	Capital Outlay - MACC Renovation	22,150	100,458	-	(100.0%)
429	Capital Outlay - Other Improvements	191,111	46,825	131,000.00	179.8%
430	Capital - First St Pocket Park	18,313	101,267	-	(100.0%)
431	Capital Outlay - Cates Farm Park	-	6,994	-	(100.0%)
432	Capital Outlay - Lake Michael	9,687	15,543	-	(100.0%)
433	Capital Outlay - Vehicles	-	-	35,000.00	N/A
434	Capital Outlay - Lebanon Rd./Lake Michael Connector	-	165,000	-	(100.0%)
435	Capital Outlay - Youth/Walker & Old Rec Updates	-	328,820	-	(100.0%)
436	Capital Outlay - Equipment	69,218	60,000	5,500.00	(90.8%)
437	***Subtotal Capital***	**839,027**	**848,006**	**375,500**	**-55.7%**
438	***Total Recreation***	**$ 2,132,340**	**$ 2,640,348**	**$ 2,396,621**	**-9.2%**

439				-	
440	**Non-Departmental**				
441	Group Insurance Contribution	127,728	209,629	251,555	20.0%
442	Retirement Contribution	92	100,000	-	(100.0%)
443	Unemployment Insurance Contribution	1,480	20,000	20,000	0.0%
444	***Subtotal Personnel***	**129,300**	**329,629**	**271,555**	**-17.6%**
445	Website Hosting	4,200	5,000	-	(100.0%)
446	Train Collection Expenses	1,848	10,000	10,000	0.0%
447	Property & General Liability Insurance	374,283	522,064	545,000	4.4%
448	Alamance County Arts Council Subsidy	10,000	10,000	10,000	0.0%
449	ACTA Subsidy	6,500	6,500	6,500	0.0%
450	Mebane Historical Museum Subsidy	38,540	39,700	39,700	0.0%
451	United Way	-	5,000	5,000	0.0%
452	Transfer to Lake Michael	-	908,240	-	(100.0%)
453	***Subtotal Operating***	**435,371**	**1,506,504**	**616,200**	**-59.1%**
454	Principal - 2008 Issue (Rec & City Hall)	213,333	213,334	213,333	(0.0%)
455	Principal - FY 22-23 Rolling Stock	-	-	209,201	N/A
456	Principal - FY 22-23 Holt St Greenway	-	-	45,000	N/A
457	Principal - Fire Station BB&T	173,333	173,334	173,333	(0.0%)
458	Principal - Fire Station PEMC	140,889	140,889	140,889	0.0%
459	Principal - New Park	388,667	388,667	388,667	0.0%
460	Principal - Fire Truck 2017	46,833	46,833	46,833	0.0%
461	Principal - Fire Radios	86,375	86,375	43,187	(50.0%)
462	Principal - Police Vehicles 2019	53,294	53,294	53,294	0.0%
463	Principal - Police Radios	93,800	93,800	93,800	0.0%
464	Principal - New PW Vehicles	43,050	86,100	86,100	0.0%
465	Principal - FY 22 Vehicle & Apparatus	-	133,176	257,698	93.5%
466	Interest - 2008 Issue (Rec & City Hall)	20,649	13,142	5,632	(57.1%)
467	Interest - FY 22-23 Fire Engine PEMC	-	-	-	N/A
468	Interest - FY 22-23 Rolling Stock	-	-	12,718	N/A
469	Interest - FY 22-23 Holt St Greenway	-	-	5,097	N/A
470	Interest - Fire Station BB&T	43,073	38,151	33,228	(12.9%)
471	Interest - New Park	126,339	103,794	94,139	(9.3%)
472	Interest - Fire Truck 2017	-	1,998	-	(100.0%)
473	Interest - Fire Radios	3,595	3,835	399	(89.6%)
474	Interest - Police Vehicles 2019	5,229	6,468	2,441	(62.3%)
475	Interest - New PW Vehicles	2,934	12,833	3,596	(72.0%)
476	Interest - Police Radios	9,340	4,988	3,815	(23.5%)
477	Interest - FY22 Vehicles & Apparatus	-	18,991	11,958	
478	***Subtotal Debt Service***	**1,450,732**	**1,620,002**	**1,924,358**	**18.8%**
479	***Total Nondepartmental***	**$ 2,015,404**	**$ 3,456,135**	**$ 2,812,113**	**-18.6%**
480					
481	***Total General Fund Expenses***	**$ 19,246,815**	**$ 27,815,295**	**$ 28,285,589**	1.7%
482					
483					
484	***Personnel***	**10,252,426**	**11,923,290**	**13,693,241**	**14.8%**
485	***Operating***	**6,445,320**	**10,101,325**	**8,880,607**	**(12.1%)**
486	***Capital***	**1,098,336**	**4,170,678**	**3,787,383**	**(9.2%)**
487	***Debt Service***	**1,450,732**	**1,620,002**	**1,924,358**	**18.8%**
488	***Total General Fund***	***19,246,815***	***27,815,295***	***28,285,589***	**1.7%**
489					

APPENDIX B: WATER & SEWER FUND DEPARTMENTS

490	**Water and Sewer Fund**					
491	**Billing and Metering**					
492	Salaries & Wages	43,155	181,022	53,635	(70.4%)	
493	Longevity Contribution	421	1,756	526	(70.0%)	Salaries for meter services was being budgeted with the billing supervisor. Only the billing supervisor is being charged to this account now. This will have an impact on all salary lines for this department.
494	FICA	2,346	13,450	4,143	(69.2%)	
495	Group Insurance Contribution	7,594	9,763	9,535	(2.3%)	
496	Retirement Contribution	7,712	38,416	12,241	(68.1%)	
497	401K Retirement Contribution	1,846	8,791	2,708	(69.2%)	
498	Pension Expense	5,753	-	-		
499	Indirect Contra	649,268	708,191	744,976	5.2%	
500	***Subtotal Personnel***	**718,095**	**961,389**	**827,764**	**-13.9%**	
501	Telephone & Postage	24,894	28,000	32,000	14.3%	
502	Bank Charges	67,579	75,000	289,800	286.4%	Moved from Miscellaneous
503	Schools & Conferences	-	2,000	1,000	(50.0%)	
504	Equipment Maintenance & Repairs	-	-	2,000	N/A	
505	Utility Billing Services	-	1,000	50,290	4929.0%	
506	Departmental Supplies & Meters	52	9,900	1,000	(89.9%)	
507	Technology Services & Supplies	5,446	91,450	12,100	(86.8%)	
508	Miscellaneous	84,194	700,000	-	(100.0%)	
509	Over - Short	-	-		N/A	
510	***Subtotal Operating***	**182,166**	**907,350**	**388,190**	**-57.2%**	
511	Capital Outlay - Other	254,191	-	200,000	N/A	
512	***Subtotal Capital***	**254,191**	**-**	**200,000**	**N/A**	
513	***Total Billing & Metering***	**$ 1,154,452**	**$ 1,868,739**	**$ 1,415,954**	**-24.2%**	
514						
515	***Utility Maintenance***					
516	Salaries & Wages	661,769	708,044	821,869	16.1%	
517	Part-time Salaries & Wages	860	5,100	5,406	6.0%	
518	Overtime Salaries	32,318	49,000	60,949	24.4%	
519	On-Call	-	12,816	-		
520	Longevity Contribution	12,499	14,885	16,503	10.9%	
521	Car Allowance	3,672	3,672	3,692	0.5%	
522	Cell Phone Stipend	-	1,620	540	(66.7%)	
523	FICA	46,705	55,703	69,212	24.3%	
524	Group Insurance Contribution	106,694	139,040	162,090	16.6%	
525	Retirement Contribution	127,559	157,982	203,247	28.7%	
526	401K Retirement Contribution	30,261	36,152	44,966	24.4%	
527	Pension Expense	80,660	-	-		
528	***Subtotal Personnel***	**1,102,997**	**1,184,014**	**1,388,474**	**17.3%**	
529	Professional Services	52,862	140,100	93,500	(33.3%)	
530	Telephone & Postage	16,321	13,100	12,060	(7.9%)	
531	Utilities	93,747	100,600	97,000	(3.6%)	
532	Schools & Conferences	2,563	6,000	22,000	266.7%	
533	Building & Grounds Maintenance	5,857	7,800	13,000	66.7%	
534	Street Maintenance & Repair	7,593	25,000	20,000	(20.0%)	
535	Fire Hydrant Maintenance & Repair	24,656	42,000	35,000	(16.7%)	
536	Equipment Maintenance & Repairs	103,308	99,463	135,000	35.7%	
537	Infrastructure - Maintenance & Repairs	4,456	527,000	586,044	11.2%	
538	Vehicle Maintenance & Repairs	20,250	30,500	25,000	(18.0%)	
539	Advertising	-	500	500	0.0%	
540	Fuel	8,980	22,500	34,000	51.1%	
541	Departmental Supplies	114,169	146,101	120,000	(17.9%)	
542	Chemicals	90,678	130,000	220,187	69.4%	
543	Technology Services and Supplies	17,655	23,000	9,750	(57.6%)	
544	Technology Licenses	-	-	18,500		
545	Emloyee Uniforms & Accessories	13,738	19,700	20,700	5.1%	
546	Small Equipment	2,139	7,376	9,900	34.2%	
547	Graham Sewer Services	13,113	20,000	20,000	0.0%	
548	Miscellaneous	86,266	99,766	-	(100.0%)	
549	Laboratory Services	-	2,640	10,000		
550	SCADA Services	-	7,740	24,500		
551	Purchase of Water	839,426	780,000	850,000	9.0%	
552	Dues & Subscriptions	11,432	15,565	18,030	15.8%	Moved from Miscellaneous
553	***Subtotal Operating***	**1,529,209**	**2,266,451**	**2,394,671**	**5.7%**	
554	Capital Outlay - Land	-	199,177	-	(100.0%)	
555	Capital Outlay - Buildings	-	28,000	-	(100.0%)	
556	Capital Outlay - Other Improvements	123,351	857,950	585,000	(31.8%)	Elevated storage tank, oversizing, and WTP capital
557	Capital Outlay - GKN Pump Station	-	1,900,000	-	(100.0%)	
558	Capital Outlay - Vehicles	-	123,000	-	(100.0%)	
559	Capital Outlay - Equipment	70,375	68,826	60,000	(12.8%)	Outfall tractor replacement
560	***Subtotal Capital***	**193,726**	**3,176,953**	**645,000**	**-79.7%**	
561	***Total Utility Maintenance***	**$ 2,825,933**	**$ 6,627,418**	**$ 4,428,145**	**-33.2%**	

562						
563	**Engineering**					
564	City Engineer	84,000	134,000	94,000	(29.9%)	A carryover progect from FY 22 was not needed this year.
565	Technical Review	20,000	28,000	28,000	0.0%	
566	Construction Inspection	100,000	130,000	130,000	0.0%	
567	Dept. Engineering Services	56,000	33,000	33,000	0.0%	
568	***Subtotal Operating***	**260,000**	**325,000**	**285,000**	**-12.3%**	
569	***Total Engineering***	**$ 260,000**	**$ 325,000**	**$ 285,000**	**-12.3%**	
570						
571	**Water Resources Recovery Facility (WRRF)**					
572	Salaries & Wages	504,251	570,390	552,119	(3.2%)	
573	Part-Time Salaries	9,799	12,240	37,000	202.3%	PT Compliance - Varinoski
574	Overtime Salaries	8,084	18,920	20,055	6.0%	
575	On-Call	-	-	-	N/A	
576	Longevity Contribution	12,726	13,618	12,776	(6.2%)	
577	Car Allowance	3,672	3,672	3,692	0.5%	
578	Cell Phone Stipend	1,080	1,080	2,520	133.3%	Lab Supv and director overlap
579	FICA	34,039	45,382	47,618	4.9%	
580	Group Insurance Contribution	57,196	79,341	57,209	(27.9%)	
581	Retirement Contribution	95,080	126,946	132,312	4.2%	
582	401K Retirement Contribution	22,386	29,050	29,273	0.8%	
583	Pension Expense	63,436	-	-	N/A	
584	***Subtotal Personnel***	**811,748**	**900,639**	**894,574**	**-0.7%**	
585	Professional Services	778	10,000	10,000	0.0%	
586	Telephone & Postage	7,256	7,671	8,264	7.7%	
587	Utilities	156,988	178,980	192,660	7.6%	
588	Schools & Conferences	1,397	3,200	4,400	37.5%	
589	Buildings & Grounds Maintenance	7,572	32,730	32,565	(0.5%)	
590	Equipment Maintenance & Repairs	81,804	161,175	195,600	21.4%	
591	Vehicle Maintenance & repair	1,230	950	1,000	5.3%	
592	Advertising	28	100	100	0.0%	
593	Fuel	3,178	3,100	8,790	183.5%	Inflation
594	Departmental Supplies	35,026	41,740	42,164	1.0%	
595	Chemicals	99,026	95,000	134,716	41.8%	
596	Technology Supplies & Services	1,504	1,688	7,000	314.7%	Software was previously in Miscellaneous
597	Technology Licenses	-	612	-	(100.0%)	Moved to IT
598	Software Licensing and Maint	-	1,400	10,000	614.3%	Licenses were previously in Miscellaneous
599	Emloyee Uniforms & Accessories	3,538	4,400	4,192	(4.7%)	
600	Small Equipment	5,627	19,300	24,400	26.4%	
601	Small Equipment Maintenance & Repairs		-	600	N/A	
602	Material Hauling & Disposal	-	-	473,704	N/A	Previously in Miscellaneous
603	Miscellaneous	390,736	505,565	-	(100.0%)	
604	Laboratory Services	21,715	31,100	36,120	16.1%	
605	SCADA Services	21,729	36,200	42,233	16.7%	
606	Dues & Subscriptions	12,347	12,490	13,503	8.1%	
607	***Subtotal Operating***	**851,478**	**1,147,401**	**1,242,011**	**8.2%**	
608	Capital Outlay - Other Improvements	126,789	151,108	52,000	(65.6%)	City of Graham WRRF Capital
609	Capital Outlay - Vehicles	-	-	11,700	N/A	Gator
610	Capital Outlay - Equipment	10,732	25,950	76,198	193.6%	Xylem Influent In-Line Monitoring, Aeration Basins elec
611	***Subtotal Capital***	**137,521**	**177,058**	**139,898**	**-21.0%**	
612	***Total WRRF***	**$ 1,800,747**	**$ 2,225,098**	**$ 2,276,483**	**2.3%**	
613						

614	**Non-Departmental**					
615	Professional Services	-	174,930	1,300	(99.3%)	Prior year included closing costs for SRF loan
616	Property & Liability Insurance	-	62,000	11,100	(82.1%)	
617	***Subtotal Operating***	**-**	**236,930**	**12,400**	**-94.8%**	
618	Principal - 2007 Issue (SE Pump Station)	133,333	133,334	-	(100.0%)	
619	Principal - 2009 Issue (9th St. Sewer)	4,806	4,806	4,806	0.0%	
620	Principal - Water Upgrade/Extension	293,000	3,015,000	-	(100.0%)	
621	Water Plant Capacity Payment	127,403	127,403	127,403	0.0%	
622	Sewer Capacity Payment	200,000	200,000	150,000	(25.0%)	
623	Principal - WRRF FY 22 Revenue Bond	-	620,000	964,000	55.5%	
624	Principal - WRRF Upgrade FY19	-	-	-	N/A	
625	Principle FY 22 Vehicles & Apparatus	-	12,300	35,144	185.7%	
626	Interest - Water Upgrade/Expansion	78,529	87,592	-	(100.0%)	
627	Interest - 2007 Issue (SE Pump Station)	8,725	3,850	-	(100.0%)	
628	Interest - WRRF FY 22 Revenue Bond	-	151,125	219,840	45.5%	
629	Interest - FY22 Vehicles & Apparatus	-	1,754	1,628	(7.2%)	
630	Interest - WRRF Upgrade FY19	-	-	-	N/A	
631	Interest - Trucks	-	-	-	N/A	
632	Transfer to Utility Projects Capital Reserve	450,000	-	-	N/A	
633	Transfer to Capital Project Ordinances	-	3,525,000	-	(100.0%)	
634	***Subtotal Debt***	**1,295,796**	**7,882,164**	**1,502,821**	**-80.9%**	
635	***Total Non-Departmental***	**1,295,796**	**8,119,094**	**1,515,221**	**-81.3%**	
636						
637	***Utility Fund Total***	***7,336,927***	***19,165,349***	***9,920,803***	(48.2%)	
638						
639	**Salaries & Benefits**	**2,632,840**	**3,046,042**	**3,110,812**	2.1%	
640	**Operations**	**2,822,853**	**4,883,132**	**4,322,272**	(11.5%)	
641	**Capital Outlay**	**585,438**	**3,354,011**	**984,898**	(70.6%)	
642	**Debt**	**1,295,796**	**7,882,164**	**1,502,821**	(80.9%)	
643	**Total Water and Sewer Fund**	**7,336,927**	**19,165,349**	**9,920,803**	(48.2%)	

APPENDIX C: UTILITY CAPITAL RESERVE FUND

644						
645	**Capital Reserve Fund**					
646	System Development Fees - Water	392,211	250,000	460,000	84.0%	Need to link these
647	System Development Fees - Sewer	1,135,492	817,000	1,138,000	39.3%	
648	Interest Earnings	4,595	2,500	3,000	20.0%	
649	Appropriated Fund Balance	0	199177	-	(100.0%)	
650	***Total Revenues***	**$ 1,532,298**	**$ 1,268,677**	**$ 1,601,000**	**26.2%**	

Budget Ordinance

(to be provided on June 6, 2022)

AGENDA ITEM #8

DOWNTOWN EXTERIOR IMPROVEMENTS GRANT AWARDS

Meeting Date
May 2, 2022

Presenter
Cy Stober, Development Director

Public Hearing
Yes ☐ No ☒

Summary
Council will consider awarding Downtown External Improvements Grant (DEIG) funds to qualifying applications.

Background
At their November 1, 2021, meeting the Mebane City Council formally adopted the Downtown External Improvements Grant (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 to a Downtown property in one of four categories:

- Façade improvements;
- Outdoor seating;
- Exterior artwork; and
- Preservation of historic architecture and buildings.

The City Council has awarded six (6) applicants a total of $26,509.31 for qualifying requests, leaving $23,490.69 in grant funds available for award. Applications are now being accepted and considered for award on an open basis.

The City received four (4) new complete applications for consideration at this May 2 meeting, as well an amended request from a grantee:

- 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

Financial Impact

Qualifying requests total $20,285.25, to be awarded at City Council discretion. If all candidate projects are awarded full grant funding, $3,205.44 will remain in the DEIG pool, available to qualifying applicants on a first-come, first-serve basis and City Council discretion.

Recommendation

DEIG awards are made at City Council discretion. All application included are complete and meet the criteria established by the City at the November 1, 2021, meeting.

Suggested Motion

Motion to award $20,285.25 in Downtown Exterior Improvement Grants to the applicants for the project described in the qualifying applications.

Attachments

1. 111 N. Third Street application package
2. 200 N. Third Street application package
3. 118 West Center Street application package
4. 123 East Center Street application package
5. 108 & 110 West Clay Street application package (amended)

Grant Application

Date of Application: 3/31/22

APPLICANT INFORMATION

Property Owner Name	Red Hill Investments LLC
Business Owner Name (if different*)	Barbara Guttman
Business Name	Sweet Grace / Melville Building
Phone #	336-213-7326
Street Address of Property	111 N. Third St
Applicant's Mailing Address	118 W Clay St Unit B

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building	Multi Vendor shop & un-rehabed area
Proposed use of building	
Business Name	

Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building:

paint exterior of building, walls & trim

Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.):

paint & labor #16,500 to #23,000 (2 quotes)

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: Barbara Guttman Date: 3/31/22

JS PRESSURE CLEANING & PAINT CO. INC.
PO BOX 1706
BURLINGTON, NC 27216
336.229.5191
jspaintc@aol.com
jspressurecleaningandpaintcompanyinc.com

ADDRESS
BARBARA GUTTMAN
111 N 3RD ST
MEBANE, NC 37302

Estimate 8365

DATE 03/25/2022

ACTIVITY	QTY	RATE	AMOUNT
PRESSURE WASHING BUILDING	1	800.00	800.00
Services PREP 1 PRIME COAT, 1 FINISH COAT (COLOR CHANGE)	1	0.00	0.00
PAINTING:EXTERIOR BRICK SIDING-LABOR	1	8,408.00	8,408.00
PAINTING:EXTERIOR WINDOWS-LABOR	1	2,550.00	2,550.00
PAINTING:EXTERIOR DOORS-LABOR	1	675.00	675.00
PAINTING:EXTERIOR CHIMNEY-LABOR	1	250.00	250.00
ESTIMATED MATERIAL AND EXPENSE +-	1	3,750.00	3,750.00

1/3 DOWN PAYMENT REQUIRED BALANCE DUE UPON COMPLETION. Please let us know if you have any questions. We look forward to being at your service.

Thank you,

Johnny Pruitt Jr.
(336)229-5191

TOTAL **$16,433.00**

Quote for 137 Clay St, Mebane NC Melville Trading exterior painting project

Dave Riley <daveriley@rlroyalservices.com> Sun, Mar 20, 2022 at 9:58 PM
To: "bcguttman@gmail.com" <bcguttman@gmail.com>, Dave Riley <daveriley@rlroyalservices.com>

Good evening Barbara!

Nice to meet you the other day. Below is what we can do for you on this project.

Scope of work- exterior painting

- Pressure wash the exterior prior to painting
- We will cover surfaces and windows as needed when working.
- We will fill the broken bricks in the front with mortar or block filler
- We will use a lift to be able to paint this safely downtown
- Walls will be painted with Duration Exterior paint by Sherwin Wiliams- color and sheen TBD
    - We will roll the walls in the front and side
    - We will possibly spray the back side depending on the traffic in the alley and weather.
- The Chimney in the back
    - We will prime this first prior to painting
    - We will paint this back the same color as the walls
- Trim and window frames will be painted black with Duration Exterior paint
- Metal Trim on the cap of the building, metal grids on the windows, metal doors and other metal surfaces like the gutters will be painted black with DTM (Direct to Metal paint by Sherwin Williams)
    - The AC unit stands in the back will need to be sanded and then painted.

Total for this including paint- $20500 to $23000

I have a range because I am not 100 percent sure how much product we will need to ensure the walls are covered well. Depends on the color choice and how the walls absorb the paint.

I will work with you as much as possible on budget for this project, there are just a lot of unknowns as I mentioned. We would love to do this project for you.

Please let me know if you have any questions and if you would like to schedule the work.

I hope you had a chance to go by Mebane Tire and see the grey and black combo on their store front.

Thanks, Dave

Sweet Grace / Melville Trading Building







Inspiration Photo



Inspiration Photo

. This light tan / off white building with black trim is the classic look we're going for on the Melville Building. Until we paint some of these colors on the back of the building and see what they look like in the bright sunlight I can't tell you the exact color which is closest to the inspiration photo. Tricorn Black trim.




RH
CH

111 N. Third Street

Proposed Colors

Body: Sherwin Williams Moderate White, Softer Tan or Wool Skein.

Trim: Tricorn Black.

SW 6140
Moderate White
Interior / Exterior
Location Number: 266-C3

SW 6141
Softer Tan
Interior / Exterior
Location Number: 206-C1

SW 6148
Wool Skein
Interior / Exterior
Location Number: 207-C1

SW 6258
Tricorn Black
Interior / Exterior
Location Number: 251-C1

Grant Application

Date of Application:_____

APPLICANT INFORMATION

Property Owner Name	Meghan Wagner
Business Owner Name (if different*)	
Business Name	Go Girl Shoppe
Phone #	(919) 9980056
Street Address of Property	200 North 3rd Street
Applicant's Mailing Address	

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	Boutique
Proposed use of building:	
Business Name	Go Girl Shoppe

Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building:

① We would love to get a mural painted on the outside of our building that reads "Someone in Mebane loves you"

② We would love to have (2) picnic tables for the community to use and be able to sit and relax.

Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.):

① $4700 for mural.

② $149.00/EA X2 picnic tables

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.

2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.

3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.

4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: _____ Date: 3.30.2021


GO GIRL SHOPPE

From: **Leonard Wagner at NC Hammock** <info@nchammock.com>
Date: Thu, Apr 7, 2022 at 1:51 PM
Subject: Exterior wall art
To: Meghan Wagner <gogirlshoppe@gmail.com>

Meghan
You have our permission to have the exterior wall painted as an art mural at 200 North Third Street.

Leonard Wagner
(919) 201-7310

Gmail

Meghan Wagner <gogirlshoppe@gmail.com>

Mural Pricing

Meghan Wagner <gogirlshoppe@gmail.com>
To: Meghan Wagner <gogirlshoppe@gmail.com>

Sun, Mar 20, 2022 at 8:06 PM

Anna Lisa <bigsisof11@gmail.com>
to me

Tue, Feb 15, 4:48 PM

For more colorful mural $4200
$500 travel/supply fee
[Quoted text hidden]

$4700.00


Mebane
Loves
you

38'



Size 20'x9'
Price $4500

-*50% due at start of project

-No refunds on deposits

- Final price may reflect a 10-20% increase due to fluctuations of cost of products, timing, weather, delays, or any admendments to the contract provided





Style Selections 6-FT Wooden Picnic Table

Item #902852 Model #PCNT6

$149.00

96

$141.55 when you choose 5% savings on eligible purchases every day. Learn how

setpay Pay $49.67/month in 3 monthly payments with SetPay. Learn how

- Ready for paint, stain or lacquer
- Made from kiln-dried lumber
- Pre-drilled holes make for quick assembly

1

Qty

Hurry, Low in Stock

Add to Cart

Free Store Pickup
2 Nearby at **Mebane Lowe's** (10 mi. away)

Delivery
Scheduling Available

Here are some similar items ...



Outdoor Essentials Wood Brown 72 in. Rectangle Picnic Table

Item # 8023322 | Mfr # 307674

(37) Write Review

$209.99

Pay in 4 interest-free payments of $52.50. Learn more

ACE REWARDS See Details

Estimated Points Earned: 2,099

1

Add To Cart

Add To Wish List

Grant Application

Date of Application: 4/13/22

APPLICANT INFORMATION

Property Owner Name	Adam Guthman
Business Owner Name (if different*)	
Business Name	
Phone #	336-684-5639
Street Address of Property	118 W Clay St
Applicant's Mailing Address	118 W Clay St Unit B, Mebane, NC 27302

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building	Retail Down / Residence Up
Proposed use of building	
Business Name	

Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building:

Repoint the deteriorating mortar joints on the bottom 8ft of the back and alley side of the building and front as needed

Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.): 2 quotes

Lunsford Masonry 10,285 Allison Masonry 7,500

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: _____ Date: 4/13/22

ALLISON MASONRY

Jarrett Allison 336-263-4608

Job Address: 118 West Clay St. Mebane

Date: 4-12-2022

Contact Name: Adam

Contact Phone Number:

TYPE	QUANTITY	PICA	DESCRIPTION	UNIT PRICE	AMOUNT
Block			Repoint		
ock			& Motar Joint		
ock			+ Cut out		

E ☐ **QUOTE** ☒

nates are just an estimate, without having all
or, estimated prices may change depending on
ges made by choice of customer, or factors
ce the job has started may effect the final

SUB TOTAL	
TAX	
ADD. CHARGE	
TOTAL	7500

Lunsford Masonry & Construction, LLC
Elon, NC 27244

Phone #: 336-684-3617
E-mail:chrislunsford1@gmail.com

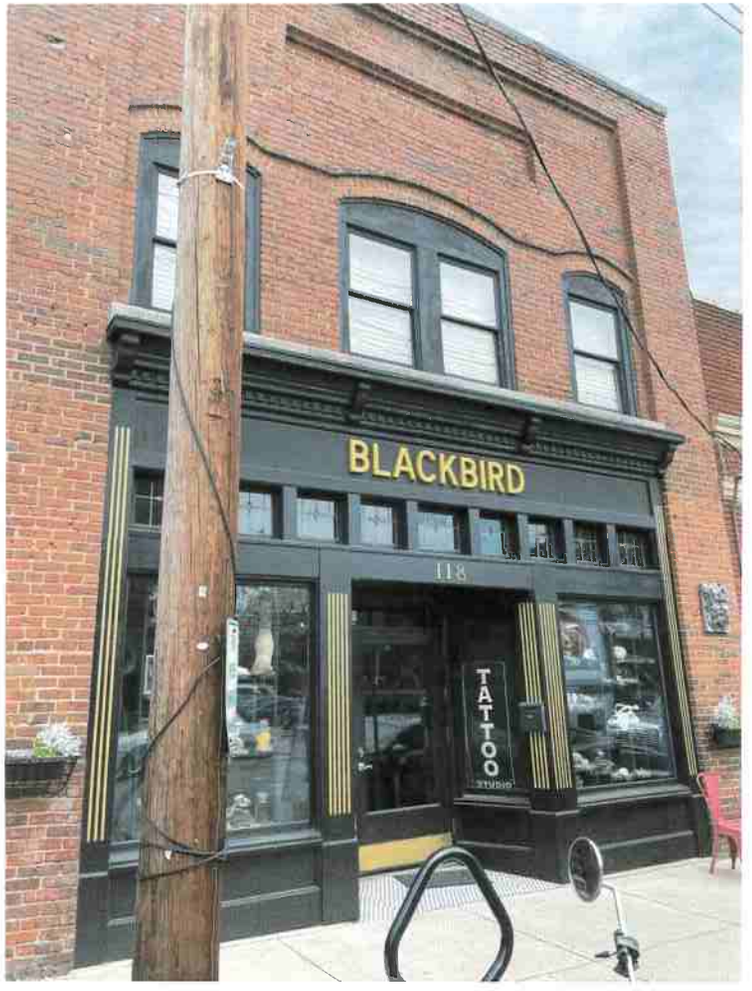
Estimate

Date	Estimate #
4/6/2022	1075

Name / Address
Adam Guttman

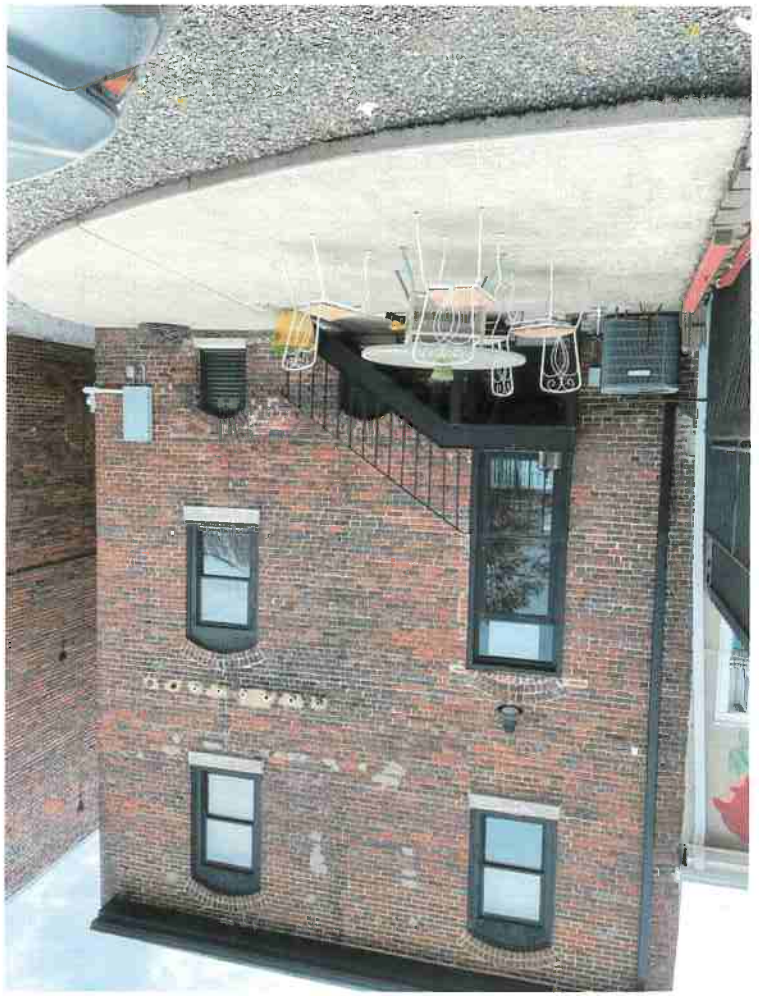
Project
118 West Clay St., Mebane, NC 27302

Description	Amount
Pointup loose mortar joints in wall in breeze way around 8' high & around back and pointup a little bit in front left veneer approximately 3' tall x 20" wide. Material & Labor	10,285.00
Thank you for your business.	**Total** $10,285.00


BLACKBIRD
118
TATTOO







Grant Application

Date of Application:_____

APPLICANT INFORMATION

Property Owner Name	Mebane RA Co.
Business Owner Name (if different*)	Lawson + Page Inc
Business Name	Discount Furniture Connection
Phone #	919-304-6177
Street Address of Property	123 E Center St Mebane NC 27302
Applicant's Mailing Address	Same

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	Retail Furniture + Mattress
Proposed use of building:	Same
Business Name	Discount Furniture Connection

Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building:
We would like to paint the building - same colors
We want to take down existing Kerr Drug sign on 5th St. & lower & replace Kerr Drug sign with our sign. We want to take down marquee (on Hwy 70)

Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.):
$ 8760.50

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: Tammy Page Date: 4/12/22

INCOME PROPERTIES
OF RALEIGH, INC.

1049 DRESSER COURT
RALEIGH, NC 27609-7323

PHONE 919-782-4798
FAX 919-782-8297
WEBSITE www.incprop.com

April 12, 2022

Tammy Page

Via Email

RE: Discount Furniture, Mebane, NC

To whom it may concern,

As the management company of the referenced property, our tenant has permission to remove one of the road side signs, and have the other sign lowered to bring it into compliance with the city's ordinances. Our tenant also has permission to repaint the exterior of the building in the existing colors.

Thank you for your assistance in this matter.

Please call if you have questions.

Sincerely,

Ruffin Hicks

Property Manager

PROPOSAL

PROPOSAL NUMBER: 22-126

MAILING ADDRESS:
P. O. Box 2514
Burlington, NC 27216

PHYSICAL ADDRESS:
203 1/2 N. Main St.
Graham, NC 27253

Phone: (336) 229-1554
Fax (336) 229-1566

PROPOSAL SUBMITTED TO: Discount Furniture Connection	DATE: April 22, 2022
CONTACT: Tammy Page	PHONE: 336-266-4560
STREET: 123 E Center Street	FAX:
CITY, STATE, ZIP: Mebane, NC 27302	EMAIL: tammypage32@gmail.com

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Abee Custom Signs , Inc. is proposing to remove the secondary sign along S Fifth Street completely. We will remove the cabinets on the Primary Sign along E Center Street. The sign will be lowered to an overall height of 12 feet and the cabinet with radius corners will be re-installed. All old signs and materials will be hauled away and disposed of. We will provide new molded embossed painted faces with the Discount Furniture Logo. Detailed drawings will be provided for your approval before faces are ordered. The sign cabinet and poles will be painted Bronze. The total cost will be $6074.08. This price includes all materials and the new faces, taxes, labor and installation. There would be additional charges for permits (charged at cost) and obtaining the permits. We would require a 50 % deposit before work will begin.

ABEE CUSTOM SIGNS, INC. hereby proposes to furnish materials and labor - complete in accordance with above specifications, for the sum of:

Six thousand seventy four dollars and 08/100---------- dollars ($ 6,074.08)

PAYMENT TO BE MADE AS FOLLOWS: 50% Deposit of $3,037.04 and Balance Due Upon Completion.

All materials is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control. Our workers are fully covered by Workmen's Compensation Insurance.

PROPOSAL BY: RANDY QUAKENBUSH

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE: _____

DATE OF ACCEPTANCE: _____

SIGNATURE: _____

Adams Sign Service and Repair LLC
P.O. Box 379
Burlington, NC 27216
+1 3362260014
assraccounting@yahoo.com

Estimate

ADDRESS
Tammy Page
Discount Furniture Connection
123 East Center St
Mebane, NC

SHIP TO
Tammy Page
Discount Furniture Connection
123 East Center St
Mebane, NC

ESTIMATE #	DATE
1087	03/25/2022

ACTIVITY	QTY	RATE	AMOUNT
SIGN REMOVAL SIGN REMOVAL/Disposal-secondary sign	1	900.00	900.00T
SIGN RETRO SIGN RETRO-remove marquee signage, move main sign down to be no more than 12' OAH, cut poles down to size, rewire pole(s)	1	1,400.00	1,400.00T
Sign Faces:Sign Face Sign Faces - Main ID sign	2	1,150.00	2,300.00T
Disposal Disposal Fee-main id materials	1	200.00	200.00
SUBTOTAL			4,800.00
TAX (6.75%)			310.50
TOTAL			**$5,110.50**

Accepted By

Accepted Date

CY:
I contacted Signtech for a quote but as of 3/28 @ 4:30 I have not recv'd anything. Hopefully you can go with this Estimate from Adams along with the Innovative Quote
Tammy

12:42
Done
POLE SIGN.pdf



Estimate for Furniture Discount –
Paint exterior of building including stucco/
block walls as well as letters/sign from
Both sides

Paint/Materials – 3500 labor included

ACM pressure washing and paint
(336) 343-2724, Burlington, NC, 27215



Ector Paint Co.

1908 Johnson Rd. • Burlington, NC 27217
(336) 578-5090

Proposal

Page No. of Pages

Proposal Submitted To: Discount Furniture Corp.		Phone	Date 3-28-22
Street		Job Name	
City, State and Zip Code		Job Location	
Architect	Date of Plans		Job Phone

We hereby submit specifications and estimates for:

1) Apply Two coats of Superpaint Flat to Tan Stucco.

2) Scrape and apply two coats of finish to block walls.

3) Apply Two coats to black stucco.

4) Apply black DTM to two metal roofs.

Includes lift rental, labor, material

WE PROPOSE hereby to furnish material and labor—complete in accordance with above specifications, for the sum of:

dollars $ 17,000.00

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are full covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made be made as outlined above

Signature _____

Date of Acceptance _____

Signature _____

Grant Application

Date of Application:_3/27/2022_____

APPLICANT INFORMATION

Property Owner Name	Kean Nguyen
Business Owner Name (if different*)	
Business Name	
Phone #	(336) 929-0771
Street Address of Property	108 & 110 W Clay St, Mebane
Applicant's Mailing Address	103 Mamie Ln, Jamestown, NC 27282

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	Rental Properties
Proposed use of building:	
Business Name	
1) Paint left and right sides of the building with same Beige color as existed in the rear of the building. 2) Paint storefront of Grit &Grace same off-White color as existed on Filament Coffee shop. 3) All asthetic features and trims will be painted with a fresh coat of White paint. 4) All metal rails in the rear of the building will be painted with a fresh coat of Black paint. 5) A broken glass window on 2nd floor need to be replaced.	
Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.): $12,402.00	

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: _____ Date: _3/27/2022_____

DEIG

108 – 110 West Clay Street

Clarifications:

- Your description states you are painting the "storefronts" at 108 off-white to match the paint that was done by Filament, and the "storefronts" at 110 gray. I believe you are referring to the brick when you say "storefronts", is that correct? **Yes** If so, are you leaving the actual storefronts, the lower level where there is aluminum framing, doors, and windows, as they are? **From talking to Chris McAuley at CertaPro, he said that there are some rust spots around the window and door framing. He suggests to sand those areas and paint them again with same existed color.**
- Item B in the Certapro quote talks about painting doors and metal windows, what doors is this referring to? **See responses from above bullet** Are the metal windows the upper-story windows on the front facade? **Windows in the upper story are relatively new and should be leave as is (i.e. no paint job needed)**
- Please provide a specific color sample of the gray color you intend to use. **We either go with "Gray Shadows (PPG1005-3)" or "Gray Whisper (PPG1014-2)"**

CertaPro Painters®
BUSINESS & COMMERCIAL SERVICES

CertaPro of Greensboro
622-H Guilford College Rd.
Greensboro, NC 27409
(336) 855-4939

https://greensboro.certapro.com
Full Worker's Compensation Coverage
General Liability and Auto

COMMERCIAL EXTERIOR
Job #: JOB-1326-2592
Date 03/15/2022

JOB SITE

Kean Nguyen - Mebane
108 and 110 W Clay Street
Mebane, NC 27362
(336) 929-0771
kean711@gmail.com

PREPARED BY

Chris McAuley
Commercial Sales Associate
(336) 894-8245
cmcauley@certapro.com

CLIENT

Kean Nguyen
108 & 110 West Clay St
Mebane, NC 27302
(336) 929-0771
kean711@gmail.com

CLIENT CONTACTS

Kean Nguyen
M: (336) 929-0771
E: kean711@gmail.com

PRICING:

Base Price:	$0.00
A. Paint Exterior Brick (front and both sides) Prime plus 2 coats	$8,460.00
B. Windows, Trim, Aesthetic Features, Doors, Windows	$3,200.00
C. Railing (rear of building)	$750.00
Remove Frontage Section (previously painted)	-$350.00
Subtotal:	**$12,060.00**
Total:	**$12,060.00**
Deposits Due	$3,618.00
Balance	**$8,442.00**

GENERAL SCOPE OF WORK

Scope of Work:

A) Brick

1. Pressure wash the brick thoroughly to remove dirt, grime and contaminants
2. Apply a Prime Coat (Sherwin Williams Loxon Primer)
3. Apply (2) coat finish coats (Sherwin Williams Latex A100) with color to match the existing color in rear of the building.
4. Do not include the small section on the front of the building that was recently painted by the tenant (roughly 15*15 with 2 windows)

B) Windows, Trim Aesthetic Features, Upper Trim, Soffit and Gutters, Doors, Metal Windows

1. Pressure wash / clean the surfaces to be painted to remove dirt, grim and any failing paint
2. Lightly sand areas to be painted where needed and spot prime as needed with Sherwin William Latex Primer
3. Apply Latex paint (A100) and Sherwin Williams DTM (metal) with color to match existing

C) Railings

1. Sand to remove failing paint

2. Apply Sherwin Williams Pro Industrial Urethane to match existing color (black) to all railing

Painting the sides of the building will require access to the roof level on both sides to reach the walls. A lift has been included for the brick painting only.

Pressure washing assumes access to running water (spigot). All work to be completed during normal business hours with access to front sidewalk and side building roof.

SURFACE PREPARATION

STANDARD LEVEL OF PREP
Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. Standard prep does NOT include:
- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Resculpting trim and siding where damaged.
- Stripping existing surface coating.

CLEAN UP

We clean up the job site daily, with full cleanup upon project completion. Please be sure to let your sales representative know the most convenient place for us to store ladders, tools and material.

PROPOSAL AND COLOR SPECIFICATIONS

Surface/Item	Product	Paint / Primer Coats	Color
Included Details			
A. Paint Exterior Brick (front and both sides) Prime plus 2 coats			
B. Windows, Trim, Aesthetic Features, Doors, Windows			
C. Railing (rear of building)			

ADDENDUM - ALL PICTURES



Front view of building

NOTES

Thank you for allowing CertaPro the opportunity to provide you with a Proposal for your Project. Our goal from start to finish is to provide you with an excellent painting experience.

PLEASE CAREFULLY REVIEW ALL OF THE ITEMS AND AREAS INCLUDED AND THOSE EXCLUDED TO ENSURE THERE ARE NO MISUNDERSTANDINGS REGARDING THE PROJECT SCOPE. ANY ITEMS, AREAS, AND COMPONENTS NOT SPECIFICALLY INCLUDED ARE EXCLUDED.

During your project you will be assigned a Job Site Supervisor (JSS). The JSS is on site to paint, manage the crew and be available to address any of your concerns throughout the project. Our Production Manager also supervises our JSS's to ensure the project is being handled as promised and proceeding on schedule to your satisfaction.

At the end of the project we will fully clean up and walk through the project with you for a final inspection. Any remaining touch ups can be addressed at that time.
Our goals is to receive an excellent review when you evaluate our work. We hope to earn the privilege of doing additional work and for you to recommend us to your family, friends, neighbors and business associates.

CertaPro complies with all local, state and federal laws; including but not limited to the EPA Lead-Safe program. If you suspect lead please notify us immediately.
We would be honored to be awarded your painting project!

ADDITIONAL NOTES

ROTTING WOOD
Carpentry estimates are provided for areas that were visible from our ground level inspection and before preparation/scraping. Work beyond the scope described will be brought to the homeowner's attention and will incur additional charges
NEED HELP WITH COLOR?
- Go to colorvisualizer.certapro.com to explore colors and apply them virtually to pictures of your choosing
- Pick up color samples from your local paint store and apply to the areas you want to paint (note, there are multiple Shewrin Williams locations throughout the Triad, usually within a few minutes of your location)

IMPORTANT NOTES:
1) Please be sure our painters can access all surfaces to be painted by removing window screens and trimming and trees/shrubs blocking access.
2) Our proposal is priced assuming all portions of the project will be completed at the same time. If the project is broken into multiple phases, additional trip fees and set up charges will apply.
3) If the job is scheduled, confirmed by customer and crew is unable to access the property necessitating a return trip, an additional trip fee will apply.
PAYMENT METHODS AND TERMS:
*30% for Mobilization, Materials and Equipment is due at commencement of any job for $10,000 or more.
Final payment due immediately upon material completion of the project unless otherwise agreed. Please make checks out to CERTAPRO PAINTERS
We gladly accept Visa, Mastercard and American Express, though a 2.5% convenience fee will be added to your project for our office to run this charge.
*Minimum job size is $700
In the event our company must institute any action to enforce collection of the outstanding balance due under this agreement, the customer agrees to pay all costs and expenses of such action including, without limitation, resaonable attorney's fees to the extent permitted by law. Payments received more than 30 days after material completion of the job will incur a late fee of 1.25% each month on the balance due.

SIGNATURES

CertaPro Painters Authorized Signature Date

Authorized Client Signature Date

Authorized Client Representative Name & Title

Client

PAYMENT DETAILS

Payment is due: In full upon job completion

OPTIONAL WORK

The following items are **NOT INCLUDED** in your project but may be added for the additional cost listed below.

Item	Description	Price
New Detail		$0.00

Due to the current paint shortage, CertaPro will make every effort to use the specific brand and type of paint specified in this proposal. If that particular finish is not available, CertaPro reserves the right to substitute with an equivalent or better product that is available in order to complete the job in a timely manner.

COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE. IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **CertaPro of Greensboro**

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature) (Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
    - mill-glazing from smooth cedar
    - ordinary wear and tear.
    - abnormal use or misuse.
    - peeling of layers of paint existing prior to the work performed by the Contractor.
    - structural defects.
    - settling or movement.
    - moisture content of the substrate.
    - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
    - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.


110c
110d
Fusion Nutrition


108a
GRIT & GRACE
MONDAY-SATURDAY
10AM - 6PM
SALE

MEBANE DOWNTOWN EXTERIOR IMPROVEMENTS GRANT

WHAT DOES THE GRANT FUND?

The City will provide a grant in an amount up to 50% of the total cost for approved exterior renovation projects, maximum grant of $10,000 per property. Grants are limited to one per property each year and fund the following items/work:

- Façade Improvements & Renovations, including:
  - Restoration of original façade;
  - Repairs to external features such as storefronts, trim, cornices, etc.;
  - Painting (see Requirements);
  - Replacement of windows with windows of appropriate style and materials
- Preservation of unique architectural and/or historic properties and/or features
- Permanent art such as murals on exterior walls – does not include window art
- Exterior Seating on private property owned or leased by applicant to serve related Downtown business uses

GRANT CONDITIONS

◊ Properties must be within the area of focus in the City's adopted *Downtown Vision Plan*.

◊ Grants are subject to available funding. $50,000 is available in FY21-22.

◊ Property owner is required to contribute a minimum of 50% of funds to the project and will be reimbursed for qualifying expenses upon report that includes total cost of project with copies of paid receipts.

◊ All encroachments into City rights of ways and easements subject to City approval

◊ A grant must be approved prior to commencement of any construction work, or reimbursement may not be assured.

◊ Grants take the form of reimbursements after the fact, which means that all work covered by the grant must be completed and paid for by the owner prior to reimbursement by the grant. Grant applications are subject to fair and impartial review of the merits of the project, completeness of the application, availability of grant funds, and other factors.

◊ A project that deviates from the submitted plans without prior City approval will not be eligible for reimbursement of costs.

APPLICATION AND APPROVAL PROCESS

◊ Submit an application to the City of Mebane no later than February 15, 2022.

◊ All projects must comply with the requirements of the City of Mebane's ordinances and NC State Building Codes.

◊ All rehabilitations on buildings will attempt, as feasible, to follow the "Secretary of the Interior's Standards for Rehabilitation" of commercial buildings (see attached).

◊ All applicants must obtain at least two cost estimates for labor and materials and provide copies of each quote attached to the application.

◊ All projects shall be delivered 12 months following award.

CITY OF MEBANE • 106 E. Washington St. • Mebane, NC 27302 • 919 563 9990
Mainstreet@CityofMebane.com • cityofmebanenc.gov

Grant Application

Date of Application:_2/27/2022_____

APPLICANT INFORMATION

Property Owner Name	Kean Nguyen
Business Owner Name (if different*)	
Business Name	
Phone #	(336) 929-0771
Street Address of Property	108 & 110 W Clay St, Mebane
Applicant's Mailing Address	103 Mamie Ln, Jamestown, NC 27282

*If outdoor seating is being provided offsite from primary business site, a copy of a lease agreement or similar document is needed

USE OF BUILDING AND DESCRIPTION OF PROPOSED PROJECT

Current use of building:	Rental Properties
Proposed use of building:	
Business Name	
Describe project details. Attach drawing, sketch, or photo of proposed project, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building: Please kindly refer to the attachments in the email for further details.	
Total Estimated Cost of Exterior Improvements (Attach copies of all quotes, minimum of two quotes required for each portion of work and/or materials, grant will cover the sum of lowest quotes.): Please see the attached quotes.	

CHECKLIST FOR COMPLETE APPLICATION

1. I have read the City of Mebane Exterior Improvements Grant documentation and fully understand the agreement.
2. The property owner's written permission is attached if the applicant is the business owner, including City pre-approval to place seating on the sidewalk.
3. Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
4. Summary of project costs is attached, with copies of all quotes

I understand the City of Mebane Exterior Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Mebane City staff prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: ___Kean Nguyen_____ Date: _2/27/2022_____

Mebane Fire Dept. Monthly Report

		March		Year to Date		% Change from 2021
Structural Response						
Totals		**33**		**80**		**-15%**
Average Personnel Per Response		**10**		**14**		
Average Volunteer Response		**2**		**3**		
Non Structural Responses						
Totals		**73**		**206**		**11%**
Total Fire Response		**106**		**286**		**11%**
Location (Year to Date)		**North**		**South**		
Total Number/Precentage		**155/54%**		**131/46%**		
		North		**South**		
Average Fire Response Time		**4:57**		**5:32**		
Precentage of Calls Inside City		**58%**		**54%**		
Precentage of Calls Outside City		**30%**		**29%**		
Precentage of Calls for Mutual Aid		**11%**		**17%**		
EMT Response		**137**		**501**		**24%**
Location (Year to Date)		**North**		**South**		
Total Number/ Precentage		**230/46%**		**271/54%**		
CPS Seats Checked		**19**		**45**		
Smoke Alarms Checked/Installed		**37**		**50**		
Station Tours/Programs		**3**		**7**		
# of Participants		**37**		**162**		
Events Conducted/Attended		**1**		**4**		

Planning Board

Minutes to the Meeting
April 11, 2022, 6:30 p.m.

The Planning Board meeting was held at the Mebane Arts and Community Center located at 633 Corregidor Street, Mebane, NC 27302 and livestreamed via YouTube. The video can be accessed through the following link: https://www.youtube.com/watch?v=ccahB1Oge2Y

Members Present:

Chairman Edward Tulauskas
Judy Taylor, Vice Chair
Gale Pettiford
Susan Semonite
Kurt Pearson
Keith Hoover
Larry Teague
William Chapman

City Staff Present:

Audrey Vogel, Planner
Ashley Ownbey, Planner
Cy Stober, Development Director
Kirk Montgomery, IT Director

1. **Call to Order**
   At 6:30 p.m. Chairman Edward Tulauskas called the meeting to order.

2. **Swearing - In of Newly Appointed Planning Board Member William Chapman**
   Stephanie Shaw, City Clerk, swore in William Chapman to take an oath for his term as a new member of the Planning Board.

3. **Approval of March 14, 2022, Meeting Minutes**
   Kurt Pearson made a motion to approve the meeting minutes. Gale Pettiford seconded the motion which passed unanimously.

4. **City Council Actions Update**
   Cy Stober, Development Director, provided an update on the City Council's recent action at the April City Council meeting

5. **Request to establish R-12(CD) zoning +/- 148.98 acres for a Planned Unit Development of 308 single-family homes and 184 townhomes, by rezoning 2570 S NC 119 (GPIN 9803664499) from R-20; rezoning an adjacent unaddressed property (GPIN 9803752741) from B-2 and R-20 and establishing zoning on a portion of the property not zoned by the City of Mebane; rezoning portions of an adjacent unaddressed property (GPIN 9803578931) from R-20; and, rezoning portions of 2502 S NC 119 (GPIN 9803677687) from B-2 by Leoterra Development, Inc.;**

   AND

   Request for a Special Use Permit for a Special Purpose Lot to allow for a public sewer pump station on the unaddressed property (GPIN 9803752741) by Leoterra Development, Inc.

   Leoterra Mebane, LLC, is requesting to rezone the properties to R-12(CD) (Residential Conditional District) to allow for a Planned Unit Development of 184 townhomes and 308 single-family homes. The properties are in Alamance County outside of the City limits. Leoterra Mebane, LLC, owns the largest property and has all portions of the other properties under contract for purchase, contingent upon approval of the conditional rezoning.

Proposed onsite amenities, waiver requests and traffic improvements are detailed in the meeting agenda packet available here: https://cityofmebanenc.gov/meetings/planning-board-meeting-april-11-2022/. The Technical Review Committee (TRC) has reviewed the site plan five (5) times and the applicant has revised the plan and TIA to reflect the comments.

Ashley Ownbey provided an overview and PowerPoint presentation of the request.

Attorneys La-Deidre Matthews and Craig Turner of Fox Rothschild LLP (101 N. Tryon St. Suite 1300 Charlotte, NC 28246) representing the applicant provided a detailed presentation of request. Craig Turner presented the rezoning request which included a discussion of the surrounding land use, traffic conditions and improvements. La-Deidre Matthews presented the special use permit request. During the presentation, Ms. Matthews explained that the request would meet the following criteria for a Special Use Permit:

a) Will not materially endanger the public health or safety;
b) Will not substantially injure the value of adjoining or abutting property;
c) Will be in harmony with the area in which it is located; and
d) Will be consistent with the objectives and goals in the City's adopted plans

The applicant Buddy Lyons of Leoterra Development, Inc. introduced himself to the Planning Board and public and went into detail about the home products and architectural standards they intent to use and the proposed onsite amenities.

Rami Al-Chacar, 3010 Bluebird Lane, asked how what the proposed density would be and if it would be small lots. Mr. Lyons responded that it would be 3.3 units per acre and the lot size is pretty standard compared to newer developments in the area.

Francis Fredette, 2531 Farrell Rd, expressed concerns about increased traffic in the area, specifically the already troublesome intersection of Turner Rd and S NC HWY 119. Mr. Fredette recounted his experience of leaving 30 minutes early just to get on 119 from Turner Rd and asked if there would be a traffic light added at this intersection. He added that an entrance to the proposed development on Farrell Rd would prohibit those residents from easily accessing Turner Road as well.

Buddy Lyons explained his Engineering team was required to complete a traffic impact analysis (TIA) to for the project, which was reviewed and approved by the City of Mebane and the NC Department of Transportation (NCDOT). He noted that the goal of the TIA and design is to minimize the traffic impact, and added that the impacts to the road network would not take place for many years ahead due to supply chain delays and project phasing. Mr. Fredette (2531 Farrell Rd).

Alex Carter, P.E., an engineer at Leoterra Development, Inc spoke about the traffic study. He stated that the Ramey Kemp traffic engineer that conducted TIA was not able to attend the meeting. He explained that per the TIA the developer will provide a number of improvements on NC119 including a traffic light at NC 119 and Kimrey Rd.

Heather Merritt, 2170 Farrell Rd shared disappointment over the prospect of the "beautiful farmland" across from her home being turned into more "cookie cutter homes." Ms. Merritt commented that speeding is unsafe on Farrell Rd and more homes in the area will make the road more unsafe and increase traffic on an already congested system. Ms. Merritt inquired when the TIA was completed and if it took COVID impacts into consideration - now that people are going back to work traffic has been worse than ever. She stated that a traffic signal at NC 119 and Kimrey Rd would benefit only the people living in the proposed development. She reiterated that a signal at NC 119 and Turner Rd is necessary and that school traffic in the morning is burdensome. The impact to schools will also be problematic, noting increasing class sizes at the elementary school and longer bus rides. Ms. Merritt also expressed disappointment that neighbors were notified about the project two weeks in advance. She urged the Planning Board to consider the impact to the surrounding neighbors and the already strained road network.

Christopher Cole, 2200 Farrell Rd, echoed the concerns about density and traffic congestion in the area. Mr. Cole also spoke about the wildlife that currently exists on the subject property, such as bald eagles and turkeys. He concluded that traffic and growth in the area is "getting out of hand" and is unsustainable.

Tara Cole, 2200 Farrell Rd shared similar concerns about traffic and congestion on NC 119, Turner and Farrell Rd. She also asked whether the TIA considered recent traffic conditions since people have returned to working in person. She noted that a light at NC 119 and Kimrey can only do so much when the road needs to be widened. She added that Alamance County doesn't maintain Farrell Rd, so more cars on the street will cause more problems. Ms. Cole commented that she moved to Farrell Rd for the appeal of rural living and she was not ever aware that the subject property was for sale and commented that Mebane has changed so much over the last 10 years with respect to population growth, open space and traffic.

Kurt Pearson asked Alex Carter, P.E. to answer some questions about the Hawfields Landing TIA and clarified that he is not from Ramey Kemp (the firm that conducted the TIA). Mr. Carter explained that a traffic signal at the NC 119 and Kimrey Rd intersection will help to improve the level of service (LOS) by creating a "gating effect" for the flow of traffic. He clarified that there are no direct improvements proposed on Turner Road. Kurt Pearson read from the TIA that no-build and build conditions both have the same LOS for the major and minor roads.
Buddy Lyons commented that the road network and improvements are based on what is required by the City and CCDOT, and any additional staff feedback during the TRC process. He added that he would be happy to have a conversation with the City about additional traffic improvements.

Kurt Pearson asked why the development was going to have an entrance on Farrell Road? Cy Stober answered that NC State fire code requires two points of access for developments of more than 100 homes. Mr. Pearson noted that it would be likely that residents of the proposed development would use Turner and Farrell roads and asked what would trigger an improvement to Turner Rd. Cy Stober responded regardless of the development the Turner Road intersection has a LOS F. Mr. Sober continued that the NCDOT has initiated an express design project for S NC 119, but it would take at

least 10 years for any improvements to be realized. He recognized that the traffic on this road is already a significant challenge and there is no remedy at this time for the NCDOT controlled road.

Keith Hoover asked when the TIA was completed. Mr. Stober responded that the TIA was updated twice, most recently this year in March 2022 to reflect the latest traffic conditions. He added that the developer of Cambridge Park is already required to add a turn late at the NC 119 intersection. Acquiring right of way to add a turn lane on NC 119 is already challenge due to historic preservation constraints at the Hawfields Presbyterian Church and cemetery. Kurt Pearson asked if a stoplight at Turner Road intersection is warranted? Cy Stober confirmed that it is warranted per the signal warrant analysis, but it would need to go through the NCDOT Congestion Management and Division 7 and it is unclear how it would be funded.

Buddy Lyons noted that he would be willing to explore improvements on Turner Road at the City's direction. He also emphasized that the core purpose of the Planning Board meeting is to discuss land use and the property's current state it could be used for a range of higher intensity commercial uses that may generate even more traffic or truck traffic. Mr. Lyons also explained that his team has worked to meet the requirements of the Mebane UDO and TRC, but would be interested in holding another meeting with the neighbors prior to the City Council public hearing to address concerns about setbacks, density, etc.

Gale Pettiford asked when the Cambridge Park improvements discussed earlier would begin. Cy Stober responded that it would within the next two phases.

Cy Stober reminded the Planning Board that NC State law prohibits municipalities from considering making land use decisions based on public schools.

Mr. Fredette, 2531 Farrell Rd, asked how long it would take to see a traffic light at Turner Rd if it is left up to the state. Cy Stober answered the NCDOT express design project could take at least 10 years.

Kurt Pearson asked what the City takes into account when making a recommendation for land use and zoning decisions. Cy Stober referred to Ashley Ownbey's presentation earlier noting that they look at harmony with surrounding land use and zoning in the area and adopted long range plans. He added that there is State case law that dictates single family residential adjoining single family residential, despite lot sizes is to be considered harmonious.

Susan Semonite asked if increasing the minimum setbacks would decrease the number of lots in the development and how it would impact the home products? Buddy Lyons responded that it would have a bigger impact on the homebuilder and the products, but it does not necessarily reduce the number of homes.

Buddy added that he is happy to look at increasing setbacks, buffer, landscaping and making some density concessions prior to the City Council meeting. He added that he hopes to get a contact sheet of those who have attended the meeting to get in touch and work with folks to address concerns.

He emphasized the importance of addressing the concerns of the neighbors and meeting people in the middle.

Larry Teague asked how many acres are proposed to be developed with homes. Buddy responded that about 50 acres are being reserved for open space with about 100 acres for development.

Judy Taylor asked about the price point for the townhomes. Buddy responded that it would likely be low 400's. He elaborated on the dramatic increase in prices and property values over the last year or so due to inflation.

Judy Taylor commented on the property being classified as the G2 growth area in the Comprehensive Land Development Plan. She noted that this growth area is intended to have activity centers with opportunities for residential development and employment so that people can live and work close by. Ms. Taylor added that people that do work close by at the distribution centers probably can't afford homes in the 400k range.

Buddy Lyons responded that he would be willing to get a lower price point, but they wouldn't be able to achieve the City's desired architectural conditions.

Tom Boney of the Alamance news asked for more information on the history of the project. Cy Stober responded that the project was originally brought to TRC by another developer over 4 years ago, with plans that included 560 homes with apartments. This never came to Planning Board. Leoterra took over the project and reduced the density.

Kurt Pearson asked if Leoterra makes changes to the plans, do they need to return to the Planning Board prior to City Council. Cy Stober explained that it depends if the changes significantly alter the design of the project.

Buddy reiterated that beyond traffic improvements which warrants further discussion with the City and DOT, he is considering a reduction in the number of homes, increasing setbacks and the addition of more landscaping and buffers, particularly around the cemetery. He also discussed changes to the architectural standards. Buddy opined that none of which would create a substantial change. He also reiterated his intent to meet with surrounding residents.

Tom Boney asked how many homes would be eliminated. Buddy responded that he would need to run the numbers, but it would probably be in the 10s.

Cy Stober provided clarification that per state law the City is prohibited from regulating the architecture of single-family homes. Cy explained the precedent that private developers often offer architectural commitments to City Council as part of their conditional rezoning request, but that is strictly between the developer and City Council.

Tara Cole asked for clarification about "flexibility in design" for Planned Unit Developments. She also emphasized the need to consider the average income in the area to insure these homes are

affordable. Cy Stober clarified that the flexibility in design for PUDs allows certain deviations from the City's development standards, but once the project is approved it must adhere to the conditional approval and the site plan may not change without approval from the City Council at a public hearing.

Tara Cole asked if anyone on the Board has been to the cemetery on the property and commented that the design around the cemetery was not favorable.

Buddy Lyons proposed to the Planning Board to make the following changes to the rezoning request

- Increase minimum side setback from 10 to 14 feet;
- reduce the number of homes by at least 20 lots
- improve the design of the area surrounding the cemetery; and
- publicly dedicate the walking trail

Buddy also repeated his intent to meet with the neighbors to discuss further including landscaping and buffers.

Chairman Tulauskas invited more members of the public ask questions and provide comments. He reminded everyone that the City Council will have the final say and the project will be considered at a public hearing.

Janet Eckelbarger, 2872 Nereus Dr, commented that the purpose of the meeting is to consider the zoning – which is currently B-2 along NC 119 with some R-20 in the back. Ms. Eckelbarger explained the property was zoned B-2 for a reason and should stay that way citing the need to commercial services in the area and the future growth strategy areas in the Comprehensive Plan. She also commented that the developer should provide public recreation in the area and that a payment-in-lieu is not acceptable. She concluded that R-12 is too dense and a less traditional type of development would be a better fit for the area.

William Currin, 431 E Mcpherson Dr and owns property on Farrell Rd echoed the concern that too many homes are being proposed and remarked on how much Mebane has changed. He also asked about the annexation of the property and how it would impact neighbors. Cy Stober clarified that only the subject property would be annexed. Mr. Currin also asked about the cost to extend sewer to the development. Buddy Lyons explained that this is a developer's expense.

Bhavna Hilligrass, 1262 Valdosta Dr, shared concerns about the degradation and loss of habitat and environmental resources. Ms. Hilligrass referenced the conservation area identified in the CLP and the goal and objectives in the CLP that support tree preservation and environmental conservation. Ms. Hilligrass also referenced the City's tree protection ordinance. Ms. Hilligrass requested that the developer provide an onsite walk through with neighbors. She also suggested the developer provide more nature-based amenities geared towards conservation. She concluded by asking the Board to consider the project and how it can be in harmony with nature, and how conservation strategies can help protect their health and environment.

Matt Lawrence, 3015 S NC 119 HWY, commented that he's lived in the area for more than 40 years and is on the Board of Directors for the Hawfields Child Care and Development Center. His concern is that the growth in the area has not been supported by adequate infrastructure. He commented on the bottleneck on NC 199 between the Hawfields Presbyterian Church and historic cemetery, noting that until that bottleneck is resolved no traffic light will fix the problem. He elaborated that the roads cannot accommodate new and or already approved sources of traffic on NC119 including amazon trucks, the new high school, Summerhaven, and Cambridge park. He said all of our interest is to make a place that people want to come and work and live and if we don't do it responsibly people won't want to live here anymore.

Judy Taylor asked if City staff provided any guidance or feedback to the developer regarding the required public recreation dedication of 14 acres and the proposed payment in lieu. Buddy Lyons responded that the public recreation was determined prior to him taking over the project but was open to feedback on the matter. Judy Taylor emphasized the importance of the Planning Board meeting to give neighboring residents and the developer an opportunity share ideas and concerns prior to the City Council meeting.

Concluding the public comment period of the meeting, Buddy Lyons spoke about the feedback he received and stated that he would be willing to do an onsite walk through prior to the Council Meeting and that we would get a signup sheet/ list of contact information from interested members of the public in attendance. He also said that they were required to do a stream and wetland study for the project, and Leoterra Development, Inc. has their own grading and utility and simple site construction division, which gives them full control over the site development and any impacts to stream, wetlands, wildlife, etc.

Craig Turner reminded the Planning Board that the site plan brought forward for the rezoning request is something that has been reviewed extensively by City staff and has been approved by the TRC. He added that Mr. Lyons has shown that he is more than willing to cooperate with City staff and the community to address number of concerns related to the project and that the ultimate authority is the City Council which will hear these concerns as well. Mr. Turner asked that the Planning Board approve the request as presented with the conditions that Mr. Lyons agreed to and allow the City Council to negotiate with the Developer further. Buddy Lyons restated the conditions he would add to the site plan prior to City Council:

- Increase minimum side setback from 10 to 14 feet;
- reduce the number of homes by at least 20 lots
- improve the design of the area surrounding the cemetery; and
- publicly dedicate the walking trail / make it ADA accessible

Kurt Pearson questioned if it would be appropriate for them to continue to Council given the number of proposed changes and suggested tabling the request for a month to allow the developers to make the discussed changes. Cy Stober responded that the developer has the right to seek Council Action after the Planning Board has had 30 days to consider the request.

Buddy Lyons explained that he hoped the Planning Board would make a recommendation and then the Developer team would use the time before the City Council hearing to make sure they address the concerns raised during the meeting. Buddy added that he would be happy to table the request for the Planning Board but ultimately comes down to Council.

Kurt Pearson raised the concern that there are two requests on the table – the rezoning and the special use permit request which puts the Planning Board in a difficult position. Attorney La-Deidre Matthews clarified that the special use permit request is to be considered separately from the rezoning request and will have a separate quasi-judicial public hearing before the City Council.

Attorney Craig Turner requested a two-minute break, which was granted by Chairman Tulauskas. Following the brief intermission, Mr. Turner made a request for the requests to be tabled for a month to allow the development team time to make the above discussed changes to the site plan and hold an onsite meeting and walk through with the concerned neighbors. Buddy Lyons thanked the members of the public that attended the meeting for their professionalism and for sharing their concerns.

Per this discussion, Kurt Person made a motion to continue the rezoning and special use request by Leoterra Development, Inc. to the May Planning Board meeting. Judy Taylor seconded the motion which passed unanimously.

6. New Business

Audrey Vogel, City Planner, shared the following new business items:

- Kevin Brouwer stepped down from the Planning Board due to increased time commitment and travel at work.
- City Council Budget Work Session to be held on May 13
- City offices closed Friday, April 15

7. Adjournment

Chairman Edward Tulauskas adjourned the meeting at 8:45 p.m.

CITY of MEBANE







BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

2021 Annual Report & 2022 Work Plan

2021 IN REVIEW

Better Block Projects

The Mebane Bicycle and Pedestrian Advisory Commission (BPAC) dedicated significant time during 2021 to designing, implementing, and evaluating two Better Block projects:

1. Downtown Parklet – a temporary setup of picnic tables and bike rack in a parking stall on Clay Street
2. Ashbury Traffic Calming – temporary crosswalks and stop signs in the Ashbury neighborhood

The projects emerged from Mebane's participation in the Better Block Trailer, which is a shared community resource available to communities in Alamance County. The trailer contains materials like chalk, paint, traffic cones, and barricades to "test-drive" ideas on streets and in public spaces before pursuing permanent projects. The two Mebane projects were active during the months of August, September, and October.







The Better Block projects provided an opportunity to engage with the Mebane community. Groups such as Destination Downtown, MUSE of Mebane, and the Ashbury Homeowners' Association supported realization of the projects. Each survey for the two temporary projects received more than 200 responses. The BPAC and City of Mebane staff continue to evaluate results of the temporary projects and consider permanent improvements.

October Bike Rodeo

In partnership with the Mebane Police Department and Mebane on the Move, the BPAC co-hosted a children's bike rodeo outside the American Legion Building in Downtown Mebane. The rodeo was held during Autumn Fest and included distribution of free bike helmets. Various stations were set up at the bike rodeo, including bike registration with Mebane Police, bike maintenance, and an obstacle course. Additionally, the BPAC distributed bike campaign signs.







Crosswalk Improvements

In 2021, long-awaited crosswalks were realized on and around S Fifth Street, S Third Street, and E Brown Street. These crossings of streets maintained by the North Carolina Department of Transportation (NCDOT) required encroachment agreements. At the BPAC's recommendations, crosswalk and curb ramp improvements were also installed at the intersections of N Charles & W Ruffin, W Crawford & N Third, and N Fifth & Kit.

Capital Projects

During 2021, progress was made on previous capital project recommendations from the BPAC. Sidewalk on W Jackson Street was completed. Outreach and preliminary assessment were completed for the W Crawford Sidewalk Project and the Third-Fifth Greenway Connector. Finally, City of Mebane staff continued to work on easement acquisition for the MACC-Holt Street Greenway.

2021 BPAC Members

Rebecca Brouwer, Chair	City
Sarah Elder	City
Matt Engwall, Vice-Chair	City
Katy Jones	At-large
Chelsey Morrison	Orange County
Sylvia Sichi	City
Jason Smith	Alamance County ETJ

CITY OF MEBANE

2022 WORK PLAN

Projects & Programs

The BPAC is recommending the City Council engage in four capital projects in the coming fiscal year:

- Design and construction of a sidewalk along the W Carr frontage of E.M. Yoder Elementary

- Final design and initial construction of sidewalk on the block of N Second and W Crawford

- Initial design and easement acquisition of sidewalk on W Crawford between N First and N Charles

- Initial design and easement acquisition of the Third-Fifth Greenway Connector

The BPAC will continue to evaluate where safe crossings are needed and coordinate with staff to pursue them. Additionally, the BPAC plans to participate in the annual bicycle rodeo and potentially lead other bicycle campaigns.

During 2022, the BPAC will explore opportunities to further partner with City departments and other City commissions, including programs such as Watch For Me NC.

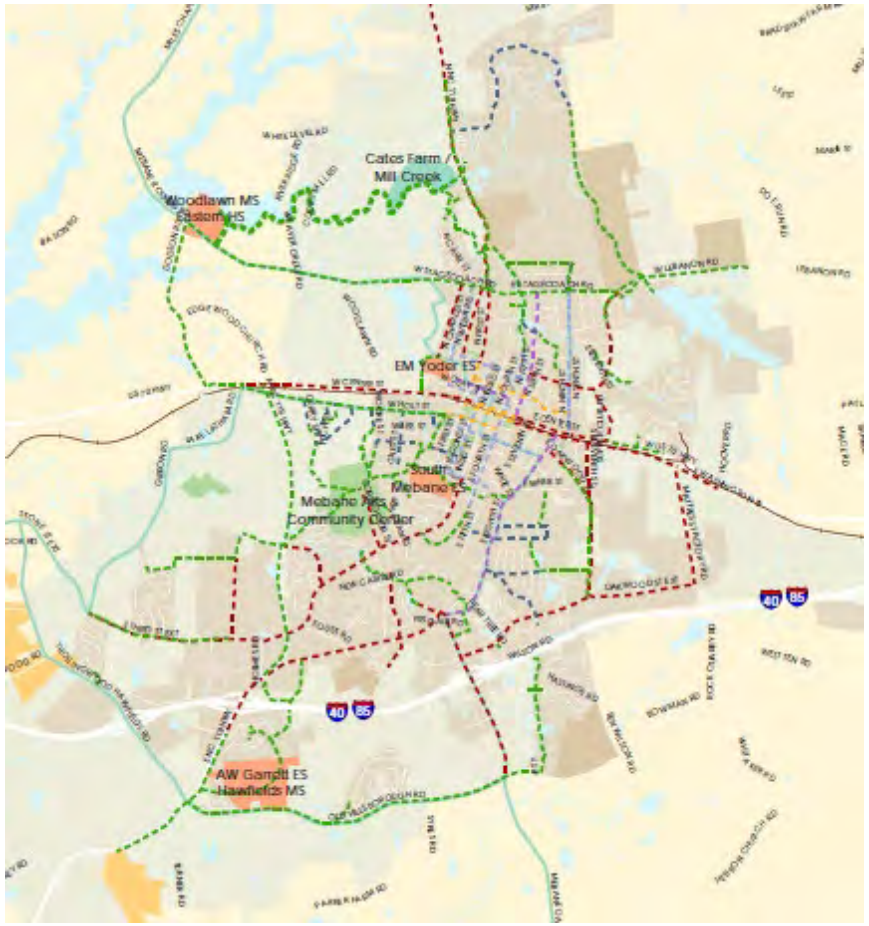


Updates to the Bicycle and Pedestrian Transportation Plan

The BPAC will play a significant and important role in funded updates to the *Bicycle and Pedestrian Transportation Plan*, which was first adopted by the City of Mebane in 2015. The process to update the plan is expected to begin in May 2022, with final documents anticipated in September 2023.

Updates to the *Bicycle and Pedestrian Transportation Plan* will coincide with drafting of a new *Recreation and Parks Comprehensive Master Plan*. Though separate documents, joint public meetings and data collection will better allow the two related plans to communicate with one another. Updates to the *Bicycle and Pedestrian Transportation Plan* will address the following immediate needs:

- Expand the plan's study area to align with the focus areas and geography of *Mebane By Design*, the City's Comprehensive Land Development Plan, and consider future growth areas.
- Incorporate recommendations from the *2040 Comprehensive Transportation Plan* (2018) and *Downtown Vision Plan* (2019).
- Evaluate current recommendations and address those that are not feasible.
- Review and update the prioritization criteria and schedule.
- Provide updated project cutsheets and maps.
- Further develop design standards and policy recommendations to support the integration of multi-modal transportation with land use planning.



City of Mebane
Bicycle and Pedestrian Advisory Commission

106 E Washington St
Mebane, NC 27302